

1 Minutes of the Centerville **City Council** meeting held Tuesday, February 2, 2016 at 7:00 p.m. at  
2 Centerville City Hall, 250 North Main Street, Centerville, Utah.

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4 **MEMBERS PRESENT**

5  
6 Mayor Paul A. Cutler

7  
8 Council Members Tamilyn Fillmore  
9 William Ince  
10 Stephanie Ivie  
11 George McEwan  
12 Robyn Mecham

13  
14 **STAFF PRESENT**

15 Steve Thacker, City Manager  
16 Blaine Lutz, Finance Director/Assistant City Manager  
17 Lisa Romney, City Attorney  
18 Bruce Cox, Parks and Recreation Director  
19 Paul Child, Police Chief  
20 Jacob Smith, Assistant to the City Manager  
21 Katie Rust, Recording Secretary

22 **VISITORS**

23 Matt Layton, Baseball Coordinator  
24 Lisa Sommer, Whitaker Museum Director  
25 Spencer Packer, Whitaker Museum Board Chair  
26 Interested citizens (see attached sign-in sheet)

27 **PLEDGE OF ALLEGIANCE**

28  
29 **PRAYER OR THOUGHT** Councilman Ince

30  
31 **OPEN SESSION**

32  
33 Dale McIntyre – Mr. McIntyre commented that since January of 2009 Mayor Cutler has  
34 had 93 opportunities to be present at Council meetings as either a Council member or Mayor,  
35 and has only been absent twice. Mr. McIntyre commended the Mayor for his diligence and  
36 dedication in serving the people of Centerville.

37  
38 Daken and Carolee Tanner – Mr. and Mrs. Tanner expressed gratitude for the Council's  
39 service. Mr. Tanner said that, given his professional experience in human resources, he is  
40 surprised to see the Council considering moving the Whitaker Museum Director position from a  
41 "limited" to a "part-time" position. He said he hopes the Council will carefully consider the  
42 decision, especially given it is out of sync with the regular budget process. Mr. Tanner said, in  
43 his experience, it is difficult to move a position from higher pay with benefits to something less if  
44 desired in the future. He said he and his wife love the Museum and think the Director is  
45 fabulous, but said he hopes the Council will give careful consideration to the information  
46 provided by staff. The increase in pay is only a small portion of the impact on the budget. Mrs.  
47 Tanner suggested the Council wait to review the change in context with other budget items in  
48 the normal budget process. She said she feels like the citizens of Centerville value a thoughtful  
49 process and fiscal responsibility. She said she and her husband do not have a stand on  
50 whether the change should occur, but asked the Council to give thoughtful consideration to the  
51 full impact. Mr. Tanner repeated their love for Centerville, the citizens, and the Museum, and  
52 encouraged the Museum to utilize the volunteer service treasured and freely given by the  
53 community.

1           Matt Layton – As coordinator of the City's baseball program, Mr. Layton expressed his  
2 support for having the soil on the northeast field at Community Park replaced. He stated that  
3 baseball is a big part of the community, and the northeast field is not acceptable to play on. The  
4 ground is hard and can cause injury when sliding or fielding a ground ball.

5  
6           Rick Bingham – Mr. Bingham said he heard of a recent burglary that took place in the  
7 community, and suggested that a list of security suggestions from the Police Department would  
8 be useful to all citizens with the goal of preventing such incidents in the future. Mr. Bingham  
9 also said he wanted to make his annual appeal to the Council regarding creating a separate  
10 emergency fund. Under State law an emergency fund can be established with up to 24% of the  
11 annual income of the City. He said in his mind there is a big difference between a general fund  
12 and an emergency fund available for a rainy day.

13  
14           Rich Horlacher – Mr. Horlacher said he moved to Centerville because of the ball fields  
15 and the family atmosphere. He said he believes there would be positive financial ramifications  
16 from dedicating funds to replace the northeast field. Mr. Horlacher stated he supports replacing  
17 the field.

18  
19           Larry Wright – Mr. Wright said he understands and appreciates Mr. and Mrs. Tanner's  
20 comments, but said he feels he has some special knowledge of the history of the Whitaker  
21 Museum and what has occurred there over the last eight years. He stated the Whitaker  
22 Museum represents the jewels and values of the community. Tremendous volunteer support  
23 has been given to keep the Museum going, and Mr. Wright said he knows the current Museum  
24 Director donates a lot of personal time. The City has placed many constraints on the Museum  
25 and the various activities it has provided. Mr. Wright said he would like to see support for the  
26 Museum because of what it represents to the community. He stated it is more than just a  
27 budget issue. The Council vote in 2015 was split, and he encouraged the current Council to  
28 rectify an action that he feels should have passed the first time.

29  
30           Christopher Hight – Mr. Hight spoke in support of replacing the northeast baseball field.  
31 He said Centerville has some of the better fields in the area, but the northeast field does need  
32 new soil.

