



SPECIAL CITY COUNCIL  
MINUTES  
Wednesday, May 18, 2016  
Approved June 8, 2016

The following are the minutes of the Special City Council Meeting of the Herriman City Council. The meeting was held on **Wednesday, May 18, 2016 at 7:00 p.m.** in the Herriman City Community Center Conference Room, 13011 South Pioneer Street (6000 West), Herriman, Utah. Adequate notice of this meeting, as required by law, was posted in the Community Center, on the City's website, and delivered to members of the Council, media, and interested citizens.

**Presiding:**

Mayor Carmen Freeman

**Council Members Present:**

Jared Henderson, Nicole Martin, Craig B. Tischner and Coralee Wessman-Moser

**Staff Present:**

Gordon Haight, Assistant City Manager  
Jackie Nostrom, City Recorder  
Tami Moody, Director of Administration and Communication  
Alan Rae, Finance Director  
John Brems, City Attorney  
Blake Thomas, City Engineer  
Dwayne Anjewierden, Unified Police Chief  
Clint Smith, EMS Bureau Chief  
Danie Bills, Events Manager  
Justun Edwards, Water Director  
Monte Johnson, Operations Director  
Ed Blackett, Streets Manager  
Shelly Peterson, Administrative Assistant II  
Travis Dunn, Human Resources Manager

**Excused:**

Brett geo. Wood, City Manager

**7:00 PM - SPECIAL MEETING:**

1. **7:04:26 PM** CALL TO ORDER

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

2. [7:04:56 PM](#) PUBLIC COMMENT

Chris Lambe, 5356 West Rochdale Lane, expressed his concern about pedestrian safety at the intersection of Herriman Rose Boulevard and Herriman Main Street. He suggested that something should be done immediately before someone is seriously injured. He presented a compiled list of incidents that have occurred at the location.

Jen Martin, 13039 South Padstow Lane, stated that she walks her children across the street, and people driving too fast down Main Street from either direction seldom slow down. She suggested that something should be implemented with the upcoming restaurant at the intersection.

Brittany Frohm, 13031 South Padstow Lane, relayed her concern for the safety of the crossing guards, and the lack of respect from drivers passing through the school zone.

Lynette Hamblin, 132818 Herriman Rose Blvd, indicated that several times pedestrians will get stranded in the Main Street median due to drivers failing to yield for pedestrians in the crosswalk.

3. MAYOR AND COUNCIL COMMENTS

A. [7:14:37 PM](#) City Council Board and Committee Reports

Mayor Freeman thanked Councilmember Moser for conducting the previous two meetings while he was away for City business. He noted that the final visioning meeting has been scheduled for June 14, 2016 and requested Council confirmation of the commencement time. Council consensus determined to begin the meeting at 5:00 p.m.

Mayor Freeman informed the Council that Planning Commissioner Blayde Hamilton tendered his resignation, and requested to recognize him for his many years of service to the community at the next City Council meeting. A brief discussion ensued about the process to appoint Planning Commissioners and alternates.

4. DISCUSSION AND ACTION ITEMS

A. [7:19:33 PM](#) Discussion and consideration of a resolution approving a development agreement between Herriman City and Chris Losee – Justun Edwards, Water Director

Water Director Justun Edwards informed the Council that the two development agreements that have been placed on the agenda are to establish the rights and obligations of the project. The agreement would grant to the City a 33-foot road right of way, and would grant temporary access through the property to allow City agents to begin the construction of the water pump station improvements.

COUNCILMEMBER MOSER MOVED TO APPROVE RESOLUTION NO. R18-2016 APPROVING A DEVELOPMENT AGREEMENT FOR CHRIS LOSEE. COUNCILMEMBER MARTIN SECONDED THE MOTION.

The vote was recorded as follows:

Councilmember Jared Henderson	Aye
Councilmember Coralee Wessman-Moser	Aye

Councilmember Craig B. Tischner Aye  
Councilmember Nicole Martin Aye  
Mayor Carmen Freeman Aye  
The motion passed unanimously.

