

**MINUTES OF COUNCIL STUDY MEETING – JULY 18, 2017**

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THE WEST VALLEY CITY COUNCIL MET IN STUDY SESSION ON TUESDAY, JULY 18, 2017, AT 4:30 P.M. IN THE MULTI-PURPOSE ROOM, WEST VALLEY CITY HALL, 3600 CONSTITUTION BOULEVARD, WEST VALLEY CITY, UTAH. THE MEETING WAS CALLED TO ORDER AND CONDUCTED BY MAYOR BIGELOW.

THE FOLLOWING MEMBERS WERE PRESENT:

Ron Bigelow, Mayor  
Don Christensen, Councilmember At-Large  
Tom Huynh, Councilmember District 1  
Steve Buhler, Councilmember District 2  
Karen Lang, Councilmember District 3  
Steve Vincent, Councilmember District 4

ABSENT:

Lars Nordfelt, Councilmember At-Large

STAFF PRESENT:

Wayne Pyle, City Manager  
Nichole Camac, City Recorder  
  
Paul Isaac, Assistant City Manager/ HR Director  
Nicole Cottle, Assistant City Manager/General Counsel/CED Director  
Eric Bunderson, City Attorney  
Lee Russo, Police Chief  
John Evans, Fire Chief  
Jim Welch, Finance Director  
David Moss, Acting CPD Director  
Russell Willardson, Public Works Director  
Nancy Day, Parks and Recreation Director  
Sam Johnson, Strategic Communications Director  
Jake Arslanian, Public Works Department  
DeAnn Varney, Administration  
John Rock, Administration  
Jon Springmeyer, CED Department  
Mark Nord, CED Department  
Erik Brondum, Public Works Department  
Ken Cushing, Administration

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**APPROVAL OF MINUTES OF STUDY MEETING HELD JULY 11, 2017**

The Council considered the Minutes of the Study Meeting held July 11, 2017. There were no changes, corrections or deletions.

Councilmember Vincent moved to approve the Minutes of the Study Meeting held July 11, 2017. Councilmember Christensen seconded the motion.

A voice vote was taken and all members voted in favor of the motion.

**REVIEW AGENDA FOR REGULAR CITY COUNCIL AND SPECIAL REDEVELOPMENT AGENCY MEETING OF JULY 18, 2017**

Upon inquiry by Mayor Bigelow, members of the Council had no further questions or concerns regarding items listed on the Agenda for the Regular City Council Meeting scheduled later this night.

**AWARDS, CEREMONIES, AND PROCLAMATIONS SCHEDULED FOR JULY 25, 2017**

**A. PROCLAMATION DECLARING AUGUST AS “NEIGHBORHOOD NIGHTS” MONTH AND AUGUST 1, 2017 AS “NATIONAL NIGHT OUT 2017” IN WEST VALLEY CITY**

Councilmember Vincent offered to read the proclamation declaring August as “Neighborhood Nights” Month and August 1, 2017 as “National Night Out 2017” in West Valley City at the Regular meeting scheduled July 25, 2017 at 6:30 P.M.

**ORDINANCE NO. 17-27: ENACT CHAPTER 24-9 OF TITLE 24 OF THE WEST VALLEY CITY MUNICIPAL CODE REGARDING OFFENSIVE ESTABLISHMENTS**

Wayne Pyle, City Manager, and Eric Bunderson, City Attorney, discussed proposed Ordinance 17-27 that would enact Chapter 24-9 of Title 24 of the West Valley City Municipal Code regarding offensive establishments.

Written documentation previously provided to the City Council included information as follows:

To exercise the authorities granted to the City by the State legislature in Utah Code Annotated Section 10-6-87, the City must enact the proposed ordinances. The ordinances reflect the statute’s grant of authority permitting municipalities to compel the owner of any pigsty, privy, barn, corral, sewer or other unwholesome or nauseous house or place to cleanse, abate, or remove the same, and to regulate the location thereof.

