

SOUTH WEBER CITY CITY COUNCIL MEETING

DATE OF MEETING: 13 June 2017

TIME COMMENCED: 6:00 p.m.

PRESENT: MAYOR:

Tammy Long

COUNCILMEMBERS:

Scott Casas
Kent Hyer (via electronically)
Merv Taylor
Jo Sjoblom
Wayne Winsor

CITY RECORDER:

Elyse Greiner

CITY MANAGER:

Tom Smith

Transcriber: Minutes transcribed by Michelle Clark

VISITORS: Shannon McKnight, Stu & Marnie Boyd, Jennifer Etimari, Avery Etimari, Kent & Cheryl Bambrough, Kelly & Margene Bambrough, Roger Bambrough, Blair Halverson, Bruce Nilson, Layne Kap, Rob Osborne, Mark Larsen, and Curtis Brown.

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

PLEDGE OF ALLEGIANCE: Mayor Long

PRAYER: Council Member Taylor

AGENDA: Council Member Taylor moved to approve the agenda as written. Council Member Winsor seconded the motion. Elyse called for the vote. Council Members Casas, Hyer, Sjoblom, Taylor, and Winsor voted yes. The motion carried.

CONFLICT OF INTEREST: None

QUARTERLY REPORT: Public Works Director, Mark Larsen: Mark Larsen presented the quarterly report for the Public Works Department. He reviewed the construction projects (Sewer Outfall Project), (1250 East Project), (Riverside Place), (Soccer Building), (Old Maple Farms), and (Concrete Repair Projects). He said Little Caesars will receive a building permit tomorrow. He said the toy is coming for Central Park. Installation will begin tomorrow. Mark reviewed the sewer meter and the data from the meter. He then identified the line to be metered from Cottonwood Cove, 1700 East, and South Weber Drive. He said they will send the reports to the State. He asked if there were any questions. Council Member Sjoblom asked about the line that needs to be upsized. Mark explained that they are hoping to get impact fees to help with the cost. The council thanked Mark for his presentation.

QUARTERLY REPORT: Recreation Director, Curtis Brown: Curtis Brown presented the quarterly report for the Recreation Department. He stated the rental revenue received from the Family Activity Center from 1 April 2017 to 12 June 2017 FAC membership \$3,591, FAC rental \$1283, Parks – Resident \$240, Parks – comp baseball \$615. He said comp basketball revenue is \$6390, official pay \$2,304, score keeping \$1080, overall profit of \$3006 or \$41.75 per game. He then reviewed participants and registration for t-ball, coach pitch, softball, baseball, machine pitch, and soccer. Total = \$15,601 Total Participants = 402. He said the Kick off to Summer Swim Party (850 tickets distributed). He said there will be another swim party for Country Fair Days. The Senior Luncheon will be held six times per year. It was held April and June. He is averaging about 16 to 18 in attendance. They will be distributing flyers for the luncheon. The council thanked Curtis for his presentation.

CONSENT AGENDA:

**Approval of May 23, 2017 Work Meeting and Meeting Minutes
Approval of May 2017 Check Register**

Council Member Sjoblom moved to approve the consent agenda. Council Member Winsor seconded the motion. Elyse called for a roll call vote. Council Members Casas, Hyer, Sjoblom, Taylor, and Winsor voted yes. The motion carried.

ACTIVE AGENDA:

Public Hearing: To Consider Opening and Amending the FY 2016-2017 Budget: Mark McRae said there are amendments that need to be made to the FY 2016-2017. They are as follows:

<u>General Fund</u>	<u>Revenue</u>	<u>Expenses</u>
1031120 Prior Year Property Tax	50,000	
1034100 Zoning & Subdivision Fees	12,000	
1034105 Subdivision Review Fees	30,000	
1039800 Transfer from Impact Fees	<u>35,000</u>	
1041000 Legislative Dept.		10,000
1043000 Administrative Dept.		19,000
1054000 Public Safety		7,000
1057000 Fire		97,000
1058000 Building Inspection		-16,000
1070000 Parks		10,000
 <u>Capital Projects Fund</u>		
4539389 Fund Balance to be appropriated	265000	
4539800 Transfer from Impact Fees	25000	
4557740 Fire - Purchase of Equipment		10,000
4560730 Streets - Improv. other than Buildings		120,000
4560740 Streets - Purchase of Equipment		15,000
4570730 Parks – Improv. other than Building		145,000

