

Murray City Municipal Council Chambers Murray City, Utah

The Municipal Council of Murray City, Utah, met on Tuesday, the 19th day of January, 2016 at 6:30 p.m., for a meeting held in the Murray City Council Chambers, 5025 South State Street, Murray, Utah.

Roll Call consisted of the following:

Blair Camp,	Council Chair
Brett Hales,	Councilmember
Diane Turner,	Councilmember
Jim Brass,	Councilmember – Conducted
Dave Nicponski,	Councilmember

Others who attended:

Ted Eyre,	Mayor
Jennifer Kennedy,	City Recorder
Frank Nakamura,	City Attorney
Janet Lopez,	Council Administrator
Janet Towers,	Executive Assistant to the Mayor
Rondi Knowlton,	Mayor's Office
Craig Burnett,	Police Chief
Taylor Blauer,	Police Department
Gil Rodriguez,	Fire Chief
Jon Harris,	Fire Department
Jeff Ellis,	Fire Department
Chad Pascua,	Fire Department
Mike Dykman,	Fire Department
Tyson Green,	Fire Department
Steve Roberson,	Fire Department
Oliver Webb,	Fire Department
Jed Finlinson,	Fire Department
Spencer Finlinson,	Fire Department
Pete Rude,	Fire Department
Jeff Puls,	Fire Department
Jon Grangroth,	Fire Department
Rick Best,	Fire Department
Drew Cassidy,	Fire Department
Doug Hill,	Public Services Director
Susan Gregory,	Heritage Center Director

Cory Plant,
Soni Hirasuna,
Ron Larsen,
Amy Goller,
Justin Zollinger,
Tim Tingey,
Blaine Haacke,
Mike Terry,
Brian Shiozawa, MD,
Scouts
Citizens

Recreation Director
Park Center
Parks Department
Parks and Recreation
Finance Director
Administrative and Development Services Director
Power Department General Manager
Human Resources Director
Utah Senate District 8

3. Opening Ceremonies

3.1 Pledge of Allegiance – Talmage Barney

Mr. Brass asked the scouts in attendance to introduce themselves and state their troop number and the badge they are working on.

3.2 Approval of Minutes

3.2.1 None scheduled.

3.3 Special Recognition

3.3.1 Murray City Council Employee of the Month, Soni Hirasuna, Park Center Assistant Director.

Staff Presentation: Brett Hales, Councilmember
Doug Hill, Public Services Director

Mr. Hales said the Council started the Employee of the Month a few years ago. They felt it was important to be able to recognize the City's employees. Ms. Hirasuna has been with the City for almost 16 years. Mr. Hales presented Ms. Hirasuna with a certificate, a \$50 gift card and told her that her name would appear on the plaque located in the Council Chambers. He expressed his appreciation to Ms. Hirasuna for all she does for the City.

Mr. Hill said Ms. Hirasuna plays an important role in the operation of the Park Center. She is responsible for all of the memberships, customer service, supervisors, and many recreation programs. She does all the scheduling for staff and ensures that policies are being followed by the staff and patrons who use the facility.

Ms. Hirasuna manages the largest adult volleyball program in the State of Utah. Because of her background and love for volleyball, people come from all over Utah to participate in the volleyball leagues at the Park center. Ms. Hirasuna runs quality leagues and tournaments which seem to keep growing. She also manages the Matt Harpring Basketball Camp which has been operating out of the Park Center now for 10 years. She supervises open pickleball at the Park Center, which is becoming popular, especially amongst the seniors.

Ms. Hirasuna has an excellent work ethic and is very detailed oriented, professional, and committed to do a fine job. Her programs stand among the best the City has to offer. She sets a good example for other employees on how to be effective and efficient in a job.

Recently, Ms. Hirasuna was instrumental in implementing the Sportsman software system in parks and recreation. She helped to customize the program to fit our needs and make it work both for membership and program registration. She also designed the new online registration program and customized the site to be user friendly.

Ms. Hirasuna's supervisor, Cory Plant, stated, "*Soni is a rising star and very valuable to our operation. Her contribution to the City is remarkable. If you want to get something done right, give it to Soni and it will be completed in a way that far outweighs your expectations.*"

Ms. Hirasuna expressed her appreciation. She loves the City. They moved their family here 16 years ago and she loves coming to work every day.

