

City of Taylorsville
Work Session
Minutes

Wednesday, May 14, 2008
Council Chambers
2600 West Taylorsville Blvd., Room No. 140
Taylorsville, Utah 84118

Attendance:

Council Members:

Chairman Les Matsumura
Vice-Chairman Lynn Handy
Council Member Bud Catlin
Council Member Morris Pratt
Council Member Jerry Rechtenbach

City Staff:

John Inch Morgan, City Administrator
John Brems, City Attorney
Cheryl Peacock Cottle, City Recorder
Jessica Springer, Council Coordinator
Del Craig, Chief of Police
Mark McGrath, Community Development Director
Keith Snarr, Economic Development
Scott Harrington, Chief Financial Officer
Patrick Tomasino, Building Official
John Taylor, City Engineer
Mary Lund, Building Coordinator
Penny Knight, Business License Clerk
Lyle Hansen, Public Works Inspector
Michael Meldrum, City Planner

Excused: Mayor Russ Wall

Others: John Gidney, Gordon Wolf, Larry Bodine, Marion Willey, David Johnson

Chairman Les Matsumura called the Work Session to order at 6:01 p.m. and welcomed those in attendance. City Recorder Cheryl Peacock Cottle conducted a Roll Call, wherein all Council Members were present. Chairman Matsumura noted that Mayor Wall was excused from the meeting, as he is out of town.

1. Closed Session:
a. Strategy Session to Discuss the Sale and Purchase of Real Property

18:02:27 Council Member Jerry Rechtenbach **MOVED** to convene a Closed Session to discuss the sale and purchase of real property at 6:02 p.m. Council Member Morris Pratt **SECONDED** the motion. Chairman Les Matsumura called for discussion on the motion. There being none, he called for a roll-call vote. The vote was as follows: Rechtenbach-yes, Catlin-yes, Pratt-yes, Handy-yes, and Matsumura-yes. **All members of the City Council voted and the motion carried by a unanimous vote.**

CLOSED SESSION

Those in attendance at this Closed Session were: Council Members Catlin, Handy, Matsumura, Pratt, and Rechtenbach. Also present were City Administrator John Inch Morgan, City Attorney John Brems, Michael Meldrum, Keith Snarr, Bip Daniels, Marion Willey, David Johnson, and City Recorder Cheryl Peacock Cottle.

Minutes for the Closed Session were taken and are now on file as a Protected Record.

Council Member Bud Catlin **MOVED** to adjourn the Closed Session at 6:38 p.m. and reconvene the City Council Work Session. Council Member Lynn Handy **SECONDED** the motion. Chairman Les Matsumura called for discussion on the motion. There being none, he called for a roll-call vote. The vote was as follows: Rechtenbach-yes, Catlin-yes, Pratt-yes, Handy-yes, and Matsumura-yes. **All members of the City Council present voted and the motion carried by a unanimous vote.**

2. Discussion Regarding Ordinance No. 08-14 – Establishing Title 18, Administrative Code Enforcement of the Taylorsville City Code – *Mark McGrath*

18:41:00 The City Council Work Session was reconvened and Chairman Matsumura called the meeting to order.

18:41:46 Community Development Director Mark McGrath described reasons for establishing an ordinance regarding administrative code enforcement within the City.

18:43:07 Mr. McGrath reviewed actions and procedures that are covered in the proposed ordinance. He cited previous issues that he has been working on with City Attorney John Brems, i.e. formatting, defining the scope, and clarifying processes, etc.

18:46:23 City Attorney John Brems made clarification regarding the need for a search warrant in some cases.

18:47:08 Mr. McGrath cited penalties and fines associated with property violations, and he asked for direction from the Council on whether the hearings officer will have authority to abate these fees. He also asked for Council input on appeals hearings.

18:48:25 Mr. McGrath addressed a question from Council Member Rechtenbach regarding responsibilities of property owners, absentee landlords, and occupants.

18:50:38 Council Member Pratt asked about administrative citation penalties and how they are assessed. He expressed concerns about the 10-day period that is specified.

18:52:50 Mr. McGrath stated that the purpose of this ordinance is to provide a better tool for cleaning up properties. He stated that the current practice is to take a police officer along when citations are issued, but this ordinance gives the City's Code Enforcement Officer complete authority to issue citations as needed.

18:54:43 Mr. McGrath stated his intent to bring the ordinance back at the first Council Meeting in June for final approval. He will e-mail the ordinance in its final form to the Council as soon as it is ready.

3. Discussion and Council Direction to Administration Regarding 2008-2009 Tentative Budget – *John Inch Morgan*

18:56:26 City Administrator John Inch Morgan cited an e-mail he previously sent to the City Council and described his agenda for this budget discussion.

18:57:36 Mr. Morgan presented information outlining the budget impact of funding the employee Pay for Performance program at six alternative amounts from the level recommended by the Administration in the Tentative Budget. He also provided statistics on national inflationary rates to the Council.

