

CENTERVILLE CITY COUNCIL AGENDA

NOTICE IS HEREBY GIVEN THAT THE CENTERVILLE CITY COUNCIL WILL HOLD ITS REGULAR PUBLIC MEETING AT 7:00 PM ON AUGUST 21, 2018 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 Meeting
 The Centerville Community Foundation will meet for a board meeting before the City Council meeting.
- 7:00 **A. ROLL CALL**
- B. PRAYER OR THOUGHT**
 George McEwan
- 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 and Acceptance
 Approve the August 7, 2018 City Council minutes
2. Ratify Change Order for Contract with Crescent Excavation for Sub-drain on Jim

Bridger Drive

3. Mayor's Report
 - a. Fire Board Meeting Update
 - b. Centerville Care Program Update
4. Councilmember Liaison Report - Councilwoman Fillmore - South Davis Recreation District - P&R Committee
5. City Manager's Report
 - a. Review meeting calendar
 - b. Island View Park landscape architect services
6. 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

At this time staff are not aware of a need for a closed meeting, but the agenda allows for that possibility.
7. Possible action following closed meeting, including appointments to boards and committees

F. ADJOURNMENT

CENTERVILLE

Staff Backup Report 8/21/2018

Item No.

Short Title: Community Foundation Meeting

Initiated By:

Scheduled Time: 5:30

SUBJECT

The Centerville Community Foundation will meet for a board meeting before the City Council meeting.

RECOMMENDATION

BACKGROUND

CENTERVILLE

**Staff Backup Report
8/21/2018**

Item No.

Short Title: George McEwan

Initiated By:

Scheduled Time:

SUBJECT

RECOMMENDATION

BACKGROUND

CENTERVILLE

**Staff Backup Report
8/21/2018**

Item No. 1.

Short Title: Minutes Review and Acceptance

Initiated By: City Recorder

Scheduled Time: 7:10

SUBJECT

Approve the August 7, 2018 City Council minutes

RECOMMENDATION

BACKGROUND

ATTACHMENTS:

Description

- 8-7-18 City Council Preliminary Minutes

Minutes of the Centerville **City Council** meeting held Tuesday, August 7, 2018 at 7:00 p.m. at Centerville City Hall, 250 North Main Street, Centerville, Utah.

MEMBERS PRESENT

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

MEMBERS ABSENT

STAFF PRESENT

Steve Thacker, City Manager
Lisa Romney, City Attorney
Avalon Comly, Recording Secretary
Cory Snyder, Community Development Director

VISITORS

Bruce Cox, Parks and Recreation Director
Marcus Arbuckle, Financial Consultant
Interested Citizens (see attached sign-in sheet)

PRAYER OR THOUGHT Rev. Briggs

PLEDGE OF ALLEGIANCE

OPEN SESSION

Paul Cutler- Mr. Cutler thanked the City Council for the letter that was sent to property owners on Main Street, regarding proposed changes to the Main Street Table of Uses. He voiced encouragement and said he thinks it is a great thing to consider adding additional uses. He said he believes if it is decided that Main Street should be opened to additional uses, this can be done in a way that protects the character and the integrity of the neighborhoods surrounding Main Street. Specifically, there are uses on the list that he said make a lot of sense to add, and some that are already in use on Main Street. He feels Construction Sales or Service and Assisted Living Facilities would be very compatible uses. He also said business services and catering is a reasonable use, and suggested that with certain restrictions applied, restaurants could be a compatible use. He said he feels indoor recreation and mortuaries are low impact uses. He also expressed that park, post office, printing, research service, school or education facility should all be allowed on Main Street as well as single family dwellings. Mr. Cutler said he appreciates the openness to look at Main Street Uses again and feels that businesses are willing to invest in beautiful structures and high-quality facilities if they feel it is right for them.

MINUTES REVIEW AND ACCEPTANCE

The minutes of the June 21, 2018 City Council Minutes and July 17, 2018 Work Session and City Council meeting were reviewed. Councilwoman Fillmore made a **motion** to accept the minutes with amendments to the June 21, 2018 City County Minutes as proposed by Katie Rust,

Recording Secretary. Councilwoman McEwan seconded the motion, which passed by unanimous vote (5-0).

SUMMARY ACTION CALENDAR

Mayor Wilkinson read the 4 items before the Council on the Summary Action Calendar, as follows:

- a. Purchase air compressor from Cate Equipment Company in the amount of \$26,360
- b. Purchase a 2019 GMC Sierra 2500HD truck from Young Automotive Group in the net amount of \$22,423.75
- c. Renew drainage maintenance contract with Twin "D" Inc. for FY 2019 at same prices as FY 2018 contract
- d. Storm drain impact fee refund relating to Rigby Court Subdivision

Councilwoman Ivie made a **motion** to accept the Summary Action Calendar. Councilman Ince seconded the motion, which passed unanimously (5-0).

PUBLIC HEARING – ZONING TEXT AMENDMENT – CZC 12.48 South Main Street Corridor Overlay Zone

Mr. Snyder, Community Development Director, reviewed the amendments being requested by the South Davis Metro Fire Service Area to the South Main Street Corridor Overlay Zone, in order to construct a new fire station in Centerville City. Mr. Snyder said the Planning Commission has received and recommended approval with modifications as shown in the staff report. Staff also recommends approval.

