

CITY OF SOUTH SALT LAKE  
CITY COUNCIL WORK MEETING

COUNCIL MEETING

Wednesday, May 18, 2016  
6:02 p.m.

CITY OFFICES

220 East Morris Avenue #200  
South Salt Lake, Utah 84115

PRESIDING  
CONDUCTING

Council Chair Deborah A. Snow  
Council Chair Deborah A. Snow

COUNCIL MEMBERS PRESENT:

Sharla Beverly, Mark Kindred, Ben Pender,  
Kevin Rapp, Shane Siwik, and Debbie Snow

COUNCIL MEMBER EXCUSED:

Portia Mila

STAFF PRESENT:

Mayor Cherie Wood  
Hannah Vickery, Deputy City Attorney  
Charee Peck, Chief of Staff  
Ron Morris, Fire Chief  
Kyle Kershaw, Finance Director  
Dennis Pay, City Engineer  
Scott Turnblom, Information Technology Manager  
Frank Lilly, Deputy Community and Economic Development Director  
Mont Roosendaal, Public Assets Director  
Craig Burton, City Recorder  
Paula Melgar, Deputy City Recorder

OTHERS PRESENT:

See attached list.

**Matters for Discussion**

- 1. Budget Discussion.** Mr. Scott Turnblom, Information Technology Manager, explained to City Council that the app “The Village” is an app that packages a lot of features together that are not usually combined. It is too early in its development for consideration. It doesn’t even exist yet to see if we like it, not to mention a track record of how other cities and citizens use it, and if they like it. Mr. Turnblom recommended that council look at other apps on the market which have already been tested and the bugs have already been fixed; such as “see-click-fix”, in order to avoid bad reviews from residents trying to use a complicated or buggy app.

Mr. Turnblom reminded the Council that the current UStream app costs the City

\$100.00 per month and there are more features to UStream than those currently used by City. Mr. Turnblom added that the cost to add the comment part of UStream is not significant in itself, but it is in the manpower that it would take to view and edit live comments. There would also be a risk that anyone could sign in as someone else.

Council Chair Snow explained that she liked the idea of people having an app on their phone that would give them an agenda or even tickle them to let them know of certain items on the agenda of their interest. Mr. Turnblom reminded council that the City currently has a Twitter account that the City Recorder uses to let residents know of meetings, events and agendas. Mr. Turnblom stated that some cities up north have tried to acquire customized apps but the bids always come out too high.

Mr. Turnblom explained that the hardest thing at the moment is to get someone to actually load the app. Residents have a hard time using the City's webpage and clicking on links; to have someone looking for an app at the app store could be challenging, and then loading it and giving the app personal information, is even harder to have happen.

Mr. Craig Burton, City Recorder, explained that he has been tweeting out agendas and Tweeting out the UStream link for viewing purposes.

Council Member Beverly expressed interest in exploring more of the unused features on UStream and asked which features exactly are not being used.

Mr. Turnblom explained that UStream tries to promote a classroom environment with comment, a feature currently not being used, for online training where students can pose questions and get answers. Mr. Turnblom added that UStream has recently been purchased by another vendor and may have a limited future with the City. The City is currently exploring improvements in YouTube streaming.

Council Member Siwik asked what bugs could be worked out to take comments live.

Mr. Turnblom stated that "all concrete cracks" and "all software has bugs" and you never know what will need to be worked on. Mr. Turnblom also brought up the subject of how live comments would be integrated into the minutes of the meetings and how other legalities such as tweeting during meetings should be considered.

Mr. Burton expressed his concern with the possible chaos of comments in the room and coming in via web and how that might translate into minutes. In order to allow for comments during the meetings, the City would need another clerk to help cover council meetings.

Council Member Rapp stated that he supported Mr. Burton's concerns and added that constant interruptions of comments would disrupt meetings and that there needs to be order during council meetings.

Council Member Pender agreed and supported Mr. Burton and Council Member Rapp

in their concerns and added that his concern is on the anonymous comments that could come in under someone else's name.

Council Member Beverly expressed her concern with the tight budget the City is facing and her desire to best utilize or expand what the City currently has.

Council Member Kindred and Council Chair Snow agreed.

Council Member Siwik suggested categorizing agenda topics more clearly so that a Parks item or a Police item is clearer for those who have as specific item interest.

The Council Members took an informal poll on pursuing "the village" app and all agreed that they were "not interested, at this time".

Mr. Turnblom suggested that Council consider budgeting to replace Council Member's iPads with new ones, with keyboards and new features and are better with their Wi-Fi connection; a budget of about \$900 a piece.

Council Members agreed that they are satisfied with what they have, at the moment.

Council Chair Snow thanked Mr. Turnblom for his time.