**B. Discussion and consideration of a resolution approving a development agreement between Herriman City and Marty T. Griffis and Tina A. Griffis – Justun Edwards, Water Director**

COUNCILMEMBER MOSER MOVED TO APPROVE RESOLUTION NO. R19-2016 APPROVING A DEVELOPMENT AGREEMENT FOR MARTY T. GRIFFIS AND TINA A. GRIFFIS. COUNCILMEMBER MARTIN SECONDED THE MOTION.

The vote was recorded as follows:

Councilmember Jared Henderson Aye  
Councilmember Coralee Wessman-Moser Aye  
Councilmember Craig B. Tischner Aye  
Councilmember Nicole Martin Aye  
Mayor Carmen Freeman Aye  
The motion passed unanimously.

**5. CALENDAR**

**A. Meetings**

- May 19 – Planning Commission meeting 7:00 p.m.
- ~~May 25 – City Council work meeting 5:00 p.m.; City Council meeting 7:00 p.m. Cancelled~~

**B. Events**

- May 21 – Pedal Palooza
- May 30 – Memorial Day; City Offices Closed

**6. CLOSED SESSION (IF NEEDED)**

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

There was no closed session.

**7. [7:24:34 PM](#) ADJOURNMENT**

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

**7:30 PM - WORK MEETING:** *(Front Conference Room)*

**7:24:51 PM COUNCIL BUSINESS**

**A. Administrative Reports**

1. [7:24:54 PM](#) **Follow-up to the Human Resources Budget Discussion** – Travis Dunn, Human Resources Manager

Human Resources Manager Travis Dunn indicated that health insurance costs are set to increase by nine-percent. He requested direction from the Council what percentage of the cost burden the City would cover leaving any excess to the employees. Councilmember Moser recommended that the City should cover 80-percent of the cost and maintain a true 80/20 split. Councilmember Martin and Mayor Freeman agreed. Councilmember Tischner expressed his support for the City absorbing the additional cost burden to support personnel. He relayed his concern of Herriman City becoming a “training ground” for employees to gain experience and move to different jurisdictions for higher compensation packages. Councilmember Henderson asked if there was a general guiding policy in place. Councilmember Moser responded that there isn’t a policy, and the current Council cannot bind a future Council. Councilmember Henderson indicated that the City covering 80-percent was generous.

2. [7:37:05 PM](#) **Herriman City 2016-2017 Budget Discussion** – Alan Rae, Finance Director

Finance Director Alan Rae stated that the City has done all of the required steps to approve the budget on June 8<sup>th</sup>. He explained that he received questions that he would like to offer a full explanation to the Council. The first question was asking clarification of the Towne Center Revenue that shows transfers from other funds decreased. The goal in the Town Center/City Hall project was to accumulate approximately three million for the audio and visual equipment, security door locks, cameras, data management and additional furniture. There has been occasions for bigger projects coming to the City that require transfers of the general fund portions to the account in order to reach the goal. Once reached, the City will look to transfer excess funds to other projects approved by the City Council.

Director Rae relayed the second question indicating that the amount of the telephone tax dropped. He indicated that there was an error, and the calculation for the coming year telephone tax was \$256,234.50. Next was the intergovernmental revenue outlining that the Salt Lake County grant amount declined. The estimation of grants is very difficult. Typically, Herriman City receives approximately between \$10,000 and \$20,000 on an average year. In fiscal year 2015 the City received a \$200,000 grant to begin the study of the road connecting to Tooele. There is a change for additional grant money to be received, and the budget would be amended to accommodate the difference.

Director Rae indicated that \$9,600 of the Blackridge parking lot fees were removed from the budget. The next question related to the forecasts of Blackridge Reservoir concessions. Director Rae indicated that the revenue showing year to date was for one month at the beginning of the 2015 fiscal year between July 1<sup>st</sup> and August 8<sup>th</sup>. He also noted that the Endurocrss revenue was removed from the budget due to the event being cancelled this budget year.

Director Rae relayed the next concern about the transfers from other funds and what is the appropriation and unappropriated balance. He indicated that Utah State law outlines that all funds except enterprise funds be balanced. Income and expenditures seldom will be exactly the same, so the budget anticipates either using fund balance or increasing fund balance. Director Rae continued with the next item regarding the decreased of outside legal budget, and noted that there had been an expectation that we would need outside counsel for some of the large project. He explained that the REAL soccer facility was an example of soliciting outside counsel. The Council requested to maintain the amount that was previously approved for that budget item.

