

**August 26, 2008**

Minutes of the City Council Meeting held on Tuesday, August 26, 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: Kimberly Bryant, Kent Hastings, Jim Tracy, Tracy Wallace and Thomas Whitchurch

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

Others: Jannicke Brewer, Aaron Holtsclaw, *Lone Peak Press*, Kip Botkin, *Police Chief*, Joan Norton, Jennifer Xanthos, Bradley Reneer, Paul Thompson, Marné Reneer, Ruth Reneer, Jenn Payne, Rock John, Tyler John, Scott Kenney, Joshua Callister, Jennifer Callister, Marlene Smith, Mike Smith, Chris Culver, Bryan Lynch and Casey Welch

- I. **CALL TO ORDER.** Mayor Hunt Willoughby called the City Council Meeting to order at 7:00 pm and welcomed those in attendance. It was noted that the Mayor and Council met at 6:00 pm at the gazebo in Legacy Park for pictures.
- II. **PRAYER/OPENING COMMENTS** – Hunt Willoughby
- III. **PLEDGE OF ALLEGIANCE.** Tyler John 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.

Bradley Reneer made a presentation about the need for a library in Alpine. Mr. Reneer said there was a library in Alpine not too many years ago and said he didn't know why this was discontinued. Brad Reneer felt it was our patriotic duty to have a library in our community and said that with the Police Department vacating their portion of the building now is a golden opportunity to utilize some of that extra space and felt we can find some creative ways to make the library work. The library would be provisional at first and after three years it would become State Certified; however, Mr. Reneer said he would just like to see a library in our community. Brad Reneer challenged the Council to include plans to incorporate a library in this building upon the Police vacating their portion of the building and went on to praise the City Council for being very careful with the City's funds. Joan Norton said that many citizens in our community are passionate about having a library here and is excited and would be glad to put her energy behind the library project. Jennifer Xanthos felt it was essential for the vitality of the community to have a library located here. Utilizing the space in the vacated Police Department was again mentioned as this would be a good starting point until a library could be relocated to a bigger building. Paul Thompson said he felt some anxiety and urgency about getting this project moving right away.

Casey Welch lives up Ft. Canyon Road and said there were 21 wild turkeys there along with other wildlife. Also he said he looked out and saw that some trees along the road way were being removed and construction was going on up there. Mr. Welch said he called the Planning Dept. and was told they were not aware of any work being done there. Shane Sorensen explained that Will Jones cleared some trees out and clean the area out because of the threat of fire. There was a fire in that area about a month ago and there was some preliminary work done up there for a parking lot. Casey Welch said he was concerned that these trees were on City-owned property but was more concerned about the lack of communication between the developer and the City staff. Casey Welch again stated the property up Ft. Canyon is very sensitive land but said he didn't like the vinyl fence that was put up by a landowner. Jannicke Brewer said this will be on the Planning Commission agenda in the near future and Mr. Casey was invited to attend that meeting.

Kent Hastings referred back to the last City Council meeting when salaries were discussed. Councilman Hastings said that much of his work takes place in these chambers and felt like the salary he receives is enough to adequately compensate for his time spent here. Kent Hastings said he feels comfortable with the salary he receives. Mayor Hunt Willoughby said we cannot act on this tonight as it is not on the agenda. Mayor Willoughby said he had received e-mails from other council members and appreciated Kent Hastings comments. This item could become a future agenda item at a later date.

## V. CONSENT CALENDAR

- A. Business Licenses:  
Kristen Bromley – KRISTEN BROMLEY MUSIC; 75 W. Allegheny Way  
Nick Markham – PRO-TURF LANDSCAPING SERVICES; 441 N. Bristol Ct.
- B. Bond Release:  
David Taylor – Taylor Meadows Landscape Bond - \$5,400.00
- C. Payment Requests:  
Staker Paving – 600 East Improvements - \$45,818.85  
Carlton, INC – 600 East Improvements - \$66,029.00

Shane Sorensen said we recently completed construction of the 600 East Street widening project. Staker Parsons has requested a change order due to the increase in asphalt oil and decrease in diesel fuel prices from the time that the project was bid to the time it was paved. Mr. Sorensen said that with the volatility in the oil industry today, these contract clauses have become standard. This change order reflects a \$345.36 credit for the decreased cost of diesel fuel and a \$6,378.04 increase in the cost of asphalt oil, for a proposed increase of \$6,032.68 in the contract. Jim Tracy felt this was clearly stated in our contract and we shouldn't try to nickel and dime them and cut Staker Paving out of their costs. Shane Sorensen said that Staker Paving likes doing business with us; however, he will talk to them again. Mayor Willoughby agreed with Councilman Tracy and felt we should pay the change order amount.

