

MINUTES OF COUNCIL STUDY MEETING – OCTOBER 18, 2016

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THE WEST VALLEY CITY COUNCIL MET IN STUDY SESSION ON TUESDAY, OCTOBER 18, 2016, 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 (*Arrived as noted*)

STAFF PRESENT:

Wayne Pyle, City Manager
Nichole Camac, City Recorder

Paul Isaac, Assistant City Manager/ HR Director
Nicole Cottle, Assistant City Manager/CED Director
Eric Bunderson, City Attorney
Matt Elson, Acting Police Chief
John Evans, Fire Chief
Jim Welch, Finance Director
Layne Morris, CPD Director
Russell Willardson, Public Works Director
Kevin Astill, Parks and Recreation Director
Sam Johnson, Strategic Communications Director
Jake Arslanian, Public Works Department
Andrew Wallentine, Administration
DeAnn Varney, Administration

APPROVAL OF MINUTES OF STUDY MEETING HELD OCTOBER 11, 2016

The Council considered the Minutes of the Study Meeting held October 11, 2016. There were no changes, corrections or deletions.

Councilmember Buhler moved to approve the Minutes of the Study Meeting held October 11, 2016. Councilmember Nordfelt seconded the motion.

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

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PRESENTATIONS

A. INTRODUCTION OF NEW EMPLOYEES

Mayor Bigelow invited new employees to introduce themselves to the Council.
New employees include the following:

Robert Johnson, Animal Control Officer
Hunter Richards, Animal Control Officer
Kimberly Higgins, Animal Shelter Technician
David Moss, Animal Services Director
Andrew McBride, Firefighter
Dustin Moon, Firefighter
Brett Young, Firefighter
Dennis Breazeal, Police Officer
Natalie Johanson, Police Officer
Brandt Peterson, Police Officer
Jason Wiscott, Police Officer
Gregory Bruerton, Police Officer
Nicholaus Green, Police Officer
Jonathan Smith, Police Officer
Nicholas Twigg, Police Officer
William Mackintosh, Police Officer
Carson Liljenquist, Police Officer
Mark Brooks, Accreditation Manager
Xela Sanborn, Support Services Clerk
Ingrid Golon, Victim Advocate
Brigitte Castro-Figueroa, Account Receivable/Treasury
Hayden Wright, Facility Shift Supervisor
Bryan Abney, 2nd Assistant Golf Pro
Zachery Daniels, Operator 1
David Lancaster, Operator 1
Blake Jemison, Building Inspector VIII
Gregory Robinson, Planner I
Kent Vreeken, Building Inspector IV

Steve Vincent arrived at 4:41 PM

REVIEW AGENDA FOR REGULAR MEETING OF OCTOBER 18, 2016

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

ORDINANCE NO. 16-49, AMEND SECTION 2-1-103 OF THE WEST VALLEY CITY MUNICIPAL CODE TO REGULATE ELECTRONIC MEETINGS

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Nichole Camac, City Recorder, discussed proposed resolution 16-49 that would amend Section 2-1-103 of the West Valley City Municipal Code to regulate electronic meetings.

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

The Open and Public Meetings Act allows public bodies to conduct electronic meetings. This ordinance authorizes the City Council to conduct such meetings and establishes the requirement that a Council member seeking to participate in a meeting electronically notify the City Recorder prior to the meeting so that proper connection and recording arrangements can be made. Electronic meetings must still be noticed in accordance with the Open and Public Meetings Act and, as provided in the City Code, a physical anchor location must be available where the public can observe proceedings and participate in public hearings.

Mayor Bigelow stated that he is uncomfortable with requiring a member of the Council to notify the City Recorder prior to the meeting. Steve Vincent stated that he is comfortable with this term and Karen Lang agreed. The Council discussed electronic meetings and Councilmembers participating via telephone, FaceTime, and other electronic methods.

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

The City Council will hold a public hearing and consider proposed ordinance No. 16-49 at the Regular Council Meeting scheduled October 25, 2016, at 6:30 P.M.

