

1 Minutes of the Centerville City Council meeting held Tuesday, October 16, 2018 at 7:00 p.m. at
2 Centerville City Hall, 250 North Main Street, Centerville, Utah.

3
4 **MEMBERS PRESENT**

5
6 Mayor Clark Wilkinson

7
8 Council Members Tamilyn Fillmore
9 William Ince
10 Stephanie Ivie
11 George McEwan
12 Robyn Mecham

13
14 **STAFF PRESENT**

15 Steve Thacker, City Manager
16 Lisa Romney, City Attorney
17 Jacob Smith, Management Services Director
18 Cassie Younger, Assistant Planner
19 Marcus Arbuckle, Keddington & Christensen
20 Katie Rust, Recording Secretary

21 **VISITORS**

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

24 **PRAYER OR THOUGHT**

25 Pastor Loren Pankratz, The Bridge Community

26 **PLEDGE OF ALLEGIANCE**

27
28 **OPEN SESSION**

29 No one wished to comment.

30
31
32 **MINUTES REVIEW AND ACCEPTANCE**

33 The minutes of the October 2, 2018 regular Council meeting and site visit were
34 reviewed. Councilwoman Mecham requested a change to the regular meeting minutes.
35 Councilman Ince made a motion to approve the site visit minutes and the October 2, 2018
36 regular Council meeting minutes as amended. Councilwoman Fillmore seconded the motion,
37 which passed by unanimous vote (5-0).
38

39
40 **HOUSING GAP COALITION PRESENTATION**

41 Brynn Mortensen, Public Policy and Special Projects Coordinator of the Salt Lake
42 Chamber of Commerce, gave a presentation regarding housing affordability in Utah, and
43 answered questions from the Council. The presentation is available with the agenda on
44 NovusAgenda.
45

46
47 **ZONING TEXT AMENDMENTS – SIGN ORDINANCE AMENDMENTS TO ALLOW**
48 **MURALS – CZC 12.54 – TABLED FROM OCTOBER 2, 2018**

49 On September 12, 2018, the Planning Commission reviewed and recommended
50 approval of proposed amendments to CZC 12.54.060 allowing murals on commercial buildings
51

1 in the Commercial-Medium (C-M) Zone. On October 2, 2018, the Council held a public hearing
2 on this matter and tabled action to continue receiving public comment through October 10th.
3

4 Councilman McEwan commented that one negative argument he has heard relates to a
5 concern that murals would be a vehicle for political speech. Councilwoman Fillmore said she
6 does not believe it is good practice to make decisions based on fear of the lowest possible
7 denominator. She said she has remained neutral on this issue and decided to follow the
8 Planning Commission recommendation. Councilwoman Fillmore made a **motion** to approve
9 Ordinance No. 2018-22 amending CZC 12.54.060 defining and allowing murals on commercial
10 buildings in the Commercial-Medium Zone. Councilman Ince seconded the motion.
11

12 Councilman Ince expressed concern with the lack of control to ensure a positive
13 message. Councilwoman Mecham agreed, and said she is afraid the proposed amendments
14 would open Pandora's box. Councilman McEwan commented that this issue would likely be
15 self-policing since people tend to vote with their wallets, and property owners would most likely
16 not pay to put up a mural that would be objectionable to the community. Councilwoman
17 Mecham said she is concerned about the property rights of business owners neighboring a
18 potential mural. Councilman McEwan asked if it would be possible to allow a mural as long as
19 the tenant who put the mural in place remains at that location. He suggested the tenant could
20 be required to paint over a mural if they leave the location.
21

22 Becca Clason, applicant, stated she first obtained permission for a mural from the owner
23 of the building where her business is located. The building owner will have final approval of the
24 mural if the proposed amendments are approved by the Council. She reminded the Council that
25 the proposed amendments would only apply to the South Main Street Corridor.
26

27 Following further discussion, Councilwoman Fillmore made a **motion** to call the
28 question. The motion was seconded by Councilman Ince, and passed by majority vote (3-2),
29 with Council members Ivie and McEwan dissenting. Councilman Ince disclosed that he is
30 acquainted with the artist the applicant intends to employ, but his vote is not affected by that
31 fact. The motion to approve passed by majority vote (4-1), with Councilwoman Ivie dissenting.
32

