

**Tooele City Council
Business Meeting Minutes**

Date: Wednesday, March 21, 2018
Time: 7:00 p.m.
Place: Tooele City Hall, Council Chambers
90 North Main Street, Tooele, Utah

City Council Members Present:

Steve Pruden
Brad Pratt
Dave McCall
Scott Wardle
Melodi Gochis

City Employees Present:

Mayor Debra E. Winn
Chief Ron Kirby, Police Department
Roger Baker, Assistant City Attorney
Glenn Caldwell, Finance
Michelle Pitt, City Recorder
Lisa Carpenter, Deputy City Recorder
Paul Hansen, City Engineer
Heidi Peterson, Communities That Care Director
Kami Perkins, Human Resources Director
Brian Roth, Parks & Recreation Director
Terra Sherwood, Parks & Recreation Assistant Director
Rachelle Custer, City Planning & Zoning Administrator

Minutes prepared by Amanda Graf

Chairman Pruden called the meeting to order at 7:00 p.m.

1. Pledge of Allegiance

The Pledge of Allegiance was led by Council Member Pratt

2. Roll Call

Scott Wardle, Present
Brad Pratt, Present
Steve Pruden, Present

Dave McCall, Present
Melodi Gochis, Present

3. Mayor's Youth Recognition Awards

Presented by Mayor Winn, Heidi Peterson, and Chief Ron Kirby

Mayor Winn welcomed visitors for the Mayor's Youth Awards and introduced Tooele City Police Chief Ron Kirby and thanked him for his collaboration. Ms. Peterson highlighted Communities That Care Programs including Second Step, QPR, and Guiding Good Choices.

Ms. Peterson, Chief Kirby, and the Mayor then presented the Mayor's Youth Recognition Awards to the following students:

- Alivia Brownell
- Danson Coats
- Lauren Zaleski
- Tucker Rady
- Ryan Brady

4. Public Comment Period

Chairman Pruden welcomed Boy Scout Troops 1456 and 1430 to the meeting. Chairman Pruden invited comments from the audience; there were not any. Chairman Pruden closed the public comment period.

5. Public Hearing and Motion on Resolution 2018-18 A Resolution of the Tooele City Council Declaring 31 Acres of Property on Skyline Drive Surplus and Authorizing its Sale

Presented by Roger Baker

Approximately ten years ago the Council authorized the purchase of 55 acres from the Brockbank family to preserve critical open space, including hillside areas and areas of existing water infrastructure. The Council knew at the time of purchase that approximately 31 acres would eventually be available to surplus and sell to be developed for residential purposes because it is in the lower, flatter areas of the property. State and City law require a public hearing to give the public the opportunity to comment on the City's proposed sale. The property has been appraised; the City plans to sell it for no less than \$560,000 + \$15,000 of costs that the City will incur to prepare the property for sale.

Chairman Pruden asked the Council if they had any questions or concerns; there weren't any.

Chairman Pruden invited comments from the audience; there were not any. Chairman Pruden closed the public comment period.

Council Member Pratt moved to approve Resolution 2018-18. Council Member Wardle seconded the motion. The vote was as follows: Council Member McCall, "Aye," Chairman Pruden, "Aye," Council Member Pratt, "Aye," Council Member Wardle, "Aye," Council Member Gochis, "Aye." The motion passed.

6. Budget Discussion—Parks & Recreation

Presented by Brian Roth, Parks & Recreation Director

Mr. Roth gave a presentation about his requested budget for the Fire Department. His Powerpoint presentation is available on the City Website.

The divisions of the Parks and Recreation department include the Parks Division, the Pratt Aquatic Center, the Oquirrh Hills Golf Course, the Tooele City Cemetery, and the Tooele Valley Museum. Some of these entities generate revenue for the City, like the Aquatic Center and the Golf Course, while others are for general use in the Community.

The Parks and Recreation Department is requesting \$28,000 for a permanent part-time aquatic technician. They currently only have one maintenance operator to run the systems for the Aquatic Center, however, the operator also has to split his time and take care of other facilities. The aquatic center doesn't need a full-time maintenance technician, but there are occasions where there is a need for additional help for the Aquatic Center.

Playgrounds are an integral part of the parks in the community. The playgrounds in several of the parks are so outdated that replacement parts are no longer available. The Parks and Recreation Department needs to have an ongoing fund to replace the playgrounds. They are requesting \$40,000 to replace the playground that was removed from Linear Park in Overlake three years ago.

