

May 13, 2008

Minutes of the City Council Meeting held on Tuesday, May 13, 2008 at Alpine City Hall, 20 North Main, Alpine, Utah 84004 at 7:00 pm:

The following members were present and constituted a quorum:

Mayor Hunt Willoughby

City Council Members: Kent Hastings, Jim Tracy, Tracy Wallace and Thomas Whitchurch

Staff: Ted Stillman, David Church, Shane Sorensen, Janis H. Williams, Jay Healey and April Riley

Others: Jannicke Brewer, Jordan Jensen, Amy Smith, Danae Orrock, Amanda Seeley, Stephanie Grant, Emily King, Ruth Reneer, Alyssa Devey, Kristen Grant, Emily Gillespie, Austin Mansfield, Rachel Johnson, Allison Carter, Jon Atwood, Crystal North, Tim North, Josh Hanson, Jared Hanson, Kirsten Schetselaar, Spenser Dauwalder, Stephanie Smith, Philip Bacon, Spencer Carter, Tanner Cutler, Thomas Jacobs, Carly Richards, Collins Cochran, Taylor Stacey, Spencer Richards, Brad Reneer, Chelsea Linford, Jenn Payne, Marlene Smith, Penny Linford, Heather Warner, Lynn Bacon, Rob Ledbetter, Sarah Yingling, Mollie Bowman, Steve McArthur, Aaron Holtsclaw, *Lone Peak Press* and Marlene Arnold

- I. **CALL TO ORDER.** Mayor Hunt Willoughby called the meeting to order at 7:05 pm and welcomed those in attendance. Council Member Kimberly Bryant was excused as she was out of town.
- II. **PRAYER/OPENING COMMENTS** – Hunt Willoughby
- III. **PLEDGE OF ALLEGIANCE.** Jared Hanson 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

Jenn Payne, representing Alpine Elementary School, said the school was applying for a UDOT grant to promote pedestrian safety as 75% of our children live within walking distance from school. Something that was discussed was a loading and unloading zone in the new park on 300 North. The PRO Committee will hold their meeting on May 21 and they will be discussing their schedule which will include the charette.

Thomas Jacobs presented his proposed Eagle Scout project by painting the curb in front of fire hydrants. Ted Stillman asked that Thomas Jacobs give us a map indicating the fire hydrants he is going to paint and then the Fire Chief can give him specs as to the type of paint needed. Jim Tracy suggested that all curbs in the proposed area be painted and not one skipped.

V. CONSENT CALENDAR

Business Licenses:

Joy Nicholls – SPA VITA; 1195 East 300 North

Timothy R. Clark – TR CLARK ASSOCIATES, LLC; 215 N. Matterhorn Drive

Mindy Robbins – ROBBINS MUSIC THEATRE ACADEMY; 91 S. Wildflower Drive

MOTION: Kent Hastings moved to approve the Consent Calendar. Thomas Whitchurch seconded. Ayes: Kent Hastings, Jim Tracy, Tracy Wallace and Thomas Whitchurch. Nays: 0. Motion passed.

VI. ACTION ITEMS

A. YOUTH COUNCIL RECOGNITION AND SWEARING IN. Mayor Hunt Willoughby recognized those who were on the Youth Council as follows:

Joshua Hanson, Mayor 1st term
Jordan Jensen, Mayor 2nd term
Amanda Seeley
Amberly York
Amy Smith

Celeste Sweeney
Chelsea Linford
Danae Orrock
David Covey
Emalee Boley
Kim Johnson
Lindsey Swensen
Samantha Rainsdon
Sarah Sardoni
Stephanie Grant

rooke Rice
aitlin Anderson
arly Richards
mily Gillespie
Holly Whitlock

Tanner Cutler

Jon Atwood

Tyler Curtis

The new Youth Council members were also recognized. Janis H. Williams swore in Emily King as the Youth Council Recorder and then Emily King swore in the rest of the members as follows:

Alyssa Devey
Amanda Seeley
Andrea Barney
Ashley Bryant
Austin Mansfield
Carly Richards
Celeste Sweeney
Jon Atwood

Kate Magleby
Katie Bacon
Kim Johnson
Kirsten Schetselaar
Kristen Grant
Lindsey Swensen
McKell Murdoch
Emily Gillespie

Spenser Carter
Spenser Dauwalder
Spencer Richards
Stephanie Smith
Tanner Cutler
Taylor Stacey
Tyler Curtis

Chris Bailey
Collins Cochran
Heather Warner
Mollie Bowman
Ruth Reneer
Siera Barton
Samatha Rainsdon

B. CEMETERY COMMISSION APPOINTMENT. Mayor Hunt Willoughby said that Eric Farr's term on the Cemetery Commission expired on April 26, 2008 and Mr. Farr asked not to be reappointed. Mayor Willoughby recommended that Robert Conlee be appointed to the Cemetery Commission. Robert Conlee is the father of one of the scouts who is doing the Veteran's flag project for his Eagle Scout project.

