

City of Green River
460 East Main Street, Green River, Utah

City Council Minutes
Special Meeting
Thursday, June 18, 2020

ATTENDING: Mayor Travis Bacon, Council Members Kathy Ryan, Larry Packer and Kent Nelson; Employees Conae Black, Cameron Wilford

ABSENT: Michael Silliman and Bo Harrison

CONDUCTING: Mayor Travis Bacon, the meeting began at 7:06 p.m.

ORDER OF BUSINESS:

1. Public Hearing to hear comments on the proposed 2020 fiscal year budget amendments and the proposed 2021 fiscal year budget. There were not any members of the General Public present to the meeting to give comments.

2. Discuss/approve/deny the 2020 budget amendments. Conae Black provided the Mayor, Council and others present a copy of proposed budget amendments. She highlighted that there was an excess of General Fund which has accumulated over two fiscal years. This excess General Fund money will be transferred into other funds \$381,300 into Capital Projects fund, and additional \$2,000 into the Solid Waste fund, \$28,000 into the Transient Room Tax Marketing fund and an additional \$50,000 into the Museum fund to make up for some of the shortfalls from loss of revenue due to COVID 19. All other budget adjustments are to match the actual increase or decrease of each line item. **MOTION:** Kathy Ryan made a motion to approve the suggested budget amendments with any other changes that are needed once the final revenues and expenses have been booked correctly. Larry Packer seconded the motion. **VOTE:** Kent Nelson, Kathy Ryan and Larry Packer voted aye. The motion carried.

10 General Fund	2020 Budget	Revised Budget
Revenue:		
Taxes		
3110 PROPERTY TAX	230,000	300,000
3116 RESORT COMMUNITY SALES TAX	400,000	410,000
3120 STATE COLLECTED SALES TAX	240,000	260,000
Licenses and permits		
3221 BUILDING PERMITS	2,000	95,000
3222 ANNUAL BUSINESS LICENSES	2,000	2,500
3224 LIQUOR LICENSES	1,600	1,500
3225 ANIMAL LICENSES	200	100
Intergovernmental revenue		
3333 FRANCHISE DIST - EMERY TELCOM	2,000	1,800

3334 STATE LIQUOR FUND ALLOTMENT	4,200	4,300
3335 AVIATION FUEL TAX	30,000	22,500
Charges for services		
3441 FIRE DEPT RESPONSE FEES	10,000	8,000
3443 STREET REPAIR	0	500
3446 ANIMAL CONTROL HOLDING FEE	100	0
Interest		
3661 INTEREST EARNINGS	20,000	45,000
Miscellaneous revenue		
3669 SUNDRY REVENUE	1,500	1,000
3671 CREDIT CARD SERVICE FEES	1,000	1,300
Contributions and transfers		
3810 GEN FUND BAL TO BE APPROPRIATED		244,000
3898 GRANTS FROM OTHER GOVT UNITS	445,500	400,000
Total Revenue:	1,454,600	1,818,500
Expenditures:		
Administrative		
4112 Admin COUNCILMEMBER NOMINAL FEE	12,000	13,200
4115 Admin HEALTH INSURANCE BENEFITS	28,000	28,200
4122 Admin PUBLIC NOTICES	1,000	1,300
4123 Admin TRAVEL, MEALS & LODGING	5,000	1,800
4124 Admin OFFICE SUPPLIES	11,000	8,000
4128 Admin TELEPHONE	6,500	8,000
4129 Admin RENTS, LEASES & PERMITS	10,000	21,000
4131 Admin PROFESSIONAL SERVICES	50,000	133,000
4132 Admin MAINTENANCE CONTRACTS	5,200	6,000
4134 Admin G R CANAL CO WATER SHARES	15,000	17,200
4139 Admin TRAINING AND CERTIFICATION	1,000	400
4145 Admin POSTAGE AND SHIPPING	3,000	3,100
4151 Admin INSURANCE AND SURETY BONDS	57,000	55,000
4155 Admin BANK SERVICE FEES	7,000	9,000
4156 Admin GASCARD SERVICE FEES	300	350
4157 Admin COMMUNITY ACTIVITY GRANTS	11,200	10,500
4161 Admin MISCELLANEOUS SUPPLIES	4,000	4,550
4164 Admin BEAUTIFICATION COMM PROJECTS	6,500	3,000
4195 Admin LOSS OF REVENUE	0	1,000

