

MINUTES
CITY COUNCIL STRATEGIC PLANNING MEETING
FRUIT HEIGHTS CITY
910 South Mountain Road
January 22, 2019

6:00 P.M. STRATEGIC WORKING SESSION

1. WELCOME:

The Mayor called the meeting to order at 6:00 pm.

PLEDGE & OPENING CEREMONY

The Pledge of Allegiance was recited and Council Member Brandon Halliday opened the meeting by offering a word of prayer.

COUNCIL MEMBERS PRESENT: Council Members Gary Anderson, Julia Busche, Jeanne Groberg, Brandon Halliday and Mayor John Pohlman were all present. Council Member Diane Anderson was excused.

CITY STAFF PRESENT: City Manager Brandon Green, Public Works Superintendent Darren Frandsen and Recording Secretary Kelli Rollins were present.

VISITORS: Visitors were present for some of the meeting but none signed in.

2. PUBLIC COMMENTS:

3. REVIEW OBJECTIVES FOR MEETING

4. RESPONSIBILITIES FOR ELECTED OFFICIALS (Mackey Smith)

5. PURPOSE AND NEED OF A STRATEGIC PLAN

Mayor John Pohlman introduced Mr. Mackey Smith. Mr. Smith stated that a successful City Council has a clear understanding of what their role is and to determine what would be the best use of your time.

He stated that a City Council has three roles; to capture and articulate a clear vision, to be ambassadors to the City and channel resources toward a strategic plan.

The vision of the City is determined by the City Council who then together with the City Staff determine the Strategic Plan. The Strategic Plan then is tactically managed by the City Staff. He gave the example that the City Council are the ships owners who set the vision of where the ship should go. The City Manager is the captain of the ship who steers the ship and manages the crew. After the vision has been determined and the strategic plan put into place the City Council should delegate and the City Manager then works to align the City Staff with the strategic plan.

The City Council acts as ambassador of the City as they have access to unique resources that no one else does. They also act as ambassadors to the City as liaisons on behalf of the City Council. They take feedback and return and report the needs and concerns of the residents to the City

Council. Mr. Smith recommended that they should review their Strength Finder results from last year and use the insight guide to help them think of ways to actively leverage their strengths.

The strategic plan takes what is in the vision and sets the initiatives that empower the staff and make the strategy clear. If the strategy is clear the whole community will find it easier to get on board. The strategic plan includes the summary with a concise statement, it is followed by a reason for the plan and then the key initiatives. These initiatives should ideally include metrics to measure success. It is easier to meet goals if they are more qualitative and if they are given enough time to work. Communicating with the community will help with the strategic plan and helps build the community. He reminded the City Council that the residents were their bosses and they needed to report back to them regularly.

6. REVIEW STRATEGIC PLAN

Mayor Pohlman showed the graphic of the Strategic Plan created a year ago. The City Council determined that the graphic was great with a lot of details for the City Council and City Staff to use but that the community would need a less detailed, less wordy, easily comprehended graphic organizer. The Mayor agreed to work on that assignment.

7. 2018 YEAR IN REVIEW

The City Council reported the positives about 2018 and listed the bike trail, the budget being posted online, the "notify me" messages, cottage meetings, the City Staff's communication with the City Council, the audit having zero problems, raising 150,000 for the parks and trails through donations and grants. The City Staff having a 10-year plan for capital improvement projects, the playground, the Tour of Utah coming again, food trucks, movie nights, Founders Day, the Youth City Council having a vision to operate under, the committees from the community.

They then made a list of goals for 2019 for each of the initiatives.

Planning: reviewing out-of-date ordinances, work on the needs for the potential new development, bring a master plan to the City Council for Nicholls Park and develop a tentative timeline as determined by the budget, proposed capital projects timeline posted so community is aware, develop a five year vehicle plan, Baer Canyon trail extended down to Nicholls Park, work on plan for Bonneville Shoreline Trail in conjunction with Davis County.

Community: some feel followers are not an accurate metric, Nicholls Park become a destination, move food trucks, plan other community events there as well,

Infrastructure: 10-year plan for capital projects, put the plan online for the year with an explanation as to why these projects will happen, vehicle and equipment plan, research high speed internet options,

Fiscal Responsibility: apply for more grants, make budget easy to read and understand and post online, consider truth in taxation hearing.

Communication:

More communication from Sheriffs office, more residents online, more Cottage Meetings with Mayor and one Council Member on a rotating cycle, make articles in the Ridgerunner relevant to Fruit Heights City, City app.

8. CITY COUNCIL OBJECTIVES AND AREAS OF OVERSIGHT

Mayor John Pohlman reviewed new assignments with the City Council and encouraged them to make monthly goals in their area. He also explained when they are liaisons to other committees such as the CCC, Founder's Day, etc. that they are there to offer the City Council's help when asked and to bring information back to the City Council.

