



CITY OF NORTH SALT LAKE

CITY COUNCIL MEETING

NOTICE & AGENDA

JULY 20, 2021

Work Session: 6:00 pm – Regular Session 7:00 pm

Posted July 15, 2021

Notice is given that the City Council of the City of North Salt Lake will hold a regular meeting on **JULY 20, 2021** at City Hall, 10 East Center Street, North Salt Lake, Utah. A work session will be held at 6:00 pm in the Council Chambers followed by the regular session at 7:00 pm. Some members may participate electronically.

The following items of business will be discussed; the order of business may be changed as time permits.

WORK SESSION –6:00 p.m.

1. America Rescue Plan Act Funding, Lenese Hendricksen – South Davis Sewer District
2. Approval of City Council Minutes
 - a. June 29, 2021(Special Session)
 - b. July 6, 2021
 - c. July 8, 2021 (Special Session)
3. Action Items
4. Council Reports
5. Adjourn

REGULAR SESSION - 7:00 p.m.

1. Introduction by Mayor Len Arave
2. Invocation and Pledge of Allegiance ~ Council Member Natalie Gordon
3. Citizen Comment
4. Consideration of **Resolution No. 2021-27R**: A resolution amending Title 8, Section 1-3 of the City's Municipal Code related to delinquency and discontinuance of service
5. Consideration of City Council Chambers Audio/Visual Improvements in an amount up to \$55,000
6. Mayor's Report
7. City Attorney Report
8. City Manager Report

9. Adjourn

CLOSED SESSION

1. Possible closed session for the purpose of discussing pending or reasonably imminent litigation; to discuss the character professional competence, or physical or mental health of an individual; to discuss collective bargaining; or to discuss the purchase, exchange, sale, or lease of real property. *Utah Code 52-4-205*

Notice of Posting:

I, the duly appointed City Recorder for the City of North Salt Lake, hereby certify that the foregoing agenda was posted on the Utah Public Notice website, at city hall, and sent to the required newspapers this 15th day of July 2021.

Dated this 15th day of July 2021.







CITY OF NORTH SALT LAKE

10 East Center Street
North Salt Lake, Utah 84054
(801) 335-8700
(801) 335-8719 Fax

Len Arave
Mayor

Ken Leetham
City Manager

MEMORANDUM

TO: Honorable Mayor and City Council

FROM: Ken Leetham, City Manager

DATE: July 20, 2021

SUBJECT: Work session item – request for ARPA funds from the South Davis Sewer District

The South Davis Sewer District has requested time in the City Council's work session to discuss a proposal for use of some of the City's American Rescue Plan Act (ARPA) funds. You may recall that the ARPA allows for governments to use funds for water and sewer infrastructure. The attached document is a brief description of the project that they are proposing to use ARPA funds for.

ABOUT THE DISTRICT

The South Davis Sewer District, an improvement district established in 1959, currently provides wastewater services, including collection and treatment, for approximately 103,000 people living in Bountiful, Centerville, North Salt Lake, West Bountiful and Woods Cross along with unincorporated areas in the south half of Davis County.

In addition to its collection system, consisting of approximately 380 miles of pipe and almost 9,000 manholes, the District owns, operates and maintains two wastewater treatment plants – the North Plant at 1800 West 1200 North in West Bountiful and the South Plant at 1380 West Center Street in North Salt Lake.

It is critical that the District's facilities and treatment processes keep pace with new regulatory requirements, emerging contaminants of concern and a growing population while still keeping costs stable. The District continues to have one of the lowest monthly rates for wastewater treatment along the Wasatch Front and is making every effort to keep it low by finding innovative solutions to address changing conditions. One such solution is a new process that will provide nutrient removal at the North Plant to meet new regulations related to nutrients. This brochure provides a description of the project along with its benefits and costs.



**Effectively managing
resources and protecting
public health and the
environment for current
and future generations is
at the heart of everything
the District does.**



South Davis Sewer District

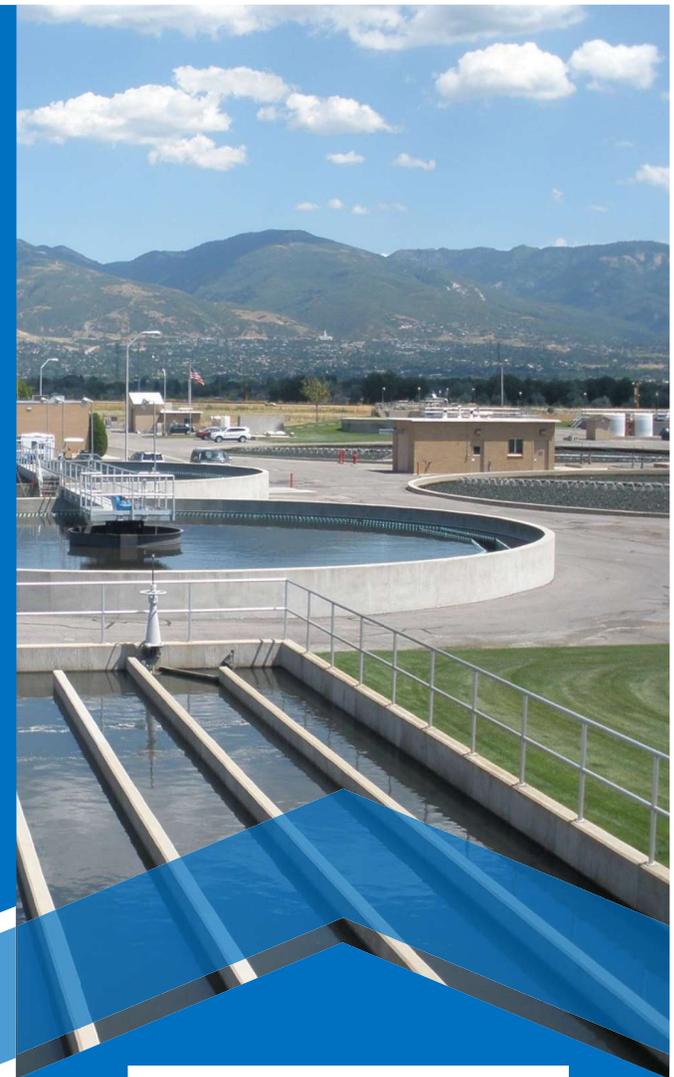
Mailing Address:

PO Box 140111 • Salt Lake City, Utah 84114-0111

Office Location:

1800 W 1200 N • West Bountiful, Utah

Phone: 801.295-3469 • *Website:* www.sdsd.us



American Rescue Plan Act

NORTH PLANT NUTRIENT REMOVAL PROJECT

South Davis Sewer District

PROJECT DESCRIPTION

The District currently utilizes conventional wastewater treatment processes at its North Plant. These include screening of the water entering the treatment plant to remove rags and large debris followed by grit removal, primary clarification, biological processing using trickling filters and secondary clarification. Prior to its release, the treated water is disinfected using sodium hypochlorite and then – to ensure that current receiving water standards are met for discharge to the State Canal – the water is dechlorinated using sodium bisulfite. Solids removed during the treatment process are stabilized in two-stage anaerobic digesters and dried in drying beds.

In order to remove nutrients (specifically nitrogen and phosphorus) from the liquid waste stream in accordance with State regulations, the District will construct and install Advanced Biological Nutrient Recovery (ABNR™) following secondary clarification and prior to disinfection.

In the ABNR™ process, nutrient-rich wastewater is mixed with carbon dioxide and a blend of biological organisms (algae). The mixture then travels through a series of glass pipes where photosynthesis occurs, consuming nutrients and carbon dioxide and leaving clean water and pure oxygen. An advanced ultrafiltration process separates the clean water stream from the algae stream. A portion of the algae stream is recycled through the system to reseed and treat new wastewater entering the mix phase while surplus algae is removed from the system for sale to multiple, diverse markets including bioplastics, biochemicals and biofuels. The target commission date for the ABNR™ process is late 2023.

