

CENTERVILLE CITY COUNCIL AGENDA

NOTICE IS HEREBY GIVEN THAT THE CENTERVILLE CITY COUNCIL WILL HOLD ITS REGULAR PUBLIC MEETING AT 7:00 PM ON JANUARY 15, 2019 AT THE CENTERVILLE CITY COMMUNITY CENTER AND CITY HALL COUNCIL CHAMBERS, 250 NORTH MAIN STREET, CENTERVILLE, UTAH. THE AGENDA IS SHOWN BELOW.

Meetings of the City Council of Centerville City may be conducted via electronic means pursuant to Utah Code Ann. 52-4-207, as amended. In such circumstances, contact will be established and maintained via electronic means and the meeting will be conducted pursuant to the Electronic Meetings Policy established by the City Council for electronic meetings.

Centerville City, in compliance with the Americans With Disabilities Act, provides accommodations and auxiliary communicative aids and services for all those citizens in need of assistance, including hearing devices. Persons requesting these accommodations for City-sponsored public meetings, services, programs, or events should call Jacob Smith, Centerville Management Services Director, at 801-295-3477, giving at least 24 hours notice prior to the meeting.

A notebook containing supporting materials for the business agenda items is available for public inspection and review at City Hall and will be available for review at the meeting. Upon request, a citizen may obtain (without charge) the City Manager's memo summarizing the agenda business, **or may read this memo on the City's website: <http://centerville.novusagenda.com/agendapublic>.**

Tentative - The times shown below are tentative and are subject to change during the meeting.
Time:

5:30 Community Foundation Board Meeting

7:00 **A. ROLL CALL**

(See City Manager's Memo for summary of meeting business)

B. PRAYER OR THOUGHT

Steve Thacker

C. PLEDGE OF ALLEGIANCE

7:05 **D. OPEN SESSION (This item allows for the public to comment on any subject of municipal concern, including agenda items that are not scheduled for a public hearing. Citizens are encouraged to limit their comments to two (2) minutes per person. Citizens may request a time to speak during Open Session by calling the City Recorder's office at 801-295-3477, or may make such request at the beginning of Open Session.) Please state your name and city of residence.**

E. BUSINESS

7:10 1. Minutes Review & Acceptance
January 2, 2019 Special Meeting minutes

7:10 2. Summary Action Calendar

- a. Approve Recording Secretary Contracts for Katie Rust and Jamie Brooks
 - b. Award bids for culverts under D&RGW Corridor
- 7:10 3. UDOT 2019 Main Street Project
 - a. Project briefing
 - b. Receive public comment regarding proposed striping plan
 - c. Approve proposal for submission to UDOT
- 7:30 4. Public Hearing - Zoning Code Amendment - 12.48 South Main Street Corridor Overlay Zone - Side Areas and Front Yard Setbacks

Consider the proposed Zoning Code Amendments to CZC 12.48.100 (General Development Standards), CZC 12.48.340 (Lot Size and Dimension Requirements), and CZC 12.48.350 (Lot Type Illustrations) for the South Main Street Corridor Overlay Zone amending side area and front yard setback requirements.
- 8:00 5. Direction, if any, re Island View Park Renovation Phase 1 Project final design
- 8:15 6. Discussion of Naming Rights for Park Improvements

Discuss possible policy to allow naming rights for park improvements to encourage donations.
- 8:30 7. Mayor's Report
 - a. Process and calendar for interviewing City Manager candidates
- 8:40 8. City Manager's Report
- 9. Closed meeting, if necessary, for reasons allowed by state law, including, but not limited to, the provisions of Section 52-4-205 of the Utah Open and Public Meetings Act, and for attorney-client matters that are privileged pursuant to Utah Code Ann. § 78B-1-137, as amended
- 10. Possible action following closed meeting, including appointments to boards and committees

F. ADJOURNMENT

CENTERVILLE

Staff Backup Report

1/15/2019

Item No.

Short Title: Community Foundation Board Meeting

Initiated By: Chair Jack Dellastatious

Scheduled Time: 5:30

SUBJECT

RECOMMENDATION

BACKGROUND

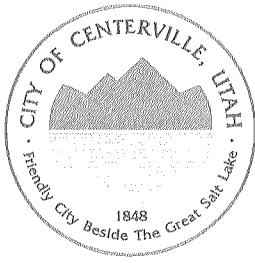
Mayor Wilkinson and Councilman Bill Ince are the only elected officials expected to attend the Community Foundation Board meeting at 5:30 p.m. The City Manager will attend as a Board Member and Foundation Secretary. Recording Secretary Katie Rust will also be there to take minutes. Foundation Treasurer Jacob Smith will be absent due to medical leave.

The Board meeting agenda is being sent directly to Board members via email, but is also attached.

ATTACHMENTS:

Description

- ▢ 1-9-19 Community Foundation Agenda
- ▢ 8-21-18 Community Foundation approved minutes



CENTERVILLE COMMUNITY FOUNDATION

250 North Main • Centerville, Utah 84014 • (801) 427-0093

CENTERVILLE COMMUNITY FOUNDATION BOARD MEETING AGENDA

President

Jack Dellastatious

Board of Trustees

Michael Deamer

David Gutke

Gary Goff

John Hollingshead

Bill Ince

Steve Thacker - Secretary

Clark A. Wilkinson - Mayor

Treasurer

Jacob Smith

NOTICE IS HEREBY GIVEN THAT THE CENTERVILLE COMMUNITY FOUNDATION BOARD WILL HOLD A PUBLIC MEETING AT 5:30 P.M. ON TUESDAY, JANUARY 15, 2019 IN THE COUNCIL CHAMBERS AT CENTERVILLE CITY HALL, 250 NORTH MAIN, CENTERVILLE, UTAH.

1. Welcome and Roll Call
2. Minutes of August 21, 2018 meeting (approved earlier via email)
3. Financial Report (Steve)
4. Update re Welcome to Centerville sign
5. Select project(s) for fundraising
6. Discuss names of potential donors and fundraising strategy
7. Set date for annual meeting— tentatively March 5th at 5:30pm
8. Other Foundation business
9. Adjourn

Mackenzie Wood

Centerville City Recorder



1 Minutes of the Centerville **Community Foundation** Board of Directors meeting held Tuesday,
2 August 21, 2018 at 5:30 p.m. at Centerville City Hall, 250 North Main Street, Centerville, Utah.
3

4 **MEMBERS PRESENT**

5 Jack Dellastatious, President/Chair
6 Gary Goff, Director
7 John Hollingshead, Director
8 William Ince, Director
9 Steve Thacker, Secretary/Director
10 Clark Wilkinson, Director

11 **MEMBER ABSENT**

12 Michael Deamer, Director (Leave of Absence)
13 David Gutke, Director

14 **OTHERS PRESENT**

15 Jacob Smith, Treasurer
16 Katie Rust, Recording Secretary

17 **REVIEW POLICE APPRECIATION WEEK ACTIVITIES**

18
19 Director Hollingshead reported that preparing the Police Appreciation Week banners for
20 installation on Main Street went well with the volunteer youth group. He recommended the
21 smaller yard signs be used in other areas of the City – not along Main Street where the larger
22 banners are installed. Chair Dellastatious said he noticed that street banners in Farmington are
23 installed lower on the poles than in Centerville. He suggested the banners have more impact
24 when they are lower. Director Hollingshead relayed comments and suggestions expressed to
25 him by citizens, including the suggestion to have more news articles that spotlight individual
26 officers; an award assembly at CenterPoint to recognize officers; host a dinner to honor police
27 spouses and partners; include an Officer of the Year entry in the 4th of July Parade; invite an
28 officer to speak at Sunday religious meetings to increase familiarity in the community.
29

30 **FINANCIAL REPORT**

31
32 Jake Smith, Treasurer, reported on 2018 cash donations, and the Board discussed
33 possible sources of donations.
34

35 **IN-KIND DONATIONS**

36
37 Chair Dellastatious informed the Board that volunteer hours can be reported as in-kind
38 donations valued at \$23 per hour per volunteer. He reported on in-kind donations as of August
39 21, 2018.
40

41 **MEMBERSHIP**

42
43 Chair Dellastatious stated he feels a need for more balanced representation on the
44 Community Foundation Board. The Directors discussed possible candidates within the
45 community. Chair Dellastatious said he is putting together an information packet for new
46 members.
47

48 **PROGRESS REPORT REGARDING SIGN DONATION**

49
50 Director Thacker reported the City Council authorized funding for a landscape architect
51 to redesign the southeast corner of the Parrish Lane/1250 West intersection that will include a
52 "Welcome to Centerville" sign, a portion of which will be donated by Hogan Construction. He
53 said he anticipates the design will be done soon. Mr. Thacker said he does not know at this
54 point how much funding will be needed in addition to the donation from Hogan.
55

NEXT PROJECT

Chair Dellastatious read through a list of possible projects for the Community Foundation. Director Hollingshead suggested the Foundation could recognize school teachers in a similar way to Police Appreciation Week. Director Wilkinson explained the Mayor's Wellness Initiative (also known as Centerville Cares). Director Hollingshead asked if there would be a way for the Community Foundation to support actions to increase safety in schools in the community. The Directors discussed possibilities and measures already taken by the School District regarding safety. Director Hollingshead said he suspects each of the Directors would be able to put together a list of individuals in the community who would be capable and interested in participating with the Community Foundation. Director Ince suggested that a project related to the City's Sidewalk and Tree Project would receive a lot of community support. The Board discussed the idea that the amount of detail the Board can present about a project will make a difference in the amount of donations that are received. A majority of the Board agreed that the following potential projects could be beneficial to the community:

- Mental health awareness/Wellness Initiative
- Teacher appreciation
- Equipment for the Police Department
- Replenish Police/Fire emergency supplies
- Supplies for teachers

Chair Dellastatious asked the Board which of the potential projects they think would be the easiest to raise money for. Director Hollingshead suggested teacher appreciation/support and mental health awareness would receive a lot of positive community response. Director Ince estimated that \$7,500 per elementary school would be a starting point, with Taylor Elementary probably having the most need. It was suggested the Community Foundation could contribute to one school per year. Chair Dellastatious suggested contacting the school principals for input.

Director Thacker suggested giving the Mayor's committee the opportunity to request funding for mental health awareness. Chair Dellastatious commented that a speaker's bureau could be organized regarding mental health, with twelve months of speaker events. He suggested publicity through the right channels would be an important factor in letting the community know about the events.

Chair Dellastatious asked the Directors to come back in one month with names of community members with the potential to contribute a significant amount to the Foundation, suggestions of the kind of details that would help sell the potential projects, and suggestions of ways to implement or support the potential projects. Director Hollingshead commented that donors do not need to be current citizens of Centerville. He suggested utilizing the professional skills of community members in financial planning, social media, marketing, etc.

Chair Dellastatious shared the following thought: "Volunteering is the ultimate exercise in democracy. You vote in elections once a year, but when you volunteer, you vote every day about the kind of community you want to live in."

ADJOURNMENT

The meeting was adjourned at 6:45 p.m.

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Jack Dellastatious, Chair

10/11/18
Date Approved


Katie Rust, Recording Secretary

CENTERVILLE

Staff Backup Report 1/15/2019

Item No.

Short Title: (See City Manager's Memo for summary of meeting business)

Initiated By:

Scheduled Time:

SUBJECT

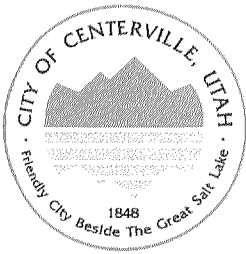
RECOMMENDATION

BACKGROUND

ATTACHMENTS:

Description

- 1-11-19 City Manager Summary memo



CENTERVILLE CITY

250 North Main • Centerville, Utah 84014-1824 • (801) 295-3477 • Fax: (801) 292-8034

Incorporated in 1915

Mayor

Clark Wilkinson

City Council

Tamilyn Fillmore

William Ince

Stephanie Ivie

George McEwan

Robyn Mecham

City Manager

Steve H. Thacker

interoffice MEMORANDUM

to: Mayor Wilkinson
City Council
cc: Department Heads
Planning Commission
from: Steve H. Thacker, City Manager
subject: City Manager's Summary of January 15, 2019 Council Meeting
date: January 11, 2019

The City Manager drafted this memo before leaving town. It may have been revised by other staff before distributing on Friday, January 11 to the public.

5:30 **Community Foundation Board Meeting** – This Board will meet at 5:30 p.m. prior to the regular City Council meeting. The only elected officials expected to attend are Mayor Wilkinson and Councilman Ince. Dinner will be available beginning about 5:15 for those attending the Board meeting.

7:00 **Regular City Council Meeting**

E.1. **Minutes Review & Acceptance** – The minutes to be approved are available via NovusAgenda.

E.2. **Summary Action Calendar** –

a. Recording Secretary Contracts - These contracts allow for the possibility of annual pay raises. One of the current recording secretaries is not eligible for a raise because her hourly rate is at the top of the pay range for that position. I recommend a pay raise for the other two as explained in the staff report.

b. Award bid – The City Engineer recommends a labor bid award to Green Construction Inc. for replacement of three drainage culverts under the D&RGW Trail corridor. The Water Department Supervisor recommends bid awards to Oldcastle Infrastructure and Mountainland Supply for the drainage culvert materials.

E.3. **UDOT 2019 Main Street Project** – UDOT will award a contract in 2019 for milling and repaving Main Street (SR 106) from Lund Lane to 400 North in Bountiful. They invited the City to participate in the process of determining the striping plan for the new pavement. Since this is a State road, UDOT will make the final decision, but is willing to consider a striping plan proposed by the City. UDOT's project design team—Lochner Engineering—has been working with City staff to develop a striping plan suitable for vehicular and bicycle users. Their preliminary plan was reviewed by a large group consisting of City staff, a Council Member, Trails Committee Member, and a member of the consultant team conducting the Active Transportation Plan study for three South Davis cities. That group reached consensus on the plan being presented to the City Council for public comment. Although not a formal public hearing, the public will be invited to comment on the striping plan.



