

MINUTES
CITY COUNCIL MEETING
FRUIT HEIGHTS CITY
910 South Mountain Road
January 20, 2015

CITY COUNCIL MEETING 00:55:00

The City Council Meeting was called to order by Mayor Don Carroll at 7:10 pm.

The Pledge of Allegiance was recited and City Manager Brandon Green gave a prayer for the opening ceremony.

COUNCIL MEMBERS PRESENT: Council Members Julia Busche, Diane Anderson, Eileen Moss, Scot Poole, and Mayor Don Carroll were present. Council Member Craig Hill was excused.

STAFF PRESENT: City Manager Brandon Green and Recording Secretary Kelli Rollins.

VISITORS: Ryan Child

AGENDA ITEM:

2. APPROVAL OF MINUTES FROM PREVIOUS MEETING

Council Member Julia Busche made a motion to approve the minutes of January 6, 2015 with corrections. Council Member Eileen Moss seconded the motion and it was approved unanimously.

3. SPECIAL PRESENTATIONS- Items from the Public

There were no items from the public presented.

4. NEW BUSINESS 00:59:20

4.1 Report from Fruit Heights Youth City Council

Ms. Brooklyn Hatch reported that the Youth City Council met on January 5th and discussed plans for the year. They will be doing a food drive on February 7th and will be included in the city newsletter. Mr. Matthew Hatch mentioned that ten of the youth council members would be attending the Local Officials Day on January 28 and seven of the council would be attending a leadership camp in March at Utah State University. If the Youth Council will get the information on the food drive to City Manager Green he will put the information on the city website and forward to Council Member Julia Busche to be included on the facebook page. The residents need to put the food in a bag on their doorstep and the Youth City Council will pick up the food.

4.2 Fruit Heights City 2013-2014 Audit Report (Wood, Richards and Associates)

Mr. Ryan Childs from Wood, Richards and Associates presented the 2013-2014 Audit of Fruit Heights City. They recommend on the Internal Controls that City Manager Brandon Green initial Purchase Orders and Check Registers when he reviews those items. He mentioned two things that the city needed to complete in order to be fully compliant. The first is the City Council needs to make a formal pick up election for the employees tier 2 retirement system. City Manager Brandon Green notified the council that the City Attorney was writing up the resolution and it would be presented at the next City Council meeting. The second item was the appointed records officer needed to complete the State online annual training course. The City Manager will see that this is completed.

Mr. Childs went through the fiscal year ending in June of 2014. He reviewed the schedule of revenues, expenditures and changes to fund balances for the fiscal year. He reminded the city of the difference between restricted and unrestricted funds where the restricted cash are the impact fees which are to be used on capital projects and not operational costs. These need to be spent within six years of being collected. He informed the Mayor and City Council that all of the city funds are being managed very well and the city is in good financial shape.

Mayor Carroll asked that the audit results be published on the website and an interpretation of the audit be published in the Clipper and Examiner.

4.3 Discuss/Approve/Deny Request to Install Storage Cabinets in Copy/Filing Room

City Manager Brandon Green requested the funds to continue in the project of fixing up the city offices. The next step is removing the filing cabinets from the conference room and into filing/copy room. He is requesting the funds for the cabinets and shelving needed in there.

He mentioned that future steps in this project will include the back stairs being finished and elevator shaft remodeled into a City Council closet. There will also be an access road to the basement as well as someday a piano and acoustics panels perhaps.

Council Member Diane Anderson moved to approve the request to install storage cabinets and it was seconded by Council Member Julia Busche. The project was approved unanimously.

5. CONSENT CALENDAR 01:32:00

5.1 December Check Register

City Manager Brandon Green presented the December Check Register. Council Member Eileen Moss questioned the possibility of the funds to send youth council to leadership camps getting out of control if they continue to grow. The council determined that this is not a problem yet and that it is a great investment in our city's

youth. Council Member Diane Anderson mentioned that they will be able to adapt the program if numbers get really large. Mayor Carroll suggested that if the numbers get really large fund raisers can also be done.

The City Council questioned some of the purchases including Morley Excavation which was part of the Nicholls Park project and the Culinary Water bill. City Manager Green was going to check on what the Bankcard Center charge entailed.

Council Member Eileen Moss moved to approve the December Check Register and Council Member Diane Anderson seconded. It was approved unanimously.

