

ALPINE CITY COUNCIL AGENDA

on Tuesday, March 14, 2023

Mayor Pro Tem Jessica Smuin called the meeting to order at 6:02 pm. Mayor Carla Merrill was excused. She thanked Utilities/AP/Community Coordinator Heidi Jackman who took the minutes of the meeting.

I. CALL MEETING TO ORDER

- A. Roll Call:** The following were present at the anchor location and constituted a quorum, Lon Lott, Jessica Smuin, Kelli Law, Greg Gordon, and Jason Thelin.
- B. Prayer:** Jason Thelin
- C. Pledge:** Greg Gordon

Staff: Shane Sorensen, Ryan Robinson, Chief Brian Gwilliam, Chief Brian Patton, Heidi Jackman, and Hyrum Bosserman

Others: Felicita C. Zapata, Shelley Cox Snarr, Kent Loosle, SA Myers, Pamela Pamela, and virtually Fred Philpott

II. WORK SESSION

A. Water and Sewer Rates Presentation

Mayor Pro Tem Jessica Smuin introduced Fred Philpot from Lewis, Young, Robertson, and Burningham. Fred Philpot said he has been working through the water and sewer fund. Looking at the financial sustainability plan. He also has prepared a scope of services for the public safety impact fee which will be an action item for the council tonight. He went over the outcomes of the study and some secondary analysis they conducted with relativity to non-PI (Pressurized Irrigation) residents. He said he would be going over the following in his presentation:

- Financial Plan Objectives & Policies
- Current Utility Model Methodology
- Model Assumptions
- Scenario Analysis
- Discussion of Next Steps

Fred Philpot said when they (Lewis, Young, Robertson, and Burningham) do these types of studies the key financial polices we look at including revenue sufficiency and ensuring the water and sewer is self-sustaining. We also look at the ease of implementation. We focus on a five-year rate setting to build the model. Alpine City's PI system rates were updated recently. We look at the policies related to the financial plan, we're looking at revenue growth and making sure that the model accurately projects revenues moving forward. We compare costs looking at your operational costs for repair and replacement. We also look at capital expenditures and any debt services or potential debt service obligations that may come into the model. We are ensuring that the revenues are sufficient to handle the cost allocation based on those components.

We are basing the model assumptions of fiscal year 2023 estimated figures and projections for 5-years in the future to 2028. We are making projections with regard to potential rate increases and most entities will go through a rate review process every year or policy decision to modify rates. Based on the plans that we recommend we also assume growth and connections. We are also assuming that moving forward residents' usage will continue to conserve and usage will continue to go down. We also have inflationary increases to salaries and benefits and operational expenses. We include construction inflation on future capital improvement projects.

The purpose of this model we are assuming that some sort of financing mechanism is utilized to fund some larger capital infrastructure that is projected in the model starting in 2025. We are not utilizing a pay-as-you-go approach meaning rates are not increased at a level to fund that full capital investment. We are going to amortize that over time to keep the rates a little bit lower. We also assume fund balance in each of these Enterprise funds – Water at \$3million and sewer at \$2.6million to start. We are measuring the performance of these funds. The fund balances over time relative to that revenue and expenditure relationship for water we have \$5.9million in capital need through 2033. In

2025 we see a peak which we are trying to amortize to ensure that we are not set at a level to cash fund that. For sewer we are assuming a total of \$840K in capital needs. The fund balance and continued revenue generation will be able to hand the proposed capital projects estimate.

The first of two scenarios we have developed is a baseline which is no rate change with all the assumptions baked into it. In this scenario your fund balance is high (\$3million) we would add to that with bond proceeds. This model assumes that we still issue that debt service, but the fund balance continues to be utilized to fund capital investments and falls below the 360 days reserve target. We want to ensure that the debt service level stays above 1.25 times minimum (standard of practice) coverage. As inflation impacts your operations then you have less net revenue. The second scenario is a revenue increase needed to maintain system sustainability. We look at the percentage increase to achieve our target relative to fund balance and debt coverage. Many other entities throughout the state are trying to achieve more annual increases based on an average inflation rate rather than doing nothing or large increases. We have programmed a three percent annual increase to both base rates and usage rates. Through 2028 we still stay above that target of 360 days in reserves.