33  
34           Jeff Skidmore – Mr. Skidmore expressed support for using RAP Tax funds to replace the  
35 northeast baseball field. He said he has been volunteering for years, and Community Park is  
36 one of the better facilities in the area, but he feels if the northeast field were improved they could  
37 attract more tournaments. Mr. Skidmore pointed out that many groups use the fields, and many  
38 citizens would benefit from the infield replacement.

39  
40           Aaron Holiday – Mr. Holiday expressed support for use of RAP Tax funds to replace the  
41 dirt on the northeast field. He said he feels the program is fortunate to have great facilities. The  
42 program has been growing, and provides an opportunity for youth to be active. He agreed with  
43 previous comments that the northeast field needs to be replaced.

44  
45           Danny Switzer – Mr. Switzer stated he supports the northeast baseball field  
46 replacement. He said the gravel cuts easily, and he does not want the youth to get injured.

47  
48           Nancy Smith – Ms. Smith pointed out that the Centennial Book could not have happened  
49 without the information in the Whitaker Museum archives. The Museum Board has a great  
50 desire to digitize the information. She said that occasionally precious records are returned to  
51 the Museum that never should have been taken out in the first place. She asked the Council to  
52 consider that the one or two more hours requested for the Museum Director will go toward  
53 digitizing records so they do not continue to be taken or lost.

1                   **MINUTES REVIEW AND ACCEPTANCE**  
2

3                   The minutes of the January 19, 2016 work session and regular Council meeting were  
4 reviewed. Lisa Romney, City Attorney, and Council members McEwan, Fillmore, and Mecham  
5 requested amendments to the regular Council meeting minutes. Blaine Lutz, Finance Director,  
6 confirmed that RAP Tax revenues will probably be around \$345,000 per year, depending on  
7 sales. Councilwoman Ivie made a **motion** to accept the January 19, 2016 work session  
8 minutes and the regular meeting minutes as amended. Councilman Ince seconded the motion,  
9 which passed by unanimous vote (5-0).  
10

11                   **RECONSIDERATION OF ORDINANCE NO. 2015-30 – CREATION OF CENTERVILLE**  
12 **DEUEL CREEK HISTORIC DISTRICT**  
13

14                   Mr. Thacker explained staff's request to table reconsideration of Ordinance No. 2015-30  
15 regarding the creation of the Centerville Deuel Creek Historic District until after the Landmarks  
16 Commission has had time to further consider commercial design standards appropriate to  
17 incentivize within the Historic District. Councilwoman Fillmore made a **motion** to direct  
18 Ordinance No. 2015-30 back to the Landmarks Commission and the Planning Commission  
19 before presentation to the Council. Councilwoman Ivie seconded the motion. Councilman Ince  
20 asked if enough qualifying commercial exists to warrant consideration. Mr. Thacker responded  
21 that the incentives could also potentially apply to new commercial construction consistent with  
22 the historic neighborhood. Mayor Cutler stated he feels it is worth considering. The motion  
23 passed by unanimous vote (5-0).  
24

25                   **REQUEST FOR REPLACEMENT OF INFIELD SOIL ON NORTHEAST BASEBALL**  
26 **DIAMOND IN COMMUNITY PARK**  
27

28                   Bruce Cox, Parks and Recreation Director, gave historical background of the Community  
29 Park baseball diamonds. The northeast field has not yet been replaced and is very compacted,  
30 and Mr. Cox said he is concerned for the safety of those playing on the field. The baseball  
31 program has expanded in recent years, and approximately \$5,000 has been collected for field  
32 replacement through fundraising efforts of program participants. Mr. Cox recognized Matt  
33 Layton, coordinator of the City's baseball program. The baseball coordinator position is a paid  
34 position with the City, but Mr. Layton has volunteered all of his time and not turned in any hours.  
35 Mr. Cox stated the Parks Department would be able to have the field ready for the opening of  
36 the baseball season if the funds are approved by the Council. Councilwoman Fillmore  
37 expressed her support, and said she is thrilled with the fundraising that has occurred. She  
38 asked Mr. Cox if the Parks Department Budget might possibly have enough left at the end of the  
39 fiscal year to cover the cost. Mr. Cox responded he does not know at this time, but it might be  
40 possible.  
41

42                   Councilwoman Mecham asked Mr. Layton if replacing the northeast field is a top priority  
43 for the baseball program, and Mr. Layton responded that it is the top priority. He added that the  
44 City Engineer has offered to do the surveying work free of charge. Mr. Cox recognized Gary  
45 Goff, former Chair of the Parks and Recreation Committee. Mr. Cox explained that replacing  
46 the field does not show up on the Parks Capital Improvement Plan because he intended to  
47 include the work in his Department Budget along with the fundraising efforts. Mr. Goff  
48 confirmed that the field replacement is a top priority for the Parks and Recreation Committee.  
49 He added that the extensive Parks Capital Improvement Plan includes all other needs of which  
50 he is aware, as well as suggestions from community members. On the Parks Capital  
51 Improvement Plan, Mr. Thacker referred to the line item for replacing existing amenities  
52 (\$300,000), and pointed out that parking lots in the City parks need to be timely sealed and

