

CITY OF NORTH SALT LAKE  
CITY COUNCIL MEETING-WORK SESSION  
JUNE 5, 2018

**FINAL**

Mayor Arave called the meeting to order at 6:02 p.m.

PRESENT: Mayor Len Arave  
Council Member Brian Horrocks  
Council Member Stan Porter  
Council Member Ryan Mumford  
Council Member James Hood  
Council Member Lisa Watts Baskin

STAFF PRESENT: Ken Leetham, City Manager; Paul Ottoson, City Engineer; Jon Rueckert, Assistant Public Works Director; Janice Larsen, Finance Director; Craig Black, Police Chief; David Church, City Attorney; Brent Moyes, Golf Course Director; Sherrie Llewelyn, Community Development Director; Linda Horrocks, City Recorder; Holly Christensen, Administrative Assistant; Andrea Bradford, Minutes Secretary.

OTHERS PRESENT: Fred Philpot, Lewis Young Robertson & Burningham, Inc.

1. FOLLOW-UP REPORT ON LTAP PROGRAM

Ken Leetham reported that staff started working on this project last year per a \$70,000 budget allocation for a road conditions survey. Utah State University performed this survey under the LTAP Program and staff made a few modifications to the report recommendations. He explained that the detailed five year plan would cost approximately \$1.8 million annually for road maintenance and repair. Road sealing expenditures should also be double the current amount per year.

Mr. Leetham spoke on transportation needs and funding options including the approximate \$900,000 to be used annually on road maintenance and repair. He said the recent Transportation Governance Senate Bill (SB136) could potentially generate \$383,691 for the City, and the Our Schools Now initiative is projected to generate \$163,397 for the City

Fred Philpot, Lewis Young Robertson & Burningham, Inc., talked about different options for funding road maintenance and repair. He explained the purpose of a transportation utility fee which would establish an equitable, sustainable and transparent way to maintain existing roadways. The road conditions plan showed that approximately \$1,800,000 was needed annually to maintain and repair the roads. The City had \$900,000 annually for road repair so an additional \$900,000 was needed. The current funding mechanisms are Class C Road Funds, sales tax, and the General Fund. Other revenue options could include a transportation fee, additional sales tax, increased fuel tax, increased property tax, and bonding.

Mr. Philpot reviewed the transportation fee methodology and each component including single and multifamily fees assessed per unit, non-residential fees assessed per business license based on the size of the building, and business licenses assigned to a transportation category. He presented several different calculations for different scenarios and options to make up the \$900,000 required.

The Council discussed the traffic generated by residents in cities north of North Salt Lake who use city roads particularly on their way to work in downtown Salt Lake City. Questions were raised about toll roads, tax exempt entities such as schools and churches, and how the fee would be assessed on State roads. Mr. Philpot explained that the fees could be assessed if there was data on trip distribution to show the utilization of City roads. He said there were pros and cons to the transportation fee but its purpose was a sustainable revenue source to repair and maintain city roads.

Mr. Philpot reported on alternative fee methodologies including vehicle registration, vehicle miles traveled and tolls.

Ken Leetham commented that City staff was reviewing the final road study and said that several observations from the study included potentially reducing the \$900,000 amount needed for work that City staff could do such as crack sealing and/or postponing some road projects.

Mr. Philpot said that one benefit of implementing this fee would result in a dedicated and transparent revenue source that was tied to a specific expense. He commented that Lewis Young performed a similar transportation utility fee study for Kaysville City at the cost of \$6,800.

The Council then discussed the pros and cons of implementing a transportation fee including affordability of the fee assessments for residents and businesses, justification, high road users (such as colleges, etc.), the economy, and use of City roads versus State roads.

## 2. ADJOURN

Mayor Arave adjourned the meeting at 7:00 p.m. to begin the regular session.

CITY OF NORTH SALT LAKE  
CITY COUNCIL MEETING-REGULAR SESSION  
JUNE 5, 2018

**FINAL**

Mayor Arave called the meeting to order at 7:10 p.m. Council Member James Hood offered the invocation and Ethan Wiger, BSA Troops 1777 and 1408, led those present in the Pledge of Allegiance.

