

FEBRUARY 8, 2005

Minutes of the City Council Meeting held on Tuesday, February 8, 2005 at 7:00 pm at Alpine City Hall, 20 North Main, Alpine, Utah 84004.

The following members were present:

Mayor Philip D. Barker

City Council Members: Kent Hastings, Hata Puriri, Thomas Whitchurch and Hunt Willoughby

Staff: Ted Stillman, Janis H. Williams, David Church, Shane Sorensen, Rachel McTeer, Annalisa Thomas and Jay Healey

Others: Jannicke Brewer, Dale Porter, Craig Skidmore, Evertt Williams, *New Utah*, Jim Tracy, Tracy Wallace, Janice Ann Brown, Downing Aiken, Kay Van Buren, Caroldean Neves, Barbara Patton, Dave Clark, Elliott York, Steve Sowby, Scott Worthington, Richard Mendenhall, Mary Mendenhall, Margaret Smith, Carla Wheadon, Chelsea Dauwalder and Loretta Stevens

I. **CALL TO ORDER.** Mayor Philip Barker called the City Council Meeting to order at 7:08 pm and welcomed those in attendance.

II. **PRAYER/ OPENING COMMENTS** – Kent Hastings

III. **PLEDGE OF ALLEGIANCE.** Elliott York from Troop 1150 led the audience in the Pledge of Allegiance.

IV. **PUBLIC COMMENT.** Time has been set-aside for the public to express their ideas, concerns and comments on items not on the agenda.

Mayor Phil Barker reminded the audience of the Family First Week and said that Stephen R. Covey will be the speaker on Friday evening. The event will start at 7:00 pm and will be at Timberline Middle School. Councilman Hastings introduced his committee as follows: Caroldean Neves, Jim Tracy and Tracy Wallace. Kent Hastings went over the scheduled events and said there will be many door prizes to be given away.

Elliott York said he has been working with Craig Skidmore on a trail project on Pfeifferhorn Drive for his Eagle Project.

V. **CONSENT CALENDAR** –

- A. Business Licenses:
 - Linda Christensen – CHRISTENSEN'S HAND CASTING; 367 East 300 North
 - Wayne M. Call – WBK, LLC; 496 E. Silverleaf Dr.
 - Angela Jacobsen – MARK JACOBS SALON; 62 S. Main Street, Suite A
- B. Bond Releases:
 - Taylor Smith – FALCON RIDGE (600 North) - \$21,846.75
 - Mark Lye – LYE SUBDIVISION (North Main Street) - \$429.24
 - Gary Payne – SWISS ONE, PHASE 3 (Final Bond Release) - \$65,982.30

Mayor Barker questioned Shane Sorensen about the Bond Release for Swiss One. Shane Sorensen said that with the winter weather the developers weren't able to complete the trail project. The developer is willing to put up another bond to cover the Open Space so the clock can start ticking on the warranty period on the existing bond. Kent Hastings asked if this shouldn't be included in the motion.

MOTION: Kent Hastings moved to approve the Consent Calendar, that the developers of Swiss One, Phase 3 complete the punch list and that a new bond for the open space improvements be provided. Thomas Whitchurch seconded. Ayes: Kent Hastings, Hata Puriri, Thomas Whitchurch and Hunt Willoughby. Nays: 0. Motion passed.

VI. **SCHEDULED ITEMS**

- A. **RESOLUTION NO. R2005-02 – HERITAGE HILLS.** The developers of Heritage Hills

asked to be taken off the agenda as the Grants have been out of town. This will be on the next City Council agenda.