- E.4. Public Hearing—Zoning Text Amendments re South Main Street Overlay Zone** – These are the “quick fix” edits to the SMSC Overlay Zone requested by the City Council to accommodate the new fire station, relating to front and side yard setback areas. Per the Council’s direction, the Planning Commission considered these edits in their January 9 meeting and have forwarded their recommendation as explained in the staff report.
- E.5. Direction re Island View Park Project** – The City Council and Parks & Recreation Committee hosted a public open house on January 10 to allow residents to view and comment on preliminary plans for the first phase of this renovation project, including options for playground features and sports courts. The G.Brown: Design team is on a short timeline to complete final design and bid this project in the spring. Therefore, this council meeting is the opportunity for the City Council to collectively consider any direction they want to give regarding the final design based on what they heard at the open house.
- E.6. Mayor’s Report** – Mayor Wilkinson will review with the Council the calendar, process and preparation for interviewing candidates for the City Manager position. I am retiring the end of March 2019. Application deadline is January 11. More than 30 have applied. The Mayor may also report on other matters of City interest.
- E.7. City Manager’s Report** – I may report on several matters of City interest.
- E.8. Closed Meeting, if necessary** – At this time I do not know of a need for a closed meeting, but the agenda allows for that possibility.

Potential Agenda Items for February 5, 2019 meetings (subject to change):

- *Update from UTOPIA management re UTOPIA/UIA operations, buildout, finances, etc.*
- *Building inspection services report*
- *Update re foothills planning process*
- *Financial report for six-month period ending December 31, 2019*
- *RDA meeting*
 - *Appoint Chair, Vice-Chair and ACB reps*
 - *Consider tax increment request re Legacy Trails Apartments/Maverik project*
 - *Approve funds transferred into Capital Projects Reserve Fund for CenterPoint Theatre*

CENTERVILLE

**Staff Backup Report
1/15/2019**

Item No. 1.

Short Title: Minutes Review & Acceptance

Initiated By: City Recorder

Scheduled Time: 7:10

SUBJECT

January 2, 2019 Special Meeting minutes

RECOMMENDATION

BACKGROUND

ATTACHMENTS:

Description

- ▯ 1-2-19 Special Meeting minutes

PRELIMINARY DRAFT

Minutes of the Centerville **City Council special** meeting held Wednesday, January 2, 2019 at 5:30 p.m. at Centerville City Hall, 250 North Main Street, Centerville, Utah.

MEMBERS PRESENT

Mayor Clark Wilkinson

Council Members Tamilyn Fillmore
William Ince
Stephanie Ivie
George McEwan
Robyn Mecham

STAFF PRESENT

Steve Thacker, City Manager
Lisa Romney, City Attorney
Jacob Smith, Management Services Director
Cory Snyder, Community Development Director
Bruce Cox, Parks and Recreation Director
Paul Child, Centerville Police Chief
Katie Rust, Recording Secretary

VISITORS

Stuart Adams, Utah State Senate
Todd Weiler, Utah State Senate
Tim Hawkes, Utah State House of Representatives
Interested Citizens

DISCUSSION WITH LEGISLATORS

Sales Tax

Senator Adams stated that, generally speaking, the percent of income citizens pay in sales tax has been decreasing, in part due to society moving away from purchasing as many large items (e.g. a motor bike), and toward buying experiences that often do not generate sales tax revenue for the State. He said there would be winners and losers among cities if the sales tax base were broadened. Senator Adams commented that this is not an easy issue politically, and he applauds the Governor for including the issue this Legislative Session. He stated that Legislators are sensitive to municipal concerns, and added that it will be important for municipalities to be at the table to represent their views and concerns.

Transportation Funding

Many local officials in Davis County are encouraging the County Commissioners to impose the 3rd quarter cent local option sales tax that is still available under State law for transportation funding. Aside from the question of whether to impose the 3rd quarter cent sales tax is the issue of whether State law should be amended to allow that money to be used for road maintenance in addition to the current eligible uses. Senator Adams expressed the personal opinion that the State will not be able to keep up with the transportation needs of a growing population with current plans and funding. He said he would like to see a more detailed unified plan for what is going to happen to solve some of the problems. He commented that more will need to be done to solve transportation problems for the State to continue with strong economic development. He suggested that transportation sales tax revenue should be shared per capita rather than by

1 county. When asked about a Salt Lake County inland port, Senator Weiler expressed confidence
2 in the area's capacity to absorb transportation impacts. Senator Adams pointed out that
3 companies coming to Salt Lake to be near the inland port will bring more jobs to Utah.
4

5 Affordable Housing
6

7 Councilwoman Mecham expressed frustration with State affordable housing
8 requirements. Representative Hawkes agreed that certain housing prices cannot be guaranteed,
9 but a mix of housing types can be expected – something he said Centerville has done fairly well.
10 Senator Adams said it is important to be sensitive to quality of life concerns, but also important to
11 continue to grow the economy. Councilwoman Mecham said she is concerned with the ability to
12 handle the impacts of the many companies that will come with the inland port. Councilman
13 McEwan stated that an important question is how much property owners are willing to pay in
14 property tax to maintain the desired quality of life – to keep Centerville's identity as a single-family
15 residential community. Senator Adams commented that land-use planning is difficult. He
16 expressed a desire for the State to partner with municipalities to put together statutes to
17 accomplish a vision. He said he would prefer to incentivize participation rather than penalize.
18

19 Accessory Dwelling Units
20

21 Councilwoman Mecham explained that the City Council backed off of putting an Accessory
22 Dwelling Unit (ADU) ordinance in place because of the requirement to follow State-adopted
23 building codes, and the financial burden that requirement would place on homeowners wanting
24 to use part of their homes for an ADU. Representative Hawkes said there has been some
25 discussion of changing some of the requirements. Councilwoman Fillmore pointed out that the
26 current requirements are interpreted differently by each city, and suggested that a more clear
27 State statute is needed. She said she knows the ULCT is working on language, and she would
28 love to see the issue addressed this Legislative Session.
29

30 The Legislators were excused at 7:10 p.m.
31

32 MINUTES REVIEW AND ACCEPTANCE
33

34 The minutes of the December 18, 2018 City Council meeting and work session were
35 reviewed. Councilman Ince made a **motion** to accept both sets of minutes. Councilwoman
36 Mecham seconded the motion, which passed by unanimous vote (5-0).
37

38 REQUEST FOR USE OF CITY HALL FOR FREE TAX RETURN PREPARATION
39 ASSISTANCE
40

41 DeVon Steiner of AARP has requested the use of City Hall on Wednesday afternoons for
42 several volunteers to help others with preparation of tax returns before the 2019 filing deadline in
43 April. This includes a request for waiver of the normal building rental fees. Councilman McEwan
44 said he is willing to approve a fee waiver, but would not want the City to take on the responsibility
45 or liability of providing a secure internet connection. Councilman Ince explained they should be
46 able to provide a secure system for themselves. Councilman Ince made a **motion** to approve a
47 City Hall rental fee waiver for the AARP tax group, on the condition they provide their own internet
48 protection. Councilman McEwan seconded the motion, which passed by unanimous vote (5-0).

PROPOSED RENOVATION FOR CITY HALL

Jake Smith, Management Services Director, explained proposed changes to City Hall to improve employee security in the business office area. Councilman McEwan commented that not many government offices are glassed off, and asked why staff is suggesting the change is needed. He said he does not want to make a decision based on fear; he wants to make a decision based on reasonableness of accommodation. Police Chief Child said staff is trying to strike a balance between being open and community oriented and protecting employees and sensitive information in the business office. He said he has been concerned for years about the existing setup of the business office entrance due to the fact that anyone could walk back to any of the offices. He suggested that, even if glass is not installed, there at least needs to be some type of barrier to prevent individuals from walking back to the offices unencumbered. Chief Child recommended at minimum moving the counter in the front office forward to the existing pole/beam, and making the door/gate that blocks entry to the back offices tall enough to be difficult to go over, but still meet ADA requirements.

Councilman Ince said he has been in many offices with the type of security proposed, and he has a hard time thinking things have progressed to a level that the City business office needs that type of security. Councilman McEwan stated that when the government armors itself against its citizenry for the perception of protection, a lot of negativity is caused. Councilman McEwan asked why City employees feel they are under threat, and said he is concerned about the message the proposed precautions would send. Councilman McEwan stated that if something goes wrong it is tragic, but there are parts of the government interface that cannot be secured.

Mayor Wilkinson said he attended a seminar at the ULCT Conference regarding remodeling to make municipal offices more community friendly. Councilwoman Fillmore said she would be in favor of getting an expert opinion on how to remodel the business office to both increase security and reach out to the community. Mayor Wilkinson suggested a balance could be found between providing more office space, improving security, and being more community friendly. Chief Child agreed that there is a need for additional office space for the employees. Councilman Ince said he believes there should be an electronic lock on access to the business offices. Councilwoman Ivie commented there are also security concerns at the Whitaker Museum.

UPDATE REGARDING COMPENSATION STUDY AND CITY MANAGER RECRUITMENT

Mr. Thacker reported that 15 applications have been received for the City Manager position. The position is posted as open through January 11. Mr. Thacker asked if the Council would like to extend that deadline. Mayor Wilkinson said he believes at least 10 more applications will be received in the next nine days. Councilman Ince said he would like to have at least 25 candidates to consider. A majority of the Council agreed with authorizing the Mayor to decide whether to extend the application deadline.

City Manager Thacker recommended postponing the work session regarding the compensation study currently scheduled for January 8th. The Council agreed to reschedule the work session to January 22nd at 6:00 p.m.

POTENTIAL CHANGES TO SOUTH MAIN STREET OVERLAY ZONE REGULATIONS

Cory Snyder, Community Development Director, provided a packet that summarizes components of the South Main Street Corridor (SMSC) regulations and development standards (attached). He pointed out that changes made over time by the Council have marginalized components of the SMSC Overlay. Problems with the Overlay cannot be fixed without looking at how the changes will affect the General Plan. The General Plan sets the tone for development 20-30 years in the future. Mr. Snyder described the original intended personalities of the different zones in the SMSC. The public space plan was intended to begin reflecting the different personalities with some unifying elements. Councilwoman Fillmore commented that if the Council is not committed to the 30-year vision of the General Plan, the vision should be replaced with something to which the Council and community can commit. Mr. Snyder stated that a short-term view of the plan compromises the long-term value. He explained that form-based code can be adapted to fit a variety of visions.

Councilwoman Fillmore pointed out that many of the lots along the SMSC are small and shallow, which can limit what is possible. She suggested that one of the greatest barriers to redevelopment is how difficult it is to coordinate buying more than one parcel at a time. Councilwoman Mecham said she is more comfortable with the existing codes now that the maximum density has been changed.

Mr. Snyder expressed the opinion that the community response against previously proposed development of the Obrien property was a big move against the SMSC plan. He stated that in the last four years Centerville has established a reputation of not being flexible with rezoning, densities, and housing. That reputation would have to be overcome to maintain the existing SMSC plan with a lean toward residential. Councilman Ince said he does not think the existing General Plan statement, "the overall vision of the South Main Street Corridor plan is to return Main Street to center-stage as the civic, cultural, and community heart of Centerville City", is a valid statement on which to base the Main Street plan. Mr. Snyder commented that Centerville has historically been a city in-between – it has never really had a downtown.

Councilman McEwan stated that, rather than try to regionally compete with retail or commercial, perhaps Centerville could have more of a residential identity. Councilman Ince said he believes that once commercial is started in an area, it will not completely reverse. He said he has a hard time believing that pockets of commercial within the SMSC will become residential. Councilman McEwan pointed out that the Council recently approved residential redevelopment in the middle of the Pages Lane Commercial Area, and said he thinks it will be 10 years or less before some of the remaining commercial in that Area changes to residential. He suggested the success of residential on Main Street would depend on the direction the homes face. Councilman Ince agreed, but said he has heard citizens ask that the Council not approve residential properties with backyards and fences lining Main Street.

Councilwoman Mecham said she wonders if the City would be hurting some of the property/business owners who have made Main Street what it is by approving and bringing in incompatible uses. She said she thinks the SMSC should have commercial that is compatible with neighboring residential, and the Council should be careful approving additional uses. Councilwoman Fillmore emphasized the need to decide a direction and put a plan in place so the property owners know what they can do. Councilwoman Ivie commented that a majority of the Council agrees with Councilman Ince that the General Plan statement is not accurate.

1 Councilman Ince asked if there is anything the City could do to incentivize residential on
2 Main Street. Lisa Romney, City Attorney, responded that she does not think residential needs to
3 be incentivized because the market need is already there. Councilman Ince pointed out that the
4 Council has single-family residential in mind, not multi-family residential. Mr. Snyder commented
5 that a single-family look can be achieved with six-units per acre with the right design requirements.
6 The Council and staff discussed different housing types, as well as the need to consider uses in
7 general rather than the individual applicants in any situation. Mr. Snyder stated if the Council
8 chooses a tone for Main Street, there needs to be a commitment to follow through with that tone.
9

10 Mr. Snyder said staff will put together a recommended plan of action to present to the
11 Council. Councilwoman Fillmore suggested making it clear that the density is fixed and is not
12 going to change. The Council discussed a desire to be substantially done with the issue by June,
13 2019.
14

15 **ADJOURNMENT**
16

17 At 10:26 p.m., Councilwoman Fillmore made a **motion** to adjourn the meeting.
18 Councilwoman Mecham seconded the motion, which passed by unanimous vote (5-0).
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23 _____
24 Mackenzie Wood, City Recorder
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Date Approved

Katie Rust, Recording Secretary

CENTERVILLE

Staff Backup Report

1/15/2019

Item No. 2.

Short Title: Summary Action Calendar

Initiated By:

Scheduled Time: 7:10

SUBJECT

- a. Approve Recording Secretary Contracts for Katie Rust and Jamie Brooks
- b. Award bids for culverts under D&RGW Corridor

RECOMMENDATION

- a. Approve recording secretary contracts with Katie Rust and Jamie Brooks with the hourly rates explained below.
- b. Award bids for construction of three drainage pipeline culverts under D&RGW Trail corridor to Green Construction Inc. in the amount of \$48,014 for labor, to Oldcastle Infrastructure in the amount of \$12,384.62 for concrete pipe, and to Mountland Supply in the amount of \$94.40 for ADS Pipe.