BENEFITS

In accordance with the Utah State Legislature's Guiding Principles, this project:

- Addresses the long-term challenge of meeting water quality goals in Utah.
- Results in a net present benefit to residents and reduces inflationary pressure by reducing the amount of chemicals needed for treatment and producing a beneficial plant-based byproduct (algae) that can be sold to offset operational costs, culminating in lower overall costs.
- Provides local and statewide benefits by helping to ensure beneficial uses of lakes, streams and other local water bodies are met for things like recreation, fishing, agriculture and wildlife. An additional benefit is that the algae produced and sold can be used to replace traditional plastics, foams, etc. that are leading sources of pollution world-wide.
- Implements an innovative, biological-based solution that yields a treatment plant effluent with very low levels of phosphorus and nitrogen and will serve as a model for other treatment plants.
- Considers full cost of ownership and avoids creating an unfunded future cost by combining long-term, recurring sales of algae with monthly user charges to cover the capital and ongoing operation and maintenance costs of the project.
- Aligns with the State's core function of protecting public health and the environment at a local level.



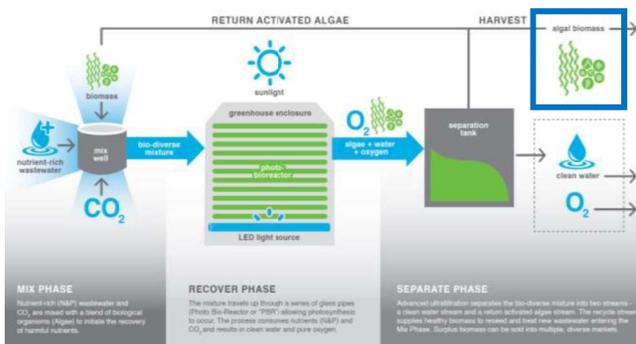
COST AND INVESTMENT

The total cost to construct and install ABNR™ is approximately \$50 Million. The District has already invested five years and spent over \$7 million to purchase glass pipe and dewatering equipment for this project, which is the first-of-its-kind in the State of Utah.

The District is seeking ARPA funds totaling at least \$1 Million from local government agencies.

Please consider making an appropriation to the District for ABNR™ as you allocate the ARPA funds you have received. Your partnership and contribution to this project at any level will increase the District's ability to secure additional funding and go a long way to benefitting our communities both now and for generations to come.

Images Courtesy of CLEARAS (<https://www.clearasolutions.com/>)



1 CITY OF NORTH SALT LAKE
2 CITY COUNCIL MEETING-SPECIAL SESSION
3 JUNE 29, 2021
4

5 **DRAFT**
6

7 Mayor Arave called the meeting to order at 6:05 p.m.
8

9 PRESENT: Mayor Len Arave
10 Council Member Lisa Watts Baskin
11 Council Member Natalie Gordon
12 Council Member Brian Horrocks
13 Council Member Ryan Mumford
14 Council Member Stan Porter
15

16 STAFF PRESENT: Ken Leetham, City Manager; Paul Ottoson, City Engineer; David Frandsen,
17 Public Works Director; Janice Larsen, Finance Director; Craig Black, Police Chief; Todd
18 Godfrey; City Attorney; Linda Horrocks, City Recorder; Andrea Bradford, Minutes Secretary.
19

20 OTHERS PRESENT: Via Zoom: Rachel Butterfield; Jacob Brace, Google Fiber Utah, LLC.
21

22 1. CONSIDERATION OF RESOLUTION 2021-24R: A RESOLUTION APPROVING
23 AGREEMENT 2021-22A, A NON-EXCLUSIVE LICENSE AGREEMENT BETWEEN
24 THE CITY OF NORTH SALT LAKE AND GOOGLE FIBER UTAH, LLC FOR THE
25 INSTALLATION OF NETWORK FACILITIES IN THE CITY PUBLIC RIGHT-OF-
26 WAY
27

28 Ken Leetham reported that City staff worked with representatives of Google Fiber Utah on
29 concerns related to construction methodology and the impact of this project on the public streets
30 system. He said Google Fiber Utah had agreed to abide by the City's adopted restrictions that
31 prohibited road cuts on streets that were new or recently reconstructed for three-to-five years,
32 dependent on the ordinance. The City would provide a list of streets that should not be disturbed,
33 and in those cases, the cable would be placed within public park strips. He felt that over time
34 this would help to reduce the number of road cuts.
35

36 Ken Leetham explained that one area of fiscal impact for the City would be to have inspection
37 services during the time when Google Fiber was installing their system. He said that Google
38 Fiber made this suggestion and City staff felt it was the right thing to do. Staff would bring
39 further information and a proposal for inspection services to the City Council at a later date. He
40 said the construction period would be approximately six-to-nine months and that this service
41 could be paid with funds generated by this project, including a licensing fee, in exchange for the
42 use of the City's rights-of-way. Mr. Leetham explained that as those funds would not be
43 available immediately that the City could use a fund balance, cash reserves, or possibly

44 American Rescue Plan (ARP) funds. The City could then be reimbursed when the licensing fees
45 became available. He said the agreement and resolution were reviewed by the City Attorney as
46 was similar to other agreements between Google Fiber and other communities along the Wasatch
47 Front.

48
49 Jacob Brace, Google Fiber Utah, thanked City staff and said they were excited to be part of the
50 City.

51
52 Council Member Gordon asked for more information on ARP funds. Ken Leetham replied that
53 these funds were related to COVID and the City would be receiving approximately \$2.6 million
54 dollars from the Federal Government.

55
56 **Council Member Porter moved to adopt Resolution 2021-24R: a resolution of the City**
57 **Council of the City of North Salt Lake approving a non-exclusive license agreement**
58 **between the City of North Salt Lake and Google Fiber Utah, LLC for the installation of**
59 **network facilities in the City public right-of-way. Council Member Gordon seconded the**
60 **motion. The motion was approved by Council Members Baskin, Gordon, Horrocks,**
61 **Mumford and Porter.**

62
63 Ken Leetham reported that a deadline was approaching on the American Rescue Plan and
64 commented that he would be requesting the first half of the funding.

65
66 Council Member Baskin asked for confirmation on the proposed funding amount. Ken Leetham
67 replied that it would be approximately \$2.6 million with the first half available now. He said the
68 second half of the funds would be available next year.

69
70 Mayor Arave commented that the funds had to be utilized by 2026.

71
72 Council Member Baskin asked how the process would work and if it would be allocated like a
73 regular budget. Ken Leetham responded that staff had not made any proposals to the City
74 Council about the use of the ARP funds. He anticipated that staff would review the rules for how
75 the funds could be used and added that fairly strict direction and guidelines had been provided by
76 the Governor's office and the legislature about these funds. Funds had already been set aside by
77 the State of Utah for their ARP funds. This funding would potentially be used for matching funds
78 for cities to build infrastructure, particularly water projects.

79
80 Council Member Baskin asked how these funds would interact with the project proposed by
81 Google Fiber. Ken Leetham explained that one of the authorized uses of the ARP funds was the
82 expansion of infrastructure related to fiber networks. He said staff would review the possibility
83 of using these funds for the inspection services related to the construction.

84

85 Council Member Baskin clarified that the City Council had not yet decided on the use of the
86 ARP funds and that the motion was for approval of the non-exclusive contract with Google
87 Fiber, LLC. Ken Leetham replied affirmatively. He said the inspection services would come
88 back before the Council for additional approval in the future.

89
90 Council Member Baskin said the contract stated that the public easements could be utilized for
91 fiber. She asked why other utilities were not placed in the public easements/park strips rather
92 than in the roads. Ken Leetham responded that there were advantages and disadvantages to
93 installing in the park strip. He said the road was a convenient location.

94
95 Paul Ottoson stated that if the park strips were utilized, contractors would have to deal with a
96 concrete driveway approach every 60 feet which was more difficult to work with. He explained
97 that Google Fiber would install fiber via micro trenching that creates a one- to two-inch-wide
98 trench twelve inches deep. Mr. Ottoson said while they could utilize the park strips, they would
99 have to deal with the driveways and sprinkler systems.

100
101 Council Member Baskin commented that the images showing completed micro trenching
102 appeared to be a little bit messy. Ken Leetham replied that this was also staff's concern. He said
103 staff would work with Google Fiber throughout the project through permitting meetings and pre-
104 planning.