Water Fund

5138820 Transfer from Water Impact Fund	50,000	
5140312 Professional/Technical-Engineering		50,000

Sewer Fund

5239500 Contribution from Fund Balance	220,000	
5240690 Projects		220,000

Storm Water Fund

5439500 Contribution from Fund Balance	300,000	
5440690 Projects		300,000

Recreation Fund

2039800 Transfer from Impact Fees	56,200	
2071811 Sales Tax Rev Bond - Principal		56,200

Park Impact Fee Fund

2329800 Contribution Park Impact Fee balance	25,000	
2340760 Park Impact Fee Projects		25,000

Country Fair Days

2539470 Transfer from General Fund	6,000	
2572600 Increase in Fund Balance		6,000

Water Impact Fee Fund

2639500 Contribution from Water Impact Fee bal	100,000	
2680800 Transfers		100,000

Recreation Impact Fee Fund

2739500 Contribution from Rec.Impact Fee bal	85,000	
2740760 Transfer to Recreation Fund		85,000

Public Safety Impact Fee Fund

2934200 Public Safety Impact	12,000	
2939500 Contribution Public Safety Impact Fee bal	6,500	
2980800 Transfer to General Fund	18,500	
	1,277,700	
		1,277,700

Mark pointed out that park impact fees were used for the retention basin at Highmark School.

Council Member Sjoblom moved to open the public hearing. Council Member Winsor seconded the motion. Elyse called for a roll call vote. Council Members Casas, Hyer, Sjoblom, Taylor, and Winsor voted yes. The motion carried.

***** PUBLIC HEARING *****

Mayor Long asked if there were any public comments. There were none.

Council Member Winsor moved to close the public hearing. Council Member Casas seconded the motion. Elyse called for a roll call vote. Council Members Casas, Hyer, Sjoblom, Taylor, and Winsor voted yes. The motion carried.

******* PUBLIC HEARING CLOSED *******

RESOLUTION 17-23 Open and Amend FY 2016-2017 Budget

Council Member Casas moved to approve Resolution 17-23. Council Member Winsor seconded the motion. Elyse called for a roll call vote. Council Members Casas, Hyer, Sjoblom, Taylor, and Winsor voted yes. The motion carried.

Public Hearing: To Consider Adoption of the Fiscal Year 2017-2018 Tentative Budget

Tom stated as one of the most important policy documents the City adopts, the budget is published to provide the South Weber City Council, Citizens, the State of Utah, the South Weber City Administration, Business Groups, and any other interested parties or individuals with detailed information regarding the financial condition of the City from July 1, 2017 to June 30, 2018. The South Weber City Administration is commissioned to present an accurate and complete budget to the City Council for formal approval in an open and public meeting.

Below is a summary of the budget for the Fiscal Year 2017-2018.

General Financial Status-

- SWC assets exceed its liabilities by \$26,619,906 (net position), but only \$6,058,298 is unrestricted money that can be used for ongoing obligations and services. The City’s net position did increase by \$2,704,634 from last year as a result of new development infrastructure;
- SWC’s total principal balance of debt decreased \$153,000 as a result of the scheduled debt payments;
- Total General Fund Revenue = \$3,037,000, but will be adjusted if a transportation utility fee is adopted;
- Enterprise Fund revenues (combined) = \$2,950,000;
- Recreation revenue = \$304,000;
- Capital Project expenses = \$858,000; and
- Country Fair Days expenses = \$47,300

Expenditures

Personnel:

- The adopted employee compensation plan and market adjustment policy will be implemented into the Fiscal Year 17-18 budget;
- The addition of a part-time Administrative Assistant;
- The expansion of the Fire Department, including a part-time Chief and (2) part-time Captains;
- Code Enforcement incorporated into the Fire Department; and

- The addition of a contracted Medical Director for the Fire Department

Operations:

- Software and hardware upgrades to the City's Emergency Operations Center and Fire Department will be implemented

Capital:

- 1250 East, including street, curb, gutter, & sidewalk, water, storm drain, street lighting, and secondary water improvements;
- Cottonwood Dr. maintenance project;
- I-84 Overcrossing maintenance project;
- Public Works Facility – location analysis and survey;
- Digital marquee at 2700 East intersection;
- Old Maple Farms Regional Detention Basin;
- Central Park Playground improvements; and
- South Weber Dr. Safe Sidewalks to School Grant (Public Works to 1600 East)

Revenues

Taxes:

- No tax increases are requested for the FY 2017-2018

Fees:

- On Dec. 19, 2016 the Central Weber Sewer Improvement District approved a 2% increase for sewer treatment. As a result, the utility rate for sewer treatment will increase;
- The Weber Basin Water Impact Fee was adopted for implementation in FY 17-18;
- The Impact Fee for Culinary Water has been updated and adopted;
- Impact Fees for sewer, parks & recreation; public safety, and storm water are expected to be updated and adopted this fiscal year;
- A Transportation Utility Fee is expected to be adopted on June 20, 2017 for the for maintenance and upkeep of the City's streets;
- General Fund Sales Tax receipts are anticipated to reach \$785,000; an increase of \$700,000 from last year's budget – much of this is due to commercial and residential development;
- Building Fee revenue has increased – much of this is due to the local economy;
- The Consolidated Fee schedule has been updated and continues to be updated to meet the costs of current operations.

Tom said the FY 2017-2018 budget is a balanced budget. Please be mindful that additional increases to property taxes and other sources of revenue will need consideration in the future. The City's General Plan and the current zoning map provides for additional residential development; however, the City is in need of additional commercial development zones that appeal to profitable business groups. As a result of thorough, firm, and responsible financial practices, and due to the efforts of the City's dedicated staff in many long-range planning efforts, he believes South Weber City is poised for a very progressive and prosperous future.

Council Member Winsor moved to open the public hearing. Council Member Sjoblom seconded the motion. Elyse called for a roll call vote. Council Members Casas, Hyer, Sjoblom, Taylor, and Winsor voted yes. The motion carried.

***** PUBLIC HEARING *****

Mayor Long asked if there were any public comments.

Michael Poff, 939 E. South Weber Drive, asked if the Council has anticipated what the Transportation Fee will be. He discussed property tax, franchise fees, etc. He said two years ago the council encouraged citizens to vote for prop 1. He would like to identify that as a line item instead of putting it together in the Class C Road Funds. He said it is interesting that there is still a need for more funding. He would recommend putting the Transportation Fee on a ballot. He is concerned about the calculations of the ERU's. He would like the council to consider those who are on a limited income.

Council Member Taylor moved to close the public hearing. Council Member Sjoblom seconded the motion. Elyse called for a roll call vote. Council Members Casas, Hyer, Sjoblom, Taylor, and Winsor voted yes. The motion carried.

***** PUBLIC HEARING CLOSED *****

Council Member Sjoblom encouraged those who would like to learn more about the Transportation Fee to attend the open house this Thursday at the Family Activity Center 6:00 p.m. Council Member Hyer discussed the donations the city receives for Country Fair Days.

RESOLUTION 17-18: Final Plat Hidden Valley Meadows Phase I

Tom Smith, City Manager, said Brandon Jones, City Engineer's, office has completed a review of the Final Plat and Improvement Plans dated June 1, 2017 for the Hidden Valley Meadows, Phase 1 Subdivision. The developer has addressed all of the comments from the review memo dated May 4, 2017.