1 preserved, but are not specifically mentioned in the Plan. The parking lots could be included as  
2 existing amenities, but \$300,000 may not be sufficient.  
3

4 Councilwoman Fillmore made a **motion** to authorize use of RAP Tax revenues to be  
5 received in FY 2016, along with baseball program donations (approximately \$5,000) and  
6 concessions profits (approximately \$5,000) in the Recreation Fund, to pay for the replacement  
7 of soil on the northeast baseball diamond in Community Park, with the amendment that, if the  
8 Parks Department has left-over funds in its Budget at the end of the year, it could use those to  
9 replace the RAP Tax revenues. Councilman McEwan seconded the motion. Mr. Cox  
10 commented that any surplus in his Parks Budget goes back into the General Fund anyway.  
11 Councilman Ince asked if the City should be adding something to facilitate drainage on the  
12 fields. Mr. Cox responded that the plan to replace the top 15 inches of soil will be sufficient, but  
13 the Council could choose to add drainage lines for a significantly higher cost. The motion  
14 passed by unanimous vote (5-0).  
15

### 16 AMENDMENTS TO URBAN DEER CONTROL PLAN

17

18 Mr. Cox reported that the Division of Wildlife Resources (DWR) has lifted the ban in  
19 Centerville on deer relocation. The cost to the City for the DWR to relocate deer is \$100 per  
20 deer. The DWR is willing to relocate deer as long as there are areas that need to be  
21 repopulated. The City has a Certificate of Registration from the DWR to trap 100 deer. Mr. Cox  
22 said the DWR admits that some mountain deer will be trapped when trapping during winter  
23 months, but success in trapping decreases when the ground thaws and food is more readily  
24 available. Councilwoman Fillmore asked if it is possible to allow the property owner requesting  
25 the trapping to choose between relocating and euthanizing. Mayor Cutler responded that the  
26 only option available until August 1<sup>st</sup> is relocation. Councilwoman Mecham commented that  
27 euthanizing hopefully will not be necessary in August if relocating occurs now. Chief Child  
28 recommended the Council consider a cost-sharing arrangement with the property owners  
29 requesting deer removal to help offset the cost. Councilman McEwan added that citizens could  
30 be given the option to adopt a deer by paying all of the relocation cost. Mayor Cutler agreed  
31 with the idea of asking property owners to contribute an amount toward relocation.  
32

33 Mr. Cox explained that with volunteer support, the trapping involves very little staff time.  
34 Staff coordinates with the DWR before a trap is set. Responding to a question from Councilman  
35 Ince, Mr. Cox said he does not know if transmitters are recovered if a deer dies. Councilwoman  
36 Mecham said she knows sterilizing darts have been used on deer in Idaho, and asked if that  
37 option is available for Centerville. Mayor Cutler responded that the same question was asked of  
38 a DWR representative at a previous meeting, with the response that the representative did not  
39 think the sterilizing darts were effective.  
40

41 Councilman Ince made a **motion** to allocate \$5,000 from the Council Contingency Fund  
42 toward removal and relocation of deer, to be supplemented by a mandatory 50/50 cost-sharing  
43 arrangement with the citizens requesting relocation, with the added option to citizens of a \$100  
44 adopt-a-deer program. Councilwoman Ivie seconded the motion. Councilwoman Fillmore  
45 emphasized that all options should be communicated to citizens. Mr. Cox commented that the  
46 County declined permission to trap deer on the County-owned property on 100 South.  
47

48 At 8:20 p.m. Mayor Cutler opened an unscheduled public hearing.  
49

50 Lisa Sommer – Ms. Sommer asked if deer traps could be placed on City property such  
51 as the community garden and Freedom Hills Park.

1 Chief Child responded the City would bear the whole cost, and Mr. Cox stated the goal  
2 has been to place the traps out of the public view, but it would be possible. Chief Child added  
3 that after the deer are trapped the situation somewhat resembles a rodeo. It is probably not  
4 something the City would want children watching. Chief Child said, in his opinion, keeping all  
5 options open is a good plan.  
6

7 Rick Bingham – Mr. Bingham asked how effective the City's efforts will be if food  
8 attracting the deer remains in yards. He suggested the City monitor how effective the program  
9 is, and added that it would be easier to put chicken wire around plants in yards than the trapping  
10 and relocating expense. He asked if the meat is still offered to volunteer hunters. Mr. Thacker  
11 responded that lethal reduction is only allowed between August 1<sup>st</sup> and December 31<sup>st</sup>.  
12 Regarding liability, Mayor Cutler stated that volunteers sign a release form.  
13

14 Troy Johnson – Mr. Johnson asked how to volunteer for the program. Mr. Cox  
15 responded that forms are available on the City website.  
16

17 Mayor Cutler closed the impromptu public hearing at 8:28 p.m. Councilwoman Fillmore  
18 expressed a preference for allowing staff to work out the remaining details, and a majority of the  
19 Council appeared to be in agreement. The motion passed by unanimous vote (5-0).  
20