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Councilmember Vincent asked how this ordinance will be enforced. Eric Bunderson replied through pure enforcement (similar to how the City addresses graffiti, weeds, etc.) though the difficulty will come with proving causation. He indicated that the City has been working on this over the past few months through various methods, including utilizing a tool called a “nasal ranger”. Councilmember Vincent asked if this ordinance could also apply to concerns with smells that come from inside the City that may originate from unattended barns, chicken coops, etc. Eric replied that the ordinance would apply Citywide but added that the City already has ordinances in place to address internal concerns. Councilmember Buhler clarified that this ordinance specifically allows the City to enforce problems within 1 mile outside of City limits. Eric replied yes. Upon inquiry, Eric discussed how the “nasal ranger” tool works to conduct tests but indicated that this is not the best method and is not something the City is still using to prove an issue exists. Mayor Bigelow asked if this ordinance could strengthen enforcing this type of nuisance within the City as well and stated that he has received concerns from residents regarding smells from chickens and problems that come from these animals attracting rats. Eric stated that while this ordinance is specifically directed toward Environmental Technologies, it can be used for other businesses and to potentially strengthen the City’s existing ordinance for internal enforcement issues.

Upon inquiry, there were no further questions or concerns expressed by members of the City Council.

The City Council will consider proposed Ordinance No. 17-27 at the Regular Council Meeting scheduled July 25, 2017, at 6:30 P.M.

### **RESOLUTION NO. 17-125: AUTHORIZE WEST VALLEY CITY'S PARTICIPATION WITH THE OFFICIAL ORGANIZATION OF THE WESTERN GROWTH COALITION**

Wayne Pyle, City Manager, discussed proposed Resolution 17-125 that would authorize West Valley City's participation with the official organization of the Western Growth Coalition

Written documentation previously provided to the City Council included information as follows:

The Western Growth Coalition is comprised of elected officials who represent citizens and businesses in 10 cities and townships in the Western Growth Coalition region including Bluffdale, Copperton, Herriman, Kearns, Magna, Riverton, South Jordan, Taylorsville, West Jordan, and West Valley.

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The Western Growth Coalition has been meeting regularly for several years, but has only recently been formally organized as a corporation in the State of Utah. The members of the coalition have recently adopted bylaws and would like to apply for non-profit status with the IRS as well as procure a website to publicize their mission and execute their objectives.

The purpose & objective of the Western Growth Coalition is to promote the growth and prosperity of the cities and townships mentioned above by:

- a) Providing a method that all members and concerned parties can quickly and decisively respond to issues affecting one or more members of the coalition
- b) Advocating collective priorities before state and local governments
- c) Commissioning and/or promoting studies regarding economic development, transportation, and other issues affecting growth and prosperity of the region.

The Western Growth Coalition requires funding to further their mission by completing the two following tasks:

- 1) File for Non-Profit status with the IRS. This application requires a \$400 filing fee.
- 2) Retain a web development company to design and develop a website that will
  - a. Publicize the mission, participants and positions of the Western Growth Coalition
  - b. Facilitate the organization of grass roots efforts to protect the region from County and State actions that would jeopardize local control
  - c. Assist in promoting legislative priorities as determined by the members of the coalition

The budget for the website is \$3,000 and an RFP will be sent out to local web developers to obtain the lowest bid. The total estimated cost for both of these actions is \$3,400. This expenditure would be divided among the members of the coalition based on population. These amounts are considered one-time expenses. West Valley City's share of the cost based on population is 26%. West Valley City's portion would not exceed \$1,000.

Voting members of the Western Growth Coalition include one City Council member (or the City Council's designee) from each of the participating cities as well as the Mayor (or Mayor's designee) of each participating city.

