CENTERVILLE CITY

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

Incorporated in 1915

interoffice
MEMORANDUM

to:	Mayor Russell City Council
cc:	Department Heads Planning Commission
from:	Steve Thacker, City Manager S. Thacker
subject:	City Manager's Summary of March 5, 2013 Council Meeting
date:	March 1, 2013

5:00 **<u>Centerville Community Foundation Meeting</u>** – This is the annual meeting of the Foundation Board of Directors. Mayor Russell and Councilman Allen are the only elected officials on this Board. The rest of the Council is not needed until the 5:30 p.m. work session. The Foundation Board has a brief agenda, which is enclosed. The Board consists of Mayor Russell, Councilman Allen, City Manager Steve Thacker, Finance Director Blaine Lutz, Paul Cutler, David Gutke and Scott Marquardt. Councilman Allen and Scott Marquardt will be absent.

5:30 **<u>Joint City Council/Planning Commission work session</u>** – These two bodies will meet together in a work session to discuss and agree upon the work program and priorities for the Community Development Department and the Planning Commission in 2013/2014. In preparation for that work session, please read the enclosed memo from Cory Snyder reporting on the status of the four priorities identified last year. Also enclosed is an expanded list of potential Community Development projects that was used as a basis for last year's discussion when the Planning Commission and City Council selected their four priorities. Please note that dinner will be available beginning at 5:15 p.m. for those participating in the work session. Please try to arrive a few minutes before 5:30 so the meeting can begin on time.

7:00 **<u>Regular City Council Meeting</u>**

E.1. **<u>Report from Museum Board</u>** – Spence Packer, Chair of the Whitaker Museum Board, will report on the upcoming reopening of the Whitaker Home Museum, including the extensive work by many volunteers to make this possible.

E.2. **<u>Summary Action Calendar</u>**

a. **Agreement with Deuel Creek Irrigation Co.** – In conjunction with the City's culinary waterline replacement project in Chase Lane, Deuel Creek Irrigation Co. would like to replace its irrigation line. Therefore, the work has been bid as a single project administered by the City. This agreement sets the terms for the irrigation line to be constructed in conjunction with the City's culinary waterline.

b. **Bid Awards for Chase Lane Culinary & Irrigation Waterlines Project** –These are the bid awards for materials and labor for both the culinary waterline and the irrigation waterline mentioned above. In a later Council meeting, a bid will be awarded for reconstruction of Chase Lane from Main Street to Oakridge Drive, the same section that will affected by this waterline project. The City's Water Fund will pay a portion of that street rebuild cost in lieu of paying for an expensive patch over the waterline.

c. **Chapel Ridge Cove Waterline Bid Award** – The Chapel Ridge Cove Subdivision was recently approved by the Planning Commission and City Council. This bid award is for materials and labor to construct the waterline that will service this new subdivision. The developer has already paid a deposit to the City in the estimated amount of the cost of this waterline.

d. **Bid Award for New Truck** – The Water Fund budget includes an amount to purchase a new truck for the Water Department. This purchase is based on State Bid.

E.3. **Parrish Creek Irrigation Company Meeting** – The City Council needs to appoint a City official to represent the City at the Parrish Creek Irrigation Company Special Shareholders Meeting on March 7. This Irrigation Company was created more than 100 years ago. Its water shares are owned by the Deuel Creek Irrigation Company, Centerville City and several other shareholders. The Company has been inactive for many years, and its Articles of Incorporation expired last year. Robert Byrnes, President of the Deuel Creek Irrigation Company, has called this Special Shareholders Meeting for the Parrish Creek Irrigation Company to discuss what to do with the Company's status and its water rights.

E.4. **Public Hearing – Rezoning Property – to be continued to March 19 meeting** – This matter involves the rezoning of property located at the southeast corner of Lund Lane and the Frontage Road (site of the proposed Woods Park Subdivision). The rezone of this property from A-L (Agricultural-Low) to R-L (Residential- Low)/Planned Development Overlay and a conceptual plan for the Woods Park Subdivision were both approved by the Planning Commission. This matter has now been forwarded to the City Council for their consideration and a public hearing. However, before the Council can act, staff and the developer need to prepare a Development Agreement dictating the terms for development of this property. That agreement will take at least a couple of weeks and maybe longer to negotiate among the parties; therefore, this matter will be tabled until at least the March 19 meeting, and possibly even later to the April 2 Council meeting.

E.5. **Development Plan for Centerville Corporate Park Subdivision Amended, Lot 201** – The Planning Commission has approved conceptual site plans with conditions for both Lot 201 and 202 of the Centerville Corporate Park Subdivision Amended. Dayton West/MTC intends to build a second office building and a parking structure on Lot 201 and Chick-Fil-A will build their restaurant on Lot 202. Dayton West/MTC and Chick-Fil-A will both return to the Planning Commission in the future for final site plan approval. Before they can do so, however, they both also need to have approval of the City Council and the RDA Board for their proposed development plans. Therefore, the March 5 City Council agenda (items 5 & 6) and the March 5 RDA Agenda (items C1, 2) are to allow those governing bodies to review and approve these development plans. The Planning Commission directed MTC to upgrade the appearance of the office building to comply with the Parrish Lane Gateway Standards. Therefore, the MTC team is working with City staff before next Tuesday night's meeting to consider ways to enhance the building's appearance. The architect's renderings shown to the Planning Commission at the February 27 meeting are enclosed along with additional materials from Cory Snyder.

E.6. **Approve Concept Development for Lot 202 of Centerville Corporate Park Subdivision Amended** – As described above for item # 5, this is a related matter pertaining to Lot 202 of the same subdivision. This will be the site of a Chick-Fil-A fast food restaurant.

E.7. **Minutes Review and Acceptance** – The minutes for both the February 5 and February 19 meetings are enclosed. Approval of the February 5 meeting minutes was tabled to allow more time for Council to review that draft. Please see the enclosed staff report drawing attention to a particular section of the minutes that needs some attention from the Council.

E.8. **Mayor's Report** – I assume the Mayor will report on a few matters.

E.9. **City Manager's Report** – I will report the matters identified on the agenda.

E.10. **Miscellaneous Business** – At this time I have not identified any specific subjects under this heading.

E.11. **Closed meeting, if necessary** – At this time, I do not know of a need for a closed meeting, but the agenda allows for that possibility.

E.12. **Appointments to City boards, committees, etc.** – There are no enclosures for this matter, but the agenda allows for the possibility of appointments.

8:30 **RDA Meeting** – The RDA agenda includes three matters. The first two are identical to items # 5 & 6 on the City Council agenda. Therefore, you should refer to the staff reports for those Council meeting matters as background for these RDA matters.

Item # 3 relates to the proposed development of the north end of the Iggy's island parcel. This is proposed to be the site of a Wasatch Running Store. See Blaine Lutz's staff report for details. The development of this island parcel is subject to the approval of the Redevelopment Agency, as well as the Planning Commission. The RDA Board will have an initial discussion of pertinent issues on March 5th, then staff will prepare documents for formal action in a later RDA meeting.

Potential Agenda Items for March 19, 2013 City Council Meeting (subject to change):

- Goal Setting Work Session
- Legacy Crossing Lot 4 waterline bid award
- Public Hearing – Zone Map amendment for land located at southeast corner of Lund Lane and Frontage Road
- Approve Development Agreement re Woods Park Subdivision
- Staff report and discussion re paperless agenda
- Monthly financial report
- Annual street projects bid awards
- Riviera Townhomes CDBG project bid award

mlm

CENTERVILLE COMMUNITY FOUNDATION MEETING AGENDA

NOTICE IS HEREBY GIVEN THAT THE CENTERVILLE COMMUNITY FOUNDATION WILL HOLD A PUBLIC MEETING AT 5:00 P.M. ON TUESDAY, MARCH 5, 2013 IN THE CITY COUNCIL CHAMBERS OF THE CENTERVILLE CITY HALL, 250 NORTH MAIN, CENTERVILLE, UTAH.

5:00 P.M. A. WELCOME

B. BUSINESS

1. Appointment of Board members and election of officers

2. Reports
   a. Status of 501c3 and State registration
   b. Donations received and/or activity for 2012 and any anticipated contributions for 2013

3. Other business

4. Schedule next meeting March 4, 2014

5:25 D. ADJOURNMENT

Marsha L. Morrow, MMC
Centerville City Recorder

CENTERVILLE CITY COUNCIL AGENDA

NOTICE IS HEREBY GIVEN THAT THE CENTERVILLE CITY COUNCIL WILL HOLD ITS REGULAR PUBLIC MEETING AT 7:00 P.M. ON TUESDAY, MARCH 5, 2013 AT THE CENTERVILLE CITY COMMUNITY CENTER AND CITY HALL COUNCIL CHAMBERS, 250 NORTH MAIN STREET, CENTERVILLE, UTAH. THE AGENDA IS SHOWN BELOW.

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

Centerville City, in compliance with the Americans With Disabilities Act, provides accommodations and auxiliary communicative aids and services for all those citizens in need of assistance, including hearing devices. Persons requesting these accommodations for City-sponsored public meetings, services, programs, or events should call Blaine Lutz, Centerville Finance Director, at 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: www.centervilleut.net.**

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

5:00 Centerville Community Foundation Annual Meeting

5:30 Joint City Council/Planning Commission work session – to discuss and agree upon work program and priorities for Community Development Department and Planning Commission in 2013/2014

7:00 **A. ROLL CALL**

B. PLEDGE OF ALLEGIANCE

C. PRAYER OR THOUGHT – Councilman John Higginson

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

E. **BUSINESS**

7:10 1. Report from Museum Board re reopening of Whitaker Home Museum

7:20 2. Summary Action Calendar

a. Approve Agreement between Centerville City and Centerville Deuel Creek Irrigation Co. for construction of irrigation line within Chase Lane in connection with City street rebuild and culinary waterline project

b. Bid Awards for Chase Lane Culinary and Irrigation Waterlines Project

1) Materials -- from Ferguson in the amount of 56,557.34 plus tax for City culinary waterline and to Mountain States Supply in the amount of $36,775.82 plus tax for the Deuel Creek irrigation waterline

2) Labor -- AAA Excavation in the amount of $102,162.70 for City culinary waterline and $80,067.50 for Deuel Creek irrigation waterline (total bid $182,230.20)

c. Bid Awards for Waterline Construction for Chapel Ridge Cove Subdivision to Mountain States Supply in the amount of $23,319.52 plus tax for materials and to Kapp Construction in the amount of $26,538.70 for labor

d. Award bid to Young Automotive Fleet Sales in the amount of $35,499.70 for a Chevrolet 3500 truck with a service body, fully setup light bar, hitch, Rhino bed lining and trailer receptacle for the Water Department

7:25 3. Appoint City official to represent Centerville City at the Parrish Creek Irrigation Company Special Shareholders meeting

7:30 4. Public Hearing – Rezoning property from A-L (Agricultural-Low) to R-L (Residential-Low)/Planned Development and Conceptual Subdivision Plan for the Woods Park Subdivision, located at approximately 2250 North 800 West – **(Tabled from February 19 meeting—to be continued to March 19 meeting)**

7:30 5. Review and approve conceptual development plan for Lot 201 of the Centerville Corporate Park Subdivision, Amended, regarding proposed Dayton West office building and parking structure site plan and development for compliance with design guidelines and Development Agreement.

7:55 6. Review and approve conceptual development plan for Lot 202 of the Centerville Corporate Park Subdivision, Amended, regarding proposed Chick-Fil-A site plan and development for compliance with design guidelines and Development Agreement.

8:00 7. **MINUTES REVIEW AND ACCEPTANCE** – February 5, 2013 meeting; February 19, 2013 meeting

8:10 8. Mayor's Report

8:15 9. City Manager's Report
- a. ICMA 360° assessment
- b. General Plan decision making guidelines
- c. Review calendar for proposed FY 2014 Budget and related decision making
- d. City Council goal setting process
- e. Legacy Parkway Trail use

8:25 10. Miscellaneous Business

8:30 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.

8:30 12. Possible action following closed meeting, including appointments to boards and committees

F. ADJOURNMENT

8:30 RDA meeting

Marsha L. Morrow, MMC
Centerville City Recorder

work session

CENTERVILLE CITY
COMMUNITY DEVELOPMENT DEPARTMENT

655 North 1250 West, Centerville, Utah 84014
(801) 292-8232

PLANNING STAFF MEMORADUM

DATE: **FEBRUARY 20, 2013**

TO: **STEVE THACKER, CITY MANAGER**

FROM: **CORY SNYDER, COMMUNITY DEVELOPMENT DIRECTOR**

MEMO: **2013/14 COMMUNITY DEVELOPMENT WORK PROGRAM AND GOALS**

BACKGROUND

The previous 2012/13 Work Program and Goals for the Community Development Department were discussed by both the Planning Commission and City Council during the months of February/March of last year. On March 06, 2012, the City Council approved four priorities submitted by the Planning Commission. These priorities are as follows:

1. *General Plan Update* – Moderate Income Housing Element
2. *General Plan Update* –West Side Neighborhood, revise due to developing Legacy Crossing with regards to residential
3. *General Plan Update* – Comprehensive City Trail and Pathways Element
4. *Zoning Ordinance* – Old Town Site & Historic Preservation

Additionally, the Planning Commission desired to have staff work on minor housekeeping items for the General Plan, specifically with those identified and submitted by the Planning Staff. The Council concurred and added a directive to remove specific references of "light-rail" in the General Plan.

STATUS OF WORK PROGRAM AND GOALS & STAFF SUGESSTIONS

General Plan Edits, Minor – In June/July of 2012, minor edits to the General Plan and the removal of the term "light rail" were accomplished. However, there remains in one of the West Centerville Transportation related maps a label depicting "connect to BRT/Light Rail." Staff noticed this after the initial amendments were noticed and underway. Staff decided to not spend the financial resources of re-noticing for this missed map label and we plan on addressing the mapping label as part of future edit to the West Centerville Neighborhood Plan.

Moderate Income Housing Plan Update – Staff began drafting the Moderate Income Housing Element in April of 2012. However, due to workloads with summer season development, the element was not presented to the Planning Commission until near the end of 2012. From December 2012 through February 2013, the Moderate Income Housing Plan Element was reviewed by the Planning Commission and then adopted by the City Council.

Old Town Site/ Historic Preservation – Over the past several months and as part of this year's state preservation grant, the Landmarks Commission completed the second phase of the Reconnaissance Level Survey of the Old Town area. The Landmarks Commission is now undertaking discussions regarding whether there are sufficient historic resources to establish a National and/or a Local Historic District area. The Commission will be completing their evaluation later this year (2013) and making any related recommendations. From their conclusion, the Planning Staff will be working with the Planning Commission to determine if any zoning changes are needed to support or enhance the preservation of the Old Town area.

Comprehensive City Trail and Pathways Element – In preparation of drafting the plan element, the planning staff has attended training sponsored by the Utah Transit Authority for bicycle pathway planning and also participated in a Sustainable City Network Webinar for establishing Way Finding Systems in Municipalities. However, staff has not yet initiated the startup process for an update. The City Council and Planning Commission ought to discuss whether to establish a sub-committee to assist drafting a proposed element. Staff believes that this process needs to involve several types of stakeholders such as members from the trails & pathways committee, the biking community, the business and arts community, etc. The scheduled work session may be an effective opportunity to make representative assignments from both the Planning Commission and the City Council and make suggestions regarding persons to invite to serve on the sub-committee. Furthermore in the work session, the Commission and Council should discuss whether to hire some specialized system design entity (e.g. bike pathway, landscape architect) to help with the macro planning of a trail and pathway system. Staff thinks this would helpful to ensure that such a system is actually feasible or viable to undertake.

West Side Neighborhood – Initiation of the amendment to the West Neighborhood Plan has also not occurred. However unlike the Trail & Pathways Element, staff believes that such an update can be initially drafted by the planning staff and then invite west side businesses and owners to participate in the public hearing process with the Planning Commission and City Council. Thus, the decision to be made is whether the West Neighborhood Update proceeds before or after performing the update involving the Trail and Pathways Element.

Community Development Department
Work Program - 2012

Title	*Topic/Policy*	*Priority*	*Status*	*Staff Comment*
General Plan – Major Revisions (A=High/B=Moderate Value)				
Not Assigned	**Comprehensive City Trails & Pathways Element**	**A**	**Council Priority – 3/6/12 (complex)**	**Coordinate w/ Trails Committee**
12-420-1 Residential Policy	Modify Policy Language – "diversity of life-styles"	A	TBD (simple)	Policy may conflict with State Statutes
~~12-490 Moderate Income Housing~~	**~~Update the Plan Element~~**	**~~A~~**	**~~Council Priority – 3/6/12 (complex)~~**	**~~Completed Feb/2013~~**
12-410 Introduction	Check City Growth Expectations	B	TBD (simple)	Anticipates need for future City services
~~12-420-2(5) Residential Policy & 12-430-3(2) Commercial/ Industrial~~	~~Eliminate Prohibition of Residential Uses west of I-15~~	~~B~~	~~Completed (simple)~~	~~Correct conflicts with West Neighborhood Plan (2007)~~
General Plan – New Policy Development (A=High/B=Moderate Value)				
~~12-450-4 Public Trans. & 12-480-5 Res. uses near mass transit~~	~~Address the term use of "light-rail"~~	~~B~~	~~Completed (intermediate)~~	One left to do, West Centerville Reference & Map
12-480-7 South Main Corridor Plan	Public Space Strategic Plan (i.e. street design)	B	TBD (complex)	A strategic plan sub-section for the corridor
12-440 Natural Hazards	Overhaul the Plan Element	B	TBD (complex)	Address natural hazard mitigation expectations
12-450-3				

Community Development Department
Work Program - 2012

Bicycle/ Pathways & 12-460-4 Trails	Overhaul these Plan Policies	B	TBD (complex)	Establish a vision & comprehensive plan
12-480-2(1.a) Old Town Site	**Overhaul the Plan Policies**	**A**	**Council Priority – 3/6/12) (complex)**	**Historic Preservation & Context sensitive design infill options**
General Plan – Minor Revisions (C=Some/D=Little Value)				
12-480-4(1.b) Commercial	Revise or Address Property at NE Corner of Parrish/Main St.	C	Not Scheduled (simple)	Would resolve past problems various uses at the intersection area
12-480-6	**West Side Neighborhood Revision**	**A**	**Council Priority – 3/6/12 (intermediate)**	**Revise due to the new Legacy X-ing project w/ introduction of residential uses and any associated policies**
12-435 Land Use Hierarchy	Update to a City Wide Standard	C	Not Scheduled (intermediate)	Was this intended to be city wide or just for the NW Neighborhood?
12-460-2 Community Parks	Consideration of a possible "Canyon Park" in Foothills	C	Not Scheduled (intermediate)	Suggested objective in the Foothills Plan (2011)
12-470-1 Drainage	Overhaul the Plan Policies	C	Not Scheduled (Intermediate)	Effective existing management ordinances are in place
12-480-2 & 12-480-3 Main Street	Revise Plan Polices	C	Not Scheduled (Intermediate)	Revise to reflect Main St. Corridor Plan (2008)

Community Development Department
Work Program - 2012

Area				
12-480.5 (G.1.P.2) Land Use Patterns & Transitions	Create a "Future Land Use" Map.	C	Not Scheduled (Intermediate)	Need to create a distinction between a Gen. Plan Map & Zoning Districts Map
~~12-420-4(3) Residential Health Care Facilities~~	~~Eliminate Policy~~	~~D~~	~~Completed (simple)~~	~~Reason for policy unknown~~
~~12-450-5 Legacy Alignment~~	~~Eliminate Policy~~	~~D~~	~~Completed (simple)~~	~~LP is now built & in operation~~
~~12-460-6 Recreation/ Sports Ctr.~~	~~Eliminate Policy~~	~~D~~	~~Completed (simple)~~	~~Bountiful Rec. Center meets this objective.~~
12-480-3 Parrish to Porter Village Ctr. &	Eliminate or Modify Policy	D	Not Scheduled (simple)	Check feasibility of these objectives, may now be outdated
12-460-7 Golf Course	Alter/Modify Policy	D	Not Scheduled (Intermediate)	Check feasibility of this objective.
12-480-5 Goal 2 Semi-Rural Areas	Create an "overlay" to establish a "semi-rural boundary"	D	Not Scheduled (Intermediate)	Do agricultural land and uses need future preservation?
12-480-5 "R-1-10" lot sizes	Eliminate/Modify Policy within areas listed	D	Not Scheduled (Intermediate)	Resolve old lot sizes with new gross densities
12-480-5 Goal 3 & Goal 5	Eliminate/Modify use of accessory dwellings & PUD's	D	Not Scheduled (Intermediate)	Check feasibility of these objectives
12-480-5 Patterns & Transitions	Alter/Modify request for design standards	D	Not Scheduled (complex)	Are Transition Design Standards needed?
Zoning Ordinance Revisions				
~~12-54-090 Temporary Signs~~	~~Temporary Sign Regulation Review~~	~~C~~	~~Completed~~	~~Council desires Review Committee~~
12-67	Revise Cell Towers	D	Revise permitted locations	Previous request

Community Development Department
Work Program - 2012

Wireless Telecom.	locations & options		to eliminate use in prominent areas of the City (i.e. Main St. & Parrish) & consider revised tower standards	of a past Council Member
12-56 Temporary Uses	Reconsider Temporary Use Allowances	D	Revise standards and provisions for such uses, particularly along the Parrish and Main Corridors	Requested by the PC (i.e. snow shacks)
Zoning Ordinance – New Policy Development				
Zoning Ordinance Amendment	Create Geologic Haz. Map & Ordinance	B	To begin as directed (complex)	10/2011 - City Council was briefed of this need during Foothill Plan.
Zoning Ordinance Amendment	Create a Wildland Fire Mitigation Ordinance	D	To begin as directed (complex)	10/2011 - City Council was briefed of this need during Foothill Plan.
Zoning Ordinance - Historic Preservation				
~~Historic Preservation & Zoning Ordinance Amendments~~	~~Alter/Modify 12-20-70 Review Bodies & 12-61 Historic Bldgs. & Sites.~~	~~A~~	~~Completed~~	~~Staff has prepared draft changes to this sections~~
Miscellaneous Projects				
In-Fill Development Issues	In-fill Study Committee	A/C	Latest Work Session Held Jan. 20, 2009 – Staff to send out previous infill packet brochure again to PC & CC Members	Flag Lot adopted by Council March 2011/ Seek further direction
Council Directive	Parrish Gateway Design Area Boundaries & Street Lighting Standards	C	Staff is to review and utilize the existing work already performed by Tanner & Associates	Begin as Directed
Economic & Capital Facilities	West Side EDA Study – Shorelands Park	a) D b) D	Council delayed process & staff is working with land owners to complete a	Plan goal is to receive approval of an EDA in the

Community Development Department
Work Program - 2012

Planning	West Side Redevelopment – Industrial Business Park		conceptual site plan to better assess infrastructure costs Council desires to study redevelopment issues when feasible	future, when applicable Begin as deemed appropriate

February 22, 2012

PLANNING COMMISSION MINUTES OF MEETING
Wednesday, February 22, 2012
7:00 p.m.

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

MEMBERS PRESENT

Tamilyn Fillmore, Chair
Kent Holbrook
Brian Holman
Scott Kjar
Steven Markham
Kevin Merrill
Dianna Rasmussen

STAFF PRESENT

Corvin Snyder, Community Development Director
Kathy Streadbeck, Recording Secretary

PLEDGE OF ALLEGIANCE

OPENING COMMENT/LEGISLATIVE PRAYER Chair Fillmore

MINUTES REVIEW AND APPROVAL

Minutes of the Planning Commission meeting held February 8, 2012 were reviewed and amended. Chair Fillmore made a **motion** to approve the minutes as amended. The motion was seconded by Commissioner Merrill and passed by unanimous vote (6-0).

DISCUSSION – Planning & Zoning 2012 Goals and Work Program

Commissioner Kjar said he agrees with the prioritization of the 2012 Planning Goals as prepared by staff. His other top priorities include light rail, geological hazard map, and infill development. Once the Historic Sites Commission is established and working, he believes infill development will become one of their main goals.

Commissioner Merrill listed his top priorities as follows: update the Residential Development section and Moderate Income Housing section of the General Plan; deal with infill development; revise language as needed with regard to light rail; and discuss the future of billboards in Centerville. Billboards seem to be a hot topic in the State and Centerville could be dealing with this issue along their corridor of I-15 and Legacy Parkway.

Contact Us

Centerville City Hall
250 N. Main Street
Centerville, UT 84014

(801) 295-3477
(801) 292-8034 *fax*

Business Hours:
8:00 a.m. to 5:00 p.m.
Monday - Friday

along their corridor of I-15 and Legacy Parkway.
Commissioner Rasmussen agreed with the top priorities of revising the Moderate Income Housing plan and light-rail language. She also believes it is important to revise the Wild Fire Mitigation Policy as it seems another dry summer is headed to Utah. It is important to be prepared. She would also like to work on making Centerville a more sustainable community by dealing with the trails and walk-ability of the city.

Commissioner Holbrook agreed that revising the General Plan as listed by staff is a top priority. He also believes the West Centerville Plan should be updated. There is potential for more development in west Centerville this year than anywhere else in the city and it is important to have the City's goals and desires for that area clearly defined. He is also in favor of revising the light-rail language.

Chair Filimore agreed the revisions to the General Plan are important to accomplish in 2012. She would also like to see the Public Space Strategic Plan for Main Street completed. In addition, as part of the Main Street work, she would like to tackle trails/bicycles paths, as these are aspects of the public space along the Main Street corridor. She would like to deal with the issues regarding the Old Town Site and feels this could be accomplished once the Historic Site Commission is fully organized. As part of the Old Town Site work, she feels infill could also be accomplished for that specific area. Chair Fillmore agreed that more development will likely come to west Centerville this year and agreed it may be more beneficial to tackle issues associated with the West Neighborhood, even if it means holding off on Main Street issues for now. She also likes the idea of getting as many housekeeping items accomplished this year as possible, i.e., minor revisions to the City's ordinances and regulations.

Commissioner Holman said his top priorities include revising the Moderate Income Housing plan to comply with State statute, light-rail issues, Wild Fire Mitigation Policy, and Geological Hazards Map. He would like to see discussions regarding the foothills continued so that a working plan can be established. He also agreed with accomplishing as many housekeeping items as possible.

Commissioner Markham agreed with the priorities as prepared by staff on the 2012 Planning Goals list. The only change he would recommend is making the Geological Hazard Map revisions a higher priority. Centerville is subject to many hazards.

