

CITY MANAGER SUMMARY MEMO:

to: Mayor Cutler, City Council
cc: Department Heads, Planning Commission
from: Steve H. Thacker, City Manager
subject: City Manager's Summary of January 17, 2017 Council Meetings
date: January 13, 2017

5:30 Work Session with State Legislators – The City Council will meet in a work session at 5:30 p.m. with State Legislators representing Centerville to discuss bills anticipated during the 2017 Session that may affect Centerville. I have prepared a memo—available online via NovusAgenda—with suggested topics for this discussion. Representative Tim Hawkes and Senators Stuart Adams and Todd Weiler have all indicated they will be present. Dinner will be available beginning about 5:15 p.m.

Regular Council Meeting

E.1. Minutes Review – The minutes to be approved are available online via NovusAgenda.

E.2. Summary Action Calendar

1. **Ron Schultz Subdivision** – This subdivision is ready to begin its warranty period.
2. **Personnel Policies** – The City's risk insurer, URMMA, recommends the City adopt a policy regarding pregnancy light duty, to comply with federal law.

1. **Public Utility Easement** – The City Council did not have to approve the Rohletter Small Subdivision, but they should accept this easement relating to that development.

1. **d. Deferral Agreement** – Staff recommend the Council approve this agreement which will allow deferral of sidewalk construction on Lot 10 in the Duncan Hills Subdivision Amended, due to unique conditions explained in the staff report.

E.3. 2017 Municipal Elections – Vote-By-Mail Recommendation – The City Recorder and City Attorney attended a meeting at Davis County offices this week, during which they learned the County will administer a city's elections this year *only* if the city conducts a vote-by-mail election; otherwise the city will have to conduct its own elections. The County wants cities to make this decision by February 13; therefore, I have put this on the January 17 agenda. If the Council needs more time to make a decision, this matter can carry over to the February 7 meeting.

E.4. Briefing re Stormwater Regulations – The Federal Clean Water Act—as implemented over the years through federal regulations—has placed an increasing burden on cities regarding their own operations as well as their enforcement of others’ actions that may affect the quality of stormwater

runoff. Providing an understanding of this impact will be useful as you address the next item on the agenda, as well as future matters that will come before you. Dave Walker, the City’s Drainage Utility Supervisor, will provide this briefing.

E.5. Alternatives for Bulk Green Waste Collection in Spring – After last year’s spring cleanup event, Public Works employees began discussing alternatives to the traditional curbside pickup service. Placement of debris in the gutters/streets is something we normally do not allow—to comply with federal stormwater regulations—yet we “sanction” that activity during a two-week period in the spring. It impacts stormwater quality and the operational condition of the storm drain system. The cost is also significant. Last year the direct cost was \$46,000 (plus staff time) due to the impact of a windstorm during the pickup period. Staff estimate the direct cost of the traditional service this year, under normal conditions, would be \$35,000. Staff believe it is time to discontinue this practice, as most other Davis County cities have already done, and replace it with one of the options that other cities are using: 1) designate locations where residents can take their green waste within the City, where a contractor would grind it up and haul it away; or 2) issue vouchers to residents that cover the tipping fee if they haul their green waste to the landfill.

E.6. Mayor’s Report – Mayor Cutler will report on the latest UIA/UTOPIA financial reports and the activities/issues of the South Davis Metro Fire Service Area.

E.7. City Council Liaison Report – Councilman McEwan, who represents the City on the Mosquito Abatement District Board and the UTOPIA Board, will report on the activities/issues of those entities.

E.8. City Manager’s Report – I will brief you on the federal funding applications to be sent to WFRC next week for intersection projects on Parrish Lane. I am also recommending a “financial planning” work session” on January 31—see staff report for the proposed agenda. Lisa Romney, City Attorney, has also asked for opportunity under this heading to update the Council regarding the Online Municipal Code Project.

E.9. Open and Public Meetings Training – The City Attorney will provide training on this topic, which is required annually by state law.

E.10. Miscellaneous Business – No topics are identified at this time under this heading.

E.11. Closed meeting, if needed – Although I do not know of a need for a closed meeting at this time, the agenda allows for that possibility.

E.12. Appointments to City Boards/Committees – Mayor Cutler may recommend appointments.

