



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

Tamilyn Fillmore

William Ince

Stephanie Ivie

George McEwan

Robyn Mecham

City Manager

Steve H. Thacker

interoffice MEMORANDUM

to: Mayor Cutler
City Council
cc: Department Heads
Planning Commission
from: Steve H. Thacker, City Manager
subject: City Manager's Summary of July 5, 2017 Meeting
date: June 30, 2017

7:00 **Introduction of Police Officer** – Kasey Scott will be introduced and sworn-in as Centerville's newest police officer.

F.1. **Minutes Review and Acceptance** – The minutes to be approved can be found online via NovusAgenda.

F.2 **Summary Action Calendar**

- a.** **Waterline bid award** – These bid awards for labor and materials are for construction of a water line to serve the storage units project on 1250 West, about 100 North. The developer will pay for the entire cost, but the City will administer the contract and inspect the work, per City policies.
- b.** **Drainage maintenance bid award** – The City uses a contractor to inspect and clean storm drains and subdrains. This contract was bid three years ago. At that time, Twin "D" was the low bidder and was awarded a contract for one year with the option to extend for two more years at the same unit prices. Twin "D" is again the low bidder. Nearly \$100,000 is spent each year for these maintenance services, which are critical to the continued good performance of the drainage system.

F.3. **Public Hearing—Zone Map Amendment—2026 N. Main** – The Planning Commission recommends approval of this rezone of approximately one acre from Agricultural-Low to Residential-Low. The intent is to subdivide the property into several single-family home lots.

F.4. **Public Hearing—Zone Map Amendment—885 N. 610 East** – This 0.42 acre remnant parcel is currently zoned Agricultural-Low (A-L) and is part of the backyard associated with a home on a lot in the adjacent subdivision. The owner wishes to sell this parcel for construction of a single-family home. To create a legally-buildable lot, the property must be rezoned to Residential-Low because the acreage is less than the 0.5 acre minimum required for building on an A-L lot.

F.5. **Public Hearing—Plat Amendment - Rockwood Garden Subdivision** – If the Council approves the rezoning action immediately above, they will then consider approving a plat amendment which will create this parcel as a legally-buildable lot.

- F.6. Municipal Code Amendments—Title 6—Business Licensing and Revocation** – At their June 20 meeting, the City Council heard from a local business owner who has had his business license revoked due to failure to renew it. Under current Code provisions, he cannot legally reopen and operate this same business for 12 months. The Council appear willing to consider amendments to the City Code which would clarify some provisions and allow a one-time exception for someone in this situation to reopen the business sooner. The City Attorney has drafted amendments that would accomplish this.
- E.7. Discuss Reorganization of Finance Department** – I have enclosed an organizational chart for a proposed reorganization of the Administration and Finance Departments, combining these into a Management Services Department. Assuming the Council is supportive of this proposal, I recommend they extend my appointment as the Interim Finance Director until related actions can be taken in a future council meeting that will formally implement the reorganization.
- F.8. Mayor’s Report** – Mayor Cutler would like the Council to be aware of the checklist of “best practices” recently distributed by State legislative leaders for use by the governing boards of special districts.
- F.9. City Manager’s Report**
- a. I would like the Council’s direction about submitting an application to the County for sidewalk repair funding, under the County’s new grant program utilizing Proposition One (Transportation Sales Tax) revenue.
 - b. At their June 20 meeting the City Council discussed the request of some residents to rename Founders Park. The minutes indicate the Council appeared to desire a public hearing on this matter. Since I was not present for that discussion, I am seeking direction regarding this process and scheduling a public hearing.
 - c. I will update the Council regarding improvements intended for the southeast corner of 1250 W. & Parrish Lane, and seek their direction about the redesign of those improvements.
- F.10. Miscellaneous Business** – At this time there are no topics shown under this heading.
- F.11. Closed Meeting, if needed** – I may request a closed meeting to discuss personnel matters.
- F.12. Appointments to Boards/Committees** – Mayor Cutler may recommend appointments.

Potential Agenda Items for July 18, 2017 City Council meeting (subject to change):

- Public Hearing - Zone Map Amendment - ~640 W Porter Lane
- Public Hearing - Zone Text Amendment - Incentives for Historic Landmark Register properties
- Municipal Code Amendments - Chapter 8.04 - Whitaker Museum Property
- Financial Report
- Work session with County Commissioners

CENTERVILLE CITY COUNCIL AGENDA

NOTICE IS HEREBY GIVEN THAT THE CENTERVILLE CITY COUNCIL WILL HOLD ITS REGULAR PUBLIC MEETING AT 7:00 PM ON JULY 5, 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 Jacob Smith, Centerville City Assistant to the City Manager, 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:

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

D. INTRODUCTION OF POLICE OFFICERS

Swearing in of Kasey Scott as new Police Officer

7:05 **E. 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.**

F. BUSINESS

- | | | |
|------|-----|---|
| 7:10 | 1. | Minutes Review and Acceptance
June 20, 2017 work session and regular Council meeting minutes |
| 7:10 | 2. | Summary Action Calendar <ul style="list-style-type: none">a. Award bid to Crescent Construction in the amount of \$50,162.50 for labor and to Western Waterworks in the amount of \$25,374.46 (plus tax) for materials for the Legacy Crossing Storage Waterlineb. Award bid to Twin "D" Inc. for the Drainage Maintenance Project 2017-2018 in the amount of \$88,942 |
| 7:15 | 3. | Public Hearing - Zone Map Amendment - 2026 North Main - Chad Morris, Applicant

Consider the proposed Zoning Map Amendment (rezone) for property located at approximately 2026 North Main Street from Agricultural-Low to Residential-Low - Ordinance 2017-15 |
| 7:25 | 4. | Public Hearing - Zoning Map Amendment - 885 North 610 East - William Davies, Applicant

Consider the proposed Zoning Map Amendment for property located at approximately 885 North 610 East from Agricultural-Low to Residential-Low - Ordinance No. 2017-16 |
| 7:35 | 5. | Public Hearing - Plat Amendment - Rockwood Garden Subdivision - William Davies, Applicant

Consider Plat Amendment for the Rockwood Garden Subdivision Plat re Lot 1 and adjacent parcel - William Davies, Applicant |
| 7:40 | 6. | Municipal Code Amendments - Title 6 - Business Licensing and Revocation
Consider Municipal Code Amendments to Title 6 (Business Regulations) regarding Business License Fees and Revocation - Ordinance No. 2017-17 |
| 8:00 | 7. | Discuss reorganization of Finance Department <ul style="list-style-type: none">a. Proposal to combine Finance and Administrative Departments into Management Services Departmentb. Consider Resolution extending appointment of City Manager as Interim Finance Director |
| 8:15 | 8. | Mayor Cutler <ul style="list-style-type: none">a. Utah's Limited Purpose Entities Guidelines |
| 8:25 | 9. | City Manager's Report <ul style="list-style-type: none">a. County Proposition One grant applicationb. Direction to staff re Founders Park name public hearingc. 1250 W/Parrish Lane southeast corner |
| 8:35 | 10. | Miscellaneous Business |
| 8:35 | 11. | 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 |
| | 12. | Possible action following closed meeting, including appointments to boards and committees |

G. ADJOURNMENT

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

Marsha L. Morrow, MMC
Centerville City Recorder

CENTERVILLE

**Staff Backup Report
7/5/2017**

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 Summary of July 5, 2017 Council meeting

**CENTERVILLE
CITY COUNCIL
Staff Backup Report
7/5/2017**

Item No.

Short Title: Councilwoman Fillmore

Initiated By:

Scheduled Time:

SUBJECT

RECOMMENDATION

BACKGROUND

**CENTERVILLE
CITY COUNCIL
Staff Backup Report
7/5/2017**

Item No.

Short Title: Swearing in of Kasey Scott as new Police Officer

Initiated By:

Scheduled Time: 7:05

SUBJECT

RECOMMENDATION

Mayor Cutler will swear in the new police officer, Kasey Scott.

BACKGROUND

Officer Scott has already been sworn in by the City Recorder so he could begin working for Centerville City.

Therefore, the swearing-in by Mayor Cutler will be ceremonial only, but this will allow the new officer to be introduced to the City Council.

**CENTERVILLE
CITY COUNCIL
Staff Backup Report
7/5/2017**

Item No. 1.

Short Title: Minutes Review and Acceptance

Initiated By: City Recorder

Scheduled Time: 7:10

SUBJECT

June 20, 2017 work session and regular Council meeting minutes

RECOMMENDATION

BACKGROUND

ATTACHMENTS:

Description

- ☐ June 20, 2017 City Council work session
- ☐ June 20, 2017 regular Council meeting

PRELIMINARY DRAFT

Minutes of the Centerville City Council **work session** held Tuesday, June 20, 2017 at 6:00 p.m. in the Centerville City Council Chambers, 250 North Main Street, Centerville, Utah.

MEMBERS PRESENT

Mayor Paul A. Cutler

Council Members Tamilyn Fillmore
Stephanie Ivie
George McEwan
Robyn Mecham (arrived at 6:12 p.m.)

MEMBER ABSENT

William Ince

STAFF PRESENT

Steve Thacker, City Manager
Lisa Romney, City Attorney
Jacob Smith, Assistant to the City Manager
Katie Rust, Recording Secretary

FY 2018 BUDGET

City Manager Thacker provided a list of FY 2016-2017 Budget amendments affecting fund totals and department totals within the General Fund (attached), and explained the proposed amendments to the Council. While discussing the UTOPIA/Capital Projects Fund and the Telecom Fund, Mayor Cutler updated the Council on UTOPIA debt service assessments. These annual assessments increase by 2% every year for each city. The UTOPIA Board plans to offset the increase by returning a total of \$275,000 to the cities (close to 2% of the total annual assessment). For cities with an outstanding operating assessment, the amount will be applied to the balance owed. The allocation formula has not been finalized.

ADJOURNMENT

The work session was adjourned at 6:54 p.m.

Marsha L. Morrow, City Recorder

Date Approved

Katie Rust, Recording Secretary

PRELIMINARY DRAFT

Minutes of the Centerville **City Council** meeting held Tuesday, June 20, 2017 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 (arrived at 8:14 p.m.)
Stephanie Ivie
George McEwan
Robyn Mecham

STAFF PRESENT

Steve Thacker, City Manager (left at 7:40 p.m.)
Lisa Romney, City Attorney
Jacob Smith, Assistant to the City Manager
Lisa Summers, Youth Council Advisor
Katie Rust, Recording Secretary

VISITORS

Interested citizens (see attached sign-in sheet)

PLEDGE OF ALLEGIANCE Caleb Gordon, BSA Troop 406

PRAYER OR THOUGHT Mayor Cutler

YOUTH CITY COUNCIL

Lisa Summers, Youth Council Advisor, introduced new and returning Youth Council members and new Youth Mayor, Eliza Greer. Mayor Cutler conducted the swearing-in and thanked the Youth Council for their service.

OPEN SESSION

Tim Flannery – Mr. Flannery stated that his Centerville business license has been revoked for failure to renew. He explained his personal situation over the last few years, and stated he feels he is an asset to the community. Mr. Flannery stated he knew the business license was due for renewal, but had not thought the penalty for failure to renew would be so harsh – he is now unable to renew for the period of one year. He said he would like to continue with his business, and appealed to the Council, stating that any consideration on his behalf would be appreciated. Mayor Cutler commented that this matter is on the agenda for discussion later in the meeting.

MINUTES REVIEW AND ACCEPTANCE

The minutes of the May 16, 2017 closed meeting; the May 30, 2017 work session and closed meeting; the June 6, 2017 work session and regular meeting; and the June 13, 2017 work session were reviewed. Councilman McEwan made a **motion** to accept the May 16 closed meeting minutes. Councilwoman Ivie seconded the motion, which passed by unanimous vote (4-0). Councilman McEwan made a **motion** to accept the May 30 work session and closed meeting minutes. Councilwoman Mecham seconded the motion, which passed by unanimous vote (4-0). Councilwoman Fillmore requested amendments to the June 6 regular meeting minutes. Councilwoman Ivie made a **motion** to accept the June 6 work session minutes and June 6 regular meeting minutes as amended. Councilwoman Fillmore seconded the motion, which passed by unanimous vote (4-0). Council members Fillmore and Mecham requested amendments to the June 13 work session minutes. Councilwoman Fillmore made a **motion** to

1 accept the June 13 work session minutes as amended. Councilwoman Ivie seconded the
2 motion, which passed by unanimous vote (4-0).

3
4 **FY 2017 BUDGET**
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6 Steve Thacker, City Manager, briefly explained the need for FY 2017 Budget
7 amendments. The proposed amendments were presented to the Council in detail during a work
8 session prior to the meeting. Mayor Cutler opened a public hearing for the proposed
9 amendments at 7:31 p.m., and closed the public hearing seeing that no one wished to
10 comment. Councilwoman Mecham made a **motion** to approve Resolution No. 2017-11
11 amending the FY 2017 Budget of Funds. Councilwoman Ivie seconded the motion, which
12 passed by unanimous vote (4-0).

13
14 **FY 2018 BUDGET**
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16 Mr. Thacker explained that the Council will not adopt the FY 2018 Budget until August,
17 following the Truth-in-Taxation process required for a proposed property tax increase.
18 However, Mr. Thacker recommended the Council approve a few issues not dependent
19 financially on the proposed property tax increase. Councilwoman Fillmore made a **motion** to
20 approve Ordinance No. 2017-14 adopting Salary Administration Guidelines, Pay Grade
21 Schedule and Salary Schedule for employees. Councilman McEwan seconded the motion,
22 which passed by unanimous vote (4-0). Councilman McEwan made **motion** to adopt
23 Resolution No. 2017-12 approving compensation for the Justice Court Judge. Councilwoman
24 Mecham seconded the motion, which passed by unanimous vote (4-0). Mr. Thacker left the
25 meeting at 7:40 p.m.

26
27 In an earlier meeting the Council agreed on the date of August 8 at 7:00 p.m. for the
28 public hearing about the proposed property tax increase. This hearing will also be an
29 opportunity for public comment on the FY 2018 Budget before final adoption. An open house is
30 scheduled for August 8 at 6:00 p.m., prior to the public hearing. Centerville City will also have
31 information available at an open house scheduled by the South Davis Metro Fire District on
32 August 19. Mayor Cutler said he would like to advertise the Fire District open house along with
33 the City open houses in the upcoming newsletter. A majority of the Council expressed a desire
34 to advertise the Fire District open house in a separate box from the City open houses to avoid
35 confusion. Councilwoman Fillmore emphasized that the words "open house" should be in large
36 print. The Council gave additional feedback on the upcoming City budget newsletter.

