



49 City Recorder Spendlove provided the Council and Mayor with copies of the City Council Rules of  
50 Procedure, which govern the way City Council meetings are conducted. She also provided a copy of the  
51 section of the City Code that specifies the rules and duties of the Mayor, Council, and City Staff. Mayor  
52 Taylor reviewed the pertinent section of the City Code. He then briefly reviewed the Rules of Procedure  
53 document, which was initially adopted in 2010. There was a discussion regarding the need to elect a  
54 Mayor Pro Tempore and the Council determined it appropriate to appoint Council Member Bailey to that  
55 position. There was general discussion of various sections of the Rules of Procedure document  
56 throughout Mayor Taylor's review. At the conclusion of the review Mayor Taylor stated he and staff will  
57 conduct research to address any concerns expressed by the Council and make changes to the document  
58 before it is added to a Council business meeting agenda for adoption.  
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### 61 **3. FUTURE GOALS AND PRIORITIES**

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63 Mayor Taylor stated he would like the Council to brainstorm and create a list of key topics for the  
64 Council to focus on over the next several months. He stated Mr. Chandler will lead the discussion to  
65 facilitate the creation of the list.  
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67 Mr. Chandler first updated the Council on the status of existing goals and priorities, first focusing on the  
68 status of the planning phase of the Public Works Facility construction project. Other goals included long  
69 term capital planning for the City's infrastructure. There was a general discussion regarding funding  
70 depreciation of the City's infrastructure. Council Member Satterthwaite suggested the adoption of a fiscal  
71 or budgeting policy; this policy could be updated as needed and would serve as a great tool to the Council  
72 and could be reviewed following each municipal election. All Council Members agreed this suggestion  
73 was a great idea. Mr. Chandler reviewed additional goals including land use ordinance updates;  
74 comprehensive General Plan update including finalization of a Trails Master Plan; and updates to the  
75 City's Transportation Master Plan. There was a discussion regarding the potential Monroe Boulevard  
76 extension project and the Council asked Administration to provide information regarding the strings  
77 attached to the funding the City has access to for the project. Mr. Chandler stated there are several  
78 economic development items; one is the Smith's redevelopment project; another is the King's  
79 redevelopment project; and the third is a developer proposed mixed-use zoning of the old Country Boy  
80 Dairy property. He then referenced some traffic projects, such as the project to restripe 3100 North in  
81 front of Bates Elementary to create a designated drop-off zone for the school. He stated in two years from  
82 now the water line on that same road will be replaced and in conjunction with that project the City will  
83 install, curb, gutter, and sidewalk. He then discussed the project to redesign the City's website.  
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85 Council Member Satterthwaite then stated he would like for the Council to have regular updates regarding  
86 the things that are happening in the various Departments of the City. He stated there are 10 Departments  
87 in the City and each Department Head should be invited on a regular basis to provide the Council with  
88 information regarding the challenges they are facing, what progress they are making, etc.  
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90 Mayor Taylor then facilitated a discussion to add new items to the City's list of goals and priorities. The  
91 list of new items included a recommendation from Council Member Satterthwaite that the Council receive  
92 regular updates regarding the things that are happening in the various Departments of the City. He stated  
93 there are 10 Departments in the City and each Department Head should be invited on a regular basis to  
94 provide the Council with information regarding the challenges they are facing, what progress they are  
95 making, etc. Mayor Taylor suggested those types of discussions and presentations take place during a  
96 work session meeting. Council Member Bailey suggested those meetings be held outside of the budget  
97 preparation process so as not to bog that process down. Council Member Bailey suggested other methods  
98 to improve communication between the Council and Administration. He then suggested that updates  
99 regarding the financial status of the aquatic center and the level of the City's subsidization of the facility

100 be listed as a priority. He recommended that an enterprise fund be created for the aquatic center. Council  
101 Member Bailey then stated he would like to set a goal of cost containment for the City. He stated he  
102 would like to develop the City's annual budget using the zero-based budget method. Council Member  
103 Satterthwaite and Mayor Taylor agreed. Mayor Taylor stated he would like to set a goal to participate in  
104 benchmarking studies with other cities on a regular basis. Council Member Bailey stated he would also  
105 like to investigate any sensible opportunity to outsource a service currently provided by the City. Mr.  
106 Chandler updated the Council regarding the potential to outsource maintenance of the City's parks and  
107 open space. Council Member Bailey then stated he would like to review the City's agreement for funding  
108 of a school resource officer at North Ogden Junior High in order to understand how the funding amount  
109 was determined and negotiated between the City and Weber School District. He added another goal  
110 would be improved communication of City issues to the City residents. Mayor Taylor stated  
111 Administration is investigating options for republishing the City newsletter. Council Member Fawson  
112 stated he feels more communication tools are needed and he provided some examples of those tools.  
113 Council Member Bailey then stated he wants to set a goal to discuss emergency communications with the  
114 Council, residents, and amongst City Departments. He is concerned about how communications in the  
115 City would be impacted in a disaster. This suggestion was followed by a brief discussion of the City's  
116 Emergency Operations Plan with Mayor Taylor stating this topic should be discussed in a future work  
117 session meeting. Council Member Bailey stated an additional goal of his is to add a tool to the City's  
118 website to allow residents to report problems throughout the City. Mr. Chandler stated that tool is  
119 currently up and running on the City's website and he will provide additional information to the Council  
120 regarding how it functions. Council Member Bailey then stated the trails system is a priority to him. He  
121 added another of his priorities is to minimize undesirable businesses in the City. He added he also places  
122 a great importance on keeping residential areas free of commercial uses. He stated he feels home  
123 occupations should be invisible. Mr. Chandler suggested that the Council and Planning Commission hold  
124 a joint meeting to get on the same page regarding various land use issues. There was discussion regarding  
125 this suggestion and the outcome of the discussion was consensus among the Council to hold a joint  
126 meeting to give the Planning Commission some direction. Council Member Bailey stated another goal  
127 would be to review the makeup of the Fire District to investigate why a charter was created without  
128 representation from an elected official of the City. There was brief discussion regarding the Fire District  
129 with a focus on the way it was created.

