

1 Minutes of the Centerville **City Council** meeting held Tuesday, February 2, 2016 at 7:00 p.m. at
2 Centerville City Hall, 250 North Main Street, Centerville, Utah.

3
4 **MEMBERS PRESENT**

5
6 Mayor Paul A. Cutler

7
8 Council Members Tamilyn Fillmore
9 William Ince
10 Stephanie Ivie
11 George McEwan
12 Robyn Mecham

13
14 **STAFF PRESENT**

15 Steve Thacker, City Manager
16 Blaine Lutz, Finance Director/Assistant City Manager
17 Lisa Romney, City Attorney
18 Bruce Cox, Parks and Recreation Director
19 Paul Child, Police Chief
20 Jacob Smith, Assistant to the City Manager
21 Katie Rust, Recording Secretary

22 **VISITORS**

23 Matt Layton, Baseball Coordinator
24 Lisa Sommer, Whitaker Museum Director
25 Spencer Packer, Whitaker Museum Board Chair
26 Interested citizens (see attached sign-in sheet)

27 **PLEDGE OF ALLEGIANCE**

28
29 **PRAYER OR THOUGHT** Councilman Ince

30
31 **OPEN SESSION**

32
33 Dale McIntyre – Mr. McIntyre commented that since January of 2009 Mayor Cutler has
34 had 93 opportunities to be present at Council meetings as either a Council member or Mayor,
35 and has only been absent twice. Mr. McIntyre commended the Mayor for his diligence and
36 dedication in serving the people of Centerville.

37
38 Daken and Carolee Tanner – Mr. and Mrs. Tanner expressed gratitude for the Council's
39 service. Mr. Tanner said that, given his professional experience in human resources, he is
40 surprised to see the Council considering moving the Whitaker Museum Director position from a
41 "limited" to a "part-time" position. He said he hopes the Council will carefully consider the
42 decision, especially given it is out of sync with the regular budget process. Mr. Tanner said, in
43 his experience, it is difficult to move a position from higher pay with benefits to something less if
44 desired in the future. He said he and his wife love the Museum and think the Director is
45 fabulous, but said he hopes the Council will give careful consideration to the information
46 provided by staff. The increase in pay is only a small portion of the impact on the budget. Mrs.
47 Tanner suggested the Council wait to review the change in context with other budget items in
48 the normal budget process. She said she feels like the citizens of Centerville value a thoughtful
49 process and fiscal responsibility. She said she and her husband do not have a stand on
50 whether the change should occur, but asked the Council to give thoughtful consideration to the
51 full impact. Mr. Tanner repeated their love for Centerville, the citizens, and the Museum, and
52 encouraged the Museum to utilize the volunteer service treasured and freely given by the
53 community.

1 Matt Layton – As coordinator of the City's baseball program, Mr. Layton expressed his
2 support for having the soil on the northeast field at Community Park replaced. He stated that
3 baseball is a big part of the community, and the northeast field is not acceptable to play on. The
4 ground is hard and can cause injury when sliding or fielding a ground ball.

5
6 Rick Bingham – Mr. Bingham said he heard of a recent burglary that took place in the
7 community, and suggested that a list of security suggestions from the Police Department would
8 be useful to all citizens with the goal of preventing such incidents in the future. Mr. Bingham
9 also said he wanted to make his annual appeal to the Council regarding creating a separate
10 emergency fund. Under State law an emergency fund can be established with up to 24% of the
11 annual income of the City. He said in his mind there is a big difference between a general fund
12 and an emergency fund available for a rainy day.

13
14 Rich Horlacher – Mr. Horlacher said he moved to Centerville because of the ball fields
15 and the family atmosphere. He said he believes there would be positive financial ramifications
16 from dedicating funds to replace the northeast field. Mr. Horlacher stated he supports replacing
17 the field.

18
19 Larry Wright – Mr. Wright said he understands and appreciates Mr. and Mrs. Tanner's
20 comments, but said he feels he has some special knowledge of the history of the Whitaker
21 Museum and what has occurred there over the last eight years. He stated the Whitaker
22 Museum represents the jewels and values of the community. Tremendous volunteer support
23 has been given to keep the Museum going, and Mr. Wright said he knows the current Museum
24 Director donates a lot of personal time. The City has placed many constraints on the Museum
25 and the various activities it has provided. Mr. Wright said he would like to see support for the
26 Museum because of what it represents to the community. He stated it is more than just a
27 budget issue. The Council vote in 2015 was split, and he encouraged the current Council to
28 rectify an action that he feels should have passed the first time.

29
30 Christopher Hight – Mr. Hight spoke in support of replacing the northeast baseball field.
31 He said Centerville has some of the better fields in the area, but the northeast field does need
32 new soil.

33
34 Jeff Skidmore – Mr. Skidmore expressed support for using RAP Tax funds to replace the
35 northeast baseball field. He said he has been volunteering for years, and Community Park is
36 one of the better facilities in the area, but he feels if the northeast field were improved they could
37 attract more tournaments. Mr. Skidmore pointed out that many groups use the fields, and many
38 citizens would benefit from the infield replacement.

