

ALPINE CITY COUNCIL MEETING

February 27, 2024

Mayor Carla Merrill called the meeting to order at 6:00 pm

I. CALL MEETING TO ORDER: The following were present at the anchor location, which constituted a quorum: Brent Rummeler, Kelli Law, Chrissy Hannemann, and Jason Thelin.

Roll Call Mayor Carla Merrill
A. Prayer: By Kelli Law
B. Pledge: By Chrissy Hannemann

Staff: Shane Sorensen, Steve Doxey, Chief Brian Gwilliam, Chief Brian Patten, and DeAnn Parry

Others: Juliette Ensign, Brad Belnap, Brian Voeller, Wyatt Holbrook, Heidi Smith, Wes Funk, Shane Peterson, and Jennifer Wadsworth

II. WORK SESSION: Burgess Orchards and FY2025 Budget

Burgess Orchards / Cherry Hill Farms

City Administrator Shane Sorensen explained that Cherry Hill Farms, formerly Burgess Orchards, applied for and was granted a Conditional Use Permit (CUP) for their new building located at 625 S Alpine Highway. The Planning Commission is the designated land use authority for produce stands in the CR-40,000 zone. This permit was approved during the March 21st, 2023, Planning Commission meeting.

The new building was not completed before the start of last season, so the produce stand was operated out of the old Burgess Orchards building. Due to the construction of two houses on the property, the parking area used in the past was significantly reduced. More cars than usual parked along the Alpine Highway, creating safety concerns. Cherry Hill Farm occasionally placed temporary no parking signs along Alpine Highway, which were largely ignored.

As part of the CUP, the following conditions were approved by the Planning Commission:

1. Off-street standard exceptions for paving and lighting of the parking lot are subject to City Council approval.
2. No portion of the setback area adjacent to Alpine Highway or Bateman Lane will be used for off-street parking unless approved by the Gateway Historic Committee and the City Council.
3. The applicant will install signage on their property to not allow parking on Alpine Highway and direct traffic to the parking lot.
4. Meet with UDOT to receive permission to paint curbing or to put up no parking signs in the parking strip.
5. Hours of operation are from dawn to dusk.
6. The season of operation is the first day of spring to the last day of fall.
7. The business cannot open until improvements to Bateman Lane and the parking lot are complete.

The City Council approved an exception to the off-street parking to not require lighting on the parking lot so long as the business hours are between dawn and dusk. The council also waived the requirement of paving to allow a road base parking lot. Staff will verify that the parking lot is in compliance with ADA guidelines.

During the March 28th, 2023, meeting the Planning Commission shared concerns that parking will continue to be an issue with the new fruit stand, and would like to see the city address potential parking problems. The applicant shows eighteen (18) on-site parking spaces which meet the requirements of the city code. If any of the conditions attached to this property are not met, the City Council acts as the authority to revoke the permit. As use of the new building has not begun the permit is not in question, but the council can discuss details about the anticipated traffic and parking issues at the location.

ALPINE CITY CODE: • 3.23.060 #3

PUBLIC NOTICE: N/A

GENERAL PLAN: N/A

The council discussed the dangerous situation last season with increased customers at the fruit stand. People were parking along both sides of the Alpine Highway with car doors opening into traffic and pedestrians crossing the busy road. Motorists were also making illegal U-turns that increased the risk to pedestrians. The new location has better visibility than the south fruit stand which was on a blind curve.

Brent Rummler commented that the new fruit stand looks great and is an improvement to the area, but neighbors on Bateman Lane and Cascade Avenue are concerned about overflow parking on their streets.

Chrissy Hanneman felt that parking should be confined to the parking lot and Bateman Lane.

Jason Thelin asked if the council is bound by the conditions that were set by the Planning Commission. Attorney Steve Doxey confirmed that the council is bound by those conditions.

Shane Sorensen suggested that we talk with the owners before they open for business and discuss the anticipated issues and involve them in the solution, because they will be responsible. Shane further explained that we do not need a motion to paint a city curb red (on Bateman Lane), but it is virtually impossible to unpaint a curb and looks it bad for years afterwards. We would need permission from UDOT to paint the curb red on Alpine Highway or to put up any signs.

Jason Thelin asked about the implications if the Business/Commercial district were to progress further south and this land were re-zoned.

Steve Doxey explained that because the applicant has already been granted a Conditional Use Permit, they would be grandfathered in, and the council could not take away the right to operate at that point. Our ordinance says that fruit stands are conditional use, need a minimum of five acres, and sufficient off-street parking space for customers and employees. Those standards are in our ordinance already and do not have to be listed in the CUP. The council would become involved if the applicant did not meet the conditions.

Mayor Carla Merrill suggested that the council wait and see what the owners do with the guidance of the Planning Commission. The council is not voting tonight, just considering concerns voiced by residents.

The consensus was to wait and see how the management of the fruit stand responds to the Planning Commission parameters and how they handle the traffic and parking.

