



CENTERVILLE CITY

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

Incorporated in 1915

Mayor

Paul A. Cutler

City Council

Tamelyn Fillmore

William Ince

Stephanie Ivie

George McEwan

Robyn Mecham

City Manager

Steve H. Thacker

To: Mayor Cutler
City Council
CC: Department Heads
Planning Commission
From: Steve Thacker, City Manager *S. Thacker*
Subject: City Manager's Summary of January 3, 2017 Council Meeting
Date: December 29, 2016

6:15 Work Session – The City Council will meet at 6:15 p.m. in a brief work session with the City's Recreation Coordinator, Lisa Summers, to learn about the recreation program. No dinner will be served, so Councilmembers should eat before coming.

Regular Council Meeting

E.1. Minutes Review – The minutes to be approved can be found in the online meeting packet.

E.2. Summary Action Calendar

- a. Recording secretary contracts** – The City uses independent contractors as recording secretaries to prepare the minutes of various City meetings. Each year these contractors are eligible for an increase in their hourly rate, based on the Salary Administration Guidelines for regular employees. See the staff report for my recommendations regarding pay rate increases, which would be effective January 1, 2017.
- b. Commence warranty period** – The Porter Walton Townhomes residential project is ready to begin its warranty period.
- c. Terminate warranty period** – Chick-Fil-A is ready to end its warranty period.
- d. Bid award for pumps** – The Public Works Director recommends replacement of three pumps and a pump column in City wells. The bid award amount is \$88,738, which will be funded by the \$150,000 budget for "Miscellaneous Projects" in the Water Fund annual budget. This project qualifies for an energy efficiency reimbursement from Rocky Mountain Power of nearly \$14,000.

E.3. Public Hearing—Ray Subdivision Final Plat – The Planning Commission recommends approval of the final plat for this three-lot subdivision located at approximately 233 South 100 East.

E.4. Auditors Report for FY 2016 – Marcus Arbuckle, "lead auditor" with the CPA firm of Keddington and Christensen LLC, will summarize the content of the audit portion of the Comprehensive Annual Financial Report (CAFR) for FY 2016, and answer questions from Council and staff. An electronic version of the CAFR will be available in the online meeting packet, but Councilmembers who wish to also have a hard copy should let Blaine Lutz know via email.

E.5. Police Department Business – Chief Paul Child will attend to explain two matters: 1) revisions to the Police Physical Fitness Policy; and 2) his proposal to dissolve the POP (Problem-Oriented Policing) Officer position and create an Administrative Sergeant Position. See the staff report and his memo for explanations.

E.6. County Property on 100 South Street – I recommend the Council discuss and agree upon what they would like to request of County officials regarding the County's property on 100 South Street-- which contains the Deuel Creek channel and sedimentation basin—and how to communicate those desires to them. In March 2016 County officials informed the City Council that they intend to sell the property for development. This property was the subject of a Lease Agreement between the County and City from 1997 to 2014, during which period the City was allowed to use the property as a natural park for residents. Recently County employees fenced the property and posted "No Trespassing" signs. The staff report and attachments for this matter provide much more background information and a history of this property since 1984.

E.7. Mayor's Report – Although no specific topics are identified under this heading on the agenda, Mayor Cutler may report on matters of City interest.

E.8. City Manager's Report – I will report on the several matters shown on the agenda under this heading and answer questions from the Council. See my staff report for more details.

E.9. Miscellaneous Business – Councilmembers are asked to make a decision by January 18 whether they will attend the January 25 Local Officials Day at the Legislature.

E.10. 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.

E.11. Appointments to Boards/Committees – Mayor Cutler will recommend appointments to the Planning Commission, Board of Adjustment and possibly other City committees.

Potential Agenda Items for January 17, 2017 City Council meetings (subject to change):

- Work session dinner at 5:30 with State Legislators representing Centerville City
- Museum policies
- Financial report for six-month period
- Cemetery analysis re how to create more burial spaces, and how to fund this project
- Update re Sewer District biowaste-to-energy project
- Museum parking lot conceptual plan and cost estimate

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 3, 2017 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 Blaine Lutz, Centerville Finance 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:

6:15 Work Session with Lisa Summers re Recreation Program

7:00 **A. ROLL CALL**

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

B. PLEDGE OF ALLEGIANCE

C. PRAYER OR THOUGHT

Councilwoman Fillmore

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
December 6, 2016 Council meeting |
| 7:10 | 2. | Summary Action Calendar <ul style="list-style-type: none">a. Approve amendments to recording secretary services contractsb. Commence warranty period - Porter Walton Townhomesc. Terminate warranty period - Chick-Fil-Ad. Award bid for replacing three submersible pumps and pump column to Nickerson Company in the amount of \$88,738.00 |
| 7:10 | 3. | Public hearing - Final Subdivision - Ray Subdivision
Consider Final Subdivision Plat for the Ray Subdivision located at approximately 233 South 100 East - Lance Evans, PLW, Inc. - Applicant |
| 7:25 | 4. | Auditors Report for FY 2016 |
| 8:10 | 5. | Police Department Business <ul style="list-style-type: none">a. Revisions to Physical Fitness Policyb. Proposal to create Administrative Sergeant position |
| 8:25 | 6. | Discuss issues relating to County property on 100 South Street |
| 8:40 | 7. | Mayor's Report |
| 8:45 | 8. | City Manager's Report <ul style="list-style-type: none">a. Summary of Projects/Issues for 2016 and 2017b. Update of Capital Improvement Program Summary for 2017c. Update re Museum parking lotd. Update re cemetery optionse. Mountain bike trails proposed by Trails Committee |
| 9:05 | 9. | Miscellaneous Business <ul style="list-style-type: none">a. Local Officials Day at the Legislature - January 25, 2017 |
| 9:10 | 10. | 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 |
| | 11. | Possible action following closed meeting, including appointments to boards and committees |

F. ADJOURNMENT

Items of Interest (i.e., newspaper articles, items not on agenda); Posted in-meeting information

Marsha L. Morrow, MMC
Centerville City Recorder

**CENTERVILLE
CITY COUNCIL
Staff Backup Report
1/3/2017**

Item No.

Short Title: Work Session with Lisa Summers re Recreation Program

Initiated By: City Council

Scheduled Time: 6:15

SUBJECT

RECOMMENDATION

The City Council requested this work session as an opportunity to learn about the City's recreation program. Council members should review the attached materials about the recreation program. Lisa Summers, Recreation Coordinator, will attend the work session to answer questions.

BACKGROUND

Lisa Summers provided the following attached information:

- Recreation classes offered during past 25 years
- Summer Recreation Program 2016 mailer
- 2016 Off-Season recreation classes/activities

In her part-time position, Lisa also serves as the Youth Council Advisor, produces the annual community activities brochure, and plans the annual volunteer dinner and employee Christmas dinner.

On Tuesday evening, Lisa will be conducting a parents information meeting in the basement of City Hall for the Winter Ski School--just prior to the City Council work session--but intends to be at the 6:15 work session.

ATTACHMENTS:

Description

- ☐ Recreation Classes Offered During Past 25 Years
- ☐ Summer Rec Program 2016 Mailer
- ☐ Offseason Recreation Classes 2016
- ☐ Parks&Rec Metrics

Recreation Classes

List represents classes we have offered over the past 25 years

Adult and Family

Hiking

Snow Shoeing

Canyoneering

Cooking Demos

Art of Baking

Art of Bread making

Watercolor

Art

Photography

Digital photography

Weight loss (Slim Possible)

Cookie Bake offs

Candy Cook offs

Fishing

Yoga

Zumba

Cross Training

Walking classes (Centerville's Got Sole)

Home Décor...wall painting

Fishing

Hunter Safety

Gardening

Provident Living

Couponing

Dutch Oven Cooking

CPR

Quilting

Guitar

Ukulele

Genealogy

Hip Hop

Ballroom Dance

Ski / Snow board School

Running

Healthy You Class

Fitness and Diet Planning

"40 something" Women's Fitness

Fly tying

Scrapbooking

Digital Scrapbooking

Family Emergency Preparedness

Basic Rock Climbing

Children's Classes

Acting

Art

Arts and Crafts

After School Art – Joy Foundation

Archery

Bowling

Basketball

Gymnastics

Cheerleading

Dance

Fishing

Ski School

Tumbling

Jr. Olympics

Sign Language

Knitting

Computer

Singing

Performing Arts

Puppetry

Sewing

Jewelry

Photography

Cooking

Teen Cooking

Cake Decorating

Soccer

Tennis

Iddy Biddy ball

Baseball

Golf

Lacrosse – Boys/ Girls

Babysitting

Fiyness

Volleyball

Ukeulele

Teen (Feel Great in Eight)

Gpp Fitness

Boy Scout Merit Badges

Karate

Baton

Tennis

Playschool

Kids Kamp

Space camp

Summer Readers Club

Air Rifle Safety Training

Community Partners

Gpp Fitness

Skills

Bountiful Bowl

Flips Gym

Rah! Gym

Brighton Ski Resort

Dance Factory

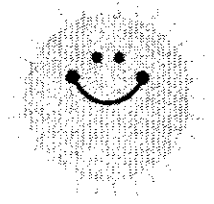
Expressions Dance

Wight House - Cooking Series

Sunshine Generation



CENTERVILLE CITY



Summer Recreation Program 2016

On-line Registration Information

On-line registration begins

Monday May 16, at 8:00 a.m.,

and continues until class is full or until class begins.

(Sign up early; class space is limited.)

Go to:

www.xpressrec.com

Classes begin the week of June 13th

**In-person registration will be taken beginning May 17th
at City Hall - 250 N. Main Street, Centerville,
for remaining class space.**

Refunds will be given only until the last business day before classes begin. \$10.00 of all registration fees are non-refundable.

Spend your summer vacation with Centerville City Recreation Department, where there is something for everyone. Centerville City Recreation has a variety of classes and we hope you will take part in this fun opportunity. For questions or comments contact Lisa Summers, Recreation Coordinator, at 801-295-3477 or 801-589-2919.



2016 Classes

Most classes begin the week of June 13.
Please pay attention to times and days of the week!

Just for Little Tykes

To participate in these summer programs, the child must be *three years old by January 1, 2016*, and *potty trained (NO EXCEPTIONS)*.

Iddy Biddy Ball: \$25.00

Founders Park (3-week Sessions)

Outdoor fun for the little ones! Introduction to Ball Sports: Soccer, T-ball, Basketball, etc. **Sign up for one or both sessions.**

MW Session 1: June 13 - June 29 (Basketball/Soccer)
Session 2: July 11 - July 27 (T-Ball/Soccer)
Ages: 3-4 & 5-6 Choose Time: 9, 10, or 11 a.m.



Play School: \$25.00

**Founders Park
(3-week Sessions)**

A perfect summer class for children three through five years old. Games, stories, snacks, arts & crafts and singing. **Sign up for one or both sessions - new theme each session.**

MW Session 1: June 13 - June 29
Session 2: July 11 - July 27
Ages: 3-5
Choose Time: 9, 10, or 11 a.m.

Summer Dance: \$75.00

Each day brings a new adventure centered around an exciting theme. Two-hour dance camp includes dance (ballet, jazz and creative movement), tumbling/aero, a craft and a snack!

Tuesdays Time: 9:30 - 11:30 a.m.
Ages: 3-6 Maximum enrollment is 30

SESSION 1

July 5 - July 26 (4 weeks)
Week 1: "Inside Out" (Feelings)
Week 2: "Dance Like a Princess"
Week 3: "Don't Bug Me!" (Insects)
Week 4: "Under the Big Top" (Circus)

SESSION 2

August 2 - August 23 (4 weeks)
Week 1: "My Dolly and Me"
Week 2: "Elsa's Frozen Day"
Week 3: "Jungle Boogie"
Week 4: "Blast Off!" (Outer Space)



Stretching, twirling,
tumbling and jumping!

Classes are held at Expressions Dance, 128 W. Parrish Lane.
(www.dancetoexpress.com) 801-683-7588

Venue Addresses

Founders Park: 300 N. 100 E., Centerville
Porter-Walton Park: 95 S. 400 W., Centerville
Smoot Park: 1550 N. Main St., Centerville
Centerville Jr. High: 625 S. Main St., Centerville
Farmington Jr. High: 150 S. 200 W., Farmington

Archery: \$25.00

Smoot Park (3-week Sessions)

Learn the basics of archery. Class includes safety training, skills and target practice, plus fun contests and games!

Sign up for one or both sessions!

M/W Session 1: June 13 - June 29
Session 2: July 11 - July 27
Ages: 8-13 Choose Time: 9, 10, 11 a.m. or 12 noon

Art: \$45.00

Centerville Jr. High (5-week Session)

If you like art and would like to learn more, this class is for you! Lots of hands-on instruction and projects. Learn the secrets to becoming a great artist.

M/W June 13 - July 20 (No class week of July 4)
Ages: 9-13 Choose Time: 9, 10, 11 a.m. or 12 noon

Arts and Crafts: \$25.00

Founders Park (3-week Sessions)

A great class for all kids 5-10 years old who love to work with their hands. A new craft completed every day. **Sign up for one or both sessions. Different projects each session!**

M/W Session 1: June 13 - June 29
Session 2: July 11 - July 27
Ages: 5-10 Choose Time: 9, 10 or 11 a.m.

Basketball: \$25.00

Porter Walton Park (3-week Sessions)

Come practice skills and improve technique.

Sign up for one or both sessions.

M/W Session 1: June 13 - June 29
Session 2: July 11 - July 27
Choose Ages: 5-8 or 8-12
Choose Time: 9, 10 or 11 a.m.



**Boy Scout Merit Badges
Kids Kamp
Mountain West Gymnastics**

****See Insert****



What a way to spend your
Summer Vacation!

Kids Kamp Extended!

5 Awesome Weeks

(9 days) One Extended Session

Gather your friends and sign up now! A great day camp filled with lots of fun for everyone - **Outdoor Cooking, Arts and Crafts, Team Competitions, Water Fun, and lots of Games and Sports.** Fill those long summer days with self-esteem and team-building activities! Held twice a week.

Kids Kamp Tuition is \$125.00

(Includes a T-shirt)

June 21 - July 21

Tuesdays and Thursdays 9:30 - 12 noon

June 21, 23, 28, 30; July 7, 12, 14, 19, 21

(Classes begin Tuesday, June 21st)

**Kids Kamp
is for 5-11 year-olds!**
(Kids must be 5 by January 1, 2016)

A little bit of everything wrapped into a fun-filled, action-packed day camp. For more information contact Lisa Summers at 801-295-3477 or 801-589-2919.



The Art of Baking II

Rolls, Bread and Pie Baking Class for Teens and Adults
New Recipes for 2016!

Keep a dying art alive... bake like your grandmother did! Impress your family and friends with homemade baked bread, rolls and pies. Perfect for beginners, teens, adults and those wanting to improve their baking skills.

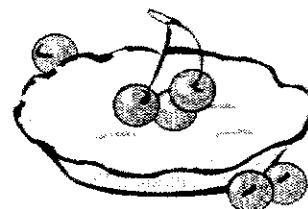
Fridays June 17 - July 15 (5 weeks)

Ages: Teens & Adults

Time: 9:30 a.m. - 11:30 a.m.

\$45.00

Classes held at Farmington Jr. High Cooking Room





Boy Scout Merit Badges

\$16.00 for each class



Take this great opportunity to earn your Boy Scout Merit Badges through Centerville City Recreation Program. Each Scout may sign up for up to two merit badge classes in any one-week session. Paying for class does not guarantee a signed merit badge card. All scouts will be required to complete all in-class and out-of-class assignments and attend all scheduled classes.

Be on time and don't miss classes!

M-F	1 p.m.	2 p.m.	3 p.m.
June 13-17 M-F	Communi-cations	Personal Manage-ment	Emergency Prep
June 20-24 M-F	Citizenship in the World	Communi-cations	Citizenship in the Nation
June 27 - July 1	Citizenship in the Nation	Citizenship in the Community	Citizenship in the World

M-F	1 p.m.	2 p.m.	3 p.m.
July 11-15 M-F	Communi-cations	Personal Manage-ment	Citizenship in the World
July 18-22 M-F	Citizenship in the Community	Citizenship in the World	Citizenship in the Nation
July 25-29 M-F	Emergency Prep	Personal Manage-ment	Citizenship in the Community

NOTE: Please check dates and times carefully, as there are no refunds on merit badge classes.

All merit badge classes are taught at Centerville City Hall.



MOUNTAIN WEST
GYMNASTICS ACADEMY

Mountain West Gymnastics (formerly Flips) is offering classes through Centerville Recreation with no registration fee and discounted class costs. This is a great opportunity to keep your active kids busy during those long, hot summer days! Two five-week sessions in 2016.

Session 1: June 14 thru July 14; Session 2: July 19 thru August 18 COST: \$50.00

Classes are held at Mountain West Gymnastics Academy: 1065 S. 500 W., Bountiful - 801-298-2323

Ages 3-5 years - 50 min class/wk. Your child will gain skills as they prepare for Kindergarten, sports and more. Fun and exciting teacher-student interaction with parents close by.
Tues or Thurs - Choose 9, 11 a.m. or 1 p.m.
or Wed - Choose 10 a.m., 12 or 2 p.m.

Beginner (Ages 6 & up) - 1 hr class/wk. Designed to teach foundation gymnastic skills. Each child will receive a skill poster to track progress. Children will become stronger, more flexible, improve balance and form.
Tues or Thurs - Choose 9, 11 a.m. or 1 p.m.
or Wed - Choose 10 a.m., 12 or 2 p.m.

Intermediate (Ages 6 and up) - 1 hr. class/wk. For children with prior gymnastic experience (have learned cartwheels, handstands, back pull-over on bars, etc). Students will receive a skill poster to track progress.
Tues or Thurs - 9, 11 a.m. or 1 p.m.
or Wed - Choose 10 a.m., 12 or 2 p.m.

Boys (Ages 6 & up) - 1 hr. class/wk. If enough boys sign up class will be boys only (at least six boys/class), otherwise it will be coed. Foundation gymnastics for beginners. Students will receive a skill poster to track progress. Skills taught in all Olympic events with appropriate safety.
Tues or Thurs - 1 p.m., or Wed - 10 a.m.

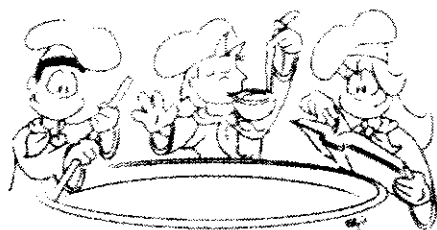
Kids Cooking:

\$45.00

Centerville Jr. High (5 weeks)

A fun hands-on cooking class where kids will learn kitchen safety tips and lots of fun things they can make on their own. Everything from dinner and desserts to snacks and breakfast foods. Yum! Yum!

M/W June 13 - July 20 (No class week of July 4)
Ages: 6-8 Choose Time: 9, 10, 11 a.m. or 12 noon
T/TH June 14 - July 21 (No class week of July 4)
Ages: 9-12 Choose Time: 9, 10, 11 a.m. or 12 noon



Sewing:

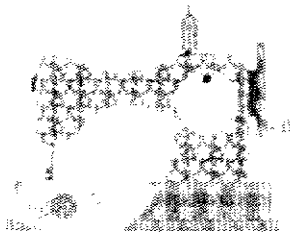
\$45.00

Centerville Jr. High (5 weeks)

Learn to sew or continue to sew basic items like bags, pillowcases, shorts, etc. Sew at your own speed and work to complete as many projects as you can during this fun class.

Please note starting dates.

M/W June 20 - July 27
(No class week of July 4)
T/TH June 21 - July 28
(No class week of July 4)
Ages: 8 and up
Choose Time: 9 - 10:30 a.m.,
or 10:30 a.m. - 12 noon



Soccer:

\$25.00

Founders Park (3-week Sessions)

Practice drills and skills and have fun in the sun!

M/W Session 1: June 13 - June 29
Session 2: July 11 - July 27
Choose Ages: 5-8 or 8-12
Choose Time: 9, 10 or 11 a.m.



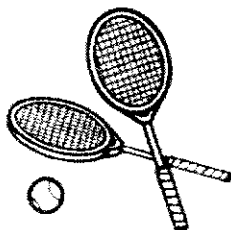
Tennis:

\$45.00

Smoot Park (5 weeks)

Learn the basics of the game such as technique and scoring. A great class for beginners or those with some experience. Class space is very limited so sign up early.

