

**Tooele City Council
Business Meeting Minutes**

Date: Wednesday, April 3, 2019

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 Debbie E. Winn

Jim Bolser, Community Development Director

Chief Ron Kirby, Police Department

Roger Baker, City Attorney

Glen Caldwell, Finance Director

Paul Hansen, City Engineer

Stephen Evans, Public Works Director

Chief Rick Harrison, Fire Department

Darwin Cook, Parks Department Director

Cylee Pressley, Deputy Recorder

Minutes prepared by Kelly Odermott

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

1. Pledge of Allegiance

The Pledge of Allegiance was led by Scout Colby Cook.

2. Roll Call

Steve Pruden, Present

Dave McCall, Present

Scott Wardle, Present

Brad Pratt, Present

Melodi Gochis, Present

Chairman Pruden asked Ms. Darlene Dixon to present the Boys and Girls Club agenda item prior to the Mayor's Youth Recognition.

3. **Mayor's Youth Recognition Awards**

Presented by Mayor Winn, Stacy Smart, and Police 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. Smart highlighted Communities That Care Programs including Second Step, QPR, and Guiding Good Choices.

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

- Aiyana Tso
- Taylor Scott
- Sage Wimmer
- Alan Armas
- Kenneth Torres
- Mason Delaney

4. **Public Comment Period.**

Chairman Pruden invited comments from the public, there were none.

Chairman Pruden closed the public comment period.

5. **Boys & Girls Club of Greater Salt Lake – Tooele Club Update and Boys & Girls Club Week Proclamation.**

Presented by Darlene Dixon and Mayor Debbie Winn

Ms. Dixon thanked the community in attendance. Ms. Dixon gave an update of what has been happening at the club over the past year. When the Boys and Girls Club ended their year, they ended with 422 club members and those members hit the goal for the year. For 2019 the goal is 430. The club is currently on track to exceed that goal. The ADA between the two club sites, Dow James and the Teen Center have a goal of 65 club members. That goal has been exceeded with an average of 67 club members. Lastly Bridgestone and Firestone donated a new van to the Boys and Girls Club. It was very exciting and the donors will be highlighted at the upcoming open house.

Ms. Dixon stated that a survey was just completed with all of the club members, the NYOI, National Youth Outcome Initiative. This is a way for Boys and Girls Clubs of America to rate clubs. Tooele is number 6 of 7 Boys and Girls Club of the Greater Salt Lake. The results of the study in 2018, the club ranked 73% in kids bonding with the staff. The club beat the national average by 4%. Tooele's club hit the highest national average in the whole Pacific Region. It

makes a huge and exciting bubble for the staff to live up to. This year's survey has been taken and the results will be in around mid-summer. Ms. Dixon stated that she does believe they will exceed their goal. In the survey it was determined that kids felt a little unsafe in the buildings. The club has added a Club Hall of Fame and the project has taken away the scariness of the hall. Ms. Dixon stated that the other thing that was scary was the walk from Northlake Elementary to the Dow James Facility. In walking to the club, the kids felt they were getting harassed and bullied on the way to the club. A staff member was hired to walk with the children from Northlake to the club. The staffer walks with the kids and relationship with Northlake Elementary has improved and the kids feel safe.

Ms. Dixon stated that the last thing that the club is working on is emergency preparedness. The club runs drills, but had not thought about what happens after the drill. Tooele Club developed a group, called the Parents Advisory Council, with teen and junior member parents, as well as a grandparent. The parents have been working with staffers to develop a relationship with the EOC for trainings for reunification and go bags. It opened the eyes of the staffers on how the kids get back to their families if there was an emergency situation. This will be rolled out to the public in the following year.

Ms. Dixon stated that lastly the club members are amazingly talented. The club has been doing a family play for the last two years. This last year the play was Hansel and Gretel. The play is run by a teen club member. The teen volunteers her time to teach the younger kids the play. There were over 250 club members families that attended the play. Also, during that time there was a junior club member that taught other junior club members a dance and presented it during the play evening. The teen club members also received dance instruction and performed. The event was in January, but it will probably be moved to the spring in future years.

