

**MINUTES OF COUNCIL STUDY MEETING – NOVEMBER 15, 2016**

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THE WEST VALLEY CITY COUNCIL MET IN STUDY SESSION ON TUESDAY, NOVEMBER 15, 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  
Lee Russo, Police Chief  
John Evans, Fire Chief  
Scott Freckleton, Actin 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  
Steve Lehman, CED Department  
Andrew Wallentine, Administration  
DeAnn Varney, Administration  
Brandon Hill, Legal

**APPROVAL OF MINUTES OF STUDY MEETING HELD NOVEMBER 1, 2016**

The Council considered the Minutes of the Study Meeting held November 1, 2016. There were no changes, corrections or deletions.

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Councilmember Lang moved to approve the Minutes of the Study Meeting held November 1, 2016. Councilmember Buhler seconded the motion.

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

**REVIEW AGENDA FOR REGULAR MEETING AND SPECIAL REDEVELOPMENT AGENCY MEETING OF NOVEMBER 15, 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 or Special Redevelopment Agency Meeting scheduled later this night.

**AWARDS, CEREMONIES, AND PROCLAMATIONS SCHEDULED FOR NOVEMBER 22, 2016**

**A. PROCLAMATION DECLARING NOVEMBER 26, 2016 AS SMALL BUSINESS SATURDAY IN WEST VALLEY CITY**

Councilmember Buhler offered to read the Proclamation declaring November 26, 2016 as Small Business Saturday in West Valley City at the Regular Council Meeting scheduled November 22, 2016 at 6:30 P.M.

Mayor Bigelow requested information specifically related to West Valley City.

**ORDINANCE NO. 16-52, ENACT SECTION 4-3-105 OF THE WEST VALLEY CITY MUNICIPAL CODE TO ESTABLISH CERTAIN REGULATIONS CONCERNING THE USE OF PUBLIC PROPERTY**

Wayne Pyle, City Manager, discussed proposed Ordinance No. 16-52 that would enact Section 4-3-105 of the West Valley City Municipal Code to establish certain regulations concerning the use of public property.

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

This ordinance provides that public property is closed to the public between 11 P.M. and 6 A.M. unless otherwise posted at the property or authorized by ordinance. The ordinance also prohibits camping and the erection of tents or structures on public property.

Title 4 of the City Code establishes certain regulations governing the use of public property within the City. Most public property is not designed for occupancy or use during overnight hours. Occupancy and use of public property during this time creates additional risk of damage to the property, claims against the City for injuries suffered on the property, and reduced neighborhood safety. This ordinance also prohibits camping on public property for the same reasons.

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Councilmember Buhler asked why this excludes streets and parks. Brandon Hill, Legal, stated that these are excluded because parks are already explicitly covered elsewhere in the chapter. He added that streets are different and addressed separately as well. Mayor Bigelow asked if this ordinance will cover places like City Hall, the Utah Cultural Celebration Center, Fire Stations, the Harmon Home, etc. Brandon replied yes. Councilmember Lang asked if private property owners can call the Police Department to remove trespassers who camp on their property. Brandon replied yes.

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

The City Council will consider proposed Ordinance No. 16-52 at the Regular Council Meeting scheduled November 22, 2016, at 6:30 P.M.

**RESOLUTION NO. 16-179, APPROVE AN INTERLOCAL COOPERATION AGREEMENT BETWEEN SALT LAKE COUNTY AND WEST VALLEY CITY FOR CONVEYANCE OF PROPERTY LOCATED AT APPROXIMATELY 5183 WEST CREE DRIVE**

Russ Willardson, Public Works Director, discussed proposed Resolution No. 16-179 that would approve an Interlocal Cooperation Agreement between Salt Lake County and West Valley City for conveyance of property located at approximately 5183 West Cree Drive.

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

Salt Lake County has prepared an Interlocal Cooperation Agreement between Salt Lake County and West Valley City for the conveyance of real property by Quit Claim Deed from Salt Lake County to West Valley City.

Salt Lake County currently owns a 2,250 square foot parcel of land located at approximately 5183 W. Cree Drive (parcel 14-36-251-036). The parcel was originally intended to be conveyed to the City for the future extension of Cree Drive. As a result of deed errors, the property was not conveyed to the City and ultimately became a Salt Lake County due to unpaid property taxes. As the parcel is located in West Valley City and is intended for the future extension of a West Valley City street, Salt Lake County has prepared the attached Interlocal Cooperation Agreement and Quit Claim Deed to convey the subject parcel to West Valley City.

Russ Willardson discussed property lines in the area. He explained how the area currently appears and indicated that the City has no intention of using the property for any means at this time. He added that if Cree Drive ever needed to be extended in the future, this property would not need to be purchased.

