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**MINUTES OF THE SPRINGDALE TOWN COUNCIL WORK MEETING ON
WEDNESDAY, MAY 25, 2016 AT TOWN HALL, 118 LION BLVD., SPRINGDALE, UTAH.
MEETING CONVENED AT 10:00 AM**

MEMBERS PRESENT: Mayor Stanley J. Smith, Council members Bill Weyher, Lisa Zumpft, Adrian Player and Mike Alltucker

ALSO PRESENT: Town Manager Rick Wixom, DCD Tom Dansie and Town Clerk Darci Carlson recording. See attached sheet for citizens signed in.

Motion made by Lisa Zumpft to approve the agenda; seconded by Adrian Player.

Weyher: Aye

Zumpft: Aye

Smith: Aye

Player: Aye

Alltucker: Aye

Motion passed unanimously.

Discussion/Information/Non-action Items

General discussion & announcements: Mr. Dansie reported the Army Corp of Engineers met with the developers of the Springhill Suites regarding the pond issue. Local field representative Jon Boe indicated the developers would need to comply with requirements of the Clean Water Act.

- The Army Corp of Engineers declared the pond was considered water of the United States and therefore under their jurisdiction.
- The developer must submit a work plan for the Corp to approval before proceeding. Mr. Dansie would be kept informed of the process.

The Utah Division of Water Rights was also involved. Their field representative was Chuck Williamson. The Division of Water Rights was concerned with the flow of water from the spring to the river and being sure this was not interrupted.

Mr. Dansie said the Town was waiting until the Army Corp of Engineers approved the developer's plan before an excavation and grading permit was issued.

Ms. Zumpft asked if this would allow the Town to work from a position of strength to get something from the developer that the community envisioned.

- Mr. Dansie said the Town was working toward enforcement of its processes and standards. The pond would never be what it was before the work started but the developer wanted to make it as good as possible given the framework of the Town's ordinances and the Corps requirements.

Mr. Weyher asked if an applicant had to comply with all state and federal guidelines before the Town issued a permit.

- Mr. Dansie said 'not explicitly' but felt this may be good to add into the Town's process.

Mr. Weyher asked how quickly work could be stopped if the Town saw something egregious

- Mr. Dansie answered the Town could stop the work immediately. The Town would contact the code enforcement officer and could issue a 'cease and desist' order.

Mr. Weyher asked who administered wetlands.

- Mayor Smith the Army Corp of Engineers had not designated the pond as wetlands.

Mr. Alltucker said from his experience the Army Corp of Engineers was unforgiving. They had jurisdiction over water of the U.S., wetlands, endangered species and cut and fill permits. He asked if the Corp issued a cease and desist order and imposed a daily fine.

- Mr. Dansie said the Town told developer to stop work. Mr. Boe indicated no work was to continue until issues were resolved.
- Ms. Zumpft asked Mr. Dansie to follow-up with the Corp to find out specifically what actions had been taken so far with the developer. In addition she said some residents were still going in directions to try and understand what could be done.

Mayor Smith said the Town was doing everything it could do to resolve the pond issue. He did not, however, want the Town to enact more ordinances to chase every issue. This was something the Town did back in the 1980's.

- Mr. Player said he did not want to make motions with contingencies, as recommended by the Planning Commission, and then have developers ignore them. When restrictions were set down they needed to be followed.
- Mayor Smith agreed but said he did not want unintended consequences. It was important to look at the whole picture and not make a knee jerk reaction.

Ms. Carlson announced the Roger Brooks presentation tomorrow night at the Community Center from 7:00pm – 9:30pm.

Mayor Smith announced DocUtah would show a film on Saturday at 7:00pm at the Community Center.

The Council asked if there had been any word from the Paiute Tribe. Mr. Dansie said the Town sent a letter to them a while ago but had not heard back. He also indicated Gaylord Robb paid close attention to the recent Appeal Authority variance decisions regarding disturbance on slopes.

Administrative Non-Actions Items

Review and discussion of the General Plan update: Planning Commissioner Randy Taylor was in attendance to answer any questions. On behalf of the Town Council, Mayor Smith thanked Mr. Taylor and the Commission for the time and effort they put in on the General Plan. He knew it was a laborious process. Mayor Smith hoped they felt rewarded for the work they did.

Mr. Dansie thanked the Mayor and Town Council for scheduling an extra meeting to review the General Plan.

Mr. Dansie provided a brief introduction of how the plan was structured. The General Plan outlined the future of the Town for fifteen to twenty years out. It addressed growth, infrastructure, public safety, housing, arts and a number of other topics. Chapter one provided guiding principles which were broad visioning statements of what the Town hoped to accomplish. To support these guiding principles, each subsequent chapter had goals, objectives and strategies.