Ms. Dixon stated that over the holidays the club helped 60 families with Thanksgiving dinners. There were 50 teens and 30 juniors who received Christmas help. 15 children received shoes and the club joined forces with Eyecare for Kids, where 30 children were tested and 20 received glasses. The club has summer camp fast approaching. It starts June 3 and runs through August 8 for six to 12-year old's who are not in junior high. The annual dinner and auction for the Boys and Girls Club of the Greater Salt Lake is fast approaching. It is the biggest fundraiser of the year. On June 21 the club was chosen as the recipients of the Mayor's golf tournament.

Lastly Ms. Dixon stated that the week of April 8- 12 is the National Boys and Girls Week. It is a week to open the doors to the public and encourage community members to join the club. Monday is a day to celebrate dance. There is a dance party at both clubs. Tuesday is the anti-bullying day and all the clubs will be doing team building activities and learning skills to combat bullying. Wednesday is the Open House at the Teen Center at 102 North 7th Street, between 4-5:30pm. The club will be honoring Bridgestone and Firestone for the donation of the new van. The theme is triple play which is taking care of our bodies. There will be healthy activities and snacks. On Thursday is design a future club. All club members will think of themselves 20 years

in the future and what they would like the Boys and Girls Club to look like. On Friday is the giant game day.

Mayor Winn read Proclamation for the Boys and Girls Club Week in Tooele City, Utah April 9-13th. The full Proclamation can be read in Attachment A.

Ms. Dixon introduced Angela Gorringer, Program Director. Ms. Gorringer introduced members of the Torch Club. The Torch club is a leadership and fundraising club. The club helps clean up parks, make things to donate to the nursing home and animal shelter. The Torch Club presented the Council and City staff with treat plates.

Chairman Pruden asked the Council if there were any questions or comments, there were none.

6. **Resolution 2019-08 A Resolution of the Tooele City Council Approving an Interlocal Agreement for Tax Increment Participation with the Redevelopment Agency of Tooele City, Utah, "RDA" for the Broadway Community Development Project Area, and Authorizing the Mayor to Sign the Same.**

Presented by Mayor Debbie Winn

Mayor Debbie Winn stated that the Resolution is an interlocal agreement between the City Council and Redevelopment Agency. It is for tax increment participation for the Broadway Community Development Project Area. The project area is on Broadway in part of the new town area. A developer is interested in redoing the hotel and building some adjacent units for affordable housing. The tax increment participation is 75% for 10-year period.

Chairman Pruden asked if the Council had any questions or comments, there were none.

Council Member Pratt motioned to approve Resolution 2019-08. Council Member Gochis seconded the motion. The vote was as follows: Council Member McCall, "Aye," Council Member Wardle, "Aye," Council Member Pratt, "Aye," Council Member Gochis, "Aye," Chairman Pruden, "Aye." The motion passed.

7. **Resolution 2018-31 A Resolution of the Tooele City Approving an Agreement with Tooele County for Dispatch Services for Fiscal Year 2019-2020.**

Presented by Chief Ron Kirby

Chief Kirby stated that this is an ongoing agreement with Tooele County for dispatch services. The County does an excellent job. The amount for the agreement has gone down to \$316,327.

Chairman Pruden asked the Council if there were any questions or comments, there were none.

Council Member Wardle thanked the County Sherriff who was in attendance, for the transparency and answering the Council's questions.

Council Member Wardle motioned to approve Resolution 2018-31. Council Member Pratt seconded the motion. The vote was as follows: Council Member McCall, "Aye," Council Member Wardle, "Aye," Council Member Pratt, "Aye," Council Member Gochis, "Aye," Chairman Pruden, "Aye." The motion passed.

8. Resolution 2019-29 A Resolution of the Tooele City Council Appointing Kari Scribner to the Administrative Control Board of the North Tooele City Special Service District.

Presented by Council Member Melodi Gochis

Council Member Gochis stated that the North Tooele Service District has a vacancy and they have recommended that Kari Scribner be appointed to the Control Board. Ms. Scribner has been a resident of Overlake for over 18 years, she is interested in writing and learning about people. She is a master gardener and desires to serve in the community.

Council Member Gochis motioned to approve Resolution 2019-29. Council Member McCall seconded the motion. The vote was as follows: Council Member McCall, "Aye," Council Member Wardle, "Aye," Council Member Pratt, "Aye," Council Member Gochis, "Aye," Chairman Pruden, "Aye." The motion passed.

