

MINUTES OF THE FEBRUARY 16, 2016, ROY CITY COUNCIL MEETING

1. Approval of February 2, 2016, minutes
2. Consideration of Resolution No. 16-7 appointing Jason Sphar to the Planning Commission
3. Swearing in of new Planning Commission member
4. Consideration of Resolution No. 16-5 adopting a policy to purchase service credit through Utah Retirement Systems
5. Consideration of Resolution No. 16-6 updating the title of the person designated as Plan Coordinator for ICMA-RC
6. Consideration of Ordinance No. 16-1 creating a Roy City Arts Council
7. Consideration of approval of a conditional use permit to allow a hair salon on property located at 3462 West 4800 South
8. Presentation regarding Fire Department wages
9. Presentation by Representative Mike Schultz regarding legislative updates
10. City Manager's Report
11. Public comments
12. Mayor and Council reports
13. Adjourn

Minutes of the Roy City Council Meeting held February 16, 2016, at 6:00 p.m. in the City Council Room of the Roy City Municipal Building.

The meeting was a regularly scheduled meeting designated by resolution. Notice of the meeting was provided to the *Standard Examiner* at least 24 hours in advance. A copy of the agenda was posted.

The following members were in attendance:

Mayor Willard Cragun
Councilwoman Marge Becraft
Councilman Bob Dandoy
Councilman Brad Hilton
Councilman Dave Tafoya

City Manager Andy Blackburn
City Attorney Clint Drake
Secretary Michelle Drago
Youth City Council Garrett MacArthur

Excused: Councilwoman Karlene Yeoman

Also present were: Ross Oliver, Public Works Director; Travis Flint, Parks and Recreation Director; Carl Merino, Police Chief; Jason Poulsen, Fire Chief; Cody Draheim, Deputy Fire Chief; Jeff Comeaux, Deputy Fire Chief; Steve Parkinson, Planner; Jason Sphar; Stephanie Sphar; Ron Spindler; Greg Sagen; Jason Kunzler; Connie Williamson; Kadee Williamson; Chris Barrow; Kathleen Yarrington; Blaine Bryant; Whitlea Phillips; Trevin Franklin; Jennie Wilder; Olivia Henderson; Alianna Green; Jill Dean, Human Resources; Mindi Martinez; Kenzi Young; Jessica Berenyi; Isela Vega; Kevin Slisze; Homberto Arregvin; Aybree McBride; Reggie Whitaker; and Mike Schultz.

Moment of Silence: Councilman Dandoy

Pledge of Allegiance: Councilman Dandoy

1. APPROVAL OF FEBRUARY 2, 2016, MINUTES

Councilman Dandoy moved to approve the minutes of February 2, 2016, as corrected. Councilman Hilton seconded the motion. Council members Becraft, Dandoy, Hilton, and Tafoya voted “aye.” The motion carried.

2. CONSIDERATION OF RESOLUTION NO. 16-7 APPOINTING JASON SPHAR TO THE PLANNING COMMISSION

Mayor Cragun stated that Councilman Dandoy’s election to the City Council left a vacancy on the Planning Commission. The Planning Commission Chair and Vice Chair recommended that Jason Sphar be appointed to fill the vacancy. Mr. Sphar lived in an area of the City that had not been represented in the past. He asked that the Council approve Resolution No. 16-7 appointing Jason Sphar to the Planning Commission.

The City Council asked that Jason Sphar introduced himself.

Jason Sphar, 4480 South 1650 West, stated that he had lived in Roy since he was seven years old. His career had taken him from an auto mechanic to an aircraft mechanic to a civil servant at Hill AFB. He was currently a production management specialist. He lived in the Herefordshire area. He introduced his wife Stephanie and other family members and friends.

Councilman Tafoya moved to approve Resolution No. 16-7 appointing Jason Sphar to the Planning Commission. Councilman Dandoy seconded the motion. A roll call vote was taken: Council members Dandoy, Becraft, Tafoya, and Hilton voted “aye.” The motion carried. (Copy filed for record).

3. SWEARING IN OF NEW PLANNING COMMISSION MEMBER

Amy Mortenson, City Recorder, swore in Jason Sphar as a Planning Commission member.