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Councilmember Lang clarified that the City's portion of funds would be capped at \$1,000 and indicated that in the resolution, she wanted to ensure West Valley should be titled "West Valley City". Mayor Bigelow stated that this group has zero legal authority and is simply an advising body. He indicated that the coalition cannot tell the City what it can and can't do. Councilmember Buhler stated that if the Coalition achieves the ear of the Legislature, the City should be part of the conversation that occurs and be made aware of what is being said. Mayor Bigelow asked if legislation has been proposed by the group before. Councilmember Christensen replied not to his knowledge. The Council discussed various Committees and their functions. Mayor Bigelow stated that he doesn't feel the amount of funding contribution should be based on population. The Council discussed concern for the bylaws and changes they would like to see occur.

Upon inquiry, there were no further questions or concerns expressed by members of the City Council.

The City Council will consider proposed Resolution No. 17-125 at the Regular Council Meeting scheduled July 25, 2017, at 6:30 P.M.

**RESOLUTION NO. 17-126: AUTHORIZE THE CITY TO PURCHASE A TYMCO 600 SWEEPER FROM INTERMOUNTAIN SWEEPER FOR USE BY THE PUBLIC WORKS DEPARTMENT**

Erik Brondum, Public Works Department, discussed proposed Resolution 17-126 that would authorize the City to purchase a Tymco 600 Sweeper from Intermountain Sweeper for use by the Public Works Department.

Written documentation previously provided to the City Council included information as follows:

Intermountain Sweeper submitted a proposal to the Public Works Department. The proposal qualifies under the provisions of the West Valley City Procurement Code 5-3-110, Procurement to Meet Existing Needs. The code allows the procurement of matching equipment when it is beneficial to operations and maintenance. The Fleet Manager and Operations Managers have negotiated the best price available.

Street sweepers are high maintenance vehicles. The current policy of replacing sweepers every four years has proven economical by avoiding high repair costs and recouping high trade-in values for the old sweepers. The street sweeper being replaced is a 2012 Tymco 600.

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The Public Works Department has used Tymco sweepers for many years, and has been pleased with the equipment performance, and the customer service received from Intermountain Sweeper, the local Tymco vendor.

Councilmember Huynh stated that he has seen the sweepers hard at work throughout the City. Councilmember Vincent stated that this is something that residents often express appreciation for.

Upon inquiry, there were no further questions or concerns expressed by members of the City Council.

The City Council will consider proposed Resolution No. 17-126 at the Regular Council Meeting scheduled July 25, 2017, at 6:30 P.M.

### **RESOLUTION NO. 17-127: AUTHORIZE THE CITY TO PURCHASE A BOOM FLAIL MOWER FOR THE TRACKLESS MUNICIPAL TRACTOR FROM MARIC SALES FOR USE BY THE PUBLIC WORKS DEPARTMENT**

Erik Brondum, Public Works Department, discussed proposed Resolution 17-127 that would authorize the City to purchase a Boom Flail Mower for the Trackless Municipal Tractor from Maric Sales for use by the Public Works Department

Written documentation previously provided to the City Council included information as follows:

The Operations Division purchased the Trackless MT7 last fall with the snow plow and pick-up sweeper attachments. This new equipment has significantly increased the ability to clear snow and debris from sidewalks and trails. Instead of requiring a crew of two to four operators, we are able to clear snow efficiently with one operator.

The Operations Division desires to purchase the Boom Flail Mower attachment to increase efficiency of maintenance activities. The attachment has a reach of 13 feet and will be used for clearing vegetation from ditch banks, overpass embankments and other hard to reach areas.

Erik Brondum explained how the machine operates after inquiry from members of the Council. Councilmember Buhler clarified that this is something that is needed. Mr. Brondum replied yes and stated that this will be a very beneficial tool that will serve multiple purposes.

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Upon inquiry, there were no further questions or concerns expressed by members of the City Council.

The City Council will consider proposed Resolution No. 17-127 at the Regular Council Meeting scheduled July 25, 2017, at 6:30 P.M.