We are looking at a five-year plan for water and sewer. We still recommend that you re-evaluate it on an annual basis. For the sewer enterprise fund the first scenario we have a baseline which is no rate change. We did not need to conduct a second scenario because we met the target under that approach. The city should track this overtime and evaluate performance in three to five years at that point some modifications may be needed.

Staff asked us to look at higher elevations in the city with regard to non-PI customers rates. This analysis is not finished. Non-PI customers would not get a discount, they would pay the same usage rate starting point as everyone else. As the city moves to more metering across the board, customers would pay the base rate and for water that they use no matter where it is coming from. Higher elevation rates would require additional pumping and surcharge for those residents. The elevation of pumping costs shows an additional average surcharge of .41 cents per thousand gallons. Tier 1 would start at .35 cents, then .53 cents and .70 cents, this would be added to the general usage rates for non-PI residents. Shifting to this policy may eliminate the need for general rate increases.

The next steps will be that we prepare final recommendations, final rate study, and adopt proposed changes to rates.

City Council member Kelli Law asked what areas of Alpine are non-PI customers. Shane Sorensen said the non-PI areas are in Willow Canyon, Box Elder, Box Elder South, Three Falls and Blue Bison. In 2002 when PI went into effect, the city had made the decision not to put the infrastructure in to serve the higher elevations. The city had done a cost benefit analysis and felt like it did not make sense. So, the culinary water rate that was in effect prior to the PI system. Those rates were left in place for the culinary water users. All customers that receive PI had their rates recalculated along with those that didn't have PI. Prior to this change PI customers essentially had unlimited use of water. Today everything is metered and will pay for what they use.

City Council member Greg Gordon asked how much of an increase it will be for the higher elevations. Shane Sorensen said the city has not run that through the model yet. When we bring this back to the council, we will take some examples and comparisons to present to the council.

City Council member Jason Thelin said all the annexation areas would be in higher elevations. Shane Sorensen said yes, except the one north of Willow Canyon would have PI. He said there is quite a bit more pumping that is required for the higher areas of the city. Above the 5350ft elevation would be an additional expense for water.

Greg Gordon said in Fred Philpot's modeling this additional pumping fee would mitigate sort the three percent increase. He liked the idea of adjusting for inflation instead of additional big hits every decade. He suggested maybe instead of the three percent we could model the rates at a two percent increase and keep it steady. Fred Philpot said the analysis is just preliminary. He would like to go through the policy of what happens when we put in the universal rates. He can't remove the increase all together, but it will help mitigate it.

City Council member Lon Lott said we didn't talk about the sewer rate, but when we utilize culinary water to calculate somewhat the sewer usage how is that calculated up in the higher elevations. Shane Sorensen said it is based on 5 months of winter use. Fred Philpot said there is no difference on the sewer side between the lower and higher elevations. Shane Sorensen asked if the council is comfortable with this approach, then Fred Philpot can finish and come back at another City Council meeting. All the council members agreed for Fred Philpot to continue.

B. Public Safety Impact Fee Proposal

Shane Sorensen said he wanted to talk about the fire impact fee analysis in the work session. He said that Alpine has never had a fire or public safety impact fee. Fred Philpot said he has done work with Lone Peak Fire and Highland City and understands the history regarding the service area and some of the governance issues associated with that. He said this is not uncommon for entities to look at impact fees related to public safety and fire services specifically. Alpine is not the service provider directly, but we are the infrastructure provider. The impact fee ACT allows for the city to own or operate or operating on behalf of. The city can assess an impact fee for that capital investment for Fire Protection Services, which includes fire protection equipment. We need to see if Alpine needs to directly acquire apparatus, but we can include anything over \$500K in the calculation concerning the impact fees. For fire and police service our methodology is focused on calls for service analysis to evaluate all the call data, land uses and parcel analysis to develop a level of service. Then we would have a discussion with the council and Lone Peak Fire to see what is realistic and determine the Capitol Facility Plan.

Future facilities and finance costs needs would be like the Water Enterprise Fund. The city would need to look at a bond. Calculations of fees in addition to credits need to be evaluated. Interest and potential donations may offset the cost or requirements relative to Capital infrastructure. There are certain noticing requirements before implementing the fees. A public hearing and ordinance would need to happen, and he can help with all of that.

Main objective is to create a defensible impact fee. Impact fees are necessary. The Alpine community can provide input or challenges, but we make sure the city is protected and follows all the elements of the state statute. If there is a challenge, we help but it doesn't happen often. Shane Sorensen said he would like to try to generate some revenue to help with at least a portion of the fire station expansion.

