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**MINUTES OF THE SPRINGDALE TOWN COUNCIL REGULAR MEETING ON THURSDAY, DECEMBER 11, 2014
AT 5:00 PM AT SPRINGDALE TOWN HALL, 118 LION BLVD., SPRINGDALE, UTAH
MEETING STARTED AT 5:00 PM**

MEMBERS PRESENT: Mayor Stanley J. Smith, Councilmembers Adrian Player, Bill Weyher, Mike Alltucker

EXCUSED: Councilmember Mark Chambers

ALSO PRESENT: Town Manager Rick Wixom, DCD Tom Dansie, and Town Clerk Darci Carlson recording; seven citizens signed in, per attached list.

Pledge of Allegiance led by Nate Wells.

Approval of agenda: Motion made by Bill Weyher to approve the agenda as posted; seconded by Adrian Player.

Alltucker: Aye

Player: Aye

Smith: Aye

Weyher: Aye

Motion passed unanimously.

Discussion/Announcements/Non-action items

Mayor Smith announced:

- One time per month the mayors in the county have a meeting to discuss issues and ideas. A few of the topics of conversation include:
 - There will be one annual county Veteran's Day Parade that will rotate between cities. Next year it will be hosted by Hurricane.
 - A county-wide July 24th celebration is in the works.
 - An investment group is looking into building a sports park by Sand Hollow. Currently the group has support from the Seattle Mariners who would use the facility for baseball spring training and pre-season games. Dixie State University is interested for their physical education program. The facility also has support from Bruce Hirsch and Dale Murphy. It would have soccer fields, softball fields, indoor and outdoor volleyball courts to help meet the local demand for sports fields.
 - Next Tuesday and Wednesday Brian Tuttle from First Digital will be in Springdale to talk again with business owners about fiber optics. Currently there is enough interest from businesses to get started, however residential will be a little trickier. Residents can potentially go wireless accessing antenna from on top of businesses.
 - Bus route from St. George to Springdale is currently under study. Mr. Dansie added that they are working on a ridership and fee analysis study. Also working on scope of work and ways to find funding for the study.

Visitors Bureau report: Liz West announced the Joy to the World Light Parade was this coming Saturday at 7:00 PM. There would be Music on the Mart and an Ice Cream Social at the CCC. She also said the Visitors Bureau has selected Nate Wells as the new president. The audience applauded. He was formally introduced yesterday at the Visitors Bureau luncheon.

Mr. Wells spoke and said the luncheon yesterday was attended by about 35 members and it was their first meeting since June. There was great discussion and enthusiasm. He said they will be conducting a survey with members to identify expectations and determine what they find value in from the Visitors Bureau.

- The group is looking for ways to continue to promote the website www.zcvb.com where approximately two million visitors go to reference each year.

- They look to coordinate efforts with the St. George Visitors Bureau too.
- The next Visitors Bureau meeting was scheduled on the first Wednesday in February at 2:00 PM in the Town Hall Council room.
- Mr. Wells also announced the Elf Run would be held Saturday. Sign-ups would start at 3:30 PM in front of the Driftwood and end at the Zion Canyon Theater. Participants dress up as their favorite holiday character.

Zion Park update: Superintendent Bradybaugh announced Park visitation through the end of November was 3.1 million. Visitation has increased 15% over the last 10 years.

- Superintendent Bradybaugh said periodically parks around the country examine their fee structure. A possible increase in fees at Zion was announced in a press release last week. There is a 45-day public comment period and there are a variety of ways people can provide their input. He brought a 2-page Park-prepared *Questions and Answers* document and asked it be passed out to the Councilmembers (Attachment #1). This sheet would be available to visitors at entry stations and the Visitors Center. They can write their comments on the sheet and provide to Park staff. There is also a website (www.parkplanning.nps.gov/zion) to collect comments.
- There are three fees that may change under the proposal:
 - General entrance fees
 - Private/non-commercial could go from \$25 to \$30 per vehicle for a seven day pass
 - Motorcycles/Individuals
 - Annual Zion Park pass could go from \$50 to \$60
 - Campground fees
 - Currently range from \$16 to \$20 and could change to \$20 to \$30
 - Group sites previously charged per person; now proposing group structure
 - Wilderness permits
 - These permits could change by the number of people in the group
 - 1 – 2 people would go from \$10 to \$15
 - 3 – 7 people would go from \$15 to \$20
 - 8 – 12 people would go from \$20 to \$25
- If accepted the changes would be implemented over the next couple of years. Changes could happen as early as the spring, but the Park would need time to cycle through existing reservations.