Mr. Dansie suggested it would be efficient to go through the General Plan chapter by chapter, reviewing the submitted Council member comments presented in the packet material. Essentially the General Plan was a Council document. The Council could make changes as necessary to summarize the future vision of the Town.

Ms. Zumpft asked about priorities and who decided what to work on first.

- Mr. Dansie said it was impossible to accomplish everything the General Plan directed. Priorities helped determine what the focus should be. From the identified priority areas in the General Plan the Planning Commission created a list of top priorities to work on over the next year. The Council could agree and direct the Planning Commission to begin work, or they could change and reorder the list.

Mr. Wixom explained the Town Council and Planning Commission had distinct roles. The Planning Commission focused on land use issues. The Town Council looked at streets, police, parks and many

other issues beyond just land use. Because their focus was much broader, the Council may have a list of priorities separate from what the Commission proposed.

Chapter 1 – Introduction and Executive Summary

- The Council discussed the list of priorities, as addressed in this chapter, later in the meeting.

Chapter 2 – Town Appearance

- Since build-out estimates were done several years ago, the Council suggested another strategy whereby these figures would be updated again. The build-out considered permanent homes and vacation homes, so population estimates took this into consideration. The data also considered what residential uses could be converted to commercial use, and under-developed properties.
- Discussion focused on better definition of 'small, modest scale'. Mayor Smith commented some of the recent larger developments came out of settlement agreements from years ago. Mr. Dansie commented that a lot of historic development in Springdale, such as the Driftwood Lodge, the Pioneer Lodge, the Indian Village and the LDS Church, was larger than 12,500 square feet. Council members thought size may not be the issue as much as location in relation to the street. They wanted to add a strategy that addressed this in Chapter 2 and 3.
- The Council wanted any reference to a plan, study or manual in the General Plan to include a hyperlink.
- Section 2.1.4a talked about developing a plan to preserve existing and acquire new open spaces. The Comprehensive Open Space Planning Report addressed this issue. Verbiage would be added to discuss implementing this plan.
- The Council discussed timetables for updating plans. Mr. Dansie said some plans were updated on a regular cycle, such as the capital facilities plan, but other plans did not require consistent updating as strategies did not change much.
- On page 2-11 it was suggested to update the picture to highlight a different section of the historic ditch given the upcoming SR-9 reconstruction.
- For strategy 2.4.1c which addressed maintenance of the public right of way, the Council wanted to strengthen this strategy. They wanted to include verbiage that invasive species were a high fire hazard and encouraged property owners to maintain the right-of-way on their property.

Chapter 3 – Land Use and Zoning

- Industrial use land in Springdale was clarified to be the concrete batch plant in Town.
- The Land Use Summary Table should be updated to include multi-family units.
- The number of residential and lodging units should be updated in anticipation of the Springhill Suites development.
- The build-out study would be made available to the public online.
- Mr. Wixom agreed strategy 3.4.4 related to the Storm Water Master Plan should be updated on a periodic basis. Commercial developments or residential subdivisions were required to provide a storm water management plan. Once UDOT finished the SR-9 project the Council wanted the plan refreshed.

Chapter 4 – Economic Development

- Update the Zion National Park visitation number.
- Goal 4.1 encouraged small business. Council wanted to better define small business as ownership that had a close level of commitment and connection with the community.

Chapter 5 – Housing

- Be more explicit about allowing apartments in residential zones and discourage conversion of apartments in the commercial zone into transient housing.

The Town Council took a short break.

- Mr. Taylor reminded the Council about the draft ordinance which addressed accessory dwelling units and cottage neighborhoods. This draft was tabled by the Council until after the General Plan update was finalized. The Council discussed allowing ADU's with appropriate standards to mitigate impacts, but the Foothill Residential zone would be excluded.

Chapter 6 – Historic Preservation

- Mention of historic resources, such as the Pioneer Cemetery and the granary structure, should be added to this chapter. Add a strategy to protect and preserve historic buildings and features.
- Consideration of a Town museum, to house historic resources, would be added to the General Plan.
- Salvage and utilization of the stone removed from the historic ditches was discussed. As part of the UDOT contract, the stone from the ditches would be saved.

Chapter 7 – Environmental Resources and Conservation

- The short-term and long-term drought management plan, as mentioned in Chapter 8, would also be mentioned in this chapter.
- The wildlife corridor map would be hyperlinked.
- The Council discussed creating a strategy to address the location of commercial swimming pools to reduce noise impacts.
- Given the recent pond situation the Council discussed including a general statement about working with state and federal regulatory agencies to create an environmental protection initiative.

