

**SANTA CLARA CITY COUNCIL WORK MEETING
WEDNESDAY, OCTOBER 6, 2021
MINUTES**

THE CITY COUNCIL FOR THE CITY OF SANTA CLARA, WASHINGTON COUNTY, UTAH, met for a Work Meeting on Wednesday, October 6, 2021 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. **The Meeting will be available to view live stream on the YouTube link: http://www.youtube.com/channel/UCxLBLm30_XLqM1AEmhpcMA.** Council Chambers will be available to residents, but we will have limited availability and follow Covid-19 guidelines.

Present: Mayor Rick Rosenberg
Council Members: Jarett Waite, Wendell Gubler, Ben Shakespeare, Denny Drake and Leina Mathis
City Manager: Brock Jacobsen

Others Present: Scott Bannon, Assist. City Manager; Dustin Mouritsen, Public Works Director; Brad Hays, Parks & Trails Director; Gary Hall, Power Director; Kristelle Hill, Admin. Assistant; Jim McNulty, City Planner; Randy Hancey, Fire Chief

1. **Call to Order:** Mayor Rosenberg called the meeting to order at 5:01 p.m. He welcomed the Staff and Council and all who came to the meeting. He introduced Jim McNulty, the new City Planner, and asked him to tell about himself.

- Jim McNulty said he and his wife have been here for 2 weeks now. They are very excited to be here. He is enjoying working with everyone and said the Staff is great.

2. **Working Agenda:**

- A. **General Business:**

1. City Orchard discussion. Presented by Brad Hays, Parks & Trails Director.

- Brad Hays said that on October 20th we have a meeting with the Church of Jesus Christ of Latter-day Saints and Jim Ence, who is going to oversee the committee for the orchard that the City has obtained from the Church. He said he would like the Council's input on what they would like to do moving forward. Jim Ence has a lot of questions such as what to do with the fruit. The City was working with the Church to keep things going at the orchard. The Church takes care of the garden and raises all the produce and do all the irrigation for that. They also do the pruning of the fruit trees and the picking of the fruit trees and disseminate all the fruits and vegetables they get from there and donate it to different charities. One of the questions going forward is

how we want to come up with an agreement on that. The City mows it and irrigates it and takes care of the general property and the building. He said we are hoping to continue this going forward but we need to come up with an agreement. Financially the City has picked up the expenses. The volunteers will go out and buy the fertilizer and seeds that they need and Parks expenses it out of our account. We haven't had any concerns about overspending or things like that. They have been very frugal. Do we want to continue that path and allow the Church to get the proceeds from what they grow and have them give it to whoever they deems is the most needy of the food?

- Mayor Rosenberg said that he would say, "yes" for now anyway. It is easier for us if we let them decide and make the decision on who is needy.

- Brad Hays said as far as expenses go the City owns the property so we continue to pay the expenses like we have in the past and take care of the equipment and mow it and all those things. Is that right? It has worked really well this year and we haven't had any issues.

- Mayor Rosenberg asked if the Church is going to continue to get volunteers.

- Brad Hays said they want to. He said he sees that it is kind of a social time for them.

- Jarett Waite asked if Ward assignments will still be happening.

- Brad Hays said that is something we will be discussing at that meeting on October 20 at 7 p.m. here at City Hall. He invited the Mayor and Council to come.

- Mayor Rosenberg asked if we have made any effort on a Master Plan for the park property.

- Brad Hays said he brought it to City Council a few month ago when we were doing the capital facilities plan and Council gave Staff some direction to add the parking area and do some other things and those have all been added to the capital facilities plan. He gave Council some drawings of some buildings and an overview of the orchard. He said he hired an architect and told him what we might like there. The building is something we might use for food processing with a kitchen and maybe incorporate a classroom so we can have classes on canning and horticulture and traditional ways of doing things. The structure would have a large porch and an area for storage and also two bathrooms and an open-air classroom. He asked the Council if they like the style of the building.

- Mayor Rosenberg said he likes the architecture of it.

- Denny Drake asked if we wanted to be able to lease it out for occasions.

- Ben Shakespeare asked if we wanted this out by the street a little bit. Would we want it on Bonelli and Chapel Street? Visibility-wise it would nice to have it on the corner.

- Brad Hays said he put it in that particular corner so it would serve as a trailhead restroom and water facilities.

- Denny Drake said being able to have this be accessible to the public and for lease so that it could be used for other things we could recoup a little bit of expense by leasing it out.

- Mayor Rosenberg said it is going to be a little tricky having a working barn and a reception center in the same building.

- Denny Drake said on the plan it is kind of divided into two.

- Brad Hays said they are taking out the building that is there now because the road is actually going to go through it. We need a place to put all the tools and equipment.

- Denny Drake asked how big the open classroom is.

- Brad Hays said it is 30 ft by 20 ft so 600 sq ft.