M/W June 13 - July 20
(No class week of July 4)
Ages: 8-12
Choose Time: 8, 9, 10 or 11 a.m.



Jewelry Making:

\$45.00

Centerville Jr. High (5 weeks)

Come learn the art of making your own jewelry: bracelets, necklaces, earrings. Complete a finished piece during each class.

MW June 13 - July 20 (No class week of July 4)
Ages: 8-12 Choose Time: 11 a.m. or 12 noon

Rah! Energy Gym Classes

JUNE 15 - JULY 20 (6 weeks)

All classes are on Wednesdays

Classes are taught at Rah! Energy

1394 West 50 South, Centerville

Beginning Tumbling:

\$60.00

This class is great for those with little or no tumbling experience. Tumblers will learn proper execution of rolls, cartwheels, round-offs and back walk-overs.

Wed Ages: 4 and up Time: 10:30 a.m.

Tumble Tots:

\$50.00

Fun activities teaching body control, movement and basic tumbling skills. (50 minutes)

Wed Ages: 3-4 year olds Time: 10:30 a.m.

Beginning Tumbling II:

\$60.00

Students will work on many of the same skills as our regular beginning class, but this class will be good for those ready for more of a challenge, or those older kids with little or no tumbling experience.

Wed Ages: 6 and up Time: 9:30 a.m.

Intermediate Tumbling:

\$65.00

For kids who have taken tumbling before

Wed Time: 9:30 a.m.

Cheer Prep:

\$65.00

Tumbling, stunts and cheer technique.

Get ready for team tryouts!

Wed Ages 9 and up Time: 11:30 a.m.

Combo Class:

\$60.00

Tumbling and cheer for younger ones. You will learn new skills and gain confidence. Come enjoy the fun!

Wed Ages: 8 & under Time: 11:30 a.m.



CENTERVILLE, UTAH 84014

POSTAL CUSTOMER

PERMIT NO. 18
CENTERVILLE, UT
U.S. POSTAGE PAID
STANDARD
PRESORTED

CENTERVILLE CITY CORPORATION
250 North Main Street
Centerville, Utah 84014



Pre-teens & Teens

Babysitting:

\$40.00

Centerville Jr. High (5-week Session)



Grab a friend and come learn how to be a great babysitter! Learn First Aid, make a babysitting kit with supplies and projects, ideas for games and activities to keep kids entertained for hours.

M/W June 13 - July 20 (No class week of July 4)
Ages: 9-14 Choose Time: 9 or 10 a.m.

Teen Cooking:

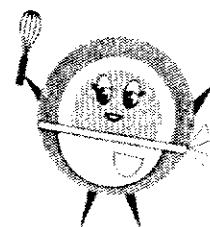
\$40.00

Centerville Jr. High (3-week Sessions)

Do you like to cook? Come learn to perfect your skills in the kitchen and impress your family and friends. Tons of new recipes and lots of tasting too! **Sign up for one or both sessions.**

Different recipes each session.

T/TH Session 1: June 14 - June 30
Session 2: July 12 - July 28
Ages: 12-16 Time: 1:30 - 3:00 p.m.



Cake Decorating:

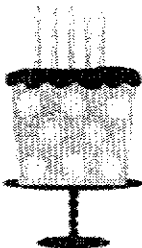
\$35.00

Centerville Jr. High (3-week Sessions)

Do you want to learn the basics? Decorate your own cookies, cupcakes and cakes. Impress your family and friends! Most supplies provided. **Sign up for one or both sessions.**

Different projects each session!

M/W Session 1: June 13 - June 29
Session 2: July 11 - July 27
Ages: 8-13 Time: 1:30 - 3:00 p.m.



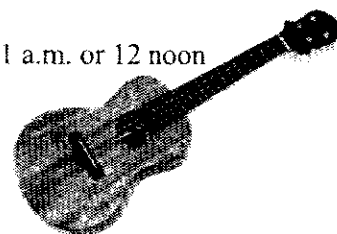
Ukulele:

\$40.00

Centerville Jr. High (5-week Session)

Come join the fun! Learn to play the ukulele this summer. Ukuleles available for class use or bring your own.

M/W June 13 - July 20 (No class week of July 4)
Ages: 8 and up
Choose Time: 9, 10, 11 a.m. or 12 noon



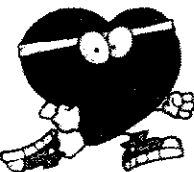
GPP Fitness for Kids:

\$55.00

*GPP Fitness - 40 E. Pages Lane, Centerville
(8-week Class)*

Want to feel great this summer and have fun? Get strong! Build some muscles! Here's your chance!

T/TH **Classes begin June 14th.**
Ages: 11-18 Time: 10:30 a.m.



Volleyball:

\$25.00

Smoot Park (3-week Sessions)

Come join the fun and get great exercise too! Class is for girls and boys and includes learning the rules and basic skills such as serving.

M/W Session 1: June 13 - June 29 (Ages 8-11)
Session 2: July 11 - July 27 (Ages 11-14)
Choose Time: 9, 10 or 11 a.m.



In the Off season, 2016 also included:

Family Ice Fishing – 40 enrolled

Two Ski School sessions – 120 enrolled

Two Hunters Safety courses – 50 enrolled

Merit Badge Classes – 50 enrolled

Parks, Rec and Cemetery

Output—Number of park pavilion reservations

	CY 13	CY 14	CY 15	CY 16
Total Reservations Made	225	203	201	230
Freedom Hills		32	43	46
Smoot		44	41	53
Community		25	28	32
Founders		47	43	39
Porter-Walton		30	19	30
Island View		25	27	30

Outcome—Residents satisfied with the condition of their parks

Based on a survey given to every customer after their reservation

Scale: 1 (poor); 2 (fair); 3 (good); 4 (excellent)

	CY 13	CY 14	CY 15	CY 16
Surveyed		19	201	230
Responses		9	87	95
Response Rate		47.37%	43.28%	41.30%
Ease of making reservation		3.47	3.64	3.63
Cleanliness of pavilion		3.52	3.57	3.53
Cleanliness of park		3.57	3.63	3.67
Cleanliness of restrooms		3.40	3.42	3.41
Would reserve a pavilion again		100.00%	97.70%	99.07%

Output—Number of burials

	CY 13	CY 14	CY 15	CY 16
Total burials	67	66	71	

Efficiency—Are revenues offsetting costs for recreation, baseball and park concessions per the City Council's subsidy guideline

	CY 13	CY 14	CY 15	CY 16
Overall Balance	(4,014)	9,857	5,116	
Summer Rec Balance	(2,751)	4,742	(4,511)	
Off Season Rec Balance	(814)	2,266	2,013	
Baseball Balance	(2,296)	1,052	3,516	
Concessions Balance	1,847	1,797	4,098	

Efficiency—Number of seasonal maintenance man hours per acre of developed park

	CY 13	CY 14	CY 15	CY 16
Seasonal man hours/landscaped acre (84.27)	159.83	171.67	158.69	

Parks, Rec and Cemetery

Output--Number of participants in recreation and baseball programs

	CY 13	CY 14	CY 15	CY 16
Recreation Participants	1787	1749	1640	1615
Baseball Participants	341	348	469	538

Outcome--Recreation Program meets desires of residents

Based on a survey given to every participant/guardian after a program

Scale: 1 (poor); 2 (fair); 3 (good); 4 (excellent)

	CY 13	CY 14	CY 15	CY 16
Surveyed		1049	1151	1142
Responses		326	433	460
Response Rate		31.08%	37.62%	40.28%
Ease of Registration		3.44	3.35	3.4
Recreation staff		3.59	3.52	3.6
Class time		3.5	3.41	3.49
Class day		3.52	3.46	3.58
Length of class		3.43	3.42	3.54
Length of session		3.47	3.48	3.57
Class materials		3.6	3.52	3.64
Class organization		3.59	3.46	3.59
Facilities		3.67	3.47	3.64
Overall experience		3.49	3.47	3.55

Kids Kamp Survey	CY 13	CY 14	CY 15	CY 16
Surveyed		76	79	75
Responses		26	39	28
Response Rate		34.21%	49.37%	37.33%
Ease of Registration		3.65	3.44	3.5
Recreation staff		3.81	3.77	3.82
Class time		3.69	3.64	3.74
Class day		3.69	3.74	3.75
Length of class		3.69	3.69	3.75
Length of session		3.73	3.74	3.75
Class materials		3.81	3.82	3.79
Class organization		3.69	3.77	3.82
Facilities		3.85	3.62	3.81
Overall experience		3.77	3.82	3.86

Parks, Rec and Cemetery

Outcome—Effective administration of the baseball program

Based on a survey given to baseball coaches

Scale: 1 (poor); 2 (fair); 3 (good); 4 (excellent)

	CY 13	CY 14	CY 15	CY 16
Surveyed		35	39	65
Responses		17	21	30
Response Rate		48.57%	53.85%	46.15%
Comparison to other baseball programs		3.38	3.29	3.31
Ball field and park appearance		3.19	3.24	3.21
Cleanliness of restrooms		3.00	3.05	2.83
Umpires		2.80	2.85	2.76
Communication		3.25	3.43	3.2
Recommend Centerville baseball? (Y/N)		94.12%	90.48%	96.67%

Outcome—Parks Dept. successfully meets critical deadlines for events using park facilities

	CY 13	CY 14	CY 15	CY 16
Easter Egg Hunt	Met	Met	Met	Met
Movies in the Park	Met	Met	Met	Met
4th of July Festivities	Met	Met	Met	Met
Trails Committee Events	Met	Met	Met	Met
Pumpkin Party	Met	Met	Met	
Festival of Lights	Met	Met	Met	

Notes on Unmet:

CENTERVILLE

**Staff Backup Report
1/3/2017**

Item No.

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

Initiated By:

Scheduled Time:

SUBJECT

RECOMMENDATION

BACKGROUND

ATTACHMENTS:

Description

- City Manager's Summary Memo

**CENTERVILLE
CITY COUNCIL
Staff Backup Report
1/3/2017**

Item No.

Short Title: Councilwoman Fillmore

Initiated By:

Scheduled Time:

SUBJECT

RECOMMENDATION

BACKGROUND

**CENTERVILLE
CITY COUNCIL
Staff Backup Report
1/3/2017**

Item No. 1

Short Title: Minutes Review and Acceptance

Initiated By: City Recorder

Scheduled Time: 7:10

SUBJECT

December 6, 2016 Council meeting

RECOMMENDATION

BACKGROUND

ATTACHMENTS:

Description

- Dec 6, 2016 cc preliminary draft minutes

PRELIMINARY DRAFT

Minutes of the Centerville **City Council** meeting held Tuesday, December 6, 2016 at 7:00 p.m.
at Centerville City Hall, 250 North Main Street, Centerville, Utah.

MEMBERS PRESENT

Mayor	Paul A. Cutler
Council Members	Tamilyn Fillmore William Ince Stephanie Ivie George McEwan Robyn Mecham

STAFF PRESENT

Steve Thacker, City Manager
Lisa Romney, City Attorney
Jacob Smith, Assistant to the City Manager
Cory Snyder, Community Development Director
Lt. Von Steenblik, Centerville Police Department
Katie Rust, Recording Secretary

STAFF ABSENT

Blaine Lutz, Finance Director/Assistant City Manager

VISITORS

Spencer Packer, Whitaker Museum Board Chair
Scott Zeidler, Department of Natural Resources
Interested citizens (see attached sign-in sheet)

PLEDGE OF ALLEGIANCE

PRAYER OR THOUGHT

Councilwoman Fillmore

COMMENDATION

Mayor Cutler commended the Parks Department for the fantastic Christmas lights display in Founders Park. The Mayor also expressed appreciation to the Police Department for the work they do to protect the community.

OPEN SESSION

No one wished to comment.

MINUTES REVIEW AND ACCEPTANCE

The minutes of the November 15, 2017 work session and regular Council meeting were reviewed. Councilman McEwan made a **motion** to approve both sets of minutes. Councilwoman Ivie seconded the motion, which passed by unanimous vote (5-0).

SUMMARY ACTION CALENDAR

- a. Davis Metro Narcotics Strike Force Interlocal Agreement – Resolution No. 2016-28
- b. Consider Resolution No. 2016-27 correcting Resolution No. 2014-03 regarding the appointment term of John Higginson to the Wasatch Integrated Waste Management District Board as City's representative
- c. Terminate warranty for Cosper Site
- d. Purchase three vehicles for Police Department from Ken Garff Ford in the total amount of \$82,056.42 (\$27,352.14 each)
- e. City Council 2017 Meeting Schedule – Resolution No. 2016-29

1 Councilwoman Ivie commented that Centerville has participated in the Davis Metro
2 Narcotics Strike Force Interlocal Agreement for some time, and asked Lt. Steenblik if he thinks it
3 would be helpful for Centerville to contribute an officer to the Narcotics Strike Force. Lt.
4 Steenblik responded that the Narcotics Strike Force is fully staffed. Lisa Romney, City Attorney,
5 commented that a few minor typographical errors will be corrected and a new Interlocal
6 Agreement will be sent to the City. Councilman Ince made a **motion** to approve all items on the
7 Summary Action Calendar, including Resolution No. 2016-28, Resolution No. 2016-27, and
8 Resolution No. 2016-29, with the acknowledgement that minor changes will be made to
9 Resolution No. 2016-28. Councilwoman Ivie seconded the motion, which passed by unanimous
10 vote (5-0).

11
12 **PUBLIC HEARING – DUNCAN HILLS SUBDIVISION PLAT AMENDMENT**
13

14 Cory Snyder, Community Development Director, explained the request to amend the
15 Duncan Hills Subdivision Plat located at approximately 467 East 500 North, to reconfigure lot
16 lines and incorporate a portion of Lot 10 into Lot 9. He explained the constraints of the property,
17 and answered questions from the Council. Mr. Snyder clarified that the stream on Lot 10 is not
18 piped and currently exists above ground across the entire property.
19

20 N. Dale Anderson, applicant, explained the plans for the two lots. He said the original
21 desire was for a home to sit on the lot line, with the combined property fronting both 500 North
22 and Worsley Lane. City ordinances, however, prohibit double frontage except under certain
23 circumstances. The current proposal is to readjust the property line. The property owner
24 indicated he is happy with the proposed arrangement.
25

26 Councilwoman Fillmore said she believes strongly in being flexible when situations are
27 unique. She listed possible difficulties with building on the proposed Lot 10, and asked Mr.
28 Snyder if it would be possible to allow the property owner to build on one combined lot as
29 originally desired. Mr. Snyder responded that, from the State level, it is getting more and more
30 difficult to find and justify flexibility with ordinances. He said with Centerville predominantly built
31 out, and with several undeveloped and unique large parcels, this is an issue the City will deal
32 with again. Ms. Romney explained that the applicant was given the opportunity to seek a text
33 amendment regarding double frontage lot provisions of City ordinances. She said it is her
34 understanding the applicant desires to move forward with the current proposal rather than seek
35 the text amendment. Mr. Anderson expressed appreciation for Ms. Romney's help.
36

37 Mayor Cutler opened a public hearing at 7:41 p.m.
38

39 Jeremiah Cunningham – Mr. Cunningham said he lives in Lot 1 of the Duncan Hills
40 Subdivision, and he works for the survey firm contracted for this development project. He
41 confirmed that Lot 10 does have enough buildable space. He said the proposed lot shapes are
42 unconventional, but they work in this situation.
43

44 Mayor Cutler closed the public hearing at 7:43 p.m. Councilwoman Ivie said she is
45 pleased to see the preservation of the north end of the property. She said she likes the idea of
46 something a little different. Councilman McEwan said he supports preservation of green space.
47

48 Councilwoman Mecham made a **motion** to approve a Subdivision Plat Amendment for
49 the Duncan Hills Subdivision, including the proposed lot line configuration, with the conditions
50 and findings recommended by the planning staff. Councilwoman Ivie seconded the motion,
51 which passed by unanimous vote (5-0).
52

Conditions:

- 1) Preparation and submittal of a final linen subdivision plat to the City Recorder's Office to reflect the changes to Lot 9 and the creation of Lot 10 in the Duncan Hills Subdivision Amended.
- 2) A subdivision plat note shall be added to reflect that a Davis County Permit is required for any development within 50 feet of the drainage channel, which language shall be deemed acceptable to the City Engineer and/or City Attorney.
- 3) The existing rear lot line public utility easement for Lot 9 shall be vacated in accordance with applicable provisions and procedures set forth in State law and a new private aerial easement shall be provided for existing utilities, which procedures and provisions shall be deemed acceptable to the City Engineer and/or City Attorney.
- 4) With the reconfiguration of Lot 9 and the addition of Lot 10, the subdivision plat shall depict the required three (3) new public utility easements for each lot, consisting of a 10' front, 7' side, and 7' rear lines of the two (2) lots and shall be deemed acceptable by the City Engineer. Other public utility easements may be required to be provided outside the Parrish Creek Easement and shown on the plat to the extent deemed necessary by the City Engineer.
- 5) The actual buildable area (min. 2,000 sq. ft. not including setback areas) for each lot shall be shown on subdivision plat. Due to the odd lot configurations for Lot 9 and Lot 10, setback requirements shall be shown on the plat to the extent deemed necessary by the City Engineer and Zoning Administrator.
- 6) Revise plat notes and easements as deemed necessary by the City Attorney.
- 7) All applicable subdivision development fees shall be collected to cover the costs of platting Lot 10 as part of the proposed subdivision plat amendment and the provision of related infrastructure, prior to the recording of the plat.

Findings:

- a. The City Council finds that the amendment involved the Parrish Creek Drainage Channel, which creates a unique situation for the development of the parcel north of Lot 9.
- b. The City Council finds that it is not a City preference to develop the related parcels greater than the proposed two lots.
- c. The City Council finds that due to the physical constraints of the drainage channel, it is not necessary or superior to create lots with straight/perpendicular side lot lines to the street.
- d. Therefore, due to the findings listed above, the City Council believes that there is good cause for the plat amendment.
- e. Therefore, with the specific conditions of the plat approval, the City Council finds that the public interest will NOT be materially injured by the proposed plat amendment.

POLICE DEPARTMENT MATTERS

Mr. Thacker explained that the City is required to pay for health insurance for surviving spouse and children of police officers and firefighters who die in the line of duty. He recommended the City participate in the Local Public Safety and Firefighter Surviving Spouse Trust Fund, organized by the State to mitigate the significant financial burden this would create over many years. Participation in the first year would cost \$1,710, which is already included in the current budget.

1 Councilwoman Fillmore made a **motion** authorizing Centerville City to participate in the
2 Local Public Safety and Firefighter Surviving Spouse Trust Fund, subject to minor changes in
3 the Agreement acceptable to the City Attorney. Councilwoman Mecham seconded the motion,
4 which passed by unanimous vote (5-0). Councilman McEwan said he feels it is an honor for the
5 City to participate in the Trust Fund. Councilwoman Mecham agreed, and added that she
6 hopes the Police Department never needs to use it.

7
8 Chief Child has begun recruitment of a replacement for an officer who will retire soon.
9 He has learned that many of the Police Academy students have already accepted conditional
10 job offers from other police agencies that include reimbursement of the Academy tuition. In
11 order to compete with other agencies in hiring new officers, Chief Child would like to be able to
12 also make conditional offers to Academy students, including a commitment to reimburse the
13 officer over several years for the estimated \$6,000 tuition. Representing the Chief, Lt. Steenblik
14 discussed the proposed reimbursement schedule, and answered questions from the Council.

15
16 Councilwoman Ivie made a **motion** to authorize the Police Chief to offer a hiring
17 incentive to a Police Academy student in the form of reimbursement of the Academy tuition over
18 several years, funded from General Fund Contingency. Councilwoman Fillmore seconded the
19 motion. Lt. Steenblik expressed confidence that the incentive would put the City in a more
20 competitive position for hiring Academy graduates. Councilman McEwan asked if the base
21 salary in the Centerville Police Department is anywhere close to competitive for the next five
22 years. Lt. Steenblik said he does not feel the base salary is high enough to be competitive. The
23 motion passed by unanimous vote (5-0).

