

MINUTES  
CITY COUNCIL MEETING  
FRUIT HEIGHTS CITY  
910 South Mountain Road  
January 21, 2020

CITY COUNCIL MEETING

The Fruit Heights City Strategic Planning Meeting was called to order by Mayor John Pohlman at 6:00 pm on January 21, 2020

The meeting was opened with the Pledge of Allegiance led by City Council Eileen Moss, Council Member Jeanne Groberg offered a word of prayer.

COUNCIL MEMBERS PRESENT: Diane Anderson, Gary Anderson, Julia Busche, Jeanne Groberg, Eileen Moss, and Mayor John Pohlman were all present.

STAFF PRESENT: City Manager Brandon Green and City Public Works Superintendent Darren Frandsen were in attendance.

VISITORS: Brian Law, VaLynn Rigdon, Fred Bergold.

AGENDA ITEMS:

DECLARATION OF CONFLICT(S) OF INTEREST: None

2. SPECIAL PRESENTATIONS & PUBLIC COMMENT:

Resident Brian Law presented a written history he prepared outlining his viewpoint that flood control efforts are not needed in the Green Road hollow area of the city. He referenced his father's journals and some local news sources to provide detail.

**STRATEGIC PLANNING MEETING:**

3. REVIEW OBJECTIVES:

Mayor John Pohlman led a discussion with the City Council and staff. Two years ago, the City Council began creating a strategic plan by identifying five Strategic Initiatives. These initiatives guide the Council to reach its objective as a City: "To provide and sustain a unifying environment where individuals and families work together to create an exceptional quality of life."

Five strategic initiatives were identified, and the Council will continue to use, and guide City Council meetings and priorities for Fruit Heights elected officials. This year they reviewed the initiatives and created assignments and goals to make sure they accomplish their objectives as elected representatives.

4. ROLE FOR ELECTED OFFICIALS:

The Council discussed their roles as elected officials. Ideas put forth were vision, fiscal responsibility, checks and balance, represent citizens, uphold the Constitution of the United States. Follow our Handbook and have regular training with our City Attorney.

The Council discussed the expectations of each Council member. The strengths of each Council member were discussed so that good working relationships can be established by following results of a test from the “Strengthsfinder” book.

#### 6. REVIEW STRATEGIC PLAN:

The Council came to the consensus that the following initiatives are not necessarily prioritized; each initiative is important. Council member Diane Anderson mentioned that this meeting should put more emphasis on Capital Projects and infrastructure.

The Five Strategic Initiatives identified are:

- 1) Improving **Communication** with residents
- 2) **Fiscal Responsibility**
- 3) Building/maintain **Infrastructure**
- 4) Building a sense of **Community** within Fruit Heights
- 5) **Planning** for our future

#### 7. 2019 YEAR IN REVIEW:

The Council discussed the year 2019 in review and what went well. Ideas shared by Mayor Pohlman were a new contract with both the Davis County Sheriff’s Department and the Kaysville Fire Department. Other thoughts discussed by the Council were the new Nicholls Park playground, the city Emergency Operation Plan EOP, the Mountain Bike Trail and parking lot expansion, improved communication with residents through various means including social media, support of the Kaysville Civic committee, 4 different cottage meetings, the re-election of Council members, and 37 separate Eagle Scout projects and other service projects.

The Council discussed how residents can determine if the Council did their job in 2019 and improve for 2020. Ideas were to continue to improve communication and make the Ridgerunner relevant to city issues. There was turnover in City Staff and there are new employees to be hired and trained.

