

**Adopted Minutes
Spanish Fork City Council Meeting
February 2, 2007**

The meeting was called to order at by Mayor Joe L Thomas at 3:26 p.m.

Elected Officials Present: Mayor Joe L Thomas, Councilmember's Seth V. Sorensen, G. Wayne Andersen, Steven M. Leifson, Matthew D. Barber

Staff Members Present: Dee Rosenbaum, Public Safety Director; Richard Heap, Public Works Director; Kent Clark, Finance Director; Junior Baker, City Attorney; Dave Anderson, City Planner; Dale Robinson, Park and Recreation Director; Dave Oyler, City Manager; Seth Perrins, Assistant City Manager; Kimberly Robinson, Deputy Recorder

Citizens Present: None

A. Finance/Administration/Budget – Kent Clark

Mr. Clark discussed the Summary of Funds, Police Court Building, Recreation Sports Park, and North Park – CDA

Recreation Impact Fee Summary

Impact Fee Funds were reviewed. Mr. Clark stated the key things to be discussed are the bond issue and how much does the Council want to bond for the new police/court building and North Park. The Sales Tax Revenue Bond money has to be used for an asset owned by the City, but they can use it to enhance things they already own.

The Council agreed the language should read in order to attract development they will have to provide a certain amount of infrastructure.

Councilman Barber said he feels they need more roads overlaid throughout the city and doesn't want the funds for that taken away.

Mr. Heap said they will have to build the police/court building and North Park at some time they might as well do it at today's prices.

Councilman Barber does not want to see the B&C road funds used to lower the bond.

Councilman Leifson feels they will spend the money eventually and it will be cheaper dollars to spend now.

Councilman Andersen does not want to have to go back and do another parameters resolution after they pass this one.

Councilman Leifson said to get moving on this project.

Mayor Thomas would favor fronting the money now for the sewer capacity rather than later.

Mr. Oyler noted the critical part is the sewer capacity when it comes from growth.

B. Human Resources

Mr. Perrins discussed the Hay Study implementation, and information regarding elected officials. He explained it has been 10 years since the Council has been given a raise. He then gave a spreadsheet showing the cost comparisons from other cities. Mr. Perrins explained the process to adjust the elected officials pay.

Councilman Andersen feels there is a lot more positive atmosphere among the city staff then there was before the study was done.

Mr. Heap said he has seen a more positive attitude, but staff has had so much to do they don't have time to be any less productive.

Mr. Perrins asked for discussion regarding the new positions being created and who would be involved in the hiring process. He explained the Council has always been involved in the department head hiring.

Mr. Baker explained there needs to be consistency as to who is involved with the process, also consistency with what level they want to be involved.

Mayor Thomas does not see a problem with Councilmembers being involved with hiring if they have more expertise than others on the subject.

Councilman Sorensen feels the Council should have involvement with the Department Heads, but below that level they should leave it up to those that will be their direct supervisors to decide. Also once elected officials get involved the positions become political and he does not want that to happen.

Mayor Thomas feels there are some positions he would have expertise in regarding the sales and marketing, he would like to be involved with the process. He gave an example of Councilman Leifson being involved in the Planning Director hiring.

Mr. Oyler stated there will be a committee that will give a recommendation of a few candidates and the department directors will do the final hiring.

Mayor Thomas wants some say in the Golf Pro and the City Special Events Coordinator positions.

Councilman Barber would agree that if one of the Council has expertise and would like to be involved they should be.

Councilman Leifson said they can't be scheduling around the Council's time though, staff needs to set a time and if they want to attend they can do so.

Mr. Perrins agrees that if they are going to have a committee involved they need to be there for the whole process.

Mayor Thomas feels there needs to be someone that is a people person and is great at marketing for the position. He would like to see someone that is going out and bringing marketing to the City. His bias would be to have someone that is big on sales and marketing as opposed to special events.

The direction given from Council is they want to be involved in what they feel they should be involved in and they will let staff know if they are interested.

Councilman Leifson said they need to rely on the Department Heads to know what and who they are going to hire.

Councilman Sorensen feels they need to stay above the director level because they oversee staff and he doesn't think it's the Council's place to do that.

C. Public Safety

Mr. Rosenbaum discussed the duties of the new Code Enforcement Officer. He recommends they get this position in place and people would directly contact the Code Enforcement Officer with complaints.

Councilman Barber feels if they will be enforcing weed abatement, the City needs to ensure their properties are following the code as well.