33 **MUNICIPAL CODE AMENDMENTS – CREATION OF TREE BOARD – CMC 3.03.080**

34
35 In keeping with the City's membership in the Tree City USA program, Mayor Wilkinson
36 has proposed creation of a seven member tree board. Councilwoman Fillmore made a **motion**
37 to approve Ordinance No. 2018-23 enacting CMC 3.03.080 for the creation of a Tree Board.
38 Councilman McEwan seconded the motion, which passed by unanimous vote (5-0).
39

40 **CULINARY WATERLINE EASEMENT FOR OAK RIDGE ASSISTED LIVING FACILITY** 41 **LOCATED AT APPROXIMATELY 451 RAWLINS CIRCLE**

42
43 Lisa Romney, City Attorney, explained the proposed Culinary Waterline Easement for
44 Oak Ridge Assisted Living Facility. Councilman McEwan made a **motion** to accept Culinary
45 Waterline Easement for Oak Ridge Assisted Living Facility located at approximately 451
46 Rawlins Circle. Councilwoman Ivie seconded the motion, which passed by unanimous vote (5-
47 0).

1 **MAYOR'S REPORT**
2

- 3 • Mayor Wilkinson updated the Council regarding UIA, the South Davis Metro Fire
4 District, and the Centerville Cares Wellness Initiative.
5 • The Mayor reported that multiple local businesses have indicated a desire to be
6 more aware of and participate in community events.
7

8 **FINANCIAL REPORT**
9

10 Marcus Arbuckle, the City's contract CPA, presented a financial report for the three-
11 month period ending September 30, 2018. Council members Ince and Ivie said they would like
12 to discuss with the Parks and Recreation Director the possibility of contracting out some of the
13 City's park maintenance. Mr. Thacker updated the Council on the Frontage Road repaving
14 project.
15

16 **LIAISON REPORT**
17

18 Councilman Ince updated the Council regarding Citizen Corps Council and emergency
19 management.
20

21 **CITY MANAGER'S REPORT**
22

- 23 • Mr. Thacker reported that Phase 2 of the foothills planning process is coming to a
24 close. Staff plan to present a report at the November 7 Council meeting.
25 • City Manager Thacker reported on repairs to water damage at the Public Works
26 building.
27 • Staff recommend the City submit a Letter of Intent to UDOT for Parrish Lane and
28 Marketplace Drive traffic improvements. A majority of the Council appeared to
29 approve sending a Letter of Intent, but want to discuss this matter further before
30 submitting a funding application in January.
31 • Mr. Thacker updated the Council regarding the Community Park wetlands issue. He
32 intends to provide a settlement agreement to the Council at the November 7 Council
33 meeting.
34 • Mr. Thacker reported that plans to extend 1250 West to connect with 650 West in
35 Farmington are moving forward with a wetlands re-delineation effort.
36 • As directed by the Council, staff sent letters to 178 property owners with sidewalk
37 faults measuring one inch or greater inviting participation in the sidewalk repair
38 project. Twenty-three property owners responded wanting to go forward with the
39 proposed work, eight of which will involve financial participation with the property
40 owners for minor sidewalk repairs. Mr. Thacker stated that four or five responses
41 were received after the deadline and have not yet been reviewed. Staff estimate that
42 \$11,000 will cover the cost of repairs on the 23 properties, and recommend the
43 Council authorize moving forward with these repairs now using a contractor currently
44 under contract, then putting together a bid package for next spring for the remainder
45 of the 178 significant faults that do not involve trees.
46

47 **APPOINTMENTS**
48

49 Mayor Wilkinson recommended appointment of Gary Smith, Grant Chavez, Scott
50 Zeidler, Gary Woodward, Brook Holman, Joy Chambers, and Ann Linton to the Centerville Tree

1 Board. Councilman Ince agreed to serve as Council liaison to the Tree Board. Councilman
2 Ince made a **motion** to approve appointment of the recommended individuals to the Tree
3 Board. Councilman McEwan seconded the motion, which passed by unanimous vote (5-0).

