Minutes of the Centerville **City Council** meeting held Tuesday, January 20, 2015 at 7:00 p.m. in the Centerville City Hall Council Chambers, 250 North Main Street, Centerville, Utah.

MEMBERS PRESENT

Mayor	Paul A. Cutler
Council Members	Ken S. Averett Tamilyn Fillmore John T. Higginson Stephanie Ivie Lawrence Wright
STAFF PRESENT	Steve Thacker, City Manager Lisa Romney, City Attorney Jacob Smith, Management Assistant Kevin Campbell, City Engineer Katie Rust, Recording Secretary
STAFF ABSENT	Blaine Lutz, Finance Director/Assistant City Manager
VISITORS	Interested citizens (see attached sign-in sheet)

PLEDGE OF ALLEGIANCE

PRAYER OR THOUGHT Councilwoman Stephanie Ivie

OPEN SESSION

Mark Haddad – Mr. Haddad asked for clarification regarding the sale of private property on the east bench of town. He stated that a potential buyer of private property on the hillside was told by the City Planner that the property would not be developable. Mr. Haddad asked what the barriers to development are, why they are in place, and what would be required to remove them.

Steve Thacker, City Manager, responded that he would be glad to arrange a meeting with the Haddad family to more fully explain and explore the challenges and obstacles to development. Councilman Averett disclosed that he professionally represents the prospective buyer, and stated that the buyer was told by the City Planner that the property in question could not be developed under any circumstances. Councilman Wright asked that the Council receive an update on the matter at a future meeting.

MINUTES REVIEW AND ACCEPTANCE

The minutes of the January 6, 2014 work session, regular Council meeting, and closed meeting were reviewed. An amendment to the work session minutes requested by Councilwoman Fillmore pertaining to Councilman Wright was not included in the minutes. Councilwoman Fillmore requested a second, unrelated amendment to the work session minutes, which was included. Councilman Higginson made a **motion** to approve the January 6, 2014 Council meeting minutes, the closed meeting minutes, and the work session minutes as amended. Councilman Wright seconded the motion, which passed by unanimous vote (5-0).

SUMMARY ACTION CALENDAR

a. Consider Resolution No. 2015-01 amending Exhibits to Standard Specifications and Drawings
b. Consider Resolution No. 2015-02 for Amendment No. 2 to Interlocal Cooperation Agreement for Animal Control Services
c. Terminate warranty period for MTC Lot 2 Site Plan

Councilwoman Ivie requested that the Council consider item (a) on the Summary Action Calendar separately. Councilman Averett made a **motion** to approve items (b) and (c) on the Summary Action Calendar, including Resolution No. 2015-02. Councilwoman Ivie seconded the motion, which passed by unanimous vote (5-0).

Councilwoman Ivie asked staff about the street light details in proposed Resolution No. 2015-01. Mr. Thacker responded that the street light details in Resolution No. 2015-01 are in harmony with the requirements in the Parrish Lane design guidelines that have been in place for some time. He added that there is intent to review the street lighting requirements in the future. Councilman Wright expressed a desire for the street lighting issue to be put on a future agenda for further discussion. Councilwoman Fillmore agreed.

Councilman Higginson made a **motion** to approve item (a) on the Summary Action Calendar, Resolution No. 2015-01. Councilwoman Fillmore seconded the motion, which passed by unanimous vote (5-0).

PUBLIC HEARING – TUMBLEWEED SUBDIVISION PLAT AMENDMENT

Lisa Romney, City Attorney, explained the proposed Subdivision Plat Amendment for the Tumbleweed Condominium Subdivision.

At 7:33 p.m. Mayor Cutler opened a public hearing, and closed the public hearing seeing that no one wished to comment. Councilman Averett made a **motion** to approve Subdivision Plat Amendment for the Tumbleweed Condominiums Subdivision located at approximately 233 North 1250 West, Centerville, subject to the following conditions and findings. Councilwoman Ivie seconded the motion, which passed by unanimous vote (5-0).