Mr. Dennis Pay, City Engineer, addressed the Council on street concerns previously expressed by Council Members in different meetings. Some of the issues listed were property medians on Helm and Baird; storm water drains on Lincoln; the curb and gutter master plan, and the crossing at 400 East and the street car

Mr. Pay gave the Council a brief history on the design of the current island at Baird and Helm. He explained that the intent of the detention base for storm water was to have an area where storm water could be detained and slowly dissipated out into the UDOT system at the rate they allowed. The administration at the time, around 2002, decided on the high back curb and the rock.

Council Chair Snow asked if there was anything preventing the City from removing the rock and landscaping in the island.

Mr. Pay explained that there is nothing preventing City from doing that.

Council Member Rapp asked about greenscape.

Mr. Pay explained that greenscape does provide a natural filtration for the water but that there is already a low flow pipe on this site that runs underneath and slowly carries the storm water.

Council Chair Snow asked about sprinkles.

Mr. Pay explained that sprinklers would have to be installed in order to keep landscape.

Council Member Siwik addressed the cost when comparing the recent work done on the State Street island.

Mr. Pay explained that State Street was very expensive because of the work area (major collector and high traffic); this site may be less than State Street.

Council Member Kindred and Mr. Pay discussed who could help with City's efforts on clearing the island of all the rock, such as Urban Livability and maybe some volunteer workers. Mr. Pay asserted that it would all depend on the scope of work and the plan chosen.

Council Member Pender asked if the contractors that did State Street could give the City a better deal if they were to have both projects and what could the City do as far as volunteer work in order to cut costs.

Mr. Pay explained that as far as the contractor goes, it would be a violation of the procurement policy. But, once a plan is designed, then the project might be able to be included in one of the City's volunteer projects.

Council Chair Snow inquired on the cost of design. Mr. Pay tried to guess a high estimate of around \$25,000 to \$30,000.

Council Chair Snow asked Mr. Pay to please come back to Council with a better number in order to put it in the 2016-2017 budget.

Council Member Beverly asked if any complaints had been presented on this site and if this was only a problem with looks or if there was a drainage problem.

Council Member Siwik explained that this has been a problem of looks and drainage for a long time and there have been several complaints from residents on these issues.

Council Member Rapp suggested that this project may not be as high a priority or as expensive as curb and sidewalks.

Council Chair Snow mentioned noticing a line item on the budget, 40-80-731 miscellaneous curb gutter projects, for \$40,000.

Mr. Kyle Kershaw, Finance Director, explained that these are in field repairs of curb gutter and sidewalks that aren't part of a project. It is more of an immediate need that may develop.

Mr. Pay and Mr. Kershaw discussed some of the maintenance needs that are required for sidewalk, such as trip hazards.

Council Member Siwik asked which streets are still lacking complete curb gutter and sidewalks that want it.

Mr. Pay explained that a Master Plan is being developed for curb gutter and sidewalks – the Granite and Riverfront area – between 3300 and 3900 South, the area annexed from Salt Lake County. The Plan attempts to categorize the issues, such as deteriorating sidewalks; vertical displacement or lack of continuity; where there has been pedestrian and auto accidents, where pedestrians are using the sidewalk more. It also prioritizes residential areas rather than commercial and looks at cost.

Council Member Siwik asked about continuity of sidewalks.

Mr. Pay explained that those have been addressed with projects, such as the 300 East project. The City requested and received funds from the Wasatch Front Regional Council to reconstruct 500 West from 3300 South to 3900 South. The *UDOT Safe Sidewalks* is a program where, along state highways, there are places missing sidewalks, UDOT will help match funds so the City can put sidewalks in. Last year UDOT provided the City with funds that will allow the City to install sidewalks on 3300 South, on the south side between State and about 300 East. Mr. Pay referred back to the Master Plan. A copy is attached and incorporated by this reference.

Council Member Kindred reflected that mid-block Penney Avenue, close to 400 East, where there is not sidewalk and about a 50 foot section of the Millcreek Park by the bridge, where there is also no sidewalk.

Council Member Siwik agreed that areas where there are whole blocks that lack sidewalks, should be made a priority.

Council Member Siwik and Mr. Pay discussed sidewalk costs.

Mr. Pay explained that a contractor would have to install the sidewalks because City crews use hand forms, which take longer and use a different concrete consistency. Mr. Pay explained that a project should be significant enough to interest contractors. And reminded the Council that what makes curb and gutter projects really expensive, is that once it is put down, one needs to collect water, which requires a system of storm drain and pipes to go in the ground, install inlets and then there is trenching and repairing pavement; that is really what drives up cost of curb and gutter projects.

Council Chair Snow asked Mr. Pay to return to Council with an estimate on the cost of projects such as those shown from 200 to 500 East and 3900 south to Penny Avenue, of the Master Plan.

Mr. Pay stated that it might be more complex than that because there will be a need to identify what utilities are in the ground and utility conflicts, which would definitely drive costs up to relocate or loop services.

