



EAGLE MOUNTAIN BUDGET WORK SESSION MEETING MINUTES

February 9, 2021, 3:00 p.m.
Eagle Mountain City Council Chambers
1650 East Stagecoach Run, Eagle Mountain, Utah 84005

3:00 PM BUDGET WORK SESSION – VIA LIFESIZE ELECTRONIC MEETING

ELECTED OFFICIALS PRESENT ELECTRONICALLY: Mayor Tom Westmoreland, Councilmembers Donna Burnham, Melissa Clark, Colby Curtis, Jared Gray, and Carolyn Love.

CITY STAFF PRESENT ELECTRONICALLY: Paul Jerome, City Administrator; Steve Mumford, Assistant City Administrator/Community Development Director; Kimberly Ruesch, Finance Director; Fionnuala Kofoed, City Recorder; Chris Trusty, City Engineer; Aaron Sanborn, Economic Development Director; Brad Hickman, Parks and Recreation Director; Mack Straw, Public Utilities Manager; Zac Hilton, Streets and Storm Drain Manager; Jeff Weber, Fleet and Facilities Operations Director; Ross Fowlks, Fire Chief; Eric McDowell, Deputy Sheriff; Cassie Patton, Utah County Sheriff's Office Administrative Assistant; Linda Peterson, Communications Director; Angela Valenzuela, Human Resource Manager; Evan Berrett, Assistant to the City Administrator; Chas Glenn, Administrative Assistant; and Michele Graves, Library Director.

1. CALL TO ORDER

Mayor Westmoreland called the meeting to order at 3:10 p.m.

2. DISCUSSION OF PROPOSED BUDGET – Department Heads will discuss specific budget needs.

Sheriff's Office – Eric McDowell

- Personnel
 - Two to three sworn officers due to increasing drugs and weapons related crimes
- Additional Overtime Funding
 - Coverage is tight at current staffing levels to cover vacations and illness

Public Safety – Angela Valenzuela

- No Needs

Human Resources – Angela Valenzuela

- iSolved
 - Full year of service - \$35,000 estimate
- Leadership Academy
 - \$5,000 estimate
- Compensation Study
 - \$12,000 to \$18,000 estimate
- Tuition Reimbursement
 - Evaluate possible increase

Special Events – Linda Peterson

- City Float
 - Upgrade float to self-propelled device
 - \$6,000 estimate

PIO – Linda Peterson

- Marketing
 - \$10,000 for Eagle Mountain's 25th anniversary marketing
- Merchandise
 - \$7,000 increase
 - A portion of the expense is offset by revenue from sales
- Corey B. Wride Memorial Park Christmas Lighting
 - \$3,000
- Lamp Post Banners
 - \$11,000 for materials
- Monument and Wayfinding Signage Project
 - Continue signage throughout the City for uniformity

Senior Council – Linda Peterson

- No Needs

Recorder's Office – Fionnuala Kofoed

- Elections
 - \$40,000 to \$50,000 with Utah County for vote by mail
- Personnel
 - One part-time employee
- Council Chambers Lectern
 - \$17,000 to upgrade lectern that includes speak time and media ready
- Lobby Digital Message Board
 - \$7,500
 - Displays public notices
 - Provides overflow area for meeting viewing
 - Updates remotely

Library – Michele Graves

- No Needs

Utility Billing – Kimberley Ruesch

- Personnel
 - Part-time afternoon clerk
 - Centralized cashiering
- RFP Statement Processing
 - More detailed statement for water usage tiers

Finance – Kimberley Ruesch

- Personnel

- One full-time accountant
- Long-range planning, forecasting, implementation audit function, and GASB 87

Administration – Evan Berrett

- Outdoor Recreation Grant
 - Project for new trail head off of Lake Mountain Road for bike trails
- Utah State University Water Checks/Maps
 - Agreement expires June 30, 2021
 - Potential renewal cost unknown at this time

IT – Aaron Sanborn

- Hardware
 - Increased cost for annual computer replacement as staff transitions to laptops
- Jot Form
 - Moving from seamless docs to jot form for better access and cost efficiency

Economic Development – Aaron Sanborn

- Economic Development Master Plan
 - Long-range planning
 - Last completed 12 years ago
 - \$20,000 to \$50,000 depending upon scope of the plan
 - Land use planning expert as part of the process
- Affordable Housing Plan
 - Can be combined with the Economic Development Master Plan or as a stand alone
 - Potential \$10,000 to \$50,000 or more
- Downtown Master Plan
 - Identifies core areas
 - Path to stimulate economic growth

Parks – Brad Hickman

- Trails Master Plan
 - Biking
 - Hiking
- Pony Express Park Master Plan
- Disc Golf Course at Pioneer Park
 - \$25,000
- Mini Excavator
 - Currently leasing but would like to purchase
 - Considering a five-year lease purchase
- Tilt Deck Trailer
- Enclosed Trailer
- Four-Wheeler
 - To replace existing four-wheeler, all-terrain vehicle
- Attachments for Ditchwitch
- Landscaping

- \$10,000 to \$15,000
- Increase in maintenance as a result of acreage increase
- Rain Bird IQ Upgrade
- Equipment \$76,500 Estimate

Recreation – Brad Hickman

- Hours Increase for Existing
 - To facilitate programming site monitors

Cemetery – Brad Hickman

- Master Plan
 - 304 plots out of 1,500 sold

Engineering/GIS – Chris Trusty

- Water Capital Plans
 - Groundwater study for future well locations and rapid infiltration basins
- Transportation Capital Plans
 - Eagle Mountain Boulevard widening from Pony Express Parkway to Aviator Avenue
 - Left turn lane east bound Pony Express Parkway onto Ranches Parkway lengthened
 - Design full length of widening for Eagle Mountain Boulevard
 - Right-of-way acquisition
- Pony Express Funding
 - Funding gaps in the Mountainland Association of Government timeline
 - Possibly add an addendum for the sewer pipe replacement in the median after the widening of the road