PRESENT: Mayor Len Arave  
Council Member Brian Horrocks  
Council Member Stan Porter  
Council Member Ryan Mumford  
Council Member James Hood  
Council Member Lisa Watts Baskin

STAFF PRESENT: Ken Leetham, City Manager; Paul Ottoson, City Engineer; Jon Rueckert, Assistant Public Works Director; Janice Larsen, Finance Director; Craig Black, Police Chief; Brent Moyes, Golf Course Director; Sherrie Llewelyn, Community Development Director; Linda Horrocks, City Recorder; Andrea Bradford, Minutes Secretary.

OTHERS PRESENT: Kai Castleberry, Spencer Allen, BSA Troop 1777 and 1408; Isaac Jensen, BSA Troop 358; Joseph Earnest, Quick Quack Car Wash; Tobin family, Wayne, Alan, Abby Ebert, Matt Ebert, Natalie Gordon, Rick Jensen, Sara Ebert, Lucinda Wade, residents; Mark Green, Grnobl, LC; Dustin Gramoll, Jim Gramoll, Gramoll Construction.

1. CITIZEN COMMENT

There were no citizen comments.

2. PRESENTATION TO OUTGOING NSL PARKS & ARTS COMMITTEE MEMBER  
LORI SEPPI

This item was postponed until a future date.

3. INTRODUCTION OF NEW YOUTH CITY COUNCIL ADVISORS

Council Member Hood reported that John and Marni Tobin had two sons currently on the Youth City Council (YCC) and were willing to serve as the YCC advisors.

**Council Member Hood moved to appoint John and Marni Tobin as the Youth City Council advisors. Council Member Baskin seconded the motion. The motion was approved by Council Members Horrocks, Porter, Mumford, Hood and Baskin.**

4. SWEARING IN OF YOUTH CITY COUNCIL EXECUTIVE COMMITTEE FOR 2018-19

Council Member Hood reported that he was excited to work with the new YCC Executive Committee, comprised of Gavin Tobin as the youth mayor, Annabelle Ballard as the city manager, Cameron Marx as the service chair, Abby Ebert as the activity chair, Megan Welch as the publicity chair, Houston Naegle as the recorder, and Tessa Parkinson as the photographer. He explained that the executive committee would lead the YCC and plan all of the activities.

Mayor Arave performed the swearing in of this year's Youth City Council Executive Committee.

5. CONSIDERATION OF NATALIE GORDON AS MAYOR ARAVE'S APPOINTMENT TO FILL PLANNING COMMISSION SEAT 6

Mayor Arave reported that Leslie Mascaro had resigned from the Planning Commission due to employment conflicts. He said that his replacement consideration, Natalie Gordon, had previous Planning Commission experience, and he recommended the Council approve this appointment.

Natalie Gordon commented that she had lived with her family in the City for nineteen years. She said she had served on the Water Board and the Parks and Arts Committee as well.

**Council Member Mumford moved to approve Mayor Arave's appointment of Natalie Gordon to the Planning Commission. Council Member Porter seconded the motion. The motion was approved by Council Members Horrocks, Porter, Mumford and Hood. Council Member Baskin abstained from voting.**

6. CONSIDERATION OF RESOLUTION 2018-23R: A RESOLUTION APPROVING A 5<sup>TH</sup> AMENDMENT TO THE EAGLEWOOD VILLAGE DEVELOPMENT AGREEMENT (2018-26A) TO INCLUDE AS A PERMITTED USE, AUTOMATED CAR WASH FACILITIES

Sherrie Llewelyn reported that the Quick Quack car wash approached Eaglewood Village Development about purchasing a portion of the property for their car wash. The developer had requested an amendment to allow automated car wash facilities defined as those with significant automation to independently pull a vehicle through a washing portal without driver intervention. The applicant had agreed to use more muted colors on their building per the Town Center design guidelines.

The Development Review Committee (DRC) recommended approval of the Fifth Amendment to the Eaglewood Village Development Agreement.

Mayor Arave asked if this use would affect future development of the area. Sherrie Llewelyn replied that she did not feel it would affect the commercial viability of the area and was a good use of the awkward shaped parcel.