Chapter 8 – Public Works

- The Culinary Water Master Plan would be hyperlinked. This plan was updated in 2016 and would be updated again in five years.
- The Town now had a curbside recycling program and mention of this should be reflected in the General Plan.
- The state of Utah required a conservation management plan. Springdale's would be updated by December 2017 as part of the Water Treatment Project.
- Under 8.1.4 include a strategy about minimal use of fertilizer to reduce river pollution from water and storm runoff.
- 8.5.2a should include mention of appropriate disposal of pharmaceutical waste.

Chapter 9 – Transportation

- Indicate Zion National Park was now busy from March through November.
- Under 9.1.4a remove mention of 'from the Chevron station to Sanctuary Ranch'.
- The Rural Transit Feasibility study should be hyperlinked once completed.
- Mention the use of parking meters for on-street parking.
- Further define 'unobtrusive off-street parking'. The Town recognized the need for additional parking, but did not want large, urban-style parking structures. Find a balance between providing off-street parking yet minimizing visual impacts.

Chapter 10 – Parks, Recreation, and the Arts

There were no Council comments.

Chapter 11 – Peacekeeping, Health and Safety

- Update text to read one chief and four officers.
- Paragraph 11.1.1 was considered outdated and would be removed.
- The Town was currently updating its Emergency Management Plan. Once completed a hyperlink would be added. The Police Policy Plan would also be included.
- The Council wanted to incorporate suggestions from Chuck Passek from the Rockville/Springdale Fire Protection District Board.

Chapter 12 – Sustainability

- Section 12.1.1a addressed rewards or incentives to builders that utilized sustainable practices. The Council wanted more specificity as to what this meant. Incentives could include: increased building density, height or square footage.
- Under 12.1.2 make reference to Leadership in Energy and Environmental Design (LEED) or other appropriate organizations.

Chapter 13 – Future Land Use Map

- No changes were made from the 2010 version however symbols would be added.

Chapter 14 – Implementation

- The second bullet regarding semi-annual progress reports would be deleted. The Council determined information was effectively disseminated through meetings and minutes.

Appendix – Education

- The Council considered other appendixes to be included in the General Plan. Examples included: ordinances to be written and/or updated, plans and research resources, enforcement criteria, or funding needs. It was suggested to include the date reports were written.

The updated General Plan included symbols to reference which department was responsible for the action associated with the strategy. The Council decided this was a logical improvement.

Ms. Zumpft requested the next draft of the General Plan be redlined so changes could be easily reviewed. She also encouraged staff to read the General Plan as it related to their specific work. This would allow them to be more familiar and provide good suggestions not previously considered.

- Mr. Dansie said during the revision process staff provided comments back on their related sections.

Mr. Dansie said the requested revisions to the General Plan would be incorporated and a copy made available to the public. Adoption of the General Plan required a public hearing to invite comments from the community. After the public hearing the Town Council could deliberate and take formal action.

The Council took a break for lunch starting at 12:25pm. The meeting re-convened at 1:02pm.

The Council considered priorities as recommended by the Planning Commission. One list considered General Plan priorities over the next five years. The other was a more immediate priority list which contemplated work items for the Planning Commission to tackle now.

Before starting work on the more immediate priorities, the Planning Commission wanted the support of the Town Council. Priority topics included: ordinance revisions dealing the regulation of logos and illumination on signs; ordinance revisions and other strategies to help promote a pedestrian-oriented Town and reduce parking and traffic congestion; ordinance revisions related to standards for transient lodging to encourage smaller facilities that keep with the Town's character; ordinance revisions intended to increase the diversity and affordability of housing options; revisions to the maximum building size allowed in the VR-A and VR-B subzones.

- Mayor Smith said one of his priorities was to develop transit from St. George to Springdale. Other priorities were the water treatment plant, parking and street lights.
- Mr. Wixom reminded the Council that their priorities may not interact with the Commission's. The idea was to give the Commission direction.

To clarify, Mr. Dansie said the Council should determine if the priorities listed in the General Plan were the most important for the Town to focus on as a whole. Separate and distinct were the priorities of the Planning Commission. The Commission wanted to be sure they had Council backing.

- The Council was comfortable with the list of General Plan priorities but wanted to add a priority related to capital facilities and public infrastructure planning.

The Council wanted more time to study the Planning Commission's immediate list of priorities. They set a meeting for Friday, May 27th at 10:00am to review. Also included on this agenda would be a closed session to discuss the pond issue.

The Council thanked Mr. Dansie. The Mayor asked staff to draft a Proclamation to express an appropriate thank you to the Planning Commission for their hard work on the General Plan.

Budget work session with staff for FY 2016-17 budget: Mr. Wixom was open to questions or discussion from the Council.

Mayor Smith opened by saying the Council did not want to include the 1.65% health reward increase in any salary because it was a one-time shot. This equated to about a \$17,000 increase in wages; \$28,000 if benefits were calculated in too.