Conditions

1) Preparation and submittal of the final linen subdivision plat to the City Recorder's Office.
2) Preparation and submittal of applicable covenants, conditions, and restrictions approved by the owner's association to the City Recorder's Office.
3) Preparation and submittal of Preliminary Title Report (no older the 30 days) plat to the City Recorder's Office.
4) Review and acceptance of the final plat by the City Engineer and Attorney, in accordance with applicable regulations of the State and City.
5) Payment of all applicable fees and recording costs, as per the City's Fee Schedule.

Findings

a. The City Council finds that the amendment is consistent with the original plat's expectation that allows a pad area to be later converted to an actual building.

b. The City Council finds that amending the plat allows for recognition of the new building that has been constructed.
c. Therefore, the City Council finds that the public interest will NOT be materially injured by the proposed plat amendment.
d. Therefore, the City Council finds that there is good cause for the plat amendment.

EXTENSION OF FRANCHISE FOR QUESTAR

Stephanie Gallegos, a representative of Questar Gas, explained the request for the additional three month extension of the current Franchise for Questar to allow negotiations for a new franchise to continue. She stated that Questar Management has approved payment of the City's $500 franchise application fee. Councilman Wright made a **motion** to approve Ordinance No. 2015-01 extending the Franchise for Questar Gas, a successor to Mountain Fuel Supply Company, for an additional three months. Councilman Higginson seconded the motion, which passed by unanimous vote (5-0).

COMPREHENSIVE ANNUAL FINANCIAL REPORT

Ed Erickson, Audit Partner, and Jeff Miles, Audit Manager with Hansen, Bradshaw, Malmrose & Erickson, highlighted the content of their audit report for Fiscal Year 2014, contained in the Comprehensive Annual Financial Report (CAFR). Mr. Erickson stated that the financial statements of the various funds and reporting units of the City are presented fairly and in accordance with generally accepted accounting principles for government entities. The City's CAFR for FY 2013 received a Certificate of Achievement for Excellence in Financial Reporting for the 15th consecutive year.

Councilman Wright asked about the inventory of assets included in the Financial Report. The auditors explained efforts by staff to ensure the accuracy of the inventory of capital assets, and expressed confidence in the quality of the information provided for the Audit. Mr. Thacker stated that the inventory report previously provided to the Council in 2014 was the master file reflecting all assets entered from the time the system was implemented, including assets which had been disposed of, but the report was incorrectly identified as a report of assets the City still owned. Mr. Erickson stated that for the Comprehensive Annual Financial Report, acquisitions and disposals are audited in the year in which they occur. In response to a question from Councilman Wright, Mr. Erickson pointed out where in the Report the City's payments to UTOPIA are shown. He and staff explained that the UTOPIA debt is not shown as a bond obligation in the financial statements of any of the eleven member cities.

Mayor Cutler asked Mr. Erickson and Mr. Miles if they uncovered any instances of fraud or mismanagement in the course of the Audit. Mr. Miles reported that nothing of that nature was found. He added that they gained an understanding of the financial controls in place in the City, and it is their opinion that the internal controls are appropriate for the size of the City. Mr. Erickson stated that beginning in 2015 the City will be required to show its proportionate share of the unfunded URS obligation on the Financial Report. Councilman Averett asked about employee leave compensation, and Mr. Erickson pointed out where the employee leave liability is reflected in the Report. Mr. Thacker noticed an inaccuracy in the leave liability statement, and it was agreed that information should be corrected for next year.

Councilwoman Fillmore requested that the following portion of page one of the Financial Report be included in the minutes, with emphasis on the second sentence:

The City's frame work of internal controls is designed to provide reasonable rather than absolute insurance that the financial statements will be free of material misstatement. The cost of internal controls should not outweigh their benefit to the City.

Mr. Erickson stated that for the size of the city, Centerville has a fairly lean and cost effective Financial Department, and they do a good job. Mayor Cutler thanked Mr. Erickson and Mr. Miles for their time.

