



## CITY COUNCIL AGENDA

**Thursday, August 28, 2014**

**NOTICE IS HEREBY GIVEN** that the Herriman City Council shall assemble for a Meeting in the City Council Chambers, located at 13011 South Pioneer Street (6000 West), Herriman, Utah.

**5:00 PM - WORK MEETING:** *(Front Conference Room)*

**COUNCIL BUSINESS**

- A. Review of this evening's agenda
- B. Administrative Reports
  - 1. Discussion pertaining to the Rio Tinto/Kennecott Mine air quality – Piper Rhodes, Manager of Sustainable Development, Health, Safety and Environment
  - 2. Update on Engineering Projects – Blake Thomas, City Engineer
  - 3. Planning Updates – Bryn McCarty, Planning Supervisor
  - 4. Other Updates

**6:30 PM - GENERAL MEETING:**

**1. CALL TO ORDER**

- A. Invocation and Pledge
- B. Approval of the Minutes
- C. Mayor's Comments
- D. Council Recognitions

**August 7, 2014 and August 14, 2014**

- 2. PUBLIC COMMENT:** *Audience members may bring any item to the Mayor and Council's attention. Comments will be limited to two or three minutes. State Law prohibits the Council from acting on items that do not appear on the agenda.*

**3. CONSENT AGENDA**

- A. Consideration of a Resolution to approve various amendments to the Policy and Procedures Manual sections 1-6 – Tami Moody, Interim Assistant City Manager/PIO

**4. REPORTS, PRESENTATIONS AND APPOINTMENTS**

- A. Recognition of Sergeant Todd Griffiths – Brett Wood, City Manager

**5. DISCUSSION AND ACTION ITEMS**

- A. Discussion and consideration of an Amended Assessment Ordinance for the Herriman Towne Centre – John Brems, City Attorney

- B. Discussion and consideration of a Resolution regarding Valley Emergency Communications Center – John Brems, City Attorney

## 6. PUBLIC HEARING AGENDA

- A. Public Hearing and Consideration of an amendment to the Herriman City 2014-2015 fiscal year budget – Alan Rae, Finance Director

## 7:00 PM - SPECIAL MEETING:

### 7. SPECIAL PUBLIC HEARING AGENDA

- A. Public Hearing to discuss wildlife management authority from the Division of Wildlife Resources – Gordon Haight, Interim City Manager

## 8. MAYOR AND COUNCIL COMMENTS

## 9. CALENDAR

### A. Meetings

- September 4 – Planning Commission 7:00 p.m.
- September 10 – City Council Work Meeting 5:00 p.m.; City Council 7:00 p.m.

### B. Events

- September 10 – “Dig Off”, Butterfield Park 10:00 a.m.
- September 11 – Patriot Day
- September 18-22 – Children’s Theatre Production

## 10. ADJOURNMENT

## 11. RECOMMENCE TO WORK MEETING (IF NEEDED)

## 12. CLOSED SESSION (IF NEEDED)

A. *The Herriman City Council may convene in a closed session to discuss the character, professional competence, or physical or mental health of an individual, pending or reasonably imminent litigation, and the purchase, exchange, or lease of real property, as provided by Utah Code Annotated §52-4-205*

## 13. SOCIAL GATHERING (No Action will be taken on any items)

- A. Social gathering will be at Cafe Río 5506 West 13400 South, Herriman, Utah

In accordance with the Americans with Disabilities Act, Herriman City will make reasonable accommodation for participation in the meeting. To request assistance, contact Herriman City at (801) 446-5323. Please Provide at least 48 hours advance notice of the meeting

\* The Consent Agenda consists of items that are actions where no additional discussion is needed. When approved, the recommendations become the action of the Council. If after the Public Comment, or otherwise, the Council removes an item from the consent agenda for discussion, the item be added to the regular agenda for discussion, unless placed otherwise by the Council.

### CITIZEN COMMENT POLICY AND PROCEDURE

During each regular Council meeting there will be a citizen comment time. The purpose of this time is to allow citizen's access to the Council. Citizens requesting to address the Council will be asked to complete a written comment form and present it to the City Recorder. In general, the chair will allow an individual two minutes to address the Council. A spokesperson, recognized as representing a group in attendance, may be allowed up to five minutes. At the conclusion of the citizen comment time, the chair may direct staff to assist the citizen on the issue presented; direct the citizen to the proper administrative department(s); or take no action. This policy also applies to all public hearings. Citizens may also submit written requests (outlining their issue) for an item to be considered at a future council meeting. The chair may place the item on the agenda under citizen comments; direct staff to assist the citizen; direct the citizen to the proper administrative departments; or take no action.

### Certificate of Posting

I, Jackie Nostrom, the duly appointed, qualified, and acting City Recorder of Herriman City, Utah, do hereby certify that the above and foregoing is a full, true and correct copy of the agenda; it was emailed to at least one newspaper of general circulation within the geographic jurisdiction of the public body. The agenda was also posted at the principal office of the public body. Also posted on the Utah State Public Notice Website <http://www.utah.gov/pmn/index.html> and on Herriman City's website at [www.herriman.org](http://www.herriman.org)

Posted and Dated this 21<sup>st</sup> day of August 2014

Jackie Nostrom, CMC  
City Recorder





## SPECIAL CITY COUNCIL AGENDA MINUTES

**Thursday, August 7, 2014**  
**Amended August 5, 2014 @ 1:00 P.M.**

### 5:00 PM – GENERAL MEETING:

<u>Attendance:</u>	Mayor, Carmen Freeman
<u>Council Members Present:</u>	Matt Robinson, Craig B. Tischner and Coralee Wessman-Moser
<u>Staff Present:</u>	John Brems, City Attorney Cindy Quick, Deputy City Recorder Justun Edwards, Water Director Tami Moody, PIO Executive Administrative Manager
<u>Excused:</u>	Mike Day

### 1. 5:07:17 PM CALL TO ORDER

Mayor Carmen Freeman called the Herriman City Council meeting to order and welcomed those in attendance.

### 2. **PUBLIC COMMENT:** *Audience members may bring any item to the Mayor and Council's attention. Comments will be limited to two or three minutes, at the discretion of the Mayor. State Law prohibits the Council from acting on items that do not appear on the agenda.*

There was no public comment.

### 3. **DISCUSSION AND ACTION ITEMS**

#### A. 5:07:35 PM Discussion and consideration of an Interlocal Agreement to unify surrounding communities within Jordan School District boundaries – John Brems, City Attorney

John Brems, City Attorney explained that this is an agreement that South Jordan and the District worked out and they have included us as well as other cities in the district.

Mayor Carmen Freeman explains that Attorney Brems has reviewed the document and it is pretty straight forward. He further expressed how this agreement will give us an opportunity to have an active voice in terms of property and location of buildings.

Attorney Brems states that South Jordan and the District have executed it.

Mayor Carmen Freeman comments that Council Member Mike Day has conveyed his support of this resolution.

Council Member Coralee Wessman-Moser **MOVED** to approve Resolution No. 14.24.

Council Member Craig B. Tischner **SECONDED** the motion.

Mayor, Carmen Freeman calls for a vote.

Councilman Matt Robinson	Yes
Councilman Craig B. Tischner	Yes
Councilwoman Coralee Wessman-Moser	Yes
Mayor Carmen Freeman	Yes

Vote passed.  
Motion carried.

#### 4. **5:10:15 PM** **ADJOURN TO WORK MEETING**

Mayor, Carmen Freeman asks for a motion to adjourn to the work meeting.  
Council Member Coralee Wessman-Moser **MOVED** to adjourn this meeting.  
Council Member Craig B. Tischner **SECONDED** the motion.  
All City Council Members voted in support of this motion.

Vote passed.  
Motion carried.

#### **5:10 PM - WORK MEETING:** *(Front Conference Room)*

<b><u>Attendance:</u></b>	Mayor, Carmen Freeman
<b><u>Council Members Present:</u></b>	Matt Robinson, Craig B. Tischner and Coralee Wessman-Moser
<b><u>Staff Present:</u></b>	John Brems, City Attorney Cindy Quick, Deputy City Recorder Justun Edwards, Water Director Danie Bills, Events Director Sandra Llewellyn, Planning Admin. Coordinator Tami Moody, PIO / Executive Administrative Manager

#### 1. **5:16:00 PM** **COUNCIL BUSINESS**

Mayor Freeman turns time over to Bryn McCarty for planning updates.