Mr. Alltucker said the majority of entrance fees go to the bus system. He asked if the increase would help to put the Park on a more sustainable path for the bus system or would they still be under the gun.

Superintendent Bradybaugh said they would still be under the gun. Currently 70% of fees go to the Park and Town shuttle. The buses/trailers are about fifteen years old and need to be replaced. A good share of the money will go to maintenance but the Park is looking at possible replacements.

Superintendent Bradybaugh closed by encouraging people to provide their comment.

Mr. Player said he had gone on to the website and provided comment. It was quick and easy to respond.

Z-Arts report: Nancy Goodell announced the following:

- The Annual Gala was being held at the Switchback tomorrow night. A few tickets are still available. It was shaping up to be the best fundraising event ever due to the support of individuals and businesses.
- For upcoming concerts check the website (www.zarts.org).
- Z-Arts is sponsoring Wilhelm for the Joy to the World Festival Light Parade on Saturday.
- A new gallery show would be opening December 30th with the sculpture of Lola Padilla.
- Ms. Goodell indicated this was her last Town Council presentation for Z-Arts as her replacement Nancy Guardabacio would be taking the helm as president. In speaking for the Council, Mayor Smith said the Z-Arts presentations are informative and good for the community. He requested their presentations continue during Town Council meetings.
- The Z-Arts Craft Fair was the best ever in way of attendance and art sales. Lucy Brantley would be stepping down as Craft Fair Chair and this opening needed to be filled. Ms. Goodell mentioned the Z-Arts Board has observed the majority of attendees and artist participants are from outside the community. The group's mission is very local community based and therefore they wondered if the Craft Fair was a

potential mismatch to their mission, especially if the Chair position needed to be filled. She said they would look to the Town and the Chamber for input.

General Plan report: DCD Tom Dansie announced:

- The Planning Commission continues to work on the General Plan update. They hope to finish their review by May/June. He made another plea to the community to participate in the update process.
- Town is at one year mark before the outdoor lighting ordinance becomes effective in the community. Lights not in compliance are becoming more evident. Any questions regarding compliance, please ask.
- Design engineers for the street light replacement project, Forsgren and Associates, have provided their preliminary plan. Town staff has provided their feedback already. The planning should be wrapped up by May/June 2015 with construction to start in 2016.

Community questions:

Marie McNeel, Springdale resident, suggested the Town Council and the Zion Canyon Music Festival Committee hold a work session in an open setting. It would be an opportunity for everyone to have a less formal, less emotional dialogue to define options. She suggested topics for discussion include the Council's concern about the Festival, the community support for the Festival and options being developed by the Festival committee. Mayor Smith suggested Monday, January 5th at 3:30pm in the Council Room.

Councilman Player wanted to be sure there was definition to the meeting. He recommended advance work be done so the Council will know what will be discussed. Mr. Wixom said the Committee has been working on options. Mr. Player wanted to insure that both sides were accurately informed to have a worthwhile meeting.

Mayor Smith suggested that discussion points be provided to Town staff Rick Wixom or Darci Carlson so an agenda can be developed. He said it needs to be a true work meeting.

Actions Items – Legislative

Public Hearing: Zone Change – Correcting an apparent error on the current zone map by changing the zone on parcels S-103-B-1 (69 Flood Street) and S-106-A (batch plant at the end of Flood Street) from Valley Residential (VR) to Village Commercial (VC), consistent with earlier versions of the zone map:

Mr. Dansie said on the 1997 version of the Town zoning map in the Capital Facilities Plan and the 2002 Town zone map, these two parcels were shown as Village Commercial. During the transition from a paper-based to GIS digital map system, the zones were inadvertently and erroneously changed. Town code cautions strongly against changing designations except in three circumstances, one of which is to correct errors. Therefore the staff was recommending that the zoning designations be changed back.

Mr. Weyher asked if the property owner asked for this. Mr. Dansie said the property owner did not but another interested party questioned the zoning. Mr. Weyher wanted to know the size of the lots and Mr. Dansie indicated one was under an acre and one was over an acre.

Mr. Player asked if the property was for sale or if there was a party interested in buying. Mr. Dansie said 'yes'. Mr. Player wanted to know who the party was. Being unsure if the information was public the question was not answered.

Q/A: There were no public questions.

Motion to open public hearing by Adrian Player; seconded by Mike Alltucker.