9. Resolution 2019-27 A Resolution of the Tooele City Council Authorizing an Agreement with Tooele County for Municipal Elections.

Presented Michelle Pitt

Mrs. Pitt stated Tooele City is required to hold municipal elections on the odd number years. That means there will be an election in 2019. The Tooele County Clerk's office has traditionally assisted with those elections. They are paid on a cost reimbursement basis. The estimated cost for 2019 is \$29,992.50.

Council Member McCall motioned to approve Resolution 2019-27. Council Member Pratt seconded the motion. The vote was as follows: Council Member McCall, "Aye," Council Member Wardle, "Aye," Council Member Pratt, "Aye," Council Member Gochis, "Aye," Chairman Pruden, "Aye." The motion passed.

10. Resolution 2019-06 A Resolution of the Tooele City Council Amending Tooele City Code Section 1-5-9 Regarding Reconsideration of City Council Votes.

Presented by Council Member Scott Wardle

Council Member Wardle stated that this is a clean up of language to match the charter. If a vote needs to be reconsidered, the new vote has to have the same number of votes in the body.

Council Member Pratt motioned to approve Ordinance 2019-06 Council Member Gochis seconded the motion. The vote was as follows: Council Member McCall, "Aye," Council Member Wardle, "Aye," Council Member Pratt, "Aye," Council Member Gochis, "Aye," Chairman Pruden, "Aye." The motion passed.

11. Resolution 2019-07 A Resolution of the Tooele City Council Amending Tooele City Code Chapter 1-6 Regarding Mayoral Powers & Duties.

Presented by Council Member Scott Wardle

Council Member Wardle stated this is a cleanup of language in the City Code. The code did not talk about a female mayor. This creates a gender-neutral mayor or also he or she. It also adds two statements in it that the budget will be presented to Council by the 1st of May. It cleans up language on appointment of offices to better match the charter.

Council Member Gochis motioned to approve Resolution 2019-07. Council Member Pratt seconded the motion. The vote was as follows: Council Member McCall, "Aye," Council Member Wardle, "Aye," Council Member Pratt, "Aye," Council Member Gochis, "Aye," Chairman Pruden, "Aye." The motion passed.

12. Subdivision Final Plat for the Tooele City Police Station Subdivision, Application by Tooele City, Located at 70 North Garden Street in the GC General Commercial zoning district for the Purposes of Consolidation Five Parcels into One Lot.

Presented by Jim Bolser

Mr. Bolser stated that the intent of the project is the City to begin the process of a new police station. A map of the property was shown on the screen. The City has acquired multiple properties under the Municipal Building Authority, MBA. The zoning of the property is general commercial. The purpose of the plat is to consolidate the five parcels of record into a single lot and also to remove certain utility easements that traverse the property. The plat will also solidify various utility easements that will remain for the police stations use. Planning Commission has forwarded a unanimous positive recommendation.

Chairman Pruden asked the Council if there were any questions or comments, there were none.

Council Member Pratt motioned to approved the subdivision final plat for the Tooele City Police Station Subdivision. Council Member McCall seconded the motion. The vote was as

follows: Council Member McCall, "Aye," Council Member Wardle, "Aye," Council Member Pratt, "Aye," Council Member Gochis, "Aye," Chairman Pruden, "Aye." The motion passed.

13. Subdivision Final Plat for the Providence at Overlake Phase 3 Subdivision, Application by Howard Schmidt Located at 1400 North 400 West in the R1-7 Residential zoning district for the Purposes of Creating 48 Single Family Residential Lots.

Presented by Jim Bolser

Mr. Bolser stated that this is the next phase of the Providence of Overlake subdivision. A few months ago, the Council heard and approved the preliminary plan for phases three through six. This is the next plat for final plat approval. A map of the property was shown on the screen. The plat is just south of the Overlake development. The zoning is R1-7, as are the properties surrounding. The plat is a 48-lot subdivision phase which meets the terms of the City code for development in the R1-7 zone. The Planning Commission has reviewed this application and forwarded a unanimous positive recommendation.

