

MINUTES OF COUNCIL STUDY MEETING – JANUARY 21, 2014

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THE WEST VALLEY CITY COUNCIL MET IN STUDY SESSION ON TUESDAY, JANUARY 21, 2014, AT 4:30 P.M., IN THE MULTI-PURPOSE ROOM, WEST VALLEY CITY HALL, 3600 CONSTITUTION BOULEVARD, WEST VALLEY CITY, UTAH. THE MEETING WAS CALLED TO ORDER AND CONDUCTED BY MAYOR BIGELOW.

THE FOLLOWING MEMBERS WERE PRESENT:

Ron Bigelow, Mayor
Corey Rushton, Councilmember At-Large
Lars Nordfelt, Councilmember At-Large
Tom Huynh, Councilmember District 1
Steve Buhler, Councilmember District 2
Karen Lang, Councilmember District 3 (Arrived as noted)
Steve Vincent, Councilmember District 4

Paul Isaac, Acting City Manager
Sheri McKendrick, City Recorder

STAFF PRESENT:

Nicole Cottle, Assistant City Manager/CED Director
Eric Bunderson, City Attorney
Russell Willardson, Public Works Director
Jim Welch, Finance Director
Lee Russo, Police Chief
John Evans, Fire Chief
Layne Morris, CPD Director
John Brubaker, Acting Parks and Recreation Director
Aaron Crim, Administration
Jake Arslanian, Public Works Department
Steve Lehman, CED Department
Ken Cushing, Administration
Jenny Siebenek, Administration
Craig Thomas, Administration
Jason Nau, Administration
Erik Brondum, Public Works Department
Paul Love, Public Works Department
Jerry Schlieff, Public Works Department
Jeff Nosack, Public Works Department
Richard Slaugh, Public Works Department
Zeke Thompson, Public Works Department
Darin Burke, Public Works Department
Russ Bailey, Public Works Department
Jeff Peterson, Public Works Department

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1. **APPROVAL OF MINUTES OF STUDY MEETING HELD JANUARY 7, 2014**

The Council read and considered Minutes of the Study Meeting held January 7, 2014. There were no changes, corrections or deletions.

After discussion, Councilmember Buhler moved to approve the Minutes of the Study Meeting held January 7, 2014, as written. Councilmember Huynh seconded the motion.

A roll call vote was taken:

Mr. Vincent	Yes
Mr. Buhler	Yes
Mr. Huynh	Yes
Mr. Rushton	Yes
Mr. Nordfelt	Yes
Mayor Bigelow	Yes

Unanimous.

2. **INTRODUCTION OF NEW EMPLOYEES**

Upon invitation of Mayor Bigelow, the following new employees introduced themselves to the City Council:

Administration:	Kaeli Haskett, Court Clerk
Law Department:	Alexandra Perez, Victim Advocate
Police Department:	Cody Brotherson, Police Officer Andrew Geyerman, Police Officer Angela Peterson, Forensic Investigator I
Public Works Department:	Austin Perkins, Operator I Michael Grace, Mechanic II

The City Council welcomed the new employees to service with West Valley City.

3. **REVIEW AGENDA FOR REGULAR MEETING SCHEDULED JANUARY 21, 2014**

Acting City Manager, Paul Isaac, stated no new items had been added to the Agenda for the Regular Meeting scheduled January 21, 2014, at 6:30 P.M. Upon inquiry, there were no questions regarding items scheduled on the subject Agenda.

4. **RESOLUTION NO. 14-17, AUTHORIZE THE CITY TO EXECUTE SCHEDULE 37 OF THE HP LEASE PURCHASE AGREEMENT FOR THE PURCHASE OF A STORAGE AREA NETWORK (SAN) FROM INTEGRATED BUSINESS**

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SOLUTIONS AND A BACKUP SOLUTION FOR THE CITY'S COMPUTER SYSTEM FROM VALCOM

Acting City Manager, Paul Isaac, discussed proposed Resolution No. 14-17 that would authorize the City to execute Schedule 37 of the HP Lease Purchase Agreement for the purchase of a storage area network (SAN) from Integrated Business Solutions and a backup solution for the City's computer system from Valcom, in an amount not to exceed \$135,841.44.