105
106 Mayor Arave said that as chip seals and overlays were applied to the roads that the trenching
107 would no longer be visible.

108
109 Council Member Gordon questioned if the City should postpone planned road improvements
110 until after the fiber install. Ken Leetham said staff would work with Google Fiber on upcoming
111 projects, such as Eaglewood Loop, to ensure the conduit was installed prior to paving.

112
113 Mayor Arave asked when the City would need to apply for those funds. Ken Leetham replied
114 that the deadline was July 11th. He said that further discussion would occur at the next City
115 Council meeting on July 6th.

116
117 2. ADJOURN

118
119 Mayor Arave adjourned the meeting at 6:21 p.m.

120
121 *The foregoing was approved by the City Council of the City of North Salt Lake on Tuesday July*
122 *20, 2021 by unanimous vote of all members present.*

123
124
125

Linda Horrocks, City Recorder

1 CITY OF NORTH SALT LAKE
2 CITY COUNCIL MEETING-WORK SESSION
3 JULY 6, 2021
4

5 **DRAFT**
6

7 Mayor Arave called the meeting to order at 6:10 p.m.
8

9 PRESENT: Mayor Len Arave
10 Council Member Lisa Watts Baskin
11 Council Member Natalie Gordon
12 Council Member Brian Horrocks
13 Council Member Ryan Mumford
14 Council Member Stan Porter
15

16 STAFF PRESENT: Ken Leetham, City Manager; Paul Ottoson, City Engineer; David Frandsen,
17 Public Works Director; Janice Larsen, Finance Director; Craig Black, Police Chief; Jayme
18 Blakesley, City Attorney; Tyler Abegglen, Golf Course General Manager; Sherrie Pace,
19 Community Development Director; Linda Horrocks, City Recorder; Andrea Bradford, Minutes
20 Secretary.
21

22 OTHERS PRESENT: In person: Dee Lalliss, resident; Allen Simonsen, Julie McLachlan, Dan
23 Checketts. Via Zoom: Benjamin Shelton.
24

25 1. OVERVIEW AND REPORT ABOUT LIBERTY FEST 2021
26

27 Ken Leetham introduced Allen Simonsen who had been instrumental in organizing the car show
28 at Eaglewood on July 2nd. He then introduced Julie McLachlan (and Kristin Robinson), the
29 City's recreation managers, who organized the 2021 5K and Liberty Fun Fair and Dan Checketts
30 who had been coordinating Liberty Fest events at the golf course, including the fireworks show,
31 for several years. Mayor Arave presented gifts to these individuals and thanked them for their
32 efforts to make the 2021 Liberty Fest such a success.
33

34 a) FESTIVAL OF SPEED-ALLEN SIMONSEN
35

36 Allen Simonsen thanked the City for their preparation and involvement, and specifically
37 mentioned David Frandsen. He said that the show was very successful and continued to grow
38 each year. Mr. Simonsen estimated that there were over 500 vehicles and at least 5,000 people in
39 attendance.
40

41 b) 5K AND LIBERTY FUN FAIR-JULIE MCLACHLAN & KRISTIN
42 ROBINSON
43

44 Julie McLachlan thanked City staff for their help with this year's events. She explained that she
45 and Kristin had managed the 5K in 2019, and with input from City staff, wanted to expand the
46 activities this year. The goal was to include local businesses and have a celebration and morning
47 activities in Legacy Park before the events at Eaglewood that evening. Ms. Robinson said there
48 were approximately 200 runners and bikers registered for the 5K. Prizes were awarded to the top
49 male and female as well as three winners in each age group. Other activities included a grass
50 doubles volleyball tournament with 16 teams, bingo, bounce houses, music with a DJ, a foam
51 cannon, a raffle, and an area with 21 vendors who had carnival style games and giveaways. She
52 said about 500 people attended the Liberty Fun Fair and suggested increased advertising for this
53 event in the future.

54
55 Ken Leetham thanked Kristen and Julie for all of their efforts including the great job they were
56 doing running the summer recreation program at Hatch Park.

57
58 c) JULY 3 FIREWORKS SHOW-DAN CHECKETTS & DAVID FRANDBEN

59
60 Dan Checketts commented that this was the eighth year he had been involved with the City's
61 fireworks show. He thanked City staff including Ken Leetham, Linda Horrocks, David Frandsen,
62 Chief Black, and Tyler Abegglen. Mr. Checketts spoke on the highlights including the flyover
63 with paragliders, the stage with a live band, an emcee, and the 25 minute fireworks show.

64
65 Ken Leetham said there was an increased effort to obtain sponsors this year. He said Julie,
66 Kristen and Linda were able to find eleven sponsors for a total of \$13,000 in donations. Mr.
67 Leetham also mentioned the flyover and how the two volunteer helicopter pilots had only been
68 home for a few months since deployment in Afghanistan. He said that while they wanted to
69 provide a third helicopter the other members of the unit had just gotten back and had not had a
70 Fourth of July celebration at home for two years.

71
72 Mayor Arave commented that many of these veterans continued to serve including attending
73 funerals for those in the service as well as sacrificing for and supporting the Country.

74
75 Chief Black reported on the July 3rd fireworks show and said while there was a really large
76 crowd that it seemed like a very quick exit afterward. He said UDOT controlled the Eagleridge
77 and Highway 89 roundabout this year. There were no significant problems and it was a great
78 event.

79
80 Council Member Horrocks commended staff and said that the car show was very well attended
81 this year. He suggested that next year the bikes and scooters in the 5K could start prior to the
82 runners to avoid any accidents.

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84 2. APPROVAL OF CITY COUNCIL MINUTES

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The City Council minutes of June 15, 2021 were reviewed and amended.

Council Member Porter moved to approve the City Council minutes of June 15, 2021 as amended. Council Member Gordon seconded the motion. The motion was approved by Council Members Baskin, Gordon, Horrocks, Mumford and Porter.

3. ACTION ITEMS

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

4. COUNCIL REPORTS

Council Member Gordon reported that the Youth City Council (YCC) volunteered at the 5K and Liberty Fun Fair. She said Justice Paige Petersen with the Utah Supreme Court spoke to the youth that day and ended by stating there would be a leadership conference for Bountiful and North Salt Lake Youth as well as a Logan Youth Council Conference this year.

Council Member Mumford thanked City staff for their efforts with Liberty Fest and said he received many compliments from residents on the events. He spoke on the camaraderie shown by the Public Works Department at the event and commended David Frandsen for his leadership.

Council Member Porter was in agreement with the sentiments expressed by Council Member Mumford and said that he was able to provide shuttle rides on a golf cart to some of the residents in attendance including a parachutist and an individual with cancer.

Council Member Horrocks commented on the need for more spread out garbage cans at the event as some cans out on the course were overflowing. He also mentioned the cans lined up on Eagleridge and the wind the following day and suggested the possibility of getting the cans picked up more quickly in the future. He said it was a great event overall and that staff performed admirably.

Council Member Baskin expressed regret in missing the festivities and said it sounded like a wonderful event this year.

5. CITY ATTORNEY'S REPORT

Jayne Blakesley had nothing to report.

6. MAYOR'S REPORT

126 Mayor Arave reported that the South Davis Metro Fire Agency would have a tax increase. He
127 said the Board discussed a tax increase and increasing the allocation to the cities. It was
128 determined that a tax increase would be done with no increase to the cities at this time.

129

130 Ken Leetham thanked David Frandsen and the Public Works staff. He said that many of the
131 employees worked 21 hours on July 3rd. Mr. Leetham also thanked Linda Horrocks and spoke on
132 how much time she dedicated to the event each year. He spoke about the wonderful job that
133 Chief Black and his staff did as well. Mayor Arave expressed concern with how many hours staff
134 worked on the day of the event and how to fix that in the future.

135

136 Council Member Gordon asked that staff reach out to the candidates for public office to let them
137 know where they could and could not place their signs.

