Minutes of the Centerville City Council meeting held Tuesday, May 15, 2018 at 7:00 p.m. at Centerville City Hall, 250 North Main Street, Centerville, Utah.

MEMBERS PRESENT

Mayor Clark Wilkinson
Council Members Tamilyn Fillmore
William Ince
Stephanie Ivie
George McEwan
Robyn Mecham

STAFF PRESENT

Steve Thacker, City Manager
Lisa Romney, City Attorney
Jacob Smith, Management Services Director
Lisa Summers, Youth Council Advisor
Cory Snyder, Community Development Director
Cassie Younger, Assistant Planner
Bruce Cox, Parks and Recreation Director
Marcus Arbuckle, Keddington & Christensen
Katie Rust, Recording Secretary

VISITORS

Interested Citizens (see attached sign-in sheet)
Lynn Keddington, Parks & Recreation Committee Chair
John Ruedas, Parks & Recreation Committee
Dee Hansen, South Davis Sewer District Chair

PRAYER OR THOUGHT

Jacob Smith, Management Services Director

PLEDGE OF ALLEGIANCE

OPEN SESSION

Rick Bingham – Mr. Bingham expressed concern regarding the state of repair of sidewalks in the City. He said uneven sections were painted a few years ago, but it seems that nothing else has been done. Mr. Bingham stated he is building a garage on his property and will be repaving the driveway. He asked the Public Works Director if the City would be interested in repaving the buckled sidewalk and approach. A Public Works employee evaluated the property and reported it is “not bad enough”. Mr. Bingham suggested the Council allocate funds for ongoing improvements to City sidewalks, and be willing to consider a cost-share arrangement with property owners. He also recommended the City enforce restrictions on the type of trees that can be planted in park strips.

Brooklyn Wade – Ms. Wade said she tripped on an uneven sidewalk located on 300 East on February 1st of this year and fractured her knee cap.

Tori McKee – Ms. McKee said her son hit uneven sidewalk with his Ripstick and ended up with a concussion. She said her neighbor tripped on the same uneven sidewalk (1450 North between 200 and 400 West) and broke her cheek bone.
Mr. Thacker explained ongoing efforts to take care of uneven sidewalk throughout the City. Mr. Bingham pointed out that paint on uneven sidewalk is not visible at night.

**YOUTH COUNCIL REPORT**

Eliza Greer, Youth Mayor, reported on 2017-2018 Youth Council activities and thanked the City Council for their continued support of the Youth Council. A video presentation showing activities and events from the year was shown. Lisa Summers, Youth Council Advisor, recognized outgoing Youth Council members, and Mayor Wilkinson thanked all Youth Council members for their service.

**MINUTES REVIEW AND ACCEPTANCE**

The minutes of the May 1, 2018 Council meeting were reviewed. Councilwoman Fillmore requested two changes. Councilman Ince made a motion to accept the minutes as amended. Councilwoman Mecham seconded the motion, which passed by unanimous vote (5-0).

**SUMMARY ACTION CALENDAR**

a. Consider Agreement with U.S. Department of Agriculture Forest Service for Special Use Permit for the Operation and Maintenance of Water Tank, Water Transmission Lines, and Parrish Creek Diversion
b. Terminate warranty for Porter-Walton Townhomes

Councilwoman Fillmore made a motion to accept both items on the Summary Action Calendar. Councilman McEwan seconded the motion, which passed by unanimous vote (5-0).

**PUBLIC HEARING — ZONING MAP AMENDMENT — 640 WEST PORTER LANE — DAVID BELL, APPLICANT**

Cassie Younger, Assistant Planner, presented the proposed Zoning Map Amendment for property located at approximately 640 West Porter Lane from Agricultural-Low (A-L) to Residential-Medium (R-M). The property owner came to the Council to rezone this property in June of 2017 and was denied. The Council has since changed the maximum density allowed in R-M zones to a permitted density of six units per acre, without the option for additional units through a Conditional Use Permit. If the proposed Zoning Map Amendment is approved, the property could potentially have as many as 12 units on the site. On April 24, 2018, the Planning Commission reviewed the proposed rezone of the property and recommended approval.