**MOTION:** Kent Hastings moved to approve the consent calendar and include the change order to Staker Parsons up to \$6,033.00 as outlined in the letter to Alpine City for increased asphalt costs. Thomas Whitchurch seconded. Ayes: Kimberly Bryant, Kent Hastings, Jim Tracy, Tracy Wallace and Thomas Whitchurch. Nays: 0. Motion passed.

Mayor Hunt Willoughby introduced the Scouts at the back of the City Council Chambers and said that under Councilman Kent Hastings' suggestion, we have designed an Alpine City Scout patch that can be earned. The requirements should be on our website at [www.alpinecity.org](http://www.alpinecity.org). There are requirements for the older scouts and different ones for the younger scouts.

## VI. ACTION ITEMS

**A. CROSSWALK AT 600 EAST and 200 NORTH.** Ted Stillman said that David Stephensen, Principal of Alpine Elementary School, has requested a crosswalk at 600 East and 200 North. The opening of 600 East to two-way traffic has increased the amount of traffic on the street and a crosswalk at that location would give the school kids a designated place to cross 600 East. Ted Stillman said that Jenn Payne has written a UDOT Grant requesting \$12,000 for Traffic Safety Enhancements, etc. The placement of the crosswalk was discussed. Kimberly Bryant said that David Stephensen was grateful for the fence that was already put up in that area. Mayor Willoughby asked if there were criteria like a traffic count to justify the crosswalk and Shane Sorensen indicated there is a warrant study for school crosswalks that do not have flashing lights. Shane Sorensen said it was fairly easy to meet that criteria.

**MOTION:** Thomas Whitchurch moved that based on the recommendations of staff and after their further research into the requirements of putting in a crosswalk on 600 East and 200 North that we authorize the installation of the crosswalk. Kent Hastings seconded. Ayes: Kimberly Bryant, Kent Hastings, Jim Tracy, Tracy Wallace and Thomas Whitchurch. Nays: 0. Motion passed.

**B. CHRISTMAS LIGHTS.** Ted Stillman said the City's current Christmas Decorations are worn out. The 2008-2009 Budget contains \$10,000 for new Christmas lights. Orion Lighting proposed to put lights on the trees in Legacy Park and in the trees in front of City Hall as follows:

<u>Location</u>	<u>Purchase of Lights</u>	<u>Annual Installation and Removal</u>
Roundabout (replacement)	\$ 5,538	\$ 1,917
Legacy Park 4 trees (new)	\$ 4,510	\$ 1,790
City Hall 2 trees (new)	\$ 1,690	\$ 585
Total	\$11,738	\$ 4,292

Jim Tracy said he called Orion and was told that LED lights last a long time but the sockets and cords wear out. We will replace the existing Christmas lights that are badly worn out and this year we will only light the trees as outlined above. Mayor Willoughby said he knows we have worked with Orion for the Christmas Lights in the roundabout but asked if we have considered going out to bid. Kent Hastings asked if we couldn't put a lighted display in the park. Jim Tracy further stated that we will find the tree lighting to look beautiful and we will only want to expand the decorations every year. Councilman Tracy felt we should give Orion Lighting a deadline to take down the decorations at the end of the season. The wreathes that were purchased last year will be put on the City Hall front doors again. Thomas Whitchurch said we have \$10,000 budgeted and have a bill for \$11,738 in front of us and suggested that we not do the trees in front of City Hall, but do the trees in Legacy Park so we can stay within our budget. Ted Stillman said this amount is an estimate and is in the Capitol Improvement Fund and is lumped together along with all other projects. Tracy Wallace said he wanted to see some other lighting display in Legacy Park.

**MOTION:** Kent Hastings moved to allocate up to an amount of \$11,738 for the purchase and installation the Christmas lights in the Roundabout, Legacy Park and City Hall as proposed by Orion Lighting and to instruct staff to explore other options both regular lighting and LED lighting to be presented to the City Council at a later date. Kimberly Bryant seconded. Ayes: Kimberly Bryant, Kent Hastings, Jim Tracy and Tracy Wallace. Nays: 1. Thomas Whitchurch voted nay for the reasons stated above. Motion passed.