- Denny Drake said the classroom doesn't need to be quite that big but if we can provide an area that could be used for other things within that working barn facility and keep one half as the classroom portion but another portion could be used for barn dances and things like that.
- Mayor Rosenberg asked that when the existing building comes down are we going to try and relocate it somewhere or reuse it.
- Brad Hays said he doesn't think so.
- Mayor Rosenberg said there is an area where the building could be moved if it could be moved economically to provide some storage for the equipment then some of the storage could be moved out of the future building and then that building would be better for leasing out.
- Gary Hall, Power Director, said he doesn't think there is a way to move it in one piece. It would have to be disassembled and put back together. It is a two by four frame with the metal skin.
- Ben Shakespeare said we could move what is there even temporarily and it could buy us some time. To be financially where we are at, what is the timing?
- Brock Jacobsen, City Manager, asked Council what they want there. It could be done in phases.
- Ben Shakespeare said he thinks it would be really cool to keep this as what it is designated to be. There is a lot of opportunity here. We could tuck that metal building in the back and that could buy us a few years as we phase this in. He would like the new building to be out on the corner of Chapel Street and Bonelli.
- Mayor Rosenberg reminded Council that we are not going to build the road until Ramona Hafen leaves the home on her own will and choice so that could be five years before there is the opportunity to do anything inside that red line. He said the road will take out part of the parking. He said he loves the idea of doing a nice building where we can have receptions or gatherings. We may want to look at having a separate building for the working farm storage.
- Brad Hays talked about the future road. He suggested giving the road a little move out so we are not just having a vacant piece of property on the other side of the road and we get more usable orchard and park space.
- Denny Drake asked if there is a well that sits right across from Ramona's place.
- Mayor Rosenberg said there is an irrigation company well and pipeline in that triangle zone.
- Brad Hays asked if where the existing road is could we follow that path.
- Ben Shakespeare said he is looking at that and thinking about what we are eliminating.
- Mayor Rosenberg said there is some constraints you have to work with to do it.
- Denny Drake said it looks logical to swing that out rather than to go in a straight line because that property is going to be useless on the east side and we should continue the orchard as much as we can and swing it around and maybe the home becomes part of the storage.
- Mayor Rosenberg said we just have to take it through the design process and make sure the constraints work out. When some things go in we are going to see a lot more traffic on this road. There is a lot of elevation difference through there.
- Brad Hays said it is pretty steep by the barn.
- Mayor Rosenberg said to get a list of all the wants and what we would like to see

- happen and then Brad can work with the committee to come up with a plan that meets all of that and he can put together the cost and come back and ask for money.
- Brad Hays said it is in the capital facilities plan so we have the impact fees to build it.
 - Ben Shakespeare said something we want to look at is what we end up with by the time that road is done.
 - Mayor Rosenberg said that Chapel Street and Bonelli Trail have encroached into that other property. He asked to see the Google Earth map.
 - Jarett Waite told Brad that he liked the direction he is going for sure. He would love to see the use of it continue the way it is.
 - Brad Hays asked Council if it is okay for him to get some bids and get the building moved.
 - Council all agreed that would be good to do.
 - Mayor Rosenberg said we can get some new imagery that will help Brad with the design plans. He asked Kristelle to get Google Earth on the computer.
 - Brad Hays asked the Council to come on October 20 and they will have a good discussion.
 - Jarett Waite said he loved in the past when we had the community come and pick from the orchard and take some. It is a nice benefit for the community that he would love to see continue.
 - Mayor Rosenberg said we might be able to set it up where they are already picked and set aside for community members. There were some problems where some people were coming in and totally raiding the fruit.
 - Brad Hays talked about having a fence around the orchard with wrought iron on the top of it.
 - Mayor Rosenberg said he understands what Jarett is saying about having the community come and get some of the fruit and even having them come down and pick.
 - Brad Hays said we could have an open pick day or something like that.
 - Leina Mathis said the other thing that would be really nice is if as part of our “Get Healthy” program we are doing if there was a way to identify if we have needs within our community for fresh vegetables rather than just sending it out to other communities but first identifying the needs in our community and take care of those first and then sending it out.
 - Mayor Rosenberg said we can talk about that on October 20.

2. Canyon View Park & BMX Parking Lot discussion. Presented by Brad Hays, Parks & Trails Director.

- Brad Hays said Council had talked about this a few months ago and he had brought forward plans for both the parking lots, the larger parking lot by the BMX and the Canyon View parking lot where the park and the playground is. What is different between now and when he brought it forward is we actually got more money from the County. We got a \$100,000 grant for the Canyon View parking lot and \$165,000 grant for the BMX parking lot. He said the bid documents are ready for the lower/BMX parking lot but because of the time delay he would like to try and bid both of those at the same time because we have more money but not necessarily award the bid for both parking lots. He said he would like to see where we come out on the BMX parking lot and then look at the Canyon View one. We might be able to save some money with