4. CONSIDERATION OF RESOLUTION NO. 16-5 ADOPTING A POLICY TO PURCHASE SERVICE CREDIT THROUGH UTAH RETIREMENT SYSTEMS

Andy Blackburn stated that the Utah State Retirement System required the City to have a purchasing policy in place in order for employees to purchase service credit in a non-discriminatory way. Resolution No. 16-5 would adopt such a policy.

Councilman Hilton asked if the City had had a policy in the past. Mr. Blackburn said it did, but not a non-discriminatory one.

Councilman Hilton moved to approve Resolution No. 16-5 adopting a policy to purchase service credit through the Utah Retirement Systems. Councilwoman Becraft seconded the motion. A roll call vote was taken: Council members Hilton, Becraft, Tafoya; and Dandoy voted “aye.” The motion carried. (Copy filed for record).

5. CONSIDERATION OF RESOLUTION NO. 16-6 UPDATING THE TITLE OF THE PERSON DESIGNATED AS PLAN COORDINATOR FOR ICMA-RC

Andy Blackburn stated that Chris Davis was currently listed as the Plan Coordinator for ICMA-RC. He recommended that Jill Dean, the City's Human Resource Coordinator, be appointed as the new ICMA-RC Plan Coordinator.

Councilwoman Becraft moved to approve Resolution No. 16-6 updating the title of the person designated as Plan Coordinator for ICMA-RC from the City Manager to the Human Resources Coordinator. Councilman Dandoy seconded the motion. A roll call vote was taken: Council members Becraft, Tafoya, Dandoy, and Hilton voted “aye.” The motion carried. (Copy filed for record).

6. CONSIDERATION OF RESOLUTION NO. 16-1 CREATING A ROY CITY ARTS COUNCIL

Andy Blackburn stated that there had been some interest in the City putting together an Arts Council. The need for an Arts Council became clearer when the City was asked to submit a grant application for a RAMP grant. In order to obtain the grant, the City had to have an Arts Council. Resolution No. 16-1 would establish an Arts Council and outline how it would be set up.

Councilman Hilton asked if there was enough interest in the community. Mr. Blackburn felt there was. There was an interest from the seniors at the Hope Center, seniors at Iomega's senior center, and there would be an art gallery in the new Weber County Library. Councilman Hilton felt this was a good idea.

Councilwoman Becraft moved to approve Resolution No. 16-1 creating a Roy City Arts Council. Councilman Hilton seconded the motion. A roll call vote was taken: Council members Tafoya, Hilton, Dandoy, and Becraft voted "aye." The motion carried. (Copy filed for record).

7. CONSIDERATION OF APPROVAL OF A CONDITIONAL USE PERMIT TO ALLOW A HAIR SALON ON PROPERTY LOCATED AT 3462 WEST 4800 SOUTH

Steve Parkinson, Planner, stated that the City had received a request for approval of a conditional use for a personal care service/hair and nail salon located at 3462 West 4800 South. The applicant currently owned a business by Kent's but was moving to the location near Winegar's. The Zoning Ordinance did not allow for a conditional use permit to be transferred from one location to another. The applicant was asking for approval to relocate. The staff recommended that the conditional use be approved. The Planning Commission held a public hearing on February 9th and recommended that the conditional use be approved.

Councilman Tafoya moved to approve a conditional use for a personal care service/hair and nail salon at 3462 West 4800 South. Councilwoman Becraft seconded the motion. Council members Becraft, Dandoy, Hilton, and Tafoya voted "aye." The motion carried.

8. PRESENTATION REGARDING FIRE DEPARTMENT WAGES

Jason Poulsen, Fire Chief, thanked the City Council for the opportunity to present his proposal for making the Fire Department better. He articulated the need for the City to address the salaries of all the City employees, not just public safety. In October, the Council held a work session to discuss the Police Department's staffing issues. All of the department heads supported Chief Merino and continued to do so. There was a drastic need to address the Police Department's situation. As the FY2017 budget was prepared and considered, he hoped the Council would hold to their intent and address wages for all of the employees. He hoped the Council would do the same thing for all of

the employees that it had done for the Police Department. All of the departments had the same issue - employees that had been with the City for a long time and had gone through the recession without salary increases. He hoped the Council would take care of them.