The Commission discussed light rail and the many issues associated with it at length. They discussed the history of the controversy, UTA's plans, and the possibilities for the future. The Commission agreed the term "light rail" as defined in City Ordinances is vague enough for now and it is not a high priority to simply change the term. If the entire issue of light rail is to be discussed (i.e., alignment recommendations, transit preferences, municipal connectivity, etc.) then the Commission agrees that light rail is a top priority. The Commission agreed the issue could be left alone for now as light rail is not on the City's doorstep, and there are other pressing issues to deal with in 2012. Overall, the Commission agreed their top priorities are as follows:

#1. Moderate Income Housing
#2. West Side Neighborhood changes & residential conflicts
#3. Historic Preservation & associated Infill Development
#4. Trails and Pathways

The Commission agreed it will be a great year if all these issues are accomplished. They also agreed that any minor housekeeping items be accomplished in conjunction with these larger issues.

Chair Fillmore made a **motion** to recommend their top priorities for 2012, as listed above, to the City Council. The motion was seconded by Commissioner Holbrook and passed by unanimous roll-call vote (7-0).

COMMUNITY DEVELOPMENT DIRECTOR'S REPORT

a. The next regularly scheduled Planning Commission meeting will be held on March 14, 2012.
b. Upcoming Projects
- Chase Lane Well Conceptual Site Plan
- Legacy Crossing Development Overlay Amendment

The meeting was adjourned at 8:40 p.m.

________________________ 03-14-2012
Tamilyn Fillmore, Chair Date Approved

____
Kathleen Streadbeck, Recording Secretary

CENTERVILLE CITY COUNCIL

Staff Backup Report

Item No. 2a

Date of City Council Meeting: March 5, 2013

Short Title: Agreement with Centerville Deuel Creek Irrigation Company

Initiated By: Staff

Scheduled Time: 7:20 (SAC)

RECOMMENDATION

Approve Agreement between Centerville City and Centerville Deuel Creek Irrigation Company regarding construction and installation of irrigation line improvements in Chase Lane (1000 North).

BACKGROUND

The City is replacing a culinary waterline within a portion of Chase Lane (1000 North) running from Main Street to Oakridge Drive (600 East), funded by the 2012 Water Revenue Bonds. As part of the waterline project, the City will also be rebuilding and repaving the public street within the project area. The City notified public utilities with facilities within this portion of Chase Lane and requested any interested utilities to notify the City of desired improvements or repairs to utilities within the project area to take advantage of the City construction project and access to utilities within the public right-of-way. Centerville Deuel Creek Irrigation Company (Deuel Creek) contacted and notified the City of its desire to replace its irrigation line within the project area and to coordinate such work with the City project. Such a coordinated project will benefit both parties by reducing project costs to Deuel Creek and preventing future cuts and excavation within the public right-of-way. As set forth in the proposed Agreement, the City will bid for and manage the construction project for the installation of the City culinary water line and the Deuel Creek irrigation line within the project area. Deuel Creek agrees to pay for the design and installation of the irrigation line. Deuel Creek will also be responsible for field review and testing of the irrigation line during and after construction and will be the owner of the installed irrigation line. Staff recommends adoption of the attached Agreement with Centerville Deuel Creek Irrigation Company as proposed.

> ***Recommended Action Item No. 2a:*** *Approve Agreement between Centerville City and Centerville Deuel Creek Irrigation Company for the installation of irrigation line improvements in Chase Lane (1000 North).*

As a related matter, Staff also recommends approval of the Bid Awards for the project as set forth in Summary Action Items 2b. Action on Item 2b relating to irrigation line materials and labor should be ***conditioned upon the City receiving the required funds for the irrigation line portion of the project from Centerville Deuel Creek Irrigation Company by close of business on March 8, 2013***.

Attachments Agreement with Centerville Deuel Creek

AGREEMENT BETWEEN CENTERVILLE CITY AND CENTERVILLE DEUEL CREEK IRRIGATION COMPANY FOR THE INSTALLATION OF IRRIGATION LINE IMPROVEMENTS IN CHASE LANE (1000 NORTH)

THIS AGREEMENT is made and entered into this _______ day of March, 2013, by and between **CENTERVILLE CITY**, a Utah municipal corporation, hereinafter referred to as the "City," and **CENTERVILLE DEUEL CREEK IRRIGATION COMPANY,** a Utah nonprofit corporation incorporated pursuant to and in accordance with the Utah Revised Nonprofit Corporation Act, hereinafter referred to as "Deuel Creek."

R E C I T A L S :

WHEREAS, the City plans to replace and reconstruct a culinary waterline within a certain portion of Chase Lane (1000 North) running from Main Street to Oakridge Drive (600 East) within Centerville City ("Project Area") and to rebuild and repave the street in connection with said waterline project ("City Project"); and

WHEREAS, the City notified public utilities with facilities within the Project Area of the proposed City Project and requested any interested utilities to notify the City of any desired improvements or repairs to utilities within the Project Area to take advantage of the construction project and access to utilities within the right-of-way; and

WHEREAS, Deuel Creek desires to replace its irrigation line within the Project Area and to coordinate this work with the City Project in order to reduce costs to Deuel Creek associated with the work and to effectively accomplish such improvements as a single coordinated project as more particularly provided herein; and

WHEREAS, the parties have determined that it is in their best interest and the public which they serve to coordinate the work to be done within the Project Area in accordance with and subject to the terms and conditions of this Agreement.

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

Section 1. __Incorporation of Recitals__. The above Recitals are hereby incorporated into this Agreement.

Section 2. __Design and Engineering of Irrigation Improvements__. Deuel Creek has hired the engineering firm of ESI, Engineering, Inc. to design, engineer and provide construction engineering and field review for the required irrigation line improvements within the Project Area, which improvements are defined and described as the Chase Lane Irrigation Line Replacement Project as more particularly set forth in **Exhibit "A,"** attached hereto and incorporated herein by this reference ("Irrigation Line Improvements"). Deuel Creek shall be solely responsible and liable for the adequacy and accuracy of the design and engineering of the Irrigation Line Improvements as submitted to the City.

Section 3. **Installation of Irrigation Line Improvements.** Except as otherwise provided herein, the City agrees to bid for and install or cause to be installed the Irrigation Line Improvements within the Project Area in accordance with the Construction Drawings set forth in **Exhibit "A"** and the terms and conditions of this Agreement. Deuel Creek hereby consents to the location, design and construction of the Irrigation Line Improvements as shown on **Exhibit "A."** Deuel Creek hereby consents to the abandonment of the existing irrigation line within the Project Area in connection with the installation and construction of the Irrigation Line Improvements provided herein. The City shall not be obligated to install the Irrigation Line Improvements if Deuel Creek does not pay the required cost contribution as set forth in Section 6 or if the City determines in its sole discretion not to pursue the City Project.

Section 4. **Permitting and Field Review.** The City agrees to obtain all permits necessary for installing the Irrigation Line Improvements within the public right-of-way and to oversee construction contract management for the project. Deuel Creek shall be responsible for conducting and paying for any and all required engineering field review and testing during construction of the Irrigation Line Improvements and final field review of such improvements upon completion of the Irrigation Line Improvements. Deuel Creek shall cause to be conducted a final field review of the Irrigation Line Improvements and shall report any unacceptable conditions or issues to the City so that such conditions or issues may be addressed with the contractor prior to acceptance of the project. Deuel Creek shall conduct all field review, testing and final field review within a reasonable time and as necessary to meet contract deadlines for final acceptance.

Section 5. **Authority and Ownership.** Deuel Creek hereby represents and acknowledges that it has appropriate legal authority, easement and/or franchise rights for the location of the Irrigation Line Improvements within the public right-of-way and shall indemnify and hold harmless the City from any claims, damages or lawsuits regarding the same. Deuel Creek further represents and acknowledges that is has full ownership rights to the existing irrigation line and hereby authorizes the City to replace said irrigation line as provided herein. Deuel Creek shall own the Irrigation Line Improvement and shall be responsible for maintenance and any future repairs to the Irrigation Line Improvement.

Section 6. **Cost of Irrigation Line Improvements.** In exchange for the City obligations set forth herein, Deuel Creek agrees to pay for the actual cost of the Irrigation Line Improvements. An estimate of such costs as bid by the City are itemized in **Exhibit "B,"** attached hereto and incorporated herein ("Estimated Costs"). The parties acknowledge that such costs are an estimate of the bid costs and that actual costs may vary. Deuel Creek agrees to pay to the City the total amount of the Estimated Costs as set forth in **Exhibit "B,"** by 5:00 p.m. on March 8, 2013. The Estimated Costs shall include an additional 5% on the materials bid estimate to account for City administrative costs associated with the bid process and handling of materials throughout construction. The entire amount is due to the City by this date so that the City can award the bid for the project and issue the Notice to Proceed to the contractor by March 11, 2013, to begin installation of the Irrigation Line Improvements as soon as possible prior to the start of the irrigation season. In the event the Irrigation Line Improvements cost more than the Estimated Costs, Deuel Creek shall pay to the City the additional costs within fifteen (15) days from receipt of final invoicing for such improvements from the City. In the event the Irrigation Line Improvements are less than the Estimated Costs, the City shall pay to Deuel Creek the difference within fifteen (15) days from final accounting for the project by the City. In the event Deuel Creek fails to pay the City the Estimated Costs by the required deadline, the City shall not be obligated to install the Irrigation Line Improvements and this Agreement may be terminated at the City's discretion. Although not included in the Estimated Costs, Deuel Creek shall also be responsible for paying for any and all design, engineering, field review and testing costs as more particularly provided herein.

Section 7. **Standard of Work.** The City agrees to perform, or cause to be performed, all work to be performed under this Agreement with reasonable care in accordance with the standards and specifications required for the project.

Section 8. **Binding Effect.** This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective officers, employees, representatives, successors and assigns.

Section 9. **Entire Agreement.** This Agreement, together with the Exhibits incorporated herein by reference, constitutes the final expression of the parties' agreement regarding the matters discussed herein and is a complete and exclusive statement of the terms of that agreement. This Agreement supersedes all prior or contemporaneous negotiations, discussions and understandings between the parties, whether oral or written or otherwise, all of which are of no further effect. This Agreement may not be changed, modified or supplemented except in writing signed by the parties hereto.

Section 10. **Default.** Except as otherwise provided herein, in the event any party fails to perform its obligations hereunder or to comply with the terms hereof, within fifteen (15) days after giving written notice of default, the non-defaulting party may, at its election, have all rights and remedies available at law and in equity, including injunctive relief, specific performance and/or damages. All rights and remedies provided herein shall be cumulative.

Section 11. **Notices.** Any notices, requests and demands required or desired to be given hereunder shall be in writing and shall be served personally upon the party for whom it is intended, or if mailed, by certified mail, return receipt requested, postage prepaid, to such party at its address shown below:

To Deuel Creek:

Centerville Deuel Creek Irrigation Company
Attn: Company President
15 East Center Street
Centerville, Utah 84014

To the City:

Centerville City
Attn: City Manager
250 North Main Street
Centerville, Utah 84014-1824

Any party may change its address for notice by giving written notice to the other party in accordance with the provisions of this Section.

Section 12. Attorney's Fees. The parties herein each agree that should they default in any of the covenants or agreements contained herein, the defaulting party shall pay all costs and expenses, including reasonable attorneys' fees which may arise or accrue from enforcing this agreement, or in pursuing any remedy provided hereunder or by the statutes or other laws of the State of Utah, whether such remedy is pursued by filing suit or otherwise, and whether such costs and expenses are incurred with or without suit or before or after judgment. In the event of any lawsuit between the parties hereto arising out of or related to this Agreement, or any of the documents provided for herein, the prevailing party or parties shall be entitled in addition to the remedies and damages, if any, awarded in such proceeding, to recover their costs and reasonable attorneys' fees.

Section 13. Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of Utah.

Section 14. No Third Party Rights. The obligations of the parties set forth herein shall not create any rights in and/or obligations to any persons or parties other than the City and Deuel Creek. The parties alone shall be entitled to enforce or waive any provisions of this Agreement.

[Signature page to follow]

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

"DEUEL CREEK"
CENTERVILLE DEUEL CREEK IRRIGATION COMPANY

By: ______________________________
Its: ______________________________

"CITY"
CENTERVILLE CITY

By: ______________________________
Mayor Ronald G. Russell

ATTEST:

____
Marsha L. Morrow, City Recorder

DEUEL CREEK ACKNOWLEDGMENT

STATE OF UTAH)
:ss.
COUNTY OF DAVIS)

On the _______ day of March, 2013, personally appeared before me ______________________, as ______________________ of CENTERVILLE DEUEL CREEK IRRIGATION COMPANY, a Utah nonprofit corporation, who signed the foregoing Agreement for and in behalf of said company.

____
NOTARY PUBLIC

My Commission Expires:

____

Residing at:

____

CITY ACKNOWLEDGMENT

STATE OF UTAH)
:ss.
COUNTY OF DAVIS)

On the _____ day of March, 2013, personally appeared before me Ronald G. Russell, who being by me duly sworn, did say that he is the Mayor of Centerville City, a Utah municipal corporation, and that said instrument was signed in behalf of the City by authority of its governing body and said Mayor acknowledged to me that the City executed the same.

____
NOTARY PUBLIC

My Commission Expires:

____

Residing at:

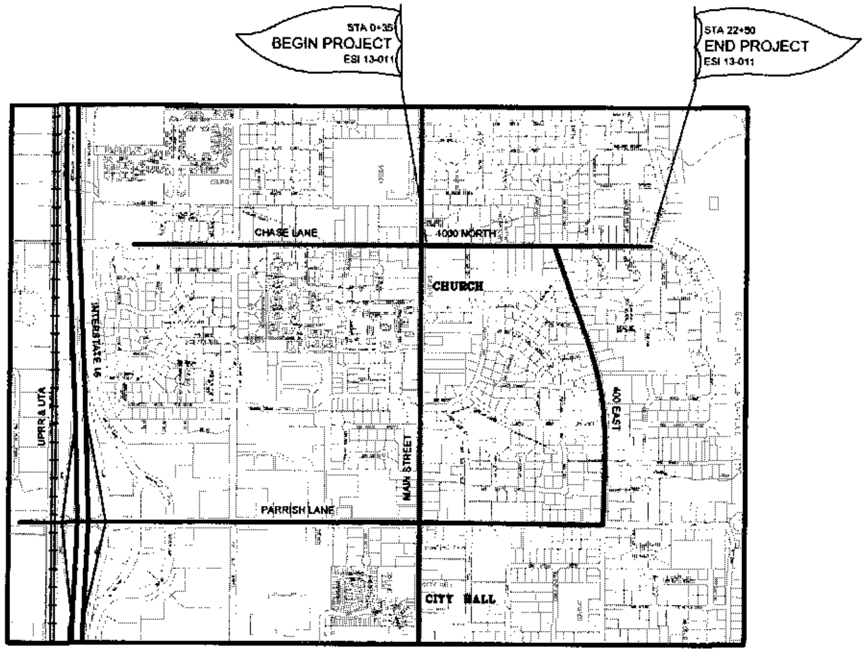
____

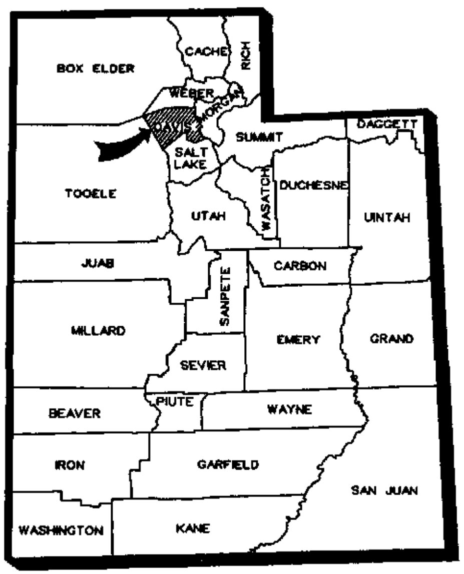
Exhibit "A"

Irrigation Line Improvements
Construction Drawings

CENTERVILLE DEUEL CREEK IRRIGATION COMPANY

CHASE LANE IRRIGATION LINE REPLACEMENT
(MAIN ST. TO 600 EAST)





STATE OF UTAH

PROJECT DRAWINGS INDEX

SHEET NO.	DESCRIPTION
1	TITLE / VICINITY MAP / INDEX
2	CONSTRUCTION NOTES / CONTACTS
3	IRRIGATION PLAN (STA 0+00 - 6+00)
4	IRRIGATION PLAN (STA 6+00 - 12+00)
5	IRRIGATION PLAN (STA 12+00 - 18+00)
6	IRRIGATION PLAN (STA 18+00 - 22+91)
7	TYPICAL DETAILS

NO	BY	DATE	REMARKS

REVISIONS

ESI ENGINEERING
CONSULTING ENGINEERS AND LAND SURVEYORS
3500 SOUTH MAIN STREET, SUITE 206
SALT LAKE CITY, UTAH 84115
TEL: (801) 263-1752

DESIGN	KLC	02-13	CHECK	MLR	02-13
DRAWN	MLR	02-13	CHECK	KLC	02-13
QUANT.	MLR	02-13	CHECK	KLC	02-13

APPROVAL RECOMM. ______ DATE ______ PROJ. DESIGN ENGINEER

APPROVED ______ DATE ______ PUBLIC WORKS DIRECTOR

PROJECT NUMBER 13-011

SHEET NO. 1 OF 7

CONSTRUCTION NOTES

GENERAL:

1. EXISTING UTILITY LOCATIONS SHOWN MAY NOT BE EXACT AND ALL UTILITIES MAY NOT BE SHOWN. CONTACT BLUE STAKES, SEWER DISTRICT & IRRIGATION COMPANY PRIOR TO EXCAVATION.
2. THE CONTRACTOR IS REQUIRED TO CONTACT THE ENGINEER AT LEAST 24 HOURS PRIOR TO STARTING CONSTRUCTION.
3. THE CONTRACTOR SHALL HAVE ON SITE AT ALL TIMES AT LEAST ONE COPY OF THE SIGNED APPROVED PLANS & SPECIFICATIONS, AS WELL AS ALL PERMITS AS REQUIRED TO PERFORM THE WORK.
4. THE CONTRACTOR SHALL BE RESPONSIBLE FOR PREPARING A TRAFFIC CONTROL PLAN & PROVIDING ALL TRAFFIC CONTROL DEVICES AS MAY BE REQUIRED FOR CONSTRUCTION, INCLUDING FLAGGING. TRAFFIC CONTROL PLAN SHALL BE REVIEWED AND ACCEPTED BY CENTERVILLE CITY.
5. THE CONTRACTOR SHALL BE RESPONSIBLE FOR KEEPING CITY STREETS FREE & CLEAN OF ALL CONSTRUCTION DEBRIS & DIRT TRACKED FROM SITE.
6. UTILITY TRENCHES ARE TO BE SLOPED OR BRACED & SHEETED AS PER STATE & FEDERAL REQUIREMENTS FOR SAFETY & PROTECTION OF WORKERS & OTHER UTILITIES.
7. THE CONTRACTOR IS RESPONSIBLE TO COORDINATE & COOPERATE W/ ALL UTILITY COMPANIES WITH REGARD TO RELOCATIONS OR ADJUSTMENTS OF EXISTING UTILITIES DURING CONSTRUCTION TO ASSURE THAT THE WORK IS ACCOMPLISHED IN A TIMELY MANNER & W/ MINIMUM DISRUPTION OF SERVICE.
8. THE CONTRACTOR IS RESPONSIBLE FOR ALL PROJECT SAFETY, INCLUDING BUT NOT LIMITED TO: EXCAVATION & SHORING, TRAFFIC CONTROL & SECURITY.
9. THE CONTRACTOR SHALL BE RESPONSIBLE FOR RECORDING RECORD DRAWING INFORMATION & SUBMITTING THEM TO THE ENGINEER PRIOR TO FINAL PAYMENT.
11. CONTRACTOR SHALL PROTECT & NOT DISTURB PROPERTY ADJACENT TO PROJECT I.E. FENCES, LANDSCAPING, MAIL BOXES, ETC. ANY DAMAGE TO PUBLIC OR PRIVATE PROPERTY BY CONTRACTOR SHALL BE RESTORED TO EQUAL CONDITION AT CONTRACTOR'S EXPENSE.
12. EXISTING DRAINS FROM ADJACENT PROPERTIES ARE TO BE MAINTAINED AND PROTECTED.
13. ALL MATERIALS TO BE REMOVED SHALL BE HAULED AWAY & DISPOSED OF IN A SAFE & LEGAL MANNER BY THE CONTRACTOR.
14. CONTRACTOR IS RESPONSIBLE FOR DEWATERING AND DIVERSION OF GROUND WATER AS NECESSARY TO COMPLETE WORK.
15. THE CONTRACTOR SHALL EXAMINE THE DRAWINGS AND SHALL NOTIFY THE OWNER OF ANY DISCREPANCIES OR CONFLICTS BEFORE PROCEEDING WITH THE WORK.
16. THE CONTRACTOR SHALL VERIFY AND BE RESPONSIBLE FOR ALL DIMENSIONS AND CONDITIONS AT THE SITE AND SHALL NOTIFY THE ENGINEER OF DISCREPANCIES BETWEEN THE ACTUAL CONDITIONS AND INFORMATION SHOWN ON THE DRAWINGS BEFORE PROCEEDING WITH THE WORK.
17. PROPERTY AFFECTED BY PROJECT SHALL BE RESTORED TO EQUAL CONDITION, MATCHING EXISTING MATERIALS. REPLACING SPRINKLERS, DECORATIVE CURBING, ETC. IS INCIDENT TO REMOVE AND REPLACE LANDSCAPING.
18. CONTRACT WORK SHALL BE DONE IN ACCORDANCE WITH CENTERVILLE CITY & DEUEL CREEK IRRIGATION STANDARDS.
19. WATERLINE ALIGNMENT SHALL BE ESTABLISHED IN THE FIELD ACCORDING TO POTHOLE FINDINGS ON THE ALIGNMENTS OF EX. UTILITY LINES. ENGINEER TO VERIFY & APPROVE ALIGNMENT.
20. CONTRACTOR SHALL REMOVE AND HAUL AWAY ANY EXISTING IRRIGATION PIPE THAT CONFLICTS WITH THE NEW LINE. ALL VALVES AND VALVE BOXES SHALL BE REMOVED AND SALVAGED TO CENTERVILLE DEUEL CREEK IRRIGATION CO.
21. CONSTRUCTION ON THE IRRIGATION LINE SHALL BEGIN BY MARCH 11, 2013 AND THE NEW IRRIGATION LINE SHALL BE FULLY FUNCTIONAL INCLUDING SERVICE LATERALS BY APRIL 11, 2013.

LEGEND:

---- 4229 ----	EX. CONTOURS
—— g ——	EX. GAS LINE
—— swr ——	EX. SANITARY SEWER
—— sd ——	EX. STORM DRAIN
— — — — —	EDGE OF ASPHALT
x———x	EX. FENCE
—— wtr ——	EX. CULINARY WATER
—— WTR ——	NEW WATERLINE
—— e ——	EX. UNDERGROUND ELECTRIC
—— btel ——	EX. COMMUNICATIONS
—— fo ——	EX. FIBER OPTIC
—— ir ——	EX. IRRIGATION
—— IR ——	NEW IRRIGATION LINE

FIRE HYDRANT
WATER METER
IRRIGATION VALVE
CATCH BASIN
SANITARY SEWER MANHOLE
MAILBOX
TELECOMM. JUNCTION BOX
CULINARY WATER VALVE
ELECTRICAL POLE
SURVEY MONUMENT
STORM DRAIN MANHOLE
ELECT. BOX / GAS METER
GUY WIRE

CONTACTS:

CENTERVILLE DEUEL CREEK IRRIGATION COMPANY
JON LEATHAM
801-856-6734

CENTERVILLE CITY
RANDY RANDALL
MIKE CARLSON
801-292-8232

ESI ENGINEERING
KEVIN CAMPBELL, P.E.
MATT ROBERTSON
801-263-1752

SOUTH DAVIS SEWER DISTRICT
MARTY MARSING
801-725-4265

CENTURYLINK
TOM LARSEN
801-974-8167

ROCKY MOUNTAIN POWER
SCOTT HOPKINSON
801-220-7203

QUESTAR REGULATED SERVICE
RHONDA FORDE
801-324-3158

REVISION	DATE	BY	DESCRIPTION

DESIGN KLC
DRAWN MLR
CHECKED KLC
DATE 02/06/13

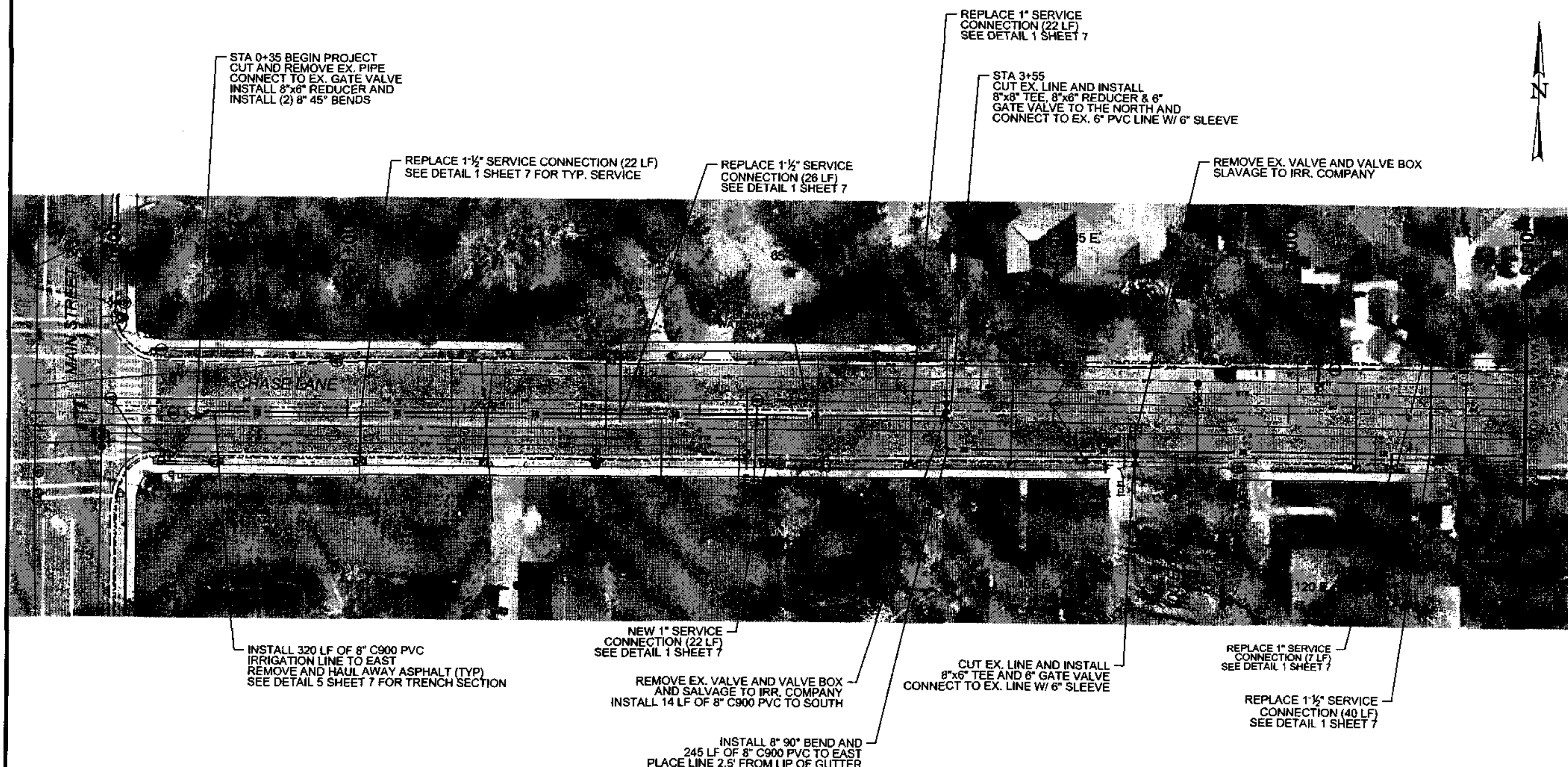
CONSTRUCTION NOTES

CENTERVILLE DEUEL CREEK IRRIGATION
CHASE LANE LINE REPLACEMENT
MAIN STREET TO 600 EAST

ESI ENGINEERING
CONSULTING ENGINEERS AND LAND SURVEYORS
3500 SOUTH MAIN STREET SUITE 206
SALT LAKE CITY, UTAH 84115
TEL: (801) 263-1752