The following is offered for your information:

- 1. We have received an approval letter from the South Weber Irrigation Company.
- 2. The developer has chosen to pay the fee in lieu of storm water detention in the amount of \$43,701.40. Attached is the fee analysis signed by the developers. This fee will need to be paid before the plat can be recorded.

Council Member Hyer discussed the blockade for 6650 South and not installing it until the access street to 475 East is installed. Rob Osborne, Planning Commission Chair, said the plan is for the access to 475 East will be installed in phase 2.

Council Member Winsor moved to approve Resolution 17-18 Final Plat for Hidden Valley Meadows Phase 1 subject to the developer paying the fee in lieu of storm water detention in the amount of \$43,701.40. Council Member Casas seconded the motion. Elyse called for a roll call vote. Council Members Casas, Hyer, Sjoblom, Taylor, and Winsor voted yes. The motion carried.

Award 2017 SWC Safe Sidewalk to School Project

Tom Smith, City Manager, stated the bids were opened June 7, 2017 at 2:00pm for the 2017 South Weber Drive Sidewalk Project. Five (5) bids were received. All bids have been checked and found no errors in those bids. Jones & Associates is recommending that the City Council award the work to ABC-Associated Brigham Contractors, based upon their experience and their low bid of \$49,467.50. The bids are as follows:

<u>Bidder:</u>	<u>Total Bid:</u>
ABC – Associated Brigham Contractors	\$49,467.50
Marsh Construction	\$62,287.50
Leon Poulsen Construction	\$68,294.25
Woodard Concrete Cutting & Demolition Inc.	\$74,327.50
Post Asphalt and Construction	\$78,724.60

Council Member Winsor moved to award the 2017 South Weber City Safe Sidewalk School Project to ABC-Associates Brigham Contractors for \$49,467.50. Council Member Sjoblom seconded the motion. Elyse called for a roll call vote. Council Members Casas, Hyer, Sjoblom, Taylor, and Winsor voted yes. The motion carried.

Review Alternative Solutions for Cottonwood Dr.: Tom Smith, City Manager, said this item has been discussed at length by the Council. He is recommending doing a mill repair. He said right now they have an open purchase order with Post Asphalt for Cottonwood Drive \$9,280, and I-84 \$9,785. Council Member Casas commended Tom in finding a solution; however, he doesn't like this option, but appreciates Tom addressing the solution. He would rather fully fund the entire rebuild.

Council Member Winsor moved to although the temporary repair may only last a couple of years, direct staff to award the quote from the bridge of the south side of Weber River to end of curve as outlined on the map and I-84 overpass to be completed as soon as possible, but not at the expense of 1250 East. Council Member Taylor seconded the motion. Elyse called for a roll call vote. Council Members Casas, Hyer, Sjoblom, Taylor, and Winsor voted yes. The motion carried.

PUBLIC COMMENTS:

Stuart Boyd, 6805 S. 2125 E. Uintah, UT, stated he appreciates the attention the city is putting on Cottonwood Drive. He asked about the need to restripe the road. Tom said the bid does not incorporate that but it can be looked at.

Michael Poff, 939 E. South Weber Drive, asked if anyone has reached out to Adams Avenue Toll Road for help in funding. He also requested the council reinstate public hearings for final approval of subdivisions.

Marnie Boyd, 6805 S. 2125 E. Uintah, UT, asked if it is possible to communicate the repairs that will be done to Cottonwood Drive to Uintah City.

Rob Osborne, 2317 View Drive, appreciates the Council doing the minimal amount of work on Cottonwood Drive because not many residents from South Weber City use it.

REPORTS:

Mayor Long: She said drones will be used to do mosquito abatement to remote locations. She said West Nile Virus has been reported in southern Utah.

Council Member Sjoblom: She reported that the digital sign was pulled out of storage and it is working well but it is 10 years old and so they can't really guarantee it past a year. There are some replacements part available but can't guarantee anything after that. The sign has been donated. She recommends moving forward with this sign. Council Member Casas suggested going with it and hopes to see it up this summer.