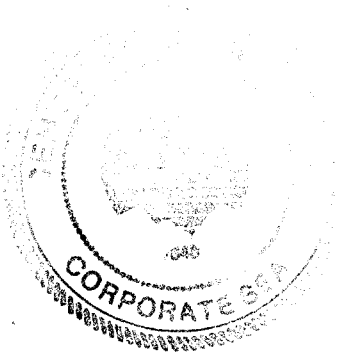
4
5 **ADJOURNMENT**

6
7 At 9:19 p.m., Councilwoman Ivie made a **motion** to adjourn the meeting. Councilman
8 Ince seconded the motion, which passed by unanimous vote (5-0).

9
10
11
12 Mackenzie Wood
13
14 Mackenzie Wood, City Recorder

11-7-2018
Date Approved

15
16
17 Katie Rust
18
19
20 Katie Rust, Recording Secretary



CENTERVILLE CITY

250 North Main • Centerville, Utah 84014 • (801) 295-3477



City Council Meeting

Tuesday, OCTOBER 16, 2018

Name (Please Print)

Name (Please Print)

Brynn Mortensen
Loren Parkin
Kade Cannon
Shad Bessinger
Chryllyn Layman



1 Minutes of the Centerville City Council **Work Session** meeting held Tuesday, October 16, 2018
2 at 5:30 p.m. at Centerville City Hall, 250 North Main Street, Centerville, Utah.

3
4 **MEMBERS PRESENT**

5
6 Mayor Clark Wilkinson

7
8 Council Members Tamilyn Fillmore
9 William Ince
10 Stephanie Ivie
11 George McEwan
12 Robyn Mecham

13
14 **STAFF PRESENT**

15 Steve Thacker, City Manager
16 Lisa Romney, City Attorney
17 Bruce Cox, Parks and Recreation Committee
18 Katie Rust, Recording Secretary

19 **STAFF ABSENT**

20 Jacob Smith, Management Services Director

21 **PROCESS TO RECRUIT A NEW CITY MANAGER**

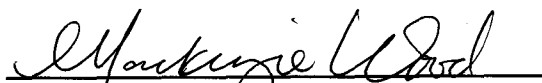
22
23 Steve Thacker, City Manager, has informed the Council that he will retire in March of
24 2019. Lisa Romney, City Attorney, presented a proposed process to recruit a new City
25 Manager. Councilman McEwan suggested initial selection criteria should be applied equally to
26 each application. He also suggested a background check on the top applicants before holding
27 interviews. The initial screening and interviewing phases will narrow down the applicants to
28 three or more for the Council to interview. However, the Council will also be given the resumes
29 of those interviewed in the earlier round in case they want to interview any other semi-finalists.
30 Staff will provide a revised proposed process to the Council via email.

31
32 **DESIGN SERVICES FOR ISLAND VIEW PARK RENOVATION**

33
34 Mr. Thacker reported results of the RFQ for design services for the Island View Park
35 Renovation Project. The Council agreed to interview all four firms that responded. Interviews
36 will be scheduled for Tuesday, October 23rd. The Council reviewed proposed selection criteria
37 and indicated approval.

38
39 **ADJOURNMENT**

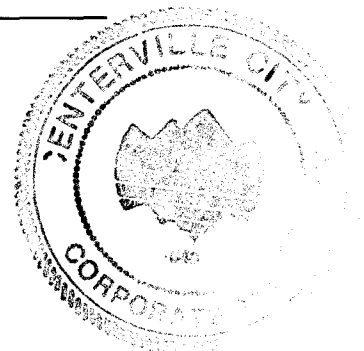
40
41 The work session was adjourned at 6:55 p.m.