Jeff Bassett & Bill Gould- Mr. Bassett, who represents South Davis Metro Fire Service Area, and Mr. Gould, who is the architect for the Fire Service Area, thanked staff for being willing to work with them on design standards. Mr. Bassett expressed that he believes a good design has been arrived at that will service Centerville for a very long time. He said this new fire station is expected to be the second busiest fire station in the area. He said that text amendments that are proposed are more along the lines of design elements. The biggest challenge they had was the required distance between buildings, which he called the "gap rate". They have addressed this concern by adding two plazas between buildings on the north and south end of the building.

The Mayor opened a public hearing at 7:23 p.m. Seeing that no one wished to come forward, the Mayor closed the hearing at 7:23 p.m.

Councilman McEwan asked Mr. Bassett if there are design elements that have been required to be added to the site plans that might cause issues with functionality. Mr. Bassett says he is concerned about the plaza on the south end of the building. It's not a place that he feels people should be enjoying Main Street, as it is an emergency exit. Mr. Bassett says when light and sirens come on he sees children and others running towards fire trucks. He doesn't want there to be a chance of people darting in front of equipment. He also expressed the concern that one of the ways he was required to accommodate the plaza was by doing different designs or cuts in cement. From a maintenance and budget standpoint, the more cuts that are needed to be put in the cement the more maintenance there will be when the cement breaks under the weight of heavy fire trucks. He expressed he is more than happy to create this plaza space and add cement cuts so as not to delay construction of fire station, but these are concerns he has.

1
2 Councilwoman Fillmore asked Mr. Snyder if bollards with chain could be added around
3 the South Plaza space. Mr. Snyder said short walls could be created. But he clarified that there
4 is a gap plaza between buildings; and a substitute plaza which is part of the apron for the
5 equipment, and is where the cut concrete is. The gap plaza could have chains or walls, but the
6 substitute plaza would not work with bollards and chains.

7
8 Councilwoman Fillmore expressed that she was pleased to see the success of the Main
9 Street Overlay plan in creating these amendments, because there is so much flexibility built in to
10 the plan.

11
12 Councilwoman Mecham expressed that she feels like form-based zoning has been
13 “whittled away” on Main Street, to the point where incentives have been taken away, but
14 applicants are still locked in to having to make amendments due to the form-based zoning. She
15 expressed that she wants to have a work session with Mr. Snyder to discuss form-based zoning
16 changes. She said she feels through form-based zoning, things are being insisted upon that are
17 not really practical. Mr. Snyder said a work session can be scheduled. In the interim, the Fire
18 Service Area has a need to move forward with construction and would not like to stall the ability
19 to get underway. Mr. Snyder also mentioned that the form-based zoning improvements that are
20 being required of the Fire Station, are improvements to be installed in the latter part of the project,
21 so there should be time for the chief to begin construction before the work session is held.
22 Councilman Ince agreed with Councilwoman’s request for a work session.

23
24 Councilman Ince asked Mr. Bassett if the requirement for fire trucks to enter the station
25 from the side street would be inconvenient and would require the fire trucks to drive through
26 neighborhoods. The chief said no.

27
28 Councilman McEwan asked if the footprint and design of the building is where Mr. Bassett
29 needs it to be in order to begin construction. The fire chief replied that it is. He said he will be
30 submitting plans by the end of this week or beginning of next and wants to break ground quickly.

31
32 Councilman McEwan expressed that he considers public safety a stand-alone use and
33 believes it should not be subject to design standards. He said he wants to work towards the most
34 functional and risk-free fire station possible, and is concerned about a gathering place outside of
35 a fire station. Mr. McEwan said he is in agreement with approving text amendments to allow the
36 fire chief to move forward with obtaining a building permit and moving forward with construction,
37 but he then wants to rapidly make changes to the overlay.

38
39 Councilwoman Ivie expressed her frustration that the fire service area had to go through
40 so much in order to obtain approval, as she had wanted a year ago to work through the Main
41 Street Overlay plan to prevent this.

42
43 Councilwoman Ivie made a **motion** to approve Ordinance No. 2018-19, Councilman
44 McEwan seconded the motion, which passed unanimously (5-0).

45
46 Mr. Thacker explained the request for fee waiver from South Davis Metro Fire Service
47 Area and said he has no objection to a waiver of certain fees. Councilwoman Ivie made a **motion**
48 to approve the fee waiver request as outlined by staff, and Councilwoman Fillmore seconded the
49 motion. Motion passed unanimously (5-0).
50

EMPLOYEE COMPENSATION STUDY PROPOSALS

Mr. Thacker explained that following the July 17, 2018 City Council meeting, staff solicited quotes from six consultants for the completion of a compensation study. Three proposals were received, in addition to the proposal from Personnel Systems & Services that had been received prior to the last meeting. These proposals were briefly discussed and it is recommended by staff that a contract be entered into with Personnel Systems & Services. Mr. Thacker did point out that the current estimate from Personnel Systems & Services does not include the cost to perform job audits, as staff had initially felt that job descriptions were up-to-date and therefore an audit would not be needed. As all of the other proposals subsequently received do include the cost to perform a job audit, Mr. Thacker obtained, in a separate email from Personnel Systems & Services, an estimate for that piece of the work as well. The email was attached to the staff report. Mr. Thacker reviewed the pros and cons of adding the job audit piece to this consulting work, and said that at the minimum he would like to see a job audit for position classes that are not standard.