B. NORTH POINT RIGHT-OF-WAY AGREEMENT. Ted Stillman said that North Point is a 25-lot subdivision located on the former Ed Patterson property on North Main Street. The developers have added six acres of an unrecorded Eastview plat to this subdivision. The developers do not want to move ahead with the development at this time; however, they are willing to dedicate the Alpine Blvd. right-of-way to the city. The developer's draft of the Agreement dedicating Alpine Blvd. included a provision that they wouldn't have to pay for impact fees but that they are frozen at today's rates. Also, they would like future developments (the Pack development) to pay their cost for Alpine Blvd. Staff's proposed changes to the Agreement were included in the draft Agreement. Mayor Barker said this Development Agreement did not include wording that the recording of the Alpine Blvd. right-of-way would go with the recordation of Heritage Hills and if they wanted the impact fees to be frozen at today's rates then possibly they could pay them now. Thomas Whitchurch indicated that wording on a time limit when the North Point Plats could be developed should be included in the Agreement. A clean copy of the Developer's Agreement will be presented to the Council on the next City Council Agenda.

C. DAVID'S COURT SUBDIVISION. Ted Stillman said that David's Court Subdivision began in 1995 and has gone through many revisions. On May 27, 2003 David's Court Minor Subdivision, Plat A (11.579 acres) received final approval from the City Council, but has not yet been recorded. The remaining portion of David's Court is still left to be developed and Patterson Construction has now submitted preliminary and final plats for the remaining parcel of land. Plat B consists of two lots on the east side and Plat C consists of one lot on the west side of the remaining property. The City Council minutes granting Plat A approval are as follows:

"David Adams moved to grant approval to David's Court Minor Subdivision....." Hunt Willoughby seconded. Ayes: 5 Nays: 0. Motion passed.

Thomas Whitchurch asked if the right-of-way would become a street someday or just an alley and Ted Stillman responded saying it would be an alley. The property between Plats B and C adjacent to Healey Blvd. was discussed along with construction of the sidewalk.

MOTION: Hunt Willoughby moved to grant Final Approval to David's Court Subdivision, Plats B and C subject to the following:

1. Plat A be recorded and all applicable fees be paid and improvements bonded for
2. A bond be provided for construction of the sidewalk on plats B and C
3. The Fire Chief determine if the existing fire hydrants are sufficient for plats B and C and if found lacking then additional fire hydrants be provided
4. Public utility and drainage easements be shown on plats B and C
5. The developer state the source of water rights to meet the city's water policy
6. Written approval be obtained from the Lehi Irrigation Company for the design of the ditch improvements for Plat C
7. The minor discrepancy in the boundary description be corrected on plat B

Hata Puriri seconded. Ayes: Kent Hastings, Hata Puriri, Thomas Whitchurch and Hunt Willoughby. Nays: 0. Motion passed.

D. MENDENHALL SITE PLAN. Ted Stillman said the City Council approved the Mendenhall Annexation on January 25, 2005. Richard Mendenhall submitted a one-lot plan, a portion of which is in the annexation area. The proposed site plan consists of rearranging the existing boundary lines for one lot on 6.09 acres to have frontage on Westfield Road and the lot is in the CR-40,000 zone. The Planning Commission recommended approval of the Mendenhall Site Plan at their meeting of February 1,2005 with the following motion:

"Dale Porter moved to approve the Mendenhall Site Plan subject to the following conditions:

1. The Dry Creek Annexation be finalized
2. Deeds showing the adjustment of property lines to create the proposed configuration on the site plan be provided to the city
3. A bond be posted for the required improvements
4. A detailed design be submitted for the sewer line
5. Sewer easements be verified

6. The Fire Chief verify that the existing fire hydrants meet the fire protection needs
 7. The water policy be met for the lot
 8. The right-of-way along Westfield Road would be deeded to the City at the time of subdivision development
 9. No building permit would be issued until the sewer design was approved by the city engineer
 10. The frontage would be 110 ft. instead of 170 ft. as shown
- Phil Andrus seconded. Ayes: 4 Nays: 0. Motion passed.”

Thomas Whitchurch said he was puzzled that the Council is working with an annexation, carving up the property into three lots and we are not requiring improvements on all the property. Hunt Willoughby asked how this was differed from the Tadge property and David Church said that technically the Mendenhalls are not subdividing but they are just adjusting property lot lines. Mr. Church said if they were adding other lots then they would be subdividing and we would require a mylar. Jannicke Brewer asked if the sewer plan had been turned in and Shane Sorensen said this is now being working on.