4222 Elect PUBLIC NOTICES	100	0
4223 Elect TRAVEL, MEALS AND LODGING	200	0
4224 Elect OFFICE SUPPLIES	2,500	1,300
Buildings and grounds		
4411 Bldg SALARIES AND WAGES	35,000	44,000
4413 Bldg COST OF EMPLOYMENT	4,000	5,000
4414 Bldg RETIREMENT BENEFITS	4,500	7,100
4415 Bldg HEALTH INSURANCE BENEFITS	8,000	13,300
4425 Bldg EQUIPMENT MAINTENANCE	1,500	1,100
4426 Bldg BUILDING & GROUNDS MAINTENANCE	11,000	13,000
4427 Bldg UTILITIES	4,000	0
Information Center		
4611 Info SALARIES AND WAGES	25,800	24,000
4614 Info RETIREMENT BENEFITS	1,500	2,000
Fire		
5213 Fire COST OF EMPLOYMENT	3,300	2,100
5214 Fire RETIREMENT BENEFITS	900	100
5223 Fire TRAVEL, MEALS AND LODGING	3,000	1,600
5224 Fire OFFICE/CLEANING SUPPLIES	1,500	3,000
5226 Fire BUILDING & GROUNDS MAINTENANCE	500	600
5227 Fire UTILITIES	4,000	11,000
5228 Fire TELEPHONE	800	700
5230 Fire FUEL AND OIL	2,000	1,700
5236 Fire VOLUNTEER FIREMEN NOMINAL FEE	35,000	15,500
5239 Fire TRAINING AND CERTIFICATION	7,000	1,100
Public Safety		
5611 Public Safety SALARIES AND WAGES	36,000	14,000
5613 Public Safety COST OF EMPLOYMENT	4,000	1,600
5614 Public Safety RETIREMENT	5,000	1,600
5615 Public Safety HEALTH INSURANCE BENEFITS	14,000	6,000
5623 Public Safety TRAVEL, MEALS AND LODGING	2,500	0
5625 Public Safety EQUIPMENT MAINTENANCE	1,000	600
5630 Public Safety FUEL AND OIL	500	100
5631 Public Safety PROFESSIONAL SERVICES	5,000	2,000
5633 Public Safety DUES & MEMBERSHIPS	500	100
5634 Public Safety STATE BLDG INSP SURCHARGE FEES	200	1,000
5639 Public Safety TRAINING AND CERTIFICATION	4,000	2,000

Animal control		
5711 Animal SALARIES AND WAGES	25,000	18,000
5713 Animal COST OF EMPLOYMENT	4,000	2,200
5714 Animal RETIREMENT BENEFITS	1,000	0
5715 Animal HEALTH INSURANCE BENEFITS	1,000	0
5723 Animal TRAVEL, MEALS AND LODGING	2,000	500
5726 Animal BUILDING & GROUNDS MAINTENANCE	1,000	1,300
5730 Animal FUEL AND OIL (GASOLINE)	1,500	0
5739 Animal TRAINING AND CERTIFICATION	1,000	0
5741 Animal SPECIAL DEPARTMENT SUPPLIES	2,000	1,400
5762 Animal MISCELLANEOUS SERVICES	5,000	0
5774 Animal CAPITAL OUTLAY - EQUIPMENT	2,500	0
Airport		
6526 Airport BUILDING & GROUNDS MAINTENANCE	2,000	4,000
6528 Airport TELEPHONE	200	1,500
6530 Airport FUEL	30,000	16,000
6531 Airport PROFESSIONAL SERVICES	330,000	300,000
Curb & Gutter		
6231 Streets PROFESSIONAL SERVICES	17,800	10,000
6273 Streets CAPITAL OUTLAY - IMPROVEMENTS	120,000	113,000
Parks		
7111 Parks SALARIES AND WAGES	20,000	25,000
7113 Parks EMPLOYEE BENEFITS	4,000	3,000
7114 Parks RETIREMENT	7,600	4,000
7115 Parks HEALTH INSURANCE BENEFITS	5,000	2,600
7122 Parks PUBLIC NOTICES	200	0
7123 Parks TRAVEL, MEALS AND LODGING	200	0
7124 Parks REST ROOM SUPPLIES	900	700
7125 Parks EQUIPMENT MAINTENANCE	10,000	5,500
7130 Parks FUEL AND OIL	1,800	2,600
7141 Parks SPECIAL DEPARTMENT SUPPLIES	2,000	3,200
7173 Parks CAPITAL OUTLAY - IMPROVEMENTS	7,000	0
7174 Parks CAPITAL OUTLAY - EQUIPMENT	4,000	0
Transfers		
9019 TRANSFER TO CAPITAL PROJECT	0	381,300
9060 TRANSFER TO SOLID WASTE FUND	5,000	7,000

