

CITY OF NORTH SALT LAKE  
CITY COUNCIL MEETING-WORK SESSION  
MARCH 17, 2020

**FINAL**

Mayor Arave called the meeting to order at 6:10 p.m.

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

STAFF PRESENT: Ken Leetham, City Manager; Paul Ottoson, City Engineer; 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; Andrea Bradford, Minutes Secretary.

OTHERS PRESENT: Roger Graves, David Coats, residents.

1. OVERVIEW OF PROPOSED FISCAL YEAR 2021 BUDGET

Ken Leetham reported that he was optimistic about the City as it was in a good financial position with a strong revenue stream and a General Fund Balance of \$3 million.

Janice Larsen reported that the City was in a good position in every fund for the upcoming year. She focused on the different types of funds and the ways they were interrelated as the objective of governmental financial reporting was accountability. Ms. Larsen explained that there were two main fund types including governmental funds (such as roads parks) and proprietary funds (similar to business type funds such as services). She said funds were typically not transferred between government and proprietary funds. The governmental fund types included the General, Special Revenue, Debt Service, and Capital Projects Funds, which were used by all governmental entities nationwide. She said the General Fund was the primary operating fund for governmental services and included public safety, maintenance, parks, etc., and revenue included tax such as sales tax and property tax. The transportation tax was generally transferred to the Road Capital Fund or in the General Fund for street striping. Expenditures included amounts from administration, development, courts, public safety, and road and parks repair and maintenance under \$10,000. Ms. Larsen stated that for reference, the General Fund budget for the current year was \$12,932,600. Revenues must equal expenditures in the budget with the difference between as a contribution to a fund balance or a use of fund balance.

Council Member Baskin asked if the City could set a sales tax rate. Ken Leetham replied that it was set by the State but the City did have some control over the RAP tax, local option sales tax, and transportation sales tax that were adopted at a county level. He said he would like to see a bill passed through the legislature for a local option sales tax.

Janice Larsen reported on the three Special Revenue Funds in which the revenue was designated for a specific purpose. The first fund was Redevelopment, which was intended for the creation of new development areas and funded by tax increment revenue with a total budget of \$1,396,000. The second fund was Housing with CDBG grant revenue that was tied to expenditures for low-income housing projects. The third fund would be the Local Building Authority for rental revenue at Hatch Park to track revenue and expenses including the debt payment on the purchase of those properties.

Council Member Horrocks asked if within these Special Revenue Funds if funds could be moved around. Janice Larsen replied that these funds were restricted but cash could be transferred in from the General Fund. She said each fund had their own balance sheet and income statement and needed to be balanced separately.

Mayor Arave asked a question about due to/from other funds. Janice Larsen replied that this was possible with other funds that had unrestricted cash, which could be transferred to other funds similar to a short-term cash loan.

Janice Larsen referred to the next fund, Debt Service Fund, which was used to build new parks and was being repaid through the RAP Tax. She said the RAP Tax was tied directly to sales tax and could be used for anything related to new capital projects for parks. She recommended that when trying to decide how to fund the debt payment to use the most highly restricted cash to preserve the unrestricted cash for other projects.

Council Member Mumford said that with an economic slowdown anything tied to a sales tax would be impacted within the next year. Janice Larsen replied that while staff had developed the budget it could be adjusted as needed.

Council Member Baskin asked how much the City was in debt for the Hatch Park project. Janice Larsen replied that it was approximately \$700,000 with an original ten-year loan of just under a million dollars.

Janice Larsen then focused on Capital Project funds and said per City ordinance that once a project was budgeted, as they generally took several years to complete, that the budget on those expenditure lines would carry over to the next year. The first Capital Project fund was used for general building (such as the City Hall HVAC project), slide mitigation, or when the General Fund was over the legal limit. She explained it was like a rainy day fund. Revenue for the Capital Project Fund would come from another Capital project, the Public Safety Impact fees, to repay

the debt for the City Hall building. She said this fund would also have a due to/from the golf course of \$2.7 million in 2019.

Council Member Mumford asked about the repayment of the construction of City Hall. Janice Larsen replied that the Public Safety Impact fees were collected to pay this debt. Ken Leetham explained the Public Safety portion was not the entire cost of the building but was \$3 million.