Greg Gordon asked if the city has an idea of what the impact fee will be. Fred Philpot said it varies by community, but public safety impact fees are usually a lower fee. It depends on where you are on the infrastructure curve. There are a couple hundred to maybe a thousand per single-family residential units but depends on level of service and what our denominator is in the equation and how many units were anticipated. The cost of the impact fee analysis or engineering fees associated with construction of infrastructure is also impact fee eligible. We layer our costs into our conclusion. Jason Thelin asked if Fred Philpot sees it sun setting down the road or do you see this as an ongoing fee structure. Fred Philpot said impact fees are proportional to the demand. At some point the fees could go away when the city is built out. Impact fees are only assessed as a one-time fee with the building permit on new development. Lon Lott asked if the impact fee was the same guidelines, then as some of the other impact fees that must be spent within a certain period. Fred Philpot answered yes. Lon Lott asked what happens if we expended the money and built the fire station and the city does not have another project, can it go retrospect to what was done in the past. Fred Philpot answered yes, it's called a buy in portion. If there is capacity and cost there, they can buy into it for future growth. Kelli Law asked how many more single-family units can the city handle. Shane Sorensen said including vacant lots and any new developments. Right now, the city has around 250-300 vacant developed lots. Lon Lott asked if the city would recoup the \$32K. Shane Sorensen said that is all rolled into the impact fee.

Fred Philpot said the fee will be proportionate to the cost. It may take the city five to 20 years to recoup the cost. Impact fees in most cases are not an upfront funding mechanism. The city may fund a portion of capital cost upfront and repay over time. Mayor Pro Tem Jessica Smuin asked if impact fees are ever applied on redevelopment. Fred Philpot said yes, they can be applied to redevelopment. The net impact is on demand, the city would need to evaluate if it is a net increase or decrease to your system. Lon Lott said is that included in the study. Fred Philpot said yes, we take the land use information and see what the potential is for. This will be captured over time at the local level. Based on unique circumstance we would calculate the fee on that specific case. Mayor Pro Tem Jessica Smuin asked if a unique circumstance would be someone removing a 2,000 square foot home and building a 7,000 square foot home in its place. Fred Philpot said it is like the other components of your system where residential is treated as residential regardless of square footage.

Shane Sorensen said the latest map shows 365 vacant developed lots as of 2020. Greg Gordon said it would largely mitigate the three percent increase to help with the fire station. Shane Sorensen said we pay for studies all the time to look at parks and different things, this study is trying to generate new revenue.

III. CONSENT CALENDAR

- A. Approve City Council meeting minutes of February 28th, 2023.**
- B. Bond Release No. 3, Fort Creek Landing: \$72,295.16**
- C. Surplus 2007 Grasshopper 722 D Mower.**

Motion: Lon Lott moved to approve the consent calendar with the correction made to the February 28, 2023, minutes by himself, Greg Gordon, and Jason Thelin. Jason Thelin seconded the motion. There were 5 yes votes, 0 no votes, and 0 excused as recorded below. The motion passed unanimously.

<u>Yes</u>	<u>No</u>	<u>Excused</u>
Lon Lott		
Jessica Smuin		
Kelli Law		
Greg Gordon		
Jason Thelin		

Lon Lott suggested it would be a good practice when sending in edits of the minutes to include everyone in on the email.

IV. PUBLIC COMMENT

Shelley Snarr
13413 Grove Drive

Shelley Snarr said she had two concerns she wanted to bring to the City Council. Her first concern was if the city had any plans for the bridge near her home on Grove Drive. She said the cars end up in her front yard. She thinks the road needs to be built up.

Shane Sorensen said the plans are 80% in play. He said he would be happy to show Ms. Snarr the city's plans.

Her second concern was regarding the vagrants on the corner of 200 East Main Street. She said she has seen two ladies one has children and she spoke with them, and she wanted to give her resource pamphlets, the lady told her she needed extra money, is there any law against begging.

Hyrum Bosserman said any road that 35 MPH people can panhandle.

She said so you can't stop them. She mentioned Pamela Atkinson (Homeless advocate) and a billboard that asked people not to give money to the homeless. She would like some signage to put up to stop that.

Greg Gordon said Mayor Carla Merrill put resources in the Newsline, maybe we need more signage on this on Main Street or the city website.