##### A. **5:16:12 PM** **Planning Updates – Bryn McCarty, Planning Supervisor**

Bryn McCarty, Planning Supervisor provided the council with an outline of updates. She explained that every year the planning commission is to appoint a chair and they will choose a new chair person tonight. Next she briefly reviews items from tonight's planning agenda. The 11 lot subdivision on Gina Road is right where the pavement ends so they don't have the issue with the road not being paved so they will just have to do curb, gutter and sidewalk. They are larger lots 12,000 square foot lots. They will reapprove the SLR PUD. She briefly updates the council regarding the Park, Storm Drain and Transportation Master Plan. Provides updates regarding changes to the Sky Village development and informs the council that this development is presenting during the work meeting on August 14, 2014. A discussion regarding the access road for this development and changes to the density took place. Summit at Lookout Ridge is submitting a rezone and PUD application soon. The Miller Crossing development plans to submit an application. Regarding the public hearing for the next joint meeting, she asks how to notice for the meeting. Council Member Coralee Wessman-Moser suggested noticing the meeting heavily but to be clear that it is a presentation only. A lengthy discussion regarding the zoning of this development took place. Brief communication regarding a policy for appointing a new planning commission member was noted.

**B. [5:29:56 PM](#) Discussion considering the deer mitigation program – Sandra Llewellyn, Planning Admin Coordinator**

Sandra Llewellyn, Planning Admin Coordinator presents a PowerPoint to illustrate splitting the urban deer management program into two phases. Tonight phase one was discussed. She briefly describes several different options. The relocation option would be at a high cost to the city, create ongoing management and is not recommended by DWR. The deer sterilization program option has not been proven to be effective. The last option is the urban deer mitigation program which is briefly explained. A timeline illustrating the process needed for phase one is discussed. An outline of the ordinance is displayed briefly. A map that illustrates the areas in the city where phase one will take place is shown. She explains that the division will give vouchers to land owners and then the land owners give those vouchers to the city. There will be no over the counter permits purchased. A discussion regarding the Last Holdout area took place. That property is in the county and questions on how to manage that area were briefly discussed. A review of phase one's management plan took place. It was explained that the city will work with Brian Cook, the specialist from Highland, who will work with Justun Edwards and Anthony Teuscher to provide training for the coordinator position. The city then plans to phase out assistance from Brian Cook and have an employee manage the program. They will adhere to the Utah Division of Wildlife's rules and regulations. The program will allow Herriman City to gather information about the deer. Justun Edwards, Water Director interjected that this will allow them to determine what will be a manageable number of deer to harvest. They will not take all of the deer, just what is manageable. A brief discussion regarding what is manageable took place.

The request for a \$10,350 budget for this program was detailed. Trail cameras will need to be purchased. Council Members stated that they would like the purchasing of those cameras to be done through an open bid process. Council Member Coralee Wessman-Moser asks for a written quote as well. A brief discussion regarding the procedure of processing the animals took place. The Division of Wildlife charges a \$35 permit fee for each animal. Communication materials are for the public and will be mailed to every household. The guzzler, a water trough that collects rain and may need to be filled from time to time, will be placed above Mountain View Corridor where the deer migrate through. The hope is that this will keep the deer from crossing the Mountain View Corridor. Miscellaneous management equipment would be blinds, tree stands and tripods for cameras. This program would require a budget amendment. If this is approved, the city would like to start hunting in September.

The process needed to move forward is reviewed. The feeding ordinance would need to be adopted next Thursday, August 14<sup>th</sup> and a public hearing will be held on August 28<sup>th</sup>. Heavy noticing will be necessary. The consensus of the council was to go ahead with the noticing. Mayor Carmen Freeman asks if the meeting should be relocated to accommodate a larger group. The consensus of the council was to not relocate; the city building is what it is. Mayor Carmen Freeman asks each council member to provide their opinion on this issue. Council Member Coralee Wessman-Moser has no concerns with what has been presented. She will watch how phase one goes and reserve judgement for the rest of the program after phase one is complete. Council Member Craig B. Tischner would like DWR to increase the amount of tags they issue. He feels DWR needs to take care of this problem where it's occurring. He feels better cooperation with DWR is needed; that it's their issue not Herriman's issue. A lengthy discussion regarding his concern took place. The council felt that the deer issue in Herriman is Herriman's issue. The deer are born here and stay here. Even if DWR opened up more permits, none of Herriman is open hunting. Council came to a consensus that they should address this program each year. Council Member Matt Robinson is in complete support of the program. He feels like we're being very soft and politically correct with our approach to this issue. Mayor Carmen Freeman expressed that Council Member Mike Day conveyed that he is in favor of moving forward with this program as well. Mayor Carmen Freeman also agrees that there should be an annual review.

**C. [6:06:56 PM](#) Discussion regarding amendments to the Policy and Procedures Manual Section 1-6 – Tami Moody, Interim Assistant City Manager/PIO**

Tami Moody, Interim Assistant City Manager/PIO reviews sections 1-6 in the Herriman City Policy and Procedures Manual. She begins with Section I: Equal Employment Opportunity (EEO).

The requested change is to add the phrase “sexual orientation” to this section and to add a statement under supervisor responsibilities ensuring that each employee receives a copy of this manual “or has access to an electronic copy” of this manual and that they state receipt of “or access to” the manual. Council Member Matt Robinson requested a phrase be added regarding ignorance of policies in the manual are no excuse for not abiding by them. Mayor Carmen Freeman asked that managers and employees periodically review these policies in regular department meetings. It was mentioned that several departments already do review them during their staff meetings.

The next change is in Section III: Employee Hiring. A small change from “shall” to “may” in the sentence, “All full-time or part-time employment opportunities may ~~shall~~ be posted externally” was requested. A lengthy discussion regarding posting internally versus externally took place. Council Member Matt Robinson requested to add a statement that says ‘any substantial job role changes or hiring needs are reviewed with the HR Manager and the manager, by themselves, doesn’t have ultimate authority without review from an objective outsider. He would expect the HR Manager and City Manager, if there was a recommendation given, and the manager chose not to go with that recommendation, to document why. Council Member Coralee Wessman-Moser suggests a statement be added that says ‘internal candidates meeting minimum qualifications “may” be offered an opportunity’ and ‘all fulltime “may” be posted externally.’ Mayor Carmen Freeman requests defining those internal processes well.

The next change is in Section IV: Alcohol and Drug Free Workplace to change “driver” to “employee.” “...the ~~driver~~ employee which resulted in the reasonable suspicion determination.” Council Member Craig B. Tischner requests a statement be added in this section referring to the section in the manual explaining that another employee is required to take you to a drug test. Council Member Coralee Wessman-Moser requests a statement be added on page 14 that says ‘within a designated date shall result in withdrawal.’

The next change is on page 14 and it’s just a capitalization change.

Mayor Carmen Freeman asks for clarification on Section V where it talks about illicit drugs and a brief discussion ensued. He requests a small correction in Section V, C. 5. (page 13) for a small typo. It needs to read breath “or” urine. Council Member Craig B. Tischner requests .04 be changed to .02 in this section as well.

The next change is in Section VI: Sexual/Gender Harassment to add the word “annual” to training. Mayor Carmen Freeman asks for consideration to add “sexual orientation” to this section and a brief discussion took place. Tami read from page 21., 2, C, 1. ‘Intentional behavior predicted on gender or expressing sexuality which is directed at a specific group or individual’ and felt that statement covers the Mayor’s request. Council Member Matt Robinson requests that this section is changed to harassment training instead of sexual/gender harassment training. A lengthy discussion regarding sexual/harassment training ensued. Mayor Carmen Freeman and Council Member Matt Robinson were advocates that the city should never tolerate harassment of any kind such as religion, race, sexual orientation, marital status, etc.

Interim Manager Moody asks council again for any additional comments. Mayor Freeman thanked her for her work on these changes.

**D. [6:53:40 PM](#) Discussion considering an amendment to the City Council annual meeting schedule – Tami Moody, Interim Assistant City Manager/PIO**

Mayor Carmen Freeman recommends changing the meeting schedule for City Council meetings to Wednesday nights and to no longer meet every week; he’d like to scale back to twice a month instead. Council Member Coralee Wessman-Moser asks what the process would be to make this change. Deputy Recorder Cindy Quick responds that it’s a simple amendment to the annual meeting notice. John Brems, City Attorney explains that the ordinance would have to change and the annual meeting notice would have to be amended. Council Member Coralee Wessman-Moser supports changing the date. She also comments that there may be a need for an extra meeting from time to time. Council Member Craig B. Tischner asks staff to notice the change to the residents. Mayor Carmen Freeman asks staff if they can combine the deer mailing with this notice of a scheduling change. Interim Assistant City Manager/PIO Tami Moody suggests several different options for the notice, combining it with the deer mitigation newsletter, utility billing, regular newsletter, facebook and website. This schedule change would take place in September and will be on the 2<sup>nd</sup> and 4<sup>th</sup> Wednesdays of each month thereafter. Mayor Carmen Freeman comments that Mike Day is supportive of this request as well.

## E. Other Updates

Mayor Carmen Freeman briefly reports that he would like to put together a resolution in support of VECC. Each city is getting a resolution approval which would be in support of a unified platform.

## 2. MAYOR AND COUNCIL COMMENTS

Council Member Craig B. Tischner requested keys for Raquel DeLuca and Michelle Baguley in their new role as youth council representatives.