Chief Poulsen said the Council held all of the department heads responsible to ensure they were running a good operation that was fiscally sound. Everybody played a role in the successful operation of the City. He had looked at the needs of the Fire Department and felt his proposal made sense. He tried to copy what the City had done for the Police Department. He didn't want to create something new, and he didn't want confusion between departments. Cathy Spencer had done a good job fixing the salaries in the Police Department. The salary increases addressed the compression issue.

Chief Poulsen said the approximate cost for his proposal was \$69,000. He felt his proposal could be accommodated in the Fire Department's FY 2016 budget. It would not take money away from other departments.

Chief Poulsen explained that the Fire Department had three shifts – A, B, and C. The Fire Department was on call 24 hours a day, seven days a week, and 365 days a year. A Shift had ten full time firefighters, B Shift had nine, and C Shift had ten. Two part time firefighters worked every day. The FY2015 budget included two fulltime firefighters. The Fire Department still hadn't filled the last slot. The two positions were added to handle the lasis transports, which had steadily increased over the past three years. Their call volume kept going up. The transports were paying for the two additional firefighters.

Councilman Hilton asked if the City was still doing dialysis transports for Heritage Park Care Center. Chief Poulsen said it was on Monday, Wednesday, and Friday. The transports had been temporarily suspended due to patient illness.

Chief Poulsen stated that the Council had heard that the Fire Department was short staffed and having a hard time getting coverage on its shifts. His ultimate goal was to have twelve people on staff every day. The Fire Department only had ten. Ten had worked okay, but he felt the Fire Department needed to make a change. Obama Care had had a huge impact. It had really hurt the City because the City could not let part time employees work as many hours as they wanted. The City had to limit their hours. All of the departments that utilized part time employees had been affected. If someone called in sick it was difficult to find someone to cover. He had compared Roy's part time firefighter salaries with fourteen other fire departments. Roy had the lowest pay. Seventy-five percent (75%) of the part time firefighters were employed fulltime somewhere else. Rather than coming to the Council and asking for additional funds to make the Fire Department work, he met with his deputy chiefs to consider ways to address the Fire Department's staffing needs and stay within budget.

Chief Poulsen proposed that the Fire Department drop the staff for each shift from twelve to eleven – six at Station 31 and five at Station 32. At Station 31 there would be an engineer and a captain. The engineer would drive the truck. There would be two

paramedics on the paramedic truck, and two EMT's for the ambulance. The paramedic truck was advanced life support. The City had to have them to fulfill its contract with Weber County. A Station 32 there would be a captain, engineer, two paramedics, and an EMT. The only time the City would be hurt was if the ambulance was transporting and they got a call.

Councilwoman Becraft asked how often that happened. Chief Poulsen said it happened about 20% of the time.

Councilman Tafoya asked what would happen if both stations were out. Chief Poulsen said the City would have to rely on its mutual agreements with other cities.

Mayor Cragun stated that the mutual aid agreement had been very beneficial for Roy City.

Chief Poulsen stated that if each shift was staffed with eleven firefighters, the Fire Department would save \$110,000 in part time wages. The savings would be used to fill a full time slot on Shift B. Then each shift would have ten fulltime firefighters and one part time. He would like to use the remainder of the savings to create an engineer position. Creating an engineer position would not add additional staff, but it would create a mid-level position. The Fire Department didn't have any positions between entry level and captain. It went firefighter, paramedic, and captain. They were all tested positions. Other fire departments had engineer pay. The engineer position would be a tested position. The City's entry level pay was very competitive, but from there up the City lost ground with other fire departments. Engineers would be accountable for the truck, they were better skilled operators at fires, and more competitive with other fire departments. Creating an engineer position would leave just two classifications for part-time firefighters – paramedics and EMT's.

Councilman Tafoya asked how many engineers the Fire Department would have. Chief Poulsen said there would be four to five. Firefighters would have to qualify for the position.

Chief Poulsen said his proposal included filling the position on Shift B, creating an engineer position, paying a differential if a firefighter was called upon to fill an engineer slot on his shift, and paying part time firefighters \$2 per hour for being on call.

