

CENTERVILLE CITY HALL, 250 NORTH MAIN ST CENTERVILLE CITY COUNCIL AGENDA

NOTICE IS HEREBY GIVEN THAT THE CENTERVILLE CITY COUNCIL WILL HOLD A SPECIAL PUBLIC MEETING AT 5:30 PM ON JANUARY 2, 2019 AT THE , CENTERVILLE CITY HALL, 250 NORTH MAIN ST, CENTERVILLE, UTAH. THE AGENDA IS SHOWN BELOW.

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

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

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

A. ROLL CALL

(See City Manager's summary memo)

B. BUSINESS

- | | |
|------|--|
| 5:30 | 1. Meet with State Legislators representing Centerville to discuss potential issues affecting Centerville in 2019 Legislative Session |
| 7:00 | 2. Items for Council action <ul style="list-style-type: none">a. Approve minutes of December 18, 2018 City Council meetingsb. Consider request for use of City Hall for free tax return preparation assistancec. Review proposed renovation for business office aread. Updates re compensation study and city manager recruitment |
| 7:15 | 3. Discuss potential changes to South Main Street Overlay Zone regulations |

C. ADJOURNMENT

Mackenzie Wood
Centerville City Recorder

CENTERVILLE

**Staff Backup Report
1/2/2019**

Item No.

Short Title: (See City Manager's summary memo)

Initiated By:

Scheduled Time:

SUBJECT

RECOMMENDATION

BACKGROUND

ATTACHMENTS:

Description

- ▣ 1-2-19 City Manager Summary Memo



CENTERVILLE CITY

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

Incorporated in 1915

Mayor

Clark Wilkinson

City Council

Tamilyn Fillmore

William Ince

Stephanie Ivie

George McEwan

Robyn Mechem

City Manager

Steve H. Thacker

interoffice MEMORANDUM

to: Mayor Wilkinson
City Council
cc: Department Heads
Planning Commission
from: Steve H. Thacker, City Manager
subject: City Manager's Summary of January 2, 2019 Special Council Meeting
date: December 28, 2018



In their December 18 meeting the City Council agreed to cancel their regular meeting scheduled for Wednesday, January 2 (moved from January 1 due to the holiday) unless the Mayor became aware of a need for a regular meeting. The Council agreed, however, to meet in a work session and possibly an RDA meeting on January 2. The matter intended for the RDA meeting is not yet ready, but there is a need for the Council to approve a couple of items not requiring public input. Therefore, the Mayor has approved the calling of a "Special Meeting" beginning at 5:30 p.m. that will be conducted entirely around tables set up in a work session fashion. This meeting will not be on YouTube but will be recorded and is open to the public. The meeting agenda consists of three parts:

1. Dinner/work session at 5:30 p.m. with State Legislators representing Centerville
2. Three action items at 7:00 p.m.
 - a. Approve minutes
 - b. Consider request for use of City Hall for volunteers to help others with their tax returns
 - c. Approve proposed renovation of City Hall business office public area
3. About 7:15 p.m. begin discussion of potential changes in the South Main Street Overlay Zone regulations

5:30 **Work Session with State Legislators** – This is the Council's annual meeting with State Legislators representing Centerville, to discuss potential legislation in the upcoming Session that could affect our community. Senator Stuart Adams, Senator Todd Weiler and Representative Timothy Hawkes have all agreed to be there. The Mayor has approved my staff report—available on NovusAgenda—which recommends several legislative issues for discussion and provides several related documents prepared by the Utah League of Cities and Towns or Wasatch Front Regional Council. The invited Legislators will also be referred to this staff report in advance. Our invited guests have been told this discussion will end by 7:00 p.m. so the Council can deal with other matters on the agenda. Dinner will be available, which can be eaten while we discuss legislative issues.

7:00 **Action Items** - The agenda shows three action items, which hopefully will not take long:

- a. **Approve minutes** – The minutes to be approved are available on NovusAgenda.
- b. **Request for use of City Hall** – AARP has asked if they can use the Council Chambers on Wednesday afternoons in February, March and first part of April for volunteers to help others with their tax returns. They have been doing this in the past in the Bountiful City Hall, but that facility is being renovated, so they have to find another location this year. They have asked the normal rental fees be waived because of the public benefit provided by their free services.

- c. **Business Office area renovation** – Jake Smith, Management Services Director, will explain a proposed renovation to the public area of the business office to provide better security for employees. If Council approves these revisions, Parks employees will be able to do much of the work themselves during the wintertime.

7:15 South Main Street Corridor Overlay Zone Regulations – The City Council has approved several revisions to the SMSC Overlay Zone regulations in the past few years, and other “quick fix” changes affecting setbacks and side yards are also currently under consideration by the Planning Commission and City Council. However, the Council recently agreed to hold a work session to discuss other potential changes to SMSC regulations. The remainder of the meeting Wednesday evening will be devoted to this purpose. No materials have been provided in advance for this discussion. However, Cory Snyder, Community Development Director, will make a presentation in the meeting that will help organize and facilitate the discussion.

Potential Agenda Items for January 15, 2019 meetings (subject to change):

- *Renew recording secretary contracts*
- *Award bids for culverts under D&RGW Corridor*
- *Proposed Main Street striping plan*
- *RDA meeting*
- *Report re Island View Park open house*
- *South Main Street Corridor Overlay Zone amendments re building setbacks and sideyards*

ST/mw

CENTERVILLE

Staff Backup Report

1/2/2019

Item No. 1.

Short Title: Meet with State Legislators representing Centerville to discuss potential issues affecting Centerville in 2019 Legislative Session

Initiated By: Mayor and Council

Scheduled Time: 5:30

SUBJECT

RECOMMENDATION

Discuss critical legislative issues affecting our community with State Legislators representing Centerville--i.e. Senator Stuart Adams, Senator Todd Weiler and Representative Tim Hawkes.

BACKGROUND

It has been a tradition for the Mayor and Council to meet with State Legislators representing our community in an informal dinner/work session prior to each year's Legislative Session, to discuss potential legislation in the upcoming Session that may affect Centerville City.

The Utah League of Cities and Towns (ULCT) and Utah Association of Counties (UAC) produced the attached document--"2019-Tools for Building Better Policy"--as a handout for the Legislators, with the hope it will promote a respectful and constructive relationship between them and the cities/counties as the Legislature considers bills affecting local government. Council Members are encouraged to read this document before the work session.

The City Manager recommends the Council's discussion include at least the following topics:

- Sales tax
- Transportation funding
- Affordable housing

Below is some information relating to each of these topics that may be useful for the Council's discussion with Legislators.

Sales Tax

The Governor's Proposed Budget is summarized in the attachment, " Governor's Budget Overview". The second page indicates the Governor is proposing ". . . modernizing the sales tax while reducing the burden on Utah families." His solution is to broaden the sales tax base while lowering the rate. The ULCT is concerned the Legislature may want to consider changes to the local option sales tax that could negatively affect some cities. The ULCT is taking the position that no changes should be made that diminish the amount of sales tax revenue flowing to each city, and that the current 50/50 distribution formula should not be changed without the support of Utah cities. The ULCT produced the attached policy guide/report, "Making Sense of Cities and Sales Tax", dated 12-10-18. Council Members are encouraged to read that document before the work session to understand ULCT's position on this potential legislative issue.

Transportation Funding

Many of the local officials in Davis County are encouraging the County Commissioners to impose the 3rd Quarter Local Option Sales Tax that is still available under state law for transportation funding. The attachment, "3rd Quarter Sales Tax Summary", was prepared by WFRM for Davis County in June 2018 to explain this tax option. Centerville elected officials have not taken a collective position on this matter and the City Manager, therefore, has not expressed a position on behalf of Centerville. However, aside from the question of whether to impose the 3rd quarter cent sales tax is the issue of whether state law should be amended to allow that money to be used for road maintenance in addition to the current eligible uses. If the City Council is supportive of broadening the eligible uses to include road maintenance, then this work session is an opportunity for them to express that support.

The Commission on Housing Affordability--mentioned below in the "Affordable Housing" section of this staff report--is drafting a bill that would build upon the Transportation Investment Fund provisions in SB 136 passed in the 2018 Session. The draft bill would impose some affordable housing requirements on cities that want to be eligible for Transportation Investment Fund money. See the attachment mentioned below for further explanation.

Also in the transportation-related area is the question of whether the large truck ban should be continued on Legacy Parkway beyond the current expiration date of 2020. The Council has approved a resolution supporting an extension of this ban, but may want to understand the position of our Legislators on this issue.

Affordable Housing

The ULCT produced these two attachments relating to affordable housing:

- Map to Close the Gap
- Commission on Housing Affordability 2019 Draft Legislation Summary

The first of these two documents expresses the message that cities are willing to be partners in finding solutions to the housing affordability gap. The second is a summary of the current version of a bill being drafted by the Commission on Housing Affordability. This draft bill builds upon HB 259 and SB 136 passed in the 2018 Session. ULCT has representation on the Commission on Housing Affordability. The bill is still a work in progress. Council Members should read the second document to understand what's in the current bill draft. The bill in its present form would allow cities flexibility for meeting the State's requirements (see page 2 of the Legislation Summary document). The ULCT is hoping to avoid an outcome similar to what happened in California--i.e. a law passed last year that established an affordable housing quota for each city.