**Council Member Porter moved that the City Council approve the proposed Fifth Amendment to the Eaglewood Village Development Agreement. Council Member Hood seconded the motion. The motion was approved by Council Members Horrocks, Porter, Mumford, Hood and Baskin.**

7. CONSIDERATION OF A CONCEPT PLAN APPROVAL FOR G&G SUBDIVISION AT 721 WEST CENTER STREET, MARK GREEN, GRNOBL, LC-APPLICANT

Sherrie Llewelyn reported that this property was located at 721 West Center in the industrial zone and consisted of 14 acres. The property was landlocked with a 30' easement which was not sufficient for redevelopment so the property owner acquired additional land for the purpose of creating a five-lot commercial subdivision. The applicant would use the two larger lots for his business, M. C. Green & Sons, Inc., with the remaining lots for industrial use.

The Planning Commission reviewed the concept plan and recommended approval with the following three conditions: 1) that a satisfactory resolution of the street location and issues of abutting driveway non-conformity prior to preliminary plat, 2) approval of the exception to the dead end street length due to the land locked nature of the rear parcels, and 3) approval of the exception to the minimum lot size of two acres.

Mark Green, GRNOBL, commented that he was under the impression that the Planning Commission had approved the roadway as a nonconforming driveway without the condition to resolve the nonconformity. He explained that he had approached both DATS Trucking and Big West Oil about creating a shared driveway but was unable to compel either company to work with him.

Sherrie Llewelyn replied that the first condition for approval was for a satisfactory resolution of the street location.

The Council discussed several options including placing the roadway on the east side of the property and using the existing driveway. Mark Green replied that there were drainage, setback issues, and access concerns to both road placement suggestions. He commented that if he was unable to find another solution beyond combing driveway access with DATS that the project would fail.

Council Member Porter asked if the drive access could be placed on the east side of the property. Sherrie Llewelyn replied that consideration had not been given to the one way in/out access on the other side of the building as this would cause the setback to be nonconforming, but could be a possible solution.

Council Member Mumford asked if the street in this development would be public or private. Paul Ottoson replied that one of the reasons for the proposed street to become a private street was due to the fact that it did not meet City standards at this time.

Jim Gramoll, Gramoll Construction, commented that they had pursued every option and the best solution was the nonconforming driveway they had proposed.

The Council then discussed flag lots, future redevelopment, and the driveway access which was only 30' from the street intersection even though City standards were 50' of separation between a driveway and a street intersection to maintain a factor of safety.

Staff determined that they would explore additional options including side street setbacks as well as reaching out to Big West Oil and DATS Trucking to see if a solution could be found that was compliant with City code.

Mayor Arave clarified that City staff would help the applicant work with the adjacent landowners on a better solution or review other options.

Ken Leetham commented that there were several possible resolutions including a shared access driveway with DATS or access on the east side in conjunction with Big West Oil. Mark Green commented that he would also review the site to see if there was an additional 20' to make the proposed driveway conforming at 50'.

**Council Member Mumford moved to table the consideration of a Concept Plan approval for G&G Subdivision at 721 West Center Street until a new proposal for the road is submitted. Council Member Porter seconded the motion. The motion was approved by Council Members Horrocks, Porter, Mumford, Hood and Baskin.**

8. PUBLIC HEARING ON AND CONSIDERATION OF RESOLUTION 2018-16R: A RESOLUTION AMENDING THE FY2017-2018 BUDGETS

Janice Larsen reported that were several adjustments to the FY2017-2018 budget for the General Fund, Redevelopment Fund, Housing Fund, Local Building Authority Fund, Debt Service Fund, Park Capital Fund, Road Capital Fund, and the Secondary Water Fund. The adjustments in the General Fund are related to an increase in expenditures for new council member participation in health insurance coverage, an increase in public notice expenditures, GIS services, and an audio pedestrian signal on Orchard and Center Street. Offsetting these increases is a transfer in from the Redevelopment Fund for reimbursement of administrative expenditures.

The adjustments in the Redevelopment Fund are due to actual tax increment revenues collected in the Eaglewood and Redwood Road development areas that were higher than budgeted. The additional revenue required an increase in the developer reimbursements and transfers to the General and Housing Funds.

The adjustment to the Housing Fund was related to the additional tax increment revenue in the Redevelopment Fund in which 10% was required to be spent on moderate or low income housing.

The adjustments in the Local Building Authority Fund were for operational expenditures related to rental properties with a transfer in from the Debt Services Fund to pay a small portion for the current year debt service.

