

**Adopted Minutes
Spanish Fork City Council Work Session
January 14 & 15, 2011**

Elected Officials Present: Mayor G. Wayne Andersen, Councilmembers Steve Leifson, Rod Dart, Keir A. Scoubes, Richard Davis, Jens P. Nielson.

Staff Present: Junior Baker, City Attorney; Pam Jackson, Library Director; Dave Oyler, City Manager; Seth Perrins, Assistant City Manager; John Bowcut, Broadband Director; Kent Clark City Recorder/Finance Director; Dale Robinson, Parks & Recreation Director; Dee Rosenbaum, Public Safety Director; Chris Thompson, Public Works Director; Dave Anderson; Community Development Director; Chris Workman, Management Intern.

CALL TO ORDER, PLEDGE, RECOGNITION:

Mayor Andersen called the meeting to order at 10:00 a.m.

FINANCE UPDATE

Kent Clark reviewed the financial status of the City. Mr. Clark also reviewed the City's reserves, large capital projects, debt service and impact fees. Mr. Clark also reviewed the revenues generated and recorded through the General Fund. There was a discussion regarding Spanish Fork's current utility rates and property tax rates. These rates were compared to other cities in Utah County. It was noted that residents in Spanish Fork pay an overall lower bill for services to live in Spanish Fork.

HUMAN RESOURCES

Seth Perrins discussed the history, current status and future of the Health Insurance benefits at Spanish Fork City. Mr. Perrins also discussed the Utah Health Exchange and upcoming federal changes to health insurance

PUBLIC WORKS

Chris Thompson reviewed the current water outlook, storm drain issues, pressurized irrigation and culinary water projects, as well as sewer, electric, street and engineering projects.

Mr. Thompson outlined a major waterline reconstruction project on the Crab Creek Trunkline. Mr. Thompson outlined the projected electrical savings from the project and discussed the financing of the project. The Council said they were supportive of bonding for this project or using the reserves, whichever method is deemed the best.

Mr. Thompson outlined a trade work agreement with Salem. The council was comfortable with the trade work agreement as long as it is equitable for both cities.

Mr. Thompson reviewed the process the City followed when asked to assume several private streets in private subdivisions. Mr. Thompson referred to a recent request made to the City Council to take over a private street or driveway in a private subdivision. The Council directed Mr. Thompson to explain our policy and practice one more time to the resident and tell her that the Council's decision is not to take over that street.

Mr. Thompson explained UDOT's requests to close the left turn movement on 1000 North westbound at 600 East. He explained why this would help prevent the problems we are currently facing at 800 North and 800 East from occurring on 1000 North. Both the developer of the North Park Area and the city engineering staff support closing the turning movement in return for an additional access onto US6 at 700 East. The city council supported the direction to close this turning movement in return for the additional access onto US 6.

PARKS & RECREATION

Dale Robinson gave an update of the Parks and Recreation Department. Mr. Robinson discussed parks and trails projects as well as a review of some his divisions.

Mr. Robinson discussed a trail grant the City received from the State to complete the Canyon View Park Connector Trail. The Council asked Mr. Robinson and Mr. Thompson to approach the State about transferring the funds from this grant to assist with the completion of the River Trail to Main Street.

Mr. Robinson outlined changes proposed by UDOT to the Main Street off-ramp. Mr. Robinson explained his desire to dress up the interchange even more than their plans call for. The Council supports this effort and asked how much it would cost and where the money would come from. The Mayor believes that there may be some money available from the UDOT project. The Mayor and Council said they would inquire about this funding.

Mr. Robinson discussed two golf course issues. The first is the need to raise the nets at the driving range. The current nets have reached the end of their useful life and as they are replaced, Mr. Robinson proposes to install taller poles that will raise the net by more than 20 feet. The Council supports this decision.

Mr. Robinson also reviewed a proposal to install GPS range finders on each cart. This can be done with minimal expense by trading rounds of golf with the company that provides the GPS units. The Council supports this trade and asked Mr. Robinson to place some restrictions on the passes so that they are not used during our prime golf hours.

Mr. Robinson also reported that the golf course would like to eliminate the Non-resident rate and charge all players the same rate of \$11.00. The research shows that no other golf course currently has a resident rate different from their non-resident rate. The Council supports this decision.