3.3.2 Appointment and Swearing-In of Jon Harris as Deputy Fire Chief.

Staff Presentation: Gil Rodriguez, Fire Chief

Chief Rodriguez said Mr. Harris is being appointed for the Deputy Chief position. This is not an easy position; but it is a very important position.

Mr. Harris comes with good qualifications. He came to the Murray Fire Department from Colorado where he worked for the fire department in Vail and the ski patrol. He has worked for Murray City for 21 years and help the positions of Firefighter, Engineer, and Battalion Chief. He has been a Battalion Chief for the last 10 years. During the past six months, he has been acting-in as the Deputy Chief and done an outstanding job.

Mr. Harris has his Executive Fire Officer, is a CFO (Certified Fire Officer) and a Certified Public Manager. He also has a master's degree in Executive Fire Leadership and Disaster Preparedness. He is the City's Emergency Manager and also certified as a Utah Certified Emergency Manager.

Chief Rodriguez reiterated that this position can be difficult. It can be trying because you have to balance challenges and weigh the technical problems. You have to problem solve and maintain a compassion for personalities.

Mr. Harris has proved time and time again that he can do the job. When things get difficult, he works through the process for a positive outcome. Chief Rodriguez stated there is no bigger compliment or endorsement he can give Mr. Harris than trust; trust from him and trust from the Fire Department. That is a very sacred thing to hold onto.

Chief Rodriguez told Mayor Eyre it is without hesitation that they appoint

Mr. Harris to the position of Deputy Chief.

The Swearing-In Ceremony was performed by Jennifer Kennedy.

Mr. Harris expressed his appreciation to the City Council, Mayor, and Fire Chief for the confidence they have in him for this appointment. He said the last 21 years in Murray have been wonderful, it's a great city to work for. The employees in the Fire Department are a dedicated group of individuals to work with. He looks forward to serving the City in this capacity.

Mr. Harris introduced his family.

Mr. Camp congratulated Mr. Harris on his promotion. Mr. Camp served as the Assistant Chief in 1995 when Mr. Harris was hired. They knew they were getting a relay great employee; a top notch person who had completed an internship and was working for the Fire Department in Vail. Mr. Harris has not been a disappointment in any since. He has been a great employee.

Mr. Camp told Mr. Harris that he expected that someday he would be at the top of the Fire Department and it is great to see him in that position now. He congratulated Mr. Harris.

Mr. Camp added Chief Rodriguez served for a period of time as his Deputy Chief and what he says is absolutely correct; trust is so important.

Mr. Hales said when you think about Mr. Harris, you think about a classy guy.

Mr. Brass congratulated Mr. Harris saying it is always fun to see the firefighting family here.

Mr. Brass noted Senator Brian Shiozawa, MD, Utah Senate District 8, was in attendance.

4. **Citizen Comments** (Comments are limited to 3 minutes unless otherwise approved by the Council.)

No citizen comments were given.

5. **Consent Agenda**

Mr. Brass asked that all items be taken together; no objections were made.

- 5.1 Consider confirmation of Mayor Eyre's appointment of Becca Spjute to the Murray Arts Advisory Board in an At-Large position for a two-year term to expire January 15, 2018.
- 5.2 Consider confirmation of Mayor Eyre's appointment of Donna Gaydon to the Murray Heritage Center Advisory Board in an At-Large position for a three-year term to expire February 1, 2019.
- 5.3 Consider confirmation of Mayor Eyre's appointment of Ed Houston to the Murray Heritage Center Advisory Board in an At-Large position for a three-year term to expire February 1, 2019.
- 5.4 Consider confirmation of Mayor Eyre's reappointment of Judy Baxendale to the Murray Heritage Center Advisory Board in an At-Large position for a three-year term to expire February 1, 2019.
- 5.5 Consider confirmation of Mayor Eyre's reappointment of Rod Young to the Murray Heritage Center Advisory Board in an At-Large position for a three-year term to expire February 1, 2019.