Weyher: Aye

Smith: Aye

Player: Aye

Alltucker: Aye

Motion passed unanimously.

Public comments: There were no public comments.

Motion to close public hearing by Adrian Player; seconded by Bill Weyher:

Weyher: Aye

Smith: Aye

Player: Aye
Alltucker: Aye
Motion passed unanimously.

Commission discussion: Mr. Weyher wanted to know why this was being discussed if the property owner didn't request it. Mr. Dansie said the property owner assumed the property was VC and represented it as such to a potential buyer.

Mayor Smith said it doesn't matter if there is a sale or not or who it is. There is a mistake it needs to be corrected.

Mr. Weyher asked when all the zones were done. Mayor Smith said in 1992.

Mr. Dansie said the maps they could dig out were from 1997 and 2002 and both say VC. He doesn't have the original 1992 map but assumes it is consistent with the other two. Mayor Smith said back in 1992 all the codes started coming in and the batch plant has been there since 1960 or before. The area had been used as commercial property for many years. Mr. Weyher said that sounded reasonable.

Motion made by Adrian Player to approve a zone change correcting an apparent error on the current zone map by changing the zone on parcels S-103-B-1 (69 Flood Street) and S-106-A (batch plant at the end of Flood Street) from Valley Residential (VR) to Village Commercial (VC), consistent with earlier versions of the zone map; seconded by Bill Weyher:

Smith: Aye
Alltucker: Aye
Player: Aye
Weyher: Aye
Motion passed unanimously.

Public Hearing: Ordinance Revision – Changes to section 10-5-1 of the Town Code affecting the membership of the Planning Commission and the length of Planning Commissioner terms of office:

Mr. Alltucker asked why the Commission was dropping the Rockville position. Mr. Dansie said the Planning Commission questioned why it was in the code if there had not been a Rockville representative for the last ten years. Mayor Smith said the original intention was to give Rockville a chance to know what was going on with the Planning Commission and have opportunity to address their concerns especially as it related to Anasazi Plateau. It was never a voting member.

Mr. Alltucker wanted to know when the terms ended to be sure they did not create a situation where there would be multiple vacancies at once. Mr. Dansie said the current Commissioners have already been appointed and would serve out their terms. This would apply to new appointments.

Councilman Weyher asked Town Clerk Darci Carlson to provide a list of Planning Commissioner terms of office to the Town Council.

Q/A: There were no public questions.

Motion to open public hearing by Adrian Player; seconded by Mike Alltucker.

Weyher: Aye
Smith: Aye
Player: Aye
Alltucker: Aye
Motion passed unanimously.

Public comments: There were no public comments.

Motion to close public hearing by Adrian Player; seconded by Mike Alltucker:

Weyher: Aye
Smith: Aye
Player: Aye
Alltucker: Aye

Motion passed unanimously.

Commission discussion: There was no Commission discussion.

Motion made by Adrian Player to adopt Ordinance 2014-10 revising section 10-5-1 of the Town Code affecting the membership of the Planning Commission and length of Planning Commissioners terms of office; seconded by Bill Weyher:

Weyher: Aye

Smith: Aye

Player: Aye

Alltucker: Aye

Motion passed unanimously.

Public Hearing: Ordinance Revision – Changes to Chapter 10-24 (Sign Regulations) revising the standards for intensely lighted (e.g. neon and LED) window signs: Mr. Dansie began by stating the Town currently only allows intensely illuminated signs that say 'open', 'vacancy/no vacancy'. Input from the Town attorney suggests this to be content-based regulation. The Planning Commission drafted changes to the ordinance which would allow only two signs, three and a half (3.5) feet each.

Mr. Dansie said that prior to the meeting some Councilmembers questioned neon/intensely illuminated signs versus any lighted sign that may have a similar impact. He therefore drafted alternative language to replace paragraph c which would address any illuminated signage and be more general in nature.

Mayor Smith read the proposed language change from the ordinance text, quoting "*Illumination: Illuminated window signage positioned to be primarily visible from outside the business structure is allowed only if there are no more than two illuminated window signs per business space and each sign measures less than three and a half (3.5) square feet in area. Such signs must not be illuminated when the business is closed.*"

Mr. Weyher asked how the sign area was calculated. Mr. Dansie said the Town follows the ten-sided polygon rule.