138

139 7. ADJOURN

140

141 Mayor Arave adjourned the meeting at 6:48 p.m. to begin the regular session.

CITY OF NORTH SALT LAKE
CITY COUNCIL MEETING-REGULAR SESSION
JULY 6, 2021

DRAFT

Mayor Arave called the meeting to order at 7:01 p.m. Council Member Stan Porter 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; David Frandsen, Public Works Director; Janice Larsen, Finance Director; Craig Black, Police Chief; Jayme Blakesley, City Attorney; Tyler Abegglen, Golf Course General Manager; Sherrie Pace, Community Development Director; Linda Horrocks, City Recorder; Ali Avery, Long Term Planner; Marty Peterson, Emergency Preparedness Manager; Andrea Bradford, Minutes Secretary.

OTHERS PRESENT: Via Zoom: Benjamin Shelton, Kevin Larsen, John Crockett. In Person: Dee Lalliss, resident; Mark Anderson, Zions Bank.

1. CITIZEN COMMENT

There were no citizen comments.

2. CONSIDERATION OF RESOLUTION 2021-25R: A RESOLUTION AUTHORIZING THE ISSUANCE OF SALES TAX REVENUE BONDS

Ken Leetham reported on two projects that the City was considering issuing debt for including the Foxboro Wetlands Park. He said the fishing cleaning station, restroom, and parking lot would be located adjacent to Foxboro Drive on the south side of the wetlands. The property was currently owned by the Coventry HOA who seemed favorable to selling a portion of the property.

181 Mayor Arave asked for clarification on who owned what portion of the wetlands. Ken Leetham
182 clarified that the City owned the wetlands property minus a small parcel that was proposed to be
183 used for a parking lot for the park.
184

185 Ken Leetham reported that the cost estimates for the Wetlands Park were between \$3.2 and \$3.4
186 million. He said Council Member Mumford had previously asked for more detail related to the
187 Redwood Road CDA and that the Wetlands Park along with sidewalk projects, landscaping,
188 beautifying the Redwood Road corridor, etc. One of the main purposes of the CDA was to
189 assemble property and this was done in part through the Amazon project as well as 1100 North
190 and Redwood Road. This also included the acquisition of property for a Public Works facility.
191 He said the total cost for the Wetland Park with interest would be \$4.3 million. The projection
192 for all the proposed properties would be approximately \$11 million in today's dollars. The
193 estimated revenue for the remainder of the CDA would be around \$12 million and would not
194 include the adjustment for the Amazon property. He felt these were conservative but fairly
195 accurate projections.
196

197 Ken Leetham then explained the payments for the golf course project and said that a portion of
198 the bond would be paid with TIF revenue for the first ten years and the remaining years on the
199 bond would be paid with golf course revenues. He showed images of the exterior remodel with
200 new materials, roof extension and replacement, new windows, and a wraparound deck. Mr.
201 Leetham showed several color renderings and a site plan for the exterior as well as drawings of
202 the interior. He signed a contract with JZW Architects for \$9,500 to complete a set of plans for
203 the renovation. This would allow for construction once the debt had been issued.
204

205 Mr. Leetham said a forensic review of the golf course irrigation system was completed last year.
206 It was determined that the underground pipes were sound and that several controllers needed to
207 be replaced. It was estimated that \$500,000 in improvements to the irrigation system be added to
208 the bond. Approximately \$300,000 in repairs and upgrades to the cart paths were also needed. He
209 said an estimate was needed to determine the replacement cost for the lining of the irrigation
210 ponds as well.
211

212 Mayor Arave asked if the proposed \$8 million for the golf course remodel would be sufficient.
213 He said the City would not be committing to anything now by approving the resolution. The
214 public hearing process would occur and the Council could then decide if the bond should be
215 issued. The resolution would also start the time clock on expending funds that could be
216 reimbursed from the bond proceeds. Ken Leetham replied affirmatively.
217

218 Tyler Abegglen reported that staff was working on bond estimates now and he felt the \$3.5 to \$4
219 million would be sufficient for the remodel of the building as well as the \$750,000 for the
220 irrigation system and other repairs.
221

222 Council Member Horrocks spoke on the proposed expansion of the deck and the need for shade.
223 Tyler Abegglen replied that the plans from JZW may change from the initial estimate. He said
224 there would be some changes from the original plan to retain the benefits while finding cost
225 savings.

226

227 Council Member Horrocks asked that some enhancements to the pond be considered. Tyler
228 Abegglen replied that lighting could be added to the area including string lights to the trees.

229

230 Council Member Baskin asked for clarification on the amount needed for the golf course
231 remodel. Tyler Abegglen confirmed that it would be approximately \$750,000 for the irrigation
232 system and \$3-3.5 million for the renovation.

233

234 Mark Anderson, Zions Bank, explained that the bond resolution would set the maximum
235 borrowing amount, term, the interest rate, and discount at which the bonds would be issued. The
236 resolution would also require the City Council to schedule a public hearing to receive public
237 input on the proposed financing. He said the recommended date of August 3rd would give
238 adequate time to make the proper notices. Mr. Anderson explained that there were two
239 financings, which included the RDA and golf course revenues. He said neither of these on their
240 own would give the best access to interest rates especially at a length of a 30-year period and the
241 strategy would be to do a sales tax bond, which was a stronger revenue pledge. This way would
242 yield the best interest rate for both financings.

243

244 Council Member Porter asked if this was a lease revenue bond for the golf course. Mark
245 Anderson replied that it would be a sales tax revenue bond to obtain a more favorable interest
246 rate.

247

248 Council Member Gordon questioned if there were issues with paying the bond back with other
249 revenue sources if this was a sales tax revenue bond. Mark Anderson responded that the City was
250 pledging sales tax revenues to guarantee repayment of the bond but could use any repayment
251 sources to make the payments.

252

253 Council Member Mumford clarified that the maximum amount was \$8 million of the total bond,
254 the bond rate was 5%, and the discount rate was 2% on the bonds. He asked about the Mayor's
255 question to potentially approve a larger amount or if the proposed \$8 million was sufficient.
256 Mayor Arave commented on current construction costs and said it was not a problem to approve
257 more than \$8 million but if the cost came in higher, the City would have to fund the excess out of
258 the General Fund.

259

260 Ken Leetham asked if there was an issue with increasing the amount of the parameters of the
261 resolution. Mark Anderson replied that the motion would just need to include that increase. He
262 said they anticipated the bond would be sold and there may be some flexibility then.

263

264 Council Member Mumford asked about the 5% bond rate and the 2% discount. Mark Anderson
265 explained that when bonds were sold that the assigned interest rate during the first 10 years was
266 5%. He said the 2% discount was related to the sale of the bond and that the purchasers would
267 pay a premium to own the bonds that were 5% and the 2% discount meant that it was below
268 market for that year. They would then only be willing to be 98% of the bond maturity value.

269

270 Council Member Mumford commented on the 5% interest rate as it seemed like there were lower
271 rates right now. Mark Anderson said the estimated cost for the ten-year financing would be a
272 little over 1% as that part of the bond was front loaded. He said people would pay more for the
273 5% interest rate in the future.

274

275 Mayor Arave asked if the City needed to obtain bond ratings. Mark Anderson replied that a
276 rating would need to be established for the sales tax bond. He said the action that evening would
277 authorize the bond sale as long as it was in the parameters that were defined. Mr. Anderson said
278 they would work with the City to submit an offer statement to the market. He said that the
279 closing date could occur in September.

280

281 Ken Leetham suggested that the City would need that time to finalize the cost estimates for the
282 project and bring this back to the Council for review. Mark Anderson commented that when the
283 cost was finalized that they would run new numbers based on the interest rates at that time.

284

285 Mayor Arave asked what the bond rating may be. Mark Anderson replied that he anticipated the
286 City's rating would be AA due to the current strong sales tax.