Mayor Thomas discussed the option of using a part time person to do the Code Enforcement job.

Mr. Rosenbaum said in his talks with other cities they have not had the effectiveness with a part-time individual they needed.

Mayor Thomas feels looking at the nature of this description it can be handled by someone that is not as expensive as an officer.

Discussion was made regarding the benefit of having a police officer instead of a regular employee.

The Council took a break at 5:44 p.m.
The meeting reconvened at 6:21 p.m.

Mr. Rosenbaum is concerned for the code enforcement officer that they take the approach the individual will work with just the cases that are a problem. He wants them to be a positive in the community as well.

Mayor Thomas feels they should hire the lesser version first and if that doesn't work they can try the other way proposed.

Councilman Sorensen said if this is going to cost as much as hiring an officer they should go ahead and hire the officer.

Mr. Rosenbaum said their track record is people want to come work for the city so they usually get someone with experience therefore they don't start out at entry level pay.

Mr. Perrins explained the model that has worked for other cities to enforce codes and create good will has been done through having an officer do the job.

Mayor Thomas feels that by having it in the Planning Department it will get the job done for less cost.

Mr. Perrins noted that turnover is not a good thing for this position, you want them to learn and know the codes and be able to work with it.

Councilman Andersen feels after listening to the discussion he would like the job put in the Public Safety Department, he feels it makes the best sense. He thinks they are talking the same dollar amount no matter what department it goes in, he does not think it is a money issue.

Mr. Baker explained the impact this position will have on his department will have to do with the tactfulness of the Code Enforcement Officer.

Councilman Sorensen agrees if it will not cost much difference in salary they should hire an officer to fill the position.

Councilman Barber clarified that the Council agrees it will not be a fully equipped vehicle for this position.

Mayor Thomas worries they will use the officer for more than code enforcement.

Councilman Barber said law enforcement has a high burn out rate and he likes the idea of rotating the duties and starting fresh.

Councilman Andersen feels there is a lot of work to this position and it will not be just dealing with weed abatement.

The consensus of the Council is to do as proposed for the Code Enforcement Officer with a stripped down vehicle.

Mr. Rosenbaum explained the schedule for the police court building.

There was discussion on new fire trucks and a sub station.

Mr. Rosenbaum mentioned 16 reports have been handed in where officers have responded to emergency situations while off duty in the vehicles. He also noted there has never been any negative feedback regarding the D.A.R.E. program. He reported that there will be a change to the false alarm policy.

Mayor Thomas feels implementing the new fine for false alarms is generous.

Mr. Rosenbaum said they will get something prepared for information regarding the false alarm benefits.

Mr. Rosenbaum is also requesting 2-3 more officers per year to keep up with the growth.

The Council agreed that Mapleton should help pay part for the resource officer for the new high school.

Councilman Barber said he would like to know ahead of time when they will move from volunteer fire and ambulance so they can be prepared for it.

Discussion was made regarding the fire and ambulance full time transitions.

The Council took a 15 minute break at 7:45 p.m.

The meeting reconvened at 7:57 p.m.

D. Planning/Zoning

Mr. Anderson explained the historic preservation grant program.

Councilman Barber would like to have names of those interested in serving on the board sent to him so they can move forward with the committee.

Mr. Anderson suggests that next year they apply for the grants involved with the program estimated cost is approximately a few thousand dollars.

Aesthetic Controls for guidelines on architecture for commercial developments was discussed.

Mayor Thomas would like to see examples from the city planner that they could implement.

Councilman Leifson feels they should not be too strict to take away the option to build their buildings when they do the research and the building looks great.

Mr. Anderson suggested doing some simple things they could write into the ordinance, anything broader than that is a huge undertaking and would have some expense involved.

Councilman Barber loves the idea of having a full plan of development guidelines.

Councilman Leifson suggested requiring colors or building materials for certain areas of the city.

Councilman Andersen suggested setting the theme/atmosphere by the landscaping required in different areas of the city.

Councilman Leifson suggested requirements such as cross access, he feels there is a way to be restrictive without being too restrictive.

Mayor Thomas suggested more information and asked that staff and the Council share options. He feels anything they do will be something other than the other cities have.

ADJOURN:

Councilman Barber made a **motion** to adjourn the meeting until the next day.
Councilman Sorensen **seconded** and the motion **passed** all in favor at 9:00 p.m.

ADOPTED: March 6, 2007

Kimberly Robinson, Deputy Recorder