#### 21 OPTIONS FOR VIDEO STREAMING COUNCIL MEETINGS

22

23 Staff was previously directed to obtain quotes and make a recommendation regarding  
24 camera equipment and archiving Council meetings. Mr. Lutz presented options for equipment  
25 and archiving, and recommended purchasing an Axis V5914 camera to be installed on the east  
26 wall with direct feed audio to the microphone system (\$1,700 plus \$700 for installation). For  
27 archiving, he recommended a contract with NovusAgenda for a cost of \$4,000 annually (the  
28 cost would be prorated for FY 2016 to \$1,000). The YouTube option costs \$10 per month, but  
29 offers limited organization and only four hours recording ability. Novus provides organization of  
30 the archive, with the ability to timestamp recordings. Mr. Lutz presented possible funding  
31 sources. Councilman McEwan stated he appreciates the work done by staff, and recommended  
32 the Council approve the purchase of an Axis V5915 rather than the V5914 for improved picture  
33 quality. Councilman McEwan made a **motion** to accept the staff recommendation with an  
34 increased allocation of \$3,500 from Council Contingency for equipment and installation, and  
35 \$1,000 for FY 2016 to contract with NovusAgenda for video streaming and archiving services.  
36 Councilwoman Fillmore seconded the motion, and asked if NovusAgenda offers the ability to  
37 measure use. Mr. Lutz agreed to find out. The motion passed by unanimous vote (5-0).  
38

#### 39 PROPOSED AMENDMENTS TO SECTION 13-03-062 OF THE CENTERVILLE 40 MUNICIPAL CODE REGARDING DISCHARGE OF MISSILES OR PROJECTILES

41

42 At the January 19, 2016 meeting, the Council directed staff to: (1) get more information  
43 on what other communities are doing and regulating regarding the discharge of missiles or  
44 projectiles; (2) research State law provisions to see if such conduct is adequately regulated by  
45 State law; (3) evaluate possible negative consequences in repealing this Section as a local  
46 regulation; and (4) provide a staff recommendation on the matter. Chief Child referred the  
47 Council to information in the staff report, and presented proposed language for a new Section  
48 13-03-062 drafted by Councilman McEwan and revised by staff, with separate subsections for  
49 private and public property. The Chief stated he understands the concern and reason for  
50 considering a change, and said he feels it is important to keep in mind what is reasonable when  
51 balancing public safety with the rights and liberties of residents. The proposed language would  
52 specifically prohibit the shooting of bow and arrow, crossbow, air gun, bb gun, pellet gun, or any  
53 other type of instrument designed to propel or throw missiles capable of doing substantial bodily

1 injury in such a manner as to endanger persons or property or to cause the projectile or missile  
2 to cross into property owned by another when the person shooting the projectile or missile does  
3 not have permission to use such property for the purpose of discharging the device.  
4

5 Chief Child explained the wide range of devices and the large spectrum of shooting  
6 capability available, and emphasized the need to keep balance in mind. The Chief stated he is  
7 comfortable with the proposed language, but cautioned that the potential will be greater for  
8 windows being shot out or people getting hurt if the proposed Ordinance is adopted. He said  
9 the current Ordinance is more of a preventative ordinance than the proposed language.  
10 Councilman McEwan asked how the Police Department would pursue a situation with a shot-out  
11 window if the current ordinance did not exist. The Chief responded they would probably pursue  
12 a criminal mischief charge. The Police would have to identify and prove who shot the window  
13 with evidence of intent. Councilwoman Fillmore asked Chief Child if he would recommend  
14 adding a restriction for devices capable of certain strength. He responded that 700 feet per  
15 second seems to be where other organizations have set a limit. Councilman McEwan pointed  
16 out that individual situations will come down to a judgment call by the Police Officers, and said  
17 he does not feel specifying a particular speed is necessary.  
18

19 Councilman McEwan pointed out that the ability of the Police Chief to approve an  
20 archery or target facility is not included in the proposed Ordinance. The intent would be for the  
21 gun range leased on public property, and the archery class offered by the City recreation  
22 program to be approved. Regarding the suggestion to include up to 700 feet per second in the  
23 Ordinance, Ms. Romney advised that "capable of doing substantial bodily injury" will be the test.  
24 The capability of a device will not be the only factor considered in an incident, and specifying  
25 700 feet per second may cause citizens to think a device up to that limit is approved regardless  
26 of factors such as property size. The Council and staff discussed changes to the proposed  
27 language, agreeing on the following: ". . . it shall be unlawful to discharge or shoot a bow and  
28 arrow, crossbow, air gun, bb gun, pellet gun and any type of instrument, designed to propel . . ."  
29

