



**West Point City Council Meeting
3200 West 300 North
West Point City, UT 84015
May 19, 2015**

Administrative Session
5:30 pm – Board Room

Mayor
Erik Craythorne
Council
Gary Petersen, Mayor Pro Tem
Jerry Chatterton
Andy Dawson
R. Kent Henderson
Jeffrey Turner
City Manager
Kyle Laws

Minutes for the West Point City Council Administrative Session held at the West Point City offices, 3200 West 300 North, West Point City, Utah 84015 on May 19, 2015 at 5:30 pm with Mayor Pro-Tem Petersen presiding.

MAYOR AND COUNCIL MEMBERS PRESENT – Mayor Pro-Tem Gary Petersen, Council Member Jerry Chatterton Council Member Kent Henderson and Council Member Jeff Turner

CITY EMPLOYEES PRESENT – Kyle Laws, City Manager; Boyd Davis, Assistant City Manager; Evan Nelson, Finance Director; Paul Rochell, Public Works Director; and Misty Rogers, City Recorder

EXCUSED – Mayor Erik Craythorne and Council Member Andy Dawson

VISITORS PRESENT – Rob Ortega

Mayor Pro-Tem Petersen welcomed those in attendance.

1. Continuation of Budget Discussion for the FY2015 Amended Budget and FY2016 Tentative Budget – Mr. Evan Nelson

Mr. Nelson stated discussions of the FY2015 Amended Budget and the FY2016 Tentative Budget began on May 5, 2015. He then stated that during the May 19th meeting, Council and Staff will discuss the following items:

- Capital Projects
- Projects Completed in FY2015
- Projects Funded for FY2016
- New Projects added to the Matrix
- Projects with Funding Changes in FY2015
- Enterprise Funds (Waste, Water and Storm Water Fund)
- Impact Fees

Completed Projects in FY2015

- 003 - East Park: Remaining Grant funding (\$20,000) was used to pay for the installation a bowery in East Park.
- 005 – The Final Payment for the Blair Dahl Park will be paid on June 2, 2015.

Mr. Laws stated that each project listed on the matrix is given a project number. The lower the project number the longer the project has been on the matrix.

Mr. Nelson stated the annual payment for the Blair Dahl Park is approximately \$135,000. Staff plans to continue allocating approximately \$130,000 annually for park improvements.

- 010 – 2300 West 800 North Intersection Improvements

Council Member Chatterton stated that the improvements to the intersection of 2300 West 800 North have enhanced the appearance of the area.

Council Member Henderson asked when the sidewalk on 800 North will be connected. Mr. Davis stated the sidewalk will be connected when the Contractor (Yarbrough) can fit the project into his schedule. He then stated the Contractor will be providing the City will an estimate for the additional cement.

Council Member Chatterton stated that Wendy Snounou (a resident on 800 N) thought the installation of the driveways may help with current drainage issues.

Mr. Laws stated the 800 North Sidewalk Project and the installation of the playground equipment and tennis and basketball courts should be complete by the end of FY2015.

Projects Funded in FY2016 (new appropriations)

- 012 – Street Maintenance: Each year \$200,000 of Class C Road money is budgeted and used for street maintenance. At the end of the fiscal year, the balance is carried forward.

Mr. Laws stated last year's road projects were delayed and Parsons is currently working on those projects.

- 013 – Sidewalk Maintenance: An additional \$4,360 is being budgeted for miscellaneous sidewalk repairs in FY2016.
- 015 - Salt & Street Materials: An additional \$15,000 is being budgeted in FY2016.
- 018 - Fire Hydrants: An additional \$3,425 is being budgeted in FY2016.
- 019 - SCADA System: An additional \$13,000 is being budgeted in FY2016.
- 023 - Parcel Maintenance and Protection: An additional \$15,000 is being budgeted in FY2016.

Mr. Laws stated the increase is primarily for the fence which will be installed in the Pheasant Creek Subdivision, separating the City property from the property being leased by Mr. Lynn Kirkman. He also stated a portion of the funding may be used to fix the fence between the HOA behind City Hall and the Wise County Meadows Subdivision.

- 031 - Source Protection Plan: An additional \$20,000 has been budgeted in FY2016. Mr. Nelson stated this plan must be updated with the State of Utah every 5 years.

Mayor Pro-Tem Petersen asked if this is a water report. Mr. Davis stated yes, the report includes information regarding ground water and the two wells owned by the City.

Council Member Chatterton asked if the Source Protection Plan will cost \$20,000. Mr. Davis stated the \$20,000 needed for the Source Protection Plan is only an estimate.

Mayor Pro-Tem Petersen asked if someone outside the agency must complete the report. Mr. Davis stated yes, an outside agency will be needed to assist with the reporting.

- 043 - Cemetery Perpetual Care - The current balance of the Perpetual Care Fund is \$156,000 and the balance continues to increase. Some of the funding will be used for the expansion of the Cemetery. An additional \$13,495 has been budgeted in FY2016.

Mr. Laws stated the City is still waiting to hear from the Bureau of Land Reclamation regarding the Cemetery Expansion.

Mayor Pro-Tem Petersen stated Perpetual Care should not be used for land acquisition. Mr. Laws stated the City doesn't plan to purchase property for the Cemetery expansion. The City will likely trade property near the trail for property to the west of the Cemetery with the Bureau of Reclamation. If the property trade is approved, the property to the west of the cemetery will be used for the Cemetery expansion. Mr. Laws stated it is anticipated that the only cost to the City for the Cemetery expansion will be for the development.

Mr. Nelson stated the maintenance of the cemetery is paid for out of the General Fund. He then asked that if anyone has questions or concerns to please contact him.

- 045 - 520 North Loop Completion and Parking Lot: Funding has been appropriated from the Capital Projects and Special Revenue Funds. Additional Funding sources in FY2016 will include Road Impact Fees, the Waste Fund, the Water Fund, and the Storm Water Fund.

Mayor Pro-Tem Petersen asked when the 520 North loop completion and parking lot will begin. Mr. Laws stated the project could be start anytime as \$150,000 had been budgeted in FY2015. There are approximately five or six funding sources for this project. Mr. Laws stated the City needs to decide on a design for the area as well as phasing before construction can begin.

- 051 - 650 North Sewer, Storm Drain, and Road Widening: Mr. Davis stated this area lacks curb, gutter and sidewalk and has drainage issues. He then stated the sewer line in the area connects to the North Davis Sewer District line however, the West Point sewer line is too low. If the sewer line isn't raised and as flows increase, residents in this area will experience backups. The main purpose of the project is to raise the sewer line and install storm drain, curb, gutter and sidewalk before the road is paved.

Council Member Chatterton asked if the sewer line on 650 North is working properly. Mr. Davis stated yes.