MOTION: Kent Hastings moved to approve the Mendenhall Site Plan subject to the following:

1. Dry Creek Ranch Annexation be finalized
2. Deeds showing the adjustment of property lines to create the proposed configuration on the site plan be provided to the city
3. A bond be posted for the required improvements
4. A detailed design be submitted for the sewer line
5. Sewer easements be provided
6. Fire Chief verify that the existing fire hydrants meet the fire protection needs
7. The water policy be met for the lot

Hata Puriri seconded. Ayes: Kent Hastings, Hata Puriri, Thomas Whitchurch and Hunt Willoughby. Nays: 0. Motion passed.

E. WILLOW CANYON OPEN SPACE – MARK GLASGOW. Ted Stillman said there is public open space which contains a detention basin between Bald Mountain Drive and Country Manor Lane, directly to the west of Lot 8 in Willow Canyon, 1A. Mr. Glasgow asked for an Open Space Agreement in regards to Section 3.16.9.1.3 of the Open Space Ordinance, to plant and maintain grass seed on the northwest corner of the detention basin. No permanent fixtures such as sprinklers will be placed on city land; however, there currently are fence posts and shrubs along the property line that will be removed. The Planning Commission reviewed Mr. Glasgow’s request at their meeting of February 1, 2005 and recommended denial of his request with the following motion:

“Dale Porter moved to deny Mark and Kimberly Glasgow’s request to improve the open space adjacent to their building lot on Country Manor Lane based on the finding that there would be no clear benefit to the City and the City may need the open space for a future connection. Jim Tracy seconded. Ayes: 4 Nays: 0. Motion passed.”

Hunt Willoughby asked if it could be community service to remove the rocks and noted that if the Glasgow’s sprinklers over-sprayed on this area this would be great. Thomas Whitchurch questioned the intent of having the Glasgow’s clean up the area but not allow them to plant grass. Kent Hastings suggested that we instruct them not to disturb the soil.

MOTION: Hunt Willoughby moved to deny the request made by Mark Glasgow to plant grass and maintain City Open Space but give them the opportunity to clean up the area while not disturbing the soil, if they so choose. Kent Hastings seconded. Ayes: Kent Hastings, Hata Puriri, Thomas Whitchurch and Hunt Willoughby. Nays: 0. Motion passed.

F. ORDINANCE NO. 2005-02 – DEVELOPMENT CODE. Ted Stillman said that at the City Council Meeting of February 8, 2004 the Council asked staff to re-draft the Development Code in accordance with the City Council direction.

FENCE ORDINANCE - Shane Sorensen said staff is in the process of updating the city’s construction standards, and the format that was shown is the one being used.

MOTION: Hunt Willoughby moved to adopt the Fence Ordinance as proposed. Hata Puriri seconded. Ayes: Kent Hastings, Hata Puriri, Thomas Whitchurch and Hunt Willoughby. Nays: 1. Thomas Whitchurch voted nay. Motion passed.

SIGN ORDINANCE - Thomas Whitchurch said he would like to see the actual size of A-frame signs be included in the ordinance. Rachel McTeer asked for a clarification on whether the commercial signs should be figured on the square footage of the frontage of the building or be the same size of the A-frame signs. David Church clarified the ordinance as is now written and said the banner cannot be more than 32 sq. ft. Kent Hastings asked if the section on City Council exceptions should be in its own category.

MOTION: Thomas Whitchurch moved to adopt Ordinance No. 2005-02 with the changes as outlined above, making 3.26 a new category for City Council exceptions and changing 3.25.7.3 to read not more than 15%. Hunt Willoughby seconded. Ayes: Kent Hastings, Hata Puriri, Thomas Whitchurch and Hunt Willoughby. Nays: 0. Motion passed.

