

WORK MEETING

**AGENDA
AND
STAFF MEMO**

HEBER CITY CORPORATION
75 North Main Street
Heber City, Utah
City Council Meeting

November 21, 2013

Work Meeting 6:00 p.m.

DISCUSSION ITEMS

Discuss Scheduling a Public Hearing to Amend the City Budget

Business License Study Work Meeting – December 5th at 5:00 p.m.

Review Video on the Need for a New Public Safety Building

(Tab A) Discuss Beehive Storage Fire Protection Services

OTHER ITEMS AS NECESSARY

Ordinance 2006-05 allows Heber City Council Members to participate in meetings via telecommunications media.

In accordance with the Americans with Disabilities Act, those needing special accommodations during this meeting or who are non-English speaking should contact Michelle Kellogg at the Heber City Offices (435) 654-0757 at least eight hours prior to the meeting.

Posted on November 14, 2013, in the Heber City Municipal Building located at 75 North Main, Wasatch County Building, Wasatch County Community Development Building, Wasatch County Library, on the Heber City Website at www.ci.heber.ut.us, and on the Utah Public Notice Website at <http://pmn.utah.gov>. Notice provided to the Wasatch Wave on November 14, 2013.

Memo

To: Mayor and City Council
From: Mark K. Anderson
Date: 11/14/2013
Re: City Council Agenda Items

WORK MEETING

Discuss Scheduling a Public Hearing to Amend the City Budget: Several issues have come up since the beginning of the budget year that will require an amendment of the budget. Some of the issues that we will need to address are as follows:

- Anticipated hiring of additional accounting staff
- Relocation of the power line on the parcel sold to Mrs. Calls
- Water fund interest payment on the bond that was recently issued
- Anticipated costs of building inspection/plan review services
- Zimmerman impact fees

Business License Study Work Meeting – December 5th at 5:00 p.m.: In order for the new business license fee to go into effect for the 2014 renewal, staff is hoping that the Council will be in a position to adopt the new business license fee schedule at the December 19th meeting. In order to meet this deadline, we need to hold a work meeting with the Council to make sure the study is headed in the right direction. If it is determined that the Council will likely not be comfortable/ready to adopt a new fee schedule on the 19th, then we will look for direction to send out the 2014 renewals using the existing fee structure.

Review Video on the Need for a New Public Safety Building: Chief Booth has enlisted the assistance of John Moss and his Wasatch High Media department students to film a video on the public safety building need that can be posted on YouTube and linked to our current website. We are hopeful that a finished product will be available for review by the Council prior to it being posted on the internet and linked to our website.

Discuss Beehive Storage Fire Protection Services (Tab A): A few weeks ago I mentioned the need to have an agreement with Beehive Storage because they were expanding their storage shed business (in unincorporated Wasatch County) and would want to extend an existing fire protection line (hooked to the Heber City culinary system) within their property.

(See enclosed project plans and maps) I have spoken with their contractor, Ken Menlove, and he understands the need to have such an agreement and that it is reasonable for the City to expect some compensation for the service that is being provided. As I reached out to other City Managers to see if they had similar arrangements, I received very few responses. The most prevalent response was that their City would not offer services unless annexation occurred. Our most recent practices mirror Ephraim City, which is as follows:

We have just recently allowed water connections outside City limits if annexation is impossible at the time. It may be allowed if the following are met:

- *All development in the County that uses a city water connection must develop in accordance with City development codes*
- *Developer covers the cost for the water line and connections and impact fees*
- *An agreement recorded with the property that once the property is able to annex then they must.*

To provide historical perspective, JB Gordon was installing a sewer line on Industrial Parkway in 2001 for Heber City and was approached by Beehive Storage to obtain a fire protection line hooked to the culinary system that would be tied to a couple of fire hydrants on the Beehive property. The connection was made without any formal approval by the City. At the time, it was not feasible to annex the property because it was not contiguous to the City limits. Currently, there is no reason why the property could not be annexed.

As I have discussed this issue with Bart Mumford, neither of us are comfortable with the fire line being extended within their property without City approval. Options that City might consider are as follows:

- Allow the extension of the line w/hydrant without any consideration to the City
- Require a one-time impact fee for the right to access our system
- Require an annual payment for the right to have access to the City culinary water system
- Require annexation before the fire line is extended and the expansion can occur. This would also include developing to City standards and the donation of land for the future bypass as the northern part of their property is within the proposed alignment.