Councilwoman Mecham asked if each supervisor could review job descriptions of their subordinates and then send this to the employee to see if they feel good about the description and can agree that the description is accurate. She suggested that perhaps this would achieve the aim of having each employee feel involved in the process. Mr. Thacker said that what would be missing is the in-depth understanding that the consultant gets when they give each employee an in-depth job questionnaire about their job description and interview each employee. Councilwoman Mecham said she was suggesting using the initial step of having the supervisor and the employee discuss job descriptions, as a way to see which jobs descriptions need to be audited.

Councilwoman Fillmore appreciated that Personnel Systems & Services provided a price to completed job audits on a "per audit" basis.

Councilman McEwan said that he does not think the compensation study is a valid process unless "other duties as assigned" is more defined and this may not be something supervisors and employees can agree on. He said he thinks it is valid to do the whole job audit for all employees.

Councilwoman Fillmore reminded the Council that obtaining quotes for this compensation study was not done through an official RFP process and the Council is not obligated to go with the lowest bidder. She expressed a concern with Personnel Systems & Services local focus. Councilman McEwan responded that he had no intention of going with the lowest price bid. He expressed that he was impressed by the depth and variety of clients that Personnel Systems & Services had, and felt their price was in line given what was quoted. He did express that if national comparisons were desired in the compensation study, he was not sure that Personnel Systems & Services would be the right fit.

Mr. Thacker said he does not feel that Centerville is competing on a national basis for anything other than the City Manager position. Mr. Thacker expressed that he is comfortable with Personnel Systems & Services' proposal, and doesn't feel that different market results will be arrived at given the fact that most of the companies use TechNet data, including Personnel Systems & Services. Mr. Thacker said he has spoken to other cities who used Personnel Systems & Services and all were very happy with the work product they received. He also said that he

1 doesn't think any consultant is better acquainted with Utah market data than Personnel Systems
2 & Services, and would like to engage a consultant who is tied in to the local job market.
3

4 Councilman McEwan said that Personnel Systems & Services proposal was rife with
5 spelling errors, and they made a mistake figuring out what percentage discount they were giving
6 in their proposal, which he feels is a problem. He also disagreed with Mr. Thacker that Centerville
7 should not be competitive in the national marketplace, as he doesn't feel the Utah job market is
8 exclusive to Utah and there are many people coming to Utah for work.
9

10 Councilman Ince said he feels that the City Manager, Public Works Director and Police
11 Chief might be positions that get filled by people from around the country, but other City jobs are
12 mainly filled by people who have already relocated here and are living in Utah. He doesn't see a
13 great need to be on the cutting edge nationally with every job role. Councilman Ince also
14 expressed that he is not disillusioned with the Personnel Systems and Services proposal because
15 he remembered that they were initially only asked to provide a "quick and dirty" proposal where
16 other consultants were later asked for a formal proposal. Mr. Thacker pointed out that there are
17 typos in the other proposals as well.
18

19 Councilwoman Mecham is trying to understand why Centerville should look at what people
20 make nationally for jobs like "Street Maintenance II" because the cost of living is not the same in
21 other parts of the country, and therefore the salary being offered here would need to be in line
22 with the cost of living here. Councilwoman Fillmore said that if she is drawn to another company
23 outside Personnel Systems & Services, it would be because she would like a different perspective
24 and a different process than what has been used with many of the other cities in Utah. Councilman
25 McEwan agreed with Councilwoman Fillmore's statement. Councilwoman Fillmore also
26 expressed concern that Personnel Systems and Services uses TechNet data, which is the same
27 as what is used in other cities, so she does not understand how their results could vary from what
28 has been discovered in other Utah cities. Mr. Thacker said he was not impressed with the other
29 proposals that don't use TechNet. He said he feels the other companies are so large, with such
30 large clients, they may not be taking Centerville seriously.
31

32 Mayor Wilkinson said he thinks this is a valid process. He does share Councilwoman
33 Fillmore's concern that if the same databases are being used the results of this study may not
34 greatly differ from what Centerville has been using in the past. Mr. Thacker responded that part
35 of the value of doing the study is that every position gets its own unique band determined by the
36 market analysis, rather than establishing a series of grades.
37

38 Councilwoman Fillmore asked what the end goals of completing this study are, as she
39 doesn't see what new information Centerville will be getting from the study. Councilman Ince
40 replied that the current data Centerville is using was accumulated 15-20 years ago, and what
41 Centerville is going to get with a new study is more up to date information. Mr. Thacker added
42 there will be a new evaluation tool included as part of the cost of the study that will be more refined
43 than the tool from the 1990's that Centerville is currently using.
44

45 Councilwoman Fillmore said she noticed in other proposals besides Personnel Systems
46 & Services, that they seemed to include more end stage steps, such as implementation. Mr.
47 Thacker said though Personnel Systems & Services proposal was simpler in terms of its
48 description, in discussion with them and with former clients of theirs, these items are included as
49 well.
50

1 Mayor Wilkinson asked if the Council wants to include job audits with the scope of work
2 for this study and the Council agreed that they do. Councilman Ince suggested obtaining audits
3 for half of the positions and not all, as he thinks 50% will confirm where Centerville's numbers
4 are. Councilman McEwan said he wants to be able to use a fresh valid study to explain to the
5 taxpayer in Centerville whether raises are justified using current market data and normalization
6 of positions. He also said he wants employees to feel that their duties are recognized, valued and
7 recorded as part of an audit process. Councilman Ince and Councilwoman Fillmore agreed.
8

