

MINUTES
EAGLE MOUNTAIN CITY COUNCIL MEETING

February 7, 2012

Work Session 4:00 p.m. - Policy Session at 7:00 p.m.

Eagle Mountain City Council Chambers, 1650 East Stagecoach Run, Eagle Mountain, Utah 84005

*** This meeting may be held telephonically to allow a member of the City Council to participate ***

4:00 P.M. WORK SESSION – CITY COUNCIL CHAMBERS

ELECTED OFFICIALS PRESENT: Donna Burnham, Nathan Ochsenhirt, John Painter and Richard Steinkopf. Councilmember Ireland participated telephonically.

CITY STAFF PRESENT: If Pili, Assistant City Administrator; Fionnuala Kofoed, City Recorder; Steve Mumford, Planning Director; Adam Ferre, Energy Division Director; Gordon Burt, City Treasurer; Chris Trusty, Public Works Director; Dave Norman, Assistant Public Works Director; Ikani Taumoepeau, Management Analyst; Angie Ferre, Special Events Director; Jason Walker, Human Resources Coordinator; Michele Graves, City Librarian; Kent Partridge, Building Official; Linda Peterson, Public Information Director; Eric McDowell, Lieutenant.

Mayor Jackson called the meeting to order at 4:10 p.m.

1. PLEDGE OF ALLEGIANCE

Mayor Jackson led the Pledge of Allegiance.

2. DISCUSSION – FY 2012-2013 Budget

The Mayor, Council and staff discussed the proposed vision statement for the City and presented preliminary goals for fiscal year 2012-2013. A list of preliminary budget goals is attached to these minutes.

The proposed vision statement says, “Eagle Mountain will be Utah’s most dynamic and desirable city.” *Dynamic* was defined to mean innovative and technology-minded, with diverse businesses and services, including manufacturing, service providers, recreation facilities, a hospital and expanded educational opportunities, including a high school and a UVU extension campus. *Desirable* was defined as family friendly, convenient for work, transportation and recreation, and having responsible government willing to make tough financial decisions.

3. AGENDA REVIEW – The City Council reviewed items on the Consent Agenda and Policy Session Agenda.

7:00 P.M. POLICY SESSION – CITY COUNCIL CHAMBERS

ELECTED OFFICIALS PRESENT: Donna Burnham, Nathan Ochsenhirt, John Painter and Richard Steinkopf. Councilmember Ireland participated telephonically.

CITY STAFF PRESENT: Ifo Pili, Assistant City Administrator; Fionnuala Kofoed, City Recorder; Steve Mumford, Planning Director; Adam Ferre, Energy Division Director; Gordon Burt, City

Treasurer; Chris Trusty, Public Works Director; Dave Norman, Assistant Public Works Director; Kent Partridge, Building Official; Linda Peterson, Public Information Director; Angie Ferre, Special Events Director; Eric McDowell, Lieutenant.

4. CALL TO ORDER

Mayor Jackson called the meeting to order at 7:07 p.m.

5. INFORMATION ITEMS/UPCOMING EVENTS

- **Princess Academy** -- The Princess Academy will be on Saturday, February 11, from 10:00 AM to 12:30 PM in the City Council chambers, for princesses ages 3 to 10. The cost is \$10 per princess, which covers lunch, crafts, gifts, a picture with Miss Eagle Mountain and the Fairy Godmother, and more!
City mobile application – The City mobile application will be available in the Android and IOS markets starting Monday, February 13. Type “Eagle Mountain” in the search field to locate the application.
- **Sports Program Survey** -- Eagle Mountain City seeks input to gauge your perception of the existing City Sports Programs and find out what sports or activities should be added to better cater to the growing population of Eagle Mountain. The survey will be available on the main page of the City website through February 29.
- **Youth Baseball Registration** -- Youth Baseball registration will be open January 23-February 27, with late registration from February 28-March 6. Registration is available on line on the City website or in person at City Hall.
- **Youth Bowling** – The City has partnered with Jack & Jill Bowling in Lehi to offer a Youth Bowling instruction program. Registration is open.
- **Woman of the Year Nominations** – 2012 Woman of the Year nominations are due by March 1, 2012. The award is kept a secret, even to the winner, until the presentation at the Miss Eagle Mountain Pageant on April 7, 2012. Nomination forms are available in the News section of the City website.