Mr. Isaac stated additional performance and disk space was needed for storage and backup of the City's electronic files. He indicated the City's computer system had grown to the point that IT could no longer adequately backup the business software.

He reported formal bidding would not be required for the purchase because Integrated Business Solutions and Valcom held a contract with the State of Utah. He stated, if approved, the purchase would increase the disk storage for the computer network servers from 20 Terabytes to 40 Terabytes and have the capability to handle the amount of traffic and services the City's network required. He explained it would also give the City the ability to rebuild the business software in the event of a catastrophic data center loss. He advised the purchase included the storage area network equipment and backup to the cloud along with maintenance and support for a four-year period.

The Acting City Manager further stated the proposed amount would be financed through HP Lease Schedule 104116000037 under the Master Lease Agreement dated January 3, 2006, Resolution No. 06-04. He also reported the interest rate for the lease would be 2.8%.

Ken Cushing, Administration/IT, further reviewed and discussed the proposed Resolution and answered questions from members of the City Council.

The City Council will consider proposed Resolution No. 14-17 at the Regular Council Meeting scheduled January 28, 2014, at 6:30 P.M.

Councilmember Lang arrived at 4:39 P.M.

5. RESOLUTION NO. 14-18, APPROVE AN INTERLOCAL COOPERATION AGREEMENT WITH SALT LAKE COUNTY FOR PURCHASE AND USE OF LIDAR DATA

Acting City Manager, Paul Isaac, discussed Resolution No. 14-18 that would approve an Interlocal Cooperation Agreement with Salt Lake County, in an amount not to exceed \$7,859.00, for purchase and use of LiDAR Data.

Mr. Isaac stated the proposal would authorize the City to enter into an agreement for purchase and use of LiDAR Data at a discounted rate, resulting from an agreement with

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Salt Lake County. He explained that under the agreement the City would jointly own the LiDAR data with Salt Lake County, and would be authorized to use it without restriction.

He explained LiDAR data would include bare-earth digital elevation model (DEM) (0.5-meter cell size), first return surface model, and intensity images. Together these layers produce contours and elevation for both bare earth and building heights. He explained the spatial contour information could be used along with current geographical information system (GIS) data to produce 3-D imagery and models such as line of sight modeling. He indicated this data would be useful for the Police Department, Engineering Division, Community and Economic Development Department, golf courses, and other divisions in the City.

Jenny Siebenek, Administration/IT, further reviewed and discussed the proposed Resolution and answered questions from members of the City Council.

The City Council will consider proposed Resolution No. 14-18 at the Regular Council Meeting scheduled January 28, 2014, at 6:30 P.M.

6. **COMMUNICATIONS:**

A. **STRATEGIC PLAN PRESENTATION – PUBLIC WORKS DEPARTMENT**

Acting City Manager, Paul Isaac, stated a presentation by the Public Works Department had been scheduled regarding Strategic Planning goals.

Upon recognition, the Public Works Director, Russell Willardson, used PowerPoint and discussed information summarized as follows:

- Organizational chart: areas of responsibility for each division and services provided
- Recognition of employees in attendance
- Contributions to Strategic Plan:
 - Place Making - Pioneer Crossing Bridge, Storm Water Detention/Wetland Property Acquisition
 - Neighborhood Enhancements - gutter repairs in target neighborhood
- Photographs and details regarding Pioneer Crossing Bridge
- Map and details regarding Riter Canal Detention Basin property
- Photographs, map and details regarding gutter repairs in target neighborhood (Wright Subdivision)
- Facilities Repair and Replacement:
 - Remodel of Fire Station #73 and construction of vehicle storage building
 - Maverik Center parking lot resurfacing
 - Issues related to aging facilities, benchmarks, repair needs and costs