287

288 **Council Member Horrocks moved that the City Council adopt Resolution 2021-25R: a**
289 **resolution authorizing the issuance of sales tax revenue bonds for the purpose of funding**
290 **the construction of the Foxboro Wetlands Park and renovations at Eaglewood Golf Course**
291 **with the amended amount of \$8.5 million. Council Member Gordon seconded the motion.**
292 **The motion was approved by Council Members Baskin, Gordon, Horrocks, Mumford and**
293 **Porter.**

294

295 3. CONSIDERATION OF A PLAT AMENDMENT FOR ROOT SUBDIVISION,
296 COMBINING LOTS 5, 6, & 9 OF THE LAKEVIEW ESTATES WITH PARCEL 01-
297 109-0003 AT 561 E LACEY WAY, JACK ROOT, APPLICANT

298

299 Sherrie Pace reported that Jack Root owned the home located on the middle of four parcels as
300 well as the two adjacent lots. Mr. Root has proposed combining the four lots into a one lot
301 subdivision for taxing purposes. This would take two buildable lots, that were not very buildable,
302 off the books and combine them. She said the lots were on steep slopes and were not really
303 buildable. Ms. Pace explained that the new lot would have multiple public utility easements as

304 shown on the proposed plat. City staff has attempted to find an underground pipeline in a 20'
305 storm drainage easement along the southern side of the property. The following note would be
306 added to the plat detailing the information regarding the pipeline and the easement: "The
307 20.0' drainage easement follows the centerline of an underground pipeline. The true location of
308 the pipeline is unknown. This easement amends a similar easement dedicated as part of the
309 Lakeview Estates Amended Plat (Entry #667851, Davis County Recorder), in which the
310 easement followed "10 FT. on each side of a wash centerline." Said wash is no longer in use and
311 has been replaced by said underground pipeline."

312
313 The Planning Commission reviewed and recommended approval of the plat amendment to
314 combine lots 5, 6, and 9. Staff has since found one redline condition that the "addition of title
315 block language: "ROOT SUBDIVISION"; Vacating and amending Lots 5&6 of Lakeview
316 Estates Amended and Lot 9 of Lakeview Estates Subdivisions".

317
318 Mayor Arave clarified that access to the home would be from the west. Sherrie Pace replied
319 affirmatively and said that the long driveway would become part of the building lot.

320
321 Council Member Baskin questioned if combining these lots and creating this subdivision would
322 allow for other homes to be built. Sherrie Pace responded that there were currently platted lots
323 but the property was very steep and this would remove two lots and combine them into one lot.

324
325 **Council Member Horrocks moved that the City Council approve the Plat Amendment to**
326 **combine lots 5, 6, and 9 of Lakeview Estates Amended Subdivision with parcel number 01-**
327 **109-0003, located at approximately 561 Lacey Way with the following redline correction:**

328
329 **1) Addition of title block language: "ROOT SUBDIVISION; Vacating and amending**
330 **Lots 5&6 of Lakeview Estates Amended and Lot 9 of Lakeview Estates**
331 **Subdivisions".**

332
333 **Council Member Porter seconded the motion. The motion was approved by Council**
334 **Members Baskin, Gordon, Horrocks, Mumford and Porter.**

335
336 **4. CONSIDERATION OF SALE OF CITY PROPERTY AT 674 COUNTRY COURT**

337
338 Ken Leetham reported that in 2016 it was identified that four properties, located on Country
339 Court, adjacent to Wild Rose Trailhead Park had encroached on the Park with their backyard
340 improvements. Several of the property owners purchased the encroachment areas from the City;
341 however, the owner located at 674 East Country Court did not cooperate at that time. The new
342 property owner, John Crockett, has requested that the property line be adjusted to include some
343 additional property so that his property would match the property corners of his east neighbor.
344 Staff has determined that including the additional property would have a negligible impact on the

345 park and would include previous improvements that were made by the prior owner. Mr. Leetham
346 said the last property appraisal was completed in 2016 so the current price for the property would
347 need to be determined. One issue was the discovery of a deed that prevented the City from using
348 the property for anything other than park, trail, or open space. Staff has reached out to
349 Eaglepointe Development to ask them to waive the term of the deed restriction for those parcels.
350 The City Attorney felt that the properties could also be condemned to effectuate the sales if
351 necessary.

352
353 Ken Leetham explained that this item may need to be tabled until the City had heard back from
354 Eaglepointe Development on how they wished to resolve the issue. This may include a proposal
355 on compensation for the property the City had previously sold.

356
357 Council Member Horrocks asked for clarification on the image, which showed three pieces of
358 property highlighted in red, yellow, and blue. Ken Leetham replied that the area in red was the
359 original surveyed area of 2,284 square feet, which was \$3.35 per square foot. The area in blue
360 was the corrected survey area of 630 square feet at \$3.51 per square foot. The area in yellow was
361 the proposed expansion of 1,640 square feet at \$3.51 per square foot. The total price was
362 \$17,233.58.

363
364 Council Member Mumford asked about the property highlighted in blue and why it did not seem
365 to line up with the neighboring parcel. Paul Ottoson replied that they tried to match the property
366 corners as well as they could and this alignment was due to the tree line.

367
368 Council Member Baskin asked how long the negotiation would take. Ken Leetham responded
369 that staff would have an idea in a few days and hopefully have a resolution within 30 days. He
370 said staff would need to review the terms of the agreement with Sky Properties and determine
371 who the proceeds belonged to. This would affect the valuation of the property and the City
372 would also need the property deed from Sky Properties.

373
374 Council Member Gordon asked how the Council should proceed. She asked if a price should be
375 set now or after the deed issue had been resolved. She also asked if the City may need to pay Sky
376 Properties. Ken Leetham replied that if the property was donated and the City sold it then that
377 could be problematic. He said staff would need to find a resolution.

378
379 Council Member Gordon felt that the City should honor the original price for the original
380 surveyed area. Council Member Horrocks was in agreement with the suggestions made by the
381 Development Review Committee (DRC). Council Member Baskin was also in agreement.

382
383 Council Member Porter suggested that this item be brought back to the Council after staff's
384 discussion with Sky Properties.

385

386 **Council Member Baskin moved that this item be tabled pending negotiations and**
387 **discussions. Council Member Horrocks seconded the motion. The motion was approved by**
388 **Council Members Baskin, Gordon, Horrocks, Mumford and Porter.**

389
390 5. CONSIDERATION OF RESOLUTION 2021-23R: A RESOLUTION AUTHORIZING
391 THE CITY MANAGER, OR HIS DESIGNEE, TO SUBMIT AN APPLICATION TO
392 THE FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA) FOR THE
393 BUILDING RESILIENT INFRASTRUCTURE AND COMMUNITIES GRANT (BRIC)
394 FOR THE PURCHASE AND INSTALLATION OF WELL AND PUMP HOUSE
395 GENERATORS
396

397 Ali Avery reported that in November 2020 the City Council passed a resolution for matching
398 funds and instructed staff to submit an application to FEMA for the Building Resilient
399 Infrastructure and Communities Grant (BRIC). The applicable project was for the purchase and
400 installation of generators for the City’s culinary water facilities. Staff recently received
401 notification that the grant application met all the requirements but FEMA was unable to fund the
402 project during that grant cycle. She explained that it seemed like coastal states were prioritized
403 during the last cycle and only ten states were awarded funds. The DRC has recommended
404 reapplying for the same project in this year’s funding cycle. Ms. Avery explained that the reason
405 the City wanted these generators at the critical culinary water facilities was that in the event of
406 the power outage this would allow for continued service of culinary water. She said that on
407 September 8, 2020 the windstorm resulted in lost power for several days. In order to provide
408 culinary water service to residents City crews had to transport a portable generator to each well
409 and pump house to ensure operation. Staff had identified that there was a need for each location
410 to have a permanent generator to make the City’s infrastructure more resilient to natural
411 disasters.
412

413 Ms. Avery stated that the total project cost was \$1,634,850 with a grant request of \$1,225,137
414 and a City match of \$408,712. These funds would be expended in 2022.
415

416 Council Member Horrocks asked if these would be diesel generators and said they would need to
417 be serviced regularly. Ali Avery replied that they would be diesel and a bid for annual
418 maintenance services had already been included in the request.
419

420 Council Member Baskin asked how long “permanent” generators would last. Ali Avery replied
421 that she thought the lifespan was 20-25 years for the generators.
422

423 **Council Member Porter moved that the City Council approve Resolution 2021-23R**
424 **authorizing the submittal of the FEMA BRIC grant application seeking funds for the**
425 **purchase and installation of generators for the City’s culinary water facilities and**