WHITAKER MUSEUM

24
25
26
27 Spencer Packer, Whitaker Museum Board Chair, provided the Council with the 2017
28 calendar of events for the Whitaker Museum (attached). He presented ideas for increasing
29 parking for the Museum, and expressed the Board's desire to preserve the drive access off
30 Main Street. Chair Packer explained that the existing parking area could be overlaid and
31 upgraded for a 5-10 year solution. He said the proposed lighting and walkway improvements
32 would cost approximately \$30,000, with the pavement possibly costing a similar amount. He
33 emphasized that a different parking solution will be necessary in the long-run. Chair Packer
34 suggested that funding for planning and design would be wise, and suggested utilizing City
35 personnel as much as possible. Councilman McEwan said he is in support of utilizing City staff
36 and putting together a plan, compensating professionals as needed. Council members Mecham
37 and Ivie agreed.

38
39 Councilwoman Ivie stated she would like the Council to amend the Whitaker Museum
40 Budget to account for the fact that one of the anticipated projects would not be done this fiscal
41 year. Mr. Thacker said it is not necessary to formally amend the budget if expenses are being
42 reduced. However, he said he would support a transfer of \$2,500 from General Fund
43 Contingency into the Whitaker Museum Fund to offset budgeted operating expenses that were
44 not fully funded with the General Fund transfer already in the Adopted Budget.

SIDEWALKS AND TREES PROJECT

45
46
47
48 A list of questions for Council consideration regarding moving forward with the sidewalk
49 and trees project was included in the staff report. Mr. Thacker suggested researching what has
50 been done in other communities. He emphasized that he greatly values trees; the key is finding
51 the right trees to plant in the right conditions. Scott Zeidler, with the Utah Department of Natural
52 Resources, stated he thinks the suggested advisory committee is a good idea. He said he feels

1 planning is necessary to create a city atmosphere that is conducive to both aesthetic values and
2 the natural attributes of trees. While many people recognize the positive attributes of trees,
3 many fail to recognize their limitations. There is no perfect solution, but he suggested good
4 things would come out of an advisory committee. Trees are resources, and the city has the
5 stewardship to determine appropriate placement, and when a new generation of trees is
6 needed. Mr. Zeidler expressed willingness to accompany the Council to other communities to
7 view both good and bad examples.

8
9 Councilwoman Mecham said it is obvious that trees are needed, but they should be put
10 in yards where they will not ruin infrastructure or cause liability. Councilwoman Fillmore agreed
11 that a tree board or committee is a good idea. Councilwoman Mecham said she would like a
12 work session to discuss the policy questions listed by staff. Councilwoman Fillmore said she
13 feels it would be valuable to gather more information before eliminating ideas. Councilman
14 McEwan commented it is not productive to have an unfocused committee. He said he would
15 prefer the Council to meet in a work session to quantify a direction for moving forward. The
16 Council thanked Mr. Zeidler for his time. The Council agreed it would be useful, as the next
17 step, for the Mayor and each Council member to individually answer the questions on the City
18 Manager's document, compile those answers and then meet to discuss how to proceed. Staff
19 will prepare a questionnaire and distribute to the Council.

20
21 **MAYOR'S REPORT**
22

- 23
- Mayor Cutler reported that he and Councilwoman Fillmore met with the South Davis Recreation District Board and made a presentation requesting a loan to be able to finish the sports fields at Community Park. The Mayor said he got the impression they would be willing to loan the City up to a half million dollars for a certain period, with the stipulation that the Recreation District would have priority access to those fields for that period of time. An agreement will be drafted.
 - The Mayor reported on the "Lunch with the Mayor" program.
 - UTOPIA/UIA financial reports are available with the agenda on NovusAgenda.
- 31

32 **CITY MANAGER'S REPORT**
33

- 34
- City Manager Thacker informed the Council of the Community Foundation's plans for Police Recognition Week in May of next year.
 - The City Employee Christmas party is scheduled for December 13, 2016.
- 37

38 **MISCELLANEOUS BUSINESS**
39

- 40
- The Council decided to cancel the Council meeting scheduled for December 20th. The Mayor and two Council members will meet that night to recognize winners of the City Youth Council coloring contest. Councilwoman Ivie made a **motion** to cancel the December 20, 2016 meeting. Councilman McEwan seconded the motion, which passed by unanimous vote (5-0).
 - The Council plans to meet with the Recreation Director in a work session prior to the regular meeting on January 3, 2017, and plans to meet in a work session regarding Island View Park prior to the first Council meeting in February. They will invite the State Legislators representing Centerville to meet with them prior to the regular meeting on January 17.
- 50

51 **ADJOURNMENT**

1
2 At 9:16 p.m., Councilman McEwan made a **motion** to adjourn the meeting.
3 Councilwoman Ivie seconded the motion, which **passed** by unanimous vote (5-0).
4

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Marsha L. Morrow, City Recorder

Date Approved

Katie Rust, Recording Secretary

**CENTERVILLE
CITY COUNCIL
Staff Backup Report
1/3/2017**

Item No. 2

Short Title: Summary Action Calendar

Initiated By:

Scheduled Time: 7:10

SUBJECT

- a. Approve amendments to recording secretary services contracts
- b. Commence warranty period - Porter Walton Townhomes
- c. Terminate warranty period - Chick-Fil-A
- d. Award bid for replacing three submersible pumps and pump column to Nickerson Company in the amount of \$88,738.00

RECOMMENDATION

- a. Approve the agreements--after adjustments for the effective date, appropriate name and recommended rate of pay--with Connie Larson and Katie Rust, Recording Secretaries.
- b. Commence warranty period for Porter Walton Townhomes, effective January 3, 2017.
- c. Terminate warranty period for Chick-Fil-A.
- d. Award bid for replacing three submersible pumps and pump column to Nickerson Company in the amount of \$88,738.00.

BACKGROUND

a. The recording secretary contracts for these individuals state that their compensation will be evaluated yearly. Connie and Katie received pay increases effective January 1, 2016; therefore, they are eligible for a raise again as of January 1, 2017. Beginning January 1, 2018 Emily Hatch--recently hired as a recording secretary--will be included in this annual review.

Recording secretaries provide their own equipment and supplies at home for drafting the minutes (City provides equipment used at the meeting), and the City pays no benefits to them or on their behalf, including no Social Security taxes.

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 \$13.61 and a maximum of \$19.74 per hour. To compensate these independent contractors for the use of their own equipment and supplies, 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 \$15.61 - \$21.74 per hour. Even though the

recording secretaries are independent contractors and not City employees, annual increases in their hourly rates are recommended by the City Manager using the principles in the Salary Administration Guidelines approved each year by the City Council. Using these Guidelines, the City Manager recommends the following increases:

Connie Larson--increase hourly rate from \$21.55 to \$21.74 per hour--the top of the adjusted pay range (less than 1% increase).

Katie Rust--increase hourly rate from \$18.26 to \$18.99 per hour, a 4.0 percent increase. This increase includes 3.0% due to her current wage being in the 2nd Quartile of the adjusted pay range, plus 1.0% additional due to the outstanding quality of her work.

Only one of the two current agreements is enclosed, since both are identical except for name of recording secretary and hourly rate of pay.

b. Porter Walton Townhomes, located at 600 West Porter Lane, received final approval from the City Council on December 1, 2015. The public improvements have been installed and the City Engineer recommends commencing the warranty period.

c. Chick-Fil-A, located on the Frontage Road, commenced its warranty period on May 19, 2015. The City Engineer recommends terminating the warranty period and release of remaining cash bond in the amount of \$12,700.

d. The Water Fund FY 2017 Budget--similar to prior year budgets--includes \$150,000 for "Miscellaneous Projects". In prior years this sum has been used for replacing water service laterals in conjunction with street projects. This year, however, Randy recommends the priority for use of this budget line item is the replacement of three well pumps and a pump column, for reasons explained in his attached memo. Bids for this project were received by ESI Engineering on December 14, 2016. See Engineer's attached email for bid results and recommendation.

Since this project will not use all of the budget for "Miscellaneous Projects", the remainder may be used for replacing water service laterals, if needed, in conjunction with this year's streets projects.

ATTACHMENTS:

Description

- ☐ 2016 Recording Secretary Agreement - Katie Rust
- ☐ Engineer's recommendation to commence warranty for Porter Waton Townhomes
- ☐ Engineer's recommendation to terminate warranty for Chick-Fil-A
- ☐ Memo from Randy Randall re replacing three submersible pumps & pump column
- ☐ City Engineer's Recommendation re Pump Replacement Project 2017

AGREEMENT

THIS AGREEMENT is made and entered into as of the 15th day of December, 2015, 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.

Section 2. Compensation. For the services rendered under this Agreement, Contractor shall be paid by the City in the sum of Eighteen Dollars and Twenty-Six Cents (\$18.26) per hour, effective January 1, 2016, for actual time expended in attendance at meetings and transcribing 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.

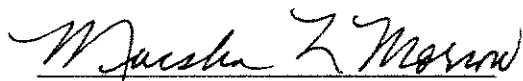
Section 9. Binding Effect. This Agreement shall inure to the benefit of and be binding upon the parties hereto and their respective officers, employees, successors and assigns.

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.

"CITY"

ATTEST:

CENTERVILLE CITY


City Recorder

By: 
Mayor

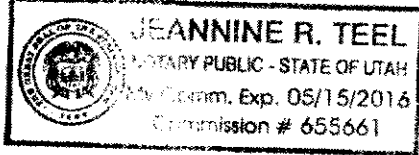
"CONTRACTOR"

By: 
Katie Rust

CITY ACKNOWLEDGMENT

STATE OF UTAH)
)
:SS.
COUNTY OF DAVIS)

On the 21 day of December, 2015, personally appeared before me **PAUL A. CUTLER**, who being by me duly sworn, did say that he is the Mayor of **CENTERVILLE CITY**, a Utah municipal corporation, and that said instrument was signed in behalf of the City by authority of its governing body and said Mayor acknowledged to me that the entity executed the same.



Jeannine R. Teel
Notary Public

My Commission Expires:

Residing at:

May 15, 2016

Centerville City

CONTRACTOR ACKNOWLEDGMENT

STATE OF UTAH)
)
:SS.
COUNTY OF Davis)

On the 30 day of December, 2015, personally appeared before me **KATIE RUST**, who being by me duly sworn, did say that she is the signator of the foregoing document and that she executed the same.

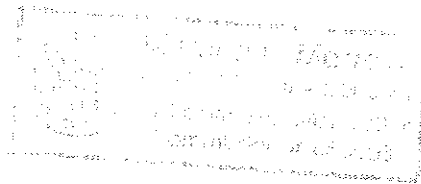
Katie Rust
Notary Public

My Commission Expires:

Residing at:

4-11-2016

Centerville



Marsha Morrow

From: Kevin Campbell <Kevin.Campbell@esieng.com>
Sent: Wednesday, December 07, 2016 4:20 PM
To: Steve Thacker
Cc: Marsha Morrow; Lisa Romney; Taylor Spendlove; Ryan McLeod
Subject: RE: Porter Walton Townhomes - Bond Reduction #1 (Begin Warranty)
Attachments: Porter Walton Townhomes - BR #1 (Begin Warranty)_12-07-16 REVISED.pdf

Steve,

Use this revised attachment. The bond reduction amount is \$149,045.14.

Kevin

From: Kevin Campbell
Sent: Wednesday, December 07, 2016 3:20 PM
To: 'Steve Thacker' <stevet@centervilleut.com>
Cc: 'Marsha Morrow' <marsham@centervilleut.com>; 'Lisa Romney' <lromney@centervilleut.com>; Taylor Spendlove <Taylor@brightonhomes-utah.com>; Ryan McLeod <Ryan.McLeod@esieng.com>
Subject: Porter Walton Townhomes - Bond Reduction #1 (Begin Warranty)

Steve,

The attached bond reduction and start of warranty are recommended for Porter Walton Townhomes. The Slurry Seal will be completed during the warranty period.

Let me know of any questions or 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

Marsha Morrow

From: Kevin Campbell <Kevin.Campbell@esieng.com>
Sent: Tuesday, December 13, 2016 11:41 AM
To: Steve Thacker
Cc: Marsha Morrow; Lisa Romney; Cory Snyder
Subject: Chick-Fil-A - BR#3 (End Warranty)
Attachments: Chick-Fil-A Bond Reduction #3 (End Warranty).pdf

Steve,

The attached bond reduction and end of warranty is recommended for Chick-Fil-A. All of their lights along the City ROW are up and running.

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

MEMORANDUM

TO: Steve Thacker
FROM: Randy Randall, Director of Public Works
DATE: December 13, 2016
RE: Water Maintenance Project for 2017
Replacing Three Submersible Pumps and Pump Column

After an evaluation of this year's maintenance project, we are recommending the replacement of three submersible pumps. The reasons for the need to replace them are: the age of the pumps, one of the pumps has mercury in the motor, the columns could be about rusted through, and the pumps are not energy efficient. Because of the lack of efficiency, we met with Rocky Mountain Power and their Watts Smart program. They're willing to give us an incentive of \$13,998 to replace these pumps to a more energy efficient motor and pump bowls.

We have bid the project out and would recommend accepting the bid so we can get the pumps replaced before summer.

Marsha Morrow

From: Kevin Campbell <Kevin.Campbell@esieng.com>
Sent: Wednesday, December 21, 2016 3:54 PM
To: Steve Thacker
Cc: Randy Randall; Marsha Morrow; Mike Carlson
Subject: Pump Replacement Project 2017
Attachments: NOA - Pump Replacement Project 2017.doc

Steve,

We received three bids for this project last Wednesday (12-14-16). Randy and I have reviewed all of the bids as well as the pump curve data for the low two bids and we recommend that the project be awarded to Nickerson Company Inc. in the amount of \$88,738.00.

The breakdown of the bids is as follows:

	City Hall Well	Lyon's Well	Rick's Creek Well	TOTAL
1. Nickerson Company	\$31,490.00	\$27,120.00	\$30,128.00	\$ 88,738.00
2. C.H. Spencer and Co.	\$39,000.00	\$31,900.00	\$35,000.00	\$105,900.00
3. Delco Western	\$41,030.00	\$36,534.00	\$37,273.00	\$114,837.00

Nickerson Company has completed work for Centerville Public Works in the past and they have done a great job.

Let us 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

**CENTERVILLE
CITY COUNCIL
Staff Backup Report
1/3/2017**

Item No. 3.

Short Title: Public hearing - Final Subdivision - Ray Subdivision

Initiated By: Applicant, Lance Evans

Scheduled Time: 7:10

SUBJECT

Consider Final Subdivision Plat for the Ray Subdivision located at approximately 233 South 100 East - Lance Evans, PLW, Inc. - Applicant

RECOMMENDATION

Approve the Final Subdivision Plat for the Ray Subdivision located at approximately 233 South 100 East, subject to the conditions and based on the findings set forth in the Staff Report.

BACKGROUND

On December 14, 2016, the Planning Commission reviewed and recommended for approval the proposed Final Subdivision Plat for the Ray Subdivision located at approximately 233 South 100 East. The Staff Transmittal Report for this application is attached.

ATTACHMENTS:

Description

- ☐ Staff Report - Ray Subdivision Final Plat
- ☐ Ray Subdivision Final Plat

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

PLANNING COMMISSION TRANSMITTAL REPORT

PROPERTY OWNER: MARK L. EVANS, TRUSTEE
(SEE APPLICANT FOR TRUSTEE ADDRESS)

APPLICANT: LANCE EVANS
PLW INC
638 COMPTON ROAD
FARMINTON, UT 84025
(lancelevans@gmail.com)

PROPERTY: 233 SOUTH 100 EAST

ACREAGE: 0.858 AC. GROSS & .601 AC NET

TOTAL LOTS: THREE (3) LOTS

CURRENT ZONING: RESIDENTIAL-LOW (R-L)

APPLICATION: FINAL SUBDIVISION

RECOMMENDATION: APPROVE FINAL SUBDIVISION PLAT

BACKGROUND

The applicant desires to redevelop their existing home and land into a three (3) lot subdivision and maintain the existing home on one of the new lots. The existing home is currently listed on the Significant Sites List that is maintained by the Landmarks Commission.

The total gross area of the project is 0.858 acres. The allowable R-L Zone density for single-family development is 4 units per acre, which allows for 3.34 units or no more than the proposed three (3) lots (*density is rounded to the nearest tenth, 12.12.030.f*).



SUMMARY OF PLANNING COMMISSION'S ACTIONS, MOTION, AND VOTE

On December 14th, the Planning Commission reviewed the matter, held a public hearing, and voted to recommend APPROVAL by the City Council of the Final Subdivision Plat.

Suggested Motion for the Final Subdivision Plat for Ray Subdivision: I hereby make a motion for the Planning Commission to recommend approval of the Final Subdivision Plat and Plans for the Ray Subdivision located at 233 South 100 East to the City Council, with the following directives:

1. The Final Plat Linen shall meet all the standards found in Chapter 15.3 of the Subdivision Ordinance.
2. After the final plat is deemed acceptable by the City Engineer and City Attorney, the City will record the plat at the Davis County Recorder's Office.
3. The final construction drawings shall be reviewed and approved by the City Engineer prior to the recommendation of the Subdivision Plat.

Suggested Reasons for the Action (Findings):

1. The final subdivision plat is in harmony with the General Plan [Section 12-480-52(1)(e)].
2. The new subdivision meets the objectives for development within a Residential-Low Zone [Section 12-30-020(b)(1)].
3. It appears all applicable development standards for development within an R-L Zone have been satisfied [Table 12-32-1].
4. It appears all general requirements for a subdivision have been satisfied [Chapter 15-5].
5. All applicable standards found in the Subdivision Ordinance pertaining to a final subdivision review have been satisfied [Chapter 15-4].

Planning Commission Vote (6-0):

Commissioner	Yes	No	Not Present
Hirschi (Chair)	X		
Hirst	X		
Johnson	X		
Daley	X		
Hayman	X		
Wright	X		
Helgesen	X		

CITY STAFF'S PROPOSED ADDITIONAL CONDITIONS TO THE PLANNING COMMISSION'S RECOMENNDATION:

4. After the final plat is deemed acceptable by the City Engineer and City Attorney, the developer shall submit the final plat with all required signatures and acknowledgments to the City Recorder for recording with the Davis County Recorder's Office. The developer shall submit an updated title report current within 30 days of recording the plat to the City Recorder along with the final plat.

5. The developer shall submit a signed public improvements agreement and bond prior to recording the final plat regarding any required public improvements.
6. Developer shall pay all required development, impact and recording fees prior to recording of the final plat.
7. The developer shall remove the shed on Lot 2 prior to the issuance of any building permit within the subdivision.

LIST OF PREVIOUS PLANNING COMMISSION MEETINGS

- NOVEMBER 9, 2016 – Planning Commission Meeting – Conceptual Subdivision Approval
- DECEMBER 14, – Planning Commission Meeting – Preliminary and Final Subdivision Recommendation to Approve by City Council

NE COR., LOT 3, BLK. 9,
PLAT "A", C.T.S.

E: 117,276.93

(WEST)
N89° 54' 43" E 181.50'

100.50'

20.0' STREET
SETBACK

EAST

LOT 1

50.0' FT or 0.192 ACRES

20.0' REAR
YARD

83.37'

7.0' P.U.E.

8.0' SIDE YARD

10.0' SIDE YARD

43"W

50'

N00° 06' 21" E 144.37'

7.0' P.U.E.

20.0' REAR
YARD

LOT 3

50.0' FT or 0.141 ACRES

8.0' SIDE YARD

7.0' P.U.E.

S89° 54' 43" W 181.50'
(EAST)

20.0' REAR YARD

81.00'

7.0' P.U.E.

N: 129,277.44
E: 117,276.66

GACW HYDE

TRAVIS and ANTONETTE
NIXON
TAX PARCEL #02-103-0068

S00° 06' 21" W 144.37'
(NORTH)

7.0' P.U.E.

SW CORNER OF EXISTING VINYL
POST IS ON LINE AND 0.5'
NORTHERLY OF LOT CORNER

25.0' FRONT YARD

81.00'

142 EAST

10.0' P.U.E.

10.0' SIDE
YARD

8.0' SIDE
YARD

LOT 2

11,694 SQ.FT or 0.268 ACRES

0.5'

1061.88'
N81° 15' 52"W

**CENTERVILLE
CITY COUNCIL
Staff Backup Report
1/3/2017**

Item No. 4.

Short Title: Auditors Report for FY 2016

Initiated By:

Scheduled Time: 7:25

SUBJECT

RECOMMENDATION

Allow Marcus Arbuckle, Audit Lead for the CPA firm of Keddington & Christensen LLC, to present highlights of their audit of the City's FY 2016 financial statements, and answer questions from the City Council and staff.