BACKGROUND

- a. The City currently uses three recording secretaries--Katie Rust for City Council meetings, Jamie Brooks for Planning Commission, and Connie Larsen for City committees/boards. The current contracts with Katie and Connie allow for their compensation to be evaluated and possibly increased yearly. Connie has been a recording secretary for many years and is at the top of the authorized pay range; therefore, no increase is recommended at this time.

Although recording secretary positions are not formally assigned a pay grade, the City Manager considers the skills required to be comparable to the Secretary II position (Grade 6) in the City's Position Pay Grade Schedule. The Grade 6 pay range has a minimum of \$13.26 and a maximum of \$19.95 per hour. To compensate these independent contractors for use of their own equipment, and to offset the impact of paying fully their own Social Security taxes, the minimum and maximum of the Grade 6 pay range is adjusted by \$2. **The adjusted range, therefore, would be \$15.76 - \$21.95 per hour.**

Jamie Brooks was hired several months ago to be recording secretary for the Planning Commission after a search process that generated very few applicants. This has been a difficult position to keep filled in recent years, evidenced by the fact the City has had to find a new recording secretary for the Planning Commission *four times* since Kathy Streadbeck resigned just a few years ago. Fortunately, a few months ago we were able to hire Jamie Brooks, a full-time employee in the West Jordan City Recorder's Office. She has recording secretary experience in West Jordan, filling in for their normal recording secretaries. In the discussion with Jamie about rate of pay, she agreed to begin working at \$19 per hour for a trial period, with the understanding her rate would increase to her requested rate of \$20 per hour upon successful performance and approval of a formal contract. Staff have been monitoring her performance and are ready to recommend a

formal contract at \$20 per hour.

Katie Rust has performed exceptionally in her role with the City Council. For the sake of fairness--i.e. in comparison to the new rate for Jamie Brooks--the City Manager recommends Katie's hourly rate be increased from \$19.65 to \$21 per hour.

The current contract with Katie Rust is attached, with markup to show changes in dates and rate of pay. Also attached is the initial formal contract with Jamie Brooks.

b. In November 2018 the City Council approved three pipeline crossing agreements with UTA, owner of the corridor on which the D&RGW Trail is located. This bid is for replacement of three existing culverts through that corridor. This is one of the projects in the drainage projects master plan update approved by the City Council in 2018.

See the attached bid tabulations and recommendations from the City Engineer, Kevin Campbell, and the Water Department Supervisor, Mike Carlson.

ATTACHMENTS:

Description

- ▢ Katie Rust Agreement
- ▢ Jamie Brooks Agreement
- ▢ City Engineer Recommendation
- ▢ Bid Tabulation - Contractor
- ▢ Bid Tabulation - Pipe supplier

RECORDING SECRETARY AGREEMENT

THIS AGREEMENT is made and entered into as of the ~~1st~~ ____ day of January 201~~89~~, by and between **CENTERVILLE CITY**, a municipal corporation of the State of Utah, hereinafter referred to as the "City," and **KATIE RUST**, an individual, hereinafter referred to as "Contractor."

WITNESSETH

WHEREAS, the City desires to obtain certain clerical services in connection with providing minutes of meetings by the City and its various councils and boards; and

WHEREAS, Contractor is willing to provide such clerical services in accordance with the terms of this Agreement.

NOW, THEREFORE, in consideration of the mutual covenants contained herein and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereby agree as follows:

Section 1. Services. Contractor hereby agrees to provide the following services to the City: Attending, and transcribing the minutes of, meetings held by the City Council, Planning Commission, Board of Adjustment, Historic Sites Committee and other committees as directed by the City. Contractor will be required to be present in a timely manner at each such meeting to take the minutes. Following the meetings, Contractor will prepare a typed draft of the minutes and submit an electronic version to the City Recorder within five (5) calendar days following the meeting. The minutes will be considered for approval at a subsequent meeting of the affected entity and corrections may be required. Final minutes (hard copy as well as electronic version) will be provided by the Contractor to the City for inclusion in the permanent records of the City within three (3) calendar days after final approval by the City Council, Planning Commission, Board of Adjustment, Historic Sites Committee, etc. This agreement for services is nonexclusive and the City reserves the right to hire or contract with other or additional persons as needed to provide services for the City.

Section 2. Compensation. For the services rendered under this Agreement, Contractor shall be paid by the City in the sum ~~\$19.65~~21.00 per hour, effective January 1, 201~~89~~, for actual time expended in attendance at meetings and drafting the minutes. The City will evaluate yearly the compensation paid to the Contractor.

Section 3. Independent Contractor. It is expressly understood and agreed by the parties hereto that Contractor is an independent contractor and not an employee of the City. Accordingly, Contractor is not entitled to receive any fringe benefits, retirement, or other benefits offered to City employees. No mileage shall be paid to Contractor by the City. Contractor shall be responsible for the payment of all withholding, social security, or other employment taxes which may be due in conjunction with the Contractor's rendering of services to the City.

Section 4. Equipment and Supplies. Contractor shall provide all equipment necessary to perform the services required hereunder except that the City will provide a laptop computer and recording equipment for use at the City meetings. Except as provided herein, Contractor will provide, at Contractor's sole expense, all equipment and supplies needed to perform Contractor's services hereunder including a personal computer, transcriber, foot pedal, etc.

Section 5. Term of Agreement. It is expressly understood that either party may terminate this Agreement at any time upon giving fourteen (14) days written notice of termination to the other party. Such notice may be delivered personally or sent by certified mail, return receipt requested, postage prepaid to the other party at their last known address. Upon termination for any reason, Contractor agrees to immediately return to the City any tapes or other City property in the possession of Contractor and to deliver any drafts of minutes then under preparation.

Section 6. Assignment. This Agreement is personal to Contractor and may not be assigned or subcontracted.

Section 7. Entire Agreement. This Agreement contains the entire agreement and understanding of the parties with respect to the subject matter hereof and no prior agreements, representations, promises, or inducements, whether written or oral, which are not contained herein shall be of any force or effect.

Section 8. Severability. Should any portion of this Agreement for any reason be declared invalid or unenforceable, the invalidity or unenforceability of such portion shall not affect the validity or enforceability of any of the remaining portions and the same shall be deemed in full force and effect as if this Agreement had been executed with the invalid portions eliminated.

Section 9. Binding Effect. This Agreement shall inure to the benefit of and be binding upon the parties hereto and their respective officers, employees, successors and assigns.

IN WITNESS WHEREOF, the parties hereto have executed this agreement individually or by and through their respective duly authorized representatives as of the day and year first herein above written.

ATTEST:

**"CITY"
CENTERVILLE CITY**

City Recorder

By: _____
Mayor Clark A. Wilkinson

"CONTRACTOR"

By: _____
Katie Rust

STATE OF UTAH)
COUNTY OF DAVIS)
:ss.

Notary Public

Residing at:

STATE OF UTAH)
COUNTY OF _____)
:ss.

Notary Public

Residing at:

RECORDING SECRETARY AGREEMENT

THIS AGREEMENT is made and entered into as of the 15th day of January 2019, by and between **CENTERVILLE CITY**, a municipal corporation of the State of Utah, hereinafter referred to as the "City," and **Jamie Brooks**, an individual, hereinafter referred to as "Contractor."

WITNESSETH

WHEREAS, the City desires to obtain certain clerical services in connection with providing minutes of meetings by the City and its various councils and boards; and

WHEREAS, Contractor is willing to provide such clerical services in accordance with the terms of this Agreement.

NOW, THEREFORE, in consideration of the mutual covenants contained herein and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereby agree as follows:

Section 1. Services. Contractor hereby agrees to provide the following services to the City: attending and transcribing the minutes of meetings held by the City Council, Planning Commission, Board of Adjustment, and other committees as directed by the City. Contractor will be required to be present in a timely manner at each such meeting to take the minutes. Following the meetings, Contractor will prepare a typed draft of the minutes and submit an electronic version to the City Recorder within five (5) calendar days following the meeting. The minutes will be considered for approval at a subsequent meeting of the affected entity and corrections may be required. Final minutes (hard copy as well as electronic version) will be provided by the Contractor to the City Records for inclusion in the permanent records of the City within three (3) calendar days after final approval by the City Council, Planning Commission, Board of Adjustment, and other committees. This agreement for services is nonexclusive and the City reserves the right to hire or contract with other or additional persons as needed to provide services for the City.

Section 2. Compensation. For the services rendered under this Agreement, Contractor shall be paid by the City in the sum \$20 per hour, effective January 1, 2019 for actual time expended in attendance at meetings and drafting the minutes. The City will evaluate yearly the compensation paid to the Contractor.

Section 3. Independent Contractor. It is expressly understood and agreed by the parties hereto that Contractor is an independent contractor and not an employee of the City. Accordingly, Contractor is not entitled to receive any fringe benefits, retirement, or other benefits offered to City employees. No mileage shall be paid to Contractor by the City. Contractor shall be responsible for the payment of all withholding, social security, or other employment taxes which may be due in conjunction with the Contractor's rendering of services to the City.

Section 4. Equipment and Supplies. Contractor shall provide all equipment necessary to perform the services required hereunder except that the City will provide a laptop computer and recording equipment for use at the City meetings. Except as provided herein, Contractor will provide, at Contractor's sole expense, all equipment and supplies needed to perform Contractor's services hereunder including a personal computer, etc.

Section 5. Term of Agreement. It is expressly understood that either party may terminate this Agreement at any time upon giving fourteen (14) days written notice of termination to the other party. Such notice may be delivered personally or sent by certified mail, return receipt requested, postage prepaid to the other party at their last known address. Upon termination for any reason, Contractor agrees to immediately return to the City any tapes, keys, or other City property in the possession of Contractor and to deliver any drafts of minutes then under preparation.

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Section 7. Entire Agreement. This Agreement contains the entire agreement and understanding of the parties with respect to the subject matter hereof and no prior agreements, representations, promises, or inducements, whether written or oral, which are not contained herein shall be of any force or effect.

Section 8. Severability. Should any portion of this Agreement for any reason be declared invalid or unenforceable, the invalidity or unenforceability of such portion shall not affect the validity or enforceability of any of the remaining portions and the same shall be deemed in full force and effect as if this Agreement had been executed with the invalid portions eliminated.

Section 9. Binding Effect. This Agreement shall inure to the benefit of and be binding upon the parties hereto and their respective officers, employees, successors and assigns.

IN WITNESS WHEREOF, the parties hereto have executed this agreement individually or by and through their respective duly authorized representatives as of the day and year first herein above written.

“CITY”

ATTEST:

CENTERVILLE CITY

City Recorder

By: _____
Mayor

“CONTRACTOR”

By: _____
Name of Contractor

STATE OF UTAH)
 :ss
COUNTY OF DAVIS)

Notary Public

Residing at:

STATE OF UTAH)
COUNTY OF _____)
:SS

Notary Public

Residing at:

Mackenzie Wood

From: Kevin Campbell <Kevin.Campbell@esieng.com>
Sent: Thursday, January 10, 2019 15:39
To: Mackenzie Wood; Lisa Romney; Steve Thacker
Cc: Brian Naylor; Mike Carlson; Randy Randall
Subject: DRG Trail - Culvert Replacements
Attachments: Bid Tab.pdf; Notice of Award_18-083.pdf

Steve,

The City received 5 bids this morning for the DRG Trail – Culvert Replacements Project:

- | | |
|-----------------------------|--------------|
| 1. Green Construction Inc. | \$48,014.00 |
| 2. Allied Underground Tech. | \$70,330.94 |
| 3. Kapp Construction | \$73,196.05 |
| 4. ACME Construction | \$103,417.80 |
| 5. MC Green & Sons Inc | \$138,276.02 |

The pipe is being provided by Centerville City for this project and Mike Carlson has sent over those bids separately.

It is recommended that this project be awarded to Green Construction Inc. in the amount of \$48,014.00. They are a qualified and capable contractor for this type of construction.

Let me know if additional info is needed.

Kevin

Kevin Campbell, P.E.
Centerville City Engineer

Kevin Campbell, P.E.
ESI Engineering, Inc
3500 S. Main St.
SLC, Ut 84115
801.263.1752



1350 NORTH

17	36-in RCP end section (END SECTION PROVIDED BY CITY)	2	EA	\$177.00	\$354.00	\$50.00	\$100.00	\$753.00	\$1,506.00
18	Grade slopes around end section	1	LS	\$250.00	\$250.00	\$250.00	\$250.00	\$1,081.50	\$1,081.50
19	Dredge along ditch near end section	1	LS	\$500.00	\$500.00	\$1,100.00	\$1,100.00	\$2,477.00	\$2,477.00
20	Gravel Bedding	75	TN	\$28.00	\$2,100.00	\$22.36	\$1,677.00	\$18.85	\$1,440.00
21	Separation / Drainage fabric	1	LS	\$150.00	\$150.00	\$305.00	\$305.00	\$539.55	\$539.55
	Subtotal (Items 12-21)				\$9,232.00		\$14,777.72		\$18,119.27

1275 NORTH

22	Sawcut, excavate and haul away trench section	185	CY	\$7.00	\$1,295.00	\$25.23	\$4,667.55	\$43.45	\$8,000.00
23	24-in RCP culvert (PIPE PROVIDED BY CITY)	208	FT	\$18.50	\$3,848.00	\$41.86	\$8,706.88	\$39.30	\$8,100.00
24	Granular borrow	140	TN	\$19.80	\$2,772.00	\$11.49	\$1,608.60	\$12.55	\$1,770.00
25	Untreated Base Course	20	TN	\$22.00	\$440.00	\$12.94	\$258.80	\$17.85	\$357.00
26	Bituminous concrete pavement (PG 58-28, 1/2" DM)	4	TN	\$250.00	\$1,000.00	\$367.50	\$1,470.00	\$210.00	\$840.00
27	24-in RCP end section (END SECTION PROVIDED BY CITY)	1	EA	\$135.00	\$135.00	\$50.00	\$50.00	\$502.00	\$502.00
28	Grade slopes around end section	1	LS	\$250.00	\$250.00	\$250.00	\$250.00	\$540.80	\$540.80
29	Dredge along ditch near end section	1	LS	\$1,150.00	\$1,150.00	\$1,100.00	\$1,100.00	\$2,477.00	\$2,477.00
30	Gravel Bedding	160	TN	\$28.00	\$4,480.00	\$16.86	\$2,697.60	\$18.85	\$3,000.00
31	Separation / Drainage fabric	1	LS	\$150.00	\$150.00	\$305.00	\$305.00	\$539.55	\$539.55
32	18-in RCP culvert (PIPE PROVIDED BY CITY)	8	FT	\$48.00	\$384.00	\$33.13	\$265.04	\$39.30	\$312.00
33	Manhole structure - 5-ft Diameter	1	EA	\$3,500.00	\$3,500.00	\$2,440.00	\$2,440.00	\$882.75	\$882.75

Storm Drain Line for "DRG Trail Culvert Repalcement" Project # 18-083

BID RESULTS

Date 1/10/2019

Concrete Pipe

1. Oldcastle Infrastucture \$12,384.62 With Tax

2. Geneva Pipe \$13,726.54 With Tax

18" ADS Pipe

1 Mountainland supply \$94.40

We have reviewed the bids for materials from Oldcastle Infuastuture for \$12384.62, which includes tax and Montainland Supply for 94.40. We recommend awarding this bid to Oldcastle for the concrete pipe and Mountainland for the ADS pipe and find they meet all Of the specifications.