37 Councilman McEwan made a **motion** to schedule a public hearing for the FY 2018
38 Budget, including a Truth-in-Taxation public hearing, on August 8, 2017 at 7:00 p.m.
39 Councilwoman Fillmore seconded the motion, which passed by unanimous vote (4-0). A
40 majority of the Council indicated they do not feel another budget work session is necessary.

41
42 **RDA MEETING**
43

44 At 7:46 p.m., Councilman McEwan made a **motion** to move to a meeting of the
45 Redevelopment Agency of Centerville. Councilwoman Ivie seconded the motion, which passed
46 by unanimous vote (4-0). In attendance at the RDA meeting were: Paul A. Cutler, Chair;
47 Directors Fillmore, Ivie, McEwan, and Mecham; Lisa Romney, City Attorney, Jacob Smith,
48 Assistant to the City Manager; and Katie Rust, Recording Secretary.

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50 The Council returned to regular meeting at 7:53 p.m.
51

MAYOR'S REPORT

- UTOPIA/UIA financial reports are available with the agenda on NovusAgenda. Mayor Cutler explained that the proposed UIA bond issue would be supported by current service agreements. Councilwoman Fillmore asked if further discussion of a utility model has occurred in any of the other UTOPIA cities. Mayor Cutler and Councilman McEwan responded they have not heard any discussion of a utility model since breaking from Macquarie. Councilman McEwan said the problem he sees with bonding is that it puts off repayment to the cities. Mayor Cutler explained that UTOPIA plans to return a total of \$275,000 to the cities (close to 2% of the total annual assessment). For cities with an outstanding operating assessment, the amount will be applied to the balance owed. The allocation formula has not been finalized.
- The Fire District Board has been studying and considering an appropriate impact fee for nursing homes, given the reality that nursing homes are a significant portion of the call volume. Mayor Cutler said the Board has come to the conclusion that it is in the best interest of the economic growth and overall planning of the cities to have a blended fee for all residential categories, including nursing homes. Councilwoman Fillmore commented she was disappointed at how difficult it was to find information about the Fire District public hearing regarding the proposed sale of the Centerville Fire Station and purchase of land for a new station, and said she would appreciate the Board following up.

Councilman Ince arrived at 8:14 p.m.

MISCELLANEOUS BUSINESS

- The Primary Election will take place on August 15th, the same day as a regular Council meeting. The Council agreed to hold the meeting as scheduled to be consistent and avoid confusion.
- Councilman Ince stated he spoke with two former Council members who were on the Council at the time the name of Founders Park was changed, and reported the former Council members could not remember the renaming. Councilwoman Ivie said she spoke with one former Council member who served at the same time, and was told he remembered the name change, and the fact that since the City pays an amount for use of the Park it was felt the name should reflect more of the community. Councilwoman Mecham said she spoke to former Councilman Mike Barton, who told her he is not sure he was aware at the time that documentation exists regarding the agreement between the Smith family and the City. He told her he voted against the name change at the time. Councilman McEwan asked how many times the Smith family has petitioned the City to change the name back to William R. Smith Park. Councilwoman Mecham responded the Smith family has approached the Council several times. Mayor Cutler said he feels the name Founders Park has more meaning for the community, and said he had suggested the alternative of naming the pavilion or installing an informative plaque. Councilwoman Mecham responded the park can be renamed Smith Park and still have a nice plaque. Mayor Cutler pointed out that half of the park land was donated by the Smith family, and half of the park land was and is still owned by Davis County. The Council discussed signage at the Park. Councilman McEwan said he feels the strongest argument lies with those who have documentation, and petitioning the City over time creates historic precedent for the documentation the family does not have. Councilwoman Fillmore said she would

1 like the name of the park to remain Founders Park, and suggested the Council
2 remand the topic to the Parks Committee and Landmarks Commission for input.
3 Councilwoman Ivie responded the issue is political, and does not need to involve
4 groups other than the Council. Councilwoman Ivie said she feels the name can
5 officially be changed now without changing anything else (signs, advertising, etc.) at
6 this time. Ms. Romney said a name change would not be quite that simple. She
7 said it does not appear to her the City has an obligation to change the name of the
8 park. Councilwoman Ivie made a **motion** to put a public hearing and discussion of
9 the matter on a future agenda, and direct staff to research and gather information.
10 Councilman Ince seconded the motion, which passed by majority vote (4-1), with
11 Councilwoman Fillmore dissenting.

- 12 • A local business owner, Tim Flannery, has requested the Council amend the existing
13 business license ordinance. Councilman McEwan, as a customer, recused himself
14 from the discussion. Councilwoman Fillmore said she would like more time to read
15 the materials before discussing and taking a vote. Mayor Cutler explained that Mr.
16 Flannery has not had an active business license since 2015. A citation has been
17 issued for operating without a business license. Ms. Romney emphasized that
18 enforcement is costly and time consuming for the City. Councilwoman Fillmore said
19 she feels the City has the ordinance for a reason, and she would not want to change
20 the ordinance for one individual situation. She said she would be fine with leaving
21 the ordinance as it is and letting the process play out. Mayor Cutler said he feels it
22 would be reasonable for the Council to consider shortening the penalty period to
23 something less than one year. Councilman Ince asked if the penalty could be
24 financial rather than a time period. Ms. Romney responded that financial penalties
25 are already in place. The Mayor said he has tried to find a way to help Mr. Flannery,
26 but he recognizes the need to enforce the ordinance. He said he has encouraged
27 Mr. Flannery to obtain legal advice. Councilwoman Ivie said she does not feel
28 comfortable changing an ordinance that is in place to protect the City. She said that,
29 because of extenuating circumstances, she wishes there were a way to show mercy.
30 Councilwoman Fillmore suggested Council members research and consider
31 independently and discuss the issue again at a later time.

32
33 **ADJOURNMENT AND CLOSED MEETING**

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35 At 8:46 p.m., Councilman McEwan made a **motion** to adjourn the regular meeting and
36 move to a closed meeting in the small meeting room to discuss the character and competence
37 of an individual. Councilwoman Ivie seconded the motion, which passed by unanimous vote (5-
38 0). In attendance at the closed meeting were: Paul A. Cutler, Mayor; and Council members
39 Fillmore, Ince, Ivie, McEwan, and Meham.

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46 Marsha L. Morrow, City Recorder

Date Approved

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Katie Rust, Recording Secretary

**CENTERVILLE
CITY COUNCIL
Staff Backup Report
7/5/2017**

Item No. 2

Short Title: Summary Action Calendar

Initiated By:

Scheduled Time: 7:10

SUBJECT

- a. Award bid to Crescent Construction in the amount of \$50,162.50 for labor and to Western Waterworks in the amount of \$25,374.46 (plus tax) for materials for the Legacy Crossing Storage Waterline
- b. Award bid to Twin "D" Inc. for the Drainage Maintenance Project 2017-2018 in the amount of \$88,942

RECOMMENDATION

- a. Award bid to Crescent Construction in the amount of \$50,162.50 for labor and to Western Waterworks in the amount of \$25,374.46 (plus tax) for materials for the Legacy Crossing Storage Waterline, subject to receipt of developer's deposit for this work.
- b. Award bid to Twin "D" Inc. for the Drainage Maintenance Project 2017-2018 in the amount of \$88,942, including the option to renew at the same unit prices for Fiscal Years 2018-2019 and 2019-2020.

BACKGROUND

- a. ESI solicited bids for the Legacy Crossing Storage Waterline for labor (see attached bid tabulation). Centerville Public Works solicited bids for materials--those bid results are also attached. This waterline will serve the storage units project on 1250 West and will be paid for by the developer. When determining the amount the developer pays for this work, the City adds 5% to the materials cost to cover the City's cost of bidding and handling the materials to be used by the contractor. The City also recovers from the developer 100% of the engineering costs related to this project.
- b. ESI solicited bids for the 2017-2018 Drainage Maintenance Project. The attached bid tabulation compares the two bids with the bids awarded to Twin "D" in 2011 and 2014. This reveals that the unit prices in the current bid from Twin "D" are generally lower than the prior bids. This may be due to the fact there is now another strong competitor bidding to provide these services, which has not always been the case. Staff recommend the bid be awarded to Twin "D" with the option to renew--at the City's choice--for two more years at the same unit prices.

ATTACHMENTS:

Description

- ☐ Bid results for waterline labor
- ☐ Bid tabulation - waterline labor

- ▣ Bid results for waterline materials
- ▣ Bid results--Drainage Maintenance Project
- ▣ Bid tabulation--Drainage Maintenance Project

Marsha Morrow

From: Ryan McLeod <Ryan.McLeod@esieng.com>
Sent: Thursday, June 29, 2017 4:28 PM
To: Steve Thacker
Cc: Kevin Campbell; Marsha Morrow; Mike Carlson
Subject: Legacy Crossing Storage Waterline - NOA
Attachments: #17-015 NOA.pdf

Steve,

The following bids were received on June 29, 2017 for the above referenced project:

1. Crescent Construction	\$50,162.50
2. Diamond Construction	\$59,610.00
3. M.C. Green & Sons Inc.	\$99,622.00
Engineers Estimate	\$76,145.00

It is recommended that the project be awarded to Crescent Construction in the amount of \$50,162.50. Crescent Construction is a qualified and capable contractor and we have worked with them in the past on several projects including "Cove Subdivision Water Improvements."

Let me know if additional information is needed at this time.

Kevin



BID TABULATION FOR CENTERVILLE CITY

Legacy Crossing Storage Waterline #17-015				Cresent Excavation		Diamond Construction		MC Green		Engineers Estimate	
Item No.	ITEM DESCRIPTION	QUANTITY	UNITS	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
1	8" PVC C900 waterline	840	LF	\$12.00	\$10,080.00	\$12.00	\$10,080.00	\$34.25	\$28,770.00	\$18.00	\$15,120.00
2	6" PVC C900 waterline	85	LF	\$12.00	\$1,020.00	\$12.00	\$1,020.00	\$43.70	\$3,714.50	\$18.00	\$1,530.00
3	1" copper water service	30	LF	\$10.00	\$300.00	\$12.00	\$360.00	\$22.51	\$675.30	\$20.00	\$600.00
4	8" x 1" saddle and corp. stop	1	EA	\$200.00	\$200.00	\$450.00	\$450.00	\$1,200.00	\$1,200.00	\$400.00	\$400.00
5	1" meter box and yoke assembly	1	EA	\$200.00	\$200.00	\$400.00	\$400.00	\$961.00	\$961.00	\$810.00	\$810.00
6	10" x 8" hot tap and thrust block	2	EA	\$650.00	\$1,300.00	\$1,500.00	\$3,000.00	\$2,855.00	\$5,710.00	\$4,250.00	\$8,500.00
7	8x8x8 tee with thrust block	1	EA	\$450.00	\$450.00	\$400.00	\$400.00	\$852.00	\$852.00	\$500.00	\$500.00
8	8x8x6 tee with thrust block	3	EA	\$450.00	\$1,350.00	\$400.00	\$1,200.00	\$852.00	\$2,556.00	\$475.00	\$1,425.00
9	8" 90° bend with thrust block	3	EA	\$150.00	\$450.00	\$400.00	\$1,200.00	\$689.00	\$2,067.00	\$410.00	\$1,230.00
10	6" 90° bend with thrust block	1	EA	\$150.00	\$150.00	\$400.00	\$400.00	\$689.00	\$689.00	\$410.00	\$410.00
11	8x6 reducer	1	EA	\$150.00	\$150.00	\$325.00	\$325.00	\$555.00	\$555.00	\$400.00	\$400.00
12	8" gate valve and valve box	2	EA	\$450.00	\$900.00	\$375.00	\$750.00	\$728.94	\$1,457.88	\$1,350.00	\$2,700.00
13	6" gate valve and valve box	4	EA	\$450.00	\$1,800.00	\$375.00	\$1,500.00	\$766.00	\$3,064.00	\$1,350.00	\$5,400.00
14	Fire hydrant assembly with thrust block	4	EA	\$550.00	\$2,200.00	\$750.00	\$3,000.00	\$2,864.00	\$11,456.00	\$1,500.00	\$6,000.00
15	Loop 8" waterline beneath existing storm drain line	2	EA	\$2,500.00	\$5,000.00	\$1,700.00	\$3,400.00	\$3,514.00	\$7,028.00	\$2,000.00	\$4,000.00
16	Pothole utilities to verify depth	1	EA	\$750.00	\$750.00	\$1,200.00	\$1,200.00	\$385.00	\$385.00	\$1,200.00	\$1,200.00
17	Sawcut, remove and replace asphalt	200	SF	\$15.00	\$3,000.00	\$12.00	\$2,400.00	\$13.10	\$2,620.00	\$12.00	\$2,400.00
18	Import roadbase	15	TN	\$22.50	\$337.50	\$25.00	\$375.00	\$16.44	\$246.60	\$18.00	\$270.00

Item No.	ITEM DESCRIPTION	QUANTITY	UNITS	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
19	Import sand bedding	400	TN	\$13.00	\$5,200.00	\$18.00	\$7,200.00	\$13.84	\$5,536.00	\$15.00	\$6,000.00
20	Import granular backfill	450	TN	\$13.50	\$6,075.00	\$21.00	\$9,450.00	\$15.13	\$6,808.50	\$15.00	\$6,750.00
21	Remove and haul away existing material (approx. 400 CY)	1	Lump Sum	\$5,500.00	\$5,500.00	\$7,200.00	\$7,200.00	\$4,571.00	\$4,571.00	\$4,000.00	\$4,000.00
22	Pressure test new waterlines	1	Lump Sum	\$750.00	\$750.00	\$800.00	\$800.00	\$1,237.22	\$1,237.22	\$1,500.00	\$1,500.00
23	Mobilization and traffic control	1	Lump Sum	\$3,000.00	\$3,000.00	\$3,500.00	\$3,500.00	\$7,462.00	\$7,462.00	\$5,000.00	\$5,000.00
	Total (Items 1-23)				\$50,162.50		\$59,610.00		\$99,622.00		\$76,145.00

Water Line for "Legacy Crossing Storage Shed "

Project #17-015

BID RESULTS FOR: Legacy Crossing Waterline

Date 6/23/2017

- | | | |
|----|--|-------------|
| 1. | Western Water Works | \$25,374.46 |
| 2. | Mountainland Supply | \$25,491.15 |
| 3. | Ferguson
Did not included all the parts | \$22,682.66 |
| 4. | HD Supply | No Bid |

We have reviewed the bid for materials from Western Water Works for \$25,374.46, which does not includes tax or the 5% Handling. We recommend awarding this bid to Western Water Works and find they meet all of the specifications.