Mayor Wilkinson opened a public hearing at 7:29 p.m., and closed the public hearing seeing that no one wished to comment. Councilwoman Fillmore made a motion to approve Ordinance No. 2018-11 amending the Centerville Zoning Map by changing the zoning of approximately 2.055 acres of real property located at 640 West Porter Lane from A-L to R-M based on the following findings. Councilman McEwan seconded the motion, which passed by unanimous vote (5-0).
Findings:

1. The Planning Commission and City Council have sufficiently reviewed and considered the criteria found in CZC12.21.080(e) for Zoning Map Amendments.

2. The City Council finds that the rezone is consistent with the goals of the General Plan, as described in Section 12-480-1(a).

3. The City Council finds that the rezone does not create any additional constraints or adverse effects concerning surrounding properties and development in the immediate vicinity.

4. The City Council finds that the R-M Zone request functions as an acceptable medium density residential buffer to commercial that is compatible with the characteristic multi-zone land use pattern for the immediate area.

5. The Planning Commission has reviewed and recommends approval of the R-M Zone designation.

GENERAL PLAN AMENDMENTS — SECTION 12-480-2 — NEIGHBORHOOD 1, SOUTHEAST CENTERVILLE, PAGES LANE COMMERCIAL AREA

The City Council held a public hearing on the proposed General Plan amendments on May 1, 2018, and tabled further action to the May 15th meeting. Cory Snyder, Community Development Director, answered questions from the Council regarding the proposed General Plan amendments pertaining to the Pages Lane Commercial Area. Councilwoman Mecham said she would prefer to remove language that states mixed-use would be considered in the western block segment, since commercial in the western block is currently viable. Councilwoman Ivie agreed. Councilwoman Fillmore suggested a word change on page 5 of the document. Councilwoman Ivie acknowledged that a PDO gives the City a great deal of control, but said the opportunity for a 20% increase in density does not sit well with her. Councilman McEwan said he would prefer that the language encouraging residential in the eastern segment be stronger, but acknowledged that property rights need to be respected. He said he feels the proposed amendments are a move in the right direction. Councilwoman Fillmore agreed. Councilwoman Mecham stated she cannot support the proposed amendments with mixed-use as a possibility in the western segment.

Councilwoman Fillmore made a motion to approve Ordinance No. 2018-08 amending Section 12-480-2 Neighborhood 1, Southeast Centerville, providing future development guidelines for the Pages Lane Commercial Area, with the discussed word change on page 5. Councilman McEwan seconded the motion. Councilwoman Mecham stated the residents have asked the Council not to approve mixed-use development. Councilwoman Mecham made a motion to amend the motion to remove Goal #2 from the Western Block Segment. Councilwoman Ivie seconded the motion to amend, which passed by majority vote (3-2), with Council members Mecham, Ince, and Ivie in favor, and Council members McEwan and Fillmore against.

Councilwoman Ivie repeated her concern with the 20% density bonus possible with a PDO. Mr. Thacker encouraged the Council to remember the difference in quality possible with the added control of a PDO. Councilwoman Fillmore said it is her experience that people react more to the quality of design of a development than the number of units. Councilman McEwan pointed out the proposed amendments are not a zoning change; the proposed amendments simply signal a willingness to look at other uses in the future. He expressed the opinion that if the Council does nothing, there is no incentive for property owners to do anything toward redevelopment. Mr. Snyder commented that a five-acre development without a PDO would fall
Councilwoman Fillmore repeated the motion to approve Ordinance No. 2018-08 with the language change discussed, and removing Goal #2 from the Western Block Section. Councilman McEwan seconded the motion. Councilwoman Ivie repeated her concern with the possible 20% density increase. Councilman Ince said it was clear in the last public hearing that many people want status quo rather than change. Councilman McEwan said he wants to put the amendments out there, see what comes in, and work toward something realistic. Councilman McEwan called the question, which was approved by unanimous vote (5-0). The motion to approve passed by majority vote (3-2), with Council members McEwan, Fillmore, and Ince in favor, and Council members Ivie and Mecham against.