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- New infrastructure construction: transportation improvements to facilitate economic development, storm water utility projects, Commerce Center Drive, 7200 West, and SR-201 Frontage Road Widening
- List of future road projects including funding sources and timelines
- Storm Water Utility projects: completed in 2013 and under construction
- List of future storm drainage projects
- Capital Improvement Project funding
- Pavement Management Program: survey done every two years to determine RSL (remaining service life) of major and minor streets, in-house slurry seal, asphalt overlay, future maintenance and reconstructions projects, current and recommended funding for pavement management, 2014 draft plan and estimated costs
- Revenue enhancement possibilities: gas tax increase, vehicle registration fee increase, some states considering pay-by-the-mile systems, time is critical
- Sidewalk Replacement Program: replacement and new construction
- Sanitation revenues and rates: current fiscal year costs exceed estimated revenues by \$400,000; FY 2012-2013 fund balance decreased by \$254,432 to \$1,641,431; total sanitation budget is \$5,000,000 annually; landfill fees increased \$5 per ton effective January 1, 2014, which added a cost of \$225,000 annually
- Sanitation options: increase revenues, decrease costs, postpone action and use fund balance
- Top five issues:
 - 1) Facilities repair and replacement
 - 2) New infrastructure construction
 - 3) Pavement management
 - 4) Sidewalk repair and construction
 - 5) Sanitation revenues and rates

During the above presentation and discussion, Mr. Willardson answered questions from members of the City Council.

B. **ETHICS AND OPEN MEETINGS DISCUSSION**

Acting City Manager, Paul Isaac, advised time had been scheduled for training and discussion regarding ethics, open meeting laws and procedures, form of government and attorney/client confidentiality.

Upon recognition, City Attorney, Eric Bunderson, used PowerPoint and discussed information summarized as follows:

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Open Meetings

- Open meetings checklist
 - 1) Is there a quorum?
 - 2) Talking about, hearing about, or acting on a matter you have control over
- Closed meetings checklist: professional competence, litigation, real property, security deployment, criminal conduct

Ethics

- Legally required annual training regarding ethics
- “Stay out of jail” checklist: using position for personal benefit, gifts, private business, “headline” test

Form of Government

- Overview of Council/Manager form of government
- Duties and responsibilities of Mayor: preside over Council meetings; execute written obligations for the City; chief ceremonial officer; represent the City in its external relationships; no other implied powers
- Duties and responsibilities of City Manager: carry out policy; hire, organize, direct and fire staff and commission members; report City activities to City Council; participate without vote in Council meetings; other duties as assigned
- Duties and responsibilities of Council Members: attend meetings and vote; only request staff changes in writing; not give direct orders to staff

Attorney/Client Confidentiality as it relates to the City Council

- Overview
- City Attorney’s Office acts in the best interest of West Valley City, a municipal corporation
- Protection under Government Records Access and Management Act (GRAMA)
- Governmental Immunity Act

During the above presentation and discussion, the City Attorney answered questions from members of the City Council.

C. DISCUSS TOPICS FOR UPCOMING STRATEGIC PLANNING MEETING

Acting City Manager, Paul Isaac, stated time had been scheduled for discussion regarding topics to be included on the agenda for the Council’s upcoming Strategic Planning Meeting.

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Mayor Bigelow advised Councilmembers Buhler, Nordfelt and Huynh had submitted their lists of topics for the Strategic Planning Meeting. Councilmember Vincent advised he was prepared with his list of topics.

The City Council discussed specific topics, the amount of time to set aside for general discussions, and inviting spouses to join them for dinner. Mayor Bigelow suggested topics be added to the agenda and then a determination be made regarding the amount of time required for discussion.

Councilmember Nordfelt expressed concern regarding the number of topics to be discussed and suggested the list be prioritized.

Councilmembers Huynh, Buhler and Vincent reviewed previous years' Strategic Planning meetings regarding development of a prioritized list.

Upon further discussion, Mayor Bigelow expressed an interest in making sure any issue could be discussed and also noted the agenda must be properly noticed. Councilmember Vincent also discussed following the agenda while at the same time having some flexibility for open discussions.