Respectfully submitted,

Michael Carlson
Water Department Supervisor

MC/sd

CENTERVILLE

Staff Backup Report

1/15/2019

Item No. 3.

Short Title: UDOT 2019 Main Street Project

Initiated By: UDOT and City Manager

Scheduled Time: 7:10

SUBJECT

- a. Project briefing
- b. Receive public comment regarding proposed striping plan
- c. Approve proposal for submission to UDOT

RECOMMENDATION

Allow Santiago Loaiza of Lochner Engineering to explain UDOT's Main Street Project occurring in 2019, including the proposed striping plan. Following his presentation, receive public comments about the striping plan. The Council should determine whether they support the proposed striping plan or want to seek revisions.

BACKGROUND

UDOT will award a contract in 2019 for milling and repaving Main Street from Lund Lane (northern City boundary) to 400 North in Bountiful. Lochner Engineering was hired by UDOT to be the design consultant for this project. The project also includes reconstruction of 55 ADA ramps, some spot replacement of curb and gutter and sidewalks, drainage improvements and sign replacement.

UDOT invited Centerville City to participate in the development of a striping plan accommodating both vehicular and bicycle users. The City's Complete Streets Committee met in December with Lochner reps to discuss this matter. In addition to Lochner reps and City staff (City Manager, Community Development Director and Assistant Planner, City Engineer, PWs Director, Police Chief, Parks & Rec Director, City Attorney) the meeting was attended by the Trails Committee bicycle advocate (Mark Oligschlaeger), Councilwoman Tami Fillmore and a member of the consulting contract team (Alta Planning & Design) preparing the Active Transportation Plan for three South Davis cities, including Centerville.

This group achieved consensus on a striping plan that will be explained in the Council meeting by Santiago of Lochner Engineering. The attached presentation slides include the proposed striping plan for the segment from 1300 North to Farmington, where several changes to the existing striping are recommended. For the Main Street segment not shown in the attached map (i.e. from 1300 North to Bountiful), the proposal is to maintain striping similar to the existing striping. This will generally mean 11' travel lanes with a continuous 12' median. These lane widths are slightly narrower than the existing lanes. City officials asked about the possibility of narrowing these lanes even more to provide more width for bicyclists on the sides, but UDOT does not appear willing to do so. Santiago's attached presentation shows how the road width varies and what this leaves for bicyclists on the sides.

ATTACHMENTS:

Description

- ▢ Presentation re UDOT Main Street Project

Main Street (SR-106) 400 North to 1700 South

City Council Presentation

January 15, 2019

UDOT and Centerville City Partnering

- UDOT is constructing a pavement preservation project on Main Street from 400 North in Bountiful to 1700 South in Farmington
- UDOT and Centerville City have partnered to restripe sections at the north end of Main Street to add left turn lanes at 1700 North, 1450 North and 1350 North.
- The project will narrow lane widths to better accommodate bicycles in the shoulders.
- The new striping will include:
 - 11' travel lanes with 12' median and
 - Left turn pockets at selected intersections

Project Overview

- Centerville City will complete advanced storm drain and waterline work from 100 North to 50 South in Spring 2019 prior to roadway construction
- Other project improvements include:
 - 2" asphalt milled with 1.5" asphalt placed
 - 55 ADA ramps reconstructed
 - Spot replacement of curb and gutter and sidewalk
 - Drainage improvements
 - Sign replacement



1825 N. to 1700 N.

- 11' foot travel lanes and 12' center turn lane
- 5' shoulder from 1750 N heading south
- Two way left turn lane at Jennings Lane/ 1700 North

Ricks Creek Way to 1500 N

- 12' foot travel lanes, no center turn lane
- 10' shoulder from Ricks Creek Way heading south





1400 N. to Casa Loma

- 11' foot travel lanes and 12' center turn lane
- 6' shoulder from 1450 North to Casa Loma
- Left turn lane at 1350 North

Project Schedule

- Design Complete – January 2019
- Advertise for Contractor – February 2019
- Centerville Utility Work – Late Spring 2019
- Construction Begins – Summer 2019

**CENTERVILLE
CITY COUNCIL
Staff Backup Report
1/15/2019**

Item No. 4.

Short Title: Public Hearing - Zoning Code Amendment - 12.48 South Main Street Corridor Overlay Zone - Side Areas and Front Yard Setbacks

Initiated By: City Council

Scheduled Time: 7:30

SUBJECT

Consider the proposed Zoning Code Amendments to CZC 12.48.100 (General Development Standards), CZC 12.48.340 (Lot Size and Dimension Requirements), and CZC 12.48.350 (Lot Type Illustrations) for the South Main Street Corridor Overlay Zone amending side area and front yard setback requirements.

RECOMMENDATION

Refer to the Staff Transmittal Report for the recommendation on this matter.

BACKGROUND

On January 9, 2019, the Planning Commission reviewed and recommended denial of the proposed amendments to CZC 12.48.100, CZC 12.48.340, and CZC 12.48.350 regarding side areas and front yard setback requirements in the South Main Street Corridor Overlay Zone. The Staff Transmittal Report for this application is attached.

ATTACHMENTS:

Description

- ▣ 01-15-19 CC Transmittal Report - Specific City Council Edits SMSC Overlay District
- ▣ Ordinance No. 2019-01 - SMSC - Side Areas and Front Yard Setbacks
- ▣ 09-09-2019 PC Staff Report - Specific City Council Edits SMSC Overlay District

**CENTERVILLE CITY
COMMUNITY DEVELOPMENT DEPARTMENT
655 North 1250 West, Centerville, Utah 84014
(801) 292-8232**

CITY COUNCIL TRANSMITTAL REPORT

APPLICANT: **CENTERVILLE CITY COUNCIL
C/O MAYOR CLARK WILKINSON
250 NORTH MAIN STREET
CENTERVILLE CITY, UTAH 84010
(MAYOR@CENTERVILLEUT.COM)**

APPLICATION: **ZONING CODE TEXT AMENDMENTS**

APPLICANT REQUEST: **AMEND CENTERVILLE CITY ZONING ORDINANCES
FOR VARIOUS PROVISIONS OF THE SOUTH MAIN
STREET CORRIDOR DISTRICT (SMSC)**

RECOMENDATION: **PLANNING COMMISSION RECOMMENDS APPROVAL
WITH CONDITIONS**

BACKGROUND

At the City Council meeting of December 4, 2018, the City Council directed Staff to bring back specific proposed ordinance amendments to the SMSC Overlay Zone regarding building setbacks and side yard distance between buildings. The Staff prepared the proposed draft language for Council to receive their directive at their December 18, 2018 Council meeting. The Council directed the edits to be submitted to the Planning Commission for review and recommendation.

In January 09, 2019, the Planning Commissions received the proposed amendments, and held a public hearing. The Planning Commission's debated the merits of the amendments and in the end decided to recommend a denial to the City Council. Their reasons varied however, the common thread seemed to be that amendments were too narrow in relation to the ongoing goal of changing the South Main Street Corridor Overlay Ordinance, which includes the following:

- *Review of the Commercial Use list for the C-M Zone (currently before the Council).*
- *Review of the SMSC Overlay Zone design standards, as related matters*
- *Review of the Residential Density allowances.*

Additionally, the Commission believed that the matters related to the specific edits being proposed would be holistically resolved with the goal to revamp the SMSC Overlay Ordinance that has been underway.

PLANNING COMMISSION RECOMMENDATION

The Planning Commission voted 5-1 to **RECOMMEND DENIAL** of the proposed edits.

Reasons for Action:

[Please see Planning Commission Minutes of the January 9, 2019 Commission Meeting]

PLANNING COMMISSION VOTE (5-1)

Commissioner	Yes	No	Not Present
Hayman (Chair)	X		
Hirst	X		
Johnson		X	
Daly	X		
Hintze	X		
Wright	X		
Helgesen			X

ORDINANCE NO. 2019-01

**AN ORDINANCE AMENDING SECTION 12.48.100 OF THE
CENTERVILLE ZONING CODE REGARDING GENERAL
DEVELOPMENT STANDARDS, SECTION 12.48.340 REGARDING LOT
SIZE DIMENSION REQUIREMENTS, AND SECTION 12.48.350
REGARDING LOT TYPE ILLUSTRATIONS FOR DEVELOPMENT
WITHIN THE SMSC OVERLAY ZONE**

WHEREAS, the City Council has previously adopted the South Main Street Corridor (SMSC) Overlay Zone as set forth in Chapter 12.48 of the Centerville Zoning Code; and

WHEREAS, the City Council desires to amend various provisions of Chapter 12.48 regarding side area requirements and front yard setbacks as more particularly provided herein; and

WHEREAS, the City is authorized to enact, amend or repeal provisions of the Centerville Zoning Code pursuant to specific statutory authority, including, but not limited to Utah Code §§ 10-9a-501, et seq., and Utah Code § 10-8-84; and

WHEREAS, all required notice and public hearings have been held before the Planning Commission and City Council regarding these proposed amendments to the Centerville Zoning Code.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF
CENTERVILLE CITY, STATE OF UTAH, AS FOLLOWS:**

Section 1. Amendment. Subsection 12.48.100(a)(16) of the Centerville Zoning Code regarding side yard requirements for development within the SMSC Overlay Zone is hereby amended to read in its entirety as follows:

12.48.100 General Development Standards

(a) Development within the SMSC Overlay Zone shall be as follows:

* * *

- (16) Side areas that exceed 15 feet in width shall not be located to another side area that exceeds 15 feet in width unless the areas are used as a unified public gathering area or courtyard, or other non-turf landscaping elements (e.g. garden plots, tree groves, flower beds, etc.), and/or design features (accent walls, fencing, sculptures/public art, etc.) that is approved by the City.

* * *

Section 2. Amendment. Section 12.48.340 of the Centerville Zoning Code regarding Lot Size and Dimension Requirements for development in the SMSC Overlay Zone is hereby amended to amend the Civic/Cultural Lot Size and Dimension Requirements by increasing the front yard setback range to 30 to 50 feet. Staff shall prepare the appropriate chart

amendments for the Civic/Cultural Lot Requirements as amended herein for inclusion in the Zoning Code.

Section 3. Amendment. Section 12.48.350 of the Centerville Zoning Code regarding Lot Type Illustrations for development in the SMSC Overlay Zone is hereby amended to amend the Civic/Cultural Lot Type Illustration to increase the front yard setback range to 30 to 50 feet. Staff shall prepare the appropriate Lot Type Illustration for the Civic/Cultural Lot as amended herein for inclusion in the Zoning Code.

Section 4. Findings. The City Council hereby makes the following findings in support of the SMSC Overlay Zone amendments:

- a. The City Council finds that the side yard language change increases the allowable elements to be used when side yard areas are larger than the minimums listed in the design parameters. Therefore, this proposed language remains consistent with the form-based design parameters of the SMSC Plan and its related Zoning Ordinance.

Section 5. Severability. If any section, part or provision of this Ordinance is held invalid or unenforceable by a court of competent jurisdiction, such invalidity or unenforceability shall not affect any other portion of this Ordinance, and all sections, parts and provisions of this Ordinance shall be severable.

Section 6. Omission Not a Waiver. The omission to specify or enumerate in this ordinance those provisions of general law applicable to all cities shall not be construed as a waiver of the benefits of any such provisions.

Section 7. Effective Date. This Ordinance shall become effective immediately upon publication or posting, or thirty (30) days after passage, whichever occurs first.

PASSED AND ADOPTED BY THE CITY COUNCIL OF CENTERVILLE CITY, STATE OF UTAH, THIS 15th DAY OF JANUARY, 2019.

ATTEST:

CENTERVILLE CITY

Mackenzie Wood, City Recorder

By: _____
Mayor Clark A. Wilkinson

Voting by the City Council:

	“AYE”	“NAY”
Councilmember Fillmore	_____	_____
Councilmember Ince	_____	_____
Councilmember Ivie	_____	_____
Councilmember McEwan	_____	_____
Councilmember Mecham	_____	_____

CERTIFICATE OF PASSAGE AND PUBLICATION OR POSTING

According to the provisions of the U.C.A. § 10-3-713, as amended, I, the municipal recorder of Centerville City, hereby certify that foregoing ordinance was duly passed by the City Council and published, or posted at: (1) 250 North Main; (2) 655 North 1250 West; and (3) RB's Gas Station, on the foregoing referenced dates.

MACKENZIE WOOD, City Recorder

DATE: _____

RECORDED this ____ day of _____, 20____.

PUBLISHED OR POSTED this ____ of _____, 20____.

