

CITY OF OREM
CITY COUNCIL MEETING
56 North State Street Orem, Utah
March 27, 2024

3:00 P.M. WORK SESSION - CITY COUNCIL CONFERENCE ROOM

CONDUCTING	Mayor David A. Young
ELECTED OFFICIALS	David Young, David Spencer, LaNae Millett, Jeff Lambson and Jenn Gale (By Zoom: Tom Macdonald)
APPOINTED STAFF	Brenn Bybee, City Manager; Ryan Clark, Assistant City Manager/Development Services Director; Steve Earl, City Attorney; Brandon Nelson, Finance Director; Keri Rugg, Management Services Director; Chris Tschirki, Public Works Director; Bryce Merrill, Library and Recreation Director; Jason Bench, Assistant Development Services Director; Tagart Bowen, Acting City Engineer; Lon Myers, Assistant Fire Chief; Thayne Carter, Fleet Division Manager; Tyler Peay, Public Services Division Manager; Trevor Bell, Budget Division Manager; Carlo Okotowitz, IT Division Manager; Peter Wolfley, Communications Manager, PIO; Carson Hardy, Management Analyst; Teresa McKitrick, City Recorder

NOTE: The referenced report and presentation documents for each discussion may be viewed at orem.org/meetings under “City Council Presentations”

Budget: Operational, Fleet & IT *Presenter: Brandon Nelson, CPA, Finance Director; Carlo Okolowitz, IT Division Manager and Thayne Carter, Fleet Manager*

Mr. Nelson spoke on the operational expansions budget. He started by explaining the expansion request process. The department makes requests, the budget subcommittee and department staff review the requests, a budget meeting is held and finally the tentative budget is created. The personnel expansions that have been proposed for police is a new domestic violence detective. In recreation, they want to promote an employee to Senior Citizen Section Manager and an employee to City Events Section Manager.

Mr. Nelson spoke about the general fund expansions. The fire department is looking to replace the fire station FF&E, increase in software costs, reallocate the EMPG grant, increase uniform cost, participate in a trial carcinogen removal therapy and fund fitness memberships. The City Council had questions about the trial carcinogen removal therapy. Assistant Fire Chief

Myers explained that this is recommended therapy. The police have three items that will be a sinking fund type that allows the police to have the necessary funds to purchase items as they become needed. The funds are to replace patrol rifles, purchase medical supplies for SWAT and purchase SWAT ballistic armor. In Management Services, the requests are increased funds for the employee recognition fund, increased funds for newsletters and community outreach, a one time fund for the digitization and shred of City records and software for citywide dashboard. The finance department requested funds for ClearGov budgeting software. The recreation department has requested the step program for their recreation coordinators and event equipment for events around the City.

Mr. Nelson talked about the proposed expansions that are being funded in FY24. The police department is remodeling the firearm range and has hired a police services specialist. The IT department funded disaster recovery solutions, a microsoft intune mobile device manager and network access controls. Mr. Nelson spoke about the other fund expansions. The solid waste fund requested funds for newsletters and for the My Hometown Initiative. Mr. Bybee highlighted that the budget committee, first, takes into consideration the City Council priorities. Then they look to take care of existing employees and capital projects. The expansions are considered after those needs are met.

Mr. Carter presented the proposed budget for the Fleet Services general fund in FY25. He reviewed the different procurement types which are current leases, new leases, internal leases, purchases and sinking funds. Sinking funds are used to save up for certain vehicles. In the general fund there are 5 current leases in the police department and 2 leases in the fire department. The police department has 9 new leases proposed. Mr. Tschirki explained the benefits of purchasing some vehicles and purchasing others. Mr. Carter explained that there would be 5 internal leases, 2 for the police, 1 for fire, 1 for city manager and 1 for management services. The city will purchase the vehicles then lease them to the City. In two years, the City will sell the vehicles. Currently, there are 7 leased vehicles and 5 in the internal lease program. The vehicles that the City plans to purchase in FY25 are 1 tractor, 1 lawn sweeper, 2 utility vehicles, 2 riding lawn mowers and 1 one-ton flatbed, along with 7 patrol vehicles for the police department. Finally, the City would like to set aside money in the sinking fund for the fire department to start saving up for new fire apparatus and ambulances. The total cost for fleet services in FY25 is \$1,985,000. \$908,000 police department, \$701,000 fire department, \$296,500 parks division, \$40,000 city manager department and \$40,000 for management services department.