City Manager Tom Smith: He reported that the Utah Leagues of Cities and Towns Conference begins 13 September 2017 thru 15 September 2017. He reported that the Planning Commission is recommending a committee for Old Fort Road. Debi Pitts and Wes Johnson will serve on the committee from the Planning Commission. Council Member Taylor and Council Member Casas will serve on the committee from the City Council. He stated the property deeded from Verlo Petersen Trust which will be placed on the next City Council agenda.

Planning Commission – Rob Osborne: He discussed Old Fort Road and where it will come out onto South Weber Drive. He said the Planning Commission isn't in favor of having it come out Cottonwood Cove Subdivision. He said this would be an amendment to the general plan. He reported about the residents who attended the last Planning Commission meeting who live in the Cottonwood Cove Subdivision and the fact that their driveways and patios are sinking. Council Member Casas discussed the setback for the duplex on Jensen Circle. He doesn't think that should have been approved. He doesn't want to see the homes in Rays Creek Subdivision come that close to I-84. Commissioner Osborne said the Rays Creek Subdivision development meets the city code.

ADJOURNED: Council Member Taylor moved to adjourn the meeting at 7:26 p.m. Council Member Winsor seconded. Elyse called for the vote. Council Members Casas, Hyer, Sjoblom, Winsor, and Taylor voted yes. The motion carried.

APPROVED: _____ Date
Mayor: Tammy Long

Transcriber: Michelle Clark

Attest: _____
City Recorder: Elyse Greiner

SOUTH WEBER CITY COUNCIL WORK MEETING

DATE OF MEETING: 13 June 2017

TIME COMMENCED: 5:00 p.m.

PRESENT: MAYOR:

Tammy Long

COUNCILMEMBERS:

Scott Casas
Kent Hyer (via electronically)
Jo Sjoblom
Merv Taylor
Wayne Winsor
Tom Smith

CITY MANAGER:

Tom Smith

CITY RECORDER:

Elyse Greiner

Transcriber: Minutes transcribed by Michelle Clark

VISITORS: Mark McRae, Doug Ahlstrom, Thomas Hunt, Bruce Nilson.

QUARTERLY REPORTS: Public Works Director and Recreation Director

CONSENT AGENDA:

- Approval of May 23, 2017 Work Meeting and Meeting Minutes
- Approval of May 2017 Check Register

Mayor Long asked if there were any questions with the minutes. There were none. Mayor Long asked if there were any questions with the check register. Council Member Casas asked about the replacement of a fire hydrant for \$5,000.

ACTIVE AGENDA:

Public Hearing: To Consider Opening and Amending the FY 2016-2017 Budget

Mark McRae discussed some of the projects that go in between two years. He discussed the hiring changes in within the Fire Department (\$97,000) and Code Enforcement employee.

<u>General Fund</u>	<u>Revenue</u>	<u>Expense</u>
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2980800 Transfer to General Fund	18,500	
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RESOLUTION 17-23 Open and Amend FY 2016-2017 Budget: (No discussion on this item)

Public Hearing: To Consider Adoption of the Fiscal Year 2017-2018 Tentative Budget: (No discussion on this item)

RESOLUTION 17-18: Final Plat Hidden Valley Meadows Phase I

Tom Smith stated Brandon Jones, City Engineer’s, office has completed a review of the Final Plat and Improvement Plans dated June 1, 2017 for the Hidden Valley Meadows, Phase 1 Subdivision. The developer has addressed all of the comments from our Review Memo dated May 4, 2017. We recommend approval.

The following is offered for your information:

1. We have received an approval letter from the South Weber Irrigation Company.
2. The developer has chosen to pay the fee in lieu of storm water detention in the amount of \$43,701.40. Attached is the fee analysis signed by the developers. This fee will need to be paid before the plat can be recorded.

Thomas Hunt, of Reeves & Associates, was present. Council Member Casas asked about the regional retention pond. He wanted to know if the \$43,701.40 will go towards that. Tom said it will.