Council Member Beverly asked if Mr. Pay knew of any programs that could help

with neighborhood curb and gutter.

Mr. Pay explained that there are none for residential streets but the City could use Class C money for that; although the money should be saved because it is not enough to do all the things that need to be done. Mr. Pay added that the City is currently getting about \$700,000 from Salt Lake County in gas taxes funds, but next year it might be \$850,000.

Council Member Siwik asked about using CDBG money. Mr. Pay agreed that CDBG money could be used but that is limited too because it is being used for the community connections program.

Mr. Kershaw recommended creating assessment areas in neighborhoods where homeowners pay a pro-rated share of the improvement, based on the linear length of public right-of-way they have. There needs to be fifty percent plus one of the property owners agreeing to assess themselves for these improvements. The City would calculate how much the project costs and issue a bonding and use assessment for about ten years with an annual assessment that would be used to make the debt service on the bond.

Mr. Pay explained that with an assessment area the City has a lot of latitude on how much is paid. The key is to have a fifty-one percent of the frontage to vote in favor of the assessment district and everyone gets assessed, not just the ones who voted for it. The assessment can be paid as a one-time fee or spread out over 10 years.

Mr. Kershaw added that a legal lien is placed on the property for the assessed amount based on the frontage, and the lien stays until it is satisfied. The City collects the money and remits it for the debt service. It is not part of the property taxes; it is an actual bill from the City. An example of a Special Improvement District (SID) was on Crestone Avenue, one road with curb, gutter and sidewalk on both sides.

Council Chair Snow expressed concern on whether a SID would work in the area discussed because a lot of the projects are incomplete and sporadic but many others already have curb, gutter and sidewalk, and may not be interested and willing to support an SID.

Council Chair Snow pointed out that the City's Class C funds for next year are set at \$815,000 and \$20,000 interest on class C road plans.

Mr. Pay explained each of the proposed projects. General striping is the process of refreshing the streets from all the plowing and salting of roads; crack and slurry seal of roads occurs once a year for the crack seal and the next the slurry seal, which really helps extend the life of City roads; micro-surfacing is similar to a slurry seal but uses a different product for heavier traffic areas such as 3900 South and 700 West, and three overlay projects where a couple of inches of an existing road are taken off and two inches of new asphalt are compacted and rolled.

Council Chair Snow noticed a \$100,000 difference between what was planned and what was available and wondered if that difference had not been assigned to any projects.

Mr. Pay explained that even if all the money is not allocated, it is still used throughout the year for contingencies.

Mr. Kershaw added that there is \$125,000 that was not included on the schedule but it is planned for road materials such as, salt, gravel and asphalt. Mr. Kershaw explained that materials used to be paid out of the general fund but last year it was switched to where Class C is funding the road materials.

Mr. Pay explained that the crack seal, slurry seal and micro-surfacing are contracted out but some of the overlay is done in house, depending on the size and what is going on the street department.

Council Member Siwik asked the same question for the storm water maintenance where it shows \$115,000 allocated but it only showed \$35,000 used.

Mr. Pay explained that some of the funds are being used for storm drain in the Master Plan update that is ongoing and there is also a storm drainage problem on Main Street at about 3500 South that the City is hoping to have resolved by the end the current fiscal year.

Mr. Kershaw and Mr. Pay suggested bringing in Corby Talbot, Waste Water Supervisor, to explain what projects are being planned.

Mr. Kershaw explained that there are very specific requirements when using the State money for gas taxes, because the State governs how it is spent and there are pretty precise rules on what it can be spent on and what it cannot.

Mr. Pay explained that it can be used for new roads, to buy equipment for roads and for pedestrian improvements but it cannot be used for landscape. It can be used for storm water if there was a road project and storm water was part of the project.

Council Member Siwik would like to see some of the money allocated to sidewalks and for the Helm and Baird project in order to improve the community and increase property values.

Mr. Pay agreed that streets do need to be improved but suggested finding ways that do not cut into those funds.

Mr. Kershaw explained that in prior years the City bought equipment and in the current year there have been other purchases and spring is the time when a lot of the street work occurs.

Mr. Pay agreed that one needs to look to find ways to fill the gaps and take care of

deficiencies and proposed coming back with a proposal for Council to look at.

Mr. Kershaw reminded the Council that Class C is basically the only funding source that City has for roads.

Council Member Pender said that since Mr. Pay now understands better the Council's priorities, if there is a compromise that can be reached, but also understanding that not letting roads deteriorate is also a priority.

Mr. Pay agreed to look for ways to compromise without cutting too much into the crack and slurry seal program, because that is one program that has been a huge benefit to the City.

Council Chair Snow observed that the City has been able to maintain the 13 year crack and seal program, in prior years, at lower levels but it seems that costs have dramatically increased in past 2 years.

