



MURRAY CITY MUNICIPAL COUNCIL COUNCIL INITIATIVE WORKSHOP

A Murray City Council Initiative Workshop was held on Thursday, October 27, 2011, in the Murray City Center, Conference Room #107, 5025 South State Street, Murray, Utah.

Members in Attendance:

Jim Brass	Council Chairman
Jeff Dredge	Council Vice Chairman
Darren V. Stam	Council Member
Jared A. Shaver	Council Member
Krista Dunn	Council Member

Others in Attendance:

Jan Wells	Mayor's Chief of Staff
Frank Nakamura	City Attorney
Michael D. Wagstaff	Council Executive Director
Janet M. Lopez	Council Office
Doug Hill	Public Service Director
Tim Tingey	ADS Director

Chairman Brass called the Council Initiative Workshop to order at 5:05 p.m. and welcomed those in attendance. He asked Mr. Stam to present the discussion item.

Capital Improvement Program (CIP)

Mr. Stam explained that his introduction to this topic began at the Utah League of Cities and Towns conference in St. George. Attending the Clearfield presentation, he heard of the things they were doing to deal with the economy. One item identified was the capital improvement funding plan. It stood out that to him that there was a review of items needing to be on the plan and a review of the budget relating to those items. He said that every year they placed percentages on those items based on priority. Then they considered the money to be used for funding.

Mr. Stam related that he had a conversation with Mr. Nakamura about one year prior regarding a plan that was formerly used by Salt Lake. He spent time talking with Mr. Wagstaff about this topic and has continued to think more about a CIP over time. He referred to Mr. Wagstaff's research and the CIP document that he sent out to all Council members.

Mr. Stam suggested his idea was to come up with a starting point to begin discussions for Murray. He heard that in the past money was put into a fund; however, with changes in the economy or needs the money was diverted elsewhere. He said there is no way to accumulate money on a long term basis. His reason to push this forward now is because of the strategic plan, he said. Initially, he was going to wait until after this process, but in talking with Mr. Wagstaff they decided that the planners (Novak) may include a capital improvement plan or maybe they would not include that as part of the strategic plan. He did call Julia Novak and ask if this strategic plan would give the City things that should be on it. Additionally, he asked if they would include an action plan on how to get there. The response was that there would definitely be items that should be included and some information on how to accomplish those goals. He told Ms. Novak that he had been working on this idea for a while and she asked Mr. Stam to send her a copy of the plan. She indicated that it would be included or revisions included in the strategic plan presentation.

The purpose of the meeting was to determine if a capital improvement plan is needed, and Mr. Stam indicated his support for a plan. Also, he wanted input on whether this document should be presented to Novak to let them review it and modify it for their presentation. Or, he remarked that this could be withheld and Novak could be asked for an independent look at a capital improvement program. That way if the City wants to put something together in the future there would be two options to start from.

Mr. Stam asked Council members if they had a chance to look at the plan that was emailed out.

Mr. Shaver clarified the first question as whether the City needs a capital improvement project plan.

Mr. Stam asked if the Council agrees that a plan is needed, similar to this or something else. He asked if this is a good plan to begin discussions.

Ms. Dunn said that for 10 to 12 years there has been discussion on a capital improvement fund or project. She feels that most people would agree that something is needed. She would like to see something that is jointly worked through with the administration and Council.

Mr. Shaver said that he feels there needs to be discussion on whether the City needs a plan or process for capital improvement projects. He asked if he was correct in stating that as the first question to be determined. Mr. Stam agreed. He said that this plan or if the Council works with the administration on a form of this one, this program does include the administration in establishing what should be in the plan and funding.

Ms. Dunn asked if Mr. Stam worked with the administration in developing the proposed plan. He said he did not, not yet.

Mr. Dredge said that he did not get the sense from Mr. Stam that this plan would be the final product, but that this was just an example of something that may start the discussion process between the Council and the administration. He has not gotten too involved in the specifics of the plan, but considered it a starting point. Mr. Dredge related his opinion that a plan is needed.

Mr. Shaver agreed with that idea.

Mr. Dredge said that he too would like to work with the administration going forward. In addressing the second question, as to whether or not the City should give this particular plan to Novak or withhold it, he believes that withholding a piece of the puzzle that big is not advisable. Instead of starting from scratch, with an idea of the direction of the City, they can build on that or refute it.

Mr. Shaver said that we should send what we have to the Novak group because they have had the interviews with City personnel, the Council has not. Then they can make recommendations to the Council, administration and staff. He thinks involving as many people as possible makes sense. Getting Novak's opinion, since they have looked at several, based on their resume, cannot hurt. Then they can bring it back as part of the discussion.

Mr. Dredge would like to include the caveat that this program not limit the thinking from Novak.

Ms. Dunn said that she is not totally against giving Novak the program, however, her thought is that this is something they do all the time. If they are asked for their direction, then something fantastic may come back that can be merged with the City's ideas.

Mr. Stam agreed, stating that he can see doing it both ways. If Novak does this on a regular basis, then they should have a plan or plans that other cities have implemented. Murray could have two completely independent options to consider.

Mr. Brass said that Novak was hired for an outside-the-box opinion. When he met with them, he stressed that his hope was to stretch the City and help with the opportunity to look at things in a different way. He does not think it will upset things to show them one program under consideration. But by no means has it been decided upon. If Novak has a better way or suggestions or concerns, for the payment of \$100,000 they need to be honest with their response.