Ms. Turner made a motion to adopt the Consent Agenda
Mr. Hales seconded the motion

Call vote recorded by Jennifer Kennedy

 A Ms. Turner
 A Mr. Hales
 A Mr. Nicponski
 A Mr. Camp
 A Mr. Brass

Motion passed 5-0

Mayor Eyre said he had the opportunity to interview Ms. Spjute. She has been a resident of Murray for 16 years and loves the arts. She has worked with Murray Arts in the Park and is currently a Music Specialist at Viewmont Elementary. Ms. Spjute has a love for children and getting children involved with the arts. She is afraid this generation is missing out, due to their electronics, on some of the beauty that art and music are. She is doing all she can in the elementary schools to try to introduce the beauty of art to the young people. She is going to be wonderful on this Board.

Mayor Eyre said he knows Mr. Houston. He joined the Air Force in 1957 and stayed with them until 1977. Following his retirement from the Air Force, he went into the aerospace industry where he worked for about 24 years. He has lived in Murray for 21 years. It is great to have him here this evening.

Mayor Eyre said he appreciates Ms. Gaydon, who could not be in attendance tonight, for accepting the role on the Heritage Center Advisory Board. He said he also appreciated the other two reappointments for their service as well.

Mr. Brass thanked the appointments for their willingness to serve. The City's volunteers really do make a difference.

6. Public Hearings

6.1 Public Hearing #1

6.1.1 Staff and sponsor presentations and public comment will be given prior to Council action on the following matter:

Consider an ordinance amending Chapter 17.38 of the Murray City Municipal Code relating to check cashing businesses, by adding title loan businesses for regulation.

Staff Presentation: Tim Tingey, Administrative and Development Services Director.

Mr. Tingey said this item was taken to the Planning Commission on December 17, 2015. This item is to provide clarification in the Code to include the title loan type businesses as part of the check cashing definition so there is an additional definition related to title loan businesses. The statement in the proposed ordinance is they are an establishment that provides short term loans to individuals in exchange for the title of a motor vehicle, mobile home, motorboat or other vehicle as collateral.

The City has some restrictions on these types of businesses as far as the number that are located in the community as well as distance requirements between these types of businesses.

The Planning Commission recommended approval of this at the December 17, 2016 meeting, Mr. Tingey is recommending approval of it as well.

Public Hearing Open for Public Comment

No public comments were given.

Public comment closed.

6.1.2 Council consideration of the above matter.

Mr. Camp made a motion to approve the ordinance

Mr. Ms. Turner seconded the motion

Call vote recorded by Jennifer Kennedy

 A Ms. Turner
 A Mr. Hales
 A Mr. Nicponski
 A Mr. Camp
 A Mr. Brass

Motion passed 5-0

6.2 Public Hearing #2

- 6.2.1 Staff and sponsor presentations and public comment will be given prior to Council action on the following matter:

Consider an ordinance amending Section 17.48.030 and enacting Section 17.48.165 of the Murray City Municipal Code relating to sign regulations in the Transit Oriented Development District and the Mixed Use Development District.

Staff Presentation: Tim Tingey, Administrative and Development Services Director.

Mr. Tingey said this item was presented at a number of Planning Commission meetings discussing changes to the sign code. The Planning Commission provided a recommendation at the November 19, 2016 meeting.

This puts more definitions into the sign code related to these Transit Oriented Development and Mixed Use Development areas. These Transit Oriented Development areas are areas that are to promote more of a pedestrian feel and not as much as an automobile feel. The sign code is much different than what you would see in a regular retail district or a manufacturing district. These are signs that are conducive to that pedestrian feel. There is a mix of uses in these areas which include residential so the type of signage needs to be conducive to that type of environment.

The definition element of this includes definitions for awing signs, blade signs, canopy signs, flat signs, hanging signs, monument signs, pole signs, a modification to the projecting sign, and a definition of the wall and window sign. Within these areas, definitions and regulations are being included related to the types of signs in the areas. This includes regulations on flat wall mounted signs, awing signs, canopy signs, blade and projecting signs, window signs, detached signage, pole signs,

monument and ground signs, permanent wayfinding signs and sign removal. The final part of this is prohibited signs. All of this is included in this ordinance that is being proposed at this time.

Mr. Tingey mentioned one addition that he wanted to propose tonight that was brought forward in the Committee of the Whole meeting. Under the permanent wayfinding signs it was suggested that we allow one portable ground sign per ground-floor business. As part of this, under detached signs, he is proposing to add permanent wayfinding directional kiosk and add one portable sign per ground-floor business as part of this. That will allow people that are walking on the street to see additional wayfinding signage and provides more clarification.