**C. COVERSTON BOUNDARY LINE ADJUSTMENT.** April Riley said that Jason Coverston had applied for a boundary line adjustment between lots 811 (730 Blue Ridge Circle) and 812 (763 Blue Ridge Circle) of the Park at South Pointe Subdivision, Plat H. Ms. Riley said that after the adjustment, lot 811 will contain 20,224 square feet and lot 812 will contain 20,378 square feet. Based on the proposed adjustment, both lots appear to meet zoning requirements. The notice of approval will be signed and recorded upon final approval of the boundary line adjustment.

April Riley said the Planning Commission reviewed the application at its meeting on August 19, 2008 and made the following motion:

“Brad Reneer moved to recommend approval of the boundary line adjustment between the Coverston’s on lot 811 and the Riley’s on lot 812 in the Park at South Pointe Subdivision to the City Council. Steve McArthur seconded. Ayes: 6 Nays: 0. Motion passed unanimously.”

**MOTION:** Kimberly Bryant moved that the City Council approve the boundary line adjustment between lots 811 and 812 of the Park at South Pointe Subdivision, Plat H. Tracy Wallace seconded. Ayes: Kimberly Bryant, Kent Hastings, Jim Tracy, Tracy Wallace and Thomas Whitchurch. Nays: 0. Motion passed.

**D. IT SERVICE.** Ted Stillman said that almost two years ago the City contracted with Rich Knapp who was the Finance Director in Cedar Hills for IT support. Rich Knapp left Cedar Hills to go to Bluffdale, Utah but is now job hunting. The City needs a full service IT provider who can provide a higher level of service. Ted Stillman proposed that we send out a Request for Proposals for IT services and the draft request for proposals was included in the City Council Member’s Packets. Ted Stillman said he would like to have the date extended to September 26, 2008. Thomas Whitchurch made suggestions that would improve the Request For Proposals.

**MOTION:** Thomas Whitchurch moved and granted authorization to send out Request for Proposals for IT services for the City. Kent Hastings seconded. Ayes: Kimberly Bryant, Kent Hastings, Jim Tracy, Tracy Wallace and Thomas Whitchurch. Nays: 0. Motion passed.

**E. UTAH COUNTY MUNICIPAL RECREATION GRANTS.** Ted Stillman said that Utah County has made available \$279,697 for Municipal Recreation Grants. Alpine’s share for 2008 is \$5,532.96. It is proposed that these funds be used for the modification of the borders around play equipment so that they meet safety standards. Ted Stillman said the whole playground area needs to be reconstructed because it was found that in examining the playground equipment more closely it does not meet the current safety standards for playground equipment. The County Recreation Grant allows the City to carry over the grant funds for three years and Mr. Stillman proposed that the City request that the County carry these funds over allowing the City time to evaluate playground needs and priorities.

**MOTION:** Thomas Whitchurch moved to authorize carrying over the 2008 County Recreation Grant Funds with the County's permission. Kent Hastings seconded. Ayes: Kimberly Bryant, Kent Hastings, Jim Tracy, Tracy Wallace and Thomas Whitchurch. Nays: 0. Motion passed.

**F. CONSOLIDATED PLAN.** Ted Stillman said that Mountainlands Association of Governments requires that we rewrite the Consolidated Plan. April Riley is rewriting this and it is not ready to be dealt with tonight.

**G. ORDINANCE NO. 2008-13 - DEVELOPMENT CODE, ARTICLE 3.24 (OFF-STREET PARKING).** April Riley said the Planning Commission has discussed what should be included in total square footage of commercial space to determine parking requirements. The Planning Commission considered amending the working back to what the requirements included in 2006, but recommended to keep the wording that the requirements shall be calculated on total square footage. Following that, was a discussion regarding the number of parking spaces required for office and personal services. April Riley said the Planning Commission felt that five spaces for every 1,000 square feet was restrictive and recommended that be changed to four.

The Planning Commission held a public hearing on the proposed changes at its meeting on August 19, 2008 and then made the following recommendation:

"Troy Stout moved to recommend the proposed amendments to Article 3.24 as written with the addition of striking the words "excludes garages" in the grid. Steve McArthur seconded. Ayes: 6 Nays: 0. Motion passed unanimously."

Jim Tracy said he felt that with the changes when someone comes in for a building permit, they know exactly how to calculate the parking requirements. Shane Sorensen said this will make it more consistent and simplify the requirements.

**MOTION:** Kimberly Bryant moved to approve the proposed amendments to Article 3.24 (Off Street Parking). Kent Hastings seconded. Ayes: Kimberly Bryant, Kent Hastings, Jim Tracy, Tracy Wallace and Thomas Whitchurch. Nays: 0. Motion passed.