Award 2017 South Weber City Safe Sidewalk to School Project

Tom Smith, City Manager, said the city received a federal grant through Utah Department of Transportation (UDOT). The bids were opened June 7, 2017 at 2:00pm for the 2017 South Weber Drive Sidewalk Project. Five (5) bids were received. All bids have been checked and found no errors in those bids. Jones & Associates is recommending that the City Council award the work to ABC-Associated Brigham Contractors, based upon their experience and their low bid of \$49,467.50.

Tom read all the bids received which are as follows:

<u>Bidder:</u>	<u>Total Bid:</u>
ABC – Associated Brigham Contractors	\$49,467.50
Marsh Construction	\$62,287.50
Leon Poulsen Construction	\$68,294.25
Woodard Concrete Cutting & Demolition Inc.	\$74,327.50
Post Asphalt and Construction	\$78,724.60

Mayor Long said the bid is less than the grant and she questioned if the extra could be used for 1250 East. Tom explained that to use the money in a different place, the city would have to reapply. He said it is projected to be completed by 18 August 2017. Council Member Winsor said this project may effect Country Fair Days for the parade route as well as the 5K & 10K run.

Review Alternative Solutions for Cottonwood Dr.: Tom said Asphalt Paving and Construction is already doing work in the city, he would like to have them do this project. Tom said this does not include engineering. He reported that Uintah will not be participating. Council Member Casas asked about the cost for full reconstruction. He is concerned that the total approximate cost for this project as well as the overpass is \$30,000 and will only last a year. The Council discussed alternatives. Mayor Long suggested putting up 15 mph speed limit with rough road ahead signs. Council Member Winsor is concerned about the bait and switch that took place with Uintah; however, there is a safety hazard with this road. He said the \$30,000 can help maybe give the city two years, in which time the city can budget for the reconstruction. He feels this should be priority #3 or #4 on the list. Council Member Hyer said something needs to be done on Cottonwood Drive to keep it safe. He would suggest spending the minimum. He too is concerned about Mayor Flinton’s recommendation and then the disappointment of them not coming through. Council Member Winsor suggested whoever does the project needs to pay close attention to the seams. He suggested putting a crack sealant on it to help prevent moisture. Council Member Hyer suggested not splitting up Asphalt Paving’s efforts while they are on 1250 East.

Trees for Central Park: Council Member Casas would like to discuss the amount of trees, location, and timing. He would suggest planting them in August. Mayor Long spoke with the arborist, Doug Austin, concerning the type of trees. Council Member Casas will set up a meeting mid-July to finalize and come up with a plan. Council Member Sjoblom discussed the status of Central Park playground. She said the sidewalk has been added. The sand has been taken out and is now at the level where the playground equipment can be installed.

Dust from Gravel Pits: Council Member Casas reported that employees from the gravel pit have said they are not watering the pit like they used to. He is concerned that the city needs to have some way of holding them to dust control. Tom said he has discussed certain solutions with Dak Maxfield, of Parsons, concerning planting of trees, fencing, etc. He said Dak will be attending the council meeting on 27 June 2017.

Update of Transportation Utility Fee Open House: Tom reported that there weren't many who attended but the questions were very good. The majority felt \$15 would be acceptable. Council Member Winsor asked if a gradient fee schedule was presented, meaning the fee is gradually increased over time. Tom said Brandon Jones did look into that but he will have to get back to Council Member Winsor on that.

Tour of Utah: Will be coming through the city August 4th between 12:30 pm and 1:30 pm.

Candidate Orientation: Tom would like to meet with every candidate for mayor and council and introduce staff to them. He would like to develop a relationship with them. This is tentatively scheduled for 29 June 2017 at 6:00 p.m. They will review rules for running for office. Doug Ahlstrom said it is okay to have two or more council members attend this meeting. Elyse discussed The League of Women Voters of Davis County holding a Meet the Candidates Night on 3 October 2017.

Adjourned at 6:00 p.m.

APPROVED: _____ **Date**
Mayor: Tammy Long

Transcriber: Michelle Clark

Attest: _____ **City Recorder: Elyse Greiner**