

**Adopted Minutes
Spanish Fork City Council Meeting
Friday, January 11, 2002**

Midway, Utah. Homestead Resort.

The meeting began at 4 pm and was called to order by Mayor Dale R. Barney.

Elected Officials Present: Mayor Dale R. Barney, and Councilmembers Sherman Huff, Glenn James, Everett Kelepolo, Roy Johns, and Paul M. Christensen.

Staff Members Present: David A. Oyler, City Manager; MaryClare Maslyn, Assistant City Manager; Kent R. Clark, Recorder/Finance Director; Richard J. Heap, Engineer/Public Works Director; S. Junior Baker, City Attorney; Jack Swenson, Parks/Recreation Director; Emil Pierson, Planning Director; Dee Rosenbaum, Public Safety Director; John Bowcut, Information Systems Director; and Connie Swain, Deputy Recorder.

Administration

Organizational Chart

Mr. Oyler reviewed the city organizational chart. A discussion followed concerning the appointment of officers. Administration will provide an appointment policy and present it to the city council for approval.

Personnel

Mr. Oyler stated personnel issues can be extremely sensitive and expensive. Personnel issues are documented and due to privacy issues the information is provided on a need to know basis. He stated salary ranges are based on the results of area city surveys.

Utility Rate and Property Tax Comparisons

Mr. Oyler presented charts showing electric, water, sewer, solid waste, storm drain, and property tax rate comparisons with surrounding cities.

Budget

Mr. Oyler reviewed the six year budget plan. The proposed projects need to be prioritized. Mr. Oyler distributed copies of the projects list. The projects list is generated by Paradox software. Eventually this program will be available to all departments, directors, and councilmembers.

Dinner

The discussion on the budget ended at 5:45 pm. Attendees were provided dinner.

Evening Meeting

The evening meeting began at 7 pm.

Councilmember Present: Mayor Dale R. Barney, and Councilmembers Sherman Huff, Glenn James, Roy Johns, Everett Kelepolo, and Paul M. Christensen.

Staff Members Present: David A. Oyler, City Manager; MaryClare Maslyn, Assistant City Manager; Kent R. Clark, Recorder/Finance Director; Richard J. Heap, Engineer/Public Works Director; S. Junior Baker, City Attorney; Jack Swenson, Parks/Recreation Director; Emil Pierson, Planning Director; Dee Rosenbaum, Public Safety Director; John Bowcut, Information Systems Director; and Connie Swain, Deputy Recorder.

Finance

Mr. Clark gave a break down of cash, investments, cash reserves, impact fee funds, impact fee projects, and reimbursements (illustrated with charts and tables). He also reported on the use of property taxes and how Spanish Fork City property taxes compare with other cities. He reviewed debt service payments up to the year 2019. Also, utility rates beginning January 1, 2002 were presented.

Planning

Growth

Mr. Pierson stated the current population is 22,926. He reviewed the building permit numbers, both outstanding and completed for 2001; with outstanding lots or units, the projected population is 26,351. Numbers indicating utility capacity were examined and compared to population growth estimates. He reviewed the annual growth rates since 1870, the projected growth rates over the next 28 years, and how it will effect sewer and water capacities. Mr. Pierson also addressed growth issues such as schools, parks, recreation, transportation, public safety, etc. Mr. Pierson reviewed the growth maps. Councilmember Kelepolo feels we need to create greater diversity by requiring the developers to build larger homes on larger lots. Mr. Pierson also discussed the Leland area, the Riverbottoms area, and the proposed trail system along the river.

Zoning Ordinance Changes

Mr. Pierson suggested council consider making changes to the zoning ordinance.

Adjournment

The meeting adjourned at 10 pm

Adopted Minutes
Spanish Fork City Council Meeting
Saturday, January 12, 2002

Midway, Utah. Homestead Resort.

The meeting began at 8 am and was called to order by Mayor Dale R. Barney.

Elected Officials Present: Mayor Dale R. Barney and Councilmembers Sherman Huff, Glenn James, Everett Kelepolo, Roy Johns, and Paul M. Christensen.

Staff Members Present: David A. Oyler, City Manager; MaryClare Maslyn, Assistant City Manager; Kent R. Clark, Recorder/Finance Director; Richard J. Heap, Engineer/Public Works Director; S. Junior Baker, Attorney; Jack Swenson, Parks/Recreation Director; Emil Pierson, Planning Director, Dee Rosenbaum, Public Safety Director; John Bowcut, Information Systems Director; and Connie Swain, Deputy Recorder.