MOTION: Thomas Whitchurch moved that Robert Conlee be appointed to the Cemetery Commission. Kent Hastings seconded. Ayes: Kent Hastings, Jim Tracy, Tracy Wallace and Thomas Whitchurch. Nays: 0. Motion passed.

C. WATER CONNECTION POLICY. Ted Stillman said the City has had requests from people who live outside the City limits who would like to connect to the City water system. The City needs to establish a policy to allow these people to connect to Alpine City's water system. Shane Sorensen said that one of the Packs has torn down their home and they want to rebuild and have asked to be connected to the City water system. Shane Sorensen said there would be no problem in connecting to the sewer system, but that he would have to take the request of connecting to the water system to the City Council. David Church said that if we do this we would have to make this available to everyone on a nondiscriminatory basis. Shane Sorensen said he wouldn't feel comfortable connecting on that tank because of the capacity. If we increased the capacity of the tank we would have to justify the cost to do this by allowing more houses to hook on. David Church said the State Law says we can allow hookups outside the City limits if we have surplus water; our first obligation is to serve our residents. Jim Tracy asked how they are getting their water right now and Councilman Tracy was told they have their own well. Councilman Tracy felt that when the Pack Annexation was recorded then these houses would be connected to our water system then and Shane Sorensen said these houses are already being served by the Pressurized Irrigation system. Tracy Wallace said he would like to go further and get additional information by seeing all the pros and cons; however, Jim Tracy said they are going to be served after annexation anyway. Mayor Willoughby asked Shane Sorensen to come up with the criteria to balance this out.

D. ORDINANCE NO. 2008-04 – SIGN ORDINANCE. April Riley said that over the past several months' staff has received requests for temporary sign permits for advertising purposes. However, Section 3.25.14 regulating temporary signs do not address temporary advertising signs and based on this, the Planning Commission had several discussions looking at proposed changes to the Sign Ordinance. The Planning Commission held a public hearing and made recommendations to the City Council.

April Riley went over the intent of these proposed changes. Jim Tracy asked about the Real Estate signs that are too large and hang on the back of homes or decks. Kent Hastings asked if in 3.25.12.1 we should be leave "City" owned rather than changing to "public" owned. Thomas Whitchurch said there is land in the City that the Water District owns and the aqueduct that goes through town and felt we shouldn't have to give permission to erect a sign on that property. Thomas Whitchurch suggested that there be only one monument sign allowed per school and not one at each entrance. Thomas Whitchurch had some concerns about limiting temporary signs to three signs for new businesses. One major change suggested in the ordinance was follows:

3.25.14.1 – ~~New~~ Business Signs. The following shall apply:

- A. A permit as outlined in Section 3.25.4 is required.

- B. A one-time temporary promotional signs for new businesses shall be permitted for up to three consecutive (3) months from the issue date of the sign permit.
- C. Such signs shall be in accordance with Sections 3.25.2 and 3.25.8.

Ted Stillman said we have taken a very liberal enforcement course and feels it has been working. Mayor Hunt Willoughby suggested that we replace the City Administrator with the City staff. Mayor Willoughby suggested that we remove the off premise "Garage Sale" signs and Ted Stillman said we only take down the obnoxious ones. Many other suggestions were made and discussed and April Riley took note of all necessary corrections and additions to be made.

MOTION: Kent Hastings moved that the City Council adopt the proposed changes to Article 3.25, the Sign Ordinance, under the Development Code as amended which includes the following:

3.25.12.1 Keep City owned

3.25.12.2 Eliminating at each entrance

Replacing Alpine City Administrator and building inspector and chief with City staff throughout the document

3.25.14.1 Strike new from the title

The b. would be rewritten as Tracy Wallace indicated which would be that a one-time temporary sign would be allowed up to three consecutive months from the date of issued permit

Jim Tracy seconded. Ayes: Kent Hastings, Jim Tracy, Tracy Wallace and Thomas Whitchurch. Nays: 0. Motion passed.

Ted Stillman suggested that we move items J and K up on the agenda.

J. VIRGINIA ESTATES – FINAL PLAT REINSTATEMENT. Ted Stillman said the proposed Virginia Estates Subdivision consists of 7 lots on 10.61 acres in both the CR-20,000 and CR-40,000 zones and is located at approximately 230 W. Meadowlark Drive. There is an existing home on lot 4. A zone boundary change was previously granted to adjust the boundary of the zones to follow along proposed lot lines. The proposed lots meet the requirements of the respective zones in which they are located.