G. ORDINANCE NO. 2005-07 – PARKS, RECREATION and OPEN SPACE (PRO)

COMMITTEE. Ted Stillman said that several years ago Councilman Mel Clement suggested that the city create a Parks, Recreation and Open Space (PRO) Committee that would be an umbrella organization that would coordinate parks, recreation and open space efforts in the city. The PRO Committee can create sub-committees to deal with recreation, trails and the rodeo. Thomas Whitchurch asked how these committees are going to be funded and Ted Stillman said there would be some money in the budget for this, but staff would have control over how the money would be spent. A monthly meeting for the PRO Committee was discussed and whether this should be included in the Ordinance. Jannicke Brewer asked why the Trails Committee was not part of the PRO Committee and Mayor Barker said this was part of the Open Space.

MOTION: Kent Hastings moved to adopt Ordinance No. 2005-06, An Ordinance Establishing a Parks, Recreation and Open Space (PRO) Committee with the amendment that the City Council member be an advisor, add “the Committee shall meet once a month or as needed” and then remove the sentence “special meetings are held as needed.” Thomas Whitchurch seconded. Ayes: Kent Hastings, Hata Puriri, Thomas Whitchurch and Hunt Willoughby. Nays: 0. Motion passed.

H. UTILITY BILLING CHANGES

- 1. RESOLUTION NO. R2005-02 – A Resolution replacing R96-08 and Establishing a Water Policy for Delinquent Utility Accounts**
- 2. RESOLUTION NO. R2005-03 – A Resolution of the Governing Body of Alpine City Establishing a Consolidated Fee Schedule**

Ted Stillman said that Newell Whitney who lives on Long Drive wrote a letter suggesting several improvements to the City's utility billing procedures. Mr. Stillman said that Mr. Whitney made some excellent points some of which we would like to implement as follows:

1. That a \$100.00 deposit be required on all new utility accounts to be refunded in two years if they are not delinquent
2. That the delinquency period be shortened from 90 days to 45 days on bills over \$200.00
3. At sixty (60) days if the overdue bill is not paid the water will be shut off

Ted Stillman said that utility bills couldn't be attached to the land so a lien cannot be put on the property. Thomas Whitchurch asked if we couldn't require the owner of the property be responsible for the utility bills and David Church said that we already have an Agreement in place requiring the property owner's signature along with the renter's signature. Annalisa Thomas said a notice is sent out and prior to disconnection, staff calls as a courtesy to remind the resident to pay the bill. The deposit was discussed at length and Hata Puriri asked if this would be a hardship on staff to keep track of when they would get their deposit refunded. It was noted that we would have to refund the money plus interest earned.

MOTION: Kent Hastings moved to adopt Resolutions No. R2005-02, A Resolution replacing R96-08 Establishing a Water Policy for Delinquent Utility Accounts with amending No. 2 stating “...or a delinquent bill over \$200.00” and Resolution No. R2005-03, A Resolution Establishing a Consolidated Fee Schedule adding under Utility Fees and

Rates that the deposit be refunded after one-year. Hunt Willoughby seconded. Ayes: Kent Hastings, Hata Puriri, Thomas Whitchurch and Hunt Willoughby. Nays: 0. Motion passed.

I. ELECTRONIC UTILITY BILLING. Ted Stillman said the city has had requests from a number of citizens to allow them to pay their utility bills on line. Ted Stillman went over several different options as follows:

Option #1 – Automatic Clearing House (ACH) from Bank of American Fork

- Authorized monthly withdrawal for utility bill from checking or savings account
- Direct deposit for payroll checks
- Caselle interface is required for download into cash receipting and utility billing
- Average cost for \$50.00 transaction and 500 transactions per month - \$0.29

Option #2 – ACH and Online Payment/Presentation with checking account payments

Option #2 – Xpress Bill Pay							
	Setup Fees	Monthly/Maintenance Fee	Per Transaction Fee	Anticipated transactions per month		Total Monthly Fees	Yearly
Xpress Bill Pay	\$2,500.00	\$41.66	\$0.10	500	Total Monthly/Maintenance Fees	\$111.66	\$1,339.92
Authorize.net					Total Per Transaction Fees	\$200.00	\$2,400.00
Caselle Interface	\$2,500.00	\$70.00	\$0.30	500	Cost	\$311.66	\$3,830.92
					One Time Setup Cost \$5,000.00		
					Total First Year Cost \$8,739.92		

Option #3 – Credit Card Payments only along with online billing

UTILITY BILLING

Another option would be outsourcing the utility billing. Bills would be downloaded to one of the following vendors and mailed along with the Newsline along with a return envelope. This would save on postage and employee time.

