

**Heber City Corporation
City Council Meeting
January 10, 2015**

8:00 a.m.

SPECIAL MEETING

The Council of Heber City, Wasatch County, Utah, met in **Special Meeting** on January 10, 2015, in the conference room of the Heber Valley Medical Center, 1465 South Highway 40, Heber City, Utah.

Present:

Mayor	Alan W. McDonald
Council Members	Robert Patterson
	Jeffery Bradshaw
	Erik Rowland
	Heidi Franco
	Kelleen Potter

Also Present:

City Manager	Mark K. Anderson
City Recorder	Michelle Kellogg
City Engineer	Bart Mumford
Planning Director	Anthony Kohler
Chief of Police	David Booth
Building Official	Wes Greenhalgh
Parks/Cemetery Director	Mark Rounds
Public Works Director	Stephen Tozier

Others Present: Wes Bingham, Allen Fawcett, Kieth Rawlings, Paul Boyer, Mark Webb, Harry Zane, Darryl Glissmeyer, Clayton Vance, Dave Richards, Kathy Boruch, Michael Moulton, and others whose names were illegible.

Mayor McDonald opened the strategic planning meeting. The following is his summary of the proceedings:

On Saturday, January 10th Heber City held its annual Strategic Planning Meeting at the IHC Hospital. (The City is grateful to IHC for allowing us to use their facilities without charge for our Meeting.) The meeting was composed of the City Council, Planning Commission, Department Administrators, the City Manager and the City Attorney. The City Strategic Planning Meeting focused on a number of areas including looking at our past performances to help build on what we needed to better plan for the coming years and what the City department administrators had accomplished in 2014.

Some of the major accomplishments of the City that were mentioned: the start of the new public safety building, the new industrial park by the airport, the 125th anniversary of Heber City, a replacement of the roof on the Broadhead water tank, along with new water and sewer lines.

An area of concern for the coming years is the by-pass road, downtown main street traffic, and the rapid growth of the City. Heber has been recognized as the 8th most livable City in the United States with a population of 20,000 or less. Heber City is the 6th fastest growing Micropolitan area in the United States. The growth that is coming to our City adds to our responsibilities and demands to provide the needed services for its residents. The Planning Department has estimated that within 20 years the City could be built out. This makes it extremely important that the City has the right zoning ordinances in place and knows how to maximize the value of its land use. The land within the City limits is the most vital asset that the City has control of, we must make sure that the right developments are in place to provide ongoing revenue sources for the City. Once the City is built out, some of the City's revenue sources will be gone. The only way to replace these sources of revenue is by having strong, commercial-based areas that can provide jobs for citizens and a solid tax base to fund the City.

The City administration, along with the department directors, were given time to share their ideas for their departments, what their goals are, what challenges they are facing, share their strategic plan for their individual department and how to consistently achieve their objectives. All this information was recorded and is on the City website. We encourage everyone to listen to the meeting or get a copy of the minutes. It will keep you updated on what is happening within the City. This is a brief description of what each department director presented.

City Manager Mark Anderson stated that 2013-2014 was a good fiscal year for the City budget. The City currently has 55 full-time employees, 28 part-time employees and six City Council members. The annual budget for 2014-2015 is approximately \$23,560,480, which includes all of the City funds. He presented some challenges that the City is facing such as the economic development of downtown, increasing demands for IT services, and annexation petitions. One of his greatest concerns was that the water and sewer funds are continually operating at a loss. The City Manager and department heads will start preparing a tentative budget for the City beginning in February. Mr. Anderson stated "This will require executive staff to meet together to evaluate and prioritize the needs of the City and balance them with existing resources."

Tony Kohler from the Planning Department presented some new ideas on how to revitalize the downtown area with new zoning codes, bringing in TDRs (Transfer of Development Rights) to the City, open space, form-based codes, downtown alliance, redevelopment districts, and code amendments. Mr. Kohler would like to present his plans to the public and get their feedback, so please contact him about his presentation.

