

**Adopted Minutes
Spanish Fork City Council Meeting
January 28, 2000**

Homestead Resort, Midway.

The meeting was called to order at 5:50 pm by Mayor Dale R. Barney.

Elected Officials Present: Mayor Dale R. Barney, and Councilmembers Sherman E. Huff, Glenn A. James, Roy L. Johns, Everett Kelepolo, and Lillian J. Shepherd.

Staff Members Present: David A. Oyler, City Manager; MaryClare Maslyn, Assistant City Manager; Kent R. Clark, Finance Director/Recorder; S. Junior Baker, Attorney; Dee Rosenbaum, Public Safety Director; Richard J. Heap, Public Works Director; John Bowcut, Information Systems Director. Emil Pierson, City Planner, arrived at 6:05 pm. Jack Swenson, Recreation Director arrived at 6:15 pm.

The time was turned to Mr. Oyler to introduce the direction of the meeting. He asked councilmembers for their input on what they would like to discuss in addition to the regular agenda. The councilmembers stated the following:

UTA
Economic Development
Fair
Fire And Ambulance Pay
Road Ball Park
Rollerblade Park
Animal Control
Real Estate City Owns
Trail Systems Plans

Organization Chart

Mr. Oyler reviewed the city organization chart and explained the different positions held by supervisors and staff members. The senior citizens will be added to the chart under the recreation department. The process of handling citizen complaints was discussed.

Information Systems

John Bowcut, Information Systems Director, talked about his responsibilities. He presented a slide show which described the current computer system. He stated the challenges he faced while working for two cities. He noted his response had to include improved communication and full-time availability. He has created a web-page for creating work orders.

Fiber Optics.

A basic discussion ensued regarding the back bone of the fiber optics project, along with possible uses once the system is installed.

System Infrastructure.

Mr. Bowcut said the current system will be upgraded to 200MB network to connect the city buildings.

System Infrastructure: thresholds for computers; systematically replace the most critical components; better plan for growth, purchase dependable, name-brand hardware and software.

Current System: prepare for internet future; high-speed connection into city center; UnixWeb server computer; Windows NT Web server.

Utilizing Citizen Access to Information: better informed citizens promotes better government; define the information revolution.

Improve City Services: forms can be posted; payments can be made; account changes; recreation event sign-ups, etc. Will require a commitment of both time and money.

The option of getting the city council computers was reviewed. They could provide web access; upcoming agendas; needed support information; email; notes during meetings; etc. Mr. Baker noted some legal concerns with emailing and open meeting laws. Hardware options were discussed.

Legal

Employee Information Act.

Mr. Baker discussed the Employee Information Act. He reviewed the importance of disclosures statements. The elected officials received disclosure papers in their notebook. Mr. Baker asked them to complete the disclosure statements when required for their situation.

Personnel

Nepotism

The new nepotism policy was explained. The former policy followed the State law. The new policy, as recently approved by the personnel committee, makes the policy more strict.

Compensation

Mr. Oyler summarized the compensation plan for the city. He began by describing the old pay system - longevity. He talked about the transition from the old plan to the current plan of market generated salaries. He spoke about the salary quartiles associated with each position and the ranges. The pay system is not automatic, rather, it is based on performance. The bonus program was discussed.

Ambulance and Fire Volunteer Compensation

The method of compensation for the volunteers was reviewed. If the minimum wage increases, we will review this, along with reviewing other city volunteer salaries. A retirement plan is also in place. Firefighter inspections have increased, this area needs to be looked into. City employees can volunteer for these organizations.

Finances

Mr. Clark covered items from his department including: personnel, debt service, cash and investments, impact fees, purchasing policy, government accounting and budgeting, along with utility and property tax rates.

General Fund Revenues.

These funds can fluctuate greatly, especially in the area of sales tax and building permits and inspections.

Impact Fees.

Revenues were reviewed. Impact fees cannot be used for capital facility projects that are not growth related. The projects which can receive impact fee funds were discussed.

UTA

The dollar amount going to UTA was addressed.

Money for Projects

Mr. Oyler stated the figures of money available for projects, and the amount of money requested for projects. There is not enough money for the requested projects. The council will be making the decisions to decide which projects will be funded and which will not be funded.

City Parks

No funding is scheduled for this year for playground equipment. Councilmember Johns would like funding to be put in this area. The capital budget has funding for equipment in FY 2001 and FY 2002.

Skate Park

It may be possible to implement funding into the recreation department impact fee process to fund a skate park.

Maintenance

We have the philosophy that it is important to fund maintenance. Capital projects will be put off in order to maintain the system.