RESOLUTION NO. 16-167, AUTHORIZE THE CITY TO ENTER INTO PROPERTY SCHEDULE NO. 8 OF THE MASTER TAX-EXEMPT LEASE/PURCHASE AGREEMENT WITH US BANCORP GOVERNMENT LEASING AND FINANCING, INC. WITH RESPECT TO A LEASE FOR THE PURCHASE AND REPLACEMENT OF DESKTOP AND LAPTOP COMPUTERS FOR USE BY THE POLICE DEPARTMENT

City Manager, Wayne Pyle, discussed proposed Resolution No. 16-167 that would authorize the City to enter into Property Schedule No. 8 of the Master Tax-Exempt Lease/Purchase Agreement with US Bancorp Government Leasing and Financing, Inc. with respect to a lease for the purchase and replacement of desktop and laptop computers for use by the Police Department.

Written information previously provided to the City Council included the following:

The Police Department has a need for desktop and laptop computers in order to function efficiently and effectively. Excellent interest rates have been found through USbancorp, the financial institution that financed last year's computer

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lease. The Police Department would like to use USbancorp again to finance this year's lease.

The Police Department replaces approximately one quarter of its desktop and laptop computers each year through a leasing program. This allows the Department to ensure this vital equipment does not become so outdated that it can no longer meet our needs. In preparing this year's lease, the Finance Department compared the interest rates of several leasing companies, in order to procure the best rate for this lease. The company with the best interest rate was USbancorp. The cost of the computer equipment is \$81,400.04. The total cost of the equipment and finance charges over the four year period is \$84,560.92.

Upon inquiry by Mayor Bigelow, the Council had no further questions or concerns.

The City Council will consider proposed Resolution No. 16-167 at the Regular Council Meeting scheduled October 25, 2016, at 6:30 P.M.

RESOLUTION NO. 16-168, AUTHORIZE THE LEASE OF DESKTOP AND LAPTOP COMPUTERS FROM VALCOM COMPUTER CENTER FOR USE BY THE POLICE DEPARTMENT

City Manager, Wayne Pyle, discussed proposed Resolution No. 16-168 that would authorize the lease of desktop and laptop computers from Valcom Computer Center for use by the Police Department.

Written information previously provided to the City Council included the following:

The Police Department has a need for desktop and laptop computers in order to function efficiently and effectively. The replacements will be financed through US Bank (Bankcorp), which provided the financing for last year's purchase.

The Police Department replaces approximately one quarter of its desktop and laptop computers each year through a leasing program. This allows the Department to ensure this vital equipment does not become so outdated that it can no longer meet our needs.

The desktop and laptop computers procured through this program will be covered by a support package from Hewlett Packard (HP) which will cover the costs of repairs needed during the lease agreement. Each computer will be leased for a period of four years, after which point the computer will belong to the City. The cost for the computers is \$81,400.04.

Formal bidding was not required as the vendor, V.L.C.M., holds a contract with the State of Utah.

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Mayor Bigelow questioned why one laptop being purchased has different specifications than the others. Mr. Pyle stated that this computer will be used by a technician who needs a little more upgraded equipment.

Upon inquiry by Mayor Bigelow, the Council had no further questions or concerns.

The City Council will consider proposed Resolution No. 16-168 at the Regular Council Meeting scheduled October 25, 2016, at 6:30 P.M.

RESOLUTION NO. 16-169, APPROVE A FEDERAL AID AGREEMENT WITH THE UTAH DEPARTMENT OF TRANSPORTATION FOR THE 4100 SOUTH 3200 WEST SIGNAL UPGRADE PROJECT

Dan Johnson, Public Works Department, discussed proposed Resolution No. 16-169 that would approve a Federal Aid Agreement with the Utah Department of Transportation for the 4100 South 3200 West Signal Upgrade Project.

Written information previously provided to the City Council included the following:

Federal Highway Safety Improvement Program funds have been allocated by UDOT for upgrades to traffic signal and intersection infrastructure for the intersection of 4100 South at 3200 West. Safety improvements include the addition of protected left turns on all four legs of the intersection, which is not possible with existing equipment.

This federal aid agreement will enable the project to access federal funds to begin the project. The total project cost for the project is anticipated to be \$850,000, which includes a local match of 6.77% to be paid by West Valley City in the amount of \$57,545. Total federal participation in the project is \$792,455.

This federal aid agreement authorizes the expenditure of funds throughout the entire project process, including design, right-of-way acquisition and construction. The matching funds will be paid during different phases of the project. Matching funds are available in the Class C Road funds budget.

