

**TREMONTON CITY CORPORATION  
CITY COUNCIL MEETING  
October 20, 2015**

Members Present:

Diana Doutre  
Lyle Holmgren  
Jeff Reese  
Bret Rohde  
Byron Wood  
Roger Fridal, Mayor  
Shawn Warnke, City Manager  
Darlene S. Hess, Recorder

**CITY COUNCIL WORKSHOP**

No City Council Workshop held this evening.

**CITY COUNCIL MEETING**

Mayor Fridal called the October 20, 2015 City Council Meeting to order at 7:00 p.m. The meeting was held in the Tremonton City Council Meeting Room at 102 South Tremont Street, Tremonton, Utah. Those in attendance were Mayor Fridal, Councilmembers Doutre, Holmgren, Reese, Rohde, and Wood, City Manager Shawn Warnke, and Recorder Darlene S. Hess. The following Department Heads were also present: Zoning Administrator Steve Bench, Public Works Director Paul Fulgham, and Police Chief David Nance. Also in attendance was Emergency Management Coordinator Jim Hess.

1. Opening Ceremony:

Mayor Fridal informed the audience that he had received no written or oral request to participate in the Opening Ceremony. He asked anyone who may be offended by listening to a prayer to step out into the lobby for this portion of the meeting. The prayer was offered by Lyle Vance and the Pledge of Allegiance was led by Councilmember Doutre.

2. Introduction of guests:

Mayor Fridal introduced Zac Covington and Bryan Wilson from BRAG (Bear River Association of Governments) and Kevin Christensen from the Bear River Valley Health Department and thanked everyone for coming to City Council.

3. Approval of Agenda:

Mayor Fridal asked if there were any changes or corrections to the Agenda. No comments were made.

**Motion by Councilmember Holmgren to approve the agenda of October 20, 2015.** Motion seconded by Councilmember Doutre. Vote: Councilmember Doutre - aye, Councilmember Holmgren - aye, Councilmember Reese - aye, Councilmember Rohde - aye, and Councilmember Wood - aye. Motion approved.

4. Approval of minutes – September 15, 2015:

Mayor Fridal asked if there were any changes to the minutes. There were no comments.

**Motion by Councilmember Reese to approve the minutes of September 15, 2015.** Motion seconded by Councilmember Rohde. Vote: Councilmember Doutre - aye, Councilmember Holmgren - aye, Councilmember Reese - aye, Councilmember Rohde - aye, and Councilmember Wood - aye. Motion approved.

5. Public comments: Comments limited to three minutes:

There were no public comments.

6. Presentation:

a. Tremonton City Parking Analysis (downtown areas from 300 East to 200 West) - Bryan Wilson and Zac Covington from Bear River Association of Governments

Zac Covington explained that BRAG is a voluntary association of local governments in Box Elder, Cache, and Rich Counties. BRAG provides assistance to local governments, mostly with housing and rental assistance to low income individuals. They also provide assistance for aging programs like the Bear River Valley Senior Center. BRAG has a Weatherization Program that helps provide assistance to families of low income to get their homes more energy efficient. They also have an Economic Development Department that helps communities with planning as well as regional planning.

Bryan Wilson explained that he is a planning intern with BRAG since February. Mr. Wilson worked with Manager Warnke and Zoning Administrator Bench during the summer on the parking analysis. The first goal was to update the City's inventory of parking downtown; the second was to do conceptual analysis to determine current parking issues and try to meet those needs; and the third was to explore options for improved parking including short and long-term strategies.

There are lots of opportunities for parallel parking on both sides of Main Street and there is currently angle parking on the north and south streets off Main Street. There are private business parking lots that could present opportunities for off street parking in the future with shared parking opportunities.

The first issue that was discovered with the parking inventory and analysis was that people want front door access to downtown businesses. Sometimes front door parking is not available so it was proposed to look into shared parking opportunities with local businesses. The second issue is that not everyone is

willing to walk a block or two to get to their destination. The third issue is restricted parking in private lots and peak times being crowded in certain areas. Another issue is that there seems to be an adequate number of parking stalls but many require walking several blocks. Also, people don't know where else to park besides Main Street. The final issue found relates to limited parking for some businesses.

The Civic Commons parking lot provides parking for the general public during all hours of the day; whereas, the parking lots by Key Bank are some of the parking lots with restricted parking. The private parking lots could offer more parking in the future with shared parking.

