

**WOODS CROSS CITY COUNCIL MEETING
MAY 7, 2019**

The minutes of the Woods Cross City Council meeting held May 7, 2019 at 6:30 P.M. in the Woods Cross City Hall located at 1555 South 800 West, Woods Cross, Utah.

CONDUCTING: Ryan Westergard, Mayor Protem

COUNCIL MEMBERS PRESENT:
Ryan Westergard, Mayor Protem
Julie Checketts
Wally Larrabee
Matt Terry

COUNCIL MEMBERS EXCUSED:
Rick Earnshaw
Tamra Dayley

STAFF PRESENT:
Gary Uresk, City Administrator
Jessica Sims, Assistant City Administrator
Tim Stephens, Community Development Director
Annette Hanson, City Recorder
Scott Anderson, Public Works Director
Chad Soffe, Police Chief

VISITORS:

Lois Schrader	Don Schrader	Quinton Herzog
LeGrande Blackley	Patrick Scott	Patt Huttzell
Johnny Filler	Grant Lenduhl	Ricardo Larsen
Jacob Johnson	Kenneth Rhoton	Spencer Gray
Michele Wood	Makenzi Robinson	Natalie Page
Maureen Nete	D. L. Weeks	

INVOCATION: Wally Larrabee

PLEDGE OF ALLEGIANCE: Scouter Ricardo Larsen

CONSIDERATION TO APPROVE MINUTES

The City Council reviewed the minutes of the City Council meeting held April 16, 2019. Following the review by the City Council, Council Member Terry made a motion to approve the minutes as written. Council Member Larrabee seconded the motion and all approved the motion through a roll call vote.

APPROVAL OF CASH DISBURSEMENTS

The Mayor Protem then gave the floor to the City Administrator who went over the cash disbursements listing for the time period of 4/12/19-4/29/19. Following the review of the cash disbursements by the City Council, Council Member Checketts made a motion to ratify the cash disbursements as listed with Council Member Larrabee seconding the motion and all voted for the motion through a roll call vote.

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OPEN SESSION (BRIEF ITEMS)

The Mayor Protem then opened the meeting to items from those present that they would like to bring before the City Council that were brief in nature. This would be items that would take less than two or three minutes.

There were no items for the brief open session and the Mayor Protem closed the brief open session.

YOUTH CITY COUNCIL REPORT

The Mayor Protem gave the floor to Youth City Council Mayor, Makenzi Robinson, who reported on the activities of the Youth City Council as follows:

“Last month the Easter Eggstravaganza was a success! We were able to raise over \$400 to go towards our WX Angel Tree families in December.

“This month we rolled the utensils for the Memorial Day Celebration on the 27th. We have 2,000 prepared packets. We are planning on being at the park at 6:30 A.M. that day to help with the race and begin breakfast unless there is a different plan than last year.”

The Mayor Protem said it would be the same plan as last year and that the Council would appreciate the Youth City Council’s help with the Memorial Day Celebration.

“It was also noted the Youth City Council will be touring the Davis County Jail as an activity.

“High school graduation is on Wednesday, May 29th in Ogden.

“Next month we will also decorate the float for the summer parades. We are registered for West Bountiful on July 4th in the morning and Bountiful Handcart on July 19th in the evening.”

This concluded the YCC report.

COUNCIL KUDOS

The Mayor then gave the floor to Council Member Checketts who noted there were two Council Kudos nominations for this month. The first nomination was for Annette Hanson for going the extra mile in her job. The second nomination was for Bonnie Craig for her trying her best to fulfill her responsibilities. The Mayor Protem and Council thanked these two people for their contributions to Woods Cross City.

CONSIDERATION TO MAKE AN APPOINTMENT TO THE POSITION OF WOODS CROSS CITY TREASURER

The Mayor Protem gave the floor to the City Administrator who then announced that Ms. Cindee Colby had been hired as Woods Cross City’s new City Treasurer. Those who had been involved

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in the hiring process said they thought she would be an excellent addition to the city staff. The City Administrator also noted Ms. Colby would start her training on Thursday May 9, 2019 on a part time basis and would be phased into full time activity by May 28, 2019.

It was noted that Ms. Colby has been the acting clerk at Riverdale City and comes with good experience. It was noted she would be sworn in on May 21, 2019.

Council Member Checketts then made a motion to appoint Ms. Cindee Colby as the Woods Cross City Treasurer. Council Member Larrabee seconded the motion and all voted for the motion through a roll call vote.

The Mayor Protem and Council and those in attendance welcomed Ms. Colby to Woods Cross City and said they were excited to work with her in her new capacity as City Treasurer.

REQUEST TO PROVIDE SPONSORSHIP FUNDING TO THE BOUNTIFUL DAVIS ARTS CENTER FOR THE 2019 SUMMERFEST CELEBRATION

Council Member Terry made a motion to table this item until the representatives could be present.