BACKGROUND

The City's annual financial audit is due to the State Auditors Office by December 31 each year. The audit report is a part of the attached Comprehensive Annual Financial Report (CAFR), which includes much more information than required by State law. The CAFR will be submitted again to the Government Finance Officers Association for consideration to receive the Certificate of Achievement for Excellence in Financial Reporting, which Centerville City has received for many years.

ATTACHMENTS:

Description

□ FY 2016 CAFR

**CENTERVILLE
CITY COUNCIL
Staff Backup Report
1/3/2017**

Item No. 5

Short Title: Police Department Business

Initiated By: Police Chief Paul Child

Scheduled Time: 8:10

SUBJECT

- a. Revisions to Physical Fitness Policy
- b. Proposal to create Administrative Sergeant position

RECOMMENDATION

Review the revised Physical Fitness Policy for police officers and approve the proposal to create an Administrative Sergeant position.

BACKGROUND

a. Police Chief Paul Child has drafted revisions to the Physical Fitness Policy for Police Officers. The current policy--which establishes fitness standards for police officers--was drafted and recommended by URMMA several years ago through an extensive validation process. It requires an employee be terminated or transferred into a non-police officer position if, after several attempts, that employee continues to fail the test. In the context of the current police officer job market, Chief Child is concerned about retaining his current officers, and therefore would like to back off the termination requirement and use other incentives to encourage compliance. This was the main reason for Chief Child to revise the current policy. However, his review generated several other desired changes that he discussed with the City Manager. The significant proposed changes are identified in the attached email sent by the City Manager to Paul Johnson, URMMA's Executive Director, asking for his comments about these revisions. Mr. Johnson's response is part of the attachment. The City Manager, City Attorney and Police Chief will discuss Mr. Johnson's comments and additional potential revisions to the draft policy before Tuesday night's council meeting.

The City Council is not being asked to approve these revisions, because the authority for the content and adoption of the Police Policy Manual resides normally with the Police Chief. However, the Council has the authority to override the Chief if they disagree with the content of a police department policy. The Council is being apprised of these revisions because these changes could affect the amount of premium paid by the City to URMMA for liability insurance coverage--albeit the increase would be very slight, if any, due to this factor--as explained in the attached emails.

b. The attached memo from Police Chief Child proposes a change to the Police Department's command structure. In summary, it would involve the dissolving of the POP Officer position and creation of an Administrative Sergeant position. His memo explains the benefits of these changes.

Chief Child will attend the Council meeting to explain and answer questions about these two police matters.

ATTACHMENTS:**Description**

- ▣ Emails re Physical Fitness Policy Draft
- ▣ Physical Fitness Policy Draft
- ▣ Police Chief Memo re Command Structure

Steve Thacker

From: Paul Johnson <paul@urmma.org>
Sent: Wednesday, December 28, 2016 3:43 PM
To: Steve Thacker
Cc: Lisa Romney; Paul Child; Von Steenblik; Jake Alexander; Jason Davis
Subject: RE: Physical Fitness Policy Draft

Steve,

Thank you for sharing the results of your work on this policy. I know you take it seriously and are trying to strike the best balance possible between saving the jobs of otherwise valuable officers who cannot take or pass the PT test and implementing a policy whose premise is that if you can't perform the tests, you can't perform the essential functions of the position of police officer. We have no issue with requiring an annual physical instead of the health screening. Nor do we have an issue with offering the JTST up front rather than making them try the other first. It is FITforce's recommendation that officers be required to try the battery of tests before taking the JTST, but it is our opinion that since both tests are valid, it doesn't matter which one an officer takes. The termination issue is a little more sticky. I think it would help if you included in the policy that the consequences of not passing the test are not only potential effects on promotions and merit increases but may also subject the officer to discipline, up to and including termination. That doesn't lock you in to termination but certainly puts it into play as a possibility. We are thinking that if you could include that language, we could give you the full point on the inspection report. If you decide not to change it, we would still give you ½ point, as you are still implementing the physical fitness standards and testing on an annual basis, but without potential termination. Does that seem fair to you?

Paul Johnson

Chief Executive Officer
Utah Risk Management Mutual Association
502 East 770 North
Orem, UT 84097
Phone: 801-225-6692
paul@urmma.org



From: Steve Thacker [<mailto:stevet@centervilleut.com>]
Sent: Wednesday, December 28, 2016 2:06 PM
To: Paul Johnson <paul@urmma.org>
Cc: Lisa Romney <lromney@centervilleut.com>; Paul Child <pechild@centervilleut.com>; Von Steenblik <VSteenblik@centervilleut.com>; Jake Alexander <jalexander@centervilleut.com>
Subject: Physical Fitness Policy Draft

Hello Paul:

In Centerville we have revised the Police Physical Fitness Policy and will present to the City Council for their approval next week. I am sending you the draft in case you want to review and comment on it. We have revised it in several ways, including the following:

- Failure to pass the test after several attempts is not necessarily grounds for termination. We have revised the consequences to include the possibility this may affect promotion, annual merit increases, and other potential personnel action, although we have chosen not to specifically require termination, leaving the door open for that possibility in an extreme case.
- The Job Task Simulation Test is offered as an alternative beginning with the first test, not just after several failed attempts to pass the standard test. I am remembering you telling me in an earlier conversation that this was OK.
- We have removed the health screening and potential referral to a doctor prior to each test and replaced this with the requirement that all officers (not just those over 40) get a medical exam annually, which is a covered cost under our health insurance. We require new officers to have passed the fitness test within a few months of being hired. This, combined with the requirement for an annual medical exam, seems to us to be a reasonable approach, and may even be better because of the potential benefits associated with the annual medical exam.

We realize these deviations from the policy approved by URMMA may mean loss of a point in the annual inspection, and will thereby slightly affect our premium. However, when weighing this against the potential impact on officer retention in the current job market, these modifications seem reasonable to us. However, we realize there was a great deal of effort invested in the development of this policy, so any comments/advice you wish to share with us are welcome.

Thanks for the excellent service URMMA provides to Centerville City.

Best Regards,
Steve Thacker
Centerville City Manager

Physical Fitness

1032.1 PURPOSE AND SCOPE

The purpose of this General Order is to establish minimum job related and validated physical fitness standards for all sworn officers of the Department regardless of rank or duty assignment. The Department's fitness program has been designed to provide reasonable assurances that all police officers can perform the essential physical functions of the job (regardless of rank or position within the Department) and to enhance the general physical fitness and well-being of Department officers. In addition to the foregoing, the purpose of this policy is:

- (a) To ensure the safe and effective performance of the essential job functions of sworn officers;
- (b) To establish physical fitness standards that benefit the individual sworn officer;
- (c) To provide confidence that back-up support for fellow officers and others who depend on a sworn officer is performed safely and effectively; and
- (d) To provide the expected protection of the citizens of the community.

1032.1.1 POLICY

It is acknowledged that work performed by police officers requires a level of physical fitness. While the performance of most critical, essential job functions may be infrequent, the consequences of non-performance or improper performance of such duties can be significant. The ability of each officer to perform the essential job functions is affected by, among other things, exercise, diet, stress management, and weight control. To help officers maintain the level of fitness necessary to safely and effectively perform the essential functions of the job, it is the policy of the Department to provide and maintain a total fitness program for the Department as more particularly provided herein. It is the policy of the Department that newly hired and incumbent sworn officers of the Department meet minimum job related and validated police physical fitness standards.

1032.2 LEGAL CONSIDERATIONS

- (a) Certain essential law enforcement job functions require physical fitness. The components of physical fitness (cardiovascular endurance, muscular strength, muscular endurance, flexibility, anaerobic power, and body composition) underlie and predict the ability to perform the myriad of essential physical job tasks. As such, measures of these components of fitness are deemed job related.
- (b) The provisions of this policy are intended to comply with all state and federal mandates including, but not limited to Section 106 of the Civil Rights Act of 1991 which prohibits the discriminatory use of test scores in the selection or referral of applicants or candidates for employment or promotion, to adjust the scores or use different cutoff scores for, or to otherwise alter the results of employment related tests on the basis of race, color, religion, sex, or national origin.

Centerville Police Department

Policy Manual

Physical Fitness

- (c) In compliance with state and federal mandates, the physical fitness standards set forth in this policy are intended to be the same for individuals who hold similar jobs and have the same job requirements. Physical fitness is deemed job related and the standards identified in this policy have been scientifically validated as job related and a business necessity of the Department, as required by law.

1032.2.1 PROGRAM COMPONENTS

- (a) **Fitness Coordinators.** The Department will provide assistance for officers participating in the fitness program. A component of this assistance will be through Fitness Coordinators or a person hired by the department who is trained in the application of the principles of fitness.
- (b) **Assessment Testing and Reassessment.** The Department views the assessment of whether a person has the minimum fitness necessary to perform essential peace officer job functions as a measure of the fitness program's effectiveness rather than as a punitive or culling out process. The Fitness Coordinators will administer the assessment test in accordance with this policy and direction from the Chief of Police. The Department will administer the assessment test twice each year, officers must pass the test at least once a year. When an officer passes the test he/she will then have another year before being required to pass it again. All officers should participate in the assessment twice a year. Officers shall obtain permission from the training coordinator to miss a fitness assessment. Fitness assessment testing will generally be held in April and October on the second Tuesday of month around 3 pm.
- (c) **Goal Setting.** Individuals are more likely to adhere to a program when effective goal setting principles are employed. The Fitness Coordinator will assist sworn officers to establish realistic yet challenging goals to enable them to achieve and maintain the level of fitness necessary to perform the essential functions of the job. At the Coordinator's request a person trained in physical fitness may be utilized to help an officer set and accomplish goals; associated costs for this service will be paid by the department.
- (d) **Exercise Prescription.** New exercisers left to their own devices often fall out of a program. The Fitness Coordinators, or a trained person in fitness hired by the department, may prescribe an exercise program based on an individual's current level of fitness, individual preferences, and available facilities and equipment.
- (e) **On-Going Education.** The Department recognizes that adults want to know the reasons why they are required to do various things. Therefore, ongoing education is an important part of an effective fitness program. As another way of assisting participants, the Department may provide ongoing education on the fitness program and on pertinent fitness-related subjects. These topics may include exercise, back pain, cholesterol, stress, tobacco use cessation, and nutrition.
- (f) **Remedial Fitness Training.** Sworn officers failing a fitness assessment test will be placed in a remedial fitness training program. This program will be developed by a Fitness

Centerville Police Department

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Physical Fitness

Coordinator, or a person trained in physical fitness and hired by the department, to specifically address the individual's needs.

- (g) **Fitness Test Results.** The fitness test results for each sworn officer will be maintained by the Department and forwarded to the sworn officer's supervisor for evaluation. Results of individual fitness tests will only be given to the officer taking the tests, applicable supervisors and the Chief of Police, they should not be published for viewing by other members of the department.
- (h) **Performance Appraisals.** Performance appraisals for Department officers will include a statement whether or not the officer is in compliance with this policy.
- (i) **Job Description.** One of the fundamental elements of the Thomas and Means physical fitness study is the connection between essential job functions and physical fitness. Job descriptions will be modified as necessary to include physical fitness standards as a part of the essential job functions.

1032.3 DEFINITIONS

- (a) For the purpose of this policy, the fitness program consists of training for physical fitness coordinators, screening for safe participation, assessment testing and reassessment of sworn officers, goal setting, exercise prescriptions, and ongoing total fitness education.
- (b) For purposes of this policy, total fitness is considered to be the overall fitness of sworn officers in terms of performance and health. Total fitness is a result of lifestyle choices in the areas of exercise, diet and nutrition, tobacco usage, substance abuse prevention, stress management, and weight control.
- (c) For the purpose of this policy, a particular job function is essential if removing it would fundamentally alter the position; because the position exists to perform that function; because of the limited number of employees available among whom performance of that function can be distributed; or because of the highly specialized nature of the function. For the position of sworn officer, those functions include, but are not limited to, safely affecting a forcible arrest, suspect pursuit, and safely controlling combatants.
- (d) For purposes of this policy, a qualified person with a disability is an individual with a disability as more particularly defined in the Americans with Disabilities Act (ADA) who, with or without reasonable accommodation, can perform all essential functions of the job.
- (e) For purposes of this policy, a fitness coordinator is an individual designated as a Fitness Coordinator by the Department and trained by URMMA specifically for this task. Fitness Coordinators will be designated by the Chief of Police and may be a sworn officer of the Department, a city employee in another department, or a person contracted to perform the services.

Centerville Police Department

Policy Manual

Physical Fitness

1032.4 ASSESSMENT REQUIREMENTS

(a) All sworn officers will undergo fitness assessment testing at least on an annual basis. The officer may chose to take either the JTST or the standard test. The JTST consists of a pursuit and arrest scenario involving running, going over barriers, going up and down stairs, jumping a gap, moving and lifting a dummy. More specific requirments for the JTST will be available from the Fitness Coordinator. The standard test consists of the mile and one half run, 25 push-ups, 35 sit-ups and 16 inch vertical jump. Officers opting to take the JTST may be allowed to test with another agency which has the same requirements when authorized by the fitness coordinator. The Department will publish the assessment testing schedule no later than two weeks prior to the beginning of each testing period.

(b) Fitness Assessment Testing will be conducted by the Department Fitness Coordinator.

(c) Fitness Assessment Testing Procedures:

1. Each sworn officer shall advise the Fitness Coordinator and the Chief of Police whenever a physician has recommended that he/she not participate in fitness testing.
2. Each sworn officer shall ~~have~~ undergone a medical examination annually. The officer shall consult with the examining physician whether the officer can safely take either fitness test and participate in an exercise program. The sworn officer should use their provided health insurance as part of his/her employment to pay for the examination if possible. If insurance will not pay the full amount and a co-pay is required of the officer the department will re-imburse the officer for the co-pay amount of the initial examination with a limit of once a year.

Combine with 1032.4.1 or insert after #5 in this section?

- (a) Temporary Disabling Conditions: In the event that a medical doctor, satisfactory to the Department, certifies that a temporary disabling condition caused the failure, the sworn officer will be excused from the test until a medical doctor confirms that the temporary disability no longer limits the officer's ability to take the test. Officers who have been declared by a medical doctor to be experiencing a temporary disability will be refered to the Chief of Police to determine if the officer should be placed on light duty or required to use allowable paid time off.
3. First Test. Any sworn officer failing to meet the minimum standard on each component of the standard fitness test or the JTST during the first test will be given three more chances to successfully complete the test. The Fitness Coordinator will continue to counsel the sworn officer and may develop a remedial fitness program for the sworn officer in order to assist in meeting the Department standard. Unless the failure was the result of an apparently disabling condition, the sworn officer will be scheduled for a retest within 30 calendar days of the first failure.
4. Second Test. Any sworn officer failing to meet the minimum standard on each component of the standard fitness test or JTST during the second test attempt will be given two more additional chances to successfully complete either test. The Fitness

Centerville Police Department

Policy Manual

Physical Fitness

Coordinator will continue to counsel the sworn officer and to help refine the sworn officer's personal fitness program. Unless the failure was the result of an apparently disabling condition, the sworn officer will be scheduled for another retest within 30 calendar days of the second failure.

5. Third Test. Any sworn officer failing to meet the minimum standard on each component of the standard fitness test or the JTST during the third test attempt shall be given one additional opportunity to successfully complete either test within 30 days. If the officer refuses to take any required assessment test(s) he/she is subject to termination. If the officer fails to successfully complete either test within the prescribed time limits, the Chief of Police shall be notified and appropriate personnel action shall be taken, which may include exclusion from consideration for promotion or pay increase, transfer, or other personnel action.

1032.4.1 MEDICAL EXEMPTIONS

Any sworn officer may be medically exempt from undergoing fitness testing and/or job task simulation testing if a certification is obtained from a medical doctor, satisfactory to Department, that the condition(s) forming the basis for the medical exemption are temporary.

1032.5 VALIDATED TEST STANDARDS

Standard Test:

The following test standards have been scientifically validated as job related by Thomas & Means and Associates through a validation study ("Validation Study") conducted for the Utah Risk Management Mutual Association ("URMMA") in 1998 and 1999, entitled "Validation of Police Physical Fitness Standards for the Utah Risk Management Mutual Association-Final Report."

- (a) There are four (4) components to the standard physical fitness test that will be given in one day as a battery of testing as follows:
- (b) Each test is scored separately and sworn officers must meet the standard on each test. The standards are as follows:
 1. Mile Run 1.5 Miles in 15:54 Minutes
 2. Push Up 25
 3. Sit Up 35 in one minute
 4. Vertical Jump 16 inches
- (c) The battery of tests shall be administered consistent with the Specific Test Procedures set forth in Appendix A to the Validation Study, or substantially similar testing methods.
- (d) Officers may use a properly functioning treadmill in lieu of running on a hard surface when approved by the Chief of Police or the Fitness Coordinator.

Centerville Police Department

Policy Manual

Physical Fitness

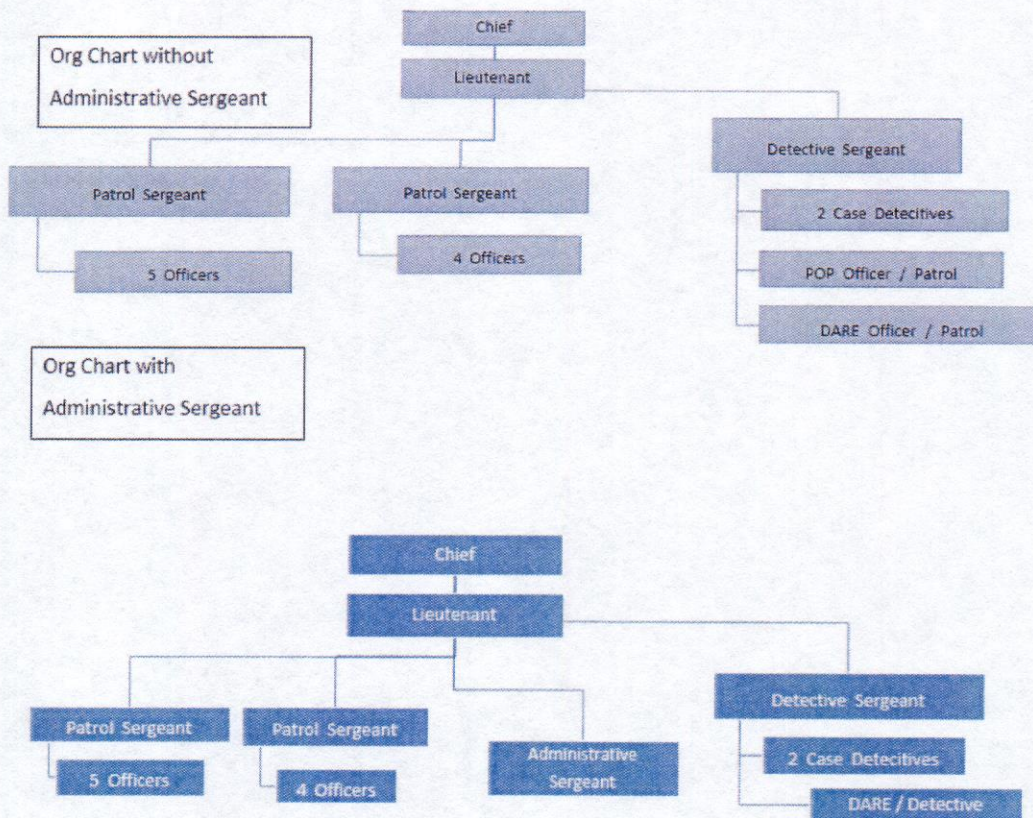
Job Task Simulation Test

Refer to the following Addendum: "Procedural Manual for the URMMA Job Task Simulation Test" for information on procedures and requirements of this test. The Fitness Coordinator will maintain this addendum and make it available to officers if requested.

Memo

To: Centerville City Council
From: Chief Paul Child
Date: December 29, 2016
Re: Proposed Changes to Police Department Command Structure

This memorandum is a proposal to make some changes to the structure of the Police Department. This would include creating a new Administrative Sergeant Position and dissolving the POP Officer position. The Administrative Sergeant would be a third Patrol Sergeant in a three year rotation. The changes in the structure of the department are below:



The purposes for this change would be as follows:

Having an administrative sergeant would consolidate a majority of the administrative duties of the sergeants to one person, allowing the other Patrol Sergeants to be in the field far more often with their patrol officers. Our newest and least experienced officers always start out in patrol where they need the guidance and direction of the Patrol Sergeants. Patrol Sergeants should also be available as much as possible to take command in complex, high-risk, and dynamic incidents when they occur.