SHEET 2 OF 7

PROJECT NO. 13-011



NOTES:

PLUG ABANDONED IRR. PIPE W/ CONCRETE AT ALL CROSSINGS, ETC. WHERE PIPE IS REMOVED

TRACER WIRE TO BE TAPED TO THE TOP OF ALL MAIN LINES AND SERVICE LATERALS. LOOP UP TRACER WIRE AT ALL VALVE BOXES

REVISION	DATE	BY	DESCRIPTION

DESIGN KLC
DRAWN MLR
CHECKED KLC
DATE 02/06/13

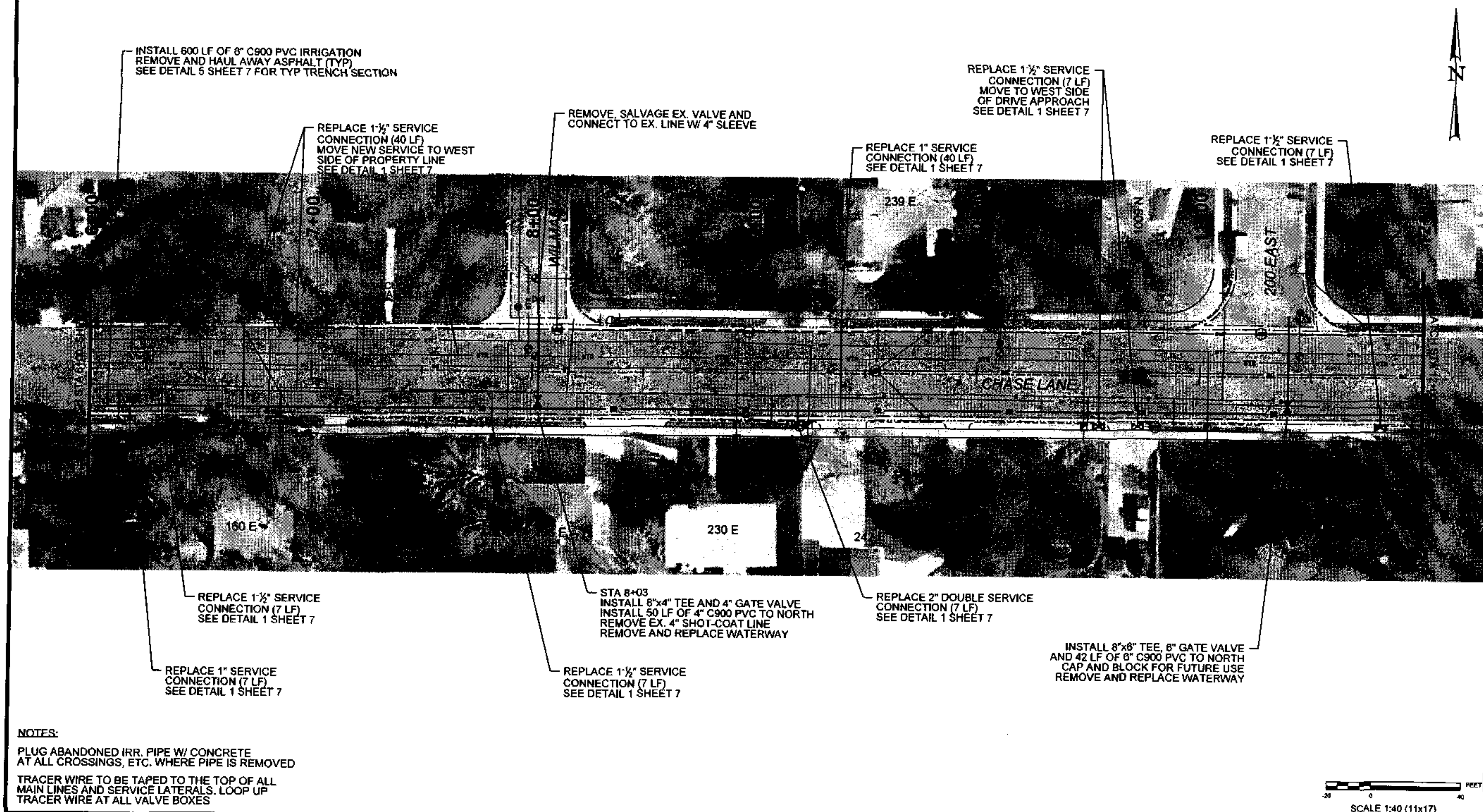
IRRIGATION PLAN

CENTERVILLE DEUEL CREEK IRRIGATION
CHASE LANE LINE REPLACEMENT
MAIN STREET TO 600 EAST

ESI ENGINEERING
CONSULTING ENGINEERS AND LAND SURVEYORS
3500 SOUTH MAIN STREET SUITE 206
SALT LAKE CITY, UTAH 84115
TEL: (801) 263-1752

SHEET 3 OF 7

PROJECT NO. 13-011



NOTES:

PLUG ABANDONED IRR. PIPE W/ CONCRETE AT ALL CROSSINGS, ETC. WHERE PIPE IS REMOVED

TRACER WIRE TO BE TAPED TO THE TOP OF ALL MAIN LINES AND SERVICE LATERALS. LOOP UP TRACER WIRE AT ALL VALVE BOXES

REVISION	DATE	BY	DESCRIPTION

DESIGN KLC
DRAWN MLR
CHECKED KLC
DATE 02/06/13

IRRIGATION PLAN

CENTERVILLE DEUEL CREEK IRRIGATION
CHASE LANE LINE REPLACEMENT
MAIN STREET TO 600 EAST

ESI ENGINEERING
CONSULTING ENGINEERS AND LAND SURVEYORS
3500 SOUTH MAIN STREET SUITE 206
SALT LAKE CITY, UTAH 84115
TEL: (801) 263-1752

SHEET 4 OF 7

PROJECT NO. 13-011

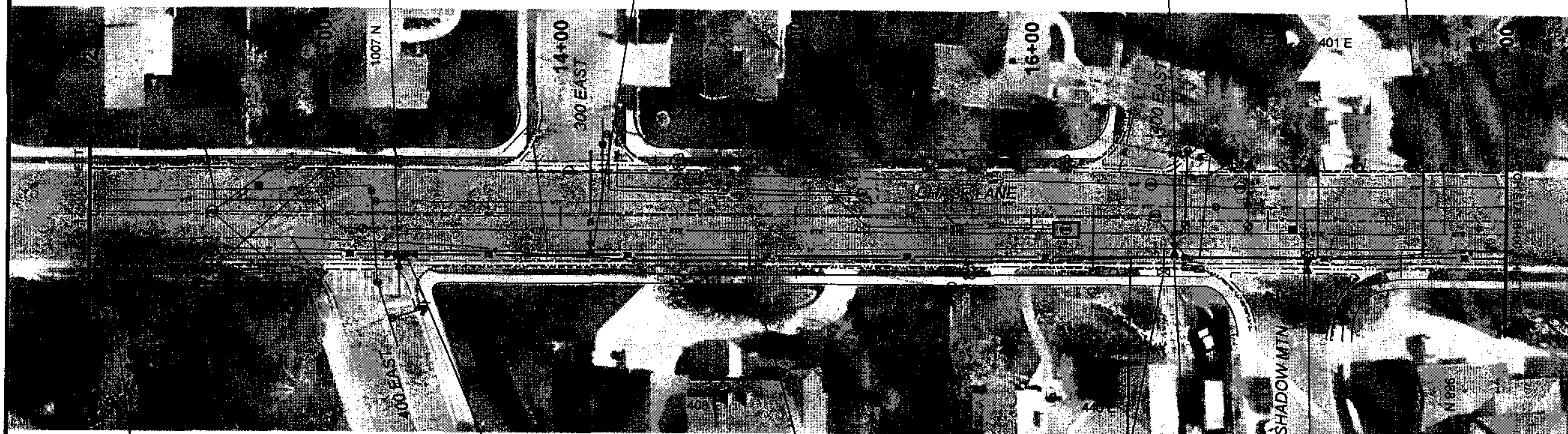
STA 13+32
CUT EX. LINE, REMOVE & SALVAGE EX. VALVE
INSTALL 8"x8" TEE & (2) 8" GATE VALVES
TO WEST AND SOUTH OF TEE
CONNECT TO EX. LINE ON 400 EAST W/ 8" SLEEVE

INSTALL 6"x4" TEE AND 4" GATE VALVE
INSTALL 40 LF OF 4" C900 PVC TO NORTH
CAP AND BLOCK FOR FUTURE USE
REMOVE AND REPLACE WATERWAY

REMOVE EX. VALVE AND CONNECT
TO EX. 4" LINE W/ SLEEVE

REPLACE 1" SERVICE
CONNECTION (40 LF)
SEE DETAIL 1 SHEET 7

N



INSTALL 130 LF OF 8" C900 PVC IRRIGATION
REMOVE AND HAUL AWAT ASPHALT (TYP)
SEE DETAIL 5 SHEET 7 FOR TYP TRENCH SECTION

INSTALL 8"x6" REDUCER & 6" GATE VALVE
TO EAST OF NEW TEE
INSTALL 465 LF OF 6" C900 PVC TO EAST
SEE DETAIL 5 SHEET 7 FOR TRENCH SECTION

REPLACE 1" SERVICE
CONNECTION (7 LF)
SEE DETAIL 1 SHEET 7

REPLACE 1" SERVICE
CONNECTION (7 LF)
MOVE TO WEST SIDE
OF DRIVE APPROACH
SEE DETAIL 1 SHEET 7

CUT EX. LINE, REMOVE & SALVAGE VALVE
INSTALL NEW 6"x4" TEE AND 4" GATE VALVE
CONNECT TO EX. LINE W/ 4" SLEEVE

INSTALL 6"x4" TEE AND 4" GATE VALVE
REMOVE EX. SHOT-COAT PIPE AND
INSTALL 50 LF OF 4" C900 PVC TO NORTH
REMOVE AND REPLACE WATERWAY

NOTES:

PLUG ABANDONED IRR. PIPE W/ CONCRETE
AT ALL CROSSINGS, ETC. WHERE PIPE IS REMOVED

TRACER WIRE TO BE TAPED TO THE TOP OF ALL
MAIN LINES AND SERVICE LATERALS. LOOP UP
TRACER WIRE AT ALL VALVE BOXES

-20 0 40 FEET
SCALE 1:40 (11x17)

REVISION	DATE	BY	DESCRIPTION	
				DESIGN KLC
				DRAWN MLR
				CHECKED KLC
				DATE 02/06/13

IRRIGATION PLAN

CENTERVILLE DEUEL CREEK IRRIGATION
CHASE LANE LINE REPLACEMENT
MAIN STREET TO 600 EAST

ESI

ESI ENGINEERING
CONSULTING ENGINEERS AND LAND SURVEYORS
3500 SOUTH MAIN STREET SUITE 206
SALT LAKE CITY, UTAH 84115
TEL: (801) 263-1752

SHEET 5 OF 7

PROJECT NO. 13-011

CONNECT TO EX. LINE
W/ 4" SLEEVE

REMOVE AND SALVAGE
EX. VALVE AND VALVE BOX

N

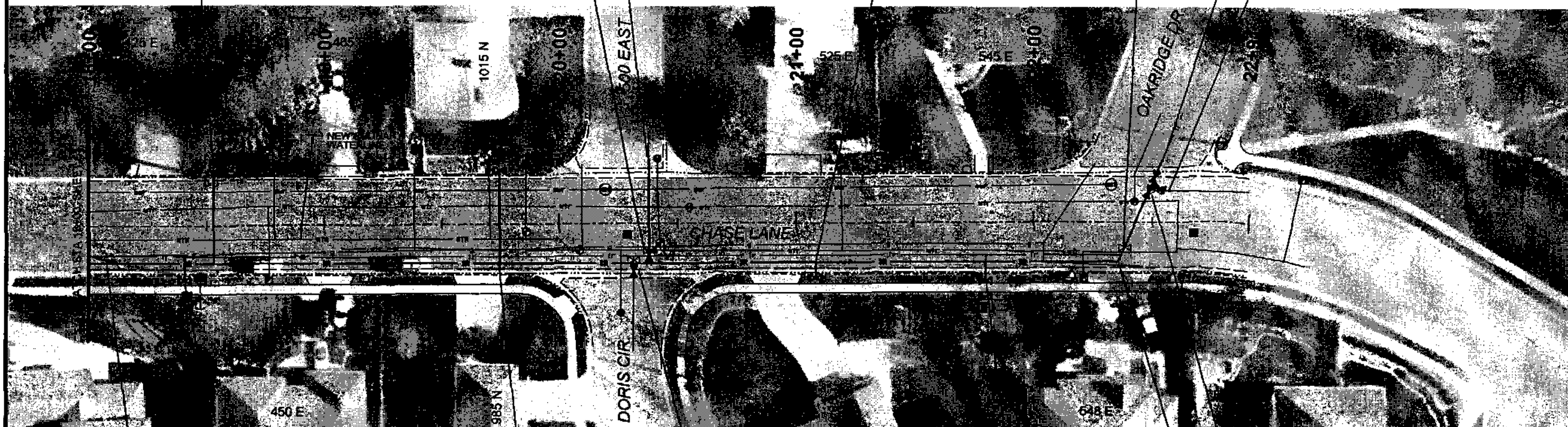
CONNECT TO EX. LINE
W/ 6" SLEEVE

CUT EX. LINE, REMOVE & SALVAGE EX. VALVE
INSTALL 6"x4" TEE AND 4" GATE VALVE
INSTALL 50 LF 4" C900 PVC TO NORTH AND
REMOVE EX. SHOT-COAT LINE
REMOVE AND REPLACE WATERWAY

REPLACE 1" SERVICE
CONNECTION (40 LF)
SEE DETAIL 1 SHEET 7

REPLACE 1" SERVICE
CONNECTION (7 LF)
SEE DETAIL 1 SHEET 7

INSTALL 6" 22.5° BEND AND
CONNECT TO EX. PVC LINE



RELPACE 1-½" DOUBLE
SERVICE CONNECTION (7 LF)
SEE DETAIL 1 SHEET 7

REPLACE 1" SERVICE
CONNECTION (40 LF)
SEE DETAIL 1 SHEET 7

CUT EX. LINE, REMOVE & SALVAGE EX. VALVE
INSTALL 6"x4" TEE AND 4" GATE VALVE
CONNECT TO EX. LINE W/ SLEEVE

REPLACE 1" SERVICE
CONNECTION (7 LF)
SEE DETAIL 1 SHEET 7

REMOVE EX. TEE AND VALVE
SALVAGE VALVE AND VALVE BOX
INSTALL NEW 6"x6" TEE AND
(3) 6" GATE VALVES

INSTALL 435 LF OF 6" C900 PVC IRRIGATION
REMOVE AND HAUL AWAY ASPHALT (TYP)
SEE DETAIL 5 SHEET 7 FOR TYP. TRENCH SECTION

INSTALL 6" 45° BEND
AND 50 LF 6" C900 PVC TO NORTH
REMOVE EX. SHOT-COAT LINE

NOTES:

PLUG ABANDONED IRR. PIPE W/ CONCRETE
AT ALL CROSSINGS, ETC. WHERE PIPE IS REMOVED

TRACER WIRE TO BE TAPED TO THE TOP OF ALL
MAIN LINES AND SERVICE LATERALS. LOOP UP
TRACER WIRE AT ALL VALVE BOXES

-20 0 40 FEET
SCALE 1:40 (11x17)

REVISION	DATE	BY	DESCRIPTION	
				DESIGN KLC
				DRAWN MLR
				CHECKED KLC
				DATE 02/06/13

IRRIGATION PLAN

CENTERVILLE DEUEL CREEK IRRIGATION
CHASE LANE LINE REPLACEMENT
MAIN STREET TO 600 EAST

ESI

ESI ENGINEERING
CONSULTING ENGINEERS AND LAND SURVEYORS
3500 SOUTH MAIN STREET SUITE 206
SALT LAKE CITY, UTAH 84115
TEL: (801) 263-1752

SHEET 6 OF 7

PROJECT NO. 13-011

NOTES:

1 – 2", 1–½" & 1" PIPE SHALL BE HDPE.
SDR–9 IPS 200 PSI

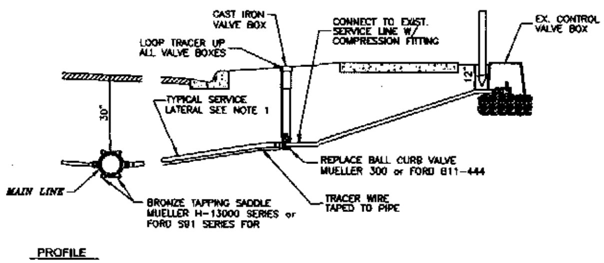
2 – VALVE BOX MARKERS MUST BE SET ADJACENT TO EVERY VALVE.

3 – SERVICE PIPE SHALL MAINTAIN A MINIMUM BURY DEPTH OF 30" UP TO CURB STOP: PIPE SHALL SLOPE TOWARDS MAIN LINE

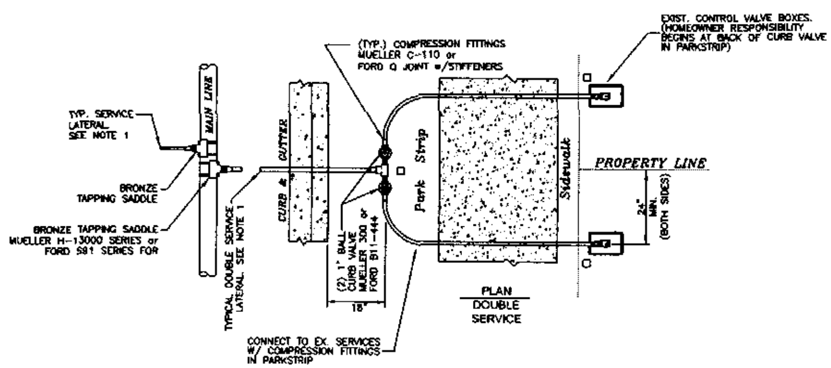
4– FITTINGS SHALL BE BRASS UNLESS SPECIFIED OTHERWISE.

5– ALL VALVE LIDS SHALL BE STAMPED "IRRIGATION"

6– INSERT STIFFENERS ARE REQUIRED ON ALL COMPRESSION FITTINGS

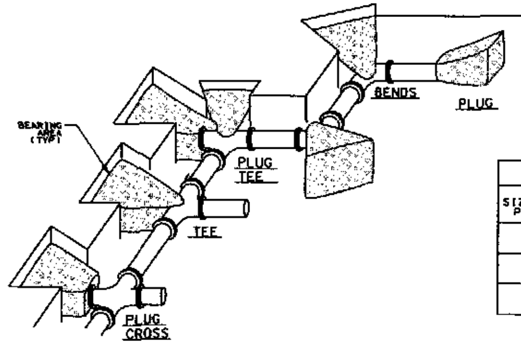


PROFILE



PLAN
DOUBLE SERVICE

(1) TYPICAL IRRIGATION WATER SERVICE CONNECTION



NOTES:

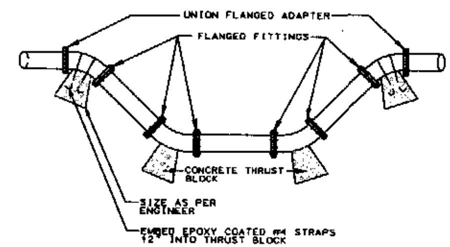
1. CONCRETE SHALL NOT BE PLACED AROUND BOLTS & VISQUINE SHALL BE WRAPPED BETWEEN THE CONCRETE & THE FITTING.
2. THE CITY SHALL REQUIRE THRUST BLOCK SIZES INCREASED DEPENDING ON THE SOIL BEARING CAPACITY.
3. ALL THRUST BLOCKS MUST REST AGAINST UNDISTURBED SOIL.
4. MIN. CONCRETE STRENGTH FOR THRUST BLOCKS SHALL BE 4,000 PSI.

MINIMUM BEARING AREA IN SQ. FT

SIZE OF PIPE	TEE, VALVE, DEAD END	90° BEND	45° BEND	22½° BEND	11¼° BEND
6"	4	5.5	3	1.5	1
8"	6.5	9.5	5	2.75	1.5
10"	10	14	8	4.25	2.5

(2) THRUST BLOCKING (PRESSURIZED WATERLINE, 160 PSI MAX.)

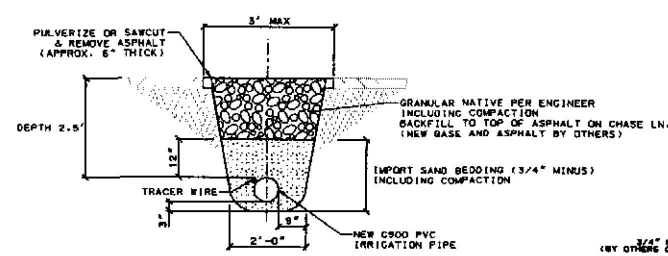
(3) NOT USED

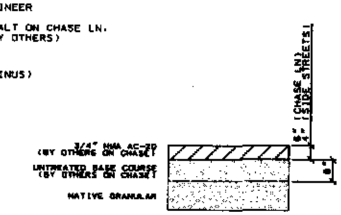


(4) THRUST BLOCKING VERTICAL REALIGNMENT

NOTES:

1. FIELD VERIFY CENTERLINE OF NEW LINE WITH POTHOLES AS NEEDED.
2. CONTRACTOR IS RESPONSIBLE FOR ALL ASPHALT PATCHING (4" THICK) ON SIDE STREETS. CONTRACTOR SHALL REMOVE ASPHALT (6" THICK) ON CHASE LANE BUT NEW BASE AND ASPHALT WILL BE PLACED BY OTHERS.
3. RE-CUT PAVEMENT EDGE UPON COMPLETION OF TRENCH. CLEAN AND TACK-COAT BEFORE FINAL ASPHALT PLACEMENT.





PAVEMENT

(5) TYPICAL TRENCH & PAVEMENT SECTION

REVISION	DATE	BY	DESCRIPTION

DESIGN KLC
DRAWN MLR
CHECKED KLC
DATE 02/06/13

DETAILS

CENTERVILLE DEUEL CREEK IRRIGATION
CHASE LANE LINE REPLACEMENT
MAIN STREET TO 600 EAST

ESI ENGINEERING
CONSULTING ENGINEERS AND LAND SURVEYORS
3500 SOUTH MAIN STREET SUITE 206
SALT LAKE CITY, UTAH 84115
TEL: (801) 263-1752

SHEET 7 OF 7

PROJECT NO. 13-011

Exhibit "B"

Estimated Costs for
Irrigation Line Improvements

Chase Lane Irrigation Waterline Replacement
Project # 13-011

BID RESULTS FOR Chase Lane Waterline
February 22, 2013

1.	Mountain States Supply	$36,775.82
2.	Ferguson	$37,143.47
3.	WR White	$38,478.36
4.	Western Water Works	$39,134.63
5	HD Supply	$40,227.57

We have reviewed the bid for materials from Mountain States Supply for $41,207.31 which includes tax and 5% handling. We recommend awarding this bid to Mountain States Supply and find they meet all of the specifications.

