



MINUTES

Budget Committee Meeting

6:00 PM - Thursday, April 20, 2023

PRESENT: Councilor Chris Mayton, Council President Laurie Smallwood, Councilor Richard Sheldon, Councilor Kathleen Walker, Councilor Carl Exner, Councilor Don Hokanson, Mayor Stan Pulliam, Budget Committee Chair Linda Malone, Budget Committee Member Jeremy Pietzold, Budget Committee Member Jan Lee, Budget Committee Member Noah Myhrum, Budget Committee Member Timothy Huber, and Budget Committee Member Greg Becker

ABSENT: (none)

1. ROLL CALL

2. ELECTION OF CHAIR AND VICE CHAIR

2.1. Election of Chair and Vice Chair

Kathleen Walker made a motion Elect Linda Malone as Chair **Chris Mayton seconded the motion. CARRIED. unanimously.**

Ayes: Chris Mayton, Laurie Smallwood, Richard Sheldon, Kathleen Walker, Carl Exner, Don Hokanson, Stan Pulliam, Linda Malone, Budget Committee Member Jeremy Pietzold, Budget Committee Member Jan Lee, Budget Committee Member Noah Myhrum, and Greg Becker

Absent: Timothy Huber

Budget Committee Member Jan Lee made a motion Elect Jeremy Pietzold as Vice Chair **Kathleen Walker seconded the motion. CARRIED. unanimously.**

Ayes: Chris Mayton, Laurie Smallwood, Richard Sheldon, Kathleen Walker, Carl Exner, Don Hokanson, Stan Pulliam, Linda Malone, Budget Committee Member Jeremy Pietzold, Budget Committee Member Jan Lee, Budget Committee Member Noah Myhrum, and Greg Becker

Absent: Timothy Huber

3. APPROVAL OF MINUTES

3.1. Budget Committee Meeting: May 10, 2021

Stan Pulliam made a motion Approve the May 10, 2021 minutes **Carl Exner seconded the motion. CARRIED. unanimously.**

Ayes: Chris Mayton, Laurie Smallwood, Richard Sheldon, Kathleen Walker, Carl Exner, Don Hokanson, Stan Pulliam, Linda Malone, Budget Committee Member Jeremy Pietzold, Budget Committee Member Jan Lee, Budget Committee Member Noah Myhrum, Timothy Huber, and Greg Becker

4. PUBLIC COMMENT

5. NEW BUSINESS

5.1. Biennium 2023-2025 Proposed Budget

Budget Message

The **City Manager** delivered the Budget Message presentation. The message was included in the Proposed Budget document in the agenda packet.

Committee discussion ensued on the following issues:

- Rationale for the estimated revenue related to stormwater
- Note that the proposed fees listed have not been adopted by the Council yet
- Possibility that more state funding and/or new information could lower rate projections
- Impacts of rate increases on households
- Whether Sandy's percentage of General Fund allocated to Police is comparable to other cities
- Reasons for increasing allocations for Development Services
- Conservative approach to property tax revenue projections given the moratorium; possibilities for a lag in effects
- Estimates for the number of new units expected to be developed over the next biennium
- Rationales for allocations of new FTEs across departments; utilities have dedicated funding sources
- Discussion of salary allocations across funds
- Community benefits from adding a code enforcement position
- Possibilities for needing more planning staff when development increases in the future
- Lack of wet weather permit violations in the past five months
- Anticipated timing of development in the 362nd / Bell area
- Processes for supplemental budgets
- Details and funding sources for debt service payments
- Distinctions between contingency and reserve funds

GENERAL FUND REVIEW

Bullet points below reflect Budget Committee discussion pertaining to each listed division within the General Fund

Mayor and Council

- Contractual Services for Zoom subscriptions
- Indirect support costs; increases due to legal expenses
- Rationale for performance measures
- Rationale for meetings and meals increase, as well as conferences in a post-COVID environment
- Consolidation of extraneous line items

Administration

- Decrease in contingency amounts for internal service functions, reflective of past direction from the Budget Committee
- City Manager recruitment will need to be paid from Non-Departmental or perhaps ARPA funds
- Allocation of salaries across funds
- Reasons for increases in personnel services costs
- Potential savings due to upcoming city manager vacancy
- New meeting management platform expected in the summer
- Upgrades to Council Chambers would be funded out of Non-Departmental or Facilities

Legal

- Budget accounts for wastewater and moratorium issues

Municipal Court

- Reasons for increased citation revenue in 2019-21
- Discussion of separation between the court and police functions within the budget
- Disposition of revenue received from Justice Court

Finance

- Human Resources now in a separate budget
- Insurance benefit increases due to employee life changes
- Memberships increase due to new job responsibilities

Human Resources

- Importance of employee retention
- Whether to allocate recruitment firm payments to Human Resources or the relevant department budget
- Importance of branding and marketing funds

Non-Departmental

- Notable rise in insurance costs
- Processes for transfers to Facilities Maintenance Fund

- Employee recognition programming enhancement per Council direction
- Consolidation of certain line items
- Lack of specific line item for arts
- Organizational fees allocated for government relations services
- Subscriptions allocated for archiving software
- Cable programming allocated for meeting management software
- Funds allocated for improvements to the City Hall front counter area

Information Technology

- Allocation of the IT Director's salary
- Contractual services for software subscriptions, email, etc
- Discussion on the need to proactively plan for replacing capital assets
- Current contingency levels may not be sufficient
- Suggestion to contract for support in developing security policies
- Suggestion to more clearly identify when budgets include large one-time expenditures
- Distinctions between this budget and SandyNet
- Suggestion to create an IT maintenance fund
- Notes on the importance of cyber insurance
- Possibilities for developing a backup internet connection for the City
- Notes on the supplementary computer equipment allocated in the Supplies line

Sandy Library

- Long term intentions to phase out library fines countywide
- Discussion on whether fines are necessary to ensure materials are returned
- impacts of fines on lowest income patrons
- Note that the building loan is paid out of General Revenue, not District funds
- Possibilities for paying the building loan off early, rather than refinancing in the current interest rate environment
- Suggestion to provide funding for an outreach vehicle, potentially from remaining ARPA funding
- Possibilities for e-wallet capabilities for library cards
- Consolidation of the copier line item

Hoodland Library

- Discussion on the Civics Challenge program
- Hoodland also has a Friends of the Library organization
- Distinctions between the professional services and contractual services lines
- Discussion on efforts to secure County funding for Hoodland rent and related costs
- Lower demand for audio compact discs
- Acknowledgement of decreased need for General Revenue

Laurie Smallwood made a motion Adjourn the meeting **Budget Committee Member Jan Lee seconded the motion. CARRIED. unanimously.**

Ayes: Chris Mayton, Laurie Smallwood, Richard Sheldon, Kathleen Walker, Carl Exner, Don Hokanson, Stan Pulliam, Linda Malone, Budget Committee Member Jeremy Pietzold, Budget Committee Member Jan Lee, Budget Committee Member Noah Myhrum, Timothy Huber, and Greg Becker

6. ADJOURN