Potential Agenda Items for February 7, 2017 City Council meetings (subject to change):

- Subdivision Plat Amendment - 1872 N. Main Subdivision
- Possible decision re 2017 Municipal Elections—Vote-By-Mail
- Work session with Parks Committee and consultant re Island View Park renovation plan
- Museum policies
- Cemetery analysis

CENTERVILLE CITY COUNCIL AGENDA

NOTICE IS HEREBY GIVEN THAT THE CENTERVILLE CITY COUNCIL WILL HOLD ITS REGULAR PUBLIC MEETING AT 7:00 P.M. ON TUESDAY, JANUARY 17, 2017 AT THE CENTERVILLE CITY COMMUNITY CENTER AND CITY HALL COUNCIL CHAMBERS, 250 NORTH MAIN STREET, CENTERVILLE, UTAH. THE AGENDA IS SHOWN BELOW.

Meetings of the City Council of Centerville City may be conducted via electronic means pursuant to Utah Code Ann. § 52-4-207, as amended. In such circumstances, contact will be established and maintained via electronic means and the meeting will be conducted pursuant to the Electronic Meetings Policy established by the City Council for electronic meetings.

Centerville City, in compliance with the Americans With Disabilities Act, provides accommodations and auxiliary communicative aids and services for all those citizens in need of assistance, including hearing devices. Persons requesting these accommodations for City-sponsored public meetings, services, programs, or events should call Blaine Lutz, Centerville Finance Director, at 801-295-3477, giving at least 24 hours notice prior to the meeting.

A notebook containing supporting materials for the business agenda items is available for public inspection and review at City Hall and will be available for review at the meeting. Upon request, a citizen may obtain (without charge) the City Manager's memo summarizing the agenda business, **or may read this memo on the City's website: <http://centerville.novusagenda.com/agendapublic>.**

Tentative - The times shown below are tentative and are subject to change during the meeting.

Time:

5:30 Work Session with Legislators representing Centerville re legislative issues affecting Centerville City

7:00 A. ROLL CALL

(See City Manager's Memo for summary of meeting business)

1. PLEDGE OF ALLEGIANCE

1. PRAYER OR THOUGHT

Mayor Cutler

7:05 D. OPEN SESSION (This item allows for the public to comment on any subject of municipal concern, including agenda items that are not scheduled for a public hearing. Citizens are encouraged to limit their comments to two (2) minutes per person. Citizens may request a time to speak during Open Session by calling the City Recorder's office at 801-295-3477, or may make such request at the beginning of Open Session.) Please state your name and city of residence.

1. BUSINESS

7:10 1. MINUTES REVIEW AND ACCEPTANCE

January 3, 2017 work session and regular Council meeting

7:10 2. Summary Action Calendar

1. Ron Schultz Subdivision – Commence Warranty
2. Amendments to Personnel Policies – Resolution No. 2017-01
3. Accept Public Utility Easement for Rohletter Small Subdivision
4. Approve Public Improvements Deferral Agreement for Lot 10 of the Duncan Hills Subdivision Amended

7:10 3. 2017 Municipal Election – Vote-By-Mail Recommendation

7:30 4. Briefing re stormwater regulations and impacts on City operation

7:50 5. Discuss proposed alternatives for bulk green waste collection in spring

8:20 6. Mayor's Report

1. UIA/UTOPIA Update
2. Fire Service Area

8:30 7. City Council Liaison Report – Councilman McEwan – Mosquito Abatement District & UTOPIA

8:40 8. City Manager's Report

1. WFRC funding applications
2. Financial planning work session
3. Status of Online Municipal Code Project

8:50 9. Open & Public Meetings Training – City Attorney

9:05 10. Miscellaneous Business

9:30 11. Closed meeting, if necessary, for reasons allowed by state law, including, but not limited to, the provisions of Section 52-4-205 of the Utah Open and Public Meetings Act, and for attorney-client matters that are privileged pursuant to *Utah Code Ann.* § 78B-1-137, as amended.

12. Possible action following closed meeting, including appointments to boards and committees

1. **ADJOURNMENT**

Items of Interest (i.e., newspaper articles, items not on agenda); Posted in-meeting information

Marsha L. Morrow, MMC
Centerville City Recorder