Respectfully submitted,

Michael Carlson
Water Department Supervisor

MC/sd

Item	Description	Amounts	Units	Unit Price	Total
59	Mobilization	1	Lump Sum	5183	5183.
	Subtotal Bid Schedule A (Items 1-59)			102162.70	
	Bid Schedule B - Centerville Deuel Creek Irrigation Line Replacement				
60	Install 8" PVC C900 irrigation pipe including tracer wire	1,310	LF	8.00	10486.00 ✓
61	Install 6" PVC C900 irrigation pipe including tracer wire	1,082	LF	8.00	8656.00 ✓
62	Install 4" PVC C900 irrigation pipe including tracer wire	104	LF	8.00	832.00 ✓
63	Install 2" HDPE SDR-9 IPS lateral including tracer wire	10	LF	7.00	70.00 ✓
64	Install 1-1/2" HDPE SDR-9 IPS lateral including tracer wire	165	LF	7.00	1155.00 ✓
65	Install 1" HDPE SDR-9 IPS lateral including tracer wire	250	LF	7.00	1750.00 ✓
66	Install 8" x 8" tee with thrust block	2	Each	150.00	300.00 ✓
67	Install 8" x 6" tee with thrust block	2	Each	150.00	300.00 ✓
68	Install 6" x 6" tee with thrust block	1	Each	150.00	150.00 ✓
69	Install 8" x 4" tee with thrust block	1	Each	150.00	150.00 ✓
70	Install 6" x 4" tee with thrust block	5	Each	150.00	750.00 ✓
71	Install 8" 45° bend with thrust block	2	Each	150.00	300.00 ✓
72	Install 6" 45° bend with thrust block	1	Each	150.00	150.00 ✓
73	Install 6" 22.5° bend with thrust block	1	Each	150.00	150.00 ✓
74	Install 8" 22.5° bend with thrust block	1	Each	150.00	150.00 ✓
75	Install 8" 90° bend with thrust block	1	Each	150.00	150.00 ✓
76	Install 8" x 6" reducer	3	Each	100.00	300.00 ✓
77	Install 8" gate valve and valve box	2	Each	100.00	200.00 ✓
78	Install 6" gate valve and valve box	7	Each	100.00	700.00 ✓
79	Install 4" gate valve and valve box	6	Each	100.00	600 ✓

Item	Description	Amounts	Units	Unit Price	Total
80	Install 4" sleeve including tie-in to existing line	5	Each	125.00	625.00 ✓
81	Install 6" sleeve including tie-in to existing line	4	Each	125	500.00 ✓
82	Install 8" sleeve including tie-in to existing line	1	Each	125	125.00 ✓
83	Install 4" cap with thrust block	1	Each	300.00	300.00 ✓
84	Install 6" cap with thrust block	1	Each	300.00	300.00 ✓
85	Install 8" x 2" saddle and connect new lateral	1	Each	200.	200.00 ✓
86	Install 8" x 1-1/2" saddle and connect new lateral	8	Each	200.	1600.00 ✓
87	Install 8" x 1" saddle and connect new lateral	5	Each	200	1000.00 ✓
88	Install 6" x 1-1/2" saddle and connect new lateral	1	Each	200	200.00 ✓
89	Install 6" x 1" saddle and connect new lateral	7	Each	200	1400.00 ✓
90	Replace 1-1/2" curb valve	10	Each	150	1500.00 ✓
91	Replace 1" curb valve	12	Each	150	1800.00 ✓
92	Connect to existing 1-1/2" service line in parkstrip with compression fitting	14	Each	100	1400.00 ✓
93	Connect to existing 1" service line in parkstrip with compression fitting	14	Each	100	1400.00 ✓
94	Plug abandoned waterline with concrete	12	Each	100	1200.00 ✓
95	Pressure test section of irrigation line including temporary caps and thrust blocks of waterline	2	Each	1000	2000.00 ✓
96	Tunnel new poly lateral under curb and gutter	22	Each	100	2200.00 ✓
97	Remove existing valve and valve box and salvage to irrigation company	10	Each	300	3000.00 ✓
98	Remove and haul away existing shot-coat irrigation pipe	230	LF	3.00	690.00 ✓
99	Pothole existing utility as per Engineer to verify new waterline alignment	12	Each	175	2100.00 ✓
100	Remove and replace concrete waterway	160	SF	8.00	1280. ✓
101	Remove and replace curb and gutter	40	LF	22.00	880.00

Item	Description	Amounts	Units	Unit Price	Total
102	Pulverize and haul away or excavate and haul away asphalt including saw-cut (6" thick average)	8,400	SF	.60	5040.00 ✓
103	Excavate and haul away native material	500	CY	4.75	2375.00 ✓
104	Excavate, stockpile and backfill with granular native material (4" minus) including compaction	500	CY	6.00	3000.00 ✓
105	Import sand bedding including compaction	900	TN	9.00	8100.00 ✓
106	Import untreated base course including compaction on streets adjacent to Chase Lane	25	TN	12.00 ?	300.00 ✓
107	Asphalt patching including saw-cut on streets adjacent to Chase Lane (HMA AC-20, DM 3/4")	250	SF	2.75	687.50 ✓
108	Restore landscaping (approx. 500 SF)	1	Lump Sum	1500.00	1500.00 ✓
109	Traffic Control	1	Lump Sum	2000.00	2000.00 ✓
110	Mobilization	1	Lump Sum	4072.00	4072.00 27074.5
	Subtotal Bid Schedule B (Items 60-110)				80067.50
	Total (Bid Schedule A + Bid Schedule B)				182230.20

Unit Prices have been computed in accordance with Paragraph 11.03.B of the General Conditions.

Bidder acknowledges that estimated quantities are not guaranteed, and are solely for the purpose of comparison of Bids, and final payment for all unit price Bid items will be based on actual quantities, determined as provided in the Contract Documents.

ARTICLE 6 – TIME OF COMPLETION

6.01 Bidder agrees that the Work will be substantially complete within 75 calendar days after the date when the Contract Times commence to run as provided in Paragraph 2.03 of the General Conditions, and will be completed and ready for final payment in accordance with Paragraph 14.07 of the General Conditions within 15 calendar days after the date when the Contract Times commence to run.

6.02 Bidder accepts the provisions of the Agreement as to liquidated damages.

CENTERVILLE CITY COUNCIL

Staff Backup Report

Item No. 2b

Date of City Council Meeting: March 5, 2013

Short Title: Bid Awards for Chase Lane Culinary and Irrigation Waterlines Project

Initiated By: City Engineer

Scheduled Time: 7:20 (SAC)

RECOMMENDATION

Award bids for the Chase Lane Culinary and Irrigation Waterlines Project as follows:

1) **Materials** – to Ferguson in the amount of $56,557.34 plus tax for City culinary waterline and to Mountain States Supply in the amount of $36,775.82 plus tax for Deuel Creek Irrigation waterline
2) **Labor** – to AAA Excavation in the amount of $102,162.70 for City culinary waterline and $80,067.50 for Deuel Creek Irrigation waterline (total labor bid award of $182,230.20)

conditioned the City receiving the required funds for the irrigation line portion of the project from Centerville Deuel Creek Irrigation Co. by close of business on March 8, 2013.

BACKGROUND

Bids for construction of these waterlines were solicited by ESI Engineering and Centerville Public Works.

Water Line for "Chase Lane Waterline "
Project # 12-141

BID RESULTS FOR Chase Lane Waterline
February 14, 2013

1.	Ferguson	$56,557.34
2.	HD Supply	$58,119.29
3.	WR White	$61,151.46
4.	Western Water Works	$61,470.19
5	Mountain States Supply	BID withdrawn

We have reviewed the bid for materials from Ferguson for $60,290.15 which includes tax. We recommend awarding this bid to Ferguson and find they meet all of the specifications.

Respectfully submitted,

Michael Carlson
Water Department Supervisor

MC/sd

Chase Lane Irrigation Waterline Replacement
Project # 13-011

BID RESULTS FOR Chase Lane Waterline
February 22, 2013

1.	Mountain States Supply	$36,775.82 + tax	bid award amount
2.	Ferguson	$37,143.47	
3.	WR White	$38,478.36	
4.	Western Water Works	$39,134.63	
5	HD Supply	$40,227.57	

amount due from DC Irrigation Co.

We have reviewed the bid for materials from Mountain States Supply for $41,207.31 which includes tax and 5% handling. We recommend awarding this bid to Mountain States Supply and find they meet all of the specifications.

Respectfully submitted,

Michael Carlson
Water Department Supervisor

MC/sd

Marsha Morrow

From: matt robertson [matt.robertson@esieng.com]
Sent: Friday, March 01, 2013 11:29 AM
To: Steve Thacker
Cc: Marsha Morrow; kevin campbell
Subject: Chase Lane Culinary and Irrigation Waterlines Replacement - Bid Opening

Steve,

Bids were received on 02/26/13 for the Chase Lane Culinary and Irrigation Lines Replacement project. The bids received were as follows:

1. **AAA Excavation: $182,230.20**
2. Craythorne, Inc.: $220,230.20
3. Kapp Construction: $228,722.55
4. Brinkerhoff Excavating: $246,181.00
5. Hughes General: $263,783.00
6. MC Green: $274,209.90

Engineer's Estimate: $263,044.00

We have reviewed the bids and recommend that the contract be awarded to AAA Excavation for $182,230.20. Please let me know if there are any questions.

Thanks,

Matt Robertson, E.I.T.
ESI Engineering, Inc.
3500 South Main St.
Salt Lake City, UT 84115
801.263.1752 (office)
801.644.6680 (mobile)
www.esieng.com

CENTERVILLE CITY COUNCIL

Staff Backup Report

Item No. 2c

Date of City Council Meeting: March 5, 2013

Short Title: Bid Awards for Chapel Ridge Cove Subdivision Waterline

Initiated By: City Engineer

Scheduled Time: 7:20 (SAC)

RECOMMENDATION

Award bids to Mountain States Supply in the amount of $23,319.52 plus tax for materials and to Kapp Construction in the amount of $26,538.70 for labor for installation of the waterline relating to the Chapel Ridge Cove Subdivision.

BACKGROUND

Bids for construction of this waterline were solicited by ESI Engineering and Centerville Public Works. The developer has already given the City a deposit covering the estimated cost of this project.

Water Line for "Chapel Ridge Cove Waterline "
Project # 12-180

BID RESULTS FOR CHAPEL RIDGE COVE
February 12, 2013

1. Mountain States Supply $23,319.52 + tax bid award

2. Western Water Works Supply $24,386.78

3. Ferguson $24,583.70

4. WR White $24,859.65

5 HD Supply $25,749.38

amount due from developer

We have reviewed the bid for materials from Mountain States Supply for $26,129.53, which includes 5% handling fee and tax. We recommend awarding this bid to Mountain States Supply and find they meet all of the specifications.

Respectfully submitted,

Michael Carlson
Water Department Supervisor

MC/sd

Marsha Morrow

From: matt robertson [matt.robertson@esieng.com]
Sent: Friday, March 01, 2013 11:38 AM
To: Steve Thacker
Cc: Marsha Morrow; kevin campbell
Subject: Chapel Ridge Cove Waterline - Bid Opening

Steve,

Bids were received on 02/12/13 for the Chapel Ridge Cove Waterline project. The bids received were as follows:

1. **Kapp Construction: $26,538.70**
2. Great Basin Dev.: $27,235.00
3. MC Green: $36,176.20
4. Craythorne, Inc.: $36,820.84
5. Brinkerhoff Excavating: $43,933.00
6. D&J Grading: $44,361.50
7. Hughes General: $45,271.00
8. AAA Excavation: $46,807.53
9. Lyndon Jones Const.: $61,892.00

Engineer's Estimate: $45,940.00

We have reviewed the bids and recommend that the contract be awarded to Kapp Construction for $26,538.70. Please let me know if there are any questions.

Thanks,

Matt Robertson, E.I.T.
ESI Engineering, Inc.
3500 South Main St.
Salt Lake City, UT 84115
801.263.1752 (office)
801.644.6680 (mobile)
www.esieng.com

CENTERVILLE CITY COUNCIL

Staff Backup Report

Item No. 2d

Date of City Council Meeting: March 5, 2013

Short Title: Truck Purchase for Water Department

Initiated By: Water Department Supervisor

Scheduled Time: 7:20 (SAC)

RECOMMENDATION

Approve the purchase of a Chevrolet 3500 truck with service body, fully setup light bar, hitch, Rhino bed lining and trailer receptacle for the Water Department from Young Automotive Fleet Sales in the amount of $35,499.70, based on State Bid.

BACKGROUND

The FY 2013 Budget includes $36,000 in the Water Fund for the purchase of this truck.

MEMORANDUM

TO: Mayor Russell and City Council
FROM: Mike Carlson
DATE: February 15, 2013
RE: Water Department Truck Purchase

The water department requests the approval from the City Council for the purchase of a new truck this year . We have received a State Bid from Young Automotive Fleet Sales, which is $35,499.70. This is for a Chevrolet 3500 with a service body, fully setup light bar, hitch, Rhino bed lining and trailer receptacle.

CENTERVILLE CITY COUNCIL

Staff Backup Report

Item No. 3

Date of City Council Meeting: March 5, 2013

Short Title: Parrish Creek Irrigation Company

Initiated By: Robert Byrnes, President of Deuel Creek Irrigation Co.

Scheduled Time: 7:25 (5 min)

RECOMMENDATION

Appoint a City official to represent Centerville City at the March 7 Special Shareholders Meeting of the Parrish Creek Irrigation Company.

BACKGROUND

Robert Byrnes, President of the Deuel Creek Irrigation Co. recently informed the City Manager of a Special Shareholders Meeting of the Parrish Creek Irrigation Co. on March 7 at the same time and place as the Deuel Creek Irrigation Co. meeting. The City Manager, prior to this contact, was not aware of the existence of the Parrish Creek Irrigation Co. According to Mr. Byrnes, the Parrish Creek Irrigation Co. was created more than 100 years ago, but has not been active for many years. The principal shareholders include the Deuel Creek Irrigation Co. (owners of 68% of the shares) and Centerville City (owners of 19% of the shares). The remaining shares are spread among a few others, some of whom have died. The Company's incorporation status expired last year. Mr. Byrnes is calling a meeting of the Company's shareholders' representatives to discuss whether to renew the Company's status or to permanently dissolve the Company, in which case decisions need to be made about how the water rights will be distributed among the shareholders. Mayor Russell will not be able to represent the City at this meeting. Therefore, the City Council needs to appoint another City official to do so. City staff are researching the Incorporation documents, as well as State law in order to advise the City Council Tuesday evening on this matter. The notice of the Special Shareholders Meeting is enclosed.

Parrish Creek Irrigation Company

A Special Shareholders Meeting of the Parrish Creek Irrigation Company will be held Thursday March 7, 2013 in the auditorium of the Centerville Branch Library, 45 S. 400 W. Centerville Utah at 7:00PM. The purpose of the meeting is to elect board members and to decide the future incorporation status of the company.

Certificate #: 131

Number of Shares: 29.33

Shareholder: Centerville Town

Address: 250 N. Main Street, Centerville, UT 84014

Certificate #: 141

Number of Shares: 8.00

Shareholder: Centerville Town

Address: 250 N. Main Street, Centerville, UT 84014

Certificate #: 143

Number of Shares: 1.00

Shareholder: Centerville Town

Address: 250 N. Main Street, Centerville, UT 84014

CENTERVILLE CITY COUNCIL

Staff Backup Report

Item No. 5

Date of City Council Meeting: March 5, 2013

Short Title: Dayton West/MTC Conceptual Development Plan Approval

Initiated By: Staff

Scheduled Time: 7:30 p.m. (25 min.)

RECOMMENDATION

Review and approve conceptual development plan for Lot 201 of the Centerville Corporate Park Subdivision, Amended, regarding proposed Dayton West/MTC office building and parking structure for compliance with Governing Documents.

BACKGROUND

The City has recently approved the lot split for the Centerville Corporate Park Subdivision, Amended ("Centerville Corporate Park Subdivision"), creating Lot 201 and Lot 202. As has been previously discussed, any development within the Centerville Corporate Park Subdivision is subject to and must comply with various documents governing the project area ("Governing Documents"). The Governing Documents dealing with site plan development issues include: (1) the Parrish Lane Gateway Neighborhood Development Plan dated August 1, 1989, as amended by Amendment to the Parrish Lane Gateway Neighborhood Development Plan dated February 1, 2008; (2) the Conditional Use Permit for Planned Center dated May 10, 2000, as amended and superseded by Amended Conditional Use Permit for Planned Center dated April 8, 2009; (3) the Development Agreement between Centerville City and Dayton West, LLC dated May 24, 2000; and (4) the Grant of Easements and Restrictions dated June 23, 2000, as amended.

Pursuant to applicable provisions of the Governing Documents, the City Council and the RDA are required to review the site plan and proposed development on Lot 201 for compliance with the Governing Documents. This review by the City Council and the RDA is different than and in addition to standard ordinance requirements for site plan review. Section 4(i) of the Development Agreement provides that the City Council has the right to review any required site plans for development within the project. The RDA has the right to review such development proposals pursuant to Section 6.F of the Parrish Lane Gateway Neighborhood Plan which provides "[d]evelopment plans, both public and private, shall be submitted to the Agency for approval and architectural review." Section 6.L also provides that any new buildings shall be subject to design review and approval by the RDA. The City Council and RDA's review should focus on architectural features, design elements, landscaping, pedestrian and vehicular circulation systems, parking, screening, and other architectural and design issues related to the project as addressed in the Governing Documents.

Staff has reviewed the proposed development plans for construction of an office building and parking structure on Lot 201 for compliance with the Governing Documents. Most of the design requirements of the Governing Documents have been addressed and met with the proposed development plan. The following issues and/or provisions of the Governing Documents should be reviewed by the City Council and RDA and addressed by Dayton West/MTC with final site plan:

(1) Provide or address landscaped bermed buffer along Marketplace Drive and provide more internal parking lot landscaping

- Section 6.C of Neighborhood Plan: "*A landscaped, bermed buffer strip fronting the street should be required.*"

- Conditional Use Permit: "*Overall landscaping for Lots 1-2 shall meet applicable City Ordinances, including the Parrish Lane Gateway Design Standards, as more particularly set forth in Chapter 12-63 of the Centerville City Zoning Ordinance.*"

(2) Provide or address more integrated pedestrian pathways and circulation

- Section 6.C of Neighborhood Plan: "*Provide improved pedestrian and vehicular circulation systems.*"

- Section 6.K of Neighborhood Plan: "*Provide open space and pedestrian walkways which are oriented to the directions of maximum use and designed to derive benefit from topographical conditions and views.*"

- Section 6.L of the Neighborhood Plan: "*All open spaces, pedestrian walks and interior drives shall be designed as an integral part of an overall site design, properly related to existing and proposed buildings.*"

- Section 6.L of Neighborhood Plan: "*Landscaped, paved, and comfortable graded pedestrian walks should be provided along the lines of the most intense use, particularly from building entrances to streets, parking areas, and adjacent buildings on the same site.*"

(3) Address additional architectural design elements for office building and parking structure

- Section 6.K of Neighborhood Plan: "*All new buildings shall be of design and materials which will be in harmony with adjoining areas and other new* *development and shall be subject to design review and approval by the Agency."*

(4) Address vehicular circulation issues and coordination with drive thru for Chick-Fil-A development on Lot 202

- Section 4.1 of Grant of Easements: *"Parking lot driving areas shall be reasonably established by the owners in such a manner that the purposes of the vehicular access, ingress and egress easements granted herein are not frustrated."*

The City Council and RDA should provide Dayton West/MTC with the opportunity to present their proposed development plan and architectural renderings. Staff can then provide a response and discuss any remaining issues. Staff recommends the City Council and the RDA review and approve the conceptual development plan and architectural design for the proposed development of an office building and parking structure on Lot 201 of the Centerville Corporate Park Subdivision, Amended, subject to addressing the issues outlined herein. The City Council and RDA should provide Dayton West/MTC with any further input regarding changes that should be incorporated into final site plan. Final site plan review will be brought back to the City Council and RDA for final approval under the Governing Documents.

Recommended Action Item No. 5: *The City Council hereby approves conceptual site plan and proposed development for the office building and parking structure for Lot 201 of the Centerville Corporate Park Subdivision, Amended, subject to issues outlined in the Staff Report dated March 5, 2013.*

Attachments Conceptual Site Plan Report to Planning Commission

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

STAFF REPORT
AGENDA: ITEM 2

PROPERTY OWNER/ APPLICANT:	**DAYTON WEST, LLC** **500 NORTH MARKET PLACE DRIVE** **CENTERVILLE CITY, UT 84014**
PROPERTY:	**550 NORTH MARKET PLACE DRVIE**
ACREAGE:	**2.92 ACRES**
ZONING:	**COMMERCIAL – VERY HIGH (C-VH)**
APPLICATION:	**CONCEPTUAL SITE PLAN ACCEPTANCE - MTC 2ND OFFICE BUILDING**

BACKGROUND
On March 11, 2009, the Planning Commission approved a phased plan for the remaining lots of the Centerville Corporate Park. At the time, the Davis Cultural Arts Center received a final approval and the second office building on Lot 2. Other approvals consisted of a parking modification for Lot 2, allowing a total of 239 stalls for a 40,000 square foot building and 271 stalls for an 80,000 square foot building. The 2009 approval granted the MTC a 10-year time limit as to construct the next office building. Yet, development opportunities modified the 2009 plan, and the Management Training Center desired to divide Lot 2 for an office building with a covered parking garage and a restaurant pad adjacent to the Frontage Road. On October 10, 2012, the lot was divided with a condition that expired the 10-year expiration date. It was now required when development occurred on Lots 201 and 202, to receive a full conceptual and final site plan approval be conducted. The applicant has been working with the City and is now prepared to receive a conceptual acceptance for Lot 202, consisting of a three story, 53,564 square foot office building.

CONCEPTUAL SITE PLAN 12-12-110(d)
Table of Uses Allowed 12-36 – Within the Zoning Ordinance, the Table of Uses allows an office use within the Commercial Very-High Zone [12-36]. In addition, the Centerville City General Plan indicates this area is within Neighborhood 4, Northwest Centerville [12-480-5]. In relation to commercial development, an appropriate boundary has already been established along Parrish Lane. It indicates that high to very-high intensity commercial uses must be located within 500 feet of Parrish Lane. Furthermore, the General Plan establishes Parrish Lane as the "dominant commercial center of Centerville" [12-430-2(3)]. Commercial development according to the General Plan is necessary in generating needed revenue for necessary municipal services. Finally, commercial development in appropriate locations provides a needed service common to

residential lifestyles [12-430-1]. Therefore, the General Plan is in support of a proposed office building at this location.

Staff has received utility provider sheets from Questar Gas, South Davis Sewer District and UTOPIA stating that they may be able to provide service to this location. As part of the final site plan application, all other utility provider sheets must be submitted.

Development Standards
The site location is 2.92 acres, with the plans indicating the proposed office building 53,564 square feet and the parking structure 27,129 square feet. Staff has reviewed the plans and found the building and parking structure would likely meet the development standards within the C-VH Zone.

MTC Office Building 2 Development Standards 12-34-1			
Development Standard	**Required**	**Actual**	**Compliance**
Building Standards			
Maximum Height	45 Feet	45 Feet	Yes
Setbacks			
Front	20 Feet	40 Feet	Yes
Rear	None	120 Feet	Yes
Side	8 Feet Minimum total width of both side yards: 18 feet	East: 162 Feet West: 62 Feet	Yes

Parking Structure (Accessory Structure) Development Standards 12-34-1			
Development Standard	**Required**	**Actual**	**Compliance**
Building Standards			
Maximum Height	35 Feet	26 Feet	Yes
Setbacks			
Front	20 Feet	N/A	N/A
All other Sides	1 Foot Commerceial 10 Feet Residential	North: 35 Feet East: 5 Feet	Yes
Between Buildings	6 Feet	South: 30 Feet West: 62 Feet	Yes

C-VH Zone Commercial Development Standards

Parking 12-52
According to the approved parking requirements for the Centerville Corporate Business Park, dated March 11, 2009, Lot 2 was required to have 231 to 271 parking stalls based on a 40,000

and 80,000 square foot building. The proposed plans indicate a total of 338 stalls; including the parking garage. Therefore, they have satisfied all parking requirements for Lot 2. Each stall in the garage and open parking will need to be configured at the City Standard of 9' x 18.' In addition, since the entire site has a shared parking agreement, the garage must remain open and free to all users on the site.

Landscaping 12-51

The applicant has submitted a site plan showing the general location of landscaping. Staff counted a total of 43 trees, yet it was unclear of what type of trees and how many bushes and other vegetation will be planted. Since the site is over one acre, it is required that a landscaping plan be designed by a landscaped architect and submitted to the City with the final site plan application. This plan must include the following:

- Actual location of all vegetation
- Types and number of trees, shrubs and other plantings
- Irrigation plan
- Percentage of overall landscaping and parking lot landscaping

The following is a brief summary of required landscaping detail to be depicted on the final landscaping plans:

Required Landscaping Summary 12-51	
Guidelines	**Required**
Total Area Landscaping	15%
Total Required Trees	1 Tree per 500 square feet of Required landscaping
Trees for Street Frontage	1 per 25 linear feet
Building Frontage/Foundation	50%
Total Interior Parking Lot Landscaping	7%
Total Interior Parking Lot Trees and Shrubs	For every six required stalls: 1 tree
	For every six required stalls: 2 shrubs

Screening 12-51-110

According to Section 12-51-110 of the Zoning Ordinance, the dumpster area must be screened from view by a wall or fence that is at least six-feet in height, provides complete visual screening and be compatible in material and color with the main building. The site plan indicates the location of the dumpster area but does not depict how it will be built and screened. The applicant must show this on the final site plan.

Signage
All signage require a separate permit and must be reviewed by staff for approval at the time a sign permit application has been submitted following Chapter 12-54 of the Zoning Ordinance. No signage has been indicated at this time.

PARRISH LANE GATEWAY DESIGN 12-63

The General Plan has established Parrish Lane as the "dominant commercial center of Centerville" [12-430-2(3)]. In order to enhance the economic and aesthetic value of the community, the Parrish Lane Gateway Standards have been established. The Zoning Ordinance defines the Parrish Lane Gateway as being: "property that has frontage on Parrish Lane, is part of a larger project that has frontage on Parrish Lane, or has a significant visual presence on Parrish Lane, between Main Street and the Legacy Highway right-of-way" [12-63-020(b)].

Architecture 12-63-040

Articulation 12-63-040(a)
"A building *should* reflect a human scale and be inviting to the public." This *must* include breaking up the mass of the building with the stepping of the building horizontally and vertically. In addition, the entrance must be accessible from the public sidewalk.

- Staff Response: The building design will be very similar to the already existing MTC building. However, instead of the more costly granite finish, the architect stated they will be using an exterior wall tile. Since this building will be found within the Parrish Lane Gateway, a storyboard will be required. This storyboard must show the exact color and material that will be placed on the building. One canopy has been shown on the front of the building, yet staff did not see any other articulation on the building. These enhanced articulation features could include column bump outs, decorative trim elements or any stepping of the building walls. Staff recommends the applicant re-address the articulation of the building on the final site plan. However, they have met the requirements of having pedestrian access from the main entrance of the building to the closest adjacent sidewalk. They have also tried to connect the sidewalk system to the other MTC building and to the parking garage.

Public Amenities 12-63-040(b)
The creation of public amenities to enhance the pedestrians comfort and experience *should* be encouraged.

- Staff response: The site plan does not indicate any public amenities except for the pathway to the sidewalk. Staff would suggest the applicant look at a few options such as benches or raised landscaping beds that would also be usable for a bench. With the construction of the parking garage, the pedestrian access from the Centerpoint Legacy Center to the new office building has been eliminated. Although a pedestrian could go through the parking garage, it does not appear to meet the Ordinance suggestion of enhanced comfort. Staff would again encourage the developer to re-look at this option for a convenient path from the Centerpoint Legacy Center to the Frontage Road.

Colors and Materials 12-63-040(c)
The color and material used *should* harmonize with the existing and surrounding development by providing *required* architectural upgrades for visual relief.