Revenue from RAP tax in the Debt Service Fund was expected to be \$400,000 higher than budget so staff recommended a transfer out to the Local Building Authority Fund for the current year debt payment.

The changes in the Park Capital Fund were due to the funding of the Center Street Trail project. The total project expenditures were budgeted with grant revenue and the State paid the contractors directly, so the excess budgeted amounts were no longer necessary. A budget adjustment would be necessary to fund a fence at Tunnel Springs Park.

Changes to the road fund were for two new projects including the Center Street Widening project. The State also paid the contractors directly for many of the expenditures so the excess budgeted amounts were no longer needed. A reduction in the expenditures for the 1100 North Rail Road Crossing was necessary as this project would be combined with the 1100 Widening project. Staff was also recommending an increase in the budget for a new project in the Secondary Water Fund related to the waterline to facilitate reuse of water from the South Davis Water District.

Janice Larsen commented that there was an error in the Resolution regarding the amounts in the Road Fund budget. The Resolution should read "Decrease revenue in the amount of \$2,161,922. Decrease expenditures in the amount of (\$2,356,655). Decrease the use of fund balance in the amount of \$194,735."

Staff recommended approval of Resolution No. 2018-16R.

**Mayor Arave opened the public hearing at 8:17 p.m. There were no public comments and he closed the public hearing at 8:17 p.m.**

**Council Member Porter moved to adopt Resolution No. 2018-16R: a resolution adopting an amendment to increase fiscal year 2017-2018 General Fund, Redevelopment Fund, Housing Fund, Local Building Authority Fund, Debt Service Fund, Park Capital Fund, Road Capital Fund, and Secondary Water Fund budgets as noted in the corrected resolution. Council Member Horrocks seconded the motion. The motion was approved by Council Members Horrocks, Porter, Mumford, Hood and Baskin.**

9. CONSIDERATION OF RESOLUTION 2018-22R: A RESOLUTION ADJUSTING THE SOLID WASTE SECTION OF THE CITY OF NORTH SALT LAKE COMPREHENSIVE FEE SCHEDULE

Ken Leetham reported that City staff received information from Waste Management regarding an increase in the cost of the recycling cans from the current rate of \$2.12 to \$3.47 due to global market changes in recycling services. The proposed rate would go into effect on July 1, 2018

with the increase He also said that if the City would like to implement weekly recycling services that each utility account would have a mandatory charge and no resident could opt out of the service charge.

The Council asked staff what the current recycling rate was and when the current contract with Waste Management would expire. Staff would research these questions and provide the information to the Council.

**Council Member Horrocks moved to approve Resolution 2018-22R: a resolution adjusting the Solid Waste section of the City of North Salt Lake Comprehensive Fee Schedule. Council Member Hood seconded the motion. The motion was approved by Council Members Horrocks, Porter, Mumford, Hood and Baskin.**

10. PUBLIC HEARING AND CONSIDERATION OF RESOLUTION 2018-17R: A  
RESOLUTION ADOPTING THE FY2018-2019 BUDGETS

Mayor Arave commented on several budget items presented including the requests for tree planting at the cost of \$75,000 and the landscaping on Eagleridge Drive at \$100,000. He suggested that due to the road maintenance shortfall that these items should be removed. He also asked about the 3% Cost of Living Adjustment (COLA) and asked how this was calculated. Ken Leetham replied that the 3% COLA was an estimate from Zion's Bank based on economic conditions along the Wasatch Front.

**Mayor Arave opened the public hearing at 8:37 p.m. There were no public comments and he closed the public hearing at 8:37 p.m.**

Council Member Porter commented that he would like to retain the 3% COLA amount and police staffing amount. He suggested an adjustment to the park repair and replacement budget request to reflect what was in the Park Capital Fund. Ken Leetham commented that the police staffing was for the final hires from the multiyear staffing plan.

Council Member Baskin commented on the \$100,000 budget request for building security and, suggested that there may be a less expensive alternative to keep employees safe. Chief Black replied that the proposed glass for the building security was a bullet resistant plexiglass which would delay an attack long enough for employees to retreat to a safe place while allowing police time to respond.

Council Member Horrocks commented that the lack of funds for road repair and maintenance is a global problem. He said there had to be a solution such as the State raising gas taxes or federal funding for roads. Mayor Arave said that the City needed to do more preventative maintenance to preserve the roads.

