

**MINUTES OF THE EAGLE MOUNTAIN
CITY COUNCIL/ADMINISTRATION
2004/2005 Fiscal Year Budget Retreat
Friday, March 19 2004
Thanksgiving Point, Utah Room
3003 N. Thanksgiving Way
Lehi, Utah 84043**

NO PUBLIC COMMENT WILL BE RECEIVED AND NO OFFICIAL ACTION WILL BE TAKEN

The Budget Retreat began at 8:00 AM.

1. Roll Call:

Council Members Present: Mayor Kelvin Bailey, David Blackburn, Diane Jacob, Vincent Liddiard, Mark Madsen, Linn Strouse. Mark Madsen left the meeting at 12:45 PM and returned at 2:15 PM

City Staff:

City Administrator:	Chris Hillman
City Recorder:	Janet Valentine
Deputy Recorder:	DeAnna Whitney
Chief Building Officer:	Kent Partridge
Finance Director:	Gordon Burt
Fire Chief:	Robert DeKorver (excused)
Librarian:	Michele Graves
Planning Director:	Shawn Warnke
Public Works Director:	Mark Sovine
Telecom Administrator:	Diane Bradshaw

Others Present: None

2. Presentation of Fiscal Year 2003 Audit Update, Fiscal Year 2003 Expense and Revenues, Fiscal Year 2004 Expense and Revenues, Fiscal Year 2005 Revenue Projections:

Chris Hillman gave a Power Point presentation (copy filed with the Minutes) and answered questions from Council and staff.

3. Department Reports:

Each department head presented information on the needs of their departments (copies filed with the Minutes) and answered questions from the Council.

4. Council Prioritization Exercise:

Chris Hillman asked the Council to brainstorm ideas for needs of the City. He then asked each Council Member to prioritize what they considered to be the most pressing budget needs of the City. The items shown below are not necessarily listed in order of importance.

A. Mark Madsen

1. Public Safety -- Justice Court

2. GIS
3. Codification
4. E-documentation
5. Records security

B. Diane Jacob

1. Safety of public records
2. E-government
3. Upgrading of utilities to avoid break downs
4. Expenditure of funds on most crucial areas only

C. Mayor Kelvin Bailey

1. Marketing
2. Public Safety
3. New City Hall to change image of the City
4. Recreation for benefit of citizens and marketing for City
5. Electronic record keeping to secure City records
6. In-house engineering
7. In-house public safety
8. Library

D. Vincent Liddiard

1. Economic Development and staff support
 - a. GIS and city website
 - b. Roads and transportation
2. New fire truck, sleeping quarters for EMS
3. Police space, computers, Neighborhood Watch
4. Road signs and markers

E. David Blackburn

1. Transportation, signage
2. Utilities available to citizens ongoing
3. Records safety
4. Public safety coverage
5. City vehicle schedules and use of vehicles
6. Increase PR, education regarding City amenities to those outside of City, Pony Express
7. Staff – cross training of
8. Recreation center (bonding)

F. Linn Strouse

1. Public safety
2. Protection of records
3. Updating utilities
4. Marketing – to residents (educational, see City as partnership) and outside of City showing positives offered by City (rodeo, parks and trails, equestrian, businessmen's luncheon)
5. Beautification of City Center
6. Transportation, participate in legislative lobby, notify citizens of e-mails to representatives link on website
7. Recreation center

5. Specific items for staff to address:

The Council suggested specific ideas for staff to address for the FY 2005 budget, as follows:

- A. Public Safety – justice court, transportation, police development, new ambulance, fire truck
- B. Information – GIS, website, codification, e-docs, marketing, recreation, sports, records protection, tourism, information kiosk, marquee, construction specifications revised, lobbying, rodeo grounds, wildlife refuge educational program, technology, how to offer economic incentives to businesses, schools, landscaping education, higher or specialized education facilities, emergency operations center
- C. Infrastructure – City hall, roads, parks and trails, street lights, cemetery, lights on City monument, lighting throughout City, weed abatement, gravel on Lake Mountain Road, beautification, rodeo grounds, ride-share carpool areas, water tank, secondary water
- D. Human Resources – merit increases, staffing needs, staff education, crossing guards, increase pay for public officials, grant writer and researcher (contracted consultant)

Chris Hillman asked the Council to make an overall final prioritization in the four specific areas shown above and then list their priorities in each area. The results are as follows:

A. Priority No.1 - Public Safety:

- 1. Fund police deputies
- 2. EMS building
- 3. Ambulance or Quint truck
- 4. EMS personnel

B. Priority No.2 – Infrastructure:

- 1. Sidewalks/trails to elementary school
- 2. Repair Eagle Mountain Boulevard
- 3. City Hall
- 4. Savings for capital improvements

C. Priority No. 3 - Human Resources:

- 1. In-house engineering
- 2. Personnel retention (merit increases, funding bonus pay, funding health care)
- 3. Additional personnel requested by staff
- 4. Elected official pay increase

D. Priority No. 4 - Information:

- 1. Records preservation and protection/codification
- 2. Public relations firm contract
- 3. GIS
- 4. Enhancement of website

The meeting was adjourned at 3:00 PM.

APPROVAL:

Kelvin E. Bailey

Mayor Kelvin E. Bailey

DATE:

4/6/04

This certifies that the minutes of
3/19/04 are a true, full and
correct copy as approved by the
City Council on *4/6/04*

Signed: *DeAnna Whitney*
DEPUTY City Recorder