- Staff Response: Elevations were submitted, yet according to Section 12-63-040(c)(1), a storyboard is required as part of review for the final site plan approval. As mentioned previously, the building will be designed similar to the current MTC building. It is still unclear of what the tiles on the outside of the building will look like and the exact colors. The colors appear to be gray tones, with dark glass windows that will have some type of screening system. Section 12-63-040(c)(2)(A) requires that all buildings within the Parrish Lane Gateway have upgraded architectural features such as, canopies, pillars, archways and other treatments. Each building must have these on 25% of the main façade, 15% of the secondary façade and 5% on all others. Although the parking garage is mainly used for parking, it is still considered a structure that will need some architectural detail and landscaping features. The storyboard will not only be required for the office building, but for the garage as well. The developer has stated that they are looking at a trellis system, and simple architectural designs. Staff would recommend color detail, differing cement designs, adding material found on the buildings within the Centerville Corporate Park or any other architectural or landscaping features to soften the appearance of the large cement structure.

  The applicant will need to show detail concerning the parking garage roof and how the snow will be held back to avoid sheeting. The parking garage roof will need to be identified as to what material and design.

Screening 12-63-040 (d)
Screening *must* be used in order to mitigate the visual impact of utility equipment, service areas and dumpster locations.

- Staff Response: Any roof or wall-mounted equipment must be properly screened from view. The applicant will need to show how this will be accomplished at the time of final site plan submittal. This screening should be integrated with the design of the building and should be a part of the building design. In addition, landscaping may be used to satisfy the screening element on the outside of the building. Although the plans indicated the location of the dumpster and how it will be fully screened, more detail is required, such as material, color and height.

<u>Landscaping and Features 12-63-050</u>

Overall Design Concepts 12-63-050(a), Ground Cover 12-63-050(d), Plant Material 12-63-050(e)

Landscaping found on site *should* contribute to the overall character of the community. The landscaping *must* include pedestrian circulation and an overall design that adds variety and interest.

- Staff Response: The applicant has stated all landscaping will match in quality to the existing MTC Building. Since the submitted plans are conceptual, the landscaping is very general. All requirements in regard to the landscaping will need to be submitted following the criteria found in Chapter 12-51 of the Zoning Ordinance. A summary of these requirements can be found on page three of the staff report. The Ordinance requires 25% of the landscaping to be in grass or other high water plantings. The overall design of the landscaping should have a theme that carries throughout the development, including the parking lot. This could include rock features throughout all the planting beds, or the same type of plantings, decorative gravel, or perhaps specific shaped plantings beds.

  Great emphasis by the City has been placed within this location for pedestrian circulation. Staff strongly encourages the MTC to emphasize any area that may attract pedestrians to their building and other buildings within the Centerville Corporate Park by using stamped-concrete where possible, and enhanced landscaping around pedestrian pathways. As stated in Section 12-63-050(e) of the Zoning Ordinance, vegetation should be selected as to give pedestrians a sense of comfort and safety while enhancing the community image. The applicant has already shown a pathway from the sidewalk to the front of the building, yet will need to indicate specific plantings and locations of all vegetation.

  Staff is confident that if indeed the landscaping matches the MTC building, all landscaping requirements will be met and exceeded.

Site Grading, Drainage 12-63-050 (b)(c)

Existing land features *should* be kept as part of the design with drainage being integrated in to other landscaping elements.

- Staff Response: The area of the Centerville Corporate Park has been graded and no existing land features are found. Yet, the applicant must work with the City Engineer concerning proper drainage. With the construction of the parking structure, the detention area within the parking lot will be removed. The new detention will be placed underground in the parking lot just west of the proposed building.

Water Features and Art and Furnishings12-63-050(f)(g)
A way to enhance the unique character of a development is to add water features, public art or street furniture, which *should* be encouraged on each development.

- Staff Response: The applicant will not be doing any water feature and has not indicated any furnishings. As stated previously, staff is recommending the applicant place benches around the building as to enhance the overall design of the area.

Maintenance 12-63-050(h)
Projects *should* demonstrate that maintenance factors have been considered in the landscaping design.

- Staff Response: All of the on-site landscaping must be maintained by the owner. The final landscaping plans must show an irrigation plan has been established.

<u>Off Street Parking – Layout 12-63-060</u>

Surface Parking Lot Design and Overall Design Concepts 12-63-060(a)(b)
Parking *should* be designed to provide sufficient and safe vehicular and pedestrian traffic with minimized curb cuts and enhanced internal landscaping.

- Staff Response: The applicant has indicated the location of parking stalls, drive-isles and parking lot islands, that meet and exceed the minimum requirements for the Centerville Corporate Park, as per the parking modification dated March 11, 2009. The final site plan will need to show the percentage of parking lot landscaping, which must be 7% of the total parking lot area [12-51-070(e)(1)(B)], and the types of vegetation to be planted. In reviewing the parking garage, it appears a possible conflict location may occur as vehicles are exiting the ramp and turning into the main lane of traffic to the north. Staff recommends this area be reviewed for proper signage, as to avoid any future accidents.

<u>Off Street Parking – Lighting 12-63-070</u>

Standards and Lighting Plans
Parking lot lighting *should* be designed to illuminate the parking and loading areas, but decrease the impact on surrounding development.

- Staff Response: When the applicant submits the final application, they will need to submit an overall lighting plan. All parking lot lighting must match to what is already found in other parking areas of the subdivision. Staff would also recommend indicating lighting on the wall to emphasize the architectural detail and pedestrian bollard lighting to enhance the atmosphere of the pedestrian. All lights must be designed as to not shine on adjacent properties, yet give adequate light for pedestrians and vehicles to see potential danger. Finally, it may be required the development have the City's Standard light pole for the Parrish Lane area along the street frontage. The applicant will need to work with the Public Works Director on the exact style and location of installment, if the 80 feet of street frontage is within the light pole placement area. If they are required, the location will then need to be depicted on the final site plan.

Streetscape Standards 12-63-070(a)-(j)

Although the development is located along Market Place Drive and the Frontage Road, it is still considered within the Parrish Lane Gateway and will still be *required* to meet all applicable streetscape improvements.

- Staff Response: The streetscape is already vegetated along Market Place Drive with trees, grass and a sidewalk. Since this does not face Parrish Lane, a berm is not required. With the elevation change from the sidewalk to the building, the applicant will need to ensure proper connection from the sidewalk to the building will be designed. In addition, all streetscape improvements must also blend in with the future Chick Fil-A Restaurant. The final site plan must clearly identify the separation of pedestrian and vehicular traffic.

Other Development Issues:

The following additional development concerns must be addressed as part of the final site plan application:

- The location of the subdrain must be located and shown on the final site plan for the City Engineer to review.
- The waterline in relation to the dumpster location will need to be clearly indicated and reviewed by the City Engineer.
- All proper easements shall depicted on the site plan.
- Detention calculations must be provided for review.
- A bond must be established for all on-site improvements by the City Engineer and posted by the applicant prior to receiving a building permit.
- The MTC and Chick-Fil-A Restaurant, will need to work together concerning drive access, shared parking, dumpster location and coordinated landscaping detail.

CENTERVILLE CORPORATE PARK SUBDIVISION PROVISIONS

The lots located within the Centerville Corporate Park Subdivision are subject to various agreements, easements and restrictions. These conditions are found within the Parrish Lane Gateway Neighborhood Development Plan, the Centerville Corporate Park Subdivision and other approvals such as conditional use permits and a development agreement. These conditions must be reviewed as part of the final site plan submittal. Lastly, the RDA must review and accept the development as required by the Governing Documents for the subdivision.

PLANNING STAFF RECOMMENDATION

PROPOSED ACTION: I hereby make a motion for the Planning Commission to accept the conceptual site plan for the second MTC Building, located at 550 North Market Place Drive, with the following conditions:

1. The applicant shall submit a final site plan application meeting the standards found in Section 12-21-110(e) of the Ordinance.
2. A landscaping plan shall be created and stamped by a licensed landscape architect and submitted to staff for review. The plans shall depict the following:
    a. All applicable requirements found in Chapter 12-51 in relation to landscaping shall be completed
    b. Location and type of all vegetation
    c. Total number of trees and shrubs
    d. Total percentage of overall landscaping and parking lot landscaping
    e. An irrigation plan shall be created
3. All landscaping for the second MTC Building shall be cohesive to the design and landscaping of the existing MTC Building.
4. Public amenities *should* be addressed which may include benches or raised landscaping beds that would act as a permanent bench.
5. All areas around pedestrian crossings and pathways *should* have increased landscaping designs.
6. Pedestrian circulation *should* be re-evaluated to ensure proper connection from all buildings within the Centerville Corporate Park. Special consideration should be evaluated as to the most likely path pedestrian will take and to draw the flow of traffic to other adjacent restaurants and businesses.
7. The dumpster shall be properly screened from view following the criteria found in Section 12-51-110(a) of the Zoning Ordinance.
8. The following engineering concerns shall be addressed and shown on the final site plan:
    a. Detail regarding the waterline location and the dumpster construction detail shall be submitted and reviewed by the City Engineer to ensure no conflict shall take place
    b. All easements shall be clearly marked on the site plan
    c. The location of the subdrain shall be located and depicted
    d. Detention calculations shall be submitted
    e. A bond must be established for all on-site improvements by the City Engineer and posted by the applicant prior to receiving a building permit
9. All utility provider sheets shall be submitted as part of the final site plan process.
10. All proposed signage shall follow applicable standards found in Chapter 12-54 of the Zoning Ordinance.

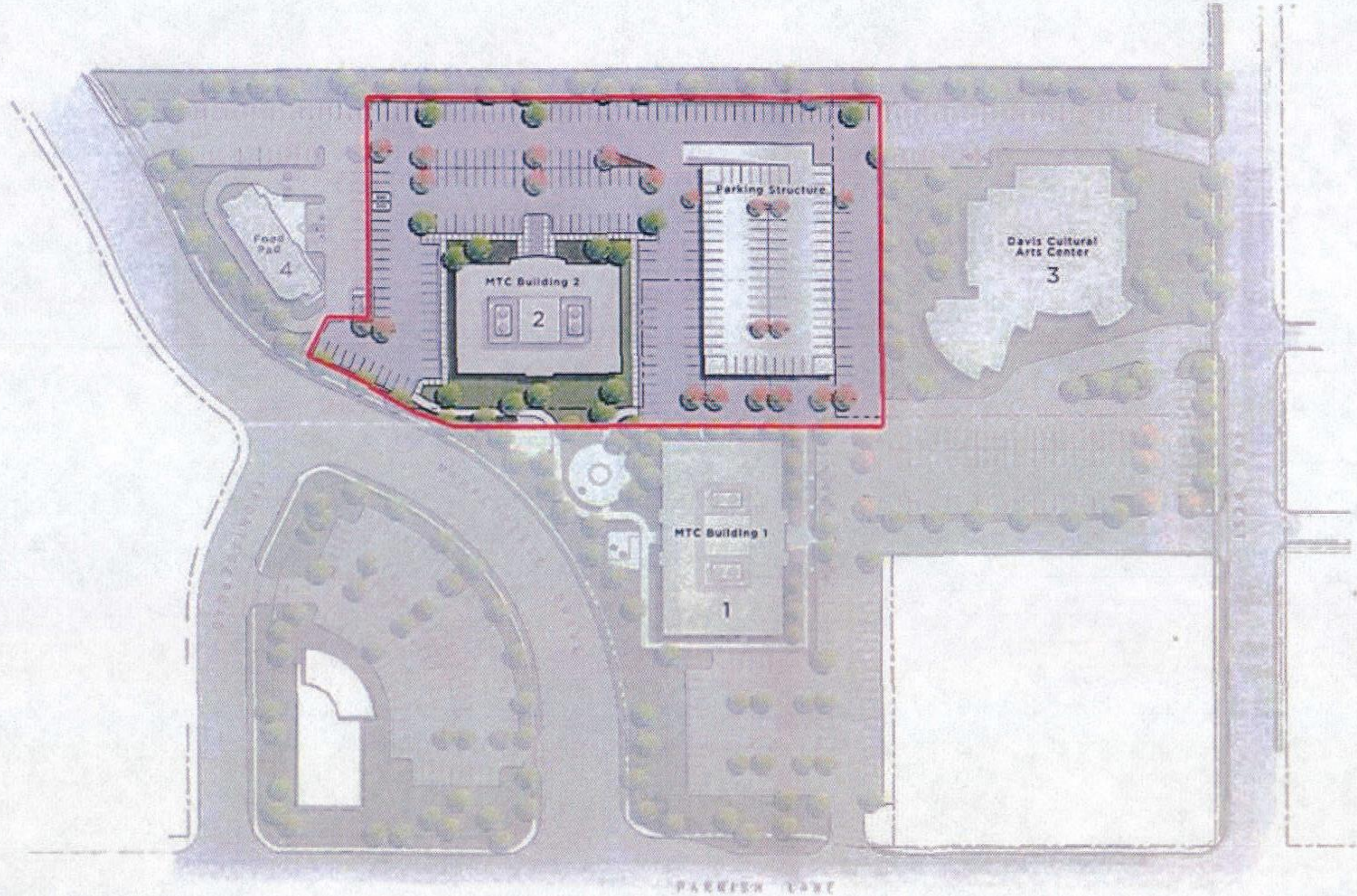
11. A lighting plan shall be submitted as part of the final site plan application and shall include:
    a. Parking lot lighting which matches other designs found within the Centerville Corporate Park
    b. Pedestrian bollards *should* be considered, in order to enhance the pedestrian experience
    c. Applicant shall work the with the Public Works Director concerning any required pedestrian lighting along Market Place Drive and their exact location and design
    d. Lighting for the parking lot structure shall ensure safety within the structure and *should* be designed as to soften the design on the outside
12. A storyboard for all proposed buildings shall be submitted as part of the final site plan and include all material and color detail.
13. The architectural detail for the new MTC Building shall be re-evaluated and address the following:
    a. The building shall be stepped horizontally and vertically in order to meet the requirements of Section 12-63-040 (a)(1) of the Zoning Ordinance
    b. Architectural upgrades shall be located on the building and may include: column bump-outs, decorative trim elements, additional canopies or other similar architectural detail
    c. Architectural upgrades shall include 25% of the primary wall, 15% of the secondary wall and 5% all other walls
14. Architectural detail for the parking garage shall also be depicted and include the following:
    a. Enhanced architectural features such as color, differing cement designs, lighting, landscape trellis or other architectural designs to soften the appearance of the garage
    b. Roof covering design including proper water and snow run off design
15. Detail concerning the mitigations for the possible vehicular conflict area at the bottom of the parking garage ramp, shall be indicated on the final site plan.
16. Applicant shall comply with all Governing Documents of the Centerville Corporate Park Subdivision, as amended and conditions of lot split approval for the subdivision. Staff shall review submitted documents and plans for compliance with Governing Documents with final site plan review.
17. Applicant shall obtain acceptance of the site plan and development by the RDA and the City Council as required under the Governing Documents for the Subdivision prior to final site plan approval.

SUGGESTED REASONS FOR THE ACTION:

1. The conceptual site plan submittal has adequately shown how the property may be developed [12-21-110(d)(2)].
2. The MTC Building is found within the Parrish Lane Gateway and is subject to all requirements found there in [12-63-020(b)].
3. The MTC is part of the Centerville Corporate Park and is subject to other restrictions, conditions and guidelines [Parrish Lane Gateway Neighborhood Development Plan, August 1 1989, and as amended February 1, 2008, Conditional Use Permit for the Planned Center, May 10, 2000 and as amended 2008, Development Agreement May 24, 2000, Grant of Easements and restrictions, June 23, 2000].

4. Upgraded articulations and design detail for all buildings is required by the Centerville City Ordinance within the Parrish Lane Gateway [12-63-040].

MTC HEADQUARTERS BLDG. #2
CONCEPTUAL PLAN SET



CENTERVILLE CORPORATE PARK SUBDIVISION AND DAVIS CULTURAL ARTS CENTER

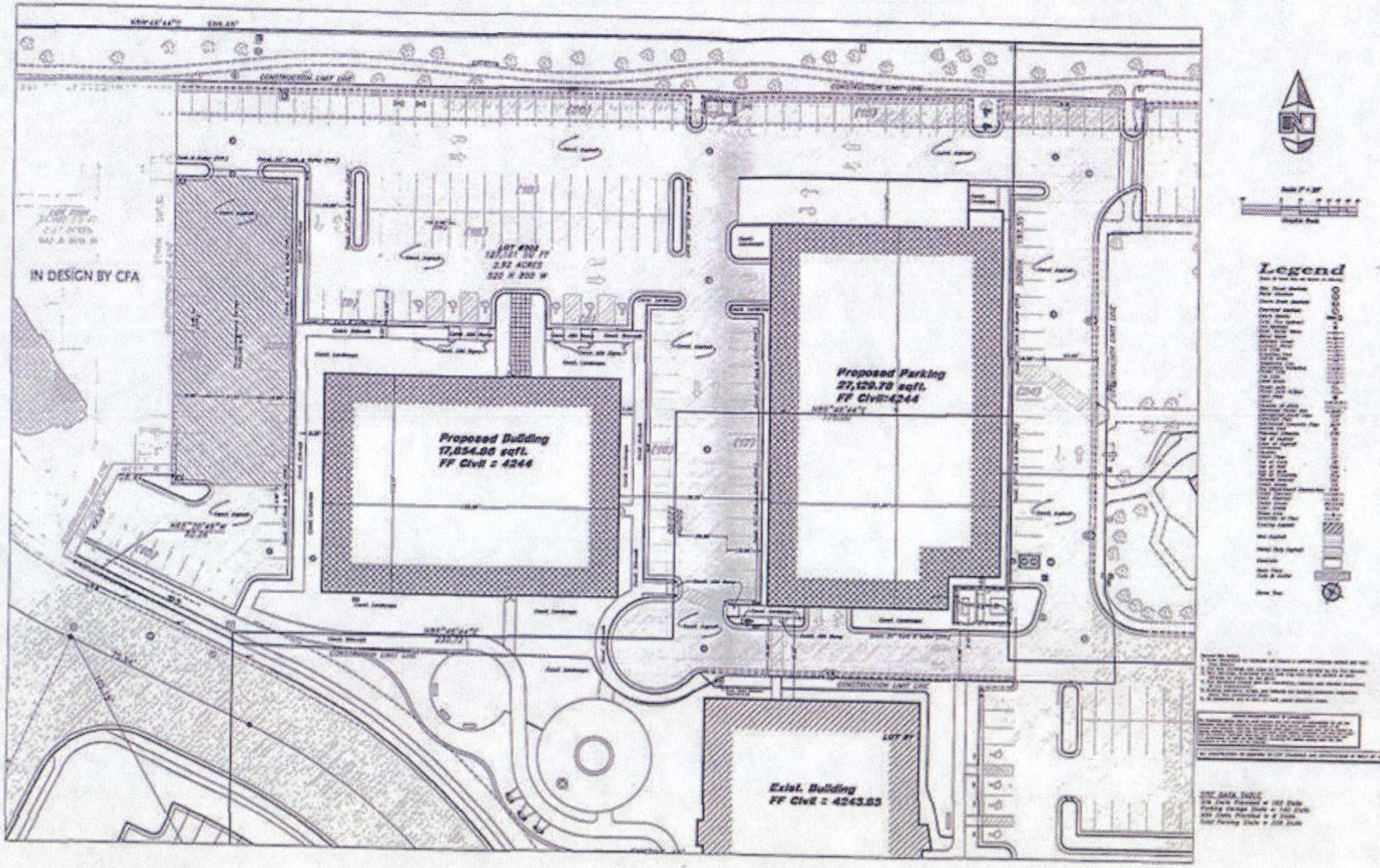
GSBS

ASCENT CONSTRUCTION

MTC HEADQUARTERS BLDG. #2

MTC

GSBS



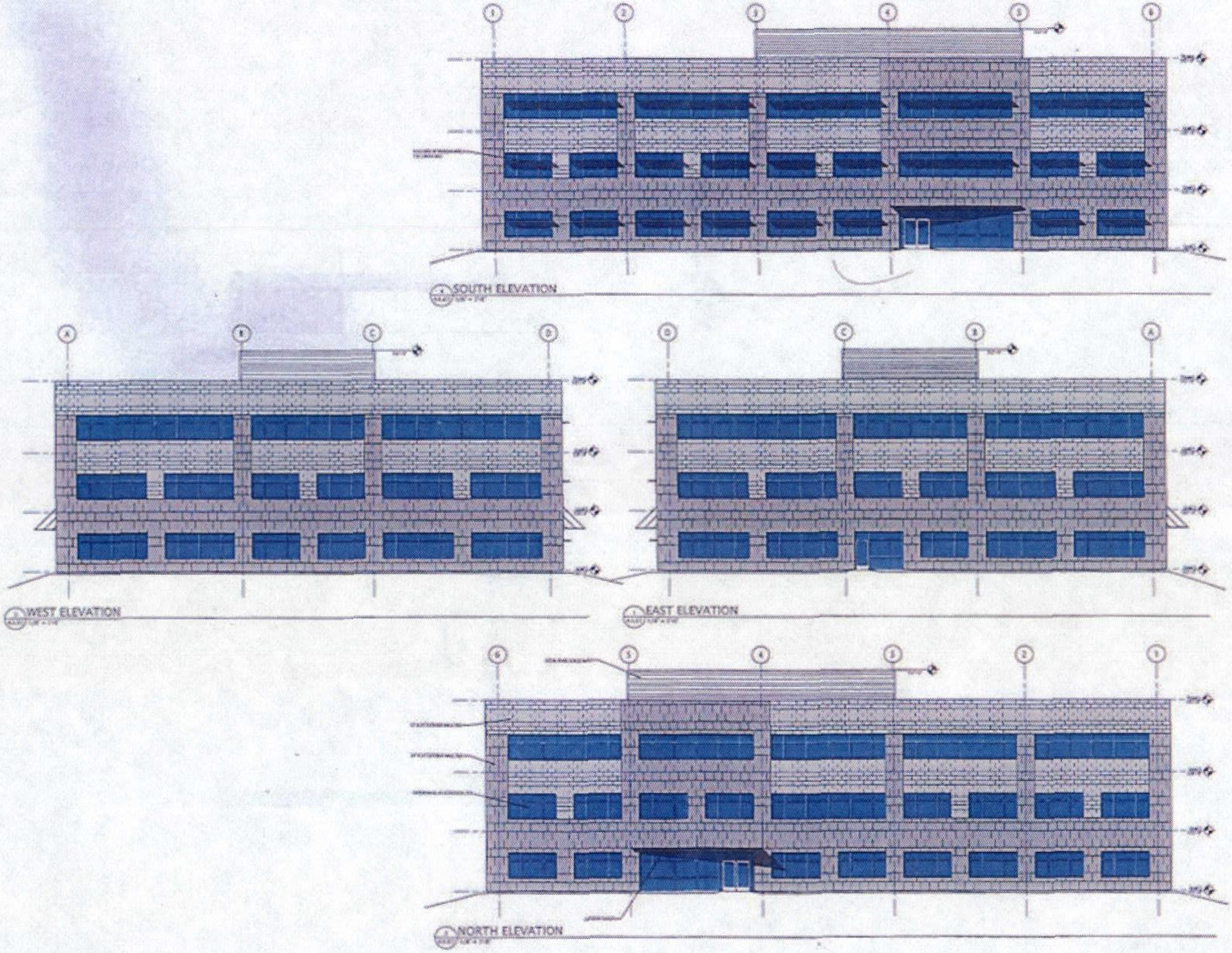
DD SET, NOT FOR CONSTRUCTION

MTC
HEADQUARTERS
BLDG. #2

MTC

SITE PLAN

C1.00



GSBS

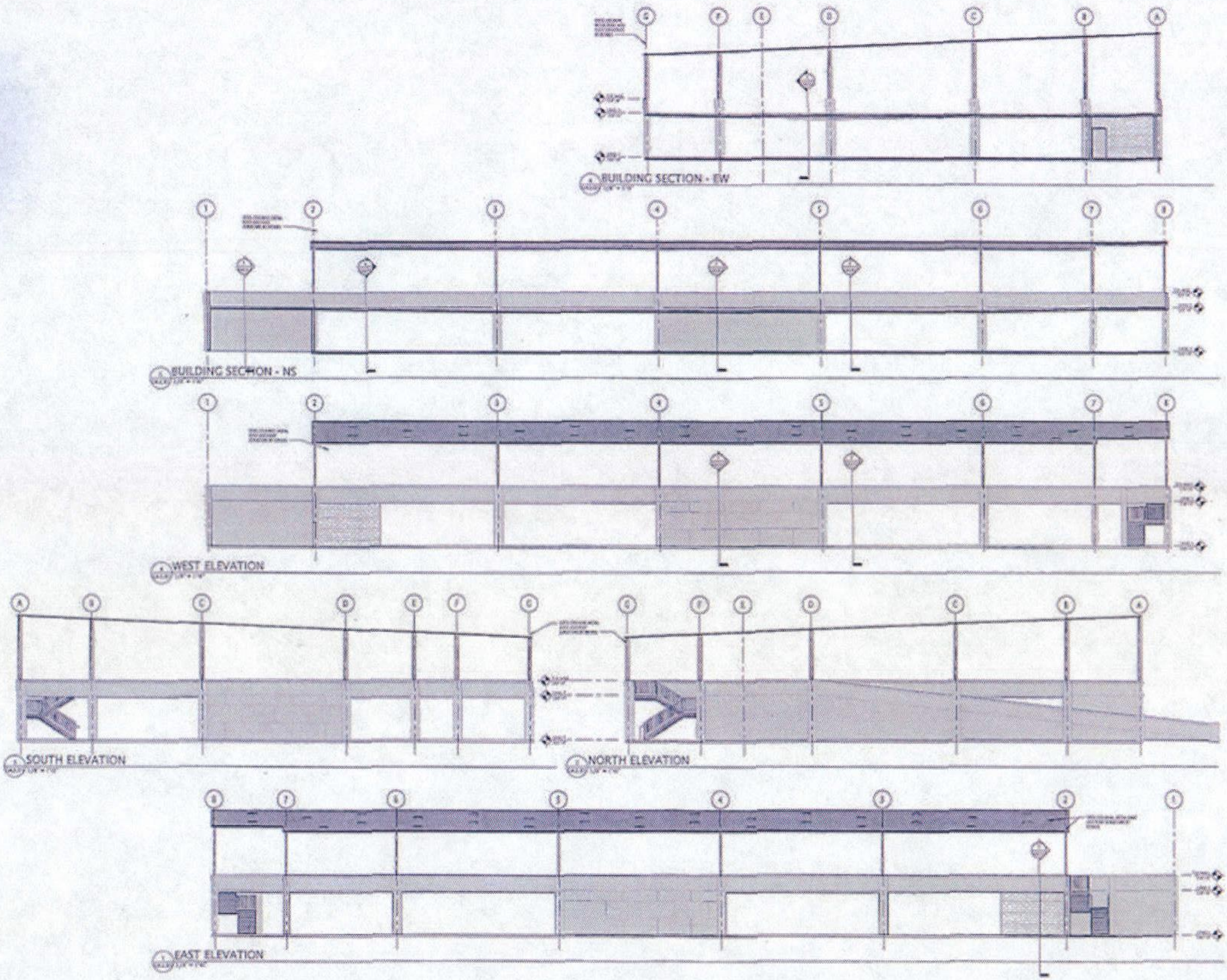
ASCENT CONSTRUCTION

MTC HEADQUARTERS BLDG. #2

MTC

EXTERIOR ELEVATIONS

A3.01



GSBS

ASCENT CONSTRUCTION

MTC CORPORATE HEADQUARTERS BUILDING #2 AND PARKING STRUCTURE

MTC

EXTERIOR ELEVATIONS

GA3.01

CENTERVILLE CITY COUNCIL

Staff Backup Report

Item No. 6

Date of City Council Meeting: March 5, 2013

Short Title: Chick-Fil-A Conceptual Development Plan Approval

Initiated By: Staff

Scheduled Time: 7:55 p.m. (5 min.)

