

MINUTES OF COUNCIL STUDY MEETING – JUNE 25, 2024

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THE WEST VALLEY CITY COUNCIL MET IN ELECTRONIC STUDY SESSION ON TUESDAY, JUNE 25, 2024 AT 4:33 P.M. AT WEST VALLEY CITY HALL, MULTIPURPOSE ROOM, 3600 CONSTITUTION BOULEVARD, WEST VALLEY CITY, UTAH. THE MEETING WAS CALLED TO ORDER AND CONDUCTED BY MAYOR LANG.

THE FOLLOWING MEMBERS WERE PRESENT:

Karen Lang, Mayor
Lars Nordfelt, Councilmember At-Large
Tom Huynh, Councilmember District 1
Scott Harmon, Councilmember District 2
William Whetstone, Councilmember District 3
Jake Fitisemanu, Councilmember District 4

ABSENT:

Don Christensen, Councilmember At-Large

STAFF PRESENT:

Ifo Pili, City Manager
Nichole Camac, City Recorder
John Flores, Assistant City Manager
Eric Bunderson, City Attorney
Colleen Jacobs, Police Chief
John Evans, Fire Chief
Jim Welch, Finance Director
Jerry Thompson, Acting CED Director
Willy Moon, Acting CPD Director
Dan Johnson, Public Works Director
Jamie Young, Parks and Recreation Director
Jonathan Springmeyer, RDA Director
Sam Johnson, Strategic Communications Director
Ken Cushing, IT (*electronically*)
Travis Crosby, IT

**APPROVAL OF MINUTES OF STRATEGIC PLAN MEETING HELD
FEBRUARY 23, 2024 AND STUDY MEETING HELD JUNE 18, 2024**

The Council considered the Minutes of the Strategic Plan Meeting held February 23, 2024 and the Study Meeting held June 18, 2024. There were no changes, corrections or deletions.

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Councilmember Harmon moved to approve the Minutes of the Strategic Plan Meeting held February 23, 2024 and the Study Meeting held June 18, 2024. Councilmember Whetstone seconded the motion.

A voice vote was taken and all members voted in favor of the motion.

REVIEW AGENDA FOR REGULAR CITY COUNCIL MEETING OF JUNE 25, 2024

Upon inquiry by Mayor Lang, members of the Council had no further questions or concerns regarding items listed on the Agenda for the Regular City Council meeting scheduled later this night.

ORDINANCE 24-27: AMEND SECTION 1-2-112 OF THE WEST VALLEY CITY MUNICIPAL CODE CONCERNING COLLECTION COSTS

Jim Welch, Finance Director, presented proposed Ordinance 24-27 that would amend Section 1-2-112 of the West Valley City Municipal Code Concerning Collection Costs.

Written documentation previously provided to the City Council included information as follows:

The proposed amendment the current code to include the verbiage, “and reasonable attorney fees.” Full code would state the following:

1-2-112. OTHER FEES AND COLLECTION COSTS.

*It is not intended by this Chapter to repeal, abrogate, annul, or in any way impair or interfere with existing provisions of other resolutions, ordinances, or laws, except to effect modification of the fees reflected above. The fees listed in the Consolidated Fee Schedule supersede present fees for the services specified, but all fees not listed remain in effect. Where this Chapter imposes a higher fee than is imposed or required by existing provisions of resolution, ordinance, or law, the provisions of this Chapter shall control. The City shall be authorized to collect all expenses and fees incurred in collecting amounts owed to the City, including but not limited to collection costs **and reasonable attorney fees.***

This proposed verbiage amendment recommended at the advice of legal counsel to allow for the collection of delinquent accounts owed to the city when assigned to an attorney or their representative. This adjustment will help a collection agency recover the costs of reasonable legal costs.

Councilmember Fitisemanu asked what the definition of “reasonable” would be in this scenario. Jim replied that this is a term that is often used in the sale of assets and contracts and the general rule of thumb is that if the fees were questioned in front of a group of peers, would the majority agree that they are “reasonable”. Councilmember Fitisemanu asked if

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there would be specific criteria in place for whom this service is used for. Jim replied yes and noted that collection processes are different for different services. Mayor Lang asked what percentage of parking tickets still need to be collected. Jim replied that he doesn't have a percentage but noted that there are current 10,000 outstanding tickets with just over a million dollars in need of collecting. He noted that the firm claims a 34% success rate which is significant for this type of service. Upon inquiry by Councilmember Whetstone, Jim stated that the law firm would collect the fees and then pay the City but would retain the reasonable attorney fees. Mayor Lang stated that currently, parking tickets have an escalation of fees. She indicated that she would like to see a note that if payment is not collected, the fees would go to a collection firm that would impose additional attorney fees.

The City Council will consider Ordinance 24-27 at the Regular Council Meeting scheduled July 2, 2024 at 6:30 P.M.