Public Works

Mr. Heap reviewed capacities available for water, sewer, storm drain, and electrical. Future upgrade requirements and costs were also discussed. He covered sidewalk replacement, street repair and maintenance, land development, and zoning. He provided an update on South Utah Valley Municipal Water, water conservation, and old water line replacements.

Recreation

Mr. Swenson presented the new parks and recreation mission statement.

Festival of Lights

Mr. Swenson stated the Festival of Lights had the most cars through in 2001 than in any other year partly due to the billboard advertizing on I-15. Some of the lighting will need to be replaced this year. Festival of Light will have it's tenth year in 2002.

New Sports Park, Other Parks, and Gun Club

Mr. Swenson stated the park known at "Little Cleveland" will be fenced due to the cell tower being place there. He also provided information on the new sports park, new land purchased, and future plans. The city library park and Canyon View Park both have new playground equipment. Also, new

RV parking areas have been added near the gun club.

Central Irrigation System

Mr. Swenson reviewed the possibility of a Central Irrigation System that will monitor watering systems throughout the city. It would be controlled by a central computer system and would conserve water on both city and school district properties. It would take approximately seven years to conserve enough water to regain the costs.

Parks and Recreation Annual Report

Mr. Swenson provided copies of the Parks and Recreation Annual Report. Statistics were reported on the water park, pool rentals, swimming lessons, ball teams, non-residence fees, golf course, buildings, grounds, fairgrounds, senior citizens, and cemetery.

Baseball Registration Software

Mr. Swenson talked about developing a computerized registration database. Inventories and accounting will also be done through this program. Eventually it will include Internet registration for sports, swimming lessons, etc.

Information Services

PRR Project, Park and Recreation Project

Mr. Bowcut gave an overview of a project to develop a system to be used by the recreation department for registrations. The project will provide many benefits. The hardware has been purchased and the project is underway. The software is being written by a contractor, and will be designed specifically for our city.

Spanish Fork City Network

Mr. Bowcut reported on the current status of cable services, programming, high speed internet, and future plans for Spanish Fork City Network. Advertisements created by the high school students were also presented.

Lunch Break

The meeting adjourned for lunch at 1:40 pm

The meeting reconvened at 2:10 pm

Legal

Mr. Baker reviewed the Parade and Special Event Regulations and a discussion followed concerning any changes needed. He also reviewed the ordinances dealing with obstruction of, and disposing of debris on, sidewalks and streets.

Public Safety

Winter Parking Ordinance

Mr. Rosenbaum feels the winter parking ordinance should not be changed. A discussion followed.

Organizational Chart

Mr. Rosenbaum reviewed the organizational chart for the public safety department.

Traffic

Mr. Rosenbaum discussed the idea of a traffic officer for traffic enforcement only. Traffic school could be offered and would cover some of the costs of a new position.

Central Dispatch

Mr. Rosenbaum stated the costs of using central dispatch have tripled to approximately \$30,000 to \$32,000 per year. An option of creating a new district with other cities is being considered for public utility phone calls.

Fire and Ambulance

Mr. Rosenbaum said the fire department will need to replace a brush truck in 2004. Also, the ambulance department is having a difficult time covering the day shift.

Summary

Mr. Oyler asked each staff member to summarize action items from this meeting:

Mr. Oyler: 1. pay off Bradford property; 2. obtain the pool property deed.

Mr. Clark: 1. consider how the impact fee balances will be spent.

Mr. Pierson: 1. zoning ordinance regarding the height of accessory building; 2. the water conservation ordinance; 3. the landscape ordinance; 4. the master plan ordinance; 5. leaving the growth boundaries as they are for now; 6. including Leland in the general plan; 7. the utility restrictions remaining in place until at least fall, 2002.

Mr. Heap: 1. water conservation; 2. sewer lines; 3. street and sidewalk replacement.

Mr. Swenson: 1. library park monument rock work, "no climbing" signs; 2. library park stage; 3. the skate park opening and landscaping; 4. the new sports park landscaping, second parking lot, trail system, soccer field, and play ground; 5. registration software; 6. central irrigation system; 7. water conservation; 3. the gun club improvements.

Mr. Bowcut: 1. customer service; 2. limiting disruptions or inconveniences to residence; 3. business network growth; 4. school district network services.

Mr. Baker: 1. ordinance revisions.

Mr. Rosenbaum: 1. traffic enforcement.

Mayor Barney suggested having a quarterly meeting similar to this meeting to help with follow through, review, and project completion.

The meeting adjourned at 4 pm.

Connie Swain, Deputy Recorder

Approved: February 5, 2002