

**SANTA CLARA CITY COUNCIL WORK MEETING
WEDNESDAY, DECEMBER 7, 2016
MINUTES**

THE CITY COUNCIL FOR THE CITY OF SANTA CLARA, WASHINGTON COUNTY, UTAH, met for a Work Meeting on Wednesday, December 7, 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
Herb Basso and Jarett Waite, Jerry Amundsen, and Ken Sizemore
Assistant City Manager: Brock Jacobsen
Secretary: Gina Wathen

Others Present: Jack Taylor, Public Works Director; Brad Hays, Parks Director; Dan Nelson, Fire Chief; Ryan Von Cannon, New City Employee; Paul Sudweeks, New City Employee

1. Call to Order: Mayor Pro Tem Hafen called the meeting to order at 5:02 p.m.

- Mayor Rosenberg was excused from the meeting because of the death of his mother.

2. Working Agenda:

A. General Business:

1. Introduce New Parks Employees

- Brad Hays, Parks Director, introduced the new employees of the Parks Department, a new Parks Foreman and a new Ball Field Supervisor.
- Ryan Von Cannon has lived in the area most of his life. He came over from Pepsi.
- Brad Hays said that Ryan is in charge of all of downtown, City Hall, the cemetery, Black Rock Park and all the trails in town. Paul is in charge of Canyon View, Gubler Park and Little League Park.
- Paul Sudweeks has been taking care of ball fields for several years. He came from the City of St. George and worked on the ball fields there.
- Jarett Waite asked about the concern of people bringing their dogs to the ball fields and not picking up after their dogs.
- Brad Hays said that dogs can be in the park but they have to be on a lease. The City treats dog waste as littering. There is nothing currently that says people can't have their pets on the ball field. He said that if Council wants he can bring something back to disallow dogs on the ball field. He feels it would be a good thing.
- Paul Sudweeks said that as soon as owners get inside the fenced in area, they turn the

dogs loose so they aren't monitoring their dogs.

- Brad Hays said that the current City Ordinance is if the dogs are in a park, they have to be on a leash, period. There is no allowance for them to run loose.

- Herb Basso talked about the option of a dog park.

- Brad Hays said they previous tried to bring the idea of a dog park to Council but it didn't go anywhere. This was the previous Council. Would Council like him to try and find a place for a dog run, a dog park?

- Jarett Waite and Herb Basso said yes.

- Brad Hays said okay.

4. RP&P Discussion

- Brad Hays said that the RP&P has been submitted for the 51-acre park up in the Santa Clara Hills. The BLM came back with a letter dated October 5 asking the City to do an environmental assessment and an EA. He went out and got some proposals for an EA and they came in a little bit higher than he expected. Based on the assessment and the items that BLM included in the assessment, the lowest bid he got for the EA is \$22,000. The highest bid he got for the EA and the ESA was \$49,000. He said they were thinking it would be closer to \$10,000. He said he is still soliciting more bids. He said that this wasn't put in the budget. He asked the Council if he can go ahead and move forward with the Environmental Assessment.

- Jarett Waite said he is in favor of that.

- Tode Hafen said there probably isn't a choice.

- Brad Hays said that if the City wants the property, there isn't a choice. He said he currently has two bids and he has another company, Simpson Logan that is going to provide a bid and he is trying to look locally to see if there are any other companies that might be interested in doing the EA for the City.

- Tode Hafen asked if Brad sees any potential changes in policy with the new Federal Administration.

- Brad Hays said that he doesn't.