Council Member Horrocks explained that while the City had enough cash to pay for City Hall, it was determined that portions could be paid with impact fees, so that was the reason for the loan.

Council Member Baskin asked how the public safety impact fees were collected. Janice Larsen explained that public safety impact fees are based on building permits, so a study was done to determine how the growth impacted public safety and an amount was predefined.

Ken Leetham commented that an updated impact fee analysis needed to be done soon.

Council Member Mumford asked how far ahead a new impact study would need to be done to ensure the right amount of fees were collected if a large annexation occurred. David Church replied that once a fee was enacted the City must give the developer 90 days-notice.

Ken Leetham mentioned the potential annexation and said the impact fee studies would be completed before the City Council voted to annex the territory. He said they already met with the developer regarding this issue.

Janice Larsen then reported on the Parks Capital Project Fund with revenues from impact fees, the RAP tax, transfers in from the General Fund, and grants for the parks. She said expenditures would come from capital projects, new parks, and major repairs over \$10,000. Another fund would be Public Safety with money transferred to the Capital Projects Fund, and the Road Capital Project Fund with consistent revenue from C Road and the Transportation Tax. Mr. Larsen stated that transfers could also be made from the General Fund or the Capital Project Fund with unrestricted cash. In the current year the budget was \$3.7 million due to projects carried over from previous years and significant grants.

Council Member Baskin asked if the City had access to B and C Road Funds or if these funds went to the State. David Church replied that the City did have some access, and B Road Funds were the City's share of the State's gas tax and was based on road miles and population.

Janice Larsen then referred to proprietary funds, which would be reviewed in more detail at a later date. She said these funds included the Enterprise, Water, Irrigation, Storm Water, Solid Waste, and Golf.

Chief Black thanked the City Council and staff for their support. He said there were unprecedented issues right now with COVID-19 and asked if there were any questions related to the public safety response. He spoke on what the police department would and would not be responding to and said D.A.R.E. training and fingerprinting services would be suspended. The Chief added that the department would not be responding as standby assistance on medical calls at this time unless asked.

Mayor Arave asked if the police department was receiving the support needed from the Davis County Health Department and the State. Chief Black replied that the briefings from the State were great but the support from County Health Department had been lacking thus far. He said they also submitted a request for personal protective equipment (PPE) such as respirators, and that a local business supplied the department with equipment that would last for several weeks.

Council Member Baskin asked if there had been changes in interactions with the public due to the COVID-19 quarantine. She commented that there had also been news reports that domestic violence would increase exponentially and asked if this was exaggerated. Chief Black replied that there had been an increase in the severity in the domestic violence cases and his concern was the requirement for arrests causing officers to transport potentially infected individuals. He said the jails were grappling with how to avoid spreading the disease internally.

Chief Black said officers were finding alternative booking solutions particularly for non-violent crimes to avoid exposure. He said this was not sustainable crime control but a short-term solution.

Council Member Horrocks asked about the DARE program and its effectiveness. Chief Black replied that from his experience it was hard to measure the level of prevention but felt that DARE helped to build trust and relationships with officers and kids/parents. He said there were alternatives to DARE but felt the program was worthwhile.

Council Member Mumford commented on the home burglaries in Farmington. He asked if the City had seen an increase. Chief Black responded that they had seen an increase in vehicle and storage shed burglaries but did not feel this was related to the current health crisis.

## 2. ADJOURN

Mayor Arave adjourned the meeting at 7:01 p.m. to begin the regular session.

CITY OF NORTH SALT LAKE  
CITY COUNCIL MEETING-REGULAR SESSION  
MARCH 17, 2020

**FINAL**

Mayor Arave called the meeting to order at 7:15 p.m. Council Member Lisa Baskin offered the invocation and led those present in the Pledge of Allegiance.

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

STAFF PRESENT: Ken Leetham, City Manager; Paul Ottoson, City Engineer; Brent Moyes, Golf Course Director; Sherrie Llewelyn, Community Development Director; Linda Horrocks, City Recorder; Andrea Bradford, Minutes Secretary.

