

SOUTH WEBER CITY COUNCIL WORK MEETING

DATE OF MEETING: 17 November 2015

TIME COMMENCED: 5:30 p.m.

PRESENT: MAYOR:

Tammy Long

COUNCILMEMBERS:

Scott Casas
Randy Hilton
Michael Poff
Marlene Poore
David Thomas (arrived 5:46 p.m.)

CITY MANAGER:

Duncan Murray

CITY ENGINEER:

Brandon Jones

CITY TREASURER:

Paul Laprevote

CITY RECORDER:

Tom Smith

Transcriber: Minutes transcribed by Michelle Clark

VISITORS: Kent Hyer, Wayne Winsor, Frank Patrick, Diana Hyer, Peter Beeton, and Jared Vellinga.

Council Member Poff moved to approve the agenda as written. Council Member Casas seconded the motion. Tom called for a roll call vote. Council Members Casas, Hilton, Poff, and Poore voted yes. The motion carried.

CONSENT AGENDA:

- **Approval of October 20, 2015 City Council Work Meeting Minutes**
- **Approval of October 27, 2015 City Council Work Meeting Minutes**
- **Approval of October 27, 2015 City Council Meeting Minutes**
- **Approval of November 10, 2015 City Council Work Meeting Minutes**
- **Approval of November 10, 2015 City Council Meeting Minutes**
- **October 2-15 Check Register**

Council Member Poff moved to approve the consent agenda. Council Member Hilton seconded the motion. Tom called for a roll call vote. Council Members Casas, Hilton, Poff, and Poore voted yes. The motion carried.

ACTION BY BOARD OF CANVASSERS:

2015 Municipal General Election Canvass: 3,017 voted

Mayor Long read the votes as follows:

Kent Hyer	674	22.34%
Jolene Sjoblom	592	19.62%
Merv Taylor	526	17.43%
Jeff Monroe	467	15.48%
Randy Hilton	444	14.72%
Wayne Winsor	314	10.41%

Council Member Casas moved to approve the 2015 Municipal General Election Canvass. Council Member Poore seconded the motion. Council Members Casas, Hilton, Poff, and Poore voted yes. The motion carried.

REPORTS:

Report from City Engineer regarding RFP process for big projects: Brandon Jones, City Engineer, said Duncan asked him to give a presentation regarding the RFP process for big projects. Tom said these are projects that are more specialized in nature and outside the City staff scope. Brandon explained that typically he will pick a City Council meeting in which the bid is awarded. He said the State requires the bid to be advertised. It is advertised once a week for two weeks and then the bid is opened the third week. He presented a sample book for a project. The book has five sections (advertising, general bidding requirements, proposal with bid, expectations for the bid, and technical specifications).

Council Member Thomas arrived at 5:46 p.m.

Brandon reviewed Jones & Associates website. He discussed how bidders can get on the plan holders list and view documents. He then reviewed the bid tabulation. He said once the bid is opened a memo is written and sent to the City. Brandon feels what is being done helps to solicit bidders. He said they advertise in the Standard Examiner. He said there are companies that are always looking to see what entities have projects and put together lists. He said there is really no need to send out emails; although sometimes they will contact someone who may be interested, if there hasn't been much interest. Brandon explained the bid opening process. He said sealed bids require a bid bond and must be turned in on time. Council Member Poff feels this has been very informative. Brandon said the memo will list who Jones & Associates recommends to do the project. He explained the process of change orders for a project. Duncan is authorized up to \$25,000. Brandon said on occasion it may go before the Council for approval. Mayor Long and the Council thanked Brandon for his presentation.

Bonds Presentation by City Manager: Paul Laprevote, City Treasurer, presented a summary of the City's outstanding bonds. The two bonds are the Sales Tax Revenue and Refunding Bonds \$1,094,000 and Water Revenue Bonds \$3,080,000. The original amount of the sales tax revenue bond was \$1,312,000, issued in 2012, final maturity date is 2027, interest rate 2.97%, purpose was refund 2004 sales tax bonds, use was to construct the Family Activity Center, and Fire Station. 2015 payment is \$90,033 principal and \$33,575 interest. The trustee is US Bank.

The Water Revenue Bonds were issued in 2010 for the culinary water system improvements, including new tank. Original amount was \$3,455,000. The final maturity date is 2040. The

interest rate is 2% to 3.25%. 2015 payment is \$70,000 principal and \$142,875 interest. Paul said the funds come out of the Enterprise Fund. The trustee is US Bank. Paul said every year the City is required to provide a disclosure to the investment committee. He said the Water Revenue Bonds require yearly review of Municipal Price Index and corresponding increase in water rates. Mayor Long and the Council thanked Paul for the presentation.

Capital Projects Fund Presentation by City Manager: Duncan reviewed the capital projects and parks which included: administrative department vehicle (\$18,000 budgeted), restrict for future fire vehicle (\$85,000 budgeted), purchase lot 76 for parking lot (\$60,000 budgeted), replace big toy at Central Park (\$75,000 budgeted), new big toy at Cedar Loop (\$50,000 budgeted), parks' master plan (\$15,000 budgeted), trails master plan (\$10,000 budgeted), trails easements (\$25,000 budgeted), ball field at Canyon Meadows \$55,000 budgeted), and large tent for City events (\$14,000 budgeted). Total \$407,000.