9075 TRANSFER TO TRT MARKETING FUND	0	28,000
9090 TRANSFER TO MUSEUM FUND	150,000	200,000
Total Expenditures:	1,454,600	1,818,500

19 Capital Projects

Revenue:		
3669 GRANT REVENUE	2,550,000	1,300,000
3898 GRANTS FROM OTHER GOVT UNITS	0	50,000
3661 INTEREST EARNINGS	60,000	64,000
3810 FUND BAL TO BE APPROPRIATED	102,000	226,000
3896 TRANSFER FROM GENERAL FUND	0	381,300
Total Revenue:	2,712,000	1,795,300

Expenditures:		
4015 CAPITAL INFRASTRUCTURE IMPROVEMENTS	1,000,000	0
4063 EMERGENCY SERVICES BUILDING	1,500,000	1,500,000
4031 TRAILS PROJECT	100,000	0
4017 ECONOMIC DEVELOPMENT	112,000	140,000
Total Expenditures:	2,712,000	1,640,000

21 Class C Road

Revenue:		
3821 FUND BAL TO BE APPROPRIATED	110,335	40,000
3897 TRANSFER FROM OTHER FUNDS	74,000	0
Total Revenue:	269,335	125,000

Expenditures:		
4011 SALARIES AND WAGES	0	1,100
4013 COST OF EMPLOYMENT	0	150
4014 RETIREMENT BENEFITS	0	200
4015 HEALTH INSURANCE BENEFITS	0	1,000
4026 STREET MAINTENANCE	0	250
4073 CAPITAL OUTLAY - IMPROVEMENTS	20,000	72,000
4074 CAPITAL OUTLAY - EQUIPMENT	20,335	0
Total Expenditures:	0	123,700

22 Transient Room Tax Marketing Fund

Revenue:		
3117 TRANSIENT ROOM TAX MARKETING	58,000	55,200
3898 GRANTS FROM OTHER GOVT UNITS	55,000	4,500
3997 TRANSFERS FROM RECREATION FUND	0	0

3996 TRANSFER FROM GENERAL FUND	0	28,000
Total Revenue:	113,000	87,700

Expenditures:

4011 SALARIES AND WAGES	37,000	36,500
4013 COST OF EMPLOYMENT	2,500	3,200
4014 RETIREMENT	5,600	5,600
4015 HEALTH INSURANCE BENEFITS	8,000	4,500
4023 TRAVEL, MEALS & LODGING	42,000	500
4024 OFFICE SUPPLIES	300	1,000
4028 TELEPHONE	1,000	800
4031 PROFESSIONAL SERVICES	400	0
4038 PROMOTIONAL ADVERTISING	54,000	35,000
Total Expenditures:	113,000	87,100

23 Transient Room Tax Infrastructure Fund

Revenue:

Charges for services		
3548 BOOTH FEES	10,000	5,900
3678 ADMISSIONS	7,500	3,600
3116 TRANSIENT ROOM TAX INFRASTRUCTURE	30,000	28,000
3821 FUND BAL TO BE APPROPRIATED	5,000	0
3848 DONATIONS	1,500	4,000
Total Revenue:	49,000	43,500

Expenditures:

4011 SALARIES AND WAGES	3,000	1,400
4013 COST OF EMPLOYMENT	500	200
4014 RETIREMENT	500	250
4015 HEALTH INSURANCE BENEFITS	500	400
4023 TRAVEL, MEALS & LODGING	100	1,300
4024 OFFICE SUPPLIES	1,200	50
4028 TELEPHONE	0	120
4031 PROFESSIONAL SERVICES	5,500	5,100
4041 SPECIAL DEPARTMENT SUPPLIES	8,000	8,300
4043 FOURTH OF JULY CELEBRATION	7,500	5,900
4044 CHRISTMAS ACTIVITIES	4,000	3,500
4045 POSTAGE AND SHIPPING	500	50
4046 ENTERTAINMENT	15,000	8,300
4047 SPECIAL EVENTS	7,700	8,200
Total Expenditures:	49,000	43,070

24 Highway Sales and Use Tax Fund

Revenue:

3661 INTEREST EARNINGS	0	300
3998 GRANTS FROM OTHER GOVT UNITS	0	130,000
Total Revenue:	110,000	240,300

Expenditures:

6111 SALARIES AND WAGES	18,000	24,000
6114 RETIREMENT	3,500	4,200
6115 HEALTH INSURANCE BENEFITS	7,000	10,500
6124 STREET SUPPLIES	3,000	7,200
6127 UTILITIES	20,000	19,000
6125 EQUIPMENT MAINTENANCE	4,000	7,010
6126 BUILDINGS & GROUNDS MAINTENANCE	6,000	3,100
6129 RENTS, LEASES AND PERMITS	0	7,000
6130 FUEL AND OIL	4,000	2,600
6174 CAPITAL OUTLAY - EQUIPMENT	20,000	120,600
6185 DEBT SERVICE	21,000	20,000
Total Expenditures:	109,500	228,210

25 Rap Tax Fund

Revenue:

3121 RAP TAX	27,000	28,000
Total Revenue:	27,000	28,000

Expenditures:

4026 BUILDING & GROUNDS MAINTENANCE	10,000	11,500
4027 UTILITIES	7,000	5,200
Total Expenditures:	17,000	16,700

51 Water Fund

Operating income

3443 WATER CONNECTION FEES	1,800	2,400
3662 PENALTIES	4,000	2,300
3669 MISCELLANEOUS	100	200
3772 WATER SALES	400,000	385,000

Operating expense

4011 SALARIES AND WAGES	72,000	85,000
4013 COST OF EMPLOYMENT	9,000	10,000

4015 HEALTH INSURANCE BENEFITS	33,000	33,100
4023 TRAVEL, MEALS AND LODGING	3,000	1,100
4024 WATER SUPPLIES	5,000	2,000
4026 DISTRIBUTION SYSTEM MAINT	32,000	22,000
4028 TELEPHONE	4,500	4,000
4030 FUEL AND OIL	6,000	2,500
4031 PROFESSIONAL SERVICES	2,000	15,100
4033 DUES & MEMBERSHIPS	1,800	1,100
4034 WATER SAMPLE TESTS	6,000	10,600
4041 WATER TREATMENT CHEMICALS	15,000	23,000
4059 BAD DEBT	500	0
4074 CAPITAL OUTLAY - EQUIPMENT	168,000	0
Total Operating expense	577,800	209,500
 Total Income From Operations:	 (171,800)	 (39,500)
 Non-Operating Items:		
3474 IMPACT FEE	1,000	4,000
3661 INTEREST EARNINGS	0	20
3770 SALE OF FIXED ASSETS	0	80
3910 FUND BAL TO BE APPROPRIATED	178,000	40,400
Total Non-operating income	179,000	44,500
 Non-operating expense		
4082 DEBT INTEREST EXPENSE	7,200	5,000
Total Non-operating expense	7,200	5,000
 Total Non-Operating Items:	 171,800	 0

52 Sewer Fund

Income From Operations:		
Operating income		
3773 SEWER SALES	280,000	227,000
 Operating expense		
4011 SALARIES AND WAGES	30,000	25,000
4013 COST OF EMPLOYMENT	4,000	3,000
4014 RETIREMENT BENEFITS	5,000	4,300
4015 HEALTH INSURANCE BENEFITS	15,000	11,500
4023 TRAVEL, MEALS AND LODGING	0	400
4025 EQUIPMENT MAINTENANCE	32,500	6,000

4026 COLLECTION SYSTEM MAINTENANCE	40,000	23,200
4027 UTILITIES	18,500	19,500
4028 TELEPHONE	3,000	2,500
4030 FUEL AND OIL	4,000	2,500
4031 PROFESSIONAL SERVICES	61,000	48,000
4039 TRAINING AND CERTIFICATION	2,000	600
4074 CAPITAL OUTLAY - EQUIPMENT	92,000	0
Total Operating expense	467,000	146,500
Total Income From Operations:	(187,000)	(79,500)
Non-operating income		
3474 SEWER IMPACT FEE	1,000	3,000
3910 FUND BAL TO BE APPROPRIATED	146,000	77,500
Total Non-operating income	147,000	80,500
Transfers in		
3398 GRANTS FROM OTHER GOV UNITS	60,000	15,000
Total Transfers in	60,000	15,000
Non-operating expense		
4082 DEBT INTEREST EXPENSE	20,000	16,000
Total Non-operating expense	20,000	16,000
Total Non-Operating Items:	187,000	79,500
53 Solid Waste Fund		
Income From Operations:		
Operating income		
3471 GARBAGE COLLECTION FEES	200,000	253,000
Total Operating income	200,000	253,000
Operating expense		
4011 SALARIES AND WAGES	14,000	12,700
4014 RETIREMENT BENEFITS	2,000	2,100
4015 HEALTH INSURANCE BENEFITS	5,000	6,000
4026 BUILDING & GROUNDS MAINTENANCE	100	20
4027 UTILITIES	300	150
4032 GARBAGE COLLECTION	180,000	237,000
4041 SPECIAL DEPARTMENT SUPPLIES	500	320
4059 BAD DEBT	1,800	0