### COMMUNICATIONS

#### A. E.D. PROJECT PIPELINE

Mark Nord, CED Department, discussed the Economic Development pipeline. He indicated that development is occurring throughout the City and not just in one specific area. Mr. Nord discussed the market in regards to industrial, office, and quick serve restaurants and the success these types of businesses are experiencing. He stated that mid to large retail companies are struggling and the future of these types of companies are currently unknown due largely to the vast success of internet sales. Mr. Nord stated that over 100 million dollars in capital investment was reached this past year which is an extremely successful number for the City. He then discussed specific companies and the benefit they are currently bringing to the City including Roosevelt Building, Taft Building, Cleveland Building, McKinley Building, Hexcel Fiber Lines 15 & 16, and Boart Longyear- Previous Classy Cabinet Building. He discussed the forecast for 2018 including H&E Equipment Expansion, Boy Scouts of America- Lake Park, and Amazon TI- 201 Commerce. Mr. Nord also discussed the 2019 forecast including the ARA Building C, Frito Lay Cheetos Line, and Granger Medical- Fairbourne Station.

Councilmember Huynh congratulated Mark's team on their hard work. He stated that it's important to tap into the high tech companies as well and encouraged the RDA team to continue pursuing those type of businesses. Mr. Nord agreed and indicated that Class A office space is something the City is working to develop to accommodate these types of uses. Wayne congratulated the RDA group on their work and indicated that this is the best team the City has ever had. Members of the Council agreed. The Council and staff discussed various projects throughout the City, improvements that could be made, and successes that have been accomplished. Mayor Bigelow asked how West Valley City does in relation to other City's each year. Mark replied that the City is always within the top three. He indicated that Sandy and Orem have been consistently high as well. The Council and staff discussed other municipalities and various developments that are occurring elsewhere. Councilmember Vincent asked if the City will capitalize on any needs the new prison may experience. Mark replied the City will be prepared with infrastructure in the Northwest Quadrant if needed.

**B. NETWORK HACKING PREVENTION**

Ken Cushing discussed the various levels of blocking, detecting, and recovery in data protection within the City. This is summarized as follows:

1. Firewall – Provides the first line of defense in keeping malicious content out. It also prevents the user from visiting untrusted sites and only allows traffic inside the city that is trusted. Limits the traffic that gets to servers sitting exposed to the internet.
2. Radius Authentication – Prevents non-city personnel who physically plug into our network from accessing any of our servers or workstations. Routes City personnel to the servers that they have access to.
3. OS Updates – Centrally managed updates to all Desktops, Laptops and Servers prevents vulnerabilities from being exploited.
4. SIEM – Aggregates logs from across the entire network and monitors them for abnormal behavior. It can correlate log information with network traffic patterns to determine anomalies throughout the network. Additionally, provides notifications to report on detected suspicious behavior.
5. Monitors user logins and files accessed. Reports suspicious behavior such as sequential failed login attempts.
6. Endpoint Anti-Virus – Centrally managed, the software is updated regularly on Servers, Desktops, Laptops, and Mobile Devices to detect, stop and report new threats.
7. Endpoint Heuristics – An additional layer of Anti-Virus, but instead of looking for specific threats, it looks for behavior. It is particularly good at finding zero-day malware and ransomware.
8. File Server Versioning – Every time a file is deleted or overwritten with a new version, the previous version of the file is stored. All versions are maintained as space on the file server permits. Users can roll back to previous versions as needed. Even if it was ransomware that changed the file.
9. Local Server Backups – We have a state of the art backup system that can quickly backup all 130 servers every night. We have been able to restore servers as needed in a matter of seconds.
10. Off Site Backups – The same backups that are stored locally are encrypted and pushed off site for disaster recovery.

Councilmember Buhler asked how the City compares to other municipalities. Ken replied that information cannot be shared openly between cities but he would feel

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confident in saying that the City is far beyond others. The Council discussed various methods of scams that criminals use to access systems. Ken stated that the City tries to meet and exceed guidelines with emerging technologies and standards.