## 3. ADJOURNMENT

Council Member Matt Robinson made a motion for adjournment at [7:05:43 PM](#), second by Council Member Coralee Wessman-Moser and passed unanimously.

*I, Cindy M. Quick, do hereby certify that I am the duly appointed, qualified, and acting Deputy Recorder for Herriman City, of Salt Lake County, State of Utah. I do hereby certify that the foregoing minutes represent a true, accurate and complete record of this meeting held on August 7, 2014.*



Cindy Quick, Deputy Recorder



***City Council Meeting  
August 7, 2014  
Planning Update***

1. Applications on Planning Commission August 7<sup>th</sup>, 2014
  - Subdivision of 11 single family lots on Gina Road
  - Re-approval of the SLR preliminary PUD
  - Hearings on Transportation and Storm Drain Master Plans
  
2. Park Master Plan
  - Currently finishing up the Impact Fee Facility Plan (IFFP) and Impact Fee Analysis (IFA)
  - Planning to adopt all 3 at the same time, sometime in the next few weeks
  
3. Other Master Plans
  - Storm Drain Master Plan and IFFP public hearing at CC August 14<sup>th</sup>.
    - ✓ Will adopt together with IFA when all are complete
  - Transportation Master Plan and IFFP public hearing at CC August 14<sup>th</sup>.
    - ✓ Will adopt together with IFA when all are complete
  
4. Development Updates
  - Sky Village
    - ✓ City Council work meeting on August 14<sup>th</sup> to discuss access
  - The Summit at Lookout Ridge
    - ✓ Submitting a rezone and PUD application soon
    - ✓ Likely be on PC for public hearing September 4<sup>th</sup>
  - Miller Crossing
    - ✓ Planning to submit their application this week
    - ✓ Tentatively scheduling a joint meeting with the PC/CC on August 21<sup>st</sup>
    - ✓ Public hearing likely September 4<sup>th</sup> - Lots of notices!!!
  
5. Planning Commission Appointment Policy
  - Outlines the process for appointing new PC members

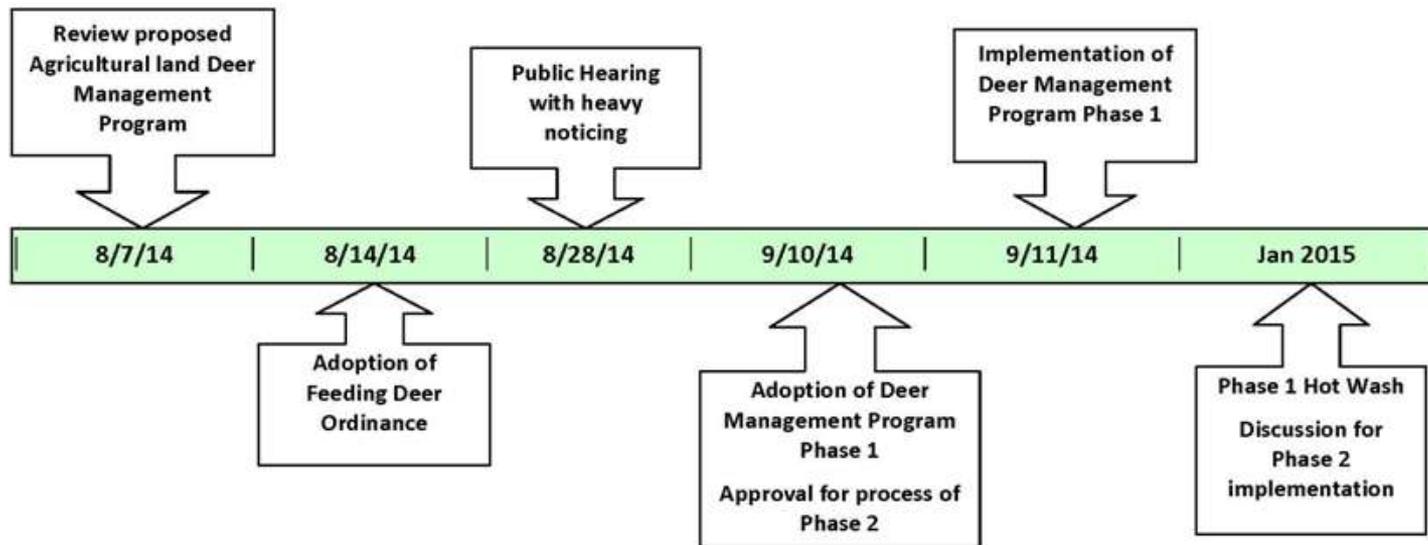
**HERRIMAN CITY  
DEER MANAGEMENT  
PHASE 1 -  
AGRICULTURE LAND**

# Deer Mitigation Options

1. **Status Quo** (continued increase of auto/deer accidents)  
No cost to the City
2. **Relocation** (trap, load, blood test, collar, relocate)  
High cost to the City  
On Going Management  
Not recommended by DWR
3. **Deer Sterilization Program**  
Hire a trained specialist  
Not proven to be effective  
Retrieval of dart  
Rifles fired in the City  
Not recommended by DWR
4. **Urban Deer Mitigation Program**  
Moderate Cost to the City  
On Going Management

# Herriman City Deer Management Program

## Phase 1 – Agriculture Lands



## **Title 4 Chapter 8**

### **FEEDING DEER**

#### **4-8-1 DEFINITION**

#### **4-8-2 COMMUNITY EDUCATION**

#### **4-8-3 FEEDING OF DEER PROHIBITED**

#### **4-8-4 AFFIRMATIVE DEFENSE**

#### **4-8-5 ENFORCEMENT**

#### **4-8-6 PENALTY**

#### **4-8-1 DEFINITION:**

For purposes of this chapter the term “ food” means corn, fruit, oats, hay, nuts, wheat, alfalfa, salt blocks, grain, vegetables, and commercially sold wildlife feed, birdseed or livestock feed, but excludes shrubs, live crops, plants, flowers, vegetation, gardens, trees, and fruit or nuts that have fallen on the ground from trees.

#### **4-8-2 COMMUNITY EDUCATION:**

The city shall establish and implement a program to educate the community about the harm of feeding deer in an urban environment.

#### **4-8-3 FEEDING OF DEER PROHIBITED:**

- (A) It is unlawful for a person to make food available for deer with the intent that it be consumed by or attract deer.
- (B) A person shall be presumed to have intentionally made food available for consumption by deer, if the person places food, or causes food to be placed, on the ground outdoors or on any outdoor platform that stands fewer than five feet above the ground.
- (C) This section does not apply to an animal control officer, veterinarian, peace officer, City employee, authorized urban bow hunting specialist, federal or state wildlife official, or property owner who is authorized by a local, state or federal government to treat, manage, capture, trap, hunt or remove deer and who is acting within the scope of the person's authority.

#### **4-8-4 AFFIRMATIVE DEFENSE:**

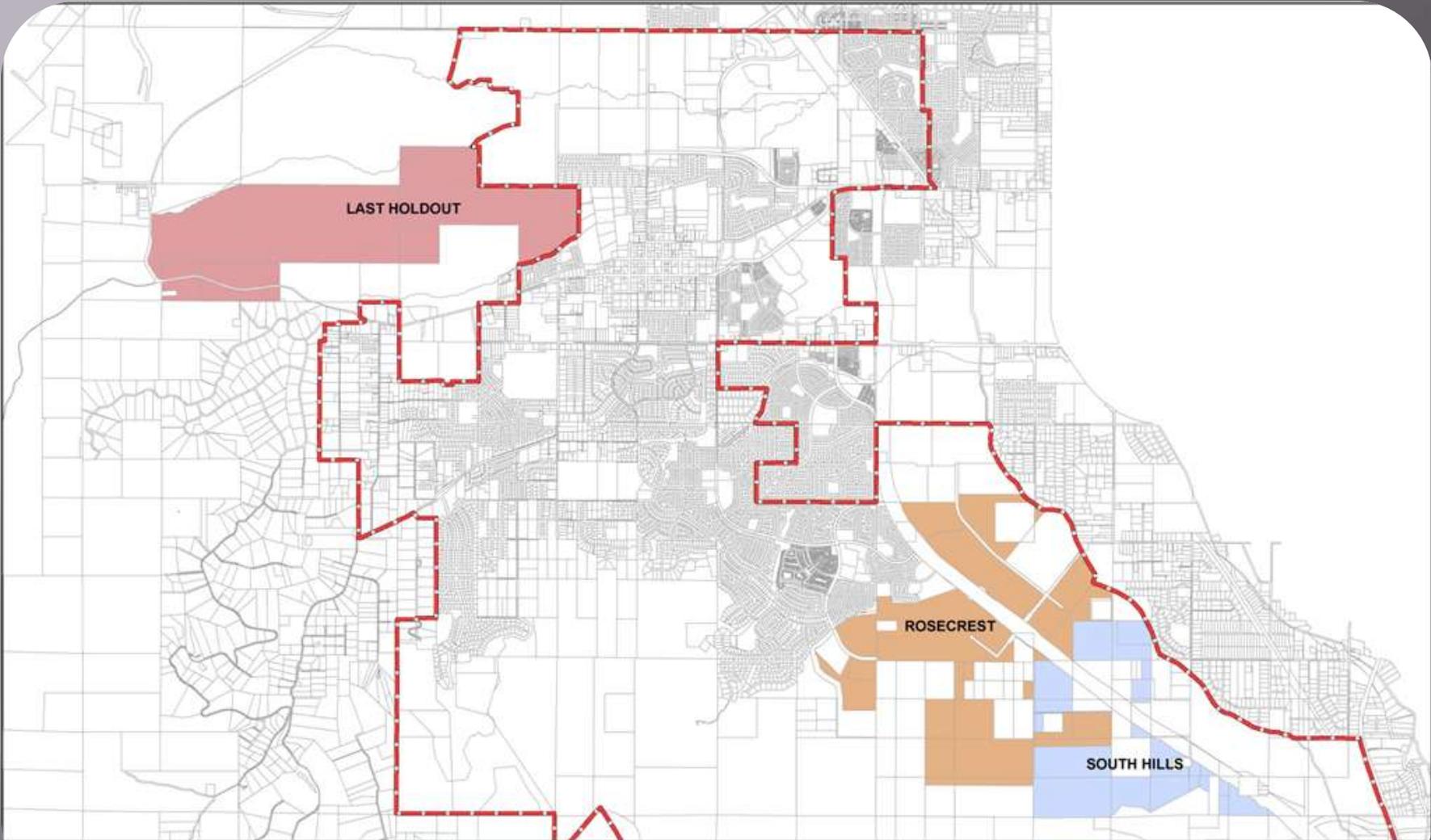
It is an affirmative defense to prosecution under this chapter if a person places food, in good faith, for the purpose of feeding domestic livestock or pets located on the property.