The day shift Patrol Officers will also have access to an Administrative Sergeant who can respond to supervise as needed in the field and answer questions for them as they come up. This spreads out the resources of the Sergeants instead of concentrating them on the swing/night shift.

The three Patrol Sergeants would rotate through the Administrative Sergeant position, spending a year as the Administrative Sergeant before returning back to the swing shift Patrol Sergeant position. Currently, the Patrol Sergeants are on a permanent swing shift schedule which takes a toll on their morale and family life. Having the opportunity to rotate through a day shift position, while still fulfilling their capabilities as a Sergeant, would increase their morale which will further increase their effectiveness as supervisors.

The Administrative Sergeant would be in charge of supervising the evidence room, which will free up the Detective Sergeant to spend more time working complex and high profile cases, as well as supervising the Detectives and School Resource Officer.

The Administrative Sergeant would be in charge of approving reports and department scheduling which would free up the Patrol Sergeants to spend their time out in the field with more time to patrol, supervise their officers, and supervise the Patrol Division instead of being tied up in the office on administrative duties which currently overwhelm a great amount of their time. The Administrative Sergeant would also be able to assist the Lieutenant with any day time administrative duties that he needs help with, such as shuttling cars to and from our equipment vendors in Salt Lake County, picking up uniforms and supplies, etc.

Finally, it would provide an additional promotional opportunity for officers in this department. One of the challenges with small departments is providing enough opportunity to promote retention of experienced officers while still balancing the financial needs of a small department. This position will provide another option for career advancement at a minimal cost to the city which should lead to improved officer retention.

The cons of creating this position are as follows:

In order to create an Administrative Sergeant position without losing a Patrol Officer, the POP (Problem Oriented Policing) Officer position would be dissolved. Changes and trends in policing and crime in our area have reduced the need for a POP Officer. The current POP caseload would be redistributed between the two Case Detectives, the Detective Sergeant, and the School Resource Officer.

The financial cost to the department of creating an additional Sergeant position would be a 5% raise for the newly promoted officer. A 5% raise for a PO-III officer at the point in their

career that they are likely to be promoted to a Sergeant would equate to approximately \$2600 - \$2800 per year. It is predicted that this cost will be easily offset by the increase in employee retention created by the additional promotional opportunity in the department. Hiring new officers to replace experienced officers bears a great cost that is hard to quantify, but is easily well in the tens of thousands of dollars.

The police car currently assigned to the POP Officer would be reassigned to the Administrative Sergeant, so there would be no need to purchase any new vehicles to equip this new position.

These changes, if approved by the City Council, would result in a net benefit to the department in functionality, efficiency, morale, and financial labor costs.

**CENTERVILLE
CITY COUNCIL
Staff Backup Report
1/3/2017**

Item No. 6

Short Title: Discuss issues relating to County property on 100 South Street

Initiated By:

Scheduled Time: 8:25

SUBJECT

RECOMMENDATION

The City Council should agree on what message(s) they want to send to County officials about the County's property on 100 South Street, and how to communicate with those officials.

BACKGROUND

In March 2016 County officials attended a City Council meeting and informed the Council that they intend to sell the 2 acres of County-owned property on 100 South Street, which contains the Deuel Creek channel and sedimentation basin on the north portion. From 1997 to 2014 the property was the subject of a lease agreement between the County and Centerville City, allowing the property to be used as a natural open space by City residents. Recently County employees have fenced the property and posted "No Trespassing" signs.

The City Council had some discussion earlier this year about what they would like to see happen to this property. The possibility of preserving the north half as public open space has been suggested as a compromise, but this has not been formally proposed by the City Council. Therefore, the City Manager recommends the Council agree on what they would like the County to consider and how to convey that message.

The attachment, "Deuel Creek Basin Property Documents", was sent via email to the City Council a couple of weeks ago, and includes several documents in the following order:

- Historical summary prepared by County staff and provided to City Council at March 15, 2016 City Council meeting
- Minutes of March 15, 2016 City Council meeting
- Minutes of May 3, 2016 City Council meeting
- 1997 Lease Agreement giving City permission to use the property as a natural park until notice of termination from County.

The County sent notice of termination of the Lease Agreement in 2014 and the City Manager subsequently informed the City Council of this during their October 7, 2014 meeting. There was no discussion or direction at that time by the City Council to pursue any interest in the property.

ATTACHMENTS:

Description

- ▣ Aerial photo of County property on 100 South
- ▣ Deuel Creek Basin Property Documents



Deuel Creek Basin 641 E 200 S Centerville, Utah TID 02-104-0100

(prepared by County staff)

- May 1984, Davis County purchased the property 2.167 acres from Centerville City for \$102,000.
- October 1991, Davis County sells 0.125 acre of property to Centerville City for \$4,500.00, also reserving an easement for access to basin.
- January 1996, Centerville City proposes a 10 year lease agreement for a park on the property with an "Option to purchase" as paragraph "8" requesting the City shall be given the option to purchase the property at fair market value at the time of purchase. (word\deuel.lse 12/11/95)
- January 1997, Centerville City proposes a 2 year lease agreement for a park on the property also with paragraph "8" requesting and "Option to purchase. (Deuellse.agr 1/07/97)
- April 1, 1997, County revises lease agreement and delivers draft to Centerville City. Paragraph "8" revised to provide for disposal of property in accordance with County ordinances.
- April 11, 1997, City receives a letter of review of draft from Law Offices of Mazurn & Hayes.
- April 21, 1997, Davis County enters into a Lease Agreement with Centerville City. (Davis County Contract No. 97-109)
- June 2000, Agreement with the Sons of Utah Pioneers for a Grist Mill Memorial.
- September 2008, Davis County surpluses and sells 0.0253 acre of this property to Dale Engbersen. (Davis County Contract 2008-217)
- May 2011, Davis County completes a new debris flow structure up stream of basin.
—(\$1.59M)— Total cost was \$2.1 million (County contributed \$1.8 million) AHJ
- August 2011, FEMA issues a Letter of Map Revision (LOMR) covering property and revising it from a "Zone X" to a "Zone A". This LOMR covers more than 200 properties in Centerville.
- October 2014, Davis County signs and sends a Notice of Termination of Lease Agreement to Centerville City. (Davis County Contract 1997-109A)
- March 2015, Davis County receives an Appraisal of the property with an As Is-Market Value of \$440,000.
- March 8, 2016, Davis County declared this property as surplus.

1 the standards for remaining a Tree City USA should be considered. Councilwoman Fillmore
2 presented research on the value of trees, and suggested putting together a citizen tree board.
3

4 Kevin Campbell, City Engineer, explained the 1825 North project will be bid during the
5 second week of April, and will include removal of trees. Tree replacement, if desired, could be
6 handled with a separate bid. He pointed out that the standard 4-foot wide park strip is not
7 typically wide enough for trees. The Mayor pointed out that the Council will meet with the
8 Planning Commission in a work session next week, and asked if staff could have a
9 recommendation put together in time for the work session. Mr. Thacker responded that the
10 Planning Commission and Council could discuss whether such a process is a priority. Mayor
11 Cutler said he feels trees add value and beauty to the city, and that any plans should encourage
12 the planting of trees in appropriate locations. Councilman McEwan said he feels it is an
13 education issue. The Council should let the citizens know the issues and economic costs
14 associated with the decision to avoid appearing heavy handed. Mr. Randall agreed that
15 education is important.
16

17 **SALE OF DRAINAGE BASIN PROPERTY ON 100 SOUTH**
18

19 County Commissioner Bret Millburn introduced Barry Burton, Director of Community and
20 Economic Development, and Tony Thompson, County Property Manager. He gave a history of
21 the County-owned property on 100 South, beginning with the County purchase of the property
22 from Centerville City in 1984 for \$102,000 for use as a debris basin. In April 1997 the County
23 and City reached an agreement for the City to lease a portion of the property as park space,
24 which was renewed in two-year increments until 2008. In September 2008, a portion of the
25 property was sold to Dale Engberson to extend his adjoining property. In 2011, with completion
26 of the debris basin farther up the canyon, 200 homes were taken out of the FEMA flood zone.
27 The County has now determined the property is no longer needed for flood control based on the
28 debris basin completed in 2011. Commissioner Millburn stated a notice of termination was sent
29 to the City, and an appraisal obtained. In March 2015, the as-is appraised value of the property
30 was \$440,000. The County declared the property as surplus on March 8, 2016. Mr. Thompson
31 explained options for the property considered by the County. It is the County's intention to
32 maintain an easement for stream access. Commissioner Millburn emphasized that the County
33 has carefully considered the property, and he looks forward to working with the city for the best
34 possible outcome.
35

36 Councilwoman Ivie asked what the as-is appraisal assumes. Commissioner Millburn
37 responded that the purchaser would be responsible to work with the city and improve the
38 property as needed to use it. The property is currently in a Public Facility Zone. The Master
39 Plan shows an eventual Residential-Low Zone. Mr. Thompson stated the appraisal assumes
40 Residential-Low density. Commissioner Millburn said the County has not discussed specific
41 details of the proposed easement for the channel and basin. He informed the City that the flood
42 control structure on the property was last inspected by the State in 2003, and is no longer
43 recognized as a detention structure. Mr. Thacker mentioned that the County Public Works
44 Director has estimated sediment would probably only need to be removed every 10 years or so.
45 Commissioner Millburn agreed that an easement makes sense. Councilwoman Fillmore said it
46 seems that settling easement matters would come prior to sale of the property. Commissioner
47 Millburn responded the easement would not be more than 10-15 feet, with maybe 30 feet in the
48 basin area.
49

50 Councilman McEwan made a **motion** to acknowledge termination of the lease
51 agreement, and state the intention to continue to work with the County regarding the easement,
52 but not exercise the right to purchase the property at this time. Councilman Ince seconded the
53 motion. Mayor Cutler agreed that it is a beautiful property, but responding to the suggestion that

1 the City purchase the property, he expressed the concern that City funds would be better spent
2 investing in other park needs. He commented that the city owns property at the top of 100
3 South, and could possibly work with the County for a larger, more open park space at that
4 location. Commissioner Millburn responded there could be an opportunity for the County to
5 develop something with the City at the top of 100 South. Councilwoman Fillmore stated the
6 Parks and Recreation Committee should be consulted if the Council considers purchasing the
7 property for park space. She shared comments from the Parks and Recreation Committee
8 regarding the possibility, including the idea that, if purchased by the City, it should become
9 something unique for the benefit of all citizens. She mentioned that the neighboring property
10 owners have expressed a desire for the property to remain as it is, and so city-wide use might
11 not be what they desire. Councilman Ince agreed with recognizing termination of the lease, but
12 said he would like to see the process move slower. He mentioned the need for more cemetery
13 space in the city. Councilman McEwan responded he feels the Council has an obligation to
14 provide maximum value to the citizens for money spent. He said this property, in his opinion,
15 would not provide maximum value for all citizens.

16
17 Councilwoman Mecham said she has many questions to have answered before feeling
18 comfortable declining to purchase the property. Commissioner Millburn stated the City Council
19 was given notice regarding the property in October 2014. The Council did not take action on the
20 issue at that time. Councilman McEwan withdrew his motion. Commissioner Millburn and Mr.
21 Thompson indicated they are willing to wait 60 days for the Council to consider and make a final
22 decision. Mr. Thompson said the sale will be posted on the property, and in the newspaper,
23 with a courtesy notice sent to the city. He said they may explore other options, but will not list
24 the property through a real estate brokerage.

25
26 Mayor Cutler allowed Centerville citizen Lee Skabelund to comment. Mr. Skabelund
27 stated that Community Development Director Cory Snyder said at a previous meeting it is illegal
28 to appraise a property for anything but the current zoned use. He said it is his understanding
29 that no evidence has been produced to prove the original purchase payment was made. He
30 stated the 2011 debris basin will not collect water; the water will continue down the stream bed,
31 collecting more debris. He mentioned the findings of a hydrologist report, and stated the
32 property is a sediment basin – a public land that can never be replaced when lost. Mr.
33 Skabelund expressed frustration with the apparent determination to build on any vacant
34 property no matter the size and shape.

35
36 Commissioner Ince asked about the professional reports that seem to show conflicting
37 opinions. Mr. Thompson responded that the proposed easement would be to maintain the
38 existing structure. The County would maintain the structure and spillway. All building permits
39 would be examined to ensure the stream will continue to flow as intended. The appraisal was
40 obtained through a licensed third party. Mr. Thompson said he is not aware of any issues with
41 the appraisal. Commissioner Millburn pointed out the County could take the stance that no
42 easement is needed, and remove the existing structure. However, the County is willing to
43 maintain an easement and clean out the sediment every 10 years or so. He stated that experts
44 can be found on all sides of any given issue. The role of elected officials is to take the
45 information and try to make the best decision possible. Councilwoman Ivie asked for
46 clarification regarding the parameters of the appraisal. Commissioner Millburn stated he will
47 provide a copy of the appraisal to the Council. Mayor Cutler said it seems appropriate to
48 request a formal recommendation from the City Public Works Department regarding the
49 easement. Councilman McEwan added it would be beneficial to have calculations regarding
50 usable green space from the Planning Commission in the next 60 days. Commissioner Millburn
51 expressed appreciation for the open communication with the Council. As a citizen of
52 Centerville, he expressed appreciation for the thought and analysis given by the Council when
53 making decisions. He added he does not think the City purchasing the subject property would

1 be the best use of tax dollars. Responding to a question from the audience, Commissioner
2 Millburn stated the Sons of Utah Pioneers monument on the property would be preserved.

3
4 The Council took a break from 9:04 p.m. to 9:15 p.m.

5
6 **PROPOSAL TO EXTEND 4TH OF JULY PARADE ROUTE**
7

8 Phil and Mary Walters, Co-chairs for this year's 4th of July parade, have proposed
9 extending the parade route half a mile by beginning the parade near 1450 North Main Street
10 rather than at Chase Lane. Mr. Walters stated he has already obtained permission to use the
11 two church parking lots at 1450 North to stage the parade. Mr. Thacker reported that Police
12 Chief Child evaluated the proposal and stated the extension would require more personnel, but
13 would allow Chase Lane to remain open until the parade begins, and allow better east/west
14 access for vehicles. Mr. Walters commented that the City's population has grown significantly
15 over the last 20 years, and additional viewing space would remove some of the stress
16 associated with the parade. Mayor Cutler stated he feels it is worth trying. Councilwoman Ivie
17 said she is concerned with how the length of the parade would affect the enthusiasm of the
18 participants. She said if the parade is too long, the hometown feel would be lost with groups
19 riding rather than performing in the street. Mr. Walters responded he has spoken with some of
20 the groups that usually participate and has not received any negative feedback. Councilman
21 Ince said it was his perception that not many people were sitting at the end of the parade last
22 year, and suggested it would make sense to begin the parade at 1450 North and end the
23 parade at Centerville Junior High School instead of Pages Lane. Councilwoman Ivie responded
24 that a lot of citizens sit around the corner at Pages Lane. Mayor Cutler added that a lot of space
25 is needed to facilitate the end of the parade. More space is available at Pages Lane than at the
26 Junior High. The Council discussed the Walters' proposal. Councilwoman Ivie said she
27 believes there are plenty of spaces available to watch the parade; the issue is one of education
28 – letting the citizens know that more space is available at the south end. Councilwoman Fillmore
29 stated she would be comfortable leaving the decision and details to the parade Chairs, and said
30 she could support experimenting with the length this year. She asked how the length of the
31 Centerville parade compares to other small-town parades. Mr. Walters stated the extended
32 parade length would be two miles. Ms. Walter commented they are considering moving some
33 of the announcing stands to the west side of Main Street to open more seating on the east side.
34 Councilwoman Ivie suggested the Walters consider a set playlist for the announcing booths, to
35 ensure appropriate music. The Walters agreed to consider the suggestion. The Mayor and
36 Council thanked the Walters for all they are doing.

37
38 **SOLID WASTE COLLECTION CONTRACT**
39

40 Mayor Cutler reported that ACE has been slow in responding to the City regarding
41 contract negotiation. Councilman McEwan stated the slowness has emphasized for him the
42 need to go out to bid. He suggested the Council issue an RFP without including recycling, since
43 the City's recycling has ended up at the landfill lately with recycling centers not accepting
44 deliveries. Councilman Ince commented that two residents have asked him for a report of how
45 effective the City's recycling has been. Mayor Cutler said he believes the current difficulties with
46 the recycling industry are a short-term problem. Councilman McEwan stated the city should not
47 require residents to pay for a service they are not getting, and added he is not confident it is a
48 short-term problem. Councilwoman Fillmore suggested that, considering the time restraint, the
49 Council renew with ACE for a shorter period of time and continue to do research before making
50 the decision to completely discontinue recycling. Councilman McEwan referred to former
51 Councilman Higginson's report, as the City's liaison to the Waste Management District, that the
52 recycling industry will not rebound for another 2-3 years. Councilman McEwan stated he
53 believes recycling is a good thing, but at this point he feels a huge amount of effort by citizens to

1 **CLOSED MEETING**

2
3 At 9:13 p.m. Councilman Ince made a **motion** to move to a closed meeting for the
4 purpose of discussing pending or reasonably imminent litigation and the character and
5 competency of an individual. Councilwoman Ivie seconded the motion, which passed by
6 unanimous vote (5-0). In attendance were: Paul A. Cutler, Mayor; Council members Fillmore,
7 Ince, Ivie, McEwan, and Mecham; Steve Thacker, City Manager; Lisa Romney, City Attorney;
8 Jacob Smith, Assistant to the City Manager; Katie Rust, Recording Secretary; Heather White,
9 Snow Christensen & Martineau; and Libby Lowther, URMMA.

10
11 The Council returned to regular meeting at 9:57 p.m.

12 **APPOINTMENTS**

13
14
15 Mayor Cutler reported he has communicated with an individual interested in serving on
16 the Board of Adjustments. One position will open on the Planning Commission this fall at the
17 end of Commissioner Kjar's second term. There is one open position on the Whitaker Museum
18 Board, and two open positions on the Landmarks Commission.

19
20 **RDA MEETING**

21
22 At 9:59 p.m. Councilman Ince made a **motion** to move to a meeting of the
23 Redevelopment Agency of Centerville. Councilwoman Mecham seconded the motion, which
24 passed by unanimous vote (5-0). In attendance were: Paul A. Cutler, Chair; Stephanie Ivie,
25 Vice-Chair; Directors Fillmore, Ince, McEwan, and Mecham; Steve Thacker, City Manager;
26 Jacob Smith, Assistant to the City Manager; Lisa Romney, City Attorney; and Katie Rust,
27 Recording Secretary.

28
29 The Council returned to regular meeting at 10:07 p.m.

30 **MAYOR'S REPORT**

31
32 Mayor Cutler reported on UTA's plan for use of Proposition 1 revenues.

33
34 **COUNTY-OWNED PROPERTY ON 100 SOUTH**

35
36
37 Mr. Thacker updated the Council regarding the County-owned property on 100 South.
38 He said County staff has suggested the County develop the south portion of the property with
39 access on 200 South, leaving the north portion undeveloped. Mr. Thacker said the County has
40 asked if the Council would consider waiving City development fees and impact fees (not
41 engineering fees) at the time of subdivision (totaling approximately \$10,000). Ms. Romney
42 suggested the Council request a conservation easement to ensure the north space remains
43 open over time. Councilwoman Fillmore said she believes it would be a good compromise, and
44 said she would also want a trail easement between 100 South and 200 South. Councilwoman
45 Mecham said she does not like the idea of developing any part of the property – it is a unique
46 jewel that cannot be replaced once gone. Councilwoman Ivie expressed the opinion that the
47 City should do everything possible to ensure that every piece of open land not already
48 designated as buildable remain not buildable. Mr. Thacker responded that the Council needs to
49 look at the big picture and consider the potential benefit to the entire community when
50 considering a large investment of funds. Councilwoman Ivie stated she feels there is value in
51 protecting open space. She pointed out that until the Council changes the existing zoning it is
52 not residential property, and expressed frustration with the appraised valuation of \$400,000 that
53 assumes residential zoning. Councilwoman Ivie said she does not feel the Council should give

1 special consideration to the County just because of the debris basin, since flood control is
2 County responsibility and taxpayer money was used to fund the project.