Chief Poulsen knew the City could not compete with Salt Lake salaries, but it needed to be competitive with local fire departments. Two years ago the City had 90 applicants for part time firefighters. Last year it had twelve; this year it had fourteen. He felt the FY2017 budget needed to include a City-wide wage increase for full employees. He would like to fix the part-time wages now.

Councilman Dandoy asked if the Fire Department had money in the current budget to implement an engineer position without overspending. Chief Poulsen said it did.

Councilman Tafoya asked how the Fire Department would be saving money. Chief Poulsen said the savings would come from staffing each shift with eleven firefighters rather than twelve. The \$110,000 savings would be used to pay for an additional fulltime fighter on Shift B. The remaining funds would be used to pay for the engineer position. By eliminating one part-time position, the Fire Department could do four or five different things.

Councilman Hilton stated that Chief Poulsen's proposal was a restructuring of the Fire Department.

Mayor Cragun liked that the Fire Department had discussed the problem internally and come up with an internal solution. He asked if a department could shift funds from one line item to another within its budget. Andy Blackburn said he could but adjustments would have to be made either at mid-year or year's end.

Councilman Dandoy felt Chief Poulsen had presented a workable solution. If there was money in the budget to fund the change for the remainder of the year, he could not see a reason not to do it as long as it did not compromise the service the City was providing. If the proposal was acceptable to the City Manager he couldn't see a reason not to approve it.

Andy Blackburn felt department heads knew their operations better than anyone else. He deferred operational issues to them. He wanted to verify Chief Poulsen's numbers before the Council made a decision. He wanted to address wages City-wide as part of the budget when all of the facts had been gathered. There were a lot of things the Council wanted to accomplish, and there were limited funds. He wanted to make sure the needs of every department were represented.

Councilman Dandoy felt Chief Poulsen's proposal was defensible. He asked if the administration would ask the Council to make these financial adjustments before the end of the fiscal year. Mr. Blackburn said it would not. Councilman Dandoy said the Fire Department was going to execute their plan. Any financial changes would be taken care of when the budget was presented to the Council. Mr. Blackburn said that was correct.

Andy Blackburn stated that Chief Poulsen's proposal was an operational issue. He wanted to wait to address salaries across the board. There was a compression issue across the board. He wanted to address the City as a whole so all of the departments would have the same vision. He did not feel the City could afford to apply the formula used for the Police Department to every department. He didn't want to raise anyone's expectations. He wanted to have all of the facts. He would like to be able to give everyone a merit increase. Merit increases would take care of the compression issue.

Mayor Cragun said he had told the Council and the employees that he wanted to look at wages. The salary problem was the result of slim budgets starting in 2008. The City would have to address wages in the coming year.

Andy Blackburn stated that a 1% merit increase City-wide would cost \$110,000. A 5% tax increase would generate about \$130,000. The City Council would have to take all of that into consideration.

Councilman Tafoya stated that historically he had never been satisfied about the way the City did its budget. The department heads never give freedom to do what they needed to do with a certain amount of money. They never really presented their budgets to the City Council. He felt that was a policy decision the Council needed to look at. Chief Poulsen was not asking for additional money. He should have the discretion to make changes in his department as long as the numbers were correct. He shouldn't have to wait for the City Council to approve it.

Councilman Dandoy felt a department head needed to be able to make decisions regarding his department because he was the one that was accountable.

Chief Poulsen stated that he would prepare job descriptions that would support the salary increase for the Council to approve. His only remaining concern was part time wages. If the City waited until the FY2017 budget was effective in July to increase part time wages, it would difficult for Parks and Recreation and Public Works to hire their seasonal employees.

Travis Flint, Parks and Recreation Director, stated that he was not prepared to make a statement regarding part time wages or employees.

Andy Blackburn stated that Cathy Spencer, Management Services Director, had indicated there was a need to make changes in the City's part time wages.

Mayor Cragun stated that the City Council had committed to increasing wages. He wanted to see all of the employees treated fairly. If there were salary problems, they would be addressed in the FY2017 budget. Each department head was given money to manage and to handle staffing.

Councilman Hilton stated that he would like to see each department head present their budget to the City Council. Then Council members would know they had a grasp of and accountability for of their budget.