39
40 Aaron Holiday – Mr. Holiday expressed support for use of RAP Tax funds to replace the
41 dirt on the northeast field. He said he feels the program is fortunate to have great facilities. The
42 program has been growing, and provides an opportunity for youth to be active. He agreed with
43 previous comments that the northeast field needs to be replaced.

44
45 Danny Switzer – Mr. Switzer stated he supports the northeast baseball field
46 replacement. He said the gravel cuts easily, and he does not want the youth to get injured.

47
48 Nancy Smith – Ms. Smith pointed out that the Centennial Book could not have happened
49 without the information in the Whitaker Museum archives. The Museum Board has a great
50 desire to digitize the information. She said that occasionally precious records are returned to
51 the Museum that never should have been taken out in the first place. She asked the Council to
52 consider that the one or two more hours requested for the Museum Director will go toward
53 digitizing records so they do not continue to be taken or lost.

MINUTES REVIEW AND ACCEPTANCE

The minutes of the January 19, 2016 work session and regular Council meeting were reviewed. Lisa Romney, City Attorney, and Council members McEwan, Fillmore, and Mecham requested amendments to the regular Council meeting minutes. Blaine Lutz, Finance Director, confirmed that RAP Tax revenues will probably be around \$345,000 per year, depending on sales. Councilwoman Ivie made a **motion** to accept the January 19, 2016 work session minutes and the regular meeting minutes as amended. Councilman Ince seconded the motion, which passed by unanimous vote (5-0).

RECONSIDERATION OF ORDINANCE NO. 2015-30 – CREATION OF CENTERVILLE DEUEL CREEK HISTORIC DISTRICT

Mr. Thacker explained staff's request to table reconsideration of Ordinance No. 2015-30 regarding the creation of the Centerville Deuel Creek Historic District until after the Landmarks Commission has had time to further consider commercial design standards appropriate to incentivize within the Historic District. Councilwoman Fillmore made a **motion** to direct Ordinance No. 2015-30 back to the Landmarks Commission and the Planning Commission before presentation to the Council. Councilwoman Ivie seconded the motion. Councilman Ince asked if enough qualifying commercial exists to warrant consideration. Mr. Thacker responded that the incentives could also potentially apply to new commercial construction consistent with the historic neighborhood. Mayor Cutler stated he feels it is worth considering. The motion passed by unanimous vote (5-0).

REQUEST FOR REPLACEMENT OF INFIELD SOIL ON NORTHEAST BASEBALL DIAMOND IN COMMUNITY PARK

Bruce Cox, Parks and Recreation Director, gave historical background of the Community Park baseball diamonds. The northeast field has not yet been replaced and is very compacted, and Mr. Cox said he is concerned for the safety of those playing on the field. The baseball program has expanded in recent years, and approximately \$5,000 has been collected for field replacement through fundraising efforts of program participants. Mr. Cox recognized Matt Layton, coordinator of the City's baseball program. The baseball coordinator position is a paid position with the City, but Mr. Layton has volunteered all of his time and not turned in any hours. Mr. Cox stated the Parks Department would be able to have the field ready for the opening of the baseball season if the funds are approved by the Council. Councilwoman Fillmore expressed her support, and said she is thrilled with the fundraising that has occurred. She asked Mr. Cox if the Parks Department Budget might possibly have enough left at the end of the fiscal year to cover the cost. Mr. Cox responded he does not know at this time, but it might be possible.

Councilwoman Mecham asked Mr. Layton if replacing the northeast field is a top priority for the baseball program, and Mr. Layton responded that it is the top priority. He added that the City Engineer has offered to do the surveying work free of charge. Mr. Cox recognized Gary Goff, former Chair of the Parks and Recreation Committee. Mr. Cox explained that replacing the field does not show up on the Parks Capital Improvement Plan because he intended to include the work in his Department Budget along with the fundraising efforts. Mr. Goff confirmed that the field replacement is a top priority for the Parks and Recreation Committee. He added that the extensive Parks Capital Improvement Plan includes all other needs of which he is aware, as well as suggestions from community members. On the Parks Capital Improvement Plan, Mr. Thacker referred to the line item for replacing existing amenities (\$300,000), and pointed out that parking lots in the City parks need to be timely sealed and

1 preserved, but are not specifically mentioned in the Plan. The parking lots could be included as
2 existing amenities, but \$300,000 may not be sufficient.

3
4 Councilwoman Fillmore made a **motion** to authorize use of RAP Tax revenues to be
5 received in FY 2016, along with baseball program donations (approximately \$5,000) and
6 concessions profits (approximately \$5,000) in the Recreation Fund, to pay for the replacement
7 of soil on the northeast baseball diamond in Community Park, with the amendment that, if the
8 Parks Department has left-over funds in its Budget at the end of the year, it could use those to
9 replace the RAP Tax revenues. Councilman McEwan seconded the motion. Mr. Cox
10 commented that any surplus in his Parks Budget goes back into the General Fund anyway.
11 Councilman Ince asked if the City should be adding something to facilitate drainage on the
12 fields. Mr. Cox responded that the plan to replace the top 15 inches of soil will be sufficient, but
13 the Council could choose to add drainage lines for a significantly higher cost. The motion
14 passed by unanimous vote (5-0).