Mr. Covington noted that Mr. Wilson spent a lot of time counting parking stalls. The City Ordinance regarding parking is geared toward new construction. A lot of the structures downtown were built before the Ordinance was enacted. The first recommendation was to install wayfinding signage and create online public parking maps. There is a lot of parking available but most of it is off Main Street. The angle parking to the north and south of Main Street tend to be empty and are not used very often. The second is to redesign and restripe shared parking lots. One example is the 160 parking stalls by Ridley's. The parking stalls are very scattered and owned by several different businesses. With a coordinated effort and shared parking, Mr. Wilson was able to incorporate 40 new parking stalls by Ridley's.

Councilmember Doure asked if 45 degree parking was better for parking at grocery stores. Mr. Covington noted that it depends on the travel lanes and the widths. BRAG contacted City Engineer Chris Breinholt and was told that some of the 90 degree parking that was suggested was a little thin and would need to be adjusted. City Engineer Breinholt recommended to BRAG that a twenty-five foot wide travel lane would be used for 90 degree parking and a thirteen to fifteen foot wide travel lane for 45 degree parking. Mr. Covington admitted that 45 degree parking does have some restraints regarding the direction you travel down a parking lane. Councilmember Doure does not like it when the parking spaces are so close that people ding their car. It would be better to have less parking so the cars have more room. Mr. Covington noted that to do restriping and reconfiguration of shared parking lots, the businesses and the City would need to have some sort of agreement or Memorandum of Understanding (MOU) for the shared parking.

The third strategy would be to stripe or restripe several streets to increase the number of parking stalls and the fourth to create shared parking lots through agreements/MOUs. The shared parking lots would help mutually serve local businesses, would allow public parking after hours and on weekends, and the City could provide snow removal, repairs and/or maintenance for a reasonable fee.

Mr. Covington showed a webpage from the City of Fargo showing where after-hours free parking was available in their City. It was noted that Utah State University also allows free parking after hours and on weekends.

Mr. Covington introduced the long-term recommendations that the City could

discuss and look at. The first recommendation was the possibility of needing to build more parking lots and working with business owners to locate areas that could be used for additional parking. Some old or dilapidated structures may need to be replaced with new parking.

Another option would include the redesign of major streets to better accommodate all users called universal design. The idea is to take a holistic look at downtown Main Street and think about walkability and accessibility for people of all abilities. Provo Center Street has a median with angled 45 degree parking right down the middle of the road and no parking on the outsides which are the travel lanes. There are mid-block crossings for pedestrians and is a nice walkable downtown area. The 45 degree parking in the median is an option the City could consider. The City could also explore the possibility of a bypass for trucks and semis and work with UDOT to negotiate different uses on different roadways.

Mr. Covington heard a presentation from an economic development specialist that said if you slow speeds down you increase commerce and the economics of an area because people are out looking, walking, and shopping. The final recommendation would be for the City to hire a consultant to do a small survey and see how many stalls and which stalls are used during the day. The data could be then be used to help make decisions regarding the downtown parking issues.

Mayor Fridal stated the recommendations were good. The parking in downtown is a significant problem. Councilmember Rohde asked how much congestion there would be regarding back-in angle parking. Mr. Wilson commented that congestion would be the same as for parallel parking. If the City is interested in trying the back-in angle parking, it would be best to pick a few spots off Main Street to use as a trial. Councilmember Holmgren expressed some concern about the number of deficient parking stalls identified in the parking analysis and thanked Mr. Covington and Mr. Wilson for the work and time they put into gathering the information.

Manager Warnke also thanked them for their efforts. BRAG provides a lot of technical support for the grants the City has been pursuing. They have been working on some environmental services right now for the newest RTP (Recreation Trails Program) Grant. Most of Tremonton's downtown was built pre-automobile era. The City's parking Ordinance came after most of the buildings were erected. The Council could look at the land uses and see what is acceptable and should be permitted in the zone based on restraints, including parking. It is unrealistic to think there will be the required number of parking stalls on Main Street based on the configuration of the buildings on Main Street.

Councilmember Rohde asked how hard it would be to implement some of the recommendations since Main Street is a UDOT road. Manager Warnke commented that UDOT does have jurisdiction as it is their road but noted that UDOT has been helpful in trying to accommodate bicycles. Ultimately it will be UDOT's decision. Mr. Covington told the Council that if they want to get changes on Main Street they need to be unified and apply pressure to get UDOT to get the changes done. It also helps if there are streetscapes in the General Plan or other documents or studies showing what the City prefers; UDOT is pretty

good to work with and will compromise on some things. Lately UDOT has emphasized universal design at a State level.