Andy Blackburn stated that he had a legal obligation to present a budget to the City Council. The City used the same process other cities used to prepare a budget. He was willing to do what he could to make the budget process easier for the Council members.

Councilman Tafoya stated that the budget needed to be an easy read.

After the presentation by Mike Schultz, Councilman Tafoya stated that if the numbers were correct the City Council agreed that Chief Poulsen could make the operational changes he proposed. Part time wages would have to wait. They would be discussed during the budget along with the salary compression issue.

9. PRESENTATION BY REPRESENTATIVE MIKE SCHULTZ REGARDING LEGISLATIVE UPDATES

Representative Mike Schultz stated that it was an honor to represent the Roy community at the State Legislature. He provided the Council with a legislative update. In years past the State had some budget surplus. That was not the case this year. Education was one budget area that had seen some growth. The State's General Fund was pretty flat because there had not been growth in sales tax revenues. He asked if the Council members had specific concerns.

Councilwoman Becraft asked if he could help get Midland Drive opened. Mr. Schultz said he did not have much pull with UDOT.

Councilman Dandoy was concerned about the projected growth in Weber County. Much of that growth would be west of Roy. Roy was sandwiched between the projected growth and major north/south thoroughfares. The current road system was not competent to handle the growth. Mr. Schultz agreed that the State's growth was predicted to double in the next 25 years and that there were huge concerns about roads. He felt it was important to look at options, such as public transit. He felt the West Davis corridor was critical.

Councilman Dandoy was concerned about the State shifting transportation funds for water projects in Washington County. Mr. Schultz explained that the funds would be used as a loan for water projects for the entire state. The money would be paid back. UDOT and the State's water managers had worked out an agreement.

Mayor Cragun was concerned about transportation funds being used for water projects in central and southern Utah yet the roads in northern Utah were in deplorable condition. Mr. Schultz said he ran for office because he was tired of State funds being funneled to other areas of the State. He felt northern Utah had good representation at this time.

Mayor Cragun encouraged Representative Schultz to continue holding his town meetings.

10. CITY MANAGER'S REPORT

Andy Blackburn asked Travis Flint, Parks and Recreation Director, to make an announcement. Mr. Flint stated that during the winter his staff worked on an applicant for a RAMP grant. Due to the team effort, Roy City had been successful in obtaining a \$150,000 grant for amenities, such as ball fields and lights, for George Wahlen North Park.

Andy Blackburn, City Manager, reported that:

- The Council needed to hold a special meeting on February 24th or 25th. The Weber County Library's grand opening was scheduled for February 29th. The

Library wanted to operate a sandwich shop, which was a conditional use in the Business Park Zone. The Planning Commission would hold a public hearing on the 23rd. The City Council needed to meet to consider the conditional use on the 24th or 25th. The Council agreed to meeting on February 25th at 5:00 p.m.

- Darren Douglas, a Public Works employee, would be retiring on February 29th. The Council was invited to attend an open house for him on Friday, February 26th at 11:00 a.m. at the Public Works Building. Darren had worked for the City for 30 years in both the Water and Streets Departments.

11. PUBLIC COMMENTS

Jill Dean stated that she had worked for Roy City for 22 years as a Human Resource Coordinator. She explained the process for changing any employee position which Chief Poulsen would have to follow: A job description would be created and approved by the City Council; a salary survey would be conducted; and the position would be advertised internally or externally. She was conducting a part time salary survey, which would be ready next week. When she advertised and hired the City's part time, seasonal employees, they would start at a slightly increased wage. If the FY2017 budget included a wage increase for part time employees, the City could implement a mid-season raise. It would be up to the department heads to not exceed their budget for part time salaries. She felt an increased wage for part time employees would enhance the part time applicant pool, which was where the City pulled full time employees from. The City really did have good employees. They were honest and hard working. Roy City had awesome benefits. It was important to retain those good employees.

Councilman Tafoya asked if the slight increase in part time wages would increase the FY2016 budget. Ms. Dean said each department had a part time salary line item. Each department head was responsible to manage their employees and not go over budget.

12. MAYOR AND COUNCIL REPORTS

Mayor Cragun

Mayor Cragun asked each Council member to give him a list of three to four items they would like to see addressed in the FY2017 budget. He would forward those lists to the City Manager and Management Services Director so they could be included in the budget preparation. After the budget was prepared, a work session would be scheduled for the Council to review the budget with the administration and department heads.