15
16 **AMENDMENTS TO URBAN DEER CONTROL PLAN**

17
18 Mr. Cox reported that the Division of Wildlife Resources (DWR) has lifted the ban in
19 Centerville on deer relocation. The cost to the City for the DWR to relocate deer is \$100 per
20 deer. The DWR is willing to relocate deer as long as there are areas that need to be
21 repopulated. The City has a Certificate of Registration from the DWR to trap 100 deer. Mr. Cox
22 said the DWR admits that some mountain deer will be trapped when trapping during winter
23 months, but success in trapping decreases when the ground thaws and food is more readily
24 available. Councilwoman Fillmore asked if it is possible to allow the property owner requesting
25 the trapping to choose between relocating and euthanizing. Mayor Cutler responded that the
26 only option available until August 1st is relocation. Councilwoman Mecham commented that
27 euthanizing hopefully will not be necessary in August if relocating occurs now. Chief Child
28 recommended the Council consider a cost-sharing arrangement with the property owners
29 requesting deer removal to help offset the cost. Councilman McEwan added that citizens could
30 be given the option to adopt a deer by paying all of the relocation cost. Mayor Cutler agreed
31 with the idea of asking property owners to contribute an amount toward relocation.

32
33 Mr. Cox explained that with volunteer support, the trapping involves very little staff time.
34 Staff coordinates with the DWR before a trap is set. Responding to a question from Councilman
35 Ince, Mr. Cox said he does not know if transmitters are recovered if a deer dies. Councilwoman
36 Mecham said she knows sterilizing darts have been used on deer in Idaho, and asked if that
37 option is available for Centerville. Mayor Cutler responded that the same question was asked of
38 a DWR representative at a previous meeting, with the response that the representative did not
39 think the sterilizing darts were effective.

40
41 Councilman Ince made a **motion** to allocate \$5,000 from the Council Contingency Fund
42 toward removal and relocation of deer, to be supplemented by a mandatory 50/50 cost-sharing
43 arrangement with the citizens requesting relocation, with the added option to citizens of a \$100
44 adopt-a-deer program. Councilwoman Ivie seconded the motion. Councilwoman Fillmore
45 emphasized that all options should be communicated to citizens. Mr. Cox commented that the
46 County declined permission to trap deer on the County-owned property on 100 South.

47
48 At 8:20 p.m. Mayor Cutler opened an unscheduled public hearing.

49
50 Lisa Sommer – Ms. Sommer asked if deer traps could be placed on City property such
51 as the community garden and Freedom Hills Park.

1 Chief Child responded the City would bear the whole cost, and Mr. Cox stated the goal
2 has been to place the traps out of the public view, but it would be possible. Chief Child added
3 that after the deer are trapped the situation somewhat resembles a rodeo. It is probably not
4 something the City would want children watching. Chief Child said, in his opinion, keeping all
5 options open is a good plan.

6
7 Rick Bingham – Mr. Bingham asked how effective the City's efforts will be if food
8 attracting the deer remains in yards. He suggested the City monitor how effective the program
9 is, and added that it would be easier to put chicken wire around plants in yards than the trapping
10 and relocating expense. He asked if the meat is still offered to volunteer hunters. Mr. Thacker
11 responded that lethal reduction is only allowed between August 1st and December 31st.
12 Regarding liability, Mayor Cutler stated that volunteers sign a release form.

13
14 Troy Johnson – Mr. Johnson asked how to volunteer for the program. Mr. Cox
15 responded that forms are available on the City website.

16
17 Mayor Cutler closed the impromptu public hearing at 8:28 p.m. Councilwoman Fillmore
18 expressed a preference for allowing staff to work out the remaining details, and a majority of the
19 Council appeared to be in agreement. The motion passed by unanimous vote (5-0).

20 21 OPTIONS FOR VIDEO STREAMING COUNCIL MEETINGS

22
23 Staff was previously directed to obtain quotes and make a recommendation regarding
24 camera equipment and archiving Council meetings. Mr. Lutz presented options for equipment
25 and archiving, and recommended purchasing an Axis V5914 camera to be installed on the east
26 wall with direct feed audio to the microphone system (\$1,700 plus \$700 for installation). For
27 archiving, he recommended a contract with NovusAgenda for a cost of \$4,000 annually (the
28 cost would be prorated for FY 2016 to \$1,000). The YouTube option costs \$10 per month, but
29 offers limited organization and only four hours recording ability. Novus provides organization of
30 the archive, with the ability to timestamp recordings. Mr. Lutz presented possible funding
31 sources. Councilman McEwan stated he appreciates the work done by staff, and recommended
32 the Council approve the purchase of an Axis V5915 rather than the V5914 for improved picture
33 quality. Councilman McEwan made a **motion** to accept the staff recommendation with an
34 increased allocation of \$3,500 from Council Contingency for equipment and installation, and
35 \$1,000 for FY 2016 to contract with NovusAgenda for video streaming and archiving services.
36 Councilwoman Fillmore seconded the motion, and asked if NovusAgenda offers the ability to
37 measure use. Mr. Lutz agreed to find out. The motion passed by unanimous vote (5-0).