Mr. Pay explained that the cost of asphalt has gone up significantly in the last couple of years and tends to fluctuate with gas prices.

Mr. Kershaw added that there are also two huge projects: the 3900 South micro-surface and the 700 West micro-surface; these two projects are considerable and don't come along every year, and that constitutes about half of the maintenance budget. Mr. Kershaw agreed to explore and give the Council some options, with the Mayor's consent, on what can be done on the curb, gutter and sidewalk.

Mr. Kershaw advised Council that curb, gutter and sidewalk projects usually involve a public process and the Council will want to explore that public process because some residents might not want to lose part of their property to put a sidewalk through.

Mr. Pay added that where there is not curb, gutter and sidewalk; there aren't well defined property lines, so sometimes residents encroach on the right-of-way and it does need to be pulled back, but it is still City right-a-way.

Council Member Beverly asked on moving projects and how bad is 3900 South.

Mr. Pay clarified that 3900 South is shared with Salt Lake County, right down the center, and City is working together with them on this project. Mr. Pay added that 700 West will be like 300 East, where City had to get federal funds. In 2020 there will be federal funds available to do 500 West and City will continue applying with Wasatch Front Regional Council to get the funds to reconstruct 700 West. The City currently has no funds to reconstruct 700 West, so what they are trying to do is keep it together until some funds become available to fix it the way it needs to be.

Council Member Snow inquired on the construction projects for overlay.

Mr. Pay explained that overlays are usually done because the deterioration is more than what can be done with a slurry seal.

Council Member Siwik asked what the shelf-life was for a street.

Mr. Pay estimated that streets are designed for 30 years, however, with maintenance one can extend that to 50 to 60 years, depending on how well it was constructed and what kind of traffic load it has on it.

Council Member Rapp stated that putting off street projects is going to cost the City more in the long run and didn't necessarily agree to put those off.

Mr. Pay explained that one would want to keep moisture out of the road base, because once that occurs the road tends to deteriorate very quickly, and that is the purpose of the slurry seal.

Council Member Siwik clarified that his purpose was not to say "let's not do this" but to point out that City has \$540,000 allocated for next budget year, which is substantially more than the City seems to have used in the last four years and that maybe there is room for other projects.

Mr. Pay stated that he would look into it and assured the Council that their comments were heard.

Council Chair Snow suggested moving on to the Lincoln Park storm drain.

Mr. Pay stated that he still doesn't understand why the plan was approved the way it was. He believes this was a bad design and should have not been approved.

Council Char Snow inquired if there were any other projects in the City with the same kind of design.

Mr. Pay explained that there are; not exactly like it, but that City does have areas that lack storm drains and use bubble-up boxes instead. Mr. Pay explained how some of these bubble-up boxes work in other areas but at Lincoln Park it doesn't work in part due to some deficiencies on the storm drain on 300 East when it was constructed. The City has addressed those deficiencies during the 300 East reconstruction project, but the problem was that the City was not aware of the issues at Lincoln Park until the project was almost completed. At the Lincoln Park storm drain system, the curb and gutter are grated in such a way that it drains around a horseshoe shape out to 300 East, or at least it should, if there is some settling in the gutter. The other thing that happens there, and this is a typical problem in South Salt Lake, there is a high water table and when foundations were done, they needed to pull water away from the foundations and pumped it into these inlet boxes which were supposed to bubble-up and surface drain out to 300 East. The problem is that the design of the bubble-up boxes was very shallow which almost always allows for water to build up to the grate and there are no holes on the bottom or gravel to help drain it out.

Mr. Pay added that the City currently has the facilities on 300 East where it could put storm drain on that loop and connect it out into the 300 East storm drain. It will need new pipe, boxes and some asphalt repair, which adds to the cost. Mr. Pay estimated the cost, taking in account unknowns, to be about \$280,000, including the design cost of about ten percent and a thirty percent contingency for unknowns.

Council Member Siwik asked if this would require one or two connections.

Mr. Pay suggested minimizing the pipe by picking it up on each end and to loop it around to make two connections to the storm drain; rather than trying to take it all the way around the loop with one pipe connection.

Council Member Rapp asked if it would be a more affordable fix, if one was to make those holes at the bottom of the boxes to help the drainage.

Mr. Pay agreed that one could try to redo the boxes but the other issue is that the water table is unknown and if there is a high water table it is very possible that even with the holes on the bottom of the boxes, it would not drain sufficiently.

Mr. Rapp asked Mr. Pay to please investigate further that possibility, since if it does work, it would be an easy fix.

Mr. Pay stated that he would look into that.

Council Chair Snow noted that there are certain boxes that are more problematic than others, on the west end of the horseshoe. The east side boxes seem to drain and reasonably stay dry; the other boxes don't drain and retain stagnant pools of water. Some of the neighbors mentioned that even after the City comes and pumps it out, within an hour it is full again.