42
43
44
45 
46 Mackerzie Wood, City Recorder

47
48
49
50
51
52
53
54
55
56
57
58
59
60
61
62
63
64
65
66
67
68
69
70
71
72
73
74
75
76
77
78
79
80
81
82
83
84
85
86
87
88
89
90
91
92
93
94
95
96
97
98
99
100
101
102
103
104
105
106
107
108
109
110
111
112
113
114
115
116
117
118
119
120
121
122
123
124
125
126
127
128
129
130
131
132
133
134
135
136
137
138
139
140
141
142
143
144
145
146
147
148
149
150
151
152
153
154
155
156
157
158
159
160
161
162
163
164
165
166
167
168
169
170
171
172
173
174
175
176
177
178
179
180
181
182
183
184
185
186
187
188
189
190
191
192
193
194
195
196
197
198
199
200
201
202
203
204
205
206
207
208
209
210
211
212
213
214
215
216
217
218
219
220
221
222
223
224
225
226
227
228
229
230
231
232
233
234
235
236
237
238
239
240
241
242
243
244
245
246
247
248
249
250
251
252
253
254
255
256
257
258
259
260
261
262
263
264
265
266
267
268
269
270
271
272
273
274
275
276
277
278
279
280
281
282
283
284
285
286
287
288
289
290
291
292
293
294
295
296
297
298
299
300
301
302
303
304
305
306
307
308
309
310
311
312
313
314
315
316
317
318
319
320
321
322
323
324
325
326
327
328
329
330
331
332
333
334
335
336
337
338
339
340
341
342
343
344
345
346
347
348
349
350
351
352
353
354
355
356
357
358
359
360
361
362
363
364
365
366
367
368
369
370
371
372
373
374
375
376
377
378
379
380
381
382
383
384
385
386
387
388
389
390
391
392
393
394
395
396
397
398
399
400
401
402
403
404
405
406
407
408
409
410
411
412
413
414
415
416
417
418
419
420
421
422
423
424
425
426
427
428
429
430
431
432
433
434
435
436
437
438
439
440
441
442
443
444
445
446
447
448
449
450
451
452
453
454
455
456
457
458
459
460
461
462
463
464
465
466
467
468
469
470
471
472
473
474
475
476
477
478
479
480
481
482
483
484
485
486
487
488
489
490
491
492
493
494
495
496
497
498
499
500
501
502
503
504
505
506
507
508
509
510
511
512
513
514
515
516
517
518
519
520
521
522
523
524
525
526
527
528
529
530
531
532
533
534
535
536
537
538
539
540
541
542
543
544
545
546
547
548
549
550
551
552
553
554
555
556
557
558
559
560
561
562
563
564
565
566
567
568
569
570
571
572
573
574
575
576
577
578
579
580
581
582
583
584
585
586
587
588
589
590
591
592
593
594
595
596
597
598
599
600
601
602
603
604
605
606
607
608
609
610
611
612
613
614
615
616
617
618
619
620
621
622
623
624
625
626
627
628
629
630
631
632
633
634
635
636
637
638
639
640
641
642
643
644
645
646
647
648
649
650
651
652
653
654
655
656
657
658
659
660
661
662
663
664
665
666
667
668
669
670
671
672
673
674
675
676
677
678
679
680
681
682
683
684
685
686
687
688
689
690
691
692
693
694
695
696
697
698
699
700
701
702
703
704
705
706
707
708
709
710
711
712
713
714
715
716
717
718
719
720
721
722
723
724
725
726
727
728
729
730
731
732
733
734
735
736
737
738
739
740
741
742
743
744
745
746
747
748
749
750
751
752
753
754
755
756
757
758
759
760
761
762
763
764
765
766
767
768
769
770
771
772
773
774
775
776
777
778
779
780
781
782
783
784
785
786
787
788
789
790
791
792
793
794
795
796
797
798
799
800
801
802
803
804
805
806
807
808
809
810
811
812
813
814
815
816
817
818
819
820
821
822
823
824
825
826
827
828
829
830
831
832
833
834
835
836
837
838
839
840
841
842
843
844
845
846
847
848
849
850
851
852
853
854
855
856
857
858
859
860
861
862
863
864
865
866
867
868
869
870
871
872
873
874
875
876
877
878
879
880
881
882
883
884
885
886
887
888
889
890
891
892
893
894
895
896
897
898
899
900
901
902
903
904
905
906
907
908
909
910
911
912
913
914
915
916
917
918
919
920
921
922
923
924
925
926
927
928
929
930
931
932
933
934
935
936
937
938
939
940
941
942
943
944
945
946
947
948
949
950
951
952
953
954
955
956
957
958
959
960
961
962
963
964
965
966
967
968
969
970
971
972
973
974
975
976
977
978
979
980
981
982
983
984
985
986
987
988
989
990
991
992
993
994
995
996
997
998
999
1000

11-7-2018
Date Approved

48
49
50
51 
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 ^{used} 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.)