

**MINUTES OF THE CITY OF HARRISVILLE
CITY COUNCIL RETREAT**

Friday, February 25, 2010
6:00 p.m.
Marriott-Slaterville Municipal Complex
1570 West 400 North
Marriott-Slaterville, Utah

COUNCIL: Mayor Richard Hendrix, Council Member Chad Allen, Council Member Wayne Crowther, Council Member Bruce Richins, Council Member Michelle Tait, Council Member Grover Wilhelmsen.

STAFF: Bill Morris, City Administrator; Jennifer Morrell, City Recorder; Pamela Crosbie, Finance Director; Lynn Fortie, Treasurer; Max Jackson, Chief of Police; Gene Bingham, Public Works Director.

Bill Morris welcomed everyone and began the meeting at 6:15 p.m.

Mr. Morris presented the Open Meetings training and Discrimination and Sexual Harassment training.

Max Jackson introduced his department's newest officer, Eric Carver.

Staff and Council Members participated in a team building exercise that illustrated the importance of good communication.

Max Jackson gave a report of his department. He reviewed the number of cases/calls for service received each year. The number of cases for 2010 was 7,898. This is 22% more cases than the year previous. He suggested they consider adding another officer in the future if the case load continues to increase. Council Member Richins pointed out that the increase could be a result of officers being more aggressive.

Chief Jackson discussed how they have used grants this year to cover some of their costs. He also noted that the economy has had an impact on DUI's as less people are going to bars and more are buying alcohol and consuming it at home. He said they have to look really hard for DUI's.

He mentioned the new Wal-Mart in Ogden will be closing at 11 p.m. so the types of problems they see at the Harrisville Wal-Mart at night will most likely continue. Chief Jackson explained the differences in the demographics surrounding the Harrisville Wal-Mart and the Ogden Wal-Mart. He said overall, violent crimes are down state wide as well as in the City.

Chief Jackson said his staff has been asking about the wage/salary survey. Council Member Allen said they were still working on it. Chief Jackson discussed the support the City gives its officers in the way of gear and equipment and said this is one of the reasons officers stay. Council Member Allen asked some general questions about the way Versaterm is used and the way calls are reported and recorded. Chief Jackson pointed out that checks done at the park are documented.

Gene Bingham gave a report of his department. He stated the Storm Water Management Plan and Transportation Plan were complete. He said the Storm Drain Capital Facilities Plan and Impact Fee Study was on the City web site and would be presented at the next City Council meeting. Mr. Bingham said the economy will impact the storm water impact fees in the future but added that the sewer is covered.

He talked about the main park redevelopment and said they have formed a new parks and recreation department with the addition of the splash pad. He also reviewed some of the capital projects last year including the cabin re-roof and the storm drain project on 750 West. He said some of the storm water impact fee money will be used for the storm drain on the west side of Highway 89.

Mr. Bingham passed out proposals for a new city marquee and said this is something that he would like Council Members to approve at a future City Council meeting. In discussing personnel he said things have largely remained the same although they have juggled some of the duties around. Council Member Richins asked about youth recreation. Mr. Bingham talked about how well the program is running and what a good job Bryan Fife is doing. Council Member Allen relayed some of the positive comments he has heard about the changes in youth recreation.

Council Member Wilhelmsen asked how the workload has been now that Mr. Fife is over parks and recreation. Mr. Bingham explained that he will need someone full time to oversee the splash pad once it is operational which will take away a staff member from Public Works. He is proposing they hire a new employee and discussed how he has consolidated personnel and their responsibilities. Chief Jackson mentioned to Council Members that the new retirement system goes into effect in July and explained the changes. He feels if we are considering new personnel we should try and bring them onboard before July.

Lynn Fortie reviewed an economic forecast from the Department of Workforce Services for 2011. It stated that economic growth would be slow as well as slow job growth. He informed Council Members that despite a diverse tax base our tax revenue is down 12% from last year. He reviewed a chart showing the breakdown for revenue which shows a decrease each year beginning in 2009. Mr. Fortie also discussed why sales tax revenue is going down. Mr. Morris added there has been a change in how indirect sales tax is distributed. He said big cities are gaining and small cities are taking a loss.

