

**WOODS CROSS CITY COUNCIL MEETING
JULY 5, 2022**

The minutes of the Woods Cross City Council meeting held July 5, 2022, at Woods Cross City Hall located at 1555 South 800 West, Woods Cross, Utah.

CONDUCTING: Ryan Westergard

COUNCIL MEMBERS PRESENT:
Ryan Westergard, Mayor Gary Sharp
Wally Larrabee Matt Terry

COUNCIL MEMBERS EXCUSED:
Julie Checketts Jessica Kelemen

STAFF PRESENT:
Bryce Haderlie, City Administrator Chad Soffe, Chief of Police
Sam Christiansen, Public Works Director Annette Hanson, City Recorder
Tim Stephens, Community Development Director
LaCee Bartholomew, Community Services Coordinator Johnny Filler, Public Works

PUBLIC ATTENDANCE:
LeGrande Blackley Don Schrader
CT Davis Company Representative

INVOCATION: Gary Sharp
PLEDGE OF ALLEGIANCE: Ryan Westergard

COUNCIL KUDOS

The Mayor gave the floor to Council Member Terry who noted Marcee Meeks was nominated by Bryce Haderlie for Council Kudos. Mr. Haderlie said he needed some information and had asked Marcee if she could help him find it. He said Marcee looked several places and was unable to locate the needed information but kept at it until she found the information he needed. He said this information was invaluable for the work that needed to be done and he was grateful for Marcee going the extra mile to help him find the needed information.

Council Member Terry said the Council is appreciative of the hard work Marcee does for the city and they thanked her for her hard work.

CONSIDERATION TO APPROVE MINUTES

The Mayor called for the review of the minutes for the City Council meeting held 6/21/22.

Following the review of the minutes, Council Member Terry made a motion to approve the minutes as written with Council Member Larrabee seconding the motion and all voted in favor of the motion through a roll call vote.

**OFFICIAL MINUTES
WOODS CROSS CITY COUNCIL MEETING
JULY 5, 2022
PAGE 2**

RATIFY CASH DISBURSEMENTS

The Mayor called for the ratification of the cash disbursements for the time period of 6/17/22-6/30/22.

Council Member Larrabee made a motion to ratify the cash disbursements for the time period of 6/17/22-6/30/22 with Council Member Sharp seconding the motion and all voted in favor of the motion through a roll call vote.

PUBLIC COMMENT

There were no comments from the public and the Mayor closed the public comment period.

YCC REPORT

Community Services Coordinator, LaCee Bartholomew reported on the activities of the Youth City Council.

They had their end of the year party, and it was well attended. She said they went swimming and had breakfast for dinner.

The Mayor noted that interviews held for YCC leaderships positions went well.

Ms. Bartholomew reported that they are accepting applications for next year. She asked if participants for the Youth City Council need to reside in the city of Woods Cross or if they just need to go to Woods Cross High School. The Mayor said there was nothing prohibiting youth from other cities participating in the Woods Cross Youth City Council program but that typically it is youth from the city that participate. The Mayor noted the surrounding cities have their own youth programs so there are options available for the youth. Ms. Bartholomew said there are a couple of youth that live in other cities but are going to Woods Cross High School that would like to participate in the Youth City Council. She said she would reach out and get more information to see how to move forward.

The YCC float is ready for the Handcart Days parade. There was some discussion on what safety protocols the city may consider putting into place considering a recent accident in a parade in a nearby city. The Mayor said the city is looking into what additional safety precautions might be needed in the future to make sure those participating in parades from Woods Cross City are safe.

COMMUNITY CONNECTIONS REPORT

Ms. Bartholomew continued with the floor and reported on the activities of the Community of Promise.

The book club had a nice potluck dinner.

The seniors are doing great and will meet next week for another activity. The Mayor said he would like to address the seniors and give them information on Truth in Taxation that the City Council will be addressing soon. The City Administrator said he was planning to talk to them at their meeting in August.

Summer Recreation and Summer Literacy are halfway done for the year; attendance has been very high.

**OFFICIAL MINUTES
WOODS CROSS CITY COUNCIL MEETING
JULY 5, 2022
PAGE 3**

Night Out Against Crime is scheduled for Monday, August 1, 2022 and will be a great activity.

A steering committee has been formed to plan the National Day of Service to be held in September.

Woods Cross's participation in the Davis County 911 program is moving forward. The city will have a booth.