Mr. Tingey said he is recommending approval on these sign ordinance changes. This addition is important for the Transit Oriented Development and Mixed Use areas as there are no definitions or regulations related to these areas. He feels these proposals are conducive to the area. The Planning Commission also recommended approval of these changes.

Mr. Camp asked if the change impacts the Planning Commission's recommendation and if that should have been heard by them.

Mr. Nakamura replied they are just an advisory to the Council in this case. He said they could send it back to the Planning Commission if they want to but he doesn't think that is as material to the entire ordinance. The decision is up to the Council.

Mr. Brass said his reasoning for that is to attract restaurants. There are areas where restaurants will put menu specials or items on a folding sign and stick it outside of the restaurant. Currently, the City does not allow that. As we try to grow into a downtown that people want to go to, anything that helps those businesses attract customers is beneficial.

Public Hearing Open for Public Comment

No public comments were given.

Public comment closed.

6.2.2 Council consideration of the above matter.

Mr. Nicponski made a motion to approve the ordinance including the addition.
Mr. Hales seconded the motion

Call vote recorded by Jennifer Kennedy

A Ms. Turner
 A Mr. Hales
 A Mr. Nicponski
 A Mr. Camp
 A Mr. Brass

Motion passed 5-0

7. Unfinished Business

7.1 None scheduled.

8. New Business

8.1 Presentation of Mayor Ted Eyre’s “State of the City” address for 2016.

Good evening, Murray City council members, residents, staff and friends. Once again I am grateful for the opportunity to stand before you and to represent so many people whose combined efforts make up the State of our City. Our city employees, residents, business owners, volunteers and those who come here to recreate, work and shop all contribute to the heart beat that makes this city the unique community that it is. I hope that our founding fathers would be proud of the way we have continued to build on the foundation they laid, and to honor their ideals of independence, self-sufficiency and service to others.

Just a few weeks ago, I had the opportunity to witness the oath of office ceremony for three of our city council members. I congratulate them and look forward to the exciting developments we will be working on together in the coming years. We are so fortunate, as a city, to have such a council that represents the interests of this city with dedication, independent thinking and integrity.

As the words of the oath of office were read and repeated by each councilman, I was deeply impressed and reminded what each of us, who are elected officials, swear to do. There was a phrase that particularly struck me. Even as local officials, we swear to support, obey and defend the Constitution of the United States.

I remember having to memorize its preamble while in junior high school and thought of its application to us as someone who publicly promises to uphold it. As public servants, we do our best: to establish justice, insure domestic tranquility, promote the general welfare and secure the blessings of liberty to ourselves and our posterity.

The rest of the Constitution lays out how a government should be formed and we are so fortunate to be one of the few cities in Utah to follow this pattern of

the separation of branches of government and to respect the distinct delineation and responsibilities of each.

What a privilege it is to live in this great country and we have a sworn duty to do all we can to insure the promises contained in the Constitution to the residents of Murray, Utah.

The tenants of the Constitution are not just important parts of our federal and state government, but play a key role in the everyday services that are provided to our city residents. Our departments all have duties that focus on meeting the needs of our citizens. Each year they prepare a report outlining the work they have accomplished in the previous 12 months. I have selected some of the points explaining ways they have worked to include the values of the Constitution in their service.

I would like to divide our departments into three categories:

- First, those that provide for our day-to-day internal services;*
- Second, our public safety and support groups; and*
- Third, our utility services and quality of life areas.*

We are fortunate to have a great Human Resource team working hard on employee issues, internal policies, healthcare options and hiring new people. Last year they received and processed 542 applications for employment for 20 full-time positions and hired almost 185 part-time people, many who work seasonally. Five long-standing policies were updated, including the city Travel and Bereavement Leave policies.

The Legal Department spends time supporting both the council and the administration on a wide variety of issues. They coordinate our Risk Management Program, which has been very effective in improving safety, costs and limiting liability. The land-use focus has been extensive this year with working to purchase the Murray Theater, coordinating with JR Miller Enterprises on the downtown redevelopment project and other RDA related efforts. They have also handled about 13,000 criminal cases this year, with only 70 appeals to District Court.

