



# FRUIT HEIGHTS CITY COUNCIL MEETING AGENDA

NOTICE IS HEREBY GIVEN THAT THE FRUIT HEIGHTS CITY COUNCIL WILL HOLD A REGULAR MEETING AT 6:00 PM ON JANUARY 23, 2024, AT FRUIT HEIGHTS CITY HALL, 910 SOUTH MOUNTAIN ROAD, FRUIT HEIGHTS CITY, UTAH.

Fruit Heights City is now streaming City Council Meetings on its YouTube Channel. Please follow us at <https://www.youtube.com/@fruitheightscity9716/streams>

## 1. CALL TO ORDER: MAYOR JOHN POHLMAN

- 1.1 Pledge of Allegiance (George)
- 1.2 Prayer or Thought (Eileen)
- 1.3 Roll Call (Darren)

## 2. DECLARATION OF CONFLICT(S) OF INTEREST

## 3. OPEN SESSION

The public may address the City Council regarding issues that are or are not on the agenda. Please limit comments to 3 minutes. Please state your name and address of residence for the record. **No actions may be taken on items not specifically listed on the agenda.**

## 4. APPOINTMENT

Appoint members to Boards, Committees, and Commissions

- 4.1 Planning Commission Chair
- 4.2 Planning Commission Member for District #3

## 5. MINUTES

Minutes of prior meetings may be reviewed and accepted.

- 5.1 City Council Meeting Minutes for January 16, 2024

## 6. STRENGTHS FINDER RESULTS – 7 minutes

- 1.1. Review everyone's strengths.
- 1.2. Discuss what it looks like to have "Strengths in Excess"
- 1.3. Discuss/create "Triggers" as a group if we see strengths being used in excess

## 7 REVIEW OBJECTIVES FOR STRATEGIC PLANNING MEETING – 2 minutes

- 7.1 Expectations are clearly understood.
- 7.2 We create a plan with a list of goals we want to achieve in 2024.
- 7.3 Everyone on the City Council knows their role.
- 7.4 Create a metric for what success looks like in 2024

## 8 REVIEW EXPECTATIONS - 10 minutes

### 8.1 Mayor's Expectations from City Council

- 8.1.1 Be prepared and on time for all City Activities.
- 8.1.2 Please review minutes and send changes beforehand.
- 8.1.3 Explore ways to expand assigned responsibilities.
- 8.1.4 Focus on "we" and not "I" – Refrain from saying "I"
- 8.1.5 Provide recommendations on ways to improve strategic initiatives.
- 8.1.6 Be a positive influence and representative for the city.

- 8.2 City Council's Expectations from the Mayor
  - 8.2.1 Be okay with disagreement.
  - 8.2.2 Response to all text messages
  - 8.2.3 Finish all projects in the next two years
  - 8.2.4 Provide opportunities for more dialog and accept pushback
  - 8.2.5 Provide "Warm Fuzzies" to resident's comments
  - 8.2.6 Want to know things that I am worked on – transparency
  - 8.2.7 Not interrupt people when they are talking
  - 8.2.8 Communicate more effectively with City Council

- 8.3 Expectations for Darren
  - 8.3.1 Continue to improve the morale in the office
  - 8.3.2 Respond to emails and phone calls within 24 hours
  - 8.3.3 Follow through on all commitments
  - 8.3.4 Hold the employees accountable for all of their responsibilities
  - 8.3.5 Basic accounting class – Expand accounting understanding
  - 8.3.6 Say "NO" appropriately.
  - 8.3.7 Utilize Tools – to prioritize tasks – put plans together
  - 8.3.8 Work on Relationships with City Council

## **9 REVIEW STRATEGIC PLAN – 5 Minutes**

- 9.1 Review Strategic Initiatives
  - 9.1.1 Communication
  - 9.1.2 Fiscal Responsibility
  - 9.1.3 Infrastructure
  - 9.1.4 Community
  - 9.1.5 Planning
  - 9.1.6 Safety