Water – Mack Straw

- Personnel
 - Seasonal employee transition to a full-time meter tech position
 - One part-time employee and an additional vehicle
- Retro Fit Water Meters AMI Project
- Dump Truck
 - \$80,000 to \$100,000
- Water Model System Requirement Updates
 - PRV total count unknown at this time
- Well Power Deficiency
 - Costly project
- Backflow
 - Software program needed
- SCADA
 - Update

Wastewater – Mack Straw

- Dump Truck
 - \$80,00 to \$100,000

- Needed to haul bio-solids to the dump
- Personnel
 - Full-time sewer treatment operator due to plan expansion
 - Employee Vehicle
- Boom Truck Replacement
 - Savings plan to replace in a few years
 - Possible five-year lease purchase
 - Cost unknown at this time
- 3D Scanning Manholes
 - Includes GIS data needs
 - Evaluates manhole conditions and repair needs
 - Goal to scan 1,000 per year
 - \$100 per manhole estimate at goal volume
 - Price decrease for higher volume

Streets – Zac Hilton

- Sidewalk/Sign Maintenance
 - Increased funding to repair trip hazards on sidewalks
 - Bring signs up to standards
- Personnel
 - One seasonal employee to help during peak times
- Dump Truck Replacement
 - Truck 56
- Concrete Breaker
 - Attachment for excavator
 - Rental availability difficulties
 - \$12,000
- Pull Behind Air Compressor
 - \$25,000 estimate

Storm Drain – Zac Hilton

- Personnel
 - One seasonal employee to help during peak times

Facilities – Jeff Weber

- Landscaping City Hall
- Sewer Office Building
 - Replacing carpet or polishing floors
- City Hall Recorder's Office
 - Remodel
- City Hall Exterior Lighting
 - LED lighting that can be hidden and used for holiday lighting
- Facility Wide
 - UV lighting in HVAC
- Rocky Mountain Power
 - LED lighting upgrades cost savings

- Floor Buffer
- City Hall Exterior
 - Stain and reseal wood
- Furniture Replacement
 - \$20,000
- City Hall Parking Lot
 - Crack sealant
 - Surface Repairs

Fleet – Jeff Weber

- Vehicle Replacements
 - Trucks 75, 77, 86, and 91
- Vehicles for New Employees

Emergency Management – Jeff Weber

- Emergency Equipment and Supplies
 - 36 or 72-hour kits for vehicles
- White Hills Water Well
 - Backup generator
- Resident Education
 - Preparedness campaign
- 800 Hertz Radios

Building – Steve Mumford

- Personnel
 - One full-time residential building inspector
 - Level one
 - Transitioning some of existing staff to commercial inspectors
- Personnel
 - One part-time receptionist
 - Communication, reception, and scheduling
 - Need might be reduced by Accela software

Planning – Steve Mumford

- Affordable Housing Plan
 - \$15,000
- Recreations Master Plan
 - \$30,000
 - Off-street trails
 - Bike and Pedestrian Plan Update
- Area Planning
 - Overland commercial area
 - Employment Center/Campus Area
 - Quarry Area \$50,000 to \$70,000
- Bike and Pedestrian Master Plan Improvements

- Fund ongoing improvements

Neighborhood Improvement – Steve Mumford

- Personnel
 - One full-time neighborhood improvement officer
- Personnel
 - Administrative Law Judge
 - ACE Court (law judge/sheriff deputy/attorney) needed for enforcement and compliance

Administration – Steve Mumford

- Wasatch Wing and Clay Road Improvements
 - City's portion
- Extend Turn Lanes
- Airport Road Land Acquisitions and Improvements
- Open Space and Wildlife Corridor
 - Grants
 - Partnerships
 - Preservation Fund
- Economic Development Master Plan
 - \$30,000 to \$50,000
- Wayfinding Signs

Administration – Paul Jerome

- Glass Recycling
- Heroes Boulevard
 - Design and plan
- Aquatic Center and Wride Memorial Park
 - Outdoor pool in lieu of recreation pond
- Bonneville Shoreline Trail
- Airport Road
 - Bond for project
- Eagle Mountain Boulevard
 - Widening round-about to Brylee Farms
 - Impact Fees
- City Hall
 - Interior Painting
- Revamp Nolen Park
 - Baseball fields
 - More amenities
- Smith Ranch Park
- More Code Enforcement Officers
- Higher Tuition Reimbursement
- Increase General Fund Reserve Balance by 35%

- Wasatch Wing and Clay Road Improvements
 - Joint project with Utah County
 - \$250,000 – Eagle Mountain’s portion of total cost
- Off-Highway Vehicle Trailheads
 - Loading, unloading, and parking
- Trail Asphalt Overlays
- Petroglyph Park
 - Preservation of petroglyphs
 - Security
 - Marking
 - Maintenance
- Treasury/Cash Office
- Sewer Treatment Plant
 - Land acquisition
- City Hall
 - Land acquisition
 - Secure additional land around City Hall for future expansion needs
- Public Safety Building Construction
 - East portion of Wride Memorial Park
- “Field of Dreams” Replacement
 - Land acquisition on southeast corner of Wride Memorial Park

3. ADJOURNMENT

The meeting was adjourned at 5:04 p.m.


 Fionnuala Kofoed, MMC
 City Recorder