Of course, the more the City requests, the likelihood that the project would be shelved by the developer increases. I don't see the City allowing a similar circumstance in the future, it is just hard to remedy this issue in a manner that either party will likely feel good about. Staff is looking for direction from the Council regarding the elements of an agreement they would like to see to address this issue.

DISCUSSION/ ACTION ITEMS

TAB A

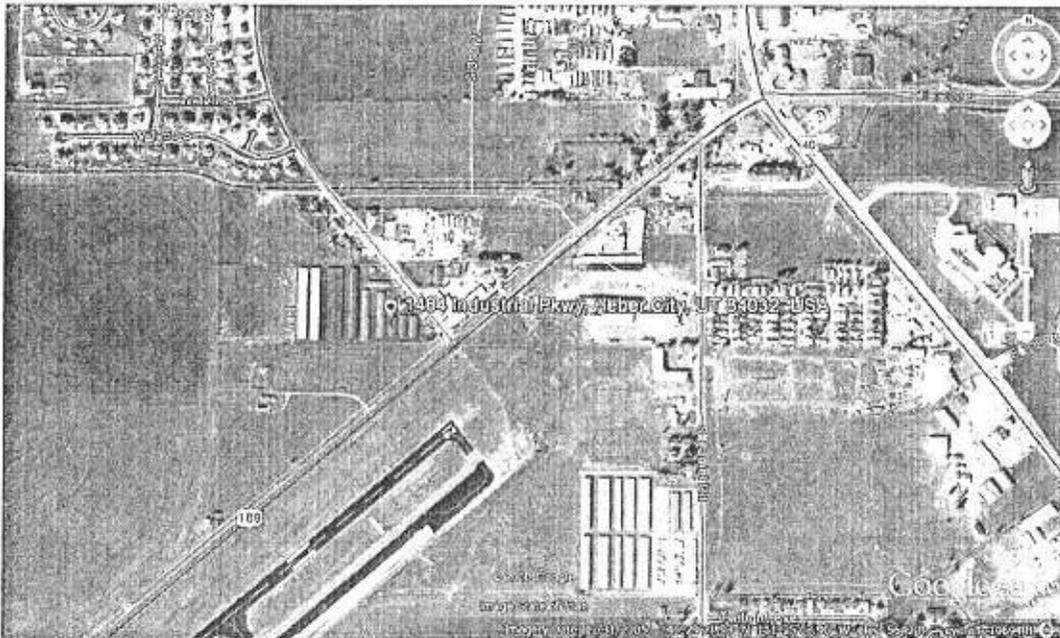
June 17, 2013

Beehive Self Storage
1484 Industrial Parkway
Heber City, Utah 84032



RE: Expansion Beehive Self Storage

The following identifies the projected traffic changes from expanding Beehive Storage located at 1484 Industrial Pkwy in Heber City, UT. The existing facility has 387 rentable storage unit spaces and are proposing to add 2 new buildings that will consist of 177 new rentable storage units. The new total for the site is 564 units. The site is located on the northwest corner of Industrial Parkway and SR 189.



Typically, the trip generation rates for the land use come from the ITE Trip Generation Manual, 9th Edition. However because the site is an existing facility, the better land use is to determine the trip rate for the existing facility and then extrapolate the projected trips from the existing rate.

Table One shows the trip generation rates based on a per unit basis as provided for the AM, PM and Saturday peak periods and daily traffic rates for a weekday and Saturday. Multiplying the trip rate by the facility sizes provides the trip generation for the site by land use. According to ITE for a Mini Warehouse, Land Use 151 the expanded site would generate 11 AM with 7 In and 4 Out, 18 PM with 9 In and 9 Out and 158 Daily Trips. This represents 3 new AM peak trips, 5 new PM peak trips and 50 new daily trips when the site increases from 387 units to 564 units.

Table 1: ITE Trip Rates

	Units	Land Use	Trip Rate	Trips	% Trips In	% Trips Out	New Trips IN	New Trips Out
AM								
New Facility	564	151	0.02	11	67%	33%	7	4
Existing Facility	387	151	0.02	8	67%	33%	5	3
PM								
New Facility	564	151	0.03	17	50%	50%	9	9
Existing Facility	387	151	0.03	12	50%	50%	6	6

The storage facility is open from 6 AM to 11 PM. Friday experiences the highest trip generation. The peak time is from 9AM and 4 PM with the peak hour from 11:11 AM to 12:11 PM. In the 9AM -4 PM peak period the site generated 44 trips with 24 In and 20 Out. The peak hour generated 10 trips with 6 In and 4 Out. During the 9AM to 4PM peak 16 storage units were visited yielding 16 In and 16 Out trips. The remainder of the storage units that were visited throughout the day are as follows.