OTHERS PRESENT: Roger Graves, David Coats, residents.

1. CITIZEN COMMENT

David Coates, 193 Pace Lane, said that 193 was a stub street with an entrance for Hughes/Lakeview Rock Products operations. He said that while the road was only to be used for light duty traffic, that Hughes was using a CAT 745, with a carrying capability of 163,943 pounds, on that road. He shared additional concerns including construction of a new access road and a gas station, improper dust collection resulting in silicone released in the air, and installation of a trailer with a billboard near his property line. Mr. Coates said he contacted Sherrie Llewelyn who contacted Hughes regarding the site development issues. He said Hughes was rude to Sherrie and dismissive of the issues and suggested that the City support their employee and take control however they could.

The City Council reordered the agenda to review Resolution 2020-09R as several members of the Golf Course Oversight Committee were in attendance.

2. CONSIDERATION OF RESOLUTION 2020-09R: A RESOLUTION AMENDING THE CITY'S CONSOLIDATED FEE SCHEDULE TO INCREASE CERTAIN USER FEES AT THE EAGLEWOOD GOLF COURSE AND ESTABLISHING AN EFFECTIVE DATE

Ken Leetham said a golf course review committee was created last year and had issues related to the operation of the course including revenue, expenses, and fees. He said staff had since revised the fee schedule and reviewed it with the new Golf Course Oversight Committee. He said the committee recommended several adjustments including an annual golf cart fee for personal golf carts, the elimination of the individual season pass for the driving range, and adjusting the cart fees to \$16 for single riders for 18 holes and \$12 for the trail fee. The Golf Course Oversight Committee approved a motion recommending approval of the new rates and authorizing dynamic pricing.

Brent Moyes addressed the concept of dynamic pricing and said it was popular within the golf industry. He said software could help identify trends and demands to determine slower periods of time. He said reduced rates could then be offered for those specific times.

The Council discussed dynamic pricing and how price adjustments may upset some customers or entice those looking for a deal. They also discussed how this may give the impression of cheapening the course.

Mayor Arave said the committee recommended a 5% surge rate, raising the cart fees, and raising the price of 18 holes. Council Member Mumford suggested that the dynamic pricing should be a dollar amount instead of a percentage or different rates based on the day and/or time.

Ken Leetham suggested that if the demand warranted the dynamic pricing that the golf course could publish a weekend rate to avoid surprising customers.

Mayor Arave said that he did not think that changing the rates was critical right now. He said the committee would meet again on the 25<sup>th</sup> and could further review the dynamic rate idea.

Council Member Porter felt that dynamic pricing could upset some people but felt that rate changes were similar to gas pricing which would allow people to “shop around.” Council Member Baskin felt that having a set price for different days or times was rational and would eliminate upsetting customers.

Mayor Arave commented that the State may require that the golf course to be closed due to the pandemic. He said the market would probably require discounting rather than increased prices.

Ken Leetham said that tournament play may be cancelled as well.

**Council Member Horrocks moved to table Resolution 2020-09R. Council Member Mumford seconded the motion. The motion was approved by Council Members Horrocks, Porter, Mumford, Baskin and Gordon.**

Ken Leetham commented that the Committee made a motion on the staffing proposal including hiring a general manager. He said the City would advertise for a general manager department head position and the appointment would then be approved by the City Council.

Council Member Mumford asked about the banquet facility rentals and that it was anticipated there would be zero revenue for the near future due to Coronavirus restrictions. Ken Leetham said the dine-in restaurant and reception area would be closed.

3. APPOINTMENTS TO THE PARKS TRAILS ARTS AND RECREATION ADVISORY BOARD

Council Member Mumford commented that he did have an appointment but they were not present. He also said the Parks and Arts meeting would be postponed until a later date. He said the Parks and Arts Advisory Board had been working on the Palmquist Park rebuild and did not want to delay obtaining a bid. He said he would work with David Frandsen on the park.

Mayor Arave said that as he did not yet have an appointment to the Board that this item would be postponed until a later date.