General Fund Priorities

City Administrator Shane Sorensen explained budget details:

Revenue projections – Financial Director Dave Sanderson will provide Shane an Excel document for planning the next fiscal year budget. Staff will consider capital projects, wage increases, etc., and prepare the budget. Any procedural questions will be directed to Dave Sanderson. Typical changes each year are in specific project costs and wages and benefits. For the budget amendment tonight, Shane prepared the information and then discussed it with Dave Sanderson. Shane sent out the budget outline yesterday. The items in blue are supporting information for the outline.

Revenue Projections – We had 23 new homes built in 2023. The County Assessor works with the State Tax Commission to give us a certified tax rate, which is what we use unless we have a tax increase. We will have projected property tax revenue numbers later.

Sales Tax – Last year we did not budget for an increase in sales tax and kept it at \$2 million. This year it will probably be a little higher than that, but not like it was a few years ago.

PARC Tax – This is a new revenue source and is restricted to parks, trails, etc. The estimated revenue based on 2022 is around \$116,000.

5th/5th Sales Tax – This is also a new revenue source and is restricted to transportation projects. Last week we received our first disbursement which was just a few hundred dollars. Revenue is estimated by the State Tax Commission to be around \$86,000.

Lone Peak Public Safety District – There is an increase each year for wages. We have another meeting next week, and more information will be presented at the Lone Peak board meeting.

Wage Increases – We are currently starting a review process of the data.

Health Insurance – We will not have the actual numbers until April, but last year's increase was 3.9 percent for medical. There was no increase in costs for dental coverage.

Garbage – Our contract with Ace Disposal expires June 30, 2024, and we are reviewing options for moving forward. The initial contract was for a five-year term, with two 3-year extensions. Staff have already met with Ace representatives. If we are happy with their service, we can renegotiate the contract. We also have the option to send out an RFP. One challenge with a different carrier is the complicated process of switching out trash and recycle cans for the new provider, and the updating all of the customer accounts. Last time the city did this it was messy.

Another challenge is that when we began the contract with Ace Disposal, we were part of the North Pointe Solid Waste Special Service District. In the years following, the city pulled out of that contract, and we do not have a good option to renew our membership. We currently pay Ace to haul waste to Fairfield, which is less expensive than to the NPSWD transfer station in Lindon. We do not know how a change in carrier would affect an RFP, because our trash cannot be taken to North Pointe. If we want to do an RFP, we need to get that out soon.

Mayor Carla Merrill said that if council members have input on the garbage contract, they should contact Shane in the next week.

Projects

Street Maintenance – Funding is taken from the general fund Streets category, Class C road funds, mass transit funds, the 5th/5th tax revenue, and occasionally from the Capital Improvement Fund (CIF).

Fire Station – We have been meeting with Chief Patten, Chief Beck, the architect, and the general contractor. We want to bring an accurate estimate to the council for budgeting purposes and hope to have those numbers by the next meeting. Funding would come from sales tax (a bond), the Capital Improvement Fund, and future public safety impact fees.

Consideration for maintenance of city open space – This request was from council member Kelli Law. The city has various properties that are not parks, and some have weeds that have overgrown the sidewalk. Kelli said that how we maintain these properties reflects our pride in the city, and he proposes park strip beautification and a maintained area 10-20 feet from the sidewalk. He would also like to address the problem of dog droppings. If we clean up and demonstrate by example that we care about where we live, it should help.

Mayor Carla Merrill asked for a cost estimate for the improvements that Kelli Law is proposing for the open spaces.

Shane Sorensen said that we have an open space map and can look at options for contracting this work. It is difficult to hire seasonal workers, and we cannot add open space maintenance to our current seasonal park workers' duties. Shane will work on the cost estimate.

Kelli Law expressed concern about the black Town and Country fiberglass lamp posts that are showing extreme wear.

Shane Sorensen explained that the majority of our lamp posts are owned by Rocky Mountain Power. Ten to fifteen years ago we started requiring city-owned lighting in new subdivisions. Shane will find out about Rocky Mountain Power's schedule for replacing aging posts.

Installation of radar speed limit signs – This is a request from council members Brent Rummeler and Jason Thelin. This item would typically be paid for out of the General Fund. A bid for a set of two signs (like the ones on Canyon Crest Road), was \$8,100.

Mayor Carla Merrill asked where the signs would be placed.

Brent Rummeler felt that the priorities are Ridge Road, west bound going downhill, and Canyon Crest Road between the roundabout and Long Drive, in both directions. Brent sent an email to the council recently with additional suggestions but feels that these two areas are the most critical.

Shane Sorensen said that we have an action item on the agenda later in the meeting regarding a speed study. We asked Hales Engineering to include the radar speed limit signs in their proposal. They sent us a response that said UDOT typically handles radar speed signs by performing a speed study. If speed is an issue (meaning that 85 percent of motorists are traveling at 5-10 mph over the posted speed), they may consider speed management measures, like radar signs. Other lower cost measures are wider striping, pavement speed limit markings, and optical speed bars. There are additional options that are more expensive.