PUBLIC WORKS REPORT

The Mayor then gave the floor to the Public Works Director who reported the following to the City Council:

WATER/STORM WATER

- After Hours callouts May—7
- Water Leaks May—3
- Blue Stakes Tickets—171
- Storm Water Inspections/Plan Reviews—June 10
- Waterline Inspections—8
- Well #4 Motor Drive Failure
 - Part ordered expedited, coming from Germany
 - Backup wells are keeping up with demand
- Inspect Thrust Block Replacement on Raw Water Line to Treatment Plant
 - 35+ Yards of Concrete

STREETS

- PW Fleet Safety and Emissions Inspections
- Fleet Repairs
- Road Patches/Potholes GIS Signs
- Still have Black 70 cans to stock. Placed Can order to arrive in July.
- Bond Inspections

PARKS

- Towne Centre Park Swing Set Install
- Morning Side and Lower Mills Playgrounds replacement in July (Contractor Delayed)
- Towne Centre Playground Replacement in August
- Assist LaCee with Recreation
- Park Maintenance in Full Swing
- The Volcano play feature is broken at Hogan Park

PUBLIC WORKS ADMINISTRATION

- 1970 South is open to traffic
 - Punch list created and working out the final details with 3XL
- Google
 - Finishing Mountain View Subdivision
 - Landscaping repairs
 - No additional Permits (Possibly in July)
- West Legacy Trail

OFFICIAL MINUTES
WOODS CROSS CITY COUNCIL MEETING
JULY 5, 2022
PAGE 4

- Bind Weeds coming up in middle of asphalt, working with the County to find solutions
- Mills Park Trail Overlay and 1500 South Trail Crossing Project—Complete, Reimbursement approved, waiting on Check
- Streets/Water Projects
 - 1500 South and 1200 West Water Line Project (ARPA funded)
 - Complete
- Redwood Road Techite (last of the Techite in the City) Bid awarded tonight
- 800 West Street Rebuild 770 South to 1500 South bid opening July 6

IN THE WORKS

- Development Review Committee
- Fleet Replacement Program Update
- Grant Applications
- 1100 West 500 South—1100 South Widening Project. Design and Row planning started now.
 - Affected Residents and Business to be contacted this month by Langdon Group for construction easements and Right of Way cleanup
- 800 West and 1500 South Traffic Light funded, in the engineering phase
- 1100 West 3rd quarter funded road widening from 1733 South to 1750 South in design
- Elements work orders and Asset set up
 - Crews Using Elements
 - Building Permits/Citizen Connect Portal
 - In Process
- Parking and Pickleball options at Mills (funding)

CITY ADMINISTRATOR/ACTION ITEM REPORT

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

1. **Recreation Dept. Support**—We have worked with LaCee to ensure that she and her staff have the necessary tools and resources to perform their objectives. While there may be some forms of software available that could improve efficiency in some applications, an evaluation confirms that they do not mesh with our current software system and would therefore not provide any efficiency. LaCee says she is happy how things are running right now.
2. **Conflict Resolution**—Sam, Jeni and I met with a couple last week that were not happy with the 1100 West widening project. We believe that the meeting resolved their concerns. Sam and I will be visiting with a resident next week whose backyard faces the new 1960 South. We will work to listen and resolve concerns there as well.
3. **Truth in Taxation Process**—Documents, graphs and information are being prepared for the open house on July 19 and introduction to the public hearing on August 8th. We will discuss this at the July 5th Council meeting.
4. **RDA Reimbursements to OTG and Performance Utah**—RDA reimbursement reports were completed, and payments submitted for processing in the month of June for the projects listed above. We will need to make one more sales tax payment in September to OTG because the sales tax information will not be available until August 2022. This will be the final sales tax payment for

**OFFICIAL MINUTES
WOODS CROSS CITY COUNCIL MEETING
JULY 5, 2022
PAGE 5**

this project, after which, property tax payments will continue until 2023 when it reaches the 15 year term in the agreement.