Mr. Shaver said that we need to hear what they (Novak) have to say, no matter what it is. They could come up with a completely different view; however, he hears from Krista and Jeff that we need this to be a part of what they are developing. By providing some material that is being considered they have the option to decide if it should be

thrown out, used or whatever.

Mr. Brass explained that capital improvement funds have been talked about for years and a line item has been included in the budget for that purpose. Recently, it has been used for carry over money for uncompleted roads. State law dictates that carry over money can be used for reserved or capital projects. The problem that everyone is painfully aware of is that there is not as much money as need and desire. Our big needs are roads and a building. Infrastructure, Ms. Dunn added. We are consuming more money than we would want to so it is hard to put away. The other thing is that if two million dollars are put into a capital improvement fund and we then must lay people off, you have a philosophical problem with employees. None of the Council members have had the will to do that. Mr. Brass stressed that if money had been put away for the last eight years, then the City would be close to replacing City Hall. He concluded that the city needs a plan, a way to execute the plan and a policy dictating money to be put away. Mr. Brass said he would like to hear Novak's recommendations.

Ms. Dunn said the will has always existed from the Council, and probably also from the administration. Mr. Wetzel was not convinced of the idea, which may have put a stop to it early on. She thinks the crux of the matter is that you will always have a budget from the Mayor that the Council is going to look at. If there is a pot of money sitting in another fund, and there are things you can not do on one side, with that pot on money on another side, then whoever sits in these positions will suggest using that money for the current needs. In tough economic times that will happen. It will always come down to who sits here to make the final decisions. In discussions between the Budget Chair and Vice Chair it was agreed this needed to be done. But when it came down to dollars to pay staff and provide services, it was not possible.

Mr. Brass mentioned that rebuilding the pavilions were delayed for several years, and everyone knew the time would come when the City would face the deterioration that called for immediate action. Thank goodness the City has reserves to utilize. He did note that the Dow Jones average was up 350 points and that news is good. His company is busy and that is good. In the end, Mr. Brass concurred that a plan is needed and must be put together. It is important to meet with departments and find out the top five needs that are approaching in each area.

Mr. Shaver recommended that this program be sent to the Novak Group with the caveat that this is a broad stroke to be used and brought back with their recommendations to the Council.

Ms. Dunn suggested that the Council ask for something about a capital improvement plan in their first presentation to the City. After they have pulled some information together, then we can hand them this program.

Mr. Brass stated that Novak is working on something and actually referred to it

as a CIP in his last meeting with them. They know it is something the City wants and it has been brought up by several parties.

Mr. Shaver said that Novak has always asked what the City thought first. If this plan is provided to them as something being considered, then they have somewhere to go. This process is something everyone has looked at, although he expressed his hesitation to use the word plan. He wants to know how to actually go through the process. How are the budget, priorities and money set up, he asked? That is what he is interested in. Novak can use it if they want because the City still has it no matter what they decide.

Mr. Dredge asked what it would hurt to give it to them. They can take parts of it and incorporate it or use their own plan.

Mr. Brass would like to see the document before it is sent to them, as Council Chair. He wants to see what would be sent to them. Ms. Wells said she had not read it either. Mr. Brass wanted to see the cover letter that would accompany the proposed program.

Mr. Wagstaff said that Ms. Novak had requested a copy of the program already. He did tell her that he needed Council approval prior to disclosing that to her.

Mr. Shaver suggested that Mr. Stam and Mr. Brass confer and agree to the cover letter together.

Ms. Dunn said that the administration needs to be involved.

Mr. Wagstaff questioned the cover letter and asked for clarification.

Mr. Brass would like it to be clear that this program is merely being considered; it is not a final copy by any means.

Mr. Nakamura asked if the Council wanted comments to the plan before it goes out.

Mr. Dredge stressed that to call this our plan is too strong of a term; it is a resource that is being looked at.

Mr. Wagstaff stated that this plan does not need to be endorsed. His research was to look at it from a process point of view - to look at the mechanics. Deciding percentages by ordinance is what this plan considers.

Ms. Dunn said that if the Council has a document that is going to be sent out, if there are already comments within the City, then why not include the comments first

before sending it out. Mr. Stam related his agreement to that idea.

Ms. Wells said that she received a copy of the proposed CIP the previous night and it had not been shared with department heads. She did not know if she was at liberty to send it out to others.

Mr. Stam pointed out that the rush at this point is because Novak Group will be here to make a presentation on November 16 and 17. Mr. Brass said that is a preliminary presentation and he would not be available for those meetings.

Mr. Shaver suggested that Ms. Wells share it with department heads and get comments from them by Monday. Ms. Dunn said that if we give them until Tuesday evening, then they can submit their comments before it goes out.

Ms. Wells said that Novak will be here Monday and it could be given to them at that time. She added that she feels that even the Council has not had time to really digest it. It has been read only. If it is given to Novak Monday, comments can be put forward later.

Mr. Brass said that it would be easier to hand it to them personally and look them in the eye with the explanation that this is just a first pass.

Mr. Wagstaff explained that it would provide a scope, not details, to them as what is potentially expected. If that is what is expected.

Ms. Dunn wants to ensure that Novak will give the Council an honest purview of the plan.

Mr. Shaver pointed out that Mr. Nakamura has already made comments on items in the plan and process based on what has been presented. Ideas need to be passed on.

Mr. Dredge commented that every concept must have a starting place. This is just a starting place. Mr. Stam agreed on that and reiterated that it is time to have a discussion and start moving.

There being no further business Mr. Brass adjourned the meeting at 5:30 p.m.

Janet M. Lopez
Council Office Administrator