Pamela Pamela
582 E 100 S

Pamela Pamela said she wants to express her desire to paint crosswalk lines on both sides of her street (100 South) The city needs to try to make crossing the street safer.

Shane Sorensen said the Active Transportation Plan the city has been working on will be finished in June. Crosswalks are something we are looking at. Mayor Pro Tem Jessica Smuin said a big focus is on creating safer streets.

V. REPORTS AND PRESENTATIONS

A. Financial Report

Shane Sorensen said last month we spent a lot of time on the financial report, this is more the end of February. If you have any questions, contact him to go over the report.

B. Mountain Medical Center

CEO of Mountain Star Medical Center Kent Loosle along with director of marketing Felicita C. Zapata, attended the meeting tonight to let the city know of some changes that has happened at their hospital. Mountain Star Medical Center is still a community hospital where we believe it important to be imbedded in the local communities. Our hospital participates in Alpine Days every year. We have something new that we believe the patients experience in

surgery called the Davinci Robot. The Davinci Robot XI helps make surgeries more precise. We are now a part of Stewart Healthcare and now we will be merging into a system called the Centurion Health System. We want to make sure all the cities know of the changes. We have 325 physicians and 400 employees, many live in Alpine. We want to let you know we are proud to be in this community. We are in Lehi and want to support your city for many years to come.

VI. ACTION/ DISCUSSION ITEMS

A. Ordinance 2023-12 Zone Change from CR-40,000 to CR-20,000 at 446 Lupine Drive and 557 N 400 West.

Petitioner withdrew this item.

B. Ordinance 2023-09 Code Amendment to municipal code 3.26.030 Ethical Standards for City Council and creation of title 2.02.060 Ethical Standards for Planning Commissioners

City Planner/Administrative Assistant Ryan Robinson said the section of the Municipal code regulating ethical standards for members of the City Council requires that a city councilor abstain from voting on a matter where they have a substantial personal financial gain. The Municipal Officers' and Employees Ethics Act of Utah State Code 10-3-1303 uses wording of substantial interest which is defined as *"the ownership, either legally or equitably, by an individual, the individual's spouse, or the individual's minor children, of at least 10% of the outstanding shares of a corporation or 10% interest in any other business entity"*.

This code amendment makes the wording change from personal financial gain to substantial interest and references back to state code for additional clarification. We are also creating a section in 2.02- Planning Commission of the Alpine Development Code that is the same language creating ethical standards for the Planning Commission as we do for the City Council. The Planning Commission reviewed this item and held a public hearing during their March 7th meeting with the following motion:

***MOTION:** Planning Commission member Jeff Davis moved to recommend approval of the proposed code text amendment changing the language in section 3.06.030 regarding Ethical Standards for City Council to replace personal financial gain to substantial interest and include a reference to current state code and the creation of title 2.02.060 Ethical Standards for Planning Commissioners with the following changes:*

- 1. Remove 2.02.060 B for Planning Commission*
- 2. Remove 3.06.030 B for City Council*

John MacKay seconded the motion. There were 6 Ayes and 0 Nays.

Mayor Pro Tem Jessica Smuin suggested adding "realized substantial personal financial gain" and clarify we are aligning with the state code part 13. Greg Gordon said in City Attorney Steve Doxey suggestion it cited the state code in his recommendation. Ryan Robinson said we would say state code 10-3. Kelli Law asked if 10.3 defined the conflict of interest. Ryan Robinson answered yes. Kelli Law asked who determines what if any conflict of interest someone has. He could think something was not a conflict and not disclose it because there is no definition. Mayor Pro Tem Jessica Smuin said we would refer to section 13 of 10-3 which gives very clear definitions of compensation interest. Lon Lott said when he read the state code it does have bullet points of compensation and what that means along with improper disclosure of an elected officer. He asked since the Planning Commission members are appointed officers by the mayor with consent of the council are they also held to this standard. Ryan Robinson said in other cities he has worked in the Planning Commission would fill out the same forms of conflict of interest as the City Council and held to the same standard.

