

**SANTA CLARA CITY COUNCIL MEETING
WEDNESDAY, SEPTEMBER 28, 2016
MINUTES**

THE CITY COUNCIL FOR THE CITY OF SANTA CLARA, WASHINGTON COUNTY, UTAH, met for a Regular Meeting on Wednesday, September 28, 2016 at 5:00 p.m. in the City Council Chambers of the Town Hall at 2603 Santa Clara Drive, Santa Clara, Utah.

Notice of the time, place and agenda of the meeting was provided to the Spectrum and to each member of the governing body by emailing a copy of the Notice and Agenda to the Spectrum and also, along with any packet information, to the mayor and each council member, at least two days before the meeting.

Present: Mayor Pro Tem Mary Jo (Tode) Hafen
Council Members: Herb Basso, Jerry Amundsen, Ken Sizemore, Jarett Waite, Mary Jo (Tode) Hafen
City Manager: Edward Dickie
City Recorder: Chris Shelley

Others Present: Brock Jacobsen, Assistant City Manager; Corey Bundy, Building Official; Brad Hayes, Parks Director; Dan Nelson, Fire Chief; Bob Nicholson, City Planner; Roger Bundy; Cindy Frei; Brad Barben

1. **Call to Order:** Mayor Pro Tem Hafen called the meeting to order at 5:01 p.m.

2. **Opening Ceremony:**

- Pledge of Allegiance: Mary Jo (Tode) Hafen
- Opening Comments: Mary Jo (Tode) Hafen

- Mayor Rosenberg was excused from the meeting. He is out of town.

3. **Communications and Appearances: None**

4. **Working Agenda:**

B. General Business:

1. Recommend Approving \$1,965.30 for the FY2014-2015 Saint George Aquatic Center (SHAQ) operating loss per the Interlocal Agreement. Presented by Ed Dickie, City Manager.

- Ed Dickie said that they did their audit and they were short \$1,965.30 as far as the Santa Clara City's share as part of the agreement. He is asking the Council to approve that. It has to come back to the Council. He said that they have cleaned up quite a bit in the audit. This is last year's audit. There will be another audit that comes out in December and if the City pays this there will be the remaining \$6,034.70 to pay towards that if there

is another shortfall.

- Herb Basso explained that the City pays a percentage of the shortfall of revenue and expenses based on the attendance of Santa Clara residents. They were also charging the City capital. The agreement is just operating expenses so they made an adjustment to the City's favor.

- Mayor Pro Tem Hafen asked if Ed has met with them and got everything figured out.

- Ed Dickie said that yes they did meet with them. The amount would have been quite a bit higher.

- Herb Basso said that there are several areas where they can beef up their revenue. The concessions should be kept in house. He said that he actually sent a letter to Gary Esplin last year. He would like, if Council agrees, to give the Firefighters a free pass to Sand Hollow. It helps with their fitness program. Maybe that can be formalized with some kind of a letter.

- Jarett Waite stated that he agrees and if there is a meeting about improving revenue he would like to attend.

- Ed Dickie said they are in the process of getting an advisory board, which would include a council member, an elected official. When that comes, the Council will have to decide who will be on that. That will be the board that will determine where they want to go next.

Motion to Approve \$1,965.30 for the FY2014-2015 Saint George Aquatic Center (SHAQ) operating loss per the Interlocal Agreement.

Motion by Ken Sizemore, seconded by Herb Basso.

Voting Aye: Jarett Waite, Jerry Amundsen, Ken Sizemore and Herb Basso.

Voting Nay: None.

Motion Carried.

A. Public Hearing(s):

1. The purpose of the Public Hearing is to receive public input and to discuss or take action to vacate an existing public easement at 2581 Vineyard Drive. Applicant Kent & Tamara Harmon.

- Corey Bundy, Building Official, stated that this request is for approval of a lot line adjustment at 2581 Vineyard Drive. It's also a Public Hearing to consider a request to vacate an existing public easement and approve a new public utility easement in correspondence with the revised lot boundary line. Kent and Tamara Harmon want to combine lots and there is an existing easement that needs to be abandoned. Along Vineyard there is an easement that is going to go along the front and along the east side. The request is to vacate this easement at the rear. There aren't any utilities in it anymore. Staff and Jack have looked at it. This is a house cleanup item. Kent and Tamara Harmon want to include this in their lot.