Upon execution of the Federal Aid Agreement, UDOT and the City will contract with Civil Science, a consulting engineering firm to design the project, and will contract at a later date with a separate firm to perform construction management services. The costs for these services is covered under the umbrella of this Federal Aid Agreement. This resolution also authorizes the city to execute the design and construction management agreements at a future date.

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Councilmember Buhler clarified that there would be a protected left hand turn lane. Dan replied yes. Wayne Pyle stated that the City to happy to have this signal included in the project.

Upon inquiry by Mayor Bigelow, the Council had no further questions or concerns.

The City Council will consider proposed Resolution No. 16-169 at the Regular Council Meeting scheduled October 25, 2016, at 6:30 P.M.

CONSENT AGENDA SCHEDULED FOR OCTOBER 25, 2016:

A. RESOLUTION NO. 16-170, AUTHORIZE THE CITY TO ACCEPT A STORM EASEMENT AND GRANT OF TEMPORARY CONSTRUCTION EASEMENT FROM RDR REAL ESTATE INVESTMENT COMPANY, L.C. FOR PROPERTY LOCATED AT 2201 SOUTH CONSTITUTION BOULEVARD (PARCEL 15-21-202-004)

Dan Johnson, Public Works, discussed proposed Resolution No. 16-170 that would authorize the City to accept a Storm Drain Easement and Grant of Temporary Construction Easement from RDR Real Estate Investment Company, L.C. for property located at 2201 South Constitution Boulevard (parcel 15-21-202-004)

Written information previously provided to the City Council included the following:

The RDR Real Estate Investment Company, L.C. property is one of the properties which will be affected and benefitted by construction of the Pole Line Drive Storm Drain Project. This project will pipe open sections of storm drain and upsize existing storm drain piping between 2365 South and SR-201. The Storm Drain Easement will be 15 feet in width on the west side of the center line of the dedicated Girard Street and run south 73 feet from the northerly boundary of Grantor's property. Girard Street is an old dedicated road on the 1890 Asbury Park Addition subdivision plat. The roads shown on the plat were dedicated but never constructed. Most of the roads on the plat have been previously vacated by West Valley City, or by Salt Lake County. In exchange for the Storm Drain Easement and Grant of Temporary Construction Easement we will be proposing the vacation of the west half of Girard Street and others by a future City Council action. The Grant of Temporary Construction Easement is an additional 1,095 square feet west and south of the Storm Drain Easement. The Grant of Temporary Construction Easement will run for a period of six months from the commencement of construction.

Upon inquiry by Mayor Bigelow, the Council had no further questions or concerns.

B. RESOLUTION NO. 16-171, AUTHORIZE THE CITY TO ACCEPT A STORM DRAIN EASEMENT AND A GRANT OF TEMPORARY CONSTRUCTION EASEMENT FROM RDR REAL ESTATE INVESTMENT COMPANY, L.C. FOR

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**PROPERTY LOCATED AT 2201 SOUTH CONSTITUTION BOULEVARD
(PARCEL 15-21-202-009)**

Dan Johnson, Public Works, discussed proposed Resolution No. 16-171 that would authorize the City to accept a Storm Drain Easement and a Grant of Temporary Construction Easement from RDR Real Estate Investment Company, L.C. for Property Located at 2201 South Constitution Boulevard (Parcel 15-21-202-009)

Written information previously provided to the City Council included the following:

The RDR Real Estate Investment Company, L.C. property is one of the properties which will be affected and benefitted by construction of the Pole Line Drive Storm Drain Project. This project will pipe open sections of storm drain and upsize existing storm drain piping between 2365 South and SR-201. The Storm Drain Easement will be 15 feet in width on the west side of the center line of the dedicated Girard Street. The Grant of Temporary Construction Easement will be an additional 30.00 feet in width lying west of the Storm Drain Easement. Girard Street is an old dedicated road on the 1890 Asbury Park Addition subdivision plat. The roads shown on the plat were dedicated but never constructed. Most of the roads on the plat have been previously vacated by West Valley City, or by Salt Lake County. In exchange for the Storm Drain Easement and Grant of Temporary Construction Easement we will be proposing the vacation of the west half of Girard Street and others by a future City Council action. The Grant of Temporary Construction Easement will run for a period of six months from the commencement of construction.

