

# **SOUTH WEBER CITY CITY COUNCIL WORK MEETING**

**DATE OF MEETING:** 1 March 2022

**TIME COMMENCED:** 4:07 p.m.

**LOCATION:** Weber Basin Water Conservancy District WERC building at 2837 E Highway 193, Layton.

<b>PRESENT: MAYOR:</b>	<b>Rod Westbroek</b>
<b>COUNCIL MEMBERS:</b>	<b>Hayley Alberts Joel Dills Blair Halverson Angie Petty Quin Soderquist</b>
<b>COMMUNITY DIRECTOR:</b>	<b>Trevor Cahoon</b>
<b>CITY MANAGER:</b>	<b>David Larson</b>
<b>CITY ENGINEER:</b>	<b>Brandon Jones</b>
<b>PR ASSISTANT:</b>	<b>Shaelee King</b>
<b>RECREATION DIRECTOR:</b>	<b>Curtis Brown</b>
<b>FIRE CHIEF:</b>	<b>Derek Tolman</b>

**Minutes:** Michelle Clark

**ATTENDEES:** Paul Sturm, and Michael Grant.

**Mayor Westbroek called the meeting to order and welcomed those in attendance.**

**1. Pledge of Allegiance:** Councilman Soderquist

**2. Prayer:** Councilwoman Alberts

Mayor Westbroek announced Weber Central Sewer District is not moving forward with their infrastructure project. Mayor Westbroek, Brandon Jones, and David Larsen, met with UDOT concerning the no turn on red sign located at the intersection of 2700 E South Weber Drive. To be able to remove the “no turn on red” sign, the only option is to move the city welcome sign. After inspecting the city welcome sign, Mayor Westbroek estimated it would need to be shifted two to three feet.

**RETREAT BUSINESS**

### 3. 2022 Strategic Plan Continued

**Vision Statement:** A family-driven community of neighbors with heritage, safety, and charm in its heart.

**Mission Directive:** South Weber's mission is to facilitate neighborhood connection, honor our heritage, ensure a safe haven for families, provide sustainable municipal services, and develop a community with heart.

Mayor Westbrook requested adding gas lines going through the city to the Strengths Challenges Opportunities and Threats section of the Strategic Plan. Trevor reported he will make that addition.

Trevor asked each individual to write down their answers to the following questions:

- What do we have to get right in order to move the organization towards our vision?
- What are the broad, high-level (big bucket) areas we need to focus on?

Some answers were: safety, city master plan, economic development, community engagement, infrastructure, fiscal sustainability, smart growth/planning, financial value & sustainability, operational excellence, neighborhood quality, and level of service.

Following a general discussion below is the list of **Strategic Directives**:

- Safety
- Community Engagement
- Financial Value & Sustainability
- Smart Growth/Planning
- Infrastructure
- Employees

Trevor asked for further explanation/definition on the identified strategic directives.

#### **SAFETY**

Some answers were:

- Protect and insure people & property from incident, fire department, policing, community awareness, see something say something, code enforcement.

#### **COMMUNITY ENGAGEMENT**

- Community Engagement, Create Connection, Community Outreach, and Facilitation.

#### **FISCAL SUSTAINABILITY**

- Ensure the ability of the city to provide quality public services through careful long-range planning and evaluation of current decisions in the context of future fiscal impacts.

#### **SMART GROWTH & PLANNING**

- Community involvement resources, unified family, master plan centered, vision, and type of housing (high? mid? low?), parks (open space? amenities? trails?), connectivity? and commercial? plan for build out (retirement).

### **INFRASTRUCTURE**

- Invest in the upkeep and maintenance of existing infrastructure (i.e., utilities, parks, roads, etc.) and plan for new infrastructure development needs and opportunities to support the growth of our community.

### **EMPLOYEES**

- Create a positive culture, fair and appropriate pay, growth opportunities, environment, benefits, and wages.

Trevor asked what success looks like for each directive.

Some answers were:

- Safety - More proactive efforts versus reactive, increase community outreach, quick response time, reduce crime rate, reduce accidents and speeding.
- Community Engagement – active community, lots of interest in opportunities, strong social media, increase public involvement, increase volunteerism, and engaging public satisfaction.
- Fiscal Sustainability - Maintain balanced budget, project future needs, reserve funding, vehicle replacement, maintain operations and maintenance, look 10 years down the road,
- Smart Growth & Planning – get to where we do not have to apologize for everything, plan with a mission, implementing a General Plan with a mission statement.
- Infrastructure – ongoing maintenance, plan for repair and replace, Capital Facilities Plan
- Employees – low turnover rate, employee satisfaction, culture, and comradery.

Trevor expressed the importance of strategic directives being well defined, action items. In most cases, they should begin with a verb (i.e., reduce, improve, increase etc.).

Safety – install more sidewalks, long-term sheriff contract, reduce speeding, reduce crime, increased police presence and engagement, Community Emergency Response Team (CERT), crosswalks on South Weber Drive, sidewalk top of 1900 East, sidewalk on west end of South Weber Drive, options/cost for city sign, establish long term law enforcement solution, dust mitigation equipment, increase community outreach, more proactive efforts than reactive, low crime rates, and quick response times.

Community Engagement – communicate more information on more topics to citizens, conduct town hall meetings, email options, install television at Family Activity Center to promote FAC and city events, get residents to explore more of the city, subscribe to a texting service, plan two big city functions, updates to website should include protocol/criteria for when /where for how long, two town hall meetings per year, city Christmas tree and stroll, quarterly gravel pit reports, fugitive dust page on website, develop a trusting relationship between city and residents, provide a trustworthy source of information, create a survey for interest in public involvement, strong social media presence, need to increase involvement, and increase the number of community events.

Fiscal Sustainability – maintain a balanced budget, project future needs, plan for foreseeable expenditures (vehicle replacement, able to maintain operations and maintenance of vehicles), reserve funds, ongoing revenue philosophies, develop a long-term plan for funding and sustaining upkeep of city parks, increase rainy day fund 1% every year, encourage preferred businesses to consider locating in the city, and visual budget model.


Smart Growth & Planning – reduce dust issues, plant more trees, understand cost to citizens at “build out” based off all residential verses commercial in undeveloped areas, identify future location for city hall, implement mission statement in city’s general plan, general plan update for clarity, define “City Center” concept, update land use development process in city code, and improve and simplify the revision/update process for the general plan.

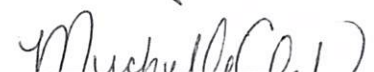
Infrastructure – finalize Canyon Meadows Park master plan, ongoing maintenance, CFP, plans to repair/replace, implement train club agreement, implement street light replacement plan, fix cracked and raised sidewalks, and create a new park amenity every two years.


Employees – summarize and communicate “total” pay for employees, project build out staffing needs for all departments, pay more to attract and keep employees, improve facilities that house employees

In conclusion, the information received from the city retreat will be added to the Action software where reports will be generated. Trevor expressed those items need to be prioritized. It is critical for the various committees to align with the strategic directives identified. Reporting on these items should be done in a public meeting. It was decided the reporting will take place at least quarterly. Council will give feedback and report in Council meetings.

**ADJOURN: Councilman Dills moved to adjourn the Council Meeting at 8:03 p.m. Councilwoman Petty seconded the motion. Mayor Westbrook called for the vote. Council Members Alberts, Dills, Halverson, Petty, and Soderquist voted aye. The motion carried.**

**APPROVED:**  **Date** 03-22-22  
**Mayor: Rod Westbrook**

  
**Transcriber: Michelle Clark**

**Attest:**   
**City Recorder: Lisa Smith**