**H. ORDINANCE NO. 2008-14 - DEVELOPMENT CODE, ARTICLE 4.12 (INFRASTRUCTURE PROTECTION BOND).** April Riley said that Article 4.12 outlines the requirement for an infrastructure protection bond "for all new construction building permits or building permits that affect more than 25% of an existing building" (see 4.12.1) Currently, the City applies this to all building permits and the purpose of the bond is to help protect the City infrastructure (sidewalk, curb, etc.) from damage during construction. The present ordinance reads "~~new construction building permits or building permits that affect more than 25% of an existing building~~" and it is suggested that it be changed to read "for all building permits unless otherwise exempted by the Development Review committee."

April Riley said the Planning Commission held a public hearing on the proposed changes at its meeting on August 19, 2008 and made the following recommendation:

"Jason Thelin moved to recommend the proposed changes to Article 4.12 as outlined in the packet. Troy Stout seconded. Ayes: 6 Nays: 0. Motion passed."

**MOTION:** Jim Tracy moved to approve the proposed amendments to Article 4.12 (Infrastructure Protection Bond). Kimberly Bryant seconded. Ayes: Kimberly Bryant, Kent Hastings, Jim Tracy, Tracy Wallace and Thomas Whitchurch. Nays: 0. Motion passed.

**VII. REPORTS - FINANCIAL REPORT – JULY 2008.** Ted Stillman said this is the first financial report for the fiscal year 2008-2009 and the trend of slow building permit revenue continues. Mr. Stillman reported as follows:

Sales Tax. Is up \$17,501 from the same time last year. The reason that it is up is because the State Tax Commission accidentally gave sales tax money to the counties that belonged to the cities. The

increase in sales tax reflects the County giving the money back. The counties are protesting this adjustment.

Plan Check Fees – Continues to lag slightly because of slow residential development. In 2006 there were 48 building permits issued for new homes where we normally have 80 new home building permits issued. So far in 2008 we have issued 5 building permits for new homes. Mr. Stillman said we have had some commercial building permits.

Building Permits – Continues to lag because a slow-down in residential permits. In July 2008 the city took in \$3,851 in building permits as compared to \$18,904 in July 2007. The recent change to increase building permit fees should reverse this downward trend.

Thomas Whitchurch asked if Sunrise Engineering's fees have gone down consistent with the slowdown in building permits. Ted Stillman said a little.

## VIII. COMMUNICATION

**Mayor Hunt Willoughby** – Has had several requests about green waste pickup. We would have to have 500 signups before they would pick the green waste up and it would cost \$9.00 per month or \$108.00 per year. Jim Tracy said he has noticed that most of the residents in Alpine have lawn care provided and felt it would be difficult to get the 500 signups.

### **Jim Tracy** –

1. Had questions about the nursery that is located down by the roundabout. There are more trucks and trailers parked there and asked if Staff would follow through on this.
2. Can we get a curb cut for ADA accessibility on Canyon Crest and Ridge Drive.
3. We are still having a parking problem in the red zone in Burgess Park during Football season.
4. Said we have had a number of inquiries about using the vacated Police Department. Councilman Tracy wondered if we need to put this on the agenda for a later date. Ted Stillman said the Police Department will have a substation and said they haven't moved yet. Hunt Willoughby said we have planned on having a walk through and look at all uses.

### **Tracy Wallace** –

1. The Timpanogos Special Service District is looking at a very large expansion with regard to the Capital Facilities Plan and Impact Fee Analysis.
2. Suggested the speed limit on Main Street remain at 30 mph and then look at the section from 200 North to Westfield Road be 30 mph and then 35 mph on Westfield Road. The signage also needs to be looked at.

**Ted Stillman** – It was discovered the "Welcome to Alpine" sign was not on City property or Diane Tiechert's property. Diane Tiechert said she would give the City some property for the sign and Ted Stillman asked how much property do we want? We will pursue this and bring in an agreement or a deed when it is finalized.

### **Shane Sorensen** –

1. Shane Sorensen showed some pictures of 600 East - before and after the improvements. The only thing that has not been completed are the handicap ramps and they will be done soon. Mayor Willoughby said the neighbors in the area are very pleased with the completion of that road.
2. The Ft. Canyon sewer project has been completed but there are still a few minor items that need to be done.

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

## **X. APPROVAL OF MINUTES**

City Council Meeting of August 12, 2008

**MOTION:** Kimberly Bryant moved to approve the City Council Meeting minutes from the August 12, 2008 and

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

The meeting adjourned at 8:40 pm.