Shane further explained we have narrowed the travel lanes and painted white striping called "fog lines," on all of our main roads in the city, except Grove Drive. This has been somewhat effective. Because of the cost of the radar speed signs, we need to establish criteria for installation.

Kelly Law asked if one measure is more effective than another.

Shane Sorensen said that he can check with our supplier. The recommendation is that radar signs are not left in place indefinitely, because motorists tend to ignore them as time goes on.

Mayor Carla Merrill asked if the money would be better spent to pay for overtime for police officers who are enforcing the speed limit. She also thanked Chief Brian Gwilliam for the increased presence of officers in the city.

Chief Brian Gwilliam suggested that issuing tickets would be best discussed offline. There are current bills in the state legislature that may affect these efforts.

Three Falls landslide mitigation – With last year's wet spring, a section of hillside near our Three Falls water tank experienced a mudslide that heaved the road. We are also concerned about our waterline and a home under construction across the street. When the slide was discovered, the city installed points and monitored the situation closely. Public Works employees checked the points again last week and there has not been any movement. The situation is stable right now, but with spring rainfall we anticipate further sliding. The city has been working with IGS (a geotechnical firm), and they will report to the council at the meeting on March 12 to present their recommendations for mitigation.

Parks – With the restrictions on PARC tax use, Shane suggested we create a three- to five-year plan for priorities. One option would be playground upgrades at Creekside Park. The original equipment was supposed to be wonderful, but we have replaced many components. Engineer Jed Muhlestein is working

with a company to suggest options that would fit inside our concrete borders for the playground areas. An initial estimate for replacing the playground equipment and installing rubber flooring at the north playground was around \$500,000. Flooring is very expensive.

Mayor Carla Merrill added that with our existing wood chips, they become overgrown with morning glory weeds in the spring, the wood chips blow around in the wind and children like to throw them.

Kelli Law asked about the splash pad and would like that to be a priority.

Chrissy Hannemann commented that the Burgess Park pavilion has been neglected. Shane Sorensen explained that the Burgess Park pavilion is not on the list for next year because there is money in the budget to upgrade it during this fiscal year. Public Works staff will complete the demolition of the north pavilion when they can drive on the grass without tearing it up or damaging the newly installed trail.

Mayor Carla Merrill explained that previous discussions stalled because there was no consensus on where the new pavilion should be. Currently, the north pavilion is too far from the street, so visitors drive across the grass to take supplies to the pavilion. A good option would be to trade places with the sand volleyball courts, which would create better access for visitors.

Chrissy Hannemann suggested that moving the pavilion closer to the street would also increase safety because it would be further from the river when the water is high in the springtime, and it would be closer to the restrooms.

Chrissy Hanneman asked when the council would be informed about the cost of each proposed project and how it would be funded.

Shane Sorensen explained that when the council has decided on their priorities and the details of each project, he will prepare a spreadsheet that will show the projects and how they will be funded. This will be presented to the council for approval.

Rodeo Bleacher Upgrades – This year we plan to add Thursday evening to the rodeo schedule, which will allow more people to attend. Improvements to the bleachers are still needed. Shane is meeting with Cody Smith and will have more information for the council at a later date.

Other – Brent Rummier suggested the increase of the library reimbursement from \$40 to a higher amount. In 2023 we issued 292 reimbursements for a total of \$11,680. Highland City charges \$70 for a non-resident library card. If we reimbursed that amount it would add \$8,760 per year, based on numbers from 2023.

Chrissy Hannemann remembers the reimbursement being \$40 for a long period of time and would like to know when the previous increase was approved.

Streets

Street maintenance – We anticipate spending around \$800,000, which could increase with the 5th/5th tax revenue. We will refine this number as we go. Other street projects include the improvement of Grove Drive from Alpine Boulevard/Heritage Hills Drive going north. The asphalt is in bad shape, and we do not want to spend the money on an overlay if we will ultimately improve it with curb, gutter, and sidewalk like some of our other areas. We have two or three years before it would need an overlay. Lehi City wants to replace their waterline there, so we want to give them enough notice to complete their project before we do additional road work. Some of the nearby residents put money into escrow for these improvements when they were annexed into the city.

Mayor Carla Merrill explained that one advantage of curb and gutter is that it extends the life of the asphalt.

Chrissy Hannemann asked if we have a city standard for curb and gutter or if the residents need to approve the upgrades.

Shane Sorensen said that the plan for improving this section is complete, and includes curb and gutter on both sides, and a sidewalk on one side of the street. It would be similar to the project the city did on 800 South a couple of years ago. The improvements would be completed in the existing city right of way. If the council is serious about this project, the city would get estimates in the next two or three years so we could plan and move ahead. Shane does not anticipate curb and gutter on Moyle Drive, due to the challenges of the grade and the driveways on that road.