- Jerry Amundsen asked Corey that because there is one easement going to be abandoned by the City, are the Harmons conveying the other easement to the City now.

- Corey Bundy said they are conveying it to the City now.

5:10 p.m. Public Hearing Opened.

5:13 p.m. Public Hearing Closed.

B. General Business:

3. Request Approval for a lot line adjustment at 2581 Vineyard Drive and consider a request to vacate an existing public easement and approval of new public utility easement to correspond with the revised lot boundary line. (Kent and Tamara Harmon Applicant), and Approve Ordinance 2016-13. Presented by Bob Nicholson, City Planner.

Motion to Approve a lot line adjustment at 2581 Vineyard Drive and vacate an existing public easement and approve a new public utility easement to correspond with the revised lot boundary line (Kent and Tamara Harmon Applicant) and Approve Ordinance 2016-13.

Motion by Herb Basso, seconded by Jerry Amundsen.

- Herb Basso asked if it included the identification of the new lot or the remaining lot.
- Corey Bundy said that the one on Vineyard will still be a lot. There will still be two buildable lots.
- Ed Dickie said that this is an ordinance and needs to be approved.

Voting Aye: Herb Basso, Ken Sizemore, Jerry Amundsen and Jarett Waite.

Voting Nay: None

Motion Carried.

2. Request Approval for a Preliminary Plat and Final Plat for Lanyle Brown Subdivision located at 3177 Santa Clara Drive. (Lanyle Brown & Fran Meldrum Applicant). Presented by Bob Nicholson, City Planner.

- Bob Nicholson said that this is a request for approval of the preliminary and final plat for the two-lot subdivision located at 3177 Santa Clara Drive. Fran Meldrum is the applicant. It came to the Planning Commission in July. They wanted a variance on the driveway width that goes back to the rear lot. The Subdivision Ordinance says there is a minimum of 25-foot width. The front lot will be 10,945 square feet in an R-1-10 zone. The rear lot will be 18,549 square feet. Fran and Howard Meldrum want to purchase the home on the rear lot. Mrs. Meldrum is the caretaker for Mrs. Brown who lives on the front lot/home. It would be some convenience for them to live on the rear property. He said that the Planning Commission recommends approval.
- Herb Basso asked if they need second service/utility meters at the rear home.
- Corey Bundy said that the services exist but they may not be metered separately.
- Herb Basso said that typically if they're metered together then they don't need to pay additional impact fees unless they're requesting to be separate of if they're requesting their services to be upgraded then they would need to pay.
- Corey Bundy said that they are splitting lots, creating new lots so the impact fees for another residential dwelling would be required. If the City is going to provide service on a new lot, then impacts fees are imposed. He said they already have an existing building. The shop was turned into a residential apartment. It has a meter and it had a water service. Those impact fees were paid. Jack Taylor was looking into whether or not they could connect to the same sewer lateral as the house in the front. They would possibly have to pay a sewer lateral connection. They may have substantial impact fees unless they can show the City that they have paid them in the past.

- Ken Sizemore asked if they have gotten all the appropriate building permits when they changed the shop to an apartment dwelling and that it passed all the standards for a dwelling unit.
- Corey Bundy said yes there had to be a stop-work order put in it because they were remodeling without a permit. They understood. The person that wants to buy the rear lot wants to remodel it. It was a shell when he looked at the site. He told them they have to get a building permit. They have to go through the process. That is why were here today, to split these lots.

Motion to Approve a Preliminary Plat and Final Plat for Lanyle Brown Subdivision located at 3177 Santa Clara Drive.

Motion by Jarett Waite, seconded by Herb Basso.

Voting Aye: Jarett Waite, Jerry Amundsen and Herb Basso.

Voting Nay: Ken Sizemore

Motion Carried.

4. Recommendation to City Council for approval of a lot split for property located at 2485 Vineyard Drive. (Gordon Barben and Jeriah Threlfall Applicant). Presented by Bob Nicholson, City Planner.