Mr. Player asked if this puts the Subway sign that is illuminated 24 hours a day into compliance. Mr. Dansie said 'no'. Mr. Player asked if this was because it said Subway or because it was too big. Mr. Dansie said he believed it was too big but they would have to go back and measure. He believed they were bigger than three and a half square feet each.

Mr. Weyher said this change addressed his concern over too narrow a definition so this would take care of all lit signs.

Q/A: There were not public questions.

Motion to open public hearing by Adrian Player; seconded by Bill Weyher.

Weyher: Aye

Smith: Aye

Player: Aye

Alltucker: Aye

Motion passed unanimously.

Public comments: There were no public comments.

Motion to close public hearing by Adrian Player; seconded by Mike Alltucker:

Weyher: Aye

Smith: Aye

Player: Aye

Alltucker: Aye

Motion passed unanimously.

Commission discussion: There was no Commission discussion.

Motion made by Adrian Player to adopt ordinance change to Chapter 10-24 (Sign Regulations) of the Springdale Town Code amending the standards for intensely lighted window signs with the inclusion of the definition under section c to read: "Illumination: Illuminated window signage positioned to be primarily visible from outside the business structure is allowed only if there are no more than two illuminated window signs per business space and each sign measures less than three and a half (3.5) square feet in area. Such signs must not be illuminated when the business is closed."; seconded by Mike Alltucker:

Weyher: Aye

Smith: Aye

Player: Aye

Alltucker: Aye

Motion passed unanimously.

Action Items – Administrative

Citizen of the Season program: Mayor Smith likes the perpetual plaque idea and felt it was good to recognize people. Mr. Player agreed and asked about including past winners on the plaque too. Ms. Carlson said there were twenty-eight past winners. Mr. Wixom thought it was nice to have a visible record. The list of past winners currently on the website would be trimmed down so the plaque would be a good reference.

Mayor Smith asked the opinion of Liz West from the Zion Canyon Visitors Bureau. Ms. West liked the idea of having all recipients on the plaque. The audience agreed. Recipients would also receive a paper certificate.

Motion made by Mike Alltucker to direct staff to make a perpetual Citizen of the Season plaque with individual recognition including previous winners starting up in 2015; seconded by Bill Weyher:

Smith: Aye

Weyher: Aye

Player: Aye

Alltucker: Aye

Motion passed unanimously.

Mr. Wixom announced that if anyone had recommendations/nominations they should be sent to Darci Carlson, Town Clerk. There is a list of previous winners currently online.

Award bid for Cemetery Road and Parking Reconstruction Project: Mr. Wixom said the bid process was to replace the parking lot and cemetery access road. General Fund money was being used to pay for the project. The winning bid was \$139,000 from Goran LLC. Although Springdale has not worked with them before, Sunrise Engineers has had experience with them and were pleased with their work. Original engineer estimate was \$135,000 so bid came in slightly higher. The project was originally budgeted at \$110,000 but change in scope to include curb and gutter increased the estimate to \$135,000. The staff will prepare a budget amendment for the January/February Council meeting to approve the difference. The construction work is slated to begin March 1st and will have a 45-day window to complete.

- Councilman Weyher asked if the money was in the 2014-2015 budget. Mr. Wixom said \$110,000 was budgeted. The other \$29,000 would come from the reserve fund.
- Mr. Weyher inquired if anyone licensed can bid. According to Mr. Wixom the Town has a bid policy in place. No one is pre-qualified. The plans and specs are open to anyone. Sunrise Engineering reviews the bids, checks the references, checks their work and makes a recommendation.
- Mr. Weyher wanted to confirm that the Town requires payment and performance bonds. Mr. Wixom said, 'yes'. Mr. Weyher also wanted to know if the Town held retention on draws. Mr. Wixom again replied to the affirmative. Construction design standards can be found online.

Motion made by Bill Weyher to award the contract for the cemetery road and reconstruction project to Goran, LLC with an authorization for the Mayor to sign; seconded by Adrian Player:

Alltucker: Aye

Player: Aye

Smith: Aye

Weyher: Aye

Motion passed unanimously.

Appointment of Adrian Player to Fire Board as Springdale's Representative – Effective Jan. 1, 2015: The Mayor stated that he has an obligation to present a name to fill vacancies. He would like someone sitting on the Council to represent us for two reasons. First the individual is responsible back to the Council. Second, they are responsible back to the Town's people because they were voted in. Mayor Smith thinks it is a better way for concerns to be expressed and it doesn't take away from anyone in the Town to run and sit on the Board. This is the name he is presenting and asked for the Council's support.