The primary objective of our Finance Department is to provide accurate and timely financial information to citizens, the council and administration. This helps them create a sustainable budget and to make informed decisions. The budget process is key to funding projects and activities in all of our various departments. The Finance Department also handles our sales and property tax funds, works to pay off bonds and helped implement our new payroll and financial software. All of these efforts have led to the city's triple-A bond rating and a clean audit for the second year in a row. The valuable input we receive from them helps us make responsible, reasonable decisions, to keep taxes under control and

services funded.

With all of the innovations in technology, we are fortunate to have a great IT staff and GIS personnel. They have been instrumental in selecting, installing and training on our new city software which will allow us to serve our residents more efficiently. With their help, we have been able to enhance our services, such as offering passports, with over 2,100 processed this year.

We cannot speak of technology without mentioning UTOPIA and UIA. In last year's State of the City address, I made the following statement, "I believe that in subsequent State of the City addresses, the UTOPIA question will be in the positive column." I am glad to report on a recap of their 2015 review which stated: "Combined operating 'break even' has now been reached. No operational assessments have been sent to the cities and we do not anticipate having to send them in the future."

Public safety is one of the most valued services to all of us – especially when we need help!

This past year we were able to hire three police officers to replace those positions which have not been filled since the recession. Murray police are visible throughout the city and all are equipped with computers and body cameras. Eight officers were trained as Crisis Intervention officers to help those with mental health issues. We are also fortunate to have dedicated personnel who serve as victim advocates who help in a wide variety of challenging situations. The Murray Police Swat Team has successfully reduced the risk of injury or loss of life to citizens, officers and suspects. They provide many demonstrations and training exercises to teach personal safety awareness along with active shooter exercises. We continue to provide the D.A.R.E. program and had 778 graduates in 2015. Code enforcement officers and Neighborhood Watch programs support our goal to have clean, safe and protected neighborhoods to call home.

The Murray Justice Court is part of our public safety triangle allowing us to handle a large, local caseload for issues in our city. The court is making a huge effort to become paperless and their staff is doing a remarkable job during this transition. They are an important sector for community safety and do a great job dealing with cases in a timely manner.

The Fire Department responded to 600 more calls than last year with almost 6,200 emergency responses. Almost 5,000 of those were for medical needs. We were able to purchase a new bariatric ambulance this year. More than 250 people were CPR trained by our fire staff. Four drills were conducted to practice skills for various types of emergencies this year. Their staff participates with the county-wide Urban Search & Rescue Task Force 5, requiring intensive training to help in major disasters.

Providing a high quality of life has long been a principle goal of leaders in Murray. That is one reason we provide so many of our own services. Along with the daily expectations of good roads, safe water and our power needs, we also have the opportunity to make life better by offering wonderful recreation opportunities, a library and beautiful parks.

For example, the Murray Library was one of only seven Utah libraries to achieve a "Quality" certification from the state of Utah. This designation was based on performance measures in library visits, circulation of materials, program attendance, local operating expenditure, turnover rate, library programs in community settings, the library website and literacy programs. The library also completed a Radio Frequency Identification project this year that provides state-of-the-art material handling and circulation to library users.

This year over 2,000 hours of volunteer service was provided in our city parks by groups and individuals. From high school teams, to scouts and business groups, it is amazing to have so many willing to help keep our parks in top shape. Eight successful Movies in the Park were held with an average of 600 attending. The Park Center had over 300,000 visitors attend in 2015. Swimming lessons were provided to over 2,750 participants.

The Murray arts and history programs involved about 2,300 artists and 37,000 patrons in 178 productions and projects.

The Heritage Center continues to offer a vast array of programming opportunities with over 76,000 of our senior residents enjoying their services.

We appreciate the work of our Administrative and Development Services Department along with the coordination they provide with NeighborWorks to rehabilitate housing in our city, making beautiful refurbished homes available to residents. This year, for the first time since they have been in Murray, they were able to build a home from the ground up.

The ADS Department also completed the RFP and selection process for updating the General Plan. They have spent many hours gathering citizen input and working with the five focus groups. This department also helped with property purchases so we can build new pickleball courts in Murray Park in the near future.

Changes have been made at Murray Parkway Golf Course, under the new management there. The leagues are very popular and the dedicated staff, along with new equipment, are continuing to improve the quality of this facility. However, we are concerned about the outdated, problematic irrigation system which we are in the process of saving funds to replace in the near future.

The utilities provided by Murray City are often the envy of other entities in the

valley.