Respectfully submitted,

Michael Carlson
Water Department Supervisor

MC/sd

Marsha Morrow

From: Ryan McLeod <Ryan.McLeod@esieng.com>
Sent: Thursday, June 29, 2017 4:48 PM
To: Steve Thacker
Cc: Kevin Campbell; Marsha Morrow; Randy Randall; Dave Walker
Subject: RE: Drainage Maintenance Project 2017-2018
Attachments: Bid Tabulation 2017-18.pdf

I have attached the bid tab.

From: Ryan McLeod
Sent: Thursday, June 29, 2017 4:36 PM
To: 'Steve Thacker' <stevet@centervilleut.com>
Cc: Kevin Campbell <Kevin.Campbell@esieng.com>; 'marsham@centervilleut.com' <marsham@centervilleut.com>; 'rrandall@centervilleut.com' <rrandall@centervilleut.com>; 'dwalker@centervilleut.com' <dwalker@centervilleut.com>
Subject: Drainage Maintenance Project 2017-2018

Steve,

The following bids were received on June 29, 2017 for the above referenced project:

1. Twin "D" Inc.	\$88,942.00
2. Pro Pipe Services	\$109,528.00
Engineers Estimate	\$96,710.00

Twin "D" has completed the project for the last 6 years and did a great job. It is recommended that the project be awarded to them in the amount of \$88,942.00. This is a one year contract with an option to renew for the years 2018-2019 and 2019-2020.

Let me know if additional information is needed at this time.

Kevin



BID TABULATION FOR CENTERVILLE CITY

Drainage Maintenance Project 2017-18 - Project #17-091										Twin "D" Inc (2017)		Professional Pipe Services (2017)		Twin D Environmental Services (2014)		Twin "D" (2011 Bid)	
Item	Description	Amounts	Units	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
Pipe Cleaning - (including cleaning log)																	
1	4" dia. pipe	300	LF	\$0.30	\$90.00	\$1.36	\$408.00							\$0.40	\$120.00		
2	6" dia. pipe	2,300	LF	\$0.30	\$690.00	\$0.55	\$1,265.00							\$0.40	\$920.00		
3	8" dia. pipe	8,500	LF	\$0.40	\$3,400.00	\$0.40	\$3,400.00							\$0.45	\$3,825.00		
4	10" dia. pipe	1,200	LF	\$0.40	\$480.00	\$0.40	\$480.00							\$0.55	\$660.00		
5	12" dia. pipe	100	LF	\$0.40	\$40.00	\$0.40	\$40.00							\$0.55	\$55.00		
6	Hourly	250	HR	\$170.00	\$42,500.00	\$180.00	\$45,000.00							\$200.00	\$50,000.00		
Video Inspection - (including video tape)																	
7	6" dia. pipe	2,000	LF	\$0.44	\$880.00	\$0.52	\$1,040.00							\$0.60	\$1,200.00		
8	8" dia. pipe	8,000	LF	\$0.44	\$3,520.00	\$0.35	\$2,800.00							\$0.45	\$3,600.00		
9	10" dia. pipe	2,000	LF	\$0.44	\$880.00	\$0.35	\$700.00							\$0.60	\$1,200.00		
10	12" dia. pipe	100	LF	\$0.44	\$44.00	\$0.35	\$35.00							\$0.60	\$60.00		
11	15" dia. Pipe	5,000	LF	\$0.44	\$2,200.00	\$0.35	\$1,750.00							\$0.60	\$3,000.00		
12	18" dia. pipe	2,000	LF	\$0.44	\$880.00	\$0.35	\$700.00							\$0.60	\$1,200.00		
13	21" dia. pipe	200	LF	\$0.44	\$88.00	\$0.50	\$100.00							\$0.60	\$120.00		
14	24" dia. pipe	500	LF	\$0.44	\$220.00	\$0.50	\$250.00							\$0.70	\$350.00		
15	27" dia. pipe	500	LF	\$0.44	\$220.00	\$0.50	\$250.00							\$0.70	\$350.00		
16	30" dia. pipe	500	LF	\$0.44	\$220.00	\$0.50	\$250.00							\$0.70	\$350.00		
17	36" dia. pipe	500	LF	\$0.44	\$220.00	\$0.50	\$250.00							\$0.80	\$400.00		
18	42" dia. pipe	500	LF	\$0.44	\$220.00	\$0.50	\$250.00							\$0.80	\$400.00		
19	Hourly	200	HR	\$100.00	\$20,000.00	\$180.00	\$36,000.00							\$150.00	\$30,000.00		
Miscellaneous																	
20	Protruding lateral removal	1	EA	\$250.00	\$250.00	\$375.00	\$375.00							\$500.00	\$500.00		
21	Root removal - (including root saw or chain)	20	HR	\$0.00	\$0.00	\$0.00	\$0.00							\$250.00	\$5,000.00		
22	Mobilization & Traffic Control (including emergency "call-outs")	1	LS	\$0.00	\$0.00	\$1,585.00	\$1,585.00							\$0.00	\$0.00		
23	Hydro-Excavation for utility potholing	70	HR	\$170.00	\$11,900.00	\$180.00	\$12,600.00							\$170.00	\$11,900.00		
	Total				\$88,942.00		\$109,528.00								\$96,710.00		\$103,410.00

**CENTERVILLE
CITY COUNCIL
Staff Backup Report
7/5/2017**

Item No. 3.

Short Title: Public Hearing - Zone Map Amendment - 2026 North Main - Chad Morris, Applicant

Initiated By: Chad Morris, Applicant; Norma R. Trust, Owner

Scheduled Time: 7:15

SUBJECT

Consider the proposed Zoning Map Amendment (rezone) for property located at approximately 2026 North Main Street from Agricultural-Low to Residential-Low - Ordinance 2017-15

RECOMMENDATION

Adopt Ordinance No. 2017-15 amending the Centerville Zoning Map by changing the zoning of approximately 1.03 acres of real property located at 2026 North Main Street from Agricultural-Low to Residential-Low based on the findings and recommendations of the Planning Commission.

BACKGROUND

On June 14, 2017, the Planning Commission reviewed and recommended for approval the proposed rezone of property from Agricultural-Low to Residential-Low. The Staff Transmittal Report for this application is attached.

ATTACHMENTS:

Description

- ☐ Ordinance No. 2017-15 - Moss Rezone
- ☐ 7-5-2017 Staff Report re PC recommendation
- ☐ PC Staff Report - Zone Map Amendment 2026 N Main
- ☐ June 14, 2017 PC minutes pgs 1-3

ORDINANCE NO. 2017-15

AN ORDINANCE AMENDING THE CENTERVILLE CITY ZONING MAP BY CHANGING THE ZONING OF APPROXIMATELY 1.03 ACRES OF CERTAIN REAL PROPERTY LOCATED AT APPROXIMATELY 2026 NORTH MAIN STREET FROM AGRICULTURAL-LOW (A-L) TO RESIDENTIAL-LOW (R-L)

WHEREAS, the City is authorized to enact a zoning map consistent with the purposes set forth in the Utah Land Use Development and Management Act, as more particularly provided in *Utah Code Ann.* §§ 10-9a-101, *et seq.*, as amended, and the City is further authorized to make amendments to such zoning map in accordance with procedures set forth in *Utah Code Ann.* § 10-9a-503, as amended; and

WHEREAS, in accordance with applicable provisions of Utah law and the goals of the Centerville City General Plan for the subject property as set forth in Section 12-480-4, Neighborhood 3, Northeast Centerville, the City Council desires to amend the Centerville City Zoning Map to rezone the subject property from Agricultural-Low (A-L) to Residential-Low (R-L) as more particularly provided herein; and

WHEREAS, the proposed amendments to the Centerville City Zoning Map as set forth herein have been reviewed by the Planning Commission and the City Council and all appropriate public noticing and hearings have been provided and held in accordance with Utah law to obtain public input regarding the proposed revisions to the City Zoning Map.

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

Section 1. Zone Map Amendment. The real property located at approximately 2026 North Main Street in Centerville City consisting of approximately 1.03 acres, as more particularly described in **Exhibit A**, attached hereto and incorporated herein by this reference, is hereby rezoned from Agricultural-Low (A-L) to Residential-Low (R-L) and the Centerville City Zoning Map is correspondingly amended as described herein.

Section 2. Findings. The rezone of the subject property to Residential-Low (R-L) and corresponding amendment to the Centerville City Zoning Map is based on the following findings:

1. The Zone Map Amendment is consistent with the General Plan for Neighborhood 3, Northeast Centerville. [See, 12-480-4]
2. The City Council finds that the preferred base density for all of Centerville is a low density of four units per acre, which is consistent with the R-L request. [See, 12-480-5 Residential Densities/Development]
3. The Zone Map Amendment meets the requirements found in CZC 12.21.080(4)(e).

Section 3. Severability. If any section, part or provision of this Ordinance is held invalid or unenforceable by a court of competent jurisdiction, such invalidity or unenforceability shall not affect any other portion of this Ordinance, and all sections, parts and provisions of this Ordinance shall be severable.

Section 4. Effective Date. This Ordinance shall become effective upon publication or posting, or thirty (30) days after passage, whichever occurs first.

**PASSED AND ADOPTED BY THE CITY COUNCIL OF CENTERVILLE CITY,
STATE OF UTAH, THIS 5th DAY OF JULY, 2017.**

ATTEST:

CENTERVILLE CITY

Marsha L. Morrow, City Recorder

By: _____
Mayor Paul A Cutler

Voting by the City Council:

	"AYE"	"NAY"
Councilmember Fillmore	_____	_____
Councilmember Ince	_____	_____
Councilmember Ivie	_____	_____
Councilmember McEwan	_____	_____
Councilmember Mecham	_____	_____

CERTIFICATE OF PASSAGE AND PUBLICATION OR POSTING

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

MARSHA L. MORROW, City Recorder

DATE: _____

RECORDED this ____ day of _____, 2017.

PUBLISHED OR POSTED this ____ of _____, 2017.

EXHIBIT A

Property Description

Parcel No. 07-073-0067
2026 North Main Street, Centerville, Utah

BEG AT AN EXIST BRASS HWY R/W MONU AT STATION 272+03.40 OF STATE HWY 106 (A 66 FT WIDE RD), WH PT IS N 89°24'30" E 153.92 FT ALG THE SEC LINE & N 1315.93 FT FR THE S 1/4 COR OF SEC 31-T3N-R1E, SLM; & RUN TH N 18°04'33" W 134.84 FT ALG THE E BNDRY OF SD HWY 106; TH NE'LY 31.42 FT ALG THE ARC OF A 20 FT RAD CURVE TO THE RIGHT THROUGH A CENTRAL ANGLE OF 90°00' (RAD PT BEARS N 71°55'27" E FR THE BEG OF THE CURVE); TH NE'LY 39.44 FT ALG THE ARC OF A 125 FT RAD CURVE TO THE RIGHT THROUGH A CENTRAL ANGLE OF 18°04'33" (RAD PT BEARS S 18°04'33" E FR THE BEG OF THE CURVE); TH E 235.20 FT; TH S 163.81 FT; TH S 88°07' W 241.15 FT TO A PT ON SD E BNDRY OF HWY 106; TH NW'LY 12.78 FT ALG SD E BNDRY OF HWY 106 & THE ARC OF A 2897.90 FT RAD CURVE TO THE LEFT THROUGH A CENTRAL ANGLE OF 0°15'09" (RAD PT BEARS S 72°10'36" W OF THE BEG OF THE CURVE) TO THE POB. CONT 1.0303 ACRES

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

PLANNING COMMISSION TRANSMITTAL REPORT

PROPERTY OWNER: **NORMA R MOSS TRUST**
 2026 NORTH MAIN STREET
 CENTERVILLE UT 84014

APPLICANT: **CHAD MORRIS**
 533 WEST VALLEY DRIVE
 CENTERVILLE UT

PROPERTY LOCATION: **2026 NORTH MAIN STREET**
PARCEL NUMBER: **07-073-0067**

PARCEL SIZE: **1.03**

ZONING DISTRICT: **AGRICULTURAL-LOW**

APPLICATION: **ZONING MAP AMENDMENT INTO RESIDENTIAL-LOW**

STAFF RECOMMENDATION: **APPROVE**

Background

2026 North Main is a one acre lot on the north end of Main Street. Currently on this property, there is a home that is on the Centerville Significant Sites List, which the applicant plans on preserving. A LDS Church is across the street to the north, and Reading Elementary is close by across Main Street to the west.

The applicant's desire to re-zone this property is to develop the one acre parcel into four (4) possible lots, which would be allowed at an R-L zoning density, at four units per acre. This is



compliant with the General Plan for this neighborhood, Neighborhood 3, Northeast Centerville, that permits all low-density single family development in this area.

PLANNING STAFF RECOMMENDATIONS

On June 14th, the Planning Commission made a motion to RECOMMEND APPROVAL of the Zone Map Amendment of 2026 North Main Street from Agricultural-Low to Residential-Low.

SUGGESTED REASONS FOR THE ACTION:

1. A zone map amendment of this parcel is consistent with the General Plan for Neighborhood 3, Northeast Neighborhood. [12-48-4].
2. The Planning Commission finds that the preferred base density for all of Centerville is a low density of 4 units/acre, which is consistent with the R-L request (*see 12-480-5, Residential Densities/Development*).