Mr. Laws stated this project originally extended from 5000 West to 4750 West; however the road widening portion and the curb, gutter and sidewalk should be extended to 4550 West. The new budget allocation includes the full road widening from 5000 West to 4550 West and utility lines from 5000 West to 4750 West.

Council Member Chatterton asked what will happen with the remainder of 4550 West and 650 North. Mayor Pro-Tem Petersen stated the real question is what should be done with the area of 4550 West and 650 North. The purpose of the project is for the utilities and drainage. The installation of the curb, gutter and storm drain should alleviate some of the drainage issues. He stated asked if connecting the utilities from 4550 West 650 North to 4550 West 550 North is needed.

Mr. Davis stated the main issue is the drainage in the area. He stated the connecting of utility services from 650 North to 550 North doesn't appear to be an emergency.

Mr. Laws stated in the future, the connection will want to be made as this will give the area a completed look.

Mayor Pro-Tem Petersen recommended wrapping the curb and gutter around the first home as it will assist with drainage issues and give the area a more completed look. Mr. Davis agreed.

Council Member Chatterton stated wrapping the curb and gutter around *** will provide a sidewalk all of the way to the park.

Mr. Davis stated the storm drain pipe will only extend to 4750 West. Most of the water will flow into the curb and gutter and then enter into the pipe.

Council Member Chatterton asked if water still exists from behind the homes on the north side of the road. Mr. Davis stated an irrigation pipe still runs between the homes. Mr. Rochell stated a drain has been installed in the area and extends to 800 North. Mr. Davis stated the line will be tied into the new storm drain line.

Mayor Pro-Tem Petersen stated the main issue is drainage. The residents in this area need a way for water to drain from the north to the south to 650 North. Mr. Davis stated yard drains could be installed and connected to the new storm drain line if needed. Mayor Pro-Tem Petersen agreed.

Mr. Laws stated the improvements can be taken as far the budget will allow.

- 059 - Vehicle Replacement: Three of the City's Chevy Colorado's will be replaced in FY2016. A \$43,367 increase to the FY2016 budget.
- 060 - Equipment Replacement: \$18,000 is budgeted in FY2016 for the replacement of the Walker lawn mower.
- 066 - 1300 North 24" Storm Drain Line (4200 W to 4250 W): \$70,000 is budgeted in FY2016 to tie the retention pond in the Glenn Dale Subdivision into the storm drain located on the west side of the Hooper canal. This will eliminate the retention pond in the Glenn Dale Subdivision.

Mayor Pro-Tem Petersen asked where the retention pond is located in the Glenn Dale Subdivision. Mr. Davis stated the retention pond is located on lot 1 of the subdivision. He stated Craythorne Construction is the current owner of lot 1.

- 067 – 4000 West 1300 North Storm Drain Line: This project will run the storm drain on 1300 North under the Layton Canal and tie it into the large storm drain on 4000 West.
- 069 – Gateway Sign: The electronic sign located at the gateway has been removed. Staff would like to use the remaining funds in the SR-193 landscape budget to install a sign on SR-193 welcoming people into the City.

Mr. Nelson stated that the Council has not discussed the installation of a sign on SR-193 but will do so in the future.

Mayor Pro-Tem Petersen stated the Council has only discussed the gateway sign. He stated in his opinion budgeting of funds if acceptable, but the Council and Staff should have a discussion regarding a possible sign.

Council Member Chatterton asked if an electronic sign is being considered. Mr. Laws stated no, only a sign welcoming people into West Point.

Mayor Pro-Tem Petersen stated \$13,000 may not be needed for the purchase and installation of a sign. He then stated if a sign is installed, it must be attractive and durable.

- 073 – 5 Year CIP: Setting aside funds for future needs and/or emergencies.
- 075 – Park Improvements: \$135,000 per year is budgeted to assist with improvements to existing and future parks.

Mr. Laws stated the carry forward balance or funding available in the current year is approximately \$455,000 and will cover the costs for the playground, tennis and basketball courts, and other minor repairs to the landscaping sidewalk, etc.

New Projects Added to the Matrix

- 080 – Storm Water Management Plan (required by State Law): \$30,000 is budgeted in FY2016 for the completion of the Storm Water Management Plan.

Mr. Davis stated that Staff will complete as much of the process as possible, but outsourcing will need to occur.

Council Member Chatterton asked if outsourcing will cost the City \$30,000 if Staff assists with the process. Mr. Davis stated hopefully not. Council Member Henderson stated there could be a potential savings if Staff assists with the process.

Council Member Chatterton asked how much the last Storm Water Management Plan cost the City. Mr. Davis stated approximately \$20,000.

Mr. Nelson asked how often the Storm Water Management Plan must be done. Mr. Davis stated the City must provide two different plans. The first is the Storm Water Master Plan and it must be completed by the City every 5 years. The second is the Storm Water Management Plan (pollution prevention), this plan must be completed by the City whenever an update has occurred to the state permit.

- 081 – 300 North Lift Station Storage Capacity Expansion: The budget is set at \$100,000 but is currently unfunded.

Mr. Davis stated the lift station services the Pace Farms Subdivision and is located near the corner of 300 North 5000 West. Mr. Kenny England; an employee of the Public Works Department is responsible for the lift station and made a suggestion. Mr. Davis stated the tank in the lift station does not have adequate capacity and if the pump stops working, residents in the area could be flooded with sewage within 15 minutes (depending on flow time). Adding a higher capacity tank will provide employees, maintenance crews and Pro-Pipe time to time to access the lift station and start cleanup procedures.

Mr. Laws asked if Abrams are connected to the lift station. Mr. Davis stated Abrams and a few of the homes on 5000 West are connected to the lift station.

Council Member Chatterton asked if Backflow Preventers are required in this area of the City. Mr. Rochell stated yes; however approximately five years ago seven homes were flooded with sewage. He then stated that the intent of the project will provide an additional storage tank to connect to the City's storage.

Council Member Chatterton asked what capacity of tank is needed. Mr. Rochell stated the capacity of the need storage tank is currently unknown. When funding becomes available, a design will be drafted and a size will be recommended. He then stated that a minimum of one hour is needed if the pumps stop working, because employees, maintenance crews, and Pro-Pipe will need to be dispatched to the location.

Mayor Pro-Tem Petersen stated one hour would be needed if employees were to notify residents of the issue. Mr. Rochell stated informing residents isn't the first priority because the assistance of all employees is needed in an emergency. He then stated there may be circumstances in which the water main must be shut down, as this would keep the water from entering into the sewer lines.

Mr. Laws informed the Council that project number 082 has yet to be funded as additional planning is needed.

- 082 – 300 North Sidewalk Grant (1500 W to 1600 W): \$50,000 has been budgeted in FY2016 (\$37,500 of grant funding and \$12,500 Class C Road Revenue)

Mr. Davis stated the City plans to work with Rocky Mountain Power for this project. Staff is hopeful that after the sidewalk has been installed on Rocky Mountain Power and West Point City Property, Clearfield City will install the remainder of missing sidewalk on their property.