30 Councilwoman Fillmore made a **motion** to accept the amendment presented by staff  
31 with the punctuation and word changes as stated for subsection (a); adding subsection (c)  
32 disallowing anything under any circumstances being shot within City boundaries that is capable  
33 of shooting faster than 700 feet per second; moving Exceptions to subsection (d), and adding  
34 (d)(3) that the Police Chief can approve an archery or target range. Councilman McEwan  
35 argued against the motion, stating that an enforcement burden would be placed on the Police in  
36 measuring the capability of individual devices. He suggested it would be easier to allow the  
37 Police to make judgment calls rather than find specifications of specific instruments.  
38 Councilwoman Fillmore **amended the motion**, removing her proposed subsection (c), moving  
39 Exceptions back to (c), and adding (c)(3). Councilman Ince seconded the motion. Councilman  
40 McEwan made a **motion to amend** the motion, directing that the same punctuation and word  
41 changes apply to subsection (b). Councilwoman Fillmore seconded the motion to amend.  
42 Mayor Cutler said he feels the Council reached a decent compromise. It was agreed that the  
43 rules could be included in a City newsletter as a reminder. The motion to amend passed by  
44 unanimous vote (5-0). The amended motion passed by unanimous vote (5-0).  
45

46 The Council took a break from 9:23 p.m. to 9:33 p.m.  
47

#### 48 MUNICIPAL CODE AMENDMENTS – TITLE 13 – CRIMINAL CODE 49

50 City Attorney Romney explained proposed Ordinance No. 2016-06 amending and  
51 renumbering various provisions of Title 13 of the Centerville Municipal Code regarding the  
52 Criminal Code. Responding to questions from the Council, Ms. Romney explained that the  
53 City's door-to-door sales regulations were repealed by a previous Council in response to the

1 outcome of lawsuits against a number of Utah cities, including Centerville. Councilman  
2 McEwan made a **motion** to adopt Ordinance No. 2016-06 amending and renumbering various  
3 provisions of Title 13 of the Centerville Municipal Code regarding the Criminal Code,  
4 acknowledging that Section 13-03-062 approved by the Council will be included. Councilman  
5 Ince seconded the motion, which passed by unanimous vote (5-0).  
6

#### 7 WHITAKER MUSEUM DIRECTOR

8

9 Councilwoman Ivie explained that she and Councilman McEwan requested this item on  
10 the Agenda to discuss the possibility of upgrading the position of Whitaker Museum Director  
11 from "limited" to "part-time". She said she feels it is a value judgment to be made by the Council  
12 whether the Museum has reached a point that the Council wants to show they are committed  
13 and wants it to continue. Councilwoman Ivie said the Museum Director does a lot of things, but  
14 has not had sufficient hours to accomplish the archiving that needs to be done. She added that  
15 many things can be accomplished with volunteer hours, but volunteers cannot be relied on  
16 forever. She compared the situation to the baseball coordinator position that was converted  
17 from a voluntary to a paid position, and said she feels it is time to do the same for the Museum  
18 to recognize the value to the community. Councilwoman Ivie also expressed concern that when  
19 the Director runs out of time, some duties are handed over to full-time City staff who make more  
20 per hour than the Director. She would rather increase the Director's hours slightly to facilitate  
21 the continuing of the Museum the way she thinks the community would like. Councilman  
22 McEwan said he would like to hear from Whitaker Museum Board members.  
23

24 Spencer Packer, Museum Board Chair, said from his perspective, the decision first  
25 needs to be made what value the Council places on the Museum, and whether that value  
26 warrants an increase in hours for the Director. He quoted from multiple articles regarding the  
27 value of museums. Chair Packer said that, although the Whitaker Museum may not meet  
28 statistical standards compared to other entities, the value of the Whitaker Museum is more  
29 intrinsic. The Museum is currently running at full throttle with the given budget. He said if the  
30 Council would like to maintain the current standard, the Board will have to cut back on  
31 programs, because the Director has been over-taxed relative to her allotted time. Chair Packer  
32 expressed the desire of the Board to accomplish more than they are currently able.  
33

34 Mayor Cutler commented that in past years a lot of work was done by the Museum  
35 Board to outline the Museum mission and programs. The mission and programs were then  
36 presented for Council consideration and approval. He asked if the Board is continuing to  
37 redefine the Museum's program and goals. Chair Packer responded that five and ten-year  
38 plans are in place, much of which is related to capital improvement. The Board is limited  
39 financially in what expansion can occur. Programs will need to be significantly reduced to  
40 accomplish the needed cataloguing and archiving with the current time allotted. Mr. Packer said  
41 that extra effort has been made to show what could be done, and what the Board is interested in  
42 doing, and archiving and cataloging has been neglected in the process.  
43

44 The Mayor stated he feels the Council should first be in agreement on expanding the  
45 role of the Museum and what that expanded role should be, and then increase funding  
46 appropriately. Councilman McEwan said he does not disagree, but does not think an expanded  
47 role of the Museum is germane to the current issue. He said he has been fortunate to visit  
48 museums around the world, and the best program he has ever attended was hosted by the  
49 Whitaker Museum. Councilman McEwan said he feels the value goes beyond what can be  
50 stated in a mission statement. He pointed out that the Museum will have an opportunity to apply  
51 for further grant money this year, and grant writing takes time. Councilman McEwan said he  
52 feels the level of support the Council is willing to give the Director will drive the role of the  
53 Museum moving forward. Referring to the comments that the change should be considered as