Planning Commission Vote (5-0):

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

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

**STAFF REPORT
AGENDA: ITEM 1**

PROPERTY OWNER: NORMA R MOSS TRUST
2026 NORTH MAIN STREET
CENTERVILLE UT 84014

APPLICANT: CHAD MORRIS
533 WEST VALLEY DRIVE
CENTERVILLE UT

PROPERTY LOCATION: 2026 NORTH MAIN STREET

PARCEL SIZE: 1.03
PARCEL NUMBER: 07-073-0067

ZONING DISTRICT: AGRICULTURAL-LOW

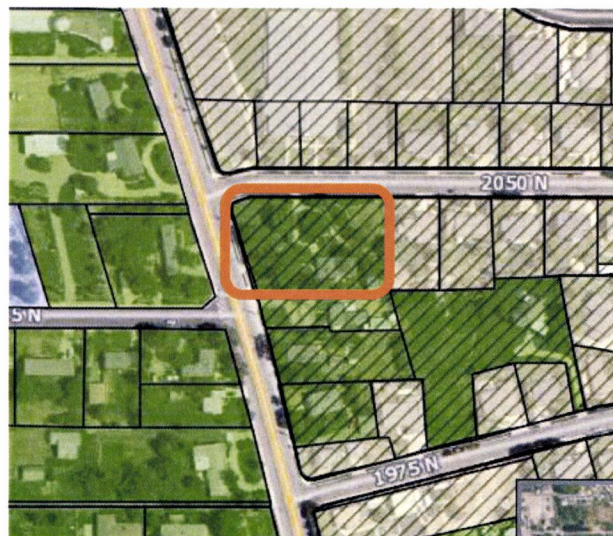
APPLICATION: ZONING MAP AMENDMENT INTO RESIDENTIAL-LOW

STAFF RECOMMENDATION: APPROVE

Background

2026 North Main is a one acre lot on the north end of Main Street. Currently, there is a home that is on the Centerville Significant Sites List on this property, which the applicant plans on preserving. A LDS Church is across the street to the north, and Reading Elementary is close by across Main Street to the west.

The applicant's desire to re-zone this property is to develop the one acre parcel into four (4) lots, which would be allowed at a R-L zoning density, at four units per acre.



Factors to be considered, CZC 12-21-080(e)

1. Whether the proposed Zoning Code or Zoning Map amendment is consistent with goals, objectives and policies of the General Plan;

This parcel lies on Neighborhood 3, Northeast Centerville, General Plan Section 12-480-4.

Its Residential Policies are:

- a. To maintain compatibility with the style of development presently existing in this area, all future residential development in northeast Centerville should be low density single family.
- b. Northeast Centerville is located almost entirely on the foothills of the Wasatch Mountains. Low density residential development will have the least impact on these sensitive

The “base density” of Centerville is at 4 units per acre [GP 12-480-5], which would keep this property at base density for the city.

2. Whether the proposed Zoning Map amendment is harmonious with the overall character of existing development in the vicinity of the subject property;

While there are still many Agricultural-Low parcels on the west side of Main Street and on the lower half of this neighborhood, this area of Neighborhood 3 is primarily R-L. This parcel is the last remaining Agricultural Low spot on 2050 North. It is remaining low-density at R-L, in a majority A-L and R-L neighborhood, which maintains the character of development throughout this half of the city.



3. The extent to which the proposed Zoning Map amendment may adversely affect adjacent property;

There is no evidence to suggest that rezoning this property would adversely affect other properties in the area.

4. For proposed Zoning Map amendments, the adequacy of facilities and services intended to serve the subject property, including, but not limited to, roadways, parks and recreation facilities, police and fire protection, schools, stormwater drainage systems, water supplies, and waste water and refuse collection.

This property is located in the Hillside Overlay District, so adequate care should be taken in regards to grading and drainage, but there is no reason to believe there would be any

cause for alarm on this property when following Hillside Zoning appropriately, and working with the City Engineer and Public Works.

PLANNING STAFF RECOMMENDATIONS

I hereby make a motion for the Planning Commission to RECOMMEND APPROVAL of the Zone Map Amendment of 2026 North Main Street from Agricultural-Low to Residential-Low.

SUGGESTED REASONS FOR THE ACTION:

1. A zone map amendment of this parcel is consistent with the General Plan for Neighborhood 3, Northeast Neighborhood. [12-48-4].
2. The Planning Commission finds that the preferred base density for all of Centerville is a low density of 4 units/acre, which is consistent with the R-L request (*see 12-480-5, Residential Densities/Development*).

1 **PLANNING COMMISSION MINUTES OF MEETING**

2 Wednesday, June 14, 2017

3 7:00 p.m.

4
5 A quorum being present at Centerville City Hall, 250 North Main Street, Centerville,
6 Utah, the meeting of the Centerville City Planning Commission was called to order at 7:00 p.m.

7
8 **MEMBERS PRESENT**

9 David Hirschi, Chair

10 Kevin Daly

11 Kathy Helgesen

12 Logan Johnson (Excused at 8:10 p.m.)

13 Becki Wright

14
15 **MEMBERS ABSENT**

16 Cheylynn Hayman

17 Gina Hirst

18
19 **STAFF PRESENT**

20 Lisa Romney, City Attorney

21 Cory Snyder, Community Development Director

22 Cassie Younger, Assistant City Planner

23 Luanne Hudson, Recording Secretary

24
25 **VISITORS**

26 Interested citizens (see attached sign-in sheet)

27
28 **PLEDGE OF ALLEGIANCE**

29
30 **OPENING COMMENT/LEGISLATIVE PRAYER** – Commissioner Wright

31
32 **MINUTES REVIEW AND APPROVAL**

33
34 The minutes of the Planning Commission meeting held May 24, 2017 were reviewed and
35 amended. Commissioner Helgesen made a **MOTION** to approve the minutes as amended. The
36 motion was seconded by Commissioner Daly and passed unanimously (5-0).

37
38 **PUBLIC HEARING – ZONE MAP AMENDMENT, LEGISLATIVE DECISION,**
39 **Consider the proposed Zoning Map Amendment for the property at 2026 North Main,**
40 **Parcel number 07-073-0067, from Agricultural-Low (A-L) to Residential-Low (R-L). Chad**
41 **Morris, Applicant**

42
43 Assistant City Planner Younger reported on the request for the Zoning Map Amendment
44 from A-L to R-L. She said the zone change will facilitate development of the one-acre parcel
45 into four (4) lots. She said the property is located in the Hillside Overlay District and will need
46 to be carefully graded. She said the lot is surrounded by R-L Zoning to the east, and switching to
47 R-L is not out of character with the surrounding community. She said Staff recommended
48 approval of this request, but mentioned that the site currently contains a significant sites home.

1 She said the developer has indicated he will keep the historic home and build three other houses
2 on the lot, however, she said that is not guaranteed.

3
4 Commissioner Wright asked if the City has any recourse if the developer decides to
5 demolish the significant sites home. City Attorney Lisa Romney said if the developer decides to
6 demolish the house, the City cannot prevent the demolition, but there is an ordinance that allows
7 a delay of the permit for up to 60 days to provide the Landmarks Commission time to document
8 the historic asset.

9
10 Commissioner Daly asked Staff if backing onto Main Street is a concern, about access to
11 the lots, and about how the houses would be oriented. Mr. Snyder said the single-family
12 development ordinance provides for driveways to be used for backing out onto public streets and
13 he anticipates access for this development coming from 2050 North. He says Main Street is a
14 UDOT controlled road and UDOT honors existing access points but only approves new ones
15 under rare circumstances.

16
17 Chair Hirschi invited the applicant to speak and asked him to address the road access
18 question. Michael Derosa said he works with Chad Morris and is here to speak for the project.
19 He said they have yet to determine how the homes will be oriented, but they have thought about
20 requesting an easement to gain access to 2050 North. He said if they could use the curb cut on
21 Main Street, it would be beneficial to the project. He said they have no plans to demolish the
22 historic home.

23
24 Chair Hirschi opened the public hearing at 7:16 p.m. No members of the public came
25 forward. Community Development Director Snyder reported on a phone call he received from
26 the public. The caller did not leave a name but expressed discomfort with putting 4 homes on the
27 one-acre lot and had a preference for only 2 or 3 homes, in order to maintain the larger lot sizes
28 and agricultural nature of the area.

29
30 Seeing no one else wishing to comment, Chair Hirschi closed the public hearing at 7:18
31 p.m.

32
33 Chair Hirschi asked the applicant to respond to the caller's question about lot size. The
34 applicant answered they will abide by the Residential-Low (R-L) code regarding lot size. He said
35 the City's master plan for that neighborhood is R-L and concluded that their development will
36 bring the area into compliance with what the City envisions for that area. The applicant said
37 Chad Morris has talked with neighbors and their feedback was positive.

38
39 Commissioner Johnson said he thinks this request for a zoning change to R-L is
40 consistent with the City's plan for the area. He made a **MOTION** for the Planning Commission
41 to approve the Zone Map Amendment at 2026 North Main Street from Agricultural-Low (A-L)
42 to Residential-Low (R-L) with the Reasons for the Action (a-b) as suggested in the Staff Report.
43 The motion was seconded by Becki Wright and it passed unanimously (5-0).

44
45 **REASONS FOR THE ACTION:**

- 46 a) A zone map amendment of this parcel is consistent with the General Plan for
47 Neighborhood 3, Northeast Neighborhood. [12-48-4].

- b) The Planning Commission finds that the preferred base density for all of Centerville is a low density of 4 units/acre, which is consistent with the R-L request (*see 12-480-5, Residential Densities/Development*).

PUBLIC HEARING – PRELIMINARY SUBDIVISION AND FINAL SITE PLAN, Administrative Decision, Consider the proposed Final Site Plan and Preliminary Subdivision for the Parrish Creek Planned Development at 1030 North 950 West. Roy Swalberg, Tom Stewart Construction, Applicant

Assistant City Planner Younger said the Parris Creek Business Development PDO was approved by the City Council in March. She said a few things have changed since the Conceptual Plan was last before the Commission. Previously the plan included wooden pedestrian walkways connecting to the Legacy Trail. The Final Site Plan is missing that detail and Staff recommends it be added as a condition of approval.

Assistant City Planner Younger also recommended adding a condition to stipulate that the developer/property owner be responsible for maintaining the landscaped median. She explained that Public Works also had a concern about the placement of trees along the curb and gutter and she recommended a condition to specify tree placement at 6 ½ feet from curb and gutter in order to avoid root/concrete problems.

Mr. Snyder said one issue on the wooden sidewalk is that the County needs to provide direction on access, easement and flood control regarding a ditch and that has not yet been decided.

Chair Hirschi invited the applicant to speak. Roy Swalberg of Stewart Construction said he was not sure about the wooden sidewalk issue because it was an idea they had kept from the previous developer's plan. He said they intend to meet the County's requirements. He said they have ordered a current soils report and have exceeded the 10% requirement for landscaping.

Chair Hirschi opened the public hearing at 7:49 p.m. Seeing no one wishing to speak, he closed the public hearing at 7:49 p.m.

Commissioner Wright wondered if the Commission is putting undue hardship on the developer with an absolute requirement like 6 ½ feet for the placement of trees because tree placement should be relative to the size of the space available. She said the landscape architect is qualified to make the call about tree species. Mr. Snyder suggested revising the condition to say tree species and placement as recommended by the landscape architect or that meets the intent of the ordinance.

Commissioner Daly said the last time this application was before the Commission there was discussion about the warehouse with garage doors facing Legacy Parkway and how it looked unattractive. Staff said that has now been changed so the garage doors are facing inside the cul-de-sac. The applicant said the building facing Legacy Parkway now matches the other two-story office buildings.

Commissioner Wright asked Staff how active the wetlands are now. Mr. Snyder said much of the area is an untouched natural wetland. He said the Army Corps of Engineers studies

**CENTERVILLE
CITY COUNCIL
Staff Backup Report
7/5/2017**

Item No. 4

Short Title: Public Hearing - Zoning Map Amendment - 885 North 610 East - William Davies, Applicant

Initiated By:

Scheduled Time: 7:25

SUBJECT

Consider the proposed Zoning Map Amendment for property located at approximately 885 North 610 East from Agricultural-Low to Residential-Low - Ordinance No. 2017-16

RECOMMENDATION

Adopt Ordinance No. 2017-16 amending the Centerville Zoning Map by changing the zoning of approximately 0.42 acres of real property located at 885 North 610 East from Agricultural-Low to Residential-Low based on the findings and recommendations of the Planning Commission.

BACKGROUND

On June 28, 2017, the Planning Commission reviewed and recommended for approval the proposed rezone of property from Agricultural-Low to Residential-Low. The Staff Transmittal Report for this application is attached.

ATTACHMENTS:

Description

- ☐ Ordinance No. 2017-16 - Davies Rezone
- ☐ 07-5-2017 Staff Report
- ☐ PC Staff Report 6-28-2017

ORDINANCE NO. 2017-16

AN ORDINANCE AMENDING THE CENTERVILLE CITY ZONING MAP BY CHANGING THE ZONING OF APPROXIMATELY 0.42 ACRES OF CERTAIN REAL PROPERTY LOCATED AT APPROXIMATELY 885 NORTH 610 EAST FROM AGRICULTURAL-LOW (A-L) TO RESIDENTIAL-LOW (R-L)

WHEREAS, the City is authorized to enact a zoning map consistent with the purposes set forth in the Utah Land Use Development and Management Act, as more particularly provided in *Utah Code Ann.* §§ 10-9a-101, *et seq.*, as amended, and the City is further authorized to make amendments to such zoning map in accordance with procedures set forth in *Utah Code Ann.* § 10-9a-503, as amended; and

WHEREAS, in accordance with applicable provisions of Utah law and the goals of the Centerville City General Plan for the subject property as set forth in Section 12-480-4, Neighborhood 3, Northeast Centerville, the City Council desires to amend the Centerville City Zoning Map to rezone the subject property from Agricultural-Low (A-L) to Residential-Low (R-L) as more particularly provided herein; and

WHEREAS, the proposed amendments to the Centerville City Zoning Map as set forth herein have been reviewed by the Planning Commission and the City Council and all appropriate public noticing and hearings have been provided and held in accordance with Utah law to obtain public input regarding the proposed revisions to the City Zoning Map.

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

Section 1. Zone Map Amendment. The real property located at approximately 885 North 610 East in Centerville City consisting of approximately 0.42 acres, as more particularly described in **Exhibit A**, attached hereto and incorporated herein by this reference, is hereby rezoned from Agricultural-Low (A-L) to Residential-Low (R-L) and the Centerville City Zoning Map is correspondingly amended as described herein.

Section 2. Findings. The rezone of the subject property to Residential-Low (R-L) and corresponding amendment to the Centerville Zoning Map is based on the following findings:

1. The Zone Map Amendment and associated allotted density is consistent with the General Plan for Neighborhood 3, Northeast Centerville. [See, 12-480-4]
2. The existing lot size is not consistent with the A-L Zone lot minimum and is consistent with the R-L Zone allowances.
3. The R-L Zone and the parcel lot size is similar to the adjacent surrounding subdivisions in which it is located.
4. The Zone Map Amendment approval criteria has been adequately evaluated and the request meets the approval criteria found in CZC 12.21.080(4)(e).