Mayor Pro-Tem Petersen asked if Rocky Mountain Power is supportive of the project. Mr. Laws stated yes.

Mayor Pro-Tem Petersen asked if Rocky Mountain Power is aware that Clearfield may not complete the sidewalk on the east (in Clearfield). Mr. Davis stated no, but they have expressed their support of the project.

Council Member Chatterton stated that he is support of the installation of sidewalk from 1500 West to 1600 West on 300 North. He then expressed his concern for the safety of the people who currently walk in the area.

Mayor Pro-Tem Petersen stated he is amazed that a sidewalk has never been installed in this area of the City.

Mr. Laws stated that it may be difficult to obtain a commitment for the installation of sidewalk from Clearfield City as the sidewalk may not directly serve their residents.

Mayor Pro-Tem Petersen stated the residents of West Point travel to Winegars to shop and to Paces to eat. Clearfield City is essentially receiving sales tax revenue from West Point City Residents.

Mr. Laws stated that Staff has discussed the need for the sidewalk with Clearfield City on numerous occasions; however there haven't been discussions within the last year. Staff has been told by Clearfield City that they would like to install sidewalk on their portion of the property however it isn't a high priority.

Council Member Chatterton and Mayor Pro-Tem Petersen stated that someone may want to discuss the need for the sidewalk with the Clearfield City Mayor.

Projects with Funding Changes in FY2015

- 019 – SCADA System Upgrades: Funding for this project was reduced by \$12,000 and \$11,451 of the remaining balance will be carried forward into FY2016.

Mr. Davis stated because the SCADA System hasn't needed a significant amount of upgrades, it was determined to decrease the budget by \$12,000. Mr. Rochell agreed, the carry forward amount did not need to be significant.

- 050 – 3000 West Widening (300 North to 1300 N): \$2.8 million dollars is being provided by UDOT and the City will match \$247,419 for the widening of 3000 West.

Mr. Laws stated the 3000 West Widening project was moved ahead of schedule when the City participated in the funding swap.

Mr. Nelson informed the Council that grant expenses hadn't been previously budgeted as it was assumed that UDOT would pay contractors directly for this project. However it was recently discovered that contractors will be paid by the City and UDOT will reimburse the City 90% of the cost.

Mr. Davis stated the widening of 3000 West will likely begin during the first week of June.

Council Member Henderson asked when the project will be complete. Mr. Davis stated the project should be complete by October 2015.

Mr. Rob Ortega asked if the widening of 3000 West will affect the intersection at 300 North 3000 West. The Council stated no. Mayor Pro-Tem Petersen stated the intersection is adequate in size.

Mr. Laws stated the widening should not affect the Horizons Credit Union. Construction will begin on 3000 West just east side of the Credit Union and extend north.

Council Member Chatterton stated when Syracuse City began construction on 3000 West, they sent parking permits to each of the residents living within the construction zone. This prevents residents in the area from being stopped and questioned by police. Council Member Chatterton then stated a Police Officer from Syracuse City sits in the construction area. The Officer pulls over vehicles without a permit and issues citations to anyone without a purpose to be in the area. Council Member Chatterton stated the fee for the citations being issued by Syracuse City is approximately \$400. He then recommended the City also provide parking passes to those living within the construction zone.

- 057 – Rebuild PRV's: An additional \$3,248 was added to the project bringing the total carryforward amount to \$9,824.

Mr. Rochell stated the City has one 10" PRV valve left to replace. He stated if the PRV valve is rebuilt, it will cost the City approximately \$16,000 because it is an AMES valve. To replace the PRV with a Clay Valve, it will cost approximately \$9,800. Mr. Rochell stated a Clay Valve is significantly cheaper to rebuild than that of an Ames valve.

Council Member Chatterton asked where the PRV valve is located. Mr. Rochell stated the PRV is located on the corner of 800 North and 3000 West. He stated the PRV will be replaced during the widening of 3000 West.

- 059 – Vehicle Replacement: Updating project lines based on the new estimates for this year’s purchases.
- 069 – Gateway Sign
- 075 – Parks Improvement: Money was shifted from the General Fund to the Capital Projects Fund.
- 078 – West Point Military Memorial: The City collects donations for the Military Memorial. As of March 2015, the City had collected \$1,700 in donations which will be turned over to the Military Memorial Committee.

Council Member Turner asked how people can donate through the City for the Military Memorial. Mr. Laws stated that each month, residents have the opportunity to send a donation for the memorial with their utility payment.

Mr. Nelson stated the \$1,700 in the Military Memorial Fund is from donations received through utility billing or donating directly to the City for the memorial.

Council Member Chatterton stated the committee itself collects funds by holding fundraisers.

Enterprise Fund

Waste Fund – Proposed Changes

- North Davis Sewer District (NDSD) rate increase: This increase will occur every year for the next several years. The City collects the sewer fee on behalf of the NDSD. The budget will increase \$110,000 in FY2016.
- City Sponsored Clean-up Days: Twice per year, West Point City sponsors clean-up days for the residents of the City. Dumpsters are left at the parks for a specified amount of time and residents are allowed to dispose of their junk in the dumpsters. \$6,000 has been added to both the FY2015 and FY2016 budgets to pay for the service.

Mayor Pro-Tem Petersen asked if the \$6,000 pays for dump fees only. Mr. Nelson stated no, the \$6,000 includes dump and hauler fees. He then stated the cost of the April 2015 clean-up was less than the clean-up in the fall of 2014.

Mr. Davis stated the Clean-up program has been very successful.

Mayor Pro-Tem Petersen asked how many times the dumpsters were emptied.

Mr. Laws stated during the fall cleaning, 4 dumpsters were left at the Loy Blake Park for the entire weekend. By Monday, the dumpsters were full and garbage had been piled around the dumpsters. In April, dumpsters were left at the park for approximately 24 hours and as they would become full, Econo-Waste would dump them. Mr. Davis stated during the April cleaning, the dumpsters were filled 11 times.

- Information Technology: The budget amount in FY2016 has been reduced by \$1,200 in the Waste Fund.
- Insurance Allocation: Liability, vehicle and property insurance expenses are shared between the utility funds. The Waste Fund Allocation for FY2015 and FY2016 is \$15,000.

- Fleet Expense: The Waste Fund allocation has reduced by \$12,000 in both FY2015 and FY2016.

Water Fund

- Water Meters: Additional funding is needed for the purchase of new water meters. The budget for the Water Fund has been increased \$30,000 in FY2015 and FY2016. The budget total for Water Meters is \$65,000.

Mr. Rochell stated anyone with questions should contact him.