38 39 PROPOSED AMENDMENTS TO SECTION 13-03-062 OF THE CENTERVILLE 40 MUNICIPAL CODE REGARDING DISCHARGE OF MISSILES OR PROJECTILES

41
42 At the January 19, 2016 meeting, the Council directed staff to: (1) get more information
43 on what other communities are doing and regulating regarding the discharge of missiles or
44 projectiles; (2) research State law provisions to see if such conduct is adequately regulated by
45 State law; (3) evaluate possible negative consequences in repealing this Section as a local
46 regulation; and (4) provide a staff recommendation on the matter. Chief Child referred the
47 Council to information in the staff report, and presented proposed language for a new Section
48 13-03-062 drafted by Councilman McEwan and revised by staff, with separate subsections for
49 private and public property. The Chief stated he understands the concern and reason for
50 considering a change, and said he feels it is important to keep in mind what is reasonable when
51 balancing public safety with the rights and liberties of residents. The proposed language would
52 specifically prohibit the shooting of bow and arrow, crossbow, air gun, bb gun, pellet gun, or any
53 other type of instrument designed to propel or throw missiles capable of doing substantial bodily

1 injury in such a manner as to endanger persons or property or to cause the projectile or missile
2 to cross into property owned by another when the person shooting the projectile or missile does
3 not have permission to use such property for the purpose of discharging the device.

4
5 Chief Child explained the wide range of devices and the large spectrum of shooting
6 capability available, and emphasized the need to keep balance in mind. The Chief stated he is
7 comfortable with the proposed language, but cautioned that the potential will be greater for
8 windows being shot out or people getting hurt if the proposed Ordinance is adopted. He said
9 the current Ordinance is more of a preventative ordinance than the proposed language.
10 Councilman McEwan asked how the Police Department would pursue a situation with a shot-out
11 window if the current ordinance did not exist. The Chief responded they would probably pursue
12 a criminal mischief charge. The Police would have to identify and prove who shot the window
13 with evidence of intent. Councilwoman Fillmore asked Chief Child if he would recommend
14 adding a restriction for devices capable of certain strength. He responded that 700 feet per
15 second seems to be where other organizations have set a limit. Councilman McEwan pointed
16 out that individual situations will come down to a judgment call by the Police Officers, and said
17 he does not feel specifying a particular speed is necessary.

18
19 Councilman McEwan pointed out that the ability of the Police Chief to approve an
20 archery or target facility is not included in the proposed Ordinance. The intent would be for the
21 gun range leased on public property, and the archery class offered by the City recreation
22 program to be approved. Regarding the suggestion to include up to 700 feet per second in the
23 Ordinance, Ms. Romney advised that "capable of doing substantial bodily injury" will be the test.
24 The capability of a device will not be the only factor considered in an incident, and specifying
25 700 feet per second may cause citizens to think a device up to that limit is approved regardless
26 of factors such as property size. The Council and staff discussed changes to the proposed
27 language, agreeing on the following: ". . . it shall be unlawful to discharge or shoot a bow and
28 arrow, crossbow, air gun, bb gun, pellet gun and any type of instrument, designed to propel . . ."

29
30 Councilwoman Fillmore made a **motion** to accept the amendment presented by staff
31 with the punctuation and word changes as stated for subsection (a); adding subsection (c)
32 disallowing anything under any circumstances being shot within City boundaries that is capable
33 of shooting faster than 700 feet per second; moving Exceptions to subsection (d), and adding
34 (d)(3) that the Police Chief can approve an archery or target range. Councilman McEwan
35 argued against the motion, stating that an enforcement burden would be placed on the Police in
36 measuring the capability of individual devices. He suggested it would be easier to allow the
37 Police to make judgment calls rather than find specifications of specific instruments.
38 Councilwoman Fillmore **amended the motion**, removing her proposed subsection (c), moving
39 Exceptions back to (c), and adding (c)(3). Councilman Ince seconded the motion. Councilman
40 McEwan made a **motion to amend** the motion, directing that the same punctuation and word
41 changes apply to subsection (b). Councilwoman Fillmore seconded the motion to amend.
42 Mayor Cutler said he feels the Council reached a decent compromise. It was agreed that the
43 rules could be included in a City newsletter as a reminder. The motion to amend passed by
44 unanimous vote (5-0). The amended motion passed by unanimous vote (5-0).

45
46 The Council took a break from 9:23 p.m. to 9:33 p.m.

47
48 **MUNICIPAL CODE AMENDMENTS – TITLE 13 – CRIMINAL CODE**

49
50 City Attorney Romney explained proposed Ordinance No. 2016-06 amending and
51 renumbering various provisions of Title 13 of the Centerville Municipal Code regarding the
52 Criminal Code. Responding to questions from the Council, Ms. Romney explained that the
53 City's door-to-door sales regulations were repealed by a previous Council in response to the

1 outcome of lawsuits against a number of Utah cities, including Centerville. Councilman
2 McEwan made a **motion** to adopt Ordinance No. 2016-06 amending and renumbering various
3 provisions of Title 13 of the Centerville Municipal Code regarding the Criminal Code,
4 acknowledging that Section 13-03-062 approved by the Council will be included. Councilman
5 Ince seconded the motion, which passed by unanimous vote (5-0).
6