Upon inquiry by Mayor Bigelow, the Council had no further questions or concerns.

**C. RESOLUTION NO. 16-172, AUTHORIZE THE CITY TO ACCEPT AN
EASEMENT PURCHASE AGREEMENT, TWO STORM DRAIN EASEMENTS,
AND A GRANT OF TEMPORARY CONSTRUCTION EASEMENT FROM
SHAFER INVESTMENT CO., LC FOR PROPERTY LOCATED AT 2249 SOUTH
CONSTITUTION BOULEVARD (PARCEL 15-21-251-001)**

Dan Johnson, Public Works, discussed proposed Resolution No. 16-172 that would authorize the City to accept an Easement Purchase Agreement, Two Storm Drain Easements, and a Grant of Temporary Construction Easement from Shafer Investment Co., LC for property located at 2249 South Constitution Boulevard (parcel 15-21-251-001).

Written information previously provided to the City Council included the following:

The Shafer Investment Co., LC property is one of the properties which will be affected and benefitted by construction of the Pole Line Drive Storm Drain Project. This project will pipe open sections of storm drain and upsize existing storm drain piping between 2365 South and SR-201. One of the Storm Drain Easements will

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be 15 feet in width along entire northerly boundary of Grantor's property adjacent to the Brighton Canal. The Grant of Temporary Construction Easement will be of varying width and run south of the aforementioned Storm Drain Easement. The other Storm Drain Easement will be 15 feet in width on the west side of the center line of the dedicated Girard Street. Girard Street is an old dedicated road on the 1890 Asbury Park Addition subdivision plat. The roads shown on the plat were dedicated but never constructed. Most of the roads on the plat have been previously vacated by West Valley City, or by Salt Lake County. We will be proposing the vacation of the west half of Girard Street and others by a future City Council action. The Grant of Temporary Construction Easement will run for a period of six months from the commencement of construction. Compensation for the Storm Drain Easement and the Grant of Temporary Construction Easement is \$13,300.00 based upon the appraisal report prepared by Integra Realty Resources. No compensation was included for the Storm Drain Easement in Girard Street.

Upon inquiry by Mayor Bigelow, the Council had no further questions or concerns.

D. RESOLUTION NO. 16-173, AUTHORIZE THE CITY TO ACCEPT AN EASEMENT PURCHASE AGREEMENT, TWO STORM DRAIN EASEMENTS, AND TWO GRANTS OF TEMPORARY CONSTRUCTION EASEMENT FROM KENWORTH SALES COMPANY, A UTAH CORPORATION, FOR PROPERTY LOCATED AT 2125 SOUTH CONSTITUTION BOULEVARD (PARCEL 15-21-201-006)

Dan Johnson, Public Works, discussed proposed Resolution No. 16-173 that would authorize the City to accept an Easement Purchase Agreement, Two Storm Drain Easements, and a Grant of Temporary Construction Easement from Kenworth Sales Company, a Utah Corporation, for property located at 2125 South Constitution Boulevard (parcel 15-21-201-006).

Written information previously provided to the City Council included the following:

The Kenworth Sales Company property is one of the properties which will be affected and benefitted by construction of the Pole Line Drive Storm Drain Project. This project will pipe open sections of storm drain and upsize existing storm drain piping between 2365 South and SR-201. One of the Storm Drain Easements will be 10 feet in width and run parallel with an existing Storm Drain Easement crossing Kenworth's existing driveway at the north end of Grantor's property along with 30 foot wide Grants of Temporary Construction Easement running parallel with the storm Drain Easement on either easement. The other Storm Drain Easement will be along the westerly 15 feet of Grantor's property south of the existing storm drain piping on Grantor's property. A 30 foot wide Grant of Temporary Construction Easement will run adjacent to and east of the Storm Drain Easement. The Grants of Temporary Construction Easement will run for a period of six months

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from the commencement of construction. Compensation for the Storm Drain Easements and the Grants of Temporary Construction Easement is \$19,300.00 based upon the appraisal report prepared by Integra Realty Resources. The Storm Drain Easements and Grants of Temporary Construction Easement will be signed by the property owner upon receipt of payment from West Valley City.

Mayor Bigelow noted that this easement goes through the property. Dan explained the process that is needed for this parcel. Dan answered questions about the project as whole.