LAND & WATER CONSERVATION FUND GRANT CONTRACT FOR ISLAND VIEW PARK RENOVATION PHASE 1

At their May 1, 2018 meeting, the City Council reviewed the Land & Water Conservation Fund Grant, and tabled action to the May 15th meeting. Councilwoman Ivie repeated the concern she has expressed in previous meetings that she does not think the design for the Island View Park renovation was thoroughly thought through before applying for the grant. She listed potential problems with eliminating parking on the west side of Island View Park: (1) the west parking area is used for pavilion rentals and other park uses; (2) it is used as cemetery parking for funerals and Memorial Day, vault-truck parking, and holding dirt when a grave is opened; (3) the west parking area was used this spring for green-waste collection; (4) an improved park will require more parking, not less; (5) it does not seem safe to have a hillside that ends abruptly with a retaining wall on 700 East; and (6) the local users of the park do not want changes to the west end of the park — they want improvements to the east end, but the east end improvements are scheduled for the second construction phase rather than the first.

Councilwoman Fillmore pointed out that the plan includes a similar number of parking stalls to the number currently available, with the potential to add parallel parking on the east side of 700 East. Bruce Cox, Parks and Recreation Director, clarified there are other places the vault truck can park. He said parking at the cemetery is sufficient most days, and he is not concerned about parking because the design includes at least the same amount of parking currently available at the park. Councilwoman Fillmore said she would rather be creative and figure out how to solve concerns than not accept the $600,000 grant for the project. Mr. Cox confirmed that elements in the park design could be rearranged if needed. He suggested designating space in the final plan for material storage on the west side of the park along 700 East that could possibly be used for parking when not needed by the City. Referring to the concern for green-waste collection space, Mr. Thacker suggested 700 East could be closed off between the park and the cemetery and used as a drop-off location for two weekends in the spring.

Mr. Thacker updated the Council on funding sources for the City’s grant match. He reported that the Army Corps of Engineers will require an after-the-fact mitigation plan for wetland violations at Community Park that will most likely involve buying into a wetland bank. He estimated that mitigation would cost $110,000-$165,000. He suggested a temporary loan between City funds to cover needed cash flow for the Island View Phase 1 project, if needed, until RAP Tax revenue catches up.
Councilwoman Fillmore made a motion to approve the contract relating to the Land & Water Conservation Fund grant awarded to the City for Phase 1 of the Island View Park Renovation Project. Councilman Ince seconded the motion, which passed by unanimous vote (5-0).

**FUNDING FOR PARKS MASTER PLAN PROJECT**

Lynn Keddington, Parks and Recreation Committee Chair, introduced John Ruedas, a member of the Parks and Recreation Committee. Mr. Ruedas is a professional landscape architect employed by the Salt Lake County Parks Department. He explained that he believes a parks master plan is very important for a city to have in place to help guide spending on parks and recreation. Mr. Keddington stated that a professional parks master plan can be very expensive ($60,000-90,000), and explained to the Council his idea to contract with Utah State University for the work to be done by a student needing a graduate project. He said USU has selected a candidate and suggested parameters for the project. It is estimated the project will require 750 hours of work, with a suggested compensation of $15,000. The project would be closely monitored by two professors as well as professionals outside the university. Mr. Keddington expressed confidence that the City would get a very comprehensive and detailed plan, and offered to assist staff with liaison responsibilities associated with the project.