RECOMMENDATION

Review and approve conceptual development plan for Lot 202 of the Centerville Corporate Park Subdivision, Amended, regarding proposed Chick-Fil-A restaurant for compliance with Governing Documents.

BACKGROUND

The City has recently approved the lot split for the Centerville Corporate Park Subdivision, Amended ("Centerville Corporate Park Subdivision"), creating Lot 201 and Lot 202. As has been previously discussed, any development within the Centerville Corporate Park Subdivision is subject to and must comply with various documents governing the project area ("Governing Documents"). The Governing Documents dealing with site plan development issues include: (1) the Parrish Lane Gateway Neighborhood Development Plan dated August 1, 1989, as amended by Amendment to the Parrish Lane Gateway Neighborhood Development Plan dated February 1, 2008; (2) the Conditional Use Permit for Planned Center dated May 10, 2000, as amended and superseded by Amended Conditional Use Permit for Planned Center dated April 8, 2009; (3) the Development Agreement between Centerville City and Dayton West, LLC dated May 24, 2000; and (4) the Grant of Easements and Restrictions dated June 23, 2000, as amended.

Pursuant to applicable provisions of the Governing Documents, the City Council and the RDA are required to review the site plan and proposed development on Lot 202 for compliance with the Governing Documents. This review by the City Council and the RDA is different than and in addition to standard ordinance requirements for site plan review. Section 4(i) of the Development Agreement provides that the City Council has the right to review any required site plans for development within the project. The RDA has the right to review such development proposals pursuant to Section 6.F of the Parrish Lane Gateway Neighborhood Plan which provides "[d]evelopment plans, both public and private, shall be submitted to the Agency for approval and architectural review." Section 6.L also provides that any new buildings shall be subject to design review and approval by the RDA. The City Council and RDA's review should focus on architectural features, design elements, landscaping, pedestrian and vehicular circulation systems, parking, screening, and other architectural and design issues related to the project as addressed in the Governing Documents.

Staff has reviewed the proposed development plans for construction of the Chick-Fil-A restaurant on Lot 202 for compliance with the Governing Documents. Most of the design requirements of the Governing Documents have been addressed and met with the proposed development plan. The only issue under the Governing Documents that needs to be reviewed by the City Council and RDA and addressed by Chick-Fil-A with final site plan is:

(1) Address vehicular circulation issues and coordination with drive thru for Chick-Fil-A development on Lot 202

- Section 4.1 of Grant of Easements: "*Parking lot driving areas shall be reasonably established by the owners in such a manner that the purposes of the vehicular access, ingress and egress easements granted herein are not frustrated.*"

The City Council and RDA should provide Chick-Fil-A with the opportunity to present their proposed development plan and architectural renderings. Staff can then provide a response and discuss any remaining issues. Staff recommends the City Council and the RDA review and approve the conceptual development plan and architectural design for the proposed development of the Chick-Fil-A restaurant on Lot 202 of the Centerville Corporate Park Subdivision, Amended, subject to addressing the issue outlined herein. The City Council and RDA should provide Chick-Fil-A with any further input regarding changes that should be incorporated into final site plan. Final site plan review will be brought back to the City Council and RDA for final approval under the Governing Documents.

Recommended Action Item No. 6: *The City Council hereby approves conceptual site plan and proposed development for the Chick-Fil-A restaurant for Lot 202 of the Centerville Corporate Park Subdivision, Amended, subject to issues outlined in the Staff Report dated March 5, 2013.*

Attachments Conceptual Site Plan Report to Planning Commission

CENTERVILLE CITY
COMMUNITY DEVELOPMENT DEPARTMENT

655 North 1250 West, Centerville, Utah 84014
(801) 292-8232

STAFF REPORT
AGENDA: <u>ITEM 3</u>

PROPERTY OWNER:	**DAYTON WEST, LLC** **500 NORTH MARKET PLACE DRIVE** **CENTERVILLE CITY, UT 84014**
APPLICANT:	**ROBERT LOMBARDI** **4G DEVELOPMENT & CONSULTING, INC.** **P.O. BOX 270571** **SAN DEIGO, CA 92198-2571**
PROPERTY:	**02-184-0002 (MARKET PLACE CORPORATE PARK)**
ACREAGE:	**.87 ACRES**
ZONING:	**COMMERCIAL – VERY HIGH (C-VH)**
APPLICATION:	**CONCEPTUAL SITE PLAN ACCEPTANCE FOR CHICK-FIL-A RESTAURANT**

BACKGROUND

The applicant, 4G Development, desires to build a fast-food restaurant on property that was recently divided within the Centerville Corporate Park Subdivision (aka: Management Training Corporation site). The site is located on Market Place Drive, just across the street (northwest) of the Island Parcel (aka: Iggy's Restaurant). The developer desires to receive conceptual site plan acceptance. A conditional use permit and final site plan will be submitted shortly thereafter. The developer has indicated that they desire to open a Chick-Fil-A Restaurant this coming December.

CONCEPTUAL SITE PLAN 12-12-110(d)

<u>Table of Uses Allowed 12-36</u> – Within the Zoning Ordinance, the Table of Uses allows a fast-food restaurant with a conditional use permit in the Commercial Very-High Zone [12-36]. The conditional use permit will be applied for at the time of the final site plan application. Within Chapter 12-12 of the Zoning Ordinance, a fast-food restaurant is defined as the following:

> An establishment that sells ready-to-eat food and beverages quickly, and has one (1) or more of the following:
>
> (a) Food and beverage orders are not taken at the customers table;
> (b) Food and beverages are generally served in disposable wrapping or containers;
> (c) Food and beverages are offered directly to the customer in motor vehicles from a "drive-up" service window.

General Plan

The Centerville City General Plan indicates this area is within Neighborhood 4, Northwest Centerville [12-480-5]. In relation to commercial development, an appropriate boundary has already been established along Parrish Lane. It indicates that high to very-high intensity commercial uses must be located within 500 feet of Parrish Lane. Furthermore, the General Plan establishes Parrish Lane as the "dominant commercial center of Centerville" [12-430-2(3)]. Commercial development according to the General Plan, is necessary in generating needed revenue for necessary municipal services. Finally, commercial development in appropriate locations provides a needed service common to residential lifestyles [12-430-1]. Therefore, the General Plan is in support of a proposed fast-food restaurant at this location.

Development Standards

The site location is 0.87 acres, with the plans indicating the proposed Chick-Fil-A building being 4,754 square feet. Staff has reviewed the plans and found the building would likely meet the development standards within the C-VH Zone.

CHICK-FIL-A Development Standards 12-34-1			
Development Standard	**Required**	**Actual**	**Compliance**
Building Standards			
Maximum Height	45 Feet	26 Feet	Yes
Setbacks			
Front	20 Feet	25 Feet	Yes*
Rear	None	40 Feet	Yes*
Side	8 Feet Minimum total width of both side yards: 18 feet	South: 28 Feet North: 87 Feet	Yes*
Site Standards			
Buildable Area Minimum	No Requirement		
Floor Area per Building, Maximum	No Requirement		
Table Notations	* Rough Scaled Measurements		

C-VH Zone Commercial Development Standards

Parking 12-52

Table 12-52-1, indicates that a fast-food restaurant is required to have one (1) parking space per 100 square feet of gross floor area. With Chick-Fil-A being 4,754 square feet, they are required to have 48 parking spaces. It appears they have exceeded this amount with 55 standard parking stalls measured at 9' x 18'. Since Chick-Fil-A will have a drive-thru lane, it is also required they have a total of five stacked parking spaces [12-080(d)(4)]. The applicant has fulfilled the requirement by indicating provision of 13 stacked parking spaces on the plans.

Landscaping 12-51

The submitted plans indicate the general location of landscaping and conceptual use of plant materials. Since the property is less than one acre, it will not require that a landscape architect prepare the final plans.

Required Landscaping Summary 12-51			
Guidelines	**Required**	**Actual**	**Compliance**
Total Area Landscaping	15%	19%	Yes
Total Required Trees	1 Tree per 500 square feet of landscaping	16 Trees (12 required)	Yes
Trees for Street Frontage	1 per 25 linear feet	11 Trees (6 required)	Yes
Building Frontage/Foundation	50%	75%*	Yes
Total Interior Parking Lot Landscaping	7%	Not Provided	Undetermined
Total Interior Parking Lot Trees and Shrubs	For every six required stalls: 1 tree	5 Trees (8 required)	No
	For every six required stalls: 2 shrubs	28 shrubs (16 required)	Yes
Notations	* Rough Scaled Measurements		

Screening 12-51-110

A trash receptacle must be screened from view by a wall or fence that is at least six-feet in height. Not only should the wall provide complete visual screening, it should also be compatible with the color and material as the rest of the building. The submitted site plan indicates the location of the dumpster and how it will be completely screened from view; yet does not indicate the material being used nor the height. Additional detail including material, color and height of the walls and gate, will need to be indicated on the final site plans. In addition to the dumpster, any wall or roof-mounted equipment will need to be screened from view of the public street. Upon staff's review of the building elevations, this likely can be accomplished. However, there is no information on the submitted plan addressing the screening of wall-mounted equipment.

Signage

All signing requires separate permits and must be approved by the Zoning Administrator as part of the sign permit application. However, the final site needs to indicate the location of any monument or freestanding signs that might be proposed.

Although not shown, all signs must be within a designated landscaping bed. A monument or free-standing sign must be at least twenty feet back from the property line and meet the size restrictions of the Zoning Ordinance. In regards to the wall sign, the development is allowed one sign on a primary wall, not to exceed 15% wall coverage, and a secondary wall at 5% wall coverage. If there is a desire for signage on other walls, it may be allowed, as long as the total combined square footage for the other remaining walls are not more than 32 square feet. As a reminder, according to Chapter 12-12 of the Zoning Ordinance, a sign is defined as:

> **"Any object, device, display, or structure, or part thereof, which uses words, letters, figures, designs, symbols, fixtures, colors, illumination, or a projected image to visually convey a commercial and/or noncommercial message for the purpose of identifying, directing, attracting attention, or making known the subject thereof..."**

Therefore, the use of tube lighting on the outside of the building [inferred with the submitted elevations] is considered a type of signage and must be counted as part of the sign package.

PARRISH LANE GATEWAY DESIGN 12-63

The General Plan has established Parrish Lane as the "dominant commercial center of Centerville" [12-430-2(3)]. In order to enhance the economic and aesthetic value of the community, the Parrish Lane Gateway Design Standards have been established by the City. The Zoning Ordinance defines the Parrish Lane Gateway as being, "property that has frontage on Parrish Lane, is part of a larger project that has frontage on Parrish Lane, or has a significant visual presence on Parrish Lane, between Main Street and the Legacy Highway right-of-way" [12-63-020(b)]. The Commission has determined in the past that the Chick-Fil-A site has a significant presence from Parrish Lane and is subject to the Parrish Gateway Design Standards.

Architecture 12-63-040

1. *Articulation 12-63-040(a)* – "A building ought to reflect a human scale and be inviting to the public." This must include breaking up the mass of the building with the stepping of the building horizontally and vertically. In addition, the entrance must be accessible from the public sidewalk.
   - **Staff Response**: The submitted plans address this issue by showing the elevation schematic of the building. The elevation design of the structure uses the stepping design horizontally and vertically by having towers above the main entrances. This has provided a visual relief in the total mass of the building. In addition, the plans depict a pedestrian pathway directly from the sidewalk to the main entrance of the business. This pathway will need to be five feet wide and consist of colored concrete to give a visual difference between the space for pedestrians and vehicles.

2. *Public Amenities 12-63-040(b)* – The creation of public amenities to enhance the pedestrians comfort and experience ought to be encouraged.
   - **Staff response**: Around the outside of the building on the northeast elevation, a patio area with outdoor seating is depicted. This has greatly added to the public amenities by allowing patrons to eat outside. Decorative canopies have also been placed on the building, making the entryways stand out from the rest of the building. Staff requests that a higher quality trash receptacle, not just a plastic garbage can, be placed on the outside, near the patio seating area. This will help add to the enjoyment of the customers experience, and keep the outside of the building clean. Staff also requests that on the outside of the building, decorative lighting be added. This lighting could be a type of

hanging lighting that shines downward emphasizing the architectural detail and giving light to the patio at night. The idea of additional patio lighting should also be encouraged, in order to enhance the comfort of those who desire to eat outside at night.

3. *Colors and Materials 12-63-040(c)* – The color and material used ought to harmonize with the existing and surrounding development by providing required architectural upgrades for visual relief. Buildings should be constructed primarily with brick, rock, or other maintenance-free material.
   - **Staff Response**: Building elevations were submitted listing colors and materials, however, according to Section 12-63-040(c)(1), a storyboard is required as part of review for construction within the Parrish Lane Gateway area. The applicant will need to submit this information as part of the final site plan application.

     Generally, the building looks as if it matches the surrounding development with earth tone colors and rock veneer. It appears the applicant has met the upgrade requirements for a primary facade of 25%, the secondary wall at 15%, and all other walls at 5%. However, staff does not consider the use of stucco as a primary maintenance-free material. Staff suggests that the building design incorporate an additional lower level wainscot of the rock veneer, similar to what the city required for the In-N-Out Burger site. Additionally, building lighting ought to be used to emphasize the architecture, as has been done for the Iggy's, In-N-Out, and McDonald' sites.

4. *Screening 12-63-040 (d)* – Screening must be used in order to mitigate the visual impact of utility equipment, service areas and dumpster locations.
   - **Staff Response**: All roof or wall-mounted equipment must be properly screened from view. The final site plan submittal will need to show how this will be achieved. The screening should be integrated with the design of the building and should be a part of the building design. In addition, landscaping may be used to satisfy the screening element for utility boxes and connections on the outside of the building. Although the plans indicated the location of the dumpster and how it will be fully screened, additional detail is needed concerning material, color and height.

<u>Landscaping and Features 12-63-050</u>

1. *Overall Design Concepts 12-63-050(a)* – Landscaping for the site is to contribute to the overall character of the community. The landscaping must include pedestrian circulation and an overall design that adds variety and interest.
   - **Staff Response**: The overall design of the landscaping is to have a theme that carries throughout the development and in context with surrounding development. Generally, the use of plant materials meets the streetscape elements along Market Place Drive. However, the design is missing the feature elements of other surrounding sites.

     The sites of Iggy's, In-N-Out, and MTC, all have a short wall element as part of their landscape design. Staff suggests that such a wall feature be incorporated into the design of this street frontage. This element will not only tie in with surrounding development, it will soften and screen the visual appearance of vehicular stacking at the drive-through facility along this same frontage. This adds to the visual quality designed by the design guidelines.

2. *Site Grading, Drainage 12-63-050 (b)(c)* – Existing land features are to be kept as part of the design with drainage being integrated in to other landscaping elements.
   - **Staff Response**: The existing site does not have any land features that could be salvaged and remain as an integrated part of the lot

3. *Plant Materials 12-63-050(e)* – The types of plantings ought to be selected in a way to give pedestrians comfort and safety while enhancing the community image. In addition, water conservation is *encouraged.*
   - **Staff Response**: The landscaping plans depict the use of street side trees and decorative planting beds around the outdoor plaza area. Again, staff suggests that a wall feature be incorporated into the design of this street frontage. This element will not only tie in with surrounding development, it will soften and screen the visual appearance of vehicular stacking at the drive-through facility along this same frontage and along the main sidewalk system. This adds to the visual quality desired by the design guidelines.

4. *Water Features and Art and Furnishings12-63-050(f)(g)-* One desired way to enhance the unique character of a development is to add water features, public art or street furniture, which ought be encouraged on each development.
   - **Staff Response**: The applicant has proposed furnishings in the patio area, but will not be adding other street related furniture. In addition, there are no water or art features that have been proposed. Staff believes that through building lighting elements, upgraded trash receptacles and landscaping features such as decorative rock and gravel, that the artistic design of the property is generally sufficient. More importantly, it will also be enhanced with the staff suggested wall feature with the landscaping along Market Place Drive.

5. *Maintenance 12-63-050(h)* – Projects should demonstrate that maintenance factors have been considered in the landscaping design.
   - **Staff Response**: The site is part of the Centerville Corporate Park Subdivision. The covenants for this development have maintenance of the landscaping as part of the master association for the entire development.

<u>Off Street Parking – Layout 12-63-060</u>

1. *Surface Parking Lot Design and Overall Design Concepts 12-63-060(a)(b)*
   Parking ought to be designed to provide sufficient and safe vehicular and pedestrian traffic with minimized curb cuts and enhanced internal landscaping.
   - **Staff Response**: The final site plan will need to show the percentage of parking lot landscaping, which must be 7% of the total parking lot area [12-51-070(e)(1)(B)], and the types of vegetation to be planted. As a reminder, they will need to have one tree and two shrubs planted for every six required parking stalls. With the street side berming, landscaping and trees, and the staff suggested decorative wall feature, the drive-through and parking are will be sufficiently screened from the adjacent streets.

<u>Off Street Parking – Lighting 12-63-070</u>

1. *Standards and Lighting Plans* – Parking lot lighting ought to be designed to illuminate the site, parking, and loading areas. However, such design is not allowed the impact on surrounding development.
   - **Staff Response**: The surrounding sites of Iggy's In-N-Out, and McDonald's utilize the approved streetscape lights for the Parrish Lane Area. Such fixtures ought to be used along the Market Place frontage. However internally, the lot is part of the Corporate Park Development and a different parking lot fixture is used within the development. The final site plan will need to address the use of these differing styles of fixtures and any needed shielding to protect the residential uses to the north. An good example of how this can be accomplished is to review the Performing Arts Center lighting design located just to the east of this site.

<u>Streetscape Standards 12-63-070(a)-(j)</u>

Although the development is on the Market Place Drive, it has been previously determined that it is within the Parrish Lane Gateway Area and will be required to meet all applicable streetscape improvements.

- **Staff Response**: The submitted plans address the street trees and landscaping. However, the plans do not address the required berming, streetlights, and sidewalk system relationships. Staff believes that conceptually, the ability to add needed elements are feasible given the proposed conceptual layout of the site.

OTHER SITE DEVELOPMENT CONCERNS

<u>Shared Use of Access Lanes and Parking Area of Adjacent Lot</u> – The conceptual site plan depicts the sharing of these elements between properties. Although the City has received an application for the adjacent lot, it has not been officially reviewed by the City. Staff's review of these sites indicates that each of the parties has not adequately planned for this joint use. Thus, both of these sites are unable to function independently. Thus, any conceptual site plan acceptance needs to acknowledge that final site plan submittals need to coordinate this joint use or be revised to function independently from one another. However, the City's Zoning Ordinances does encourage the joint sharing of access and parking areas to minimize the need for independent access and circulation patterns.

<u>Dumpster Area Location in Primary Access Lane</u> – Staff is concerned that the loading and unloading activities of the dumpster area conflicts with the Corporate Park site circulation patterns for the entire development. The morning, afternoon, and evening circulation times for commuting times as well as the lunch hours may create too much congestion. Thus, staff suggests that the dumpster area be relocated to a more suitable area of the site.

PLANNING STAFF RECOMMENDATION

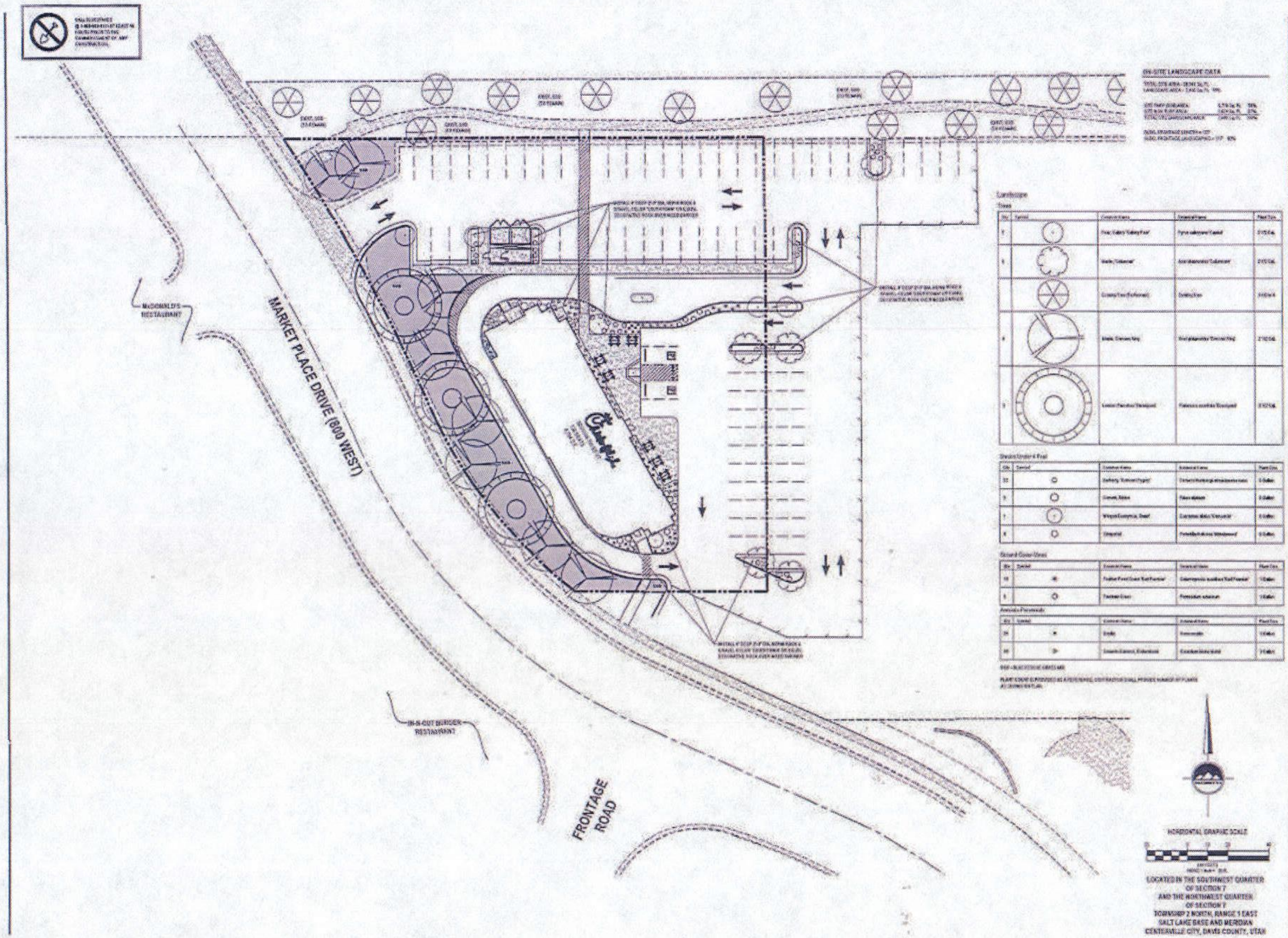
PROPOSED ACTION: I hereby make a motion for the Planning Commission to accept the conceptual site plan for the Chick-Fil-A Restauarnt, with the following directives:

1. The applicant shall submit a final site plan application meeting the standards found in Section 12-21-110(e) of the Ordinance.

2. The applicant shall receive a conditional use permit approval for allowing the fast-food use subject to the standards found in Section 12-21-100 of the Ordinance, prior to or as part of any final site plan submittal.
3. The final site plan submittal shall address the following:
   a. The dumpster area to be relocated to a more suitable area of the site.
   b. The dumpster area design including the use of materials, color and height of the walls and gate.
   c. The screening of any wall or roof-mounted utility service equipment.
   d. Indicate the location of any monument or free-standing signs that are being proposed.
   e. The pedestrian pathway's design and use of materials to create a visual difference between the space for pedestrians and vehicles.
   f. The use of outside decorative lighting fixtures for building, pathway, and patio areas to enhance these public spaces.
   g. The building design's use of an additional lower level wainscot of the rock veneer.
   h. The use of a wall feature to be incorporated into the landscaping design along the Market Place street frontage.
   i. Provide the required percentage of parking lot landscaping and the required types of vegetation that is to be planted.
   j. The use of differing styles of light fixtures along Market Place Drive and the internal Corporate Park Development area.
   k. The required Parrish Lane Gateway Design Standards for landscape berming, streetlights, and sidewalk system relationships along Market Place Drive.
4. The final site plan submittal shall coordinate the joint use of the access and parking patterns or be revised to function independently from one another.

SUGGESTED REASONS FOR THE ACTION:

1. The Planning Commission finds that the conceptual site plan submittal has adequately shown how the property may be developed [12-21-110(d)(2)].
2. The Planning Commission's directives provide feedback regarding the standards for developing within the C-VH Zone and the standards of the Parrish Lane Gateway Design Standards of the City's Zoning Ordinance.