4. CONSIDERATION OF A PLAT AMENDMENT TO THE VIEWS AT EAGLEWOOD VILLAGE PUD PH.2, COMBINING LOTS 215 & 221, TOM STUART CONSTRUCTION, APPLICANT

Sherrie Llewelyn reported that this was a plat amendment in the Views at Eaglewood Village PUD. The applicant was proposing that lots 215 and 221 be combined to solve a drainage issue. This would result in one less lot as well as the vacation of the public utility easement along the lot line between these two lots. She said the Planning Commission held a public hearing with one comment on the drainage. They recommended approval with one condition that the redline corrections were made.

**Council Member Porter moved that the City Council approve the plat amendment for the Views at Eaglewood Village PUD Phase 2 at 155 Sunset Vista Court with the following condition:**

- 1) **Completion of engineering redlines if any.**

**Council Member Horrocks seconded the motion. The motion was approved by Council Members Horrocks, Porter, Mumford, Baskin and Gordon.**

5. CONSIDERATION OF BID AWARD FOR THE ANNUAL STREET STRIPING PROJECTS IN THE AMOUNT OF \$73,942

Paul Ottoson reported that the City had not obtained street striping bid pricing since 2016 as the City had an agreement with Mountain West Striping on set prices for three years. He said everything was bid out separately including striping, markings, signage, etc. and that pricing had gone up considerably since 2016. This project would not start until July and staff would look at all of the necessary striping throughout the City to determine actual work needed which would lower the cost.

**Council Member Baskin moved to recommend the City Council award the 2020 street striping project to Peck Striping for the price of \$73,942. Council Member Mumford seconded the motion. The motion was approved by Council Members Horrocks, Porter, Mumford, Baskin and Gordon.**

6. CONSIDERATION OF BID AWARD FOR THE RESURFACING OF EAGLERIDGE DRIVE BETWEEN ORCHARD DRIVE AND PARKVIEW DRIVE IN THE AMOUNT OF \$193,945

Paul Ottoson reported that this year's Eagleridge resurfacing project would start at the roundabout and extend to Parkview Drive. He said that while he would like to complete all of Eagleridge Drive in one year that the budget would not allow for that which is why it was being completed in sections. He said the budget amount was \$293,000 which was \$100,000 over the lowest bid. Staff assumed that a reconstruction was necessary; however, to save money the soft spots in the street would be excavated and then mill and filled with an overlay. This work would require road closures with a diversion of traffic to Eaglewood Drive, Cynthia or Valley View Drive. Staff recommended awarding the bid to Advanced Paving and Construction.

Council Member Gordon asked about the timeline for this project. Paul Ottoson replied that due to the Liberty Fest celebration on July 3<sup>rd</sup> that the contract included provisions for an asphalt road by July 3<sup>rd</sup> which would require them to have the work done either before July 3<sup>rd</sup>, or delay starting the project until after that date.

Council Member Baskin asked if there was a design defect contributing to the soft spots in the road. Paul Ottoson replied that there were springs in the area, which contributed to the issue and that special measures would be taken such as a perforated pipe that would be tied to the storm drain system.

**Council Member Mumford moved that the City Council award the Eagleridge Drive street overlay (Orchard Drive roundabout to Parkview Drive) project to Advanced Paving and Construction, LLC for the price of \$193, 945. Council Member Porter seconded the motion. The motion was approved by Council Members Horrocks, Porter, Mumford, Baskin and Gordon.**

7. CONSIDERATION OF BID AWARD FOR THE REPLACEMENT OF A PRESSURE REDUCING VALVE ON LACEY WAY IN THE AMOUNT OF \$45,795

Paul Ottoson reported that this was part of the annual PRV and valve replacement program in the City. He said there were new standards, which were a lot safer and better than the old standard. The new PRV would be placed outside the street right of way as the existing PRV was located in the street on a curve, which made it dangerous to work on. The contract would require that both lanes remain open for traffic unless work was being done on the manhole. Staff recommended awarding the bid to Cody Ekker Construction for the price of \$45,795.