mobilization and maybe get some lower prices on bids if they think they are going to get two projects or a bigger project. He said we would like the right to bid them both out but to accept the one for the BMX parking lot and then if the prices are right and we can afford it go ahead and award the Canyon View job or now award it. He said he has all the numbers and has worked everything out to figure out how much we would actually be into it. He took the two engineer estimates and the two parking lots together are about \$893,000. He took that number on each phase and started picking away at it. We got some money from the Deseret Trust Fund for about \$7,141 and the family asked that we put it towards Canyon View Park. He added that amount in there. He took out the part that is in the capital facilities plan and the new trail part of it because it is on the Trails Master Plan so he can use capital facilities money for that and he took out in-house labor. He suggested having Dustin's crew do the asphalt. He said he called Casey and got what the cost per ton is and the savings in-house would be \$19,000 on the big parking lot and \$5,548 on the other. He said he came up with a total cost of \$417,090. We had approved \$350,000 in the budget so the cost difference is \$67,000. He said the bids may come in higher or lower. He said this is where he thinks we will be at. He said a majority of the \$350,000 that is in the budget is from Rap Tax. We haven't done anything with the Rap Tax since December 2019 when we did the sport courts and we have just been sitting on that money. We have about \$235,000, the 80%. It is not really costing us a lot to build it but if we decide to go with both at the same time we don't have enough money currently to build it. Council would have to approve it and we would bring the bids back and look at it and decide if we want to do both parking lots or just one. He just wanted to bring Council up to date as to where we are at.

- Denny Drake asked if Brad was basically asking to get a bid on both.
- Brad Hays said that is what he wants to do. He said he talked with the engineer and he said we could do that.
- Mayor Rosenberg said we would have a schedule A and a schedule B and documents written to where we could drop schedule B.
- Brad Hays said if it does come back and it is somewhere in that ballpark of \$75,000 he will come back and ask for the money for that difference to do it. If it's not he won't ask but ask the Council to approve the bid for the first parking lot. He said he is trying to get as much done as we can. It has been a long time.
- Ben Shakespeare said he thinks we need to. He asked if we did the asphalt in-house are we just going to exclude that.
- Brad Hays said he would have it taken out of the bid.
- Mayor Rosenberg said it won't be an item on the bid. All that in-house stuff won't be on the bid schedule. Mayor Rosenberg asked about the restroom.
- Brad Hays said the restroom was put at the bottom. He said when he went in for the grant with the County he put in \$10,000 for the restroom. He said Brooke with BMX said she can get all the materials donated. He said it could be part of the parking lot project and it was put in as part of the grant. It wouldn't be bid as part of it. It would just be something we would do.
- Ben Shakespeare asked if we are concerned about building another bathroom with all the vandalism going on. We have a brand new restroom at the park.
- Jarett Waite said the restroom is based off where the starting line is.
- Mayor Rosenberg said it would be within the fenced in area. We won't have to

worry about this one getting vandalized.

- Brad Hays said that the problem is that the kids that are in the races have no where to use the bathroom. This would just be for the racers.
- Leina Mathis said the spectators use the park restrooms and this would just be for the kids racing.
- Ben Shakespeare said Brad won't be able to build a restroom for \$10,000.
- Brad Hays said we were thinking \$40,000 but all the materials would be donated so the \$10,000 is just for our expenses such as sewer and water hookups.
- Ben Shakespeare said he is all for asphalt and we need to figure a way to at least get that top part done for the BMX. The ball fields can wait but it has been a long time coming and with everything up there it is time to go and we just need to figure out how to do it.
- Leina Mathis asked if we weren't creating a capital projects fund and we were taking those excess funds that we had and putting them into that fund. Have we done that?
- Brock Jacobsen, City Manager, said we have not. We haven't brought that back to Council to actually transfer funds into the capital projects.
- Leina Mathis asked Brock if he remembers what the amount was that we were looking at for that.
- Brock Jacobsen said we talked about numbers anywhere from \$200,000 to \$500,000.
- Leina Mathis said that is something we might want to look at as part of this too.
- Brad Hays said that one thing that is encouraging is the last month's Rap Tax was \$18,000.
- Mayor Rosenberg said that amount is going to go down with the census.
- Jarett Waite told Brad he did a good job getting the grants.
- Mayor Rosenberg told Brad to get the bids. When he is ready, work with Dustin on a schedule. It could be a good early winter project.

3. Internal Accessory Dwelling Ordinance discussion. Presented by Jim McNulty, City Planner.

- Jim McNulty said he will be covering this item tonight. He said that Matt Ence couldn't be with us. He said he has had a chance to discuss this with Matt both today and last week. He said he had a draft that he created previously that he had sent to Matt a few weeks prior so he could look at it with his associates. He said this is an Internal Accessory Dwelling Unit Ordinance. It is referred to as IADU. We currently allow detached accessory dwelling units, guests' cottage or detached units behind a home. This is a bill that was passed this last Legislative session known as House Bill (HB) 82. It was passed and signed by the Governor this year. The effective date is May 5, 2021 however they gave communities until Oct. 1, 2021 to put an ordinance in place. We are not going to meet that but we are okay because we are in process. We are working on it and aware of it and have an ordinance in process that we are looking to move forward on with both the Planning Commission and the Council. Our Legislature passed this bill last year and allowed for the internal accessory dwelling units are permitted uses in residential zones so it is mandated and something we have to allow. We want to put an ordinance in place prior to getting applications to do an IADU. If we don't put an ordinance in place we have to allow it through a building permit. The draft ordinance is going to go to the Planning Commission next week for a