Chairman Pruden asked the Council if there were any questions or comments.

Chairman Pruden asked if the developer owns the wedge piece of property. Mr. Bolser stated they did not.

Council Member McCall motioned to approve the Subdivision Final Plat for Providence at Overlake Phase 3 Subdivision, Application by Howard Schmidt, Located at 1400 North 400 West for the purpose of Creating 48 Single-Family Residential Lots. Council Member Wardle seconded the motion. The vote was as follows: Council Member McCall, "Aye," Council Member Wardle, "Aye," Council Member Pratt, "Aye," Council Member Gochis, "Aye," Chairman Pruden, "Aye." The motion passed.

14. Resolution 2019-33 A Resolution of the Tooele City Council Approving a Contract with Landscapes Unlimited for the Installation of a New Irrigation System at Elton Park.

Presented by Darwin Cook

Mr. Cook stated this resolution is to enter into an agreement with Landscapes Unlimited to add an automated irrigation system to Elton Park. Total contract for the irrigation and point of connection is \$450,000. Any change orders that exceed \$20,000 will be brought back to the City Council for review. There is a little unknown with the meter and arranging the situation to make the connection.

Council Member Gochis motioned to approve Ordinance 2019-33. Council Member McCall seconded the motion. The vote was as follows: Council Member McCall, "Aye," Council

Member Wardle, "Aye," Council Member Pratt, "Aye," Council Member Gochis, "Aye," Chairman Pruden, "Aye." The motion passed.

15. Resolution 2019-32 A Resolution of the Tooele City Council Approving a Contract with Christensen and Griffith Construction Company (C&G) for the Construction of a Pavilion at the Oquirrh Hills Golf Course.

Presented by Darwin Cook

Mr. Cook stated that this is a contract with Christenson and Griffith Construction in the amount of \$210,719 to build a pavilion. This will be a community pavilion. The pavilion is being built with impact fees and the P.A.R. tax. It will be a great addition to the golf course.

Council Member Wardle motioned to approve Resolution 2019-32. Council Member McCall seconded the motion. The vote was as follows: Council Member McCall, "Aye," Council Member Wardle, "Aye," Council Member Pratt, "Aye," Council Member Gochis, "Aye," Chairman Pruden, "Aye." The motion passed.

Chairman Pruden asked Mr. Cook to update the public on the other two ongoing projects with the Parks Department. Mr. Cook stated that the pickleball courts are going in. The contractor is on schedule. With the existing tennis courts, it is a unique situation and the project should be done mid-May. The other project is the City park restrooms. That contractor has broken ground and is on schedule to be done by the end of May for Fridays on Vine.

Chairman Pruden stated that there is a super line up for the Fridays on Vine. For the fourth of July celebration, the city has brought back Arrival.

16. Budget Presentation – Fire Department

Presented by Rick Harrison, City Fire Department Chief

Chief Harrison stated it is an exciting year. It is the 100-year celebration of the fire department. The fire department became a permanent organization on February 3, 1919. July 14, 1919 a resolution of the City Council to make it permanent. Chief Harrison stated that on the budget requests a lot of the line items have not changed for the upcoming year. Chief Harrison stated that under the paid volunteers, the fire department is asking the City to consider an additional position as a training officer. The fire department trains twice a month with record keeping of fire fighter training and documentation, planning the training is becoming more and more of a demand. With the Utah Fire and Rescue Academy in St George, Fire 1, 2 certifications, require a state test that costs \$40 and must be requested by the department. That would be part of this position.

Chief Harrison stated with travel and training last year the department was at \$25,000. The department employees do not get included in the per diem for travel to training. He is asking for the consideration of per diem and travel. 25 members attend fire school in St George every January and fire conventions.

Chief Harrison addressed building operations and maintenance. In the last year, 2018, Station 1 was able to upgrade the air conditioning unit to central air. This year the department would like to request that the fire station on 7th street, upgrade to central air. Last year there was a French drain installed at Station 2. That allowed the water to stop draining into the station and the asphalt was done. The fire department thanks the Council in the support of those projects.