RESOLUTION 24-110: APPROVE THE PURCHASE OF A TRACTOR AND AERIAL LIFT

Dan Johnson, Public Works Director, presented proposed Resolution 24-110 that would approve the Purchase of a Tractor and Aerial Lift.

Written documentation previously provided to the City Council included information as follows:

Operation My Hometown performs various community service projects throughout the summer and is often in need of equipment to facilitate the projects. The City Council included in the FY 2024-25 budget up to \$120,000 to purchase miscellaneous equipment for use by My Hometown. My Hometown has also received a generous donation of \$60,000. The money is being donated to the City to purchase equipment for use on My Hometown days of service. The equipment will be purchased, owned and maintained by the City. The City could use the equipment in our operations, but it will primarily be made available to the volunteers of My Hometown. The Public Works Department will provide training to My Hometown volunteers and will keep a record of volunteers that are trained and authorized to use the equipment.

The equipment purchase plan is described below:

Equipment Type	Qty	Vendor	State Contract	Total Cost
Kubota Tractor and Implements	1	Bonneville Equipment	MA 2187	\$46,550
JLG Towable Aerial Lift Model T500J	1	Wheeler Machinery	MA 3383	\$52,300
				\$98,850

These purchases will be made in July after the start of the new fiscal year.

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Upon inquiry by Councilmember Whetstone, Dan noted that if the donated funds are not received for some reason, the equipment could still be purchased with the funds designated by the Council in the upcoming budget. Councilmember Fitisemanu asked if there is a replacement plan in place for this equipment in the future. Dan replied that staff will take care of maintenance and repair but added that there is no long term plan for replacement. He noted that he anticipates that this equipment will have a long life.

The City Council will consider Resolution 24-110 at the Regular Council Meeting scheduled July 2, 2024 at 6:30 P.M

RESOLUTION 24-111: APPROVE AN AGREEMENT WITH ROCKY MOUNTAIN POWER TO PROVIDE SERVICE TO THE WETLAND PARK

Jamie Young, Parks and Recreation Director, presented proposed Resolution 24-111 that would approve an Agreement with Rocky Mountain Power to Provide Service to the Wetland Park.

Written documentation previously provided to the City Council included information as follows:

Wetland Park is located at 6645 W Parkway Blvd. We are beginning phase 1 of the construction of the park. This contract is for the installation of the transformer and the reserving of the demand for power for current and future uses. The cost of this agreement with Rocky Mountain Power will be \$46,882.43.

Mayor Lang clarified that Rocky Mountain Power will pull all the lines. Jamie replied yes.

The City Council will consider Resolution 24-111 at the Regular Council Meeting scheduled July 2, 2024 at 6:30 P.M

CONSENT AGENDA SCHEDULED FOR JULY 2, 2024

A. RESOLUTION 24-112: GRANT AND ACCEPT A PUBLIC UTILITY EASEMENT FOR PROPERTY LOCATED AT WEST VIEW PARK (4059 SOUTH 6000 WEST)

Mayor Lang discussed proposed Resolution 24-112 that would Grant and accept a Public Utility Easement for Property Located at West View Park (4059 South 6000 West).

Written documentation previously provided to the City Council included information as follows:

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West View Park Expansion is located at 4059 S 6000 W. It is between West View Park and the grass field installed by UDOT with Mountain View Corridor. As the park is being built, the overhead power will be put underground along 6000 W, there may also be other utilities that may need to be installed along the park. This easement will allow them to do that along the roadway without having to do additional easements for each utility.

B. RESOLUTION 24-113: RATIFY THE CITY MANAGER'S REAPPOINTMENT OF ABIGAIL DIZON-MAUGHAN AS CHAIR OF THE PROFESSIONAL STANDARDS REVIEW BOARD FOR A TERM COMMENCING JULY 2, 2024 AND ENDING JUNE 30, 2026

Mayor Lang discussed proposed Resolution 24-113 that would ratify the City Manager's Reappointment of Abigail Dizon-Maughan as Chair of the Professional Standards Review Board for a Term Commencing July 2, 2024 and Ending June 30, 2026

Written documentation previously provided to the City Council included information as follows:

This resolution re-appoints Abigail Dizon-Maughan as Chair of the Professional Standards Review Board for a term commencing on July 2, 2024 and ending on June 30, 2026.

The Professional Standards Review Board reviews all allegations of police misconduct from a citizen's perspective and makes various recommendations to the Police Chief regarding these incidents.

C. RESOLUTION 24-114: RATIFY THE CITY MANAGER'S REAPPOINTMENT OF MATT MACPHERSON TO THE PROFESSIONAL STANDARDS REVIEW BOARD FOR A TERM COMMENCING JULY 2, 2024 AND ENDING JUNE 30, 2026

Mayor Lang discussed proposed Resolution 24-114 that would ratify the City Manager's Reappointment of Matt MacPherson to the Professional Standards Review Board for a Term Commencing July 2, 2024 and Ending June 30, 2026

Written documentation previously provided to the City Council included information as follows:

This resolution re-appoints Matt MacPherson to the Professional Standards Review Board for a term commencing on July 2, 2024 and ending on June 30, 2026.