#### **4-8-5 CIVIL ENFORCEMENT:**

The City may bring a civil action for an injunction to enforce this chapter.

#### **4-8-6 CRIMINAL PENALTY:**

A violation of this chapter is an infraction.



**HERRIMAN CITY**  
**AGRICULTURAL HUNTING AREAS**



HERRIMAN CITY



# Phase 1 Management Plan

- ❖ Utilize Highland City management specialists
- ❖ 2 Herriman City staff members will accompany the specialists during Phase 1
- ❖ Specialists will adhere to Utah Division of Wildlife rules and regulations
- ❖ Gathering of information
  - ❖ Accurate deer numbers
  - ❖ Deer patterns
  - ❖ Management goal
  - ❖ Focus on antlerless deer

# Budget Request

❖ 6 Covert Trail Cameras (\$350ea)	\$2,100
❖ Processing of Animal (\$40ea)	\$2,000
❖ Permits from DWR (\$35ea)	\$1,750
❖ Communication Material	\$2,500
❖ Guzzler	\$1,000
❖ Misc Management Equipment	\$1,000
❖ TOTAL	\$10,350

# Take Away

- ❖ Questions on Proposed Method?
- ❖ Feeding Deer Ordinance – 8/14/14
- ❖ Public Hearing – 8/28/14
- ❖ Amend proposed budget

# Policy and Procedures Review



Sections 1-6

# EQUAL EMPLOYMENT OPPORTUNITY (EEO)



## 1. GENERAL POLICY

- ☞ . It is the policy of Herriman to comply with Equal Employment Opportunity standards in all phases of personnel administration: job structuring, recruitment, examination, selection, appointment, placement, training, career mobility, discipline, etc., without unlawful regard to race, color, religion, sex, **sexual orientation**, age, physical or mental disability, national origin, or veteran status.

## 2. SUPERVISOR RESPONSIBILITIES

- ☞ . The City Manager shall ensure that Herriman is in compliance with all of the personnel policies and procedures in this Personnel Policies and Procedures Manual for Herriman (“Manual”), including all EEO standards. Human Resources shall ensure that each employee receives a copy of this Manual **or has access to an electronic copy** of this Manual, and that the employee signs and dates a Policy Statement and Acknowledgment Form stating receipt of **or access to** the Manual. Human Resources will then file the signed and dated Policy Statement and Acknowledgment Form in the employee’s personnel file.

- ## 3. EMPLOYEE RESPONSIBILITIES.
- Employees are responsible for informing themselves about the policies, practices, and benefits set forth in this Manual **or updates to this Manual** by reading them and, if necessary, asking that they be explained to them. ~~Additionally, all employees are required to sign and date a Policy Statement and Acknowledgment Form stating receipt of this manual.~~

# SECTION III: EMPLOYEE HIRING

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1. **EMPLOYMENT.** Job Descriptions defining the essential functions of the vacant position shall be prepared before the vacancy is posted or otherwise advertised. All full-time or part-time employment opportunities **may shall** be posted externally. Temporary employment opportunities are not required to be posted internally or externally.

We should consider saying '**may**', as we have recently moved employees into "created" positions without posting the job. Also, it opens the door to being able to promote from within if we choose to do so, as well as move unilaterally without posting, should we choose to do so. The current wording creates the appearance as though any and all full or part time openings will be posted externally and that has simply not always been the case. There should be an option to add: **The City may exercise the option of posting a position internally or promoting from within based on merit principles.**

## **Merit principles – as per the state**

It is the policy of this state that each county may establish a personnel system administered in a manner that will provide for the effective implementation of the following merit principles:

- (1) recruiting, selecting, and advancing employees on the basis of their relative ability, knowledge, and skills, including open consideration of qualified applicants for initial appointment;
- (2) provision of equitable and adequate compensation;
- (3) training of employees as needed to assure high-quality performance;
- (4) retention of employees on the basis of the adequacy of their performance, and separation of employees whose inadequate performance cannot be corrected;
- (5) fair treatment of applicants and employees in all aspects of personnel administration without regard to race, color, religion, sex, national origin, political affiliation, age, or disability, and with proper regard for their privacy and constitutional rights as citizens;
- (6) provision of information to employees regarding their political rights and prohibited practices under the Hatch Act; and
- (7) provision of a formal procedure for processing the appeals and grievances of employees without discrimination, coercion, restraint, or reprisal.

# SECTION IV: ALCOHOL AND DRUG FREE WORKPLACE



## 3. Reasonable Suspicion Testing.

1 (a) The supervisor making the determination that reasonable suspicion exists shall submit written documentation setting forth the specific, contemporaneous articulable observations concerning the appearance, behavior, speech or body odors of the ~~driver~~ **employee** which resulted in the reasonable suspicion determination. Reasonable suspicion of use of a controlled substance may also be based on observation of indications of the chronic and withdrawal effects of controlled substances.

# SECTION VI: SEXUAL/GENDER HARASSMENT



## 1. General Policy

G. All employees, supervisors, and management personnel shall receive **annual** training on the sexual/gender harassment policy and grievance procedures during orientation and in-service training.



## CITY COUNCIL MINUTES

**Thursday, August 14, 2014**  
**Awaiting Formal Approval**

*\*Note\* Due to technical difficulties portions of this meetings audio is not available*

The following are the minutes of the City Council Meeting of the Herriman City Council. The meeting was held on **Thursday, August 14, 2014 at 5:00 p.m.** in the Herriman City Community Center Council Chambers, 13011 South Pioneer Street (6000 West), Herriman, Utah. Adequate notice of this meeting, as required by law, was posted in the Community Center, on the City's website, and delivered to members of the Council, media, and interested citizens.

**Presiding:**

Mayor Carmen Freeman

**Council Members Present:**

Mike Day, Matt Robinson, Craig B. Tischner and Coralee Wessman-Moser

**Staff Present:**

Brett Wood, City Manager  
Gordon M. Haight II, Interim City Manager  
Tami Moody, Interim Assistant City Manager/PIO  
Jackie Nostrom, City Recorder  
John Brems, City Attorney  
Bryn McCarty, Planning Supervisor  
Alan Rae, Finance Director  
Danie Bills, Events Manager  
Shauna DeKorver, Senior Accountant  
Blake Thomas, City Engineer  
Justun Edwards, Water Director  
Dwayne Anjewierden, Chief of Police  
Monte Johnson, Operations Director  
Clint Smith, Unified Fire Authority Chief  
Destiny Skinner, Administrative Services Coordinator

**5:00 PM - WORK MEETING:** *(Front Conference Room)*

**5:07:46 PM COUNCIL BUSINESS**

Mayor Carmen Freeman called the meeting to order.

