



# FRUIT HEIGHTS CITY COUNCIL MEETING

January 8, 2019 Fruit Heights City Council Chambers  
910 S Mountain Road Fruit Heights City, UT 84037

## **6:00 P.M. STRATEGIC PLANNING SESSION**

### **1. WELCOME: MAYOR JOHN POHLMAN**

- 1.1. Pledge of Allegiance and Opening Ceremony (By Invitation)
- 1.2. Roll Call (Recorder, Kelli Rollins)

### **2. PUBLIC COMMENTS** – The public may address the Mayor regarding issues that are not on the agenda. We ask that you please limit your comments to 3 minutes.

**No action may be taken on any item not on the agenda**

### **3. REVIEW OBJECTIVES FOR MEETING** – 3 minutes

- 3.1. Everyone understands their role as an elected official
- 3.2. Tentatively set 2019 initiatives and goals
- 3.3. Expectations are clearly understood
- 3.4. Discuss projects, purchases, and pre-budget numbers

### **4. RESPONSIBILITIES FOR ELECTED OFFICIALS (Mackey Smith) - 10 minutes**

- 4.1. Explain roles as an elected official
- 4.2. Understand best use of time
- 4.3. How Strength Finder results can be used

### **5. PURPOSE AND NEED OF A STRATEGIC PLAN (Mackey Smith) – 10 minutes**

- 5.1. Explain benefits when plans are well-created
- 5.2. How to use a Strategic Plan to measure success
- 5.3. Downsides or potential areas of concern when implementing/creating a plan

### **6. REVIEW STRATEGIC PLAN – 5 Minutes**

- 6.1. Review strategic initiatives
  - 6.1.1. Communication
  - 6.1.2. Fiscal Responsibility
  - 6.1.3. Infrastructure
  - 6.1.4. Community
  - 6.1.5. Planning

### **7. 2018 YEAR IN REVIEW (Group Discussion) – 20 minutes**

- 7.1. What went well?
- 7.2. What can be improved?
- 7.3. Establish action plan
  - 7.3.1. Discussion about goals for 2019
    - 7.3.1.1. Identify two/three items for each initiative

BREAK – 5 minutes

- 8. CITY COUNCIL OBJECTIVES AND AREAS OF OVERSIGHT – 40 minutes**
  - 8.1. Emergency Communications – Julia**
    - 8.1.1. Liaison with the CCC
    - 8.1.2. Review EOP and submit modifications to council
    - 8.1.3. Review city-wide response plans and submit changes to council
    - 8.1.4. Create a plan on how to communicate non-emergant issues with residents
    - 8.1.5. Coordinate communication with emerganxy reponders and residents
    - 8.1.6. Review CWPP and submit modifications to the council
    - 8.1.7. Mayor pro tempore
  - 8.2. Civic Activities - Jeanne**
    - 8.2.1. Liaison with YCC
    - 8.2.2. Liaison for Founders Day
    - 8.2.3. Liaison with all civic activities with Kaysville (Fourth of July, Unsung Hero, Veterans Day)
    - 8.2.4. Review all policies for elections and submit changes to council
    - 8.2.5. Liaison for LPC
  - 8.3. Planning - Brandon**
    - 8.3.1. Liaison for Planning Commission
    - 8.3.2. Review all options for residential high-speed internet
    - 8.3.3. Liaison with the annual city ordenance review
  - 8.4. Parks and Trails - Gary**
    - 8.4.1. Liaison for parks
      - 8.4.1.1. Review master park plans and submit modifications to City Council
      - 8.4.1.2. Coordinates efforts for future park/trail maintence fund
    - 8.4.2. Liaison for trails
    - 8.4.3. Liaison with service projects, Eagle Scout projects, and possibly a city-wide service day
  - 8.5. Cemetary Committee - Diane**
    - 8.5.1. Liaison with the Cemetary Commitee
    - 8.5.2. Submit a plan for Veterans Memorial Wall
  - 8.6. Mayor**
    - 8.6.1. Coordinate fundraising efforts
    - 8.6.2. Oversee City Council funcions
    - 8.6.3. Liaison for Wasatch Integrated Waste Board
    - 8.6.4. Liaison with COG
    - 8.6.5. Liaison with WFRC/Transportation Commitee
    - 8.6.6. Plan and oversee ongoing cottage meetings
  - 8.7. City Manager**
    - 8.7.1. Oversee and manage City staff
      - 8.7.1.1. Manage projects
      - 8.7.1.2. Manage expectations
      - 8.7.1.3. Manage procurements
    - 8.7.2. Liaison with City Council
    - 8.7.3. Oversee and manage citizen concerns
    - 8.7.4. Oversee grants
  - 8.8. Establish follow up timing**
- 9. REVIEW AND DISCUSS 2019 PROJECTS AND PURCHASES – 10 minutes**
  - 9.1. Equipment Purchases**
  - 9.2. Capital Projects**

**10. DISCUSSION ITEMS – 20 minutes**

**10.1.** 2019 City Council meeting schedule discussion – Jeanne

**10.2.** Council meeting flow and effectiveness - John

**10.3.** Truth in Taxation hearing in 2019 – Brandon Green

**10.4.** Food truck night – Brandon Green

**CERTIFICATE OF POSTING**

**I HEREBY CERTIFY** that a copy of this agenda was posted at three locations in the city of Fruit Heights and a copy was sent to the Davis County Clipper on January 4, 2019 as well as posted on the State's Website, [www.fruitheightscity.com](http://www.fruitheightscity.com), posted to the Utah State public notice website <http://www.utah.gov/pmn/index.html>, and was emailed to at least one newspaper of general circulation within the jurisdiction of the public body.

R. Brandon Green

R. Brandon Green - City Recorder

In compliance with the Americans with Disabilities Act, individuals needing special accommodations during this meeting should contact the City Manager, Brandon Green at (801)546-0861, at least 24 hours prior to the meeting.