Councilmember Doutre asked if there was money available to help private businesses with parking. Manager Warnke has seen cities step in and orchestrate the cooperation of parking. The City could create a Special Improvement District which requires the property owners consent. The property owners would come together and the City could use its financial ability to get a bond for improvement with the property owners paying the bonds over time with their property tax. Councilmember Doutre said that would help businesses in that area a lot. Manager Warnke noted that drainage would need to be considered as some areas have been better maintained.

Manager Warnke explained that the parking deficiency identified in BRAG's parking analysis was based on one land use (general retail use) for all buildings on Main Street. The different land uses were not broken out like dance studios, professional office space, etc. which could have a different number of parking stalls required. BRAG's analysis is just a starting point to gather information regarding parking issues on Main Street. Councilmember Holmgren asked if anyone spoke to the businesses with private parking about how they would feel about having a shared parking lot. Manager Warnke noted that no one has been approached at this point in the process. Councilmember Rohde remarked that there is a lot of parking downtown but it is a safety issue as pedestrians have to dodge cars to cross the street and get where they are going.

Manager Warnke noted that people have to feel comfortable crossing the street and have to want to cross the street. Perception is another big issue as well as convenience. The more holistic the City can be by applying several different solutions will help. Mr. Covington commented that he works in downtown Logan and noted that it is a dangerous corridor to cross. UDOT has said that because downtown businesses and residents cannot agree on a vision UDOT cannot do anything. He recommended that the City study it out and see where the City would like to be in fifty years and create those plans so UDOT will be more amiable to allowing those changes.

Manager Warnke commented that UDOT does sometimes accommodate and defer to the City's Plans if well documented, but the community typically has to pay for the additional improvements beyond UDOT's basic level of improvements. UDOT typically refers to these projects as betterment projects. The Council would like to discuss the parking issue at a later date as they received a lot of information this evening to consider. Mr. Covington told the Council they would be happy to help the Council if needed.

b. Mayor's Choice \$25,000 Scholarship awarded

Mayor Fridal stated that Councilmember Doutre submitted the name of Spencer Borup to receive a \$25,000 scholarship to Stevens Henager College. Councilmember Doutre noted that Mr. Borup was the Mayor of Tremonton Youth City Council. Mayor Fridal hopes Mr. Borup will take advantage of the scholarship and that it will be a benefit to him and to Stevens Henager College.

Mr. Borup thanked the Council.

7. New Council Business:

- a. Discussion and consideration of approving the September Warrant Report

**Motion by Councilmember Holmgren to approve the September 2015 Warrant Register.** Motion seconded by Councilmember Reese. Mayor Fridal wondered why the City purchased a rifle in September. Chief Nance noted that it was purchased on clothing allowance and is a patrol rifle. Vote: Councilmember Doutre - aye, Councilmember Holmgren - aye, Councilmember Reese - aye, Councilmember Rohde - aye, and Councilmember Wood - aye. Motion approved.

- b. Discussion and consideration of adopting Resolution No. 15-43 approving the 2015 Pre-Disaster Mitigation Plan: Bear River Region

Emergency Management Coordinator Hess explained that Resolution No. 15-43 is to adopt the Pre-Disaster Mitigation Plan. The Plan was put together by BRAG and looks at potential hazards in the community and determines what can be done to minimize or eliminate those hazards. This is what is referred to as mitigation. The first Pre-Disaster Mitigation Plan was in 2004. Emergency Management Coordinator Hess, Manager Warnke, and others from the City have participated in meetings over the past couple years to help update the Plan. It is a very complex Plan that covers the whole BRAG area including Rich, Cache, and Box Elder Counties and discusses items such as earthquakes and liquefaction. The new plan has updated maps including a Flood Plain Map which was not included in the 2010 Plan.

Emergency Management Coordinator Hess noted that page 5-123 of the 2015 Pre-Disaster Mitigation Plan addresses issues specific to Tremonton City. Mr. Covington explained that the Plan includes how many people are at risk for potential hazards and the miles of roads and infrastructure that are at risk and includes a dollar figure to each potential loss. It gives the City an idea of how much it would cost the City to repair the different infrastructure.

Emergency Management Coordinator Hess explained that if Cutler Dam failed it would have a large impact on the water system because the City has a well in the Bear River Bottoms. The Plan also identifies how many residents and commercial units would be affected by wildfires and shows \$208.8M in potential damage. It shows catastrophic losses and what the City can do to address them. A couple of years ago the City created a Community Wildfire Protection Plan (CWPP) with Garland and Box Elder County. There is now a firebreak that exists from north of Garland all the way to the Box Elder County gravel pit that was created with Federal and State Funds. There has also been education for those living on the B.R. hill to help them know how to lessen the potential for a wildland fire. The CWPP will continue to provide education and monitor the firebreak.