Mr. Alltucker asked the length of the term. Mayor Smith said it was for four years.

Mr. Weyher mentioned the Council had received a letter from a prior Council person concerned that it may be a conflict of interest. He assumed however that if Mr. Player found the position to have a conflict of interest he would step back.

The Mayor indicated that he did not see the difference between a Councilmember sitting on the Mosquito Board versus the Fire Board. Mr. Weyher said the Mosquito Board is not funded by the Town; however Mayor Smith indicated that the Town approves budgets. Mr. Weyher said he did not have a problem with the appointment.

Mayor Smith felt the advantage of having a Council person on the Board far outweighed any potential issues. Mr. Weyher thought Adrian was a good choice.

Motion made by Mike Alltucker to appoint Adrian Player to a four year term on the Rockville Springdale Fire Board; seconded by Bill Weyher:

Smith: Aye

Weyher: Aye

Alltucker: Aye

Player: Abstain

Motion passed.

Appointment of Nate Wells to serve as Springdale's Representative on St. George Travel and Convention Board: Mayor Smith's term on this Board expired today. He said that a check for \$50,000 would be coming in from the Travel Council to support the night sky ordinance. It will be used to help pay for street lighting engineering.

The Mayor indicated whenever he works with Nate he is impressed. He is a responsible person and he will be a strong voice for the Zion Canyon Visitors Bureau.

Motion made by Adrian Player to support the Mayor's appointment of Nate Wells to be the Springdale Representative to the St. George Travel and Convention Board; seconded by Bill Weyher:

Alltucker: Aye

Smith: Aye

Player: Aye

Weyher: Aye

Motion passed unanimously.

The Mayor indicated that the County Commission oversees this Board and need to approve the appointment. This was only a matter of formality.

Approval of 2015 meeting schedule and times: Mayor Smith thanked the Council for making the adjustment to the February meeting. Mr. Weyher indicated that the February Council meeting conflicts with the Mosquito Board but if meeting held at 6pm on February 12th it would be alright.

- Mayor Smith pointed out the November meeting falls on Veteran's Day therefore it was moved from the 11th to the 10th. The June meeting was moved to June 3rd so Mark Chambers can attend.
- The Town Council will meet the second Wednesday of every month except for February, June and November.

Motion made by Bill Weyher to accept the 2015 Meeting Schedule as amended; seconded by Adrian

Player:

Weyher: Aye

Smith: Aye
Player: Aye
Alltucker: Aye
Motion passed unanimously.

Consent Agenda

Invoices:

	Inv Date	Inv #	Vendor	Amount	Bud- geted	Description
1	10/16/2014	60886	Alder Sales Corporation	\$ 655.00	Y	CCC Door Maintenance
2	11/8/2014	245	Carlson, Ken	\$ 955.00	Y	Butch Cassidy 10K Timing
3	11/10/2014	CW420	Chevron	\$ 3,890.85	Y	Fuel
4	10/25/2014	10743	Forsgren Associates	\$ 3,335.00	Y	Street Light Project Design
5	10/16/2014	710	ID Communications	\$ 695.50	Y	Polycom Conferencing Phone
6	10/31/2014	191872000-1014	Kimley Horn	\$ 8,775.00	Y	Zion Scenic Byway Plan Progress Billing
7	11/13/2014	N/A	Lafave, Kathy	\$ 3,695.32	Y	Reimbursement for Sewer Project Portion
8	11/1/2014	N/A	McConkie, Marshall	\$ 850.00	Y	Monthly Prosecution Retainer
9	10/31/2014	9651	MegaPro	\$ 2,188.00	Y	Butch Cassidy 10K Bags
10	11/4/2014	9158	MegaPro	\$ 4,876.50	Y	Butch Cassidy 10K Shirts
11	11/1/2014	141201	Pelorus Methods	\$ 1,300.00	Y	Quarterly Software Support
12	10/30/2014	Consolidated	Rocky Mountain Power	\$ 5,777.76	Y	Electric Service
13	10/2/2014	915138	Scholzen Products	\$ 1,187.20	Y	Water Meters
14	10/15/2014	917719	Scholzen Products	\$ 2,331.36	Y	Water Meters
15	10/28/2014	1132	Schraut, Mark	\$ 1,800.00	Y	Landslide Monitoring
16	11/5/2014	68850	Snow Jensen & Reece	\$ 3,634.87	Y	General Representation
17	10/10/2014	N/A	St. George Ford	\$ 31,369.00	Y	2014 Ford F-150 Patrol Truck
18	10/14/2014	74846	Sunrise Engineering	\$ 1,293.00	Y	Engineering Services
19	11/3/2014	74965	Sunrise Engineering	\$ 640.50	Y	Engineering Services
20	10/20/2014	8360067193	TCl Tire Centers	\$ 870.20	Y	Streets Vehicle Tires
21	10/13/2014	8360067114	TCl Tire Centers	\$ 822.88	Y	Parks Vehicle Tires
22	10/13/2014	8360067115	TCl Tire Centers	\$ 1,004.84	Y	Water Vehicle Tires
23	11/10/2014	N/A	Torrey, Teresa	\$ 7,390.64	Y	Reimbursement for Sewer Project Portion
24	10/27/2014	12609	Twin "D" Inc.	\$ 10,985.00	Y	Irrigation Line Cleaning
25	11/9/2014	9098	Yucca Portables	\$ 780.00	Y	Butch Cassidy 10K Portables
26	11/6/2014	N/A	Zion Arborist	\$ 2,400.00	Y	Tree Removal/Thinning
				\$103,503.42		