INFRASTRUCTURE IMPROVEMENT AGREEMENT FOR LEGACY TRAIL SUBDIVISION PDO

Ms. Romney explained the Infrastructure Improvement Agreement for the Legacy Trail Subdivision PDO. Councilman Wright made a **motion** to approve the Infrastructure Improvement Agreement (prior to recording Final Subdivision Plat) between the City and H & S, LLC and GT Development Holdings, Inc. for the Legacy Trail Planned Development (PDO). Councilwoman Fillmore seconded the motion. Fred Hale and Craig Salmon, owners of the Legacy Trail Subdivision, reported on the progress of the development. The motion to approve passed by unanimous vote (5-0).

FINANCIAL REPORT

The financial report was postponed due to the absence of Finance Director Blaine Lutz.

MAYOR'S REPORT

- Daken Tanner, Co-Chair of the Centennial Celebration, presented the name chosen for the celebration, "Celebrating Centerville . . . Our American Hometown", and provided an overview of the activities and events planned so far for the City's Centennial. Mr. Tanner explained the desire to purchase 30 flags to continue the display of American flags north of Chase Lane on Main Street during the summer. Todd Jones, in charge of raising funds for the flags, requested City financial participation for the flag purchase by advancing the funds that would later be repaid from donations. Councilman Wright suggested that, since the flags will be used by the City long-term, the Council fund the whole amount from the General Fund or Council Contingency, and allow the Committee to use remaining donated funds for other celebration purposes. Councilwoman Fillmore agreed, but stated that she likes the idea of the Committee continuing to motivate citizens to donate for the specific purpose of purchasing the flags. If the City is reimbursed the cost of the flags through donations, the additional funds could be used for other celebration purposes. She added that those who donate will be able to experience a renewed feeling of ownership each year when the flags are hung. Mayor Cutler agreed that it is effective to have a cause to fundraise for. He suggested the Council fund the flag purchase upfront with Council Contingency, and encourage continued fundraising. Councilman Averett stated he would be more inclined to donate to the Celebration in general, and agreed with Councilman Wright that the Council should fully fund the flag purchase. Councilwoman Ivie also agreed with Councilman Wright's suggestion. Mr. Tanner added that the Committee plans to add 8-10 Centennial banners to hang on Parrish Lane and at City Hall.

  Councilman Wright made a **motion** to allocate up to $6,500 in Council Contingency for the pre-purchase of flags and brackets. Councilwoman Ivie seconded the motion.

The Council discussed how to front the funds for the flag purchase and still enable the Committee to be able to motivate citizens to donate. Councilwoman Fillmore made a **motion** to amend the motion that the Council will front the $6,500 for the flag purchase, and whatever money is raised for the flags to reimburse the City will then be made available for other Centennial Celebration expenses. Councilman Higginson seconded the motion to amend. Donation checks can be written to either Centerville City or the Centerville Community Foundation. The amended motion passed by unanimous vote (5-0).

At 9:02 p.m. the Council took a short break, returning at 9:10 p.m.

- The Council discussed the recommended process for City Council review and decision making on the proposed West Centerville Neighborhood General Plan Amendments and related Zone Text/Map Amendments for the Parrish/Legacy Transit-Oriented District, and when to include the West Bountiful City Council. Councilwoman Fillmore asked staff if they remember a special public hearing for certain stakeholders being held in addition to the regular public hearing process on any controversial issue in the past. Councilman Wright stated he feels it would be to the City's benefit to invite as much public input as possible. City Attorney Romney responded she does not remember the Council holding a special public hearing for stakeholders in the past, but she does remember work sessions with stakeholders. She continued that it would be legal to continue the public hearing to an additional meeting that targets stakeholders. The Council decided that a work session will be held prior to the regular Council meeting on February 3, 2015, followed immediately in the regular meeting by the initial public hearing, with a special meeting for West Bountiful City officials and other stakeholders on February 24, and then concluding the public hearing process on March 3.
- The Mayor reported that a substantial amount of impact fee revenue has been received by the South Davis Metro Fire Agency. The Board expects to be able to meet the October debt service obligation if development continues as expected. Mayor Cutler has been elected Chair of the Fire Agency Board. Mr. Thacker reported on a meeting he attended regarding paramedic funding.
- Macquarie is expected to present the Milestone Two report regarding UTOPIA soon. Councilman Wright encouraged the Mayor to not throw his weight behind it before finding out what the effect would be on Centerville. Mayor Cutler responded that he does not think the City should discourage any idea that would help improve the financial state of UTOPIA. He added that he thinks having different cities able to do different things might be a good thing for UTOPIA.

