

Minutes of the South Ogden City Council Retreat

Friday, February 21, 2015, 8:00 a.m.
222 South Main Street, Suite 2200
Salt Lake City, Utah, 84101

COUNCIL MEMBERS PRESENT

Mayor James F. Minster, Council Members Sallee Orr, Wayne Smith, Bryan Benard, Russ Porter and Brent Strate

STAFF PRESENT

City Manager Matthew Dixon, Public Works Director Jon Andersen, Police Chief Darin Parke, Fire Chief Cameron West, Administrative Services Director Kristen Hansen, Director of Finance Steve Liebersbach, City Attorney Ken Bradshaw and Recorder Leesa Kapetanov

OTHERS PRESENT

Nancy Minster, Monique Benard, Sheila Smith and Sherri Porter were present during some portion of the day.

I. COUNCIL PRESENTATIONS

Mayor Minster welcomed everyone to the Council Retreat and called for a motion to begin.

At 9:03 am, Council Member Benard moved to convene as the South Ogden City Council in an annual retreat and work session. The motion was seconded by Council Member Orr. Council Members Porter, Benard, Smith, Strate and Orr all voted aye.

The mayor turned the time to City Manager Matt Dixon who reviewed the day's agenda and what they hoped to accomplish. He reminded the Council of the strategic plan and how it worked and what things they should be considering when it came time to discuss it. Mr. Dixon said he was anxious to get to the strategic planning part of the agenda, as both the Council and Staff were getting better at determining their strategic goals and objectives. He also pointed out he had positioned large papers around the room and encouraged those present to write down ideas as they came to them so they could prioritize them later on.

Mr. Dixon then turned the time to the Council Members for their individual presentations.

Council Member Orr

Ms. Orr began her presentation by stating she was happy with the things that had been happening in the city. She then said she would like to meet at a park, not necessarily for a council meeting, but to talk about the maintenance and vandalism in the parks and solicit the help from residents in the area.

She also commented she would like to see the bathrooms at the parks opened earlier in the spring. The city should reach out to the soccer organization to help with the extra costs.

Ms. Orr felt some areas in the City should be looked at to see if the zoning was really for the best. The Club Heights area also needed to be looked at; a high level of rentals, parking, and ordinance enforcement were all issues in the area. The area between 36th and 38th Streets also had similar problems.

She then said she as a Council Member would like to know more about what was happening in the City, including building and new businesses coming in. She also would like to know what the Planning Commission was doing and would like to receive their agenda. Council Member Orr reported that being on the committee for the Communities That Care was very time consuming, but it was for a good cause. The organization still needed support from the rest of the community and she asked her fellow council members to look for people who were willing to serve on the committee.

Ms. Orr then talked about an art/metal working program at Weber State University and wondered if the City could approach the students about creating art for the large island that would be created with the re-alignment of Harrison and Ridgeline Drive.

She concluded her comments by asking if the word “ethics” needed to be added to our plans.

Council Member Benard

Mr. Benard said he was tired of being told they were “asleep at the wheel”, didn’t have the citizen’s best interest at heart and that they were liars or dishonest. He felt people had “hijacked” the agenda of the city with their improper suggestions and allegations. He knew that each council member did have the citizens’ best interests at heart and had sacrificed much time and effort to do what was right. The Council did have a vision for the City and had accomplished so much. He then read through a list of accomplishments which included re-organizing the Public Safety Department, implementing a Good Landlord Program, creating a strategic plan, rebuilding many streets, improving code enforcement, and many more. Council Member Benard said anyone could see they had done much and the negativity needed to go away; they would not be able to accomplish more great things if they were divided and did not have trust for each other.

Council Member Porter

Mr. Porter said the past issues had taken a lot of time and energy, but some good had come from it; the Council had analyzed itself and some things in the City more closely. He had appreciated the emails received from City Manager Dixon letting them know what was going on in the City. The process of responding to citizens’ emails had also improved. Council Member Porter then gave some time to his wife Sherri, a member of the SOFI Committee, to report on what they had been doing.

Ms. Porter said there were 6 members of the committee which was facilitated by Special Events Coordinator Jill McCullough. It was the committee’s job to create the 10 different award categories and give the awards out twice a year; once at South Ogden Days in June and once at the Old Fashioned Family Holiday in December. The prize was \$200 for each category and there would be categories for both businesses and residents. Nominations would be open to anyone in the City. She concluded her report by inviting input from the Council on ideas for the categories.

Council Member Porter then talked about the budget. He felt the Council needed to appropriate funds to the Fire and Police Department for more personnel. He suggested they use part of the leave liability fund as well as lower the fund balance to 16% or 17% in order to fund the additional personnel. He also felt the City should set some money aside to be able to purchase the MarLon Hills and Club Heights properties.

Mr. Porter then said they were all service minded, assertive people; that is why they were on the Council. However, they needed to “stay out of the weeds” and instead give the City vision and direction. He finished by thanking everyone for their hard work.

