

1 Minutes of the Centerville City Council **work session** held Tuesday, June 17, 2014 at 5:19 p.m.
2 at the City Hall Council Chambers, 250 North Main Street, Centerville, Utah.

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4 **MEMBERS PRESENT**

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6 Mayor Paul A. Cutler

7
8 Council Members Ken S. Averett
9 Tamilyn Fillmore
10 John T. Higginson
11 Stephanie Ivie
12 Lawrence Wright

13
14 **STAFF PRESENT**

15 Steve Thacker, City Manager
16 Blaine Lutz, Finance Director/Assistant City Manager
17 Lisa Romney, City Attorney
18 Neal Worsley, Centerville Police Chief
19 Katie Rust, Recording Secretary

20 **BUDGET WORK SESSION (CONTINUED FROM JUNE 3, 2014)**

21
22 **Employee Compensation**

23
24 Steve Thacker, City Manager, confirmed that at the previous work session a majority of
25 the Council supported a 2.5% increase to fund merit increases, plus an additional 0.5% to
26 recognize outstanding performance. He also briefly explained the components of Ordinance
27 No. 2014-10, which will be presented during the Council meeting later in the evening.

28
29 **Mayor and Council Salaries**

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31 Regarding the proposed elected officials compensation increase, Mayor Cutler stated he
32 feels it is good for the long-term, but suggested delaying implementation for one year.
33 Councilman Wright responded he could not see a reason to delay implementation, since the
34 City already pays elected officials well below the average compared to neighboring cities.

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36 **Police Officer Position**

37
38 Neal Worsley, Centerville Police Chief, introduced Stephanie Gonzales, Program
39 Coordinator for the Citizen Police Academy, and recognized Councilman Averett for recently
40 graduating from the Academy.

41
42 Mayor Cutler reminded the Chief that the Council had requested (1) statistical data that
43 justifies the request for an additional full-time officer; (2) a comparison of the number of part-
44 time police officers that would be needed versus a new full-time officer; and (3) the issues that
45 would be involved with hiring part-time officers. Regarding part-time officers, Chief Worsley
46 stated he would have no issues if he needed someone for alcohol enforcement, bailiff, bike
47 patrol, parades, or serving warrants. The Chief explained he is asking for someone to cover
48 street shifts on days-off of existing officers. He is not asking for an officer to enhance what the
49 Department is doing; he is asking for an officer to continue what the Department is doing. Chief
50 Worsley said that Woods Cross and West Bountiful both have a couple of part-time officers who
51 are specifically assigned set tasks. He is asking for someone who can fulfill full shifts every
52 week of the year. Any new officer, part-time or full-time, goes through 6-12 weeks of training
53 before they are on the street working. The Chief stated he feels full-time officers are more
54 committed and effective, and limit the liability to the City.
55

1 A part-time officer could cover jobs currently done by officers putting in overtime. The
2 Chief explained that a risk taken with officers putting in too much overtime is that they could
3 become ineffective or lax on their regular 40-hour shifts. There is a balance to be found with
4 how much overtime to allow. Councilman Wright pointed out that the Chief has the ability to
5 determine the level of commitment a candidate would have during the hiring process, whether
6 hiring for part-time or full-time positions. Councilman Wright expressed the hope that the Chief
7 will use part-time officers before hiring another full-time officer, since the City does not have to
8 pay retirement and other benefits for part-time work. He said he believes the Chief should look
9 at all of the options and think outside the box. Chief Worsley responded that he would not want
10 to put a part-time officer through the six weeks of training to only get two days of work a week
11 from them. He repeated his belief that the Department needs another qualified, trained officer
12 to work 40 hours each week, who will limit the liability to the City while working in the streets.
13 Councilman Wright expressed a desire to see statistics related to liability with part-time officers.
14 Chief Worsley responded that a full-time officer whose livelihood depends on doing a good job
15 would be more effective than a part-time officer who has another job and is not as committed to
16 the part-time work. City Manager Thacker stated that the City pays a proportionate amount of
17 retirement benefits for year-round, part-time employees who work more than 20 hours per week.
18

19 Councilman Averett pointed out it is important to remember that police officers put
20 themselves in dangerous, stressful situations every day. The City wants officers that are fresh
21 and rested and at the top of their game for their shifts. Referring to the statistics provided by the
22 Chief, Councilman Higginson pointed out that crime in the City as gone up since 2010, and the
23 City has not increased the number of police officers in that time. He stated the statistics justify
24 the need for an additional officer in his mind. Chief Worsley commented that Centerville has a
25 large commercial base that brings in a lot of people from outside the city during the day. The
26 Council and Police Chief discussed the number of officers compared to population, and the
27 increased crime rates. The Chief stated that at this time the Department is very reactive, with
28 some proactive work. The Centerville Police Department has a high arrest rate and good
29 working relationships with asset protection staff at commercial locations in the City. Councilman
30 Wright commented that part-time officers could help with property theft arrests.
31

32 Councilwoman Fillmore asked for examples of ways the Department would be able to be
33 more proactive with an additional officer. Chief Worsley responded that with an additional
34 officer they would be able to fill all shifts and hopefully solve some of the City's traffic issues.
35 Councilman Wright pointed out that a trained part-time officer could deal with traffic issues.
36 Chief Worsley responded that a trained part-time officer could do all of it, but would not be
37 available to cover shifts every day all week. Councilwoman Fillmore asked the Chief how he
38 and the officers would feel about restricting or disallowing overtime for current officers to save
39 money, and hiring a part-time officer to cover the more simple duties. Chief Worsley responded
40 that part-time officers would be able to do certain tasks, but there is no way to eliminate
41 overtime from law enforcement. Mr. Thacker pointed out that overtime could be viewed as an
42 incentive by the officers to some extent. Mayor Cutler added that the fixed costs to equip an
43 officer are substantial compared to the labor cost, and it may be less expensive to pay overtime
44 to a fully equipped officer than to equip a part-time officer to cover those tasks. Mr. Thacker
45 said that Chief Worsley has indicated willingness to consider staffing the court bailiff position
46 with a limited or part-time employee.
47