CITY MANAGER'S REPORT

- Steve Thacker, City Manager, reported that the Parrish/Main Intersection Project is essentially completed. UDOT has agreed to cover any budget overrun for the project, if there is any.
- Mr. Thacker updated the Council on the planned pedestrian bridge over the freeway at Parrish Lane. Staff has submitted an application to WFRC for a grant to add safety lighting on Parrish Lane along the 10-foot sidewalk that will be put in with the bridge.
- Council members are invited to attend FEMA training in Emmitsburg, Maryland in June 2015.
- The City was recently notified that it has been accepted to participate in the Voter Registration Pilot Program, as requested earlier by the City Council. Councilwoman

Ivie suggested that the annual community brochure indicate that voter registration will be available on the day of elections.

- It is anticipated that Blaine Lutz, Finance Director/Assistant City Manager, will be on sick leave for the next two weeks.
- The next utility mailer will include information regarding the utility rate increase scenarios the Council is considering.
- The Council discussed a draft of the annual community brochure. Councilman Wright pointed out that the draft does not contain a complete list of Centennial Celebration activities. Mayor Cutler responded that the community brochure is not intended to be the definitive, complete listing of Centennial Celebration activities. Councilwoman Ivie suggested taking some of the information out of the brochure to avoid confusion. Council feedback should be sent to Mr. Thacker by Wednesday, January 28th. Councilman Wright suggested City staff compile and edit the brochure in-house next year. Mr. Thacker responded that putting together the brochure would not be a cost-effective use of staff time.

<u>TRAILS COMMITTEE LIAISON REPORT</u>

Councilwoman Ivie, Council liaison to the Trails Committee, updated the Council on Trails Committee issues and activities.

<u>MISCELLANEOUS BUSINESS</u>

- ULCT Local Officials Day at the Legislature is January 28, 2015.

<u>APPOINTMENT</u>

Mayor Cutler recommended the Council appoint Scott Sappenfield to the open position on the Board of Adjustments. Councilwoman Ivie made a **motion** to appoint Scott Sappenfield to the Board of Adjustments. Councilman Higginson seconded the motion, which passed by unanimous vote (5-0).

<u>ADJOURNMENT</u>

At 10:13 p.m. Councilman Wright made a **motion** to adjourn the meeting. Councilwoman Ivie seconded the motion, which passed by unanimous vote (5-0).

Marsha L. Morrow, City Recorder

2-3-2015
Date Approved

Katie Rust, Recording Secretary

CENTERVILLE CITY UT.
CORPORATE SEAL

CENTERVILLE CITY COUNCIL MEETING

Tuesday, Jan 20, 2015

7:00 p.m.

NAME (PLEASE PRINT)	ADDRESS**
Dale McIntyre	258 E. 200 S.
Rick Bingham	290 E Casa Loma Dr.
Jessica Greer	2115 N. Main St
Jeff Miles	North Salt Lake
Stephanie Gallegos	571 S. 400 W Centerville
Bill & Holly Jones	1148 N. 300 E
[illegible]	23 W 1750 N Cntvl
Chad Salmon	86 W 1750 N Cntvl
Daken S. Tanner	1846 N. 350 E "
Todd + Connie Jones	1453 N. 400 E. "

** Your address will be used only in the event the City staff needs to contact you pertaining to an issue discussed in the City Council meeting.