426 **authorizing matching funds. Council Member Baskin seconded the motion. The motion**
427 **was approved by Council Members Baskin, Gordon, Horrocks, Mumford and Porter.**
428

429 6. CONSIDERATION OF RESOLUTION 2021-21R: A RESOLUTION AMENDING
430 THE CITY'S CONSOLIDATED FEE SCHEDULE BY INCREASING THE
431 MONTHLY CHARGE FOR SOLID WASTE SERVICES
432

433 Janice Larsen reported that as discussed in the budget process there was an increase needed in
434 the solid waste fund. This would cover the contracted cost of services provided by ACE
435 Recycling and Disposal. The proposed increase would be \$.94 per can for regular solid waste,
436 which would be an increase of approximately 7% per can. No increase was recommended for
437 recycling.
438

439 Council Member Horrocks asked about the term of the ACE Recycling contract. He asked for
440 more lead time next time there was a proposed increase. Ken Leetham replied that he thought it
441 was either a three or five-year contract.
442

443 Janice Larsen commented that there was a CPI increase. She said there was no rate increase last
444 year.
445

446 Council Member Mumford asked if there would be a 3% increase next year. Janice Larsen
447 replied that there would be an annual increase.
448

449 Mayor Arave explained that that the increase was due to the fact that ACE was higher than the
450 previous provider so the City had to cover those costs now and ACE also charged a 3% increase
451 each year.
452

453 **Council Member Gordon moved that the City Council approve Resolution 2021-21R**
454 **adjusting the solid waste rates in the City of North Salt Lake comprehensive fee schedule.**
455 She added that one of the miracles of local government was the removal of trash. She said ACE
456 Recycling and Disposal was more expensive but much more reliable than the previous provider.
457

458 **Council Member Mumford seconded the motion. The motion was approved by Council**
459 **Members Baskin, Gordon, Horrocks, Mumford and Porter.**
460

461 7. CONSIDERATION OF RESOLUTION 2021-26R: A RESOLUTION AMENDING
462 TITLE 8, SECTION 1-3, OF THE CITY'S MUNICIPAL CODE RELATED TO
463 DELINQUENCIES AND DISCONTINUANCE OF SERVICE
464

465 Mayor Arave reported that this item would be reconsidered at a later date.

466 8. CONSIDERATION OF APPROVAL OF THE GENERAL PAY RANGE FOR THE
467 POSITION OF COMMUNICATIONS SPECIALIST
468

469 Ken Leetham reported that the City Council had authorized the creation of a new position of
470 Communications Specialist. He researched and provided a salary range of what this position
471 would cover. Salary data was obtained from several sources including positions in other cities
472 with averages ranging from \$62,000 to \$99,000. Mr. Leetham recommended placing the position
473 in a salary range on the City's grade and step program that would fall between \$62,000 and
474 \$90,000.

475
476 Mayor Arave asked if the position would start at \$62,000 and progress to \$90,000. Ken Leetham
477 explained that the position would not necessarily start at \$62,000 but this would provide a range
478 based on experience.

479
480 Council Member Baskin asked how staff arrived at the salary range and if it was a hybridization
481 of the aspects of the position. Ken Leetham replied affirmatively and said he reviewed the
482 averages for positions in social media, website administration, and independent judgement in
483 information sharing, etc. to determine the range.

484
485 **Council Member Gordon moved to put the Communications position in the salary range in**
486 **the City's grade and step program that would fall between approximately \$62,000 and**
487 **\$90,000 per year. Council Member Baskin seconded the motion. The motion was approved**
488 **by Council Members Baskin, Gordon, Mumford and Porter. Council Member Horrocks**
489 **abstained from voting.**

490
491 9. CONSIDERATION OF BID AWARD FOR STREET STRIPING IN THE AMOUNT
492 OF \$64,480.81 TO PECK STRIPING
493

494 Paul Ottoson reported that last year when the City was determining the annual budget for street
495 striping that COVID was just occurring. He said only \$25,000 was spent with a focus on major
496 and arterial streets. Mr. Ottoson proposed that the plan for this year would be to repaint all
497 existing lines, symbols, and lettering. The red curb and gutter was completed last year and would
498 not require painting each year. Staff received three bids with Peck Striping as the low bidder at
499 \$64,480.81.

500
501 **Council Member Baskin moved that the City Council award the 2021 Street Striping**
502 **Project to Peck Striping for the price of \$64,480.81. Council Member Horrocks seconded**
503 **the motion. The motion was approved by Council Members Baskin, Gordon, Horrocks,**
504 **Mumford and Porter.**

505 10. ADJOURN INTO CLOSED SESSION

506

507 **At 8:18 p.m. Council Member Gordon moved to go into closed session for the purpose of**
508 **discussing the purchase, exchange, sale, or lease of real property. Council Member Porter**
509 **seconded the motion. The motion was approved by Council Members Baskin, Gordon,**
510 **Horrocks, Mumford and Porter.**

511

512 Ken Leetham responded to the earlier discussion and reported that the contract for Ace
513 Recycling and Disposal was three years.

514

515 11. RECONVENE INTO REGULAR SESSION

516

517 **At 8:32 p.m. Council Member Mumford moved to go out of closed session and into the**
518 **regular session. Council Member Porter seconded the motion. The motion was approved by**
519 **Council Members Baskin, Gordon, Horrocks, Mumford and Porter.**

520

521 12. ADJOURN

522

523 Mayor Arave adjourned the meeting at 8:32 p.m.

524

525 *The foregoing was approved by the City Council of the City of North Salt Lake on Tuesday July*
526 *20, 2021 by unanimous vote of all members present.*

527

528

529

530

Linda Horrocks, City Recorder

1 CITY OF NORTH SALT LAKE
2 CITY COUNCIL MEETING-SPECIAL SESSION
3 JULY 8, 2021

4
5 **DRAFT**
6

7 Mayor Arave called the meeting to order at 4:00 p.m.
8

9 PRESENT: Mayor Len Arave
10 Council Member Lisa Watts Baskin
11 Council Member Natalie Gordon
12 Council Member Brian Horrocks
13 Council Member Ryan Mumford arrived at 4:03 p.m.
14 Council Member Stan Porter
15

16 STAFF PRESENT: Ken Leetham, City Manager; Todd Godfrey; City Attorney; Sherrie Pace,
17 Community Development Director; Linda Horrocks, City Recorder; Ali Avery, Long Range
18 Planner; Andrea Bradford, Minutes Secretary.
19

- 20 1. CONSIDERATION OF RESOLUTION 2021-26R: A RESOLUTION AUTHORIZING
21 THE CITY MANAGER TO EXECUTE REAL ESTATE PURCHASE AGREEMENT
22 (2021-23A) AND ALL DOCUMENTS RELATED TO THE PURCHASE OF HOME
23 AND PROPERTY LOCATED AT 93 N MAIN STREET, NORTH SALT LAKE, UTAH
24

25 Ken Leetham shared an overhead view of the parcel the City intended to purchase. He explained
26 that the property, 93 North Main, was located south of the parking lot at Hatch Park. Mr.
27 Leetham said it was one of three remaining properties the City needed to purchase for the
28 expansion of Hatch Park.
29

30 Mayor Arave asked where the remaining two parcels were located. Ken Leetham highlighted the
31 properties on the map and said they were adjacent to Hatch Park and located on 150 North.
32

33 Ken Leetham stated that an appraisal done on the property came back at \$358,000. However, the
34 property owner countered with a purchase price of \$375,000, and this is the amount included in
35 the purchase agreement for the City Council. This item was briefly discussed during the closed
36 meeting on July 6th wherein the Council instructed staff to prepare the resolution and
37 documentation for the purchase of the 93 North Main property. He said the documentation had
38 been reviewed by the City Attorney, Todd Godfrey.
39

40 Council Member Mumford arrived at 4:03 p.m.
41

42 **Council Member Horrocks moved that the City Council approve Resolution 2021-26R for**
43 **the purchase of property at 93 North Main for \$375,000. Council Member Gordon**

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

46
47 Council Member Baskin commented that she had attended a planning meeting for the September
48 11th community day of service and that one of the suggested projects included purging the spurge
49 on the mountainside. She estimated that there would be 300-400 volunteers participating on that
50 day of service in the City, Bountiful, and West Bountiful. Council Member Baskin said that
51 volunteers would most likely be working in zones and potentially in various times and different
52 aspects such as tree plantings, trash cleanup, and trail work, etc. There would also be a
53 celebration at the 1900 South mosque for those who participated in the service event.