He also mentioned that he would like to keep City Council Meetings to an hour with a lot of the information being sent through emails so that the City Council is informed and able to ask clarifying questions all before coming to the meeting. Council Member Gary Anderson expressed concern that he likes to have information in person so he can better understand how people reach the decisions they did. He did agree he could drop by or call City Manager Green to ask questions instead of waiting until the meeting. Some of the Council Members were concerned that they need clarification on what they can and can't do over email. They questioned that if they are asking questions that is fine but if they are debating or deliberating or discussing that may have to be done in a public meeting. City Manager Green agreed to ask the City Attorney for some clarification. The City Council recommended that the agendas be structured so that they vote right after they discuss instead of waiting until later in the evening.

8.1 Julia Busche: Emergency and Communications

Council Member Busche was given the instruction to ask the CCC to review the EOP and then she can bring it to the City Council for approval. She was tasked to make sure they are not leveraging or relying on the Church of Jesus Christ of Latter-day Saints. She was also tasked with overseeing that the City Council were all NIMS trained. The CWPP is current and good until 2020 but if any changes are made to ordinances concerning the possible new development, she will need to make sure it is updated. She will still be responsible for the City's social media and will still be Mayor pro tempore which means if Mayor Pohlman is not in attendance that she will be in charge.

8.2 Jeanne Groberg: Civic Activities

Council Member Groberg was asked to be liaison to the Youth City Council but was informed they don't even need her to attend meetings. The Mayor asked her to strengthen the City Council's relationship with them. She will still serve as the liaison to the Founder's Day committee. The Mayor also mentioned that Davis Park may be willing to do a golf tournament for the City on Friday night and City Manager Green mentioned that Cherry Hill may be willing to do a family night for Fruit Heights residents. The Mayor also mentioned that if the City doesn't give money for the Barnes Park firework show that Fruit Heights could do a fireworks show for Founder's Day. She was asked to be the liaison for Kaysville City. The City Council and Mayor discussed how much they wanted to participate in activities in conjunction with Kaysville City. If the City does decide to participate with all the normal events, except the fireworks, then the City Council needs to be more invested. The City Council Members mainly felt that pulling

completely out would be unneighborly but the Mayor believes it could help with the relationship between the two cities to not be involved. Council Member Groberg expressed that she would rather not be the liaison to Kaysville City. Mayor Pohlman asked her to investigate what, if anything, the City would like to do for the Golden Spike Anniversary and the proposed Museum of History and Art for Kaysville and Fruit Heights.

8.3 Brandon Halliday: Planning

Council Member Halliday was asked to continue as liaison for the Planning Commission and to review all the options for high speed internet for the City and to also help City Staff with the ordinance reviews.

8.4 Gary Anderson: Parks and Trails

Council Member Anderson was asked to review the master park plan and to work on the Baer Canyon trail with the trails committee and come up with a plan.

The Mayor mentioned that Council Member Diane Anderson asked to remain as the liaison for the Castle Park Playground committee until the end. He also mentioned that he will help with donations for City community projects.

9. REVIEW AND DISCUSS 2019 PROJECTS AND PURCHASES

Public Works Superintendent Darren Frandsen reminded the City Council that the Public Works department would be requesting two new trucks next fiscal year. One would be the big one for plowing, hauling, and dumping. He has been researching and has found a better deal that is closer to the 5500 model. He will be requesting that the City Council pre-approve these before the deadline for the final budget approval so in can be ordered in May. If they don't and order in July after the final budget approval it won't be ready until January. The F450 is also struggling with multiple repairs.

Mayor Pohlman reminded the City Council that the money has been saved to make these purchases, but it is up to City Council to determine if the City purchases the vehicles. If they choose not to and then a truck breaks completely then it can be more expensive to purchase when it is an emergency and there is a rush.

City Manager Green reported that the capital projects are being organized and some priorities have been rearranged based on the road program, budget constraints and the Highway 89 project being delayed. The City Council asked questions about the location of the different utilities and City Manager Green agreed to get them a map. He mentioned that he had met with UDOT and that they agreed the City would stop working at 1350 East.

10. DISCUSSION ITEMS

The Mayor, City Council and City Staff reviewed and updated the calendar.

They discussed holding a Truth in Taxation hearing. They discussed if it would be easier on the residents to hold the hearing this year with most of the utilities going up or wait and hope the next year isn't worse. The Mayor admitted that the City Council should have done it this year. City Manager Green reminded them it had been five years and that every year they don't raise it they actually get less money. The City Council agreed to send their thoughts regarding holding the hearing this year to the Mayor.

The City Council agreed that they would like for City Manager Green to continue with the food trucks.

ADJOURNMENT

Council Member Brandon Halliday made a motion to adjourn the meeting. Council Member Gary Anderson seconded the motion and it was approved unanimously and the meeting was adjourned at 9:30 pm.

I HEREBY CERTIFY that the foregoing is a true, accurate and complete record of the Fruit Heights City Council Meeting held January 22, 2019

Not approved until signed



Kelli Rollins, Fruit Heights City Recording Secretary

Date approved by City Council: February 5, 2019