Council Member Smith

Mr. Smith said he had three items he wanted to talk about. First, he would like to organize a citizen work group consisting of community leaders from churches, businesses and residents. They would meet once a month and discuss things that were important to them in the community. The feedback from the work group would give city staff the opportunity to learn what was important to the people that lived in South Ogden and an open forum to discuss it.

Council Member Smith then said he would like to see the City do something more for displays at Christmas time. As the City looked at perhaps re-designing 40th Street Park they should design it so as to be able to create a great light display.

He next reported that it was currently very difficult to get qualified individuals for law enforcement positions; the problem was so bad that they actually had open positions they couldn't fill. Mr. Smith felt the City needed to offer more in order to draw quality people to the police department, including starting wages. Surrounding law enforcement entities offered more for not only starting wages but also gave employees opportunities to earn more in a shorter amount of time. The City needed to find a way to become competitive with wages in order to bring good people to the police department. He also suggested the City hire a full time officer to work with the Strike Force; the City would save money because the Strike Force would offset some of the costs of adding a new employee for the first three years. There was some discussion by the Council on police wages and the need for the City to do something. City Manager Dixon informed the Council that he, the police chief and human resource specialist had held several meetings the past few months on the issue; they were looking for solutions.

Council Member Strate

Mr. Strate began by suggesting the strategic objectives be put on the City's website. He then asked the question, does it matter what the truth is, or what people believe the truth is? He then said he was also concerned with the issues in the police and fire departments. He felt the City should look for solutions. He had read of a city which had cross-trained their police officers to respond to fires as well. He did not like the idea that the City could not compete for well-trained police officers and firefighters. Mr. Strate said he appreciated the ideas and sentiments of the other Council Members. He also liked the idea of annexation and looking at what they wanted the City to become. He referred to the strategic plan and said there was not anything to add to it; they just needed to focus on what was already there.

At 10:13 City Manager Dixon announced a short break.

III. ARBINGER TRAINING

At 10:28, Steve Hansen from Utah Local Governments Trust began his training session. He gave everyone a booklet (see Attachment A for cover of booklet) and explained the Trust did a large amount of training, most of which was behavioral. Mr. Hansen then asked everyone in the room to introduce him or herself, say whether they were familiar with the training and what they would like to take with them from the training. After introductions, Mr. Hansen presented a video about Ignaz Semmelwies, a European doctor who discovered infection control by the simple washing of hands. He then shared how he had become familiar with the Arbinger Training entitled "Living and Working Out of The Box" and asked those present to write down the things they learned during the training in the booklet provided. Mr. Hansen led the group through the training.

IV. RECESS FOR LUNCH BREAK

At 11:53 am, City Manager Dixon announced a break for lunch.

V. RECONVENE

The training resumed at 12:23 pm. Mr. Hansen discussed two ways of being; they were 1) others count like we count (we're open to ideas for all sources; we invite cooperation, and 2) others don't count like we count (we resist some ideas and sources; we invite blame and conflict). He explained many concepts and had the group participate in activities to help teach the concepts. The training concluded at 3:26 pm. City Manager Dixon then announced a short break.

VI. STRATEGIC PLAN DISCUSSION

A. Mission/Vision/Values

Mr. Dixon resumed the meeting at 3:44 pm. He asked everyone present to write down a list of accomplishments the City had made during the last three to four years. He then asked those present to read items from their list. Some of the accomplishments mentioned were rebranding, fleet replacement, streets repaved, re-organization of Public Safety, implementation of a Good Landlord Program, extensive re-write of the City Code, etc. Mr. Dixon pointed out the City had accomplished quite a lot, and much of what had been accomplished was because they had been discussed as part of the strategic plan. He went on to talk about who the stakeholders in the City were, including residents, employees and businesses. Mr. Dixon felt the City had been doing more to reach out to the business community; he had received some positive feedback concerning SOBA from the businesses involved. Council Member Orr suggested an evening activity for SOBA members so that all the Council could attend and get to know the business community in South Ogden. Mr. Dixon went on to identify other stakeholders including Weber State University, Weber School District, surrounding cities and the Council themselves.

Mr. Dixon then had the Council read through the mission, vision and value statements of the City and asked if any changes needed to be made to the statements. The Council determined no changes should be made, but felt the statements should be made more public and shared on the City's website.

City Manager Dixon asked the Council and Department Directors to write a list of the things they wanted the City to do in the upcoming year. He then reviewed the strategic goals the Council had established the previous year and explained where the City was in accomplishing each goal. Mr. Dixon then explained he had divided the City into four managing categories: Finance, Internal Ops, Residents, and Learning/Growth. He handed a large paper to four people in the room. Each paper had one of the four categories written at the top of the paper. He then went around the room and had everyone say one of the items on the list they had created. The group determined under which category the item should be listed, and those with the papers added the item under the appropriate category (see Attachment B).

After the lists were completed, City Manager Dixon divided everyone into four groups. Each group took one of the categories and the items listed under them and determined if the item needed to be a goal or an action plan. The group also compared what was written on the list to see if it was already in the current strategic plan or if it should be added. They also rated the items on the list, determining which were the top three.