Mr. Fortie then discussed expenditures. The highest expenditures are for the Police Department. He pointed out that the fire expenditure was \$0 in 2010 due to the creation of North View Fire District. He also pointed out that Class C road funds are broken out from Public Works. Mr. Bingham explained how this fund can be saved from year to year.

Mr. Fortie reviewed a month by month sales tax history for the past 5 years. He emphasized that sales tax is definitely down. He said WinCo has had some impact and certainly the new Wal-Mart will impact sales tax revenue. Overall, he expects the sales tax revenue to decrease. He said Wal-Mart is generally viewed as recession proof.

Mr. Fortie stressed that the most recent budget worksheet shows 59% of the fiscal year has elapsed but only 56% of the revenue has been collected. He said February usually sees sales tax bump upwards from Christmas sales. He also stated that expenditures are down which is a positive thing. He asked Staff and Council Members the rhetorical question, "Where do we go from here?" He recommended the need to be careful before deciding to hire new personnel because the money might not be there. He also warned that it is always better to be conservative than to be wrong. He said the tentative budget needs to be passed in May and the final budget passed in June.

Bill Morris reviewed the goals from 2010 and discussed the goals for 2011. He said the salary study was not complete so that will be a goal for 2011 along with the central business district overlay map in the general plan. He suggested replacing the goal for a community center plan on 750 West with the main park reconstruction and splash pad.

Mr. Bingham pointed out that the 2010 goal to update the Capital Improvement Plan (CIP) has been completed. He said he always keeps the list of equipment updated. He mentioned that the CIP is tied to impact fees. Mr. Morris said the goal for the FEMA flood plain update has been completed as well as the emergency operations plan and CERT, even though some attention still needs to be given to CERT.

Mr. Morris suggested departmental organization as a goal and said that is something Mr. Bingham is working on but the same thing needs to be done for the Administrative Department along with some cross-training. Council Member Allen asked what can be done to bring in new businesses and asked if the City can actively recruit. Mr. Morris said the recession has made that difficult but encouraged moving ahead with the goal of establishing a central business district. Mayor Hendrix agreed and said Boyer is having trouble filling their vacant stores. Mr. Morris said putting up the new marquee should also be a goal.

Mayor Hendrix reviewed the Council Member organization chart and duties assigned in 2010. He wants to move Heritage Days from Council Member Crowther to Council Member Tait, remove North View Fire from the Mayor and put North View Fire District under Council Member Wilhelmsen (he was elected to that board in 2009), and move emergency preparedness from Council Member Tait to Mayor Hendrix. Mayor Hendrix pointed out that the seats for Council Members Wilhelmsen, Crowther, and Tait are up for reelection this year along with a seat on the North View Fire board.

Council Member Richins asked if the community garden plots would be expanded. Mr. Morris said they would not due to budgetary concerns. Jennifer Morrell said all the plots have been reserved. Mayor Hendrix said the proposed splash pad has been eye opening but he feels it will be an asset to the community. He also asked about the garbage fund and if we were at the point of breaking even. Pamela Crosbie said she has been in close contact with Bona Vista to resolve the discrepancies in what is being billed versus what is collected.

Mayor Hendrix discussed the revenue for Heritage Days and suggested we start planning for next year's 50th anniversary celebration. He would like the \$5,000 municipal R.A.M.P. grant to go toward a better fireworks display at next year's Heritage Days celebration in honor of the 50th anniversary. Council Members Wilhelmsen and Tait said the theme for this year's Heritage Days is "Get Your Groove On".

Mayor Hendrix moved to adjourn the retreat at 8:30 p.m.

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.

RICHARD HENDRIX
Mayor

ATTEST:

JENNIFER MORRELL
City Recorder

Approved this 8th day of March, 2011