54
55 Ken Leetham commented that the removal of the spurge would be a great project. He said City
56 staff was also organizing a citywide cleanup project.

57
58 Council Member Baskin said Sheridan Hansen with the USU extension program requested that
59 the project focus on water conservation and fire prevention. One suggestion included removal of
60 underbrush, which would be included in the community service project as well. Ken Leetham
61 replied that he would reach out to Chief Stone, SDMFA, for his response to that suggestion.

62
63 Mayor Arave commented that the City could receive credit for completed projects like
64 underbrush removal. He said in the event of a forest fire that the credit would go against the cost
65 the City would owe for fire services. Ken Leetham replied that the credit would come from the
66 Bureau of Land Management as a fire district.

67
68 Council Member Baskin asked if City staff could provide large trucks, etc. if a purge the spurge
69 project was planned.

70
71 Council Member Baskin also mentioned another suggestion, which was the replacement of grass
72 in the park strips with mulch/gravel, etc. She said the youth groups would also be participating in
73 the cleanup of the Jordan River on that day. Council Member Porter responded that a project he
74 had been working on was to remove the dead trees from the Jordan River. He said removal of the
75 trees would require cranes with approval from the State.

76
77 Council Member Baskin said that the park strip project was proposed due to public buildings and
78 churches allowing irrigation systems to run too long in those areas. Mayor Arave suggested that
79 the City review ways to encourage the removal of the grass in park strips.

80 2. ADJOURN

81

82 Mayor Arave adjourned the meeting at 4:11 p.m.

83

84 *The foregoing was approved by the City Council of the City of North Salt Lake on Tuesday July*
85 *20, 2021 by unanimous vote of all members present.*

86

87

88

89 _____
Linda Horrocks, City Recorder

Action Items for July 20, 2021

Item	Staff	Description
<u>New</u>		
1	Sherrie, Ken	Staff to reach out to candidates about where signage could and could not be placed. <i>Ken sent an email to all candidates reminding them of sign regulations.</i>
<u>Current</u>		
2		Staff to review if the recycling program was opt-in/opt-out or mandatory service. <i>When the recycling program began, the City had an obligation to provide a certain number of receptacles for pickup. There is no longer any mandatory recycling service.</i>
3	Sherrie	Mayor Arave asked that staff check to see if there was an ordinance related to truck access/restrictions in the Village Station development. If not then staff to look at formal restrictions that would be enforceable. <i>Staff is preparing a report for the City Council on this.</i>
5	David	Repair work to the trail leading to Tunnel Springs Park (off Eaglepointe) as well as the Bountiful Shoreline Trail. (a resident had contacted Natalie about it)
6	Paul	Review of maintenance and future plans for areas of land including the water pump area near R&R BBQ. <i>Parks Dept. will trim weeds.</i>
8		Advertise for those interested in serving on an exploratory committee for the Rec Center expansion. (Ken work with Tif Miller) <i>(Look at email)</i>
9	Paul	Staff to review whether power lines could be buried along Redwood Road. <i>Ken to report back to CC.</i>
10	Paul	Staff to research solutions for maintaining the commuter trail along the frontage road to Salt Lake.
11	Craig	Chief Black to determine how to coordinate emergency reporting and resources between Bountiful and the City in relation to LDS stakes/wards. <i>(Chief Black has reached out and has info – will create response – ken and Craig.)</i>
12	Janice Ken	Staff and City Council to determine funds available for a 75th anniversary winter celebration (December 13, 2021).
13	Ken	Staff to look at current agreements related to the commercial use of the tennis courts and signage or other measures to limit monopolizing the courts. <i>Signs have been removed showing that they are reserved. New signs will be placed with rules.</i>
14	Ken	Mayor Arave spoke on Uniting Neighbors, emergency preparedness, Communities Who Care, and health. He suggested appointing residents to a board that would encompass these aspects (as well as poverty, mental and physical health, financial needs). <i>Working on a plan for a wellness and health committee to present to the City Council.</i>
16	Ken, Sherrie	Assignment to amend the Park and Recreation Element of the City's General Plan so that it includes Hatch Park, Tunnel Springs Expansion and Capital Projects and repairs. <i>An RFP is being prepared to complete the amendment.</i>
17	Paul	With the re-routing of storm water near the 14 th hole on the golf course, Staff to look into using the storm water in a water feature at the Eaglewood Sign. <i>Paul met with contractor regarding a design for the storm drain and water feature (may need a budget adjustment). Possibly include in the golf course bond?</i>
18	David, Linda	Reschedule service projects -- including Purge the Spurge at Wild Rose Trail (with YCC and residents help). <i>Staff evaluating projects – looking at 9/11/21.</i>
19	Ken, David	Staff to prepare policy (or review current policy) related to tree removal particularly when related to sidewalk damage. <i>Staff is working on a follow-up report to the City Council.</i>
20	Ken	Staff would prepare a proposal related to small insurance claims and a fund to pay for these types of items in-house rather than submitting them through insurance.
21	Linda Ken	CM Porter asked for recognition/formalization of the City's History Committee on a future agenda. <i>Staff reviewing history committees of other cities and will draft resolution.</i>



CITY OF NORTH SALT LAKE

10 East Center Street
North Salt Lake, Utah 84054
(801) 335-8700
(801) 335-8719 Fax

Len Arave
Mayor

Ken Leetham
City Manager

MEMORANDUM

TO: Honorable Mayor and City Council

FROM: Ken Leetham, City Manager

DATE: July 20, 2021

SUBJECT: Consideration of Resolution 2021-27R: A resolution amending Title 8, Section 1-3 of the City's municipal code related to delinquency and discontinuance of service.

RECOMMENDATION

I recommend approval of Resolution 2021-27R: A resolution amending Title 8, Section 1-3 of the City's municipal code related to delinquency and discontinuance of service.

BACKGROUND

You may remember that the City staff recently shared with the City Council that we were having success in reducing the number of utility (water) shut offs by expanding our outreach to customers. This has been a great improvement and we have reduced our monthly shut-offs from hundreds to now less than 20 a month. As we've done this, we realized that our City ordinance needs to be amended by providing more specific direction to the City staff about when to discontinue service and how to contact customers prior to shutting off utilities.

The principal change in the proposed ordinance is the expansion of the shut-off for non-payment period from 30 days to at least 65 days or 3 monthly due dates without payment. This shift in policy will be very helpful in reducing the number of customers that are placed on a shut-off list. We know that it can be a risk to allow customers to build up large delinquencies, but it has been our experience that this risk is greatly off-set by our outreach efforts.

A second proposed code change describes the specific steps and processes used to make contact with customers prior to discontinuing utility service. This amendment requires the City to make not less than two phone calls to remind customers of payment due dates and the risk of being shut-off. Making phone calls to customers has been the primary method we have used to reduce the number of monthly shut-offs.

I believe that these ordinance changes will be helpful in clarifying our shut-off process both for customers and for City staff responsible for these activities. We have seen the positive results of putting these methods into practice and have a desire to codify this procedure so that this process is repeated by future staff members responsible for utility billing and customer relations.

PROPOSED MOTION

I move that the City Council adopt Resolution 2021-27R: A resolution amending Title 8, Section 1-3 of the City's municipal code related to delinquency and discontinuance of service.

RESOLUTION NO. 2021-27R

**A RESOLUTION AMENDING TITLE 8, SECTION 1-3 OF THE
CITY'S MUNICIPAL CODE RELATED TO DELINQUENCY AND
DISCONTINUANCE OF SERVICE**

WHEREAS, the City of North Salt Lake operates a water utility service for residential and commercial water users throughout the City; and

WHEREAS, the City has a need to adjust its ordinance related to delinquency and discontinuance of service due to non-payment so that the City can more effectively assist its customers; and

WHEREAS, the City Council finds that the procedures described in the proposed code amendment have been effective in assisting customers to avoid discontinuance of service, thereby allowing improved and uninterrupted access to safe drinking water.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of North Salt Lake as follows:

Section 1. Code Amendment. Title 8, Section 1-3 of the City Code is hereby amended as shown in the attached Exhibit "A".