public hearing on October 14 and could come to Council Meeting on October 27 if we have time to accommodate that request. If not it would have to be on November 10 would be the next date that we could have the public hearing on discussion of that. Taking no action could result in property owners having a little more freedom with respect to IADU's then we may desire. Some of the things we can regulate by State code: We can prohibit the installation of a separate utility meter. This is supposed to look like part of the house and have the same design features of the house. We can require IADU's to be designed in a manner that does not change the appearance of the primary dwelling as a single-family unit. We can require one additional on-site parking space for an IADU. We can have a separate address marking for emergency services and mailings. He said the statute is very clear that and IADU cannot be placed on a lot less than 6,000 sq ft in size. These have to be on a single-family detached residential unit. Not on a townhome or condo or things of that nature. It is a single-family home where an IADU would be allowed. A key is these are not short-term rentals. This is a standard long-term rental, which is 30 days, or greater for an IADU and they have to be owner occupied. That is one of the keys. The residence has to be owner occupied. He said this is where we are going with this. It is a good ordinance and we have a good working draft. He is working with Matt to clear up a few more things and then it will be sent out to the Planning Commission tomorrow afternoon to get ready for the public hearing on October 14.

- Denny Drake asked if there is a maximum or minimum square footages for the IADU's.

- Jim McNulty said no. He said that did come up during the Legislative session. The sponsor was Representative Ward from Davis County and that question went back and forth and in the end they did not put a limit on the size. There are no size restrictions. He said that the IADU is required to have kitchen and bathroom facility. Because it is a permitted use we are going to work on a permitted use application for the IADU because we need to review it administratively and determine if it meets the requirements or not. We will just do that administratively and that would be Planning, the Building Official and Fire who looks at those. One of the issues can be the windows in a basement. They have to be the newer windows. It is a safety thing.

- Ben Shakespeare asked if the Council heard what the County approved yesterday. The County approved that owner occupied they can utilize IADU as a short-term rental in the County. He said he thinks in the next few years that is going to be pushed at the State level.

- Jim McNulty said it has been clearly discussed and separated.

- Denny Drake said the only thing that can be single-family residential is a minimum 6,000 sq ft lot.

- Jim McNulty said no home with less than 6,000 sq ft can have an IADU.

- Denny Drake asked what we do with our zoning ordinances with single-family residential. Do we do away with that zone?

- Jim McNulty said the single-family residential has a primary use and that is the home. The secondary use or ancillary use within the single-family home is the IADU and it is still, according to building code, a single-family residential. The State has now mandated this.

- Denny Drake said literally in actual practice a person can have an IADU unit in any single-family residential area in the City. Therefore, there are no single-family

residential areas.

- Jim McNulty said the State has gravitated toward this as an option or a tool in trying to address the affordable housing gap. This is not going to solve the problem but it is going to help.
- Denny Drake asked if there are any limitations on how many can dwell in that IADU.
- Jim McNulty said yes it is the same definition as “family” that we have in our code.
- Denny Drake said there are going to be some major parking issues.
- Jim McNulty said we can add a parking space. He said it is up to the owner. The owner has to live there.
- Leina Mathis asked if this is for any residential zone. Would it include our PD zone as well?
- Jim McNulty said that is correct. In the ordinance if the lot is less than 6,000 sq ft they cannot have an IADU. That is in the State statute. He talked about potentially putting in an exception for a PDR. He can talk to Matt about that. We just want to be compliant with State code.
- Mayor Rosenberg said anything with and HOA is going to have CC&R’s and probably some other restrictions relative to the amenities.
- Leina Mathis said another part of the legislation was that the homeowner’s association could no longer restrict an IADU in a PD. They have to allow it.
- Jim McNulty said he came in a little more restrictive with the draft because he didn’t take the PDR into account. He will talk to Matt and he thinks he can make that work.
- Brock Jacobsen said on the IADU it has to run off of one meter. He asked if they had to get a business license to do a rental.
- Jim McNulty said no. He discussed this with Matt and he said we could do that but that would have to be a policy decision if we want to go that way.
- Brock Jacobsen said the reason he would say to do it is we would know who has them and then we could make sure they do not turn in to vacation rentals.
- Jim McNulty said he had it in the draft and then spoke with Matt and Matt said probably not. If we are good with that he will plug that back in.
- Brock Jacobsen said not just on the IADU but on all rentals. If a person has a rental in Santa Clara they need to have a business license.
- Leina Mathis said she likes that idea and the law also allows you to record a notice on the property so if we ask them to get the license for that we are going to know and then put the filing on the actual property.
- Jim McNulty said our draft actually includes that. There is a notice that is recorded that runs with the property so when the property sells to another owner they are made aware that there is an IADU and then they would come and get a new business license.
- Jarett Waite suggested that it be a dweller’s permit.
- Brock Jacobsen talked about it being a renter’s dwelling license. He said that if units were above three there needs to be inspections to make sure they are clean. He said that short-term rentals have to have business licenses.