The Mayor Protem came back to the item and gave the floor to Mr. James Bates, Summerfest Director, and Ms. Alysa Revell, Director of the BDAC. They were at the meeting to request a donation for the Bountiful Summerfest event. They told the Council the things they have planned for the Summerfest celebration and they said they are hoping to get even more participation than in years past. The festival is being moved to June 28 and 29 so the weather will be a little more temperate. They said they were very excited about what they have planned for this year and said they were looking forward to partnering with the city to help with the Summerfest Celebration.

It was noted that donations in the past there have been \$1500 for Summerfest but the City Administrator said they would be increasing the city's donation to \$2000 for this year. Ms. Revell and Mr. Bates were very excited and grateful for the generous donation from the city and said they hoped everyone would be able to attend this year's event.

CONSIDERATION TO ADOPT A RESOLUTION RECOGNIZING MAY 13TH THROUGH MAY 19TH AS POLICE WEEK IN WOODS CROSS CITY

The Mayor Protem noted the following for the City Council:

“National Police Week has been designated as May 13th-19th and we would like to recognize police week in Woods Cross as well. We have purchased the banners to put up and they will be put up prior to Police week. If the Council would like to do any other events or recognition of police, we can discuss that at the meeting.”

Chief Soffe gave a little more information concerning the recognition of Police Officers during this week, not only in the state of Utah, but also nationally.

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The Mayor Protem said how much Woods Cross City appreciates the police officers that work for the city and sacrifice much to keep our community safe.

Council Member Checketts made a motion to adopt resolution 2019-675, a resolution recognizing May 13th – May 19th as Police Week in Woods Cross City. Council Member Terry seconded the motion, and all voted for the motion through a roll call vote.

The Council then discussed ways they might want to recognize the officer's efforts and the hard work they do within the city. Council Member Checketts asked Chief Soffe what he would be doing, and he said he would be doing some things in the office for the officers. Council Member Checketts suggested the city provide pizza for both the day shift and the night shift officers. The Chief said that would be a good idea and he would take care of doing that.

**CONSIDERATION TO ADOPT A RESOLUTION RECOGNIZING MAY 19TH
THROUGH MAY 25TH AS PUBLIC WORKS WEEK IN WOODS CROSS CITY**

The Mayor Protem gave the floor to the City Administrator who then noted the following for the City Council:

“The week of May 19th through the 25th is National Public Works Week and given to the Council is a resolution recognizing the Public Works Department in Woods Cross City. We can discuss in the meeting the things you would like to do during that week to recognize the Public Works Department.”

Following the above information, the Mayor Protem invited the Public Works Director to step forward and share what would be done to honor the public works department during Public Works Week. He noted the public works department would be going to breakfast and would also be given a lunch on different days. The City Council said they were happy this department was getting recognition as they work hard on behalf of Woods Cross City.

Council Member Terry then made a motion to adopt resolution 2019-676, a resolution recognizing May 19th-25th as Public Works Week in Woods Cross City. Council Member Larrabee seconded the motion and all voted for the motion through a roll call vote.

**CONSIDERATION TO APPROVE OLDE TOWNE CENTRE PLAZA SITE PLAN
AMENDMENT LOCATED AT 1492 SOUTH 800 WEST**

The Mayor Protem gave the floor to the Community Development Director who noted the following for the City Council:

“Recently, Taylor Spendlove of Brighton Homes contacted me regarding the plaza for the Olde Towne Centre project. As you recall, the site plan was approved with a plaza that consisted of a play area, picnic table/arbor, and a small splash pad. Mr. Spendlove indicated that splash pads, pools, and some other similar features require health department review and approval. During the health department review it was noted that a splash pad with a circulating water system would require restrooms. The only exception to the restroom requirement would be a splash pad

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that operated with a non-circulating water system. A non-circulating system would continually use culinary water and dispose of it in the sewer. This is not only expensive but would also be viewed by many as a waste of water resources.

“Due to health department’s requirements for a restroom, which Mr. Spendlove indicated would be difficult if not impossible to provide for, Mr. Spendlove has proposed modifying the plaza with another feature to replace the splash pad. Given to the Council you will find a plan that indicates three options for the city’s consideration. All the alternatives would still include a playground and picnic table/arbor. Alternative A would replace the splash pad with a raised garden planter design. Alternative B would substitute a fountain and raised planter. Alternative C would replace the splash pad with a half-court basketball facility.