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The Professional Standards Review Board reviews all allegations of police misconduct from a citizen's perspective and makes various recommendations to the Police Chief regarding these incidents.

The City Council will consider Resolutions 24- 112 through 24-114 on the Consent Agenda at the Regular Council Meeting scheduled July 2, 2024 at 6:30 P.M

COMMUNICATIONS

A. VICTIM SERVICES UPDATE

Isabel Prieto, Victim Services, provided a PowerPoint presentation summarized as follows:

- Victim Advocates
 - o Jessica Hancock (Victim Services Coordinator)
 - o Katie Esparza
 - o Natalie Martinez-Priddy
 - o Melanie Sanders
 - o Isabel Prieto
 - o Nat Mancilla
- Program Goals
 - o Attending court with victims
 - o Emergency financial assistance
 - o Crisis line calls
 - o 6-week rotation
 - o Assist victims with completing their victim impact statements
 - o Notify victims of upcoming court hearings
 - o Informing them of the judicial process and where their case currently is in that process
 - o Attending TIVI's
 - o In 2023, we served a total of 2203 victims
 - o We are meeting or exceeding our goals
 - o It is important to note that we serve every victim of crime.
 - Domestic Violence cases are our primary focus
- Vitalization of Funds
 - o Trainings
 - Online and In-person trainings
 - o Staff
 - o Helping our victims with rent, lease termination, hotels, food, security systems, bus passes, etc.
 - Case by case basis

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Councilmember Whetstone asked if any City grants have been provided to the Victim Services budget. Isabel replied that they receive funds from the State and VOCA but she isn't aware if there are any others. Mayor Lang thanked Isabel and the victim advocates for their hard work. She stated that this is such an important and beneficial program to the City.

The Mayor and Council had no further questions or concerns.

B. FRAUD RISK ASSESSMENT

Jim Welch, Finance Director, discussed the city's compliance with the State Auditor's annual fraud risk assessment requirement. This initiative, introduced due to inquiries about municipal fraud, aims to reduce fraud opportunities by evaluating various control measures. The assessment is based on recommendations from COSO and the GAO, focusing on five key areas:

1. **Tone at the Top:** Commitment to ethics and honesty by management and boards.
2. **Risk Assessment:** Identifying and addressing potential fraud risks, with larger entities benefiting from better separation of duties.
3. **Control Activities:** Ensuring proper authorization for financial transactions and cash handling.
4. **Communication:** Regular training and awareness programs for employees and officials.
5. **Monitoring:** Regular reviews of city operations to detect and address weaknesses.

The city uses a self-assessment questionnaire to evaluate these controls, with an emphasis on training, a fraud hotline, and separation of duties. The State Auditor uses this assessment for internal education and auditing processes. Despite being self-assessed, Jim assured that the city maintains robust controls to detect and mitigate fraud risks.

The Mayor and Council had no further questions or concerns.

C. COUNCIL CALENDAR

Mayor Lang referenced a Memorandum previously received from the City Manager that outlined upcoming meetings and events.

Members of the City Council had no further questions regarding the Council Update.

NEW BUSINESS

A. POTENTIAL FUTURE AGENDA ITEMS

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Councilmember Huynh stated that he would like to revisit application GPZ-1-2024. He noted that he was not physically at the meeting and would like to change his vote on the item. After discussion, Mayor Lang stated that this should be brought up next week when the full council was present.

Councilmember Harmon requested an update on street racing and boarding homes. Nichole Camac, City Recorder, indicated that this information is being prepared and will be sent to the Council by the end of the week.

Mayor Lang asked if the Council was interested in having discussions regarding the speed study. Nichole Camac, City Recorder, noted that this was being scheduled.

B. COUNCIL REPORTS

COUNCILMEMBER WHETSTONE-COPS AND CLEATS

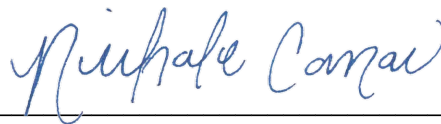
Councilmember Whetstone stated that he attended the Cops and Cleats event. He stated that it was well attended and was a great event.

MOTION TO ADJOURN

Upon motion by Councilmember Huynh all voted in favor to adjourn.

THERE BEING NO FURTHER BUSINESS OF THE WEST VALLEY COUNCIL THE STUDY MEETING ON TUESDAY JUNE 25, 2024 WAS ADJOURNED AT 5:19 PM BY MAYOR LANG.

I hereby certify the foregoing to be a true, accurate and complete record of the proceedings of the Special Study Meeting of the West Valley City Council held Tuesday, June 25, 2024.



Nichole Camac, CMC
City Recorder