Director Rae outlined the cost increase for the deer mitigation program due to the approved live capture method. If the Council determines to utilize live capture option more, the cost will continue to rise. He continued with the salaries and wages budget line item for the Arts Council. The City is beginning to track time spent by hourly employees for the Arts Council in an effort to understand the entire cost burden for the City. The Council discussed the option of the 501(c)(3) status for the Arts Council. Director of Administration and Communications confirmed that this discussion would be held at a future work meeting.

Director Rae further continued with the concern about funding engineering studies. He noted that engineering has planned to pay for an update of engineering standards this fiscal year; however, it will be next year before the study will be completed. The total cost of the study is approximately \$60,000 with the water fund contributing an additional \$20,000. The final question was requesting confirmation of the capital outlay amount increase. Director Rae explained that the change did not correctly carry over to the department statement, and the amount listed in the capital outlay is correct to pay for the lease of a new pickup.

Director Rae informed the Council that they were welcome to email, call or meet with him in person to discuss any additional questions. He explained that his answers will be compiled and distributed to all members of the Council for their reference. Assistant City Manager Gordon Haight added that he knew of three additional items that he would like the Council to consider adding to the budget. First item is for a primitive trail to tie into the Pulley Property. The trails committee will recommend the trail alignment after conducting their research. The second request was to potentially increase the Senior Citizen budget as Riverton City has expressed their concern that Herriman City is receiving a disproportional benefit. Assistant City Manager Haight added that he will meet with Riverton City staff to discuss their data verification, and bring it back to the Council for consideration. He explained that the last item was for the gate at High Country and 7530 West. Mayor Freeman asked what the projected fund balance was for fiscal year 2017. Director Rae responded that there would not be a projected change to the fund balance.

3. [8:02:29 PM](#) **Visioning discussion relating to Transportation** – Gordon Haight, Assistant City Manager

City Engineer Blake Thomas reviewed the annual road maintenance budget which included \$500,000 annually from the general fund to cover slurry and chip seals and \$800,000 for typical road maintenance items from the B&C road funds. He relayed the 2016 proposed cost estimation for slurry and chip seal. Councilmember Moser asked for an explanation for when the City would use chip seal versus slurry seal. Streets Manager Ed Blackett responded that major collector road maintenance would utilize chip sealing, and slurry sealing would be used for residential roads. He explained that chip seal is a pavement surface treatment that contains a base of hot asphalt onto the street and then embedding finely graded aggregate into the oil base. The chip seal surface is usually sealed with a top layer, which is referred to as a fog seal to provide a better wear surface that has a life cycle of 10-12 years. Operations Director Monte Johnson added that the life of the road is based on the condition of the material at the time the maintenance is conducted, and that it preserves the road in the current condition. Councilmember Moser questioned the annual lane mile maintenance increases, and suggested that the budget reflect the increase of road maintenance based on either lane miles or growth.

City Engineer Thomas displayed the chip seal and slurry seal schedule that covered from 2014-2019. Manager Blackett informed the Council that for the road to have an optimal life cycle of 20-years, maintenance should be conducted within the first five years of installation. Councilmember Martin suggested that the City should have standards and specifications of when asphalt can be installed to ensure high quality roads. Engineer Thomas responded that he is currently on a committee that is currently discussing that concern and offered options to alleviate concerns of a substandard product.

Engineer Thomas continued the discussion with the transportation maintenance funding. He explained that the annual allocation devoted to road maintenance does provide a shortfall in terms of revenue to projects all over the state, and the City would spend as much as the Council would allow for road maintenance. Councilmember Moser asked if the City is at a critical point for maintenance. Manager Blackett confirmed that there are roads in the City which concern him, but would take the funding away from the current maintenance schedule. Assistant City Manager Haight reminded the Council that some projects will be postponed based on the City Hall/Towne Center priority.