Section 3. Severability. If any section, part or provision of this Ordinance is held invalid or unenforceable by a court of competent jurisdiction, such invalidity or unenforceability shall not affect any other portion of this Ordinance, and all sections, parts and provisions of this Ordinance shall be severable.

Section 4. Effective Date. This Ordinance shall become effective upon publication or posting, or thirty (30) days after passage, whichever occurs first.

**PASSED AND ADOPTED BY THE CITY COUNCIL OF CENTERVILLE CITY,
STATE OF UTAH, THIS 5th DAY OF JULY, 2017.**

ATTEST:

CENTERVILLE CITY

Marsha L. Morrow, City Recorder

By: _____
Mayor Paul A Cutler

Voting by the City Council:

	"AYE"	"NAY"
Councilmember Fillmore	_____	_____
Councilmember Ince	_____	_____
Councilmember Ivie	_____	_____
Councilmember McEwan	_____	_____
Councilmember Mecham	_____	_____

CERTIFICATE OF PASSAGE AND PUBLICATION OR POSTING

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

MARSHA L. MORROW, City Recorder

DATE: _____

RECORDED this ____ day of _____, 2017.

PUBLISHED OR POSTED this ____ of _____, 2017.

EXHIBIT A

Property Description

Parcel No. 02-050-0064
885 North 610 East, Centerville, Utah

BEG AT A PT 22 FT N OF THE NW COR OF LOT 1, ROCKWOOD GARDEN SUB & RUN
TH 115 FT N; TH N $89^{\circ}33'22''$ E 159.48 FT; TH S $0^{\circ}26'36''$ E 115 FT TO A PT WHICH IS N
 $0^{\circ}26'36''$ W 22 FT FROM THE NE COR OF LOT 1 OF SD ROCKWOOD GARDEN; TH S
 $89^{\circ}33'22''$ W 159.48 FT TO THE POB. CONT. 0.42 ACRES

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

STAFF REPORT

PROPERTY OWNER

/APPLICANT:

**WILLIAM J. DAVIES
603 ASPEN WAY
CENTERVILLE UT 84014
(Davies603@gmail.com)**

PROPERTY LOCATION: ADJACENT LOT NORTH OF 603 ASPEN WAY

PARCEL SIZE: 0.42 ACRES

PARCEL NUMBER: 02-050-0064

**APPLICATION: ZONING MAP AMENDMENT – REQUEST TO REZONE
A TRACT OF LAND FROM A-L TO R-L**

**PC RECOMMENDATION: RECOMMEND APPROVAL OF THE REZONE
TO THE CITY COUNCIL**

BACKGROUND

The petitioner owns a lot (with home) located at 603 Aspen Way and an adjacent tract of land. Some years ago, the petitioner acquired an additional parcel (0.42 acres), located the north of his home, and used the tract for additional yard space for the home. Overtime, the surrounding land was developed into subdivisions and this tract of land became a remnant parcel. Because this tract was not properly subdivided, it remains ineligible for use as a separate home lot.

The current zoning map depicts that this tract of land is Zoned Agricultural-Low (A-L). Additionally, the tract does not comply with the minimum $\frac{1}{2}$ lot size of the A-L Zone, and remains non-compliant with the zoning designation.

The petitioner now has an interested buyer and desires to render the tract eligible for a home. Therefore, in order to secure this, the tract size needs to comply with the lot size of the



applicable zone (i.e. the rezone request to R-L) and also have this tract properly recognized as a legal lot, eligible for home development. If the rezone is approved, the City Staff preliminarily believes that the petitioner will need to submit and obtain a plat amendment that includes both the home lot and the tract and have it approved by the City to grant a development right to this remnant tract of land.

PLANNING COMMISSION RECOMENDATION

On June 28, 2017, the Planning Commission RECOMMENDED APPROVAL of the Zone Map Amendment for land parcel **02-050-0064** from Agricultural-Low to Residential-Low.”

SUGGESTED REASONS FOR THE ACTION:

1. The Planning Commission finds that the proposed zone map amendment and associated allotted density is consistent with the General Plan for Neighborhood 3, Northeast Neighborhood. [12-48-4].
2. The Planning Commission finds that the existing lot size is not consistent with the A-L Zone lot minimums and is consistent with the R-L Zone allowances
3. The Planning Commission finds that the R-L Zoning and the parcel lot size is similar to the adjacent surrounding subdivisions in which it is located.
4. The Planning Commission finds that the rezone approval criteria has been adequately evaluated and the request is deemed consistent with the criteria.
5. Therefore, the Planning Commission finds that the R-L Zoning designation ought to be approved.

Planning Commission Vote (6-0):

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

PREVIOUS PLANNING COMMISSION MEETINGS

✓ JUNE 29, 2017

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

**STAFF REPORT
AGENDA: ITEM 1**

PROPERTY OWNER

/APPLICANT: **WILLIAM J. DAVIES**
603 ASPEN WAY
CENTERVILLE UT 84014
[\(Davies603@gmail.com\)](mailto:Davies603@gmail.com)

PROPERTY LOCATION: **ADJACENT LOT NORTH OF 603 ASPEN WAY**

PARCEL SIZE: **0.42 ACRES**

PARCEL NUMBER: **02-055-0064**

APPLICATION: **ZONING MAP AMENDMENT – REQUEST TO REZONE A TRACT OF LAND FROM A-L TO R-L**

STAFF RECOMMENDATION: **RECOMMEND APPROVAL OF THE REZONE TO THE CITY COUNCIL**

BACKGROUND

The petitioner owns a lot (with home) located at 603 Aspen Way and an adjacent tract of land. Some years ago, the petitioner acquired an additional parcel (0.42.acres), located the north of his home, and used the tract for additional yard space for the home. Overtime, the surrounding land was developed into subdivisions and this tract of land became a remnant parcel. Because this tract was not properly subdivided, it remains ineligible for use as a separate home lot.

The current zoning map depicts that this tract of land is Zoned Agricultural-Low (A-L). Additionally, the tract does not comply with the minimum $\frac{1}{2}$ lot size of the A-L Zone, and remains non-compliant with the zoning designation.



The petitioner now has a interested buyer and desires to render the tract eligible for a home. Therefore, in order to secure this, the tract size needs to comply with the lot size of the applicable zone (i.e. the rezone request to R-L) and also have this tract properly recognized as a legal lot, eligible for home development. If the rezone is approved, the City Staff preliminarily believes that the petitioner will need to submit and obtain a plat amendment that includes both the home lot and the tract and have it approved by the City to grant a development right to this remnant tract of land.

REVIEW AND ANALYSIS OF THE REQUEST

Factors to be considered, CZC 12-21-080(e)

1. Whether the proposed Zoning Code or Zoning Map amendment is consistent with goals, objectives and policies of the General Plan;

This tract of land is located with Neighborhood 3, Northeast Centerville, General Plan Section 12-480-4.

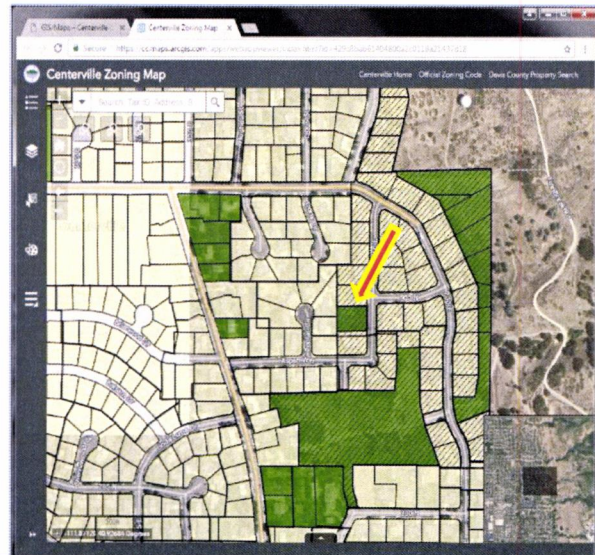
The neighborhood plan with regards to Residential Development Policies are:

- a. To maintain compatibility with the style of development presently existing in this area, all future residential development in northeast Centerville should be low density single family.
- b. Northeast Centerville is located almost entirely on the foothills of the Wasatch Mountains. Low density residential development will have the least impact on these sensitive

Staff Comment: The “base density” of Centerville is at 4 units per acre and the request for R-L is consistent with base density for the city [GP 12-480-5].

2. Whether the proposed Zoning Map amendment is harmonious with the overall character of existing development in the vicinity of the subject property;

Staff Comment: While there are still many A-L parcels scattered around the localized area, Neighborhood 3 primarily appears to consist of R-L Zoning. Additionally, the is similar to the adjacent surrounding subdivisions in which it is located.



3. **The extent to which the proposed Zoning Map amendment may adversely affect adjacent property;**

Staff Comment: *(See Criterion 2 Comments & Map)*

4. **For proposed Zoning Map amendments, the adequacy of facilities and services intended to serve the subject property, including, but not limited to, roadways, parks and recreation facilities, police and fire protection, schools, storm water drainage systems, water supplies, and waste water and refuse collection.**

Staff Comment: Since the tract is located amongst already developed subdivisions, all utility services are readily available. Nonetheless, this property is located in the Hillside Overlay District and a soils study will likely be required to address placement of the structure and establishing adequate grading and drainage. As to geologic hazards, staff is not overly concerned, due to surrounding subdivisions have likely addressed such hazards during their respective approvals, which can be re-verified when a home is constructed on the lot.

PLANNING STAFF RECOMMENDATION

(Suggested Motion) “I hereby make a motion for the Planning Commission to RECOMMEND APPROVAL of the Zone Map Amendment for land parcel **02-055-0064** from Agricultural-Low to Residential-Low.”

SUGGESTED REASONS FOR THE ACTION:

1. The Planning Commission finds that the proposed zone map amendment and associated allotted density is consistent with the General Plan for Neighborhood 3, Northeast Neighborhood. [12-48-4].
2. The Planning Commission finds that the existing lot size is not consistent with the A-L Zone lot minimums and is consistent with the R-L Zone allowances
3. The Planning Commission finds that the R-L Zoning and the parcel lot size is similar to the adjacent surrounding subdivisions in which it is located.
4. The Planning Commission finds that the rezone approval criteria has been adequately evaluated and the request is deemed consistent with the criteria.
5. Therefore, the Planning Commission finds that the R-L Zoning designation ought to be approved.

**CENTERVILLE
CITY COUNCIL
Staff Backup Report
7/5/2017**

Item No. 5.

Short Title: Public Hearing - Plat Amendment - Rockwood Garden Subdivision - William Davies, Applicant

Initiated By:

Scheduled Time: 7:35

SUBJECT

Consider Plat Amendment for the Rockwood Garden Subdivision Plat re Lot 1 and adjacent parcel - William Davies, Applicant

RECOMMENDATION

Approve the Plat Amendment for the Rockwood Garden Subdivision Plat, subject to the conditions and based on the findings in the Community Development Department staff report.

BACKGROUND

If the Council approves the rezone (item #4 on the agenda) the Council needs to consider the plat amendment to the Rockwood Garden Subdivision. The Staff Report for this application is attached.

ATTACHMENTS:

Description

□ 7-5-2017 Staff Report

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

STAFF REPORT

**PROPERTY OWNER
/APPLICANT:**

**WILLIAM J. DAVIES
603 ASPEN WAY
CENTERVILLE UT 84014
(Davies603@gmail.com)**

PROPERTY LOCATION: 603 ASPEN WAY AND ADJACENT LOT TO THE NORTH

PARCEL SIZE: 0.825 ACRES

PARCEL NUMBERS: LOT 1, ROCKWOOD GARDENS & PARCEL 02-055-0064

APPLICATION: SUBDIVISION PLAT AMENDMENT

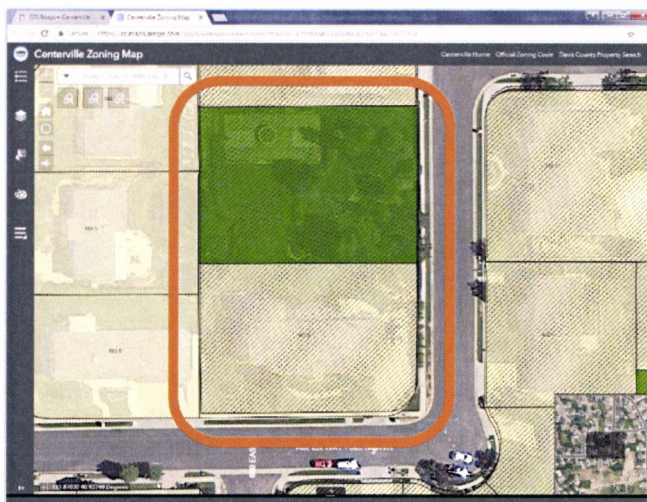
**STAFF RECOMMENDATION: RECOMMEND APPROVAL OF THE
SUBDIVISION PLAT AMENDMENT**

BACKGROUND

The petitioner owns a lot (with home) located at 603 Aspen Way and an adjacent tract of land. Some years ago, the petitioner acquired an additional parcel (0.42.acres), located the north of his home, and used the tract for additional yard space for the home. Overtime, the surrounding land was developed into subdivisions and this tract of land became a remnant parcel. Because this tract was not properly subdivided, it remains ineligible for use as a separate home lot.

The current zoning map depicts that this tract of land is Zoned Agricultural-Low (A-L). Additionally, the tract does not comply with the minimum ½ lot size of the A-L Zone, and remains non-compliant with the zoning designation.

The petitioner now has an interested buyer and desires to render the tract eligible for a home. Therefore, in order to secure this, the tract size needs to comply with the lot size of the applicable zone (i.e. the rezone request to R-L) and also have this tract properly recognized as



a legal lot, eligible for home development. If the rezone is approved, the City Staff preliminarily believes that the petitioner will need to submit and obtain a plat amendment that includes both the home lot and the tract and have it approved by the City to grant a development right to this remnant tract of land.