Lon Lott asked if all Alpine City's committees would need to fill out conflict of interest forms. City Attorney Hyrum Bosserman said yes, if you look at 10-13-1303 sub one supported officer and appointed officers include but are not limited to persons serving on special regular or full-time committees agencies or boards whether or not such persons are compensated for their service. Kelli Law asked about one of the edits governing body was stricken and Alpine City Council was inserted, is this only applying to the City Council. Ryan Robinson said in 3.06030 section would be just for city council. Greg Gordon said state law always applies anyway for all other boards. Ryan Robinson said correct that is why we want to refer to the state code as much as we can. The more we refer to the state code, if it were to be changed by the state, we would not have to change our code because state code always trumps. Hyrum Bosserman said in the version that Steve Doxey submitted to the council it is certainly the ACT

governs when there is conflict of interest. Alpine City can designate when you know go above and beyond when declaring a conflict of interest. This proposal you could strike line four that because the member is an officer director agent and employee and instead say because the member owns substantial interest as defined in the ACT, which is ten percent. Mayor Pro Tem Jessica Smuin said if you read the city ordinance would you think that only applies to you if you had substantial interest. Someone could say “I don’t have substantial interest”, but state code says even if there is an appearance. Shane Sorensen said the city can’t do less than what the state code says. Hyrum Bosserman said the city can be stricter than the state code. Other cities make a blanket reference to the state code by saying we hereby adopt we follow a procedure of the state code 10-3-1301 sec.

Kelli Law asked if he heard Mayor Pro Tem Jessica Smuin correctly when she said state law was more specific and Hyrum Bosserman said state law is less specific but adding items to city code would be more specific. Hyrum Bosserman said in terms of being an employee that statement would be correct. Hyrum Bosserman there are provisions in that fixed code about avoiding even appearances of impropriety. Mayor Pro Tem Jessica Smuin said she is not sure why we reference an owner of substantial interest when that is clearly defined in state code. She said the language would read “any member of the governing body who is required by the municipal officer and employees ethics ACT as found in Utah State code 10-3 to disclose a conflict of interest over any matter which is properly before the Alpine City Council for action shall abstain from voting on that matter.” The council members and attorney agreed this language would simplify things. Mayor Pro Tem Jessica Smuin said her concern is that someone might think \$100 is a financial interest and other would think \$1million was. Ryan Robinson said we got the definition from the state code. Mayor Pro Tem Jessica Smuin said the language was different to what the state calls it substantial interest. She said there were two challenges prior that needed to be changed in our code. Hyrum Bosserman said when making the motion you are going to want to refer to the state code 13-3 sec., you’re just pointing to the entirety of that code.

Motion: Kelli Law motioned that Alpine City approve the proposed code text amendment with the changes that are in City Attorney Steve Doxey’s version and take out the two-line phrase “because the members and officer director agent employee or owner of a substantial interest as defined in the act if a business entity that will be directly affected by the action” and including the reference to the state code 1301 SEC and remove item B from 13.06.030. Greg Gordon seconded the motion. No vote taken.

Lon Lott asked for clarification on the last part of the amendment reading “Shall abstain from voting on the matter” would that mean if someone abstains without a conflict of interest that their vote is considered a no vote. If a council member abstains because of conflict, their vote is not counted as a no vote. Hyrum Bosserman said that is correct. Lon Lott asked if the council could make this more restrictive by stating that. Hyrum Bosserman said this has been Alpine City’s ethical code since 1996. Lon Lott asks if this code applies to the Planning Commission. Greg Gordon said it assumes it applies.

Amended Motion: Kelli Law motioned that Alpine City approve the proposed code text amendment with the changes that are in City Attorney Steve Doxey’s version and take out the two line phrase “because the members and officer director agent employee or owner of a substantial interest as defined in the act if a business entity that will be directly affected by the action” and including the reference to the state code 1301 SEC and remove item B from 13.06.030 and that the revision applies to the Planning Commission 2.02.060. Greg Gordon seconds the motion.

<u>Yes</u>	<u>No</u>	<u>Excused</u>
Lon Lott		
Jessica Smuin		
Kelli Law		
Greg Gordon		
Jason Thelin		

C. Ordinance 2023-10 Code Amendment to development code 3.25.080 Commercial Building Signs.

Ryan Robinson said city staff has received a request from members of the City Council to review and make changes to the current section of the Development Code of Alpine (DCA) regulating section 3.25.080- Commercial Buildings Signs. These changes reflect the following:

- Limiting the number of signs per building.
- Adds the ability to put a free-standing sign if there is nowhere on the building for one and add restrictions of sign size if recommended by the Planning Commission and approved by City Council.
- Remove requirements that a planning commercial development must display no more than one monument sign at each entrance.
- Adds lighting to the section that Planning Commission will recommend, and City Council will approve for signs on a business commercial building.