3
4 Councilman Ince said he would like to ask the Community Foundation to raise funds to
5 purchase the south portion of the property. Mayor Cutler pointed out that the County
6 Commissioners are trying to be good stewards of taxpayer dollars and not sit on unused assets.
7 He agreed that the most convenient option would be if a private group was willing to purchase
8 and maintain the property. Responding to Councilwoman Ivie's comments, Mr. Thacker said he
9 feels that Centerville City received a disproportionate share of benefit from the taxpayer dollars
10 issued in the flood control bond. Taxpayer dollars from all of Davis County benefited 200
11 property owners in the Centerville hazard zone with construction of the debris basin. From his
12 perspective, he said it would be unfair to threaten or refuse to rezone the property considering
13 the history of partnership between the City and the County.

14
15 Councilwoman Mecham asked if the city is positive that the property is safe for building.
16 Councilman Ince pointed out that no one on the Council is competent to make that decision.
17 There is no way to really know the answer to her question. Mr. Thacker pointed out that many
18 homes have been built on the same alluvial fan. The County would need to provide evidence
19 that the proposed building design is suitable for the soil. Councilwoman Fillmore commented
20 that what retains the value of a neighborhood is a matter of opinion. She said that, while she is
21 not opposed to open space, new quality homes and new residents could be reinvigorating for a
22 neighborhood. She expressed concern with the idea that keeping everything the way it is will
23 retain the value of the city, where the opposite might actually be true. Councilman McEwan said
24 he can still see a potential for conflict from the neighbors with the proposed compromise. He
25 said he does not see a way to make this a win-win situation, and the impact will be seen in
26 years to come.

27
28 Referring to the implication that if something is open space it should remain open space,
29 Ms. Romney pointed out that any refusal to deny rezone should be reasonable. Councilwoman
30 Ivie said she is in favor of asking the Community Foundation to see if anyone would be
31 interested in investing in the property at the reduced price. Mayor Cutler said he believes the
32 County would be able to get at least \$100,000-\$125,000 per lot, and asked what the Council as
33 taxpayers would want the County to do with taxpayer land. Councilwoman Ivie responded that
34 money is not always the issue. Councilwoman Mecham said she would feel better about
35 keeping half of the property undeveloped than none. Councilwoman Fillmore said she believes
36 the compromise is a reasonable solution. Councilwoman Mecham said she would be in favor of
37 a conservation easement. Councilman McEwan agreed with Councilwoman Mecham. Mr.
38 Thacker pointed out that the Parks Committee should be consulted before the Community
39 Foundation is asked to raise funds. Councilwoman Fillmore pointed out the liability involved in
40 owning the property. Councilman Ince pointed out that a rezone does not guarantee building
41 permit approval. He suggested staff try to move things in the compromise direction as slowly as
42 possible while the Council examines the possibility of a private party willing to invest in
43 establishing a conservation area.

44 45 CITY MANAGER'S REPORT

- 46
- 47 • Mr. Thacker reported that UDOT will perform a traffic study of the Parrish Lane
48 corridor later this year, examining each intersection on Parrish Lane.
- 49 • UDOT has agreed to an extension of the Cooperative Agreement for the Parrish
50 Lane project.
- 51 • Wasatch Front Regional Council will host a meeting regarding the update process for
52 the long-range transportation plan on May 23rd at North Salt Lake City Hall. Council
53 members are invited to attend.

97-109

LEASE AGREEMENT

THIS LEASE AGREEMENT is made and entered into this 21 day of April, 1997, by and between CENTERVILLE CITY, a municipal corporation, whose mailing address is 250 North Main Street, Centerville, Utah, 84014, hereinafter the "City," and DAVIS COUNTY, whose mailing address is P.O. Box 618, Farmington, Utah, 84025, hereinafter the "County."

RECITALS

WHEREAS, Davis County owns property and facilities within Centerville City known as the Deuel Creek Debris Basin, which property is used as a debris basin and consists largely of open space; and

WHEREAS, Centerville City desires to lease a portion of the Debris Basin property from the County and to develop such property for parks and recreation purposes; and

WHEREAS, the County is willing to lease such property to the City and permit the City to develop the property for parks and recreation purposes in accordance with the provisions set forth herein.

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

1. Leased Premises. The County hereby leases to the City and the City hereby leases from the County that certain real property located in Davis County, State of Utah, consisting of approximately 2.04 acres, hereinafter referred to as the "Property," and described as follows:

Beginning at a point on the north line of 200 South Street a 50 foot wide street which is South 89°56'56" East 858.0 feet and North 0°28'15" East 28.5 feet from the Centerville City monument marking the centerline of 200 South Street and 400 East Street; and running thence North 89°57'50" East 329.30 feet, thence North 2°16'00" West 125.97 feet, thence South 86°56'20" West 32.86 feet, thence North 3°03'40" West 20.00 feet to a chain link fence, thence North 8°48'10" East 143.89

feet along said chain link fence, thence South 89°59'04" West 310.10 feet, thence South 0°28'15" West 286.41 feet to the point of beginning. Said property is part of Block 15 in Plat "A", Centerville Townsite Survey, and one half of platted road west of Block 15.

2. Term. The initial term of this Agreement shall be for two (2) years, and shall continue thereafter until terminated by either party upon written notice of termination to the other party at least ninety (90) days prior to the effective date of such termination.

3. Rent. In consideration of this Lease Agreement, the City shall pay to the County a one-time lump sum payment for the entire term of this Agreement in the amount of ten dollars (\$10.00).

4. Improvements. The City shall have the right, at the City's expense, to develop the Property for park and recreation purposes, provided that prior approval of all such development shall first be obtained from the County (hereinafter "Improvements"). The City shall have the right, in its sole discretion, to determine what, if any, Improvements it wishes to make to the Property. The City agrees that all development of the Property by the City shall be in accordance with the provisions and limitations of the County's ordinances, rules, and regulations. The City further covenants to comply with all applicable Federal and State laws, including all requirements for obtaining any necessary permits and/or approvals, prior to development of the Property by the City. The County hereby grants approval to the City to develop the Property as set forth in the Passive Park Master Plan, attached hereto as Exhibit "A," and incorporated herein by this reference.

5. Maintenance. The City shall be responsible for all maintenance and upkeep of any and all Improvements constructed or placed upon the Property by the City, including weed control. All Improvements shall be maintained in a safe and proper condition.

6. Use. The City shall be entitled to use and occupy the Property for public park and recreation purposes, which use shall not impair or conflict with the primary purpose of the Property

as a debris basin. The City shall not make any illegal use of the Property.

7. Ownership. Unless otherwise agreed in writing signed by the parties, the County shall retain fee title ownership of the Property and the City shall retain ownership of all Improvements placed upon the Property by the City during the term of this Lease. The City shall have the right to remove any equipment or Improvements located on the Property by the City at any time prior to expiration or termination of the Lease, provided that such removal does not interfere with the County's use of the Property as a debris basin and/or does not leave the Property in an unsafe condition. Unless otherwise agreed in writing signed by the parties, at the expiration or termination of this Lease, any remaining Improvements located upon the Property shall become the property of the County.

8. Option to Purchase. In the event the County declares the Property to be surplus property, it will notify the City so that the City may participate in the public bidding process outlined in the Davis County Ordinances.

9. Indemnification. Except for negligence of the County, its officers, employees, representatives, agents and sureties, the City hereby agrees to indemnify and hold the County, its officers, employees, representatives, agents, and sureties harmless from and against any and all loss, liability, expense, claims and damages arising out of the City's use of the Property and Improvements thereon for recreational purposes. This indemnification includes any claim against the County for damage, loss, or injury suffered by the public while using the Property and Improvements thereto for recreational purposes.

10. Notices. All notices required or desired to be given during the term of this Lease shall be delivered personally or sent by certified mail, return receipt requested, postage prepaid to the other party at the parties' respective addresses set forth hereinabove.

11. Surrender of the Property. The City agrees to surrender the Property to the County at the termination of the tenancy herein created, or any extension thereof, in good order, reasonable use and wear and tear thereof excepted.

12. Holding Over. If the City shall hold the Property after the expiration of the term hereof with the consent of the County, express or implied, such holding over shall constitute a month to month tenancy, subject to the terms and conditions of this Agreement, including the ninety (90) days notice of termination.

13. Entire Agreement. This Lease constitutes the entire agreement and understanding between the parties hereto with respect to the subject matter hereof and supersedes all prior agreements, promises, representations or warranties with respect to the subject matter hereof.

14. Amendment. This Lease may not be altered or amended except by subsequent written agreement executed by all of the parties hereto.

15. Severability. If any section, clause or portion of this Lease is declared invalid by a court of competent jurisdiction, the remainder shall not be effected thereby and shall remain in full force and effect.

16. No Business Relationship. The parties agree that this Lease is not intended to and does not create any agency, joint venture, partnership or other relationship or business association of any kind between the parties.

17. Binding Effect. This Lease and the covenants and terms and conditions hereof shall be binding upon, and inure to the benefit of, the parties hereto and their respective officers, employees, representatives, and successors in interest.

18. Portion Withdrawal. The parties hereto agree that the County may withdraw any portion of the leased premises from the terms and conditions of this Lease by giving sixty (60) days written notice to the City designating which portion or portions of the leased Property is being withdrawn.

IN WITNESS WHEREOF, the parties hereto have executed this Lease by and through their duly authorized representatives as of the day and year first hereinabove written.

"COUNTY"
DAVIS COUNTY

James R. McConkie
Chairman, Davis County Commission

ATTEST:

Margene Isom
County Clerk/Auditor

Approved as to Form:

Donald E. Dan
Office of Davis County
Attorney

"CITY"
CENTERVILLE CITY

Roll A. Dool
Mayor

ATTEST:

Deputy City Recorder
City Recorder

Linda J. Henry
Office of Centerville
City Attorney



EXHIBIT "A"

Passive Park Master Plan

**CENTERVILLE
CITY COUNCIL
Staff Backup Report
1/3/2017**

Item No. 7.

Short Title: Mayor's Report

Initiated By: Mayor Cutler

Scheduled Time: 8:40

SUBJECT

RECOMMENDATION

Although no topics are showing under this heading on the agenda, Mayor Cutler may report on matters of City interest.

BACKGROUND

**CENTERVILLE
CITY COUNCIL
Staff Backup Report
1/3/2017**

Item No. 8.

Short Title: City Manager's Report

Initiated By: City Manager

Scheduled Time: 8:45

SUBJECT

- a. Summary of Projects/Issues for 2016 and 2017
- b. Update of Capital Improvement Program Summary for 2017
- c. Update re Museum parking lot
- d. Update re cemetery options
- e. Mountain bike trails proposed by Trails Committee

RECOMMENDATION

Allow City Manager to brief the Council and answer questions about these various topics.

BACKGROUND

a. At the end of each calendar year the City Manager has prepared a list of projects and issues the City Council either dealt with or was briefed on, based on the content of council meetings throughout the past year. At the same time he prepares a list of projects and issues he anticipates in the next calendar year. Although the coming year never plays out completely as anticipated, he finds value in looking ahead and giving the Council some understanding of the work to be done. The summary of the past year may be of value to Council members as a record of what was accomplished during their time on the City Council.

The summaries for 2016 and 2017 are attached. Please note these lists do not try to summarize the ongoing daily activities/operations of the various City departments.

b. In a earlier meeting the City Manager gave the Council a summary document titled "2017 Capital Improvement Program Summary", which the Manager is using as a tracking document to monitor the progress of various projects throughout the year. There have been a few minor revisions to the content, so the updated version is attached for the Council.

c. The City Manager and City Engineer met with the Museum Board Chair, Spencer Packer, in the past two weeks to discuss parking lot layout options for the museum. The City Manager will report progress on this matter. The attachment titled "Museum Parking Lot Options" shows the layout options mentioned earlier to the Council. None of these represent the layouts the Museum Board Chair and City staff agree would be best to construct, but the aerial photos will be useful for reference during the City Manager's update. If drawings of the preferred layouts are available from the City Engineer prior to the Council meeting, those will be attached to this staff report.

d. In the past few weeks staff have been working on the Council's directive to study options for increasing

burial space at the City Cemetery--more specifically the following:

- raising the level of the west slope to allow that area to be used for burial
- constructing columbariums within the cemetery where space would allow
- constructing a mausoleum wall on the east side of the cemetery, using some of the width of the 700 East Street right-of-way.

The City Engineer has been focusing his analysis at this time on the west slope area. The City Manager will report on this progress. The Parks & Recreation Director, Bruce Cox, has discussed the possibility of columbariums and a mausoleum wall with industry reps. The attached emails summarize what Bruce learned in those recent conversations.

An aerial photo of the cemetery area is attached for reference during this update from the City Manager.

e. The Trails Committee has proposed the construction of mountain bike trails on the mountainside. The attached aerial contour map shows their proposed bike trails in blue. The City Manager has advised the Committee Chair that any new trails should be approved by the City Council, and owners of other properties (such as the County) if the routes affect those properties. The City Manager and Community Development Director want to attend the next Trails Committee meeting and discuss the timing of bike trails versus the preparation of a comprehensive recreation development plan for the hillside. In the Council meeting next Tuesday, the City Manager is **not** asking the Council to approve the proposed trail routes at this time, but is wanting to know if the Council agrees that a more comprehensive recreation plan should be developed before bike trails are constructed--and if so, any initial thoughts about the process and participants (such as Davis County). The development of a recreation plan for the hillside is one of the Council's long-term goals, but no effort has yet been made towards that goal.

ATTACHMENTS:

Description

- ☐ Review of 2016 - Projects & Issues
- ☐ Looking Ahead to 2017 - Projects & Issues
- ☐ 2017 Capital Improvement Program Summary
- ☐ Museum Parking Lot Options
- ☐ Emails re mausoleum & columbarium
- ☐ Cemetery 1' Contours
- ☐ Proposed Mountain Bike Trails
- ☐ Gun Range Lease Area

Review of 2016—Projects & Issues

Transportation Planning/Improvements

- Updated Streets Maintenance Plan by coordinating street rebuilds with water main replacements and estimating annual street maintenance funding needs based on various life-cycle assumptions about street infrastructure
- Annual street maintenance contracts and related utility work, including total reconstruction of 1825 North
- Pedestrian bridge over I-15-- installation of fencing on bridge and along Parrish Lane
- 1250 West/Parrish Lane intersection—cost-sharing agreement with Maverik for trailhead at corner; work begun.
- Developer constructed connector trail to Legacy Parkway Trail per agreement with City
- Adopted General Plan amendments re bike lanes and Trails & Bikeways Master Plan prepared by Trails Committee
- Asked UDOT to add striping on Main Street to improve bike safety
- Met with UTA to identify future bus stop improvements on Main Street and 400 East; initiated effort to secure easements from adjacent property owners
- Submitted Concept Report/application to WFRC for funding to improve South Frontage Road, including installation of bike lanes (application not funded)
- Conducted sidewalk/trees study and began discussion of recommendations
- Staff met with UDOT to discuss I-15/Parrish Interchange design options

Public Safety

- Emergency Management—continued employee and community preparedness activities, including South Davis Preparedness Fair; completed CERT trailer; adopted Davis County Natural Hazard Pre-Disaster Mitigation Plan to satisfy FEMA requirement
- Created part-time position and hired Evidence Technician/EM Assistant
- Pedestrian safety—added 2nd school crossing guard at Main & Parrish; sought additional crossing enhancements from UDOT for Main Street
- Modified 400 West/Jennings Lane intersection to improve pedestrian and vehicular safety
- Local Fire Service Area/District—participated in the conversion of Fire Agency to new taxing district and shift in fiscal year
- Under leadership of Fire Chief and Citizen Corps Council, began drafting of Community Wildfire Protection Plan
- Supported Tour of Utah
- Adopted fireworks restrictions recommended by Fire Chief (permanent restrictions???)
- Participated in negotiations with County officials and other cities re animal control services funding; City Council approved new multi-year agreement
- Renewed Narcotics Strike Force Agreement with Davis County police agencies
- Approved participation in Surviving Spouse Trust Fund and hiring incentive for police officers

Drainage

- Replaced nine deteriorated culverts and abandoned two culverts on Frontage Road
- Installed drainage pipe on 1825 North as part of street reconstruction project
- Cost-sharing agreement with Davis County for Barnard Creek Culvert Project
- Renewed agreement with Davis County local governments re stormwater activities to meet State permit requirements

Water System

- Designed new water main crossing under I-15/railroad tracks at Chase Lane; approved updated agreements with UTA and UPRR
- Annual water laterals replacement project in conjunction with annual street project
- Prepared water main replacement plan in correlation with update of Streets Maintenance Plan; City Council adopted 3-step water rate increase over 3 years to fund water main replacements
- Converted commercial water meters to radio-read technology
- Approved creation of new position in Water Fund

Parks and Recreation

- Community Park expansion—designed Phases 2 & 3
- Parks & Recreation Committee updated Parks CIP
- Began design of Island View Park renovation; involved Parks Committee, community survey and focus group
- RAP Tax revenues—agreed on allocation percentages for parks, museum and performing arts center
- Renewed sports fields use agreements with youth soccer and football leagues
- Replaced infield soil on baseball diamond (last of four to be done)
- Asphalt maintenance (crack sealing) in City parks

Community Planning/Development

- Deuel Creek Historic District—adopted incentives relating to building permits
- Planning Commission/CC reviewed and amended SMSC densities and public space plan
- Accessory dwelling unit ordinance—CC conducted public process but rejected ordinance
- CC removed flag-lot ordinance as an in-fill development option
- CC directed Planning Commission to remove high-density housing as an allowable use in Southeast Neighborhood Plan
- CC cancelled directive of prior CC to PC to consider rezone of R-M properties in Centerville Elementary Area
- CC and PC reviewed Zoning Code provisions re sensitive lands but did not take action
- CC reviewed accessory buildings setbacks issue; gave direction to PC
- CC considered General Plan amendment that would have removed I-VH as an acceptable use in West Centerville Neighborhood, but rejected ordinance
- Carlson sidewalk deferral agreement

- Began update of Subdivision Ordinance with help of consultant
- Adopted current editions of construction codes
- Subdivision plats/amendments considered by CC:
 - Duncan Hills Amended Plat
 - Legacy Trails Subdivision Plat Amendment
- Zoning code/map amendments forwarded from Planning Commission:
 - Balling rezone
 - 1200 South rezone
 - Lund Lane rezone
 - Rohletter rezone
 - Holbrook rezone
 - Chapel Ridge Cove PDO amendments
 - Allow reception center as conditional use in I-H zone
 - Allow climate-controlled storage as conditional use in Parrish Square Center
- Resolved "animal house" situation; adopted ordinance re wild animals in residential zones

Miscellaneous

- New City Council agreed on goals/priorities
- State legislative issues—participated in discussion of municipal issues
- Supported July 4th Celebration; extended parade route
- Performing Arts Center—Investigated HVAC concerns with help of consulting engineer and secured HVAC maintenance agreement
- Re-bid financial audit services contract
- Negotiated extension of solid waste collection services contract for two years
- Reduced City's long-term financial liability relating to Long-Term Sick Leave
- Expanded Museum Director position to Part-Time status
- Amended CPT Operating Lease re disposition of reserve funds if lease is terminated
- Staff briefed new City Council on City finances, infrastructure capital plans, employee compensation & benefits and related issues
- Began implementation of online Code via MCO contract; zoning code now online
- Continued implementation of Urban Deer Control Plan
- Installed video system in City Council chambers and began streaming CC & PC meetings
- Negotiated alignment of Questar natural gas transmission main
- Hired new recording secretary
- Approved 5-year extension of RMP franchise agreement
- Adopted administrative policy re use of City's public information outlets by non-City entities
- Supported Tour of Utah
- Secured CLG grant for Museum and Landmarks Commission
- Amended City Fee Schedule re fireworks stands and franchise applications
- Concluded police shooting lawsuit
- Discussed the future of County-owned property on 100 South

- Continued update of City Code (Titles 9, 10, 13, 14, 17, 18)
- Work session with UTOPIA management
- Agreement with UDOT re City utilities in State rights-of-way
- Amended Code re discharge of projectiles
- Provided monthly opportunity for residents to meet with CC members

Looking Ahead to 2017—Projects & Issues

(anticipated by City Manager as of 12/29/16)