#### 8. PRIORITIZE PROJECTS FOR 2020:

Ideas and goals of the Council on how to allocate funds were prioritized for 2020. Ideas included live streaming City meetings, cemetery, dog park, Veteran’s Wall Memorial, upgrades to parks, including lighting, security, benches, trees, etc was discussed. The expansion of hiking/biking trails and access, a park maintenance fund, extend 1800 East into Farmington, partnership with Kaysville City were other ideas. The General Housing Plan rewrite, city employee compensation, City Hall stairwell and bathroom renovation, roofing was also discussed. The importance of using the east bench public land wisely for a cemetery and recreational uses was discussed. A possible fire district with neighboring cities was discussed. Flood Control and east west trail access was mentioned. Food truck and movie nights were

determined to be held monthly in the future and to continue to invite local food vendors to keep tax dollars within Davis County. Other ideas to improve the sense of community was discussed. The Kids Business Night, Robotics, fireworks, and Classic Cars were successful events in 2019; movie nights were less successful. Inviting local talent for concerts is an idea for 2020.

Fiscal priorities prioritized (in no particular order) for 2020 include: Park maintenance fund (repair and maintain park structures), park improvements, the General Housing Plan (including affordable housing and transportation), City Building repairs, saving for a cemetery, employee compensation, and trails expansion. Councilmember Moss discussed ideas to generate additional revenue for the City.

**9. CITY COUNCIL OBJECTIVES AND AREAS OF OVERSIGHT:** City Council members and their respective assignments/priorities and areas of oversight were outlined as follows:

**9.1 Communications – Julia Busche**

- Liaison with the Citizen Corps Council
- Review city-wide response plans and submit changes to council
- Create a plan on how to communicate non-emergent issues with residents
- Review Community Wildfire Protection Plan (CWPP) and submit modifications to the council
- Mayor pro tempore

**9.2 Community – Jeanne Groberg**

- Liaison with Youth City Council
- Liaison with all civic activities with Kaysville (Fourth of July devotional, Veterans Day)
- Liaison for Legislative Policy Committee
- Kaysville - Fruit Heights Museum of History and Art
- Review our City's voting ordinance and propose changes to council

**9.3 Planning – Diane Anderson**

- Liaison for Planning Commission
- Liaison for Founders Day (Community)
- Liaison with the city ordinance review/rewrite
- Liaison with the city's General Plan review/rewrite
- Create a plan for playground maintenance

**9.4 Parks, Trails, Service Projects - Gary Anderson**

- Liaison for parks and trails
- Create a process for residents to perform service projects in the City
  - Oversee a list of projects and update it on a regular basis
  - Create a city-wide service day

**9.5 Fiscal Responsibility – Eileen Moss**

- Create a plan on how to increase available funds without raising taxes
- Liaison with Mayor and City Manager to create a 5-year financial plan/budget

- Review financial information and decide if we need to hold a truth in taxation hearing this year
- Review check register on a monthly basis

#### **9.6 Mayor – John Pohlman**

- Oversee City Council functions
- Liaison for Wasatch Integrated Waste Board
- Liaison with COG
- Liaison with WFRC/Transportation Committee
- Plan and oversee ongoing cottage meetings

#### **9.7 City Manager (Infrastructure)– Brandon Green**

- Oversee and manage City staff
  - Manage projects
  - Manage expectations
  - Manage procurements
- Liaison with City Council
- Oversee and manage citizen concerns
- Oversee grants

The Council discussed grant moneys that City Manager applied for and received for the Green Road project and the Mountain Bike Trail system. He will be applying for a grant to help write the updated General Plan.

### **10. GOALS FOR 2020:**

Goals for 2020 were discussed. Mayor Pohlman asked to look for small tasks that will have a big impact. Councilmember Groberg suggested live streaming of meetings. Councilmember Moss suggested we reinvigorate emergency preparedness by recognizing those who receive CERT training and those who serve on the CCC, and post more information online and in the Ridgerunner for residents. Moss also suggested the City Council and YCC, CCC, and Planning Commission meet more often together to be acquainted with those that serve. Councilmember Diane Anderson suggested the Council receive ongoing emergency preparedness training. Groberg suggested town meetings for UDOT updates. Pohlman announced dates of upcoming city sponsored UDOT meetings. One of the City's main goals this year is to find ways to communicate more effectively with residents. Because of this, the Mayor will put together monthly messages and post them online to inform everyone about projects and issues going on around the city. Councilmember Busche suggested improving communication through the use of occasional emails to residents to announce important information, such as cottage meetings. Green said staff will set a goal to improve the number of residents using online bill pay. Busche suggested Council check email daily to improve communication. Council discussed ideas for responding to emails from residents. Pohlman suggested holding 8 cottage meetings in 2020 and to have no pending lawsuits against the City. Moss suggested setting up ways to enable donors