## 1. Review of this evening's agenda

## 2. Administrative Reports

### c. 5:08:04 PM Discussion of Sky Village Development Access – Bryn McCarty, Planning Supervisor

Mayor Freeman reordered the agenda as he turned the time over to Utah Lowe Property Holding, LLC Manager Matt Lowe for the Sky Village Development proposal presentation. Mr. Lowe informed the Council that this project was formerly known as the Deer Island project. This development would be eligible for the Army Compatible Use Buffer Program (ACUB) with Camp Williams. He acknowledged the second access issue, and presented a proposal that has been determined to be acceptable by the Unified Fire Authority (UFA) for emergency access. The proposal would have the main "Access A" and the "Access B" would be limited to emergency use, and to accommodate a recreational trail for biking and hiking. Mr. Lowe explored the benefits the project offers the City, and requested City Officials' approval for the project. He observed the development's concessions including: to invest money for open space, major trail head installation, and reduction in originally proposed density. Mr. Lowe enlightened the Council that the development had been redesigned to nestle in the canyon ensuring that the proposed density would not be visible to neighboring developments. Councilmember Matt Robinson suggested the secondary access tie into Mountain View Corridor. Mr. Lowe responded that the five mile road would make the project financially not feasible.

Mr. Lowe explained that the development and trails would serve as a firebreak buffer for the City, and that a water tank would be installed near the Camp Williams border to service the development and provide a water source in case of an emergency. Councilmember Coralee Wessman-Moser expressed her concern that the emergency escape would not be sufficient, and that an alternative access should be incorporated into the proposal. Mr. Lowe indicated that most roads were not planned to accommodate a development access in that location. Councilmember Mike Day expressed his concern that the expansion of the Lookout development would not allow the roads to connect. Interim City Manager Gordon Haight agreed, and asked the Council if they would require a full road through a cul-de-sac in order to gain approval. He observed the cul-de-sac on Rosecrest Road that could accommodate a "tie-in". Councilmember Craig B. Tischner expressed his concern that the proposed density of the development would exceed the capacity for neighborhood roads to accommodate the additional traffic. Interim City Manager Haight indicated that the affected streets are collector roads designed to handle high traffic volumes. Councilmember Tischner responded that local residents would express concerns of the amount of traffic as well as speeding in the area. Mr. Lowe interjected and noted that a traffic study had been conducted and the compiled data determined that the additional traffic would not exceed the collector road capacity.

Mayor Freeman recalled previous discussions that the access did not meet the district school bus standard. Mr. Lowe informed the Council that the road would be at a 6% grade, and the school district indicated that the access would be adequate. Interim City Manager Haight asked the Council if they would entertain an alternate access through the Cove. Councilmember Moser expressed her concern of having additional traffic down Rose Canyon Road. Planning Supervisor Bryn McCarty indicated that the

additional access would be preferred; however, an acceptable solution has not been revealed. Councilmember Moser explained the frustrations in the event of fire danger that would necessitate the second access. Mr. Lowe reiterated his opinion that the General Plan did not address the option of having a development in the area. Councilmember Robinson responded that a conscientious decision to plan for a development in the area was never anticipated. City Manager Brett Wood added that when the development was first proposed, the property was in the unincorporated area of Salt Lake County.

The Council agreed that a second access would be necessary to gain approval of the development. City Manager Wood suggested wrapping the second access road around the canyon back to 6600 West. Mr. Lowe expressed the concern with the fire department would require the separation of accesses. City Attorney John Brems recommended leaving the emergency access and adding in the suggested second access. The Council expressed their support of the recommendation. Mr. Lowe indicated that he was in favor of the suggestion. Councilmember Tischner requested the opinion of the Fire Chief. Fire Chief Clint Smith indicated that the first proposal would meet the Fire Code, and any additional access points would be considered a great benefit to the UFA. Councilmember Robinson suggested a site visit would be helpful to gain a different perspective for the development. The Council agreed. Interim City Manager Haight confirmed that a fieldtrip would be scheduled.

**b. [6:02:23 PM](#) Discussion regarding open space – Brett Wood, City Manager**

City Manager Brett Wood

City Manager Brett Wood informed the Council of a request from a resident who would like to utilize a portion of dedicated open space behind his residence to expand his backyard. The request would allow him to implement a therapy program for special needs children to ride horses in a controlled location. He oriented the Council of the location of the open space, and reiterated that the request does not include the purchase of the property. Councilmember Moser clarified the request is for permission to utilize the property for this program. City Attorney Brems expressed his concern of liability protection, the restoration of the property after the property has been vacated, and the open space being dedicated to public use. City Manager Wood indicated that those concerns have been discussed. Councilmember Moser suggested that the City Attorney draft a contract. Mayor Freeman indicated that dust and parking could create concerns for the neighbors. City Manager Wood indicated that parking would be in the requestor's driveway, and that he didn't foresee any neighborhood disputes because of the intent of the program. Councilmember Robinson suggested that resident outreach would help mitigate the risks. City Manager Wood confirmed that he would deliver the request to present a risk mitigation plan to the Council.

**a. [6:18:14 PM](#) Discussion pertaining to Message Board Communication – Brett Wood, City Manager**

City Manager Brett Wood informed the Council of a message board proposal that would approve installation of permanent signs for communication purposes in the community. Administrative Services Coordinator Destiny Skinner explained to the Council of the positive and negative aspects of utilizing the temporary message boards as opposed to implementing new message boards. She indicated that the message board information would be controlled at the City Offices. Councilmember Robinson asked for further

clarification. Coordinator Skinner responded that the signs communicate wirelessly through a host computer that will be located at the City Offices, and added that the software could be downloaded to other devices. She reviewed the current sign board usage concerns. City Manager Wood observed the liability to the City of the signs being parked on the public streets, and noted that they were originally purchased for traffic control.

Coordinator Skinner presented the proposed design of the permanent sign boards, cost estimates, and comparisons for three various locations around the City. City Manager Wood added that the sign installed at Legacy Park would have a cost reduction due to power being currently available at the location. Councilmember Robinson clarified that the locations of the signs are dependant where they would be most visible, not a "Welcome to Herriman" sign. This was verified. Councilmember Moser suggested a taller sign so its presence would not hinder pedestrians travel. Mayor Freeman asked if insurance would cover vandalism. City Manager Wood confirmed.

### **3. Other Updates**

Interim City Manager Haight informed the Council that a budget amendment would be presented to the Council on August 28, 2014 and that the sign proposal would be included. He briefly reviewed the various budget amendment requests. Councilmember Moser recommended providing a cost analysis to purchase two signs instead of the three that were proposed. This was confirmed.

#### **6:56:49 PM ADJOURNMENT**

COUNCILMEMBER ROBINSON MOVED TO ADJOURN THE CITY COUNCIL WORK MEETING. COUNCILMEMBER MOSER SECONDED THE MOTION, AND ALL VOTED AYE.

#### **7:00 PM - GENERAL MEETING:**

##### **1. 7:03:39 PM CALL TO ORDER**

Mayor Freeman called the meeting to order, and welcomed everyone in attendance.

##### **A. 7:03:58 PM Invocation and Pledge**

City Engineer Blake Thomas offered the invocation. Mr. Seth Martin with Scout Troop #1015 led the audience in the Pledge of Allegiance.

##### **B. 7:05:41 PM Approval of the Minutes**

**July 10, 2014**

COUNCILMEMBER MOSER MOVED TO APPROVE THE MINUTES OF July 10, 2014 AS WRITTEN. COUNCILMEMBER TISCHNER SECONDED THE MOTION, AND ALL VOTED AYE.

##### **C. 7:05:53 PM Mayor's Comments**

Mayor Freeman extended his deepest condolences to the families of Mr. Douglas Butterfield and Mr. Trevor Cuch.

##### **D. Council Recognitions**

There was no Council Comments.

2. [7:11:50 PM](#) **PUBLIC COMMENT:**

There was no public comment offered.

3. **REPORTS, PRESENTATIONS AND APPOINTMENTS**

A. [7:06:45 PM](#) **Recognition of Orchestra Director Michelle Willis** – Carmen Freeman, Mayor

Mayor Freeman introduced a wonderful individual who has contributed so much to the community, Ms. Michelle Willis. He informed the audience that she recently resigned as the Orchestra Director. Ms. Willis expressed her appreciation to the Mayor and City Council, as she relayed her vision of the community's growth. Mayor Freeman thanked Ms. Willis for her service, and wished her well in future endeavours. Councilmember Moser expressed her appreciation to Ms. Willis for her contribution in making Herriman City well known to the musical community. She added that her direct influence in Herriman will surely be missed.

B. **Recognition of Sergeant Todd Griffiths** – Brett Wood, City Manager

This item has been continued to the August 28, 2014 meeting due to a scheduling conflict.

C. [7:12:18 PM](#) **Introduction of Assistant City Engineer** – Blake Thomas, City Engineer

City Engineer Blake Thomas introduced Staff Engineer Jonathan Bowers to the Council. He explained the extensive hiring process for the position, and welcomed Mr. Bowers to Herriman City. Staff Engineer Bowers expressed his excitement about the opportunity to serve in the Engineer's capacity for the City. Councilmember Moser asked Mr. Bowers what his main focus will be for the Engineering Department. Mr. Bowers responded that there are several projects that need attention including water lines and storm drain pipe installations.