Mayor Carla Merrill asked the council to let Shane know how they feel about a 3-5 year plan to improve Grove Drive.

Water

Shane suggested that we postpone discussion about the water projects until Greg Kmetzsch can attend, as he is away at a water conference. Jason Thelin will be absent from the next City Council meeting, so we will wait until everyone can attend to discuss bonding for water projects, infrastructure, and implementing capital improvement plans.

Pressurized Irrigation

This discussion was postponed until Greg Kmetzsch and the entire council can be present.

Sewer

Contract for video inspection of sewer lines – Timpanogos Special Service District gives our city a certain amount of time each month with a jet truck and video equipment. This schedule allows us to flush the entire city sewer system in about five years. At the current rate of video inspection, it would take about 20 years to get through the whole city. These inspections are important because they find problems early and we can prevent backups due to root blockages, etc. Shane is proposing that we approve funds for a video contractor to help us inspect the whole city in a ten-year timeframe. Current bids indicate that \$15,000 per year would facilitate that schedule.

Storm Drain

There are some small improvement projects planned for the storm drain system.

Grants

UORG: Twin Rivers Trail Connector or Smooth Canyon Trail Rehabilitation – The Twin Rivers Trail was considered a priority, but because of the necessary pre-work to be done there, staff recommend the Smooth Canyon Trail rehabilitation for this year's grant. We are not required to apply for the grant, but it is a good grant and an effective way to spend PARC tax revenue.

MAG Community Development Block Grant (CDBG) – This may be a possibility, especially for ADA access projects.

Equipment

Purchase a drone – Shane Sorensen and Ryan Robinson attended a conference where other cities demonstrated how they are using drones for aerial photos, utility mapping, and other projects. The quote we received for equipment, software, and training was \$11,450.

Trucks – We are still looking at other equipment needs but will likely propose one or two pickup trucks in this year's budget.

Mayor Carla Merrill asked about security cameras to help reduce vandalism at the parks. She would like to see them installed before summer because we experience vandalism every year.

Personnel

This personnel issue was discussed at the council retreat on January 18. The city needs a new PI staff member to train with Greg Kmetzsch before he retires.

Mayor Carla Merrill asked the council to give feedback on the proposed projects to Shane in the next week.

III. PUBLIC COMMENT

Julie Ensign

144 S Country Manor Lane

Our city's written vision says we are to encourage, develop, or maintain venues that enhance a sense of community and provide residents with an opportunity to congregate. When we talk about the preservation of the Carlisle house and the creation of a children's library, we are talking about that directive. We are not asking for funds tonight. We are asking for cooperation between the City Council and Mountainville Academy to achieve the goal of preserving the home. Julie believes that this is the oldest structure in Alpine, older than Moyle Park and the Relic Hall, and we are fortunate that it is still standing. Libraries foster literary development. We do a lot in our city to encourage athletics, we build beautiful parks, and we also need to seriously consider our support of literacy and community opportunities. Once a historic building is torn down, we cannot go back. A marker does not do it justice. Mountainville Academy will bring a proposal to the council for consideration and negotiation. Julie thanked the council for recognizing the importance of this decision.

Jennifer Wadsworth

188 W Parkway

Jennifer is the Executive Director and President of the Friends of the Alpine City Library, a 501(c)(3) organization. In the past few weeks, they have created a partnership with the Highland City Library and have received offers of help with startup. They have also formed a partnership with the Utah State Library Division which has offered resources and help as well. They have another partnership with the Main Street Art Organization, including Dennis Smith and other Alpine artists, who have offered to help establish a sculpture garden in the front yard of the Carlisle home if it is established as the children's library. This would include up to 20 sculptures by Dennis Smith and the landscaping around them. They have offered to house several of Dennis Smith's oil paintings in the library. Community members have also reached out to offer book donations. At last count it was 1,200 books. The organization began a formal fundraiser this week and collected \$14,000 dollars in the first 24 hours. This demonstrates that people want a library and a community space here in Alpine. The organization is asking for the city's help in promoting the fundraiser in the newsletter to reach citizens, some of whom are not online, and to give them a chance to participate.

Wes Funk

702 N Summit Way

Wes said that last month they requested that the city work with Mountainville Academy to revise the construction plan to use the city's property on 100 South instead of demolishing the Carlisle home. They had a private donor who was willing to purchase the Carlisle property and help to renovate it. However, the private donor is no longer involved. The Friends of the Alpine City Library have begun a fundraiser and want to buy the property and work on restoration. The initial response from the community and the advice from professional fundraisers has generated optimism that this can happen. Wes is asking that the City Council continue deliberations with Mountainville Academy, including the necessary public hearings, as quickly as possible. They would also like to place a short statement in the newsletter for this month, with a URL or QR code. Mountainville Academy has requested that the citizens of Alpine who are concerned about the possible demolition of the Carlisle house be patient. Wes would like to request that the City Council write a letter to Mountainville Academy requesting their patience while the Friends of the Alpine City Library try to raise the funds to buy the property. Wes feels that this is in the best interest of the community and the Academy.