19:01:57 Council Member Catlin asked for numbers that include fringe benefits for employees in order to represent the total compensation package. Mr. Morgan estimated that an additional 10% could be added to reflect benefits.

19:05:40 Mr. Morgan cited the step-plan that has been previously adopted and implemented for police officers. He cautioned the Council to carefully consider any changes to the step-plan for law enforcement officers and encouraged them to keep it in place. He cited a potential negative impact on officer recruitment if changes are made. He addressed additional questions from the Council.

19:08:59 Mr. Handy stated that he does not want to cut services and suggested that further consideration may need to be given to a property tax increase.

19:09:24 Mr. Morgan stated that he was recently informed that the amount for crime lab services contracted from the County has been increased by \$68,000.00. He suggested removing improvements to Taylorsville Park from the Capital projects budget in order to offset this amount.

19:13:48 Mr. Morgan stated that Taylorsville is working with a very lean staff compared to other cities. He cited problems with maintaining adequate staff, especially in the police department, if compensation is cut, due to the current market. He said that employees are the City's best assets and they should be compensated fairly for the extra loads that are being carried.

19:17:27 Chairman Matsumura cited a need to come up with funds to balance the budget. He presented options to the Council for bringing the budget in line.

19:18:22 Mr. Morgan made clarifications on adjustments that were made to the tentative budget to balance it.

19:19:10 Council Member Catlin asked about an additional allocation for an FTE that was made last year and was not filled. Mr. Morgan described ways that the funds were utilized for overtime, etc. He stated that an additional officer has now been hired.

19:21:29 Mr. Morgan stated that there are currently no unfilled FTE's in the police department. He expressed concerns that officers will be lost very soon to other cities that are paying more, such as Cottonwood Heights.

19:27:02 Council Member Pratt stated that the City should not engage in a bidding war for employees. He cited the average salary for Taylorsville employees and stated that citizens must be able to afford to live in the City.

19:29:21 Mr. Morgan described the formulas used in providing the compensation options to the Council.

19:32:48 Mr. Morgan made clarifications on how pay for performance increases are awarded. Mr. Pratt suggested that the Council place a cap on the amount that can be given to an individual employee.

19:34:58 Council Chairman Matsumura stated that placing a cap on individual increases would tie Administration's hands. He described ways that the pay for performance program is implemented.

19:39:03 Mr. Morgan gave clarification on calculations that were made for increases to the budget for salaries and benefits. Mr. Catlin asked for numbers regarding benefits. Mr. Morgan indicated that he will provide additional figures regarding benefits.

19:44:31 Mr. Morgan cited a \$20,000 allocation in the budget for two half-time employees for grounds maintenance for public streets, code enforcement issues, etc.

19:46:36 Mr. Morgan called for direction on the salary allocations. Council Member Handy recommended keeping the 4.4% as described in the tentative budget and giving Administration the latitude to implement increases as they see fit. Council Member Catlin said that he is okay with pay for performance increases, as long as a system is in place to evaluate performances. Council Member Rechtenbach stated that he agrees with Mr. Handy. Council Member Pratt agreed to the 4.4% figure if the additional funds can be found without implementing a tax increase. He recommended staying with the step plan for law enforcement officers.

19:50:50 Mr. Morgan commented on the necessary step increases for law enforcement officers.

19:52:50 Council Member Pratt recommended doing away with the two grounds maintenance allocations in order to keep the 4.4% increase.

19:54:19 The Council was polled regarding removing the allocation for the Grounds Maintenance Workers: Pratt, yes; Handy-yes, Rechtenbach-yes, Catlin-yes. Direction was given to take the groundskeeper allocation out and leave the increases at 4.4%.

19:55:39 Council Member Rechtenbach stated that he does not believe the City is receiving value in service from VTV Channel 17. He asked for an accounting of the merits of Channel 17 and said that he has only heard negative feedback.

19:57:29 Mr. Morgan noted that the contract is for a not-to-exceed amount of \$5,000. Discussion was held and Council Members Pratt, Handy, and Catlin said that they are in favor of cutting that expense. Council Member Rechtenbach stated that he will meet with VTV administrators to discuss the merits of continuing the relationship.

20:00:36 Mr. Morgan gave clarification on intergovernmental relations allotment and stated that this is for compensation to the City's lobbyist on a national and local level. He said that these lobbyists have been very instrumental in securing substantial funds and cited exact amounts that have been obtained.

20:02:02 Council Member Rechtenbach asked about the allocation for the audits and suggested they may be under funded. Mr. Morgan said that audit services are currently out for bid and may need to be adjusted.

20:03:19 Community Development Director Mark McGrath presented information on budget allocations for studies within his department. He described three studies that are planned: (1) the Small Area Master Plan, (2) Urban Design Branding Plan, and (3) Building Fee Schedule Consultant.

20:06:19 Mr. McGrath addressed questions from the Council regarding time frames for completing the studies, etc.

20:14:44 Council Member Pratt suggested doing either the Small Area Master Plan or the Urban Design Branding Plan, but not both. He also suggested possibly cutting the building fee study.