They would like to increase the budget to increase staff for the Tooele Valley Railroad Museum. The facility could possibly generate revenue with expanded hours of operation. The facility could be used for parties, reunions, field trips, photography, and other events.

Chairman Pruden asked if they are hoping to expand the season for the museum beyond the current Memorial Day to Labor Day season; Mr. Roth responded that they are hoping to add a month or two on each end of the season to allow for schools to have the opportunity to have field trips to the Museum.

Council Member Wardle asked if this would be a permanent allocation or a temporary position. Mr. Roth stated they would like it to be a permanent allocation.

Mr. Roth explained that they have had staff reductions; in the past they have had ten full-time laborers but are down to five full-time laborers. Because of this staff reduction many of the Parks Department entities have been neglected. The Parks and Recreation Department is proposing a significant shift in the way they manage their parks facilities. They started contracting out the mowing and trimming to a

few of the parks awhile back and the program has been successful. They are proposing to contract the basic maintenance of mowing and trimming to the remaining city parks; this would allow the rest of the full-time laborers to focus on other needs of the parks such as infrastructure needs, repair, and maintenance. Some of the areas the laborers could focus their efforts on include the playgrounds, pavilions, restrooms and buildings, irrigation systems, weed control, aeration, fertilization, weed control, etc.

Chairman Pruden asked if the proposed \$115,000 increase would be to contract out the mowing to expand that to all of the parks; Mr. Roth responded in the affirmative. Chairman Pruden also asked if the City provides enough of the fertilizer to take care of the needs; Mr. Roth explained that they still need to put some urea/slow release material on it to make it healthy.

Mr. Roth explained that they currently pay \$30,000 for the contracts and maintenance budget. They would like to hire less seasonal staff and take part of that seasonal money and put it into the maintenance budget. If they end up contracting the mowing and trimming for all of the parks they will save money in their O & M (equipment) budget due to less frequent use of the equipment. They would like to move the saved money from that budget to the contract maintenance budget.

Council Member Wardle clarified that the Department is asking for a \$5462 increase in his budget; Mr. Roth responded in the affirmative. Council Member Wardle asked if doing so would allow them to be more preventative versus reactive in responding to the needs of the parks; Mr. Roth replied that it would definitely help them in their upkeep of the parks.

Council Member McCall asked how many seasonal employees they are planning to hire this year. Mr. Roth said there would be two night-waterers for the parks that are on the older irrigation systems, the restroom cleaner, landscape/beautification position, and four additional seasonal hires.

Mr. Roth explained that in the next two-three years they will have approximately \$353,000 in maintenance needs, whereas if they contract that out it will have a significant savings in saved equipment costs.

Council Member Wardle asked if he would be saving the city \$135,000 a year; Mr. Roth confirmed that was the case.

The irrigation systems in the Parks Department are of significant concern. They would like to install a central control system for all of the parks; they would like to convert four of the parks over to the system and add new parks each year to the system. The four parks the Department would like to convert over to the system this year are: Rancho, Skyline, England Acres, and Parker's Park.

Chairman Pruden asked which of the parks is in the most need of an upgrade. Mr. Roth responded that Elton Park is in the most need of an upgrade.

The cemetery is also in need of an upgrade for its irrigation system; it is currently on a manual system. The cost to upgrade the entire system would cost an estimated \$850,000. They are requesting \$30,000 this year to purchase the irrigation materials to finish the unfinished area on the south end next to Skyline Drive; they would request the funds to install the materials in the 2019-2020 fiscal year.

Council Member Wardle clarified that this year would just require funds to purchase the materials and that next year the funds would go towards installation; Mr. Roth responded in the affirmative. Council Member Wardle asked if the funds for installation for the 2019-2020 fiscal year would include the entire \$850,000 budget to replace the irrigation system; Mr. Roth responded that they would only need about \$50,000 to install the irrigation system for the unfinished portion of the cemetery.

Council Member Wardle asked if the \$850,000 fee to upgrade the irrigation system would be a one time cost; Mr. Roth responded in the affirmative.

Council Member McCall asked if the system that would be installed next year would tie into the newer system that will eventually be installed; Mr. Roth responded in the affirmative.

Mr. Roth explained that there are over 40 miles of sidewalks that need snow removal; for health and safety concerns of employees they would like to purchase two side-by-side enclosed units for this purpose. One would be used in the cemetery while the other would be used for the parks. This machine could be used year-round.