SUBDIVISION PLAT AMENDMENT PROCESS

According to state and local regulations, a plat amendment may be approved if two (2) specific criteria are evaluated and the amendment is deemed acceptable. The criteria with staff comment are as follows:

1. **Will the public interest be materially injured by the proposed plat amendment, and**
2. **Is there a good cause for the plat amendment?**

Staff Response: The amendment is centered or focused on a remnant parcel that is ineligible for residential development of any type (tract was not legally subdivided). Historically, it has been used in conjunction with the home and lot located adjacent to the remnant parcel. However, the parcel is typical size (0.417 acres) in size to the surrounding lots that were subdivided and subsequently developed. Thus, granting it a development right would not be incompatible or materially injure any known public interest.

As to the “good cause” element of an amendment review, it is the position of staff that due to the surrounding approved subdivisions, it is not feasible to have the remnant re-incorporated into the original parent parcel of land for the purposes of subdividing. The original parent parcel no longer exists. Therefore, staff recommended that the petitioner (*owning both the remnant and adjacent lot*) make application for amending Lot 1 (i.e. home lot) and incorporating the remnant lot into an amended subdivision plat to obtain a development right for the remnant parcel. However, any related required utility easement and impact fees that are normally associated with subdivision development be paid for as part of the plat amendment recording process.

Lastly, the remnant is currently zoned A-L and does not meet the minimum ½ acre lot size, therefore, any plat amendment approval must be subject to first obtaining a rezone from A-L to R-L to be compliant with the Zoning Ordinance.

PLANNING STAFF RECOMMENDATION

If the City Council finds the proposed amendment acceptable and is supported by good cause in accordance with Section 15-5-102(4) of the Subdivision Ordinance, the following sample motion is provided for consideration:

Suggested motion for the proposed amended subdivision plat for Rockwood Gardens Amended Subdivision: I hereby make a motion for the City Council to approve the proposed plat amendment, subject to the following:

- 1) *Preparation and submittal of a final linen subdivision plat to the City Recorder's Office to reflect the layout of Lot 101 (original Lot 1) and the creation of Lot 102 in the Rockwood Gardens Subdivision Amended.*

- 2) *Provide (revise) the typical required plat notes and utility easements, as deemed necessary by the City Attorney and/or City Engineer.*
- 3) *All applicable subdivision development fees shall be collected to cover the costs of platting Lot 102 as part of the proposed subdivision plat amendment and the provision of related infrastructure, prior to the recording of the plat.*
- 4) *Proposed Lot 102 shall be subject to a rezone approval of Residential-Low (R-L).*

Suggested Reasons for the Action (Findings):

- a. The City Council finds that granting an amendment to include the remnant parcel to allow for a development right is consistent, compatible, and would not materially injure any known public interest.
- b. The City Council finds that due to the surrounding approved subdivisions, it is not feasible to have the remnant re-incorporated into the original parent parcel of land for the purposes of subdividing. The original parent parcel no longer exists.
- c. The City Council finds that to allow for a development right, it requires that any related required utility easement and impact fees that are normally associated with subdivision development be paid for as part of the plat amendment recording process.

**CENTERVILLE
CITY COUNCIL
Staff Backup Report
7/5/2017**

Item No. 6.

Short Title: Municipal Code Amendments - Title 6 - Business Licensing and Revocation

Initiated By: City Attorney

Scheduled Time: 7:40

SUBJECT

Consider Municipal Code Amendments to Title 6 (Business Regulations) regarding Business License Fees and Revocation - Ordinance No. 2017-17

RECOMMENDATION

Adopt Ordinance No. 2017-17 regarding various amendments to Title 6 (Business Regulations) of the Centerville Municipal Code addressing business license fees and revocation.

BACKGROUND

The City has recently been dealing with an enforcement issue regarding Cleaner Image Dry Cleaning owned and operated by Tim Flanery. This enforcement action involved the failure to pay business license fees and ultimately resulted in revocation of the business license. Pursuant to current City Ordinances, once a business license has been formally revoked by the City and the applicable appeal period has expired, the person whose license has been revoked may not be issued another City business license for 12 months. The City Council heard from Mr. Flanery and briefly discussed this matter in the Council meeting held on June 20, 2017. While there was no official motion directing Staff to take action in this matter, we have looked into this issue. It is Staff's opinion that our ordinances could be clarified to address the issues involved in the expiration of a license for failure to pay business license fees and revocation of a license. In addition, we have attempted to draft a one-time "request for relief" from the 12 month prohibition on issuance of a license after revocation. These amendments are intended to provide more direction to business owners as to the ramifications for failure to pay business license fees and to make sure that the City is made whole (regarding delinquent fees, penalties and interest). We believe these amendments will provide some relief for Mr. Flanery and will also provide other business owners similar opportunity for relief.

ATTACHMENTS:

Description

- ▢ Ordinance No. 2017-17 - Business License Fee and Revocation Amendments

ORDINANCE NO. 2017-17

AN ORDINANCE AMENDING VARIOUS SECTIONS OF CHAPTERS 6.01 (GENERAL PROVISIONS), 6.02 (LICENSE FEES), AND 6.03 (REGULATION AND ENFORCEMENT) OF THE CENTERVILLE MUNICIPAL CODE REGARDING BUSINESS LICENSE FEES, FAILURE TO RENEW BUSINESS LICENSE, REVOCATION OF BUSINESS LICENSE, AND REQUEST FOR REDUCTION IN LICENSE RESTRICTIONS AFTER REVOCATION

WHEREAS, the City Council as previously adopted Title 6 of the Centerville Municipal Code regarding Business Regulations; and

WHEREAS, the City Council desires to amend various sections of Title 6 (Business Regulations) to clarify provisions and penalties for failure to renew a business license and to provide some relief from the restriction on business license issuance after revocation as more particularly provided herein; and

WHEREAS, the City Council finds that the proposed revisions and updates to Title 6 (Business Regulations) are in the best interest of the public and businesses within the City to ensure that the City's ordinances clearly describe the penalties and ramifications for failure to renew a business license and also to provide some relief under certain circumstances for the reissuance of a revoked business license.

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

Section 1. Amendment. The following sections of Chapter 6.01 (General Provisions) of the Centerville Municipal Code are hereby amended and/or enacted to read as follows:

6.01.030 Business License Required

Unless otherwise provided, it shall be unlawful for any person to engage in any business within the City without first having obtained a business license pursuant to this Title. It shall also be unlawful for any person to continue doing business within the City after a previously issued business license has expired or been suspended or revoked without renewing said license and paying any applicable fees and penalties.

* * *

6.01.120 Term Of Business License

The business license year for City business licenses is the calendar year. All business licenses shall be effective from the date of issuance and shall expire each year on December 31st. Each business license must be renewed in accordance with the provisions of this Title and all applicable renewal fees must be paid by January 2 in order to avoid expiration of the business license.

* * *

6.01.130 Renewals

Each year, licensees shall renew their business licenses by completing an application for a license renewal signed under penalty of law that all information contained therein is true. The renewal application shall be submitted to the Business License Official by January 2 together and returning it, along with the proper annual renewal fees as set forth in CMC 6.02 (License Fees) and the City Fee Schedule, to the Business License Official by January 2nd. Renewal applications for businesses which require police checks of the licensees under the original license application shall be submitted to the Police Department to determine whether the licensee still meets the necessary qualifications. Upon receipt of the application fees, and Police Department approval, if applicable, the Business License Official shall be authorized to prepare a certificate of license as provided in this Chapter.

* * *

6.01.122 Failure to Renew Business License

Business licenses that are not renewed by January 2, shall be deemed expired and placed in inactive status until all delinquent fees and penalties are paid and the business license is renewed. It shall be unlawful to operate a business within the City after the business license has expired. For example, if a business license is not renewed including payment of applicable fees paid by January 2, it shall be unlawful to operate the business from and after January 3 with an expired license. Fees for renewal of delinquent licenses increases with each month of delinquency as provided in CMC 6.02.040. If a business license has not been renewed by April 1, the Business License Official can seek to have the business license revoked in accordance with CMC 6.03.040.

Section 2. Amendment. The following sections of Chapter 6.02 (License Fees) of the Centerville Municipal Code are hereby amended and/or enacted to read as follows:

6.02.010 License Fees Required

It is unlawful for any person to engage in business within the City without first paying all license fees required by this Title and any other required taxes, fees, penalties and assessments. All license fees imposed by this Title shall be in addition to any and all other license, permit, development or other applicable fees imposed by the City. All license fees shall be paid in full to the City prior to issuance of the business license. If a business license has expired or is suspended or revoked, the licensee shall be required to pay all delinquent business licensing fees, penalties, and interest due and owing to the City prior to renewal of the expired license or issuance of a new business license in the case of a revoked license.

* * *

6.02.040 Payment Dates For License Fees

- (a) Business license fees for new businesses shall be due and payable prior to issuance of the business license by the City. No business license shall be issued until the applicable fees are paid. Business license fees may be prorated for new businesses in accordance with the provisions of CMC 6.02.030.

- (b) Business license fees for renewal businesses shall be due and payable on or before January 2~~nd~~ each year. If the business license is not renewed and the renewal license fee paid by January 2, the business license shall be deemed expired in accordance with CMC 6.01.122. In addition to expiration of the license, the following increased renewal fees and penalties shall apply. If the license renewal fee is not paid by January 31, a 50% penalty of the amount of the fee shall be added to the original amount due in order to renew the license. If the renewal fee is still not paid by February 28, a 75% penalty of the amount of the fee shall be added to the original amount due in order to renew the license. If the fee is still not paid by March 31, a 100% penalty of the amount of the fee shall be added to the original amount due, and such delinquent fees and penalties shall thereafter be subject to interest to be assessed at the standard treasurer's rate. No license shall be issued until all fees, ~~and~~ penalties, and interest have been paid in full.
- (c) Penalty fees may be appealed to the Business License Official who may, for good cause shown, refund up to 50 % ~~all or part~~ of the applicable penalty fee that has been paid. The decision of the Business License Official may be appealed to the City Manager as set forth in CMC 6.03 (Regulation and Enforcement). Penalty fees must be paid prior to any appeal requesting relief.

* * *

6.02.050 Collection Of Delinquent Fees

All license fees due and unpaid under this Chapter and all penalties and interest thereon shall constitute a debt to Centerville City, and may ~~shall~~ be collected by court proceedings in the same manner as any other debt, which remedy shall be in addition to all other existing remedies.

Section 3. Amendment. The following sections of Chapter 6.03 (Regulation and Enforcement) of the Centerville Municipal Code are hereby amended and/or enacted to read as follows:

6.03.040 Suspension Or Revocation Of Business License

An existing business license may be suspended or revoked for any of the following reasons:

- (a) The license does not meet the qualifications for a license as provided under this Title;
- (b) False or incomplete information given on an application;
- (c) The licensee has violated or is violating any provision of this Title or provision of the Centerville Municipal Code, State or federal statutes or regulations or health department rules and regulations governing the licensee's business;
- (d) The licensee has obtained or aided another person to obtain a license by fraud or deceit;
- (e) The licensee has failed to pay any applicable business license fees or any other taxes, ~~or~~ fees, or penalties to the City when due;

- (f) The licensee has refused authorized representatives of the City access to the licensed premises for the purpose of an inspection or has interfered with such representatives while in the performance of their duty in making such inspection;
- (g) The licensee is not complying with a requirement or condition set by the Planning Commission under a conditional use permit, the Board of Adjustment in granting a variance or special exception, the City Council, or written agreement;
- (h) Violation of this Title by the agents or employees of a licensee and violations of any other laws by the agents or employees committed while acting as an agent or employee of the licensee; or
- (i) Any other reason expressly provided for by ordinance.

* * *

6.03.100 Licensing After Revocation

Except as otherwise provided in CMC 6.03.102, a person, whose license has been revoked, may not be issued a license for a period of 12 months after the revocation.

* * *

6.03.102. Request for Reduction in License Restriction.

Any person that has had a business license revoked may request a reduction of the 12 month license restriction period set forth CMC 6.03.100.

- (a) Written Request. Such request shall be filed in writing with the City Council and shall set forth the reasons and qualifications for the request.
- (b) Qualifications. The following requirements must be met to qualify for a reduction in the 12 month license restriction period:
 - (1) It must be the first time the person has had a business license revoked by the City;
 - (2) The person must pay for all delinquent business license fees, penalties and interest applicable to the license for renewal or reissuance;
 - (3) The person must pay for all delinquent or pending civil or criminal penalties and settle or conclude any such civil or criminal enforcement actions with the City;
 - (4) The person must show by sufficient evidence that the business and place of business is in compliance with all applicable city, county, state and federal rules and regulations, including payment of back taxes, and that the business is in good standing with the State of Utah; and
 - (5) The person must show by sufficient evidence that the business and place of business is in compliance with applicable health, fire, police and other public safety rules and regulations.
- (c) Public Hearing. The City Council shall hold a public hearing on the request for reduction in the 12 month license restriction period.
- (d) Decision. After holding the public hearing on the matter, the City Council may approve, approve with conditions, or deny the request for reduction. The City

Council shall provide written findings of its decision including findings regarding compliance or noncompliance with the requirements to qualify for the reduction set forth herein and direction to the Business License Official regarding the time frame and conditions for the reissuance of the license.

Section 4. Severability. If any section, part or provision of this Ordinance is held invalid or unenforceable, such invalidity or unenforceability shall not affect any other portion of this Ordinance, and all sections, parts and provisions of this Ordinance shall be severable.

Section 5. Effective Date. This Ordinance shall become effective immediately upon publication or posting, or thirty (30) days after passage, which occurs first.

PASSED AND ADOPTED BY THE CITY COUNCIL OF CENTERVILLE CITY, STATE OF UTAH, THIS 5th DAY OF JULY, 2017.

CENTERVILLE CITY

ATTEST:

Marsha L. Morrow, City Recorder

By: _____
Mayor Paul A. Cutler

Voting by the City Council:

	"AYE"	"NAY"
Councilmember Fillmore	_____	_____
Councilmember Ince	_____	_____
Councilmember Ivie	_____	_____
Councilmember McEwan	_____	_____
Councilmember Mecham	_____	_____

CERTIFICATE OF PASSAGE AND PUBLICATION OR POSTING

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

MARSHA L. MORROW, City Recorder

DATE: _____

RECORDED this ____ day of _____, 2017.

PUBLISHED OR POSTED this ____ of _____, 2017.