4. Pay/Compensation Structure discussion. Presented by Brock Jacobsen, City Manager.

- Brock Jacobsen said we spoke with Council a couple of months ago about this. Council asked for a little bit more information concerning total compensation and total benefits. He talked about the benefits that employees receive. He talked about health

insurance and the different levels of that from family, to single, to double. There is the traditional and the HSA plan. There are different retirements within the Utah Retirement System. All employees hired before July 1, 2011 are on the Tier One system which the City contributes 18.47% to the retirement. Those hired after that are on Tier Two, which is 16.69%. He said that Fire also has a Tier One & Two based on that same date. Tier One is 19.66% and Tier Two is 14.08%. We don't contribute to Police. That is through Ivins City. We also do a 401K match each year at this current year is 2%. He said vacation is depending on the years of service. An employee starts out with 2 weeks and can get up to 4 weeks with an annual carry-over on July 1 of 240 hours. At that point it is a use or lose. We have 12 paid holidays. With sick leave they accrue 1 day a month with 120 hours annually and a carry-over of 960 hours on July 1. We provide an annual sick leave buy out for those who have reached a threshold of 360 hours. If an employee has reached that number in a current year they can buy out sick leave up to 60 hours but they have to always put 60 hours into their bank. If they use hours they can only buy out the remaining of the 60. This is done in November of each year. We also have life insurance and AD&D that the City pays for at \$50,000 each, which costs \$8.65. The health insurance is paid 100%.

- Wendell Gubler asked what holidays are the paid holidays.

- Brock Jacobsen said it is New Year's Day, President's Day, Memorial Day, July 4th, Martin Luther King Day, Pioneer Day, Labor Day, two at Thanksgiving and two at Christmas. He talked about the current pay structure. The maximum is 100%, the midpoint is 86% and the minimum is 71%. Right now there is no guide for how we go through that range so it has just been how department heads and the City Manager decide what raise to give someone. We want to get more of a guide so people are moving. He said what they discussed as management and directors is moving people from their hiring point to the midpoint over a six-year period at 2.38% each year. And then again the same from the midpoint to the maximum. We discussed being able to move that maximum up 15% so it would be 115% of that market average. He said one of the things we are seeing in this market we are in right now is we show this as hiring people at the low end of the scale. The reality is that is not where we are hiring or where we are going to be able to hire people. We are going to be hiring more at that 86% to 100% the way the market is today. He said maybe the 12 years in being able to move up is too slow and we might not be moving fast enough to keep up with other municipalities and we end up losing people. We don't always have the resources of other cities and can't try to keep up with our neighbors all the time but we have to try and stay within a reasonable range and employees will stick around. He talked about the new pay structure but if employees were exceptional employees they may get above the 2.38% pay increase but they could count on the 2.38% increase each year. Once an employee reached the 115% until the end of their career for Santa Clara there would be a 1% lump sum payment to them each year. It would be a bonus they would get each year.

- Jarett Waite talked about how he would be interested to see if it was 3% if that would be more like 4 or 5 years to reach each section. What is the standard cost of living adjustment these days?

- Brock Jacobsen said we haven't done a straight COLA across the board for a number of years. We would do increases every 3 years and if they were with the City all of those 3 years they would get 9%. He said right now from what he has heard from

- Social Security it is 6.2% is their cost of living adjustment is what they are proposing. He said 6.2% may not be enough for what the cost of living is the way it has gone up.
- Denny Drake said we are talking about incremental increases and but are there performance based increases also and how is that determined.
 - Brock Jacobsen said that performance based increases are based on evaluations that are done by directors each year with their employees and then the director makes a recommendation to what he feels those employees should receive and then we have a discussion about whether that number is accurate or should be less or maybe even more.
 - Denny Drake asked if there is a guide for this in our employee handbook.
 - Brock Jacobsen said we used to use an online service and now we have created a template that directors can use and ask their questions and rate how their employees are doing. They have conversations with their employees consistently and are evaluating them more than once a year. He talked about how in previous years we tried to hire people on the low end of the range.
 - Ben Shakespeare talked about the benefit package and the pay rate. He said most companies are going through this exact same thing. He said the starting range with benefits is going to be over \$30 an hour.
 - Brock Jacobsen said the most companies are not hiring anywhere near that low end. They are hiring more in that middle range or above. That is just the market.
 - Wendell Gubler asked how we compare to other cities in Southern Utah.
 - Brock Jacobsen said these ranges were done a couple of years ago and they comparing municipalities throughout the State. He said it depends on by position. You can make more money in most municipalities in Southern Utah than you can in Santa Clara. There are some that we are the same or a little bit ahead. We don't have a hard time keeping people because of the culture and environment that we have created here in Santa Clara is why people want to come and work here.
 - Brad Hays said we lost an employee last year because he could make \$2 more an hour with the County. He said most employees are sticking with us. They want to stay and work here but they are concerned about how to make it.
 - Ben Shakespeare said he doesn't dispute at all that our wages need to go up. We have to get to a competitive market and our employees and Staff certainly deserve it. The question comes in future hires. It is expensive to hold employees. The numbers are going to continue to go up. Do we look at other things? Do we look at privatizing certain things? Is it more cost effective or do we just add more employees knowing that we got to hit these numbers to keep employees? He said he thinks these numbers are accurate. We are going to continue to grow. We need to think about this because it is something we need to think about.
 - Scott Bannon talked about the difficulties trying to go private. You lose some of the control. That is what makes Santa Clara unique...the exceptional workers we have right now and we don't want to take the chance of losing them for a few bucks.
 - Ben Shakespeare said we are going to develop out and we are not going to have those building permits so how do we keep the exceptional Staff we have and make sure everyone can afford to live.
 - Brad Hays said if we have an emergency the people that work for the City are there 100%. If we go to contracting and things like that we may not have that.
 - Mayor Rosenberg said it would cost us more if we did. The ability of this Staff to do