5. **Cyber Liability Evaluation**—We have completed the Cyber Liability questionnaire requested by the Utah Local Governments Trust and will be working with ETS to improve some of the vulnerabilities that we discovered during the evaluation.
6. **Locking Park Restrooms to Curb Vandalism**—Staff discussed the growing vandalism issues in the parks and park restrooms and arrived at the plan to have parks staff unlock and police to lock the park bathrooms. The bathroom doors will be locked between 10:00 P.M. and 7:00 A.M. when the parks are officially closed.
7. **Traffic Light at 1100 North 400 West North Salt Lake**—The Mayor has co-signed the county application for a 3rd Quarter of the Quarter grant on the traffic light at 1100 North 400 West. We have agreed to participate with North Salt Lake on this project.
8. **Traffic Light Grant Application for 800 West 1500 South**—Staff has made application for an \$80,000 grant with Davis County’s 3rd Quarter of the Quarter funding to provide the city’s match on the traffic light at 800 West 1500 South.
9. **CDBG Grant for Foundation Subsidence**—We were informed by Davis County that they are in the process of re-certifying their CDBG process and will not be offering any loans in 2023. We can work through the state this year and return to the County in 2024. The state process starts with staff training in October and applications submissions sometime after that.
10. **Preliminary Bond Discussion** –JUB is updating the project estimates to ensure that we are planning enough money to cover the projects with inflationary buffers in them. A bond parameters resolution is planned for July 19th.
11. **1960 South Special Assessment Area**—The road is now open for public access. Ongoing work to start collecting the assessments while we resolve the pending legal issues.
12. **Fee Schedule**—A revised version will be brought to the City Council at a future meeting.

Action Item Report

Date	Item	Assigned to	Status
10/5/21	Include mow strip provisions in zoning ordinance	Tim Stephens	Ordinance updated to allow citizens to access money.
1/19/21	Have attorney provide legal remedies for drug houses	Bryce Haderlie	Will continue to review in the next couple of weeks
3/12/21	Work with UDOT to widen Redwood Road	Sam Christiansen	Sam has emailed UDOT regarding the striping this spring but has not had a response.
7/6/21	Review zoning ordinance requirements for home occupancy.	Tim Stephens	Will review ordinances to see if changes can be made.
4/5/22	Junk Home Code Enforcement Review	Chief Soffe	Review code enforcement activity for 1613 S 1200 W

CONSIDERATION TO APPROVE OSTLER SUBDIVISION FINAL PLAT TWO LOT RESIDENTIAL SUBDIVISION LOCATED AT 1950 SOUTH 1100 WEST

The Mayor gave the floor to the Community Development Director who noted the following:

“Race Ostler purchased the home and associated property at 1950 South 1100 West. Presently, there is an old home and attached garage on the site. Mr. Ostler has proposed through the submittal of the subdivision

**OFFICIAL MINUTES
WOODS CROSS CITY COUNCIL MEETING
JULY 5, 2022
PAGE 6**

plat to subdivide property into two residential lots. One lot will be occupied by the existing home and outbuilding, and the second lot will be a vacant lot available for the construction of a single-family residence. Mr. Ostler will be required to install the street improvements along the frontage of the two subject lots. This will include curb, gutter, sidewalk, and asphalt widening the full right of way width. In addition, the curb, gutter, and asphalt improvements for this subdivision will extend and connect to the newly completed street adjacent to this project coming from the Woods Cross Industrial Park.

“The Planning Commission has reviewed the Ostler Subdivision plat and has forwarded to the City Council a recommendation to approve the plat.”

Following the information given, Council Member Sharp made a motion to approve the Ostler Subdivision final plat located at 1950 South 1100 West. Council Member Terry seconded the motion, and all voted in favor of the motion through a roll call vote.

CONSIDERATION TO APPROVE RESOLUTION 2022-777 DEEDING THE 1970 SOUTH IMPROVEMENTS TO THE SOUTH DAVIS SEWER DISTRICT

The Mayor gave the floor to the Public Works Director who noted the following for the City Council:

“With the construction of the 1970 South Project, the City acted as developer and installed utility improvements to the Holm and Green Property as part of the agreement of the land purchase. South Davis Sewer District has approved all the sewer improvements in the development and now those improvements need to be deeded to them.

“City Staff is recommending approving Resolution 2022-777 authorizing the Mayor to sign the Deed turning all the Sewer Improvements of the 1970 South Road Project to the South Davis Sewer District.”

Following the information given, Council Member Larrabee made a motion to approve resolution 2022-777, a resolution deeding 1970 South improvements to the sewer system to South Davis Sewer District. Council Member Terry seconded the motion, and all voted in favor of the motion through a roll call vote.