Chief Harrison stated that under the Utah Communication Authority, in the year 2018 the department was able to purchase 6 handheld radios, which were split with three Motorola and three Kenwood radios. The department is still looking to purchase 23 more radios and 16 mobile radios to finish the fleet. The department has been told that the radios will be noncompliant in 2019 or 2020. Chairman Pruden asked the Chief how much would be needed to purchase the radios? Chief Harrison stated that the department has received bids and has given those to the Mayor. Council Member Wardle stated there was a news article that addressed the change in radios and the State is investing \$50 million for the radios. Does that money not trickle down to the department? Chief Harrison stated he had not heard that. Chief Kirby also stated he had not heard that. Council Member Wardle stated that the article stated that the State was purchasing \$50 million, so he didn't know if the City needed to look into that. Chief Harrison stated he would look into that.

Chief Harrison addressed machines and equipment. He stated that last year the department was asking for some of the brush trucks that were leaking and had plumbing issues. The department traded out one of the tanks and put a skid unit in it. There are two more trucks that need to be taken care of. Chief Harrison asked the Council to consider taking care of one more tank. He further stated that the pumpers are aging. Maintenance that is necessary to maintain the pumpers is more intense and above the capabilities of the staff. The trucks are now on a four year rotation for the pumpers to be taken into Ross Equipment for maintenance and emergency lighting upgrades.

Chief Harrison asked for help in purchasing new turnout clothing and PPE for firefighters. They have lifespan and the department needs to keep upgrading to keep up with the demands of the regulations. The department is asking to purchase or lease some SUV's for command staff vehicles. During the middle canyon fire, some neighborhoods needed to be evacuated. Two of the fire chiefs went in their personal vehicles. Residents were not responsive to the fire staffers in personal vehicles. There was no way to identify that they were staff. There have been several issues with confrontation with the public for safety. With new training the department is learning that the command staff should stay in the vehicle and not run around the scene. It works out very well. The department believes that this is a life saving measure. Chief Harrison stated

that there is no worse feeling than trying to get to a fire and not being able to get through a red light while in a personal vehicle. These vehicles would be a long-term vehicles in the department and would be passed down through the rankings of the chiefs.

Chief Harrison stated that in the last budget cycle the department asked for money to replace the cylinders, SCBA's, self-contained breathing apparatuses. After the budget came out the department found out that the air pack systems the department currently has are non-compliant. There was \$25,000 put into the budget to replace the cylinder to be compliant. It was found that the air packs purchased in 1998 are beyond their life expectancy. The department would like to purchase a whole new system. The department has done bids and found finance plans for the new apparatuses. The department would like to carry the \$25,000 over and purchase new SCBA's. Chairman Pruden asked what the bid range was for the new devices? Chief Harrison stated that it is about \$450,000. The air packs that the department currently has will not continue production and it will get difficult to get replacement parts. The new air packs will be 40-minute bottles, over the current 30-minute bottles. The compressors will have to be changed out and that is \$45,000. Council Member Wardle clarified with the Chief if the money in the budget for last year was used. Chief Harrison stated that it is still in the budget and was not used. He stated that they would like to save that money and use it possibly for a down payment of a new system. Council Member McCall asked if the compressor cost of \$45,000 was on top of the \$450,000? Chief Harrison stated that the \$450,000 includes the compressor cost. Council Member Wardle asked if all that information was passed onto the Mayor. Chief Harrison stated it was.

Chief Harrison thanked the Council for all their support. He stated that on July 14, 2019 the department will have the 100-year celebration. He invited all the Council Members to attend.

Chairman Pruden asked if the Council had any further questions or comments, there were none.

17. Budget Presentation – Community Development

Presented by Jim Bolser, City Community Development Director

Mr. Bolser stated that in October there was a fairly significant change to the department, the Community Development and Public Works departments was split into two departments. In October the Council, Mayor and Administration hired Stephen Evans as the Public Works Director. Mr. Bolser shared an aerial photography of community and valley. He stated that his department needs to address the needs of the applicants and the public through balancing the needs of the department. The way the department tries to achieve this is through financial efficiencies, but operational efficiencies as well. The department is not unique in this, but plays a key role in interdepartmental support. If the department is not performing the tasks that are needed, then the department bogs down the other departments of the City. The department wants to find ways to improve and provide better service all the time. Mr. Bolser stated that the

Community Development Department split off Public Works but did take on some additional responsibilities in the last year. The department now does business licensing.