Motion made by Adrian Player to approve the Consent Agenda including the minutes from November 12th, seconded by Bill Weyher.

Alltucker: Aye
Player: Aye
Smith: Aye
Weyher: Aye
Motion passed unanimously.

Discussion and possible action on comparative pay scales for police officers: Councilman Player asked Chief Wright to address the Council.

- Chief Wright said that about 3-1/2 years ago he met with then Mayor Pat Cluff and Rick Wixom about a rank enhancement for Garen Brecke from patrolman to sergeant. He looked into compensation going to the prosecutor and determined it could be reduced. This money could be redirected to Garen's salary.
- The result was that the \$800 savings from the prosecutor was split between three employees including Garen but his intent was for Garen to solely receive that money. Garen has about 18 months left and he is not where he should be. Chief Wright was requesting an increase in Garen's salary.

Mr. Alltucker mentioned that in the staff report Chief Wright included Jared too. He wanted to know if this was a two-part request. Chief Wright indicated he had spoken to the Mayor prior to the Town Council meeting and agreed to wait and address in the next fiscal year budget cycle.

Mr. Alltucker wanted to know if salaries were normally reviewed in the budget process. Mayor Smith said they were. He doesn't like to open salary discussions mid-year. He expressed concern that other staff may seek an adjustment

too. He understands this affects Garen but wants to do what is best for the Town. Therefore was leaning toward waiting until the next budget review process before making an adjustment.

Mr. Weyher said it sounded as though Garen's salary adjustment was way overdue. Chief Wright said he was a 19-year veteran. Mr. Weyher wanted to know if raises go hand-in-hand with yearly evaluations. Town Manager Wixom said for the past 5-7 years only a cost of living adjustment of 2.5-3% was included in the budget.

Councilman Player said that after reviewing the comparatives provided there was no question Garen is below other officers of equal rank and time. He said it was apparent this should have been in the budget process but thinks the Town Council should approve. Mr. Player said he does not want an employee harmed because the Town Council was misinformed and not knowledgeable about the situation. Despite this being a budget issue, he suggested they come to a mid-ground and defer the pay raise until 2016.

Chief Wright said the numbers presented in the packet are from 2013 and already a few years behind. According to the comparatives he is way behind. Mr. Player asked if our officer was performing the same duties as an officer in comparable areas. The Chief indicated he was, if not more, due to the code enforcement responsibilities.

Mr. Alltucker said there was \$20K police salary growth in the current budget. According to Mr. Wixom, this money went to the new police officer Jared. It was not excess. In order to increase Garen's salary the Town Council would need to open a budget amendment.

Asking again about cost of living increases, Mr. Weyher wanted to know if everyone received them. Mr. Wixom said during the budget process they review changes related to insurance, retirement and cost of living increases. Two years ago the Town did a salary review analysis. They looked at job functions, responsibilities, time in Springdale and then determined where they should be in the salary range. Council made a decision which employees would be adjusted, including one of the police officers. Their direction was that the front line employees, and those most out-of-balance, should be adjusted.

Mr. Alltucker wanted to know if nothing happened now, when was the earliest date Garen could receive an increase. Mr. Wixom said July 1st.

Mr. Weyher asked if the Town was in jeopardy of losing this officer. Chief Wright said it was a possibility. His last three years of employment are a basis for his retirement and Chief Wright wanted him to be secure. The adjustment would be an incentive to stay.