2. Water Conservancy District Discussion

- Brock Jacobsen, Assistant City Manager, said based on the numbers from the Water District, the City has spent just under \$90,000 on average over the last 5 years from the Water District. That number is continuing to rise as the growth continues because the wells produce what they can produce. He said they also looked over the City's infrastructure and Bradi did an assessment of giving all the pipes in the ground a 50-year useful life and looked at when those will need to be replaced. Based on today it would be over 17 million dollars to replace all the pipes in the 50-year mark. That averages to 5 years of 1.5 million dollars that the City needs to put aside. That equates to \$350,000 a year. The City is not currently doing that, putting that much money aside. Renewal and replacement has to be funded. The School District, churches and commercial all run on their own separate water rates. In talking with other communities they all run off of one. He said that one proposal is to bring everyone into line on the same rate. The second part is the base rate is the same for everyone. He would like to adjust that based on connection size. He said they have done the

numbers on what those are based off of, how many ERU's that equates to. Third is adjusting the residential rate. He showed a presentation of the rates and gave a couple of scenarios. One is adding 15 cents on the first two tiers. That would be about \$1.15 a month. The cost would be based on usage. He said that Santa Clara is one of two cities that actually give water with a base rate. Most cities feel that as soon as residents start using, they should start paying. He said that previously Council has felt that they liked giving some water. He said the City's cash flow was good. With this adjustment, and adjusting the schools and the churches on the current rate, that would be an additional \$90,000. Some of the projects are years out but if we don't start putting some away when that time comes the renewal and replacement would have to be financed and it would be good to start moving away from that and the interest costs the City could incur with doing the bonding. Options 2 and 3 will get the City closest to where we need to be.

- Tode Hafen asked about part-time residents.

- Brock Jacobsen said that the part-time residents are still paying the base rates. The City is okay with that. It's the additional usage that the City's not covering our costs to replace when something goes out. One thing he likes about the last option, moving it down to 5000, is when the City does need to make adjustments; it's an easy tier. He would like direction from the Council as to what to bring back for an option.

- Jack Taylor, Public Works Director said that he likes changing the rate on the schools and churches because it really doesn't affect the residential rates and the schools and churches already pay that in other communities. It is a pretty big increase for them. He is concerned that if there is a major water break, the City doesn't have the funds in reserves to take care of those issues.

- Herb Basso asked how much money the City has kept in reserves for water.

- Jack Taylor said that it goes up and down. Last year the City was in the black \$134,000 and now there is about \$60,000 in reserve.

- Herb Basso asked about the goal and the reserve. Is there a State Law that limits it?

- Brock Jacobsen said that there isn't. He said that every year the City's depreciation for renewal and replacement is about \$500,000 in the water fund and the ideal would be to put \$500,000 a year to go back in.

- Jack Taylor said there is no interest or inflation costs as those numbers are put together so those numbers in 40 years are going to be a lot higher.

- Herb Basso said, speaking to the Council, if we don't have a decent reserve, then shame on us.

- Jack Taylor said the he does like putting it on the bottom tier. The upper end is already being hit pretty heavy on the rate. He said they tried to set the base rate so that it would take care of the bonds.

- Tode Hafen said we don't have a choice to do something.

- Jack Taylor said the Water Conservancy District is going to charge more every year for the next 3 years. If we continue to grow like we are, we are looking at a 10 plus% every year and the City's wells don't produce any more water so it's coming from the County.

- Tode Hafen asked Jack Taylor which option he recommends.

- Jack Taylor said the City's water system is in pretty good shape except for a couple of streets. He said that in 2017 he would like to talk to Council in the budget meetings about trying to take care of some drainage issues and redoing a water line and some

asphalt and curb and gutter on Vineyard.