CONSIDERATION TO AWARD BID FOR REDWOOD ROAD TECHITE REPLACEMENT PROJECT

The Public Works Director continued with the floor and noted the following for the City Council:

“The City has steadily been replacing miles of problematic Techite pipe over the years. We are finally at the end of the Techite replacement and thanks to ARPA funding we can finish the replacement of the Techite along Redwood Road. The second ARPA tranche (payment) the City will be receiving in July is \$676,000. These funds will pay for this project, the South Davis Sewer allotment from the City, and the remaining overage on the 1500 South Waterline Project.

“This project will be on the east shoulder of Redwood Road, out of the asphalt, starting at 1667 South and ending at 2415 South. We have had 4 leaks on this section of pipe over the last couple of years.

“JUB has reviewed the bid and verified the references and recommend awarding the bid to CT Davis.

**OFFICIAL MINUTES
WOODS CROSS CITY COUNCIL MEETING
JULY 5, 2022
PAGE 7**

“Due to the current shortage of water line parts, mainly hydrants and valves, this project is not anticipated to begin until all the parts are delivered. Current estimated delivery times, once the contractor orders, are 20 weeks out. The contractor will update on construction timelines once they have placed the order after this approval. As part of this project, we will be increasing the size of pipe from 8 inch to 12 inch for better fire flow reliability.

“On June 21st we had bid opening for the project and had 4 bids.

“The bids came in at:

<u>CONTRACTOR</u>	<u>BID AMOUNT</u>
PNL	\$1,175,365.00
CT Davis	\$563,744.50
Great Basin	\$604,200.00
3XL	\$584,539.70

“We recommend the Council award the Redwood Road Techite Replacement Project to CT Davis for the amount of \$563,775.50 and starting once the waterline parts arrive.”

Following the information given above, Council Member Terry made a motion to award the bid for the Redwood Road Techite Replacement Project to CT Davis for \$563,744.50. Council Member Sharp seconded the motion, and all voted in favor of the motion through a roll call vote.

The Public Works Director said there would be a delay in getting the materials for this replacement and there could be a wait time of up to 20 weeks before they can get the materials.

INFORMATION TO BE SHARED AT THE JULY 19, 2022, PUBLIC OPEN HOUSE

The Mayor gave the floor to the City Administrator, and he noted he had compiled slides from the various budget discussions that had occurred over the past few months. He noted he would like input on which slides communicate the message they would like to share with the public and what modifications are needed. He said he would continue to work on a handout/mailer and give it to the Council as soon as it is in a draft form so that it can be prepared to share the same consistent message with the public on the Truth in Taxation process.

There was some discussion on what percentage the rate change would be and what would be some of the tax increases neighboring cities would be imposing.

The Council discussed the different information and what they thought would be beneficial to put on the brochure to make the information clear and understandable.

The Truth and Taxation public open house would be held at the Public Works Building from 6:00-7:30 P.M. prior to the regular session of the City Council which will be held at 7:45 in the Council Chambers at City Hall.

**OFFICIAL MINUTES
WOODS CROSS CITY COUNCIL MEETING
JULY 5, 2022
PAGE 8**

The Truth in Taxation Public Hearing would be held at the City Hall in the Council chambers on Monday August 8th at 6:00 P.M. and would continue until all public comments had been heard and noted.

QUESTIONS/DIRECTION TO CITY ADMINISTRATOR OR STAFF

Council Member Terry said after approving payments to jurors from a recent jury trial in the Woods Cross Justice Court, he had a concern that if the city were to have a jury trial with sensitive information, the juror's names be kept confidential. The assistant city administrator said she appreciated his concern, and that the city would find a way to keep names of jurors confidential if there was a need for that to happen in future jury trials.

COUNCIL REPORTS

The Mayor noted he had a sewer district meeting where they needed to approve their audit and they needed to adopt the certified tax rate.

He also said he met with the South Davis Recreation board. It was shared that the recreation district is running into some financial issues, largely stemming from COVID. Staff to bring back information on all programs the recreation district has so the board can review them to see program continuation is sustainable with the goal of getting the organization back to being financially stable. The board is pursuing obtaining American Rescue Plan Act (ARPA) dollars to help them move forward.

ADJOURNMENT

There being no further business before the City Council, Council Member Sharp made a motion to adjourn the meeting at 7:55 P.M. with Council Member Larrabee seconding the motion and all voted in favor of the motion through a roll call vote.

Ryan Westergard, Mayor

Annette Hanson, City Recorder