The Council discussed allotting the \$175,000 Rap Tax funds requested for the Center Street tree planting and Eagleridge Drive budget request items toward park projects and to use the \$200,000

proposed for park repair and replacement towards road repairs. The majority of the Council was also in favor of installing some type of building security.

Council Member Mumford explained that there was \$175,000 in the RAP Tax fund that had to be used for parks, arts, and trails and suggested that it not be tied to a certain project but that the Council should allow the Parks and Arts Committee to propose park projects.

Mayor Arave clarified that the Center Street tree planting and Eagleridge Drive landscaping combined budgeted amount of \$175,000 be used for park and trail repair and replacement, and the proposed \$200,000 park repair budget be used for roads maintenance.

**Council Member Baskin moved to table this item for two weeks until staff presented a revised budget with the proposed changes. Council Member Porter seconded the motion. The motion was approved by Council Members Horrocks, Porter, Mumford, Hood and Baskin.**

11. CONSIDERATION OF RESOLUTION 2018-18R: A RESOLUTION SETTING THE CERTIFIED PROPERTY TAX RATE FOR FY2018-2019 AT A RATE NOT TO EXCEED THE RATE DETERMINED BY DAVIS COUNTY

Ken Leetham suggested that as the FY2018-2019 budget adoption was postponed that it may be better to postpone this item as well until the budget was adopted. He noted that Bountiful City was holding a truth in taxation hearing to fund the State's assessment related to the homeless shelter bill. The City's estimated portion for this bill would be \$3,400 at 1.8%.

**Council Member Horrocks moved to table Resolution 2018-18R. Council Member Porter seconded the motion. The motion was approved by Council Members Horrocks, Porter, Mumford, Hood and Baskin.**

12. CONSIDERATION OF RESOLUTION 2018-19R: A RESOLUTION AUTHORIZING AT LEAST TWO INDIVIDUALS FROM THE CITY TO MAKE CHANGES TO PTIF ACCOUNTS

Mayor Arave clarified that this request would authorize Ken Leetham and Stacey Steckler to make changes to the bank accounts tied to Public Treasurers Investment Fund (PTIF) accounts.

**Council Member Baskin moved to approve Resolution 2018-19R. Council Member Porter seconded the motion. The motion was approved by Council Members Horrocks, Porter, Mumford, Hood and Baskin.**

13. CONSIDERATION OF A REQUEST TO SURPLUS POLICE DEPARTMENT VEHICLES AND EQUIPMENT

Chief Black reported that this would be a request to surplus five police department vehicles as well as two photocopiers. These surplus vehicles included one 2008 Dodge Charger, four 2010

Dodge Chargers. The surplus copiers included two Canon photocopiers. He said that while these vehicles had lower mileage they were highly used and outside the warranty period. The photocopiers were also out of warranty and cost more in maintenance fees than the cost to replace them.

**Council Member Porter moved to declare the above listed vehicles and photocopiers as surplus and direct the police department to dispose of them through public auction or other means that would be found to be of the most value to the City of North Salt Lake. Council Member Baskin seconded the motion. The motion was approved by Council Members Horrocks, Porter, Mumford, Hood and Baskin.**

14. CONSIDERATION OF RESOLUTION 2018-20R: A RESOLUTION APPROVING A POLICY ON THE DISPOSAL OF CITY-OWNED REAL PROPERTY

Ken Leetham reported on whether City-owned property should be sold and potential guidelines for disposal. He suggested that the guideline should be to sell the smallest amount of property to accommodate the need.

Guideline number four under the section pertaining to the City consenting to a purchase request focused on incompatibility between landowners and may cause privacy issues if the City were to sell property near the trails. Council Member Baskin suggested that this guideline be amended to delete the wording “create or” and add “or reduce” after the word “expand.”

Council Member Baskin commented that even though these guidelines and policies were not an ordinance the City would govern judgment based on these guidelines which was binding to some extent. Ken Leetham said these guidelines and policies would create procedures for disposal of City property.