IV. CONSENT CALENDAR

- A. Approve City Council minutes for February 13, 2024
- B. Approval of Smooth Canyon WeatherTrak System
- C. Resolution R2024-06: Municipal Wastewater Planning Program

Motion: Jason Thelin moved to approve the Consent Calendar as proposed. Kelli Law seconded the motion. There were 4 yes votes, 0 no votes, and 1 excused as recorded below. The motion passed.

<u>Yes</u>	<u>No</u>	<u>Excused</u>
Brent Rummler		Jessica Smuin
Kelli Law		
Chrissy Hannemann		
Jason Thelin		

V. REPORTS AND PRESENTATIONS

A. Lone Peak Baseball Field Improvements

Shane Sorensen said that last year Brian Voeller with Lone Peak Baseball (LPB) came in with ideas to improve the fields at Burgess Park. Shane recommended that LPB create a master plan for the City Council to review and approve. This would allow LPB to seek funding from donors with an approved plan already in place with the city.

Brian Voeller and Brad Belnap presented. Their goal is to transform the Burgess Park fields into a destination facility and enhance the visual appeal. Currently the park has dilapidated fencing and other problems. They also want to prevent vehicles from driving on the fields and destroying the surfaces. Additionally, safety upgrades would protect cars, visitors, and players. Students and other park visitors would still be welcome to use the fields for recreation when there are no games scheduled.

The following points were covered in the presentation and council discussion:

- The overall scope of the project would be around \$150,000, including new retaining walls, backstops, fences, etc.
- Retaining walls at the base of backstops would prevent dirt loss and curling. The current backstop footprint would be used for upgrades.
- New netting would replace the chain link backstops. This netting is used at many new sports parks. The lifespan is about 12 years if it is removed each fall and stored until spring. The posts last 30-40 years.
- Vandalism is a yearly concern at Burgess Park and security cameras are needed.
- Additional fencing, large posts, and locked access gates for maintenance crews would prevent vehicles from driving on the fields, but still allow pedestrian access.
- Parking is a challenge on busy game weekends, but the Timberline Middle School parking lot is available to the west.
- The League uses registration funds for uniforms, umpires, and field rental, so money for the upgrades would need to come from donors and from Alpine City sources, such as PARC tax revenue.
- The initial focus would be on Field 4, on the west side, followed by Fields 1-3. Field 4 upgrades would cost approximately \$50,000, and it is estimated that donors could contribute \$25,000 of that amount.
- Potential donors would like to know about possible naming rights for large donations. The city needs an established policy so we can be consistent with all donors.

Mayor Carla Merrill requested a more detailed proposal from Lone Peak Baseball so the City Council could vote on approval.

VI. ACTION/ DISCUSSION ITEMS

A. Request for Accessory Structure Setback Exception – Chris Young, 542 E. Three Falls Drive

An application has been made by Shane Peterson (Contractor) on behalf of Chris Young (Property Owner) for an exception to the setback requirements for an accessory structure in the CE-5 zone. Alpine Development Code 3.05.050 (Setback requirements) requires accessory structures to have a ten (10) foot setback on the side lot line and a fifteen (15) foot rear yard setback. Exceptions can be made if conditions are met as outlined below to allow for two (2) foot minimum rear or side yard setbacks.

Side and Rear Setback - Interior Lot Line. Accessory Structures shall be set back not less than fifteen (15) feet from the rear lot line and ten (10) feet from the side lot line, except that a two (2) foot minimum rear or side setback shall be required when all the following conditions are met:

1. The Accessory Structure is located more than twelve (12) feet from an existing dwelling on the same or adjacent lot;
2. If the Accessory Structure is an Accessory Building, it shall contain no openings on the side contiguous to the lot line;
3. No drainage from the roof will be discharged onto an adjacent lot;
4. The Accessory Structure shall be constructed of non-combustive materials or have fire-resistive walls rated at one (1) hour or more;
5. The Accessory Structure will not be placed on land designated as a recorded easement, such as a utility or trail easement, unless the owner(s) of said easement agree(s) to allow the encroachment. Documentation of the agreement shall be provided to the City;
 1. When utilities are present in an Accessory Structure, the building shall not be permanently attached to the ground and can be moved or relocated within 24 hours. Fines shall be issued for buildings that cannot be moved within 24 hours.
 2. The owner acknowledges that they bear all costs of moving the Accessory Structure, including damage to the property, in the event an easement needs to be accessed.
6. The Accessory Structure will not be taller than twelve (12) feet six (6) inches to the top of the roof line;
7. If the Accessory Structure is an Accessory Building, it will not exceed 200 square feet in size;
8. **The City Council may grant additional exceptions to the above conditions if the Accessory Structure will be located adjacent to a non-residential property; and**
9. No minimum rear or side setback shall be required if the building will not be taller than ten (10) feet to the top of the roof line.