- Ken Sizemore said he thinks that it's obvious that we need to add that additional tier, that makes sense. He would like to see that come before Council. He said that if the City does some number crunching and stay in the ball park with other communities around Santa Clara so that we're not exorbitant, that is what he is looking for.
- Herb Basso agrees with Ken but he wants to add the idea of increasing another 10 cents to \$2.10 or 15 cents. This is a good time to ask just a little bit more to make the main goal of having a reserve.
- Jarett Waite said he would like to see this down like the power rates chart where there is a comparison to other cities.
- Brock Jacobsen said that all those comparisons are on the City's webpage.
- Jarett Waite said he would love to see Bradi's analysis. Could this be put on a spreadsheet.
- Herb Basso says the City has been the most responsible putting the rates where we have to cover the costs.
- Tode Hafen said she feels we definitely need to adjust the school and church rates. She feels it is okay to lower it to 5000. It would be easier for customers to compare. She likes putting a little bit more on the bottom end. The base rate needs to be put to where that is covering there.
- Jerry Amundsen said he is in agreement to what has already been said. He likes the last scenario, dropping the first amount down to 5. He likes the scenarios.
- Tode Hafen asked Jack Taylor if he thinks other communities are having this same discussion.
- Jack Taylor said that most of them have already done their increases. He doesn't know if they have looked at their renewal and replacement. St. George is looking at it right now. It took a lot of time to find out when subdivisions were developed, what year the pipes were put in, the length of pipes, how much of it. It is all designated out by the inches. He said they got costs from engineers, which they feel are fair, without inflation costs. Do we want to be responsible now? Our cash reserve is not very good.
- Herb Basso asked Council what the City's reserves should be. Minimum \$300,000?
- Jerry Amundsen said to look at the estimate in front of Council.
- Jarett Waite said that a big chunk of the estimate is redoing the road. Was that part of the analysis that was done?
- Jerry Amundsen said it depends on the condition of the existing asphalt. It could add on it.
- Tode Hafen asked Brock Jacobsen if he got the direction he needed. It sounds like it's not needed right now.
- Herb Basso said to set up our goal, our target now. The goal is to get a reserve so let's have some plans for a goal.
- Brock Jacobsen said as he understands, the Council is okay with lowering it down to a new tier, Council wants to see where we compare at that point. We'll bring something back with that last option, the lower tier. As for rate, that can be left for Council on that decision.
- Ken Sizemore said that the American Public Works Association probably has some kind of a standard for a reserve. We could look at that.
- Brock Jacobsen told Jack to look into that.
- Jack Taylor said that if we had 2 to 3 thousand dollars in reserve for emergency fund

unless we have a major earthquake, we aren't talking major costs.

- Tode Hafen asked about the repair that just happened.

- Jack Taylor said that down on Vineyard and River Front Estates a water line got hit by a contractor. The water line ran through the corner of the lot. The contractor didn't call in blue stakes. He said that the City was short-staffed. The water didn't get turned off and the water ran through Leavitt's. The Fire Department went and got it shut off. Dustin got it cleaned up and got the water line fixed.

3. Social Media Discussion

- Brock Jacobsen talked about the social media policy. He said they tried to be restrictive and make sure the bases are being covered and still allow some freedom for departments to post what they want to post. The purpose of this is to get information out in a timely manner to the residents of Santa Clara and to showcase the City and the events going on. He talked about a site manager that would be designated by the department head. This person would manager postings for that department. They site managers need to be approved by the City Manager.

- Herb Basso asked Brock about the checks and balances on these site managers. He asked if these people need to be bonded. Someone needs to screen it. There has to be a system.

- Jarett Waite said that the committee has talked about this. He said they talked about Bradi being that check valve.

- Brock Jacobsen said they backed off of just having one person. Bradi is really busy. We are going to try and stay away from giving her another responsibility. Does Council think it is a Mayor or Council decision whether or not the City should open up new channels of social media? The Council needs to decide who has that authority.

- Herb Basso said he would like to see it with the Mayor/Council because we don't know what is on the horizon.

- Brock Jacobsen asked if that should say "Mayor and Council" on the policy.

- Jarett Waite said that would work. He said to get to this point he collected the policies from Orem, West Jordan and Provo, which are all media savvy cities. He read through this extensively. He feels Bradi and Brock did a good job of putting this policy together for the City. He talked about #6F and he asked for clarification on that.

- Brock Jacobsen said that totally comes to interpretation of "solicitation of a business". No business should be left out or discriminated against.