9 Councilwoman Fillmore said that following the discussion in this meeting, she would feel
10 comfortable going with staff's recommendation to hire Personnel Systems & Services to complete
11 the compensation study. As such, Councilwoman Fillmore made a **motion** to accept the proposal
12 from Personnel Systems & Services as shown in the staff report, without Program C, and adding
13 in a full job audit for each position; and this acceptance of the proposal is dependent on the Cost
14 of Services being clarified, and contract signed by the Mayor for approximately \$18,000.
15 Councilman Ince seconded motion which passed unanimously (5-0).
16

17 **DISCUSS WHETHER TO STUDY FEASIBILITY OF 2nd CEMETERY**

18

19 Mr. Thacker posed the question of whether to proceed with a feasibility analysis of
20 developing a second cemetery.
21

22 Councilwoman Fillmore said that she agrees with conducting a feasibility analysis, and the
23 Council will need more information in order to make decisions about whether and where to add a
24 second cemetery. She would also like a cost-benefit analysis and wants to know what things
25 would cost and how they would be paid for. She also said she wants a cost-benefit analysis of
26 adding a mausoleum wall.
27

28 Councilman McEwan asked Ms. Romney if there is something similar to an impact fee
29 that can be applied if more residents are moving in, to fund the construction of a second cemetery.
30 Ms. Romney said that impact fees do not apply to cemeteries. Councilman McEwan said he wants
31 to look at creative alternative funding mechanisms.
32

33 Councilwoman Mecham reminded the Council that there was an option to approach a
34 property owner to see if he could be incentivized to sell land for a cemetery. Councilwoman Ivie
35 and Councilman Ince agreed that anything feasible should be studied.
36

37 Mayor Wilkinson commented that Centerville's burial fees are way below other
38 cemeteries. Mr. Thacker said that the fees are comparable to other public cemetery's fees.
39

40 Councilwoman Ivie expressed interest in constructing a columbarium as these are
41 inexpensive options for burial and are also space-saving.
42

43 Bruce Cox, Parks and Recreation Director, assured the Council members that the current
44 cemetery will not reach full capacity for another couple of years, assuming death rates remain as
45 they currently are.
46

47 Lisa Romney asked the Council members if they want to step back and ask the initial
48 question of whether the City should continue to be in the cemetery business. Councilwoman
49 Mecham said she wants to continue offering cemetery space as a City. Councilman Ince agreed
50 and said he feels it is something Centerville should continue offering if there is any way to do so.

Mr. Thacker wanted to know how much land Centerville should try to acquire.

Mayor Wilkinson said the Federal Government gave money to Fruit Heights for a cemetery and wondered if a multi-city agreement could be reached to create a shared cemetery.

The Council members expressed they want to go ahead and conduct the feasibility study and that they want North Centerville considered as a possible location for the 2nd cemetery. Councilwoman Fillmore said she wants the Hillside area looked at and expressed that West Centerville should not be considered. Councilwoman Ivie does not want the Hillside looked at, but does want West Centerville looked at. Councilman Ince said in a feasibility study all areas should be studied for feasibility. The Council directed Mr. Cox to prioritize studying the feasibility of constructing columbariums first.

FINANCIAL REPORT FOR PERIOD ENDING JUNE 30, 2018

Marcus Arbuckle presented the Centerville City Financial Report for the period ending June 30, 2018. In summary, Mr. Arbuckle said Centerville is in a better position this year than where it was last year.

MAYOR'S REPORT

The Mayor reported that he met with the president of Management Training Corp. to get his opinion on Centerville's response to protestors, and he expressed that he was quite happy with the response. The Mayor and the Police Chief will collaborate regarding future responses.

There will be a Preparedness Fair on September 8. The Mayor reported that he spent time last week with five different people who have had difficult times in their life, making a video to urge people to reach out for help. The Mayor said that any Council Members who would like to participate in the creation of this video are welcome to, and he will arrange the videographers to be at the Council meeting. Councilman Ince wanted to know how the Mayor plans to distribute or share this effort. The Mayor said the big kickoff will be September 8, and there are representatives from the Davis School District, Davis Behavioral Health and Davis County Health on the committee. The Mayor said any additional ideas are welcomed. Councilman Ince wanted to know how he can help. The Mayor said the committee is trying to make resources known and available to people who are struggling. Councilwoman Fillmore said she feels the existence of the group itself is a step towards reducing the stigma around mental health issues. Councilman McEwan thinks that this is a great effort because people are often discriminated against because of mental health issues.

CITY MANAGER'S REPORT

Review work session/field trip calendar

1. Work Session August 21, 2018 with the Community Foundation prior to the regular City Council meeting (this will only be for Mayor Wilkinson and Councilman Ince)
2. Work Session September 5, 2018 with the Youth City Council.
3. Work Session will need to be held sometime in September on sidewalks and trees. An assessment will be made with staff in the next couple of weeks.
4. Field Trip to Pickle Ball courts, to be arranged by the Mayor.

5. A meeting with the RDA will need to be scheduled concerning the Tax Increment Request. This can happen in the next couple of weeks. Staff met the morning of August 7, 2018 with the Mayor on this issue.
6. Work Session to discuss changes to requirements on form-based zoning. Councilwoman Mecham said she feels two hours will be enough to discuss this issue and would like to have this meeting as soon as possible. Mr. Thacker suggested September 18 if it was to be done before a regular City Council meeting. Councilwoman Fillmore wanted to know if the Planning Commission should be involved in this discussion. Councilwoman Mecham doesn't want to talk this over in a large setting and expressed that she just wants to create direction to pass to the Planning Commission. Mr. Thacker suggested an August 21, 2018 work session, to be held after the regular City Council meeting. The Council agreed to this date.