Mayor Bigelow advised he would confer with the City Recorder, Sheri McKendrick, regarding agenda items being both specific and broad enough to allow for discussions of the issues. He recommended specific interests of each Councilmember could be noted under each general topic for discussion.

After further discussion, the City Council expressed a consensus regarding inviting spouses to dinner for social interaction. Other meals were also discussed.

D. **COUNCIL UPDATE**

Acting City Manager, Paul Isaac, stated the City Council previously received a Memorandum outlining upcoming meetings and events as follows: January 7 – 29, 2014: Food Drive sponsored by EAC; January 10 – February 16, 2014: Willow Stories: Contemporary Navajo Baskets and Other Native American Treasures Exhibit, UCCC; January 24, 2014: Grizzlies vs. Bakersfield Condors, Maverik Center, 7:05 P.M.; January 25, 2014: Grizzlies vs. Bakersfield Condors, Maverik Center, 7:05 P.M.; January 27, 2014: Utah Legislative Session Begins; January 28, 2014: Council Study Meeting, 4:30 P.M., Regular Council Meeting, 6:30 P.M.; January 29, 2014: ULCT Local Officials' Day at the Legislature; January 29, 2014: Grizzlies vs. Las Vegas Wranglers, Maverik Center, 7:05 P.M.; January 31 & February 1, 2014: Council's Strategic Planning Meeting; January 31 & February 1, 2014: All Star Monster Truck Tour, Maverik Center; February 4, 2014: Council Study Meeting, 4:30 P.M., Regular Council Meeting, 6:30 P.M.; February 11, 2014: Council Study Meeting, 4:30 P.M., Regular Council Meeting, 6:30 P.M.; February 16, 2014: The Roadshow, Maverik Center, 6:00 P.M.;

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February 17, 2014: President's Day Holiday – City Hall closed; February 17, 2014: Grizzlies vs. Idaho Steelheads, Maverik Center, 1:35 P.M.; February 18, 2014: Council Study Meeting, 4:30 P.M., Regular Council Meeting, 6:30 P.M.; February 19, 2014: Grizzlies vs. Idaho Steelheads, Maverik Center, 7:05 P.M.; February 21, 2014: Grizzlies vs. Las Vegas Wranglers, Maverik Center, 7:05 P.M.; February 25, 2014: Council Study Meeting, 4:30 P.M., Regular Council Meeting, 6:30 P.M.; February 28, 2014: WVC Employee Appreciation Night at the Grizzlies Hockey Game, Maverik Center; March 4, 2014: Council Study Meeting, 4:30 P.M., Regular Council Meeting, 6:30 P.M.; March 11, 2014: Council Study Meeting, 4:30 P.M., Regular Council Meeting, 6:30 P.M.; March 13, 2014: Utah Legislative Session Ends; March 18, 2014: Council Study Meeting, 4:30 P.M., Regular Council Meeting, 6:30 P.M.; March 21, 2014: Employee Bowling Tournament sponsored by EAC, Delton Bowling Lanes; March 25, 2014: Council Study Meeting, 4:30 P.M., Regular Council Meeting, 6:30 P.M.; April 9-11, 2014: ULCT Mid-Year Conference, St. George; and May 13, 2014: Granite School District Town Hall Meeting, Hunter High School, Media Center, 7:00 P.M. – 8:00 P.M.

7. **COUNCIL REPORTS**

A. **COUNCILMEMBER COREY RUSHTON – COG MEETING, JORDAN RIVER COMMISSION MEETING AND COMMUNICATIONS WITH LAKE PARK AREA BUSINESSES**

Councilmember Rushton advised he and Mayor Bigelow had attended the Salt Lake County Council of Governments (COG) meeting and they advised regarding committee assignments.

He also discussed a recent meeting of the Jordan River Commission at which time their bylaws had been amended to allow for staggered terms of office. He advised that as the immediate past chair he would now sit on the Executive Committee. Councilmember Rushton also discussed upcoming projects and grants.

Councilmember Rushton discussed a recent visit to businesses in the Lake Park area and he related communications with business owners.