- 7 am to 8 am - 0 entries
- 8 am to 9 am - 1 entry
- 9 am to 4 pm - 16 entries
- 4 pm to 5 pm - 8 entries
- 5 pm to 11 pm - 0 entries

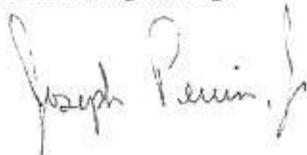
This represents 25 entry and exit trips each day for a total of 50 trips. Based on the current 387 rentable storage unit spaces, this is a daily trip rate of 0.13 trips per unit. By adding 2 new buildings that will consist of 177 new rentable storage units, the new 564 units are 46% larger than the original facility.

While ITE indicates that daily traffic will increase by 50 trips, the existing facilities trip rate is only 46% of the ITE rate (0.13 trips per unit per day instead of the ITE rate of 0.28 trips per unit per day). Based on the current traffic for the site, the anticipated increase in traffic for the 177 new units is projected at only 23 trips per day instead of the 50 trips projected by using the ITE rate.

Along SR 189, according to Traffic on Utah Highways, the latest daily traffic values include a 2011 AADT of 10,385. This implies that the storage facility expansion will increase traffic along SR 189 by 0.2%.

Please contact me with any questions.

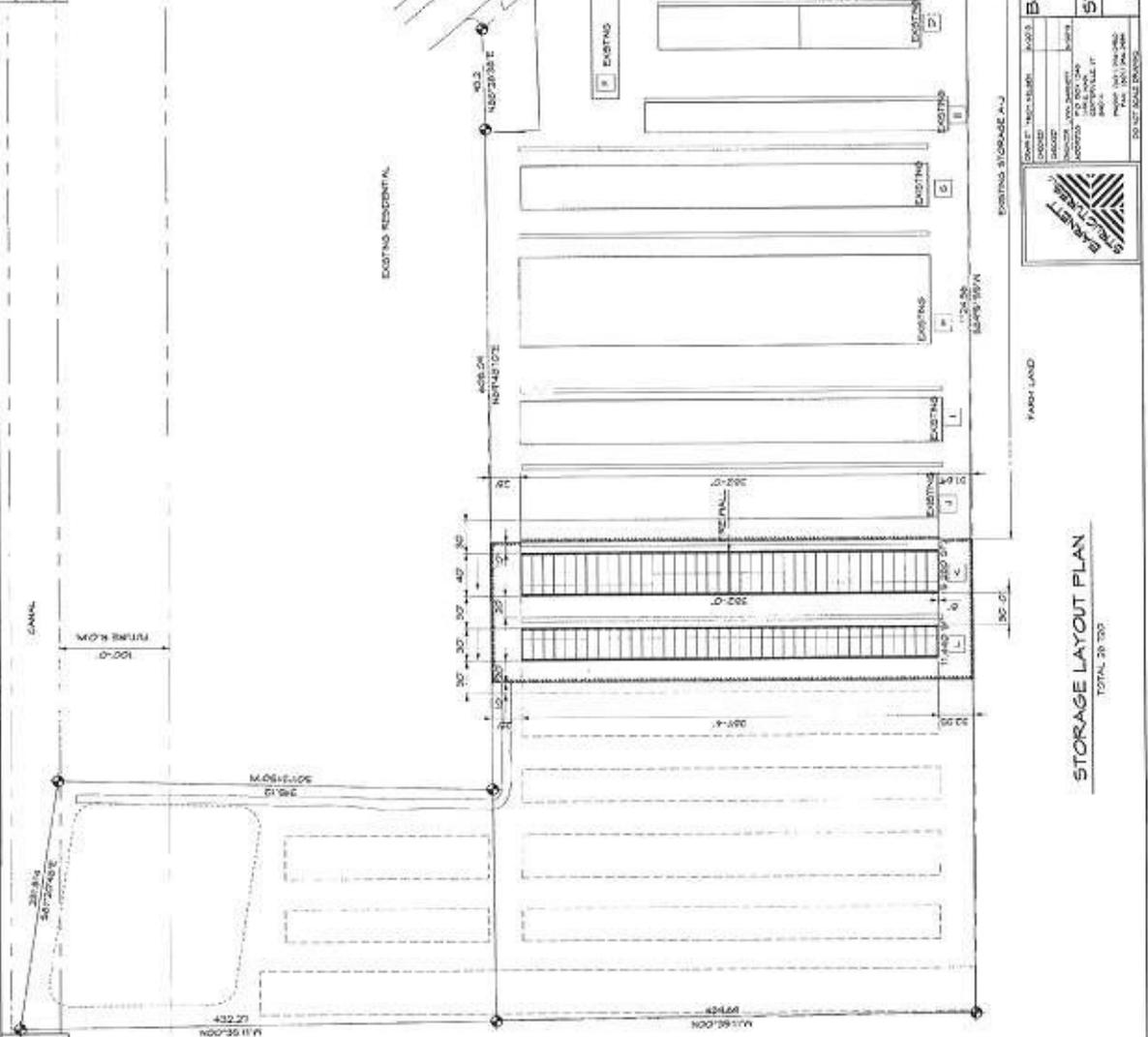
Sincerely,
A-Trans Engineering



Joseph Perrin, PhD, PE, PTOE
 Principal

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REV	DESCRIPTION	DATE	DESIGNED BY	CHECKED BY
A	ISSUED PERMIT SET	7/15/2013	BANKS & BARNETT	MARK



STORAGE LAYOUT PLAN

TOTAL 28 '00"



OWNER: BANKS & BARNETT, INC.
 ADDRESS: 1000 S. 2000 W.
 SALT LAKE CITY, UT 84119
 PHONE: (801) 241-2000
 WWW.BANKSANDBARNETT.COM

Beehive Storage Phase 4
 1484 Industrial Parkway
 HEBER, UTAH
STORAGE LAYOUT

DATE	10/1/13	SHEET	1	OF	1	PROJECT #	1324	SCALE	AS SHOWN
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Heber Parkway Concept



Contact Shawn Seager, MAG (801) 824-1066

REGULAR MEETING

**AGENDA
AND
STAFF MEMO**

HEBER CITY CORPORATION
75 North Main Street
Heber City, Utah
City Council Meeting

November 21, 2013
7:00 p.m.
Regular Meeting

TIME AND ORDER OF ITEMS ARE APPROXIMATE AND MAY BE CHANGED AS TIME PERMITS

Pledge of Allegiance: Council Member Patterson
Prayer/Thought: Council Member Jeffery Bradshaw
Minutes for Approval: October 29, 2013 Special Meeting
November 7, 2013 Work and Regular Meetings

OPEN PERIOD FOR PUBLIC COMMENT

PUBLIC HEARING