Mr. Bolser stated that the department is proposing a basically flat budget from last year. He wanted to take the Council through some goals and achievements that have been accomplished or would like to be accomplished in the coming year. The budget proposal is essentially flat, but does show an increase in the addition of business licensing and personnel for licensing. Training and advancement is a significant part of what the Community Development Department does. As a whole the department has completed almost 245 training credit hours in the last year. There is a significant reason that this is done, in the department there are the eight individuals that carry a license or certification that require ongoing training. That also means that the department has hired excellent staff that have the certification, experience, knowledge and licensure to perform their duties to the level that the community should expect. In addition, one inspector, has taken it upon himself to make some significant advances in his own career. He has proceeded through two new certifications in the past year, several more over the previous couple of years he has been with the department.

Mr. Bolser shared some statistics with the Council. There was an article that was released in the past week that identified Tooele County as being the seventh fastest growing county in the nation. Tooele City is the hub of the county. As far as new starts for single family dwellings for calendar year 2018, there were 175 new single-family dwellings. That is 194% of the previous year. All new dwelling units combined in Tooele City was over 260% of the prior year. In looking at the first three months of 2019 as compared to the first three months of 2018, those numbers are 220% and 120%, respectively. It is on track for another very busy year. The reason why the inspectors training and education plays such an important role is because so far in this fiscal year since July 1st, the inspectors have done more than 2400 inspections. There are three inspectors. That does not include two things, every day they go out and do progress inspections twice a day on all ne developments under construction. That also doesn't include inspections on the City's own infrastructure projects and administrative inspections. The number of 2400-plus inspections is more than 158% of the inspections in the same time during the prior fiscal year.

Mr. Bolser stated that in code enforcement they are at 168% in caseload of a similar time in the prior year. Business licensing is a new addition in the department, but there are 167 business licenses since July 1st that are new business licenses that the City did not have before. The community is growing not only in the residential side, but also in the commercial side. Since July the Council has put in place the availability for more than 600 new dwelling units on approximately 184 plus acres and 14 new commercial projects in construction in various stages. That does not include what is not currently in process.

Mr. Bolser shared a few things that the department has been able to accomplish over the past year. These are projects that the department has been support for or processed for approval; the new police department, the 1000 North and Main project, the Broadway Project, LKQ in the

Industrial Depot area, adopted a new moderate housing plan, new City Code provisions for the multi-family residential uses, shortly the Council will be seeing new City Code provisions for parking provisions, the department restructuring and implementing an electronic plan review. That will hopefully cut down the expense, time and effort of plan review. The applicants will be able to share plans through flash drives or similar devices. There are numerous infrastructure projects and interdepartmental projects, including park projects. There is also ongoing Planning Commission and Council support and training.

Mr. Bolser stated that some of the projections for the coming year are; it is time to overhaul the general plan. There are three elements in place that need to be updated, one being the moderate income housing plan that has been finished, the second being the master transportation plan, and the third being the land use element. Those are the main backbone for the general plan and will be a significant effort. Other projects that will be in process will be education and training, code enforcement, business licensing, electronic plan review, which will continue implementing on a broader plan. Mr. Bolser stated a new initiative towards emergency management on a City level will be starting. Mr. Bolser stated he has agreed to perform that role and be an Emergency Management Officer. This would provide support to all department to provide emergency management preparation, by putting plans in place, identifying places that the City needs to improve, and helping in the improvement of plans. So that in the event of an emergency, the staff is prepared on how to handle emergencies in the department or on a Citywide effort. The department will continue with ongoing Planning Commission training, Council support and ongoing code reviews.

Chairman Pruden asked if the Council had any questions or comments, there were none.

18. Budget Presentation – Library

Presented by Jami Carter, City Library Director

Ms. Carter stated that she had provided a proposal in written form to the Council. She stated that the library is essentially operation wise really looking to maintain. Maintaining means reimagining, better ways to do things, shift money from one thing to another. It won't be more of the same, it will just continue to be amazing in new and exciting ways. The operating budget is proposing a 1.1% increase, that is between \$10,000 and \$11,000, over four-line items. One of those line items is a \$400 and highest line item change is \$4000. The library does need a capital project for new carpet and paint. That project is estimated to be \$115,706.