48 Chief Worsley expressed that the records management system he has been working
49 with has not been functioning the way he would like. Responding to a comment made by
50 Councilman Wright, Mr. Thacker stated that the one officer per thousand citizen's rule of thumb
51 is not the standard that should be followed to determine the necessary number of officers in a
52 department. Every city is different with different factors that come into play. Mr. Thacker
53 expressed a hope that the Chief will be able to use the records management system in the

1 future to track incidents that occur over a seven-day period and break them down by time of
2 day, and use that information to match the needs with the resources available. Councilman
3 Wright commented it would be nice to have that data prior to hiring another officer.
4

5 The Council and staff discussed what to do with the funds for an additional officer
6 included in the Tentative Budget since the FY 2015 Budget will be adopted before a decision is
7 made. Chief Worsley expressed his commitment that the Police Department will apply the
8 resources they are given as effectively as possible.
9

10 Street Maintenance Funding

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12 Mr. Thacker explained the \$100,000 increase to the FY 2015 Street Maintenance Fund,
13 and expressed his hope for action from the Legislature next year to provide relief for street
14 maintenance funding.
15

16 Funding for Other Priorities

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18 The City Manager explained his recommendations for use of remaining available
19 General Fund revenue. He recommended \$10,000 be designated for Centennial celebration
20 activities. He also recommended the Council re-appropriate the \$10,000 in the FY 2014 Budget
21 that has not yet been used by the Book Committee, and appropriate the second \$10,000 for the
22 book. Mayor Cutler expressed support for that suggestion. Mr. Thacker explained several other
23 budget items that need to be re-appropriated from the FY 2014 Budget to the FY 2015 Budget.
24 Councilman Averett explained some of the renovations planned for the Emergency
25 Management trailer. Councilman Wright asked how \$10,000 for Centennial Celebration
26 activities was determined. Mayor Cutler responded that it is only a starting amount; more may
27 be needed. Mayor Cutler stated he would like each committee to come up with ideas for the
28 Centennial celebration. Councilwoman Fillmore expressed the hope that there will be a lot of
29 synergy within the community. Councilman Averett suggested reaching out to businesses for
30 help with the celebration.
31

32 Miscellaneous Budget Items

- 33
- 34 • Blaine Lutz, Finance Director, reported that the State has not yet provided the
35 Certified Tax Rate for FY 2015. He recommended the Budget include an adjusted
36 amount until the Certified Rate is received. The Budget can then be adjusted at that
37 time without a public hearing.
 - 38 • Mr. Thacker stated the unspent \$44,000 appropriated for UTOPIA operating
39 assessments will be transferred to the Telecommunications Fund during FY 2014 to
40 be used in 2015 as needed, unless the City Council directed otherwise.
 - 41 • Council members Ivie and Wright suggested setting the topic of Planning
42 Commission compensation aside for consideration at a later time.
 - 43 • Councilwoman Ivie asked about the new storage facility for Community Park
44 included in the Parks and Recreation Budget. Mr. Thacker explained the storage
45 facility is intended to store various sports equipment throughout the year.
46 Councilwoman Ivie suggested that renting a storage unit at a storage facility nearby
47 would be slightly less convenient but would save money. Mr. Lutz explained that the
48 purpose of the storage facility would be to have the equipment on-site for use by
49 various sporting groups.
 - 50 • Councilwoman Ivie reported that she has done some comparative research
51 regarding youth councils in surrounding cities. She stated that Centerville includes
52 more in its budget for Youth Council than any other city she contacted. There are
53 many ways to structure and utilize a youth council. She mentioned that Woods

1 Cross involves anyone who applies to be on the Youth Council, and suggested that
2 approach would allow more youth to get involved.
3 • Councilwoman Ivie asked about the \$300 included in the Budget for Finance
4 Department shirts. Mr. Thacker explained that providing Centerville City shirts
5 occasionally is a way of showing the City cares about the office employees, and is
6 not an unreasonable amount for identifying staff as employees of the City.
7 • Councilman Wright pointed out that the City Manager is responsible by City Code for
8 the inventory and care of all real and personal property of the City. Mr. Lutz
9 explained they have a fixed-assets list of equipment valued over \$5,000, and
10 computer equipment valued over \$1,000. Mr. Thacker suggested the Council could
11 establish thresholds for inventory control. Mr. Lutz stated that a lot of staff time can
12 be spent tracking inventory. Councilman Wright stated he feels a need to have good
13 inventory controls. Councilwoman Fillmore agreed it would be good to have
14 inventory lists in each department, but stated she feels minimum thresholds will be
15 important to avoid wasting staff time. Councilman Wright pointed out the
16 requirement has been on the City books for a long time. He expressed concern that
17 the Police Department could not give him an equipment list. Mayor Cutler stated his
18 opinion that the Council's role is to hire a good manager and hold them accountable,
19 but not micromanage. The Mayor stated his preference would be to defer to staff for
20 the thresholds. Councilman Wright stated he would like to see evidence of
21 equipment lists and an inventory database. Councilwoman Ivie expressed the
22 opinion that the threshold is already set at "all" by the Code.

23
24 **ADJOURNMENT**

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26 Mayor Cutler adjourned the work session at 6:46 p.m.
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31 _____
32 Marsha L. Morrow, City Recorder

_____ Date Approved

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37 _____
38 Katie Rust, Recording Secretary