People also need education regarding earthquake protection. With the Great Utah Shake Out coming in 2016, Emergency Management will work with the Bear

River Valley Hospital to create a preparedness fair. The Plan also outlines things that are planned in the near future and is a five-year plan. The Council needs to adopt the Plan by Resolution to fulfill Federal and State requirements to be eligible for Mitigation Grants.

**Motion by Councilmember Reese to adopt Resolution No. 15-43.** Motion seconded by Councilmember Doutre. Roll Call Vote: Councilmember Rohde - aye, Councilmember Wood - aye, Councilmember Reese - aye, Councilmember Doutre - aye, and Councilmember Holmgren - aye. Motion approved.

- c. Discussion and consideration of adopting Ordinance No. 15-14 amending the following sections of the Tremonton City Corporation Land Use Code: Title II Subdivision Code, Chapter 2.04.020; Title II Subdivision Code, Chapter 2.06.055 & Title III Public Works Standard Drawings, Sheet 20; Title III Public Works Standard Drawings, Sheet 21; and Title I Zoning Ordinance, Map 1.07 Land Use Protection Area

Zoning Administrator Bench noted that Title II, Chapter 2.04.020 will include a note regarding water and sewer that will be put on the plat that is recorded with the County. It states the City reserves the right on water and sewer capacity and guarantees it once the building permit is issued for a connection. Councilmember Holmgren is a little nervous about reserving once a building permit is issued and wondered if it should come after the plat or lots are recorded. Manager Warnke commented that it would drastically change how the Wastewater Treatment Plan is calculated. The City would need to count recorded lots or building lots toward capacity which would drive the timeline faster for the Wastewater Treatment Plant upgrades and expansion.

Director Fulgham stated that the Land Use Authority Board gives notice to developers if the City has capacity. If the City ends up waiting years for building to begin, it would tie up capacity that could have been used. Once the City reaches a certain capacity the State requires the City to be in the design phase and ready to build out. Councilmember Holmgren sees the reason behind the change.

Zoning Administrator Bench stated that the Public Works Standard Drawings will distinguish the difference between streetlights owned by Rocky Mountain Power and those owned by Tremonton City. Sheet 20 lists the part number, the looks, and the installation of the streetlight. The Public Works Standard Drawings, Sheet 21 is a construction detail for installation of fiber optic communications conduit and lists the ideal spot for installation and how deep to dig the trench. Director Fulgham noted the Sheets describe the standard the City requires for conformity.

Title I Zoning Ordinance, Map 1.07 is the Land Use Protection Area Map which includes the Agriculture Protection and the Industrial Protection.

**Motion by Councilmember Wood to adopt Ordinance No. 15-14.** Motion seconded simultaneously by Councilmembers Holmgren and Rohde. Roll Call Vote: Councilmember Rohde - aye, Councilmember Wood - aye, Councilmember Reese - aye, Councilmember Doutre - aye, and Councilmember

Holmgren - aye. Motion approved.

8. Comments:

a. Administration/City Manager Advice and Consent.

1) There was no advice and consent.

b. Council Reports:

**Councilmember Holmgren** said there were 1,600 tulip bulbs planted at Midland Square last week and there were 10-15 people there to help. He thanked Director Fulgham for allowing them to use his equipment. There were a couple 4-H clubs that helped with the planting and Parks and Recreation Director Christensen also joined. The tulip bulbs were planted in about 2 ½ hours.

**Mayor Fridal** asked the Council if they would like to participate in handing out candy for Trick or Treating on Main Street. Councilmember Wood noted that Tremonton Youth City Council participate and hand out candy. Manager Warnke commented that people are invited to come to the City offices for candy as well. It is scheduled for Friday, November 30, 2015. Mayor Fridal asked the Council to consider it and let him know.

9. Adjournment.

**Motion by Councilmember Holmgren to adjourn the meeting.** Motion seconded by Councilmember Doutre. Vote: Councilmember Doutre - aye, Councilmember Holmgren - aye, Councilmember Reese - aye, Councilmember Rohde - aye, and Councilmember Wood - aye. Motion approved.

The meeting adjourned at 8:05 p.m.

The undersigned duly acting and appointed Recorder for Tremonton City Corporation hereby certifies that the foregoing is a true and correct copy of the minutes for the City Council Meeting held on the above referenced date. Minutes were prepared by Cynthia Nelson.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2015.

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Darlene S. Hess, Recorder