Upon inquiry by Mayor Bigelow, the Council had no further questions or concerns.

The City Council will consider proposed Resolution's No. 16-170, 16-171, 16-172, and 16-173 at the Regular Council Meeting scheduled October 25, 2016, at 6:30 P.M.

COMMUNICATIONS

A. RECYCLING PRESENTATION

Beth Holbrook, representing Waste Management, discussed recycling and provided a PowerPoint presentation summarized as follows:

- West Valley City is thinking green!
 - o Let's make recycling a success in West Valley City. Residents want it. Recycling has a positive impact on our landfill space and environment.
 - o Waste Management is excited to create a cohesive effort around recycling for residents in West Valley City. From interacting with residents to utilizing social media, we're on the move!
- Recycling Peaks in Winter
 - o Looking at recycling trends: recycling tends to start increasing in October and November. We see an increase in December and January, then a gradual decrease in the summer. This is likely due to the holiday season. This is when folks tend to have the most packaging and fiber recyclables.
 - o Great time to target residents with information. We can help the City generate green gift and sustainable holiday tips to share!
- Recycling and Contamination Increased
 - o 2016 average recycling rate: 14.5%
 - o 2015 average recycling rate: 25%
 - Increase in diversion is possibly due to high contamination
 - We would like to see the diversion rate stay the same and the contamination decrease. After we've gotten contamination down to 10, max 15%, we can aim to increase diversion even further!
- Communication with Residents

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- Our corporate team is running six social media campaigns over 8 weeks. The ads take them to a recycling guide so that they can recycle correctly in their area.
- At the end of the 8 week campaign (ending in October), we will be conducting a new set of audits to see if contamination has shifted due to the ads.
- The social media posts have a relevancy score of 9 (out of 10) which is really strong. Most of the engagement was likes and shares. The majority were questions about recycling. The remainder were just general comments (“our HOA doesn’t recycle”).
- We ran six ads targeted to Facebook users with West Valley City zip codes
- Each ad reached 7,000-11,000 residents (was displayed in news feed)
- Engagement was high (likes, shares, comments)- most active was 119
- Click through rate was also higher than industry standard and ranged from 3-6%
- West Valley City can continue to use these in their social media
- New Tools for City outreach
 - We are experimenting with different ways to provide information for the City to share with residents
 - We’re hoping something like this is visually appealing and easy to share over social media
 - We can get more detailed in our descriptions for recycling each month
- WM: Committed to Customer Service
 - Our team strives to deliver a quality experience for all of our customers
 - Waste Management services an average of 26,110 homes each month in West Valley City
 - With weekly trash, every other week recycling, and monthly large item pickup, this adds up to approximately 195,825 touchpoints each month.
 - 99.96% service success rate in January-July 2016
 - Courtesy pickups: 207
 - ETA: 253
 - Missed pickups: 517

Councilmember Vincent stated that when Waste Management attended the Arts Festival, he learned a lot of valuable information from a test that was provided to residents regarding recycling. He encouraged Waste Management to attend City

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events to educate residents. Councilmember Vincent asked if Waste Management attends schools to educate students. Beth replied no but indicated it is something they would like to do. Wayne Pyle asked how the process works for different materials. Ms. Holbrook explained the sorting process and the selling of products to various countries, companies, etc. Beth stated that she meets with Scout Groups but they can't visit the facility for safety and liability purposes.

B. 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

There were no potential future agenda items discussed.

B. COUNCIL REPORTS

DON CHRISTENSEN- WESTERN GROWTH COALITION

Councilman Christensen stated that the Western Growth Coalition discussed future development along Mountain View Corridor. He indicated that economic development conversations were proposed by Mayor McAdams and discussed several of the topics that were presented. The City Council discussed the Western Growth Coalition and the City's involvement in their proposals. Mayor Bigelow stated it is good to coordinate with the State and other communities but the City needs to maintain control with what happens in its boundaries.

MOTION TO ADJOURN

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

THERE BEING NO FURTHER BUSINESS OF THE WEST VALLEY COUNCIL THE STUDY MEETING OF TUESDAY OCTOBER 18, 2016 WAS ADJOURNED AT 5:38 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 18, 2016.

Nichole Camac
City Recorder