Section 2. Effective Date. This Resolution hereby adopted is effective July 20, 2021.

APPROVED AND ADOPTED by the City of North Salt Lake, Utah on this 20th day of July, 2021.

CITY OF NORTH SALT LAKE

By:

Leonard K. Arave, Mayor

Attest by:

Linda Horrocks, City Recorder

City Council Vote as Recorded

Council Member Baskin _____
Council Member Gordon _____
Council Member Horrocks _____
Council Member Mumford _____
Council Member Porter _____

EXHIBIT "A"

8-1-3: FEES, RATES AND CHARGES:

A. Rates And Connection Fees: The rates, penalty fee for delinquency in payment, connection fee, reservoir fee, inspection fee and other charges incidental to connection and services from the city water system shall be in such amounts as specified in the comprehensive fee schedule resolution. The governing body may from time to time promulgate rules for levying, billing, guaranteeing and collecting charges for water services and all other rules necessary for the management and control of the water system. Rates for services furnished shall be uniform with respect to each class or classes of service established or that may hereafter be established. (1989 Code § 14-117; amd. 2012 Code)

~~B. Board Of Equalization For Rates: The governing body is hereby constituted a board of equalization of water rates to hear complaints and make corrections of any assessments deemed to be illegal, unequal or unjust. They may, if they see fit, rebate all or any part of the water bill of any indigent person. (1989 Code § 14-119)~~

~~C. Delinquency; Discontinuance Of Service:~~

~~1. The city recorder or designated worker shall furnish to each user, or mail to, or leave at his place of residence or usual place of business, a written or printed statement stating thereon the amount of water service charges assessed against him once each month or at such other regular interval as the governing body shall direct.~~

~~2. The statement shall specify the amount of the bill for the water service and the place of payment and date due. If any person fails to pay the water charges within thirty (30) days of the date due, the city recorder or designated worker shall give the customer notice in writing of intent to discontinue the service to the customer unless the customer pays the bill in full within five (5) days from the date of notice.~~

~~3. If the water service is thereafter discontinued for failure to make payment, then before the water service to the premises shall again be provided, all delinquent water charges must have been paid to the city treasurer or arrangements made for their payment in a manner satisfactory to the city. In the event water is turned off for nonpayment of water charges, then before the water service to the premises shall again be provided, the customer shall pay, in addition to all delinquent water charges, such extra charge as specified in the comprehensive fee schedule resolution for turning the water on and off. Furthermore, in addition to such payments and penalties, a delinquent customer may be required to make and file a new application and deposit if the previous deposit has been applied to the payment of delinquent bills. The city recorder is hereby authorized and empowered to enforce the payment of all delinquent water charges by an action at law in the name of the city. (1989 Code § 14-121; amd. 2012 Code)~~

B. Delinquency; Discontinuance of Service

1. The City shall provide a utility bill containing the utility service charges assessed to each customer once a month. The utility bill may be sent electronically, or by mail.

2. The utility bill shall specify the amount charged for utility service, the available methods of payment, and the date payment is due.

3. Utility bills shall be delivered by the 20th of each month for services provided during the previous month. The due date for the utility bill shall be the last day of the same month as the utility bill is delivered.

4. Delinquent Notification Procedure:

a. If utility bills are not paid by the 15th of the following month:

Notice of "Past Due" amount will appear on the customer's next utility bill.

b. If the past due amount remains unpaid 30 days after the original due date:

Within 10 days an automated voice message call will be sent to the telephone number the customer has provided as their primary contact.

c. If the past due amount remains unpaid 60 days after the original due date:

Within 10 days the City will attempt a direct call (not automated) to the telephone number the customer has provided as their primary contact.

d. If the bill is not paid within 24 hours of the direct call:

The City may disconnect the delinquent customer from water services.

e. Shut-offs will be done between the 5th - 12th of each month and not sooner than a delinquency of at least 65 days or when 3 monthly payment due dates have passed without payment.

f. After water service is disconnected, the City will only reconnect the delinquent customer when the total charges are paid in full or other arrangements are made only with approval of the Finance Director or City Manager.

g. Furthermore, in addition to such payments and penalties, a delinquent customer may be required to make and file a new application and deposit.

5. The City is hereby authorized and empowered to enforce the payment of all delinquent water charges by an action of law in the name of the City.



CITY OF NORTH SALT LAKE

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Len Arave
Mayor

Ken Leetham
City Manager

MEMORANDUM

TO: Honorable Mayor and City Council

FROM: Ken Leetham, City Manager

DATE: July 20, 2021

SUBJECT: Consideration of upgrades to the City's audio visual systems in the City Council chambers and Council conference room.

RECOMMENDATION

I recommend approval of an expenditure of up to \$55,000 for upgrades to the City's audio visual systems in the City Council chambers and Council conference room.

BACKGROUND

As you know, City staff has been trying to achieve a workable solution that allows for public participation in City meetings from off-site locations. This goal not only includes public participation, but also simple and transparent access to our public meetings where attendees can both see and hear clearly our proceedings. This has proven more of a technical challenge than we anticipated. While we have made significant progress on improving transparency, there is still a lot of work to be done.

The City's two main objectives with this proposal are: 1) to improve the sound and visual quality of our meetings for those attending in-person and on-line; and, 2) to have a smoother technical control system that allows for City staff to reliably and simply stand up our technology in both the Council chambers and Council conference room.

Within goal number 1 is also the idea that our meetings can be saved on improved platforms such as Facebook or Youtube where residents and interested parties may see the meeting in its entirety and at their convenience. Public participation in a livestream is great, though our demand is low. I believe the more important benefit is a vast improvement in transparency by the public being able to view, not just hear, the meeting and know who is talking and how the City's business is truly conducted on their behalf. This technology would take the place of an antiquated recording of audio-only and would allow anyone the ability to see who's talking and watch the deliberation, not just hear it.

The City has a need to improve its technological presence and this upgrade is consistent with our efforts to not only be more transparent, but to stay up with the expectations of the public. We recently had success with a webinar related to the Eaglewood Loop waterline and road reconstruction project. Affected property owners can still go to the recorded webinar and watch the presentation and the question and answer discussion. These types of presentations and technologies are critically important in helping residents to be more aware of City issues that directly affect them.

The proposed system will accomplish three important things. First, the technology that we are currently using in the Council room is eleven years old. It is an adequate sound and recording system, but cannot be expanded without great expense. This upgrade includes the replacement of all of that equipment and will change all of the technology we currently use from Analog to Digital.

Second, the current interim solution that we purchased with the wireless microphones and speaker system has some great technology, but the sound system is totally inadequate inside the Council chambers. There is still value to the speaker system for other occasions like outside events and other venues. This proposal includes a sound engineer balancing the sound in the room and the technology to have the sound sent on a dedicated channel to on-line participants and for recording. This will greatly assist the public when viewing the meeting live or any time after.

Third, as you know, the current system takes a long time to set up for each use and frequently is subject to minor errors and major failures because it is simply too complex to use without a great deal of time and effort for every meeting. The proposed upgrades will include a control center that is far easier to use and simpler in its design. We will still use our existing wireless microphones and our City staff support will be able to manage all of the system with much greater ease.

The proposed funding for this expenditure is fund balance created by the City's CARES Act funding. We have reported to the State of Utah the use of over \$800,000 in CARES Act funds for public safety wages and benefits. This has allowed us to make a significant contribution to the City's Capital Projects Fund which is where I propose that this project funding come from.

With respect to this specific vendor, we looked at a different vendor to provide upgrades and those improvements were much more expensive and did not include the centralized control system that GenComm provides.

PROPOSED MOTION

I move that the City Council allow City staff to expend up to \$55,000 with GenComm for the acquisition of upgrades to the audio visual systems in the Council chambers and conference room.