- Secondary Water Expense: Secondary Water expenses have been increasing over the past several years and the budget hasn't been increased compensate for the increases. An increase of \$45,000 is budgeted in FY2015 and an increase of \$64,000 is budgeted in FY2016.
- Culinary Water Expense: West Point City purchases culinary water from Weber Basin Water. The cost of the water is expected to increase, therefore the FY2016 budget was increased \$7,500.
- Information Technology: An increase of \$5,475 if the Water Fund in FY2016.
- Insurance Allocations: Liability, vehicle and property insurance expenses are shared between the utility funds. The Water Fund Allocation for FY2015 and FY2016 is \$19,000.
- Fleet Expense: The fleet expenses have been reduced in by \$15,000 in FY2015 and FY2016.

Storm Water Fund

- Fleet & Insurance expenses have been combined and the increase for both fleet and insurance is \$6,000 in FY2016.
- Depreciation Expense: An increase of \$22,000 has been budgeted in FY2016.

Impact Fees

In the past, Impact Fees have been tracked in the Special Revenue Fund. However this practice has made tracking assets difficult. To make tracking more efficient, Sewer, Water, and Storm Water Impact Fees will now be tracked in their respective utility fund. The FY2015 & FY2016 budgets have been adjusted to allow for the transfer of funds.

Council Member Chatterton asked if Park Impact Fees will be tracked the same as the utility Impact Fees. Mr. Nelson stated no, because the General Fund expenditures are not capitalized the same ways as the enterprise funds. All other Impact Fees have been left within the revenue fund.

Council Member Chatterton thanked Mr. Nelson for his presentation.

Mr. Laws stated if anyone has questions or concerns with regards to the budget or Capital Projects, please contact Staff.

Mr. Nelson stated the Council will discuss the proposed changes to the fee schedule during the June 2, 2015 meeting. He recommended the Council review the fee schedule within the budget document before the June 2nd meeting.

Mayor Pro-Tem Petersen stated during the May 19, 2015 Council Meeting, the public hearing for the FY2015 Amended Budget and FY2016 Tentative Budget will be held. He asked if the public hearing will be continued to the June 2, 105 Council Meeting. Mr. Laws stated yes, the public hearing will continue through June 2nd, the public hearing will then close and the Council will take action on the adoption of the FY2016 Tentative Budget. Another public hearing will be held on June 19, 2015 for the adoption of the FY2015 Amended Budget, adoption of the Fee Schedule, and the adoption of the FY2016 Final Budget.

Mr. Laws stated if the Council decides not to accept the certified tax rate; the City will complete the Truth in Taxation process, and the adoption of the FY2016 Budget will not occur until August. He then stated that Staff hasn't yet to meet with the County to discuss the tax rate and property values. Mr. Laws stated the Council will be notified when the County provides the City with information regarding property values and the certified tax rate. He then stated that in the near future, the Council will need to determine if the City should accept the property tax rate or complete the Truth in Taxation process.

Mr. Laws stated over the past few years property rates have increased and the certified rate has decreased and the Council chose to participate in the Truth in Taxation process. He stated last year, the Council negotiated a property tax rate higher than the certified tax rate but lower than the current rate. Mr. Laws stated completing the Truth in Taxation process does not require the Council to maintain the rate. It allows the Council to adopt a property tax rate in between the certified tax rate and the current rate.

Mayor Pro-Tem Petersen stated the County has promised to do a better job at capturing new growth, he stated that he is hopeful that this will mitigate the decrease in the tax rate.

Mr. Laws stated Mr. Nelson will be meeting with the County next week to discuss property values. However, final values and rates will not be presented to the City until early June.

Mr. Nelson stated the Council will be notified as information

2. Discussion of the Smith's Marketplace Project Site Plan and Removing the Property from Agriculture Protection – Mr. Boyd Davis

Mr. Davis informed the Council that West Point City has received final plans for Smith's Marketplace and the surrounding commercial development. During the June 2, 2015, General Session, the Council will be asked to approve the Site Plan. Mr. Davis stated if the Council has any questions or concerns, now would be the time to address them. He then informed the Council that Smith's would like to obtain their building permit during the first week of June and begin construction soon thereafter.

Mr. Laws stated this meeting will allow the Council to review the plans and provide feedback to Staff before the plans are approved. He then stated the Council will discuss this item again during the Administrative Session on June 2, 2015.

Mr. Davis presented the Site Plan to the Council. He stated the plan is similar to that which had originally presented to the Council. However one retail pad has been changed to an office pad. The Developer has been working with a medical group who would like to utilize the location.

Mayor Pro-Tem Petersen asked if the Developer is held to uses noted on site plan. Mr. Davis stated no, however the tax increment incentive for the developer is contingent upon sales tax generated businesses.

Mr. Davis stated the Site Plan (exhibit A) includes the Smith's Marketplace pad, a small retail pad(A), a fuel center, Credit Union pad(B), Fast Food pad(C), Retail pad(D), Fast Food pad(E), and Office pad(F). He then stated during the June 2, 2015 Council Meeting the Council will only be asked to approve the following items:

- Subdivision Plat Approval (dividing the property into seven different lots)
- Site Plan (the overall project)
- Smith's Building Pad

Council Member Henderson asked if Planning Commission approved the three items during their meeting last week. Mr. Davis stated yes.

Mr. Davis stated the Smith's Building has the correct amount of brick as previously requested and there are minor variations in the building. He then stated the look of the store is attractive and is similar to that of stores recently opened by Smith's. Mr. Davis presented the following review comments from Staff to the Council:

1. Zoning
 - a. A beer license will be required - The Council will need to approve a license before the store opens. He then stated someone who works directly with Smith's will be applying for the Beer License.
 - b. The Agricultural Protection designation must be removed from the property – The Council will be asked to pass a Resolution in an upcoming meeting to remove the property from Agricultural Protection.

Council Member Chatterton asked if the developer must ask for the property to be removed from Agricultural Protection. Mr. Davis stated yes, and the City is currently trying to determine if Mr. Gary Wright or Smith's owns the property. Whoever owns the property will request the Council remove the property from Agricultural Protection.

2. Site Plan
 - a. Signage - A sign plan has not been submitted. However, they will submit a sign plan for the Smith's Marketplace in the near future.
 - b. The plans do not include the street lights along 300 North and 2000 West, therefore the plans are being corrected to include the lighting.
 - c. The landscape plan looks good however so there are exceptions from the City Code.
 - d. The site plan shows a chain link fence, but it may be replaced with a concrete wall. Bidding for both options are being considered. If funding is available or there is enough incentive, the concrete wall will be installed.

Mayor Pro-Tem Petersen expressed the need for the concrete wall at the rear of the Smith's Marketplace.

Council Member Chatterton agreed, he stated in early discussions between the Council and Smith's, it was agreed that a concrete wall would be installed on the west property line.