## **10 2023 YEAR IN REVIEW – 20 minutes**

- 10.1.1 Elections went well X2
- 10.1.2 Founders Day went well X4
- 10.1.3 Youth City Council is going well
- 10.1.4 Heights Creek – Negotiation
- 10.1.5 Not in debt
- 10.1.6 Jacob did a lot of things well – Titles, budget, Finances
- 10.1.7 Staff have excelled in everything they have done
- 10.1.8 Communication to residents – social media
- 10.1.9 Capital Projects went very well – Darren will present a List
- 10.1.10 Water Line Grant – \$1M
- 10.1.11 UDOT completed their project
- 10.1.12 Fire department transition
- 10.1.13 Bike Trail – Not too many complaints
- 10.1.14 Replaced Water Lines
- 10.1.15 Finalized the \$1M Grant (against all odds)
- 10.1.16 Staff and Council have never been closer
- 10.1.17 Darren has stepped into the Interim City Manager position very well
- 10.1.18 Finalized Rock Loft Property
- 10.1.19 Finalized General Plan
- 10.1.20 Began ordinance rewrite
- 10.1.21 Reviewed Consolidated Fee Schedule, impact fee schedule, culinary water fee schedule
- 10.1.22 Moved our contract fire agreement

- 10.1.23 Founders day was a HUGE success – staff did an incredible job
- 10.1.24 Quilt Show success proved me completely WRONG
- 10.1.25 We changed to digital billing and stopped sending out invoices (for free)
- 10.1.26 Master planned out the trail system on the hillside

## **11 CITY COUNCIL OBJECTIVES AND AREAS OF OVERSIGHT – 10 minutes**

### **11.1 Communications – Eileen Moss**

- Liaison with the CCC
- Kaysville - Fruit Heights Museum of History and Art
- Oversee Road Safety Suggestions/Initiatives
- Participate on the Cemetery Committee
- Mayor pro tempore

### **11.2 Community – Florence Sadler**

- Liaison with Youth City Council (YCC)
- Liaison with all civic activities with Kaysville (Fourth of July devotional)
- Liaison with the Christmas in the Community
- Liaison for Community that Cares

### **11.3 Planning – Gary Anderson**

- Liaison for Planning Commission
- Representative with Mosquito Abatement District
- Liaison with the city ordinance review/rewrite

### **11.4 Safety and Service - Mark Cottrell**

- Create a process for residents to perform service projects in the City
  - Create a city-wide service day
  - BSA Service Projects
  - Hiking/biking trail service projects
- Liaison Fire and Sheriff
  - Review contracts on an annual basis
- Review Community Wildfire Protection Plan (CWPP)
- Liaison with Founders Day

### **11.5 Fiscal Responsibility – George Ray**

- Participate and be involved with the budgetary process
- Review culinary water rate schedule
- Review consolidated fee schedule
- Review financial information
- Review check register on a monthly basis and report at City Council meetings

### **11.6 Mayor – John Pohlman**

- Oversee City Council functions
- Liaison for Wasatch Integrated Waste Board
- Liaison with WFRC executive committee
- Liaison with Mtn bike trails
- Plan and oversee ongoing cottage meetings

### **11.7 City Manager (Infrastructure)– Darren Frandsen**

- Oversee and manage City staff
  - Manage projects
  - Manage expectations
  - Manage procurements
- Liaison with City Council
- Oversee and manage citizen concerns
- Liaison with Lincoln Hill
- Oversee grants
  - Present grant opportunities at City Council on a quarterly basis
- Be present and more involved in City activities
- Attend City Manger Meetings with all the local cities