Rob Ledbetter, developer of the Virginia Estates Subdivision, is requesting an extension of the final plat for this subdivision. The City Council granted final approval for the subdivision on November 13, 2007 and will expire on May 13, 2008. The developer is working towards recording the final plat and has applied for a reinstatement of the final plat at this time.

The Planning Commission at their meeting on May 6, 2008 made the following motion:

"Jason Thelin moved to recommend reinstatement of the Virginia Estates subdivision final plat. Steve McArthur seconded. Ayes: 5 Nays: 0. Motion passed unanimously."

The plat has not changed since final approval was granted and there have been no new ordinances passed that would affect the subdivision.

MOTION: Jim Tracy moved that the City Council approve the final plat reinstatement for the Virginia Estates Subdivision. Kent Hastings seconded. Ayes: Kent Hastings, Jim Tracy, Tracy Wallace and Thomas Whitchurch. Nays: 0. Motion passed.

K. CONRAD'S LANDING, PLAT B – FINAL APPROVAL. Ted Stillman said the proposed Conrad's Landing Subdivision, Plat B consists of 4 lots on 2.55 acres. The lots range in size from 20,079 to 22,318 sq. ft. and the subdivision is located southeast of the Alpine Highway/Sunset Drive intersection and is in the CR-20,000 zone. The Planning Commission reviewed the proposed plat at their meeting of May 6, 2008 and made the following motion:

"Jason Thelin moved to recommend final approval to Conrad's Landing Subdivision, Plat B subject to the following conditions:

1. The City Council approve the proposal to pay cash in lieu of water rights to meet the water policy

2. A UPDES permit be obtained prior to construction
 Brad Reneer seconded. Ayes: 4 Nays: 0. Jannicke Brewer. Steve Cospers, Jason Thelin and Brad Reneer voted aye. Steve McArthur abstained. Motion passed.”

April Riley said the City Council also needs to decide if the City will accept cash in lieu of water rights for Plat B. Shane Sorensen said he calculated the water requirements for the subdivision which consists of 4 lots on 2.55 acres. The developer will be required to provide 4.97 acre-feet of water to meet the water policy or \$16,566.65 cash in lieu of water rights.

MOTION: Tracy Wallace moved that the City Council grant final approval to Conrad's Landing Subdivision, Plat B subject to the following:

1. The City Council approves the proposal to pay cash in lieu of water to meet the water policy
2. A UPDES permit be obtained prior to construction

Kent Hastings seconded. Ayes: Kent Hastings, Jim Tracy, Tracy Wallace and Thomas Whitchurch. Nays: 0. Motion passed.

MOTION: Tracy Wallace moved that the City Council approve the cash in lieu of water to meet the water policy in the amount of \$16,566.65. Kent Hastings seconded. Ayes: Kent Hastings, Jim Tracy, Tracy Wallace and Thomas Whitchurch. Nays: 0. Motion passed.

E. WEB SITE. Ted Stillman said we have had requests by City Council members that we take a look at improving the City Web Site. Ted Stillman presented the statistics of the traffic to our website.

A list of possible changes that Jim Tracy prepared was discussed which included:

1. Have a drop down menu for e-mail and telephone directory
2. Have a drop down menu for official maps (street, zoning, trail and hazards)
3. E-mail alerts for public hearings
4. E-mail alerts for agendas and agenda amendments
5. Have a link to the State website that lists all public notices and agendas
6. Information and link on Traffic School and Highland City Justice Court
7. Have local pictures from citizens posted on our web site and rotated (Community Scrapbook)
8. A-Z Index
9. Yard sale listings
10. Tip a cop program
11. Link to aerial map of Alpine City
12. Information on how to apply for a position on a City Committee
13. Put live weather and Doppler radar map on web site
14. Have easy to use business directory
15. Have information on CERT training
16. Link to report code violations
17. Link to school information
18. Get copy of each newsletter e-mailed to you
19. City Council Packet
20. Opinion Poll
21. City Council Meeting Webcast
22. Staff pictures on website
23. Employee of the month
24. Website monthly statistics
25. To send an email to all City Council Members at one time
26. Community Events
27. Choice of small or large text
28. Local Crime Reports

Ted Stillman had suggested that the City Council members be prepared to give suggestions for improvements to our website and further stated that we plan on making the improvements gradually. Jim Tracy suggested that we add all City forms to our web site and that maps be added as they become available.