20:16:29 Council Members Handy, Rechtenbach and Catlin recommended doing the Small Area Master Plan and cutting the Urban Design Branding Plan.

20:17:22 Council Member Rechtenbach called for clarification on allocation for the Redwood Road study and the allocation for the Redwood Business District enhancements. Mr. Morgan gave explanation.

20:24:07 Chief Financial Officer Scott Harrington gave additional clarification.

20:24:51 Direction was given to Mr. Morgan to remove allocation for the Urban Design Branding Plan.

20:25:07 Council Member Pratt questioned the allocation for lobbyists and suggested that it be left at \$200,000 rather than increased to \$220,000. Mr. Morgan stated the extra allocation of \$20,000 covers costs for trips to Washington to meet with legislators, etc. Chairman Matsumura cited the value of meeting face to face with legislators. Council Members Handy, Matsumura, Rechtenbach, and Catlin recommended leaving it at \$220,000.

Economic Development Director Keith Snarr reviewed the budget for studies within his department. He noted a reduction of \$30,000 to Targeted Marketing. He cited a potential need for \$30,000 for the Urban Renewal RDA. He said that this need is not immediate, but should be left as a contingency item. He described the allocation for the Legacy Arts grant for the Arts Center. He also cited the signs study and Mr. Morgan stated that this \$10,000 allocation has been taken out of the budget.

20:35:19 Discussion was held regarding the design and placement of City signs.

20:36:11 Mr. McGrath commented on the existing sign on 5400 South and Redwood.

20:37:20 Mr. Morgan noted that there is a \$30,000 allocation for placement of gateway signs.

20:38:16 Mr. Snarr cited a need for a study on the potential 5400 South and I-215 Interchange. Mr. Morgan said that he is meeting with UDOT tomorrow and will ask for \$1.5 million in funds.

20:39:52 Mr. Snarr and Mr. Morgan addressed questions regarding the Economic Development budget. Discussion was held regarding the attendance of City officials and staff at the annual ICSC Convention.

20:46:07 Mr. McGrath and Mr. Morgan addressed questions regarding the Community Development Department budget, i.e. travel and training, building code updates, large scanner, nuisance abatement, outside engineering services, etc.

20:51:49 Clarification was given on the allocation for an Administrative Law Judge.

20:53:05 City Engineer John Taylor and Mr. McGrath gave input on the allocation for the City Engineer In-House Training position. Mr. Morgan said that further discussion will be held regarding how this position will be filled.

21:02:06 Mr. Taylor and Mr. Morgan addressed questions regarding public works and the need for ADA ramps. Council Member Rechtenbach suggested cutting the allocation for ADA ramps. Mr. Morgan agreed to research the impact of cutting those funds.

21:03:45 Mr. Taylor and Mr. Morgan addressed questions from the Council regarding capital projects, i.e. the 5400 South Wall, the Baseball Park Project, 6200 South Redwood Road Project, intersection at Harvey Heights Drive, intersection at 4700 South and Redwood Road, capital sidewalks, etc.

21:05:57 Mr. Morgan distributed figures on cost estimates for the Vista Park Baseball Fields.

21:12:39 Mr. Morgan updated the Council on the Baseball Park Project and said that if reasonable bids are obtained, all phases of the project may be able to be completed this year, except the three little league fields. Chairman Matsumura gave explanation on management of the Baseball Park. Mr. Morgan clarified that Salt Lake County will control the park, but will also be responsible for maintenance costs.

21:22:55 Additional discussion ensued regarding Taylorsville baseball programs and available fields.

21:25:34 Chairman Matsumura recognized members of the Budget Committee who were in attendance and invited them to give input. They had no comments at this time.

21:27:26 Council Member Pratt asked about the \$250,000 amount budgeted for additional walls in the City and inquired about allocating that amount to Redwood Road.

21:30:29 Further discussion was held regarding the potential for placement of additional walls in the City and the possibility of a shared funds program. Questions were answered by Mr. Morgan regarding the 50/50 sidewalk program.

Mr. Morgan gave clarification on the allocation for a full-time officer versus overtime pay. He stated he would like Chief Craig to provide further explanation at the next budget discussion. This matter will be placed first on the agenda at the May 21, 2008 City Council Meeting.

4. Other Matters

There were no other matters.

5. Adjournment

Council Member Jerry Rechtenbach **MOVED** to adjourn the City Council Work Session. Council Member Lynn Handy **SECONDED** the motion. Chairman Matsumura called for discussion. There being none, he called for a vote. The vote was as follows: Rechtenbach-yes, Catlin-yes Pratt-yes, Handy-yes, and Matsumura-yes. **All City Council members voted in favor and the motion passed unanimously.** The meeting was adjourned at 9:40 p.m.

Cheryl Peacock Cottle, City Recorder

Minutes approved: CC 06-04-08

Minutes Prepared by: Cheryl Peacock Cottle, City Recorder