the multiple functions that we ask and expect of them now because they have met our bar we would lose that in trying to contract service out. They wouldn't have those crossover uses that we utilize a lot. We ask a relatively small Staff to go do things that are outside of their realm of expertise and they do it and do it well and the residents appreciate that. He gets a lot of compliments on the crews and a lot of the compliment is the work that is outside of their job description where they went over and above doing something.

- Denny Drake said there is only so much tax dollars that comes into the City so a lot of this requires prioritizing by us in capital improvements verses wages and this comes back to management. Capital improvements are important to maintain lifestyle but our employees are more important to be maintained and paid so our prioritizing comes from our department heads. We have the ability to combine and come up with formulas that work for our employees and we are working on that right now and if we can maximize the abilities and the income that is the win-win without losing the lifestyle we enjoy in Santa Clara. What we are doing right now is a key for us to look at and decide where we want the employees and what we have to do to get it there. The challenge to the City Council is to come up with what has been given as advice from the Staff but also the Staff needs to come up with help for the City Council so we know exactly what we need to do. We need to make sure our employees are paid well and the services they perform we need to just knuckle down and come up with a formula that works and it will require decisions on Staff's part and evaluating your people making sure that those that are doing a great job are getting compensated and those that are not doing such a great job are being encouraged to do a good job and if they don't work out we find someone else. We just have to come up with some way of doing it and determining what we need to do as far as projects whether the money needs to be spent there or in equalizing the opportunity for employees. He appreciates what has been done and we ought to work towards that goal.

- Ben Shakespeare said we need to maximize our last little bit of commercial property and make sure we are getting sales tax generating businesses. He asked if for FY 2021 in the budget line item of salaries and wages are we 10%.

- Brock Jacobsen said he would have to bring that number back to Council.

- Ben Shakespeare said the numbers are accurate. It puts a lot of pressure on because of figuring out how to generate revenue.

- Brock Jacobsen said our Staff is very appreciative of Council. When we had our needs list and wants list and Council let us get what we needed and wanted and Staff appreciated that. He said the Staff will make the tough decisions as needed as well. He said with the census number our population went down by 1,000 then what was projected so our sales tax revenue distribution shrunk.

- Mayor Rosenberg said he thinks it is the second home impact that we are not getting census counts on second homes or vacation rentals. He said when the Legislators are here in a couple of weeks we will brow beat them a little bit.

- Brock Jacobsen said we need to have some good conversations with them about those things and see where they stand.

- Mayor Rosenberg said they will be here on October 27 both Lowry Snow and Don Ipson.

- Leina Mathis asked Brock if that is a primary residence number and not a population number.

- Mayor Rosenberg said it is based on primary residences. People fill out the census on their primary residences.
- Wendell Gubler asked why the last census is higher than it is now.
- Mayor Rosenberg said they do projections and they adjust those annual numbers based on projections and then they do the census again and adjust it and then they will do the projections again going forward.
- Brock Jacobsen said the census is done every ten years and the last one was in 2010. He said he spoke with the guy at the State and he told us we can challenge. He spoke with Jim about it and Jim has actually been through that process so we might go down that avenue.
- Jim McNulty said he has and we can go through that process if we need to.
- Mayor Rosenberg asked Brock if he is going to talk more with the other city managers about this.
- Brock Jacobsen said yes when we have our next luncheon he will ask them about it.
- Denny Drake said that within the County when they do the tax assessment for the year they assess according to secondary homes and primary residences. He said he would be shocked if our primary residences hadn't come close to their projections and if secondary residences are long-term rentals they can qualify as a permanent residents they can apply that. He said he would bet that a lot of people use this as their primary rather than their secondary because of the cost of the homes.
- Mayor Rosenberg said it would be interesting to know where the census sends the forms.
- Jarett Waite said that this was all done during Covid and how many doors got knocked.
- Brock Jacobsen said he doesn't know if they really knocked on doors or if the census was filled in online.
- Mayor Rosenberg said there are some questions and it would be nice to have some answers.
- Leina Mathis asked if there is a deadline to go through the process of challenging.
- Jim McNulty said they haven't even given the numbers to the communities yet. He thinks it is about 12 months after their numbers were given out. There is plenty of time.
- Brock Jacobsen said we know our growth is there. The government census is done like an audit.
- Wendell Gubler said if we were to appeal this couldn't we show by the number of sewer connection we have or water connection or electrical connections showing that we have had growth.
- Jim McNulty said that would come into play.
- Wendell Gubler said he thinks we ought to appeal it.
- Ben Shakespeare said we should do it.
- Mayor Rosenberg instructed Brock to talk to the other cities and see if we can get together on this. He asked Council if they are okay bringing this proposal forward to Council for action.
- Brock Jacobsen said we can bring this back. Does Council want to look at something a little faster progressing through the pay structure?
- Denny Drake said he thinks that depends on money. So as Staff does its assessment as to where we need to prioritize and what we need to do that can be determined a great

deal by how we are going to spend the money and if the suggestion is that more needs to go into wages we need to look at more going into wages.