**7:00 BREAK – 5 minutes**

**12. CREATE GOALS FOR 2024 – 30 minutes**

12.1 Communication

- 12.1.1 Return and report City Council meetings – Mid year Strategic Planning meeting
- 12.1.2 Respond to all emails within 24 hours – Eileen or John
- 12.1.3 Survey Residents on different topics on regular basis
- 12.1.4 Minimize legal language from our ordenances – make them simple to read
- 12.1.5 Buliding Relationships – Cottrell host a summer gettogether in his back yard
- 12.1.6 Breakfast with the Council – George and John can eat breakfast together
- 12.1.7 Message from the Council – posted on website
- 12.1.8 Tab on the Website to make the Ridge Runner more accessable
- 12.1.9 Host a minimum of 4 cottage meetings – John will coordinate
- 12.1.10 Create an initive to eliminate discrimination/racism in Fruit Heights
- 12.1.11 Hold a cottage metting to discuss 1800 E with residents
- 12.1.12 Hold multiple cottage meetings about the new bike/hiking trails
- 12.1.13 Start text message notifications to residents
- 12.1.14 Assign a City Council member to present contradictory ideas
- 12.1.15 City Council could send birthday Cards to all of the staff memebers

12.2 Fiscal Responsibility

- 12.2.1 Find ways to trim (possibily reallocate) 7% from our previous budgets
- 12.2.2 Provide residents with intentional oppotunities to discuss the budget with Council
- 12.2.3 Apply for \$1M in grants – expect to recieve a minimum of \$500K/year
- 12.2.4 Apply for 3rd quarter cent grant to pay for the 1800 E road project
- 12.2.5 Truth in Taxation every other year
- 12.2.6 Cemetary - Make sure it is fiscal responsible

12.3 Infrastructure

- 12.3.1 Get conduit to the star in 2024
- 12.3.2 Finalize the Mountain bike trails
- 12.3.3 Finalize 1800 E road plan

12.4 Community

- 12.4.1 Build a sledding hill or expand the bowl at Nicholls Park
- 12.4.2 Fruit Heights Escape room – John’s Crazy idea
- 12.4.3 Purchase a new Utah flag
- 12.4.4 More community envolvment in the CCC

- 12.4.5 Ridge Runner Community stories – Post to the website
- 12.4.6 Track number and hours of service hours every year
- 12.4.7 Publish list of committees that residents can apply for
- 12.4.8 Veterans Memorial at City Hall
- 12.4.9 Food Trucks, different areas of the city – block off streets
- 12.4.10 American Legion flag burning area in the City
- 12.4.11 Expand on events, shredder, displays in different areas of the city
- 12.4.12 Ask Farmington city to extend resident prices to access their recreation facilities
- 12.4.13 Change Nicollas park to get used more often

12.5 Planning

- 12.5.1 Finalize the rewrite/update to all the ordinances
- 12.5.2 Provide more access points to trails
- 12.5.3 Master plan – smaller zones
- 12.5.4 Formalize annual calendar with all the major events

12.6 Safety

- 12.6.1 Review fire and police contracts
- 12.6.2 Crime rate has gone down – this is good
- 12.6.3 Document and keep track of fire mitigation and management time

12.7 Discussion and prioritize goals

12 **DISCUSSION ITEMS** – 10 minutes

- 12.2 Staff update
- 12.3 Capital project Five-year plan
- 12.4 Equipment purchases

**13. ADJOURNMENT**

**CERTIFICATE OF POSTING**

**I HEREBY CERTIFY** that this notice and agenda was posted at Fruit Heights City Hall, on the City’s website, [www.fruitheightscity.com](http://www.fruitheightscity.com), as well as posted on the Utah State Public Notice website in accordance with the requirements of the Utah Open and Public Meetings Act, including, but not limited to, provisions of Utah Code § 52-4-202.

*Hailee Ballingham*

Hailee Ballingham - Deputy Recorder

In compliance with the Americans with Disabilities Act, individuals needing special accommodations during this meeting should contact the Interim City Manager, Darren Frandsen, at (801)546-0861, at least 24 hours prior to the meeting.

Hailee Ballingham, City Deputy Recorder  
Date approved by City Council: 02.06.24