Playground Equipment Presentation by City Manager

Duncan reviewed the status of playground equipment at each City park and whether or not the equipment is legally compliant. Parks with sand are not in compliant. Cedar Loop, Look Memorial, and Canyon Meadows equipment is fairly new. Cedar Cove equipment is old. Cherry Farms equipment is really old. Central Park equipment is dangerously old. He said Softile is the only ground material that can be used in holding pond parks. Council Member Poore asked if it was ever discussed putting the play equipment for Cedar Loop in Central Park. Duncan said Cedar Loop is still a park that will get used. Tom said the Council made the decision to put it in Cedar Loop until Central Park is master planned. He said the equipment wouldn't support Central Park. Brandon said the equipment is odds and ends. Brandon said there is a slide, nature discovery table, climbing bubble, and standing see saw. The Council thanked Duncan for his presentation.

APPROVALS:

Approve Concept Drawing(s) for Central Park: Peter Beeton, of Colony Design Collective, reviewed the Central Park concept drawings. He said he worked on a master plan for the City in 2009. He said the play equipment does not meet STM and ADA safety codes. He reviewed the site analysis. He said the pavilion's sealing is low and dark. The softball backdrop is in poor condition, and not the best location for a softball field. He said the recreation building is in relatively good shape. The existing stage's foundation is not in good condition and not in a great location. On Lester Drive there are approximately 40 parking spaces that are not striped. He discussed creating a fire truck access in the back of the Fire Station. He then reviewed the online survey in 2009 where it states Central Park is the most used park in the City. He said there are three different park concepts. Concept A eliminates the stage, consolidates the pavilion, two pieces of play equipment, natural play area, portable temporary stage, softball diamond stays where it is, fire department access, and multi-purpose playing field (which is not big enough to accommodate football or lacrosse). He said soccer is the only sport that can be played on this field. Concept B has a bermed play area, 5' wide internal walking path, multi-purpose playing field, portable temporary stage, planted screen, fire truck access, and soccer fields. Concept Bb has portable temporary stage, flag football fields, 5' wide walking paths, natural play components, and pavilion. Concept C has a pavilion, pickle ball courts, tennis court, 14 more parking stalls, multipurpose playing field, portable temporary states, 5' wide walking paths, and play area. He reviewed examples of play features that can be incorporated in the park.

Council Member Poff asked about park fencing. Peter feels the parking area is deep enough on Lester Drive that it wouldn't require a fence. Frank Patrick said this is the only park in South Weber that has a fence. Council Member Poff asked what will happen to football. Tom said Curtis would rather use Cherry Farms for football. Peter discussed City's being required to provide various types of recreation. Brandon discussed the possibility of changing the parking stalls on 1375 East.

Council Member Casas asked Peter if he could put together a cost estimate for the park and ride. Duncan said there needs to be a starting point to the cost estimate for this type of project. He said the park can be phased. Council Member Poff is not a fan of the pickle ball. Council Member Casas said it is important to get the infrastructure in place first. It was agreed that Phase 1 would be the playground area. Phase 2 the berm. Peter suggested identifying which concept first and then how much money the City has to go towards Phase 1.

Council Member Casas moved to approve Concept B. Council Member Thomas seconded the motion. Tom called for a roll call vote. Council Members Casas, Hilton, Poff, and Poore voted yes. The motion carried.

Motion to Award a Bid for Cedar Loop Park Big Toy Installation:

Council Member Poff moved to not install the Cedar Loop Park Big toy. Council Member seconded Thomas the motion. Further discussion on the motion took place. Council Member Poff doesn't feel the cost is worth it for this type of equipment. Council Member Casas doesn't like the idea of spending \$80,000 but feels it is still worth it to upgrade the park. **Council Member Poff withdrew his motion.**

Council Member Casas moved to accept the bid for Cedar Loop Park big toy installation to Brinkerhoff Excavating for \$81,188.00 which includes the Softile. Council Member Thomas seconded the motion. Tom called for a roll call vote. Council Members Casas, Thomas, and Poff, voted yes. Council Member Poore and Hilton voted no. The motion carried 3 to 2.

CITY COUNCIL ITEMS:

Council Member Poff:

Sewer Board: He reported the Sewer Board passed tentative budget with 2% increase. 42 connections times \$20 a month times 12 months. There shouldn't be an increase.

Legislative Policy Luncheon: He attended the Legislative policy luncheon. At the luncheon they discussed pushing State standard subdivisions. He said the league will oppose. Also discussed risk areas for fire hazards. He reported the estimated revenue projections from Proposition 1 will be \$62,930.

Council Member Casas:

City Street Lights: He met with Rocky Mountain Power. 127 owned by Rocky Mountain Power and 82 for the City. He is looking at changing the lights to LED but the cost to change out all lights is approximately \$50,000. There are grants available, which he will be looking into. He has researched and there are cities that are purchasing all the lights from Rocky Mountain Power. Duncan suggested checking with Syracuse City.

MAYOR’S ITEMS:

Christmas Party is December 5th at Granny Annie’s in Kaysville.

Council Member Casas moved to adjourn at 8:15 p.m. Council Member Poore seconded the motion. Tom called for a roll call vote. Council Members Casas, Hilton, Thomas, Poff, and Poore voted yes. The motion carried.

APPROVED: _____ **Date**
Mayor: Tammy Long

Transcriber: Michelle Clark

Attest: _____ **City Recorder: Tom Smith**