Ms. Carter wanted to discuss some of the things that the library has done in the last 12 months and share some of the new plans for the upcoming year. In the current fiscal year, the library is proud that they have made the services more adaptable. Digital inclusion is something that has been focused on for the last four years. The library wants a digitally confident community. That is such a barrier for many individuals. Confidence and competence are two very different things.

Without confidence, you don't become more competent. As librarians, Ms. Carter stated that they have position of trust in the community and people are willing to tell them when something is difficult in most cases. The library takes that seriously. In four years, the library has had a series of courses to residents. In the past four years 194 classes have been offered, with 623 learners. The library started the Ask a Librarian service a year ago. This is a one on one service with people where individuals can book a librarian for a half hour or 45 minutes to really help get through a problem or learn something new. In one year there have been 103 people who have taken advantage of that service.

Ms. Carter stated the library launched a print from anywhere service. Individuals can dispatch print jobs from home to the library computers and pick up the job. It has been used for many circumstances. It has been a year of collaboration and growth with the Hispanos Unidos Tooele to offer English classes. The library just started offering Spanish classes and also offers technology classes in Spanish. The library is connecting with community members who want and deserve that connection. The language barrier is so interregnal for feeling comfortable in a space. The library had its first gathering of all the Tooele County librarians. Ms. Carter stated that in the process to get the librarians together, the biggest comment that was heard, is why this wasn't done before. There were 25 in the room, but there are almost double that in Tooele County.

Ms. Carter stated the library completed a successful first year of no fines. The library launched a comprehensive search of the catalog. Individuals can search both the physical and digital items in one search. The circulation of the downloadable collections has increased more than 30% and is trending towards another 35% increase from last year. It is still only accounts for a quarter of all circulation, so 75% of circulation is physical. The library is now able to reach people in the community that commute and can't make it to the library during open hours.

Ms. Carter shared place related statistics for the library. The library has asked for the money for carpet and paint, but it is her job to make sure the Council knows why there is such a great need for the capital project. In the past 12 months the library rooms have accommodated 692 meetings that have nothing to do with the library. Those are not business meetings. There have been 36,408 internet sessions, 19,287 hours of connectivity, which is .24 per hour due to being part of the e-rate grant system. The library has held 937 programs and had 31,096 attendees to those programs. That is April of last year to March of 2019.

Ms. Carter stated during the upcoming year there are some exciting things. Financially the library intends to stay flat. The current grant funded projects are a little different. The library would like to circulate some nontraditional items in the library. Ms. Carter gave an example; the library would like to circulate internally laptops. Some individuals need to bring kids with them to the library. The kids are little and are kids. Giving the individuals an option to check out a laptop for the kids while the parents get stuff done. There is a grant to provide those services. Another program is allow people to explore new hobbies or interests without having to invest the

money. Packs of items for circulations of habits, hobbies and culture. Examples include, making soap, experiences in a bag, dual language, checking out a week in Portugal, and learning to play the Ukulele. That is grant funded.

Ms. Carter stated that the library would like to continue collaboration and connecting communities. The library has a meeting next week about creative communities with the department of Heritage and Art. This will harness history, humanities, arts, and culture in the City. It is a huge opportunity and a year long pilot. The Library will continue to develop connections with Hispanos Unidos and Toole Area library group.

Ms. Carter stated that the staff has developed five values to develop opportunities and services in the Library. The values are, reach, access, innovate, serve, and empower. Ms. Carter thanked the Council.

Chairman Pruden asked the Council if there were any comments or questions.

Council Member Wardle stated that he appreciated the update on the e-stuff because it is so critical and he thanked Ms. Carter for her excitement.

19. Budget Presentation – Attorney's Office

Presented by Roger Baker, City Attorney

Mr. Baker stated that the City Attorney's office is a little over \$500,000. All but \$20,000 is staff. The amount of discretionary funding is relatively small, that covers supplies, continuing education and travel. Three of staff in the office are required to maintain and obtain continuing education. There is a training budget and that involves some travel. The department has been able to get all training within the state for over a decade. The department has been able to find training within the state. The department needs to pay the State a small amount for the criminal prosecution database. That money will actually not have to be paid within the next year or two because the State is replacing it, with a new database system that is grant funded. Mr. Baker stated that because the department is such a staff intensive budget, the motto is if I don't need it won't be spent and it goes back in the budget. Conversely if I do need it, I spend it within budget.