**CENTERVILLE
CITY COUNCIL
Staff Backup Report
7/5/2017**

Item No. 7

Short Title: Discuss reorganization of Finance Department

Initiated By: City Manager

Scheduled Time: 8:00

SUBJECT

- a. Proposal to combine Finance and Administrative Departments into Management Services Department
- b. Consider Resolution extending appointment of City Manager as Interim Finance Director

RECOMMENDATION

- a. Provide feedback/direction to City Manager regarding his proposal to reorganize the Administration and Finance Departments into a Management Services Department.
- b. Approve Resolution No. 2017-13 extending the appointment of the City Manager as the Interim Finance Director.

BACKGROUND

a. The City Manager proposes to create a Management Services Department that would encompass the employees currently in the Administration and Finance Departments. The attached organizational chart depicts the proposed relationship among employees/positions and their respective duties. The proposal assumes continuation of the City's contract for accounting services with the CPA firm of Keddington & Christensen. The City Manager has not yet drafted a formal job description for the Management Services Director (MSD) position nor evaluated the position for assignment to a pay grade. This will occur over the next month. He also wants to review the job description and pay grade for the City Treasurer/Business Office Manager position and bring recommendations regarding both positions to the City Council in a future meeting. In the meantime, he recommends the Council extend his appointment as the Interim Finance Director to satisfy the requirements of state law and City Code.

The organizational chart is somewhat fluid to allow for options of full-time or part-time employees in more than one area. Employment opportunities in this new department have been advertised. The City Manager and his Assistant, Jake Smith, will begin reviewing resumes after July 4th.

ATTACHMENTS:

Description

- ☐ Resolution No. 2017-13 - Interim Finance Director Extension
- ☐ Management Services Dept. Organizational Chart

RESOLUTION NO. 2017-13

**A RESOLUTION EXTENDING THE APPOINTMENT OF THE CITY
MANAGER AS THE INTERIM FINANCE DIRECTOR**

WHEREAS, the City Council has previously appointed the City Manager to act as interim Finance Director for a period of 30 days or until revisited by the City Council as set forth in Resolution No. 2017-10 adopted on June 6, 2017; and

WHEREAS, the City Council desires to extend the appointment of the City Manager to act as interim Finance Director for an additional period of time as more particularly set forth herein.

**NOW THEREFORE, IT IS HEREBY RESOLVED BY THE CITY COUNCIL OF
CENTERVILLE, UTAH, AS FOLLOWS:**

Section 1. **Appointment.** The City Manager is hereby appointed to continue act as the interim Finance Director of the City. As interim Finance Director, the City Manager is hereby delegated and shall perform all duties and obligations of the Finance Director. As provided in Centerville Municipal Code 3.02.100, the Finance Director performs all the financial duties and responsibilities of the City Recorder as set forth in the Uniform Fiscal Procedures Act pursuant to the provisions of Utah Code § 10-6-157, and performs such powers and duties as set forth in City Ordinances and as otherwise assigned to him or her by the City Council or set forth in the job description for such position. This appointment and delegation of duties shall remain in effect until September 5, 2017, or until sooner addressed and delegated by the City Council.

Section 2. **Severability.** If any section, clause or portion of this Resolution is declared invalid by a court of competent jurisdiction, the remainder shall not be affected thereby and shall remain in full force and effect.

Section 3. **Effective Date.** This Resolution shall become effectively immediately.

**PASSED AND ADOPTED BY THE CITY COUNCIL OF CENTERVILLE CITY,
STATE OF UTAH, ON THIS 5th DAY OF JULY, 2017.**

ATTEST:

CENTERVILLE CITY

City Recorder, Marsha L. Morrow

By: _____
Mayor Paul A. Cutler

CERTIFICATE OF PASSAGE AND EFFECTIVE DATE

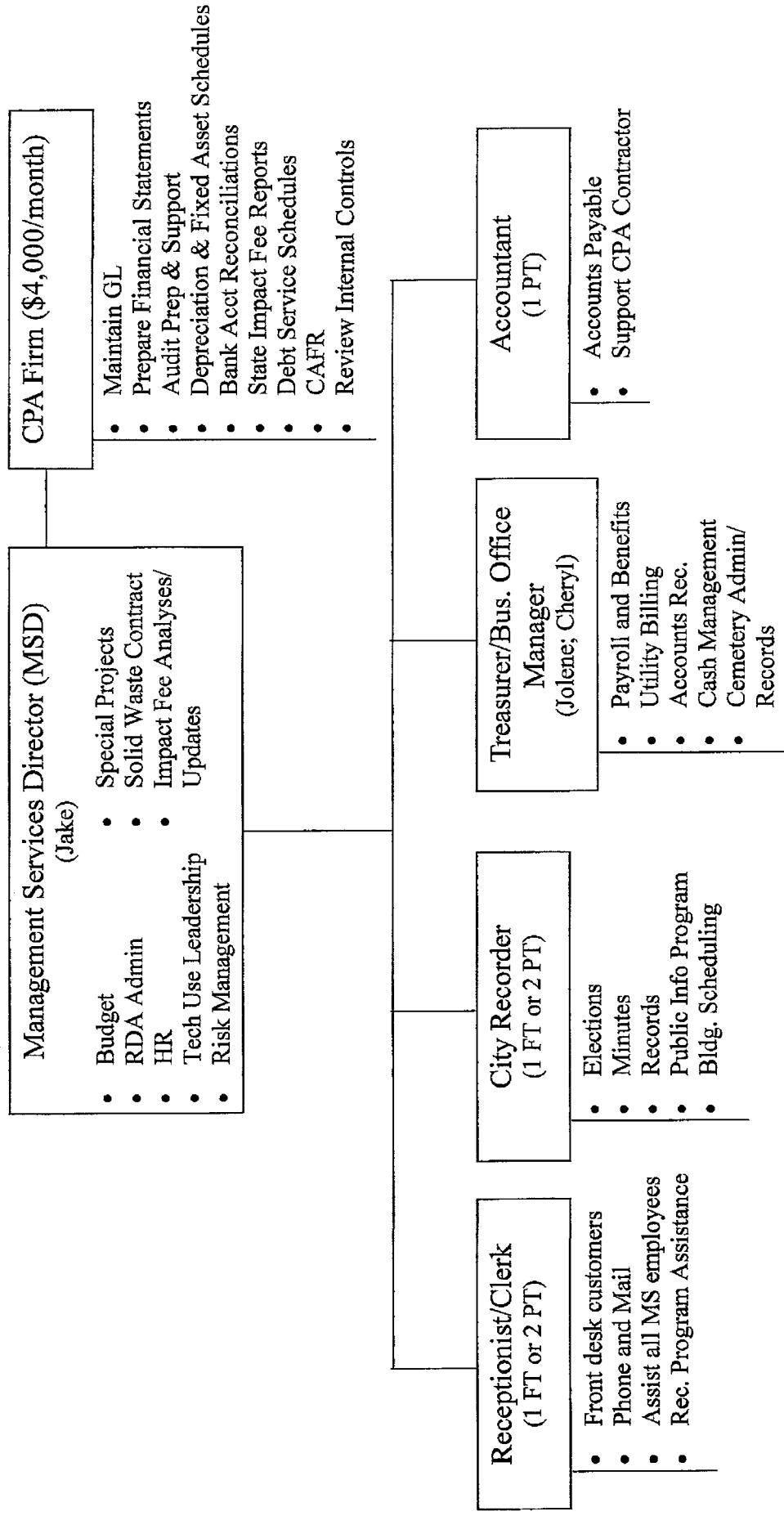
According to the provisions of the U.C.A. § 10-3-719, as amended, resolutions may become effective without publication or posting and may take effect on passage or at a later date as the governing body may determine; provided, resolutions may not become effective more than three months from the date of passage. I, the municipal recorder of Centerville City, hereby certify that foregoing resolution was duly passed by the City Council and became effective upon passage or a later date as the governing body directed as more particularly set forth below.

MARSHA L. MORROW, City Recorder

DATE: _____

EFFECTIVE DATE: ____ day of _____, 2017.

Proposed Reorganization of Administration/Finance



FY17 Authorized Staffing = 6.5 FTEs (Jake, Marsha, Finance Director, Jolene, Accountant, Cheryl, Karen)
Proposed staffing = 5.5 FTEs + contract with CPA firm

**CENTERVILLE
CITY COUNCIL
Staff Backup Report
7/5/2017**

Item No. 8.

Short Title: Mayor Cutler

Initiated By:

Scheduled Time: 8:15

SUBJECT

- a. Utah's Limited Purpose Entities Guidelines

RECOMMENDATION

BACKGROUND

- a. Mayor Cutler would like the Council to be aware of the attached checklist of "best practices" for special districts, referenced in the attached "cover letter" from State legislative leaders.

ATTACHMENTS:

Description

- ☐ Cover letter
- ☐ Checklist



<http://le.utah.gov>

Utah State Legislature

Senate • Utah State Capitol Complex • 320 State Capitol
PO Box 145115 • Salt Lake City, Utah 84114-5115
(801) 538-1035 • fax (801) 538-1414

House of Representatives • Utah State Capitol Complex • 350 State Capitol
PO Box 145030 • Salt Lake City, Utah 84114-5030
(801) 538-1029 • fax (801) 538-1908

June 20, 2017

TO: ALL BOARD MEMBERS OF UTAH'S LIMITED PURPOSE ENTITIES

We recognize the valuable services provided by Utah's limited purpose entities, which include our local districts, special service districts, interlocal agencies and independent entities. We also appreciate the important role that you play in guiding the work of these governmental units.

Unfortunately, concerns have arisen with many limited purpose entities. Several audits have documented occurrences of fraud, waste, abuse, and poor management among Utah's special purpose entities. In response to these concerns, we asked the Legislative Auditor General to conduct a survey of the internal controls used by a sample of these entities.

The Auditor General has recently completed the survey and found significant control weaknesses were common among these limited purpose entities. We are very concerned with these findings. The Auditor General has developed a list of best practices for internal control and governance that describe each best practice at length. The report can be found at http://le.utah.gov/audit/17_05rpt.pdf. We ask that you carefully review each of the best practices identified in the report and ensure they are implemented within your organization. Attached to this letter is a checklist of each of these best practices.

Because of the serious nature of the problems and concerns identified we will continue to aggressively review limited purpose entities for compliance with this best practices list. We intend to assign the Auditor General annual follow-up reviews to verify that these best practices have been successfully implemented.

Thank you for all you do to serve the people of the State of Utah.

Sincerely,

Wayne Niederhauser
President of the Senate
Co-Chair Legislative Audit Subcommittee

Greg Hughes
Speaker of the House
Co-Chair Legislative Audit Subcommittee

Checklist of Best Practices for Board Members Of Limited Purpose Entities

Roles of Board and Staff See report pages 23 to 27.	
1. The board takes ultimate responsibility for governance of the entity by (a) appointing an executive staff, (b) providing broad policy guidance, (c) authorizing the use of resources, (d) setting goals and expectations, and (e) monitoring results.	☐
2. The board members recognize their role is to be more than just a ceremonial body. They have a responsibility to lead and hold staff accountable for results.	☐
3. The board chair reviews and approves the agenda before each meeting, inviting other board members to propose additional agenda items, if desired.	☐
4. The executive director (a) helps the board draft a set of internal control policies and (b) guides staff as they carry out the board's policies.	☐
5. To protect against fraud, staff duties are segregated such that no one person has control over all parts of a financial transaction.	☐
6. The board appoints a board chair, a treasurer and a clerk.	☐
7. For organizations with an insufficient number of staff to achieve a proper separation of duties, board members serve as treasurer, and clerk.	☐
8. The board approves a staffing policy that defines the responsibilities of all those who handle different aspects of the entity's finances.	☐
9. The board is solely responsible for hiring and directing the audit function.	☐

Internal Controls See report pages 28 to 33.	
10. The board approves policies that govern the organization and addresses each best practice described in the best practice audit. This would include policies such as a personnel policy, a procurement policy, and records retention policy. A procurement policy is of particular importance with the recent instances of fraud, waste, and abuse that have occurred.	☐
11. The board regularly reviews a report of entity disbursements. The report includes the date, vendor and amount of each expense since the last board meeting.	☐
12. To control credit purchases, purchase cards (or "p-cards") are issued to a limited number of staff. Limits are placed on the dollar amount, type and number of charges made to each card.	☐
13. An independent person with no book keeping responsibilities is assigned to reconcile the bank statement each month with that month's receipts and expenses.	☐
14. The board requires its formal approval of any expenditure above a certain dollar amount.	☐

15. The board requires that two people sign all local entity checks. Before signing, both signers will review and approve the attached requisition sheet.	☐
16. The board verifies that the entity has complied with applicable state laws including: certification and filing of annual budget (Utah Code 17B-1-614), notice of public meetings (Utah Code 52-4), notice of board member contact information (Utah Code 17B-1-303), participation in Utah public finance website (Utah Code 63A-3-405.4), and financial statement reporting requirements (Utah Code 51-2a-202).	

Recruiting Qualified Personnel

Report pages 33 to 37.

17. Staff avoid recruiting individuals to serve as board members.	☐
18. Local entities publicize the opportunity to apply for any elected board seats that will soon be coming available and any vacant staff positions.	☐
19. Local entities follow an open and objective recruiting process when filling staff positions and hiring outside contractors. Hiring relatives or business associates of the board and management is avoided.	☐
20. Board and staff regularly receive the required training in open and public meetings, board governance and other matters applicable to the entity's mission. Training can be obtained online at https://auditor.utah.gov/training/local-district/ , through in-house seminars, and at conferences such as those offered by the Utah Association of Special Districts.	☐
21. When in-house expertise is not available to perform special tasks, the entity hires or appoints qualified outside experts.	☐

Tone at the Top

Report pages 38 to 40.