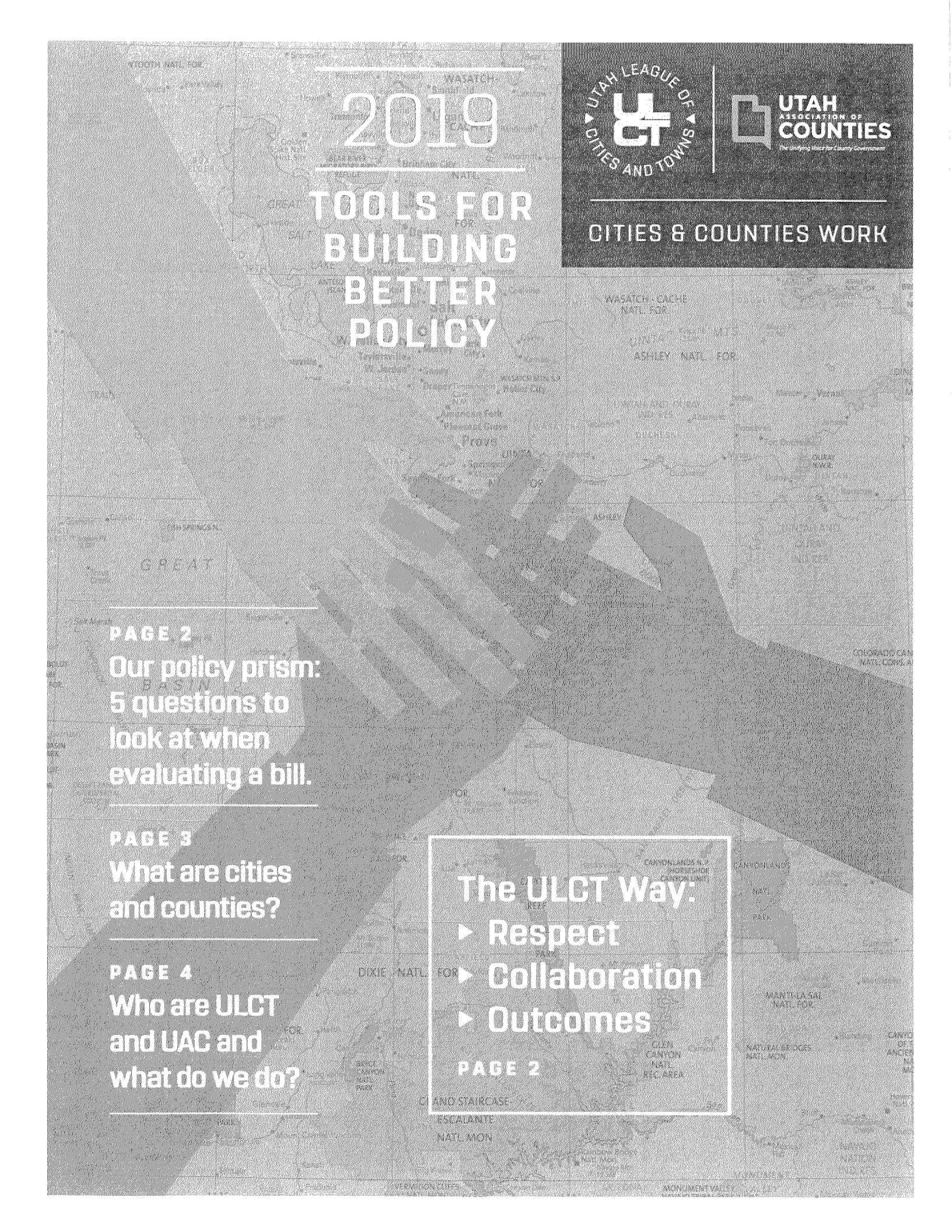
Other Legislative Issues

As time permits, the Council may want to discuss other potential legislative issues with their Legislators. The intent, however, is for this portion of the meeting to end by 7 p.m. and the invited Legislators have been given this expectation.

ATTACHMENTS:

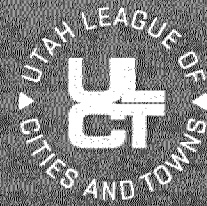
Description

- ☐ Tools for Building Better Policy
- ☐ Governor's Budget Overview
- ☐ Making Sense of Cities and Sales Tax
- ☐ 3rd Quarter Sales Tax Summary
- ☐ Map to Close the Gap
- ☐ Commission on Housing Affordability 2019 Draft Legislation Summary



2019

TOOLS FOR BUILDING BETTER POLICY



CITIES & COUNTIES WORK

PAGE 2

**Our policy prism:
5 questions to
look at when
evaluating a bill.**

PAGE 3

**What are cities
and counties?**

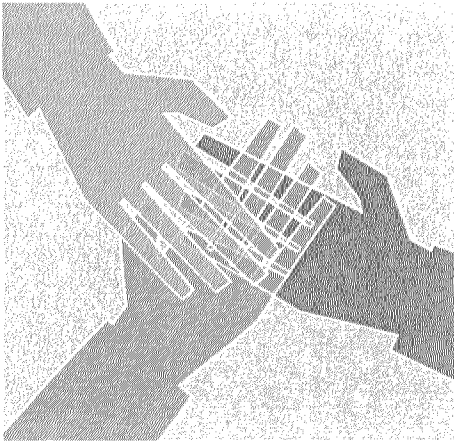
PAGE 4

**Who are ULCT
and UAC and
what do we do?**

The ULCT Way:

- Respect
- Collaboration
- Outcomes

PAGE 2



Why the ULCT way?

ULCT and UAC engage with the Utah State Legislature and other stakeholders according to three principles:

- ▶ **Respect**
- ▶ **Collaboration**
- ▶ **Outcomes**

- **Respect** the roles of state and local government
- **Collaborate** on the problem when possible
- Focus on the desired **outcomes**

ULCT and UAC are optimistic that elected officials at every level will demonstrate **respect** for the roles that each of us fill as we seek positive outcomes for all Utahns.

Whether elected officials find themselves on the same or opposing side of an issue, pursuing a

collaborative approach to problem-solving is critical.

And focusing on quality **outcomes** will result in better policy.

As part of our desire to walk our talk we invite you to sign up for ULCT's daily email update during

the session and join us for Legislative Policy Committee Meetings every Monday at noon. Being informed on our positions as well as receiving your input will help achieve better outcomes.

Sign up by sending an email to info@ulct.org. Subject: Sign me up.

5 questions for evaluating a bill:

Walking the local government way of **respect, collaboration, and outcomes** becomes even more effective as legislation is viewed through our policy analysis prism. UAC and ULCT utilize this prism to evaluate legislation. ULCT's Legislative Policy Committee discuss-

es bills and determines positions. If we answer yes to questions 3, 4, or 5, we are unlikely to support a bill. We will support a bill if 60% or more of our members are in favor of it. UAC meets on Thursdays during the session to similarly consider bills affecting counties.

1. **What problem is the bill trying to solve? > COLLABORATE > OUTCOME**
2. **Is the problem best addressed at the local level or the state level? > RESPECT**
3. **Is the bill a one-size-fits-all approach? > RESPECT**
4. **Does the bill restrict mayors and councils from letting cities and counties work? > RESPECT**
5. **Does the bill create an unfunded mandate or harm city or county budgets? > OUTCOME**

What are cities and counties?

Counties, cities, and towns are the governments closest to the people. County and city officials are elected to lead locally, prepare for the future, and preserve Utah's unparalleled quality of life.

Residents develop an affinity for their hometown—its schools, sports teams, rodeos, art and cultural achievements, not to mention its history, natural environment, traditions, and colorful characters.

Cities Administer:

LAND USE:

planning, zoning, redevelopment, economic development, place making

TRANSPORTATION:

roads, sidewalks, trails, coordination with all key players

WATER:

culinary, secondary, watershed protection, wastewater

PUBLIC SAFETY

fire, police, health, safety and welfare, judiciary, emergency preparedness

GENERAL:

parks and recreation, environment, waste collection, licensing

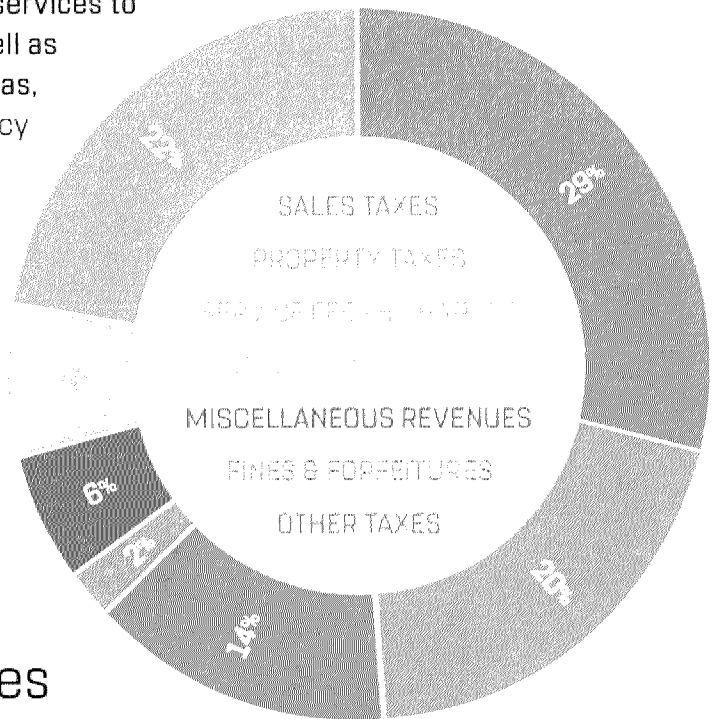
A county provides services to several cities as well as unincorporated areas, maximizing efficiency and saving costs. Counties also enact and administer many of the local ordinances that are shared by cities helping increase cooperation between them as well as cutting expenses.