The submitted plans show the accessory structure to be 350 square feet which does not meet the standards for the smaller setbacks (Item #7 above). Item #8 does allow the City Council to grant exceptions to the conditions if the structure is located adjacent to a non-residential property. The property to the south is owned by the Three Falls HOA and is private open space. There is a five (5) foot public utility easement around the property, documentation will also need to be turned in to the city showing the various public utility companies approved the structure to be in their easement.

ALPINE CITY CODE • Alpine Development Code 3.05.050 #2

GENERAL PLAN: N/A

PUBLIC NOTICE: No additional public notice or hearings are required for this item.

STAFF RECOMMENDATION: The City Council may grant an exception to the requirements as outlined in Alpine Development Code 3.05.050 but is not required to do so. The exception would be for requirement #7 that the max square footage cannot exceed 200 square feet. There are no additional standards for the council to consider when making this decision.

Shane Peterson, the contractor, answered questions posed by the council. The building will be concrete and cinderblock; it does not need fire sprinklers; and it will be 8-10 feet tall. They have letters from Rocky Mountain Power and Dominion Energy releasing the easement, (Comcast may be required). The HOA requirements are that the accessory structure must match the house.

Motion: Jason Thelin moved to approve the exception for the lot at 542 E. Three Falls Drive to the requirement that an accessory structure needs to be less than 200 square feet to meet the requirements for a minimum two (2) foot setback from the rear property line with the following conditions: the Three Falls HOA approves the structure, the structure will not exceed 350 square feet, and written legal releases must be obtained from all public utilities in the easement. Kelli Law seconded the motion. There were 4 yes votes, 0 no votes, and 1 excused as recorded below. The request was approved.

<u>Yes</u>	<u>No</u>	<u>Excused</u>
Brent Rummmler		Jessica Smuin
Kelli Law		
Chrissy Hannemann		
Jason Thelin		

B. Ordinance 2024-10: FY2024 Mid-Year Budget Adjustment

The following items are included in the proposed budget adjustment for FY2023-24:

- **Property Purchase:** Adjustment in budget for the purchase of the property at 124 East 100 South. Funds will be appropriated from the Capital Improvement Fund balance.
- **Fire Department:** Adjustment in the budget for a 5 percent increase in wages for all full-time Fire Department employees to bring wages closer in line with surrounding departments. The increase would be retroactive to January 7, 2024. Chief Patten believes this increase is necessary to recruit and retain highly qualified staff. The Lone Peak Public Safety District Board approved the increase at their February 14 board meeting. The Highland City Council will consider approval of the request at an upcoming City Council meeting. Funds (approximately \$20.700) will be appropriated from the General Fund balance.

Motion: Jason Thelin moved to approve Ordinance 2024-10 amending the FY2023-24 budget as proposed. Kelli Law seconded the motion. There were 4 yes votes, 0 no votes, and 1 excused as recorded below. The motion passed.

<u>Yes</u>	<u>No</u>	<u>Excused</u>
Brent Rummmler		Jessica Smuin
Kelli Law		
Chrissy Hannemann		
Jason Thelin		

Mayor Carla Merrill asked if we have received results from a study on the public safety fee, or when the results will be available. Shane Sorensen said that the study is in progress, and he will find out about the timeline.

C. Ordinance 2024-09: Amendment to Subdivision Ordinance – Land Use Table

During the January 23rd City Council meeting, updates to the subdivision review process were approved as required by the state. Part of that review process was to create a table with the various land use applications and the reviewing, recommending, and approving bodies for each. One of the items was a subdivision amendment which was divided into two different categories. If the amendment requires the vacating of a public right of way or public utility easement, it requires a recommendation by the Planning Commission and approval by the City Council. If it does not require a vacation, it can be approved by city staff. This makes the process for simple amendments (i.e., combining lots) more efficient.

This amendment will add language to subdivision amendments to permit staff to require that an application be reviewed by the City Council if staff believes it necessary. As outlined in Alpine

Development Code 3.31 and Utah State Code, the council is not required to approve subdivision amendments, and these should not be viewed as an administrative decision. Any changes to open space would have to come through the City Council and would require a public hearing.

The Planning Commission reviewed this item during their February 20th meeting. The following motion was made: Planning Commissioner Susan Whittenburg moved to recommend approval of Ordinance 2024-09 Amending the land use authority for subdivision amendments. John MacKay seconded the motion. There were 5 Ayes and 0 Nays. The motion passed.

ALPINE CITY CODE: 4.04.110

Public Notice: The requirements for a public hearing by Alpine City and the State have been met. A public hearing took place during the review of this item by the Planning Commission during their February 20th, 2024, meeting.