Total Operating expense	203,700	258,290
Total Income From Operations:	5,000	(6,578)
Non-Operating Items:		
Transfers in		
3896 TRANSFER FROM GENERAL FUND	5,000	7,000
Total Transfers in	5,000	7,000

58 Museum Fund

Operating income		
3669 MUSEUM SUNDRY REVENUE	1,000	3,100
3678 MUSEUM ADMISSIONS	35,000	27,500
3781 MUSEUM GIFT SHOP SALES	135,000	94,000
3782 CASH OVER/SHORT	0	20
Total Operating income	171,000	124,620

Operating expense		
4011 SALARIES AND WAGES	120,000	125,200
4013 COST OF EMPLOYMENT	12,000	11,000
4014 RETIREMENT BENEFITS	12,000	17,500
4015 HEALTH INSURANCE BENEFITS	20,000	22,000
4023 TRAVEL, MEALS AND LODGING	3,000	500
4024 OFFICE SUPPLIES	5,000	6,100
4025 EQUIPMENT MAINTENANCE	1,000	1,500
4026 BUILDING & GROUNDS MAINTENANCE	12,500	11,400
4027 UTILITIES	25,000	24,300
4028 TELEPHONE	4,000	5,600
4031 PROFESSIONAL SERVICES	5,500	500
4033 DUES & MEMBERSHIPS	0	1,200
4038 PROMOTIONAL ADVERTISING	4,000	5,700
4039 TRAINING AND CERTIFICATION	500	100
4041 SPECIAL DEPARTMENT SUPPLIES	7,500	6,000
4045 POSTAGE AND SHIPPING	25	400
4048 GIFT SHOP EXPENSES	100,000	105,000
4061 MISCELLANEOUS SUPPLIES	200	0
4073 CAPITAL OUTLAY - IMPROVEMENTS	10,000	0
4074 CAPITAL OUTLAY - EQUIPMENT	0	3,200
Total Operating expense	342,225	347,200

Total Income From Operations:	(171,225)	(222,580)
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Non-operating income		
3691 DONATIONS	1,500	5,300
3899 GRANTS FROM OTHER GOVT UNITS	13,500	20,000
Total Non-operating income	15,000	25,300
Transfers in		
3896 GRANTS FROM OTHER OUTSIDE SOURCES	20,000	1,000
3897 TRANSFER FROM GENERAL FUND	150,000	200,000
Total Transfers in	170,000	201,000
Non-operating expense		
4060 CONTRIB TO MUSEUM NONPROFIT	1,500	0
4081 EXHIBITS	0	1,800
Total Non-operating expense	1,500	1,800
Total Non-Operating Items:	183,500	224,500

71 Cemetery Fund

Revenue:

3220 Right to Burial Sales	2,500	1,000
3225 Opening and Closing A Grave	2,500	4,000
Total Charges for services	5,000	5,000
Total Revenue:	5,100	5,100

Expenditures:

4011 SALARIES & WAGES	2,500	2,000
4013 COST OF EMPLOYMENT	200	250
4014 RETIREMENT BENEFITS	300	250
4015 HEALTH INSURANCE BENEFITS	400	300
4024 OFFICE SUPPLIES	100	0
4026 BUILDING & GROUNDS MAINTENANCE	1,000	1,500
4030 FUEL AND OIL	100	0
Total Expenditures:	4,600	4,300

3. Discuss/approve/deny the 2021 budget. Conae Black said she did not print out the budget again as they have gone through it line by line and nothing has changed since it was last reviewed. The new budget includes a 3% COLA raise and a better insurance plan for all city employees. The city is donating \$500 to the Parent Teacher Student Association and the money collected from the State Liquor Fund Allotment to CHEER. There is not an increase of Property

Taxes. There was some more discussion on employee compensation and COVID 19. **MOTION:** Kathy Ryan made a motion to approve the 2021 budget. Kent Nelson seconded the motion. **VOTE:** Kent Nelson, Kathy Ryan and Larry Packer voted aye. The motion carried.

4. Adjourn. The meeting adjourned at 7:41 p.m.

Travis Bacon, Mayor

Conae Black, City Recorder

Approved: August 11, 2020