**CENTERVILLE CITY
COMMUNITY DEVELOPMENT DEPARTMENT
655 North 1250 West, Centerville, Utah 84014
(801) 292-8232**

**STAFF REPORT
AGENDA: ITEM 4**

APPLICANT: **CENTERVILLE CITY COUNCIL
C/O MAYOR CLARK WILKINSON
250 NORTH MAIN STREET
CENTERVILLE CITY, UTAH 84010
(MAYOR@CENTERVILLEUT.COM)**

APPLICATION: **ZONING CODE TEXT AMENDMENTS**

APPLICANT REQUEST: **AMEND CENTERVILLE CITY ZONING ORDINANCES
FOR VARIOUS PROVISIONS OF THE SOUTH MAIN
STREET CORRIDOR DISTRICT (SMSC)**

RECOMMENDATION: **STAFF RECOMMENDS A DIVIDED RECOMMENDATION
OF THE CITY COUNCIL’S DESIRED AMENDMENTS**

BACKGROUND

At the City Council meeting of December 4, 2018, the City Council directed Staff to bring back specific proposed ordinance amendments to the SMSC Overlay Zone regarding building setbacks and side yard distance between buildings. The Staff prepared the proposed draft language for Council to receive their directive at their December 18, 2018 Council meeting. The Council directed the edits to be submitted to the Planning Commission for review and recommendation. The Council is seeking a Commission recommendation either to approve or deny the edits. These specific edits are now being scheduled for the Planning Commission’s review and recommendation to also include a public hearing in accordance with State law prior to final Council consideration.

CITY COUNCIL’S PROPOSED ZONE TEXT AMENDMENTS

The edits proposed are the following changes to the SMSC Ordinances:

[Amendment #1]

CZC 12.48.100 General Development Standards:

“(16) Side areas that exceed 15 feet in width shall not be located to another side area that exceeds 15 feet in width unless the areas are used as a unified public gathering area or courtyard, or other non-turf landscaping elements (e.g. garden plots, tree groves, flower beds, etc.), and/or design features (accent walls, fencing, sculptures/public art, etc.) that is approved by the City.”

[Amendment #2] – Change the “Civic Lot” Type Setbacks range from “15 to 25 feet” to “30 to 50 Feet”

- CZC 12.48.340 Lot Size Dimension Requirements for Civic/Cultural Lot (change range as listed above in red)
- See CZC 12.48.350 Lot Type Illustrations - (see attachment for Lot Type Illustration edits)

ZONE TEXT AMENDMENT REVIEW PROCESS

Factors to be Considered

The deciding entity must consider one (1) factor when making a recommendation and a final decision for a zone text amendment. The required factor is outline in CZC 12.21.080.e. Staff’s review and conclusions for this factor is provided below:

1. Are the proposed amendments consistent with the goals, objectives and policies of the City’s General Plan?

✓ *Staff’s suggested South Main Street Corridor Plan policies to be considered:*

Corridor-Wide Policies:

Plan Objective 3.C – Prohibit the location of parking lots or areas of asphalt in the front setback area between a building and Main Street. Strategic public parking lots should be coordinated to provide shared parking opportunities along the Corridor. Individual parking lots should be located to the side or preferably the rear of the building.

Plan Objective 4.B - Require a range of consistent setbacks within each District, and generally throughout the entire South Main Street Corridor.

Staff Comment – The policy design infers the discouragement of locating parking lots and areas of asphalt located in the front setback areas of a main building. Staff shares the following thoughts:

- ***Building Setbacks***– The SMSC Overlay Regulations were set to establish a regular pattern of framing the street with buildings rather than parking lots. This is particularly important for retail and shopping uses traditionally located along main street of a town or city. Such entrance design is pedestrian-friendly and has shown success in encouraging users to explore

further along the street thereby enhancing the success of “lifestyle centers” of shopping, eating, and entertainment (*e.g. Station Park in Farmington, Downtown Springdale near Zion Park*).

Today however, a civic or public use building is more likely to be vulnerable with regards to security concerns. Staff believes that this should be a factor in the design standards for civic uses or buildings that can be targeted for radical or nefarious purposes. Consequently, if buildings are setback further, a targeted attack from a weaponized vehicle is greatly reduced. However, if setbacks are too far away from the pedestrian zone, then the increased area lends itself for placement of parking lots in a design layout with large spaced between the street and the buildings (*see General Plan policy SMSC Objective 6.B – also quoted later in this report*).

Civic/Cultural District Policies (*where civic uses are expected – but the “Civic/Cultural Lot Use Type” is also allowed in the Traditional District of the Overlay Zone*):

Plan Objective 6.A - Incorporate useable green open space around each civic building.

Plan Objective 6.B - Establish a setback range that will allow for green space in front of buildings – a 15’ minimum and 25’ maximum front setback – but not set buildings back too far from the street.

Plan Objective 6.D - Require distinctive elements and architectural styles for civic buildings to set them apart from commercial buildings along Main Street.

Plan Objective 6.E - Provide at-grade entryways to all civic buildings from Main Street.

Plan Objective 6.F - Require all parking lots to be located to the rear of buildings in the Civic/Cultural District.

Plan Objective 6.G - Utilize side setback areas for continuing open/green space rather than paved parking lots.

Plan Objective 6.I - Civic buildings should be more than one-story to allow for a smaller building footprint, which will allow for more public green space around the building.

Staff Comment – The policy design of the SMSC Plan is to establish a “build to” maximum limitation for placement of buildings. Again, the primary focus is to frame the street with buildings rather than parking areas. However, the design parameters are to flexible in relation to the differing areas of the corridor and to

some extent the differing use types. In this matter, the Civic District and its development layout did anticipate a slightly differing “form-based” design allowing for increased setbacks “– *but not too far*,” greater proportional green space, a differing expectation for the look of buildings, while still locating parking lots to the rear yard areas of the lot or parcel. According to Objective 6.B, the maximum depth for a “build to” parameter is 25 feet. Consequently, the proposed desired amendment by the City Council of 30 to 50 feet would not be consistent with the General Plan language regarding civic uses in the SMSC area.

As to the side yard distance change, the added language increases the allowable elements to be used when side yards areas are larger than the minimums listed in the design parameters. Staff does not consider this proposed language a substantial form-based design change to the SMSC Plan and its’ related Zoning Ordinance.

PLANNING STAFF RECOMMENDATION

Staff Suggested Action – I hereby make a motion for the Planning Commission to **recommend** the following regarding the proposed text amendments for the SMSC Overlay District:

[Amendment #1] – **APPROVAL** of proposed language changes, as follows:

CZC 12.48.100 General Development Standards:

“(16) Side areas that exceed 15 feet in width shall not be located to another side area that exceeds 15 feet in width unless the areas are used as a unified public gathering area or courtyard, or other non-turf landscaping elements (e.g. garden plots, tree groves, flower beds, etc.), and/or design features (accent walls, fencing, sculptures/public art, etc.) that is approved by the City.”

[Amendment #2] – **DENIAL** of proposed language changes, as follows:

- Change the “Civic Lot” Type Setbacks range from “15 to 25 feet” to “30 to 50 Feet,” and any related table or illustration.

Suggested reasons for the action:

- a. *The Planning Commission finds that the side yard language change increases the allowable elements to be used when side yards areas are larger than the minimums listed in the design parameters. Therefore, this proposed language remains consistent with the form-based design parameters of the SMSC Plan and its’ related Zoning Ordinance.*
- b. *The Planning Commission finds that the increased setback language change for Civic Lot Type exceeds the SMSC Plan’s maximum build to limit of 25 feet. Therefore, the proposed change to an allowable range of 30 to 50 feet is NOT consistent with Objective 6.B of the SMSC Plan and would also require a General Plan Amendment to be evaluated prior to considering such change.*

CENTERVILLE

Staff Backup Report

1/15/2019

Item No. 5.

Short Title: Direction, if any, re Island View Park Renovation Phase 1 Project final design

Initiated By: City Manager

Scheduled Time: 8:00

SUBJECT

RECOMMENDATION

Consider whether to give GBrown Design--architects for the Island View Park Renovation Phase I Project--any direction regarding the design of this project, based on the public open house held on January 10.

BACKGROUND

The City Council and Parks and Recreation Committee hosted a public open house on Thursday, January 10 from 6 to 8 p.m. for this project. The public were able to view and comment on the preliminary plan and options regarding playground features, sports courts, etc. The subsequent council meeting on January 15 is the opportunity for the Council to collectively consider any direction they wish to give the design team as a result of what they heard at the open house. The plans shown at the open house are attached.

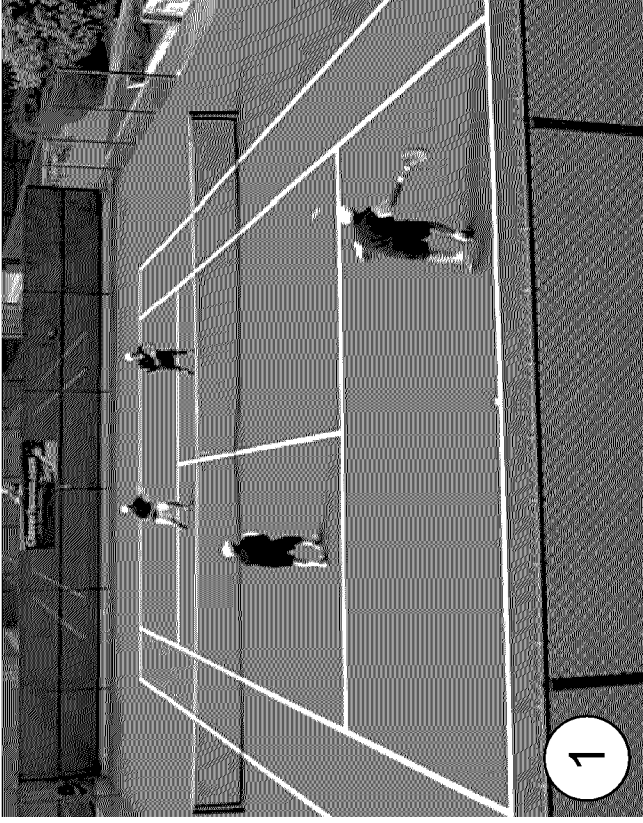
ATTACHMENTS:

Description

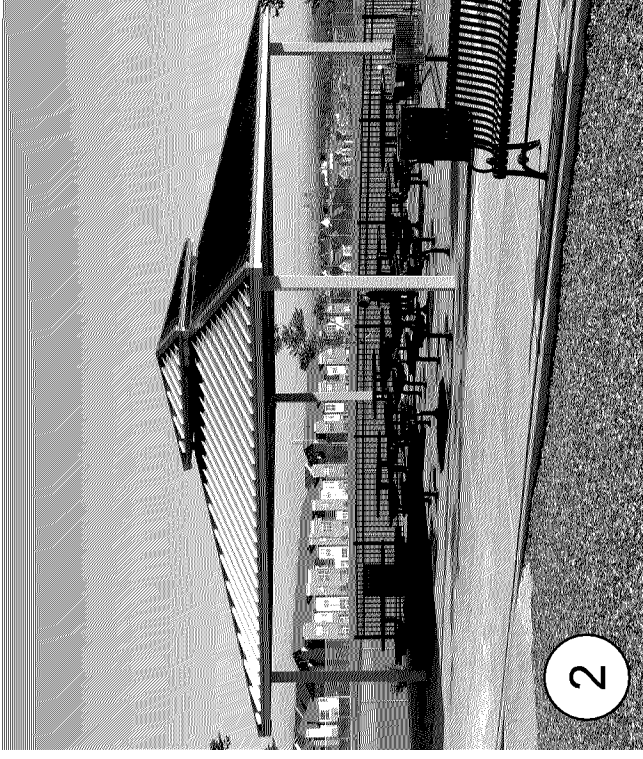
- ☐ Existing Conditions
- ☐ Overall View
- ☐ Option 1
- ☐ Option 2
- ☐ Open House Responses
- ☐ Pickleball and Tennis Locations, TFillmore



Proposed Site Improvements



Tennis Courts



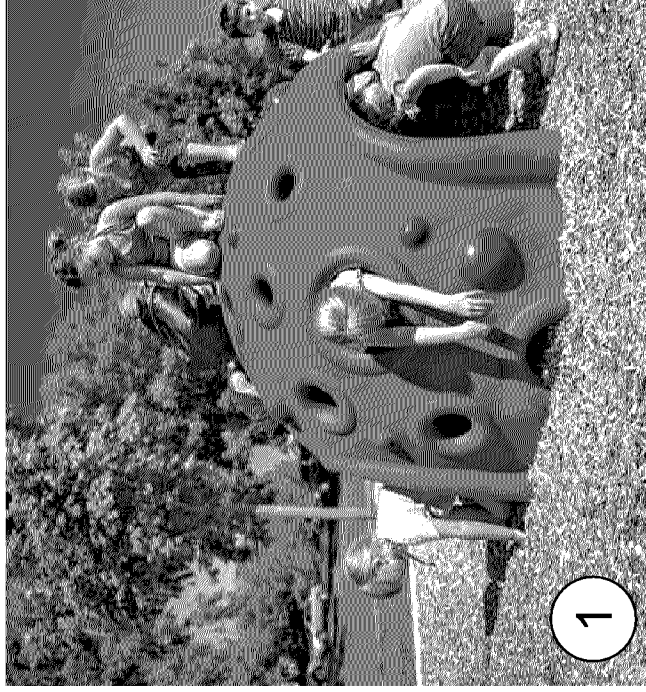
35'x35' Pavilion



Bench

Relocate P

CONCEPT IDEAS FOR PLAY ELEMENTS



Cozy Dome In Sand



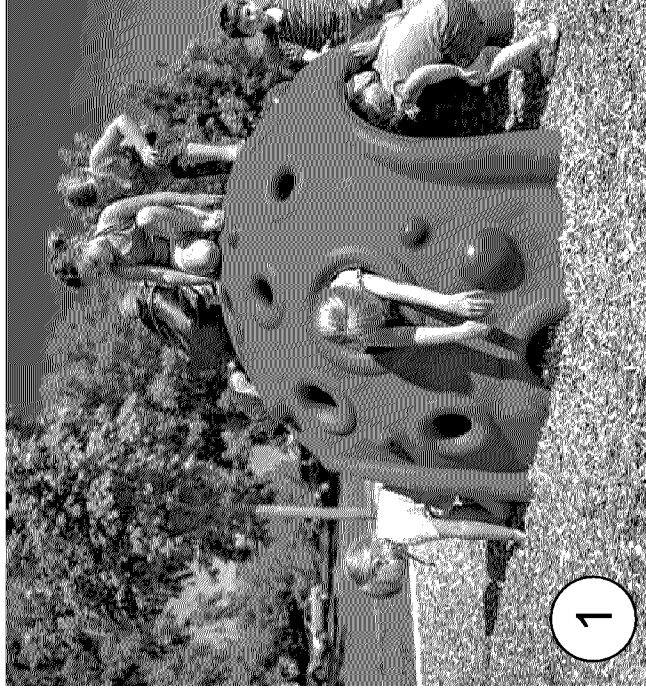
Fossils Buried in Sand



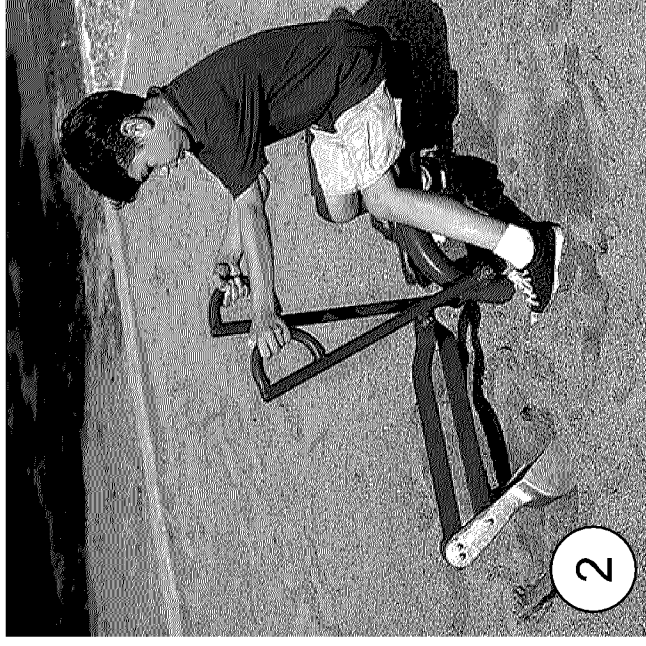
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CONCEPT IDEAS FOR PLAY ELEMENTS