Council Member Henderson stated that early in the process, Smith's believed that there would be adequate funding available to pay for the installation of a concrete wall. However, Smith's now believes that the funding needed for the wall may not be available.

Mr. Laws informed the Council that during the past few meetings with Smith's, the City has been told that funding may not be available for the wall. He then stated that Smith's will be bidding the concrete wall as a bid alternative. If funding is available, Smith's will install the concrete wall. However if Smith's lacks funding, the City may need to use tax increment or find another way to pay for the concrete wall.

Council Member Petersen asked if the West Point City Code allows for a chain-link fence. Mr. Davis stated the West Point City Code does not address "fences" in the commercial area and the fencing requirement between agriculture and residential properties is a minimum of chain-link.

Council Member Turner asked if the West Point City Code should be amended to address fencing requirements within commercial areas. Mr. Davis stated the Council could choose to amend the code.

Council Member Petersen stated the Council has the ability to approve the plan with the stipulation that a concrete wall must be installed to the west of the Smith's store.

Mr. Laws stated if the Council is determined to have a concrete wall and Smith's doesn't have the adequate funding, the City will need to find a way to pay for wall

Mayor Pro-Tem Petersen stated the Council has expressed their desire for a concrete wall. He then asked the Council if Smith's should be told that the plans will not be approved if a concrete wall is not included in the plans.

Council Member Henderson expressed concern with saying that the Council will not approve the plans without the concrete wall. He stated if Smith's is lacking funding it may be a deal breaker. He asked if the Council Members are willing to take the risk.

Mayor Pro-Tem Petersen stated if the Council does not insist on a concrete wall, it is likely the minimum fencing requirement would be met.

Mr. Davis stated a requirement for the concrete wall could be stated in the Developer's Agreement. He then asked the Council where they would like a post and panel wall installed.

Mr. Davis stated the installation of a 1,500 ft. wall (the full distance of the property) is estimated to cost \$100,000. He stated the distance behind the store is approximately 800ft. The Council agreed the wall should be installed to the west and south of the Smith's Marketplace store (to the back of Gary Wright's property).

Mayor Pro-Tem Petersen asked if the wall would be constructed using concrete. Mr. Davis stated the bid received is for a 6 ft. post and panel wall.

Mayor Pro-Tem Petersen asked the cost of a chain-link fence. Mr. Davis stated to install 1,500 ft. of chain-link fence is estimated to cost \$20,000 to \$30,000.

Council Member Turner stated in the future, the Council will be happier with the post and panel wall.

Mr. Davis clarified with the Council that they will not approve the Site Plan if the concrete wall is not included in the plan. Mayor Pro-Tem Petersen stated yes, and if Smith's is concerned with the installation of the wall they have the opportunity to renegotiate with the Council.

Council Member Turner asked if the Planning Commission was supportive of Smith's obtaining bids for chain-link fencing and a post and panel wall. Mr. Davis stated yes, the Planning Commission was supportive of Smith's obtaining bid alternates.

Mayor Pro-Tem Petersen expressed the need for the Council and Staff to "push" for the installation of the wall. He then asked the Council their opinions.

Council Member Turner expressed his support of the wall.

Council Member Chatterton stated he is supportive of the wall.

Council Member Henderson stated he likes the wall; however he does not want the wall to be a "deal breaker". Mayor Pro-Tem Petersen stated it is the Council's duty to hold to the standards of the City.

Council Member Chatterton stated the installation of the wall will significantly enhance the development. The Council Members agreed.

3. Building Pad

- a. The Smith's pad and pad "A" will be approved separate from the fuel center.
- b. Architecture (Smith's only)

4. Plat

- a. Minor changes to the legal description have been made.
- b. The current ownership shows more than one owner. A signature and acknowledgement line has been added for each owner.
- c. Indicate who the owner of parcel A will be dedicated to Gary Wright.
- d. The ownership of the entrances will be Smith's.

5. Streets

- a. A traffic analysis has been submitted and UDOT has approved five of the six accesses. UDOT has denied the access on 300 North near the 2000 West because it is too close to the intersection. Smith's has submitted a traffic analysis showing the entrance will work and that the entrance will be a right turn in and a right turn out only. Smith's Engineers are supportive of the accesses but UDOT will not grant a variance for the entrance.

Mr. Davis stated if the access point is denied, Smith's will likely stop the project. He then reminded the Council that as SR-193 is constructed, portions of 300 North will be transferred to the City. He then informed the Council that Mayor Craythorne and Mr. Laws recently met with the Chris Petersen, the Region 1 Director to discuss options. During that meeting transferring this portion of 300 North to the City early was discussed. Transferring this portion of the road to the City will give us control over the road.

Mr. Laws stated that he and Mayor Craythorne met with Chris Petersen, the Region 1 Director in April to discuss several items. During this meeting, Mayor Craythorne and Mr. Laws asked Mr. Petersen if the City could extend the transfer of road to the City from 1500 West to approximately 1,000 ft. west of 2000 West. The Region 1 Director stated no, if the road is transferred to the City it would need to extend to 3000 West.

Council Member Turner asked if the City will maintain the road. Mr. Laws stated yes and Staff is willing to take over an additional one mile of road. He stated if the City owns the road, leverage with UDOT could be used.

Mr. Laws informed that Council that Clearfield City will be taking over the 300 North bridge in the near future. But before the bridge is transferred to Clearfield City, UDOT will provide much needed maintenance to the bridge. Clearfield City has requested that UDOT provide them with maintenance money for any project planned for the area in the coming years. UDOT has agreed to provide both Clearfield City and West Point City with maintenance money. West Point will receive approximately \$120,000 of maintenance money from UDOT when 1500 West to 3000 West on 300 North is transferred to the City.

Council Member Chatterton asked if UDOT is required to bring the road up to standard before it is transferred to the City. Mr. Davis stated no, the maintenance money received from UDOT will help pay for the improvements.

Mr. Laws stated a Transportation Commission Meeting has been scheduled for May 21st. Because of the transportation meeting, the Region 1 Director needed to know by May 1st if the City wanted to move forward with transferring this portion of the road to the City. The City again requested a variance for the entrance, but it was again denied. At that time a decision was made to move forward with the transferring of the 300 North from 1500 West to 3000 West to the City. Mr. Laws stated the agreement has been reviewed by UDOT and the Transportation Commission will likely approve the agreement in June 2015. Mr. Laws stated that Staff moved forward without an approval from the Council and he is hopeful that the Council will be supportive.

Mayor Pro-Tem Petersen asked the distance from the corner of 2000 West to the most easterly entrance on 300 North of the development. Mr. Davis stated distance from the corner of 300 North 2000 West to the most easterly entrance on 300 North is approximately 250 ft. and UDOT requires 300 ft.

Council Member Henderson asked if the entrance on 2000 West meets UDOT's requirements. Mr. Davis stated yes, the entrances into the development off of 2000 West meet the requirements.