(Tab 1) Public Hearing to Accept Comments on Heber City's Application for a Low Interest Loan from the Community Impact Board (CIB). The City Intends to Apply for a \$6,700,000 Loan from the CIB to Partially Fund the Construction of a \$7,800,000 Proposed Police/Justice Court Facility at 301 South Main Street. A Presentation About the Nature and Scope of the Project Will be Made Which Will Include the Potential Impact to Citizens if the Loan is Received

APPOINTMENTS

(Tab 2) Nile Horner, Request for Free Water and Sewer Hookups to Horner's Corner, LLC, Located at 1520 South Highway 40

ACTION ITEMS

(Tab 3) Approve Haack Subdivision, a Small Subdivision Located at Approximately 850 East Center Street

(Tab 4) Approve 2014 Employee Holiday Schedule

DISCUSSION/ACTION ITEMS

(Tab 5) Review Proposed Airport Development Plan Project List

CLOSED SESSION AS NECESSARY – PURPOSE TO BE ANNOUNCED IN MOTION

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Memo

To: Mayor and City Council
From: Mark K. Anderson
Date: 11/14/2013
Re: City Council Agenda Items

REGULAR MEETING

Public Hearing to Accept Comments on Heber City's Application for a Low Interest Loan from the Community Impact Board (CIB). The City Intends to Apply for a \$6,700,000 Loan from the CIB to Partially Fund the Construction of a \$7,800,000 Proposed Police/Justice Court Facility at 301 South Main Street. A Presentation About the Nature and Scope of the Project will be made which will include the Potential Impact to Citizens if the Loan is Received (Tab 1):

The purpose of this public hearing is to educate/inform the public about the fact that the City has applied for a Community Impact Board (CIB) loan in the amount of \$6,700,000. As part of the education process, a presentation (similar to the one presented to the City Council on November 7th) will be made by Chief Booth to help citizens understand the need for a new public safety building and what individual financial impacts they might see if the City is successful in obtaining the loan. The CIB will use the feedback received from citizens to get a feel for what public support exists for the project. The CIB is not likely to support a project that has a lot of citizen opposition. The Council should solicit comments from the public regarding their support or opposition for the City proceeding with the loan application and construction of a Public Safety building. A new PowerPoint presentation will be emailed to you early next week.

