

SANDY CITY COUNCIL
*****PLANNING MEETING*****
MINUTES

April 29, 2014

Present:

Council: Chairwoman Linda Martinez Saville, Steve Fairbanks, Chris McCandless, Kris Nicholl, Stephen Smith, Dennis Tenney

Mayor: Tom Dolan

Administration: CAO Byron Jorgenson, City Attorney Walter Miller, Assistant CAO Scott Bond, Assistant CAO Korban Lee, Communications Director Nicole Martin, Community Development Director Mike Coulam, --- Gil Avellar, Police Chief Steve Chapman, Assistant Police Chief Kevin Thacker, Public Utilities Assistant Director Scott Ellis, Finance and Information Systems Director Art Hunter, Assistant Finance and Information Systems Director Brian Kelley, Parks & Recreation Director Scott Earl, Deputy Mayor John Hiskey, Fire Chief Bruce Cline, City Recorder Molly Spira, Human Resources Director Katrina Frederick, Public Works Director Rick Smith, Economic Development Director Nick Duerksen, Council Office Director Phil Glenn, Council Office Executive Secretary Wendy Downs, members of the press

Absent/Excused: Scott Coddell [illness]

a. Administrative Report [5:16:16 PM](#)

i. Byron Jorgenson welcomed former Council member Don Pott who now works for Macerich, the company who owns South Towne Center. Mr. Pott was asked by Macerich to get involved with the proposed I-15 fly-under exit near South Towne Center. He said that after listening to the plan for the exit, they now understand why this exit is necessary and feels that issues can be solved. He said he is committed to help with the project.

ii. Scott Earl gave a brief update on Parks and Recreation's marketing for their many programs and events. He said that they recently started the Urban Fishery Youth Fishing program; there were about 65 kids who came for the first day.

iii. Mike Coulam said that UTA has hired URS to create the Sandy-South Jordan Circulator Study. He and Ryan Kump serve on the Steering Committee for this organization. He feels URS is a great company to create this study. They have scheduled their first public open house on June 18, 2014.

b. Compensation Plan [5:24:08 PM](#)

Katrina Frederick reviewed the proposed compensation plan for FY 2014-2015. The City is proposing an overall 2.6% increase to the compensation plan, which would include a 1% market increase and a 3% merit increase for employees, some adjustments to positions based on salary survey results, small retirement increases for the public and fire employees who are in the tier one retirement system, and an overall increase and restructuring to the health insurance plan.

c. Hearing Notice Procedures

Mike Coulam and **Gil Avellar** gave an update on public hearing notice procedures and requirements. They reported there have been some issues and complaints about notices not being delivered in a timely

manner to the residents. They are currently working on finding solutions for these problems and issues.

[6:03:36 PM](#)

Molly Spira explained how the mailing service works and that there have been some challenges with the service. She said there was a recent incident where meeting notices were picked up by the service on a Thursday and were not post marked until Monday. She said that since this incident, the service company has decided to put Sandy City mail in the front of the line everyday to make sure it is post marked on the day it is picked up. Another thing they have asked is for the City to email them to let them know when a large mailing will be coming so they can expect the mail load. She noted it is equally important for Sandy to be consistent with their mailings. She said that the City receives a discount on postage by using a mailing services, as opposed to mailing them at the Post Office without discount.

[6:10:10 PM](#)

Mike Coulam said that in the past with some of the larger more controversial public hearings, the City has gone out into the neighborhoods and passed notices out to each home. He said another idea would be to post signs on the property itself.

Chris McCandless likes the idea of posting signs, paid for by the developer, on the property, and feels this should be done on a consistent basis for public hearings. All council agreed with Mr. McCandless and asked staff to further look into the sign idea.

d. Council Office Director, Replacement Process [6:14:03 PM](#)

Phil Glenn led a discussion regarding a proposed replacement process and schedule for his position as Council Office Director.

Walter Miller and Katrina Frederick presented information from the legal and human resources perspective regarding filling the position as a merit compared to an appointed position.

Dennis Tenney said he is not interested in keeping the position a merit employee position.

Steve Fairbanks feels the position should be a contracted appointed position. [6:30:39 PM](#)

Kris Nicholl asked if the position was contracted would the employee still be eligible for benefits.

Katrina Frederick answered that “yes” that new person would receive benefits as does a merit employee. [6:31:36 PM](#)

Stephen Smith said that some work would need to be done by the Council to set criteria and a process to conduct a disciplinary action or termination of an appointment employee by the Council. [6:32:51 PM](#)

Chris McCandless said he is leaning towards the position being a contracted appointed position but wanted to make sure that the severance and details of the contract are thought about thoroughly.

Walter Miller said that a three month severance is the common severance in contracts for city appointed employees. He said the appointed employees have been happy with their contracts.

Byron Jorgenson suggested making the position a contracted appointed position. [6:39:45 PM](#)

Stephen Smith asked for a draft contract for the council to review. All the council members present agreed.

The Council agreed to open the position as an appointed position with a severance contract.

e. **Freedom Memorial Update** [6:45:01 PM](#)

Scott Earl gave an update on the Freedom Memorial that is being installed in front of City Hall. He recently spoke with Paul Swenson who is grateful for the help the City has given for the memorial. He said that Mr. Swenson has asked for more funding (\$10,000) to help finish this project. Mr. Earl said that months ago, funds (\$35,000) were budgeted to help pay for key infrastructure of the project. Those costs are only going to be approximately \$20,000. The council all agreed to give another \$10,000 to Paul Swenson to help finish the Freedom Memorial. The ribbon cutting ceremony for the memorial will be on May 16, 2014.

1. **Mayor's Report** [6:48:11 PM](#)

- **Mayor Dolan** said that he and John Hiskey have been attending various committee meetings.
- Last Thursday he presented the updated Master Plan for the Civic Center to about 100 different businesses and developers at a Chamber of Commerce event.

2. **CAO's Report** [6:51:29 PM](#)

- **Rick Smith** reported that Public Works is close to achieving 800,000 hours of accident free work hours.
- **Scott Earl** gave an update on the 5k Fiesta race this Saturday. The race starts at Falcon Park at 9 a.m.
- **Brian Kelley** gave an update on the recent sales tax numbers.

3. **Council Office Director's Report** [6:53:38 PM](#)

- **Phil Glenn handed** out the updated calendar of upcoming events.
- He said that in a recent article in the Salt Lake Tribune regarding no kill animal shelters the author reported that the City Council was presently asking for public comment on the need for a no-kill shelter, he noted that this was not true. He contacted the reporter and told them that was a mistake and had them correct the article.

4. **Other Council Business** [6:55:35 PM](#)

- **Chris McCandless** would like to schedule time to discuss the possible road name change of the Monroe Street extension to "Tom Dolan Parkway." [6:56:14 PM](#)
- **Linda Martinez Saville** said she has receive phone calls from people who are interested in serving, or helping with idea of a no kill animal shelter. She would like to **schedule time to discuss a committee and the process of researching the idea of a no kill shelter.**

At approximately 7:00 p.m., Chris McCandless made a motion to adjourn Council Planning Meeting and convene into City Council Meeting, motion seconded by Steve Fairbanks. All members voted in a verbal affirmative.

The content of the minutes is not intended, nor are they submitted, as a verbatim transcription of the meeting. These minutes are a brief overview of what occurred at the meeting.

Linda Martinez Saville
Council Chairwoman

Wendy Downs
Council Office Executive Secretary