Mayor Pro-Tem Petersen asked if a right turn lane on 300 North is included in the plan. Mr. Davis stated yes, the roadway will be widened and improved to allow for a right turn lane.

Mayor Pro-Tem Petersen asked if the UDOT would approve the entrance if barriers were placed in the median to keep people from making left hand turns out of the development. Mr. Laws stated no, UDOT Engineers would not approve a variance for the entrance even if a median were installed from 2000 West and past the first entrance.

6. Water

- a. Water Shares are required and Smith's will submit their shares in the future.
- b. An access easement must be granted to the City for the water meters

7. Sewer

- a. Approval from NDS is required and Smith's has obtained approval.
- b. An easement along 300 North will be granted to the City for a public sewer line. Mr. Davis stated the sewer and water line located at the back of the building will also be a public utility.

8. Storm Drain

- a. Davis County will be approving the storm connection.
9. Secondary Water – Davis & Weber Counties Canal will approve the connection when water shares are submitted.
 10. Irrigation - Alternate bid for the replacement of an old irrigation line on 300 North are being obtained. If the budget allows, the irrigation line will be replaced. At a minimum, the pipe at the access points will be replaced.
 11. Other – Exceptions within the Developers Agreement.
 - Tree Diamonds in parking lots are typically not permitted. However, because of concerns with the amount of parking stalls available Smith's requested permission to use tree diamonds. Mr. Laws stated Smith's has agreed to plant more trees than required in the code.

Mayor Pro-Tem Petersen stated he isn't fond of tree diamonds, as they make parking difficult.

- Trees along the front of the property will be planted every 50 ft. The West Point City Code requires two trees every 50 feet however Rocky Mountain Power would like to limit the number of trees under their power lines and limiting the number of trees will provide Smith's with better visibility.

Mayor Pro-Tem Petersen asked if the West Point City Code regarding trees is similar to that of other cities. Mr. Davis stated that he is unsure.

Mayor Pro-Tem Petersen stated the remainder of the Smith's Marketplace Project Site Plan and item number 3, the discussion of the 2014 Municipal Wastewater Planning Program Self-Assessment Report for West Point City will be held during the General Session. The Administrative Session then adjourned.



**West Point City Council Meeting
3200 West 300 North
West Point City, UT 84015
May 19, 2015**

Mayor
Erik Craythorne
Council
Gary Petersen, Mayor Pro Tem
Jerry Chatterton
Andy Dawson
R. Kent Henderson
Jeffrey Turner

City Manager
Kyle Laws

General Session

7:00 pm – Council Room

Minutes for the West Point City Council General Session held at the West Point City offices, 3200 West 300 North, West Point City, Utah 84015 on May 19, 2015 at 7:00 pm with Mayor Craythorne presiding.

MAYOR AND COUNCIL MEMBERS PRESENT – Mayor Pro-Tem Gary Petersen, Council Member Jerry Chatterton, Council, Council Member Jeff Turner and Council Member Kent Henderson

EXCUSED - Mayor Erik Craythorne and Council Member Andy Dawson

CITY EMPLOYEES PRESENT – Kyle Laws, City Manager; Boyd Davis, Assistant City Manager; Evan Nelson, Finance Director; Paul Rochell, Public Works Director; and Misty Rogers, City Recorder

VISITORS PRESENT – Rob Ortega, Connie, Sky Johnson, Jessica Wright, Wayne Law, Doug Zaugg, Amy Ross, Brad Ross, Brandon and Allen Porter

1. **Call to Order** – Mayor Pro-Tem Petersen welcomed those in attendance.
2. **Pledge of Allegiance** – Repeated by all
3. **Prayer** – Council Member Henderson
4. **Communications and Disclosures from City Council and Mayor**

Council Member Chatterton stated because of the significant amount of rain we are receiving, it is likely there will be a higher number of mosquitos this year. Precautions are being taken and spraying has already started.

Council Member Turner – no comment

Council Member Henderson stated the Planning Commission met last week and final approval for the Smith's Site-Plan, Subdivision Plat and building pad has been granted.

Mayor Pro-Tem Petersen stated the North Davis Fire District (NDFD) is currently in the budget process and the NDFD has been able to maintain costs with no increases. He then expressed his appreciation for the NDFD and the service they provide to the area.

5. Communications from Staff

Mr. Laws informed those in attendance of the following:

- Candidate Filing Period - June 1, 2015 through June 8, 2015 between the hours of 8:00 am and 5:00 pm (excluding Saturday and Sunday). The filing period is typically held June 1, 2015 – June 7, 2015, but because June 7th falls on a Sunday Declaration of Candidacy forms will be accepted through Monday, June 8, 2015.
- Take Pride in West Point City – June 6, 2015 (8:00 am) at the Loy Blake Park.

Mr. Laws stated because of the rain the tennis and basketball courts have yet to be completed. He then stated the new playground equipment is currently being installed but not ready for use. Over the weekend, damage occurred to the new playground equipment and Mr. Laws asked those in attendance to remind patrons of the park to stay out of the construction zone and not access the unfinished playground.

Mayor Pro-Tem Petersen expressed his appreciation to the Public Works Department for properly maintaining and caring for the West Point City Cemetery.

6. Citizen Comment

Mayor Pro-Tem Petersen stated the Citizen Comment period is a time for the Council to receive information from the public. Anyone providing comment to the Council is asked to use the podium as well as state their name and address. Mayor Pro-Tem Petersen stated during the Citizen Comment period, the Council should not enter into a conversation with the person providing comment.

Mr. Thorol Wayne Law –

Mr. Law stated that he has been a resident of West Point City for nearly 30 years. He then stated that several years ago a public hearing was held for the closing of Bluff Road and no one objected to its closing. A public hearing was also held for the installation of sidewalk on 4000 West to the Cemetery and no one objected to it. Mr. Law stated many of the officials were surprised to hear that residents wanted the sidewalk installed on their side of the road. Mr. Law stated at that time, Mr. John Machenheimer asked the Council if the homeowners could still use dirt area on the west side of 4000 West for parking. The residents were told that they could continue to park on the west side of the road. Not long after the public hearing, “no parking on the shoulder” signs were installed on the west side of 4000 West. Mr. Law stated he complained about the signs and he was told the road was too narrow. He stated that does not make any sense. If parking must be on the asphalt and not on the dirt, the road becomes even narrower and is more dangerous. Mr. Law stated he was told that Weber Basin didn’t want anyone parking on the property, however he spoke with Mr. Chris Hogge and another gentlemen who stated they have no interest in being involved with parking issues. The only concern of Weber Basin is that no structure be built on the property.