Nile Horner, Request for Free Water and Sewer Hookups to Horner's Corner, LLC, Located at 1520 South Highway 40 (Tab 2):

At the last City Council meeting, Nile Horner appeared before the Council during the open public comment period to seek a water and sewer connection (at no cost) for property his family owns at 1520 South Highway 40. It is my understanding that Nile asserts that these free connections were promised to his father, Don Horner, as a condition of supporting the Ray Hult Annexation that was approved April 28, 1997. Enclosed is a staff report from Bart Mumford on the matter. Staff would not recommend approval as no written document/s or minutes support this request and the request is contrary to standard City practice and policy. If the Council is inclined to approve the request, staff would recommend that the source of the funds be identified and that specific findings unique to the Horner property be made to support approval as there are many other

property owners in this and other annexations that might seek similar treatment. Lastly, it has been suggested that the payment of property taxes should entitle properties annexed into the City access to City utilities at reduced or no cost. For clarity purposes, property taxes are not used to fund the operations of City utilities (enterprise funds), only user fees fund the operations of City utilities.

Approve Haack Subdivision, a Small Subdivision Located at Approximately 850 East Center Street (Tab 3): This subdivision located on east Center Street was reviewed at the last City Council meeting. Enclosed is a staff report prepared by Tony Kohler with an associated plat map. The Planning Commission has reviewed the proposed subdivision and is recommending approval. Staff would recommend approval.

Approve 2014 Employee Holiday Schedule (Tab 4): Annually a proposed holiday schedule is presented to the Council for approval. Enclosed are a proposed holiday schedule and a spreadsheet outlining how the schedule would be implemented with the various work schedules. Staff would recommend approval.

Review Proposed Airport Development Plan Project List (Tab 5): Annually the FAA and UDOT Aeronautics asks Utah airports to review the 5 year Capital Improvement Plan (CIP) for airports. Enclosed is a joint letter from John Sweeney (FAA Planner) and Matthew Swapp (UDOT Aeronautics) asking the City to review and comment on the proposed CIP they have jointly prepared. On November 13th, the Airport Advisory Board recommended approval of the proposed CIP with a minor change to the 2016 project. The proposed change was that the heliport/helipad area be available for use as additional ramp space for fixed wing and rotorcraft (helicopters) and not be specific to helicopter use only.

Also, I have included a copy of the 2012 CIP that was submitted by the City last year. You will note that projects beyond 2019 have been removed from the FAA/UDOT CIP and the 2019 Environmental Assessment for CII upgrade has been replaced with Rehabilitate Runway. I believe the primary reason for this is that the City has not amended the Airport Master Plan to include a CII upgrade and it was presumptuous to include this on the CIP. Staff would recommend approval of the Airport Board's recommendation.

MINUTES

1 **Heber City Corporation**
2 **City Council Meeting**
3 **November 7, 2013**

4
5 **4:30 p.m.**

6
7 **WORK MEETING**

8
9 The Council of Heber City, Wasatch County, Utah, met in **Work Meeting** on November 7,
10 2013, in the City Council Chambers at 75 North Main Street, Heber City, Utah.

11
12
13 **Present:**

14 Mayor
15 Council Members

16 David R. Phillips
17 Robert Patterson
18 Alan McDonald
19 Benny Mergist
20 Jeffery Bradshaw
21 Erik Rowland

22
23 **Also Present:**

24 City Manager
25 City Recorder
26 City Engineer
27 Planning Director
28 Chief of Police

29 Mark K. Anderson
30 Michelle Kellogg
31 Bart Mumford
32 Anthony Kohler
33 David Booth

34
35 **Others Present:** Randy Birch, Mike Johnston, Nathan Haack, and Mark Smedley.

36 Mayor Phillips opened the meeting and congratulated Mayor Elect McDonald and Council
37 Members Elect Potter and Franco for winning the election held November 5th.

