

MINUTES OF COUNCIL STUDY MEETING – OCTOBER 24, 2017

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THE WEST VALLEY CITY COUNCIL MET IN STUDY SESSION ON TUESDAY, OCTOBER 24, 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
Lars Nordfelt, Councilmember At-Large
Tom Huynh, Councilmember District 1
Steve Buhler, Councilmember District 2
Karen Lang, Councilmember District 3
Steve Vincent, Councilmember District 4

STAFF PRESENT:

Paul Isaac, Acting City Manager/Assistant City Manager/HR Director
Nichole Camac, City Recorder

Nicole Cottle, Assistant City Manager/ General Counsel/ CED Director
Eric Bunderson, City Attorney
Anita Schwemmer, Acting Police Chief
John Evans, Fire Chief
Jeannette Carpenter, Acting Finance Director
Layne Morris, Acting CPD Director
Russ Willardson, Public Works Director
Nancy Day, Parks and Recreation Director
Sam Johnson, Strategic Communications Director
Jake Arslanian, Public Works Department
DeAnn Varney, Administration
Steve Lehman, CED Department
Cindy Hobbs, CPD
Ken Cushing, IT

APPROVAL OF MINUTES OF STUDY MEETING HELD OCTOBER 17, 2017

The Council considered the Minutes of the Study Meeting held October 17, 2017. There were no changes, corrections or deletions.

Councilmember Lang moved to approve the Minutes of the Study Meeting held October 17, 2017. Councilmember Christensen seconded the motion.

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

REVIEW AGENDA FOR REGULAR CITY COUNCIL MEETING OF OCTOBER 24, 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 NOVEMBER 14, 2017

A. EMPLOYEE OF THE MONTH AWARD, NOVEMBER 2017- MATT ATKINSON, PUBLIC WORKS DEPARTMENT

Councilmember Lang offered to read the nomination of Matt Atkinson, Public Works Department, to receive Employee of the Month Award for November 2017. Mr. Atkinson was nominated by Tracy Catmull from Evidence.

The award reads as follows:

I would like to nominate MATT ATKINSON for Employee of the Month. I have seen him go above and beyond in many cases with assisting employees of West Valley City, and it is for this reason that I think he is very deserving of this award.

The following are quick examples that have made him stand out.

1- I had parked my car in the parking lot and when I was ready to leave, I found it with a flat tire. Matt came quick to my aid and offered to change it. I was in need of a new tire so he pumped it up to get me to Costco so I could buy a new one. It was so nice to have had his help to get me on my way.

2- Evidence had received newer, more updated Public Drug Boxes and needed to switch out the old for the new. Matt helped make the switches and even loaded the boxes in his truck to take them to be discarded. He assisted us from start to finish.

3- A fellow coworker and single mom had a piece of her siding come off of her home and didn't know what she was going to do to get it fixed. I heard Matt offer her his help if she needed it.

These are just a few out of many, many situations that show Matt's willingness to go above and beyond to assist his fellow employee's on a

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day to day basis. He is very deserving of this award and we are thankful for all Matt does.

The Council asked about “drug boxes”, their locations, and their purpose. Jake Arslanian explained that they are located in several City facilities and are used for the disposal of expired medication. He added that the disposal of needles is done elsewhere.

RESOLUTION 17-173: AUTHORIZE THE PURCHASE OF TELECOMMUNICATIONS SERVICES, CONNECTIONS, AND SUPPORT SERVICES

Ken Cushing, IT, discussed proposed Resolution 17-173 that would authorize the purchase of telecommunications services, connections, and support services.

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

We currently have three PRI (Primary Rate Interface) telecommunication connections to City buildings. These each allow 24 simultaneous external calls into or out of our internal phone network. In addition, there are 44 individual analog lines in service. Veracity provides this service at a competitive rate. A three-year contract would help keep prices low. At the same time, we would like to add a fourth PRI for redundancy.

Formal bidding will not be required since Veracity is already in place. If approved, we will be able lock in the service at \$4,087.74 per month. A fourth PRI will allow us to handle peak call load when one of our PRI connections fails and allow us to handle more queued calls during a major event. Having PRI connections at different locations allows those locations to work independently when disconnected from City Hall.

Ken discussed the decrease of \$300 per month while the amount of service is increasing. He explained the specific hardware being used.

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

The City Council will consider Resolution 17-173 at the Regular Council Meeting scheduled November 14, 2017, at 6:30 P.M.

RESOLUTION 17-174: AUTHORIZE THE EXECUTION OF A LICENSE AGREEMENT BETWEEN THE UTAH AND SALT LAKE CANAL COMPANY AND WEST VALLEY CITY FOR REPLACEMENT OF THE 6400 WEST BRIDGE

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OVER THE CANAL

Russ Willardson, Public Works Director, discussed proposed Resolution 17-174 that would authorize the execution of a License Agreement between the Utah and Salt Lake Canal Company and West Valley City for replacement of the 6400 West bridge over the canal.

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

West Valley City received federal funding to reconstruct the structurally deficient bridge over the Utah and Salt Lake Canal from the Off-System Bridge Fund. The license agreement between the city and the canal company sets the terms for operation and maintenance responsibilities between the two entities for the replaced bridge over the canal.