Mayor Cragun stated that the City Council needed to make a decision about how to proceed with the City's dumpster program. The City was starting to receive calls about scheduling dumpsters. He recommended that the City provide dumpsters at the shop where the City had some control. The dumpsters could be provided in April, July, and October.

Councilman Tafoya felt the cost of having to cover the dumpsters was prohibitive. He agreed the City should offer dumpsters at the City shop several times a year. He felt the City needed to wait a year to see how much money it really saved on the dumpster program making changes to any fees.

Councilman Hilton agreed the program should be discontinued, and that dumpsters should be provided three times a year.

Councilwoman Becraft asked if the City would still hold a City-wide cleanup.

Councilman Dandoy stated that due to changes in state and federal laws regarding water quality the City could no longer afford to offer the dumpster program on the streets. Public Works had to find a viable way to cover dumpsters at the shop so they complied with state and federal regulations. The City could not afford to be fined.

Councilwoman Becraft suggested that the Council schedule the dumpster dates so they could be included in the next newsletter. Mayor Cragun felt Public Works could determine what dates fit their schedule then give those dates to Amy Mortenson. The dates could also be placed on the City's EMC sign.

Mayor Cragun stated that he had asked some Council members to be part of the community survey committee. Councilman Dandoy contacted Weber State regarding a survey. They put together an outline to give the Council direction in determining what the community wanted. In order to get good feedback, the City needed to be specific about what it asked. He felt any survey should ask about the services the City already provided.

Andy Blackburn asked if the survey would be conducted door-to-door. Councilman Dandoy said the survey could be conducted by mail or phone calls. The three professors he spoke with felt the most accurate survey would be door-to-door. If the City could round up 50 to 80 volunteers, the survey could be completed in one night. Weber State would then analyze the information.

Mayor Cragun felt the volunteer resources in the community were available.

Mayor Cragun stated that Roy Days was coming up. Last year's Roy Days was very, very good. He had asked Councilman Tafoya to lead the Roy Day's Committee along with Councilwoman Yeoman. The committee would put together a line item budget.

Mayor Cragun asked that Councilwoman Becraft and the Youth City Council provide the administration with a list of Roy students who had distinguished themselves academically, athletically, etc. so the City Council could recognize them.

Councilman Tafoya

Councilman Tafoya stated that North Davis Sewer had been cleaning the lines on 5600 South. The lines on 5600 South were historically the worst in the area, but the lines had

not been as bad as in the past. North Davis would be cleaning the lines on 5600 South, 4800 South, and 4000 South. He hoped there would not be a conflict with Roy Days.

Councilman Dandoy

Councilman Dandoy stated that according to UDOT's project schedule they were bidding out a new surface for 5600 South. The project would start in June. He asked that the Public Works Department coordinate with UDOT. Ross Oliver said they had already met with UDOT about the project.

Councilman Dandoy asked about the CDBG money. When the public hearing was held, a specific project was not discussed. He asked that the City look at using the CDBG money to make improvements to the Recreation Complex. Ross Oliver said the CDBG money was already designated for a specific area. Councilman Dandoy said that next year he would like the City to look at the Recreation Complex.

Councilman Hilton

Councilman Hilton updated the Council on the website redesign. Clint Drake, City Attorney, had found a company that offered matching grants for web design. The City had applied for a grant, and the staff was going to send out a Request for Proposal.

Councilwoman Becraft

Councilwoman Becraft stated that two scouts had asked if the City had any possible Eagle Scout projects. Travis Flint, Parks and Recreation Director, stated that painting fire hydrants was always available. Other projects depended on timing. He asked that the scouts contact the City.

Youth City Council

Garrett MacArthur didn't have anything to report.

Councilman Hilton stated that Connor Kirkland, a Roy High School wrestler, had a 42-0 season.

13. ADJOURN

Councilwoman Becraft moved to adjourn at 8:11 p.m. Councilman Dandoy seconded the motion. Council members Becraft, Dandoy, Hilton, and Tafoya voted “aye”.

Attest:

Willard Cragun
Mayor

Amy Mortenson
Recorder