1 part of the regular budget cycle, Councilman McEwan point out that the Council just approved  
2 replacing a baseball field outside of the budget cycle, and he feels this change is timely  
3 considering the upcoming grant opportunity.  
4

5 Councilwoman Fillmore pointed out how frugal Centerville is as a City. As an example,  
6 she pointed out that the ball field has been requested for years, is a one-time expenditure, and  
7 was only approved after those passionate about baseball worked hard and came up with more  
8 than half of the cost. Councilwoman Fillmore expressed her deep love and appreciation for the  
9 Whitaker Museum, the improvements that have been made, and for historical preservation in  
10 general. She described her personal family background rich in volunteer service, stating that  
11 the love and value placed on the Museum needs to be balanced with a vibrant fiscal analysis.  
12 Councilwoman Fillmore agreed with the Tanners' comment that upgrading the position is a big  
13 decision, and said she feels the decision should be tabled for further analysis. The Council's  
14 appreciation and support is evident in the continued increase in funds invested in the Museum.  
15 Councilwoman Fillmore pointed out that the increase to 19 hours for the Director was already a  
16 huge leap, and she agreed with the Mayor that she would like to see a five to ten-year plan and  
17 specific goals for the Museum. She said she feels a huge factor contributing to Centerville  
18 having one of the lowest property tax rates in the State is how frugal the City is with personnel.  
19 She added that in the work session prior to the meeting, an independent financial auditor  
20 suggested the City might want to consider increasing financial staff. She presented  
21 comparative information she collected for a more complete understanding (attached).  
22

23 The Council and staff discussed differences in reported Museum attendance/customers.  
24 Nancy Smith, a Museum Board member, stated that the Museum's five to ten-year plan has  
25 been included with every budget submitted. Administration is needed for volunteer labor. Ms.  
26 Smith expressed that the Board has tried hard to comply with the Director's restricted hours, but  
27 not all of the work can get done. She said they are asking for two more hours per week. Ms.  
28 Smith said an analysis was done for the previous Budget cycle, which she felt incorrectly  
29 reflected the cost to the City per Museum customer. She explained that the director of the  
30 community garden is under the Museum Director's administration. Mr. Thacker stated he was  
31 not given an opportunity to see and verify the numbers presented by Ms. Smith. The numbers  
32 used in the previous Budget cycle analysis were reported in an operational metrics program of  
33 those who visited the museum and attended events.  
34

35 Councilwoman Ivie said she is simply asking the Council to decide if they like the  
36 Museum and want it to continue and be able to archive; the Board is only asking for two more  
37 hours. Mayor Cutler responded that the change to part-time includes certain required benefits,  
38 and the number one financial impact on the City long-term is employee benefits. The Council  
39 and staff discussed City part-time employee benefits. Councilman McEwan stated he feels the  
40 City is very generous with the part-time benefits package, and he is in agreement with  
41 Councilwoman Ivie that if the Council values the Museum, they need to invest in it. He said he  
42 understands the importance of archiving, and supports preservation efforts. Mr. Thacker  
43 explained that increasing the Director position to 21 hours would not generate more hours of  
44 work due to leave benefits, and suggested that 25 hours would be needed for increased  
45 productivity. He pointed out that the Director is already working an average of 21.5 hours per  
46 week. Councilman Ince commented he has always had a problem with pinning an employee to  
47 just under the point where benefits kick in. He added that the part-time benefits offered by the  
48 City do not make sense to him long-term. The City currently has five part-time employees.  
49 Councilman Ince pointed out that the Director position is responsible for making the Museum  
50 program work, and stated he is torn, agreeing with Mayor Cutler that the cart should not be  
51 placed before the horse, but also agreeing with Councilwoman Ivie that the Museum should  
52 have sufficient support. Councilwoman Fillmore and Mayor Cutler agreed it would be worth  
53 while to reevaluate the City's part-time benefit policy. Councilwoman Fillmore repeated that



1 evaluating what is done by comparable organizations is beneficial. She also pointed out that  
2 the Council represents the citizens, and should consider whether the Museum reaches enough  
3 of the citizenry for the Director position to be comparable to other City positions.  
4

5 Mr. Thacker expressed surprise that the request was presented now instead of as part of  
6 the upcoming regular Budget cycle. He explained that other matters brought to the Council mid-  
7 year have been one-time expenditures or personnel actions related to substantial changes in  
8 the duties of the position. Mr. Thacker stated that, from his perspective, there is not a  
9 compelling reason to make the change outside the regular Budget cycle, when it would be  
10 considered with the other needs of the City. He emphasized that he values the Museum.  
11