7 **WHITAKER MUSEUM DIRECTOR**

8

9 Councilwoman Ivie explained that she and Councilman McEwan requested this item on
10 the Agenda to discuss the possibility of upgrading the position of Whitaker Museum Director
11 from "limited" to "part-time". She said she feels it is a value judgment to be made by the Council
12 whether the Museum has reached a point that the Council wants to show they are committed
13 and wants it to continue. Councilwoman Ivie said the Museum Director does a lot of things, but
14 has not had sufficient hours to accomplish the archiving that needs to be done. She added that
15 many things can be accomplished with volunteer hours, but volunteers cannot be relied on
16 forever. She compared the situation to the baseball coordinator position that was converted
17 from a voluntary to a paid position, and said she feels it is time to do the same for the Museum
18 to recognize the value to the community. Councilwoman Ivie also expressed concern that when
19 the Director runs out of time, some duties are handed over to full-time City staff who make more
20 per hour than the Director. She would rather increase the Director's hours slightly to facilitate
21 the continuing of the Museum the way she thinks the community would like. Councilman
22 McEwan said he would like to hear from Whitaker Museum Board members.
23

24 Spencer Packer, Museum Board Chair, said from his perspective, the decision first
25 needs to be made what value the Council places on the Museum, and whether that value
26 warrants an increase in hours for the Director. He quoted from multiple articles regarding the
27 value of museums. Chair Packer said that, although the Whitaker Museum may not meet
28 statistical standards compared to other entities, the value of the Whitaker Museum is more
29 intrinsic. The Museum is currently running at full throttle with the given budget. He said if the
30 Council would like to maintain the current standard, the Board will have to cut back on
31 programs, because the Director has been over-taxed relative to her allotted time. Chair Packer
32 expressed the desire of the Board to accomplish more than they are currently able.
33

34 Mayor Cutler commented that in past years a lot of work was done by the Museum
35 Board to outline the Museum mission and programs. The mission and programs were then
36 presented for Council consideration and approval. He asked if the Board is continuing to
37 redefine the Museum's program and goals. Chair Packer responded that five and ten-year
38 plans are in place, much of which is related to capital improvement. The Board is limited
39 financially in what expansion can occur. Programs will need to be significantly reduced to
40 accomplish the needed cataloguing and archiving with the current time allotted. Mr. Packer said
41 that extra effort has been made to show what could be done, and what the Board is interested in
42 doing, and archiving and cataloging has been neglected in the process.
43

44 The Mayor stated he feels the Council should first be in agreement on expanding the
45 role of the Museum and what that expanded role should be, and then increase funding
46 appropriately. Councilman McEwan said he does not disagree, but does not think an expanded
47 role of the Museum is germane to the current issue. He said he has been fortunate to visit
48 museums around the world, and the best program he has ever attended was hosted by the
49 Whitaker Museum. Councilman McEwan said he feels the value goes beyond what can be
50 stated in a mission statement. He pointed out that the Museum will have an opportunity to apply
51 for further grant money this year, and grant writing takes time. Councilman McEwan said he
52 feels the level of support the Council is willing to give the Director will drive the role of the
53 Museum moving forward. Referring to the comments that the change should be considered as

1 part of the regular budget cycle, Councilman McEwan point out that the Council just approved
2 replacing a baseball field outside of the budget cycle, and he feels this change is timely
3 considering the upcoming grant opportunity.
4

5 Councilwoman Fillmore pointed out how frugal Centerville is as a City. As an example,
6 she pointed out that the ball field has been requested for years, is a one-time expenditure, and
7 was only approved after those passionate about baseball worked hard and came up with more
8 than half of the cost. Councilwoman Fillmore expressed her deep love and appreciation for the
9 Whitaker Museum, the improvements that have been made, and for historical preservation in
10 general. She described her personal family background rich in volunteer service, stating that
11 the love and value placed on the Museum needs to be balanced with a vibrant fiscal analysis.
12 Councilwoman Fillmore agreed with the Tanners' comment that upgrading the position is a big
13 decision, and said she feels the decision should be tabled for further analysis. The Council's
14 appreciation and support is evident in the continued increase in funds invested in the Museum.
15 Councilwoman Fillmore pointed out that the increase to 19 hours for the Director was already a
16 huge leap, and she agreed with the Mayor that she would like to see a five to ten-year plan and
17 specific goals for the Museum. She said she feels a huge factor contributing to Centerville
18 having one of the lowest property tax rates in the State is how frugal the City is with personnel.
19 She added that in the work session prior to the meeting, an independent financial auditor
20 suggested the City might want to consider increasing financial staff. She presented
21 comparative information she collected for a more complete understanding (attached).
22

23 The Council and staff discussed differences in reported Museum attendance/customers.
24 Nancy Smith, a Museum Board member, stated that the Museum's five to ten-year plan has
25 been included with every budget submitted. Administration is needed for volunteer labor. Ms.
26 Smith expressed that the Board has tried hard to comply with the Director's restricted hours, but
27 not all of the work can get done. She said they are asking for two more hours per week. Ms.
28 Smith said an analysis was done for the previous Budget cycle, which she felt incorrectly
29 reflected the cost to the City per Museum customer. She explained that the director of the
30 community garden is under the Museum Director's administration. Mr. Thacker stated he was
31 not given an opportunity to see and verify the numbers presented by Ms. Smith. The numbers
32 used in the previous Budget cycle analysis were reported in an operational metrics program of
33 those who visited the museum and attended events.
34