5.2 December Budget Report

City Manager Brandon Green presented the December City Budget. Everything looked good. The purchase of the truck to replace the broken truck was the only unexpected purchase.

6. UPCOMING CALENDAR EVENTS: 01:44:05

6.1 February 24, 2015 Strategic Planning Meeting

City Manager Brandon Green reminded the City Council and Staff of the Strategic Planning Meeting. It will be downstairs at 6:00 and he will provide dinner. Mayor Carroll reminded the City Council to send the priorities that they would like to discuss to City Manager Green.

7. DEPARTMENT AND CITY OFFICIAL REPORTS: 00:47:25

7.1 City Engineer's Report

There was no report given.

7.2 City Planner's Report

There was no report given.

7.3 City Manager's Report

City Manager Brandon Green asked the City Council to look at the Animal Care and Control Memo. He also mentioned the Kaysville Rotary was doing Hygiene Kits for the Days for Girls International on January 31, 2015 at the DATC. City Manager Green also mentioned that Planning Commissioner Curtis Tanner is working with the City Staff creating an idea for a veteran's memorial for the City of Fruit Heights. His plan will come before the city council soon.

City Manager Brandon Green reported that the Hillside Ordinance is close to completion and should be before the Planning Commission on February 17. Following

that meeting their will be a special public hearing. He also mentioned that there would be a Good Landlord Ordinance that would be coming soon to the City Council.

City Manager Green also mentioned the staff was working on an RFP for waste management and in order to leave enough time for discussion he will send the RFP out in March. The current plan expires on June 30, 2015. He asked for the City Council to email him with their thoughts. There was a discussion about curbside recycling and "Dirty Murf" conveyer belt system.

d. City Council Member's Reports

Council Member Eileen Moss asked about the Local Official's Day at the Legislature and if there was anything planned for City Council Members. Council Member Diane Anderson mentioned that it seemed to be geared more toward youth but that she would be there if there was anything of use for City Council Members.

Council Member Diane Anderson mentioned that it was nice for the Youth City Council to be able to report to the City Council and City Manager Brandon Green mentioned they were on the agenda again for the first meeting in February.

Council Member Diane Anderson also reported that the city is being asked to support the transportation tax increase since that is the only tax Fruit Heights has to pay for roads. Mayor Don Carroll will be checking with Council of Governments to see if they already have a resolution in place for Davis County. If not, then the Fruit Heights City Council will want to discuss passing a resolution for our city in support of the transportation tax increase.

Council Member Julia Busche reported that she would like to have a link on the website for list of possible service projects for the Nicholls Park Trail for the upcoming year.

e. Mayor's Report

Mayor Don Carroll requested that City Manager Brandon Green put a request on the website for nominations for Mother of the Year and Unsung Hero. This also needs to be included in the "Ridgerunner" and Fruit Heights facebook page. He is in the process of modifying assignments for the City Council including serving on the cemetery committee. Both Council Members Diane Anderson and Eileen Moss volunteered to help on that committee.

Mayor Don Carroll also announced that the federal government has transferred U.S. Forest Service lands back to the City of Fruit Heights. The paperwork hasn't been signed but everything else is finalized. The Mayor will get a list to City Manager Brandon Green of the people who were instrumental in implementing this change. These people need to be recognized and also need a thank you note from the city. City Manager Brandon Green was tasked with following up with the Forest Service to expedite the

signing of the transfer. After the signing of the paperwork the city will need to organize an announcement celebration where the people on the list can be officially recognized.

Mayor Carroll also reminded the City Council about the 2040 Transportation Plan meeting that will take place on January 28th from three to six o'clock in Layton. He also recommended that the City Council Members become familiar with the UDOT plan and to get online and view the maps, leave comments and express their opinions. He asked City Manager Brandon Green to not necessarily directly list the upcoming changes on the website but to put the link to UDOT on the website and suggest residents take a look.

9. CLOSED MEETING

A closed meeting was not held.

10. ELECTRONIC MEETING

An electronic meeting was not held.

11. ADJOURNMENT:

Council Member Eileen Moss made a motion to adjourn the meeting. Council Member Diane Anderson seconded the motion and it was approved unanimously. The meeting was adjourned at 8:47 pm.

I HEREBY CERTIFY that the foregoing is a true, accurate and complete record of the Fruit Heights City Council meeting held January 20, 2015.

Not approved until signed


Kelli Rollins, Fruit Heights Recording Secretary

Date approved by City Council: Feb. 3, 2015