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

The City Council will consider proposed Resolution No. 16-179 at the Regular Council Meeting scheduled November 22, 2016, at 6:30 P.M.

*Councilmember Steve Vincent arrived at 4:44 PM*

**RESOLUTION NO. 16-180, AUTHORIZE THE CITY TO PURCHASE A MT7 74 HP MUNICIPAL TRACTOR FROM TRACKLESS VEHICLES LTD FOR USE BY THE PUBLIC WORKS DEPARTMENT**

Russ Willardson, Public Works Director, discussed proposed Resolution No. 16-180 that would authorize the City to purchase a MT7 74 HP Municipal Tractor from Trackless Vehicles Ltd for use by the Public Works Department.

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

The Trackless will be purchased through HGACBuy, a cooperative purchasing agency based in Houston, Texas. The purchase includes the MT7 tractor, 48” pickup sweeper, water tank and pump kit, spray bar kit, 49” V-plow and rear hydraulic salt spreader.

The Operations Division desires to purchase the Trackless MT7 to increase efficiency of maintenance activities. The Trackless is a street legal wheeled tractor with many attachments specifically designed for municipalities. It is 50 inches wide, which allows for access to sidewalks and other hard to reach spaces.

The pickup sweeper attachment will be used in asphalt patching to clean out asphalt millings from the patch area instead of having a street sweeper stop its route to help the asphalt crew. Many of the patch areas are too narrow for a street sweeper and there is a risk of damaging the sweeper on the abrupt edge of the patch. The width of the Trackless matches the width of the Zipper milling machine that is used for asphalt patching.

The V-Plow and salt spreader attachments will be used for sidewalk snow removal. Currently, walk behind snow throwers are used to clear snow from 9 miles of sidewalks on overpasses, double frontage lots and school walking paths. These sidewalks will be able to be cleared in a timelier manner with less man power using the Trackless.

For the future, the plan is to purchase the ribbon snow blower and boom flail mower attachments. The ribbon snow blower will be used in areas like Fairbourne Station

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for loading snow on trucks where there is nowhere to push it. The boom flail mower will be used for clearing vegetation from ditch banks, overpass embankments and other hard to reach areas.

Mayo Bigelow asked if the expected life for this vehicle is the same as a sweeper. Russ replied this vehicle is anticipated to last much longer and hopefully won't need to be replaced for 10 years. Councilmember Buhler asked how the vehicle would be transported. Russ replied by truck. Councilmember Buhler asked if one is enough for the needs of the City. Russ replied it will be sufficient for now. The Council discussed snow removal and other attachments that can be used with the vehicle.

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

The City Council will consider proposed Resolution No. 16-180 at the Regular Council Meeting scheduled November 22, 2016, at 6:30 P.M.

### COMMUNICATIONS

#### A. I-215 UPDATE FROM UDOT

Oanh Le-Spradlin, Utah Department of Transportation, provided an update on the I-215 construction project from 300 East to S.R. 201. She provided a PowerPoint presentation summarized as follows:

##### Completed Activities

- Asphalt resurfacing on WB 1-215 from 300 East to Redwood Road
- Concrete paving in the median
- Ramps at SR 201
- Ramps at 4700 South
- SB Bridge Decks at 3500 and 3800 South
- SB 1-215 bridge demolition over SR 201

##### Hydro Demolition

- 3500 South and 3800 South bridge decks
- Allows precise control
- Quicker than other methods
- reduces dust and vibration

##### Bridge Demolition at SR 201

- Crews removed the top half of the SB 1-215 bridge at SR 201
- New SB bridge to be built in place and NB bridge to be built next to existing and slid into place in 2017

##### Current Activities

- 4700 South interchange near completion
- Ramps at SR 201
- Mainline SB I-215 reconstruction

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### Winter Operations

- Traffic Shift/Split
  - SB I -215 traffic is on the new concrete median from SR 201 to 4700 South for concrete repaving
  - Traffic split is in place; drivers exiting at 3500 South must use right lanes
  - Crews will use this configuration to finish reconstruction of SB lanes (through January 2017)
- Ramp impacts
  - WB SR 201 on ramp to SB I-215 is closed through January for reconstruction and improved safety/traffic flow during lane split

### 2017 Activities

- Northbound I-215 reconstruction
- ABC bridge slide at SR 201
- Additional ramp improvements

Members of the Council asked questions about specific closures of ramps in West Valley City. Ms. Spradlin explained how traffic will flow throughout the area and indicated various ramp and bridge closures that will impact commuters.

