

## SOUTH WEBER CITY COUNCIL WORK MEETING

**DATE OF MEETING:** 1 April 2008

**TIME COMMENCED:** 5:08 p.m.

<b>PRESENT:</b>	<b>MAYOR:</b>	Joseph Gertge
	<b>COUNCILMEMBERS:</b>	Scott Peterson
		Michael Poff
		Farrell Poll
		David Thomas (5:44 p.m.)
		Scott Woodbury
	<b>CITY MANAGER:</b>	Matt Dixon
	<b>CITY RECORDER:</b>	Erika Ahlstrom
	<b>FIRE CHIEF:</b>	Tom Graydon
	<b>PUBLIC WORKS DIR:</b>	Mark Larsen
	<b>RECREATION DIR:</b>	Edd Bridge

**Transcriber:** Minutes transcribed by Erika Ahlstrom

**Visitors:** Brent Stauffer, Bruce Stephens, Stan Cook.

**WELCOME:** Mayor Gertge.

**2008-2009 BUDGET: DISCUSSION WITH DEPARTMENT HEADS:** Matt said the department heads were invited to discuss their departments with the Council in order for the Council to have a better understanding of their budget needs. Matt provided the Council with spreadsheets of the department budget, which do not include any adjustments for personnel expenses at this time.

**Mark Larsen, Public Work Director:** Mark provided an overview of his department, reporting the department currently has three full-time and one part-time worker. Two part-time seasonal employees will be hired for summer. Job Corps students are also utilized in the Public Works/Parks Department. Mark also reported on the building permit activity during this fiscal year.

Mayor Gertge asked about the LDS Church Park (Central Park East). Matt said the agreement expires in June, and the City needs to contact the church to inquire about renewing, although a letter received from the church last year indicated their intent was not to renew. The Council discussed looking into the option of renewing year to year. Mark reported the church has been making improvements to the park's bathrooms.

Mark continued, indicating his Department's overall goal is to "be proactive," especially now that building has slowed down a little. Completed projects are: culinary water model (which will assist in making decisions on what size lines to put in certain areas of the City), updated building ordinances, and new aerial photo of the city. Current and ongoing projects are: updating City Standards, updating City Maps (Mark mentioned desired to obtain a GPS in the future; Councilmember Peterson said this can be rented from Monson Engineering), 475 East improvement, Lester Drive (new waterways are in, overlay needs to be done), Canyon Meadows Park, new water tank, and updating of excavation ordinance.

Mark provided items he would like included in the budget for his department, with the realization many items cannot be included at this time.

**New City Shop** - \$1.5 million (for building alone): Mark said the current shop is adequate for now. He said the biggest problem is they are putting a subdivision around the shop and new residents will have concerns about noise when they are there at 3am loading salt in the plows.

**Cover for Salt** - \$150,000: Mark explained when the salt freezes, it clumps and breaks the chains on the plows. He said the City can continue to survive a couple years if we have to, but it is a need. He added that storm water regulations require containment of salt because it leaches into the ground.

**Fence and gate** - \$20,000: Mike Clark is installing gate along his subdivision. The shop needs some added security because some items are being stolen. There are no security cameras; Mark discussed he may take the security camera system from the Family Activity Center and the City may purchase a new one for the FAC.

**New Dump Truck** - \$75,000: Current truck is close to needing replaced. The City had a lot of expenses for repairs on the dump truck this winter.

**Water Meters (radio read)** - \$117,000: The department began replacing the manual read meters, and need to finish the rest of the City. Approx. 600 meters are needed. Mark said it would take about a month to change them all out. Matt explained this item would be taken out of water utility fund.

**Other items needed:** utility bed truck (\$40,000), roof-mounted flashing lights for all City trucks (\$6,000), two mowers (\$1,300), weed eaters (\$800), water pump for water leaks (\$700).  
when pull over on side of road. Had on older trucks.

Mark addressed some other items that would be good to include at some point: tool allowance of \$200 for each public works employee to make the employee accountable for tools; hydrant flags (add these as a requirement with new subdivisions); trees in parks (to replace ones that are dying out); line striper for fields and parking lots; water leak trailer which would contain all equipment for repairing water leaks; electronic marquee; and GPS.