The Planning Commission reviewed this item and held a public hearing during their March 7th meeting. The following motion was made:

***MOTION:** Planning Commission member John MacKay moved to recommend approval of the proposed code text amendment changing the language in section 3.25.080 regarding Commercial Buildings Signs with the following changes.*

- 1. Each business will be entitled to have one sign;*
- 2. Delete the last sentence of the first paragraph allowing for a second sign.*

Jeff Davis seconded the motion. There were 6 Ayes and 0 Nays. The motion passed.

Kelli Law asked if the Planning Commission removed the size of the signs. Lon Lott said no, they clarified that a sign can be five feet in width and three feet tall. Mayor Pro Tem Jessica said she measured a sign in the city, and it was six feet by ten feet. Ryan Robinson said the code recommended removing backlit lighting. Jason Thelin asked if signs on the side of a building or door would have the same restrictions. Ryan Robinson said depends on what's on the door and if it was a smaller door. We are mainly talking about signs that are on display in the actual building. Kelli Law asked if the backlit item was new. Mayor Pro Tem Jessica Smuin said no, an example of top lit and under lighting would be the Ezra Lee building, we are talking about the entire sign is backlit and, on all night. This code does not restrict any lighting just backlit lighting. Lon Lott asked if the digital reader signs at the schools counted. Mayor Pro Tem Jessica Smuin said the city handles schools differently. Greg Gordon said school signs have their own section in the city code. Ryan Robinson said this would affect only new signs going forward. Mayor Pro Tem Jessica Smuin asked if we have a solution if a business is sold and signs are changed. Ryan Robinson said this would apply to new owners.

The discussion after the motion was made was as follows: Lon Lott asked when line three talks about signs meeting the applicable building and electrical codes, would that mean because they are putting in another kind of light. If the city does not allow backlit signs is there any reason to have this in the code. Mayor Pro Tem Jessica Smuin said the city has other businesses with underlit signs like Alpine Real Estate. Shane Sorensen said this has gone back and forth because there weren't backlit signs, but you could have landscaping light pointing at your businesses sign. Lon Lott asked when referring to item nine where it talks about the color, size, number lighting and placement of Commercial Business Signs are they subject to recommendation by the Planning Commission. Is this considering spotlighting and are we going to need to add restrictions when it comes to pickleball courts etc. Greg Gordon said he thinks that is the reason for the review by the Planning Commission. Shane Sorensen said number nine was changed about a year ago. Mayor Pro Tem Jessica Smuin said that gives the oversight to create that landscape lighting. Lon Lott said number seven about cloth awnings signs, would that be considered their one sign. Greg Gordon said he wonders if that is the special provision that a business can put up signs twice a year. Shane Sorensen said twice a year is for promotional signs only. Ryan Robinson said the intent is, so we don't have 45 signs flashing on Main Street. Kelli Law said the council could make changes later. Mayor Pro Tem Jessica Smuin said it's subject to review. Lon Lott said it's subject to review, but do we want to allow the City Planner flexibility. Also, what if we get a complaint from someone saying another business has two signs and why can they, it ends up being a never-ending problem because of all the different interpretations. He said he has sat in a courtroom about the sign ordinance, where the city ended up settling out of court. Mayor Pro Tem Jessica Smuin said could it say signs on cloth awnings will be permitted. Kelli Law said at the bottom of number seven where it says comply with the guidelines that says all they need is a total of one sign.

Motion: Greg Gordon moved to approve the proposed text amendment change in the language in section 3.25.80 regarding Commercial Building Signs as proposed. Kelli Law seconded the motion. There were 5 yes votes, 0 no votes, and 0 excused as recorded below. The motion passed unanimously.

Yes

No

Excused

Lon Lott
Jessica Smuin
Kelli Law
Greg Gordon
Jason Thelin

D. Approval of Public Safety Impact Fee Study Proposal

Shane Sorensen said the city is working towards a project to construct an addition on the fire station and remodel other areas. One option to help fund a portion of the project is to implement a public safety impact fee. In our case, this would be for fire only. A study is required to be completed prior to adopting an impact fee. The city has received a proposal from Lewis, Young, Robertson and Burningham to complete a study to determine what portion of the costs could be funded by an impact fee. The fee would be \$10,650 start to finish.