Mr. Player said he believed the Council made an error in the budget six months ago and didn't realize Garen was being undercompensated given his rank. He wants to do the right thing for both the Town and the employee.

Mr. Weyher asked if the adjustment in compensation could be given half now and half in July. Mayor Smith indicated that either way the Council needed to open a budget amendment.

Mr. Wixom questioned if the Council looks at one employee shouldn't they look at everybody. Mr. Weyher said that as Town Manager it was his job to inform the Council and then they can decide. Mr. Wixom said he can provide the same report from two years ago which shows comparatives between every employee.

Mr. Player said that the Council relies heavily on Mr. Wixom's advice. They listen to him in the budget process. If he had been informed, he would have agreed to increase Garen's salary previously. Mr. Player does not think this situation opens the door for all employees to come in mid-way and request pay raises. This was one employee who was over-looked.

Councilman Alltucker said the General Fund revenues will exceed budget. Therefore there should be cushion to make the adjustment. Mr. Weyher said that just because there is excess doesn't mean it should be spent.

The Councilmembers agreed this year the Town has the money to make the adjustment.

Motion made by Adrian Player to approve the pay increase for Officer Garen Brecke to \$32.57 per hour effective immediately with the start of the next pay cycle that begins December 17th; seconded by Bill Weyher.

Weyher: Aye
Smith: Nay
Player: Aye
Alltucker: Aye
Motion passed.

Administrative Non-Action Items

Council Reports:

- Mr. Weyher said the Town is well on its way with the street lighting project. Additionally there were no West Nile virus cases reported. No horse cases this year either.
- Regarding parks, Mr. Alltucker reported that the crews were very busy with Christmas decorations, leaves, winterizing the water lines and bathroom, and tree trimming. The fireplace renovation/removal project set to go early next year. They also planned to backfill the trench behind the tennis courts.
- Mr. Player said the water treatment plant was up and running. He noted that a number of the fire hydrants in Town had not been inspected, pressure tested or turned on. He was unsure about Utah law and whether the fire hydrants were the responsibility of the Town or the Fire District. Mr. Wixom indicated the Town owned the hydrants and were therefore responsible for them.
 - Mr. Player said when he is on the Fire Board he will suggest a joint inspection. He felt the Town was at risk and needed to set up a schedule to do the fire hydrant inspections.
 - Mr. Player mentioned one neighborhood took it upon them to paint the hydrants. He raised concerns that this might clog the stem and impact the functionality of the hydrant. Mr. Wixom said there was no policy on painting hydrants.

Council Discussions

- Mr. Weyher brought up the topic of recycling in the Town Park and asked if it was just a case of buying more cans. Mr. Wixom said the cans were not the expense but managing the sorting. Mayor Smith was hopeful that someday the Town would have curbside recycling that would allow comingling.
 - Mr. Weyher asked Superintendent Bradybaugh, what the Park does when people throw away items in the wrong cans. Superintendent Bradybaugh indicated that it can be an issue. It does take effort. Most people will separate but the cans do occasionally get contaminated.
 - Mayor Smith suggested Mr. Weyher find out what it will take to make it happen. Mr. Weyher thought the staff should be directed to do it. Mayor Smith suggested he spearhead the project and make a determination.
 - Mr. Wixom said it is a bigger issue than just the Town Park. It is a worthwhile goal and Julie at the CCC has done research. He recommended Mr. Weyher spend time with her to get information. The Town considered Blue Sky and Republic Service.
- Mayor Smith addressed the Council and said anytime someone wants to add an item to the agenda they can. Please submit by the Thursday before the meeting so it can be included in the packet. He reviews the agenda before it is posted.
- Due to the Zion Canyon Music Festival staff costs, Mr. Weyher noticed that employee hours are not charged to an individual event. He wanted to look into the Policy and Procedures regarding timesheets and see if there was a more accurate way to capture how time is being spent on a daily basis. He was concerned with time spent on sewer, sidewalks and lights.
 - Mr. Wixom said currently the public works staff tracks this but not the office staff. Mr. Weyher said he was not worried about office staff.
 - Mr. Player said employees may resist this idea initially but he too would like to know what employees are doing on an hourly basis. This would allow management to see where time was being spent. It would allow management to help plan staffing needs.
 - Mayor Smith asked how specific the Councilmembers wanted the staff be. Mr. Weyher was not sure and needed to give the idea more thought. He felt a simple approach would be best. Mr. Wixom reiterated again that the public works employees already track their time as it relates to funds, but not necessarily in terms of tasks.
 - Mr. Weyher asked if they work on the Music Festival why don't we know what their hours are. Mr. Alltucker said it was because there was no line item for salaries and time. Mr. Weyher said this also rolls into comp time.
 - Mr. Wixom said that if they work on the Music Festival it would go under 'Other' or 'Parks'. Mr. Weyher said this was his rub in that they don't know how much the Music Festival actually cost.
 - Mayor Smith said we can add a "Festivals" line. Mr. Weyher felt each festival should be separate.