Mr. Thacker commented that the scope of work defined by the university includes elements the City does not need at this time, such as drone images and mapping. He proposed reducing the suggested compensation by 20%. Mr. Ruedas commented that drone data tends to be more accurate than aerial photography. Councilwoman Fillmore suggested the City will be able to make requests as to how the majority of time will be spent as the process moves forward. She said she believes a parks master plan would be valuable when deciding how to spend RAP Tax revenue after current projects are completed. Ms. Romney advised that the arrangement involve a service contract with USU, and suggested the Council authorize the City Manager to approve the contract. Councilman McEwan expressed support, and said he is not bothered by the drone portion in the scope of work. Mr. Thacker recommended possible funding sources for the $15,000. Councilman Ince made a motion to authorize the City Manager to complete the contract negotiations subject to the presentation made tonight, apprising the Council of details he thinks are important, with half of the funding taken from the RAP Tax Contingency Fund and half from the current Council Contingency Fund. Councilman McEwan seconded the motion, which passed by unanimous vote (5-0). Councilwoman Ivie emphasized that the plan should not include trails located on private property.

The Council took a break at 9:20 p.m., and returned at 9:30 p.m.

**SEWER DISTRICT REPORT**

Dee Hansen, South Davis Sewer District Chair, updated the Council on the Sewer District's food waste and green algae projects. He reported that with the revenue from the two projects, the Sewer District may eventually be able to reduce, or even eliminate, the service fee for residents within the District. The Mayor and Council thanked Mr. Hansen for representing Centerville on the Sewer District Board.

**MONTHLY FINANCIAL REPORT**

Marcus Arbuckle, the City's CPA contract adviser, presented a financial report for the 10-month period ending April 30, 2018.
STREETS OVERLAY PROJECT BID AWARD

Mr. Thacker presented a recommendation for bid award for the 2018 Streets Overlay Project. Councilwoman Mecham suggested the City establish a fund to cost-share with property owners for sidewalk improvements. Councilman McEwan made a motion to award a contract to Advanced Paving and Construction for the Streets Overlay Project 2018 in the amount of $734,939.45. Councilwoman Ivie seconded the motion, which passed by unanimous vote (5-0).

FY 2019 TENTATIVE BUDGET

Councilwoman Fillmore made a motion to adopt the FY 2019 Proposed Budget as the FY 2019 Tentative Budget with a lump sum yet to be allocated, and set a public hearing for June 5, 2018. Councilwoman Ivie seconded the motion, which passed by unanimous vote (5-0).

CITY MANAGER'S REPORT

- Mr. Thacker updated the Council on the Foothills planning process.
- City Manager Thacker invited Council members to attend an annual taxing entity meeting hosted by the County.
- The Council will hold a joint work session with the Planning Commission, and a Special RDA meeting, on Tuesday, May 22nd.
- The CenterPoint Legacy Theatre Gala will take place on Saturday, June 2nd.

ADJOURNMENT

At 10:31 p.m., Councilman McEwan made a motion to adjourn the regular meeting and move to a meeting of the Centerville Redevelopment Agency in Council Chambers, with no intention to return to regular meeting. Councilwoman Ivie seconded the motion, which passed by unanimous vote (5-0).
Minutes of the Centerville City Council Work Session held Tuesday, May 15, 2018 at 5:00 p.m.
at Centerville City Hall, 250 North Main Street, Centerville, Utah.

MEMBERS PRESENT

Mayor
Clark Wilkinson

Council Members
Tamilyn Fillmore
William Ince (arrived at 5:20 p.m.)
Stephanie Ivie
George McEwan
Robyn Mecham

STAFF PRESENT

Steve Thacker, City Manager
Lisa Romney, City Attorney
Jacob Smith, Management Services Director
Randy Randall, Public Works Director
Katie Rust, Recording Secretary

FY 2019 PROPOSED BUDGET

General Fund Equipment and Street Maintenance

Randy Randall, Public Works Director, expressed a desire for the City to have a sustainable plan for both street maintenance and equipment replacement. He explained that the City gets the most value from a Department vehicle by trading it in after seven years. With tight budgets in recent years, a lot of street maintenance and vehicle replacement has been postponed. Mr. Randall suggested that by consistently budgeting $220,000 annually for Public Works Department equipment, it would take six or seven years to replace vehicles and equipment and develop a sustainable cycle. Mr. Thacker stated the FY 2019 Proposed Budget includes $200,000 for Public Works vehicles. He recommended the Council allocate an additional $100,000 from FY 2018 surplus to help jumpstart the sustainability plan.