Why cities and counties matter

Though Utah's 248 cities and towns located in 29 counties are as unique as the communities they serve, they share one thing in common—the residents of those cities chose to create them. After all, government closest to the people governs best. From the smallest towns to the largest cities, municipal and county governments provide their residents with essential day-to-day services, infrastructure, and visioning for the future.

What cities do

93% of Utah residents live in cities. Take a moment and consider your average day. **Most of your activities are touched by city and county services.** From clean water to waste collection, road maintenance to regional planning, public safety to parks—cities and counties plan for and preserve quality of life for all residents, now and into the future.



2017 Utah Cities' General Fund Revenue Estimates

How cities are funded

Funding for these services comes from sales tax, property tax, impact fees, and other fees for essential government services.

Mayors and council members are responsible for ensuring the infrastructure, public services, and quality of life that residents expect. Cities balance the needs of today with planning for tomorrow.

Who are ULCT and UAC?

The League of Cities and Towns (ULCT) is the voice for all **248 cities and towns** and 1,380 mayors and council members in Utah.

We are governed by a 21-member board of mayors, council members, and one city manager from cities and towns across the state.

Utah Association of Counties (UAC) is the voice of Utah's **29 counties**.

In addition to its legislative work and support, the association provides programs and services to its county government members designed to help them better serve the public.

Contact us:

ULCT, ulct.org:

Cameron Diehl, Executive Director:
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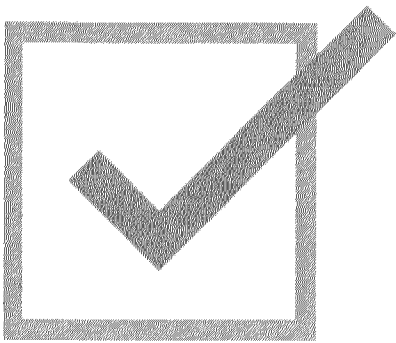
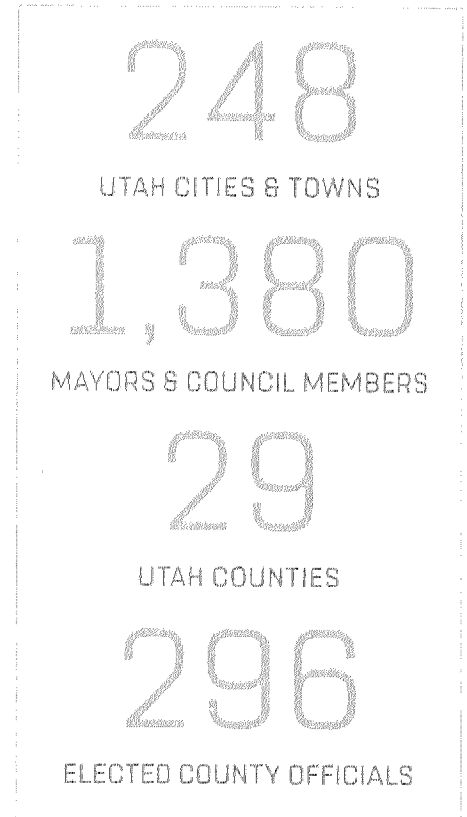
UAC, uacnet.org:

Adam Trupp, CEO: adam@uacnet.org

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ULCT works hard in between legislative sessions to help cities comply with new state laws and find consensus on policy issues.

Among other things, in 2018 we:

- Added 2 more land use bills to the 40+ since 2007. Our Land Use Task Force drives consensus between the Property Rights Coalition and local government.
- Participated on all six Commission on Housing Affordability subgroups formed by HB 430 (2018).

What do we do?

- Trained 233 planning commissioners, city council members, and staff through our Land Use 101 programs, including training on moderate income housing plan (HB 259) compliance.
- Actively engaged in negotiations to improve the inland port and medical marijuana bills.
- Passed ULCT resolutions regarding medical marijuana, water policy, the motor fuel tax, and population growth. ULCT resolutions make clear our concerns and positions regarding such bills.
- Provided multiple specific trainings and held two conferences attended by over 1000 city officials and staff.

UAC works year-round on promoting the legislative interests of its county government members.

In 2018 UAC:

- Promoted legislative actions that generated \$22,312,500 in funds for our 29 county government members.
- Provided county governments with employee benefit, nationwide retirement system, publications, training, web services, economic development, unemployment cost management, and corporate partnership programs.

BUDGET OVERVIEW

Goal: Maintain Utah's quality of life by proactively managing growth

Utah's population is expected to double by about 2070. The state needs to proactively address growth-related challenges while maintaining and improving Utah's already enviable quality of life and economic opportunities for all Utahns. The Governor's budget focuses on foundational economic development drivers such as those listed below.

KEY AREAS OF FOCUS IN FY 2020



Quality of Life in
Thriving Communities



Qualified
Workforce



Tax
Modernization



Water &
Clean Air



Effective &
Efficient Government

QUALITY OF LIFE IN THRIVING COMMUNITIES

Utah is growing rapidly, but limited undeveloped land remains on the Wasatch Front. Much of the growth should be absorbed through market-driven infill and mixed-use redevelopment coordinated with high-capacity transportation.

Open Space & Efficient Land Use

MORE THAN
**\$30
Million**

to fund efforts, together with local matching funds, that integrate and preserve open space as part of mixed-used plans, including funding for redeveloping under-used spaces, large community parks, and open space within developments



**\$20
Million**

Allow a portion of the Transportation Investment Fund to be used for active transportation pathways

to pursue creating Utah's first state forest at Tabby Mountain (Duchesne County), ensuring recreation access for hiking, camping, and hunting

Community-focused Growth

**\$6
Million**

to the arts community through a merit-based process



Enhance transit system and make targeted system expansions

**\$17
Million**

for affordable housing

QUALIFIED WORKFORCE

K-12 Education - \$445 Million Total New State-directed Funding (\$293 Million Ongoing, \$152 Million One-time)

Budget meets
\$1 BILLION

K-12 funding target a full year ahead of schedule (30% increase over 4 years)

\$15 Million
WPU add-on for children at risk of academic failure

\$1 Billion
in unused local property tax

\$104 Million
for upgrading school facilities

\$32 Million
for school counseling

\$30 Million
Teacher bonuses

4%

Weighted Pupil Unit (WPU) Increase



AMBITIOUS TARGET

Offer at least three unique computer science classes in every middle school in Utah

\$84 Million

(\$19 million new, \$65 million existing)

for flexible funds to address priority needs, including counseling and mental health

Higher Education - Targeted Investments in Areas That Demonstrate Measurable Impact

IMPROVING
EFFICIENCY &
GETTING RESULTS



Ensure affordability for students and taxpayers



Increase student completion rates



Decrease the time to completion

Targeted Investments

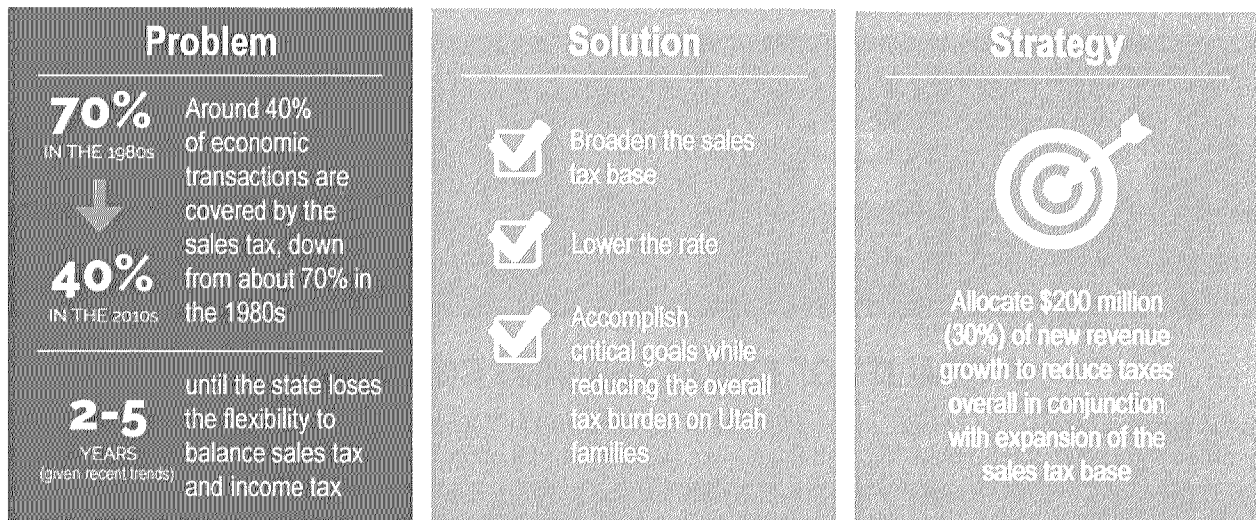
\$50 million scholarship endowment \$19 million for equipment and technology \$6.2 million for three-year bachelor's degree

\$6 million to post-secondary advisory corps counseling

Targeted investments together with compensation increases total \$69 million ongoing, meeting the \$275 million 4-year target a full year ahead of schedule

TAX MODERNIZATION

The current state and local sales tax setup is not conducive to Utah's long-term prosperity. Middle- and low-income residents pay a higher percentage of their incomes in state and local sales taxes than high-income households, and the sales tax base is eroding. The Governor recommends modernizing the sales tax while reducing the tax burden on Utah families.



