

Adopted Minutes
Spanish Fork City Council Budget Training
February 1, 2008

Elected Officials Present: Mayor Pro Tem G. Wayne Andersen, Richard M. Davis, Steven M. Leifson, Jens P. Nielson, Rod Dart

Staff Present: John Bowcut, IS Director; Kent Clark, Finance Director; Dale Robinson, Parks and Recreation Director; Seth Perrins, Assistant City Manager; Dave Oyler, City Manager; Dee Rosenbaum, Public Safety Director; Pam Jackson, Library Director; Dave Anderson, City Planner; Junior Baker, City Attorney; Richard Heap, Public Works Director; Kim Robinson, Deputy Recorder

Mayor Pro Tem Andersen opened the meeting 10:10 a.m.

LEGAL

Junior Baker

Collections

Write Offs – Utility Accounts
Should we raise the amount to \$100.

Councilman Leifson sees no problem raising it up to \$100 because of the cost of the staff time to collect it.

Councilman Andersen feels ok with raising it, the rest of the council agreed.

Land Use

Know your law follow your law.
The state and ULCT are contemplating mandatory training for Council's and Planning Commission's

Mr. Oyler would like copies for all the Council members of the land use training's from the past few years.

Legislative vs. Administrative functions

Council generally act legislatively, with broad discretion
Administrative capacity has limited discretion

Public Clamor was discussed.

Takings

Exactions – must have nexus and proportionality
Development Agreements
Annexation Agreements

Plats and Public Hearings

Spanish Fork City takes a minority stance.

The Council stated they were comfortable with keeping our minority stance on the public hearing for preliminary plats issue.

Mr. Baker asked if we want to continue our practice of two public hearings, or have we grown to the size that only one public hearing before the Planning Commission will suffice.

Councilman Leifson feels the public likes the opportunity to come before the council.

Councilman Davis stated that sometimes they bring other issues that did not come before the Planning commission.

The Council agreed to keep it the same.

Email and Open Meetings

E-mails dealing with city business are discoverable.

Executive Sessions

Three main reasons:

- 1- Purchase or sale of property
- 2- Pending or eminent litigation
- 3- Personnel Issues

FINANCE AND BUDGET REVIEW

Kent Clark

North Park

City Park Improvements
Public Improvements
Other Project Infrastructure
Interest on Tenedor Debt

Debt Service

Property Tax

Sales Tax

Utility Rate Comparisons

Impact Fees

Senior Tour Bus

Councilman Leifson likes the idea of giving the money back to the seniors that was donated and any other expenses need to go back to the people that said there wouldn't be any expenses.

Councilman Andersen feels shop time should be billed as well because it was a cost to the taxpayers.

Councilman Davis agreed that the money be refunded and the costs incurred be billed to the owners of the bus.

Councilman Leifson feels it is not fair to the tax payers to say it is not going to cost any money and then we get bills in the back end. He stated this is not the first time costs have been incurred when it was said there would be none. He feels someone should be held accountable for their actions.

Penny Machine

Councilman Leifson feels anytime the city will incur expense, it needs to be discussed in a Council meeting.

Councilman Andersen feels any money left over after our expenses should go back to the owner.

Discussion was made regarding the funds involved with the project.

Councilman Andersen directed they give the money back to those who donated it and if the city has to pay the \$450, let it be a lesson that things need to be brought to the Council with a proposal and business plan.

RDA Summary Overview
PCA Power Cost Adjuster

The Council agreed that the billing period should go back to monthly instead of annually like it has been.

Discussion was made regarding smaller rate adjustments starting now so that when the cost does go up it will not be a huge increase.

Councilman Davis feels they need to go to the monthly and discuss the issue more and study it.

PARKS AND RECREATION

Dale Robinson

Mr. Robinson gave a review of the survey data.

Discussion was made regarding the trails grant funding.

RAP Tax
Arts Council

Performing Arts Center

Discussion was made for the need of Council representation on the Arts Council and how funds will be raised to pay for their plans.

The Council wants the Arts Council to present a viable business plan as to how they can attain their goals. Funds need to be tracked and approval needs to come from the Council.

Spook Alley

Mr. Robinson gave an option/alternative for the spook alley.

Councilman Andersen read the Mayors feelings on the spook alley.

Councilman Andersen feels they should rely on Elaine Hansen's suggestions for what they should do.

Councilman Leifson does not feel we should be in the spook alley business especially if there is someone that wants to do it privately with their own funds.

The Council agreed that the spook alley should go to the private sector and if that does not work, some of the props be given to the ALA drama department for their effort. As far as the spook alley, the city no longer wants to operate it.

Harvest Moon Hurrah

The Council feels the festival should continue.

Fiesta Days

Councilman Davis stated he likes the Fiesta Days and Harvest Moon Hurrah, he feels it keeps the small town atmosphere and is worth it to our community.

Economic Benefit of Events & Tournaments

Kite Festival

There will be a proposal, business plan and cost brought to the Council.

Golf Course

Revenue is up this year in all areas.

Fairgrounds

The County Fair is back August 13-16

The fate of the Auction Barn – Turn it into parking in the location that it is at, then create a master plan for the whole area.

Grand Stands Condition

North Park Play equipment etc.

Buildings and Grounds

New Police Court Building will need more manpower
Proposed Plan for Parks and Recreation to occupy the existing Police Court Building

Shade Tree Commission
Cemetery
 Burial Plots
 Double Burial Plots

Gun Club
Water Park
Senior Center
Concessions

The meeting adjourned for dinner break at 4:15 p.m.
The meeting was called back to order at 8:30 p.m.

