



## **EAGLE MOUNTAIN CITY COUNCIL SPECIAL SESSION MEETING MINUTES**

May 14, 2024, 3:00 p.m.

Eagle Mountain City Council Chambers

1650 East Stagecoach Run, Eagle Mountain, Utah 84005

### **3:00 P.M. WORK SESSION**

ELECTED OFFICIALS PRESENT: Mayor Tom Westmoreland, Councilmembers Donna Burnham, Melissa Clark, Rich Wood, and Brett Wright.

ELECTED OFFICIALS PRESENT: Councilmember Jared Gray.

CITY STAFF PRESENT: Steve Mumford, Interim City Manager; Fionnuala Kofoed, Assistant City Manager/City Recorder; Cliff Strachan, Director of Legislative Affairs; Evan Berrett, Economic Development Director; Marcus Draper, City Attorney; Kimberly Ruesch, Finance Director; Tyler Maffitt, Communications Manager; Angela Valenzuela, Human Resource Manager; Natalie Winterton, Grants Coordinator/Management Analyst; Terrence Dela Pena, Finance/Management Analyst; Brandon Larsen, Planning Director; Elizabeth Fewkes, Recording Secretary; Mack Straw, Public Utilities Manager; Zac Hilton, Streets and Storm Drain Manager/Parks and Recreation Manager; Jeff Weber, Fleet and Facilities/Operations Director; Brad Hickman, Public Works Director; Eric McDowell, Chief Deputy Sheriff; Alex Palacios, Finance Manager; Mark Mower, Account; Bailey Ensign, Digital Communications Specialist, Emmu Salo, Administrative Intern; and Elle Compton, Administrative Intern.

CITY STAFF PRESENT ELECTRONICALLY: Michele Graves, Library Director.

Mayor Westmoreland called the meeting to order at 3:05 p.m.

#### **1. DISCUSSION OF PROPOSED BUDGET**

Finance Director Kimberly Ruesch presented the item. The budget rollout process includes the release of the tentative budget on May 23, 2024, allowing for a ten-day notice before the public hearing. The finance department aimed to provide a comprehensive and understandable budget document, addressing previous communication gaps and limited information in past budgets. Major changes and key objectives for each department were highlighted to facilitate Council discussions and public understanding.

The budget also includes proposals for additional positions, with a total cost of approximately \$930,413 covering wages and benefits. These include 14 new positions: 9 full-time, 2 part-time, and 3 seasonal. Two positions, a full-time project manager and a part-time clerk, were postponed due to the lack of clarity and immediate need. Four new positions in the Sheriff's Department are requested, with staggered hiring to manage the budget within current revenue constraints. Pay adjustments include a 3% market adjustment for all personnel meeting performance expectations and additional funds to bring all employees to at least 85% of the midpoint of their pay bands. The total cost of these adjustments is approximately \$300,000.

Ms. Ruesch provided an overview of recent structural changes in the Finance Department, highlighting key reclassifications and their impacts. The treasury, purchasing, and customer service functions were moved under the Finance Department from other departments, aligning their budgets accordingly. This change was part of an effort to improve reporting and resource allocation. Additionally, general office expenses were reclassified from the Human Resources budget to Finance, with plans to further break down these costs in future budgets. The Finance Department also reallocated software-related expenses to their respective departments, ensuring accurate cost tracking and accountability. New software was introduced to manage Government Accounting Standards Board (GASB) 87 and GASB 96 accounting standards, focusing on lease reporting and software purchase costs over contract periods. While this new software will not integrate with existing systems, it is necessary to comply with updated governmental accounting standards. These changes aim to provide better financial management and transparency across the City's departments.

Ms. Ruesch reviewed the list of one-time funding, equipment, and new vehicle requests for individual departments, totaling \$1,489,613. As the items represent a single rather than ongoing operational cost, they are paid for from reserve funding from the General Fund or individual departments. The reallocation of utility sale proceeds was discussed, highlighting key items from a previous list, including the monument sign and public art, and a \$50,000 budget improvement for the bike park. Additionally, original items from the utility sale proceeds were intended to target medians and landscaping along major corridors in the City Center, such as Pony Express Parkway.

The budget changes for the upcoming fiscal year include a recommended increase in City Council compensation, raising the total monthly compensation from \$1,300 to \$1,430. This adjustment will require a code amendment and a public hearing for implementation.

The budget includes two new software items: a \$15,000 financial software, and project management software for IT. Other software requests were deferred for mid-year consideration based on revenue performance.

#### Key Discussion Points and City Council Directives:

##### Sheriff's Department Personnel Requests:

- Initial request for four positions.
- Two positions are to be hired in July, and two in January to manage fiscal impact.
- Sheriff McDowell confirmed the approach would ensure sufficient service levels.
- Commitment to fully fund these positions by Fiscal Year 2026, with projected revenue growth expected to cover additional costs.
- Concerns about public safety and the need for proactive planning due to rapid population growth.
- Importance of maintaining community policing and adequate staffing for City events.
- Suggestion for a dedicated budget line item to manage overtime costs effectively.

##### Personnel Compensation Increases:

- Emphasizing performance-based raises.
- Acknowledging the total cost of over \$300,000 and its budget impact.
- Implementing a strategy to delay 3% raises by three months if recent raises were given.
- Benchmarking raises against other Utah cities, which propose increases between 3 to 5%, with some as high as 10% to meet market targets.
- Stressing the importance of meaningful raises, especially for lower-paid employees, and questioning the effectiveness of percentage-based raises.

- Maintaining competitive pay for specific jobs, regardless of annual pay amount.
- Ensuring competitive pay for executive-level and experienced staff to reduce turnover.
- Several software acquisitions were delayed and removed from the budget to prioritize personnel.

#### Public Art Installation Project:

- Proposal to designate \$100,000 for a public art installation project and whether to allocate a set amount prior to initiation of the procurement process.
- Concerns from some Councilmembers about the lack of a specific plan or process for selecting and funding the art project.
- The procurement process specified in Eagle Mountain Municipal Code Chapter 12.35 Public Art.
- Suggestions to involve local artists and create a clear process for project proposals and funding, with further discussion in a future work session.

#### Neighborhood Park Match Grant Program:

- Agreement to reconsider the allocation of funds, with suggestions to reallocate those funds for other priorities.

#### City Center Medians and Streetscapes:

- Need to revisit the allocation of funds due to changes in development and water conservation priorities.
- Delays explained by ongoing utility work and the need to avoid redoing newly landscaped areas.

#### New Software:

- Personnel prioritized over software acquisition, focusing on wages for existing staff and new hires.
- New software requests were supported but limited resources led to their removal from the budget.
- Costs for new financial software (OpenGov) are roughly \$100,000 annually with a \$35,000 implementation fee.
- Current processes require manual data input due to lack of integration.
- OpenGov offers no integration benefits with other products at present; however, it meets current City needs.

#### City Council and Mayor Compensation:

- Proposed increase in compensation, requiring a separate public hearing.
- Discussion on the need for a codified process for regular reviews and adjustments to avoid politicizing compensation increases.

#### Fireworks Funding:

- Approval from the Council for fireworks funding added to the tentative 2025 budget.
- Plan to fund the 2025 fireworks from reserves to avoid cuts elsewhere.

#### Long Range Planner Position:

- Support for converting the part-time long-range planner position to a full-time role to better address the City's planning needs.
- Funding by adjusting the transfer from the General Fund to the Capital Projects Fund.

Mayor Westmoreland adjourned the meeting at 4:53 p.m.

  
Fionnuala B. Kofoed, MMC  
City Recorder