Chairman Pruden asked if there were questions or comments from Council, there were none.

20. Budget Presentation – Recorder's Office

Presented by Michelle Pitt, City Recorder

Mrs. Pitt, stated that this past year there have been some changes in the structure of the Recorder's Office. Business licensing has moved to the Community Development Department. A new Deputy Recorder, Cylee Pressley was hired. Some responsibilities have been added to the minute recorder position held by Kelly Odermott; she now does minutes for the Historic Preservation Commission. Shelving and organization has been done to the City recorders record room to make it more functional. Bids were obtained for the City's insurance provider and the City now pays a lower premium. A risk management committee has been organized to discuss with all department's safety issues. Ms. Pitt stated that the goals for next year include Ms. Pressley becoming a notary and certified records officer, complete the purchasing policy, and continue to comply with all the laws and ordinances pertaining to records, elections, open public meetings act, publishing notices and minutes.

Ms. Pitt stated that the IT department has also been very busy. The City's 30 year old phone system was replaced and the 20 year old copy machine. A new archive system has been implemented, the department hired a part time employee, and retired or upgraded aging computers and servers, and implemented more reliable wireless internet at City Hall. The goals for the next fiscal year include upgrading the email server, the database server for City Hall's applications including Tyler which is the financial software. Also install better internet at the golf course, pool and museum.

Ms. Pitt stated Communities that Care has been very busy. Some of the accomplishments for this year have been holding a Parents in Power event and signage is displayed at the Aquatic Center. The signage reminds kids and parents of the dangers of alcohol. With that there was a press event with key community leaders, including Council Member Pratt. After the public was able to enjoy a free night of swimming. They have held the parenting classes called Guiding Good Choices. Ms. Pitt read a positive comment from a class attendee. Communities that Care partners with the school district and partners with Second Step Curriculum and Positive Behavior Intervention Support. There are two Police Officers that go in and teach classes as well. They teach prevention, of substance abuse. Through the program they are educated on drug and alcohol prevention, but also create a positive bond with the Officers. CTC has an essay contest and this year there were seven winners and the Council was able to hear from the Grand Prize winner in the Council meeting in March. CTC was able to spotlight 157 teachers and staff as unsung heroes. The Youth Coalition Radpack is learning skills that last a lifetime. This year they put together smoking quit kits for kickbutt stay and put pharmacy takeback labels on prescription bags. During the Mayor's Youth Recognition Award, Communities That Care were able to recognize 54 students. CTC has trained over 1300 community members in QPR, a suicide prevention training. This program came about because local data showed that the City had suicidality and depressive risk factors. For every dollar spent in prevention it benefits the community \$5.50., by reducing crime, smoking, and other risky behaviors. Prevention helps make our community a better place to live. It reduces crime, shows residents that the Community matters to us as a City, and shows that we are willing to invest in the City. CTC is

looking forward to reaching even more people this coming year. Educating people about prevention and moving forward with renewed energy as we create a better environment.

Ms. Pitt stated that Tooele City is in need of new security cameras for the outside of City Hall. The estimate is about \$24,000. The Council Chamber needs new equipment; new projector, microphones, sound system, monitors, and camera for live streaming. An estimate is about \$37,000.

21. Minutes

Chairman Pruden asked if the Council if there were any comments or questions, there were none

Council Member McCall motioned to approve minutes from the Council meeting held March 6, 2019. Council Member Pratt seconded the motion. The vote was as follows: Council Member McCall, "Aye," Council Member Wardle, "Aye," Council Member Pratt, "Aye," Council Member Gochis, "Aye," Chairman Pruden, "Aye." The motion passed.

22. Approval of Invoices

Presented by Mrs. Pitt

Mrs. Pitt stated that there were no invoices for approval.

23. Adjourn

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

The meeting adjourned at 8:48 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 17th day of April, 2019

Steve Pruden, Tooele City Council Chair