38
39 **PowerPoint Presentation in Preparation for the Public Hearing Regarding Community
40 Impact Board (CIB) Application:**

41 Anderson stated a PowerPoint presentation would be
42 reviewed tonight in anticipation of showing it at the public hearing scheduled for November 21st.
43 He turned the time over to Chief Booth to present the slides. The presentation focused on the
44 deficiencies of the past and current police buildings and the proposal to construct a new public
45 safety facility. Council Member McDonald recommended talking in more detail about the
46 asbestos in the presentation. Franco suggested that staff wear facemasks as a temporary fix to the
47 ventilation problems in the evidence room. Chief Booth thought that was a good idea, but
48 acknowledged that the ventilation circulated throughout the whole building, although it was the
most potent in the evidence room. Mayor Phillips stated the Police Department had a specific
purpose and needed a building to meet those needs. Chief Booth stated he wanted a room
designed that could serve as a community room, a training room, and an EOC. Council Member
Rowland suggested not talking about the lack of historical value of the Central School because it
could embolden some, and they could start an effort to stall the project. He also liked Chief
Booth's comparison of restoring the school to the Provo Tabernacle that was currently being
remodeled to serve as a temple. Chief Booth discussed a common concern that the City Police
Department should combine facilities with the County. In speaking with Sheriff Bonner, the
County already had a master plan for that real estate and it would cost the City more money if

1 that option was even approved. It was suggested to add a bullet point showing the increase from
2 a 9% City tax to a 13.5% City tax if a tax increase were approved.

3
4 Council Member Rowland stated it was impressed on him during the presentation that the City
5 was putting City staff's lives in danger and now the City had crossed the line. It was
6 commendable that the City got use out of that building, but it had now gone too far. It's not a
7 discussion on should the City build a new facility, but how can the City build a new facility.
8 Council Member McDonald asked that the tax increase be voided when the building was paid
9 off.

10
11 Franco suggested recording a video of this PowerPoint on YouTube. Mike Johnston suggested
12 holding a couple of public hearings. The Council decided to hold the first public hearing on
13 November 21st. Council Member Rowland asked that Chief Booth be recorded doing his
14 presentation to put on YouTube. It was decided that Chief Booth would get together with Franco
15 regarding the video. Council Member McDonald wanted Chief Booth to expound on how the
16 new building would make the Police Department more efficient.

17
18 **Ryan Starks, Discuss Development of Airport Industrial Property:** Starks wanted to add to
19 the public safety building issue that as the number of residences increased in the City, the tax
20 increase per household would decrease. The new building would also beautify Main Street, and
21 would go well with the new Zions Bank and McDonald's restaurant.

22
23 Starks discussed the industrial park property by the airport. He showed a PowerPoint
24 presentation and stated the City's population grew 55% from the years 2000-2010. Currently,
25 73% of the population was leaving the County to go to work. Heber Valley needed sustainable
26 jobs. There was especially a need for light manufacturing, such as Redmond Salt and Mrs. Calls
27 Candy, which were located in the City. He felt the industrial park property by the airport would
28 be ideal to build facilities to house these types of industries, and it would strengthen the City's
29 tax base. He suggested that the City install infrastructure to promote the marketability of
30 businesses. Another option was for the City to partner with a developer to have the land
31 developed. Many cities had a plan that provided for the cities owning the land, and businesses
32 building on that city land. After 50-60 years, the ownership of the buildings reverted to the City.
33 Starks discussed Ogden City as an example of this concept. He felt this was an opportunity to
34 attract businesses to the valley. Starks presented some steps needed if the Council was favorable
35 to this idea.

36
37 Anderson indicated that the City had approximately \$500,000 in the Industrial Park Fund from
38 the sale of the industrial park land located at 910 South, that could be used towards this project.
39 Anderson and Mayor Phillips knew of several examples of this sort of project. Starks concluded
40 that this project could be built in phases.

41
42 **Discuss Haack Subdivision, a Small Subdivision, Located at approximately 850 East Center**
43 **Street:** Anderson stated this subdivision was unique from others and so he wanted to discuss the
44 situation with the Council. Kohler explained this was an illegal subdivision because it had never
45 been recorded. There were two lots on this property. One of the lots was now requesting to be a
46 subdivision. The City recorded a notice on the other lot indicating it was an illegal lot. Kohler
47 stated the Planning Commission recommended subdivision approval. The Council agreed to
48 move this item to the next regular meeting agenda.

1 With no further business, the meeting was adjourned.

2

3

4

5

6

Michelle Kellogg, City Recorder

DRAFT

1 **Heber City Corporation**
2 **City Council Meeting**
3 **October 29, 2013**

4
5 **5:00 p.m.**

6
7 **SPECIAL MEETING**

8
9 The Council of Heber City, Wasatch County, Utah, met in **Special Meeting** on October 29,
10 2013, in the City Council Chambers at 75 North Main Street, Heber City, Utah.