35 Councilwoman Ivie said she is simply asking the Council to decide if they like the
36 Museum and want it to continue and be able to archive; the Board is only asking for two more
37 hours. Mayor Cutler responded that the change to part-time includes certain required benefits,
38 and the number one financial impact on the City long-term is employee benefits. The Council
39 and staff discussed City part-time employee benefits. Councilman McEwan stated he feels the
40 City is very generous with the part-time benefits package, and he is in agreement with
41 Councilwoman Ivie that if the Council values the Museum, they need to invest in it. He said he
42 understands the importance of archiving, and supports preservation efforts. Mr. Thacker
43 explained that increasing the Director position to 21 hours would not generate more hours of
44 work due to leave benefits, and suggested that 25 hours would be needed for increased
45 productivity. He pointed out that the Director is already working an average of 21.5 hours per
46 week. Councilman Ince commented he has always had a problem with pinning an employee to
47 just under the point where benefits kick in. He added that the part-time benefits offered by the
48 City do not make sense to him long-term. The City currently has five part-time employees.
49 Councilman Ince pointed out that the Director position is responsible for making the Museum
50 program work, and stated he is torn, agreeing with Mayor Cutler that the cart should not be
51 placed before the horse, but also agreeing with Councilwoman Ivie that the Museum should
52 have sufficient support. Councilwoman Fillmore and Mayor Cutler agreed it would be worth
53 while to reevaluate the City's part-time benefit policy. Councilwoman Fillmore repeated that

1 evaluating what is done by comparable organizations is beneficial. She also pointed out that
2 the Council represents the citizens, and should consider whether the Museum reaches enough
3 of the citizenry for the Director position to be comparable to other City positions.
4

5 Mr. Thacker expressed surprise that the request was presented now instead of as part of
6 the upcoming regular Budget cycle. He explained that other matters brought to the Council mid-
7 year have been one-time expenditures or personnel actions related to substantial changes in
8 the duties of the position. Mr. Thacker stated that, from his perspective, there is not a
9 compelling reason to make the change outside the regular Budget cycle, when it would be
10 considered with the other needs of the City. He emphasized that he values the Museum.
11

12 Councilwoman Ivie made a **motion** to change the Museum Director position to part-time
13 in order to facilitate the continuation of what has been done, not to exceed an average of 24
14 hours per week over a 52-week year, with an hourly wage equivalent to the 19-hour per week
15 stipend rate, effective at the beginning of the next payroll period. Councilman McEwan
16 seconded the motion. Mr. Thacker explained that part-time employee hours are reviewed
17 annually with the Budget process. He also commented that some of the tasks performed for the
18 Museum by City administrative staff, such as website administration, will continue to be
19 accomplished by administrative staff. Councilman Ince asked Mr. Tanner his professional
20 opinion of the problems involved with changing part-time benefits, and Mr. Tanner responded
21 that the problems relate to employee morale. He added that the current trend is toward more
22 "limited" positions and fewer "part-time" positions. Councilwoman Fillmore commented that the
23 historical preservation field has a great volunteer spirit, which the City should take advantage of.
24 She said she has a feeling of whiplash with principles not being applied across the board by the
25 current and the previous Council. Councilwoman Fillmore expressed the intention to submit her
26 collected data for the record, and said she feels the current decision needs to be data driven.
27 Councilman McEwan asked that she include sources for her data. The motion passed by
28 majority vote (4-1), with Councilwoman Fillmore dissenting. Councilman Ince's vote in favor
29 included the caveat that all similar positions need to be treated the same. Councilman McEwan
30 made a **motion** to take the increase in cost from General Fund Contingency until such time that
31 other means can be found. Councilwoman Ivie seconded the motion. Mr. Thacker estimated
32 that \$2,000-\$3,000 will be needed for the remainder of the fiscal year. The motion passed by
33 majority vote (4-1), with Councilwoman Fillmore dissenting.
34

35 **MAYOR'S REPORT**

- 36
- 37 a. Council members are invited to the Legislative evening at CenterPoint Theatre on
 - 38 Wednesday, February 10.
 - 39 b. The Mayor reported that a discussion regarding use of County Proposition 1
 - 40 revenues occurred at the last Council of Governments meeting.
 - 41 c. Mayor Cutler updated the Council regarding County-owned property located on 100
 - 42 South. The Commissioners have indicated interest in the Council's opinion. Mr.
 - 43 Thacker recommended against putting City dollars into preserving the property as
 - 44 open space, but recommended the Council continue pressuring the Commissioners
 - 45 to place an easement on the channel and basin. He gave a brief history of the
 - 46 ownership of the property, and said that, in his opinion, considering the recent \$2.1
 - 47 million debris basin project further upstream, it would be unfair for the Council to
 - 48 expect the County to forego revenue that could be received from sale of the property.
 - 49 Mayor Cutler suggested allowing City and County Public Works staff to work together
 - 50 to protect the channel and sedimentation basin.
 - 51 d. Mayor Cutler reported that improved bus stops are the top priority for UTA
 - 52 Proposition 1 revenues in Davis County.