It is anticipated that the bridge will be replaced beginning in October 2018, and completed no later than April 1, 2019.

Steve Buhler stated that this cost seems high. Russ replied that it is to cover attorney fees, etc.

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

The City Council will consider Resolution 17-174 at the Regular Council Meeting scheduled November 14, 2017, at 6:30 P.M.

RESOLUTION 17-175: ADD THE COMMEMORATIVE STREET NAME "CODY BROTHERSON PARKWAY" TO 4100 SOUTH IN WEST VALLEY CITY

Steve Lehman, CED Department, discussed proposed Resolution 17-175 that would add the commemorative street name "Cody Brotherson Parkway" to 4100 South in West Valley City.

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

Cody Brotherson was a West Valley City resident who graduated from Granger High School. In 2013 he became a police officer after becoming certified as a Utah Peace Officer. Officer Brotherson honorably served West Valley City for three years as a police officer and loved his work.

On November 6, 2016, Officer Brotherson was struck and killed by a vehicle while serving and protecting the residents of the City. To honor Officer Brotherson's

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sacrifice and to remember him and to remind the citizens of West Valley City of his service and ultimate sacrifice, the West Valley City Police Department would like propose a commemorative street name for a portion of 4100 South. The section that will bear this name extends from 2200 West to 3600 West. The commemorative name will be: **Cody Brotherson Parkway**

The proposal will not change the official street name of 4100 South. Although the proposal will not require residents and/or commercial property owners to change their address, it could potentially cause confusion about which street name to use. To help eliminate problems that may occur, the commemorative name will be filed with the Salt Lake County Addressing Department. The commemorative name will be entered into the County's centerline database for emergency services. The commemorative name and accompanying coordinate will be recognized by the Valley Emergency Communications Center in the event residents and/or business owners call for service using the commemorative name. Staff will also notify residents of the commemorative name and that it will not impact their existing address.

Steve further discussed addressing and entering the address into the centerline database for emergency services to avoid confusion when responding to calls. Councilmember Christensen asked if the Council could vote on the resolution during the regular meeting scheduled tonight. Nichole Camac replied no and indicated that the agenda for the Regular Meeting has been posted and requires 24 hour notice.

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

The City Council will consider Resolution 17-175 at the Regular Council Meeting scheduled November 14, 2017, at 6:30 P.M.

CONSIDER APPLICATION S-15-2017, FILED BY OAKWOOD HOMES (JAKE HONE), REQUESTING FINAL PLAT APPROVAL FOR THE VILLAGES AT WESTRIDGE PHASE 3 PUD LOCATED AT 5260 SOUTH 5675 WEST

Steve Lehman, Planning and Zoning, discussed application S-15-2017, filed by Oakwood Homes (Jake Hone), requesting final plat approval for the Villages at Westridge Phase 3 PUD located at 5260 South 5675 West.

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

Jacob Hone, representing Oakwood Homes, is requesting final plat approval for the third and final phase of the Villages at Westridge PUD. Over the last number of

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years, phases 1, 2, 4 and 5 have been approved and are either built or under construction.

Phase 3 of the Villages at Westridge will consist of 28 residential units on 2.9 acres. Access to phase 3 will be gained from phase 2 to the south and from Summer Ridge Drive to the west. Summer Ridge Drive is a dedicated right-of-way and was platted with phase 5 a few months prior to this application. Internal access will be via a private street system.

Housing for this phase of the development will consist of 4 and 7 plex town home units. These units will be constructed of stone, fiber cement siding and stucco. There is an abundance of relief and building movement with covered porches, pop-outs and roof pitch. Square footage will range from 1420 to 1588 square feet. In addition to the finished square footage numbers, the developer is also proposing to install basements which will increase the square footage by approximately 500 square feet.

The general parking requirement for all residential development in the City is 2 spaces per unit. In this development, all residential units will have two car garages. With the recent redesign of this phase, all units will also have a full driveway for guest and family parking. To help with guest parking in phase 2 to the south, the developer is providing 21 guest spaces as well.

As part of the overall development, at least 50% of the project site will be open space. Although not part of this phase, the developer has already dedicated an area approximately 1.3 acres in size for use as a City park.

A landscaping plan has been submitted for this phase and for that portion of property adjacent to 5600 West which the developer has indicated will be installed with this phase. In addition to the landscaping, the developer is also working on their amenity package. Options regarding amenities are outlined in City ordinance. In discussing this project with the developer, they are proposing garages, private patios, a tot lot, pavilion and walking trails as part of their amenities.

The developer will establish a Home Owner's Association for the entire project. The association will be responsible to hire a property management company. As per previous PUD applications, staff will recommend that prior to this development being turned over to the association, a meeting with staff, developer and Management Company take place. This will provide an opportunity to ensure that all development standards and improvements have been completed in accordance with the Planning Commission and City Council's approval of this project.

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Mayor Bigelow asked if the retention basin will be landscaped. Steve replied yes.