CURRENT UTILITY BILLING and NEWSLINE COSTS											
	Utility Billing				Newsline				Avg cost per unit	Total Monthly	Total Yearly
	Printing	Labor	Postage	Amt Billed	Printing	Labor	Postage	Amount			
Alpine City	\$0.08	\$0.03	\$0.22	2200	\$0.14	\$0.03	\$0.13	2300	\$0.63	\$1,416.00	\$16,992.00
Highland City	\$0.45	\$0.06	\$0.13	3000					\$0.64	\$1,920.00	\$23,040.00

OUTSOURCED UTILITY BILLING							
Printed Bill, #10 envelope, #9 return envelope							
	Newsletter	Utility Billing	Postage per oz	Amount	Set-Up Fee	Total Monthly	Total Yearly
Municipal Management Inc	\$0.12	\$0.17	\$0.292	2200		\$1,280.40	\$15,364.80

Advanced Info Systems	\$0.125	\$0.21	\$0.292	2200		\$1,379.40	\$16,552.80
Evergreen Business	\$0.11	\$0.21	\$0.292	2200		\$1,346.40	\$16,156.80
Evergreen Business (using e-mail alerts)	\$0.11	\$0.21	\$0.292	1800		\$1,101.60	\$13,219.20
Documents Southwest (Postal pros)	\$0.28	\$0.17	\$0.275	2200		\$1,595.00	\$19,140.00
DataProse	\$0.21	\$0.14	\$0.301	2200	\$250.00	\$1,436.60	\$17,239.20
Freedom Mailing Service	\$0.10	\$0.385		2200		\$1,062.60	\$12,751.20

MOTION: Thomas Whitchurch moved that we go with Option #2 with XPress Bill Pay that the \$5,000.00 one time set-up cost be negotiated and that we also go with Option #1 with the Bank of American Fork as it looks like there will not be an additional cost so that we can direct deposit payroll for employees. Hata Puriri seconded. Ayes: Hata Puriri, Thomas Whitchurch and Hunt Willoughby. Nays: 1. Kent Hastings voted nay saying he wanted to ease into this. Motion passed.

Rachel McTeer discussed outsourcing the Utility Bills and said that Freedom Mailing was the cheapest price and the Newline would be included in the mailing; however, we would have to pay additional postage if the Newline was more than four pages.

MOTION: Hunt Willoughby moved that we outsource the Newline and Utility Billing to Freedom Mailing. Kent Hastings seconded. Ayes: Kent Hastings, Hata Puriri, Thomas Whitchurch and Hunt Willoughby. Nays: 0. Motion passed.

Ted Stillman asked about the possibility of going with IWorQ's to keep track of complaints and Hata Puriri felt that if there were reoccurring complaints, then the City Council should be made aware of them. Ted Stillman suggested that we bring back the spreadsheet that is currently being used to let the Council members know how complaints are being handled.

J. STREET MASTER PLAN. Shane Sorensen said it has been several years since the city updated the Street Master Plan and Street Capital Facilities Plan. These plans serve as the basis for the computation of Street Impact Fees. Proposals have been received to perform the plans as follows:

Epic Engineering - \$14,731.00
 Civil Science Engineering - \$19,825.00
 Horrocks Engineering - \$12,685.00

Shane Sorensen reviewed the proposals and recommended that Horrocks Engineers accomplish the Street Master Plan and Street Capital Improvement Plan.

MOTION: Thomas Whitchurch moved to authorize Horrocks Engineers to update the Street Impact Fees as recommended by staff at a cost of \$12,685.00. Hata Puriri seconded. Ayes: Kent Hastings, Hata Puriri, Thomas Whitchurch and Hunt Willoughby. Nays: 0. Motion passed.