6. PUBLIC COMMENTS – Time has been set aside for the public to express their ideas, concerns and comments.

None

CONSENT AGENDA

7. PLANNING COMMISSION APPOINTMENT – Daniela Camacho, 1 year term

8. MINUTES

- a. January 24, 2012 – Regular City Council Meeting

9. SETTLEMENT AGREEMENT

- a. Ratification of Brian Olsen Settlement Agreement

10. REIMBURSEMENT AGREEMENT

- a. UDOT Waterline Reimbursement Agreement

11. BID AWARD – Consideration and Award of Bid to Powell Electrical Systems Inc. for Purchase of a 15 kV Metal Clad Switchgear for the South Substation.

Mayor Jackson moved item 11 from Scheduled Items to the Consent Agenda.

MOTION: *Councilmember Painter moved to approve the Consent Agenda. Councilmember Ochsenhirt seconded the motion. Those voting aye: Donna Burnham, Ryan Ireland, Nathan Ochsenhirt, John Painter and Richard Steinkopf. The motion passed with a unanimous vote.*

SCHEDULED ITEMS

12. BID AWARD – Consideration and Award of Bid to Great Western Park and Playground Company for the Construction of Seating for the Rodeo Arena.

This item was presented by Assistant City Administrator Ifo Pili. During Work Session, Mr. Pili recommended that the Council to reject all current bids for rodeo arena seating, as staff would like to pursue more cost-effective options.

MOTION: *Councilmember Ochsenhirt moved to reject the bids for rodeo seating and consider other options. Councilmember Painter seconded the motion. Those voting aye: Donna Burnham, Ryan Ireland, Nathan Ochsenhirt, John Painter and Richard Steinkopf. The motion passed with a unanimous vote.*

13. CITY COUNCIL COMMENTS/BOARD LIAISON REPORTS – This time is set aside for Councilmembers to report on the boards they are assigned to as liaisons to the City Council.

Councilmember Ireland

No comment.

Councilmember Burnham

Councilmember Burnham expressed appreciation to the staff for their hard work in preparing for the budget meeting. She thanked all the residents who attended this evening's meeting.

Councilmember Steinkopf

Councilmember Steinkopf also thanked staff for their work on the budget meeting.

Councilmember Ochsenhirt

Councilmember Ochsenhirt met with the Public Works Board. The Board will have some information to present to the City Council in April. He thanked the Mayor and staff for how efficiently the budget meeting ran this afternoon.

Councilmember Painter

No comment.

Mayor Jackson

Mayor Jackson explained to the audience that the budget meeting this afternoon was designed to set preliminary goals for the budget process. The process will go on through May or June. She reported that rate studies are being done on virtually all of the utilities this year. She would like to

hold a town hall meeting about the results of the studies to get public input before they are presented to the City Council for a vote.

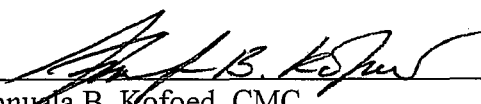
14. COMMUNICATION ITEMS

a. Upcoming Agenda Items

15. ADJOURNMENT

MOTION: *Councilmember Ochsenhirt moved to adjourn the meeting at 7:15 p.m. Councilmember Painter seconded the motion. Those voting aye: Donna Burnham, Ryan Ireland, Nathan Ochsenhirt, John Painter and Richard Steinkopf. The motion passed with a unanimous vote.*

APPROVED BY THE CITY COUNCIL ON FEBRUARY 21, 2012.


Fionnuala B. Kofoed, CMC
City Recorder



Mayor Jackson

1. City ordinances need enforcement component
 - Focus on Justice Court
2. Public Safety building
 - Pave Parking Lot
 - Replace the flooring
3. Expand Recreation Program to more than sports
4. Facilitate special events
5. Long range plan
 - Bleachers
6. Economic Development
 - An approach to target this
7. Transportation (always an issue)
 - Continue communication with MAG
8. Evaluate COLA
 - Morale
9. OHV ordinance
 - Not a goal but to be completed
10. Snow storm (Feb 13th)
 - Viable EOC (Emergency Operation Center)
 - Provisions
 - Food, blankets, clothes (just in case stuff)
 - Method to take care of employees, when they are taking care of the City

John Painter

Complete OHV ordinance

Nate Ochsenhirt

Parks

- Can we accommodate parks (that's just grass?)
- Add amenities to parks?
 - Trees
 - Trash
 - Benches
 - Playground equipment

****Matching neighborhoods to help support their own parks****

Ex: Pioneer Park (w/ HOA) going 50/50 with EMC

Complete Projects

Look at what we already have

COMPLETION

Add benches?

Add trees?
Long Range Plan
Include Restroom facilities
Parks
Overview of STREETS
Re-do older roads that need repair
COLA for City employees
Tough to lose core people
Something to do for them?