Other Items

The barrier fence on the foothills is in progress, and staff is optimistic this will be in place in August, as volunteers have been procured.

Mr. Thacker reported on the status of the Army Corps of Engineers, "After the Fact Permit" to mitigate the acre that was filled.

Mr. Thacker reported that there are police department staffing changes, due to a couple of staff members retiring earlier than were anticipated. He said their duties will need to be reassigned and possibly a part-time employee will be asked to work full-time.

The LTAP street assessment was to be done in August, but the City Engineer is recommending that this be pushed to spring because a lot of the streets to be assessed will have been slurry sealed within the next couple of weeks. He would like to wait until after winter to see what the weather does to the roads.

In regards to affordable housing: Mr. Thacker reports that the legislature is determined to do things to encourage cities to create affordable housing. One of the strategies to consider is revisiting ADU's in existing homes as something for the League of Cities and the legislature to take on. Mr. Thacker has spoken with the City Building Official, Myron Williams, to see if he could prepare a summary to provide to the City Council to understand what the obstacles are in the Building Code to ADU's. Mr. Thacker asked if the Council would like to have that briefing. They agreed they would, and asked for local legislators to be invited.

Councilman McEwan asked what is happening on Frontage Road and specifically asked about smoothing on the east side, as he feels that more than a 2-inch overlay will be required to fill some of the dips in the road. Mr. Thacker assured Councilman McEwan that the plan accommodates these dips and will result in a smooth road. Mr. Thacker said he will ask about this issue and send an email with an update. He also reported that filling and paving should be done in August.

Councilman Ince asked about the status of the Land Rover dealership. Mr. Thacker said Ken Garff now owns it.

APPOINTMENTS

It was proposed by the Mayor that Jake Layton be appointed to the Trails Committee and that Cheylynn Hayman's appointment to the Planning Commission be renewed for another 3 years. Councilwoman Fillmore made a **motion** to support those proposed appointments. Councilwoman Ivie seconded the motion, which passed by unanimous vote (5-0).

ADJOURNMENT

At 9:34 p.m., Councilman McEwan made a **motion** to adjourn the meeting. Councilwoman Fillmore seconded the motion, which passed by unanimous vote (5-0).

Mackenzie Wood, City Recorder

Date Approved

Avalon Comly, Recording Secretary

CENTERVILLE

Staff Backup Report 8/21/2018

Item No. 2.

Short Title: Ratify Change Order for Contract with Crescent Excavation for Sub-drain on Jim Bridger Drive

Initiated By: Steve Thacker

Scheduled Time:

SUBJECT

RECOMMENDATION

Ratify Change Order No. 2 and 3 for the Miscellaneous Water Lateral Replacements 2018 Project.

BACKGROUND

Earlier this year the City Council awarded a contract to Crescent Excavation for the Miscellaneous Water Lateral Replacements 2018 Project. The scope of work included not only a number of water lateral replacements--as is done every year--but also installation of several water/drainage lines across the Frontage Road for future use, in advance of the Frontage Road paving project. The City Council approved in a later meeting Change Order No.1 in the amount of \$39,647.50 for construction of a drainage by-pass along the Frontage Road in response to a failing drainage pipe under I-15.

In August the PWs Director recommended the contract be increased again for two reasons. One of these increases was to fund the replacement of an additional 11 water service laterals on 400 West Street in an area where 4 or 5 leaks have occurred on similar water laterals in the past year or so. These laterals are made of plastic material and have been problematic (i.e. leaks). In light of the good prices from Crescent Excavation in their original contract, the PWs Director wanted to take preemptive action by replacing 11 of these laterals using those unit prices. 400 West is also scheduled for a slurry seal next year, so he wanted to replace those laterals now. The City Manager did not perceive this increase as requiring City Council approval because he viewed it as a change in the *quantity* of work authorized in the original contract--using primarily unit prices in the original bid--and not as a new activity as was represented by Change Order No. 1. However, since then he has reviewed the City's Procurement Policy and determined this Change Order No. 2 (attached) also should be ratified by the City Council because it totals \$35,064.50, thus exceeding the \$25,000 threshold that requires City Council approval.

Later in August the PWs Director and City Engineer recommended another Change Order (No. 3--see attachments) in the amount of \$37,950 to construct an extension of the subdrain on Bridge Drive, to cross under the Frontage Road and tie into an existing subdrain on the west side of the Frontage Road. Without this extension, the subdrain flows would continuously discharge into the Frontage Road swale, causing standing water and growth of wetland type vegetation. The PWs Director would like to reduce and eventually eliminate the subdrain water discharging into the swales and convey it all to the pump station at the northwest corner of Community Park, where it is used for irrigation or flows under the freeway to the west. At the time this Change Order was recommended to the City Manager, staff assumed the Frontage Road would be paved in August and wanted this crossing in place before the paving was done. Therefore, the City

Manager authorized it as an emergency action, and is now asking the City Council to ratify that action per the Procurement Policy. Where applicable, unit prices in Change Order No. 3 are based on unit prices in the original contract.