GENERAL PLAN: N/A

Council members had questions specifically about Planned Residential Developments (PRDs).

Attorney Steve Doxey explained that when a developer presents a PRD, the council can negotiate for the conditions they want within the context of city ordinances. The council would set guidelines like density, amenities, open spaces, trails, etc. Once it is approved by the council, it moves out of their oversight and on to the staff to see it completed. If the developer wanted to change the scope of the project, it would need to come back to the City Council.

Shane Sorensen added that if a developer wanted to make small adjustments to property lines, the staff would respond. If they wanted to amend lots to create higher density, that would be a legislative decision for the council. Creating a right of way would come to the council as the land use authority.

Motion: Chrissy Hannemann moved to approve Ordinance 2024-09 Amending the land use authority for subdivision amendments with the edits presented in this meeting. Brent Rummler seconded the motion. There were 4 yes votes, 0 no votes, and 1 excused as recorded below. The motion passed.

<u>Yes</u>	<u>No</u>	<u>Excused</u>
Brent Rummler		Jessica Smuin
Kelli Law		
Chrissy Hannemann		
Jason Thelin		

D. Proposal for Canyon Crest Road Speed Limit Study

Shane Sorensen explained that staff received a request to consider reducing the speed limit on Canyon Crest Road, particularly from the roundabout to the south side of Carlisle Hill. Canyon Crest Road is an arterial street and is one of three main accesses into Alpine City. The speed limit is currently posted at 35 mph. Staff recommend that a speed study be performed when considering a reduction in the speed limit on a given street. A proposal was requested from Hales Engineering to complete this work. The proposal and scope of work is included in the packet. The fee to complete the study is \$4,200.

Section 2B.21 in the Manual on Uniform Traffic Control Devices (MUTCD) outlines how speed limits are required to be established. The complete section is included in the packet. Following are some excerpts:

- Agencies with designated authorities to set speed limits, which include States, and sometimes local jurisdictions, can establish non-statutory speed limits or designate reduced speed zones using an engineering study.
- Setting appropriate speed limits is especially important to ensure safety for all road users in varying types of contexts, particularly on roadways where adjacent land use suggests that trips could be

served by varied modes. These situations include urban and suburban non-freeway arterials or rural arterials that serve as main streets in smaller communities, consistent with the context classifications of urban core, urban, suburban, and rural towns found in “A Policy on Geometric Design of Highways and Streets,” 2018 Edition, AASHTO.

- When setting a speed limit, a range of factors such as land-use context, pedestrian and bicyclist activity, crash history, intersection spacing, driveway density, roadway geometry, roadside conditions, roadway functional classification, traffic volume, and observed speeds can influence the speed limit determined in the engineering study. The engineering study will determine which of the recommended factors will prevail in setting the speed limit.
- To achieve desired operating speeds, agencies often implement other speed management strategies concurrently with setting speed limits, such as traffic calming measures, geometric design features, speed safety cameras, and increased enforcement.
- Standard: Speed zones (other than statutory speed limits) shall only be established on the basis of an engineering study that has been performed in accordance with traffic engineering practices. The engineering study shall consider the roadway context.
- Guidance: Among the factors that should be considered when conducting an engineering study for establishing or reevaluating speed limits within speed zones are the following:
 - o Roadway environment (such as roadside development, number and frequency of driveways and access points, and land use), functional classification, public transit volume and location or frequency of stops, parking practices, and pedestrian and bicycle facilities and activity;
 - o Roadway characteristics (such as lane widths, shoulder condition, grade, alignment, median type, and sight distance);
 - o Geographic context (such as an urban district, rural town center, non-urbanized rural area, or suburban area), and multi-modal trip generation;
 - o Reported crash experience for at least a 12-month period;
 - o Speed distribution of free-flowing vehicles including the pace, median (50th-percentile), and 85th-percentile speeds; and
 - o A review of past speed studies to identify any trends in operating speeds.
- When the 85th-percentile speed is appreciably greater than the posted speed limit, and the roadway context does not support setting a higher speed limit, the engineering study should consider whether changes to geometric features, enforcement, and/or other speed-reduction countermeasures might improve compliance with the posted speed limit. A similar approach should be used if the results of past speed studies indicate that the 85th-percentile speed has consistently increased.
- On urban and suburban arterials, and on rural arterials that serve as main streets through developed areas of communities, the 85th-percentile speed should not be used to set speed limits without consideration of all factors described in Paragraph 7 of this Section.

Hales Engineering proposes to complete the study based on UDOT Policy 06C-25 (included in packet), which follows the MUTCD requirements.

Shane Sorensen explained that we need to know if the council wants to consider lowering the speed limit. The process would be to contract the speed study, look at all the criteria, and make a recommendation to the council.

The council discussed the following points:

- The last speed study for this street was done around 2002 or 2003. The speed limit was raised to 35 mph at that time.
- This section of road has a blind corner, a crosswalk, and traffic entering from Pheasant Ridge Drive.
- The crosswalk marking should be upgraded to make it more visible. Orange flags could also be added for safety.