Mr. Pay expressed concern over this being a water table issue but the City will try and figure it out.

Council Member Snow recalled a conversation with Mr. Ed Rufener, Senior Engineering Inspector/ Safety Manager, where Mr. Rufener stated that one thing that was done during the 300 East construction, when the giant storm water pipe was laid; was that one of the boxes, closest to 300 east, was left open in some anticipation that it could be connected. Mr. Pay explained that there is a box on the north side of Lincoln Park, near 300 East, which potentially could be used to connect the storm drain.

Council Member Snow asked if this project could be done piece meal, in the sense that maybe the whole horseshoe is not done at once but it could start with the connection of the closest box to 300 East.

Mr. Pay stated that it doesn't make a lot of sense make things like that because the City has one and a half employees in that department, and it couldn't be done with the

City crew. So, it would have to be contracted out and City would be paying a mobilization fee every time for each small project. The most cost efficient way of doing it would be to just do it all at once.

Mr. Pay explained that the most expensive items on storm drains are the boxes; at about \$3,000 each. If the boxes were to be redone that could also get expensive because there are about 10 boxes around the loop.

Council Chair Snow asked Mr. Pay to return back to Council with the different options discussed.

Mr. Pay moved on to speak about 400 East. He explained that this is a little bit of a unique situation, where the street belongs to the City and the City is responsible for it; the rail belongs to UTA and they are responsible for its maintenance; and then UDOT has safety oversight for all rail crossings in the state. All three entities need to work together on 400 East. When the street car design was being done, everyone looked at what types of safety precautions needed to be put on rail crossings, traffic, clarity of lines of sight, and so on. During the process, UDOT, South Salt Lake, UTA and the design team, all went out and looked at every single rail crossing along the corridor just to visualize and see what concerns were there. The designer came back with a design that was reviewed and got it where it needed to be. Everyone then returned to the site with the plans and looked to see if anything had been missed, and made a few tweaks. The FDA then went out before they would authorize UTA to run the line and went through the same detailed process to make sure everything was addressed and done correctly. Now, with development going up in the area and increased traffic, it will change the warrants for the crossing and probably make it so the City would want to have a signal up. That decision on the signal is up to the City and the City would be responsible to pay for it, because this is a City street. The City would have to go through a similar process as before, with the same team players involved.

Mr. Pay added that as for cost, the typical traffic signal, for an intersection such as that, is around \$150,000; however, the City does have at that crossing, with the rail crossing, additional cost because of the preemption. In other words, the City would need to put detectors down on the line, on each side. Preemption is expensive because of the electric work on it that could double the cost on the project.

Council Member Kindred asked if, due to the fatality at this location, the City could approach UDOT, UTA and state the City is putting this in, and passing as much of the cost to them as the City can get, to help pay for it.

Mr. Pay agreed that it could be done but at this point, they have no obligation to put in a traffic signal.

Council Member Pender asked if a couple of hundred thousand dollars would cover the project.

Mr. Pay expressed his desire to speak with UTA to get an idea of what the cost on the preemption and any additional control boxes and control panels would cost.

Council Member Pender asked if there is anything that could be done with signage or speed bumps that could help encourage drivers to slow down and be almost as effective.

Mr. Pay stated that City could look at some traffic calming measures such as median islands to try and narrow things up, which tends to make drivers slow down. Mr. Pay explained that with the new development and increasing traffic, it has pushed the city to where it really needs a signal in the area.

Council Member Pender asked if a new study was done to show the increased development and traffic, that other team players would want to help the City with funding.

Mr. Pay explained that this is unknown territory and the City could try but he wouldn't know what the reaction would be.

Council Member Pender suggested having Mr. Pay reach out to UDOT and UTA and get back with council on it. Mr. Pay stated he would do so, with the Mayor's consent.

Mr. Pay added that when the fatality occurred, the City was told that there would be a safety review by the State (an investigation) but so far the State has not done it and Mr. Pay would like to know what the findings would be on that investigation.

Council Member Pender asked what would be different from the police investigation.

Mr. Pay clarified that the police investigation is part of it. The State would be looking at what safety elements were present, if they were done properly and looking at whether or not a signal was warranted. But, the State would also make safety recommendations for the crossing and that is what Mr. Pay would be interested in looking at.

Council Member Snow suggested that the Council decide if they would support the idea to initiate those conversations and moving forward.

Council Member Siwik suggested getting to the end of the meeting to decide how to prioritize projects.

Council Chair Snow agreed and thanked Mr. Pay for his time.

Mr. Mont Roosendaal, Public Assets Director, gave the Council an overview of status on the Lincoln Park boxes. He explained that the water vacuum was down but is now repaired to working order and the scheduled water vacuuming should resume as planned.