ATTACHMENTS:

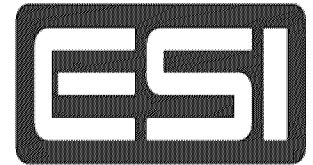
Description

- ▢ Jim Bridger Dr. Sub-drain Change Order #3
- ▢ Jim Bridger Dr. Sub-drain
- ▢ Change Order #2

Transmittal Letter

ESI ENGINEERING, INC.

3500 SOUTH MAIN, SUITE 206
SALT LAKE CITY, UT 84115
P801 263 1752
F801 263 1780
esieng.com



ESI Engineering, Inc.

August 10, 2018

To:

Centerville City

250 North Main St.
Centerville, UT 84014

Attention: Steve Thacker

Re: Misc. Water Lateral Replacements

Job Number: 17-197

We are sending you

☒ Attached	☐ Under Separate Cover via: the following:		
☐ Shop Drawings	☐ Prints	☐ Plans	☐ Other:
☐ Copy of Letter	☒ Change Order	☐ Samples	
☐ Total Quantity	☐ Pay Request	☐ Specification	

Submittal	Quantity	Date	Description
1	1	8/10/18	Change Order #3 for Crescent Excavation for \$37,950.00
			Crescent Excavation
			215 North Redwood Road, Suite 7
			North Salt Lake City, Utah 84054

These are transmitted as checked below

- | | | |
|---|---|---|
| ☒ For Approval | ☐ Approved as Submitted | ☐ Resubmit copies for approval |
| ☐ For Your Use | ☐ Approved as Noted | ☐ Submit [#] copies for distribution |
| ☐ As Requested | ☐ Returned for Corrections | ☐ Return [#] corrected prints |
| ☐ For Review and Comment ☐ Revise and Resubmit/Work May Not Proceed | | |
| ☐ FOR BIDS DUE: | | ☐ PRINTS RETURNED AFTER LOAN |

Comments:

Copy to:

Signature

Section 00 63 63

Change Order

No. 3

Date of Issuance: 8-13-18 Effective Date: 8-13-18

Project: Misc. Water Lateral Replacements 2018	Owner: Centerville City	Owner's Contract No.: 17-197
Contract: Misc. Water Lateral Replacements 2018		Date of Contract: 5-21-18
Contractor: Crescent Excavation		Engineer's Project No.: 17-197

The Contract Documents are modified as follows upon execution of this Change Order:

Description:

Additional sub drain at Jim Bridger Dr.

Attachments (list documents supporting change):

Change Order #3 Breakdown

CHANGE IN CONTRACT PRICE:	CHANGE IN CONTRACT TIMES:
Original Contract Price: \$93,632.00	Original Contract Times: ☐ Working days ☒ Calendar days Substantial completion (days or date): <u>August 3, 2018</u> Ready for final payment (days or date): <u>August 17, 2018</u>
[Increase] [Decrease] from previously approved Change Orders No. <u>1</u> to No. <u>2</u> : \$74,712.00	[Increase] [Decrease] from previously approved Change Orders No. <u>1</u> to No. <u>2</u> : Substantial completion (days): <u>59</u> Ready for final payment (days): <u>59</u>
Contract Price prior to this Change Order: \$168,344.00	Contract Times prior to this Change Order: Substantial completion (days or date): <u>October 1, 2018</u> Ready for final payment (days or date): <u>October 15, 2018</u>
[Increase] [Decrease] of this Change Order: \$37,950.00	[Increase] [Decrease] of this Change Order: Substantial completion (days or date): <u>October 1, 2018</u> Ready for final payment (days or date): <u>October 15, 2018</u>
Contract Price incorporating this Change Order: \$206,294.00	Contract Times with all approved Change Orders: Substantial completion (days or date): <u>October 1, 2018</u> Ready for final payment (days or date): <u>October 15, 2018</u>

RECOMMENDED:

By: _____
Engineer (Authorized Signature)

Date: _____

ACCEPTED:

By: _____
Owner (Authorized Signature)