WATER & CLEAN AIR

\$100 Million

to improve air quality



Emphasize user fees over taxes for water by shifting sales tax earmarks to a water-user fee

NEARLY \$50 Million

to optimize the use of existing water by adopting modern water technology, such as smart meters, at schools homes, businesses, farms, and state facilities

EFFECTIVE & EFFICIENT GOVERNMENT



Fewer state employees today than in 2002, even with over 800,000 more Utahns



Expand the SUCCESS Framework to areas such as outcome-based procurement, building utilization, and improving outcomes and costs in Medicaid



Optimize the state's existing investments in buildings—put new building construction for the state and higher education on hold until a robust building utilization study is integrated into the building evaluation process

GENERAL

\$19 Billion
Total Budget

\$7.9 Billion
Education Fund
General Fund
Budget Total

New Money
\$675 Million
Education Fund
General Fund
(Ongoing)

New Money
\$646 Million
Education Fund
General Fund
(One-time)

Rainy Day
Fund Balance:
10.6 %
of EF/GF
Budget

One of only 13 states
to maintain a
AAA bond rating

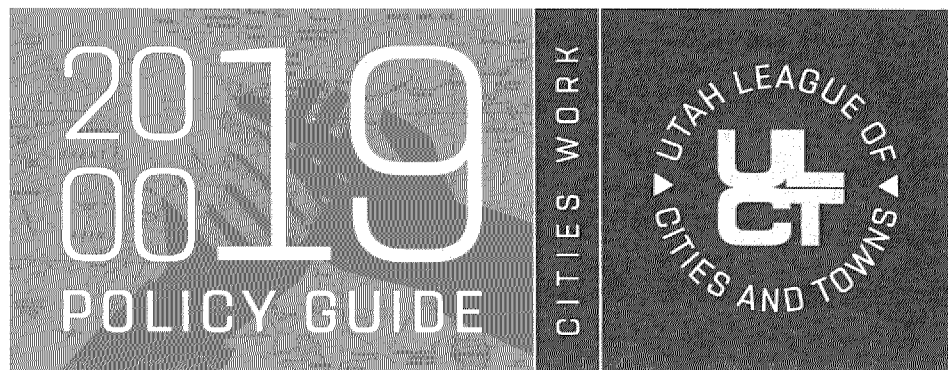
Managing the Business Cycle

\$750 Million in Structural Budget Surplus and "Working Rainy Day Funds"

12.10.18

REPORT:

Making sense of cities and sales tax



Whose money is it?

Sales tax is a principal revenue source for cities. The state's general fund is also largely funded by sales tax.

Who sets the sales tax rate?

There are various sales tax rates—all authorized by the Legislature. There is only one sales tax rate that is imposed statewide. The other tax rates are imposed at the option of cities and counties. In several cases revenues from these levies are restricted to specific expenditures.

The most common local option tax levy, equal to 1%, has currently been imposed by all Utah cities and may be used for general fund expenditures. Revenue from this rate—referred to as the “local option 1%”—is also shared among Utah cities. The sales tax base, those items that are subject to sales tax, is determined by the Legislature. The state sales tax base and the “local option 1%” are the same and include food in that base. Food is not part of the other locally imposed taxes.

How does the “local option 1%” work?

Initially authorized in 1959, revenue from the original local option tax belonged entirely to the city where a purchase was made—the “point of sale.” In 1983, the Legislature authorized an increase in the rate but required that cities that imposed the increase rate share the tax revenue among all cities who had imposed the tax. This new distribution formula—known as the “50/50” formula—means that half of every sales tax dollar remains in the city where the sales takes place and the other half is distributed to all cities according to their percentage of the state population.

Utah cities created this new formula as a means of providing for a fairer distribution of sales tax revenue between cities that are retail centers and those that are bedroom communities. It also meant that all cities had a stake in retail development throughout the state.

The additional revenue from the 1983 levy plus the creation of a hold-harmless provision were necessary to avoid any city from losing revenue from the new distribution formula.

What do cities want?

ULCT has consistently opposed any changes in the formula without new sales tax money being part of the equation. Without new money, the same pie is merely being sliced into different pieces creating winners and losers and pitting cities against each other. The additional money was critical to the creation of the 1983 compromise. In general Utah cities are satisfied with the current “50/50” distribution formula.

The “local option 1%” is city money.

All sales tax revenue belongs to the taxpayer. However, the reasons why certain taxes were established and what entity imposed the tax is also important. While initially authorized by the Legislature, the “local option 1%” was imposed by ordinance in each city—it was their local option to do so. Cities have based key economic decisions around the current tax structure. The “50/50” formula was created by Utah cities. Any changes need to come from the cities themselves and have the support of a consensus of all Utah communities.

3rd Quarter Local Option Sales Tax for Transportation (0.25%)

BACKGROUND

There are currently four “local option” transportation sales taxes authorized by Utah state code. These options are sometimes referred to as “quarters” (meaning quarters of a percent (0.25%), not calendar quarters). Davis County has imposed the first, second and fourth quarters. The third quarter is available for imposition by the County.

The third quarter is a tool for local governments to receive funding for priority transportation needs in their communities, including projects identified in the Regional Transportation Plan – the Wasatch Choice 2050 – and Utah’s Unified Transportation Plan.

REVENUE GENERATION

Anticipated revenues from imposing the 3rd quarter 0.25% sales tax would total approximately \$12.6 million annually in Davis County (countywide). The county legislative body has until June 30, 2022 to impose this quarter.

PROCESS FOR IMPOSITION

Action by the County is required to impose the local option sales tax.

In 2018, the Legislature passed Transportation Governance Amendments (SB136), which made some modifications to the local options, including giving the county legislative body the authority to impose the third quarter without a voter referendum.

The authority to impose this local option sales tax expires June 30, 2022.

ELIGIBLE USES

The eligible uses of the local option funds are defined by Utah Code 59-12-2217.

- The funds can be used for:
 - new capacity
 - congestion mitigation
 - corridor preservation
 - debt service or bond issuance costs
- The funds can be used for a project or service “relating to a regionally significant transportation facility”, and can include the following types of facilities:
 - a principal arterial highway or minor arterial highway
 - a fixed guideway that extends across two or more cities or unincorporated areas
 - an airport of regional significance
 - a collector road.
- The projects or services must be part of the county and municipal master plan and the MPO (WFRC) regional transportation plans.
- The following are examples of eligible projects:
 - Road reconstruction with minor widening, widening, new construction, intersection improvements, corridor preservation (collector or greater).

- Transit construction and corridor preservation.
 - Preliminary engineering, environmental studies, and project implementation or construction.
- The following are examples of ineligible projects:
 - Eminent domain
 - Maintenance
 - Stand-alone active transportation projects

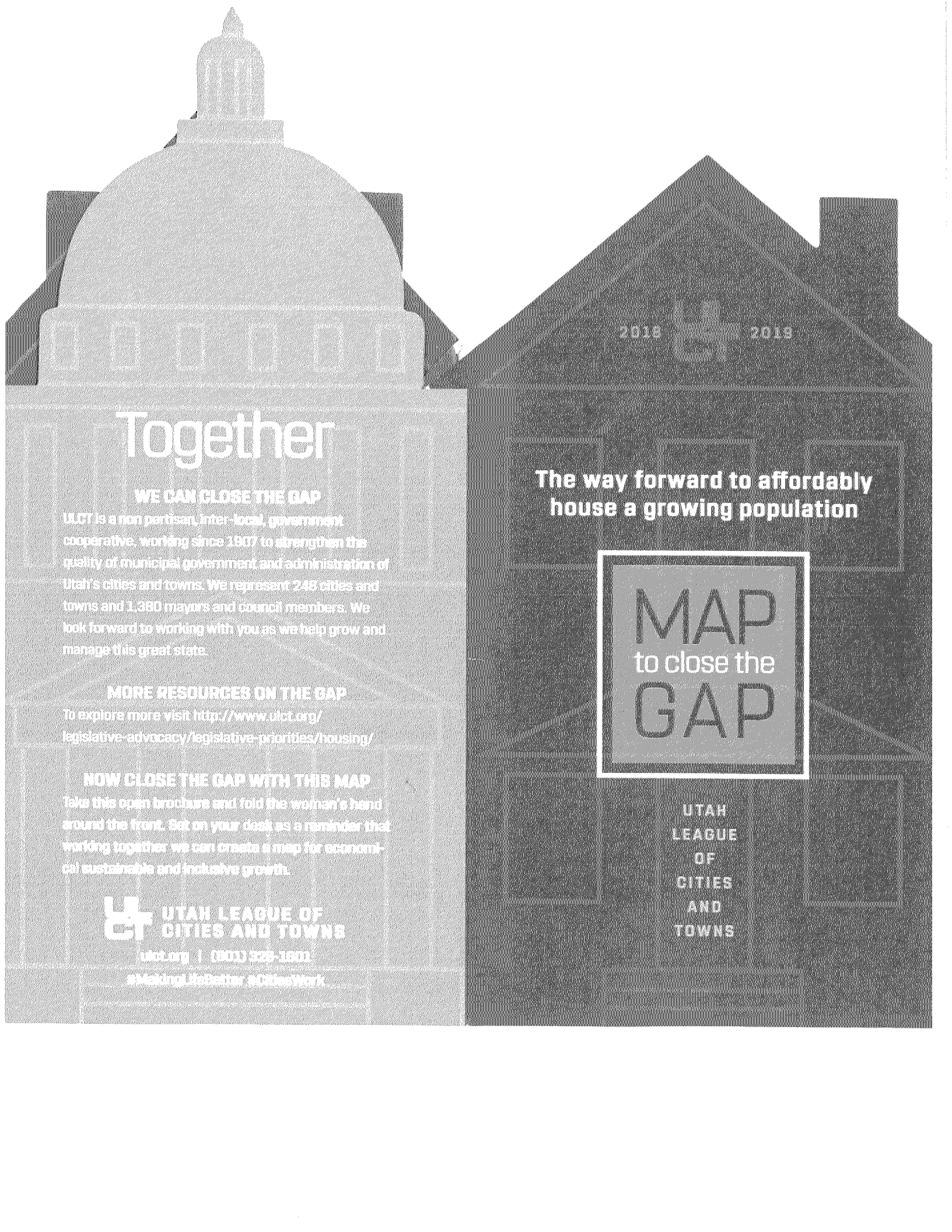
PROCESS FOR PRIORITIZING FUNDS

The Code requires that a process be developed for prioritization of the funds:

- The Council of Governments (COG) shall develop a written prioritization process and submit the process to the Executive Appropriations Committee for approval.
 - The process must specify the weighted criteria, data, and application procedures that the COG will use to rank and prioritize projects.
 - The weighted criteria must include cost effectiveness, mitigation of regional congestion, compliance with applicable federal laws/regulations, economic impacts, tax revenues needed for maintenance and operations, and any other provisions the COG deems appropriate.
- Each year, the COG will create a priority list of regionally significant transportation facility projects or services using the written prioritization process.
 - The COG will use the weighting system to prioritize projects, and explain any deviations from the weighted ranks.
 - The COG also must hold a public hearing on the priority list.
 - The COG then submits the list to the county legislative body for approval.

Note: Utah Code 59-12-2218 creates another option for the 3rd quarter.

- A county, city or town can impose 0.10% or 0.25%.
- If 0.10%, the funds are deposited into UDOT's County of the 2nd Class State Highway Projects Fund to fund transportation or airport projects, or for airport projects.
- If 0.25%, the county determines expenditures of the funds, from projects recommended by the MPO
 - Must deposit 0.05% into Local Highway and Transportation Corridor Preservation Fund.
 - For the remaining 0.20%, uses include state or local highway (principal and minor arterials, major and minor collectors); public transit; class B & C roads; traffic and pedestrian safety (class B roads, curb and gutter, safety, traffic sign, traffic signal, street lighting, or combination); construction of active transportation facility that connects origins/destinations.



Together

WE CAN CLOSE THE GAP

ULCT is a non-partisan, inter-local, government cooperative, working since 1907 to strengthen the quality of municipal government and administration of Utah's cities and towns. We represent 248 cities and towns and 1,380 mayors and council members. We look forward to working with you as we help grow and manage this great state.

MORE RESOURCES ON THE GAP

To explore more visit <http://www.ulct.org/legislative-advocacy/legislative-priorities/housing/>

NOW CLOSE THE GAP WITH THIS MAP

Take this open brochure and fold the woman's hand around the front. Set on your desk as a reminder that working together we can create a map for economical sustainable and inclusive growth.



UTAH LEAGUE OF
CITIES AND TOWNS

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#MakingItBetter #CitiesWork

The way forward to affordably
house a growing population

MAP
to close the
GAP

UTAH
LEAGUE
OF
CITIES
AND
TOWNS

The background of the entire page is a dark, textured silhouette of a house with a chimney on the left and a steeple on the right. The left page features the main title 'We are here' in a large, white, sans-serif font. Below it, the subtitle 'BUT HOW DID WE GET HERE?' is in a smaller, white, sans-serif font. The right page features a large white number '1' in the upper right corner, followed by the subtitle 'WE ARE FELLOW TRAVELERS' in a smaller, white, sans-serif font. Both pages contain several paragraphs of white text. The left page has two paragraphs of text, while the right page has three paragraphs of text. The text is arranged in a clean, modern layout with clear headings and subheadings.

We are here

BUT HOW DID WE GET HERE?

According to recent HUD data, there is a gap in housing for Utahns living at the 50% Area Median Income Level (AMI) and below. This left an estimated shortfall of 43,500 housing units in 2017 due to a labor shortage and major increases in land values and material costs. Prior to the last recession there was a housing surplus. While we are on track in 2018 to eventually close the current gap it will take time and collaboration to do so.

Housing at 50% AMI and below is impossible to produce without subsidies and incentives. We lose about 1,000 affordable units per year due to redevelopment. And since 2000, we have added approximately 53,000 people each year. Where to from here?

This Map to Close the Gap is not a simple nor comprehensive set of directions on how to meet this challenge. Utah's housing shortage is multifaceted and will require all stakeholders to navigate it together. The following panels touch on tools that can help us find our way to closing the affordable housing gap.

1

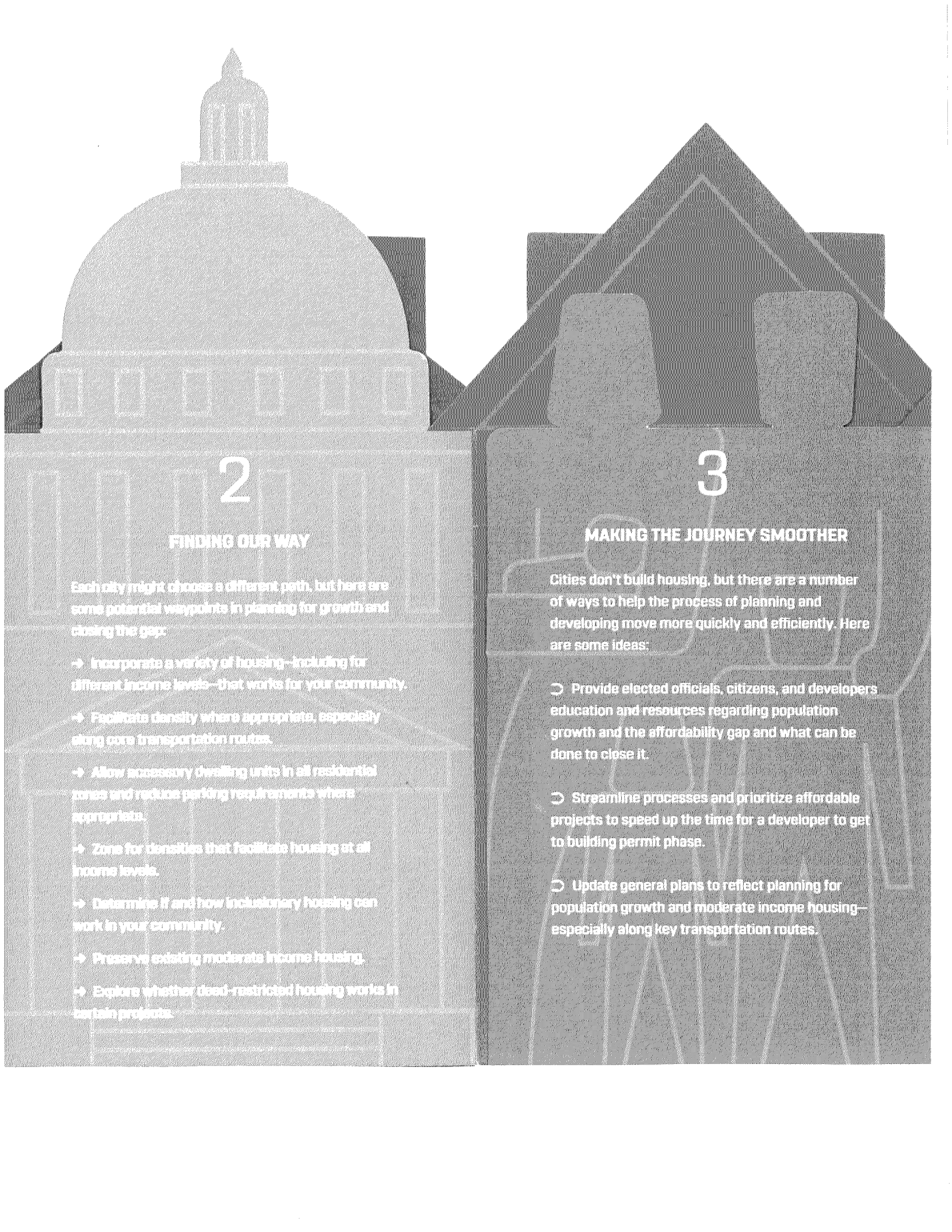
WE ARE FELLOW TRAVELERS

Cities and towns hold some of the keys to address the state's most pressing housing issues. Federal, state, private, and non-profit partners, as well as residents, also hold critical keys.

This year, the ULCT membership overwhelmingly passed Resolution 2018-004. It affirms the commitment Utah's cities and towns have made to prepare for population growth through good planning, sound infrastructure, and smart policy.

ULCT members are committed to planning for and incorporating moderate income housing into their communities by complying with HB 258 (2018). This interim, we have been actively engaged with the Commission on Housing Affordability.

Members are also committed to examining their ordinances, general plans, and development processes to ensure that cities and towns are not the roadblock to progress on creating more housing.



2

FINDING OUR WAY

Each city might choose a different path, but here are some potential waypoints in planning for growth and closing the gap:

- Incorporate a variety of housing—including for different income levels—that works for your community.
- Facilitate density where appropriate, especially along core transportation routes.
- Allow accessory dwelling units in all residential zones and reduce parking requirements where appropriate.
- Zone for densities that facilitate housing at all income levels.
- Determine if and how inclusionary housing can work in your community.
- Preserve existing moderate income housing.
- Explore whether deed-restricted housing works in certain projects.