**Council Member Horrocks moved to recommend the City Council award the PRV Replacement at 486 East Lacey Way Project to Cody Ekker Construction for the price of \$45,795.00. Council Member Baskin seconded the motion. The motion was approved by Council Members Horrocks, Porter, Mumford, Baskin and Gordon.**

8. CONSIDERATION OF ORDINANCE 2020-05: AN ORDINANCE AMENDING TITLE 7, CHAPTER 5B OF THE CITY CODE RELATING TO PUBLIC RIGHTS OF WAY

Paul Ottoson reported that the City Council had asked staff to review the current ordinances related to street excavations on new or reconstructed roads. Staff reviewed the current ordinance, as well as the ordinances of other cities, to identify best practices related to street excavations. The resulting proposed ordinance amendments included the following:

- a traffic control plan that must meet MUTCD requirements and be approved by the City,
- clarified that all backfill materials must be compacted to a minimum of 95% modified proctor density with maximum lifts of 8 inches,
- specified that mix design and minimum thickness of the asphalt,
- specified that the contractor install the proper traffic control devices and that these devices remain in place for the duration of the excavation and be removed within 24 hours of completion,
- required that asphalt shall be installed on the patches within 24 hours of the trench being backfilled,
- changed the warranty period of the asphalt patch from 2 years to 3 years,
- clarified that the newly constructed or overlaid streets cannot be excavated for 5 years,
- added a section that states all work within UDOT right-of-way will follow the same traffic control regulations as City streets.
- clarified the amount of the bond required,
- added a section that allowed the City to issue a stop work order and impose fines and penalties for contractors who work within the City right-of-way without a permit.

Paul Ottoson said that an addition to the motion should include revising line 112 so that “two years” would be replaced with “three years” and should read “this three (3) year period to guarantee the proper reconstruction of the road.”

Council Member Baskin commented that line 114 should read “Excavation restrictions shall be imposed by the City for five (5) years following...”

Council Member Gordon asked about the potential for a penalty on road cuts before the three year timeframe. Paul Ottoson then reviewed section 7 related to fees and permits.

Council Member Baskin advised that a revision be made to line 201 to change “offence” to “offense”.

Council Member Gordon referred to the exception granted by the City Council which allowed a developer to make road cuts before three years. She asked if there was a fee that could be charged if this exception was granted in the future. Ken Leetham said the ordinance potentially allowed for a bond for road work and recommended against allowing for people to make cuts before the five-year period had expired.

The City Council discussed concerns with potential requests for road cuts before the five-year period had expired including road leaks due to patching, fines, or other unintended consequences. Suggestions included requiring replacement of the entire road instead of road cuts, bonds, amending the ordinance, or other continue to look for other solutions.

Paul Ottoson spoke on road fills and said there was a clause, which stated that if the road was not completed to the satisfaction of the City engineer that they would be required to fix it. He said two years ago staff began to maintain an electronic file of every permit and when it was due. Next year staff could review every road and if it was bad the City could require it be fixed.

Ken Leetham said the City had two road condition studies with standards, which could be used for the road review.

The City Council then discussed maintaining the three-year standard for cuts into new roads versus five years for new roads and three years for existing roads.

Ken Leetham suggested that staff could review the issue of early cutting before the five-year expiration and prepare alternate suggestions. He also said staff could work on a codified standard for the road cuts.

**Council Member Horrocks moved to table Ordinance 2020-05 amending Title 7, Chapter 5B Public Rights of Way. Council Member Porter seconded the motion. The motion was approved by Council Members Horrocks, Porter, Mumford, Baskin and Gordon.**

9. CONSIDERATION OF RESOLUTION 2020-08R: A RESOLUTION AUTHORIZING THE CITY MANAGER TO SUBMIT AN APPLICATION TO THE UTAH OFFICE OF OUTDOOR RECREATION SOLICITING FUNDS FOR THE CONSTRUCTION OF THE BONNEVILLE SHORELINE TRAIL CONNECTIONS AND APPROVING A REQUIRED MATCH OF FUNDS OF \$11,500