Transportation Planning/Improvements

- Complete trailhead/bus stop improvements at 1250 West/Parrish Lane intersection via Maverik agreement and partnership with UTA; redesign SE corner improvements and monument sign (Hogan install?)
- Determine implementation steps for Complete Streets Policy?? (carry over from 2016 list)
- Extension of 1250 West—cooperate with developers in planning this road extension to serve Shorelands Commerce Park area (carry over from 2016 list)
- Work with UTA to implement bus stop improvements on Main and 400 East, including securing easements
- Submit concept reports/funding applications to WFRC for improvements to two Parrish Lane intersections and South Frontage Road (bike lanes)
- Annual street maintenance/paving/reconstruction projects, including potential rebuild of 1250 West in conjunction with Questar transmission main project
- Frontage Road widening/bike lane project—mostly federal funding
- Sidewalk Study implementation: correct worst conditions; establish policy re trees in parkstrips; establish plan for correcting other deficiencies; address vegetation conditions
- Determine bike lane striping to be incorporated in 2018 Main Street paving project by UDOT

Public Safety

- Emergency Management—continue employee and community preparedness activities
- Participate in location and design decisions re Centerville fire station renovation/replacement
- Implement Community Wildfire Protection Plan
- Revise Police Physical Fitness Policy
- Convert PO position to Administrative Sgt. Position

Drainage

- Replace storm drains on Main Street in partnership with UDOT
- Complete replacement of Frontage Road culverts
- Replace storm drains under 1250 West in conjunction with street rebuild
- Obtain stream alteration permit for future Deuel Creek project on Porter Lane
- Design decant building to meet stormwater quality regulations; CC consider funding

Water System

- Construct new water main under I-15/railroad tracks at Chase Lane
- Replace pumps in three wells
- Replace water main(s) on Main Street using new revenue from 2016 rate increase
- Fill new position

Parks & Recreation

- Construct Phases 2 & 3 of Community Park Expansion; use groundwater for irrigation
- Complete conceptual design of Island View Park renovation; apply for federal funding based on scope of work ultimately accepted by City Council
- Asphalt maintenance (slurry seal) activities in City parks
- Study options for creating more burial spaces in cemetery; implement selected option(s)

Community Planning/Development

- Continue process of removing high-density housing as allowable use in General Plan, per CC direction (beginning with SE Neighborhood)
- Complete accessory buildings setbacks review (pending action by PC)
- Prepare foothills recreation development plan with Davis County
- West side General Plan—restart visioning process
- Study Pages Lane corridor for redevelopment/revitalization potential
- Analyze street lighting in commercial corridors (carry over from 2016 list)
- RDA—develop plan for how to use remaining tax increment revenues expected from Parrish Gateway Project Area (carry over from 2016 list)
- Shorelands Commerce Park—work with developers in the planning phase; reactivate effort to create an Economic Development Project Area (carry over from 2016 list)
- Complete update of subdivision ordinance with help of consultant
- Consider subdivision plats and zoning code/map amendments forwarded from Planning Commission:

Miscellaneous

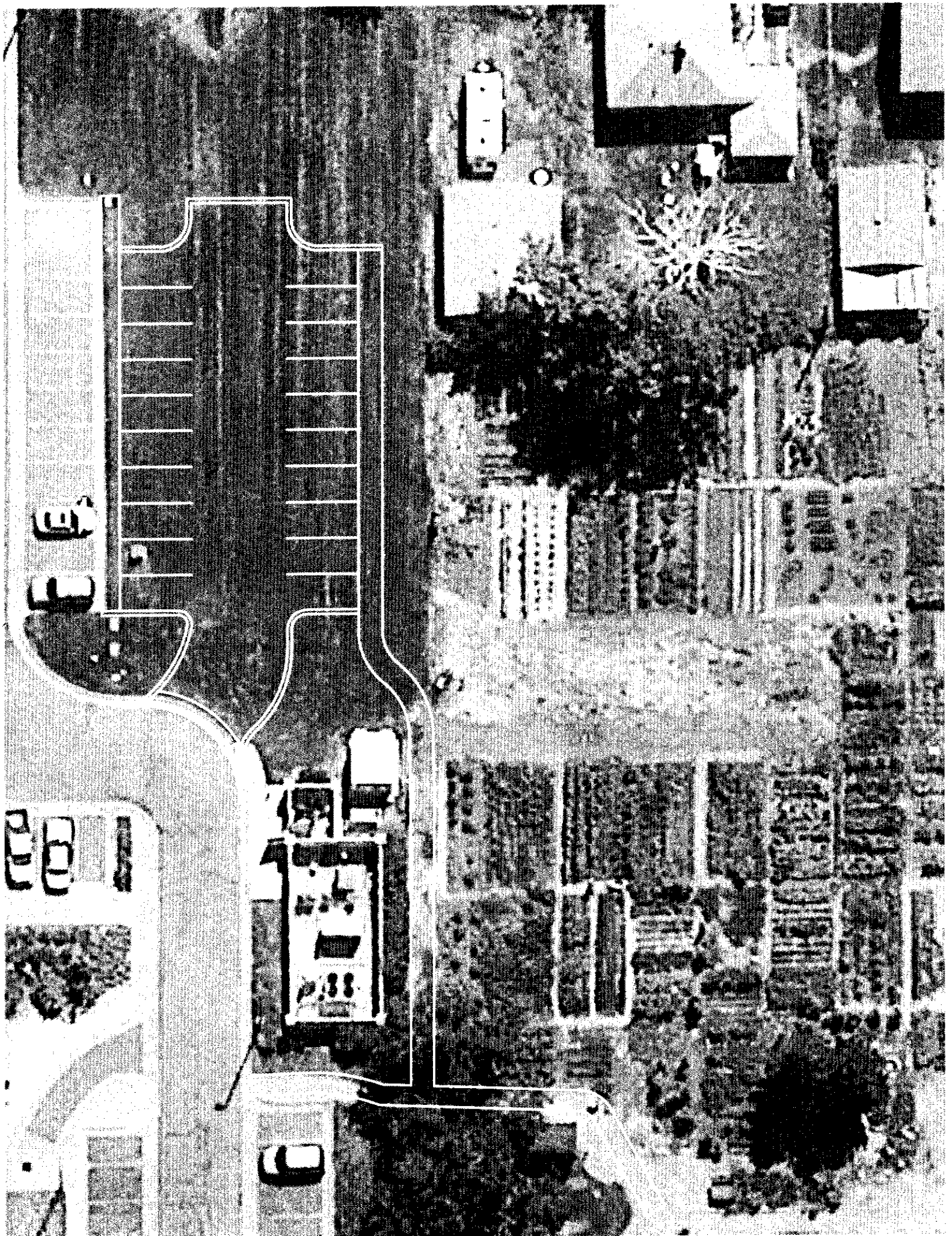
- Performing Arts Center—prepare long-term comprehensive facility maintenance plan (carry over from 2016 list)
- Convert employee health insurance plan to an HSA/High-Deductible Plan
- Approve Museum policies (carry over from 2016 list)
- Update employee job descriptions (carry over from 2016 list)
- Complete implementation of online Code via MCO contract
- Renew Comcast franchise agreement (carry over from 2016 list)
- Oversee construction of Questar transmission main through Centerville west side; coordinate with reconstruction of 1250 West
- Design and construct parking lot and lighting improvements for Whitaker Home property
- Prepare for succession in City Recorder, Finance Director and Streets Supervision positions
- Negotiate with County officials regarding 100 South property
- Consider alternatives to traditional curbside green waste pickup program
- Conduct CC goal-setting process??
- Participate in State Legislative Session via ULCT

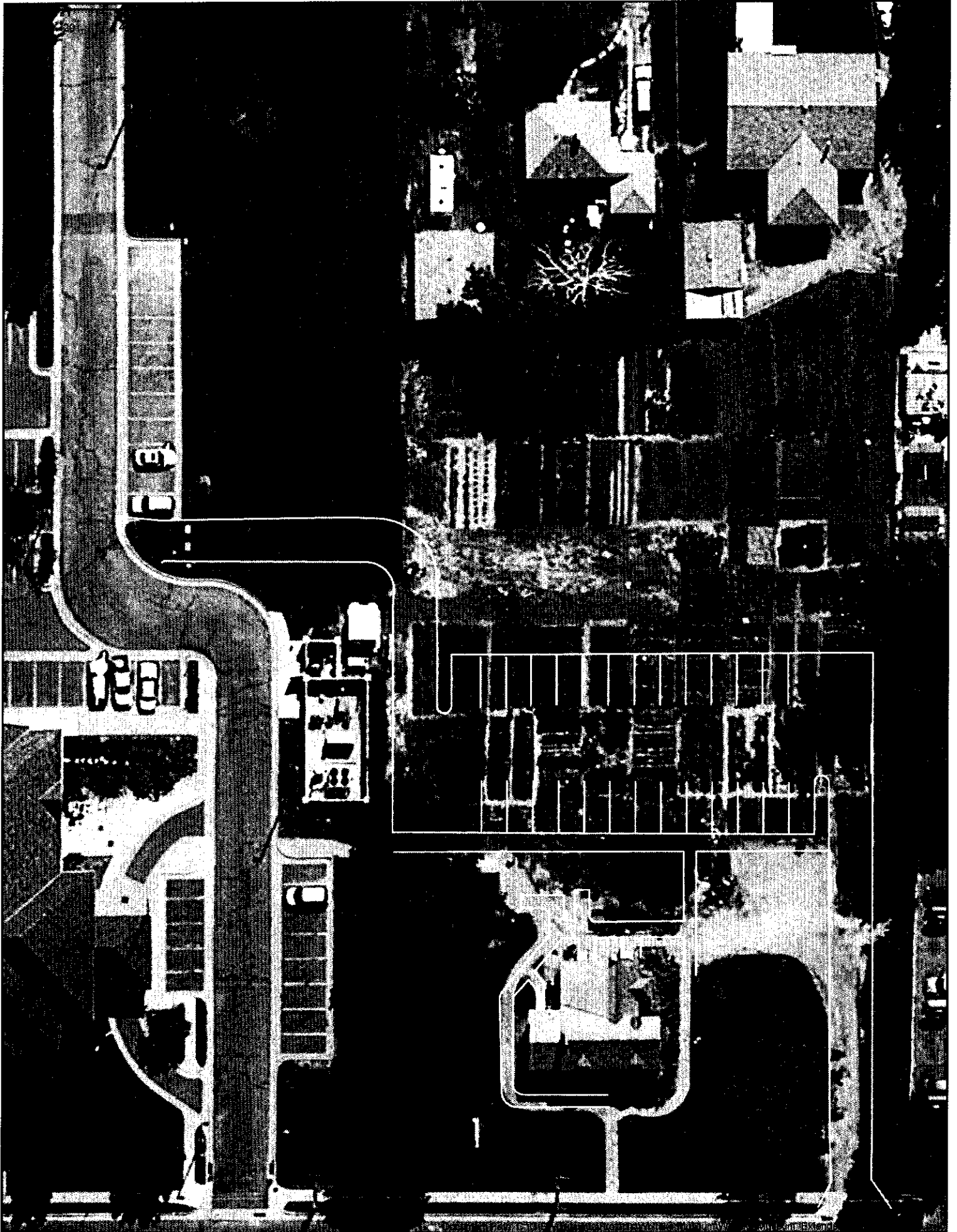
2017 Capital Improvement Program Summary

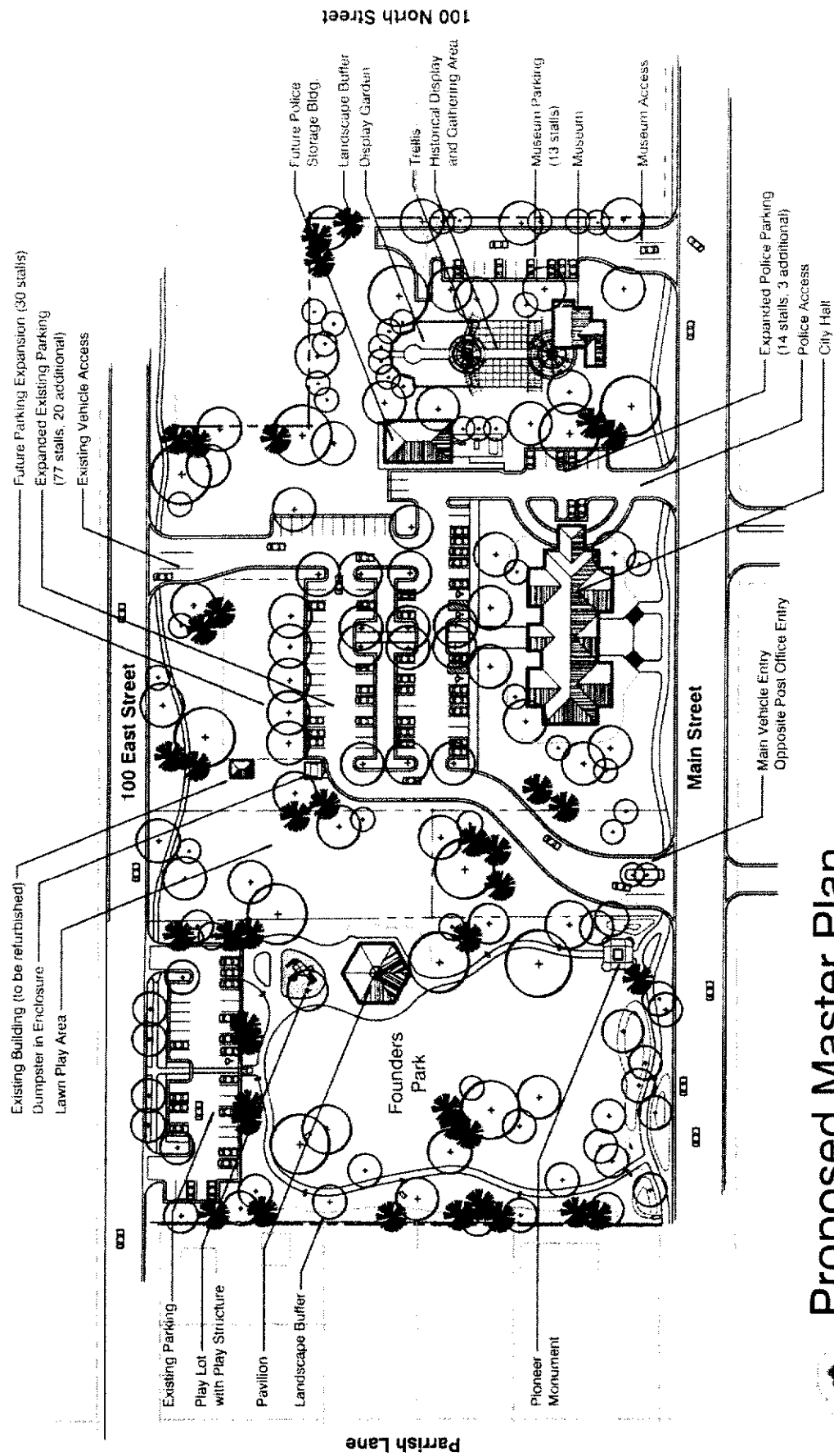
12/9/2

Project	Lead	Partners	Design	Bid	Construct	Notes/Status
Water Mains - replace	KC/RM	UDOT	NOV-MAR	MAR	JUN-AUG	Prior to UDOT overlay in 2018
Storm Drains - replace	KC/RM	UDOT	NOV-MAR	MAR	JUN-AUG	Prior to UDOT overlay in 2018
Water main under I-15/tracks	KC/RM	UTA/UPRR/UDOT	DONE	JAN-FEB	MAR-MAY	Last water revenue bond project
Montage Rd. storm drain project	KC/CP/DW				SPRING	In progress - completion after CenturyLink relocates fiber
Widening/bike lanes/overlay	KC/CP	WFRC	SPR-SUM	AUG	SEPT-OCT	1st step: environmental review (after culverts done)
Est contracts	KC/RM		DEC-JAN	FEB-MAR	SPRING/SUMMER	
OW/Questar line/2 storm drains	RR/KC	QUESTAR	JAN-FEB	MAR	?	Coordinate with Questar project
Holding Tank	RR/KC/CP		DEC-JAN	FEB-MAR	MAY	Holds ground water for park irrigation
Parking Lot & Trails	BC/KC/CP		DEC-JAN	FEB-MAR	MAY-JUL	Possibly bid with street projects
Landscaping	BC/KC/CP		FEB-MAR	MAR	JUN-AUG	Playable in 2018
Park schematic plan/cost estimate	BC/DS/KC	PARKS&REC COM	NOV-APR			Apply for federal grant in April
Expansion analysis	BC/DS/KC		NOV-FEB			Focus on existing site
Trees - High priority repairs	KC/RR		DEC-APR	FALL	FALL	Subject to Council approval
Trees - Public process, policy & plan	RR/KW				MARCH	Bids secured; Waiting until spring
Thway, lighting and parking	CC/ST		DEC-APR			
	BC/ST/DS	MUSEUM BOARD	JAN-APR		MAY-OCT	Will need more than annual allocation to construct in
channel project	KC/CP/DW	DAVIS CO	CONCEPT TO State Engineer: Jun		Phase 1: 2018	Stream alteration permit first; then ACOE. Phase over
m misc.	KC/RM/MC		DEC-JAN	FEB-MAR	SPRING	May postpone
	RR	RMP	DEC	DEC-JAN	FEB-MAR	
	CS/ST	UTA	JAN-FEB		MAR-JUN	Securing property owners permission

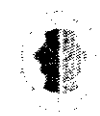
BC Bruce Cox	KW Ken Williams
CP Cody Peterson ESI	MC Mike Carlson
CS Cory Snyder	RM Ryan Mcleod ESI
DS Dan Sonntag	RR Randy Randall
DW Dave Walker	ST Steve Thacker
KC Kevin Campbell	



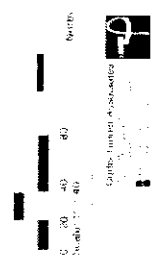




Proposed Master Plan Founders Park and City Hall



Centerville City Utah



Steve Thacker

From: Bruce Cox
Sent: Tuesday, December 27, 2016 11:39 AM
To: Steve Thacker
Subject: RE: columbarium garden idea & mausoleum

Yes, in the drawing each panel or wall represents a 48 niche wall and the rough estimate is \$25,000 for each one. The drawing is just to give an idea of what could fit in the space and an idea of what it might look like. The niche walls can be custom made to your desired height and width when you are ready for a more exact quote but the more custom the more expensive I believe.

From: Steve Thacker
Sent: Friday, December 16, 2016 9:43 AM
To: Bruce Cox
Subject: RE: columbarium garden idea & mausoleum

Bruce, the columbarium drawing shows three panels. Does each panel contain 48 niches and is the \$25,000 estimate for just one of these panels with 48 niches?

Steve

From: Bruce Cox
Sent: Wednesday, December 14, 2016 3:40 PM
To: Steve Thacker; kevin campbell (kevin.campbell@esieng.com)
Cc: Lane Larkin Jr.
Subject: FW: columbarium garden idea & mausoleum

I need to make a correction to my estimate of spaces in the 400' long mausoleum. I just spoke with Lane Larkin and each space is 36" wide and there is a 6" space of granite between columns of spaces so that is about 67', (19 spaces) longer on 133 spaces.

Bottom line is in a 400' long mausoleum wall you can fit 114 spaces per row times four levels is 457 total space and 5 levels high would be 571 spaces.

Bruce

From: Bruce Cox
Sent: Wednesday, December 14, 2016 2:49 PM
To: 'Steve Thacker'; kevin campbell (kevin.campbell@esieng.com)
Cc: Lane Larkin Jr.
Subject: columbarium garden idea & mausoleum

Steve and Kevin,

Columbaria:

Attached is a scale drawing of the east side of the entrance road into the cemetery where I think we could build a nice columbaria garden.

I have drawn up 4 different concept ideas but this one gives you an idea of how niche walls could fit.

The rough estimate I received from Lane Larkin for a 48 niche wall, 24 niches on each side, 4 high and 6 wide, with a 4' sidewalk all around installed is \$25,000.

He said we would need to do some site prep work to get ready for the concrete.

Mausoleum:

Lane talked with their designer about a possible mausoleum built all along the east side of the cemetery and said they would need 18' of depth for the finished structure plus construction space to build it.

I took some measurements today of the 700E street east of the cemetery and found the total width of asphalt from inside edge of gutter to inside edge of gutter is 43' wide. the same measurement of the same street just a little farther south where it narrows is just under 30'.