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

The City Council will consider application S-15-2017 at the Regular Council Meeting scheduled November 14, 2017, at 6:30 P.M.

COMMUNICATIONS

A. **DISCOVER WEST VALLEY 2018 MAGAZINE**

Sam Johnson, Public Relations Director, stated that the West Valley magazine is distributed to 25,000 residents and businesses and is included in many hotels, restaurants, etc. He indicated that the City price fluctuates between \$8,000-\$11,000. Sam asked if the City Council feels the magazine is valuable or if there is a different benefit they wish to see. Councilmember Vincent stated he likes them for hotels but doesn't feel being mailed to residents is cost effective or beneficial. Sam replied the magazines are included in newspapers and go to different City's throughout the valley, not just West Valley City. Councilmember Buhler asked if the City puts the magazine together. Sam replied that Wade Pierce puts them together but the City has control on the cover, middle pages, and various other aspects. Councilmember Lang asked if the magazine is available digitally. Sam replied yes and stated more information is available that way. The Council discussed other options to get out similar information in a more effective way. Mayor Bigelow stated that he doesn't see a lot of critically important information in the magazine and feels that more relevant things could be included. Sam stated that the distribution model could be changed, the City calendar could be modified, the amount of pages could be reduced, etc. Councilmember Vincent stated a 12 month picture calendar that emphasized a specific City event each month would be a good idea in place of the magazine. Councilmember Buhler agreed and added that City events could also be added to the calendar if they are known ahead of time. Mayor Bigelow indicated that he would need more information before making that type of decision particularly in relation to cost, effectiveness, etc. Councilmember Christensen expressed concern regarding the magazine in that there are more medical center ads than restaurant ads. The Council discussed various potential alternatives to the magazine.

B. **COUNCIL UPDATE**

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

Councilmember Vincent requested trading Grizzly tickets with another City Council member from November to December. He indicated that he will be having

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double knee replacement surgery November 6th and will be missing Council Meeting's during November.

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

NEW BUSINESS

A. POTENTIAL FUTURE AGENDA ITEMS

Paul Isaac, Acting City Manager, stated that the four Fire Department crew members that were sent to assist in battling the California wildfires have returned and are back to working their regular shifts. He asked if the Council would like to recognize those crew members at the November 14th Council Meeting. The Council stated that they would. Mayor Bigelow requested a report in the Study Meeting. Councilmember Christensen discussed Utah wildfires.

Councilmember Huynh stated that he would like to discuss the possibility of the City taking over parks in PUD's that are maintained by HOA's. He stated that it would be interesting to see what the City would need to do and what standards would need to be set. Councilmember Buhler agreed and added that it would be beneficial to discuss where lines should be drawn. Councilmember Vincent stated that HOA fees could get complicated with this type of undertaking. Councilmember Lang agreed and added that the City would need to conduct a cost analysis to determine whether there is money in the budget. Mayor Bigelow added that capturing HOA fees, legal and Legislative issues are a concern.

Councilmember Huynh stated that people remove campaign signs and indicated that he would like to see something done about this. Eric Bunderson, City Attorney, stated that this is considered a theft and is a Class B misdemeanor up to a Felony depending on the value of what was stolen. He indicated that this is State Law. The Council briefly discussed the removal of campaign signs after election season is over.

Nichole Camac, City Recorder, stated that there has been a request for a Proclamation for Small Business Saturday. This Proclamation has been read by the Council since 2013 and encourages residents to shop local the Saturday after Thanksgiving. The Council agreed to read the Proclamation again but Mayor Bigelow expressed concern about a National organization requesting it. He stated that he would like to see local representation present at the meeting.

B. COUNCIL REPORTS

COUNCILMEMBER CHRISTENSEN- BEWITCHING BREAKFAST, STATION 74, BAHAI

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Councilmember Christensen stated that he attended the Bewitching Breakfast event at the Family Fitness Center and found it to be a good event that was very successful. He also attended the Station 74 Open House and was pleased to see many kids excited to see the station and the firetrucks. Councilmember Christensen stated that he represented the City at the Bahai event and was able to learn about the faith and meet many West Valley City residents.

COUNCILMEMBER BUHLER- PETE HARMON DAYS

Councilmember Buhler stated that he attended Pete Harmon Days at the Harmon Home. He indicated this was a good, well attended event.

NEW BUSINESS SCHEDULED FOR 6:00 PM IN THE LOBBY OF CITY HALL

A. DOMESTIC VIOLENCE AWARENESS PROGRAM

Mayor Bigelow stated that the annual Domestic Violence Awareness program will be held at 6:00 PM in the Lobby. He indicated that he will be reading a Proclamation and others will be speaking. Mayor Bigelow also stated that the Council may participate in a “honk and wave” in front of City Hall prior to the event.

ADJOURN

Upon motion by Councilmember Buhler all voted in favor to adjourn.

THERE BEING NO FURTHER BUSINESS OF THE WEST VALLEY COUNCIL THE STUDY MEETING OF TUESDAY OCTOBER 24, 2017 WAS ADJOURNED AT 5:35 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, October 24, 2017.

Nichole Camac
City Recorder