D. [7:14:40 PM](#) **Discussion and consideration of a Resolution to appoint an Interim City Treasurer as provided by §1-7-3(A), Herriman City Code** – Jackie Nostrom, City Recorder

City Recorder Jackie Nostrom administered the Oath of Office for Interim City Treasurer, Leslie Anglin.

COUNCILMEMBER DAY MOVED TO APPROVE **RESOLUTION NO. 14.24** APPOINTING AN INTERIM CITY TREASURER. COUNCILMEMBER ROBINSON SECONDED THE MOTION.

The vote is recorded as follows:

Councilmember Mike Day	Aye
Councilmember Matt Robinson	Aye
Councilmember Craig B. Tischner	Aye
Councilmember Coralee Wessman-Moser	Aye
Mayor Carmen Freeman	Aye

The motion passed unanimously.

4. [7:17:00 PM](#) **CONSENT AGENDA\***

- A. **Consideration of a Resolution to approve various amendments to the Policy and Procedures Manual sections 1-6** – Tami Moody, Interim Assistant City Manager/PIO
- B. **Consideration to authorize a text change to the Land Use Ordinance to allow monopolies on public and quasi-public property** – Bryn McCarty, Planning Supervisor
- C. **Consideration to amend Title 1, Chapter 9 of the Herriman City Code pertaining to Government Records Access and Management** – Jackie Nostrom, City Recorder
- D. **Consideration of an Ordinance to amend the City Council annual meeting schedule** – Gordon Haight, Interim City Manager

COUNCILMEMBER ROBINSON MOVED TO APPROVE THE CONSENT AGENDA AS AMENDED WITH CONTINUATION OF ITEM 4A TO A FUTURE CITY COUNCIL AGENDA, AND PLACE ITEM 4C ON THE REGULAR AGENDA. COUNCILMEMBER MOSER SECONDED THE MOTION.

The vote is recorded as follows:

Councilmember Mike Day	Aye
Councilmember Matt Robinson	Aye
Councilmember Craig B. Tischner	Aye
Councilmember Coralee Wessman-Moser	Aye
Mayor Carmen Freeman	Aye

The motion passed unanimously.

5. **DISCUSSION AND ACTION ITEMS**

- C. [7:19:36 PM](#) **Consideration to amend Title 1, Chapter 9 of the Herriman City Code pertaining to Government Records Access and Management** – Jackie Nostrom, City Recorder

City Recorder Jackie Nostrom offered a brief synopsis of the Ordinance, and asked if there were any questions. Mayor Freeman suggested that the retention schedule be placed in the Ordinance to identify how long records will be retained for. Recorder Nostrom explained that the schedule is quite extensive, but could be incorporated into the document. Mayor Freeman expressed his feeling that the incorporation would be too cumbersome, but recommended that the schedule be available for public. This was confirmed. Mayor Freeman questioned the fees charged for records request. Recorder Nostrom responded that the fees are adopted annually with the Master Fee Schedule as part of the budget process. The charges associated with requests for records are in compliance with state statute.

COUNCILMEMBER MOSER MOVED TO APPROVE ORDINANCE NO. 14-34, AMENDING TITLE, 1, CHAPTER 9, OF THE HERRIMAN CITY MUNICIPAL CODE PERTAINING TO GOVERNMENT RECORDS ACCESS AND MANAGEMENT; UPDATING REFERENCES TO COMPLY WITH CURRENT STATE LAW, AND

MAKING TECHNICAL CHANGES. COUNCILMEMBER DAY SECONDED THE MOTION.

The vote is recorded as follows:

Councilmember Mike Day	Aye
Councilmember Matt Robinson	Aye
Councilmember Craig B. Tischner	Aye
Councilmember Coralee Wessman-Moser	Aye
Mayor Carmen Freeman	Aye

The motion passed unanimously.

**A. [7:25:10 PM](#) Discussion and consideration of an Ordinance restricting intentional feeding of wild animals – Gordon Haight, Interim City Manager**

Interim City Manager Gordon Haight informed the Council that this ordinance is similar to the one that was presented and discussed last fall. He expressed to the Council that the City would like to implement an educational approach with the residents to teach them about the unintentional consequences of feeding the deer. The passage of this ordinance is a requirement to pursue the Deer Mitigation Program. Councilmember Tischner requested that the Ordinance be evaluated on an annual basis. Council consensus determined that a sunset clause be incorporated. Councilmember Day expressed his appreciation of the approach to educate the public.

COUNCILMEMBER ROBINSON MOVED TO APPROVE **ORDINANCE NO. 14-36** ADDING TITLE 4, CHAPTER 8, WITH RESPECT TO REGULATING THE FEEDING OF DEER WITH A SUNSET DATE TO ALIGN WITH THE FUTURE DATE OF THE PASSAGE OF THE DEER MITIGATION MANAGEMENT ORDINANCE. COUNCILMEMBER TISCHNER SECONDED THE MOTION.

The vote is recorded as follows:

Councilmember Mike Day	Aye
Councilmember Matt Robinson	Aye
Councilmember Craig B. Tischner	Aye
Councilmember Coralee Wessman-Moser	Aye
Mayor Carmen Freeman	Aye

The motion passed unanimously.

**B. [7:29:19 PM](#) Discussion to consider receiving wildlife management authority from the Division of Wildlife Resources – Gordon Haight, Interim City Manager**

Interim City Manager Gordon Haight informed the Council of the potential financial issues that could arise, and relayed conversations with the Division of Wildlife of changes that are being considered for the ordinance. He indicated that there are different phasing options available that could benefit the City. Further discussions will commence at the Public Hearing on August 28, 2014, and consideration of the ordinance will be presented in September. He asked if there were any questions. There were none.

- C. [7:32:14 PM](#) Discussion and consideration of Resolution No. 14.19 to (A) finance the cost of water system improvements, including the construction of a water tank, water distribution lines and a pump station (the “improvements”) together with all other miscellaneous work necessary to complete the improvements in a proper and workmanlike manner; (B) pay a portion of the cost of said improvements by assessments to be levied against properties benefited by such improvements; (C) provide notice on intention to designate an assessment area, to authorize such improvements, and to fix a time and place for protests against such improvements or the designation of said assessment area; to declare the City’s official intention to reimburse itself for expenditures paid by it prior to the issuance of tax-exempt bonds; and related matters – Justun Edwards, Water Director

Water Director Justun Edwards presented the South Herriman Water Infrastructure Special Assessment Area to the Council, and offered a list of improvements. He noted that the passage of this resolution would commence the process to install the water infrastructure, and displayed a timeline and the Special Assessment Area process. He thanked Zions Bank Public Finance Vice President Johnathan Ward for being available to answer any questions from the City Council. Councilmember Robinson asked if a future Special Assessment Area would have to be enacted to provide utilities for unserviceable areas. Director Edwards responded that future options were available. Mayor Freeman asked about the total value of the assessment. Director Edwards observed the \$19 million dollar figure plus accrued interest. Vice President Ward added that there is a prepayment clause, which could lower the total bond amount.

Mayor Freeman asked if property owners could elect not to participate. Director Edwards confirmed that an owner can protest. Councilmember Robinson questioned the percentage of owners that would have to commit to the assessment. Vice President Ward responded that 50% of owners assessed are required to favor the project. The City Council would consider each protest to determine whether the parcel was incorrectly assessed; however, if the property assessment is forfeited, the City would be responsible to cover that specific burden. Finance Director Alan Rae added that the assessment would ultimately be covered by water impact fees if the property owners don’t participate in the assessment. Councilmember Robinson confirmed that the City would have to initially cover the cost. Councilmember Day questioned if interest costs could be recouped if development did not commence within the next decade. Director Rae responded no. Mayor Freeman asked for clarification that affected property owners understood the scenario. This was verified. Councilmember Tischner asked about default situations. City Attorney John Brems responded that the ownership of the parcel would be acquired by the City with the ability to sell in order to regain the assessment costs. Councilmember Robinson clarified that informal discussions with owners have indicated that this is a favorable project. He added that this resolution specifically identifies that it is the intention of the City to organize the Special Assessment Area, and not to approve the actual assessments. Director Edwards confirmed that this intent resolution would be to commence the process to organize the assessment area, and the adoption of the actual resolution would be December 10, 2014.