After each group completed the assignment, Mr. Dixon said he would take what was written on each paper and incorporate it into the strategic plan. The council would then look at the plan and discuss it at a future meeting. He had each group review the list with everyone present, including what three items were the most important and which were goals or action plans. After the exercise, City Manager Dixon turned the time back to Mayor Minster.

VII. ADJOURN

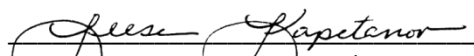
The mayor thanked everyone for coming. He felt they had accomplished a lot of good things during the retreat. He reminded those present that there had been stressful times lately, and encouraged all to be respectful to one another, especially during meetings.

The mayor then called for a motion to adjourn the Council Retreat.

Council Member Smith moved to adjourn, followed by a second from Council Member Porter. Council Members Benard, Strate, Porter, Orr and Smith all voted aye.

The meeting adjourned at 4:28 pm.

I hereby certify that the foregoing is a true, accurate and complete record of the South Ogden City Council Retreat held Saturday, February 21, 2015.

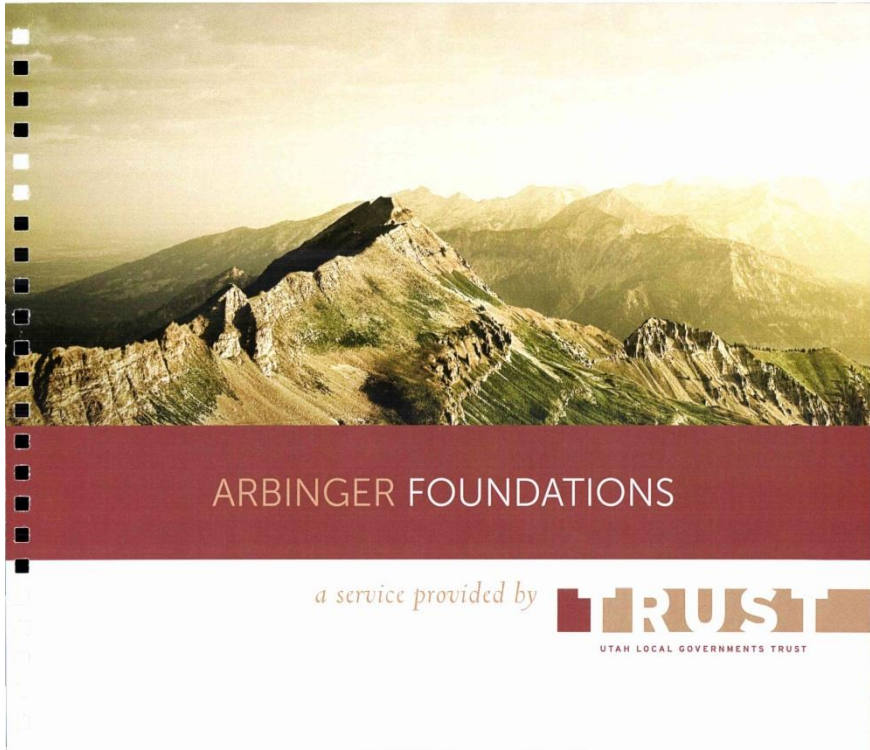


Leesa Kapetanov, City Recorder

Date Approved by the City Council _____ May 5, 2015

Attachment A

Arbinger Training Booklet



Attachment B

Strategic Planning Lists

Financial

~~Wage & benefit~~

Spend down fun balance Action

• retain 1 mil for properties 5% + 1 million
1.3 mil?

• Address capital needs Action - under internal ops

• Ambulance Services / collection

limited control - refer County State R2 Action
\$ 15,000

Goal - work with Fire & Ambulance

- 1- Control services with Services & Cost effectiveness (same)
- 2- eliminate duplicate
- 3- Essential funding

(processes) Internal Ops.

- WAGES / Compensation for Retention ~ Recruiting.
- Staffing - Coverage #5, and options for improvement.
- Road Projects continued.
- HVAC - Station 8/
- Policy Procedure Review
- Computer / IT issues Network Computers
- Capital Needs
- Fleet needs • Radio upgrade • Cameras

Learning/Growth

(Org. development/personnel)

✓ Economic Development / Re-development
Implementation of Brand ← *Make our brand visible @ city entrance & throughout city!*
City Entrances - sell our city

Zoning - Form Based view of Residential Zones

Business - Be Proactive in recruitment

40th street outside the Road, ~~development~~ *Update Master Plan for area in & around 40th street.*

→ Network upgrades / Switches / Computers
~~Network upgrades / Switches / Computers~~ *upgrade current IT to align for present & future needs*

UDOT - Washington Blvd. ~~property~~ *property owners*

Capital Needs

Better city identification of entrances and major accesses/arteries.

Residents

- Sidewalks to Marlon... other (repair) places
- Committees meetings... i.e. Nature Park
- Restrooms @ SOJH
- Park equipment i.e. Swings
- purchase school district lands - DCC
- bowery @ parks revitalized

Goals:

· Committee meetings

Goal:

· Improved sidewalks
· new & repaired

Goal: Improved parks

A.P. = swings, boweries

Restrooms (SOJH)

Goal:

Purchase School property / DCC
→ Committees