

1 Minutes of the Centerville **City Council** meeting held Tuesday, May 21, 2013 at 7:04 p.m. in the
2 Centerville City Hall Council Chambers, 250 North Main Street, Centerville, Utah.

3
4 **MEMBERS PRESENT**

5 Council Members Ronald G. Russell, Mayor
6 Justin Y. Allen (excused at 7:30 p.m.)
7 Ken S. Averett
8 John T. Higginson
9 Sherri Lyn Lindstrom
10 Lawrence Wright
11

12
13 **STAFF PRESENT**

14 Steve Thacker, City Manager
15 Blaine Lutz, Finance Director/Assistant City Manager
16 Lisa Romney, City Attorney
17 Katie Rust, Recording Secretary

18 **VISITORS**

19 Interested citizens (see attached sign-in sheet)

20 **PLEDGE OF ALLEGIANCE**

21
22 **PRAYER OR THOUGHT** Mayor Russell

23
24 **OPEN SESSION**

25
26 Dorothy Hope – Ms. Hope is a representative of the Whitaker Museum, where she has
27 spent many years volunteering. She described many of the efforts made by volunteers in recent
28 years. She shared a statement she feels is very important: “He/She who stands and waits also
29 serves.” Ms. Hope has never felt she was wasting her time when volunteering at the Museum.
30 She encouraged those in attendance to tour the museum if they have not already. The City has
31 a treasure in the Whitaker Home, and she appealed to the Council to continue to support the
32 Museum. She feels it is important to remember the past and plan for the future.

33
34 Bridget Lee – Ms. Lee is on the Whitaker Museum Board. She reported on the success
35 of the Mother’s Day Tea sponsored by the Museum. She stated that visitors are flocking to the
36 Museum, and expressed the great need for a director’s stipend in the Museum budget. Ms. Lee
37 thanked Council for all of their support.

38
39 **CENTERVILLE YOUTH CITY COUNCIL**

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41 Youth Mayor Marissa Farmer reported on Youth Council activities in 2012-2013. Mayor
42 Russell thanked the Youth Council for what they accomplish in the community. Lisa Summers,
43 City Youth Council Advisor, recognized the 14 outgoing Youth Council members, who shook
44 hands with and were congratulated by the Mayor and City Council.

45
46 Marissa Farmer, Youth Mayor Hunter Klein
47 Alex Lindsay Matt McDonald
48 Amanda Romrell Matt Summers
49 Bonnie Blackburn Megan Hulse
50 Chris Beer Paige Henrie
51 Clint Sorenson Shelby Schmid
52 Hadley Bangerter Spencer Nash

1 **MINUTES REVIEW AND APPROVAL**
2

3 The minutes of the Tuesday, May 7, 2013 Council meeting were reviewed. Councilman
4 Allen made a **motion** to adopt the minutes. Councilman Averett seconded the motion, which
5 passed by unanimous vote (5-0).
6

7 Councilman Allen was excused at 7:30 p.m.
8

9 **PURCHASE OF WELL SITE**
10

11 The City is ready to proceed with purchasing property from the Griffiths for a well on
12 Chase Lane. Councilman Wright made a **motion** to approve the purchase and authorize staff
13 to move forward with the necessary steps. Councilwoman Lindstrom seconded the motion,
14 which passed by unanimous vote (4-0).
15

16 **PRESENTATION REGARDING SUMMERFEST**
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18 Emma Dugal, Executive Director of the Bountiful Davis Arts Council, informed the
19 Council that the art center has moved to Farmington for approximately three years during the
20 Bountiful City Hall construction and renovation. City Council members were given a pin to
21 commemorate 25 years of Summerfest. In addition to Summerfest, the Bountiful Davis Arts
22 Council also provides classes and exhibits throughout the year. Joshua Blackwelder,
23 Summerfest Coordinator, described some of the events to be offered at Summerfest this year.
24 Ms. Dugal mentioned the possibility for Youth City Council involvement in Summerfest.
25

26 **STAFF REPORT AND DISCUSSION REGARDING AUTOMATED AGENDA**
27 **MANAGEMENT PROGRAM**
28

29 The Council previously requested that staff research the possibility and options available
30 for “going paperless” with agendas and staff reports. Blaine Lutz, Finance Director, explained
31 that distribution of the Council packets only makes up 10-15% of the expense. The preparation
32 and creation of agendas and packets accounts for a majority of the expense. Several products
33 are available for the creation of agendas, with the end product in PDF format. A variety of
34 comment or note-taking products are also available. Mr. Lutz listed the advantages of
35 automated paperless packet creation, specifically listing the features of NovusAgenda. The
36 average cost for an automated agenda management program is \$400 per month.
37