K. BOARD OF ADJUSTMENT APPOINTMENT. Mayor Phil Barker said that Marc Lloyd's term on the Board of Adjustment expired on February 1, 2005; however, Marc Lloyd has conflicts on some Thursday evenings but would like to continue to serve as an alternate member. Bill Sidwell is now an alternate on the Board of Adjustment and a regular attendee of the meetings. Mayor Barker proposed that Bill Sidwell be appointed as a regular member to the Board of Adjustment and that Marc Lloyd be appointed as an alternate.

MOTION: Hunt Willoughby moved to approve the appointment of Bill Sidwell to the Board of Adjustment and that

Marc Lloyd be appointed as an alternate member. Thomas Whitchurch seconded. Ayes: Kent Hastings, Hata Puriri, Thomas Whitchurch and Hunt Willoughby. Nays: 0. Motion passed.

L. IMPACT FEE REPORT. Shane Sorensen said the State Impact Fee Law requires that an annual report be provided to the City Council on Impact Fees. The Impact Fee Report for 2003-04 is as follows:

STORM DRAIN IMPACT FEES

Beginning Balance July 1, 2003 \$265,086.94
 \$280,278.16

REVENUE

Impact Fees \$102,721.20
 \$110,662.64
 Interest \$ 2,379.87
 4,534.25
 Total Revenue \$105,101.07
 \$115,196.89

EXPENDITURES

Detention Basin \$ 10,000.00
 32,544.50
 High Bench Storm Drain \$188,798.00
 2,135.00
 50.00
 Total Expenditures \$198,798.00
 34,729.50

Audit Entry – Transfer to 56 \$162,458.87
 (\$155,424.15)

Ending Fund Balance June 30, 2004 \$333,848.88
\$205,321.40

STREET IMPACT FEES

Beginning Balance July 1, 2003

REVENUE

Impact Fees
 Interest \$
 Total Revenue

EXPENDITURES

High Bench Road \$
 Canyon Crest Road \$
 Goeckeritz \$
 Total Expenditures \$

Audit Entry

Ending Fund Balance June 30, 2004

RECREATION FACILITY (PARKS) IMPACT FEES

Beginning Balance July 1, 2003 (\$ 2,229.64)
 \$209,947.55

REVENUE

Impact Fees \$146,710.84
 21,664.75
 Interest \$ 986.83
 841.96
 Total Revenue \$147,697.67
 22,506.71

EXPENDITURES

Burgess Spark Restroom \$ 2,075.00
 45,555.88
 Whitby Park \$ 800.00
 Healey Park \$ 18,540.82
 Total Expenditures \$ 21,415.82
 45,555.88

Audit Entry (\$ 637.40)

Ending Fund Balance June 30, 2004 \$123,414.82
 \$186,898.38

WATER IMPACT FEES

Beginning Balance July 1, 2003

REVENUE

Impact Fees \$
 Interest \$
 Total Revenue \$

EXPENDITURES

Healey Well \$
 Total expenditures \$

Ending Fund Balance June 30, 2004

SEWER IMPACT FEES

Beginning Balance July 1, 2003	\$789,124.27
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REVENUE

Impact Fees	\$ 85,899.60
Interest	\$ 6,665.44
Total Revenue	\$ 92,565.04

EXPENDITURES

Ft. Canyon Sewer Extension	\$ 75,472.62
Sewer Flow Meter	\$ 4,223.10
Sewer Repairs	\$ 397.77
Pitcher Property	\$ 26,117.85

Total Expenditures	\$106,211.34
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Ending Fund Balance June 30, 2004	\$775,477.97
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M. TELECOMMUNICATIONS TAX REPORT. Ted Stillman said that on May 25, 2004 the city adopted an Ordinance that lowered the tax on phones and implemented a tax on cell phones. The motion approving the phone tax also included a provision that after two quarters the phone tax be reviewed. The results of the review were discussed. The Telecommunications Tax has brought in approximately \$27,000 in new revenue, but to be revenue neutral that tax would have to be lowered to 2.221%. Ted Stillman suggested that before the rate is adjusted that we get six additional months of history on collection of the tax and that we consider revenue needs as we amend the budget at the next meeting. Kent Hastings said that he now felt differently as the intent was not that this be a source of additional revenue. Both Councilmen Willoughby and Puriri indicated they felt the same way and said they would like to look at this again.