Mr. Roosendaal, explained that a bench and a sign at Lincoln Park would cost approximately \$1,500 and it could be worked into the current budget or the next fiscal year's budget. Mr. Roosendaal would prefer to work it into the current budget and suggested a discussion on the process to include the improvement into the master plan that is currently being put together.

Council Chair Snow asked if it was possible to include two benches; one on the north side and one on the south side, and how much would it cost. Mr. Roosendaal explained that could be done and that each bench costs about \$1,000, with concrete.

Mr. Roosendaal presented on *Take Home Vehicle and Use Policy* and the *Fleet Management Policy*. A copy is attached and incorporated by this reference.

Council Member Kindred asked which part of the budget sheets fall under Mr. Roosendaal's department. Mr. Roosendaal clarified that it would fall under Public Assets, which includes the Parks Department, Facilities and Fleet.

Council Member Kindred asked the same question of Mr. Pay. Mr. Pay did not have the budget worksheets with him and could not answer the question.

Council Member Kindred asked Mr. Roosendaal on the take home vehicle policy, if a fire inspector has a take home vehicle, what does that mean exactly and what would be allowed. Mr. Roosendaal explained that if a violation is reported, it is usually reported to him and after verifying the vehicle information and who was driving the vehicle at the time; that verification and complaint are turned in to the department head or supervisor to deal with the issue and/ or do their own investigation. Mr. Roosendaal explained that out of his fourteen employees and three supervisors, there are two with take home vehicles; one is Joaquin Garcia's which is set up specifically for what he does and he is on call and does respond frequently; the vehicle gives him all needed access and necessary tools to respond.

Council Member Siwik asked about the rotator replacements, if those were done in-house. Mr. Roosendaal confirmed that those are done in-house; fleet technicians are apparatus trained.

Council Member Siwik asked for more information on the yellow and red flags, and what gas stations would the gas card include.

Mr. Roosendaal explained that the cards are through *Fuelman* which have several fuel stations, including several within the City that employees are encouraged to use. Mr. Roosendaal referred to the fueling policy for City vehicles and added that any discrepancy on any transactions raises either a yellow or red flag that can either be fixed or reported.

Council Member Siwik asked if each employee has their own gas card and what prevents somebody from putting gas in their own personal vehicle.

Mr. Roosendaal explained that everything is controlled; only fuel can be purchased with City's gas cards. Every gas card belongs to a vehicle not an individual and any use of the card in a personal vehicle would raise a red flag. Every employee that can drive a vehicle has their own pin number, so that if any vehicle is fueled, one would know which vehicle was fueled and who did it.

Council Member Siwik asked Mr. Roosendaal if he is the person who controls this process.

Mr. Roosendaal confirmed and added that the system is transparent and there is an employee who does pin numbers and another employee who does the gas cards. Everyone crosses once a week so that if he is doing pin numbers then he will also do transactions one day a week.

Council Member Pender commended Mr. Roosendaal for the excellent job he does and expressed concern about take home vehicles in that when a vehicle is taken out of the City it opens the City to liability. The concern Council Member Pender expressed, was that he observed a lot of take home vehicles, that in his opinion, are not necessary; for example, Animal Control, all three employees take their vehicles home and Council Member Pender just couldn't understand how that is necessary.

Another concern Council Member Pender posed with Fire and the Battalion Chief, where there are ten take home vehicles to drive to South Salt Lake and from South Salt Lake City, home; but when they get to the City they do have a Suburban to drive and handle calls, as well.

Council Member Pender noted the benefit in employees that reside in South Salt Lake to have a take home vehicle but stated that most of the take home vehicles are for employees who do not reside within City boundaries. Another benefit expressed was the ability of employees, such as police officers, to have the tools necessary to perform their duties, at hand. But, Council Member Pender expressed disagreement in the safety of the vehicles because he believes vehicles should be on locked down facilities within the City. Council Member Pender asked who would be responsible to pay for a vehicle that was broken into at an employee's house.

Mr. Roosendaal stated that he did not know.

Council Member Pender referred back to the vehicle list and some of the vehicles in line to be replaced in the Police Department but noted that the Fire Department Battalion Chiefs just got two brand new Ford Explorers and wondered if it would not have been better if those vehicles were actually replaced through the Police Department.

Council Member Pender foresaw some issues such as, higher mileage on vehicles by taking them home, resale value will be lower, maintenance will be higher sooner, because they are being driven to and from; and the City being open to liability.

Council Member Rapp agreed with Council Member Pender on the high number of take home vehicles and added that he had heard about the Animal Control vehicles and people who complained that they were having animal control issues on a Saturday and were told by Animal Control to call the Police and the Police just told the individuals to call Animal Control. Council Member Rapp stated he did not understand why there is a need for three vehicles, if no one is going to respond.