Bart Mumford shared the capital projects completed by the City including the road crack sealing and water/sewer replacements. Some of the projects underway are the widening of Daniels Road, Valley Hills Tank pipeline, and the City traffic study. Mr. Mumford said "The City needs a master facilities maintenance and replacement plan for existing facilities. Engineering needs to evolve the department and to look at other areas of the City. More time needs to be spent identifying what can be done differently and what processes can change to save time, money, and enhance our efficiency. The City needs to bring its technology systems together."

City Recorder Michelle Kellogg has made the Municipal Code available online. She has worked on the employee wellness program, updated the personnel policy and was part of the 125th

Anniversary Committee. Mrs. Kellogg presented training on “GRAMA” and presented the idea to implement the Vote-by-Mail program. The Vote-by-Mail program has been very effective and has increased voter turnout.

Mark Rounds, the Parks/Cemetery Director, was concerned about the vandalism that is going on at the parks. He suggested putting security cameras in and adding more lighting to these areas to help stop the vandalism. Mr. Rounds also suggested the City needs to develop a new section for the cemetery, the cemetery shop needs a new addition, and the addition of a fenced Dog Park at the Muirfield Park.

Chief Booth shared a PowerPoint presentation on the need to help the Officers find affordable housing in the valley. He also gave a very compelling demonstration detailing how it is nearly impossible to commit a crime in this day and age without some kind of digital footprint. Law enforcement can use this information to their advantage and resolve investigations faster than ever before using mobile device and computer forensics. Chief Booth talked about the need for school resource officers and putting in place after school programs to help children to be healthier, avoid trouble, and to be more successful in school and life. He asked that we put in place in our zoning codes the CPTED program (Crime Prevention Through Environmental Design). Chief Booth reported that in 2012 and 2013 “Part One Crime” increased 33%. In February of 2014, Chief Booth appointed a special task force which reduced “Part One Crimes” by 1% in 2014.

Wes Greenhalgh is the City Building Inspector. He explained the fees the City charges for building inspections and how they are used to cover the City’s cost. With all the new construction, Mr. Greenhalgh has performed up to 124 inspections in one week, thus leaving his department little time to do plan reviews. Currently plan reviews are out 3-4 weeks because inspections are the priority; some days are spent solely on inspections and no plan reviewing takes place. The resources needed to meet public expectations and to improve the department services were more staffing and equipment. Mr. Greenhalgh said, “Without proper staffing the employees in the department cannot be expected to be much of a City-wide team player. Our customer is the contractor; they have paid the fees for service and that they expect this service in a timely manner. This is our first priority. I need to be allowed to have the necessary staff and equipment which is paid for not by tax dollars, but by fees paid by the contractor/builders to run the department as it needs to be.”

Stephen Tozier, the Publics Works Director, discussed the most critical issues and needs confronting the department. Some of them included a shop addition, water production, storage facilities, equipment, manpower, analysis on the water and sewer systems, emergency operations plan, new technology for the meter reading process and backup power generation capability. The Public Works Department has the responsibility for the Water Department, Sewer Department and Roads Department. Each of these departments requires a high maintenance schedule and considerable manpower.

Michael Moulton from the Historic Preservation Commission presented the Commission’s ideas and proposal for the Old Social Hall. The Old Social Hall is on the Utah Historic Site and it is the City’s responsibility to maintain the building and keep it in good condition. Mr. Moulton

explained that the Historic Preservation Commission is recommending a full restoration of the building to its original design.

The current situation of the City administration is that we are operating within an increasingly constrained financial environment to adequately fund the essential services of the City. The department directors have identified what those services are and made a strong case that funding for them was imperative. This is a difficult challenge that the council has in front of them, but we can accomplish this with determination and the support of the citizens of Heber.

With no further business, the meeting was adjourned at 5:00 p.m.

Michelle Kellogg, City Recorder

APPROVED 02-19-2015