**Edd Bridge, Recreation Director:** Edd reported on successes of 2007-2008, including 1,245 participants in programs, not including special events. He reported on increased programs, with the addition of Daddy Daughter Date, Movie in the Park, High School Basketball, Powder Puff Football, and Soccer for 3<sup>rd</sup> and 4<sup>th</sup> Graders.

Goals for the Recreation Department are to increase participation, and retention of kids who participate in programs. Edd reported the national average indicates 85% of kids drop out of rec programs by age 13. Edd is working toward curtailing this by doing background checks on coaches, and training on proper techniques. Edd would like to add Adult Basketball to his programs, and become more efficient with the current programs. He would like to increase the age group for soccer, and there have been requests for volleyball to be run twice a year. Edd would like to provide more community events; i.e. blood drive, all night scrapbooking, etc.

(Councilmember Thomas arrived at this time; 5:44 p.m.)

Edd is working toward a Master Plan for Parks and Recreation, and would like to get an architect involved in this.

**Budget:** Edd said Recreation is unique in that the programs run off the revenues. The overall increase of the Recreation budget is 5%. He explained that the line item "League Fees" shows zero because it has been taken out; this account used to be used for rentals, but a new line has been created specifically for rentals. The budget reflects the gravel pit "royalty."

Edd indicated a defibrillator is needed at the FAC, and this has been included in the equipment budget.

Matt expressed concern to Edd that he has been conservative on revenues, but he has projected increased expenditures due to higher numbers to come into program. Matt advised Edd that if he feels confident the numbers will go up, he should increase revenues (still being conservative) to help keep the general fund transfer at a reasonable number.

Councilmember Poll was excused at this time (5:55 p.m.). Before leaving, Councilmember Poll indicated he is in favor of utilizing 6650 South as the frontage road.

Brent Stauffer, Bruce Stephens and Stan Cook arrived at this time. (5:55 p.m.)

(The digital recorder malfunctioned at this time. Transferred to cassette recording.)

**Tom Graydon, Fire Chief:** Tom began by expressing appreciation for the opportunity to discuss the budget with the City Council. Tom said that in preparing the budget, you have to ask: "What level of service is expected? What level of service is adequate? What is a reasonable response time? What level are we willing to pay for?"

In reviewing the accomplishments over the last year, there were 195 alarms, and 2,906 of man hours in training and alarms, not to include Citizen Corps meetings, etc. The Fire Department has been reorganized, to include a deputy chief and three companies. This reorganization has given the firefighters a sense of responsibility and accountability.

Tom reported the Davis County Fire Chief's group is developing a common standard of operating procedures. Tom is the Vice Chairman of the Davis County EMS Committee. The Davis County firefighting entities are developing automatic aid for structure fire response, so in the event of a structure fire, we will have automatic response from entities.

The department has had ISO inspections, which results in insurance rating that tells us what we need to do to improve services. We should get the results soon. The Department has developed preventative maintenance programs on everything, to include vehicles, turnouts, etc. The Dept. is also NIMS compliant, which is necessary to receive any federal grants.

Tom reported on the Departments Community Outreach programs, and his work with building plan reviews, sketch plan reviews, and business license inspection.

In the next year, the Department has the following goals: define its vision, complete certifications, firefighter orientation program, complete training room/EOC, implement engine driver operator program, implement annual hose testing program, complete standard operating procedure book (specific to SW), finalize mutual aide agreements, establish vehicle replacement plan.

**Budget:** The Fire Department budget includes making the Fire Chief half-time, increasing the salary by 300%. Tom said this supervisory position could easily be full time. Part time employees increase by 12%. Equipment supplies & maintenance, increase of 29.31%. Professional and technical services increase by 14.37% (discussed dispatch fees). Purchase of equipment decrease of 29% (includes a test stand for hose testing). Overall budget 14.43% increase.

(Mark Larsen left the meeting at this time. 6:35 p.m.)