38 Staff recommend the Council and Planning Commission transition to an electronic
39 format at the same time. The City could either install devices on the Council dais to be used by
40 both groups at their meetings, or an allowance could be provided to each member for the
41 purchase of personal devices. Staff recommends a “test meeting” with all documents in PDF to
42 see if Council members are comfortable with an electronic format. NovusAgenda offers a trial
43 period that would cover two Council meetings with no cost or commitment. The Council and
44 staff discussed different aspects of the note-taking option. Mayor Russell asked if electronic
45 personal notes would be subject to GRAMA requests or legal discovery.
46

47 Staff can see a net gain in implementing the electronic format. Mayor Russell and
48 Councilman Wright indicated a desire to give it a try. Councilwoman Lindstrom suggested
49 getting input from other cities that have implemented similar programs.
50

1 **RDA MEETING**
2

3 At 8:29 p.m. Councilman Wright made a **motion** to move to a meeting of the
4 Redevelopment Agency of Centerville (RDA). The motion was seconded by Councilwoman
5 Lindstrom and passed by unanimous vote (4-0). In attendance were: Ronald G. Russell, Chair;
6 John T. Higginson, Vice-Chair; Directors Averett, Lindstrom, and Wright; Steve Thacker, RDA
7 Executive Director; Blaine Lutz, Finance Director; Lisa Romney, City Attorney; Katie Rust,
8 Recording Secretary; and Jason Burningham, Lewis Young Robertson Burningham.
9

10 The Council returned to regular meeting at 9:03 p.m.

11 **FINANCIAL REPORT**
12

13 Blaine Lutz, Finance Director, presented a financial report for the period ending April 30,
14 2013.
15

16 **MAYOR'S REPORT**
17

18 The Fire District is moving forward with the process to hire a new fire chief. Mayor
19 Russell reported that the Fire District will not move forward with converting to an independent
20 taxing entity at this time.
21

22 **CITY MANAGER'S REPORT**
23

- 24
- 25 • The Council indicated approval of City Manager Thacker offering an orientation for
26 election candidates before the primary election.
 - 27 • Mr. Thacker reported on emergency repairs to the Island View and First South water
28 tanks. Councilman Wright asked how susceptible the tanks are to earthquakes. Mr.
29 Thacker agreed to find out. The repair costs are paid from the Water Fund.
 - 30 • The D&RGW Trail will be completed sooner than expected, with construction now
31 scheduled to begin in August.
 - 32 • City Manager Thacker shared an updated list of Community Development priorities
33 with the Council. The Council agreed with these four priorities. Councilman Wright
34 mentioned the need to address the issue of street lighting in the Parrish Lane
35 corridor area. Mayor Russell said he and the City Manager would discuss this
36 further.
37

38 **MISCELLANEOUS**
39

- 40 • Councilwoman Lindstrom asked about the status of the gas station at Pages Lane
41 and Main Street. Mr. Thacker responded that a site plan is being reviewed by the
42 Planning Commission.
- 43 • Councilwoman Lindstrom mentioned a property on 400 West that has fallen into
44 disrepair and asked for staff's help looking into the matter.
- 45 • The Council fieldtrip to the Centerville gun range has not yet been scheduled.
- 46 • Mayor Russell recommended the Council appoint Royce Allen to the Landmarks
47 Commission. Councilman Averett made a **motion** to appoint Royce Allen to the
48 Landmarks Commission. The motion was seconded by Councilwoman Lindstrom
49 and passed by unanimous vote (4-0).
- 50 • Councilman Averett expressed concern for pedestrian safety at the crosswalk on 400
51 West east of Legacy CenterPoint Theatre. As a driver he has personally
52 experienced difficulty seeing pedestrians crossing at the crosswalk and asked how

1 long it has been since the crosswalk was repainted. Staff responded the streets
2 department will repaint the crosswalk soon. Mayor Russell suggested a sign that
3 can be placed and removed as needed to warn drivers. Councilman Averett
4 suggested a yellow flashing barricade in the middle of the road, and also suggested
5 a police officer help direct traffic at the crosswalk after theater productions. Staff
6 agreed to look into the sign/barricade option.

- 7 • Councilman Wright commented that the budget newsletter to be sent out in the next
8 utility bill will invite citizens to be involved in the budget process. Steve Thacker
9 explained the way the two UTOPIA items – the debt obligation and the operating
10 assessment - are presented in the newsletter.

11
12 **ADJOURNMENT**

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14 At 9:36 p.m. Councilman Wright made a **motion** to adjourn the Council meeting.
15 Councilman Higginson seconded the motion, which passed by unanimous vote (4-0).
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21 _____
22 Marsha L. Morrow, City Recorder

_____ Date Approved

23
24
25
26 _____
27 Katie Rust, Recording Secretary