## **B. SISTER CITY COMMITTEE PRESENTATION**

Don Christensen, Sister City Committee Chairman, provided an update on the Sister City Committee. He stated that the City has two Sister City agreements currently in effect. Mr. Christensen described the need for sister cities, the definition of sister cities, the history behind sister cities, and the purpose, vision, and goal of West Valley City's Sister City Committee. He described the history of the City's committee and the efforts they have accomplished over the years. Mr. Christensen stated that there have been budget issues, lack of projects and commitments, and lack of members through recent years. He indicated other relationships have been discussed but no agreements have developed from these discussions. Mr. Christensen stated the Council should discuss where Sister City should fall in the City whether it be Economic Development, Cultural Center, etc.

Mayor Bigelow asked what is most important to the Sister City Committee and what cost would it be to the City. Don Christensen stated he would suggest working on the Economic Development side of things to build connections. Mayor Bigelow asked if any business flowed between the countries when this was done before. Councilmember replied yes and no and explained various impacts. Mayor Bigelow, Wayne, and the Council discussed the Economic Development side of things and the positives and negatives that come from focusing on this as opposed to cultural aspects. Tom Huynh stated that he feels these relationships are important and

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valuable and provided an example of a successful connection he experienced from the Sister City efforts.

Steve Vincent stated it may be more of a Chamber function than a City function. Steve Buhler stated that he would like to see a Sister City Committee provide ideas to the City. Karen Lang stated all members of the Committee should be in the City. Tom stated there needs to be a discussion regarding the city in Mexico and whether the relationship should be continued.

### C. **POTENTIAL VETERAN’S MEMORIAL SITES**

Wayne Pyle stated that the City has suggested property near the Stonebridge Golf Course as a proposed location for the Veteran’s Memorial Hall. Members of the City Council discussed various other proposed sites and the benefits and drawbacks to each of them. Councilmember Buhler stated that he feels the City should provide a recommendation to the Veteran’s Hall board for the Stonebridge property. Councilmember Vincent agreed and indicated that he feels this is a good, quiet location with the possibly of shared parking. Councilmember Nordfelt stated that he isn’t sure offering a piece of land for this use is in the best benefit to the residents of the City at this time so he doesn’t have a preference either way.

### D. **STORM WATER ANNUAL UTILITY REPORT**

Russ Willardson provided a storm water annual utility report with a Powerpoint presentation summarized as follows:

- Purpose of Storm Water Utility
  - o Created in 2001 to provide funding for:
    - Increased operational costs needed to comply with new federal storm and water regulations
    - A reliable funding source for storm water capital improvements
- Current utility fee
  - o \$4/month fee per Equivalent Residential Unit
    - 1 ERU= 2,830 SF of impervious area
    - All single family residences are charged 1 ERU
    - Non-residential fees are calculated by dividing the impervious area of a site by 2,830 and multiplying by \$4. Reduced rates are used for non-residential parcels with less runoff impact
    - Fee last increased from 2005
- Annual Report
  - o How much revenue has been collected?
  - o What was it used for?
  - o What was accomplished with these funds?

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- What does the future hold?
- Annual Revenue Comparison
- 5 Year Expenditure Comparison
- FY 15-16 Expenditures
  - Operational expenses, utilities, supplies, fuel
    - \$405, 539
  - Bonds
    - \$313,230
  - Contracted services, billing, lake park maintenance consultants
    - \$323,245
  - In-house labor services
    - \$1,588,628
  - Capital equipment
    - \$161,900
  - Capital projects
    - \$549,264
  - General fund payment
    - \$373,344
- Special revenue fund balance
- Capital projects
- 7200 West Pipe Replacement
  - Replaced collapsed corrugated metal pipe culvert
  - Total cost \$185,186
  - FY15-16 cost \$175,013
- 2600 South Ditch Piping
  - Piped open ditch
  - Eliminated maintenance problems
  - Total cost \$93,086
  - FY15-16 cost \$91,701
- 4800 West SD- Royal Ann Inlets
  - Eliminated flooding of 4800 West homes
  - Total cost \$95,000
  - FY15-16 cost \$63,472
- Storm water equipment purchased in FY 15-16
  - Tymco 600 sweeper valued at \$245,100 less \$81,000 trade-in value
- Capital equipment
- Storm Water Management Plan
  - Public education and outreach
  - Public involvement/participation
  - Illicit discharge detection and elimination
  - Construction site runoff control