“As the staff reviewed this matter, we felt that Alternative A with the raised gardens was not an equal trade-off for the splash pad. Furthermore, garden planters would be a maintenance issue particularly in the off-garden season or if they were not all used by residents of the project. The planters could become an unsightly and unkempt maintenance issue. The staff felt there was more value to the project and to residents of the project in considering Alternative B or C. Alternatives B and C differ in the fact that one has a more passive replacement for the splash pad in the form of a fountain, whereas Alternative C was a more active recreational replacement with the basketball court.

“The Planning Commission reviewed this at their last Planning Commission meeting and had quite an in-depth discussion and debate regarding the matter. In the end, the Planning Commission opted to create their own alternative. Given to the Council is the drawing marked “Planning Commission Recommended Site Plan.” The Planning Commission asked Mr. Spendlove to develop an alternative in which the splash pad is not replaced with another amenity, however, it would permit for a larger lawn area and an enlarged playground equipment area with a few more benches. Also, the picnic table/arbor and barbeque are still amenities in the Planning Commission’s recommended alternative.

“Since the Planning Commission meeting, Mr. Spendlove has been asked the following questions:

1. Have those who have recently purchased or are consideration purchasing townhomes within the project been made aware that the splash pad will not be part of this project?
2. Has he given any serious consideration, in working with Mr. Smoot to provide a restroom facility for a splash pad in the existing commercial suite next to the proposed plaza?

“Mr. Spendlove replied in an email that buyers have been made aware that the plaza will be reconfigured without a splash pad. Furthermore, he indicated that the suite next door becomes complicated. The building is a rental, and anything would be temporary. He indicated it is not for sale and, if it was, it would not be financially possible. The Council may want to discuss this in further detail with Mr. Spendlove.

“The Planning Commission has recommended to the City Council that the Planning Commission’s alternative site plan for the Olde Towne Centre plaza be approved.”

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Mr. Patrick Scott was at the meeting representing Brighton Homes. He said Brighton wanted to do things the right way and were disappointed when they found out they could not work out building the splash pad but wanted to make sure that the alternative plan was acceptable for the city.

Council Member Checketts said she was quite surprised Brighton Homes was not aware of what would be required in putting in a splash pad. Mr. Scott said Brighton Homes had put in pools in their developments before but had not put in a splash pad before, so they were not aware of all of the requirements at the time they suggested it be added to the development.

There was further discussion on what might work best as the alternative to the splash pad. The Council said they were in favor of the Planning Commission's recommended alternative which required a more extensive grass area and a larger playground with more benches and more mature trees in the area.

Following the discussion, Council Member Terry made a motion to approve the Olde Towne Centre site plan amendment located at 1492 South 800 West as shown with the larger grass and playground area with more benches and larger trees. Council Member Larrabee seconded the motion and all voted for the motion.

CONSIDERATION TO ADOPT A RESOLUTION AMENDING THE CONSOLIDATED FEE SCHEDULE AMENDING FARMERS MARKET FEES

The Mayor Protem gave the floor to the City Administrator who noted the following for the City Council:

“In the last City Council meeting, Katrina Adamson requested we change the fees by lowering the food truck fee from \$30.00 to \$15.00 and allowing her to waive the fee for a booth for members of her committee. Given to the Council is a resolution amending the consolidated fee schedule making those changes. If there are any other changes that need to be made or if I have misinterpreted what Katrina needed changed, we can discuss further changes at the meeting on Tuesday.”

The Mayor Protem and Council said they liked the changes as presented and Council Member Checketts made a motion to adopt resolution 2019-677, a resolution amending the consolidated fee schedule for Farmers Market Fees. Council Member Larrabee seconded the motion and all voted for the motion through a roll call vote.

CONSIDERATION TO ADOPT FY 2019-2020 TENTATIVE BUDGET FOR ALL CITY FUNDS

The City Administrator continued with the floor and noted the following for the City Council:

“Given to the Council is the FY 2019-2020 Tentative Budget for all Funds which has not changed from what was sent out to you a number of weeks ago. As part of the presentation of the tentative budget I will have the Department Heads make a short presentation on their

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budgets, discussing what is included in their budgets and also any items that are not included in their budget that they would like to see funded if there were any cuts from their request. The order of their presentation will be as follows:

Michelle Rowley--Court
Tim Stephens—Community Development
Chief Soffe—Police Department
Scott Anderson—Public Works

“Highlights of the tentative budget are:

- a. No tax of fee increases
- b. Employee salary increases: Police 6.25% Non-Police 5%
- c. Health Insurance increase of 7% (After the tentative budget was prepared, we have been informed this has dropped to 5.6%)

“Issues that will require further discussion:

