Minutes of the Centerville City Council meeting held Tuesday, October 16, 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
Cassie Younger, Assistant Planner
Marcus Arbuckle, Kedington & Christensen
Katie Rust, Recording Secretary

VISITORS

Brynn Mortensen, Salt Lake Chamber of Commerce
Interested Citizens (see attached sign-in sheet)

PRAYER OR THOUGHT

Pastor Loren Pankratz, The Bridge Community

PLEDGE OF ALLEGIANCE

OPEN SESSION

No one wished to comment.

MINUTES REVIEW AND ACCEPTANCE

The minutes of the October 2, 2018 regular Council meeting and site visit were
reviewed. Councilwoman Mecham requested a change to the regular meeting minutes.
Councilman Ince made a motion to approve the site visit minutes and the October 2, 2018
regular Council meeting minutes as amended. Councilwoman Fillmore seconded the motion,
which passed by unanimous vote (5-0).

HOUSING GAP COALITION PRESENTATION

Brynn Mortensen, Public Policy and Special Projects Coordinator of the Salt Lake
Chamber of Commerce, gave a presentation regarding housing affordability in Utah, and
answered questions from the Council. The presentation is available with the agenda on
NovusAgenda.

ZONING TEXT AMENDMENTS – SIGN ORDINANCE AMENDMENTS TO ALLOW
MURALS – CZC 12.54 – TABLED FROM OCTOBER 2, 2018

On September 12, 2018, the Planning Commission reviewed and recommended
approval of proposed amendments to CZC 12.54.060 allowing murals on commercial buildings
in the Commercial-Medium (C-M) Zone. On October 2, 2018, the Council held a public hearing on this matter and tabled action to continue receiving public comment through October 10th.

Councilman McEwan commented that one negative argument he has heard relates to a concern that murals would be a vehicle for political speech. Councilwoman Fillmore said she does not believe it is good practice to make decisions based on fear of the lowest possible denominator. She said she has remained neutral on this issue and decided to follow the Planning Commission recommendation. Councilwoman Fillmore made a motion to approve Ordinance No. 2018-22 amending CZC 12.54.060 defining and allowing murals on commercial buildings in the Commercial-Medium Zone. Councilman Ince seconded the motion.

Councilman Ince expressed concern with the lack of control to ensure a positive message. Councilwoman Mecham agreed, and said she is afraid the proposed amendments would open Pandora’s box. Councilman McEwan commented that this issue would likely be self-policing since people tend to vote with their wallets, and property owners would most likely not pay to put up a mural that would be objectionable to the community. Councilwoman Mecham said she is concerned about the property rights of business owners neighboring a potential mural. Councilman McEwan asked if it would be possible to allow a mural as long as the tenant who put the mural in place remains at that location. He suggested the tenant could be required to paint over a mural if they leave the location.

Becca Clason, applicant, stated she first obtained permission for a mural from the owner of the building where her business is located. The building owner will have final approval of the mural if the proposed amendments are approved by the Council. She reminded the Council that the proposed amendments would only apply to the South Main Street Corridor.

Following further discussion, Councilwoman Fillmore made a motion to call the question. The motion was seconded by Councilman Ince, and passed by majority vote (3-2), with Council members Ivie and McEwan dissenting. Councilman Ince disclosed that he is acquainted with the artist the applicant intends to employ, but his vote is not affected by that fact. The motion to approve passed by majority vote (4-1), with Councilwoman Ivie dissenting.

MUNICIPAL CODE AMENDMENTS – CREATION OF TREE BOARD – CMC 3.03.080

In keeping with the City’s membership in the Tree City USA program, Mayor Wilkinson has proposed creation of a seven member tree board. Councilwoman Fillmore made a motion to approve Ordinance No. 2018-23 enacting CMC 3.03.080 for the creation of a Tree Board. Councilman McEwan seconded the motion, which passed by unanimous vote (5-0).

CULINARY WATERLINE EASEMENT FOR OAK RIDGE ASSISTED LIVING FACILITY LOCATED AT APPROXIMATELY 451 RAWLINS CIRCLE

Lisa Romney, City Attorney, explained the proposed Culinary Waterline Easement for Oak Ridge Assisted Living Facility. Councilman McEwan made a motion to accept Culinary Waterline Easement for Oak Ridge Assisted Living Facility located at approximately 451 Rawlins Circle. Councilwoman Ivie seconded the motion, which passed by unanimous vote (5-0).
MAYOR'S REPORT

- Mayor Wilkinson updated the Council regarding UIA, the South Davis Metro Fire District, and the Centerville Cares Wellness Initiative.
- The Mayor reported that multiple local businesses have indicated a desire to be more aware of and participate in community events.

FINANCIAL REPORT

Marcus Arbuckle, the City's contract CPA, presented a financial report for the three-month period ending September 30, 2018. Council members Ince and Ivie said they would like to discuss with the Parks and Recreation Director the possibility of contracting out some of the City's park maintenance. Mr. Thacker updated the Council on the Frontage Road repaving project.

LIAISON REPORT

Councilman Ince updated the Council regarding Citizen Corps Council and emergency management.