B. **COUNCILMEMBER STEVE BUHLER - CEP ANNUAL REPORT AND COMPLAINT FROM PIONEER ELEMENTARY SCHOOL**

Councilmember Buhler distributed the annual report from the Community Education Partnership (CEP).

Councilmember Buhler discussed a complaint received from the principal of Pioneer Elementary School, which was passed on to the Public Works Director.

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C. COUNCILMEMBER STEVE VINCENT – PUBLIC RELATIONS REGARDING POLICE CHIEF’S COMMUNITY FORUM MEETINGS

Councilmember Vincent inquired how information was being disseminated regarding the Police Chief’s community forum meeting scheduled on Thursday.

In response, Aaron Crim, Administration, advised information had been distributed through posters, flyers, social media, and press releases. He also advised information had been disseminated via the City’s “next door” program.

Councilmember Rushton requested a report be given at an upcoming study session regarding the “next door” program.

C. COUNCILMEMBER KAREN LANG – CITIZEN FEEDBACK REGARDING ACTION OF POLICE OFFICER AND BEST FRIENDS ORGANIZATION

Councilmember Lang advised regarding a telephone call from a citizen who had been pleased by actions of a police officer who stopped and explained the hazards of leaving their garage door open with an idling vehicle inside.

She also discussed visits to homes in her neighborhood by the Best Friends organization and explained the information provided. She expressed appreciation for the job they were doing.

D. COUNCILMEMBER LARS NORDFELT – TRIBUNE NEWSPAPER ARTICLE REGARDING “NEXT DOOR” PROGRAM

Councilmember Nordfelt discussed a recent news article in the Tribune regarding West Valley City’s “next door” program.

8. MOTION FOR EXECUTIVE SESSION

After discussion, Councilmember Rushton moved to adjourn and reconvene in an Executive Session for discussion of pending and/or imminent litigation. Councilmember Vincent seconded the motion.

A roll call vote was taken:

Mr. Vincent	Yes
Ms. Lang	Yes
Mr. Buhler	Yes
Mr. Huynh	Yes
Mr. Rushton	Yes
Mr. Nordfelt	Yes
Mayor Bigelow	Yes

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Unanimous.

THERE BEING NO FURTHER BUSINESS OF THE WEST VALLEY CITY COUNCIL, THE STUDY MEETING OF TUESDAY, JANUARY 21, 2014, WAS ADJOURNED AT 6:03 P.M., BY MAYOR BIGELOW.

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THE WEST VALLEY CITY COUNCIL MET IN AN EXECUTIVE SESSION ON TUESDAY, JANUARY 21, 2014, AT 6:06 P.M., IN THE MULTI-PURPOSE ROOM, WEST VALLEY CITY HALL, 3600 CONSTITUTION BOULEVARD, WEST VALLEY CITY, UTAH. THE MEETING WAS CALLED TO ORDER BY MAYOR BIGELOW.

THE FOLLOWING MEMBERS WERE PRESENT:

Ron Bigelow, Mayor
Corey Rushton, Councilmember At-Large
Lars Nordfelt, Councilmember At-Large
Tom Huynh, Councilmember District 1
Steve Buhler, Councilmember District 2
Karen Lang, Councilmember District 3 (Arrived as noted)
Steve Vincent, Councilmember District 4

Paul Isaac, Acting City Manager
Sheri McKendrick, City Recorder

STAFF PRESENT:

Nicole Cottle, Assistant City Manager/CED Director
Eric Bunderson, City Attorney
Lee Russo, Police Chief

THERE BEING NO FURTHER BUSINESS OF THE WEST VALLEY CITY COUNCIL, THE EXECUTIVE SESSION OF JANUARY 21, 2014, WAS ADJOURNED AT 6:20 P.M., BY MAYOR BIGELOW.

I hereby certify the foregoing to be a true, accurate and complete record of the proceedings of the Study Meeting and Executive Session of the West Valley City Council held Tuesday, January 21, 2014.

Sheri McKendrick, MMC
City Recorder