22. The board adopts a code of ethics that clearly states the organization's values and standards of behavior.	☐
23. The board and management seek opportunities to reinforce the organization's ethical standards during staff meetings, training, and newsletters.	☐
24. The board holds everyone accountable, including management, to high standards of performance.	☐
25. The board and executive director avoid using a compensation system and other incentives that encourage employees to take unnecessary risks.	☐
26. The board provides an ethics hotline and adopts a whistleblower policy.	☐
27. The board adopts a conflict of interest policy (based on Utah Code 10-3-13) describing how members should respond when their personal interests have the potential to conflict with their public duty.	☐

**CENTERVILLE
CITY COUNCIL
Staff Backup Report
7/5/2017**

Item No. 9

Short Title: City Manager's Report

Initiated By: City Manager

Scheduled Time: 8:25

SUBJECT

- a. County Proposition One grant application
- b. Direction to staff re Founders Park name public hearing
- c. 1250 W/Parrish Lane southeast corner

RECOMMENDATION

BACKGROUND

- a. The City Manager would like the Council's direction regarding the opportunity to apply for a grant from Davis County to use some of its Proposition One revenue (i.e. Transportation Sales Tax) for sidewalk repairs. The attached letter from the County Commissioners announces this new grant program.
- b. The minutes of the June 20 council meeting seem to indicate the Council would like to hold a public hearing about the possibility of renaming Founders Park, although specific direction about this process and timing are absent in the minutes. Since the City Manager was not present for that discussion, he would like the Council to clarify its intent.
- c. The City Manager will update the Council regarding the status of improvements on the southeast corner of 1250 West/Parrish Lane. The trailhead improvements on the southwest corner are nearly complete, but the design for SE corner improvements (and Welcome to Centerville sign) prepared in 2015 by Dan Sonntag is no longer feasible due to the traffic signal facilities subsequently installed at that intersection. An offer from Hogan Construction to donate much of the cost of a Welcome to Centerville sign on that corner (offer initially made in connection with the Centennial Celebration) has not been realized because of the need to redesign the improvements for that corner. Does the Council want the City Manager to obtain a proposal for redesigning that corner and related sign?

ATTACHMENTS:

Description

- County Commission Letter re Grant Program



Davis County Commission

Commissioner P. Bret Millburn Commissioner James E. Smith Commissioner Randy B. Elliott

June 23, 2017

Dear Mayor/Director:

Davis County is seeking interested parties to participate in a matching grant program for Proposition 1 monies. The parameters are outlined below. A Letter of Intent (enclosed) must be submitted for any project to be considered for funding. Submit separate Letters of Intent for different projects and rank your priorities.

TIMELINE for 2017:

July 14	Letter of Intent is due
September 8	Application is due
November 1	Decisions will be announced

PARAMETERS:

1. Cities within Davis County, UDOT and UTA may submit applications for these funds. Other applicants may partner with these entities.
2. A minimum 30% match is required.
 - a. Right-of-way cannot be used as a match, unless it is purchased immediately prior to construction.
 - b. Environmental work and planning studies can be used as a match.
 - c. Other grants can be combined and used as a match.
 - d. Other types of in-kind match may be eligible.
3. Construction must be completed within two years from the date the project funding is awarded.
4. The sponsor must commit to funding the operation and maintenance of the constructed facility.
5. Projects must follow American Public Works Association (APWA) standards.
6. Except for non-motorized trails and bike lanes, improvements must be located on the statewide functional classification system (regional minor collectors and above).
7. Eligible active transportation projects include trails, bike lanes, sidewalks and related infrastructure.
8. The following project types are **not** eligible:
 - a. Roadway pavement preservation, maintenance and reconstruction.
 - b. Purchase of right-of-way only.
 - c. Environmental work and planning studies, except for non-motorized trails.



Davis County Administration Building P.O. Box 618 • Farmington, Utah 84025
Telephone: 801-451-3200 • Fax: 801-451-3202 • TDD: 801-451-3228
E-mail: commissioners@daviscountyutah.gov • Website: www.daviscountyutah.gov

Connects.You.

Letter of Intent and questions are to be directed to:

Jeff Oyler, Planning Manager
Davis County Community and Economic Development,
P.O. Box 618
Farmington, UT 84025
joyler@daviscountyutah.gov
[801-451-3279](tel:801-451-3279)

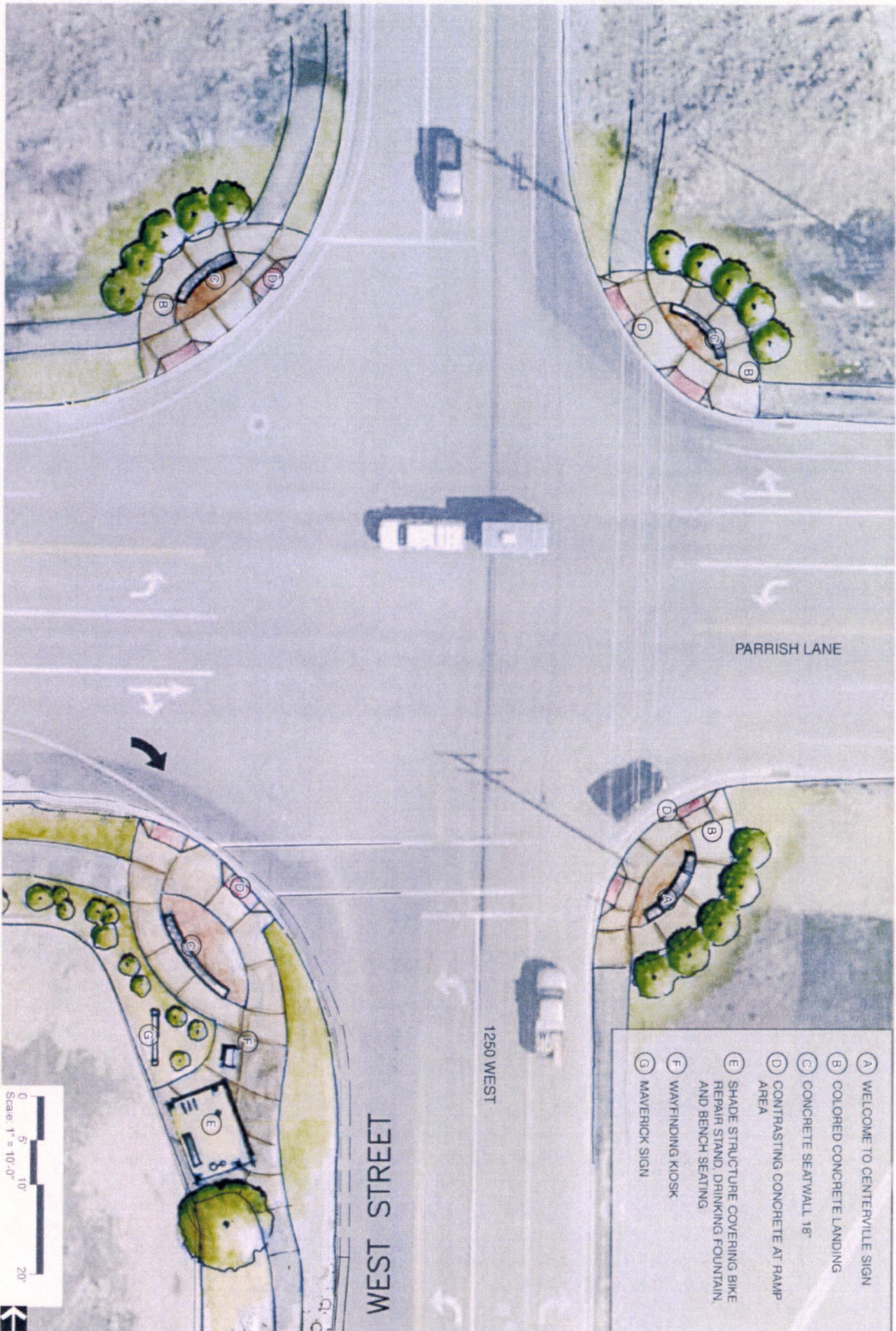
Thank you for your interest.

Sincerely,

A handwritten signature in blue ink, appearing to read "James E. Smith", with a long horizontal flourish extending to the right.

James E. Smith, Chair
Davis County Commission

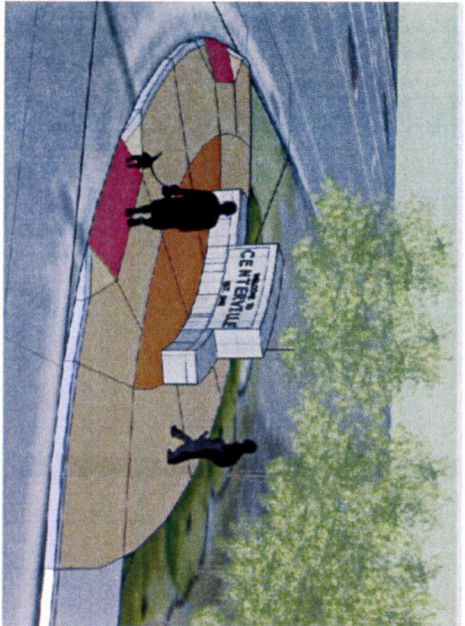
Enclosure



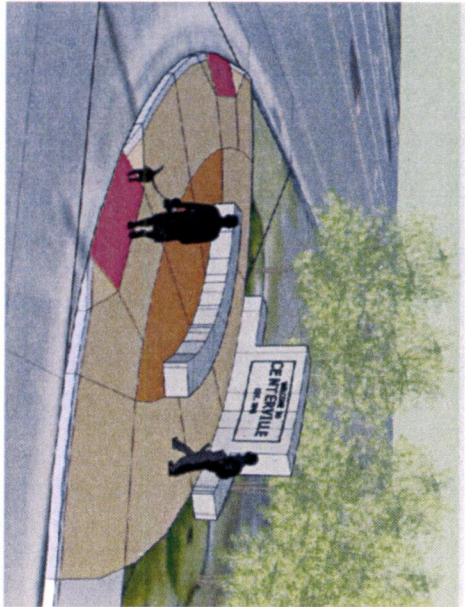
INTERSECTION IMPROVEMENT
PREFERRED OPTION

1250 W PARRISH LANE CENTERVILLE

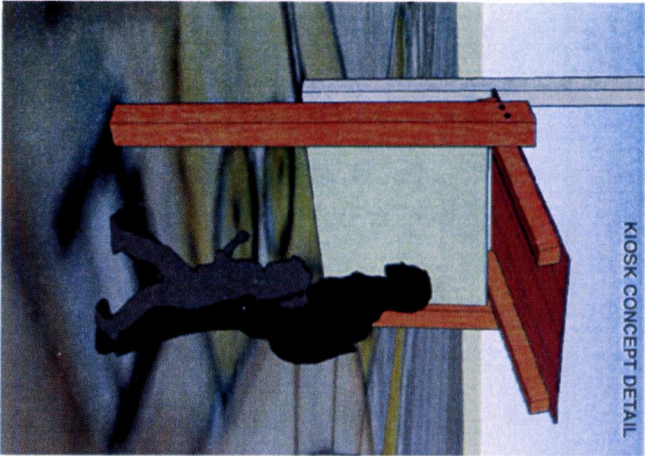
MGB+A
The Capital Group
11 | 23 | 15



South East Corner Concept
Shows Sign concept following curve of pavement design. The sign sits within a 50' site triangle.



South East Corner Concept Alternate
seat wall that corresponds to the other corners is utilized. sign is move to the outer extents to be outside of the 50' site triangle requirement



KIOSK CONCEPT DETAIL

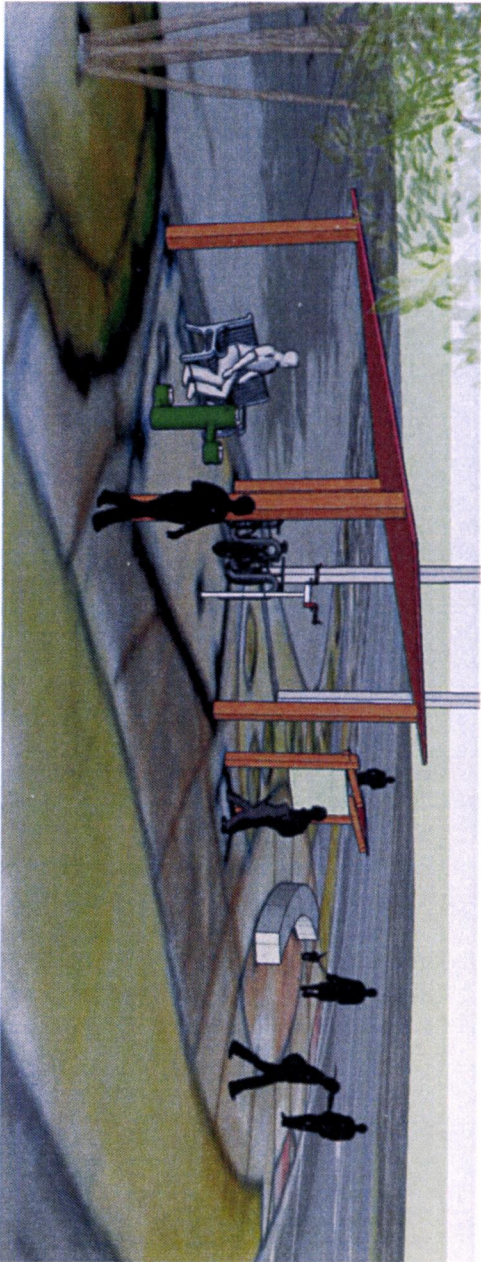
Trailhead at South West Corner Concept

This plan accommodates the gas station's desire to have a very visible sign.

The 20'x12' shed roof pavilion matches the finish styling of the adjacent gas station. posts are wood or rusting steel.

the kiosk is made of similar materials as the pavilion, for posts and roof, and sits just outside of the covered area to allow through traffic a quick glance of the trail map. those needing to fix bikes, refill water bottles, or rest in the shade can do so safely beneath the extents of the pavilion.

A curved seatwall provides a separation of circulation between trail users and intersection users.



INTERSECTION IMPROVEMENT
PREFERRED OPTION

1250 W PARRISH LANE CENTERVILLE

**CENTERVILLE
CITY COUNCIL
Staff Backup Report
7/5/2017**

Item No. 10.

Short Title: Miscellaneous Business

Initiated By:

Scheduled Time: 8:35

SUBJECT

RECOMMENDATION

No topics are showing at this time under this heading.

BACKGROUND

**CENTERVILLE
CITY COUNCIL
Staff Backup Report
7/5/2017**

Item No. 11.

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: 8:35

SUBJECT

RECOMMENDATION

The City Manager may request a closed meeting to discuss personnel matters.

BACKGROUND

**CENTERVILLE
CITY COUNCIL
Staff Backup Report
7/5/2017**

Item No. 12.

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

Initiated By:

Scheduled Time:

SUBJECT

RECOMMENDATION

Mayor Cutler may recommend appointments to City boards/committees.

BACKGROUND

**CENTERVILLE
CITY COUNCIL
Staff Backup Report
7/5/2017**

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