Engineer Thomas outlined the extraordinary road maintenance projects that include: 6000 West, 6400 West, 7300 West, and Gina/McCuiston roads. He provided a full depth reclamation cost. Councilmember Henderson relayed the safety concerns relating to the quality of 6000 West. Assistant City Manager Haight agreed, and explained that the Council would determine priorities after the completion of the City Hall/Towne Center project. He strongly advised against bonding for any road maintenance. Engineer Thomas presented a short video for the future trax line that would bring major infrastructure to connect business parks of south Salt Lake County and north Utah County. Mayor Freeman expressed his excitement about the dynamics of Herriman, and would like to begin preparing a schedule after the Towne

Center project is complete, forecasting asset replacement and road construction maintenance to ensure the financial stability of the City.

4. [8:54:33 PM](#) **Discussion regarding Salt Lake Valley Law Enforcement Service Area (SLVLESA)** – Dwayne Anjewierden, Chief of Police

Unified Police Department Chief Dwayne Anjewierden reviewed the SLVLESA agenda for the May 19, 2016 board meeting. He explained that the board would need to provide direction relating to the strategic plan as well as the tax increase for the District. The two separate strategic plans that are being considered include the SLVLESA Strategic five-year plan that was developed in partnership with the University of Utah Sorenson Impact Center. There are three objectives for this plan including: to achieve a recommended fund balance of 25-percent, dedicate new growth revenue to new resources in an effort to meet service demands, and increase base revenue to provide funding for the Unified Police Department (UPD) contract market and inflation. The five-year plan would establish new resource methodologies to address the need of additional allocations that are derived by using data to allocate the resources based on experience and need. The allocation formula consists of 60-percent calls for service, 30-percent population and ten-percent geography. The second plan option is a financial plan that would silo revenue and expenditures by each member entity. The option would allow new resources to entities that have the appropriate fund balance, and require governance policy on the overall fund balance of the District when allocations can be dispersed.

Chief Anjewierden offered tax increase scenarios that would include annual new growth revenue and increase expenses for additional resources that are approved to be added July 1, 2016. He explained that for Herriman City's fund balance to break even would require approximately an initial 8.25-percent tax increase, with subsequent three-percent annual inflationary increases to maintain a 25-percent fund balance over the next five-year period. Councilmember Henderson suggested that the inflationary increase should be four-percent annually based on the UPD contract and new growth allocation. Councilmember Moser expressed her appreciation for the silo model worksheet to determine actual costs, and indicated that it would be disingenuous to approve a tax increase that would not maintain the fund balance.

Chief Anjewierden informed the Council that the tax valuations have not been determined, and so the displayed amounts are projected revenues. He relayed his opinion that the proposed allocation formula is sound, and the governance policy should guide entities to ensure that money is not unjustly spent. Mayor Freeman asked the Council for direction on the five-year plan and tax increase. Council consensus expressed support of the silo plan, the allocation formula, a required minimum fund balance, a governance policy, and a tax increase that would support the needs of Herriman. The level of support of a tax increase fluctuated between six-percent and eight-percent dependant on the required minimum fund balance.

5. **Additional Items**

Councilmember Moser explained that the City switched carnival companies, and asked if the Council would support offering prepaid carnival tickets to employees. Council consensus determined that the City would be willing to split the cost of two tickets with employees if they had a desire to attend the carnival.

Councilmember Moser referred to a recent email that had been received about chickens being approved in residential areas. She asked if the Council would be willing to discuss the item further in a future meeting. The Council agreed.

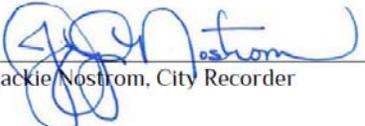
Councilmember Tischner requested the electronic message boards be placed in the Blackridge Reservoir community informing patrons that street parking is by permit only. Director of Administration and Communications Tami Moody confirmed that the signs are scheduled to be in the area next week.

**B. 10:17:42 PM Adjournment**

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

*This document constitutes the official minutes for the  
Herriman City Council Meeting held on Wednesday, May 18, 2016*

*I, Jackie Nostrom, the duly appointed, qualified, and acting City Recorder for Herriman City, of Salt Lake County, State of Utah do hereby certify that the foregoing minutes represent a true and accurate, and complete record of this meeting held on Wednesday, May 18, 2016.*

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