Chairman Pruden asked if the \$222,480 fee to replace the golf carts would cover replacement of the entire fleet; Mr. Roth responded in the affirmative.

The greens mowers have needed to be replaced for several years now. Industry standard for greens mowers are 5-6 years; theirs are 12 years old. They replaced one of them last year and are hoping to be able to replace the other one this year. In addition, the truck fleet is old; the newest trucks are at least ten years old.

The Parks and Recreation Department also needs to purchase a heavy duty utility vehicle for the golf course. Mr. Roth had a spray truck listed on their earlier budget request. He found a tank and boom set-up that was traded into the dealer that they could convert that would take that spray truck out of service. Overall the cost would be \$25,000-\$27,000 instead of \$50,000 to get the machine they need.

In addition, only one of their three plow trucks has a salter; many times that truck has to go repeat the areas the other trucks have gone over to salt them; they are requesting \$10,000 to put salters on all of the trucks. The snow removal equipment would cost \$20,870 a year for a four-year term.

Council Member Wardle asked what the life span would be for the snow removal equipment; Mr. Roth responded that it would be about 10-12 years.

Mr. Roth stated that the greens mower would cost \$12,269 a year for a three-year term. The golf car fleet has two options: pay \$50,006 a year for a five-year term with a \$1/cart buyout. The other option would be to pay \$42,000-\$43,000 a year for five years and then pay \$500/cart.

Chairman Pruden asked how old the carts are; Mr. Roth stated that the oldest were bought in '05, some in '08, and some were bought in '10. Chairman Pruden clarified that the carts have about a 7-10 year life span out of a golf cart; Mr. Roth responded in the affirmative. Chairman Pruden asked if the City did

a 5-year lease that at the end of that term they would have approximately five years left on the life span at no cost to the City; Mr. Roth responded in the affirmative.

Chairman Pruden asked how much the buy-back value of the current fleet is; Mr. Roth explained that that amount was included in the figures presented in the Powerpoint.

Council Member Wardle clarified that the real cost to buy the carts brand new is about \$350,000 for 80 carts; Mr. Roth responded in the affirmative.

Chairman Pruden asked if there is any guarantee on the lease; Mr. Roth stated that they come with a two-three year warranty.

Council Member Wardle stated that it doesn't seem financially wise to take that \$50,000 out in five years and then have to throw it back in the budget again and find that money somewhere, especially if things get hard financially one year.

Chairman Pruden stated that if they're only replacing 10-20 carts a year the oldest carts continue to age while they're waiting to catch up on the other carts.

Council Member Wardle stated if they put in \$42,000 a year, and they rotated trucks on years six, seven, and eight, and then prepared to buy carts on years nine and ten, then that line item would always stay there. As long as the line item is there, the money is always there. The capital expenditures are a one-time cost, but they never end up being a one-time cost.

Mr. Roth explained that the following are in need of new structures: the playground at the Linear Park, the Museum Dock at the Railroad Museum, the maintenance shop at the cemetery, and the golf course pavilion.

Chairman Pruden asked what happened to the building that was behind Wendy's; Mr. Roth stated that it was taken apart and the pieces were put into storage at the cemetery.

The dock at the Railroad Museum is in extensive need of repairs; it is a safety concern. They have applied for various grants to help with the costs to repair the structure.

Council Member Wardle asked if the estimated cost for the museum dock is based upon getting the grants they've requested; Mr. Roth responded in the affirmative. The estimated cost to replace the entire dock structure is about \$45,000.

Council Member Wardle asked if the \$45,000 cost is contingent upon receiving all of the grants; Mr. Roth responded in the affirmative.

Council Member Wardle expressed his appreciation to Mr. Roth for applying for grants to assist with the costs to repair the museum dock and for his attaining \$10,000 from the County to assist with the cost for this expenditure.

The current shop at the cemetery is inadequate for their needs; it's outdated, undersized, and has electrical and plumbing issues. They would like to use the materials from the deconstructed building on 1000 North to build a new shop.

Chairman Pruden asked where the new shop for the cemetery would be located; Mr. Roth stated that it would be located east of the records office.

Mr. Roth explained that the current area for the golf course pavilion is not large enough for the existing needs; at the current time it is a concrete patio with a temporary tent that is set up and taken down as needed. They are requesting funds for a permanent pavilion to be constructed for the area.

Chairman Pruden asked if the pavilion would use the existing pad; Mr. Roth responded in the affirmative. He asked what the cost estimate would be; Mr. Roth responded that it would be \$75,000-\$100,000.