11
12
13 **Present:** Mayor David R. Phillips
14 Council Members Robert Patterson
15 Benny Mergist
16 Jeffery Bradshaw

17
18 **Excused:** Council Members Alan McDonald
19 Erik Rowland

20
21 **Also Present:** City Manager Mark K. Anderson
22 City Recorder Michelle Kellogg
23 City Engineer Bart Mumford
24 Police Department Chief Booth and Lt. Bradley

25
26 **Public Safety Building – Architect Presentations and Interviews:** Mayor Phillips opened the
27 meeting and Mumford passed out standard questions for the three architectural firms being
28 interviewed. He explained each firm would have 20 minutes to present and 20 minutes to answer
29 questions. The interview committee would then have 10 minutes to discuss their observations
30 before the next firm presented.

31
32 **FFKR:** Eric Thompson, Managing Principal, Goran Illic, Jenna Ayre, Cindy Gooch, and Mike
33 Leishman were in attendance. Thompson stated a planning team should be put together quickly
34 with Chief Booth appointed as the team leader. The team would guide the architects so they
35 could design exactly what the City needed and wanted. Illic talked about the site, including its
36 proximity to Main Street, the existing building, and the residential area surrounding it, and how
37 those factors would relate to the building design. He noted the facility could be one or two stories
38 high. Ayre stated FFKR was a design firm. One unique aspect of this firm was its large interior
39 design team. He felt the court design was important and needed an expert to make it a functional
40 space.

1 Gooch spoke about the funding options. She would be onboard to help the City tap into many
2 different public and private funders. Leishman indicated he was a historical architect, and stated
3 FFKR was the best historical architectural firm in the state. He would incorporate the historic
4 elements found in the City into the new building.

5
6 Thompson stated teamwork would make the project a success. He thought site planning was
7 critical to the project. Since it would be a historical design, it could possibly cost more. It was
8 indicated that FFKR was the largest firm in the state. This meant when there was a crunch time,
9 many people could be pooled in order to keep the project on schedule.

10
11 It was indicated the fee structure was a flat 6% based on a project of \$5 million to \$8 million,
12 and they would bill off the construction estimate. They had no concerns with regard to working
13 with a construction manager/general contractor (CMGC). They preferred working with the
14 contractor from the design phase and forward, and suggested that they would like to help choose
15 the CMGC.

16
17 Leishman noted the current building was in really bad shape and the City would not save money
18 trying to retrofit that building. Gooch suggested building something within the new building that
19 would reference the school and would note how many students went there, in order to preserve
20 that history.

21
22 Chief Booth stated he was looking for a firm with experience designing evidence rooms,
23 interrogation rooms, courts, certification areas, labs, etc. He asked if they had experience in those
24 things. Thompson stated they do a lot of research before designing any building.

25
26 **GSBS:** Stephen Smith, Principal in Charge, stated public safety buildings were the firm's core
27 projects, and they had 35 years of experience. He introduced the rest of the team, including Brian
28 Jacobson, David Garce, and Kevin Miller.

29
30 Smith indicated their concern was with protecting those within the building from violence and
31 designing a building that would be open and inviting to the public. Designing the necessary
32 police space was forefront in their priorities as well. Their expertise would be a resource to the
33 City so the City could get what it wanted and needed in a building.

34
35 They brought a schematic to show potential design options for that City block. They also
36 indicated they had a three dimensional computer program that would help all visualize and
37 concur on the design and layout of the building so they would know things were moving in the
38 right direction. They thought a CMGC would be helpful in meeting the schedule requirements.
39 They also felt there was no value in saving the existing building, and indicated the City had

1 specific space needs that only a new building could provide. For a public safety building,
2 standards were elevated from that of normal buildings.
3 It was noted they had an economic advisor, but grant writing was not an option. Smith stated the
4 firm's compensation was based on the provided estimate, and would total \$429,765.

5
6 **JRCA:** Jim Child, Principal in Charge, stated this firm had extensive experience with police and
7 court facilities. He added there were unique challenges with having both departments in one
8 building. He introduced the others on the team, including Danny Fuchs, Annette Coleman, and
9 Gordon Clark.

10
11 It was stressed that citizens should be involved in the planning process, the budget should be
12 followed closely, and the project should be well planned. They felt very qualified to create the
13 security spaces necessary. There were very specific requirements for a police facility. Two main
14 issues were safety for the staff and having a chain of evidence. Airflow was also an important
15 factor to consider when planning this facility. It was noted that technology was very important,
16 and they were qualified to do most of that in-house. They felt an item that needed to be focused
17 on was that this would be a community justice center. Don't make it a fortress, but rather make it
18 inviting to the public.