SPANISH FORK COMMUNITY NETWORK

John Bowcut reviewed the SFCN operation. He discussed Channel 17, Voice-over IP, high speed internet and cable TV.

Mr. Bowcut informed the council that he may need to begin charging a new fee to some internet customers. Mr. Bowcut explained that some customers will call in and the NOC employees will not be able to help them solve their problem. However the diagnostic tests they run suggest that the problem is occurring on the customer's side of the system. In these circumstances, the NOC employees ask if the problem can wait until the next day. If the customer says it cannot, SFCN will send out a technician to help the customer restore internet service to their home. The most common outcome is that the problem is in fact occurring on the homeowner's side of the system.

John would like to warn the customer in these circumstances that if the problem is occurring on their side of the system, they will be charged a one-time, \$25 service fee that will be added to their monthly utility bill.

The Council fully supported this concept to offset the costs associated with this type of service call.

The Council Adjourned for the evening

January 15, 2011

CALL TO ORDER

Mayor Andersen called this session of the work session to order at 8:30 am.

LIBRARY

Pam Jackson started her presentation by viewing a few videos on YouTube regarding library use. Ms. Jackson also discussed the various library programs and some of the new offerings at the Library. She also discussed a number challenges the library faces due to its popularity and use.

LEGAL

Junior Baker discussed three newspaper articles and the respective issues' impacts on Spanish Fork City. Mr. Baker discussed an issue Springville City faced over 10 years ago when the City did not follow its own ordinances. Mr. Baker also discussed a recent conflict of interest case in Salt Lake County. Mr. Baker reviewed some current Code Enforcement issues the city is dealing with. A discussion followed about how strictly to enforce the City Code.

PUBLIC SAFETY

Dee Rosenbaum began his presentation discussing code enforcement issues. He also reviewed the number of calls received by the department for the year 2010, traffic school, false alarms, and the youth court program.

Mr. Rosenbaum, along with Dave Anderson and Junior Baker asked the Council for direction with regards to a signage problem in the City. The Council directed Dave Anderson to send a letter to all the home builders in the community educating them on the sign ordinance and instructing them to comply with the ordinance. In this letter, Mr. Anderson should give them a specified time to comply and then begin the citation process for those that fail to comply.

The Council also instructed staff to send letters to businesses on Main Street educating them on the City's sign ordinance as well. The letter should inform businesses that they also have 30 days to comply with the sign ordinance. The council anticipates hearing some concerns on the issue and welcomes the discussion from business owners. Staff should also coordinate this effort with the Chamber of Commerce.

Mr. Rosenbaum discussed some specific accomplishments and challenges the department has faced as they are implementing the new false alarm ordinance. First Mr. Rosenbaum showed that the new ordinance has decreased the number of alarm calls the City has received. Mr. Rosenbaum explained that there has been a total of over \$3,000 billed out to owners of faulty alarms. Some of these owners have paid their bills and others have not. While the City continues to try to collect on these bills, staff has found some owners to be very non-responsive.

Mr. Rosenbaum asked the Council to consider amending the current ordinance as outlined in his presentation.

The Council was supportive of the outlined changes and directed Mr. Rosenbaum to place the changes on a future City Council agenda for formal consideration. The Council also wanted to consider an alternative that outstanding balances for false alarm bills must be paid before a City business license will be renewed.

Mr. Rosenbaum discussed the Youth Court program. He presented the Council to the concept of assessing a \$20 fee to have a youth appear before the Youth Court. Council agreed and asked for the fee to be included in the next budget revision.

The Council also discussed the new Dispatch Special Service District. Services and costs were discussed.

COMMUNITY DEVELOPMENT

Dave Anderson discussed general development in the community as well as business licenses and economic development activity. Dave presented information from the Planning Commission's recent work on the City's general plan.

Mr. Anderson discussed economic development matters and the discussion centered on the effectiveness of our current efforts and partners. The Council instructed Mr. Anderson to meet with the County officials to discuss focusing County funds back into some Utah County entity as they had done in years past.

Mr. Anderson also discussed a few changes to the business license ordinance. The Council instructed Mr. Anderson to bring any suggestions to the Council for formal consideration.

ADJOURN:

The work session adjourned at 2:45 pm.

ADOPTED:

Seth Perrins, Assistant City Manager