Donna Burnham

Ensure Utilities are functioning properly
Utility infrastructure
Roads/Transportation
Street repair is important
Find holes and fill them in
Keep up with PARKS
Maintenance
COLA (if there's any money left after 1 and 2)
Deserve it

Rich Steinkoff

Enhance Recreation Program
The Beautification of the City
Keep up the 'LOOK'
Inviting appearance of the City
Be careful how to **prioritize** City Goals

Ryan Ireland

Emergency Plan (EOC)
Great Eagle Project for scouts?
Trails to City Hall and Library completed
Add Trees to the City
Do Better on Weed Control along trails
Existing programs do not subsidize other programs
Jr. Jazz doesn't subsidize others
Gas doesn't subsidize Electricity
Complete OHV ordinance
Public Safety
Still a Priority
Safe Roads
Maintenance

Library

1. Increase staff hours and **change one staff member from part time to full-time benefitted** in order to fulfill many goals of the library, work towards complying with the State Library's updated Certification Standards and be able to send staff to local schools to promote various offerings the library has. Also, we have many projects that we are having difficulty getting completed due to lack of time. We also plan to offer more programming for both children and adults. Having paid staff increases the chances of having that happen.
2. Increase books/materials budget so we can receive full inclusion into the North Utah County Library Cooperative (we need to reach a threshold of at least 50,000 items). We are currently at 41,000. Full inclusion means that our residents will no longer have to pay a fee to use Lehi Library and will have the ability to use American Fork and Pleasant Grove libraries, as well.
3. Capital outlay for shelving. We are in need of more shelving for the collection.

Building Department

1. Education & training. Have the staff properly educated and trained on the 2012 International Codes that will soon be adopted by the State.
2. Educate the builders to the changes in the codes.
3. Provide thorough, consistent inspections.
4. Increase the public awareness and knowledge of City Codes (Code Enforcement):
5. Create a program that can be tied into Springbook that will track City Code violations, citations, etc., for each property or lot within the City.
6. Purchase electronic equipment (PC, iPad, notebook, etc.) that will allow inspector & code enforcement officer to perform field work electronically, interfacing GIS and Springbook.
7. Energy Code requirements to be reviewed and implemented in ways that will help home owners have more energy efficient homes.
8. Look at ways we can provide quality customer service with a lean staff.

Planning Department

1. GIS – Web-based interactive map for public use
2. GIS – Interactive utility mapping system for public works use
3. GIS – Interactive code enforcement mapping system
4. General Plan rewrite/update

5. Transit vision plan
6. Illustrative area plans for City (2030, 2040, buildout)
7. Improvements to City Code
8. Sustainability program to encourage energy-efficient building
9. Mike – AICP & GISP (certified geographic information systems professional) certification
10. Create Cemetery – beautification is important
11. Beautification of streetscapes (i.e., Eagle Park)

Non-departmental

1. Complete audit of computer needs and continue to replace inadequate work stations. Also, replace workstations of employees who have more equipment than is necessary for their jobs and reassign those resources elsewhere.
2. Improve building maintenance by creating a comprehensive plan for all City buildings. This will include new equipment needed to help Jason with his duties. Also, we would propose an additional part-time employee to help with the maintenance of the public works and energy buildings.
3. Reduce costs for services such as payroll, janitorial, and other areas covered in the Non-departmental budget.
4. Salary survey.

Public Information

1. Use video to promote the City and provide the public access to City meetings and events, including the possibility of live-streaming. I need cameras (still and video) so that I don't have to continue to use my personal camera equipment. Estimated cost for a quality still and video camera and accessories (lens, flash, etc.) would be under \$2500.
2. Possibly transition newsletter to primarily an electronic version; need to investigate the validity of a subscription list for those who want to continue to receive a hard copy. This would be a cost savings, but I would want to be sure it remained an effective means of communicating with residents.
3. Currently working on a cost comparison for website hosting and services with CivicPlus. They are offering a Community Voice module that provides more interactivity with

residents. They also offer a free redesign every three years and more flexibility with content management.

4. Would like to see our rebranding process continue, with new logo on all city vehicles and whatever we can do to replace at least the oldest logo (two logos ago) from signage.
5. Advanced PhotoShop and InDesign training
6. Stay up on trends in technology-based communication, make adjustments as needed

Finance/Utilities

1. Keep FTEs at 4. In FY 2012 the budget included 4 FTEs but the narrative indicated changing to having 3 full time and 2 part time employees. Lori, the current supervisor, does not feel that having 2 part time employees is sufficient to provide the optimum in customer service and to keep current with the workload.
2. Need a new printer in the Utility Office that is capable of handling larger output for reports and for scanning.
3. Increase the training budget to provide for more Springbrook and MVRs training.
4. With the staffing transition this year, the City will likely need to designate a new City Treasurer. This will necessitate a change in job descriptions and an increase in salary for the new position.
5. In addition to number 4, the City will need to separate some of the functions in the Finance Department. We should separate out the accounts receivable from the cash receipting functions. This may not need to be accomplished in FY 2012-2013, but needs to be reviewed.