**Council Member Baskin moved to approve the Draft Policy Document Disposal of City Property (Real Estate/Land Holdings) as workable guidelines as amended. Council Member Porter seconded the motion. The motion was approved by Council Members Horrocks, Porter, Mumford, Hood and Baskin.**

15. CONSIDERATION OF RESOLUTION 2018-21R: A RESOLUTION APPROVING A UDOT COOPERATIVE AGREEMENT (2018-25A) FOR SIDEWALK CONSTRUCTION ALONG SR-68; CENTER STREET TO 120 NORTH

Paul Ottoson reported that this would be part of Safe Utah’s sidewalk funding per a \$30,000 grant for a sidewalk project on the east side of Redwood Road. This project was a 75/25 split with the City’s portion at \$10,000. The City also received another grant for a project from 600 North to 1000 North on the east side of Redwood Road as well, so these projects would go out for bid together.

**Council Member Porter moved to adopt Resolution No. 2018-21R: a resolution of the City of North Salt Lake City Council approving a cooperative agreement between the Utah**

**Department of Transportation (UDOT) and the City of North Salt Lake related to sidewalk construction along SR 68; Center Street to 120 North. Council Member Mumford seconded the motion. The motion was approved by Council Members Horrocks, Porter, Mumford, Hood and Baskin.**

16. CONSIDERATION OF A REQUEST TO PURCHASE FRONT END LOADER,  
PUBLIC WORKS DEPARTMENT

Ken Leetham asked that this item be tabled.

**Council Member Mumford moved to table the discussion on the front end loader. Council Member Hood seconded the motion. The motion was approved by Council Members Horrocks, Porter, Mumford, Hood and Baskin.**

17. APPROVE CITY COUNCIL MINUTES

The City Council minutes of May 15, 2018 were reviewed and approved. **Council Member Mumford moved to approve the City Council meeting minutes from May 15, 2018. Council Member Hood seconded the motion. The motion was approved by Council Members Horrocks, Porter, Mumford, Hood and Baskin.**

18. ACTION ITEMS

The action items list was reviewed. Completed items were removed from the list.

Mayor Arave commented on action item number four regarding blasting for foundations or sewer lines. Sherrie Llewelyn replied that a method called “sure strike impact drilling” was used for foundations in place of blasting.

Council Member Baskin asked about the no idling ordinance. Ken Leetham replied that while the City could pass an ordinance it would be difficult to enforce.

19. CITY COUNCIL REPORTS

Council Member Hood reported on several repair items at Legacy Park including broken plexiglass, tape on the west pavilion, and a missing section in the soft fall at the playground. He also said there was a road sign in the park strip at 150 North and Main and excessive weeds at the sound wall on 125 West.

Council Member Mumford thanked staff for participating in the Golden Spoke Event and said he received positive feedback from residents. He also asked that the signage on the bathrooms at Legacy Park be altered for clarity.

Council Member Porter also reported on the Golden Spoke Event and said that he and Paul Ottoson participated in the bike ride.

Council Member Horrocks said he was planning to participate in the Weber Basin Water tour. He also asked if it might be more beneficial for residents to adjust the dates for the spring and fall cleanup. He then stated that a resident had contacted him and the Mayor about a little league football conference spanning four weeks at Legacy Park and potential parking issues. Council Member Mumford commented that he was in support of this event as it would bring in revenue. Parking issues could be reviewed this year, and if it is a problem, the city could deny their request in the future.

Council Member Baskin asked if the splash pad had been cleaned and whether it was safe to use. Ken Leetham replied that it was now open and that staff would research options to keep dogs out of the splash pad area.

Council Member Baskin reported that this was the last week of the citizen's police academy and that she had learned a lot and would recommend this training to others.

#### 20. MAYOR'S REPORT

Mayor Arave reported that the South Davis Recreation District was hiring a new director and that Ken Leetham had helped with the hiring process. He also mentioned that Lakeview Rock Products (Hughes) will be holding an open house June 13<sup>th</sup> from 6:30 to 7:30 p.m. to talk about blasting.

#### 21. CITY ATTORNEY'S REPORT

David Church was excused.

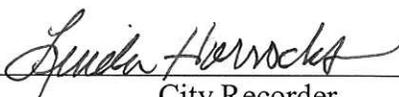
#### 22. CITY MANAGER'S REPORT

Ken Leetham reported that on an open house regarding the Winegar's property redevelopment would be held June 26<sup>th</sup>.

#### 23. ADJOURN

Mayor Arave adjourned the meeting at 10:02 p.m.

  
\_\_\_\_\_  
Mayor

  
\_\_\_\_\_  
City Recorder