- Bob Nicholson explained that this is a lot split. The property is on a corner of Vineyard Drive. They propose to create a two lot. Each lot will exceed the half-acre minimum lot size, which is required in this Residential Agricultural (RA) zone. Each lot meets the frontage. The Barbens have an existing home on one lot and Mr. Threlfall proposes to buy and build a home on the second, which is the corner lot. No road dedication is needed since Vineyard Drive and River Front Drive are existing dedicated streets. Public utility easements will need to be dedicated along the new joint boundary line and perhaps along Vineyard Drive. The utility dedication easements can come in with the building permit. This is a two-lot subdivision. Both lots have frontage.
- Mayor Pro Tem Hafen asked that since it fronts Vineyard, and there are no street improvements such as sidewalk, storm drain and curb will this apply there.
- Corey Bundy said that this property already has that.
- Herb Basso said that right in front of their new lot is a City utility pole. Could that be relocated or restrengthened? Power doesn't want to move it so it would be the applicant's cost. Could a light pole be put there?
- Brad Barben, representing Jeriah Threlfall, said that it depends on what it would cost them to move the power pole. If it costs too much they will leave it.
- Jerry Amundsen said that Jack Taylor's policy is he will go in a 300-foot radius and anyone within that radius must be agreeable to that streetlight. At least 51% need to agree. The light may not necessarily be to the department's expense.

Motion to Approve a lot split for property located at 2485 Vineyard Drive.

Motion by Ken Sizemore, seconded by Herb Basso.

- Jarett Waite asked about the utility easement. Has it been taken care of?
- Corey Bundy said that it was done last meeting, the 10-feet.

Motion to Approve a lot split for property located at 2485 Vineyard Drive with the understanding that it also includes the condition that the City is requiring a 10-foot utility easement along the front.

Voting Aye: Ken Sizemore, Jerry Amundsen, Herb Basso and Jarett Waite.

Voting Nay: None

Motion Carried.

5. Reports:

A. Mayor / Council Reports

Jerry Amundsen:

- Nothing to report.

Jarett Waite:

- Reported on the CEC. At their last meeting, Dixie State has agreed to hire a reporter. She is a lady that has worked for KCSG. She will start doing more investigative reporting. She will be at the beck and call of all of the cities. If there is an issue in the City, you are supposed to call and she will come out and cover both sides of the issue. It is a one-year contract. He said that Mayor Hart is convinced that this will be a way forward. The current budget won't change. We have 7 production hours for our City. They came out for Swiss Days.

- The Face Book page is up. He went over the settings. They are very restrictive. People can't leave reviews, guest post or use profane language. It is locked down really well. Bradi is the point of contact. We did a post for Swiss Days. He took notes at the League of Cities and Towns and he is helping Staff put together a social media policy. That will be presented in a Work Meeting. Herb Basso suggested getting the City's businesses linked or tagged to our Face Book as well as the website. Jarett Waite said they can go out and like all the businesses and it will show up on the site. If the Council wants anything up there just send it to Bradi. It's up to the City as to who can post. We need to hash that out. This will be a little time for Bradi and we need to discuss her time and her pay. Ed Dickie said that this will come back to a work meeting and then it will become a policy.

Herb Basso:

- EDC met last night. He would like to request that EDC gets on the agenda for the Work Meeting on November 2. EDC wants to make a presentation of their mission statement, which the Mayor asked them to come up with. It is still unclear what Council wants EDC to be and do. EDC has a few questions of Council.

- Swiss Days parking and Car Show almost merged. We need more lots for parking. Swiss Days was great. He thanked Staff.

- He said that one of his assignments is on the Washington County Arts Council. They are really not part of the Washington County organization. He said he would like to disassociate the City from them, to be supportive but not be a required member. He said he will make more of a formal recommendation.

Ken Sizemore:

- He talked about the League of Cities and Towns and the idea of live-stream meeting of the City Council. It is not that difficult to do. He would like to put on the Work Meeting schedule a discussion on how the Council can make that happen. He feels that all communities are going to move that way with the technology as affordable as it is. The Mayor should be involved in this discussion as well. He said that for less than \$5,000 the hardware can be set up to do this and it can be live streamed over You Tube.
- He would also like to take time at a Work Meeting to talk about a near build out in the City. He said the City builds their budget on growth. In the near term that source of funding is going to be gone and we need to be thinking about how the City is going to finance the community when there isn't any more building permits and impact fees and all the growth associated revenue streams to fill the budget with. At the Budget Workshop we need to start talking about that.
- The Transportation Executive Committee met twice recently to talk about the Resource Management Plan. We are now under the period of time that anybody that commented on the draft can now file a protest. That period ends on October 3. The BLM field manager came to the TEC meeting today and we put him on notice that the NPO is going to file a formal protest. If we are going to file a protest as a community, we need to get that done tomorrow. Ed Dickie said that if we want to be a signee on their protest, we have that here at the meeting. Mayor Pro Tem Hafen said that we are ready to go with that. Ken Sizemore asked if there needs to be a motion. Ed Dickie said that Council can but it's not on the agenda because Staff just found out today. He said that we did comment and we have already taken that action. It is okay to do this. You can step out and make a motion. He doesn't think that there needs to be one. The Council has already made the comments. If it wasn't unanimous there might need to be a motion.
- He feels that the Staff makes herculean effort to make Swiss Days happen and he wondered if there was anything we can do to thank them. He thinks we need to do something to recognize their efforts. Herb Basso suggested putting in permanent power. Staff helps unload and load up vendors. The vendors expect it. Vendors need to understand that Staff doesn't have to help them unload. Maybe we could recognize the Staff on Face Book. Mayor Pro Tem Hafen said we need to make sure our appreciation is put in the Newsletter and recognize them. Maybe there could be a special lunch for them. Is their time compensated? Ed Dickie said it is. He suggested getting some movie gift certificates for Staff for all their work on Swiss Days.
- Friday morning at 7:30 there is a Chamber breakfast. The topic is Proposition 1. We need to be there and show support.

Mayor Pro Tem Hafen:

- Talked about the subject of nightly rentals discussed at the League of Cities and Towns. She said there is software available to address this.
- She said she had a good visit with some rural community planners. They are a company that is really helpful in laying out different community things and work with a lot of smaller communities. They met with her and Bob Nicholson and Corey Bundy and Ed Dickie. She said they will work with them to see if any of their services are within the City's price range and if their services will blend in with what the City is planning to go forward with in taking another look at the General Plan in particular with the Historic District and the South Hills. She is impressed with their services.
- Senior Games is coming up. She has tickets to some things. She asked if anyone was

interested in going to the Opening Ceremonies? She has tickets to that. It is next Tuesday, October 4. Senior Games would like to know in advance so they know who will represent the City. Let her know if you are interested in tickets. Reply to the email or talk to her after.

6. **Executive Session:** None.

7. **Approval of Claims and Minutes:**

- August 24, 2016 City Council Meeting Minutes
- September 7, 2016 City Council Work Meeting Minutes
- Claims through September 28, 2016

- Ken Sizemore had a question and wanted Council and Staff's opinion about the \$790.24 to place an ad for the Public Works Assistant job in the Spectrum. He wanted to know if the City gets their money's worth for that ad in applications. Did applicants reply to this ad? Is it really an effective use of funds. Herb Basso asked if it is a requirement to post. He suggested changing requirements to keep up with technology. Brock Jacobsen said that with part of that money to the Spectrum there is a post included with it. He said we got a fair amount of applications. Ed Dickie said that Staff will continue to look for ways to post openings. Chris Shelley said that was the cheapest route to take with the Spectrum.

- Herb Basso asked if the City got good money for their trucks. Brock Jacobsen said they got what they could get in trade, which is \$32,000.

Motion to Approve the Regular City Council Meeting Minutes from August 24, 2016, City Council Work Meeting Minutes from September 7, 2016 and claims through September 28, 2016.

Motion by Ken Sizemore, seconded by Jerry Amundsen.

Voting Aye: Herb Basso, Ken Sizemore, Jerry Amundsen and Jarett Waite.

Voting nay: None

Motion Carried.

8. **Calendar of Events**

- October 5, 2016 City Council Work Meeting
- October 12, 2016 City Council Meeting
- October 26, 2016 City Council Meeting

- Ed Dickie said that he was going to ask Council about cancelling the meeting on October 26 but he thinks there are some things that are going through a Public Hearing with the Planning Commission and those people will want to come before City Council. The reason he was thinking about cancelling is because he is taking the Directors up to North Salt Lake the next day, early morning to Leadership Training with the Trust and he would like to leave later that afternoon to go up there and do a little retreat. If we have to be here, we will be here. We are always available by phone. We will decide on whether we will have the City Council Meeting by October 12.

- Ken Sizemore said that he will be out of State for the Meeting on October 12.

9. Adjournment:

Motion to adjourn by Herb Basso.

Seconded by Jarett Waite with all members present voting aye.

Meeting Adjourned at 6:18 p.m.

Chris Shelley – City Recorder

Date Approved: _____