COUNCILMEMBER DAY MOVED TO APPROVE THE **RESOLUTION NO. 14.19** TO (A) FINANCE THE COST OF WATER SYSTEM IMPROVEMENTS, INCLUDING THE CONSTRUCTION OF A WATER TANK, WATER DISTRIBUTION LINES AND A PUMP STATION (THE "IMPROVEMENTS") TOGETHER WITH ALL OTHER MISCELLANEOUS WORK NECESSARY TO COMPLETE THE IMPROVEMENTS IN A PROPER AND WORKMANLIKE MANNER; (B) PAY A PORTION OF THE COST OF SAID IMPROVEMENTS BY ASSESSMENTS TO BE LEVIED AGAINST PROPERTIES BENEFITED BY SUCH IMPROVEMENTS; (C) PROVIDE NOTICE ON INTENTION TO DESIGNATE AN ASSESSMENT AREA, TO AUTHORIZE SUCH IMPROVEMENTS, AND TO FIX A TIME AND PLACE FOR PROTESTS AGAINST SUCH IMPROVEMENTS OR THE DESIGNATION OF SAID ASSESSMENT AREA; TO DECLARE THE CITY'S OFFICIAL INTENTION TO REIMBURSE ITSELF FOR EXPENDITURES PAID BY IT PRIOR TO THE ISSUANCE OF TAX-EXEMPT BONDS; AND RELATED MATTERS. COUNCILMEMBER MOSER SECONDED THE MOTION.

The vote is recorded as follows:

Councilmember Mike Day	Aye
Councilmember Matt Robinson	Aye
Councilmember Craig B. Tischner	Aye
Councilmember Coralee Wessman-Moser	Aye
Mayor Carmen Freeman	Aye

The motion passed unanimously.

**D. 7:52:08 PM PUBLIC HEARING AGENDA**

**A. 7:52:20 PM Public Hearing to consider an amendment to the Storm Drain Master Plan – Blake Thomas, City Engineer**

City Engineer Blake Thomas informed the Council that the amendment to the Storm Drain Master Plan is to incorporate the SLR annexation property with the plan. He introduced Bowen Collins and Associates Engineer Cameron Valentine as he turned the time over to him for the Storm Drain Master Plan presentation. Engineer Valentine presented the amendment to the plan and explained the capacity requirements of Midas Creek to address flooding concerns and protection. Mayor Freeman reminded the audience that there had been severe flooding to the east of the area which caused considerable damage. Engineer Valentine confirmed, and relayed recommended permanent improvements that were based on that specific event to the area. He explained that the infrastructure would be installed by the developer, but approved by the City to ensure compliance standards are met.

Engineer Valentine continued with Copper Creek recommendations to discharge into Midas Creek. Midas Creek has adequate capacity to handle the additional water. Councilmember Robinson expressed his concern that Copper Creek has been subject to severe flooding, and suggested that best practices should be evaluated to alleviate any concern of a reoccurring event. Engineer Valentine confirmed that the event played a crucial role in the plan. City Engineer Thomas added that proposed berms in the area were incorporated in the plan to help protect development from excess water flow. Mayor Freeman questioned the recommendations to the area north of Copper Creek to ensure the High School will not be subject to flooding. Councilmember Day agreed, as

he recalled a previous event. Engineer Valentine observed that the plan area has been cut in half with berms controlling the flow of water and forcing it into Midas Creek.

Mayor Freeman opened the public hearing.

There were no comments.

COUNCILMEMBER ROBINSON MOVED TO CLOSE THE PUBLIC HEARING.  
COUNCILMEMBER MOSER SECONDED THE MOTION, AND ALL VOTE AYE.

**B. [8:01:49 PM](#) Public Hearing to consider an amendment to the Storm Drain Impact Fee Facilities Plan – Blake Thomas, City Engineer**

Bowen Collins & Associates Engineer Cameron Valentine informed the Council that the Storm Drain Impact Fee Facilities Plan was adopted last year and the amendment if to update the plan to include the recently annexed property. He mentioned that the storm water for the annexation area will filter into Midas Creek and will not be connected into the rest of the system. Councilmember Day expressed his concern of exceeding the water capacity of Midas Creek. Engineer Valentine responded that Midas Creek is a county facility and they have a master plan that addresses how much water is allowed to be discharged by each City, and that the plan is not exceeding allowable limits. He explained that those master plans were drafted by Bowen Collins & Associates, and the Herriman City Storm Drain Plan was drafted to coincide with their plan.

Engineer Valentine offered a review of the Impact Fee law and the associated reimbursement capacity requirements. He presented a map of the storm drain service area and noted that the annexation area will be included in the West Herriman Service Area. He asked if there were any questions. There were none.

Mayor Freeman opened the public hearing.

There were no public comments offered.

COUNCILMEMBER ROBINSON MOVED TO CLOSE THE PUBLIC HEARING.  
COUNCILMEMBER MOSER SECONDED THE MOTION, AND ALL VOTED AYE.

**C. [8:06:33 PM](#) Public Hearing to consider an amendment to the Transportation Master Plan- Blake Thomas, City Engineer**

City Engineer Blake Thomas informed the Council that the Transportation Master Plan would have a City-wide impact, not just for the recent annexation. Bowen Collins & Associates Engineer Cameron Valentine reported that the plan was compiled with the input of InterPlan, a team of transportation specialists. He presented a map of the City and gave an overview of the recommended future network including the future width of roads for future developments. Councilmember Robinson asked if all roads would be widened. Engineer Valentine responded that the only widening adjustment would be for the minor collector roads in future developments.

Engineer Valentine continued with the recommendation of future signal placements and phasing based on projected population growth. He displayed a cost of phases, and

noted that most would be paid with impact fees. Councilmember Robinson asked if the cost estimates were compiled for present market prices. This was confirmed.

Mayor Freeman opened the meeting for public comment.

There was no public comment offered.

COUNCILMEMBER DAY MOVED TO CLOSE THE PUBLIC HEARING.  
COUNCILMEMBER TISCHNER SECONDED THE MOTION, AND ALL VOTED AYE.

**D. [8:13:59 PM](#) Public Hearing to consider an amendment to the Transportation Impact Fee Facilities Plan – Blake Thomas, City Engineer**

Bowen Collins & Associates Engineer Cameron Valentine offered a summary of the Transportation Impact Fee Facilities Plan, and noted the similar requirements of the Storm Drain Impact Fee Facilities Plan. He presented a map of Herriman and recommended service areas. Engineer Valentine acknowledged the unique design guidelines for the Herriman Towne Centre, and the seven year master plan basis of impact fees which total \$37.5 million dollars attributable to future expansion. Unfortunately, future expansion infrastructure cannot be charged up front, and would have to be reimbursed from impact fees of eligible projects.

Mayor Freeman opened the Public Hearing.

There was no public comment.

COUNCILMEMBER MOSER MOVED TO CLOSE THE PUBLIC HEARING.  
COUNCILMEMBER DAY SECONDED THE MOTION, AND ALL VOTED AYE.

**E. [8:17:00 PM](#) Public Hearing and consideration to approve a mandatory contribution to the Utah State Retirement System for certain members of the City Council and providing other fringe benefits offered to all members of the City Council – Alan Rae, Finance Director**

Finance Director Alan Rae informed the Council that under direction of City Policy retirement benefits should have been offered to elected officials, and this Ordinance would correct the error. He offered a brief overview of the retirement benefit omission. Mayor Freeman asked for clarification if affected elected officials had been notified. Director Rae confirmed.

Mayor Freeman opened the public hearing.

No Public Comment was offered.

COUNCILMEMBER MOSER MOVED TO CLOSE THE PUBLIC HEARING.  
COUNCILMEMBER DAY SECONDED THE MOTION, AND ALL VOTED AYE.

COUNCILMEMBER MOSER MOVED TO APPROVE ORDINANCE NO. 14-37,  
APPROVING A MANDATORY CONTRIBUTION TO THE UTAH STATE RETIREMENT  
SYSTEM FOR CERTAIN MEMBERS OF THE CITY COUNCIL AND PROVIDING

OTHER FRINGE BENEFITS OFFERED TO ALL MEMBERS OF THE CITY COUNCIL.  
COUNCILMEMBER DAY SECONDED THE MOTION.

Councilmember Robinson clarified that the increase in compensation should have been allocated previously as notated by the Finance Director. He added that this Ordinance would correct the policy and clarify benefits for elected officials who serve on the City Council.

The vote is recorded as follows:

Councilmember Mike Day	Aye
Councilmember Matt Robinson	Aye
Councilmember Craig B. Tischner	Aye
Councilmember Coralee Wessman-Moser	Aye
Mayor Carmen Freeman	Aye

The motion passed unanimously.

**E. [8:20:10 PM](#) MAYOR AND COUNCIL COMMENTS**

Councilmember Tischner extended gratitude to Michelle Baguley and Raquel DeLuca for their commitment to serve on the Youth Council. Mayor Freeman agreed and thanked Councilmember Tischner for his dedicated service to the Youth Council.

Councilmember Moser expressed her appreciation to Water Director Justun Edwards and his staff for coordinating the Stillman Well dedication. She noted that the event offered a tremendous remembrance of John Stillman.

Mayor Freeman informed the audience of a scheduled Public Hearing to gather public comment regarding the Deer Mitigation program for August 28, 2014. He explained the sensitive situation, and encouraged everyone to attend. Mayor Freeman expressed his admiration of talent that Herriman City residents possess. He reported the change to the City Council meetings, which would be held the second and fourth Wednesdays of the month. The Work Session would commence at 5:00 p.m., with the City Council Session beginning at 7:00 p.m. He explained that the schedule change would alleviate any conflicting schedules with the City Council and the Planning Commission, and offer flexibility to add meetings, as necessary.