Motion: Jason Thelin moved to approve the proposal from Lewis, Young, Robertson and Burningham to complete a Public Safety Impact Fee Study for fire department. Lon Lott seconded the motion. There were 5 yes votes, 0 no votes, and 0 excused as recorded below. The motion passed unanimously.

<u>Yes</u>	<u>No</u>	<u>Excused</u>
Lon Lott		
Jessica Smuin		
Kelli Law		
Greg Gordon		
Jason Thelin		

E. Resolution 2023-06: Election Interlocal Agreement with Utah County

Shane Sorensen said Utah County has provided an interlocal agreement to administer the 2023 Municipal Elections. The agreement includes a cost not to exceed \$2.25 per registered voter, which is the same cost agreed to for the 2021 municipal election. Based on information provided by the County, Alpine City has approximately 7,274 registered voters today, so the anticipated cost for the 2023 election is about \$16,366.50 each for a primary and general election, for a total election cost of approximately \$32,733.00. We have budgeted that money the funds. If a primary election is not required, the total election cost would be approximately \$16,366.50. Staff recommend approving the proposal that this agreement. This needs to be signed and is due by April 15, 2023.

Motion: Lon Lott moved to approve Resolution No. R2023-06 as proposed. Greg Gordon seconded the motion. There were 5 yes votes, 0 no votes, and 0 excused as recorded below. The motion passed unanimously.

<u>Yes</u>	<u>No</u>	<u>Excused</u>
Lon Lott		
Jessica Smuin		
Kelli Law		
Greg Gordon		
Jason Thelin		

F. Burgess Park Trail Rehabilitation Grant- Approval of matching funds.

Shane Sorensen said Burgess Park in the center of Alpine City and is used for a variety of activities. Trails extend around the perimeter of the park which is heavily used by walkers, joggers, bikers, and citizens. There is also an asphalt path that leads to the park, from the south, which is a major collector of users that routes them to the park. The majority of these trails are in need of repair and are too narrow for this type of use. The city replaced one

portion of the trails in 2018 with an 8-foot-wide asphalt path. The path was raised several inches to protect the path from water and tree root damage. The goal with this project is to do the same with the remaining portions of the trail system in and around the park.

The Utah Division of Natural Resources offers a grant program, called the Utah Outdoor Recreation Grant, to help entities fund trail projects. This grant program offers up to \$150,000 in grant monies per project. There is a 50% funding match requirement. This project is estimated to cost \$293,700.25. If awarded, the 50% match requirement may cost the city up to \$146,850.13.

Lon Lott said does this estimate include removing of all debris. Shane Sorensen answered yes. Greg Gordon said there is a lot of the trail that is in good shape, but other sections that need a lot of work. Shane Sorensen said the map in the packet shows the areas proposed for replacement. Staff worked on this trail three to four years ago. Mayor Pro Tem Jessica Smuin asked why the trail was being replaced by the volleyball court was it because of drainage or continuity. Shane Sorensen said a lot of the trails have been ruined by tree roots and we needed to realign the trail. That trail is 15-20 years old. Kelli Law asked what the length of the proposed trail. Mayor Pro Tem Jessica Smuin said it was just under a mile. Greg Gordon said the section across from the middle school coming off of Canyon Crest Road is in the worst condition. Shane Sorensen said the removal is in linear feet and replacement in square feet. As far as money goes, we can budget for this project. Mayor Pro Tem Jessica Smuin said this grant would be awarding in late spring. Shane Sorensen said that would give us a year to finish the project. Mayor Pro Tem Jessica Smuin said if the city passed the PARC tax, we would have more money to work with. Shane Sorensen said he would have staff research when the PARC tax information is due.

Motion: Greg Gordon moved to approve the pursuit of the Utah Outdoor Grant, which may cost the city up to \$146,850.13. Jason Thelin seconded the motion. There were 5 yes votes, 0 no votes, and 0 excused as recorded below. The motion passed unanimously.

<u>Yes</u>	<u>No</u>	<u>Excused</u>
Lon Lott		
Jessica Smuin		
Kelli Law		
Greg Gordon		
Jason Thelin		

VII. STAFF REPORTS

Chief Brian Gwilliam

Chief Brian Gwilliam reminded everyone about the LPPS board meeting on Wednesday.

Heidi Jackman

Heidi Jackman said the city regained ownership of our Twitter account. Please follow the city's Twitter and new Instagram account. She has also been working on the city website. Please let her know if you see of anything that needs to be added or a web tool changed on the website.