12 Councilwoman Ivie made a **motion** to change the Museum Director position to part-time  
13 in order to facilitate the continuation of what has been done, not to exceed an average of 24  
14 hours per week over a 52-week year, with an hourly wage equivalent to the 19-hour per week  
15 stipend rate, effective at the beginning of the next payroll period. Councilman McEwan  
16 seconded the motion. Mr. Thacker explained that part-time employee hours are reviewed  
17 annually with the Budget process. He also commented that some of the tasks performed for the  
18 Museum by City administrative staff, such as website administration, will continue to be  
19 accomplished by administrative staff. Councilman Ince asked Mr. Tanner his professional  
20 opinion of the problems involved with changing part-time benefits, and Mr. Tanner responded  
21 that the problems relate to employee morale. He added that the current trend is toward more  
22 "limited" positions and fewer "part-time" positions. Councilwoman Fillmore commented that the  
23 historical preservation field has a great volunteer spirit, which the City should take advantage of.  
24 She said she has a feeling of whiplash with principles not being applied across the board by the  
25 current and the previous Council. Councilwoman Fillmore expressed the intention to submit her  
26 collected data for the record, and said she feels the current decision needs to be data driven.  
27 Councilman McEwan asked that she include sources for her data. The motion passed by  
28 majority vote (4-1), with Councilwoman Fillmore dissenting. Councilman Ince's vote in favor  
29 included the caveat that all similar positions need to be treated the same. Councilman McEwan  
30 made a **motion** to take the increase in cost from General Fund Contingency until such time that  
31 other means can be found. Councilwoman Ivie seconded the motion. Mr. Thacker estimated  
32 that \$2,000-\$3,000 will be needed for the remainder of the fiscal year. The motion passed by  
33 majority vote (4-1), with Councilwoman Fillmore dissenting.  
34

### 35 MAYOR'S REPORT

- 36
- 37 a. Council members are invited to the Legislative evening at CenterPoint Theatre on  
38 Wednesday, February 10.
  - 39 b. The Mayor reported that a discussion regarding use of County Proposition 1  
40 revenues occurred at the last Council of Governments meeting.
  - 41 c. Mayor Cutler updated the Council regarding County-owned property located on 100  
42 South. The Commissioners have indicated interest in the Council's opinion. Mr.  
43 Thacker recommended against putting City dollars into preserving the property as  
44 open space, but recommended the Council continue pressuring the Commissioners  
45 to place an easement on the channel and basin. He gave a brief history of the  
46 ownership of the property, and said that, in his opinion, considering the recent \$2.1  
47 million debris basin project further upstream, it would be unfair for the Council to  
48 expect the County to forego revenue that could be received from sale of the property.  
49 Mayor Cutler suggested allowing City and County Public Works staff to work together  
50 to protect the channel and sedimentation basin.
  - 51 d. Mayor Cutler reported that improved bus stops are the top priority for UTA  
52 Proposition 1 revenues in Davis County.



For the record:

I have a strong love and appreciation for historical preservation and living museums. I grew up with a mother who was a docent for the Beehive House, a board of trustee member of the Utah Heritage Foundation, and president of the Volunteer Guild there. It is a personal passion of mine. As a council member, that love and passion needs to be appropriately balanced with thorough fiscal and cost/benefit analysis.

I strongly feel we need to table this item for further analysis. Adding a benefited position is a very big deal. For example, the police force had to ask for YEARS to get a new police officer. Past Councilmember Larry Wright pushed all those years for the city to consider hiring part time officers--non-benefited--to save the city money. That same past council member also spoke against the RAP tax, stating our community's strong volunteer spirit and ability to donate for things we want to see happen. The field of historical preservation is known for the strength of those two elements--donations and volunteerism. Tonight that same past councilmember spoke in favor of a benefited employee for our museum. Why is this council so anxious to add a benefited employee that is not essential to the safety of our citizens and that is running a program that, although wonderful and with value, has very limited reach in our community?

(see Staff report of Direct Subsidy per Customer Unit comparison between the Museum and the Rec. Program--at CURRENT LEVELS for museum of non-benefited pay:

- Museum: \$21,200 direct subsidy divided by 1710 CUs = \$12.40 per CU
- Recreation: \$27,555 direct subsidy divided by 23,000 CUs = \$1.20 per CU)

Fiscally conservative elected representatives understand that personnel is government's greatest cost, and once a level of personnel is added it is extremely difficult to reverse that cost. Our property tax is one of the lowest in the STATE. A key to that is tight reign on personnel costs.

There are many questions to be answered more thoroughly before we make this decision. I would like to understand better the goals of the museum: a 5-10 year plan? Specific Goals/Targets? Ways to increase volunteer involvement? Cost/benefit analysis? I would also like to do a more thorough comparison of the data on our museum compared to others. In talking to the Museum Specialist at Utah Division of Arts and Museums, I discovered that it is the minority of situations for a city to be running a museum. I was also directed to a few cities or other bodies I could contact for more information. I did so, and asked these questions:

Population of city being served?

NUMBER OF VISITORS BEING SERVED

Number of days/hrs open?