3

MAKING THE JOURNEY SMOOTHER

Cities don't build housing, but there are a number of ways to help the process of planning and developing move more quickly and efficiently. Here are some ideas:

- Provide elected officials, citizens, and developers education and resources regarding population growth and the affordability gap and what can be done to close it.
- Streamline processes and prioritize affordable projects to speed up the time for a developer to get to building permit phase.
- Update general plans to reflect planning for population growth and moderate income housing—especially along key transportation routes.

4

WHO IS PAYING FOR THIS TRIP?

Federal and state governments, as well as non-profit organizations, are critical in helping finance affordable housing. Here are some possible revenue sources we support:

- 💰 Community Land Trusts can eliminate one of the most expensive elements of housing—land costs.
- 💰 A one-time affordable housing bond could be used to rehabilitate or build new housing, provide technical planning assistance to smaller communities, and offset costs of impact fees and property taxes.
- 💰 By sharing a small portion of state sales tax revenue, the state can provide a meaningful ongoing revenue stream.
- 💰 Real Estate Transfer Taxes and/or Commercial Development Linkage Fees provide critical funds in most other states and should be considered in Utah.

5

LET'S BEGIN!

We all hold keys to closing the gap to affordable housing. ULCT is optimistic that our fellow travelers will work together to successfully meet the needs of our growing population.

Meanwhile, ULCT will continue to help map out how local government can guide the processes for building a beautiful and sustainable future for all in our state.

For more details, ideas, and information go to ulct.org. Explore ULCT's *Keys to Housing* and other resources. Stop by often for updates on relevant housing and land use legislation.

Still have questions or suggestions? Contact Rachel Otto at rotto@ulct.org or Cameron Diehl at cdiehl@ulct.org. Or call (801) 328-1601.

ULCT has not yet taken a position on the draft bill. Our Legislative Policy Committee will meet on Dec. 10.

Background

Two bills the Legislature passed and ULCT supported in the 2018 session provide the foundation for Commission bill – HB 259 (Moderate Income Housing Amendments) and SB 136 (Transportation Governance Amendments).

HB 259 updated the moderate-income housing (MIH) plan requirements that have been in place for cities since 1996. MIH is defined as housing for households with a gross income of less than 80% of the city's area median income (AMI). A city's general plan must include three elements: transportation, land use, and as of the passage of HB 259, the moderate-income housing plan. In the MIH element, cities must include how they are planning for MIH over the next five years. The city must report on implementation of the plan every 2 years, including analyzing and publishing data on their moderate- and low-income housing stock, deed-restricted units, use of housing set-aside funds, and participation in Utah Housing Corporation, plus how the city is reducing regulatory barriers to housing and coordinating with neighboring jurisdictions and regional plans.

SB 136, which garnered the most attention for changing the governance of UTA, also requires UDOT to create strategic initiatives for state transportation funding that will include local land use and economic development potential. The rulemaking process is just now underway to determine the land use criteria and prioritization process for the Transportation Investment Fund. The objective is to facilitate transportation efficient land use.

What does the draft bill do?

The Commission bill adds to the foundation of HB 259 and SB 136 in two main ways: (1) adding elements that reinforce transportation-efficient land use into cities' general plans; and (2) providing specific strategies ("menu items") cities must consider adopting in their MIH plans.

(1) New transportation element requirements

- The bill defines a "major transit investment corridor." This expands the concept of transportation-oriented development (TOD) to include a public transit service that uses public transit ROW, dedicated road ROW (like Bus Rapid Transit), or fixed route bus corridors with an interlocal agreement. It gives local government and property owners some assurance that it can plan certain land uses (like high-density residential) around transit.
 - Note: this will also include rural "main streets" so that areas that don't have access to transit will not be disadvantaged; language is still in development.
- The city must correlate the transportation element with population projections and the proposed land use element of the general plan. It must also consider the regional transportation plan developed by the MPO or the long-range plan by UDOT if the city is not in an MPO area.

(2) New MIH plan requirements

This table shows the current and proposed strategies to promote planning for population growth and affordability identified in the bill. The intention is to give cities flexibility to incorporate the strategies that work best for their particular circumstances. The current draft requires cities to select two of the following elements. Cities don't build housing, but they hold the keys to planning, zoning, and regulatory barriers.

Items already in state law	Proposed new additional items
Rezone for densities necessary to assure production of MIH	Create/allow/reduce regulations for accessory dwelling units (ADUs)
Facilitate rehabilitation or expansion of infrastructure to encourage construction of MIH	Allow for housing in commercial and mixed-use zones
Encourage rehabilitation of uninhabitable stock into MIH	Encourage higher density or MIH near major transit investment corridors
Consider subsidies to waive construction-related fees	Eliminate or reduce parking requirements in certain areas
Consider state/fed funds and incentives to promote construction of MIH	Allow for Single Resident Occupancy (SRO) developments
Consider UHC, DWS, and AOG programs	Preserve existing MIH
	Consider services provided by a public housing authority
	Employ incentives for a developer to ensure long-term affordability (inclusionary housing/deed-restricted units)
	Other strategies to promote affordability

Why will cities comply?

Cities are already planning for population growth and recognize that they must use the keys they hold – zoning, land use, regulations – to help unlock the door to more residential development. Plus, **cities must be up-to-date on the MIH plan and reporting requirements in order to be eligible for Transportation Investment Fund (TIF) money. The TIF had \$702 million last year, and cities want to be eligible .**

What else does the bill do?

The bill modifies the makeup of the Olene Walker Housing Loan Fund Board by adding one member with expertise in TOD and one member who represents rural interests.

The bill also includes a one-time appropriation of \$20 million and ongoing appropriation of \$4 million to the Olene Walker Low Income Housing Fund. Discussions are ongoing as to how that money will be allocated.

What's next? Is this the final bill?

No. ULCT and other stakeholders are still working on additional details that we hope to include in the bill and we expect to see more drafts. It's also important to note that this bill only addresses the keys local government holds – nothing in the bill at this point addresses keys that the federal or state government, developers, realtors, non-profits, financial institutions, or others might hold. It also does not address the rising costs of land, materials, and labor shortage, all of which are significant factors in increasing housing costs. Cities do not control keys over these market costs.

CENTERVILLE

Staff Backup Report 1/2/2019

Item No. 2.

Short Title: Items for Council action

Initiated By:

Scheduled Time: 7:00

SUBJECT

- a. Approve minutes of December 18, 2018 City Council meetings
- b. Consider request for use of City Hall for free tax return preparation assistance
- c. Review proposed renovation for business office area
- d. Updates re compensation study and city manager recruitment

RECOMMENDATION

- a. Approve minutes of December 18 meetings.
- b. Approve request from AARP for use of the Council Chambers on Wednesday afternoons to provide free assistance with preparation of tax returns, beginning in February until the April 2019 tax filing deadline.
- c. Give direction to staff regarding proposed renovation of business office area.

BACKGROUND

- a. The minutes to be approved are attached.
- b. DeVon Steiner of AARP has requested the use of city hall on Wednesday afternoons for several volunteers to help others with preparation of their tax returns before the 2019 filing deadline in April. This includes a request for waiver of the normal rental fees. AARP has been providing this annual service at the Bountiful City Hall in the past. However, since that building is under renovation, AARP has to find another location to provide this service in 2019. They need space for six preparers and those they are helping, including a secure internet connection to protect the financial information. The City Manager is checking with IT staff to determine if there are any issues with providing a secure internet connection.
- c. Jake Smith, Management Services Director--in consultation with Paul Child (Police Chief) and Bruce Cox (Parks & Recreation Director, responsible for City buildings and grounds)--has considered several ways to improve employee security in the business office in City Hall. He would like to explain his renovation proposal and get the Council's approval to proceed. Parks employees would do much of this work during a relatively slow time of year for them--i.e. wintertime. Paul Child and Bruce Cox may attend the meeting for this topic.

ATTACHMENTS:

Description

- ☐ 12-18-18 Regular meeting minutes
- ☐ 12-18-18 Work session minutes

PRELIMINARY DRAFT

Minutes of the Centerville **City Council** meeting held Tuesday, December 18, 2018 at 7:00 p.m.
at Centerville City Hall, 250 North Main Street, Centerville, Utah.

MEMBERS PRESENT

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

STAFF PRESENT

Steve Thacker, City Manager
Lisa Romney, City Attorney
Jacob Smith, Management Services Director
Cory Snyder, Community Development Director
Cassie Younger, Assistant Planner
Bruce Cox, Parks and Recreation Director
Katie Rust, Recording Secretary

VISITORS

Lynn Keddington, Parks and Recreation Committee Chair
Interested Citizens

PRAYER OR THOUGHT

Councilwoman Fillmore

PLEDGE OF ALLEGIANCE

OPEN SESSION

No one wished to comment.

MINUTES REVIEW AND ACCEPTANCE

The minutes of the December 4, 2018 regular Council meeting were reviewed. Councilman Ince made a **motion** to accept the minutes. Councilwoman Ivie seconded the motion, which passed by unanimous vote (5-0).

PUBLIC HEARING – WOODS PARK SUBDIVISION PLAT AMENDMENT

The Woods Park Homeowners Association desires to amend specific plat notes for the Woods Park Subdivision regarding driveway widths and fencing. Cory Snyder, Community Development Director, explained the proposed plat amendments.

Steve Johns, Vice-President of Construction for Oakwood Homes, stated that Oakwood Homes is prepared to make corrections to comply with the planned development plat provisions related to driveway widths and fencing if the plat is not amended. However, Mr. Johns said he is not aware of any homeowners objecting to the proposed changes. Responding to a question from Councilwoman Mecham, Lisa Romney, City Attorney, explained the City's snow removal agreement for the Woods Park Subdivision.