- Ms. Zumpft wanted to find an alternative program that would reward employees on an individual basis.

Employees had a wellness program. Every month there were different fitness challenges, but not everyone participated. Mayor Smith favored the Town matching the financial incentives from these challenges.

Mr. Weyher said some employees with poor health were no longer on staff; therefore this likely had an effect on the insurance premiums.

- Despite this Mr. Wixom said there was still a dramatic decrease in the cost of premiums.

The Council considered adding additional funds to employee Health Savings Accounts (HSA) as an incentive. Ms. Brecke indicated however, there was an IRS cap on HSA accounts so the Town would have to be careful.

Mr. Alltucker said he supported the staff and felt they did a fine job. It was important to retain qualified employees. The Council also needed to protect Town resources so the discussion of wages and benefits should not be taken personally.

- Ms. Zumpft said, as Council members, they were elected to be fiscally responsible. Understanding what was being voted on sometimes took hard questions.

Mr. Alltucker said compensation categories included: cost of living adjustments (COLA) and market adjustments, merit adjustments, and bonus considerations. He said the biggest risk for the Town was a worker's comp injury and a big reason to have incentives. He supported incentivizing employees to be healthy and work safe.

- Ms. Zumpft was in favor of establishing a separate fund whereby money could be distributed appropriately and fairly.
- Mr. Player said distribution of funds could be into an HSA, or through bonuses, or safety merits.
- Mayor Smith said the Council recognized the value of the Town employees but at the same time they needed to do what was right for the citizens.
- Chief Brecke recommended the Wellness Committee discuss some possible ideas and options for a program. Staff would come back with a plan for the Council to consider.

Mr. Alltucker said the full 3.65% proposed increase in wages across the board was about 2% of the budget, or \$37,000. Mayor Smith did not have a problem with the 2% COLA increase.

- Mr. Weyher also did not have issue with the 2% increase but did not like it called a COLA. He suggested it be termed a market increase.
- Mr. Wixom said other communities termed the increase a merit, a COLA, or a market adjustment. He had a comparative list of the proposed employee increases from other cities in the state. From this list, only one city did not propose an increase this year. The 2% would help keep Springdale on track with what the rest of the market planned.

The Council decided to include a 2% market adjustment for all staff salaries across the board. They also set aside \$17,000 for health and safety bonuses.

- The Council wanted the Health and Wellness Committee to bring back suggestions on a program to distribute these funds. It should be considered something that continued each year.

Ms. Zumpft said she and Mr. Weyher were working to understand compensation and benefits. She spoke to four area municipalities that had contracted with consultant Mike Swallow to review job descriptions, compensation, benefits and other criteria. A consultant could provide objective and independent analysis and the data could be used for several years moving forward.

- Mr. Wixom was familiar with Mr. Swallow. His services would cost about \$10,000. Feedback regarding the work he had done was good. An analysis could be conducted by end of calendar year so the information was useful for the next year's budget.
- The Council wanted to add \$12,000 to the budget for a consultant.
- Ms. Zumpft and Mr. Weyher would work on a write-up to determine exactly what they wanted the consultant to do.

Going back to salaries, Mr. Alltucker said there were some employees that took on additional job responsibilities. He wanted the Council to recognize these changes and asked that Mr. Wixom be given leeway to make salary adjustments.

- The Compensation Committee would work with Mr. Wixom to make necessary adjustments to salaries.

The Council decided review of RAP tax applications would be an agenda item during the Friday, May 27th meeting.

Lila Moss, representing the Historic Preservation Commission, was in attendance. She expressed desire for the development of a full streetscape design. It would include sidewalks, crosswalks, lights, benches, bike racks and paths, water stations, recycling containers, etc. Currently most improvements were piecemeal.

- The Mayor felt with the SR-9 project on the horizon this would be a good time to develop a plan.
- Mr. Dansie said the SR-9 project considered changes to the road, but a streetscape concept would be a different planning initiative. The Town's original streetscape plan focused mainly on the shuttle stops.
- Ms. Moss said there should be a body that worked to coordinate the concept of a streetscape.
- The Council requested a goal, objective and strategy regarding a streetscape concept be added to the General Plan.

Adjourn:

Motion to adjourn at 1:57pm by Bill Weyher; seconded by Lisa Zumpft:

Weyher: Aye

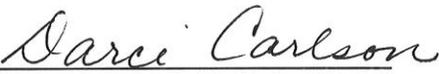
Zumpft: Aye

Smith: Aye

Player: Aye

Alltucker: Aye

Motion passed unanimously.


 Darci Carlson, Town Clerk

APPROVED:  _____ DATE: 6/8/16