Salary Administration Guidelines

City Manager Thacker presented three proposed merit increase scenarios (attached), and recommended the Council adopt Scenario C. The total estimated budget impact would be $137,515 (including 0.5% bonus pool).

Employee Reviews/Upgrades

Mr. Thacker stated the job description of the City Treasurer position has been updated, and recommended the Council move the position up one pay grade. He repeated his recommendation that the Council increase all police officer positions by one pay grade, and stated the Whittaker Museum Director position needs to be assigned a pay grade.

Employee Health Insurance Renewal

Jake Smith, Management Services Director, presented options for employee health insurance renewal. FY 2018 was the first year an HSA option was offered — with a City contribution included as a sign-up incentive. Nine employees selected the HSA option in FY
2018. The Council discussed whether or not the City should continue to offer an HSA contribution after the initial sign-up year. Councilwoman Fillmore suggested continuing with a contribution of $1,500 for a family plan in the first year and $1,000 in subsequent years to continue sharing the savings with the employees. Councilman McEwan suggested a tiered approach for the HSA contribution based on how many years an employee has selected the HSA option, with an increase in the contribution over time to incentivize staying with the HSA option. Councilwoman Fillmore suggested a reduction in the contribution over time.

A majority of the Council indicated a desire to offer the same four health insurance options offered in FY 2018, with the same cost-share ratios; continue the same annual $1,500/$1,000/$500 City contribution to HSA accounts; and change dental coverage to a less expensive option. Councilman Ince said he would like to see the budget impact reduced by some amount, possibly by shifting more of the cost to employees. The Council discussed the possibility of reducing the number of health insurance options offered in the future. Council members Mecham and McEwan commented that changes to health insurance can have a big impact on employees. They indicated a desire to make as few changes as possible.

Use of General Fund “yet to be allocated” amount of $368,969

Mr. Thacker reported that Police Chief Child said he would rather have one additional officer and a healthy sum to use for pay raises, than two additional officers and a meager sum for raises in FY 2019. Mr. Thacker suggested the following allocation of the $368,969 in the Proposed Budget that is yet to be allocated:

<table>
<thead>
<tr>
<th>Amount</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>$138,000</td>
<td>Employee pay increases</td>
</tr>
<tr>
<td>$80,000</td>
<td>Personnel contingency (retirement payouts and annual cash-outs)</td>
</tr>
<tr>
<td>$100,000</td>
<td>General Fund Reserve</td>
</tr>
<tr>
<td>$60,000</td>
<td>Police Department pay increases</td>
</tr>
<tr>
<td>$41,000</td>
<td>Health insurance impact</td>
</tr>
<tr>
<td>$50,000</td>
<td>City Council Contingency</td>
</tr>
<tr>
<td>$469,000</td>
<td>Total ($100,000 more than stated in the Proposed Budget)</td>
</tr>
</tbody>
</table>

Mr. Thacker made suggestions for funding the additional $100,000.

Sidewalks Project

Jake Smith, Management Services Director, commented that URMMA will be offering a grant program for sidewalk repairs. Mr. Thacker said staff estimates it would cost $85,000 to grind all uneven sidewalks measuring 0.5-1.25 inches. Ms. Romney stated the City needs to make a good faith effort to continue resolving sidewalk issues. She said courts would recognize the City cannot fix the entire problem in one year, and continuing to allocate funds for repairs would be seen as a good faith effort. Councilwoman Fillmore stated she would prefer to pay for sidewalk repairs with the Transportation Fund. She suggested the Council annually allocate a percentage of the Transportation Fund to active transportation, which would include sidewalk repair.

ADJOURNMENT

The work session was adjourned at 6:43 p.m.
Mackenzie Wood, City Recorder

Katie Rust, Recording Secretary

05/15/2018
Date Approved