Date: _____

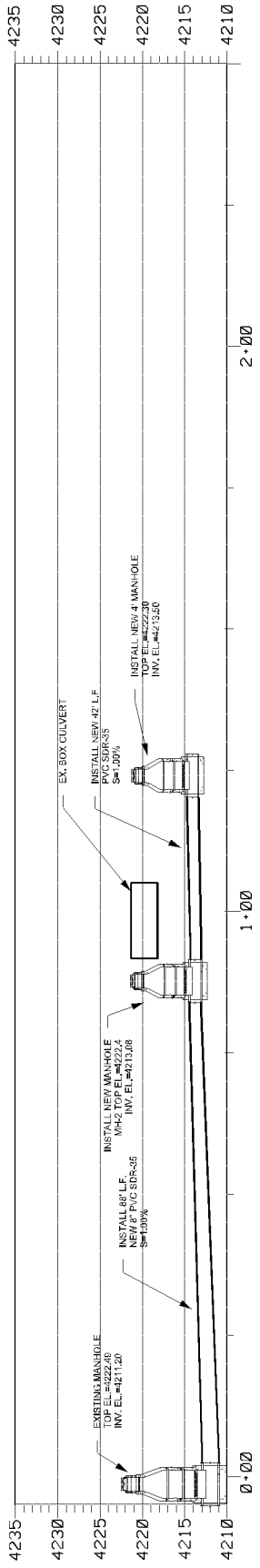
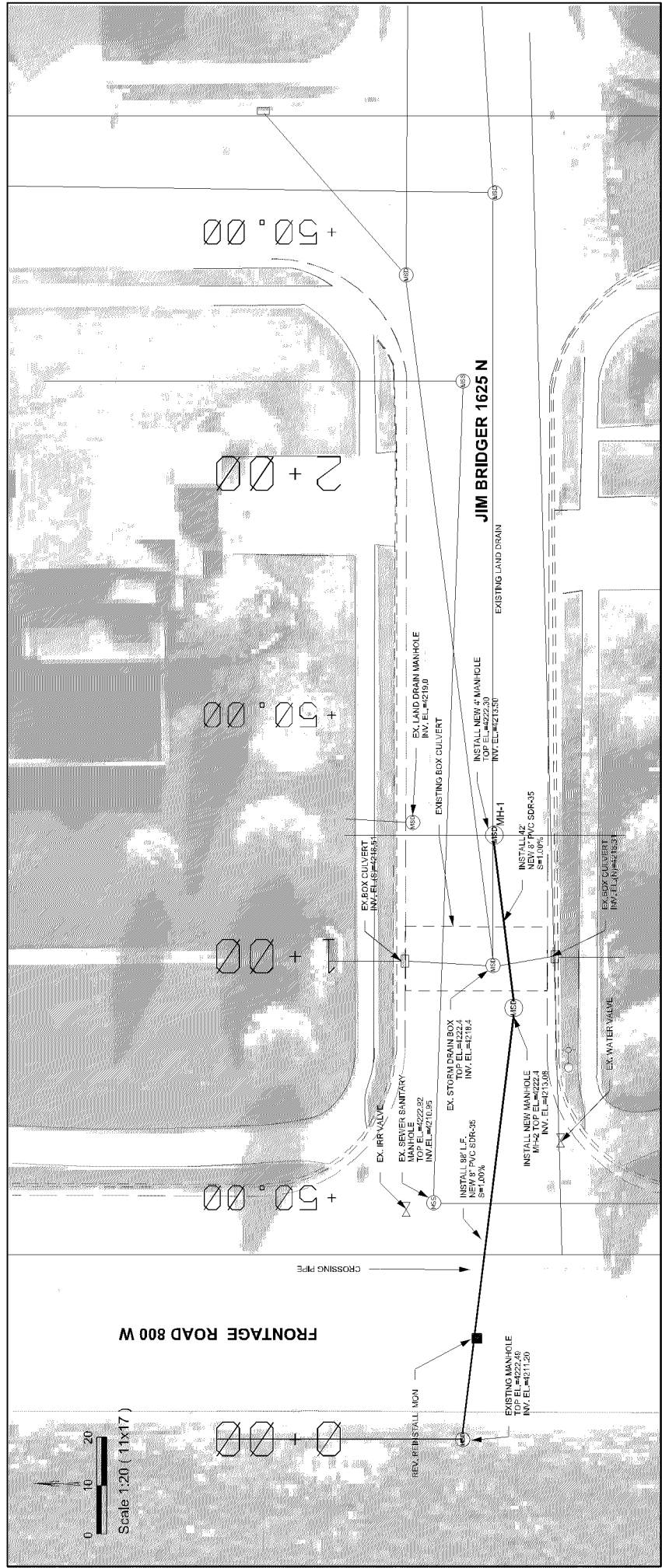
ACCEPTED:

By: _____
Contractor (Authorized Signature)

Date: _____

BID SCHEDULE**Miscellaneous Water Lateral Replacement 2018 - Project #17-197 - Change Order #3****NOTE: ALL CULINARY WATERLINE PARTS WILL BE SUPPLIED BY CENTERVILLE CITY**

Item No.	Description	Quantity	Unit	Unit Price	Amount
Jim Bridger Dr. Sub-Drain					
1	Sawcut and remove asphalt	1	Lump Sum	\$1,790.00	\$1,790.00
2	Install 8" PVC sewer pipe	130	LF	\$12.00	\$1,560.00
3	5-ft Dia. Manhole	2	EA	\$4,500.00	\$9,000.00
4	Core and connect to existing manhole	1	EA	\$500.00	\$500.00
5	Install manhole concrete collars	2	EA	\$650.00	\$1,300.00
6	Excavate and haul away native material	140	CY	\$13.00	\$1,820.00
7	Remove and reset survey monument	1	Lump Sum	\$500.00	\$500.00
8	Import gravel bedding	40	TN	\$15.00	\$600.00
9	Import roadbase including compaction	200	TN	\$80.00	\$16,000.00
10	Seperation fabric (4' roll)	1	Lump Sum	\$380.00	\$380.00
11	Pothole existing utility	5	EA	\$500.00	\$2,500.00
12	Shoring (trenchbox,manhole box, ect.)	1	Lump Sum	\$500.00	\$500.00
13	Mobilization and traffic control (for items 1-13)	1	Lump Sum	\$1,500.00	\$1,500.00
	Total (Items 1-13)			\$37,950.00	



REVISION	DATE	BY	DESCRIPTION	DESIGN	UP

DATE	CHECKED	DATE	DATE	DATE

ESI ENGINEERING
CONSULTING ENGINEERS AND LAND SURVEYORS
3000 SOUTH MAIN STREET SUITE 206
SALT LAKE CITY, UT 84115
TEL: (801) 263-1732