CITY MANAGER'S REPORT

- a. Mr. Thacker reported that he was told the City can apply for CLG grants for both the Whitaker Museum and the Landmarks Commission (totaling over \$10,000). An equal match is required from the City, and could be budgeted by the Council in the next fiscal year.
- b. City Manager Thacker reported that bids for pedestrian bridge fencing will open on February 11th.
- c. Mr. Thacker discussed Legislative bills related to retirement issues. He said it is his perception that the Council would be supportive of decisions that would make public safety positions more attractive to help with recruitment.

MISCELLANEOUS BUSINESS

Councilman Ince declared his intention to be available to the public one evening per month for outreach and education, and invited the rest of the Council to join him (not more than two Council members at a time). Councilwoman Fillmore expressed the concern that Council member comments could be taken as speaking for the Council as a whole. Ms. Romney advised Council members not to discuss pending applications, and to make it clear they are not speaking for the whole Council. The Council discussed timing, and settled on the Wednesday evening after the second Council meeting each month. Ms. Romney advised the Council to not meet with the public at the same time as a Planning Commission meeting. Councilman Ince said he would begin on the third Wednesday in March, and agreed to work with staff to circulate a sign-up sheet and add the schedule to the City website. Ms. Romney asked to be involved in preparing the description of this outreach effort, to be used in advertising.

APPOINTMENT

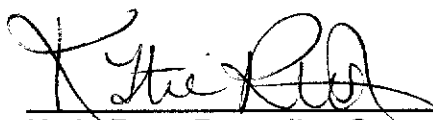
Mayor Cutler recommended the Council appoint Melissa Larsen to the Parks and Recreation Committee. Councilwoman Mecham made a **motion** to appoint Melissa Larsen to the Parks and Recreation Committee. Councilman Ince seconded the motion, which passed by unanimous vote (5-0).

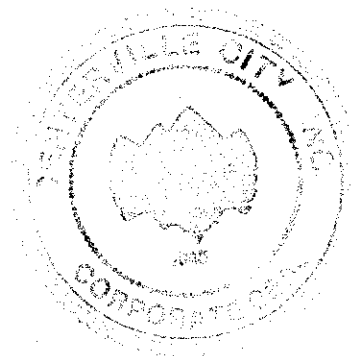
ADJOURNMENT

At 11:25 p.m. Councilman McEwan made a **motion** to adjourn the meeting. Councilwoman Ivie seconded the motion, which passed by unanimous vote (5-0).


Marsha L. Morrow, City Recorder

2-16-2016
Date Approved


Katie Rust, Recording Secretary



For the record:

I have a strong love and appreciation for historical preservation and living museums. I grew up with a mother who was a docent for the Beehive House, a board of trustee member of the Utah Heritage Foundation, and president of the Volunteer Guild there. It is a personal passion of mine. As a council member, that love and passion needs to be appropriately balanced with thorough fiscal and cost/benefit analysis.

I strongly feel we need to table this item for further analysis. Adding a benefited position is a very big deal. For example, the police force had to ask for YEARS to get a new police officer. Past Councilmember Larry Wright pushed all those years for the city to consider hiring part time officers--non-benefited--to save the city money. That same past council member also spoke against the RAP tax, stating our community's strong volunteer spirit and ability to donate for things we want to see happen. The field of historical preservation is known for the strength of those two elements--donations and volunteerism. Tonight that same past councilmember spoke in favor of a benefited employee for our museum. Why is this council so anxious to add a benefited employee that is not essential to the safety of our citizens and that is running a program that, although wonderful and with value, has very limited reach in our community?

(see Staff report of Direct Subsidy per Customer Unit comparison between the Museum and the Rec.

Program--at CURRENT LEVELS for museum of non-benefited pay:

- ☐ Museum: \$21,200 direct subsidy divided by 1710 CUs = \$12.40 per CU
- ☐ Recreation: \$27,555 direct subsidy divided by 23,000 CUs = \$1.20 per CU)

Fiscally conservative elected representatives understand that personnel is government's greatest cost, and once a level of personnel is added it is extremely difficult to reverse that cost. Our property tax is one of the lowest in the STATE. A key to that is tight reign on personnel costs.

There are many questions to be answered more thoroughly before we make this decision. I would like to understand better the goals of the museum: a 5-10 year plan? Specific Goals/Targets? Ways to increase volunteer involvement? Cost/benefit analysis? I would also like to do a more thorough comparison of the data on our museum compared to others. In talking to the Museum Specialist at Utah Division of Arts and Museums, I discovered that it is the minority of situations for a city to be running a museum. I was also directed to a few cities or other bodies I could contact for more information. I did so, and asked these questions:

Population of city being served?

NUMBER OF VISITORS BEING SERVED

Number of days/hrs open?

Number of buildings involved?

Director pay and hours?

How many other employees and volunteers are being overseen?

Operating budget and % of that budget that comes from the city (and other sources \$)?

What programs are being overseen?

Property tax rate of city being served?