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- Long term (post-construction) storm water management
- Good housekeeping for municipal operations
- Public education and involvement
  - Permit requires education of:
    - Residents
    - Businesses, institutions, and commercial sites
    - Developers and construction contractors
    - City employees
- New storm water education video
  - Businesses are target audience
  - All businesses license applicants, renewals, commercial businesses, employee training, City website
- Illicit discharge elimination
  - Illegal discharges- 7 cases were investigated in FY15-16
  - 23,275 LF of storm drain videoed
  - 153 of 277 SW outfalls screened for dry weather discharges
- Construction site storm water runoff control
  - 45 site plans reviewed and 38 approved
  - 100 active construction sites inspected
  - 33 notices of violation
  - 28 administrative fines were given out
- Long term storm water management in new development and redevelopment
  - 38 permits issues for commercial sites
  - 221 annual site inspections completed
- Long term storm water management
  - Major changes coming for new development
  - In 2019 new state DEQ permit will require all new developments to retail runoff from 90<sup>th</sup> percentile storm (0.6 inches) if feasible
- Good housekeeping for municipal operations
  - Implementing Cityworks asset management system to improve effectiveness of
    - Street sweeping
    - Storm drain cleaning
  - New routing software implemented
- Municipal Operations
  - 5,223 catch basins inspected and maintained
  - 14,201 linear feet of storm drain lines cleaned
  - 4,853 linear feet of ditches cleaned
  - 9,282 lane miles of street swept (entire City swept 13 times)
- Capital projects

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- Problem areas to address: 4400 W 4100 S and Southbourne drive  
3080 W 3935 S
- Future capital projects
  - Mountain View Corridor 5400 S to 4100 S
    - FY 2016-2017
    - Estimated Cost: \$250,000
  - Meadowlands detention basin
    - FY 2016-2017
    - Estimated Cost: \$230,000
  - Poleline Drive Storm Drain SR-201 to 2700 S
    - FY 2016-2017
    - \$1,350,000
  - Pump station SCADA Upgrade
    - FY 2016-2017
    - \$90,000
  - 4100 S Storm Drain 4400 W to 4200 W
    - FY 2016-2017
    - \$350,000
  - Parkway Blvd pipes replace 2700 W to 3200 W
    - FY 2017-2018
    - \$100,00
  - Derby St Storm Drain Parkway Ave to 2400 S
    - FY 2017-2018
    - \$230,000
  - 4800 W Storm Drain- 3200 S
    - FY 2017-2018
    - \$450,000
  - 2700 W State Property Storm Drain- 4500 S
    - FY 2017-2018
    - \$100,000
  - Metro Business park pond improvements
    - FY 2017-2018
    - \$300,000
  - Metro pump station upgrade
    - FY 2018-2019
    - \$100,000
  - 4100 South Storm Drain 4400 W to 5400 W
    - FY 2018-2019
    - \$1,400,000
- 65,000 LF of corrugated metal pipe is over 40 years old
  - Estimated cost to replace all CMP is \$11 million
- Unprogrammed projected

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- Estimated cost of additional capital projects needed is \$19 million
- \$11 million in CMP replacement costs
- With current revenue it will take approximately 20 years to complete all listed projects
- Curb and Gutter repairs
  - 108,000 LF needs to be repaired (over 20 miles)
  - Concrete crew is focused on sidewalk repairs. Funded by Class C road fund
  - 2,000 LF of curb and gutter repaired last year
  - Could charge \$200,000 to storm water utility of \$260,000 cost for additional concrete crew
- Storm water utility fees
  - An increase of \$1 per month per ERU would increase revenue by \$600,000

Members of the City Council briefly discussed where collected money is best spent.

### **E. 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**

##### **STEVE BUHLER- BROTHERSON FUNERAL, SIDEWALKS, TEMPORARY SIGNS**

Councilmember Buhler thanked City staff for their efforts on providing a good service for Officer Cody Brotherson's funeral. He also indicated that he has heard appreciation for improvement to sidewalks throughout the City and the quicker removal of temporary signs on public property.

##### **STEVE VINCENT- FUNERAL, POLLING LOCATIONS**

Councilmember Vincent thanked members of the Council and City staff for reaching out to him and his wife for his Mother-in-Laws funeral. He stated that the City needs to discuss polling location problems that occurred during the last election with the County to ensure problems don't happen in the future.

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**DON CHRISTENSEN- BROTHERSON T-SHIRTS**

Councilmember Christensen stated that t-shirts are available for purchase to help raise money to allow Cody Brotherson's fiancé the opportunity to travel to Washington DC.

**KAREN LANG- BULLYING CONCERNS**

Councilmember Lang stated that she has received an email of concern from parents whose children attend elementary school and are being bullied after the recent election. Councilmember Christensen and Wayne stated that they also received this concern and have passed the information on to the school district. Wayne stated that there is little substantiated evidence but the school district has reached out to parents and schools to take preventative measures.

**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 NOVEMBER 15, 2016 WAS ADJOURNED AT 6:29 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, November 15, 2016.

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Nichole Camac  
City Recorder