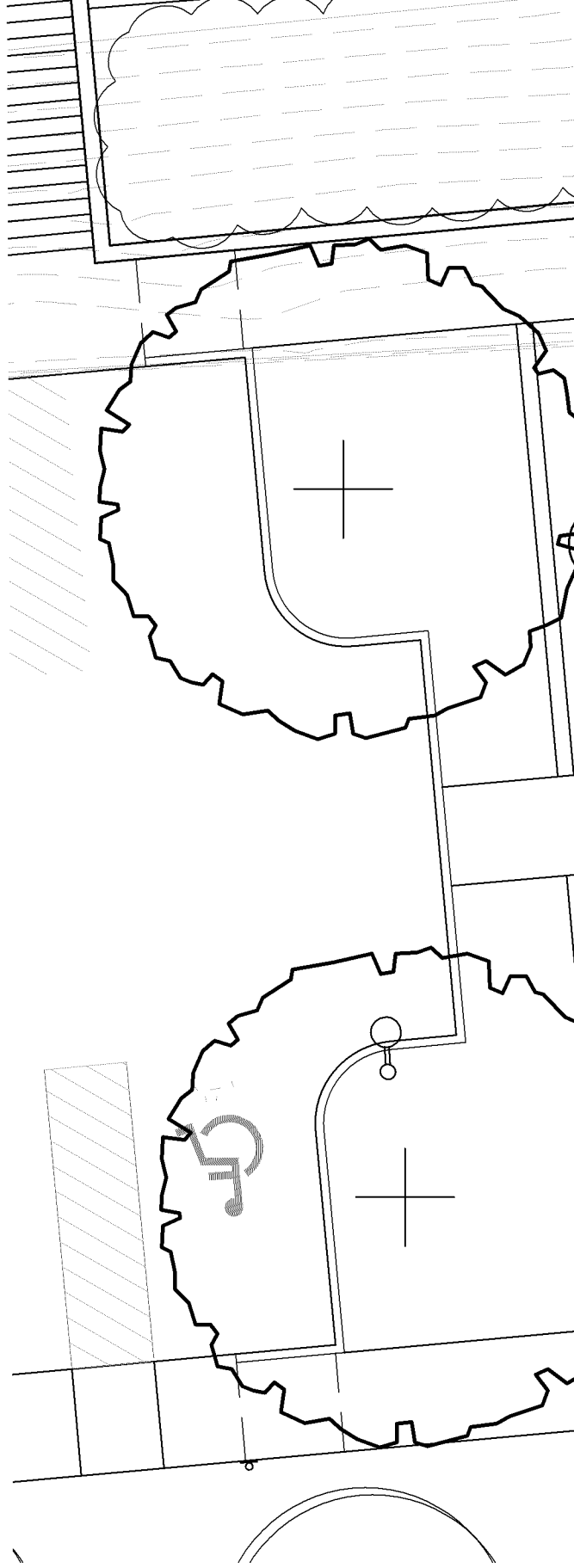
Cozy Dome In Sand



Sand Digger



Boogie Board



Island View Park Comment Form

Q1 What do you like about the existing park?

Answered: 15 Skipped: 2

#	RESPONSES	DATE
1	it is already there!	1/11/2019 8:28 AM
2	large grass area. parking near cemetery	1/11/2019 8:26 AM
3	No comments. Looks fine	1/10/2019 7:53 PM
4	playgrounds, handball, soccer, tennis, dog friendly	1/10/2019 7:53 PM
5	the hill is very unique to this park. the trees	1/10/2019 7:38 PM
6	Tennis Courts, sunset views	1/10/2019 7:35 PM
7	play grounds. walking path	1/10/2019 7:22 PM
8	walking. pavilion for family & neighborhood gatherings. enlarging it would be great	1/10/2019 7:19 PM
9	top tier is so open	1/10/2019 7:13 PM
10	can use some areas	1/10/2019 7:10 PM
11	how quiet it is	1/10/2019 7:08 PM
12	unique, multi-level uppermost hillside, kids us it as an adventure area walking paths and stairs, great for easy/beginner exercise when kids are playing	1/10/2019 6:48 PM
13	quiet levels lots of options for kids	1/10/2019 6:46 PM
14	I like the openness of the top tier; I like the running path.	1/10/2019 6:38 PM
15	Open space at the top. Pavilions to gather in.	1/10/2019 6:26 PM

Q2 What would you like to see improved, changed, or added?

Answered: 16 Skipped: 1

#	RESPONSES	DATE
1	clean out volleyball sand, remove juniper bushes	1/11/2019 8:28 AM
2	more convenient seating for parents. LOTS more	1/11/2019 8:26 AM
3	landscape water feature. splash pad	1/10/2019 7:53 PM
4	updated playground equipment	1/10/2019 7:38 PM
5	rebuild tennis courts (add pickleball lines). Trails from one level to another (without steps), new playground equipment.	1/10/2019 7:35 PM
6	more children play areas. addressed well in both concepts	1/10/2019 7:22 PM
7	another pavilion. better playground area.	1/10/2019 7:19 PM
8	we never use the bottom 2 tiers. it's not fun that it is tiered.	1/10/2019 7:13 PM
9	clean, cared for vegetation. bathroom on top level.	1/10/2019 7:10 PM
10	i would like to see the cemetery move in	1/10/2019 7:08 PM
11	more/better drinking fountains	1/10/2019 6:48 PM
12	basketball court added improved east slope. kids enjoy climbing the 'mountain'	1/10/2019 6:46 PM
13	I would love a splash pad, more toddler-friendly playground equipment. Right now we don't go because I don't feel like my 2 year old has anywhere safe to play, and I don't love the stairs just from a safety point of view.	1/10/2019 6:38 PM
14	Play areas closer to pavilions that are large enough for decent sized groups.	1/10/2019 6:26 PM
15	more pickleball courts	1/10/2019 6:22 PM
16	change the two tennis courts into four pickleball courts...wonder how often the tennis courts are used?	1/10/2019 6:19 PM

Q3 Please provide your comments or feedback on the master plan and playground concepts.

Answered: 16 Skipped: 1

#	RESPONSES	DATE
1	avoid splash pads. avoid elevation changes when children will be difficult to keep track of. Grass area near playgrounds is a must	1/11/2019 8:28 AM
2	i am so glad they plan to keep the grass on the top level	1/11/2019 8:26 AM
3	i don't like the park all on the south end. I'd rather see less features and spread out where others are playing	1/10/2019 7:53 PM
4	i like the path, use of the hill. pickleball	1/10/2019 7:38 PM
5	I like the trails, especially around the playground areas (you can play tennis or get exercise walking while the kids play). I like the multi-level slide concept and rubberized playground surface.	1/10/2019 7:35 PM
6	pleased with upgrades of walking paths. No for splash pad. high maintenance attracts out of city people.	1/10/2019 7:22 PM
7	improving the walking path is great - making it easier to go from one level to another. more parking with better accessibility	1/10/2019 7:19 PM
8	more parking is great. permanent pavillion is great.	1/10/2019 7:13 PM
9	a lot of good ideas. splash pad - for a flat area park, not this one.	1/10/2019 7:10 PM
10	just a waste of many	1/10/2019 7:08 PM
11	wonderful variety of play equipment	1/10/2019 6:48 PM
12	great options leaning towards option 2	1/10/2019 6:46 PM
13	I like the master plan, I like how open it looks and the connections between the tiers.	1/10/2019 6:38 PM
14	I like the use of the hillside as play areas for the kids.	1/10/2019 6:26 PM
15	great improvements and additions to the playground	1/10/2019 6:22 PM
16	I think more options for adult activity, walking paths, pickleball courts etc.	1/10/2019 6:19 PM

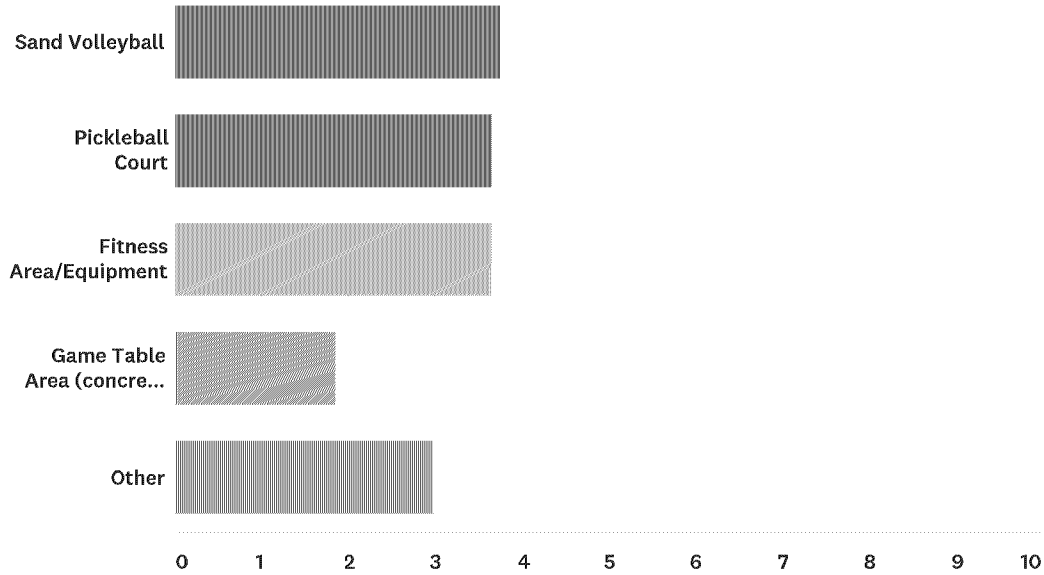
Q4 What feature(s) are you most excited about in this design?

Answered: 15 Skipped: 2

#	RESPONSES	DATE
1	Can't we just clean up and maintain what we already have?	1/11/2019 8:28 AM
2	the fitness area	1/11/2019 8:26 AM
3	revamping landscape-cleaning it up	1/10/2019 7:53 PM
4	new playground features	1/10/2019 7:35 PM
5	walking path upgrade	1/10/2019 7:22 PM
6	playground equipment. no splash pad.	1/10/2019 7:19 PM
7	more parking is great. permanent pavillion is great.	1/10/2019 7:13 PM
8	areas of climbing for children.	1/10/2019 7:10 PM
9	waste of money	1/10/2019 7:08 PM
10	the connection of the levels fitness incorporated in play ninja-style obstacles parkor	1/10/2019 6:48 PM
11	playground equipment	1/10/2019 6:46 PM
12	The children's play equipment, I like the variety for the little kids as well as the older kids. I like the idea of more lawn area.	1/10/2019 6:38 PM
13	The expanded play areas for the kids.	1/10/2019 6:26 PM
14	possibility of pickleball courts in Centerville	1/10/2019 6:22 PM
15	Potentially upgrading the tennis courts for pickleball use	1/10/2019 6:19 PM

Q5 List your preferences for the sports/game area in order of preference (1-5 with 1 being highest and 5 being lowest)

Answered: 16 Skipped: 1



	1	2	3	4	5	TOTAL	SCORE
Sand Volleyball	38.46%	15.38%	30.77%	15.38%	0.00%	13	3.77
	5	2	4	2	0		
Pickleball Court	33.33%	26.67%	20.00%	13.33%	6.67%	15	3.67
	5	4	3	2	1		
Fitness Area/Equipment	26.67%	33.33%	26.67%	6.67%	6.67%	15	3.67
	4	5	4	1	1		
Game Table Area (concrete table tennis, chess tables, etc.)	0.00%	6.67%	13.33%	40.00%	40.00%	15	1.87
	0	1	2	6	6		
Other	20.00%	20.00%	20.00%	20.00%	20.00%	5	3.00
	1	1	1	1	1		

Island View Park Comment Form

Q6 If other, please specify

Answered: 7 Skipped: 10

#	RESPONSES	DATE
1	grass and trees	1/11/2019 8:28 AM
2	grass. just grass.	1/11/2019 8:26 AM
3	hand ball/tennis unique to area	1/10/2019 7:53 PM
4	fitness area a 5 as well. don't do a chess table	1/10/2019 7:22 PM
5	spike ball 9-square game	1/10/2019 6:48 PM
6	variety of equipment	1/10/2019 6:46 PM
7	Multi-purpose futsal/pickleball courts. The pickleball net could pivot out of the way to allow for futsal play.	1/10/2019 6:26 PM

Q7 What do you like about Playground Concept 1 and the associated play element and activity ideas?