Chick-fil-A
5200 Buffington Rd.
Atlanta, Georgia,
30349-2998

Revisions:

Mark Date By

Mark Date By

Mark Date By

Seal

ENSIGN

SALT LAKE CITY
45 W. 10000 S., Suite 500
Sandy, UT 84070
Phone: 801.255.0529
Fax: 801.255.4449

STORE
Name

500 N. MARKET PLACE DR.
CENTERVILLE, UT

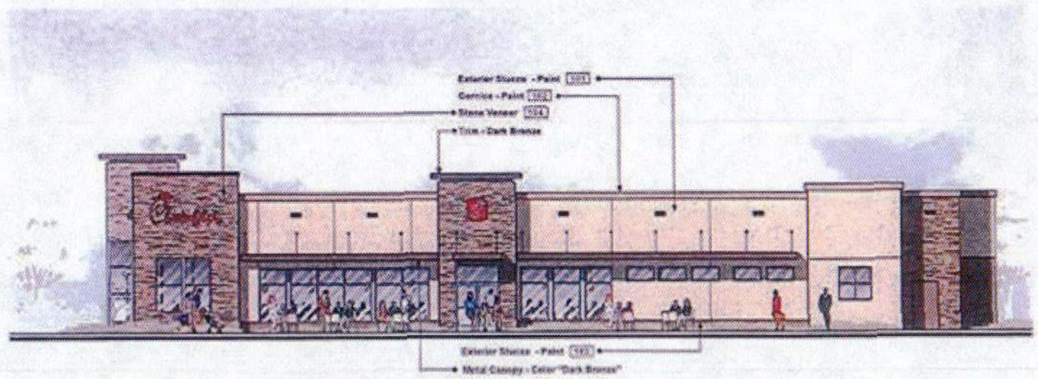
SHEET TITLE
PRELIMINARY LANDSCAPE

VERSION: 7
ISSUE DATE: 10-2011

Job No.: 12-113
Store: ----
Date: 02-07-12
Drawn By: ---
Checked By: ---

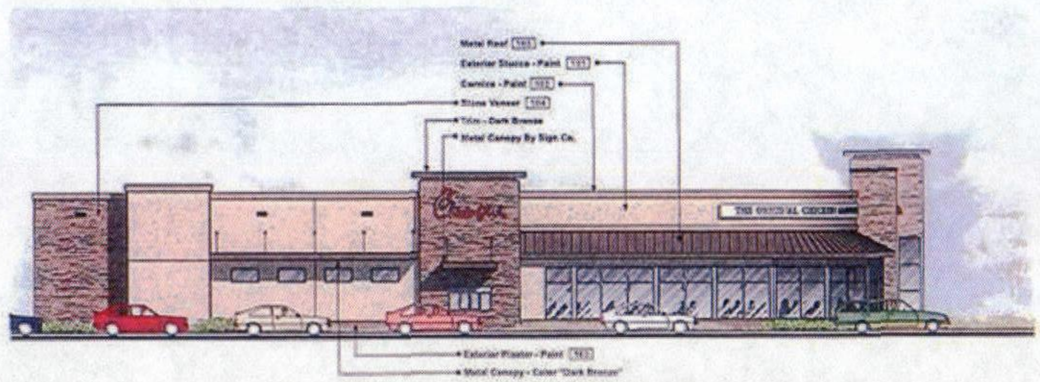
Sheet
L-1.0

SOUTHEAST ELEVATION



NORTH EAST ELEVATION

NORTH WEST ELEVATION



SOUTHWEST ELEVATION

Note:
All roof top mechanical equipment shall be located in equipment well and screened from view by parapet walls.

COLOR AND MATERIAL LEGEND

- Paint - Sherwin Williams
- Paint - Sherwin Williams
- Paint - Sherwin Williams
- Stone Veneer - Coronado Stone - Pro-ledge - Color "Crossroads"
- Standing Seam Metal Roofing - Snap-Clad Panel - Color "Dark Bronze"

C · R · H · O

PRELIMINARY ELEVATIONS

Centerville, Utah

1-16-13

RECEIVED JAN 22 2013

CENTERVILLE CITY COUNCIL

Staff Backup Report

Item No. 7

Date of City Council Meeting: March 5, 2013

Short Title: Minutes Review

Initiated By: Staff

Scheduled Time: 8:00 (10 min.)

RECOMMENDATION

Decide how to characterize the motion contained on lines 33 – 42 on page 9 of the February 5th minutes and determine whether there needs to be revisions to Resolution No. 2013-06 relating to this motion.

BACKGROUND

The February 5th Council meeting included a lengthy discussion about UTOPIA's request for operating assessments from each of its member cities. The minutes of that meeting were presented to the City Council for approval at their February 19 meeting. Due to the absence of the Mayor and a Council member and to allow more time for the entire Council to review those minutes, approval was postponed until the March 5th meeting. At the February 19 meeting Councilman Wright also asked for a couple of changes on page 9 of the minutes. These changes are highlighted in the enclosed draft. In order to facilitate the Council's decisions about this section of the minutes, staff have enclosed a transcript of that portion of the meeting with Council member identities inserted. Compare this with the preliminary draft of the minutes, lines 21 – 42.

Based on the Council's February 5th action approving Resolution No. 2013-06, a resolution was prepared and signed by the Mayor Pro Tem, who conducted that meeting in the absence of the Mayor. That Resolution is enclosed. Please note Section 2d. Staff made a judgment as to how to word Section 2d based on their perceived intent of *Councilman Higginson's motion*. The question is whether Resolution No. 2013-06 should be reconsidered and acted upon again, if the language of Section 2d is changed to conform with amendments to the minutes.

After resolving the issues relating to the February 5th minutes and Resolution No. 2013-06, the City Council should also approve the minutes of the February 19 meeting, which are also enclosed.

Preliminary Draft

Minutes of the Centerville **City Council** meeting held Tuesday, February 5, 2013 at 7:06 p.m. in the Centerville City Hall Council Chambers, 250 North Main Street, Centerville, Utah.

MEMBERS PRESENT

Mayor	Ronald G. Russell
Council Members	Justin Y. Allen Ken S. Averett (arrived at 7:10 p.m.) John T. Higginson Sherri Lyn Lindstrom Lawrence Wright
STAFF PRESENT	Steve Thacker, City Manager Blaine Lutz, Finance Director/Assistant City Manager Lisa Romney, City Attorney Cory Snyder, Community Development Director Katie Rust, Recording Secretary
VISITORS	Interested citizens (see attached sign-in sheet)

PLEDGE OF ALLEGIANCE

PRAYER OR THOUGHT Councilman Justin Allen

OPEN SESSION

No one wished to comment.

MINUTES REVIEW AND ACCEPTANCE

The minutes of the January 8, 2013 Council work session and the January 15, 2013 work session and Council meeting were reviewed. Councilman Allen made a **motion** to approve all three sets of minutes. Councilman Higginson seconded the motion, which passed by unanimous vote (4-0).

SUMMARY ACTION CALENDAR

a. Amend City Fee Schedule – Consider Resolution No. 2013-05 adopting the revised Park Impact Fee of $2,057
b. Accept easements for Centerville Corporate Park Subdivision Amended
c. Re-approve Assignment and Assumption Agreement for the Centerville Corporate Park Subdivision regarding assignment of rights and assumption of obligations for Lot 202 under the Corporate Park Governing Documents

Councilman Allen requested the Council discuss item (a) on the Summary Action Calendar separately. Councilman Allen made a **motion** to accept items (b) and (c) on the Summary Action Calendar, accepting easements for the Centerville Corporate Park Subdivision Amended, and re-approving the Assignment and Assumption Agreement for the Centerville Corporate Park Subdivision regarding assignment of rights and assumption of obligations for Lot 202 under the Corporate Park Governing Documents. Councilman Higginson seconded the motion, which passed by unanimous vote (4-0). Councilman Averett arrived shortly after the motion passed.

As a result of conversations with developers, Councilman Allen asked if it is standard practice to charge the same Park Impact Fee for single-family units as for individual multiple-family units. He also asked if staff had considered charging a slightly lower fee for the individual units in multiple-family structures than for single-family dwellings. Steve Thacker, City Manager, responded that staff did not survey to determine if other cities have multiple rates. It is his understanding that some cities have a uniform rate and some cities have two-tier rates. Mr. Thacker reminded the Council that they approved a uniform Fire Impact Fee increase near the end of 2012, and indicated staff would be willing to survey Davis County cities and report to the Council. He commented it may be necessary to raise the single-family rate to compensate for a decrease in the multiple-family rate in order to achieve the same financial result. Councilmen Allen and Wright both expressed an interest in finding out the policies of other Davis County cities. Councilman Wright made a **motion** to table the issue to the next Council meeting, directing staff to research whether other Davis County cities have uniform or tiered Park Impact Fees. Councilwoman Lindstrom seconded the motion, which passed by unanimous vote (5-0). Councilman Allen added he had received positive feedback regarding the amount of the proposed Park Impact Fee and the process used by staff and the Council.

REPORT FROM COUNCILWOMAN LINDSTROM REGARDING WASTE DISTRICT

Councilwoman Lindstrom reported on a recent update of the Wasatch Integrated Waste Management District's Solid Waste Management Plan. The Plan provides a comprehensive, long-term blueprint for solid waste management for its member communities. Councilwoman Lindstrom also updated the Council on other Waste District issues. Councilman Wright thanked Councilwoman Lindstrom for the time she has spent as the City's representative with the Waste District.

CODE ENFORCEMENT PROGRAM

Lisa Romney, City Attorney, presented background information and analysis regarding code enforcement methodologies and approaches used by local jurisdictions. Code enforcement is authorized by State law, and can be viewed as an obligation of the City to preserve property values and ensure a pleasant community atmosphere. A number of tools are available to the City for code enforcement and it is important to use the right tool for the appropriate situation. There are two basic approaches to code enforcement: the proactive systematic approach and the complaint based approach. Some communities have one or more dedicated code enforcement officers. Ms. Romney feels it is important to know what methods are used in neighboring communities, but stressed that code enforcement is individualized with many factors to consider, including the character of the community and the staffing and resources available. Centerville receives a relatively low number of complaints and has a high compliance rate when notice is given. It is staff's recommendation that Centerville continue to use the complaint-based methodology for code enforcement. Such enforcement methodology may be supplemented with the occasional use of systematic enforcement for particular issues or problem areas. Systematic enforcement has been used and can be used in the future to address issues such as sign code violations along Parrish Lane or tree limb encroachment along Main Street. In these instances, the City can do a proactive sweep of an area and issue correction notices or citation for violations. Staff can conduct such sweep operations as deemed necessary to curtail excessive violations in a particular area, to address specific issues of safety concern, or as specifically directed by the City Council. Other than these limited instances, it is staff's opinion that the complaint-based system is adequate and appropriately tailored for Centerville's resources, community philosophy and staffing. It is staff's opinion that there is sufficient capacity with current staff to handle code enforcement on a complaint basis and as needed to address occasional systematic enforcement. Hiring a dedicated code enforcement officer is not necessary or warranted at this time.

Regardless of the methodology used for code enforcement within the City, there are a few changes that can be made to the current practices and policies to improve the accountability, effectiveness and efficiency of the system:

- Set up a clear complaint process and procedures
- Retain initial mandatory 10-day notice
- Eliminate mandatory 10-day notice for repeat offenders
- Add a graduated penalty clause for repeat offenders
- Increase the civil penalty amount - currently $120 for a first offense, staff recommends increasing to $150 for a first offense, $300 for a second offense, and $500 for a third offense in a one year period
- Compliance tracking

Staff recommends adoption of the proposed amendments to the Civil Enforcement Ordinances and the Civil Penalties as set forth in the City's Consolidated Fee Schedule. Similar changes will be recommended for the Zoning Code if the City Council is supportive of the amendments recommended tonight in the Municipal Code.

Councilman Wright thanked staff for the work put into the Code Enforcement Program. Councilman Wright feels the fines for first and second violations should be increased. He suggested $250 for a first violation and $350 for a second violation, keeping the fine for a third violation at $500. Mayor Russell asked if increasing the fines to $250 and $350 would cause staff to be reluctant to take that step. Cory Snyder, Community Development Director, responded that setting the fine for a first violation at $250 would create tension in discussions with violators. He feels $250 would make negotiation difficult and would create negative feelings towards city government, but stated that staff will cooperate with what the Council decides. Councilman Wright feels there should be a significant incentive to comply with the law. Mr. Thacker pointed out that the Council will receive feedback from the community regarding the fines and will have to defend whatever decision they make. Councilman Wright would not want the City to enforce unfairly. He has confidence staff will work with citizens and give them every opportunity to comply with the law. Councilwoman Lindstrom stated she is comfortable with the staff recommendations. Mayor Russell commented it would be helpful to compare the civil penalties in other cities. Councilman Averett would not want it to appear to citizens that the Council views the penalty as a revenue source. He would not want to raise the fee for a first offense too much, but feels the fines for a second and third offense should be significant. Mayor Russell recommended the Council adopt the proposed Ordinance No. 2013-02 amending procedures for code enforcement and postpone approval of the resolution amending the Fee Schedule.

Councilman Wright made a **motion** to adopt Ordinance No. 2013-02 amending various provisions of Title 1, Chapter 6 of the Centerville Municipal Code regarding procedures and penalties for civil code enforcement. Councilman Higginson seconded the motion, which passed by unanimous vote (5-0).

A citizen stood and asked if the City is required to comply with the Codes in the same manner as individuals and businesses. He is a resident of Chase Lane Village and expressed frustration with the fire hazard posed by the condition of the City-owned property on the Frontage Road next to the Community Park.

Councilwoman Lindstrom made a **motion** to table approval of Resolution No. 2013-07 until more information is collected. Councilman Higginson seconded the motion, which passed by unanimous vote (5-0).

FY 2013 BUDGET (CURRENT FISCAL YEAR)

City Manager Thacker explained amendments to the FY 2013 Budget recommended by staff:

- Allocate budget for full-time in-house attorney
- Repayment of the loan made earlier from the General Fund to the Parks Capital Improvement Fund for trails
- Increase budget for the South Davis Metro Fire Agency assessment
- Allocate additional budget for increased snow plowing costs
- Allocate additional funding for street projects
- Allocate budget for UTOPIA operating assessment

Mr. Thacker explained the UTOPIA OpEx assessment and recommended Centerville's share be drawn from General Fund reserves rather than current revenues so the assessment does not affect the allocation of funds for other services during the normal budget process. He displayed a graph that shows revenues related to the UIA Phase 1 bond now exceed the debt service. Revenues in excess of the debt service are used to pay operating costs. The original UTOPIA bond debt is paid through the pledges of member cities.

Councilman Averett feels the City should not continue paying any funds to UTOPIA. He pointed out that Payson no longer contributes, yet some of their citizens are still connected and benefit from UTOPIA. He feels there are ways for Centerville to avoid liability and not "go dark." Steve Thacker responded that if too many cities refuse responsibility UTOPIA will cease to operate. The debt would remain without the benefit of connection. The specific issue before the Council is a proposed budget amendment that would represent Centerville's payment towards UTOPIA's OpEx for the remainder of the fiscal year. The related issue is whether UTOPIA should continue to include an operational subsidy in future bonding, or whether that subsidy should be paid directly from the cities, and if so, according to what formula. An OpEx subsidy has been included in every bond issue to date, including the first phase of the UIA bond. $65 million in UIA bonding was authorized two years ago by eight UTOPIA cities, with $30 million issued in the first tranche. The intent was to issue a second tranche last year, but the Legislative Audit released last August criticized the practice of paying operating expenses with bonding. The UTOPIA Financial Advisor and the City Managers involved agree that it would be better for the cities to pay the subsidy directly. With the planned approach, the OpEx subsidy would be eliminated in approximately three years.

Mr. Thacker explained the business plan that has been developed during the past six months. Regarding how the operating expenses should be shared by the member cities, the bigger cities proposed a formula with four factors, which would place a large portion of responsibility on the built-out cities. Mr. Thacker proposed a formula with two factors, or 50/50, which he feels is a more fair distribution and reduces Centerville's obligation compared to the four-factor formula. Using the two-factor formula (50% based on the pledge percentages associated with the repayment of UTOPIA debt and the 50% based on the value of assets within each city), Centerville's portion of the OpEx would be 6.5%, or $73,000 for the remaining five months of the current fiscal year. The amounts would have to be adjusted if other cities refuse to participate. As asset value increases in other communities, Centerville's portion of the OpEx will reduce.

City Manager Thacker mentioned the following potential conditions of approval that could be placed on Centerville's participation (Note: These had been mentioned by Council members in earlier discussions.):

- The assessment should be considered a loan to be repaid to the cities
- The assessment should be approved fiscal year by fiscal year
- When and if RUS lawsuit settlement proceeds become available, they should be used to reimburse the cities that contributed and used to pay remaining OpEx
- Comprehensive Performance Review of management staff
- Initiate the Baldridge process in a few months

Paul Cutler, former City UIA Representative, stated he understands the frustration with UTOPIA's financial situation. He feels the UIA Board, staff, and the City Managers have worked hard to find the best solution. UTOPIA is making progress, and improvements need to continue. He recommended the Council support UTOPIA and the other member cities that have stood with Centerville. He feels Mr. Thacker has negotiated a good, fair deal. He recommends focusing on reducing the operational subsidy (not bonding for operating expenses), and feels the wrong thing would be to pick a fight with Centerville's partners of UTOPIA. The amount of money involved, while important, is relatively small compared to the City's larger commitment to make UTOPIA successful. Mr. Cutler feels the financial amount is not worth the cost of the damage that would be done by trying to break UTOPIA apart. He feels the City should go forward with the operational subsidy and make the necessary progress. Councilwoman Lindstrom asked how Mr. Cutler feels about drawing on the next tranche. Mr. Cutler responded UTOPIA is making better progress than it has in the past and needs to have more focus on optimizing operations rather than bonding for large amounts to build-out the network. There may be a need and a justification for borrowing in smaller amounts and proving that operations can be improved. He agrees with the idea of bonding for capital, but not for operational costs, and he feels UTOPIA staff should be held accountable for improving performance.

Councilman Allen asked if the City could be forced by UTOPIA to participate if the Council votes against further involvement. Mr. Thacker responded it is understood that the assessments are subject to budgetary funding from each city. Centerville could choose not to be a player, but Mr. Thacker would not recommend that option. He feels the City has benefited from UTOPIA participation in that it is the only city completely built out, and it would be extremely bad faith not to continue to be a team player. Councilman Wright stated he has respect for the amount of work that has been done. He is concerned about the pattern of assumptions being made in the absence of fact. Councilman Wright views the plan as a concept plan - a skeleton without the meat. He would like to see a strategic plan and operating plan with metrics that allow measuring progress. Councilman Wright mentioned some of the problems and shortfalls he can see in the work that has been done. He would like the UTOPIA Board to present a strategic plan to the cities rather than just a concept plan. He advocates withholding funds until an adequate business plan is put in place.

At 9:05 p.m. Mayor Russell called a brief recess. The Council reconvened at 9:11 p.m.

Mayor Russell opened a public hearing for the purpose of hearing comments regarding the proposed amendments to the FY 2013 Budget at 9:14 p.m.

Rick Bingham – Mr. Bingham asked for clarification regarding the revenue/bond debt graph used during Mr. Thacker's presentation. Staff responded that the revenue line reflects funds collected from customers. The UIA is a financial mechanism to provide bonds for additional build-out of UTOPIA. The UIA bond is being repaid by connection fees customers pay upfront and by fees collected by the service providers. Mr. Bingham believes Centerville is in UTOPIA and needs to find a way to make it work. He referred to the Legislative Audit Report and asked what subscription rate is needed in Centerville to cover the costs. Mr. Lutz responded Centerville had a 23% residential rate as of last December. Mayor Russell reminded those present that the purpose of the public hearing is to hear comments about the proposed budget amendments. Mr. Bingham stated he feels the subscription rate must be increased in order to make UTOPIA a success. He disagrees with the idea that the average revenue per user is more important than the subscription rate. Mr. Bingham feels the proposed subsidy should be considered a loan that will be paid back to the cities. He agrees with requiring UTOPIA to account for its progress. He views the situation as a financial crisis for the City and feels that quarterly check-ups should occur. He thinks it is a shame that a current Council member is not serving on the UTOPIA Board or the UIA Board. Mayor Russell responded that as of last month he is the representative on the UIA Board.

Jerry Cook – Mr. Cook feels government should act more like a business with fiscal responsibility. To that end, he is not aware of many business relationships where profits and losses are not shared equally. He feels the claim made by UTOPIA ten years ago that high speed internet was not available in Centerville was not true. He recommended the Council stand firm and honor obligations, paying Centerville's share but not paying someone else's share. He was opposed to UTOPIA at the start, but he now hopes it succeeds. He cautioned the Council to look at the whole accounting picture. He has been disappointed in the way that the RAP tax has been implemented. It is his understanding that there is no money left for recreation and parks. The Recreation Arts and Parks Tax has become an Arts Tax. He feels if Centerville doesn't have the money, it doesn't have the money. He hopes the Council will listen to the people and value the feedback they receive. Mr. Cook thanked the Council for all the work they do. Mr. Thacker commented that with a recent increase in Park Impact Fees, the expansion of Community Park will begin this year.

Kyle Green - Mr. Green asked how many of the Council members subscribe to UTOPIA. Many of the Council members indicated they subscribe. Mr. Green feels Centerville should own up to its current obligation, but not put more into it until a business plan is in place. No business can operate in the red. He feels government should be held to business standards. Mr. Green thanked the Council for what they do.

Lee Skabelund – Mr. Skabelund feels everyone has a different condition and situation. He is glad to hear the assessment is being viewed as a loan. He stated he does not generally give loans to his tenants, but he acknowledged there are circumstances when it is appropriate after carefully vetting the situation. He feels Centerville is serving 24% of the population with a luxury. Government should provide basic needs and basic services that serve all citizens. Mr. Skabelund doesn't want to see UTOPIA fail, but he does not see a need for it in his home. He suggested an incentive for customers who recruit new customers. He believes the City should tighten its belt and stick with the basics. He would like to see UTOPIA succeed.

Peter Weeden – Mr. Weeden chose to go with UTOPIA because of the cost advantage and feels it has worked out well. He enjoys the service. As an effort to boost the subscription rate, he asked if the City could include information in the City newsletter regarding how much it would cost citizens to connect to UTOPIA and how much the monthly cost would be.

Scott VanOrman – Mr. VanOrman feels the City should be judicious and careful in using funds. He requested the City hold on borrowing or using funds that were committed to other things before allocating them to service operating costs of UTOPIA. He asked if there is a way to increase revenues by increasing subscriptions. He is not a UTOPIA customer. He does not feel it would be practical for the needs in his home. The Council commented that UTOPIA now offers several different connection options. Mayor Russell added that City resources cannot be used to market for UTOPIA. Mr. VanOrman acknowledged that many more subscribers are needed to make UTOPIA successful in Centerville. He feels UTOPIA should have to frequently report on progress before additional funds are given.

Carl Roberts – Mr. Roberts is a UTOPIA subscriber. He supports Councilman Wright's comments.

Kyle Green – Mr. Green stated he agrees with the comment that UTOPIA will become an antiquated service as wireless becomes more popular. He also stated that if UTOPIA cannot be profitable there is nothing wrong with letting it fail. He feels there should be a plan in place before more money is spent.

Mayor Russell closed the public hearing at 9:50 p.m. Mayor Russell is confident that the vote of the UIA Board will be in favor of the 50/50 formula. Councilman Higginson stated that regardless of what the Council decides, if any other city refuses to pay, their portion will have to be reallocated. Mayor Russell added that the amount allocated in the Budget will show what Centerville is willing to pay regardless of the formula decided upon. Mr. Thacker feels the $73,000 would be a show of good faith and would put pressure on UTOPIA to not ask for more in the current fiscal year. He is anticipating UTOPIA will report better revenues next week. Lisa Romney sees an advantage in the Council taking a vote to show the Board that Centerville is willing to participate but only up to a certain point. She agreed with the Mayor that Centerville does not have a significant vote, but she feels the Board will consider Centerville's position and that a budget allocation would give a strategic advantage. Councilman Averett feels allocating the proposed amount of up to $73,000 would be validating the 6.5% assessment, which he does not support.

Mayor Russell stated that when the process began, the cities agreed to a percentage of the bond debt and it was anticipated that operating expenses would come out of the bond debt. To avoid borrowing for operating expenses like the Federal Government, a new way to cover operation costs needs to be negotiated and agreed on. Each city has its own interests and its own perception of what is fair. Mayor Russell feels the 50/50 formula reflects the different interests and is as fair as possible in this situation. He agreed with Councilman Wright that there is still a lot of work to do to build-out the Plan. The Mayor pointed out that the OpEx subsidy will only be necessary in the short-term. He thinks there will be significant drops in the operating deficit in the future. Mayor Russell stated he thinks it makes sense to support the proposal and make the budget amendment now, sending the message that Centerville wants to cooperate with the conditions discussed. He said the percentages will be examined and adjusted quarterly to accurately reflect the level of assets in each city.

Councilman Wright stated the problem is that the operating deficit does not represent the total costs for operations. He feels a lot of the decisions are being based on assumptions that are not proven yet. He would like to stick with the 3.3%, and agree to the 6.5% only when certain conditions are met. He would like to see a business plan that has meat to it and has metrics included. Councilman Wright thinks it is a bad idea to look for revenue by expanding into non-UTOPIA cities. As a City he feels Centerville has been a team-player all along. The cities with majority votes chose to build-out the network in areas where revenue would not be significant, and he feels a solution should be found that stays within the framework originally agreed on.

Councilman Allen does not like the amount that the City pays for UTOPIA every year. He would like to see those funds used for something else. However, he feels the City's vote in favor of the refinance has been validated. He agreed with an earlier comment that wireless will be important in the future, but fiber to the home will be "it" moving forward. He does not feel the UTOPIA technology will be outdated anytime soon. Councilman Allen supports the idea of having elected officials on the Board, but does not think it is fair to claim UTOPIA has been making decisions like a chicken running around with its head cut off. The last six months there has been an effort to improve, strategically, how things are run. He feels if the City wants to be taken seriously and have a say in what happens moving forward, it will have a stronger position if the Council continues to be a team-player. He believes there is some fairness to having a little more responsibility for the operating expenses since Centerville is fully built-out, and he could support the 6%. He also feels it could be defensible to refuse to pay more than the 3.3%. He is glad there are more positive feelings about UTOPIA in general. He paid the $2750 connection fee upfront and has been happy with the service. He commented that even those not subscribing to UTOPIA have benefited because other companies have had to stay competitive.

Councilwoman Lindstrom agrees with Councilman Allen that improvements have been made. She sees the positive changes that have been made and at the same time does not feel she is blind to the problems involved. She supports the 50/50 formula and could live with the 3.3% as well, but she adamantly feels the proposed conditions should be attached.

Councilman Averett has never supported additional funding for UTOPIA during his five years on the Council. He referred to the comments that UTOPIA should be treated like a business and asked why money should be put into a business that is not profitable. He feels it is the responsible thing to do to get out. He stated UTOPIA has been in business for 10 years, has spent half of a billion dollars, and has 10,000 customers. They have added 1,000 customers per year at a cost of $47,000 per customer. Centerville is going to pay almost half a million dollars towards UTOPIA this year. The City is subsidizing each of the Centerville UTOPIA customers $547 per year. He cannot support continuing to put good money after bad, and does not support approving any funds for UTOPIA.

Councilman Allen pointed out that Centerville does not have the option to pull out at this time. Councilman Averett believes Centerville can vote no just like Payson did. Councilman Allen stated that, if Centerville had chosen to pull out before the refinance like Payson did it might have been an option, but at this point it is not.