Mr. Carter spoke about the FY25 fleet enterprise funds proposed expenses. Storm water plans to use the buyback program for 1 backhoe, the sinking fund for 1 three-ton dump with sand and plow, 1 street sweeper, and 1 jet-rodger, as well as a riding mower. The streets department is using the buyback program for 2 backhoes and 1 loader. They are using the sinking fund for 1 two-ton dump with sander and plow and a 1 one-ton utility truck. They will be purchasing 1 large trailer, 1 enclosed trailer, and 1 medium sport utility vehicle. Water Reclamation is using the buyback program for 1 backhoe and 1 loader. They will use the sinking fund for 1 jet-rodger

and purchase 1 utility vehicle. The water department is using the buyback program to buy 3 backhoes, 1 loader and 1 excavator. They are using the sinking fund for 1 two-ton utility truck, 1 hydro excavator and 1 generator. They are purchasing 2 half-ton pickups. The total for the enterprise funds is \$1,490,000, which is \$442,500 for stormwater, \$294,000 for streets, \$356,000 water reclamation and \$397,500 for water. The total cost for both funds is \$3,475,000. Mr. Carter showed the proposed budget as it compared to previous years.

Mr. Okolowitz presented the proposed budget for the IT Services. He began with a review of FY2024. The review included upgrades to the Tonaquint Data Center, database replication to Tonaquint, migrated library firewall, new edge fire walls for public and parks networks, utopia fiber and network infrastructure installed into parks, migrated from Arctic Wolf to Adlumin MDR solution, started the orem.org to orem.gov transition, KnowBe4 training, network upgrades, restructured IT help desk, and MS-ISAC services implements, such as vulnerability scanning, malicious domain blocking, real-time threat feeds. He then explained the 2024/2025 Operations changes. The department split, adding a Development and Security Division Manager. The department also added a security administrator to IT.

Cremation Gardens Presenter: Chris Tschirki, Public Works Director and Tyler Peay, Public Services Division Manager

Mr. Tschirki introduced Tyler Peay and the areas of Public Works he manages, which include parks, forestry, cemetery and the sports fields . Mr. Tschirki spoke about the creation of the cremation garden at the Orem City Cemetery. He showed a map of the cemetery and the proposed area for the cremation gardens. He also highlighted an area of the cemetery for a memorial that is currently under discussion. Mr. Peay has been working with a company, Sunline, to design the future cremation garden. He displayed various cremation gardens from other cemeteries. Sunline has drawn a proposed creation garden concept, which Mr. Peay showed. The idea is to have separate themed gardens. The proposal is to open these gardens in phases. Mr. Bybee explained that the goal is to make this garden high quality and attractive to the public. Mayor Young would like the City to consider evergreen trees to keep the area beautiful year round. Ms. Millett wants the City to consider spacing to accommodate more than one burial ceremony at a time.

Municipal Building Authority Property Presenter: Steve Earl, City Attorney

Mr. Earl is speaking about property that is in the name of the Municipal Building Authority (MBA). Back in 1990, the City created the MBA. The purpose of that entity was to acquire and to finance various projects throughout the City. One of those projects was the acquisition of the property for Nielson's Grove. This property, as well as other properties, were titled in the name of the MBA as opposed to the City of Orem. The reason was that bonds were issued to fund certain improvements and this property was part of the collateral. The MBA also funded the Public Safety building and the street lighting projects. The bonds that were issued have been paid off, but this property is still held in the name of the MBA instead of the City of

Orem. This has become a problem because Rocky Mountain Power has come to the City and asked for an easement through the park property along Sandhill Road. This creates some accounting awkwardness because they are paying the City money for that easement. There is no reason for this property to still be in the name of the MBA. The proposal is to reconvey that property from the MBA to the City of Orem. The City Council is the board of the MBA and the City Manager is the Chief Executive Officer (CEO) of the MBA. As the CEO, he is given the authority under the bylaws to execute various documents and direct affairs of the MBA. He could execute this transaction to convey it from the MBA to the City of Orem. Before this action takes place, the City wants to make sure there are no concerns or objections.

ADJOURN MEETING

Mr Lambson moved to adjourn, **seconded** by Mr.Spencer. Those voting yes: David Young, LaNae Millett, Chris Killpack, David Spencer, Tom Macdonald, Jeff Lambson, and Jenn Gale. The motion **passed**.

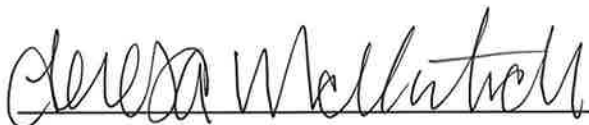
CITY COUNCIL REGULAR SESSION CANCELED FOR TODAY

PASSED and APPROVED this 9th day of ^{April} ~~March~~ 2024.



David A. Young, Mayor

ATTEST:



Teresa McKittrick, City Recorder



COUNCIL MEMBER

AYE NAY ABSTAIN

Mayor David A. Young	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chris Killpack	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
David Spencer	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jeff Lambson	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jenn Gale	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
LaNae Millett	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tom Macdonald	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>