Answered: 11 Skipped: 6

#	RESPONSES	DATE
1	i like the climbing ribbon	1/11/2019 8:26 AM
2	playground on south side, multiple levels connected path. log play	1/10/2019 7:38 PM
3	preferred. the more climbing the better	1/10/2019 7:22 PM
4	i like activities that will involve more than 1 child at a time - this is my favorite.	1/10/2019 7:19 PM
5	i love that there are options for the little kids and slightly bigger kids.	1/10/2019 7:13 PM
6	we want 2 tennis courts that are fixed up	1/10/2019 7:10 PM
7	waste	1/10/2019 7:08 PM
8	rope on slope web on slope climbing ribbons	1/10/2019 6:48 PM
9	variety of equipment flow seemed more adventurous	1/10/2019 6:46 PM
10	I like the fossil dig area, and the toddler play looked good. I'm concerned for some of the older kid play areas just from a safety point of view.	1/10/2019 6:38 PM
11	liked the slides on the slopes that lead to the next level	1/10/2019 6:19 PM

Q8 What do you like about Playground Concept 2 and the associated play element and activity ideas?

Answered: 7 Skipped: 10

#	RESPONSES	DATE
1	the rest of it	1/11/2019 8:26 AM
2	playground on south side, multiple levels connected path net spinner no sand digger	1/10/2019 7:38 PM
3	good	1/10/2019 7:10 PM
4	waste	1/10/2019 7:08 PM
5	prefer option 1	1/10/2019 6:48 PM
6	love it. island view park needs a face lift. telescope for watching animals on the mountain.	1/10/2019 6:46 PM
7	My two-year old was very excited about the sand digger, I liked the geometric play area. I like the slide connecting the areas. This was my favorite concept.	1/10/2019 6:38 PM

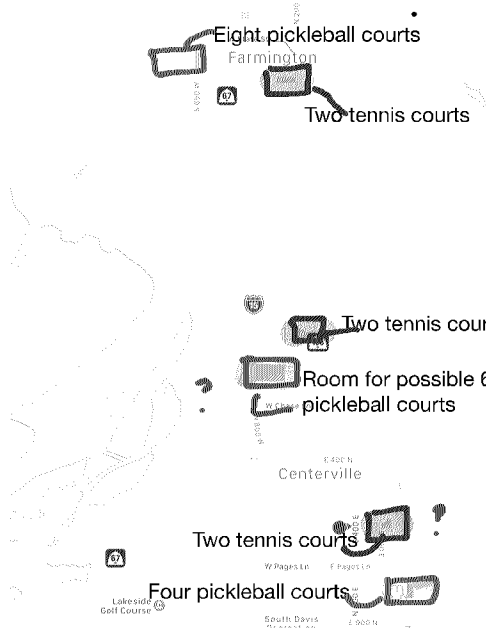
Island View Park Comment Form

Q9 Please share any additional comments you might have.

Answered: 11 Skipped: 6

#	RESPONSES	DATE
1	more efficient use of funds is better than chasing grants to fund unnecessary play things	1/11/2019 8:28 AM
2	no splash pad at this park! Pain lines for pickleball on the tennis courts	1/11/2019 8:26 AM
3	splash pad please	1/10/2019 7:53 PM
4	add a sledding hill for winter use. adult exercise equipment around playground	1/10/2019 7:38 PM
5	concerned on tree removal. what is tennis court use? does it justify two courts.	1/10/2019 7:22 PM
6	thank you! this could be a beautiful park. is there any way to make this the cemetery? we are willing to pay bonds.	1/10/2019 7:13 PM
7	good work on plans!	1/10/2019 7:10 PM
8	this is an under utilized park. it is next to the cemetery. we need more space for cemetery.	1/10/2019 7:08 PM
9	splash pad basketball court keep walking paths	1/10/2019 6:48 PM
10	Thank you for all of your work on this, I would love to be able to use the park more!	1/10/2019 6:38 PM
11	Try using UYSA's Legacy Fields money to facilitate renovation of the upper level and a full sized soccer field.	1/10/2019 6:26 PM

PICKLEBALL & TENNIS LOCATIONS



TOTALS:

 = tennis courts = 6

 = pickleball courts = 12 existing
plus possibly 6 or 8 more
plus all tennis courts can also equal
pickleball courts with painted lines

For a possible total of 26
pickleball courts

**CENTERVILLE
CITY COUNCIL
Staff Backup Report
1/15/2019**

Item No. 6.

Short Title: Discussion of Naming Rights for Park Improvements

Initiated By: Councilmembers Bill Ince and Stephanie Ivie

Scheduled Time: 8:15

SUBJECT

Discuss possible policy to allow naming rights for park improvements to encourage donations.

RECOMMENDATION

BACKGROUND

CENTERVILLE

Staff Backup Report

1/15/2019

Item No. 7

Short Title: Mayor's Report

Initiated By: Mayor Wilkinson

Scheduled Time: 8:30

SUBJECT

a. Process and calendar for interviewing City Manager candidates

RECOMMENDATION

Mayor Wilkinson will review with the Council the calendar and process for interviewing City Manager candidates. He may also report on other matters of City interest.

BACKGROUND

The latest written summary of the process and calendar is attached.

ATTACHMENTS:

Description

- ▢ City Manager Recruitment Process
- ▢ Fire Service Area Monthly Report Excerpts

City Manager Recruitment Process
November 8, 2018

- Job Description and Profile (3-5 weeks) – (*October 16 – November 20*)
 - Review job description for City Manager position
 - Review ordinances regarding City Manager duties
 - Review salary range and compensation package
 - Make necessary changes to any of the above documents
- Advertising for Job Posting (6-8 weeks) – (*November 1 – January 11*)
 - Prepare job posting and advertisement – (*November 1 – December 7*)
 - Post job opening for at least four weeks – (*December 10 to January 11*)
 - Post job opening on following platforms
 - Centerville City Website
 - Utah City Management Association
 - Utah League of Cities and Towns
 - Utah Workforce Services (State law)
 - International City Management Association
 - Alumni Networks
- Acknowledgment Letters – (*December 10 – January 18*)
 - Prepare sample acknowledgment letter to go out to all applicants
 - Send individual acknowledgment letter to each applicant when receive application
- Resume Review Panel (1 week) – (*January 14 – January 18*)
 - City Manager and a Department Head to review resumes for minimum qualifications compliance
 - Prepare criteria form for determining minimum qualifications compliance
 - Qualified resumes to be reviewed by resume review panel
 - Prepare criteria form for ranking resumes (CC to weigh in on ranking criteria)
 - Resume review panel to select top six to ten candidates for interviews (by January 18)
 - Resume review panel to consist of following
 - Current City Manager
 - Current Mayor
 - Current City Councilmember
 - Two Department Heads
- Recommending Committee (1 week) – (*January 21 – February 8*)
 - Recommending committee to interview top six to ten candidates (picked by resume review panel)
 - Schedule interviews (may need to allow week or two lead time for travel) – (*January 21 – January 25*)
 - Conduct interviews - (*January 28 – February 1*) or (*February 4 – February 8*)
 - Prepare standard interview questions and criteria form for ranking
 - Outline legal restrictions on interview questions
 - Recommending committee to rank top six to ten candidates and forward ranking to City Council
 - Recommending committee to recommend top three candidates to City Council (by *February 1 or 8*)
 - Recommending committee to consist of the following
 - All Department Heads (excluding any Department Head that applies for position)
 - City Manager (from neighboring community)
 - Mayor (current)
 - City Councilmember (current)
 - Municipal Expert (such as UCLT member or local City Attorney)

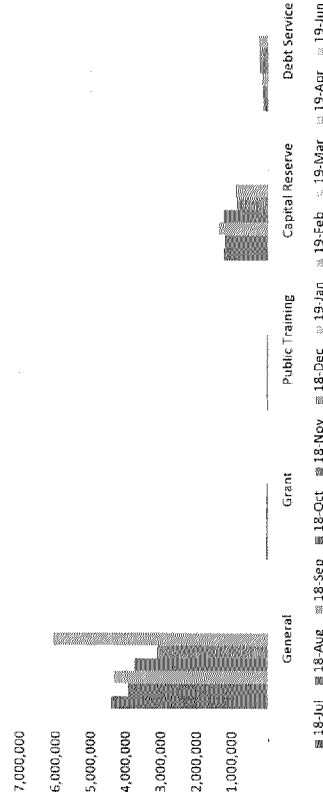
- Optional Fieldtrip Scenario (*concurrent with interviews by recommending committee*)
- City Council (1 week) – (*January 28 – February 8*)
 - Recommending committee to submit ranking on all six to ten candidates to City Council
 - Recommending committee to submit recommendation on top three candidates to City Council
 - Conduct background checks on top six to ten candidates (with release forms)
 - Council to meet with recommending committee to receive recommendations on candidates
 - Council to select top three to six candidates to interview
 - Schedule interviews with Council (allow for combined travel) (*January 28 – February 1*)
 - Council to conduct interviews with top candidates – (*February 4 – February 8*)
 - Prepare standard interview questions and criteria form for ranking
 - Outline legal restrictions on interview questions
 - Council to select top candidate
- Hiring (2 weeks) – (*February 11 – February 19*)
 - Make conditional offer of employment to top candidate
 - Conduct medical evaluation (with release forms)
 - Prepare and negotiate employment contract
 - Approve final appointment in open session
- Notice to Current Employer (4 weeks) – (*February 20 – March 22*)
 - Allow 30 day notice to current employer
 - Allow for one week overlap if needed (*March 25 – March 29*)
 - Start date April 1
- Regret letters
 - Prepare sample regret letter to go out to interviewed candidates
 - Send individual regret letter to candidates not selected
- Travel Budget
 - Allow \$500 travel budget for each selected finalists (if out of area)

South Davis Metro Fire Service Area
For Month Ending: December 2018

Cash Position

	General	Grant	Public Training	Capital Reserve	Debt Service	Total	State Treasurer Int. Rate
18-Jul	4,408,717	54,778	43,658	1,237,446	141,006	5,885,605	2.5801%
18-Aug	3,922,698	54,778	44,237	1,204,727	150,977	5,377,418	2.5836%
18-Sep	4,330,577	54,778	44,637	1,368,772	198,307	5,997,071	2.5979%
18-Oct	3,747,857	59,778	45,282	1,243,288	245,947	5,337,153	2.6486%
18-Nov	3,114,469	59,778	45,856	899,510	264,521	4,384,135	2.7387%
18-Dec	6,073,102	55,135	45,275	922,340	273,917	7,369,769	2.8036%
19-Jan							
19-Feb							
19-Mar							
19-Apr							
19-May							
19-Jun							

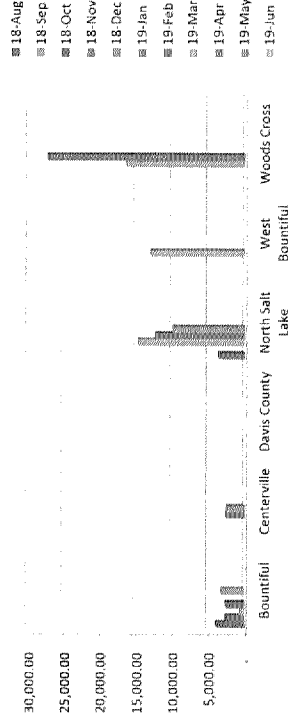
Cash Position Fiscal Year 2018-2019



Impact Fees

	Bountiful	Centerville	Davis County	North Salt Lake	West Bountiful	Woods Cross	Total
18-Jul	3,864.00			3,597.14			7,461.14
18-Aug	2,576.00						2,576.00
18-Sep	644.00			14,664.38	12,880.00	16,252.97	44,441.35
18-Oct	2,576.00	2,576.00		12,236.00	27,193.00		44,581.00
18-Nov		2,459.05		9,862.00			12,321.05
18-Dec	3,220.00						3,220.00
19-Jan							
19-Feb							
19-Mar							
19-Apr							
19-May							
19-Jun							
FY Totals	12,880.00	5,035.05	-	40,359.52	12,880.00	43,445.97	114,600.54

Impact Fees

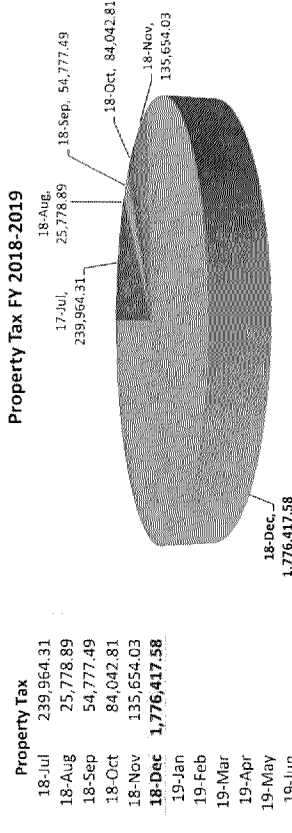


Cash Balance

	As of 11/30/18	As of 12/31/18	inc/(Dec)	% inc/(Dec)
10 - General Fund	\$ 3,114,469	\$ 6,073,102	\$ 2,958,633	95%
21 - Grant Fund	\$ 59,778	\$ 55,135	\$ (4,643)	-8%
22 - Public Training Fund	\$ 45,856	\$ 45,275	\$ (581)	-1%
45 - Capital Reserve Fund	\$ 899,510	\$ 922,340	\$ 22,830	3%
73 - Debt Service Fund	\$ 264,521	\$ 273,917	\$ 9,396	4%
Total Cash	\$ 4,384,135	\$ 7,369,769	\$ 2,985,634	92%

St. Treasurer PTIF Int. Rate	2.7387%	2.8036%	0.0649%	2.37%
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Property Tax FY 2018-2019