- Herb Basso said he would like that policy to be a little bit more flexible. He would like to revise that language. We should be allowed to promote economic activity and viability and feature and culture.

- Jarett Waite said it might just be to change a little language where the EDC could do something. It should be better explained what "solicitation of a business" means.

- Brock Jacobsen said that this isn't a moderated site. We are not monitoring this and aren't going to debate people.

3. Staff Reports:

Fire Chief Dan Nelson

- Been busy with calls. They will probably finish the year with over 400 calls. Last year it

was over 300 calls. 70% of the calls are medical. There are also fire alarms calls and checking of smoke detectors. On their social media they post about changing batteries. He will have a final tally and breakout for the Council next month. A recruit academy will begin in February. There are 8-9 recruits. A new brush truck will arrive on December 16. They have to put the lights and siren on it after it arrives. Ty has been doing some pile burnings. They are paid for that. There should be a new employee by mid-January for the wildlands season. There will be an in-house promotional hire. They have an Angel Tree set up at Station 2. They have adopted a family for Christmas and the firemen like to donate money and gifts. They will take Santa Claus in a fire truck to the residence of the family. The family is a grandma raising 5 kids. Crystal Lake heads this up for the department.

Jack Taylor

- Talked about the presentation for the MPO on the growth in Santa Clara. He will bring it to Council another time.
- Paradise Village Phase 6 is going in. On the master plan a 12-inch line has been run from Rachel Drive down North Town Road. And there is a 12-inch line from Tuscany north to North Town Road. The 12-inch line stubs out to the north. Going back to the east is an 8-inch line and when the Water Master Plan was redone, it was determined that it was better to run that 12-inch line down Red Mountain because there was some low water pressure issues in the Heights. We need to extend the 12-inch line on the east side of Kingdom Hall down to that intersection to tie into that. We can do this using impact fees. This will give us a better water pressure in the Heights area. He brought this bid back from JP for Council to see. To do the water line it will be \$35,584 to get it in. Another issue is the road was cut through when Harmons was coming. The City couldn't afford asphalt at the time so it was chip sealed. Since they are redoing the road down to Kingdom Hall, we might as well do that road from Kingdom Hall down to the intersection. When Ocotillo comes in they will asphalt the rest of the way over and that road will be asphalted. It would cost about \$24,000. He would like a vote from the Council to move forward on this using impact fees and then the B&C funds would be used on the asphalt. He would put this on the City Council agenda for next Wednesday for Council's approval. We have enough money with impact fees.
- Council all agreed.
- He talked about the developments going in in that area. He talked about COG money for the right of way for the Western Corridor. He got the appraisals done. It comes out to \$434,200 for that property for the right of way.
- They are doing a lot of crack sealing right now.
- Power guys are working on an electronic gate for the Yard.
- Fred is busy doing inspections on homes, buildings and construction.
- Jarett Waite asked about the extra money put in the budget. Will that extra money be enough? Jack Taylor said that extra money will be used this summer. The City works with Ivins on that. He said they will do as many roads as they can with that extra money. We can talk about it at the Budget Retreat. Tode Hafen asked Jack to check on the Vineyard roads. Jack Taylor said he will bring a map and show Council what roads have been done and what will be done.

Brock Jacobsen

- On next week's Council Meeting Agenda there are two bond parameters that will be brought for Council to adopt. There are financial statements in Council's box for them to review.
- Admin department is very busy.
- Getting ready for the Christmas Party.
- Jarett Waite asked about the offers on the homes. Brock said that he believes the Nunnelly's have accepted and so have the Bilancia's. The Larsen's are appealing. Once we close we only have 30 days to take the houses down.

- Tode Hafen will not be at the City Council Meeting next week, December 14.

4. **Executive Session:** None

5. **Adjournment:**

Meeting Adjourned at 6:31 p.m.

Chris Shelley – City Recorder

Date Approved: _____