- a. Capital Improvements in the General Fund. “\$355,000 for the purchase of police cars and the 2 ½ ton truck for the Public Works Department are budgeted out of fund balance. There were not enough revenues to cover these purchases out of projected revenues. We have enough fund balance to cover these purchases for FY 2020, but we need to find a funding mechanism to fund future capital purchases for the General Fund.
- b. Code Enforcement Officer/Community Officer. “The Chief has proposed bringing a Code Enforcement Officer into the police department and combine it with some other activities in the department. This position is not funded in the police department tentative budget. The tentative budget still shows a part time Code Enforcement position in the Community Development Department. I have been analyzing the fine revenues over the past 6 months, and it appears if we keep the fines at the level we have been collecting, we should have sufficient increased revenues from fines to fund this position. As I collect more fine revenue data over the next couple of months, if looks like we can maintain this level of revenue, I can adjust the fines revenue and fund this position.
- c. Garbage Fund. “Wasatch Integrated Waste has proposed a \$2.00 per household monthly fee increase to cover the construction of a recycling facility to be built at the landfill. This increase is not included in the Tentative Budget. This fee increase needs to be discussed.
- d. Park Capital Projects. “The Combined fund balance of the Rap Tax Fund and the Park Impact Fund at the end of FY 2019 will be about \$800,000. The Tentative FY 2020 budget shows the combined revenues for these funds at \$500,000. Combined these funds will have \$1.3 million dollars spent during FY 2020. Of course, this does not have to be spent during the year, but I think we need to have a discussion about how we see these funds are being spent.

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“We will need to schedule a work meeting to discuss these items in addition to any other items you would like to discuss prior to the final budget hearing which will be scheduled for the June 4th City Council meeting.”

The Mayor Protem then invited the department heads forward in the order given above.

Ms. Michelle Rowley presented the budget for the Courts Department on behalf of Judge Renstrom, who was excused from tonight’s meeting. Ms. Rowley recommended that court be provided a larger space as the current arrangement does not accommodate the number of people who come out for court. Following the presentation by Ms. Rowley, Council Member Terry suggested the possibility of having court moved to the new Public Works building in the large multi-purpose room. The staff said they would look into the logistics of such a move and the security requirements for any facility being used for court.

Mr. Tim Stephens, Director of Community Development then presented this department’s proposed budget. Council Member Terry asked about the revenues for the building permits. It was noted that the proposed budget contained conservative estimate for the year is \$350,000.

Chief Soffe then presented the Police Department tentative budget. Council Member Westergard asked about legislative decisions regarding URS and public safety. It was noted that proposed changes are subject to decisions at the upcoming interim

Mr. Scott Anderson then presented the tentative budget for the Public Works Department. Council Member Westergard asked about the sidewalk hazard remediation process. He said there are tree roots causing problems with raising sidewalks. Mr. Anderson said he would look into the matter.

Ms. Checketts asked about wood chips in the parks, the cleaning of the park equipment as well as the school speed limit signs and making sure the signs are working properly.

The City Administrator then presented a brief Power Point overview of the tentative budget.

Council Member Terry suggested the Council start the City Council meeting at 6:00 P.M. on May 21, 2019 so the Council can have a budget meeting following the City Council meeting to discuss the things that had presented for the tentative budget.

Following the tentative budgets presented, Council Member Terry made a motion to adopt the FY 2019-2020 tentative budget for all city funds. Council Member Checketts seconded the motion and all voted for the motion through a roll call vote.

OPEN SESSION

The Mayor Protem then opened the meeting to items from those present that they would like to bring before the City Council.

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City resident Dixie Weeks expressed some concerns of an experience at the Work Force Services building. She said there are risks in public places when there are people who might be causing trouble. She said she would like to see some education done to avoid possible problems in the future.

Council Member Terry asked about the trucks in the old Smith's grocery store parking lot. Mr. Stephens said he wasn't sure where they were going to be moved to but he could check into it.

Council Member Checketts asked about the Children's Center that was going to go in at the old McDonald's property. Mr. Stephens said the owners are continuing to work on the building layout, so it is moving forward but with possibly a different use.

Council Member Checketts also mentioned that the white vinyl fence in front of the old Peak Profile building had been tagged again. Staff said they would address the matter.

Council Member Checketts also said the Utah League of Cities and Towns conference was very good. She said she especially liked the FEMA presentation which was very informative.

PLANNING COMMISSION REPORT

The floor was given to Council Member Terry who reported on the Planning Commission meeting held April 23, 2019. Please see the minutes of that meeting for the details of his report.

SOUTH DAVIS SEWER DISTRICT

The Mayor Protem reported that they think they have found a solution to the algae problem the district has been experiencing. He said everyone was excited about finding the problem and he said that he would share more information to report at the next meeting.

MAYOR'S REPORT

The Mayor was excused from tonight's meeting so there was no Mayor's report.

ADJOURNMENT

There being no further business before the City Council, Council Member Terry made a motion to adjourn the meeting at 8:40 P.M. with Council Member Checketts seconding the motion and all voted for the motion through a roll call vote.