Mr. Law stated a funeral for a policeman was recently held at the West Point Cemetery. Police vehicles lined 4000 West and people were allowed to park in the dirt where “no parking” signs were installed. He stated that he and his neighbors are unhappy that the police vehicles were allowed to park in the dirt area without repercussion, but if they park in the same area they are issued tickets. Mr. Law stated many of his neighbors have successfully beaten the tickets in which they have received for parking in the area.

Mr. Law stated now “no overnight parking” signs have been installed. He stated the only good reason that he has been given as to why there is no parking is because the weeds need to be mowed. Mr. Law stated the residents in the area want the weeds to be mowed down. He then asked the Council the following questions:

- Why have signs been installed in the dirt area?
- What good are “no overnight parking” signs?
- Why is it ok to park in the dirt area during the day and not during the night?

Mr. Law stated the City doesn’t mow at night; they mow during the day. He then stated that the signs are form of harassment for him and his neighbors. There are five homes and five signs have been installed. Mr. Law stated issuing

tickets at 3:00 am for parking in the dirt area is harassment and mean spirited. Mr. Law stated he is frustrated with the process and signs as he and his neighbors were told years ago that parking 4000 West wouldn't change.

Mr. Law stated mowing the weeds and parked vehicles aren't a problem. Staff asking residents to move their vehicles to allow them to mow the lawn shouldn't be a problem. Mr. Law stated it should be a problem for the City to notify the residents on 4000 West and inform them when the area will be mowed. Mr. Law stated residents are happy to move vehicles to allow for the area to be mowed. He requested the signs be removed and allow the residents of the 4000 West to be responsible and work with the City as partners.

Mr. Law stated he loves West Point City and is only trying to gain a better relationship between the residents and the City. He then presented a petition to the Council asking for the signs to be removed.

Amy Ross -

Ms. Ross stated that she agrees with Mr. Wayne Law. The residents in her neighborhood watch the dirt area and contact the Sheriff if bad behavior is happening on the property. Ms. Ross then asked that the signs be removed as it is only fair that other residents in the City are permitted to park on both sides of the street.

Mayor Pro-Tem Petersen asked if the signs being referenced to are located on the west side of 4000 West. Mr. Wayne Law stated yes, there are five signs on the west side of the road. He then stated the fifth sign is located near the cemetery and it should be moved closer to the home of Amy Ross and turned to face oncoming traffic. Mr. Law and Ms. Ross agreed, there should not be any overnight parking at the Cemetery.

Mr. Law stated again that he is being harassed and then requested the signs on the west side of the road be removed. He then informed the Council that he has spent a significant amount of time fighting the tickets being issued for parking on the west side of the road.

Brad Ross -

Mr. Ross stated in the past "no dumping" signs were installed on the west side of the road. The residents along 4000 West want the area to be attractive. Mr. Ross informed the Council that both the Cemetery and East Park are being watered during the afternoon hours and sometimes even when it is raining. He stated with the amount of rain we have received, the City shouldn't need to be watering anything. Mr. Ross stated if residents are being asked to conserve water, the City should conserve too.

Doug Zaugg -

Mr. Zaugg stated a few weeks earlier he had presented a petition to the Council for the 3000 West project. He stated he hasn't been contacted by anyone so assumes the petition was rejected. Mr. Zaugg asked if it would make a difference if the residents on the north side of 800 North also signed the petition.

Mr. Zaugg stated when he attended the Council meeting a few weeks earlier he gained insight as to what actually happens at City Council. He asked the Council if the "real" needs of the City are being met. He asked if high density housing should be approved when adequate water is a concern. Mr. Zaugg asked if the City has sent out questionnaires asking residents what they envision for the City. He then asked the Council if they are working for them themselves or the citizens of West Point.

Mr. Zaugg stated the widening of the 3000 West isn't needed, the road is only busy a few times throughout the day. He stated if more signatures will help he will get them.

Mayor Pro-Tem Petersen stated the Council shouldn't solve issues during the Council meeting; however he would like to provide some information to those in attendance. He agreed with Mr. Ross, the City should not water when it is raining; however the City has been experiencing issues with the rain sensors working properly. Mayor Pro-Tem then stated that the City has been asked to water the parks during day because the sprinklers need a significant amount of pressure to operate properly. Watering during the day provides adequate pressure for the residents at night.

Mr. Ross stated the sprinklers at the Cemetery are constantly running.

Mr. Kyle Laws stated the rains sensors which were installed last year have had a few issues. He then expressed his appreciation to the Mr. Ross and those residents who notify the City if the sprinklers are turning on when it is raining. Sometimes, this is the only way that Staff knows the sensors are not working.

Council Member Turner asked if the City can manually turn off all sprinklers when it is raining. Mr. Rochell informed the Council that all sprinklers have been turned off since last Thursday or Friday. He stated the rain sensors are very effective, however an open area such as the cemetery requires more watering as it tends to dry out quicker. Mr. Rochell then stated when a significant rainstorm is anticipated, sprinklers will be turned off in certain locations throughout the City.

Mayor Pro-Tem Petersen thanked Mr. Zaugg for his comments. He then stated that he would like to meet with Mr. Zaugg to discuss his concerns.

7. Consideration of Adoption of Minutes from the April 21, 2015 & May 5, 2015 Council Meetings

Council Member Turner motioned to approve the adoption of the minutes from the April 21, 2015 and May 5, 2015 Council Meetings.

Council Member Henderson seconded the motion.

The Council unanimously agreed.

8. Continuation of Public Hearing for the FY2015 Amended Budget and FY2016 Tentative Budget Hearing – Mr. Evan Nelson

Mayor Pro-tem Petersen stated the Capital Projects, the FY2015 Amended Budget and the FY2016 Tentative Budget had been discussed during the Administrative Session. He then informed those in attendance the budget information is available on the West Point City website or in City Hall. Mayor Pro-Tem Petersen recommended anyone with questions or concerns regarding the budget or Capital Projects contact Mr. Nelson. He then opened the public hearing for the FY2015 Amended Budget and FY2016 Tentative Budget.

Mr. Kyle Laws informed those in attendance that the Staff Report for the FY2015 Amended Budget and the FY2016 Tentative Budget can be found on the West Point City website. He stated the information in the Staff Report provides a list and summary of upcoming projects. Mr. Laws stated that Staff is willing to provide information to the Council as well as anyone interested in the process.

Mayor Pro-Tem Petersen stated the public hearing for the FY2015 Amended Budget and FY2016 Tentative Budget will be continued until June 2, 2015 Council Meeting.

a. Continuation of Public Hearing

Mr. Thorol Wayne Law – 128 North 4000 West, West Point City

Mr. Law stated in the past, creating a park on 4000 West across from his home had been mentioned. He asked if the City has any plans to develop the property across from his home into a park. Mayor Pro-Tem Petersen stated that he is unsure; he recommended that Mr. Law contact the West Point City Manager, Mr. Kyle Laws regarding this matter.