Mayor Wood explained to the Council that Department Heads have been asked to address this issue because each has different circumstances that they would like to talk to Council about.

Council Chair Snow advised the Council that Ms. Debbie Pedersen, Animal Control Supervisor, is scheduled to come to the next work meeting and present to them.

Mayor Wood stated that Ms. Pedersen was asked to come prepared to answer the take vehicle home policy question.

Council Chair Snow stated that Chief Morris is also scheduled to come in and will speak on the Battalion Chiefs' vehicles

Council Chair Snow asked if the Master Plan for the parks is for this budget or next year, or both.

Mr. Roosendaal explained that there is a budget to Master Plan for Fitts Park, which will include the west end. Fitts Park, Lincoln Park and Lions Park are the three parks master planned for this year and are being done right now. Mr. Roosendaal explained that he and Ms. Sharen Hauri, Urban Design Director, are trying to get all parks done and roll them in and finish the rest at the beginning of the next budget year. McCall Park, Millcreek Trailhead, Central Park and Gateway Park are scheduled for next year's budget.

Council Member Snow asked Mr. Kershaw to identify the line item for the Master Plan for the parks located on next year's budget.

Mr. Kershaw explained that those were in the Capital Fund, under 40-80-796 Capital Projects Design General, for \$15,000 for finishing up parks projects, among other design projects. Under 40-80-704-02 there are some design projects broken up specifically by projects, such as irrigation, some surveys to be done. Line item 40-80-723-02 includes restrooms being proposed and a major irrigation project for the park.

Council Member Kindred asked if the money was to be used by outside design companies or internal. Mr. Kershaw explained it would be by outside specialized individuals to come in.

Mr. Roosendaal explained that they have done the pricing and that is how the \$15,000 has been determined; which will allow the City to handle the parks master planning.

Mr. Roosendaal added that on the irrigation planning, the City has an opportunity to get a matching grant for the irrigation for the sports field at Central Park. The sports field is enormous and anything that the City can get to accomplish that project is a big deal, since right now the watering of the field is done manually using a lot of resources. The irrigation plan allows the City to have a plan to present when applying for grant funds. Mr. Roosendaal explained that this project could cost close to a quarter of a million dollars.

Mr. Pay added that this is a water conservation grant that Jordan Valley Water Conservancy gives because South Salt Lake is a member agency and they set aside a certain amount of funds for conservation projects, every year.

Mr. Roosendaal stated that the water savings and labor alone, over the years, will pay for the project.

Council Chair Snow asked about the \$10,000 line item referred to the parks project designs.

Mr. Kershaw clarified that the \$10,000 is for surveys and irrigation at other facilities and added that line item 40-80-723-02 for \$33,000 is specific to Central Park; \$25,000 for restrooms and \$8,000 for irrigation.

Council Chair Snow thanked Mr. Roosendaal for his time.

2. **Review and discussion of Future Land Use Map and Zoning Map.** Mr. Frank Lilly, Deputy Community and Economic Development Director, presented on potential areas for new single-family homes and policy options to encourage single-family home ownership. A copy is attached and incorporated by this reference.

Council Chair Snow expressed her preference for the property west of the jail and asked Mr. Lilly if he had an opportunity to research how to buffer the jail from a single-family home community.

Mr. Lilly explained that according to his brief research, the best way would be to design a type of community that would be very private but still keep the community open enough to remain safe. Mr. Lilly asked Council Chair Snow to provide him with more time to look for better options, since his research did not provide him with any good examples to present to Council.

Mr. Lilly recommended commercial zoning along the 3300 South corridor, due to the amount of traffic and speed.

Council Chair Snow agreed but added that South of it, should be developed as single-family homes.

Council Member Rapp recalled being on the Planning Commission when the gateway overlay was done and recalled that although high density was not a desired feature, most residents were in favor of single-family housing and not concerned with the detention center or juvenile facility.

Council Member Pender explained that the area closest to the potential single-family housing site has a Sheriff's office, a private lot for jail employees, UFA and a Dispatch Center; as buffering agencies between the jail and said site.

Mr. Lilly informed Council that there has been interest from developers in developing the area of the five acres on the east side of 1000 West and the five acres on the west side. Mr. Lilly explained the his department could start with a community based general plan amendment process, talk to residents and property owners, since this area would be a good candidate for a master plan mixed used, under parameters acceptable to City Council. Mr. Lilly recommended identifying the site as a master plan site in the general plan process, by amending the land use map and stating that the area is to be a master plan as to compel developers to come in and seek a development under such change; but it could also be descriptive enough on expectations for the specific master plan as to set forward requirements.

Council Member Rapp asked Mr. Lilly about the old Workman Park Site.

Mr. Lilly explained that UTA is holding it for construction storage and land banking it.