FY Totals 2,316,635.11

South Davis Metro Fire Service Area								
Cash Position by Fund and in Total								
Balances prior to July 2016 are for South Davis Metro Fire Agency								
	Funds							
Month	General	Grant	Public Training	Capital Reserve	Debt Service	Debt Reserve	Total	St Treas Int. Rate
Dec	6,073,102	55,135	45,275	922,340	273,917	-	7,369,769	2.8036%
Nov	3,114,469	59,778	45,856	899,510	264,521	-	4,384,135	2.7387%
Oct	3,742,857	59,778	45,282	1,243,288	245,947	-	5,337,153	2.6486%
Sept	4,330,577	54,778	44,637	1,368,772	198,307	-	5,997,071	2.5979%
Aug	3,922,698	54,778	44,237	1,204,727	150,977	-	5,377,418	2.5836%
July	4,408,717	54,778	43,658	1,237,446	141,006	-	5,885,605	2.5801%
June	3,726,187	51,843	43,015	1,216,568	130,869	-	5,168,483	2.5007%
May	4,884,343	35,149	41,529	654,378	126,971	-	5,742,369	2.3517%
Apr	5,229,824	28,531	40,752	642,345	210,538	-	6,151,989	2.2008%
Mar	5,664,654	28,531	39,876	622,797	223,112	-	6,578,969	2.0302%
Feb	3,754,361	31,576	37,955	588,252	165,893	-	4,578,037	1.8649%
18-Jan	4,137,245	31,576	39,525	505,048	255,514	-	4,968,907	1.7291%
Dec	2,406,126	47,636	37,769	456,894	186,612	-	3,135,037	1.6340%
Nov	1,869,310	31,946	35,992	134,659	(234,429)	269,000	2,106,479	1.6053%
Oct	2,174,812	31,946	34,321	158,797	(234,799)	269,000	2,434,078	1.5621%
Sep	1,228,550	31,946	34,864	158,584	(260,105)	269,000	1,462,840	1.5281%
Aug	478,331	31,946	33,753	158,405	8,711	269,000	980,146	1.4782%
July	1,133,508	31,946	32,480	157,761	(7,564)	269,000	1,617,131	1.4084%
June	1,666,601	55,138	31,326	589,583	(16,309)	269,000	2,595,340	1.3431%
May	2,326,079	55,138	30,223	570,340	(18,029)	269,000	3,232,750	1.2858%
Apr	2,499,301	55,138	29,613	550,435	(39,134)	269,000	3,364,352	1.2651%
Mar	2,024,571	49,155	28,823	531,444	(39,664)	269,000	2,863,329	1.2217%
Feb	2,521,081	49,155	30,981	474,182	(50,931)	269,000	3,293,467	1.2007%
17-Jan	2,704,522	49,155	30,577	454,936	(58,185)	269,000	3,450,005	1.1806%
Dec	1,909,776	49,155	30,672	463,268	(61,640)	269,000	2,660,231	1.1457%
Nov	1,721,509	43,193	29,717	400,205	(64,999)	269,000	2,398,625	1.1231%
Oct	2,296,206	43,193	28,401	403,415	(70,532)	269,000	2,969,683	1.0982%
Sep	1,680,717	43,193	29,175	383,918	195,137	269,000	2,601,140	1.0597%
Aug	2,089,441	43,193	27,110	366,230	179,345	269,000	2,974,320	0.9968%
July	1,535,909	43,193	27,956	354,312	134,445	269,000	2,364,816	0.9429%
June	1,595,631	51,331	32,086	338,794	115,875	269,000	2,402,718	0.9093%
May	2,451,016	51,331	29,667	685,357	95,908	269,000	3,582,279	0.8997%
Apr	1,582,765	51,331	29,308	667,234	81,314	269,000	2,680,952	0.8517%
Mar	1,992,791	64,750	31,377	649,233	75,085	269,000	3,082,236	0.8224%
Feb	2,532,986	64,750	30,461	631,237	63,525	269,000	3,591,959	0.7796%
16-Jan	2,441,964	53,298	28,710	605,058	49,672	269,000	3,447,703	0.7460%
Dec	1,980,493	53,298	27,471	595,520	42,490	269,000	2,968,272	0.7244%
Nov	1,962,997	43,047	29,680	577,857	34,810	269,000	2,917,392	0.6824%
Oct	2,496,969	43,047	26,858	439,596	(14,891)	269,000	3,260,579	0.6593%
Sep	1,566,375	43,047	27,227	422,130	(33,496)	269,000	2,294,282	0.6369%
Aug	2,070,076	43,047	30,422	361,317	224,792	269,000	2,998,653	0.6098%
July	2,210,357	43,047	29,732	343,685	219,591	269,000	3,115,411	0.5791%
June	1,575,733	39,879	29,182	559,135	207,903	269,000	2,680,832	0.5610%
May	1,979,523	39,879	28,687	541,609	200,131	269,000	3,058,841	0.5558%
Apr	1,643,529	39,879	26,855	785,828	169,171	269,000	2,934,274	0.5475%
Mar	1,748,266	39,879	26,583	858,664	168,967	269,000	3,111,370	0.5294%
Feb	2,142,251	39,879	30,185	723,979	155,089	269,000	3,360,383	0.5184%
Jan-15	2,323,799	39,879	30,285	706,482	147,584	269,000	3,517,028	0.5073%
Dec	1,913,763	39,879	29,542	688,917	141,605	269,000	3,082,706	0.5078%
Nov	1,783,921	39,879	28,258	721,355	133,377	269,000	2,975,804	0.5071%
Oct	2,097,865	39,879	25,941	704,070	110,116	269,000	3,246,885	0.4850%
Sep	1,305,145	39,879	29,148	707,771	(36,465)	269,000	2,314,492	0.4767%
Aug	1,874,107	39,879	29,691	698,743	232,777	269,000	3,144,197	0.4699%
July	2,108,885	39,879	29,242	684,890	217,357	269,000	3,349,253	0.4693%
June	1,491,903	23,698	29,335	672,178	203,132	269,000	2,689,246	0.4799%
May	1,820,686	30,971	28,565	1,223,223	194,481	269,000	3,566,943	0.4879%
Apr	2,217,866	30,971	28,391	1,205,793	156,309	269,000	3,908,346	0.4992%
Mar	1,451,650	30,971	27,721	1,188,356	149,354	269,000	3,117,068	0.5023%
Feb	1,909,545	11,966	28,628	1,170,809	135,806	269,000	3,525,754	0.5070%
Jan-14	2,288,411	11,966	27,126	1,177,037	135,669	269,000	3,909,209	0.5074%
Dec	1,997,356	19,971	26,470	735,830	127,300	269,000	3,175,928	0.5103%
Nov	1,827,008	19,971	26,444	768,166	109,582	269,000	3,020,188	0.5150%
Oct	1,500,545	34,971	25,328	730,937	47,884	269,000	2,608,682	0.5143%
Sep	1,389,813	34,971	26,826	893,773	38,844	269,000	2,653,244	0.5125%
Aug	1,702,676	34,971	25,776	879,878	294,743	269,000	3,207,045	0.4962%
Jul	2,069,176	34,971	26,643	862,694	257,162	269,000	3,519,646	0.5115%
Jun	1,330,839	34,971	26,025	849,929	229,257	269,000	2,740,021	0.5046%
May	1,720,150	33,521	25,859	845,327	223,139	269,000	3,116,996	0.4902%
Apr	2,155,452	33,521	25,567	1,009,390	215,946	269,000	3,708,876	0.5295%
Mar	1,422,662	24,255	25,482	1,036,059	192,908	269,000	2,970,365	0.5740%
Jan-13	2,113,161	23,726	25,112	1,133,500	158,018	269,000	3,722,517	0.6499%

SOUTH DAVIS METRO FIRE SERVICE AREA								
IMPACT FEES COLLECTED								
DATE BELOW								
Amounts prior to 2017 are for South Davis Metro Fire Agency								
DATE	BOUNTIFUL	CENTERVILLE	DAVIS COUNTY	NORTH SALT LAKE	WEST BOUNTIFUL	WOODS CROSS	TOTAL REVENUE	TOTAL FOR THE YEAR
2004-4 Mos.	-	716.00	-	38,593.68	3,402.00	4,158.00	46,869.68	
2005	-	44,124.66	-	160,858.93	65,640.10	33,128.24	303,751.93	
2006	-	67,908.61	-	203,896.39	16,793.12	10,156.80	298,754.92	
2007	-	39,666.50	263.47	118,685.88	52,937.65	65,296.28	276,849.78	
2008	-	20,118.60	-	95,684.71	5,275.78	10,142.74	131,221.83	
2009	-	8,231.81	-	73,623.57	3,507.38	41,737.05	127,099.81	
2010	-	26,063.64	-	24,968.28	2,337.92	18,292.00	71,661.84	
2011	-	49,665.03	-	30,643.20	3,896.38	16,894.44	101,099.05	
2012	-	34,245.82	-	90,356.64	12,653.19	41,196.00	178,451.65	
2013	-	37,542.04	-	155,267.66	9,633.00	25,231.02	227,673.72	
2014	-	11,095.04	13,990.00	205,859.07	5,179.00	50,727.58	286,850.69	
2015	-	60,189.64	-	89,746.71	9,197.20	10,165.38	169,298.93	
2016-6 Mcs.	-	49,518.35	-	58,646.56	5,691.00	5,522.03	119,377.94	
2017	-	20,302.57	-	59,327.51	2,912.00	2,205.16	84,747.24	
2018	-	11,280.69	-	61,910.28	14,357.80	2,044.50	89,593.27	
2019								
07/31/18	3,864.00	-	-	3,597.14	-	-	7,461.14	
08/31/18	2,576.00	-	-	-	-	-	2,576.00	
09/30/18	644.00	-	-	14,664.38	12,880.00	16,252.97	44,441.35	
10/31/18	2,576.00	2,576.00	-	12,236.00	-	27,193.00	44,581.00	
11/30/18	-	2,459.05	-	9,862.00	-	-	12,321.05	
12/31/18	3,220.00	-	-	-	-	-	3,220.00	
01/31/19	-	-	-	-	-	-	-	
02/28/19	-	-	-	-	-	-	-	
03/31/19	-	-	-	-	-	-	-	
04/30/19	-	-	-	-	-	-	-	
05/31/19	-	-	-	-	-	-	-	
06/30/19	-	-	-	-	-	-	-	114,600.54
							-	
TOTAL	12,880.00	485,704.05	14,253.47	1,508,428.59	226,293.52	380,343.19	2,627,902.82	Down
							2,627,902.82	Across

South Davis Metro Fire Service Area
Board of Directors Financial Summary Fiscal Year 2018
December 31, 2018

50% of the year expired

Line No.	Fund	YTD FY 2019	Annual Budget	Page Budget No.	Comments
***** General Fund 10 *****					
Revenue					
1	Property Taxes	2,823,736	3,863,779	73%	
2	Intergovernmental Revenue-Cities & Co.	2,946,713	5,893,426	50%	
3	Ambulance & PM Fees-Net	1,166,585	2,409,750	48%	
4	All Other General Fund Revenue	42,597	11,236	379%	
5	Contribution- Private Sources	2,500	-	0%	
	Total Revenue	6,982,130	12,178,191	57%	
	Use of Fund Balance (Comp. Abs.)	-	24,999		
	Use of Fund Balance (Equipment)	-	203,000		
6	Use of Fund Balance (Depreciation)	-	675,000		
7	Total Revenue & Use of fund Balance	6,982,130	13,081,190		
Expenditures by Division					
8	Operations	4,577,224	9,439,778	48%	
9	Logistics	221,184	612,279	36%	
10	Communications	176,166	399,256	44%	
11	Fire Prevention	905	13,800	7%	
12	Training	30,072	83,270	36%	
13	Emergency Medical Services	113,706	205,958	55%	
14	Transfer to Debt Service Fund	388,425	776,849	50%	
15	Transfer to Capital Reserve Fund	437,500	875,000	50%	
16	Total Expenditures	5,945,181	12,406,190	48%	
17	Revenues Over/(Under) Expendts Before	1,036,949	675,000	154%	
18	Transfer to Capital From Fund Balance	-	-	0%	
19	Deferred Inflows/Outflows for Pensions	-	642,923	0%	
20	Depreciation & Loss on Fixed Assets Sold	382,384	675,000	57%	
21	Total Fund Expenditures	6,327,565	13,724,113		
22	Net Revenues Over/(Under) Expendts	654,565	(642,923)	-102%	
***** Other Funds *****					

Grant Fund 21

1	Revenues	7,935	16,000.00	50%
2	Fund Balance Appropriation/(Addition)	-	-	0%
3	Expenditures	4,643	16,000.00	29%
4	Revenues Over/(Under) Expendts	3,292	-	0%

Public Training Fund 22

5	Revenues	6,698	12,800	52%
6	Fund Balance Appropriation/(Addition)	-	-	0%
7	Expenditures	3,939	12,800	31%
8	Revenues Over/(Under) Expendts	2,758	-	0%

Capital Reserve Fund 45

9	Revenues and Transfers	1,205,713	8,539,500	14%
10	Fund Balance Appropriation/(Addition)	-	-	0%
11	Expenditures	1,275,472	8,525,000	15%
12	Revenues Over/(Under) Expendts	(69,759)	14,500	0%

SDFD Equity Fund 70

13	Revenues	-	-	0%
14	Fund Balance Appropriation/(Addition)	0	280,000	0%
15	Expenditures	0	280,000	0%
16	Revenues Over/(Under) Expendts	0	-	0%

Debt Service Fund 73

17	Revenues and Transfers	609,968	8,528,349	7%
18	Fund Balance Appropriation/(Addition)	-	-	0%
19	Expenditures	1,228,215	8,426,849	15%
20	Revenues Over/(Under) Expendts	(618,246)	101,500	-609%

CENTERVILLE

**Staff Backup Report
1/15/2019**

Item No. 8.

Short Title: City Manager's Report

Initiated By: City Manager

Scheduled Time: 8:40

SUBJECT

RECOMMENDATION

The City Manager may report on matters of City interest.

BACKGROUND

CENTERVILLE

Staff Backup Report

1/15/2019

Item No. 9.

Short Title: Closed meeting, if necessary, for reasons allowed by state law, including, but not limited to, the provisions of Section 52-4-205 of the Utah Open and Public Meetings Act, and for attorney-client matters that are privileged pursuant to Utah Code Ann. § 78B-1-137, as amended

Initiated By:

Scheduled Time:

SUBJECT

RECOMMENDATION

Staff are not aware of a need for a closed meeting, but the agenda allows for that possibility.

BACKGROUND

CENTERVILLE

**Staff Backup Report
1/15/2019**

Item No. 10.

Short Title: Possible action following closed meeting, including appointments to boards and committees

Initiated By:

Scheduled Time:

SUBJECT

RECOMMENDATION

Mayor Wilkinson may recommend appointments to City boards/committees.

BACKGROUND