Sherrie Llewelyn showed Phase 1 of the Bonneville Shoreline Trail in Davis County with connections to the new trail from Tunnel Springs Park and Wild Rose Trail. The Bonneville Shoreline Trail (BST) would extend through Davis County, and the North Salt Lake and Bountiful sections of the trail would be the first to be constructed. Davis County would be applying for a grant for funding of this project with assistance from City staff. City staff requested that the connector trail sections from Tunnel Springs Park and Wild Rose Trail be included in the overall grant request from Davis County so that the connections could be built concurrently with the BST. Mrs. Llewelyn said Davis County had anticipated funding the construction of the Bonneville Shoreline Trail but had asked that the cities be responsible for funding the connections to the BST. This particular grant would require a 50% match, so the request would be for \$11,500 in City funds equal to 50% of the total cost for the construction of the BST connections from Tunnel Springs Park and Wild Rose Trail. She stated that the North Salt Lake and Bountiful sections of the Bonneville Shoreline Trail that were included in this grant application would begin at the BST in Salt Lake City and then go as far north as Mueller Park in Bountiful.

Mrs. Llewelyn said Davis County was working to obtain approval from Salt Lake City and Salt Lake County. The trail would be four feet wide and constructed of gravel and road base.

Council Member Porter suggested obtaining a bid from Troy Duffin, who had constructed several City trails at a lower cost, and added that many engineered trails were not as high of quality.

**Council Member Mumford moved that the City Council approve Resolution 2020-08R authorizing an application for the Utah Outdoor Recreation Grant for the construction of the Bonneville Shoreline Trail in North Salt Lake and Bountiful, connections to it from Tunnel Springs Park and the Wild Rose Trail, and authorizing City matching funds. Council Member Porter seconded the motion. The motion was approved by Council Members Horrocks, Porter, Mumford, Baskin and Gordon.**

10. CONSIDERATION OF RESOLUTION 2020-10R: A RESOLUTION APPROVING AMENDMENT NO. 4 TO AN INTERLOCAL AGREEMENT WITH DAVIS COUNTY FOR ANIMAL CONTROL SERVICES (AGREEMENT 2020-07A)

Ken Leetham reported that the City had a five-year contract with Davis County for animal control services and it was currently in year four. He said the costs were significantly higher due to increased staffing. City calls for services had not fluctuated too much each year at 4.77% of the billable call volume of all agencies. Staff and City Council members recently visited the facility and were impressed with some aspects including the level of service. Mr. Leetham said that while he felt the City was receiving a good service he suggested obtaining residents' perspectives.

Council Member Baskin spoke on the wild nuisance animal calls, which the City had been billed for, as she assumed DWR handled those types of calls. Ken Leetham replied that Davis County did respond to some of those calls. The City Council discussed rates, value for the cost, City provided services, and service levels.

Council Member Mumford commented that there needed to be more clarification or a key for the activity report that was provided by Davis County. Ken Leetham replied that he would obtain more information about the abbreviated codes on the activity report, City laws including the leash law, as well as citations and fines.

**Council Member Porter moved to approve Amendment No. 4 to Interlocal Cooperation Agreement for Animal Services between the City of North Salt Lake and Davis County. Council Member Horrocks seconded the motion. The motion was approved by Council Members Horrocks, Porter, Mumford, Baskin and Gordon.**

11. CONSIDERATION OF ORDINANCE 2020-10: AN ORDINANCE AMENDING TITLE 10 LAND USE REGULATIONS, CHAPTERS 3, 7, 19 AND ADOPTING TITLE 13, SUBDIVISION REGULATIONS

The City Council discussed and determined that additional time for a more thorough review was necessary.

**Council Member Gordon moved to table Ordinance 2020-10. Council Member Porter seconded the motion. The motion was approved by Council Members Horrocks, Porter, Mumford, Baskin and Gordon.**

Sherrie Llewelyn suggested that this item be placed on a future work session agenda.

12. APPROVE CITY COUNCIL MINUTES

The City Council minutes of February 18, 2020 and March 3, 2020 were reviewed and approved. **Council Member Gordon moved to approve the City Council meeting minutes from February 18, 2020 and March 3, 2020 as amended. Council Member Mumford seconded**

**the motion. The motion was approved by Council Members Horrocks, Porter, Mumford, Baskin and Gordon.**

### 13. ACTION ITEMS

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

### 14. COUNCIL REPORTS

Council Member Gordon reported that the Youth City Council (YCC) had stuffed 3,000 to 4,000 Easter eggs for the City Easter egg hunt on April 11<sup>th</sup>. She asked if this event should be cancelled or postponed. The Council suggested alternatives such as hiding eggs throughout the City or combining the egg hunt with the Kite Festival in May or the 5K.