### **C. COUNCIL UPDATE**

Mayor Bigelow referenced a Memorandum previously received from the City Manager that outlined upcoming meetings and events.

Members of the City Council had no further questions regarding the Council Update.

### **NEW BUSINESS**

#### **A. POTENTIAL FUTURE AGENDA ITEMS**

Nichole Camac indicated that American Preparatory Academy is requesting a Lights on After School Proclamation to be read. She indicated that there have been no proclamations for APA this past year, discussed events the Council has been invited to by the school, and stated that this would be the second year this proclamation has been read by Council. The Council agreed to move forward with this request. Nichole stated that students would also like to play the National Anthem during opening ceremony if Councilmember Vincent, who is conducting opening ceremony on August 22, 2017 (the date the proclamation would be read) is open to that. Councilmember Vincent agreed.

Nichole Camac stated that there is also another proclamation request from 16 Things Can Do, Inc. for “National Kid’s Month”, The Council voted against reading this proclamation as they would prefer to support a more local group for this cause.

Mayor Bigelow requested a summary of all RDA projects and where they currently are in their life cycle. He also requested an updated on the Fire Station developments.

#### **B. COUNCIL REPORTS**

##### **COUNCILMEMBER CHRISTENSEN-WORLD STAGE CONCERTS AND SKATE JAM**

Councilmember Christensen stated that World Stage Concerts have been well attended and have been enjoyable. He added that the current art gallery exhibit at the Utah Cultural Celebration Center also had a well-attended grand opening. Councilmember Christensen stated he also attended Skate Jam and found the event to be enjoyable.

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**MAYOR BIGELOW- SNAPSHOT GRAND OPENING**

Mayor Bigelow stated that he attended the grand opening of the Snapshot store. He stated it was a good event.

**MOTION FOR EXECUTIVE SESSION**

Councilmember Christensen moved to adjourn and reconvene in an Executive Session for discussion of pending litigation. Councilmember Lang seconded the motion.

A voice vote was taken and all members voted in favor of the motion.

**THERE BEING NO FURTHER BUSINESS OF THE WEST VALLEY COUNCIL THE STUDY MEETING OF TUESDAY JULY 18, 2017 WAS ADJOURNED AT 5:57 P.M. BY MAYOR BIGELOW.**

I hereby certify the foregoing to be a true, accurate and complete record of the proceedings of the Study Meeting of the West Valley City Council held Tuesday, July 18, 2017.

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Nichole Camac  
City Recorder

THE WEST VALLEY CITY COUNCIL RECONVENED IN EXECUTIVE SESSION ON TUESDAY, JULY 18, 2017, AT 6:06 P.M., IN THE MULTI-PURPOSE ROOM, WEST VALLEY CITY HALL, 3600 CONSTITUTION BOULEVARD, WEST VALLEY CITY, UTAH. THE MEETING WAS CALLED TO ORDER BY MAYOR BIGELOW.

THE FOLLOWING MEMBERS WERE PRESENT:

Ron Bigelow, Mayor  
Don Christensen, Councilmember At-Large  
Tom Huynh, Councilmember District 1  
Steve Buhler, Councilmember District 2  
Karen Lang, Councilmember District 3  
Steve Vincent, Councilmember District 4

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**ABSENT:**

Lars Nordfelt, Councilmember At-Large

**STAFF PRESENT:**

Wayne Pyle, City Manager

Nichole Camac, City Recorder

Paul Isaac, Assistant City Manager/ HR Director

Nicole Cottle, Assistant City Manager/General Counsel/ CED Director

Eric Bunderson, City Attorney

The City Council met in Executive Session and discussed pending litigation.

THERE BEING NO FURTHER BUSINESS OF THE WEST VALLEY CITY COUNCIL, THE EXECUTIVE SESSION OF JULY 18, 2017 WAS ADJOURNED AT 6:19 P.M. BY MAYOR BIGELOW.

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Nichole Camac – City Recorder