

MINUTES OF HIGHLAND CITY COUNCIL

Thursday, June 9, 2005

PRESENT: Mayor Pro Tem Gwyn Franson
Councilmember Brian Brunson
Councilmember Steve King
Councilmember Kathryn Schramm
Councilmember Glen Vawdrey

STAFF: Barry Edwards, City Administrator
Matt Shipp, City Engineer
Lonnie Crowell, Asst. Director of Planning & Zoning
Winifred Jensen, City Recorder
Lynn Ruff, City Controller

OTHERS: Chris Dalley

Mayor Pro Tem Gwyn Franson called the meeting to order at 8:00 p.m. The prayer was offered by Brian Brunson. The meeting was scheduled as a special meeting, and notice was provided the *Deseret News, Daily Herald, Salt Lake Tribune*, and *New Utah* on June 9, 2005.

1. Chamberry Fields Final Approval

Brian Brunson noted some conditions were missed on Chamberry Fields Final Approval, which was discovered at building permit review. It was the consensus of the City Council to proceed with the three building permits currently being reviewed and place the matter concerning the CC & R's and entry monument on the June 21, agenda. Barry Edwards explained the CC & R's were not checked against the matrix and it is up to the City Council to rule on the CC & R's and entry monument.

2. Adoption of Ordinance No. 2005-16, "Ordinance Enacting and Administering the Final Highland City Annual Budget for FY 2005-06"

Background: A public hearing was held at the June 9, 2005 meeting to consider the budget for FY 2005-06.

Discussion: Barry Edwards explained Highland City's population, this past year, grew by 9%; and, as the City grows, so does the budget. The budget for 2005-06 will increase by 10%. The budget for 2005-06 is expected to be \$3.8 million, including the inclusion of the transfer of funds to capital projects. The City Council reviewed the budget page by page and received an explanation on inquiries by Barry Edwards. The 3% cost of living increase for employee salaries was discussed. Barry Edwards explained one can't compare municipal employees with the State, that Alpine has budgeted 5% and PSD budgeted 2.7% for employee increases for the 2005-06 budget year. He further indicated every two years he prepares a salary survey and compares positions. He noted Highland is never out-of-line. It was a consensus of the City Council for the next budget that Barry Edwards provide a salary survey comparing surrounding communities. Barry Edwards further explained on employees who have a supervisor they are evaluated by the supervisor and he reviews that recommendation, but for employees directly under his supervision he evaluates their performances. The employee benefits were discussed and explained and it was noted Barry Edwards and Matt Shipp receive a monthly car allowance, and the City uses charge cards for gas purchases. Barry also explained the library budget will reflect a \$10 increase to \$50 per family reimbursement for a library card. Barry will provide the Council with a distribution chart for employee's salaries.

The following changes were recommended from the preliminary budget for the final budget:

- A. Changes on the organization chart needs to change the title for Lloyd Hansen as "Public Works Manager", and Lynn Ruff needs to be added to the chart. Kathryn Schramm recommended the designation for the City Council be moved to the side on the organization chart because the Council is not over the employees. This is the responsibility of the Mayor.
- B. Youth Court is requesting \$1,160 for Youth Court expenses and training.
- C. Youth Council is requesting a \$2,000 budget.
- D. Recommendation to place Barry Edwards' salary under account number 10-43-10 and Laurie Adams' salary under account number 10-43-11.
- E. Adjusting the auditor to \$10,000.
- F. Board of Adjustment budget of 10-51-31 set at \$2,100 to consider funds for the Board's service.
- G. A budget to be established for Public Safety improvements.
- H. Combine budget for web site and a second newsletter to public communications for \$20,400.
- I. Cemetery capital outlay account number 10-70-74 to be amended to \$120,000.
- J. Add "Miss Timpanogos" to the "City Events" budget for \$2,000.
- K. Increasing the garbage passes account number 10-73-31 to \$12,000 to permit the distribution of three garage passes per residence.

Motion: Brian Brunson moved to adopt Ordinance No. 2005-16, "Ordinance Adopting the Highland City Budget for FY 2005-06. Motion was seconded Glen Vawdrey, and it passed by unanimous vote.

3. Adoption of Ordinance No. 2005-11, "Ordinance Amending Section 12.24.030 in the Highland City Municipal Code

Background: It has come to the attention of staff that the Municipal Code is deficient as it relates to protection of open space from private encroachment. These change would make it a crime to absorb public open space for private use.

Motion: Brian Brunson moved to adopt Ordinance No. 2005-11, Ordinance Amending Section 12.24.030 Unlawful Activity in the Highland City Municipal Code. Motion was seconded by Steve King, and it passed by the following voting in favor: Glen Vawdrey, Brian Brunson, Gwyn Franson, and Steve King. Kathryn Schramm voted against the motion.

4. Authorization to Purchase GIS Software

Discussion: Barry Edwards explained the City's need to purchase GIS software. The benefits for provide information for public works infrastructure, i.e. water and sewer lines, age of lines, when lines need to be replaced, storm sewer maintenance, etc.

Motion: Steve King moved to authorize the purchase of the proposed GSI software in the amount of \$15,200. Motion was seconded by Brian Brunson, and it passed by unanimous vote.

5. Adjournment

Meeting adjourned at 10:35 p.m.