**F. CALENDAR**

**A. Meetings**

- August 21 – City Council Work Meeting 5:00 p.m.; Planning Commission 6:00 p.m.
- August 28 – City Council Work Meeting 5:00 p.m.; City Council 7:00 p.m.

**B. Events**

- August 12-16 – International Days, Rosecrest Pavilion, Butterfield Park 2:00 p.m.
- July 24 – Pioneer Day, City Offices Closed

**G. 8:25:10 PM ADJOURNMENT**

COUNCILMEMBER DAY MOVED TO ADJOURN THE CITY COUNCIL MEETING. COUNCILMEMBER MOSER SECONDED THE MOTION, AND ALL VOTED AYE.

**H. RECOMMENCE TO WORK MEETING (IF NEEDED)**

**I. 8:25:20 PM CLOSED SESSION**

A. *The Herriman City Council may recess the regular meeting and convene in a closed session to discuss the character, professional competence, or physical or mental health of an individual, pending or reasonably imminent litigation, and the purchase, exchange, or lease of real property, as provided by Utah Code Annotated §52-4-205*

COUNCILMEMBER DAY MOVED TO ADJOURN THE WORK SESSION TO CONVENE IN A CLOSED SESSION TO DISCUSS THE CHARACTER, PROFESSIONAL COMPETENCE, OR PHYSICAL OR MENTAL HEALTH OF AN INDIVIDUAL, AS PROVIDED BY UTAH CODE ANNOTATED §52-4-205. COUNCILMEMBER MOSER SECONDED THE MOTION.

The vote is recorded as follows:

Councilmember Mike Day	Aye
Councilmember Matt Robinson	Aye
Councilmember Craig B. Tischner	Aye
Councilmember Coralee Wessman-Moser	Aye
Mayor Carmen Freeman	Aye

The motion passed unanimously.

*This document constitutes the official minutes for the  
Herriman City Council Meeting held on Thursday, August 14, 2014*

*I, Jackie Nostrom, do hereby certify that I am the duly appointed, qualified, and acting City Recorder for Herriman City, of Salt Lake County, State of Utah. I do hereby certify that the foregoing minutes represent a true and accurate, and complete record of this meeting held on Thursday, August 14, 2014.*

  
Jackie Nostrom, City Recorder



**HERRIMAN, UTAH**  
**RESOLUTION NO. 14**

**A RESOLUTION APPROVING AMDNDMENTS TO THE PERSONNEL POLICY AND  
PROCEDURES MANUAL FOR HERRIMAN SECTIONS 1-6**

**WHEREAS**, the Herriman City Council (“*Council*”) met in regular session on August 28, 2014 to consider, among other things, approving amendments to the Personnel Policy and Procedure Manual Sections 1-6, and

**WHEREAS**, a copy of sections 1-6 of the Personnel Policy and Procedures Manual as amended (“Amended Manual”) has been presented to the Council for review and approval; and

**WHEREAS**, the Council has reviewed and discussed the Amended Manual; and

**WHEREAS**, after careful consideration the Council hereby determines that it is in the best interest of the health, safety and welfare of the citizens of Herriman to approve the Amended Manual; and

**NOW, THEREFORE, BE IT RESOLVED** by the Council that the Amended Manual is hereby approved and it is hereby directed that the changes as set forth in the Amended Manual be communicated to City staff.

This Resolution, assigned no. 14.\_\_\_\_, shall take effect immediately on passage and acceptance as provided herein.

**PASSED AND APPROVED** by the Council of Herriman, Utah this 28<sup>th</sup> day of August, 2014.

**HERRIMAN**

\_\_\_\_\_  
**Mayor Carmen Freeman**

**ATTEST:**

\_\_\_\_\_  
**Jackie Nostrom, City Recorder**



CITY COUNCIL

Thursday, August 28, 2014

# Item 4

## 6. PUBLIC HEARING AGENDA

- A. Public Hearing and consideration of an amendment to the Herriman City 2014-2015 fiscal year budget – Alan Rae, Finance Director

NOTES: \_\_\_\_\_

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**HERRIMAN, UTAH**  
**RESOLUTION NO.**

**A RESOLUTION OF THE HERRIMAN CITY COUNCIL  
APPROVING AN AMENDMENT TO THE 2014-2015  
FISCAL YEAR BUDGET**

**WHEREAS**, the Herriman City Council (“*Council*”) met in regular meeting on August 28, 2014, to consider, among other things, approving an amendment to the 2014-2015 fiscal year budget; and

**WHEREAS**, the Council has determined it necessary to amend the budget to reflect various changes; and

**WHEREAS**, the Council determines that the amendment presented to the Council is necessary and appropriate.

**NOW, THEREFORE, BE IT RESOLVED** by the Council that the budget for the period of July 1, 2014, through June 30, 2015, is hereby amended as set forth on the attached amended budget.

This Resolution, assigned No., shall take effect immediately upon passage and acceptance as provided herein.

**PASSED AND APPROVED** by the Council of Herriman, Utah, this 28<sup>th</sup> day of August, 2014.

**HERRIMAN CITY COUNCIL**

\_\_\_\_\_  
**Mayor Carmen Freeman**

**ATTEST:**

\_\_\_\_\_  
**Jackie Nostrom, City Recorder**

**Proposed Budget Amendment**

Variable Message Signs (3) (\$5,000 per year maintenances)	\$190,000	General Fund
Deer Mitigation	\$ 10,000	General Fund
Corridor Preservation Fund	\$250,000	General Fund
Corridor Preservation Fund	(\$250,000)	General Fund
6600 West Project (\$125,000 for 5 years)	\$125,000	Transportation Impact Fee
6600 West Project	\$400,000	Water Fund



CITY COUNCIL  
Thursday, August 28, 2014

# Item 3

**5. DISCUSSION AND ACTION ITEMS**

- B. Discussion and consideration of a resolution regarding Valley Emergency Communications Center – John Brems, City Attorney

NOTES: \_\_\_\_\_  
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**HERRIMAN CITY**  
**RESOLUTION NO. 14-**

**A RESOLUTION OF THE HERRIMAN CITY COUNCIL AGREEING  
TO SUPPORT A SINGLE COMPUTER-AIDED DISPATCH SYSTEM  
THROUGH ENGAGING A CONSULTANT TO ASSIST IN SELECTING A  
PUBLIC SAFETY COMMUNICATIONS VENDOR**

**WHEREAS**, the Herriman City Council (“Council”) met in regular meeting on August 28, 2014, to consider, among other things, adopting a resolution agreeing to support a single computer-aided dispatch system through engaging a consultant to assist in selecting a public communication vendor; and

**WHEREAS**, the Council is committed to providing critical, lifesaving, public safety communications (911); through the establishment of a single Computer-Aided Dispatch (CAD) system in all of Salt Lake County (“County”) for all those who live, work, visit and play in the County; and

**WHEREAS**, House Bill 155, Utah Communication Agency Network and Utah 911 Committee Amendments (2014), was enacted during the 2014 Utah Legislative session, which establishes, in part, the Computer-Aided Dispatch Restricted Account; and

**WHEREAS**, the Computer-Aided Dispatch Restricted Account was created to be used exclusively to enhance public safety efforts within the state by funding the procurement of a single Computer-Aided Dispatch system for public safety agencies within counties of the first class, when authorized through an Interlocal Agreement between the County’s two primary Public Safety Answering Points (PSAPs); and

**WHEREAS**, the County’s two primary PSAPs are Salt Lake City Corporation and the Valley Emergency Communication Center; and

**WHEREAS**, Salt Lake City Corporation and the Valley Emergency Communications Center Board of Trustees have determined that it is in the best interests of the inhabitants of their respective jurisdictions to enter into an Interlocal Cooperation Agreement to jointly engage a consultant through a Request for Proposals/Request for Qualifications (RFP/RFQ) process, intended to lead to the execution of a contract, and, in cooperation with the CAD selection committee, recommend the selection of a single Computer-Aided Dispatch system.

**NOW, THEREFORE, BE IT RESOLVED** that the Council fully supports the process to abide by the recommendations of the RFP/RFQ Consultant, in coordination with the CAD selection committee, whose purpose shall be to select a vendor or vendors to provide a single

CAD system capable of achieving the above-stated goals of establishing an efficient and effective 911 system in the County and meeting the requirements of House Bill 155.

**PASSED AND APPROVED** by the Council of Herriman, Utah, this 28<sup>th</sup> day of August, 2014.

**HERRIMAN CITY COUNCIL**

By \_\_\_\_\_  
Carmen Freeman, Mayor

ATTEST:

\_\_\_\_\_  
Jackie Nostrom, City Recorder