CENTERVILLE CITY PUBLIC WORKS
SUB-DRAIN

PLAN & PROFILE VIEW
SUB-DRAIN
JIM BRIDGER & FRONTAGE ROAD

SHEET
OF 1

PROJECT NO.
15-115

ion 00 63 63

Change Order

No. 2

Date of Issuance: 8-5-18 Effective Date: 8-5-18

Project: Misc. Water Lateral Replacements 2018	Owner: Centerville City	Owner's Contract No.: 17-197
Contract: Misc. Water Lateral Replacements 2018		Date of Contract: 5-21-18
Contractor: Crescent Excavation		Engineer's Project No.: 17-197

The Contract Documents are modified as follows upon execution of this Change Order:

Description:

Additional water lateral replacements on 400 West from 1378 N to 1473 N

Attachments (list documents supporting change):

Change Order #2 Breakdown

CHANGE IN CONTRACT PRICE:	CHANGE IN CONTRACT TIMES:
Original Contract Price:	Original Contract Times:
<u>\$93,632.00</u>	☐ Working days ☒ Calendar days
[Increase] [Decrease] from previously approved Change Orders No. <u>0</u> to No. <u>1</u> :	Substantial completion (days or date): <u>August 3, 2018</u>
<u>\$39,647.50</u>	Ready for final payment (days or date): <u>August 17, 2018</u>
Contract Price prior to this Change Order:	[Increase] [Decrease] from previously approved Change Orders No. <u>0</u> to No. <u>1</u> :
<u>\$133,279.50</u>	Substantial completion (days): <u>14</u>
[Increase] [Decrease] of this Change Order:	Ready for final payment (days): <u>14</u>
<u>\$35,064.50</u>	Contract Times prior to this Change Order:
Contract Price incorporating this Change Order:	Substantial completion (days or date): <u>August 3, 2018</u>
<u>\$168,344.00</u>	Ready for final payment (days or date): <u>August 17, 2018</u>
	[Increase] [Decrease] of this Change Order:
	Substantial completion (days or date): <u>October 1, 2018</u>
	Ready for final payment (days or date): <u>October 15, 2018</u>
	Contract Times with all approved Change Orders:
	Substantial completion (days or date): <u>October 1, 2018</u>
	Ready for final payment (days or date): <u>October 15, 2018</u>

RECOMMENDED:

By: [Signature]
Engineer (Authorized Signature)

Date: 8-3-18

ACCEPTED:

By: [Signature]
Owner (Authorized Signature)

Date: 8/6/18

ACCEPTED:

By: _____
Contractor (Authorized Signature)

Date: _____

BID SCHEDULE

Miscellaneous Water Lateral Replacement 2018 - Project #17-197 - Change Order #2

NOTE: ALL CULINARY WATERLINE PARTS WILL BE SUPPLIED BY CENTERVILLE CITY

Item No.	Description	Quantity	Unit	Unit Price	Amount
400 West - 1378 North to 1473 North					
1	Sawcut, remove and replace asphalt (4' thick)	539	SF	\$11.00	\$5,929.00
2	Install 3/4" copper water service including tunneling under existing storm drain — <i>bore across entire road</i>	400	LF	\$30.00	\$12,000.00
3	Install 3/4" meter box and yoke assembly	11	EA	\$350.00	\$3,850.00
4	Connect new 3/4" copper lateral to existing lateral with 3/4" coupling	11	EA	\$100.00	\$1,100.00
5	Excavate and haul away native material	90	CY	\$13.00	\$1,170.00
6	Import sand bedding including compaction	123	TN	\$13.50	\$1,660.50
7	Import roadbase including compaction	41	TN	\$30.00	\$1,230.00
8	Tunnel new lateral under curb and gutter and sidewalk	11	EA	\$225.00	\$2,475.00
9	Restore landscaping including new sod and sprinkler repair	1	Lump Sum	\$3,850.00	\$3,850.00
10	Remove and replace existing curb / gutter	20	LF	\$90.00	\$1,800.00
Total (Items 1-10)					\$35,064.50

Plan to slurry seal 400 West next year

CENTERVILLE

Staff Backup Report 8/21/2018

Item No. 3.

Short Title: Mayor's Report

Initiated By: Mayor Wilkinson

Scheduled Time:

SUBJECT

- a. Fire Board Meeting Update
- b. Centerville Care Program Update

RECOMMENDATION

Mayor Wilkinson will report on matters of City interest.

BACKGROUND

CENTERVILLE

Staff Backup Report

8/21/2018

Item No. 4.

Short Title: Councilmember Liaison Report - Councilwoman Fillmore - South Davis Recreation District - P&R Committee

Initiated By: Councilwoman Fillmore

Scheduled Time:

SUBJECT

RECOMMENDATION

Councilwoman Tami Fillmore to report on the activities/issues of the South Davis Recreation District Board and the Centerville Parks and Recreation Committee. She represents the City on both boards.

BACKGROUND

CENTERVILLE

**Staff Backup Report
8/21/2018**

Item No. 5.

Short Title: City Manager's Report

Initiated By: City Manager

Scheduled Time:

SUBJECT

- a. Review meeting calendar
- b. Island View Park landscape architect services

RECOMMENDATION

BACKGROUND

CENTERVILLE

Staff Backup Report

8/21/2018

Item No. 6.

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

At this time staff are not aware of a need for a closed meeting, but the agenda allows for that possibility.

RECOMMENDATION

At this time staff are not aware of a need for a closed meeting, but the agenda allows for that possibility.

BACKGROUND

CENTERVILLE

**Staff Backup Report
8/21/2018**

Item No. 7.

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