1 Mayor Wilkinson opened a public hearing at 7:28 p.m.

2
3 Joey Wilson – As a resident of the Woods Park Subdivision, Mr. Wilson said he does not
4 have a problem with the changes discussed. He commented that there is a problem with drainage
5 in the common area. He said the playground/common area has become an unusable space, and
6 he would like to know how the problem will be addressed.

7
8 Dee Evans – Mr. Evans stated he owns the property adjacent to the Woods Park
9 Subdivision to the east. He said his cow pasture is flooded all the time because of how the
10 drainage system was designed for the Subdivision. He said there is also no space for snow
11 removal. Mr. Evans said that during construction, his no-climb gate was removed and a weak,
12 insufficient gate and fence were put in along the property line. He said he does not want children
13 to be injured because of the insufficient gate and fence. Mr. Evans said he would like to know
14 what is going to be done. He said he understands there will be an Ivory Homes development in
15 Farmington to the north that will tie into the drainage system on the Centerville side of Lund Lane,
16 and said he does not want flooding on his driveway as a result.

17
18 Chelsea Stuart – Ms. Stuart said her property falls within the provisions and would need
19 to be changed. She said she has a three-car garage and a 2 ¼ driveway, and it is difficult to get
20 cars in and out of the driveway. She said she understands the concern about space for snow
21 removal, but the proposed changes would not affect any of the areas with an existing snow
22 storage problem. She said it would be nice to have this issue resolved.

23
24 Trish Evans – Ms. Evans owns the property adjacent to the Woods Park Subdivision to
25 the east. She stated that when the Subdivision went in, there was an agreement that a no-climb
26 gate would be installed along the property line. The gate that was put in is insufficient. Ms. Evans
27 said she thinks the fence should be remedied, and the drainage issue should be remedied.
28 Because of the drainage problems, their land has become insufficient for grazing their cattle. Ms.
29 Evans added that snow should not be pushed up against their gate by snow plowing personnel.

30
31 The Mayor closed the public hearing at 7:44 p.m. Mr. Snyder pointed out that the drainage
32 issues are separate from the proposed amendment. He commented that the common area with
33 the playground is intended to be drainage space in the approved detention plan. Regarding
34 drainage issues with the neighboring property to the east, Mr. Snyder said it is his understanding
35 that the Public Works Director and the City Engineer determined not all of the drainage comes
36 from the Woods Park Subdivision. Ms. Romney commended Oakwood Homes for staying
37 involved and trying to resolve existing fence and driveway noncompliance. Responding to a
38 question from the Council, Ms. Romney advised that the proposed Subdivision Plat Amendment
39 and the drainage and gate issues are separate, and approval of the former should not be
40 contingent on resolution of the latter. Councilman McEwan said he would like to direct staff to
41 prepare a report and recommendations regarding the drainage issues on both properties. A
42 majority of the Council appeared to agree with Councilman McEwan's request. Mr. Johns stated
43 Oakwood Homes is ready to review and address any legitimate drainage deficiencies. He said it
44 is his understanding that drainage in the common area is functioning as designed.

45
46 Councilwoman Fillmore made a **motion** to approve the proposed plat amendment,
47 regarding Note 11 and Note 13 of the Woods Park Subdivision, subject to the following:

- 48
49 1) **Preparation and submittal of a final linen subdivision plat**, as outlined in City
50 Ordinance, to the City Recorder's Office, which shall reflect the approved amendments
51 presented to the City Council and the alterations required by this approval.

- 1 2) **Note 11 shall be amended to state the following** (or as deemed acceptable for
2 clarification by the City Attorney):
3

4 “Fencing shall be allowed for all rear and side yard areas, including the street side
5 yard of lots (i.e. fence placement limited to along the side of the house elevation
6 facing the street) and shall not exceed a height of 6 feet. Front Yard fencing (i.e.
7 along the entire front of the lot with the house elevation facing the street to the
8 depth of the front yard setback) shall be prohibited.
9

- 10 3) **Note 13 shall be amended to state the following:**
11

12 “No two-car garage home may have a curb cut greater than 23 feet wide, a drive
13 approach skirt wider than 19 feet, and a driveway wider than 20 feet at its maximum
14 width. Except as otherwise provided herein, no three-car garage home may have
15 a curb cut wider than 27 feet wide, a drive approach skirt wider than 22 feet, and
16 a driveway wider than 30 feet at its maximum width. Lots 10, 13, 14, 15 and 18
17 may not have a curb cut wider than 35 feet wide, a drive approach skirt wider than
18 30 feet wide, and a driveway wider than 30 feet at its maximum width; provided:
19 (1) the maximum curb cut width must provide at least five lineal feet of curb length
20 before the driveway curb cut for either adjacent lot; and (2) all water meter,
21 irrigation and utility boxes must be located outside any concrete area in
22 accordance with Centerville Municipal Code 9.02.240, as amended, and if required
23 to be relocated shall be relocated at the builders or property owner’s cost. Builder
24 or property owner shall submit a plot plan showing the tapered driveway widths
25 and layout on each home to the city. Once approved for a building permit, no
26 further front or side yard concrete may be added (this provision is specifically for
27 the purpose of preserving and protecting the front yard streetscape and
28 landscaping provisions of the PDO approval). The proximity of the driveways and
29 limited curb area within the project creates limited snow storage and removal
30 issues within the project, the City will provide standard snow removal for the public
31 street within the project, but shall not be responsible to provide any additional snow
32 removal services or to manipulate the snow in any way other than plowing.”
33

34 Reasons for the Action:
35

- 36 a. The City Council finds that the particular notes on the plat were put in place for the
37 specific purpose of addressing the subdivisions layout and design of the development
38 that included a density bonus that was allotted to the subdivision as a unique Planned
39 Development.
40 b. The City Council finds that the current builder, which had taken over from the original
41 developer, did not fully understand the design expectations and constructed, or
42 allowed to be constructed, a few driveways that exceeded the parameters, specifically
43 associated with three (3) car garages for a few of the lots.
44 c. The City Council finds that if Note 11 is left “intentionally blank,” as proposed, then all
45 fencing would be then subject to the existing City-wide standards, as described in the
46 Zoning Ordinance and would create “non-compliances” for all the corner lots in the
47 Woods Park Subdivision.
48 d. Consequently, the City Council finds that Note 11, as modified, will sufficiently address
49 the desires of the HOA and developer.

- 1 e. The City Council finds that adjusting the notes to clarify the matters leading to the
2 amendments is not a detriment to the public interest and no one will be materially
3 injured by the proposed plat amendment.
4

5 Councilman McEwan seconded the motion, which passed by unanimous vote (5-0).
6

7 **PUBLIC HEARING – SHEFFIELD DOWNS FINAL SUBDIVISION PLAT**
8

9 Mr. Snyder explained the request for final plat approval for Sheffield Downs Subdivision.
10 Mayor Wilkinson opened a public hearing at 8:17 p.m., and closed the public hearing seeing that
11 no one wished to comment. Councilman McEwan made a **motion** to accept the final plat for
12 Sheffield Downs Subdivision located at approximately 274 East Pages Lane, subject to the
13 following conditions and findings. Councilwoman Ivie seconded the motion, which passed by
14 majority vote (4-1), with Councilman Ince dissenting. Councilman Ince said it is his opinion that
15 the adjacent commercial lots to the east and on the northwest corner of the development will be
16 a problem in the future.
17

18 **Conditions:**
19

- 20 1. The Final Plat and submittal shall be corrected/modified to include the following:
21 a. The Final Plat shall note/depict the applicable “tract perimeter” setbacks for
22 rear and side yards, as required by CZC 12-41-100.i.
23 b. A title report shall be submitted prior to Final Plat Acceptance (*paper version*)
24 by the City.
25 2. The Final Plat and Plan shall be submitted, reviewed, and approved by the Centerville
26 City Council.
27 3. The Final Plat and Plans (*i.e. paper version*) shall be submitted, reviewed, and deemed
28 acceptable to the City Recorder, City Engineer, and City Attorney, prior to the
29 preparation and submittal of the Final Linen Plat for Subdivision Recordation.
30 4. As part of the paper plat and plan review by the City, the plat shall be submitted to the
31 City’s Public Works Department for assignment of lot addresses, which shall be
32 depicted on the Final Linen Subdivision Plat.
33 5. The subdivision improvement plan phasing shall be as follows:
34 a. Installation of public improvements & detention are subject to the City’s
35 Bonding and Fee Requirements – *CMC 15.07 and 15.08*
36 b. Installation of basic service utilities (*water, sewer, storm drainage, etc.*) and all-
37 weather surface road shall be required for issuance of any building permits for
38 homes – *CMC 15.05.090*
39 c. Installation/Completion of Roadways (*Asphalt Surface*) shall be achieved for
40 an issuance of a Certification of Occupancy – *CMC 15.05.090, OR*
41 d. Installation/Completion of Roadways/Parking adjacent to amenities (park, play
42 structure, pavilion, etc.) shall be completed at 50% development build out (*i.e.*
43 *16 lots*) or a City acceptable bond may be submitted for incomplete
44 improvements to obtain additional building permits – See *applicable PDO*
45 *approval for Common Amenities plan*
46 e. Installation of Common Amenities (park, play structure, pavilion, etc.) shall be
47 completed at 50% development build out (*i.e. 16 lots*) or a City acceptable bond
48 may be submitted for incomplete improvements to obtain additional building
49 permits – See *applicable PDO approval for Common Amenities plan*