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131 Council Member Fawson then listed his goals and priorities, including execution of the recommendations  
132 of the employee compensation committee; balance of full and part-time employees; improving  
133 communication with residents through social media outlets; and implementation of a regular town hall  
134 meeting schedule to make elected officials accessible to residents in a casual setting;

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136 Council Member Urry stated some of his goals and priorities include discussion regarding business  
137 licensing in the City. There was a brief discussion regarding the types of businesses in the City that are  
138 required to obtain a license.

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#### 141 **4. CITY COMMITTEES AND COMMITTEE ASSIGNMENTS**

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143 Mayor Taylor stated he has provided the Council with a list of committees on which the City currently  
144 has representation. He stated he would like to determine which Council Members should be appointed as  
145 the City's representative on the various committees as well as what additional committees the City should  
146 consider creating. There was a general discussion with each Council Member expressing interest in  
147 which committee positions they would like to be appointed to. New committees to be created included a  
148 General Plan Review Committee. There was a discussion regarding the potential makeup of a General  
149 Plan Review Committee and the purpose of the Committee. Mayor Taylor then stated he would like the  
150 Council to consider creation of a Volunteer Committee; the idea for this committee came from a

151 discussion regarding the potential for volunteers to assist on various City projects, like the construction of  
152 restrooms in City parks. Mayor Taylor then referenced the potential creation of a committee that would  
153 assist in the formation of a long-term Capital Improvement Plan. Council Member Fawson suggested that  
154 many of the members that served on the Public Works Committee would be a good fit for a Capital  
155 Improvement Plan committee. He added he would like to receive from the staff a list of all properties  
156 currently owned by the City. Mayor Taylor then led a discussion regarding oversight of the Cherry Days  
157 celebration and whether a committee or foundation should be created to handle that function. The  
158 consensus was to try to transition to a foundation that would handle the oversight of the event. The  
159 discussion concluded with each Council Member expressing interest in various committee assignments.  
160 Mayor Taylor stated there may be a need to have an elected official participate on the Cultural Council as  
161 well in order for the City to be eligible to apply for certain grant funding sources.  
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## 164 **6. TOPICS FOR FUTURE WORK SESSIONS**

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166 Mayor Taylor stated throughout tonight's discussion there have been several topics recommended for  
167 future work session meetings.  
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## 171 **7. CAPITAL PROJECT PLANS AND PUBLIC WORKS FACILITY**

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173 Mr. Chandler provided the Council with an update regarding the bids received for the Public Works  
174 Facility project and noted it may be necessary to consider delaying other Capital Projects in order to  
175 provide sufficient funding the Public Works Facility project. He noted he had planned to bring a contract  
176 to the Council at the February 11 meeting for approval, but that will likely not happen until February 25.  
177 He stated the Council can have discussion regarding the budget for the project during the budget meeting  
178 scheduled for February 20, 2014.  
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## 182 **8. PUBLIC COMMENTS**

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184 Joan Brown stated the Planning Commission would appreciate knowing the Council's feelings regarding  
185 certain projects and economic development; they would like to meet with the Council and receive  
186 feedback. She added she would also like to find additional ways to get feedback and input from the  
187 residents. She noted the Planning Commission has not been fully staffed for nearly a year.  
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## 191 **9. CITY COUNCIL, MAYOR, AND STAFF COMMENTS**

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193 There were no additional comments from the Council, Mayor, and staff.  
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## 197 **10. ADJOURNMENT**

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199 **Council Member Satterthwaite moved to adjourn the meeting. Council Member Bailey**  
200 **seconded the motion.**

201 **The meeting adjourned at 10:55 p.m.**

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Brent Taylor, Mayor

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S. Annette Spendlove, MMC

210 City Recorder

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Date Approved

NOT APPROVED