Council Member Siwik asked Mr. Lilly to explain how to turn this project at 3300 South, into a master plan.

Mr. Lilly explained that the process of amending the General Plan is simply a matter of holding the appropriate public hearings with the Planning Commission and then a public hearing with the City Council. The process would involve initiating the process with a neighborhood meeting, which is a fairness driven policy within Mr. Lilly's department. This would apply to any of the parcels presented by Mr. Lilly to the Council.

Council Chair Snow stated that the Council needs to give Mr. Lilly consensus on the matter and if they would like Mr. Lilly's department to start holding neighborhood meetings.

Council Member Siwik asked if the parcel on 3300 South is changed to a master plan designation, if any current plans for development are going to be affected.

Mr. Lilly explained that this is not going to change anything but the future land use map. He further explained this is a public process and that by notifying the property owners that a general plan amendment is coming, should get their attention and they will want to talk to the City or the City Council.

Council Member Kindred thanked Mr. Lilly for his remarkable presentation.

The City Council voted on whether public meetings should be held on the five parcels presented within Mr. Lilly's presentation. They voted unanimously to hold public meetings on all parcels, except Oxbow. They expressed that the Oxbow property should be a discussion that occurs first with Salt Lake County, before any neighborhood meetings occur. The Council directed Mr. Lilly to start talks with Salt Lake County and keep City Council updated.

Council Chair Snow asked Mr. Lilly about the parcel between the Huntley Manor Development and the Mary Etta and Archard roads, just south of 3300 South; between West Temple and the freeway.

Mr. Lilly requested to come back later on that property but for what he could recall, the discussions indicated that a more commercial use was probably more appropriate.

Council Chair Snow expressed interest in hearing about identifying it as a single family home because it is located between single family homes and a townhome community.

Mr. Lilly stated he would bring that parcel up to Council in the near future.

Council Member Siwik stated that if the Council wants to continue these kinds of projects, they need to consider scaling down from 6,000 square feet lots, straight across the board.

Mr. Lilly explained that east of 200 East there are some historic 5,000 square foot lots, the new properties by the riverfront are around 4,500 and typical PUDs are 5,100 square feet. He advised that 50 or 45 feet minimum width is appropriate; narrower than that, one just gets too much garage. He added that residential design standards can easily accommodate smaller lot homes. There is a lot to be said about the existing single family neighborhoods. A copy of this presentation is attached and incorporated by this reference.

Council Member Siwik asked about non-conforming uses, where single family homes that were built in light industrial areas, the City went back and changed so that those homes were in conforming use but later it was changed again, to where the same homes are currently in non-conforming use.

Mr. Lilly explained that these homes are still non-conforming, however residential non-conforming have some special privileges in the City code, where they can be expanded to a certain extent, they can be rebuilt if damaged or destroyed by fire.

Council Member Siwik clarified that the biggest issue is the refinance problem where they can't take a loan out.

Mr. Lilly stated that he has not encountered that in his talks with appraisers and lenders, and that it is fairly easy to clarify that the home can remain there forever.

Mr. Lilly asked for Council's continued support for Community Connection and continued funding in support for the Community Healthy Homes Initiative and the County's CDBG efforts. The City has, within the lifetime of the City's housing rehabilitation loan program, rehabilitated 70 homes in the City which has been a tremendous enhancement and brought in a significant amount of equity to the community.

Council Member Kindred asked about the 3,200 single family homes and 400 rental permits, how many does Mr. Lilly think are actually being rented.

Mr. Lilly stated that his guess is that forty percent of the City's single family homes are rentals.

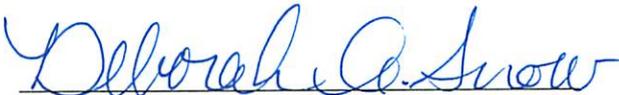
Council Member Siwik asked if a fund could be created, that people could pay back, to simply help with front yard landscaping, mainly sprinklers.

Mr. Lilly explained that other communities have done similar things with landscape loans and landscape grants, although Mr. Lilly was not aware of one directed at sprinklers. Mr. Lilly did mention a new Salt Lake City insurance program to help underwrite the insurance of a residence's sewer lateral in the water line; these are very expensive repairs that can get people out of their homes because of duress. He added that he has often thought that it would be nice to have something like that to help maintain tenancy, instead of residents leaving their homes and renting them. He offered to come back with specific strategies to help people stay in their homes or maintain equity in their homes rather than flipping them.

Council Chair Snow thanked Mr. Lilly for his time and requested that he invite all seven council members to every single neighborhood meeting.

Mr. Lilly stated that all meetings will be publicly noticed and that he would make sure Mr. Craig Burton, City Recorder, gets them as well.

Meeting adjourned at 10:30 p.m.

  
Deborah A. Snow, Council Chair

  
Craig D. Burton, City Recorder