Council Member Chatterton motioned to continue the public hearing for the FY2015 Amended Budget and the FY2016 Tentative Budget to June 2, 2015.

Council Member Turner seconded the motion.

The Council unanimously agreed.

Unfinished Items from the Administrative Session

Continuation of item number 2, a discussion of the Smith's Marketplace Project Site Plan and Removing the Property from Agriculture Protection – Mr. Boyd Davis

Mr. Davis stated the Council will be asked to approve a Developer's Agreement with Smith's during the June 2, 2015 Council Meeting. He then stated the following exceptions will be included in the Developer's Agreement:

- Tree Diamonds will be permitted in the parking lot.
- One tree every 50 ft. will be permitted on the frontage of the property.
- Vertical articulation requires the roofline to vary in height. However one section of the roofline in the center of the building does not meet requirement within the City Code. This section of the roofline is approximately 20 ft. longer than what is allowed. The Planning Commission and Staff are supportive of the exception.
- Horizontal articulation requires the columns in front of the building to be an 18" projection; however the Planning Commission and Staff are supportive of the proposed 10" projection.
- City Code requires false windows be installed on the side of a building facing a street side. Smith's has requested permission to install "green screens" on the north side of the building instead of the false windows. The Planning Commission and Staff are supportive of the installation of "green screens" on the north side of the building.

Council Member Henderson stated he recently visited Farmington Station to view their "green screens". He stated the green screens which he saw were attractive.

Mayor Pro-tem Petersen how far apart the green screens will be spaced. Mr. Davis stated he was unsure, but it is listed on the landscaping plan.

Mayor Pro-Tem Petersen stated he prefers the look of false windows to that of green screens.

Mr. Davis stated a portion of the wall will be tucked behind retail pad A.

Mayor Pro-Tem Petersen asked Council Member Henderson if the green screens filled with foliage are attractive.

Council Member Henderson stated the wire mesh used for the green isn't attractive, but with adequate foliage the green screens are attractive.

Mr. Davis stated the engineers working with Smith's recommend the Council visit www.greenscreen.com to obtain additional information about green screens and the industrial wire mesh used for the screens.

Council Member Chatterton stated green screens may be more attractive than dirty false windows.

Mr. Davis stated cleaning the false windows has been a concern of Smith's.

Council Member Chatterton stated vandalism and broken false windows are a concern.

Mayor Pro-tem Petersen thanked Council Member Henderson for providing the Council with his opinion about green screens. He then stated he is supportive of allowing green screens instead of false windows.

Pending Items:

- City Council Approval
- Beer License – The Smith's store will not open until it has been issued a Beer License.
- Agriculture Protection – In the near future, the Council will be asked to remove the property from Agriculture Protection.
- 3rd Access on 300 North – Until West Point City has control of the road, this project will be approved with five of the six access points. It is likely that the City will gain control of the road before the completion of the site.
- Sign Plan – A sign plan will be submitted in the near future.
- Fuel Center/Pad A – The plan for the Fuel Center and Pad A should be submitted in the near future.
- Chain Link vs. Concrete Wall - Smith's will be notified that Council wants a concrete wall instead of the chain link.
- Water Shares –the Water Shares will be transferred to the City until the plat has been recorded.

Mayor Pro-Tem Petersen asked if the Smith's has any issues with the West Point City sign ordinance. Mr. Davis stated that he is aware of only one issue with regards to the signage. He stated Smith's would like install a sign which lists fuel prices on the gas canopy.

Council Member Chatterton recommended the Developer's Agreement require the illumination of the signs be dimmed at a specific time. Mr. Davis stated that is great idea.

Mayor Pro-Tem Petersen asked if the Smith's Marketplace will be opened 24 hours a day. Mr. Laws stated he is unsure however most Smith's stores are not open 24 hours a day 7 days a week.

Mayor Pro-Tem Petersen asked if the Smith's development is required to meet the dark sky requirements. Mr. Davis stated that Smith's has submitted a photometric study which shows the light spread decreasing to zero at the edge of the property.

Council Member Henderson asked if the outdoor lights proposed for the Smith's development are the same as what was installed on SR-193. Mr. Laws stated that he didn't know however the plans indicate the outdoor lighting will not be extremely bright.

Mayor Pro-tem Petersen stated within the next few years, 2000 West will likely be improved. He then asked what Smith's plans for the area before the improvements are made. Mr. Davis stated until the widening of 2000 West occurs, a gravel swell will be installed to help drain water off of the road.

Item No. 4 from Administrative Session - Discussion of Sewer System Management Plan (2014 Municipal Wastewater Planning Program Self- Assessment Report for West Point City) – Mr. Paul Rochell

Mr. Rochell stated each year a Municipal Wastewater Planning Program Self-Assessment Report must be submitted to the Department of Environmental Quality. The report ensures that information regarding the sewer system is being presented to the Council. The Council is required to adopt the Municipal Wastewater Planning Program Self-Assessment Report by Resolution.

Mr. Rochell stated the Municipal Wastewater Planning Program Self-Assessment Report includes financial evaluation and collection system information. He then stated that under the Financial section of the report, the City has been assessed zero points (the lower the number of points assessed is better). Mr. Rochell stated according to the self-assessment, the system is in good shape.

Financial Evaluation

- Operation and Maintenance
- Capital Improvements
- Projected Needs

Collection System

- System Age – The system age is approximately 50 years old and the oldest section of the system is believed to be located on 2000 West. Mr. Davis stated when 2000 West is widened, the sewer line will be upgraded.
- New Development
- Operator Certification - The Public Works Department is required to have a minimum of one level 3 operator. However, West Point City has three level 4 operators and two level 2 operators.
- Facility Maintenance – Each year \$20,000 is budgeted to assist with the cleaning and videoing of the sewer lines. Approximately two-thirds of the sewer lines within the city have been cleaned and TV'd. Once all of the lines have been cleaned, the process will start over again.

Mr. Rochell stated last year, the 2013 Municipal Wastewater Planning Program Assessment Report for West Point City was assessed 20 points for not having a safety plan. The safety plan has been completed the City has been assessed 0 points for the 2014 Municipal Wastewater Planning Program Self-Assessment Report.

Mayor Pro-Tem Petersen asked if any significant issues have been found when cameraing the sewer lines. Mr. Rochell some infiltrations have been found and repairs will be done in these areas. However, no significant issues have been found. Mr. Rochell stated all of the lines 15 years or older within the city have been TV'd.

9. Motion to Adjourn

Mayor Pro-Tem Petersen informed those in attendance that the CDRA of West Point City will be held immediately following the General Session.

Council Member Henderson motioned to adjourn.
Council Member Chatterton seconded the motion.
The Council unanimously agreed.


ERIK CRAYTHORNE, MAYOR

June 16, 2015
DATE




MISTY ROGERS, CITY RECORDER

June 16, 2015
DATE