Councilman Higginson has carefully considered his decision. He feels UTOPIA is like a snake eating its own tail - eating through the funds of member cities. Member cities knew they would be part of the equation before the building phase began. The decision to build-out Centerville was made by UTOPIA, not Centerville. He would feel differently about paying a larger portion because of assets if Centerville had been a part of the decision to build-out. The 50/50 formula does not reflect that some of the assets were paid for by Centerville customers by way of the connection fee. Councilman Higginson feels it is a risky loan and approves moving forward with the previously agreed on 3.3% with the strict proposed stipulations in place.

Staff clarified that 3.33% is the City's pledge percentage for the UTOPIA debt, and 3.52% is Centerville's percentage of the UIA debt. Councilman Averett stated it does not matter what the Council approves because the larger UTOPIA cities will determine Centerville's allocation. If Centerville does not pay the full amount it will be seen as not pulling its weight and not contributing.

Councilman Higginson made a **motion** that Centerville City contribute the original 3.52% pledge amount, amending the FY 2013 Budget by up to $40,000 for the UTOPIA OpEx assessment conditioned upon: (1) approval of the assessment on a year by year basis; (2) the assessment be classified as a loan to be repaid by revenues or lawsuit proceeds, whichever comes first; (3) UTOPIA initiate the Baldridge methods ~~and/~~or **equally comparable methodology** ~~some other program that can streamline operations~~. Councilman Wright suggested that the other proposed budget amendments listed in Resolution No. 2013-06 be added to the motion and seconded the motion. Councilman Averett asked if the other budget amendments could be voted on separately since he intends to vote against the UTOPIA assessment but would like to vote in favor of the other budget amendments. Councilman Wright withdrew his addition to the motion. The Council and staff discussed how to phrase the motion.

Councilman Higginson made a new **motion** to adopt Resolution No. 2013-06 amending the Fiscal Year 2012-2013 Budget; provided the transfer for the UTOPIA expenditure for operational assessments is changed to $40,000 to reflect the City's UIA pledge participation of 3.52% and conditioned upon: (1) approval of the assessment on a year by year basis; (2) the assessment be classified as a loan to be repaid by revenues or lawsuit proceeds, whichever comes first; and (3) UTOPIA initiate the Baldridge methods ~~and/~~or **equally comparable methodology** ~~some other program that can streamline operations~~. Councilman Wright seconded the motion, which passed by majority vote (4-1), with Councilman Averett dissenting. Councilman Averett clarified that his dissenting vote is related to the UTOPIA assessment. He is in favor of the other budget amendments.

MAYOR'S REPORT

Council members indicated to the Mayor they have found the goal setting process used in the past to be valuable, including a work session with the Planning Commission.

CITY MANAGER'S REPORT

The new City website will be available for Council review within the next week or two. Staff would appreciate Council feedback by the end of February. The website will be launched in March.

City Manager Thacker reported that Chick-Fil-A plans to open by the end of the year. Plans for a four-story office building on the west side of the freeway are under review, as well as plans for a retail building in the Legacy Crossing development. Wasatch Running currently has an option on the property north of Iggy's.

MISCELLANEOUS

Mayor Russell recommended that Melinda Mitchell be appointed to another three-year term on the Landmarks Commission. Councilman Averett made a **motion** to reappoint Melinda Mitchell to the Landmarks Commission. Councilwoman Lindstrom seconded the motion, which passed by unanimous vote (5-0).

ADJOURNMENT

At 10:45 p.m. Councilwoman Lindstrom made a **motion** to adjourn the Council meeting. Councilman Allen seconded the motion, which passed by unanimous vote (5-0).

Marsha L. Morrow, City Recorder

Date Approved

Katie Rust, Recording Secretary

Feb. 5, 2013 Council Meeting —
Transcript of this portion of recording:
(with Council Member identies inserted)

Councilman Higginson made a **motion** that Centerville City contribute the original 3.52% pledge amount, amending the FY 2013 Budget by up to $40,000 for the UTOPIA OpEx assessment, to cover operational expenses, conditioned upon: (1) approval of the assessment on a year by year basis; (2) the assessment be classified as a loan to be repaid by revenues or lawsuit proceeds, whichever comes first; (3) UTOPIA initiate the Baldridge methods and/or some other program that can streamline operations. Councilman Wright suggested that the other proposed budget amendments listed in Resolution No. 2013-06 be added to the motion and seconded the motion. Councilman Averett asked if the other budget amendments could be voted on separately since he intends to vote against the UTOPIA assessment but would like to vote in favor of the other budget amendments. Councilman Wright withdrew his addition to the motion. The Council and staff discussed how to phrase the motion.

Councilman Higginson made a new **motion** to adopt Resolution No. 2013-06, changing the transfer for the UTOPIA expenditure to $40,000 conditioned upon: (1) approval of the assessment on a year by year basis; (2) the assessment be classified as a loan to be repaid by revenues or lawsuit proceeds, whichever comes first; (3) UTOPIA initiate the Baldridge methods and/or some other program that can streamline operations. Councilman Wright seconded the motion, which passed by majority vote (4-1), with Councilman Averett dissenting.

Compare with lines ~~21-44~~ 21-42 on page 9 of minutes preliminary draft

RESOLUTION NO. 2013-06

A RESOLUTION AMENDING THE FISCAL YEAR 2012-2013 BUDGET OF FUNDS AND ACCOUNTS FOR CENTERVILLE CITY AND GIVING AN EFFECTIVE DATE.

WHEREAS, in order to conform with the Utah State Code and Accounting Procedures as outlined in the Uniform Accounting Manual, it is necessary to amend the City budget which states revenues and expenditures for the Fiscal Year ending June 30, 2013.

NOW THEREFORE, be it resolved by the City Council of Centerville City, Utah, as follows:

Section 1. Amendment. The Fiscal Year 2012-2013 Budget is hereby amended, including all funds and accounts, as shown in the Budget format attached and dated February 5, 2013.

Section 2. Conditions. The approval of the amendments to the budget regarding transfer of funds for UTOPIA operating assessments is conditioned upon the following:

a. The City Council agrees to transfer and/or allocate up to $40,000 for the Fiscal Year 2012-2013 Budget, representing Centerville City's UIA pledge participation of 3.52%.

b. The transfer and allocation of funds is only for the Fiscal Year 2012-2013. Any future allocations for assessments shall be approved on a year to year basis.

c. The transfer and allocation of funds to UTOPIA for operating assessments as provided in the budget shall be deemed a loan to UTOPIA and shall be repaid to the City by revenues or lawsuit proceeds, whichever comes first.

d. The transfer and allocation of funds to UTOPIA for operating assessments is conditioned upon UTOPIA initiating the Baldridge program methods and/or some other organizational improvement program.

Section 2. Effective Date. This Resolution shall become effective February 5, 2013.

Minutes of the Centerville **City Council** meeting held Tuesday, February 19, 2013 at 7:03 p.m. in the Centerville City Hall Council Chambers, 250 North Main Street, Centerville, Utah.

MEMBERS PRESENT

Council Members	Justin Y. Allen Ken S. Averett John T. Higginson, Mayor Pro Tem Lawrence Wright
MEMBERS ABSENT	Ronald G. Russell, Mayor Sherri Lyn Lindstrom
STAFF PRESENT	Steve Thacker, City Manager Blaine Lutz, Finance Director/Assistant City Manager Lisa Romney, City Attorney Cory Snyder, Community Development Director Katie Rust, Recording Secretary
VISITORS	Interested citizens (see attached sign-in sheet)

PLEDGE OF ALLEGIANCE

PRAYER OR THOUGHT Councilman Ken Averett

OPEN SESSION

Spencer Packer – Mr. Packer is Chair of the Whitaker Museum Board. The Whitaker Museum grand opening will take place on March 8th. He reported that significant progress has been made relative to the Museum and expressed the hope that Council members will support and attend the grand opening. Councilman Wright expressed appreciation for the Museum Board's efforts and asked if someone in the Whitaker family will be in attendance at the grand opening. Mr. Packer confirmed that members of the Whitaker family have been invited and added that some have donated financially to the Museum. The Whitaker Museum Board plans to report to the Council on their plans and activities at the March 5 Council meeting.

MINUTES REVIEW AND ACCEPTANCE

The minutes of the February 5, 2013 Council meeting were reviewed. Councilman Averett made a **motion** to table approval of the minutes until the next Council meeting. Councilman Wright requested a correction on page 9 of the minutes and seconded the motion to table approval. The motion passed by unanimous vote (4-0).

SUMMARY ACTION CALENDAR

a. Animal Control Agreement with Davis County – Consider Resolution No. 2013-08
b. Interlocal Agreement re funding for the construction of the D&RGW Trail extension from Farmington to Centerville – Consider Resolution No. 2013-09

Councilman Wright requested the Council discuss item (a) on the Summary Action Calendar separately. Steve Thacker, City Manager, explained item (b), the Interlocal Agreement regarding funding for the construction of the D&RGW Trail extension. Councilman Allen made a **motion** to approve Resolution No. 2013-09 approving an Interlocal Cooperation Agreement between Centerville City, Farmington City and Davis County for the construction of a public trail on the Denver & Rio Grande Railroad right-of-way. Councilman Averett seconded the motion, which passed by unanimous vote (4-0).

Referring to item (a) on the Summary Action Calendar, Councilman Wright commented on the bat problem at Jennie P. Stewart Elementary and the fact that the City will be paying $21,619 for animal control services (annual fee) in addition to wildlife charges of $25.75 per bat for the 77 bats recently found in the school. Councilman Wright asked if the City can bill the School District for that expense. Staff has contacted the District about reimbursement. Steve Thacker has also drafted an email to those who oversee the animal control program suggesting an alternate fee structure in cases where there are multiple animals in the same incident. Councilman Wright commented there is nothing in the Animal Control Agreement with Davis County regarding what Animal Control will do in a disaster or emergency to provide support for sheltering animals, and suggested something be added to the Agreement. Lisa Romney, City Attorney, stated adding new language to the form agreement would be problematic. Mr. Thacker suggested staff seek a response from the County in writing stating that disaster support is included in their services.

Councilman Wright made a **motion** to approve Resolution No. 2013-08 approving an Interlocal Cooperation Agreement between Centerville City and Davis County for animal control services for the five-year period 2013-2017. Councilman Allen seconded the motion, which passed by unanimous vote (4-0). Staff agreed to ask the County about animal care services during an emergency or disaster.

AMEND CITY FEE SCHEDULE – CONSIDERATION OF RESOLUTION NO. 2013-05

This matter was tabled at the February 5 Council meeting to allow staff to learn whether other Davis County cities have a two-tiered park impact fee – i.e., different amounts for single-family vs. multi-family units. Staff found that most cities in Davis County have a two-tiered park impact fee. In the Park Impact Fee Analysis, multi-family units make up only 1.4% of projected future units based on current zoning designations. The Analysis also uses the 2010 U.S. Census average of 3.14 persons for all residential units, multi and single. Therefore, staff recommended a uniform rate, but provided in the Ordinance (adopted February 5) an option that allows for adjustments to the fee if the developer requests such and provides sufficient justification.

Any revision to the Park Impact Fee Facility Plan and Analysis to accommodate a separate multi-family park impact fee would require starting over with the entire process and delays the effective date. As such, staff recommends the Council leave the Park Impact Fee Facility Plan and Analysis as is and update the City's Fee Schedule to include the revised Park Impact Fee of $2,057 – with the understanding that a developer can request and the City can consider charging a lower fee for multi-family development. Staff has computed there would be a difference of about $250 between the single-family and multi-family park impact fees with a two-tiered approach.

Councilman Allen pointed out the law does not require the City to charge the maximum fee suggested by the Analysis. He asked if another study would be necessary to keep the single-family park impact fee at the recommended $2,057 and lower the multi-family park impact fee to $1,800. Lisa Romney stated that the Analysis would have to be revised and the public notice process would have to begin again because the data involved would change. She reminded the Council that park impact fees put a proportionate share on new development to keep the current level of service for parks. Councilman Allen expressed he is comfortable moving forward with amending the Fee Schedule provided multi-family developers are informed in the future of the option to request a lower rate if it can be justified.

Councilman Averett made a **motion** to approve Resolution No. 2013-05 amending the Centerville City Fee Schedule adopting the revised Park Impact Fee of $2,057 with an effective date of April 16, 2013, with the condition that multi-family developers be informed of the option to request a lower rate if it can be justified. Councilman Wright seconded the motion, which passed by unanimous vote (4-0).

PUBLIC HEARING – ZONE MAP AMENDMENT FOR LAND LOCATED AT SOUTHEAST CORNER OF LUND LANE AND FRONTAGE ROAD FROM AGRICULTURAL-LOW (A-L) TO RESIDENTIAL-LOW/PLANNED DEVELOPMENT (R-L/PD)

Councilman Wright made a **motion** to delay the public hearing for the Zone Map Amendment for land located at the southeast corner of Lund Lane and Frontage Road from (A-L) to (R-L/PD) until the Council meeting on March 5, 2013. The motion was seconded by Councilman Averett and passed by unanimous vote (4-0). This delay is necessary because the Planning Commission has not yet forwarded their recommendation.

CODE ENFORCEMENT PROGRAM (CONTINUED FROM FEBRUARY 5 CITY COUNCIL MEETING)

Staff did the follow-up research requested by the Council at the February 5th meeting regarding what other cities in Davis County are imposing as a civil penalty for code enforcement violations, and found that only a minority of the 10 cities that provided information impose a civil penalty. A majority of the cities use the criminal process to impose Misdemeanor penalties for code violations. The most typical fee or fine imposed, however, whether by civil penalty or Misdemeanor fine, is $150 for the initial offense. It is staff's recommendation to adopt the fee schedule amendments as proposed in Resolution No. 2013-07, imposing an initial $150 civil penalty, with increased penalties for recurring or subsequent violations. Councilman Averett stated the resolution seems reasonable and prudent. Councilman Wright made a **motion** to adopt Resolution No. 2013-07 amending Section XII of the Centerville City Fee Schedule regarding civil penalties for municipal code violations. Councilman Averett seconded the motion, which passed by unanimous vote (4-0).

PUBLIC HEARING – GENERAL PLAN AMENDMENT RE CHAPTER 12-490, MODERATE INCOME HOUSING PLAN – CONSIDERATION OF ORDINANCE NO. 2013-03

Cory Snyder, Community Development Director, summarized the history and requirements of the Moderate Income Housing element of the General Plan required by State law. There had not been a significant reassessment of "moderate income housing" status for the City since the initial adoption of the plan element in February of 2002, although several biennial reports have been submitted. Mr. Snyder explained what is included in the proposed element. The Planning Commission recommends the City Council approve the amendments to the Centerville City General Plan with regards to Moderate Income Housing.

At 7:56 p.m. Mayor Pro Tem Higginson opened a public hearing. Seeing that no one wished to comment he closed the public hearing. Councilman Wright complimented Mr. Snyder on the work done. Steve Thacker specified three minor revisions that need to be made to the amendment:

- on page 7 paragraph (B) in the right-hand column, "moderate income" should be replaced with "median income".
- on page 8 paragraph (B) in the right-hand column, the phrase "with income less than $50,000 as shown in table above" should be added in the parenthesis after "1,349 households".
- in the last paragraph on page 11 it should read "mixed-use or flexible use" rather than "mixed-use for flexible use".

Councilman Wright made a **motion** to approve Ordinance No. 2013-03 amending and recodifying Section 12-490 of the Centerville City General Plan regarding Moderate Income Housing, including the revisions stipulated by the City Manager and any other nonsubstantive changes staff might identify. Councilman Allen seconded the motion, which passed by unanimous vote (4-0).

FINANCIAL REPORT

Blaine Lutz, Finance Director, presented a financial report for the period ending January 31, 2013.

MAYOR'S REPORT

In Mayor Russell's absence, Mr. Thacker reported that the South Davis Metro Fire Agency expects to collect enough impact fees to cover the next debt service payment. No additional assessment is expected to be necessary from the member cities in the next fiscal year.

CITY MANAGER'S REPORT

- Jacob Smith, Management Assistant, will be sending Council members instructions regarding how to access the new City website for review.
- Mr. Thacker gave an update on the well project, reporting that drilling has stopped at 700 feet. They did not reach the amount of water hoped for, but are optimistic that the well will produce 700-800 gallons per minute. Test pumping will occur after which the decision could be made to drill deeper if recommended.
- Lisa Romney updated the Council on the Chase Lane property enforcement. Only one response to the Petition for Declaratory Judgment was received – from Bonneville Title indicating they are not concerned about their interest in the property. No answers to the Petition were filed. Ms. Romney has been told the property will be foreclosed on this month. The next step is to file a Declaratory Judgment Action, which she will do in the next week or two.
- The Council indicated they would like staff to proceed with the regular spring green clean-up.
- Mr. Thacker presented a FY 2014 Budget Calendar and a proposed City Council Goal-Setting Process and Calendar. Councilman Wright requested staff provide the status of last year's goals as well as last year's master goal list with collective ratings.
- Councilman Averett asked staff for an update regarding the UTOPIA OpEx assessment. Mr. Thacker reported that Mayor Russell voted against the OpEx assessment formula at the UIA Board meeting based on the Council's vote. However, the formula was approved by the UIA Board. Councilman Wright commented that he received a copy of a letter from CenturyLink to UTOPIA that was not sent to other Council members. Staff will forward the letter to the entire Council.

ETHICS TRAINING FROM CITY ATTORNEY

Ms. Romney gave the Council training regarding conflicts of interest and ethics. She recommended Council members think about not only what they are doing, but the appearance of it and how their actions are perceived by the public. Council members are to be as objective as possible and vote for the public good. Centerville does not elect officials by separate districts. Council members represent all of Centerville. The trust of the public is gained through continual, consistent, transparent action and decorum.

Under the Utah Officers' and Employees' Ethics Act, Council members:

- cannot disclose private protected information acquired by reason of official position
- cannot use or attempt to use position to further personal economic interests or secure special privileges for self or others
- cannot knowingly receive, accept, take, seek or solicit a gift of substantial value that would tend to influence decisions or duties, or as a reward for official action

As representatives of the community, Council members are approached by citizens seeking answers or help. The Council and staff discussed the appropriate level of Council member involvement in individual situations. Councilman Averett related an experience he had recently and commented that members of the public perceive talking to Council members about a concern to be the same as talking to staff about the concern. Ms. Romney agreed that Council members can mention or forward a complaint to staff, but recommended letting staff deal with and respond to such complaints rather than individual Council members pursuing such resolution. City employees are subject to the same ethical guidelines as elected officials.

Under the Utah Officers' and Employees' Ethics Act, Council members must:

- disclose any compensation or arrangement to assist someone in a transaction involving the City
- disclose interest in a business entity that is subject to regulation by the City
- disclose interest in a business entity that anticipates doing business with the City
- disclose any personal interest or investment which might create a conflict of interest

ADJOURNMENT

At 9:23 p.m. Councilman Wright made a **motion** to adjourn the Council meeting. Councilman Allen seconded the motion, which passed by unanimous vote (4-0).

____
Marsha L. Morrow, City Recorder

____
Date Approved

____
Katie Rust, Recording Secretary

10b

CENTERVILLE CITY ATTORNEY'S OFFICE

250 North Main Street
Centerville, Utah 84014
801.335.8842

GENERAL PLAN ENACTMENTS OR AMENDMENTS

CITY COUNCIL DECISION-MAKING PROCEDURES AND FACTORS

1. Authority.

The General Plan is a comprehensive long-range plan that sets forth general guidelines for proposed future development of land within the City. When reviewing an enactment or amendment to the General Plan, the City Council is governed by applicable provisions of State law and City Ordinances. Pursuant to *Utah Code Ann.* § 10-9a-401, the City Council is required to adopt a *general plan with certain elements*, but is granted the discretion to determine the comprehensiveness, extent, and format of its general plan.

2. Procedures – Public Hearing Required.

General plan amendments must follow the procedures specified in *Utah Code Ann.* § 10-9a-403 and *City Ordinance* § 12-21-070 which require review and recommendation from the Planning Commission prior to consideration of any general plan enactment or amendment by the Council. The Planning Commission is required by statute to provide notice and hold a public hearing on all proposed general plan enactments or amendments and to forward its recommendation regarding the same to the Council. Although not required by statute, the City Council is required by Ordinance to provide notice and hold a public hearing on proposed general plan enactments or amendments. After receiving a recommendation from the Planning Commission and holding a public hearing on the matter, the Council may thereafter approve, approve with modifications, or deny the proposed general plan enactment or amendment.

3. Decision-Making Factors.

The City Council's decision regarding a general plan enactment or amendment is a matter within the legislative discretion of the Council. City Ordinances do not delineate any specific decision-making factors for general plan decisions, other than those factors listed in Section 12-21-060 regarding legislative decisions. Pursuant to such provisions, the City Council shall determine what action, in its judgment, will reasonably promote the public interest, conserve the values of other properties, avoid incompatible development, encourage appropriate use and development and promote the general welfare. In making such determination, the City Council may consider testimony presented at the public hearing as well as personal knowledge of various conditions and activities bearing on the issue.

4. Legislative Decision – Reasonably Debatable Standard.

The Council's review of a general plan enactment or amendment is a legislative decision, meaning such decision establishes public law and policy as opposed to an administrative decision that merely implements such policies or applies them to factually distinct and individual circumstances. As a legislative decision, the Council's decision is subject to the highly deferential "reasonably debatable" standard. Under the reasonably debatable standard, it must be reasonably debatable that the Council's decision promotes the public interest and general welfare. A reviewing court will ask whether the Council's decision regarding a general plan enactment or amendment is in the interest of the general welfare. The courts have also recognized under the reasonably debatable standard that public hearings and citizen comments are a legitimate source of information for the Council to consider in making legislative decisions.

5. Appeal.

Any person adversely affected by a final decision of the City Council regarding a general plan enactment or amendment may appeal that decision to the District Court by filing a petition for review pursuant to *Utah Code Ann.* § 10-9a-801, as amended. Such petition for review must be filed within 30 days after the Council's decision is final. On a petition for review to the District Court under Section 10-9a-801, the court shall:

a. Presume that a decision made under the land use statutes is valid;

b. Determine only whether or not the decision is arbitrary, capricious, or illegal;

c. In reviewing a decision involving the exercise of legislative discretion, consider such decision valid if it is reasonably debatable that the decision promotes the purposes of the land use statutes and is not otherwise illegal; and

d. In determining whether a decision is illegal, consider whether the decision violates a law, statute, or ordinance in effect at the time the decision was made.

Budget Calendar – FY 2014

March 1
(Friday)
Detail Budget Worksheets to Departments (due 4/5)

March 12
(Tuesday)
Strategic goals/priorities for FY 2013 due from department heads and Committee Chairs to City Manager for 3/19 City Council work session

March 19
(Tuesday)
Council goal-setting work session (Department heads need not attend)

March 20
(Wed)
City Council's 2013 goals provided to department heads

March 21
(Thurs)
Due from Department Heads:

- Information for March 27 Council Work Session
- Department information:
  - Mission statement
  - Organization & number of personnel
  - Summary of services provided
- Personnel 3-year projection and justification
- Capital projects, 3 years
- Capital equipment over $5,000, 3 years
- Other significant budget impacts, 3 years

March 22
(Friday)
Give Packet to City Council for March 26 and April 2 work sessions
(This would be the 3-year projections, not the detail budgets for FY 2014)

March 26
(Tuesday)
Financial Planning Work Session, Part 1 – (6:00 – 9:00 p.m.)

- Finance and Administration, including projections of future revenues and expenditures
- PWs Dept, including 5-yr Streets Maintenance Plan
- Water System Impact Fee Analysis (?)

April 2
(Tuesday)
Financial Planning Work Session, Part 2 (5 – 7 p.m. prior to regular Council meeting)

- Court
- Community Development Dept
- Parks & Recreation Dept
- Police Dept

April 5
(Friday)
Due from Department Heads: Detail budget request for FY 2014

May 7
(Tuesday)
City Manager present FY 2014 Proposed Budget

- City Council adopt Tentative Budget or schedule for later action
- Staff begin preparing Budget Newsletter

May 21
(Tuesday)
Additional City Council work session (prior to regular City Council meeting)

June 4
(Tuesday)
Public Hearing

June 18
(Tuesday)
Adopt Final Budget

Proposed City Council Goal-Setting Process & Calendar – 2013

Feb. 19 -	Give CC copies of 2012 goals (3/6/12 work session minutes) and list of 2013 issues/projects
Feb. 20 -	City Manager (CM) inform department heads and committee chairs of their participation
Feb. 28 -	Council members send their proposed goals to CM
~~Feb 29 -~~ March 1	CM send consolidated list of CC proposed goals back to CC with instructions to rate/rank each proposed goal
March 5 -	Joint CC/PC work session at 5:30 p.m. prior to regular City Council meeting to clarify Community Development work plan for 2013
March 5 -	CC return their ratings to CM
March 12 -	Department heads and committee chairs submit their "strategic goals" to CM
March 15 -	CM consolidate CC ratings and send back to CC, along with strategic goals from department heads and committees
March 19 -	CC goal setting work session, 5:30 p.m. (continue at end of regular council meeting, if needed)
March 20 -	Provide CC's goals to department heads
March 22 -	Provide 3-year projections (personnel, equipment, projects, etc.) from department heads to CC for March 26 and April 2 work sessions
March 26 -	Financial Planning Work Session – Part 1 (6 – 9 p.m.) • Parks & Recreation Department • PWs Dept, including 5-year Streets Maintenance Plan • Water System Impact Fee Analysis (?)
April 2 -	Financial Planning Work Session – Part 2 (5 – 7 p.m. prior to regular meeting) • Court • Community Development • Police Department • Finance & Administration

REDEVELOPMENT AGENCY OF CENTERVILLE CITY AGENDA

NOTICE IS HEREBY GIVEN THAT THE REDEVELOPMENT AGENCY OF CENTERVILLE CITY WILL HOLD A PUBLIC MEETING AT 8:30 P.M. ON TUESDAY, MARCH 5, 2013 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 Centerville Redevelopment Agency Board 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. Persons requesting these accommodations for City-sponsored public meetings, services, programs, or events should call Blaine Lutz, Centerville Finance Director, at 295-3477, giving at least 24 hours notice prior to the meeting.

Tentative
Time:

8:30 **A. ROLL CALL**

B. MINUTES REVIEW AND ACCEPTANCE – February 19, 2013 meeting

C. NEW BUSINESS

1. Review and approve conceptual development for Lot 201 of the Centerville Corporate Park Subdivision, Amended, regarding proposed Dayton West office building and parking structure site plan and development for architectural review and compliance with Governing Documents

2. Review and approve conceptual development plan for Lot 202 of the Centerville Corporate Park Subdivision, Amended, regarding proposed Chick-Fil-A site plan and development for architectural review and compliance with Governing Documents

3. Discuss issues relating to development proposed for north end of Iggy's island parcel

D. ADJOURNMENT

Steve H. Thacker
Executive Director