Mayor Willoughby said that Kent Hastings had some obligations at home and asked that we move item H up on our agenda.

H. DISPATCH SPECIAL SERVICE DISTRICT. Ted Stillman said that Utah County has decided it would like to get out of the business of dispatching police, fire and EMS. Utah County presented an attractive alternative which will allow the users to manage the operations. It is their proposal that this be a taxing agency which would be put to the voters for their approval on the November ballot. Mayor Willoughby said he was against creating another taxing entity, but was in favor of this one as it would focus the taxes to the specific Special District; however, the Council would like to see the by-laws in front on them. David Church said the County cannot include Alpine in the Special Service District without the Council's approval. Kent Hastings said he was in support of this, but was against creating another taxing Special Service District. Councilman Hastings suggested that the Council support this idea but asked if we couldn't see a different way to fund it, possibly being charged by usage.

MOTION: Thomas Whitchurch moved that Alpine City support participating in the Utah County Public Safety Dispatch Special Service District. Jim Tracy seconded. Ayes: Kent Hastings, Jim Tracy, Tracy Wallace and Thomas Whitchurch. Nays: 0. Motion passed.

Kent Hastings left the meeting and reminded Ted Stillman to move \$3,000.00 from the library reimbursement fund to the Family First Week.

F. UTAH COUNTY MUNICIPAL RECREATION GRANTS. Ted Stillman said that Utah County has made available \$279,697 for Municipal Recreation Grants. Alpine's share will be \$5,532.96 and it is proposed that these funds be used for the modification of the borders around play equipment so they meet safety standards. Ted Stillman said the grant application is due on May 14, 2008 and Mayor Hunt Willoughby suggested that we notify the Gardner Family Trust.

MOTION: Jim Tracy moved that the City Council authorize an application to Utah County for a Municipal Recreation Grant which will be used for modification of the borders around play equipment. Thomas Whitchurch seconded. Ayes: Jim Tracy, Tracy Wallace and Thomas Whitchurch. Nays: 0. Motion passed.

G. ADOPTION OF THE 2008-2009 TENTATIVE BUDGET. Ted Stillman said the 2008-2009 Tentative Budget graphs and reports were e-mailed to the Council Members last week. The budget schedule is as follows:

May 13, 2007	Adoption of the Tentative Budget
May 27, 2008	Public Hearing on the Tentatively Adopted Budget
June 10, 2008	Adoption of the Final Budget

Ted Stillman said several changes in the budget were as follows:

- Sales Tax was only up \$13,000, if this goes down we will really be concerned
- Building Permits continue to slide; however, what has kept us alive are remodels and swimming pools
- Will move the \$3,000 from the library reimbursement fund to the Family First Week
- Park storage acquisition – moved to 100 South Park improvements
- Christmas decorations were reduced from \$20,000 to \$10,000
- Main Street lighting reduced from \$100,000 to \$50,000
- Main Street school crossing lights – added \$10,000
- Mailed the Council members the Public Safety District budget – Ted Stillman noted there were several significant changes in this budget

Tracy Wallace said he would like to see a summary written by the Police Chief and Fire Chief like

they did last year. This would have helped him to understand them asking for an increase in their budget. Ted Stillman said that Highland committed ten years ago to build the new Central Station and the main thing is the rent. Ted Stillman felt Alpine was getting a good deal as we will be paying 40%. This will pay for 8 officers. Highland is paying 60% and that will pay for 12 officers. This will give our communities 24-hour coverage which is a good deal. Jim Tracy asked about the Fire Dept. Budget and Ted Stillman said this was based on assessed valuation.

MOTION: Jim Tracy moved to adopt the Tentative 2008-2009 Budget and hold a Public Hearing on the Tentatively Adopted Budget on May 27, 2008. Tracy Wallace seconded. Ayes: Kent Hastings, Jim Tracy, Tracy Wallace and Thomas Whitchurch. Nays: 0. Motion passed.

H. DISPATCH SPECIAL SERVICE DISTRICT. This item was handled earlier in the evening.

IX. EXECUTIVE SESSION to discuss Litigation, Property Acquisition and Personnel.

MOTION: Thomas Whitchurch moved to go to Executive Session for the purpose of discussing property acquisition. Tracy Wallace seconded. Ayes: Jim Tracy, Tracy Wallace and Thomas Whitchurch. Nays: 0. Motion passed.

MOTION: Tracy Wallace moved to go to Open Session. Jim Tracy seconded. Ayes: Jim Tracy, Tracy Wallace and Thomas Whitchurch. Nays: 0. Motion passed.