Council Member Gordon asked if water shutoffs would be halted due to COVID-19, or if small business loans would be available in Davis County for those affected by COVID-19. Ken Leetham replied that shutoffs would be halted. Mayor Arave said staff had received an email from Davis County containing an application for small business loans.

Council Member Gordon asked about the two Maverik gas stations on Redwood Road. Sherrie Llewelyn replied that the old Maverik station would be removed and the property would be sold.

Council Member Mumford reported that the Parks and Arts Board meeting was postponed, but upcoming City events including Arbor Day and the Kite Festival were in May and had not been cancelled at this time. He said there had been a discussion about leash laws and the potential for a dog park. He spoke on the suggestion that Mathis Park could allow for dogs to be off leash. The Parks and Arts Board would bring recommendations for enforcement of the leash law as well as other solutions.

Council Member Mumford then reported that the smell from the sewer plant had returned. He said that South Davis Sewer was unsure of the cause but felt that with more people working from home/out of school that this would cause additional frustration for residents.

Council Member Horrocks reported that the Golf Course Oversight Committee met the following day and was a good group. He said that the golf course needed to be run like a business with accountability but with the allowance for the golf course staff to make decisions.

Council Member Baskin reported that the April 25<sup>th</sup> Purge the Spurge event may be postponed. She said the Senior Lunch Bunch would be cancelled. She expressed concern that the 2020 Census may be delayed, which could cause issues.

Council Member Gordon expressed confusion over the letter from David Frandsen related to garbage days and street sweeper zones. She said that the map appeared to show street sweeping on the same day as garbage pickup day.

#### 15. MAYOR'S REPORT

Mayor Arave reported that the South Davis Recreation Center was closed due to COVID-19 and that Davis County was providing regular reports. He said staff was meeting with Dal Wayment from South Davis Sewer tomorrow and would bring up the issues.

#### 16. CITY ATTORNEY'S REPORT

David Church was excused.

#### 17. CITY MANAGER'S REPORT

Ken Leetham reported that a transportation bond was not approved during the legislative session. The City had a request for a five million dollar engineering study for the 1100 North bridge over the railroad tracks. He said the City's lobbyist, Craig Peterson, said there were other ways to obtain funding for the study such as legislature to remove a sales tax exception for the railroad, or funding from UDOT.

Ken Leetham spoke on the City's approach to COVID-19 and said that critical services such as public safety (police, fire) and the water system would be preserved. He said that City staff would be split into two groups with differing schedules to limit exposure between these groups. Mr. Leetham then said that he was wrestling with the idea of whether to close the City Hall building to residents for at least 15 days per the Governor's suggestion.

Council Member Horrocks commented that he would be in favor of closing the doors and that high risk employees should work from home. Ken Leetham replied that he felt locking the doors was unprecedented but was the safe route.

Council Member Baskin said that the federal courts were closed and felt that State courts would follow suit. She asked about the justice court. Ken Leetham said the justice court would remain open for bench warrants and domestic violence cases. He said these cases could be handled by appointment.

Mayor Arave said that the building would have to close eventually. Council Member Gordon commented that she felt a lot of people had the virus but the numbers were low due to inadequate testing. She recommended that City staff work from home and should not return to the building. She also said the doors to City Hall should be locked.

Ken Leetham said that he was leaning towards locking doors but felt a sense of responsibility as a government agency. He said the safest way to proceed was to minimize contact with the public to a maximum degree. Mr. Leetham said the Public Works and Police Departments could not furlough and that there would be exposure and illness in the Police Department. He said measures were being put in place to allow for regular employees to work from home or to help the public by appointment only.

Council Member Mumford felt that staff should help the public remotely or by appointment.

The City Council then discussed sanitation, exposure, how to best serve residents, and how to comply with State code while conducting public meetings (including the budget retreat on March 28th) electronically.

18. ADJOURN

Mayor Arave adjourned the meeting at 10:03 p.m.

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Mayor

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Recorder