Number of buildings involved?

Director pay and hours?

How many other employees and volunteers are being overseen?

Operating budget and % of that budget that comes from the city (and other sources \$)?

What programs are being overseen?

Property tax rate of city being served?

Please see Xcel sheet for rough start of recording the answers to these questions. This sheet is in no way intended to be a comprehensive analysis and even the information contained therein is yet to be verified. *The purpose of this sheet is only to exemplify the questions that are worth asking and the importance of finding some of the sources we might use to gain additional perspective from—perspective that gives us specific facts about specific situations, not just averages of a largely varied group of museums.*

Please also see this information provided to me by the aforementioned Museum Director:

Museum Survey (Utah): <https://heritage.utah.gov/wp-content/uploads/2014-Museum-Survey3.pdf?97ab84>

AAM Salary Survey  
(2012): [https://freshinthefield.files.wordpress.com/2012/12/2012\\_museum\\_salary\\_study.pdf](https://freshinthefield.files.wordpress.com/2012/12/2012_museum_salary_study.pdf)

Tami Fillmore  
Centerville City Council

**MUSEUM DIRECTOR POSITION:**

city: Centerville Brigham Murray Helper Hyrum Wheeler Her Found.  
 contact: staff Ruth Jensen, Mary Ann Kirk Jim Boyd Jami Van Huss Kirk Huffaker  
 ruthjensen@brighamcity.utah.gov 801-264-2589 museum@helpercity.net 801-533-0858  
 435-230-1226 801-264-2589 wrmuseum@helpercity.net 385-468-1755 ext. 105

Population	17000	18000	46000	2200	8000	1.1 million	1.1 million
# of visitors	1700	11000	1000	4700	4000	500,000	54,000
days/hrs open	1 day, 8 hr	5, 35+	5 days, 20 hrs inside city hall	6 days, 42 hr	6 days, 42 hr	daily till dark	1
buildings		2, spec. events rental	CLG/landmarks	CLG/landmarks	CLG/landmarks	in city library	no, other
just museum?		arts, nat. hist, CLG/landm					no, other
director salary		\$25/hr		\$10/hr	\$16/hr		\$72K
director hours	19	40	20 hr	80 hr-no ben	20-25	40	40+
director hrs/visit	0.58	0.19 + CLG+art/n.h	1.04 + CLG	0.33+CLG	0.26	0.00416	0.043
# of employees	0	2p/t, 2 temp(\$13-18)	0	1	0	20 to 70	5
# of volunteers	10 to 15	5 to 10	27	6	10		100
Operating budget	24K op. only	\$220K	350K ARTS&hist.	\$61K op.+proj	\$35K, op. only	\$1 million	\$650K
ppx: % from city/co	100%	100%	70%, or 250K	50%	100%	50%	10%
other sources		grants are listed elsewh	100K from grants		1-9K/yr in grant	revenues	revenues, grants, gifts
Property tax rate	0.00109	0.002342	0.002049	share of co.	0.001629	0.002819	0.002819

24K operations  
 12K projects  
 all from general fund  
 project costs  
 fluctuate greatly  
 year to year

note: CLG landmarks also  
 photos, 3-4000 on website  
 family histories  
 oral histories recorded  
 professional collection mgmt, etc.

staffing costs  
 other f/t  
 emp. make  
 half the bdgt.  
 btwn. 26to60K

Survey info:	85 out of 285 responded
average visitors	120,000
avg. f/t emp:	9
avg p/t emp:	15
avg. volunteers:	53
under 25K bdgt:	36%
25-100K bdgt:	25%
100K-1M+ bdgt:	39%
staff pd by city:	19%

**6 are run by cities**

9x2+15=33p/t  
**3,636 visitors per p/t empl.**

p/t makes  
 between  
 \$12to15/hr  
 staff cost is  
 65-75%ofbgt.  
 hire with min.  
 of bach. Deg.  
 plus work exp

addtl notes:

museum run by cit 11%

photos, 3-4000 on website

family histories

oral histories recorded

contact also:

kaia

scrapbooks

klandon@brighamcity.uta old year books

profession collection mgmt

set policy

uses PAST PERFECT

5000 photos

250 boxes of pap

30 hr city staff over

CLG/landmarks

arts

natural history

outdoor ampitheater

murray symphony

murray concert banday \$8 and \$10/1 thru cache val

murray ballet with NO ben.

free lunchconcerts

marching band camp

senior citizen program

arts education

arts residencies

visiting touring co.s

produce a musical in a week

1992 arts position

1995 arts/history

2000 gained city hall space

2002 centennial, opened

run by volunteers only till open 10 hrs a week or more

2005 opened 20 hrs a week to get grants

grants do not cover cost of staff hrs to be open those hours

do not

become

reliant on one

source of

funding:

zap 10%

rev. from bldg

rentals:35%

ticket sales 10%

gifts/don: 25%

msc.

comm. Pd

for events bkd

started a pd

fellowship

hist. society

use interns

from USU

1-3 each sem.