Council Member Wardle asked if the pavilion would have roll-up doors on it; Mr. Roth responded that they are not in the current plans. He asked if those were included in the current design if it'd still cost the same amount; Mr. Roth stated that it'd be pretty close to the current estimate.

Chairman Pruden stated that it would be nice to have it designed to include roll-up walls so that it could be used year-round.

The Parks and Recreation Department is in need of a new parks building for storage for their equipment and materials. They also need a restroom for the golf course on the front 9 and back 9. In addition, they also need a new facility to store the golf carts.

Council Member Wardle asked what would be Mr. Roth's top three priorities for equipment; Mr. Roth stated that it would be the snow removal equipment, the greens mower, and the vehicles. In regards to building structures it'd be the playground at Linear Park, the dock at the museum, and the cemetery.

Council Member McCall stated that the dock is a health and safety issue; he felt it should be a top priority.

The Pratt Aquatic Center received over \$160,000 in repairs in the past three years which includes repairing a crack issue, repairing some stairs, and other various maintenance issues.

Council Member Wardle asked Mr. Caldwell, the finance director, if the Pratt Aquatic Center has been funded out of the 41 fund; he responded in the affirmative.

The summary of requests from the Parks and Recreation Department includes a total of \$50,000 for irrigation, \$137,000 for equipment, and \$260,000 for buildings.

Council Member Wardle asked the City would get better terms on the golf carts if they took care of half of them now, and half of them later; Mr. Roth responded that the terms would be the same regardless.

Council Member McCall expressed his appreciation to Mr. Roth for all of his hard work. He asked if there are any plans to put in permanent restrooms for the outside park adjacent to the Pratt Aquatic Center. He stated that when the Fridays on Vine concerts are hosted in the summer it's difficult because there is only one port-a-potty available. Mr. Roth stated that it's not in the current plans, but they could definitely look at that as an option.

Council Member Wardle asked if the restrooms at the ball fields could be used for the Fridays on Vine concerts; Mr. Roth responded that they could be used, but they're pretty far from the area where the concerts are held.

Chairman Pruden asked if there were any other questions for Mr. Roth; there weren't any. Chairman Pruden expressed his appreciation to Mr. Roth and his staff for all they have done, and for what they do with the budget they've been given.

Mayor Winn expressed her appreciation to the Parks Department for all they do.

7. Minutes

Chairman Pruden asked the Council if there were any comments or questions about the minutes from the Town Hall meeting dated February 28, 2018, the Mayor & Council Retreat dated March 3, 2018, or the City Council meeting dated March 7, 2018; there weren't any.

Council Member McCall moved to approve the minutes from the Town Hall meeting dated February 28, 2018. Council Member Pratt seconded the motion. The vote was as follows: Council Member McCall, "Aye," Chairman Pruden, "Aye," Council Member Pratt, "Aye," Council Member Wardle, "Aye," Council Member Gochis, "Aye." The motion passed.

Council Member Pratt moved to approve the minutes from the Mayor & Council Retreat dated March 3, 2018. Council Member Wardle seconded the motion. The vote was as follows: Council Member McCall, "Aye," Chairman Pruden, "Aye," Council Member Pratt, "Aye," Council Member Wardle, "Aye," Council Member Gochis, "Aye." The motion passed.

Council Member Gochis moved to approve the minutes from the City Council meeting dated March 7, 2018. Council Member Pratt seconded the motion. The vote was as follows: Council Member McCall, "Aye," Chairman Pruden, "Aye," Council Member Pratt, "Aye," Council Member Wardle, "Aye," Council Member Gochis, "Aye." The motion passed.

8. Invoices

Presented by Michelle Pitt

There were no invoices to be presented.

Council Member Wardle expressed his appreciation to the Mayor and staff for the transparency involved with the budget process. It has been wonderful for them to have the information in their hands to be able to study the issues facing each department.

9. **Adjourn**

Council Member Wardle moved to adjourn the meeting. Council Member Pratt seconded the motion. The vote was as follows: Council Member McCall, "Aye," Chairman Pruden, "Aye," Council Member Pratt, "Aye," Council Member Wardle, "Aye," Council Member Gochis, "Aye." The motion passed.

The meeting adjourned at 8:23 p.m.

The content of the minutes is not intended, nor are they submitted, as a verbatim transcription of the meeting. These minutes are a brief overview of what occurred at the meeting.

Approved this 4th day of April, 2018

Steve Pruden, Tooele City Council Chair