MOTION: Kent Hastings moved that we wait for another two months and look at the Telecommunication Tax. Hata Puriri seconded. Ayes: Kent Hastings, Hata Puriri, Thomas Whitchurch and Hunt Willoughby. Nays: 0. Motion passed.

N. STREETS – 2005 OVERLAYS. Shane Sorensen said he would like authorization to obtain bids for our 2005 street overlays. The earlier that bids are awarded the better prices will be and contractors are anxious to get their first jobs lined up for the season. In addition the work will be done in the middle of the summer when it is warm and the asphalt goes down better. The streets that would be overlaid in 2005 include:

Grove Drive
Main Street (north from 200 North)
200 North (Main Street west to Ft. Creek Bridge)
100 East (between 200 North and 100 North)

The estimated cost of these overlays is \$205,000 and funds would come from 2004-05 and 2005-06 Class C Road Funds.

Mayor Barker asked if the map showed a longer period of time for overlay projects and Ted Stillman said that about every seven years a road should be chip sealed or overlaid.

MOTION: Hunt Willoughby moved to authorize the bidding of 2005 street overlay projects as outlined above. Thomas Whitchurch seconded. Ayes: Kent Hastings, Hata Puriri, Thomas Whitchurch and Hunt Willoughby. Nays: 0. Motion passed.

O. ELECTRONIC PACKETS. Ted Stillman said that for the past several City Council meetings we have produced an electronic packet. So far we have four individuals using the electronic packets. Rachel McTeer compared the cost of electronic packets as compared to printing packets. Ted Stillman said that on the few occasions when we have large maps they could be delivered. Hunt Willoughby said it would be more

convenient to transport a disk, but was concerned if the audience would be inconvenienced if they only looked at the back of computers. Thomas Whitchurch said that when he gets the disk he transfers all the files to his hard drive so he can make notes on each item. Also, Mr. Whitchurch said he could access other meeting's minutes. Mayor Barker expressed his concerns and said he would like to keep his minutes on his own hard drive. Mayor Barker asked Ted Stillman to come back with information on different types of laptop computers. Hunt Willoughby felt that after a councilman's 4-year term the computer would be outdated and this could then be advertised as surplus.

VII. COMMUNICATION

Hata Puriri said he has noticed the Playhouse is becoming very popular and the parking lot is always full and felt this is something we need to talk about. Jannicke Brewer said parking was discussed when the Playhouse was given approval and suggested that possibly Robert Brown could work out an agreement with the owners of the old Day's Market for using their parking lot. All that would be needed is a gate in the fence between the two parking lots. Jannicke Brewer said the businesses in the old Day's Market would be closed in the evenings and that is when the Playhouse would need additional parking.

Thomas Whitchurch – Brought the Council up to date on Youth Council activities and said the Planning Commission is working on the General Plan.

David Church updated the Council on the Whitby property and said he is going to order a title report. If we enter into condemnation then the Whitby's won't have to come to Utah for the Real Estate closing. The one issue that is holding this up is the sewer easement that Will Jones' needs.

VIII. EXECUTIVE SESSION to discuss Litigation, Property Acquisition and Personnel. An Executive Session was not needed.

IX. APPROVAL OF MINUTES:

City Council Meeting of January 25, 2005

MOTION: Hunt Willoughby moved to approve the minutes of the City Council Meeting of January 25, 2005 as amended and adjourn. Kent Hastings seconded. Ayes: Kent Hastings, Hata Puriri, Thomas Whitchurch and Hunt Willoughby. Nays: 0. Motion passed.

The meeting adjourned at 10:10 pm.