The width measured from the west side edge of the retaining wall to the back of the curb on the west side of the street is 6'

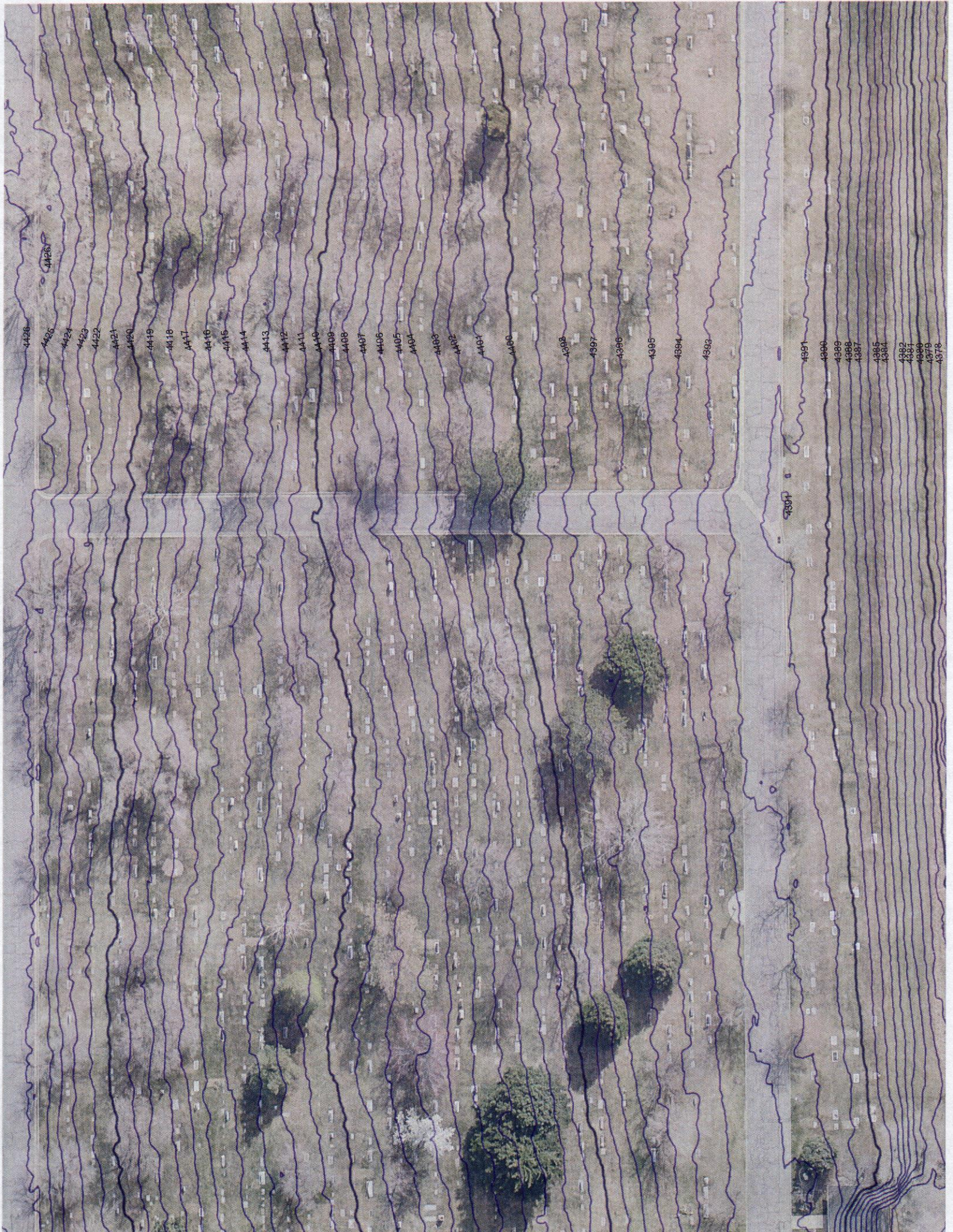
You could narrow the street 13' and use the 6' of park strip/wall space to give you 19'. This is wide enough to build the mausoleum, have a regular curb and gutter pan and have one extra foot to work with.

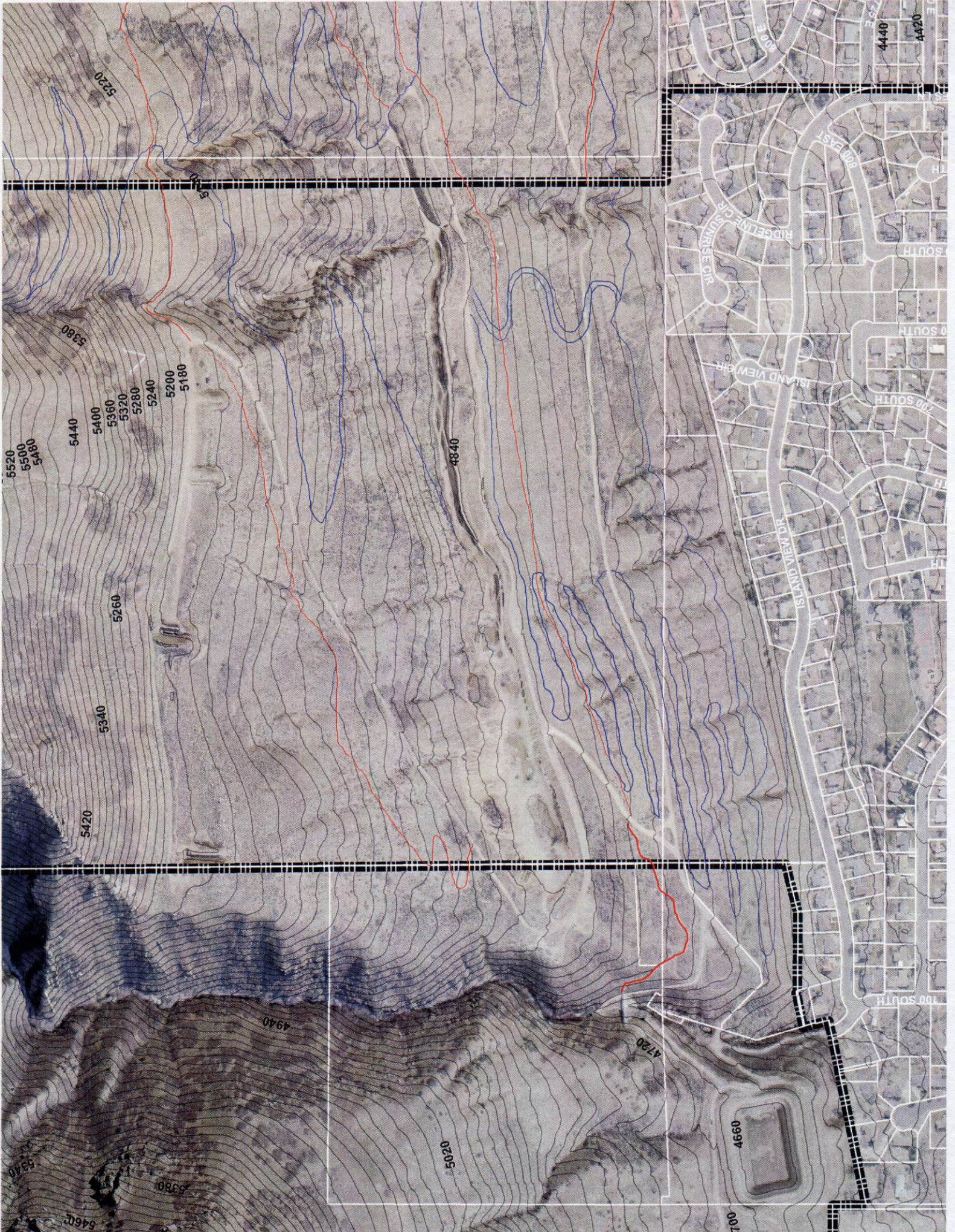
If you build the mausoleum three spaces high and 400' long you could potentially have 400 spaces and four spaces high would give you 533 spaces.

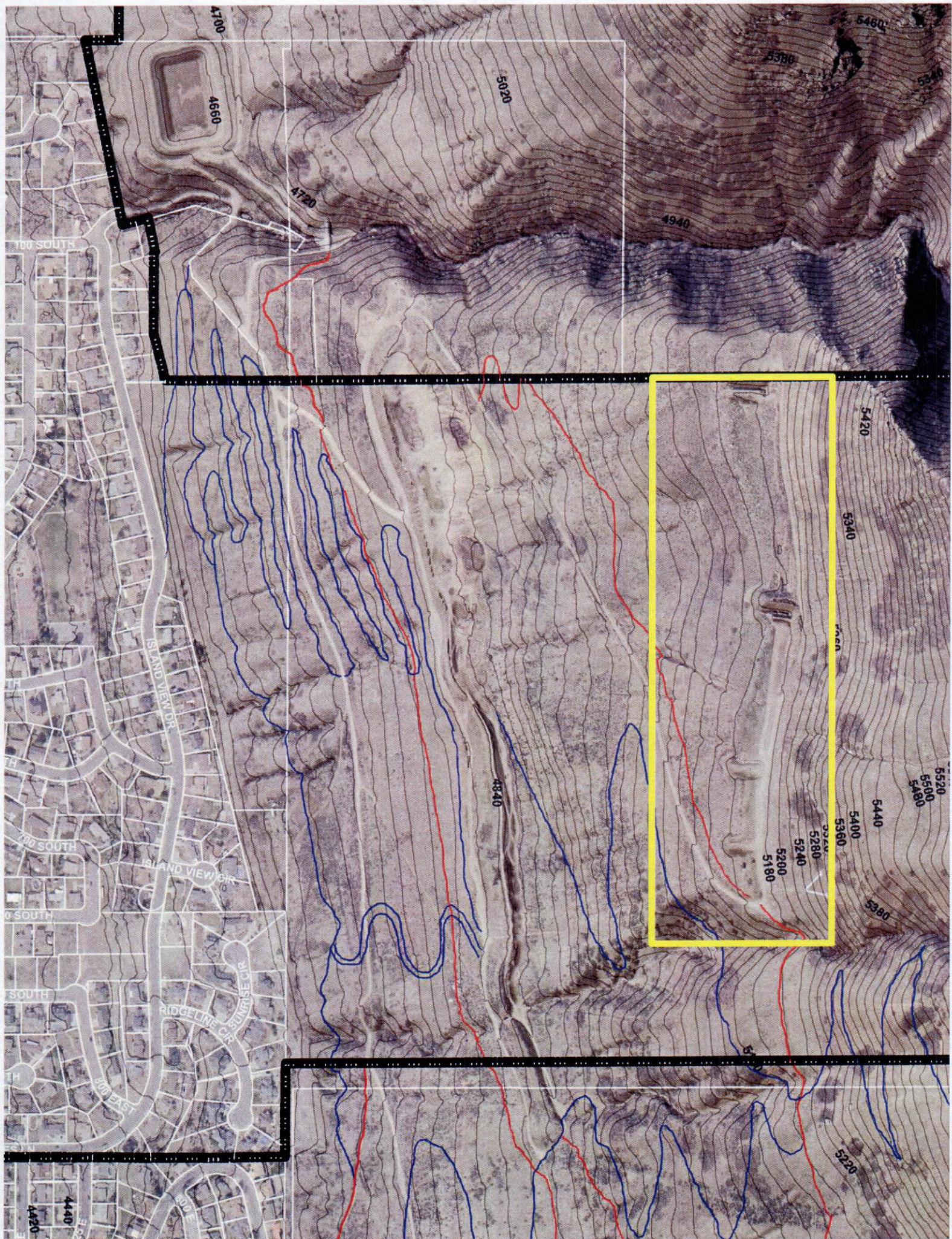
The existing retaining wall runs from under 4' high at the north end to over 5' high at the south end. A three space high mausoleum would be about a 4' high wall rising above the street level and a four space high mausoleum would be about a 7' high wall above street level. With the park on the east side of 700 E and one residence with windows high above street level I don't think the 7' wall would block anyone's view to the West.

I will let you know a rough cost estimate on the Mausoleum idea as soon as I hear back from Lane or his designer.

Bruce.







**CENTERVILLE
CITY COUNCIL
Staff Backup Report
1/3/2017**

Item No. 9.

Short Title: Miscellaneous Business

Initiated By:

Scheduled Time: 9:05

SUBJECT

- a. Local Officials Day at the Legislature - January 25, 2017

RECOMMENDATION

BACKGROUND

- a. Local Officials Day at the Legislature is January 25, 2017. If any Council members would like to attend, please let Marsha know by January 18. The City will pay the \$80 fee for any Council member who would like to attend. Information about the schedule of events and speakers is available on the Utah League of Cities website: www.ulct.org

**CENTERVILLE
CITY COUNCIL
Staff Backup Report
1/3/2017**

Item No. 10.

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: 9:10

SUBJECT

RECOMMENDATION

At this time the City Manager does not know of a need for a closed meeting, but the agenda allows for that possibility.

BACKGROUND

**CENTERVILLE
CITY COUNCIL
Staff Backup Report
1/3/2017**

Item No. 11.

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

Initiated By:

Scheduled Time:

SUBJECT

RECOMMENDATION

Mayor Cutler has recommended appointments to the Planning Commission and Board of Adjustment in an earlier email to the City Council.

BACKGROUND

The attachment shows the status of terms of each member of the City's various boards and committees.

ATTACHMENTS:

Description

**CENTERVILLE
CITY COUNCIL
Staff Backup Report
1/3/2017**

Item No.

Short Title: Items of Interest (i.e., newspaper articles, items not on agenda); Posted in-meeting information

Initiated By:

Scheduled Time:

SUBJECT

RECOMMENDATION

BACKGROUND

ATTACHMENTS:

Description

- ☐ Monthly Building Report for November 2016



Steve Thacker
City Manager

Centerville City
Building & Safety Department
655 North 1250 West, Centerville, Utah 84014

Monthly Building Report for November 2016

Construction Type	# of Permits		YTD Structures		Average Home Cost		Construction Valuation	
	Month	YTD	# Units	# Bldgs	Month	YTD	Month	YTD
Single Dwellings	0	23	23	23		295,843.00	-	6,804,397.00
Duplexes / Town Homes	5	29	29	6			1,026,104.00	5,967,432.00
Apartments	0	3	72	3			-	8,063,441.00
Addition/Alteration/Repair	1	30	<i>T=124</i>				25,395.00	1,043,379.00
Power/Mech	10	75					-	4,253.00
Signage	2	14					2,800.00	85,203.00
Commercial/Tenant Finish	4	23					653,570.00	3,651,189.00
Detached Structure/Gar	0	4					-	67,114.00
Demolition	0	2					-	-
Pool	1	3					90,000.00	145,000.00
Miscellaneous	8	101					107,005.00	1,638,234.00
Total Permits Issued:	31	307			Total Permitted Valuation:		1,904,974.00	27,669,842.00

Building Permit Related Revenues	Monthly		YTD Comparison	
	November 2016	YTD 2016	November 2015	YTD 2015
BUILDING	19,303.62	225,388.81	16,142.12	188,437.40
PLAN CHECK	5,544.53	70,247.71	6,128.40	86,534.11
ELECTRICAL	198.00	1,848.00	198.00	1,518.00
PLUMBING	-	-	-	-
MECHANICAL	462.00	3,102.00	462.00	3,092.00
GRADING	-	-	-	-
STATE SURCHARGE	199.34	2,275.79	168.01	1,929.96
WATER DEV	5,065.00	105,380.00	9,120.00	86,645.00
WATER CONNECTION	-	24,959.79	-	16,132.94
WATER METER	1,175.00	18,405.00	1,250.00	14,360.00
STORM DRAIN	-	4,880.93	-	-
FIRE IMPACT	2,635.00	59,589.35	2,534.52	56,049.03
PARK IMPACT	10,285.00	250,954.00	8,228.00	232,441.00
DRIVE APPROACH	175.00	1,885.00	175.00	940.00
BOND	6,000.00	60,000.00	5,000.00	38,000.00
SPECIAL IMP DIST/REC	1,500.00	1,536.00	-	12.00
ENGINEERING	-	5,348.77	-	1,000.00
TV INSPECT DRAINS	-	1,056.00	-	-
LANDSCAPING BOND	-	-	-	-

Centerville City Corporation
STATEMENT OF ACTIVITIES
For The Year Ended June 30, 2016

Functions/Programs	Program Revenues				Net (Expense) Revenue and Changes in Net Position		
	Expenses	Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Governmental Activities	Business-type Activities	Total
Government Activities:							
General government	\$ 1,200,320	\$ 1,158,121	\$ 171,429	\$ 1,013	\$ 130,243	\$ -	\$ 130,243
Public safety	3,421,139	-	57,251	-	(3,363,888)	-	(3,363,888)
Streets and public works	2,012,637	-	-	1,113,754	(898,883)	-	(898,883)
Parks and recreation	1,434,223	249,057	784,722	-	(400,444)	-	(400,444)
Community development	1,096,021	-	1,291,428	-	195,407	-	195,407
Interest and issuance costs on long-term debt	98,142	-	-	-	(98,142)	-	(98,142)
Total Governmental Activities	9,262,482	1,407,178	2,304,830	1,114,767	(4,435,707)	-	(4,435,707)
Business-type Activities:							
Water	2,106,260	2,051,129	350,533	-	-	295,402	295,402
Sanitation	703,201	1,237,116	-	-	-	533,915	533,915
Storm drain	973,114	976,007	-	-	-	2,893	2,893
Telecom	314,130	295,261	-	-	-	(18,869)	(18,869)
Total Business-type Activities	4,096,705	4,559,513	350,533	-	-	813,341	813,341
Total Government	\$ 13,359,187	\$ 5,966,691	\$ 2,655,363	\$ 1,114,767	(4,435,707)	813,341	(3,622,366)
General Revenues:							
Property taxes					1,275,046	-	1,275,046
Sales taxes					3,697,653	-	3,697,653
Franchise taxes					1,141,628	-	1,141,628
Other taxes					357,949	-	357,949
Unrestricted investment earnings					13,284	2,390	15,674
Gain on disposition of capital assets					64,331	5,259	69,590
Other revenues					66,337	-	66,337
Transfers					(16,309)	16,309	-
Total General Revenues and Transfers					6,590,919	23,958	6,623,877
Changes in Net Position					2,164,212	837,299	3,001,511
Net Position, Beginning, Restated					26,392,596	14,262,631	40,655,227
Net Position, Ending					\$ 28,556,808	\$ 15,099,930	\$ 43,656,738

The notes to the basic financial statements are an integral part of this statement.

Centerville City Corporation
STATEMENT OF ACTIVITIES
For The Year Ended June 30, 2016

Functions/Programs	Program Revenues			Net (Expense) Revenue and Changes in Net Position			
	Expenses	Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Governmental Activities	Business-type Activities	Total
Government Activities:							
General government	\$ 1,200,320	\$ 1,158,121	\$ 171,429	\$ 1,013	\$ 130,243	\$ -	\$ 130,243
Public safety	3,421,139	-	57,251	-	(3,363,888)	-	(3,363,888)
Streets and public works	2,012,637	-	-	1,113,754	(898,883)	-	(898,883)
Parks and recreation	1,434,223	249,057	784,722	-	(400,444)	-	(400,444)
Community development	1,096,021	-	1,291,428	-	195,407	-	195,407
Interest and issuance costs on long-term debt	98,142	-	-	-	(98,142)	-	(98,142)
Total Governmental Activities	9,262,482	1,407,178	2,304,830	1,114,767	(4,435,707)	-	(4,435,707)
Business-type Activities:							
Water	2,106,260	2,051,129	350,533	-	-	295,402	295,402
Sanitation	703,201	1,237,116	-	-	-	533,915	533,915
Storm drain	973,114	976,007	-	-	-	2,893	2,893
Telecom	314,130	295,261	-	-	-	(18,869)	(18,869)
Total Business-type Activities	4,096,705	4,559,513	350,533	-	-	813,341	813,341
Total Government	\$ 13,359,187	\$ 5,966,691	\$ 2,655,363	\$ 1,114,767	(4,435,707)	813,341	(3,622,366)
General Revenues:							
					1,275,046	-	1,275,046
					3,697,653	-	3,697,653
					1,141,628	-	1,141,628
					357,949	-	357,949
					13,284	2,390	15,674
					64,331	5,259	69,590
					66,337	-	66,337
					(16,309)	16,309	-
Total General Revenues and Transfers							
					6,599,919	23,958	6,623,877
Changes in Net Position							
					2,164,212	837,299	3,001,511
Net Position, Beginning, Restated							
					26,392,596	14,262,631	40,655,227
Net Position, Ending							
					\$ 28,556,808	\$ 15,099,930	\$ 43,656,738

The notes to the basic financial statements are an integral part of this statement.