Murray City Power Department has focused their efforts in keeping the system reliability at levels our residents and businesses expect. The number of unplanned outages was down from last year and we continue to have over a 99 percent "power on" rating. Average response time by our crews during an outage was 14 minutes. Our Forestry Division took out, trimmed and removed branches from over 1,300 trees and planted over 100 new trees. Their efforts help to keep the reliability at a high percentage.

Our Street Division completed over 55 slurry seals on streets, crack-sealed four major areas, provided road overlays on 14 streets and finished two major road rebuilding projects. They filled almost 2,000 potholes, replaced over 600 signs, provided snow removal, traffic control, 44 miles of street painting and offered 335 free loads of wood chips to our residents.

The entire cemetery was remapped with GIS technology resulting in the location of new lots that will soon be available for purchase. A process is currently underway to determine how residents can purchase these lots. A new irrigation system was completed along with curbs and gutters being replaced or refinished.

Once again our Water Division Rebate Program for removing old fixtures was successful in replacing 59 fixtures last year. The department received national recognition for their efforts in water conservation as they received the EPA WaterSense Partner of the Year Award at a ceremony in Las Vegas. They are also working to build a new pump house at McGhie Springs this year. Our Waste Water Division cleaned over 150 miles of sewer pipe, inspected 22 miles of our system with TV cameras and surveyed 5 miles of storm drains.

Businesses are also a vitally important element in offering products and services close to home for our residents. We are excited about the new Dillard's at Fashion Place Mall. In addition to the new Macy's store, they will be also be adding more than 53,000 square feet of new stores between the footprint of Macy's and the existing mall.

Medical facilities also continue to recognize the advantage of locating here as evidenced with a new 78,000 square foot building being added to the TOSH campus.

To highlight all the wonderful aspects of our community, we have undertaken the opportunity to produce a short video explaining the advantages of living and doing business in Murray City. It will be a great resource to help those wishing to locate here or understand our city better. I would like to thank Tim Tingey and Jennifer Heaps for their efforts on this project. I will present it to you now.

Video Presentation

However, in addressing the State of our City, I'd be remiss if I didn't acknowledge the contribution that our residents make. Our residents are not only the heart of the city – their strength is what makes Murray very unique. They are the reason why we do what we do and why our departments strive for excellence in their jobs.

I'd like to highlight just a few individuals who are exceptional role models in our community. They are to be commended for their business ethics, their community service and dedication to our city.

Jim Hendrickson – Jim is 92 years young. His list of accomplishments is outstanding. In Murray City, he will always be remembered for his desire to beautify the city. We have received the Tree City, USA Award for 38 consecutive years, longer than any other city in the state. Jim has been a major part of this program and he has served on the Murray Shade Tree and Beautification Commission since its inception in 1980. Thank you, Jim, for your countless years of dedication to our city.

Bill and Susan Wright – I cannot mention Bill and Susan's names without thinking of the dance programs they have championed, from the ballroom dances they host weekly to the wonderful ballet productions. This adds a rich cultural feature to our city. They also own and operate several successful businesses in our downtown area. They are highly respected in the Murray business community for their abilities to see a niche and fulfill it. The Wrights have preserved many of the historic features of our city. We honor them for their business ethics, for their artistic talents they share with others and for helping preserve the historic elements of our city for our younger generations to enjoy for decades to come. Thank you, Bill and Susan.

Police Officer Taylor Blauer – Taylor has been a Murray City patrol officer for just one year. He graduated from Utah State University and currently serves as a 2nd lieutenant in the Utah National Guard. When he was hired as a police officer, he was in training with the guard. But, we were so impressed with him, we waited for three months for him to finish his guard training for him to begin his employment. Taylor and his wife moved to Murray after he was hired so they could live in the city where he served. He is a conscientious officer and takes pride in his position. We recognize him for not only being one of the younger and newer residents in our city, but for the example he is of the future employees that serve as great role models as they serve their community and their nation. Thank you, Officer Blauer.

In conclusion, as you have seen and heard, it is the people – the combination of employees and residents who truly make up the State of our City.

Because of them, our future is extremely bright.

9. Mayor

9.1 Report

No Mayor's report was given due to the State of the City Address.

9.2 Questions for the Mayor

10. Adjournment

Jennifer Kennedy, City Recorder