Please see Xcel sheet for rough start of recording the answers to these questions. This sheet is in no way intended to be a comprehensive analysis and even the information contained therein is yet to be verified. *The purpose of this sheet is only to exemplify the questions that are worth asking and the importance of finding some of the sources we might use to gain additional perspective from—perspective that gives us specific facts about specific situations, not just averages of a largely varied group of museums.*

Please also see this information provided to me by the aforementioned Museum Director:

Museum Survey (Utah): <https://heritage.utah.gov/wp-content/uploads/2014-Museum-Survey3.pdf?97ab84>

AAM Salary Survey
(2012): https://freshinthefield.files.wordpress.com/2012/12/2012_museum_salary_study.pdf

Tami Fillmore
Centerville City Council

MUSEUM DIRECTOR POSITION:

city: Centerville Brigham Murray Helper Hyrum Wheeler Her.Found.
 contact: staff Ruth Jensen, Mary Ann Kirk Jim Boyd Jami Van Huss Kirk Huffaker
 ruthjensen@brighamcity.utah.gov 801-264-2589 museum@helpercity.net 801-533-0858

Population	17000	18000	46000	2200	8000	1.1 million	1.1 million
# of visitors	1700	11000	1000	4700	4000	500,000	54,000
days/hrs open	1 day, 8 hr	5, 35+	5 days, 20 hrs	6 days, 42 hr	6 days, 42 hr	daily till dark	1
buildings		2, spec.events rental	inside city hall	CLG/landmarks	in city library	3	
just museum?		arts,nat.hist, CLG/landm	CLG/landmarks	CLG/landmarks		no, other	no, other
director salary		\$25/hr	20 hr	\$10/hr	\$16/hr	40	\$72K
director hours	19	40	0	80 hr-no ben	20-25	20 to 70	40+
director hrs/visit	0.58	0.19 + CLG+art/n.h	1.04 + CLG	0.33+CLG	0.26	0.00416	0.043
# of employees	0	2p/t,2 temp(\$13-18)	0	1	0	5	5
# of volunteers	10 to 15	5 to 10	27	6	10	100	100
Operating budget	24K op.only	\$220K	350K ARTS&hist.	\$61K op.+proj	\$35K, op.only	\$1 million	\$650K
ppx.% from city/co	100%	100%	70%, or 250K	50%	100%	50%	10%
other sources		grants are listed elsewh	100K from grants	very large arts prog.	1-9K/yr in grant	revenues	revenues,
property tax rate	0.00109	0.002342	0.002049	share of co.	0.001629	0.002819	0.002819

24K operations
 12K projects
 all from general fund
 project costs
 fluctuate greatly
 year to year
 note: CLG landmarks also
 photos, 3-4000 on website
 family histories
 oral histories recorded
 professional collection mgmt, etc.
 staffing costs
 other f/t
 emp.make
 half the bdgt.
 btwn.26to60K

Survey info:	85 out of 285 responded
average visitors	120,000
avg. f/t emp:	9
avg p/t emp:	15
avg. volunteers:	53
under 25K bdgt:	36%
25-100K bdgt:	25%
100K-1M+ bdgt:	39%
staff pd by city:	19%
6 are run by cities	
9x2+15=33p/t	
3,636 visitors	
per p/t empl.	
staff cost is	65-75%ofbgt.
hire with min.	
of bach. Deg.	
plus work exp	

addtl notes:

museum run by cit 11%		do not become
photos, 3-4000 on website	great web site	reliant on one
family histories	done by intern	source of
oral histories recorded		funding:
artifacts	operation bgt	zap 10%
scrapbooks	pd by city,	rev. from bldg
old year books	any addtl growth	rentals: 35%
preofession collection mgmt	or projects or	ticket sales 10%
set policy	archiving needs	gifts/don: 25%
uses PAST PERFECT	outside funding	msc.
5000 photos	sources...	comm. Pd
250 boxes of pap	grants and	for events bkd
many calls	fundraisers	
30 hr city staff over		
CLG/landmarks		
arts		
spcial event rentals	arts and history	
arts	sell photos	
natural history	outdoor ampitheater	
	murray symphoney	started a pd
	two positions	fellowship
	murray concert banday \$8 and \$10/1	thru cache val
	murray ballet	with NO ben. hist. society
	free lunchconcerts	
	marching band camp	also CLG/
	senior citizen program	landmarks
	arts education	use interns
	arts residencies	from USU
	visiting touring co.s	1-3 each sem.
	produce a musical in a week	
	1992 arts position	
	1995 arts/history	
	2000 gained city hall space	
	2002 centennial, opened	
	run by volunteers only till open 10 hrs a week or more	
	2005 opened 20 hrs a week to get grants	
	grants do not cover cost of staff hrs to be open those hours	

CENTERVILLE CITY COUNCIL MEETING

Tuesday, February 2, 2016
7:00 p.m.

NAME (PLEASE PRINT)

ADDRESS**

Rick Bingham

290 E Casa Loma Dr.

Daken & Caroke Tanner

258 E 300 N Centerville

Doug & Holly Rechis

1846 N 350 E Centerville

Jake, Jed, Josh Rechis

827 Sunrise Cir. Centerville

L. W. Ratt

1452 Cherry Ln. Centerville

Matt, Melissa & Theo Larsen

348 Tide Dr Centerville

Lisa Sommer

2212 No. Main

L. Bruce Cox

364 W. 1375 N.

Troy Johnson

759 E Pages Ln

Sherry Cutler

1872 N. Main

John Carbaugh

115 E 400 S

Rich W. Luchen

581 W. 1875 North

Spencer Tacke

** Your address will be used only in the event the City staff needs to contact you pertaining to an issue discussed in the City Council meeting.