- Brock Jacobsen said he will meet with the directors and put something together and come back to Council.

3. Staff Reports:

Brad Hays

- He is looking for some guidance on the tree lighting ceremony and what we need from Staff to set up the celebration.

- Leina Mathis said that Gary has been wonderful and the lights have been ordered. We are working on a lever or button for the Mayor to be able to push to turn everything on at one time. We will have Santa Claus that is going to come and he will have little bags that he will present to all the children that are going to come. We have decided to do Christmas ornaments and they will be collectable. We will do a new ornament every year that has a Swiss feel to it. She is going to check on what we are allowed to do with donations because our plan is to have hot chocolate and donuts for all of the citizens that come. She wants to make sure we can get that donated.

- Brock Jacobsen said we are good to get donations.

- Leina Mathis said we might need some help with a station where we have hot chocolate and donuts.

- Brad Hays asked how many does Leina think there will be.

- Leina Mathis said she doesn't even have a guess.

- Brad Hays said we were overrun with people for our Halloween celebration. It was a lot of fun.

- Mayor Rosenberg said we will probably have a lot of people because it is the first Monday in December and that is typically the neighborhood Christmas project caroling event that will probably just merge into that event. That is going to bring 300 because it is on that night. There could be 1,000 people. We need to look at traffic control and start talking about it in TRC and start working on the marketing campaign and social media. When we do something good we are going to get overrun with people. They are going to come down.

- Leina Mathis said the Lava Ridge Intermediate School is going to come as well. The choir director is going to have some songs that her group is going to sing and then as a community we are going to end with "Silent Night" as a community singing. The school group is going to sing the first verse in German and then the community will sing for the rest of it. We won't need risers for the school group. The program will only last about a half hour or 45 minutes. Everything will be across the street at Heritage Park. She said the committee has talked about painting some boxes and putting lights on them and putting them around the base of the tree so it is a little more decorative for Christmas.

- Gary Hall said he ordered 100 more light strands today but he got an email that they are on back order so he is hoping they get here on time.

- Leina Mathis said they are using the pecan tree for the tree to be lit.

Fire Chief Randy Hancey

- September was pretty busy for us. Every weekend we had an event that we were involved in including Heritage Days in Ivins and Iron Man and Swiss Days. Our Wild

Land crew went for a second deployment to the Dixie Fire in California and they got back on Sept. 27. They also helped out at the Oak Grove fire during the month of September and we had a little wildfire up in Snow Canyon that we took care of. We are doing a lot of work on the grounds at Rachel Station as far as the landscaping. Devin Hill has taken that under his wing and has done a lot of work on that. We are using some equipment from Public Works and appreciate their help. We have a lot of training coming up in the winter months. We just finished an Officer 1 class that we sent 3 individuals to. There is a class that will give us some more engineer apparatus operators going on. Ty is looking at burning some of the piles that are up by the detention pond now that it is open burn season.

- Denny Drake said that at Utah Cities and Towns he met with a State Senator named Ron Winterton. He works with the CIB and there is an engineering firm that does designs for fire stations. He said this is the time to start the application process with the CIB and if we are going to pursue it we might as well get an idea what we are pursuing.
- Chief Hancey said that Kim Campbell drew up our plans for the remodel at the Rachel Station so he is familiar with Kim.
- Denny Drake said that Ron Winterton is a good contact for us because he is working with the State Legislature to change the CIB into a more State uniformed process rather than load process. We just need to get it pursued if we are going to pursue it.
- Chief Hancey said we will get that information and go forward on that.
- Jarett Waite asked about the approach on the Rachel Drive Station. Are you working on it or is it done?
- Chief Hancey said that was Dustin's crew working on it. It is still curing and it is going to be much better for us. They are going to work on the driveway on the other side next week so we have a way to get out.

Dustin Mouritsen

- Santa Clara Drive is all opened up. That was a fun project for the City because we had three departments come together and it shows how they can work together and there is no contention. He said all the feedback has been positive. We did an amendment to the storm water policy for some storm drain work on the west end of Arrowhead Trail. We just got the design on that and are getting ready to start that. Public Works should be starting on that in a couple of weeks. We received our new dump truck today. He thanked the Council for their support and letting us get that. We received funding from the COG two weeks ago for two more parcels on Hamblin Parkway to reserve that right of way for that street to go in some day. The street signs are officially in.

Gary Hall

- The crews worked really hard on Swiss Days and it went really well. Our crew has been getting the generation building ready for the new generators. They are going to start installing the smoke stacks and the radiators when they come in first before the generators get there. Next week they will be shipping off the generator that burned up to evaluate it and see why it failed. Tomorrow he is meeting with a guy to look at the radiator on the unit 2 generator that came apart and damaged the radiator. We will get that repaired before the next run season. We have received the bids for Hassel Substation upgrade and our new system. We had \$200,000 budgeted for the Hassel Substation but we are only doing a partial by putting in new controls that will communicate with the new system and we will use the rest of the money for the system. It will be all up and running before the

new generators get here.