Ryan Robinson

Ryan Robinson said he would be attended a FEMA management training. He told the council that they are invited to attend, it should be 1-2 hours this Friday. If that doesn't work, we can get another one planned, Shane Sorensen said the council does not have to participate. Greg Gordon said he'd try to make it. Ryan said to let him know through email if they will be attending.

Tomorrow is Your Land Your Plan from 9-3, anyone can still register.

Shane Sorensen

Shane Sorensen said the Court of Appeals hearing regarding Blue Bison was held today. It was very interesting to go see the hearing in person. Our attorneys were optimistic and expected a decision in three to four months.

In preparation for flooding staff went up into Lambert Park and removed some vegetation. Staff also made sure City grates were cleaned out. Staff are planning on cleaning out debris in the basin. Greg Gordon asked if staff would have all the creeks cleaned out or if it made sense to make it part of trail day, we should do it. Shane Sorensen said that could happen, he will let the committee know. If residents are concerned about flooding, the city will have

sandbags they can fill at Public Works. We will be coordinating a meeting with LDS stake leadership along with other work being done on emergency management.

PI billing is being built into the Caselle system. The bills going out at the first of May will have direction and access to a spreadsheet online and someone can plug in their usage and figure out their bill. Kelli asked with PI getting turned on next month could we delay it? Shane Sorensen said we've talked about delaying PI in the past, but it didn't make sense. He felt like even if we delayed it people would play catch up and end up using more. He said will meet with the water committee soon to discuss the timing of turning on PI. We will bring that back to City Council. Greg Gordon asked if the water estimator was just a spreadsheet of a web tool. Shane Sorensen said the city has patterned the spreadsheet after Saratoga Springs. Greg Gordon asked if the spreadsheet would be downloadable. Shane Sorensen said we will have information about it in the newsletter.

We have been meeting monthly working on Emergency Management Plan.

We moved our public safety board meeting back a week. We will be meeting tomorrow morning at 7:30am.

Cherry Point Subdivision is getting close in the process to getting final approval. The way the right of way has a 233 foot triangle that goes into lot 12. The developer asked the city if there was something they could work out with the city so that the property is in a regular shape. He said his feelings are that the developer will be improving the road and straightening out we can help them make lot 12 a regular shaped lot. Hyrum Bosserman said we have a significant property ordinance. Shane Sorensen said if the value is under a certain amount, we could deed it to lot 12. Hyrum Bosserman said a public hearing would need to be held before a decision is made. Jason Thelin asked if it comes to City Council or Planning Commission. Hyrum Bosserman said yes, it would come to the City Council. Shane Sorensen said this could come at the same time they come in for final approval. The developer has submitted a very clean application. Greg Gordon said it makes sense we should do it. Shane Sorensen said we are getting property through a right of way dedication, even if this issue were not here, we would be getting that. Jason Thelin asked if this should be coming right now in a staff communications instead of a formal decision can be made. Hyrum Bosserman said no decision can be made right now. Shane Sorensen said the only reason he was bringing this to the council was to let the developer know as they approach the approval if this is something the council would consider. Council members agreed to have them move forward in the process.

VIII. COUNCIL COMMUNICATION

Kelli Law

Kellie Law asked if we are on track to getting the PARC tax getting on this year election. Shane Sorensen said if the council wants to, we will get things lined out and bring it back on a future agenda.

He would like to speak to the fire chief after the meeting regarding fireworks for Alpine Days.

Greg Gordon

Greg Gordon said the other pavilion in Burgess Park is getting bad again and attracting more vandalism. He asked if the city could make repairs, remove graffiti, and add light sensors. Shane Sorensen said it was only five or six years ago that there was an Eagle Scout project to improve the pavilion that had been done. Mayor Pro Tem Jessica Smuin asked if the city could get motion sensor lighting for the pavilions. Lon Lott was concerned that putting in lights and giving vandals more of an opportunity to do graffiti.

IV. EXECUTIVE SESSION

None held

Motion: Lon Lott moved to approve adjourn. Jason Thelin seconded the motion. There were 5 yes votes, 0 no votes, and 0 excused as recorded below. The motion passed unanimously.

<u>Yes</u>	<u>No</u>	<u>Excused</u>
Lon Lott		
Jessica Smuin		
Kelli Law		
Greg Gordon		
Jason Thelin		

Adjourned at 8:11pm

DRAFT