City Engineer

1. Implement a proactive maintenance schedule for City infrastructure, such as sidewalk, water, wastewater, and storm drain systems.
2. Use GIS asset management tools in Public Works to accomplish this.
3. Adopt a SWWP management ordinance that would help the City enforce violations of our storm water system.
4. Part time maintenance person for Public Works, Wastewater and (Energy) buildings.

Fire Department

1. Fleet Issues
 - A. Replace 1977 E-One fire engine with newer Quint (ladder truck at Station 2) for \$750,000 to \$1,000,000. The NFPA recommends that structural fire equipment built before 1991 be removed from service. We applied for a grant and have not received any feedback as yet.
 - B. Replace Chief's vehicle – high mileage and less reliable - \$28,000.00 (year 2006)
2. Review billing for ambulance service to include required reporting for the State Fire Marshal and the State Bureau of EMS. The current system is failing for our required reporting. Eagle Mountain has maintained the same contract for our ambulance billing since before 2005.
3. Support a fire district for future capital needs for the Fire Department (U.F.A).
4. Strive to improve response times throughout the city while maintaining our staffing levels. Replace any members leaving with qualified firefighters/paramedics.
5. Buildings - Improve living conditions at Fire Station 1 and Public Safety Building –
 - A. Fix basement flooding issues and repair damaged areas throughout.
 - B. Desktop computer for Station 2 training room.
 - C. Replace Public Safety Building flooring.
6. Continue to write grants for EMS needs and other grants to improve equipment for our firefighters.

Public Safety

1. Improvements to the Public Safety building
 - A. Paving the parking lot (for safety and keeping the office cleaner)
 - B. Improving the interior space (flooring)
2. Ability to enforce City ordinances, possibly with a Justice Court or admin. hearing
3. Allocate an account designated for the community safety volunteer programs
 - A. V.I.P.S. (Volunteers In Police Service uniforms and equipment)
 - B. Rad Kids certification and re-certification costs and equipment

Energy Department Goals (Power & Gas)

1. Continual progress on current major projects.
 - A. South substation
 - B. 138 kVA power line
 - C. Energy building.
 - D. Electrical rate study

2. Continual training such as internal policies and procedures, safety, record keeping, management and industry progression to create a more efficient work place.
3. Financial accountability.
4. Aggressive systems maintenance to preserve system longevity and reliability to the rate payers.
5. Ongoing resource investigation.
6. Find ways to boost employee morale in the current economic state.

City Recorder

1. Records management
2. Filing cabinet
3. Adequate training for staff

Special Events

1. To create a Community and Leisure Service Department to help better and more adequately run all events and sports programs. These areas have been on the back burner and have not had year round time put into them, which we really need to do so that we run them more efficiently.
2. To improve the City's special events, not by making them bigger but making them better quality, less expenditures, and trying to bring in more revenues and work on sponsorships year round.
3. To improve the City's sports programs by calling back residents on a regular basis, tightening expenditures, bringing in more revenues, and offering more sports programs to the community for all ages.
4. To develop the new recreation program by creating an inter-local agreement with the Alpine School District and the charter schools, to run the programs at the schools but administratively run them through the City.
5. To develop a volunteer program in the community to help residents feel more of a part of the community and a sense of satisfaction.
6. To improve our Youth City Council program, teaching the kids more about City government and service throughout the community and growing the numbers in the program, as well.
7. Bring our senior program to a better level by researching other senior programs, working with the Council to implement our goal and helping the seniors to be more self-sufficient.

8. Miss Eagle Mountain will be going to a 501(c)(3) this year. The program has developed over the last 8 years and this next fiscal year it will be fully staffed with volunteers. The City will donate the money to the 501(c)(3) and help offset some costs, but they will need to get sponsorships to cover the rest. We would like to continue trying to get other events turned into a 501(c)(3). This could take up to 10 years. It could be sooner, but we need to build a good base for the programs.
9. Continue with the Exceptional Kids program and help this program grow within our community. We need to get this program information out to the public more this year.
10. Create a master plan on the rodeo arena and make the facility usable year round for high school rodeo, barrel racing, team roping, etc. This may help offset costs to maintain and offset the rodeo each year.