- Jarett Waite asked what is fenced off in the Canyon View parking lot. Is that cell phone tower stuff? Is it like a 5g?
- Gary Hall said it is cell phone tower stuff but he is not sure if there is any 5g there.
- Brock Jacobsen said he knows they are working up there. Jim has taken a few calls and we talked with Matt today. There are a couple of different carriers coming in and wanting to co-locate and do some stuff up there. They are doing some upgrading. He said he doesn't know if they came in and got a permit. He just saw it yesterday when he and Jim drove around the City. He will find out if they have permitting to do and it might require an increase in lease payment. He will look at that.

Scott Bannon

- Talked about the number of inspections done last month including storm water inspections. We have done quite a few plan reviews. He said with the addition of Jim we have some ordinances we are going to look at. There are three things going to the Planning Commission: the IADU's, a couple of lots in Rhone and a couple of lots at the Hills in Santa Clara. We had a handful of code enforcement issues over the last week. We had the Town Hall windows cleaned. The motors that came in are a half-inch larger but we will have it in tomorrow or the next day.

Brock Jacobsen

- The fountain on the east side of Town Hall had the pump go out. Brad has ordered another pump. The next City Council Meeting on October 13 we will be having an executive session and we will also have on that agenda and item to cancel the November 24th meeting if Council is alright with that. That is the day before Thanksgiving.
- Jarett Waite asked if we got our ARPA money yet.
- Brock Jacobsen said yes, we received our first funds. ARPA funds are limited to 3 avenues: water, infrastructure, sewer and broadband Internet. We have had some discussion with Staff and have had a few different discussions. We received the first one and it is just over \$500,000. We are deciding how we want to spend it. There is opportunities in the Water Department. We have to redo our Skata system, which is part of Water. Brad has some controllers in our water infrastructure that needs to be replaced. We could use it to try and buy water shares. There is also talk about the waterline on Vineyard and doing the waterline. We could even use it to re-patch the asphalt from doing the waterline. Those are options. Another option is we can use it for revenue replacement. The other option that we can do is use it for hazard pay to pay employees an increase in hourly rate or a bonus for working through Covid. We can do some business grants or rent assistance or utility assistance.
- Jarett Waite asked if we can use it to add to our secondary water system.
- Brock Jacobsen said he believes we can.
- Jarett Waite said he thought about using it to bring our water from the sewage plant here somehow or a pipeline.
- Brock Jacobsen said we will be getting a total of around \$900,000 and for a project that is just a portion of what we need.
- Jarett Waite said on the Utah.gov website it shows that all the Council members get benefits. What are those benefits?
- Brock Jacobsen said he doesn't know on the benefit-side.

- Jarett Waite said he is curious to know. He said it must be incorrect on that website.
- Brock Jacobsen said the Mayor and the Council have the option of being on the City health plan but it is at their expense and it runs through payroll so it might show up as a benefit. It could be payroll taxes.

Mayor Rosenberg

- We have been invited to the Grand Opening of Buck’s Ace Hardware, which is October 21 at 9:30 a.m., and they will cut the ribbon around 10 a.m. They will operate from 8 a.m. to 9 p.m. each day and be closed on Sundays. It is 25,000 sq ft will full departments in hardware, lawn and garden, power tools, sporting goods, home decoration, toys and barbecue. They are excited about opening. He said they asked him to say a few words at the Grand Opening. He invited Council to come and asked them to let him know if they come so he can recognize them.

- Ben Shakespeare said they have a really good gift for the fire department. They would love to have an engine at the Grand Opening.

- Mayor Rosenberg said the Water District is still working on the conservation measures. They are getting a lot of disagreements from the cities on how to deal with large backyard lots. Typically the landscaping is not required for C.O.’s. There is a water summit being organized by the County. It will be mid-November. The County is preparing the model ordinance. Hopefully we will get it soon. He said on the Covid front the public has let down their guard this year compared to last year with less masking and less vaccination percentage. The Health Department is expecting a much larger flu season and the hospital is full of Covid patients. We are still encouraging people to get vaccinated and get flu shots. They had a flu shoot-out and only about 20% of the normal attendance came. There is a lot apathy and confusion among the residents. He and Leina met with Nancy Hauk and Henry Walton about applying for a Dixie State University alliance program that would provide college researchers from the administration and educators and students to do projects that the City proposed. We are pursuing that application. We met and talked about a bunch of projects and are going to put together some documentation for the application. It could involve some assistance for the department heads to do certain things within their department such as surveys, General Plan updates and trail planning and planting around the river. He will get it all to Council when he gets written up. If Council thinks of something else for the list let him or Leina know fairly soon. It needs to be in by Oct. 15. There is some grant money available to fund the City’s cost on it, which will probably run out in subsequent years.

4. Adjournment:

Meeting Adjourned at 7:24 p.m.

Chris Shelley – City Recorder

Date Approved: _____