IS DEPARTMENT

John Bowcut

IS Plans

 More Online Applications
 Install and Maintain City Phone System
 More Online Citizen Services
 Improved System Security

Programmer Analyst
Telephone Service

 The Council would like to look into the idea further.

Spanish Fork Community Network
Customer Service
School District Network
Rates
Video on demand

ADJOURN

The meeting adjourned at 10:15 p.m.

Tentative Minutes Spanish Fork City Council Budget Training February 2, 2008

Elected Officials Present: Mayor Pro Tem G. Wayne Andersen, Richard M. Davis,
Steven M. Leifson, Jens P. Nielson, Rod Dart

Staff Present: John Bowcut, IS Director; Kent Clark, Finance Director; Dale Robinson,
Parks and Recreation Director; Seth Perrins, Assistant City Manager; Dave Oyler, City

Manager; Dee Rosenbaum, Public Safety Director; Pam Jackson, Library Director; Dave Anderson, City Planner; Junior Baker, City Attorney; Richard Heap, Public Works Director; Kim Robinson, Deputy Recorder

Citizens Present: Lana Creer Harris,

Mayor Pro Tem Andersen called the meeting to order at 8:00 a.m.

PUBLIC WORKS

Richard Heap

Water Main Breaks

Projected Water Rates

Want to see 25% conservation by 2050

Sewer Backups

Sewer Rates

Automated Meter Reading System

Sensus Tower Coverage

Inspection Contracts

RFP Out and see what others can offer.

Flood Plain Revision

Recycling

Options, leave as is, mandatory, voluntary

Employee Training

Customer Satisfaction Survey

PLANNING AND ZONING

Dave Anderson

Permits

Potential Population Growth

Growth Boundary

Need to get the boundary line agreement implemented again with Mapleton.

Planning Commission

Work Program

Economic development

RDA's

Tax Increment

EDC Utah

Airport Planning

Council Priorities

The plan for the future.

Maintain Open Space

Have Meeting with Planning Commission to decide vision.

Making Life Better

RFP for Spanish Fork City

The Council took a break at 11:30 a.m. to check out.
The meeting was called back to order at 12:00 p.m.

LIBRARY

Pam Jackson

Ms. Jackson explained the change in dynamics of library's.

Word Processing Center

Projected Growth

- No more room for shelves

- No more desk space

- Need another meeting room

- Need more storage

Early Literacy Skills

Library Fees

Discussion was made regarding library expansion and parking.

PUBLIC SAFETY

Dee Rosenbaum

Fire Station Planning

Special Service District for Animal Control

- Fee adjustment of \$25 to help cover costs.

- Create a Resolution adjusting the fee.

Fire Department

Ambulance Service

Calls Responded To

Department Secretaries

Crossing Guards

Investigation Division

Patrol Division

Traffic School

False Alarm Charges

Additional Officers

EMPLOYEE COMPENSATION AND BENEFITS

Seth Perrins

History of Compensation

Health Benefits

MEETING REVIEW

Public Works

Direction was given to:
Finish up the flood plain study for the river bottoms area.
Get a transportation master plan consultant
Figure out the airport property issues
Move forward with the automated meter system
They will continue new SCADA system and work with SFCN to get fiber to the SCADA

Legal

Direction was given to:
Raise the collection amounts from \$50 to \$100
Keep the Public hearing process the same
To work with the Public Safety department to get the false alarm ordinance

Planning and Zoning

Direction was given to:
Move forward with the Branding campaign and send out an RFP

Library

Direction was given to:
Continue the early literacy programs
Address the room issues

Public Safety

Direction was given to:
Create a fee of \$25 for animal pick up
Work on the false alarm ordinance with legal staff
Get the ISO rating

Parks and Recreation

Direction was given to:
Create and send out the follow up questionnaire for the recreation master plan
Hold a public draft open house of the recreation master plan
Arts Council – Back Up from the council
To have the Arts Council give the Council a presentation and business plan for a performing arts center
To discontinue the spook alley and pursue the option of a private operation with an agreement for usage of inventory, if that does not work they can sell the inventory and give ALA's drama department a portion of it for their service
Harvest Moon Hurrah, Festival of Lights, and Fiesta Days stay the same and continue
Present a business plan for the kite festival
Start the process of demolition of the auction barn at the fairgrounds
Create a master plan for the fairgrounds area and determine their niche in the market place
Look into the option of covering the arena with a fabric cover
Look into constructing new grand stands
The projects impact fee will be on hold for now

The parks and recreation office will make plans to move into the old police building
Look into doing double deep burial options at the cemetery
Opening of north field area at the cemetery
Price increase for plots and openings and closings with new budget, low in the state
Gun Club use money from lead excavation to purchase six traps and sell the used ones
Seniors board decide to spend money raised for bus
Return donations on penny machine

Finance

Evaluate retiring some of the bond money to PI rates
Financing part of north park, using some reserves
Monthly PCA instead of annual

SFCN/IS

Continue hiring programmer analyst
Save money for residents for high speed internet
New rate recommendations for council and do commercials to help explain increases, and break out HBO and CINEMAX
Add HD channels
Pursue budget costs for purchase of additional facilities

Mr. Oyler appreciates the Council's endurance a lot of material has been covered by staff. He appreciates all their time to put this together. With the budget there are lots of requests everyone needs more resources as we grow.

Councilman Leifson appreciates the staff.
Councilman Andersen applauded the staff.
Councilman Dart appreciates the professionalism.
Councilman Davis and Councilman Nielson agreed.

ADJOURN

The meeting was adjourned at 3:30 p.m.

ADOPTED: February 20, 2008

Kimberly Robinson, City Recorder