**DISCUSSION: 6650 SOUTH RIGHT-OF-WAY (East of 475 East):** Matt reported that Brent Stauffer is working toward developing Wind River Estates on the Spaulding property. Matt explained that with that project and the City's 475 East project, as well as the fact that Nilson Homes has come in with conceptual ideas for a development west of 475 East, it is time to decide how the streets are to lay out in relation to this area. Matt said Wind River Estates and the Stephens are agreeable to working with the City on widening 6650 South going East from 475 East and making this the begin/end of the frontage road. Matt referred to the master transportation plan of the City, which shows a collector road running along I-84. The transportation plan does show the road coming through the middle of the Stephens' property and aligning with where Nilson Homes is considering adding access. However, the Planning Commission, Sketch Plan Committee, and Staff have discussed this and felt it makes sense to consider 6650 as the collector. then as it heads east around the posse grounds it would transition from a wider road to a 60 foot road where it joins to the future Cottonwood Cove development. Matt said in talking to the Stephens, they have agreed to deed property along 6650 to make this work, and Wind River Estates is willing to make this work with their project. Matt said Staff wants to get direction from the Council that this is the way we want to go.

Councilmember Poff indicated he is the biggest advocate for not using 6650. Councilmember Poff said if you bring a 60 foot road and have it align with a 20 foot road, traffic will likely continue west on 6650. He said there are not too many places where a 66 foot road abuts 20 foot country road. Councilmember Poff believes the City should require commercial development to access only from frontage road, and even go as far as to require a berm. He reported he talked with Ernie, and at most the property owner would lose 15-20% of potential commercial area.

Mayor Gertge expressed concern that if you run a road of that side through the property, it takes too much property. He said he does not believe there will ever be a major street heading west from 475 East. Councilmember Thomas said he thinks any traffic heading west on the frontage road will use the interstate or South Weber Drive. He said he doesn't even see them going through Nilson Homes future subdivision. Matt said we all agree something is going to have to happen with the 6650 South (west of 475 East) if our intent is to discourage traffic, dead end or one way or something.

Matt asked Bruce Stephens if it is more attractive to put on business access or a 66 foot thoroughfare, and what impact will it have on the property owner. Bruce expressed concern that there is already a 50-foot power line easement through the property, and if the City requires a 66 foot road through the middle of the property, it leaves very few options. He said, "It won't happen because we won't do it." Mayor Gertge said that is the only commercial we have in that area.

Matt said he needs some direction as to whether the Council wants him continue to work with the Stephens and Wind River in getting the 66 foot right of way established on 6650 South.

Councilmember Poff would like Ernie to put together a proposal on this issue. Councilmember Thomas said he feels putting the road through the property will take too much commercial. Councilmember Woodbury said, in looking at both side, he agrees with Councilmember Thomas.

Councilmember Poff indicated a need for a traffic analysis study.

It was decided this issue will be put on the April 8 City Council Meeting agenda for a vote.

**OPTIONS FOR UPDATING CITY WEBSITE:** All Councilmembers and the Mayor were in agreement that it is time for a new website. Matt wanted to be clear that he discussed this with our current webmaster Billie Massengale and asked what our options are. Billie helped Matt understand that

we would be redesigning the site and she wouldn't be interested. Matt and the Council discussed that we want to make sure we recognize Billie for her hard work in creating and maintaining the website.

Matt reported that the only downside the staff had discovered regarding Stargov was regarding customer service. Matt contacted Loretta, the Principal of the Company, directly, and she explained that some cities opt out of the telephone support services, but they call on telephone. She said they are not paying for immediate response. Matt has an email from her regarding how she plans to communicate with her customers on this issue.

#### **INITIAL REVIEW OF MARCH 11 AGENDA ITEMS:**

Annexation Policy Plan: No discussion.

Amendment to Setbacks: The Fire Chief has issues with the proposed side setback. Mayor Gertge said he doesn't see a good reason for this change. The two homes at Canyon Meadows can be looked at for reference as they have smaller setbacks because they are in a PUD.

HAFB Restoration Advisory Board: Joel Workman is stepping down as City Representative. Joel indicated it would be best to have someone from the Council. A plaque of appreciation will be ordered for Joel.

Consultation with Qwest: Mayor Gertge explained he gets updates from Qwest. He said they has 85% of South Weber in broadband.

A meeting on the potential cemetery will be held on Thursday, April 3. Since several Council members plan to attend, the meeting will need to be noticed.

Councilmember Thomas moved to adjourn. Councilmember Woodbury seconded. Work meeting adjourned at 7:22 p.m.

Minutes by

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Erika Ahlstrom, City Recorder