- 1 f. Project fencing, where lots are present shall be completed with the issuance of
2 applicable lot's Certificate of Occupancy – *See applicable PDO approval for*
3 *fencing plan*
4 g. Project Fencing, where common areas or development boundary is present
5 are to be installed prior to developer's transfer to the Home Owner's
6 Association – *See applicable PDO approval for fencing plan*
7 6. After recordation of the Subdivision Plat, the developer and associated contractors
8 shall schedule and attend a pre-construction meeting with the City Engineer prior to
9 any commencement of construction activities related to subdivision improvements.
10

11 Reasons for Action:
12

- 13 a) The City Council finds that the final subdivision plat and plan, as conditioned in this
14 approval, complies with the terms and conditions of Sheffield Downs PDO Zone Map
15 Amendment and associated Conceptual Plan acceptance that was approved in
16 September of 2018, Ordinance No. 2018-20.
17 b) The City Council finds that the conditions of the final subdivision plat and plan approval
18 render the development consistent with the requirements for final subdivision review
19 and approval, as required by CMC 15-04, Final Plat.
20

21 UPDATE REGARDING ISLAND VIEW PARK PROJECT OPEN HOUSE
22

23 Bruce Cox, Parks and Recreation Director, presented preliminary plans by G. Brown
24 Design for Phase One of the Island View Park Project, and updated the Council regarding
25 preparations for the Island View Park Project open house scheduled for January 10, 2019.
26

27 ZONING CODE AMENDMENT – TABLE OF USES AND DEFINITIONS FOR C-M ZONE
28

29 In the December 4, 2018 meeting, Councilman Ince asked staff to prepare a table showing
30 all uses in the C-M Zone as permitted, conditional, or not permitted, and how those would change
31 under the proposed Ordinance. Cassie Younger, Assistant Planner, presented the table and
32 answered questions from the Council.
33

34 Councilwoman Mecham said she is aware of community members not pleased that the
35 Council is discussing this issue one week before Christmas. She said she had originally expected
36 the Planning Commission to recommend adding two or three uses to the table, not the many uses
37 that are recommended. She said she feels she needs more time to consider what could happen.
38 Councilwoman Fillmore said she believes the Planning Commission has gone above and beyond
39 in this process, and has exactly followed the direction given by the Council. Councilwoman
40 Fillmore suggested the Council pull out any uses they are unsure about, and move forward with
41 the remaining Table of Uses as recommended. Councilwoman Mecham said she believes the
42 property owners would probably benefit from the Council being a little more thorough.
43

44 Councilwoman Ivie said she is amazed at how innocuous things sound on the Table of
45 Uses compared to what the actual definitions allow. She said it is hard for her to gauge how much
46 damage could be done. Councilwoman Ivie commented that it is the Council's responsibility to
47 protect individuals from the majority as well as listen to the majority. She said she would like to
48 move forward holistically and consider the uses along with the SMSC Overlay. Councilwoman
49 Ivie said it is the responsibility of the Council to listen to the people; it is not the responsibility of
50 the Planning Commission to listen to the people. She said she would like more time to listen to
51 the people.

Councilman McEwan said that, in his opinion, Centerville as a town needs to determine its identity and how much individuals are willing to contribute to the tax base. Tax income is necessary to maintain public services. Councilwoman Mecham said she thinks the Council needs to know what the Overlay is going to look like before adding to the uses, and that the changes need to be accomplished in a reasonable amount of time. Councilman McEwan said he is not opposed to making some changes to both the Table of Uses and the Overlay, and asked staff how long the changes might take. Mr. Snyder stated that, including time for public noticing, small land use changes would probably take 2 ½ months. He said he suspects, however, that the Council will choose to do a more substantial overhaul of the Overlay, which would take a more significant amount of time – possibly six months. Councilwoman Mecham said she would like to schedule a work session to discuss the Overlay.

Councilwoman Mecham made a **motion** to table this issue to the second meeting in February, 2019. Councilwoman Ivie seconded the motion, which passed by majority vote (5-0). The Council scheduled a work session to discuss the SMSC Overlay on January 2, 2019.

PROPOSED AMENDMENTS TO SMSC OVERLAY ZONE

At the December 4, 2018 Council meeting the City Council directed staff to bring back proposed ordinance amendments to the SMSC Overlay Zone regarding building setbacks and side yard distance between buildings. Mr. Snyder explained proposed draft language and answered questions from the Council. Councilwoman Mecham made a **motion** to direct staff to take the proposed language to the Planning Commission for expedited consideration and recommendation. Councilwoman Ivie seconded the motion, which passed by unanimous vote (5-0).

MAYOR'S REPORT

- Mayor Wilkinson provided an update on UIA/UTOPIA and the South Davis Metro Fire Service Area.
- Councilman Ince updated the Council on the Centerville Tree Board.
- The Mayor reported on the Lunch with the Mayor program and the DARE program.

COUNCIL LIAISON REPORT

Councilwoman Mecham updated the Council on Davis County transportation issues and the Centerville Trails Committee.

CITY MANAGER'S REPORT

- Councilman McEwan made a **motion** to cancel the regular Council meeting scheduled for January 2, 2019. Councilwoman Ivie seconded the motion, which failed by unanimous vote (0-5). Councilman Ince made a **motion** to tentatively cancel the regular Council meeting scheduled for January 2, 2019, unless the Mayor and City Manager decide such a meeting is necessary. Councilwoman Mecham seconded the motion, which passed by unanimous vote (5-0).
- Council members have expressed concern about the City using Sunrise Engineering for building inspection services without a current contract. Mr. Thacker reviewed the history of this matter, and requested time for staff to gather information regarding how

1 other cities approach this matter and make a recommendation. He said he suspects
2 contracted rather than in-house services will be the most economical way to proceed.
3 • Mr. Thacker reported that an expanded Complete Streets Committee has been
4 meeting to discuss striping on Main Street in 2019. Parrish Lane and Main Street are
5 both scheduled for a mill and repaving project next year. Councilman McEwan said
6 he would be interested in data regarding traffic on the Frontage Road during the Main
7 Street repaving project compared to before and after the project.
8

9 **APPOINTMENT**

10
11 Mayor Wilkinson recommended the Council appoint Jennifer Beckstrand to the Centerville
12 Tree Board. Councilwoman Mecham made a **motion** to appoint Jennifer Beckstrand to the
13 Centerville Tree Board. Councilman Ince seconded the motion, which passed by unanimous vote
14 (5-0).
15

16 **ADJOURNMENT**

17
18 At 10:18 p.m., Councilwoman Ivie made a **motion** to adjourn the meeting. Councilwoman
19 Mecham seconded the motion, which passed by unanimous vote (5-0).
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25 Mackenzie Wood, City Recorder
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25 Date Approved
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29 _____
Katie Rust, Recording Secretary

Minutes of the Centerville City Council **Work Session** meeting held Tuesday, December 18, 2018 at 6:00 p.m. at Centerville City Hall, 250 North Main Street, Centerville, Utah.

MEMBERS PRESENT

Mayor Clark Wilkinson

Council Members William Ince
Stephanie Ivie
George McEwan
Robyn Mecham

MEMBER ABSENT Tamilyn Fillmore

STAFF PRESENT Steve Thacker, City Manager
Lisa Romney, City Attorney
Jacob Smith, Management Services Director
Marcus Arbuckle, Keddington & Christensen
Katie Rust, Recording Secretary

VISITOR Jeff Bauer, HintonBurdick (present via speaker phone until 6:20 p.m.)

AUDIT REPORT FOR FISCAL YEAR ENDING JUNE 30, 2018

Jeff Bauer of HintonBurdick, the City's contract auditors, summarized the independent audit report of the City's financial statements for the fiscal year ending June 30, 2018 (FY 2018), and answered questions from the Council. The auditors have issued a "clean" or unqualified opinion on the City's financial statements, with no material weaknesses or significant deficiencies noted in internal controls, and two minor findings related to compliance. Marcus Arbuckle of Keddington & Christensen, the City's contract CPA advisor, presented financial statements related to the FY 2018 audit. The General Fund unrestricted fund balance increased by more than \$500,000 in FY 2018.

FINANCIAL REPORT – CURRENT FISCAL YEAR

Mr. Arbuckle presented a financial report for the 5-month period ending November 30, 2018, and answered questions from the Council.

ADJOURNMENT

Councilman Ince made a **motion** to adjourn the work session at 6:52 p.m. Councilwoman Ivie seconded the motion, which passed by unanimous vote (4-0).

Mackenzie Wood, City Recorder

Date Approved

Katie Rust, Recording Secretary

CENTERVILLE

Staff Backup Report

1/2/2019

Item No. 3.

Short Title: Discuss potential changes to South Main Street Overlay Zone regulations

Initiated By: City Council

Scheduled Time: 7:15

SUBJECT

RECOMMENDATION

Allow Cory Snyder, Community Development Director, to facilitate a discussion of the nature and magnitude of changes the Council may desire to make to the South Main Street Corridor Overlay Zone regulations.

BACKGROUND

The City Council has made several amendments to the South Main Street Corridor Overlay Zone regulations in the past few years and is currently considering other "quick fix" amendments to address concerns relating to setbacks and side yards that affect the current fire station project. In addition, a majority of the Council would like to discuss other potential amendments to those regulations. Hence the reason for this topic on the January 2 special meeting agenda.

Cory Snyder, Community Development Director, has not provided any advance materials for this discussion. However, he will make a presentation at the meeting that should help organize and facilitate the Council's discussion of potential changes.