Motion: Chrissy Hannemann moved to table the proposal from Hales Engineering to complete a speed limit study on Canyon Crest Road as outlined. There was no second. That motion failed.

Motion: Jason Thelin moved to direct city staff to change the speed limit on Canyon Crest Road from the roundabout to the south side of Carlisle Hill from 35 mph to 25 mph, and to bypass the traffic study. Brent Rummmler seconded the motion. There were 2 yes votes, 3 no votes, and 1 excused as recorded below. The motion failed.

<u>Yes</u>	<u>No</u>	<u>Excused</u>
Brent Rummmler	Kelli Law	Jessica Smuin
Jason Thelin	Chrissy Hannemann	Carla Merrill

Mayor Carla Merrill asked that staff restripe the crosswalk to make it more visible, possibly adding blinking lights at the crosswalk and around the curve.
Shane Sorensen said they will work on a proposal.

VII. STAFF REPORTS

Chief Brian Gwilliam had nothing to report.

Chief Brian Patten followed up on a previous question about required fire sprinklers in the Three Falls development. The code requires sprinklers only in occupied buildings.

Ryan Robinson was excused.

Attorney Steve Doxey had nothing to report.

Shane Sorensen reported on the Moyle Park landscaping plan which was previously approved by the city council. We have the funds in our budget and would like to complete the work this spring, ideally before the grass starts growing. The oak brush on the west side of the entrance would be removed to make space for parking, the entrance would be landscaped, and the pavement would be replaced. A metal arched sign like the ones we have over our cemetery entrances would be a nice addition.

Mayor Carla Merrill clarified that having marked parking spaces would be helpful to keep the cars organized. Like many employers, the city has had a hard time hiring seasonal workers, so this project has been delayed.

Kelli Law asked if we could use volunteers for parts of this landscaping project. Shane Sorensen agreed that it could be helpful. Shane proposes that we send notices to neighbors within 500 feet, explaining the approved plan and our timeline. If neighbors have concerns, they can voice them to staff or the council. If we begin this project early, we can be done before peak visits to the park typically begin.

Shane reported that our snowpack on Mountain Timpanogos is at 110 percent of normal. We still do not know the causes of the electrical interruptions in our area. Our trail project started this week. We have received some positive comments from neighbors and anticipate that it will be completed well before the due date.

Mayor Carla Merrill would like to offer the rental home at Moyle Park to public safety employees first. It is a 2-bedroom, 1-bath home. The employee and their spouse would give tours of the park, and a certain number of required hours per month would be dedicated to Moyle. The city will probably also advertise, but the mayor would prefer to have an employee living there. Rent is negotiable. Applicants should contact Shane Sorensen.

VIII. COUNCIL COMMUNICATION

Brent Rummmler had nothing to report.

Jessica Smuin was excused.

Kelli Law spoke with a resident who was opposed to the Grove Drive construction, but now loves the improvements.

Shane Sorensen said he has also heard very positive comments from the residents in the area.

Chrissy Hannemann reported on her meeting with the American Fork Chamber of Commerce Executive Council, where they discussed needs for next year. Those needs were identified as: 1) Hiring – businesses cannot find qualified people to work; 2) Affordable housing – this affects business indirectly; and 3) the need for East-West connector roads in the valley.

Jason Thelin said that when we discuss water at a future meeting, he would like to know how much water comes out of Schoolhouse Springs that is unused by Lehi City and would be available to us.

Mayor Carola Merrill asked Steve Doxey about panhandling regulations. She is concerned about people in need, and the city is involved with the Giving Tree, but the mayor does not appreciate it when they are essentially running a business on our street corners, setting up chairs and scanning Venmo QR codes. The 4-way stop at 200 North is near a preschool and is problematic.

The mayor would also like to begin sending surveys to our residents monthly, so we know what they want and need. She asked that the council send survey ideas to Heidi Smith.

The mayor recently met with UTA board members and UDOT, and they are working on solutions to the lack of East-West connectors, but those solutions are probably 5-7 years out. Canyon Crest Road is supposed to have an 8-foot-wide multi-use pathway which has been approved, but it won't be funded for about four years. This path will go from the roundabout to the intersection on Timpanogos Highway, which then connects to trails on the south that lead to the Murdock Canal Trail.

Motion: Chrissy Hannemann moved to adjourn the meeting to an Executive Session to discuss real property, to be held in the conference room, and to adjourn at the end of the session. Kelli Law seconded the motion. There were 4 yes votes, 0 no votes, and 1 excused, as recorded below. The motion passed.

<u>Yes</u>	<u>No</u>	<u>Excused</u>
Brent Rummmler		Jessica Smuin
Kelli Law		
Chrissy Hannemann		
Jason Thelin		

The meeting was closed at 9:00 pm.