to easily donate funds for charitable giving to the City. Groberg suggested improved budget documents be made available on the city website. She also suggested that FB and Twitter link back to the city website to be the main source of updated information. Busche said she would streamline and update the Ridgerunner design in 2020. She mentioned her idea of success is when we take a proactive approach to governing. D. Anderson suggested a document drafted and signed regarding playground maintenance.

## 11. DISCUSSION ITEMS:

**11.1 STAFF UPDATES:** City Manager Green gave the Council an internal staff update. Council members agreed to help type minutes and answer phones during lunch in the office while new office staff is being hired. City Manager expects to have all open positions filled by mid-February.

**11.2 CAPITAL PROJECT FIVE-YEAR PLAN:** Darren Frandsen discussed projects for the new budget year along with projects tentatively planned through 2025. Staff and Council discussed the debt-free status of Fruit Heights and the importance of saving for projects. Frandsen set goals to continue to improve communication re: projects.

**11.3 EQUIPMENT PURCHASES:** Public Works Darren Frandesen discussed some equipment needs for the FY 2020 year. Because of the equipment that was purchased during the current year, needs are not as great.

**11.4 COUNCIL MEETING FLOW AND EFFECTIVENESS.** Council was asked by Mayor to have effective and efficient Council meetings. G. Anderson asked to have documents ASAP to review. Groberg and D. Anderson explained the importance of information being shared and discussed in the public record, even if that process is less efficient.

## CITY BUSINESS:

### **12.1 Review and Approve January 7, 2020 City Council Minutes:**

*Council member Eileen Moss made the motion to approve the minutes from the January 7, 2020 meeting. Council Member Dine Anderson seconded the motion. The motion was unanimous in the affirmative.*

### **12.2 Review and Approve/Deny/Resolution for Interlocal Cooperation Transportation Project Reimbursement Agreement:**

The City Council reviewed and discussed the Resolution for Interlocal Cooperation Transportation Project Reimbursement Agreement. The City was awarded \$93,000.00 to help pay for sidewalk improvements along Country Lane and Green Road. The amount of the Grant is funded through Prop. 1 funds distributed through Davis County.

*A motion was made by Councilmember Gary Anderson to approve the agreement as written. Councilmember Jeanne Groberg seconded the motion. A unanimous roll call vote was held in the affirmative.*

### **12.3 Review and Approve/Deny/US-89 Drainage COOP Agreement.**

City Staff explained to the City Council that this agreement outlines details associated with the detention basins along the HWY-89 project within the City's boundaries with regards to ownership, maintenance, and capacity. City Manager Green also indicated that there could be some adjustments to this agreement once the detention basins are constructed due to unforeseen or unplanned for changes. If there are changes to the agreement, the City Staff will bring these back to the City Council for review and approval.

*Councilmember Diane Anderson made a motion to approve the US-89 Drainage COOP Agreement as currently written with the understanding that any changes will come before the City Council for approval. Councilmember Gary Anderson seconded the motion. The motion was unanimous in the affirmative.*

Mayor John Pohlman reminded the Council that the next scheduled City Council meeting is February 4, 2020 at 7:00 pm.

13. Electronic Meeting: not held.

14. Closed Meeting: not held.

15. Adjournment:

Council member Eileen Moss made a motion to adjourn the meeting, Council Member Julia Busche seconded the motion. The motion was approved unanimously, and the meeting adjourned at 9:32 p.m.

I HEREBY CERTIFY that the foregoing is a true, accurate and complete record of the Fruit Heights City Council Meeting held January 21, 2020.

*Not approved until signed*



R. Brandon Green, City Manager

Date approved by City Council: 02/04/2020