I. FORT CANYON SEWER. Shane Sorensen said that negotiations for the easements needed for the Fort Canyon Sewer project are complete and we are ready for approval to purchase the easements as follows:

<u>PROPERTY OWNER</u>	<u>COST</u>	<u>EASEMENT COST</u>	<u>TOTAL</u>
Craig Broadbent	\$14,455.00	\$ 1,950.00	\$ 16,405.00
Lynn Broadbent	\$53,690.00	\$ 5,840.00	\$ 59,530.00
Larry Lofgreen	\$18,590.00	\$ 1,950.00	\$ 20,540.00
Buddy Gregory	\$74,340.00	\$15,590.00	\$ 89,930.00
Terry Brown	\$12,390.00	\$ 1,460.00	<u>\$ 13,850.00</u>
			\$200,255.00

MOTION: Tracy Wallace moved to authorize the purchase of the easements for the Fort Canyon Sewer project based on David Church's review and consent of the property owners Steve Larson. Jim Tracy seconded. Ayes: Jim Tracy, Tracy Wallace and Thomas Whitchurch. Nays: 0. Motion passed.

MOTION: Tracy Wallace moved to award approximately 200 foot extension to Jason Carlton on the Ft. Canyon Sewer project through the Steve Larsen property in the amount of \$15,375.00. Jim Tracy seconded. Ayes: Jim Tracy, Tracy Wallace and Thomas Whitchurch. Nays: 0. Motion passed.

J. VIRGINIA ESTATES – FINAL PLAT REINSTATEMENT. This was handled earlier in the meeting.

K. CONRAD'S LANDING, PLAT B – FINAL APPROVAL. This was handled earlier in the meeting.

VII. REPORTS

A. SB 20 – Municipal Government Amendments. Mayor Hunt Willoughby suggested that this be moved to a later agenda.

VIII. COMMUNICATION

Tracy Wallace –

1. Said there are totals missing on the budget and Ted Stillman this was a software glitch. He liked the narrative that Ted Stillman did last year.
2. Strongly suggested that the Public Safety District meetings not have their meetings start at 7:00 am. People would be able to attend if the meetings started later in the day and the meetings could be moved from the back room to a City Council room.
3. Garland Mayne from the Timpanogos Special Service District has retired.

Thomas Whitchurch – Reported that the Public Safety District Meetings have gone to monthly meeting so they can handle issues as they arrive.

Jim Tracy –

1. Felt we should have the Public Safety District agendas be posted on our web.
2. Suggested that the pavilions be numbed and have the process for reserving them posted on the web site and on the pavilions.

Ted Stillman –

1. Reported on the project that would have flags go from 100 South to the roundabout. Shane Sorensen made a map and marked a possible placement of the flags. It was suggested there be two US flags to one Alpine City flag. The sockets cost \$22.00 a piece x 32 and the flags poles would be \$52.00 ea x 32 and coring would be another expense. Jim Tracy asked where the flags would be placed on the roundabout. Ted Stillman said that sometime this summer this project can happen. Thomas Whitchurch asked if we shouldn't look at using a different type of socket.
2. Ted Stillman said the audit for fiscal year ending June 2008 has begun. Greg Ogden came in to start the training as this now has to be done by the staff.
3. Tracy Wallace asked Ted Stillman if we can't get more aggressive in pursuing those who are late in paying their utility bills.

Shane Sorensen –

1. Discussed directional signs (street names) on the roundabout and suggested that we put them on the islands at each intersection. Thomas Whitchurch questioned the need for the City logo on the signs and Mayor Willoughby said to leave it on.
2. Said that Rocky Mountain Power would like to improve power on the southeast side of town. They need to run a new line and they would like to construct a new box. Shane Sorensen said they are trying to be nice and work with us. The new box will all be on City property and not on residential property and Rocky Mountain Power is trying to get this in before summer.
3. Said that the Public Utility Department has been doing some of the landscaping projects around town and suggested that we put the curb in on Elkridge Lane and Grove Drive prior to landscaping.

Hunt Willoughby –Made an executive decision to paint the T-mobile tower brown. Shane Sorensen said the T-mobile people still don't think we should paint the tower and said we still need the deed for the tower. Mr. Sorensen was told their T-Mobile's legal dept. has it.

IX. EXECUTIVE SESSION to discuss Litigation, Property Acquisition and Personnel. An Executive Session was held earlier in the meeting.

X. APPROVAL OF MINUTES

City Council Meeting of April 22, 2008

MOTION: Tracy Wallace moved to approve the minutes and adjourn. Jim Tracy seconded. Ayes: Jim Tracy, Tracy Wallace and Thomas Whitchurch. Nays: 0. Motion passed.

The meeting adjourned at 10:40 pm.