- Mr. Alltucker said other cost centers had:
 - Salaries and wages
 - Tax expenses
 - Employee benefits

These are the three items missing from the Music Festival codes. If someone from public works is working on Music Festival they can code their time to these categories.
- Mr. Weyher said so the rest of this is being done, just when we go to festivals it is not. Mr. Wixom said, for example, Julie puts down eight hours. She doesn't break down by each wedding, etc. The field tracks but office and community center staff do not. This would have to change.
- Mr. Player asked if Julie should be tracking how she spends her eight hours. He thought, as her manager, Mr. Wixom would want to know. Tracking how she is spending her time would justify the hours instead of general knowledge that she just works at the CCC. Mr. Player said he doesn't feel the Town Council should be micro-managing the staff however they should be knowledgeable.
- Mayor Smith said he approached it more from a task standpoint. In other words, are projects being done on time. If there are complaints then there is a problem. If tasks are done in a timely fashion and done satisfactorily, then all is ok.
- Mr. Weyher addressed Chief Wright and asked about time spent on code enforcement or traffic control. Chief Wright said officers all keep logs, but there were no codes on timesheets. Mr. Weyher said in this case the Town doesn't actually know how much is being spent on code enforcement versus traffic enforcement for example.
- Mr. Player suggested that Mr. Weyher look at what the staff is doing and he would look at the police staff. They could discuss and add as a possible action item next month.
- Mr. Alltucker cautioned that they don't spend more money keeping track of how much money they are spending. This was the Mayor's concern also. He asked that they take a look at it and information gather.
- Mr. Player said he had previously spoken to Chief Wright but wanted to go on record and recommend that instead of using Town employees as school crossing guards they seek volunteers or retirees to step up and do it.
 - Mr. Wixom said the Town looked into this previously but were unsuccessful in finding any people interested.
- Mr. Player said that Chief Wright provides a weekly report to the Mayor and Town Council and felt it was a perfect document, with modifications, to add to the website for public information on what our police are doing.
 - Chief Wright spoke and said he did not want information going to the public about ongoing investigations. Mr. Player did not see the information as confidential but Chief Wright thought some of the information would have to be changed.
 - Mayor Smith said that he will work with Kurt on this. They had already talked about ways to be more visible to the public, including adding something to the Town newsletter. The citizens need to be informed that they provide an important public service.
- Mr. Player said an email came in from a reporter soliciting comments about the Music Festival. It excluded the Mayor. He wanted to be sure that none of the Town Councilmembers speak for the Town except for the Mayor. The Mayor is the talking head. Mr. Weyher agreed and said they need to represent one voice. If Councilmembers don't agree with the Mayor then they can discuss issues as a group in a public meeting setting. The Mayor said reporters have access to public information through GRAMA.
- Mr. Weyher inquired how Town determines job descriptions and salary ranges. Mr. Wixom said it was collaborative. Dawn is the Human Resource Manager and she is involved in positions and postings. Julie is involved for positions regarding the CCC.
 - Mr. Weyher concluded that it was administrative in nature and wasn't anything that needed to be taken on by the Town Council. Mr. Wixom agreed with this assessment.
- Mayor Smith said that as they enter into budget discussions he wanted to say that he thought it was very "Grinch-like" that none of the Town employees had received a Christmas bonus in several years. Previously the Town provided them a party but it was taken away last year. He expressed this was a shame. He wanted to bring this to the Council's attention so they can consider doing something personal. He wanted to see this corrected in the next budget discussions. Mr. Player thought this was an excellent point.

Motion to adjourn at 7:10 PM by Bill Weyher; seconded by Adrian Player.

Weyher: Aye

Smith: Aye

Player: Aye

Alltucker: Aye

Motion passed unanimously.

Darci Carlson

Darci Carlson, Town Clerk

APPROVAL: _____

[Signature]