CITY MANAGER'S REPORT

- Mr. Thacker reported that Phase 2 of the foothills planning process is coming to a close. Staff plan to present a report at the November 7 Council meeting.
- City Manager Thacker reported on repairs to water damage at the Public Works building.
- Staff recommend the City submit a Letter of Intent to UDOT for Parrish Lane and Marketplace Drive traffic improvements. A majority of the Council appeared to approve sending a Letter of Intent, but want to discuss this matter further before submitting a funding application in January.
- Mr. Thacker updated the Council regarding the Community Park wetlands issue. He intends to provide a settlement agreement to the Council at the November 7 Council meeting.
- Mr. Thacker reported that plans to extend 1250 West to connect with 650 West in Farmington are moving forward with a wetlands re-delineation effort.
- As directed by the Council, staff sent letters to 178 property owners with sidewalk faults measuring one inch or greater inviting participation in the sidewalk repair project. Twenty-three property owners responded wanting to go forward with the proposed work, eight of which will involve financial participation with the property owners for minor sidewalk repairs. Mr. Thacker stated that four or five responses were received after the deadline and have not yet been reviewed. Staff estimate that $11,000 will cover the cost of repairs on the 23 properties, and recommend the Council authorize moving forward with these repairs now using a contractor currently under contract, then putting together a bid package for next spring for the remainder of the 178 significant faults that do not involve trees.

APPOINTMENTS

Mayor Wilkinson recommended appointment of Gary Smith, Grant Chavez, Scott Zeidler, Gary Woodward, Brook Holman, Joy Chambers, and Ann Linton to the Centerville Tree...
Board. Councilman Ince agreed to serve as Council liaison to the Tree Board. Councilman Ince made a motion to approve appointment of the recommended individuals to the Tree Board. Councilman McEwan seconded the motion, which passed by unanimous vote (5-0).

ADJOURNMENT

At 9:19 p.m., Councilwoman Ivie made a motion to adjourn the meeting. Councilman Ince seconded the motion, which passed by unanimous vote (5-0).

Mackenzie Wood, City Recorder

Katie Rust, Recording Secretary

11-7-2014
Date Approved
City Council Meeting
Tuesday, October 16, 2018

Name (Please Print)

Brynn Mortensen
Loren Parkins
Kade Cannon
Chad Bessinger
Chayn Hayman

Name (Please Print)
Minutes of the Centerville City Council Work Session meeting held Tuesday, October 16, 2018
at 5:30 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
................................................................ Bruce Cox, Parks and Recreation Committee
................................................................ Katie Rust, Recording Secretary

STAFF ABSENT ................................ Jacob Smith, Management Services Director

PROCESS TO RECRUIT A NEW CITY MANAGER

Steve Thacker, City Manager, has informed the Council that he will retire in March of
2019. Lisa Romney, City Attorney, presented a proposed process to recruit a new City
Manager. Councilman McEwan suggested initial selection criteria should be applied equally to
each application. He also suggested a background check on the top applicants before holding
interviews. The initial screening and interviewing phases will narrow down the applicants to
three or more for the Council to interview. However, the Council will also be given the resumes
of those interviewed in the earlier round in case they want to interview any other semi-finalists.
Staff will provide a revised proposed process to the Council via email.

DESIGN SERVICES FOR ISLAND VIEW PARK RENOVATION

Mr. Thacker reported results of the RFQ for design services for the Island View Park
Renovation Project. The Council agreed to interview all four firms that responded. Interviews
will be scheduled for Tuesday, October 23rd. The Council reviewed proposed selection criteria
and indicated approval.

ADJOURNMENT

The work session was adjourned at 6:55 p.m.

\[Signature\] \[Date\]
Mackenzie Wood, City Recorder
Date Approved

\[Signature\]
Katie Rust, Recording Secretary
Design Services Selection Criteria & Scoresheet

Minimum Mandatory Requirements

- Met the submission deadline of Oct. 15th by 5pm
- Submission is no more than 30 pages single sided or 15 pages two sided
- Three professional references for related projects completed in the last five years
- Debarment certification
- Licensed and insured

Scoring Categories

I  Firm Experience - max 20 points

Primary Evaluation Criteria

- Overall experience of the firm with park projects.
- What is the firm’s project specific experience on past projects of a similar type, scope, size and complexity?

Other Potential Considerations

- Does the firm have any experience with LWCF projects?
- Does the firm qualify as a small business, minority-owned firm, or women’s business enterprise?

II  Team Experience - max 50 points

Primary Evaluation Criteria

- What is the project team’s overall experience with park projects?
- What is the team’s specific experience on projects of a similar type, scope, size and complexity?
- What experience does this team have working together on related projects?
- Has the team provided examples of how they have added value/creativity or unique tools/techniques in past projects that may benefit this project?
- For key team members, what is their availability, current assignments/projects and percent of commitment?
Other Potential Considerations

- Do any team members have prior relevant experience with the City?

III  Project Management Approach - max 30 points

- Does the team have a plan in place to provide the required deliverables, adequate plan reviews and provide the needed quality control?
- What measures or practices will be used to control the budget?
- What ideas does the team have for gathering public feedback on design?
- What is the communication plan for this project: how will the team communicate with stakeholders such as city officials, contractor and sub-contractors, affected property owners, etc.
- How does the team intend to mitigate risk and liability for various affected parties (city, adjacent property owners, park users etc.)