19
20 It was noted that the budget was a challenge to these projects, so the City would need to
21 prioritize the amenities that would be included. Another challenge would be public perception.
22 They suggested conducting several community meetings so the public could see the need for this
23 project.

24
25 Child indicated this was a tight-knit team, so it wasn't necessary to seek out others, and
26 miscommunication would be minimized. They also indicated they had a three dimensional
27 computer program that would help all visualize and concur on the design and layout of the
28 building. It was noted JRCA had been in business 30 years. Their compensation expectation was
29 a 6% fee until the scope was met and then a fixed amount after that. When asked, they indicated
30 they liked working with a CMGC, but had encountered certain pitfalls in the past, so they watch
31 for red flags in that area.

32
33 Mayor Phillips asked the committee to vote on their preferred firm. After some discussion, it was
34 decided to go with GSBS. Anderson stated he would see if GSBS would renegotiate their fee to a
35 percentage of the project.

36
37 With no further business, the meeting was adjourned.
38
39
40

Michelle Kellogg, City Recorder

1 **Heber City Corporation**
2 **City Council Meeting**
3 **November 7, 2013**

4
5 **7:35 p.m.**

6
7 **REGULAR MEETING**

8
9 The Council of Heber City, Wasatch County, Utah, met in **Regular Meeting** on November 7,
10 2013, in the City Council Chambers at 75 North Main Street, Heber City, Utah.

11
12
13 **Present:**

14 Mayor
15 Council Members

16 David R. Phillips
17 Robert Patterson
18 Alan McDonald
19 Benny Mergist
20 Jeffery Bradshaw
21 Erik Rowland

22
23 **Also Present:**

24 City Manager
25 City Recorder
26 City Engineer
27 Planning Director
28 Chief of Police

29 Mark K. Anderson
30 Michelle Kellogg
31 Bart Mumford
32 Anthony Kohler
33 David Booth

34
35 **Others Present:** Randy Birch, Mike Johnston, Nathan Haack, Mark Smedley, Nile Horner, Ann
36 Horner, Pam Patrick, and others whose names were illegible.

37
38 Mayor Phillips opened the meeting and welcomed those in attendance.

39
40 **Pledge of Allegiance:** Mayor David Phillips

41 **Prayer:** Council Member Alan McDonald

42
43 **Minutes:** October 17, 2013 Work and Regular Meetings

44 Council Member McDonald moved to approve the above listed minutes. Council Member
45 Patterson seconded the motion. Voting Aye: Council Members Patterson, McDonald, Mergist,
46 Bradshaw and Rowland.

47
48 ***OPEN PERIOD FOR PUBLIC COMMENT***

49 Nile Horner stated he had been having discussions with Bart Mumford and wanted to address the
Council. He came to the Council a year ago when the City was installing water and sewer lines
in front of his business. He gave permission for the City to install a fire hydrant but instead of
installing the hydrant next to the property line, it was five or six feet onto his property. Also, in
1998, Ray Hult requested annexation into the City in order to develop. None of the three adjacent
property owners wanted annexation, including Horner's father. After some discussion with the
City, the owners were promised water and sewer hookups for allowing the annexation to go
through. Horner indicated this was his understanding even though there was no record in the City
Council minutes, and he didn't know if the negotiations were documented in the Planning

1 Commission minutes. Throughout the years, Horner has requested that the City honor that
2 promise, but the City did not approve his request. Now that the water and sewer lines were next
3 to his property, he was making another request that the City hook up the water and sewer to his
4 property.

5
6 Mayor Phillips stated he was on the Planning Commission when the property was annexed. He
7 couldn't remember any promises being made, but he remembered water and sewer discussions.
8 Council Member Rowland asked if this request could be approved tonight. It was indicated the
9 issue was not properly noticed and would need to go on a future agenda and then a motion would
10 need to be made.

11
12 Anderson stated he had some Planning Commission minutes discussing and approving the Hult
13 annexation, but there were no Horners present at these meetings. He searched all relevant
14 minutes regarding this issue and couldn't find anything to confirm the offering of water and
15 sewer hookups in exchange for annexation, and added that it was not City practice to make those
16 kinds of deals.

17
18 Council Member Mergist requested that this issue be put on the next agenda for several reasons.
19 He recalled when Horner came to the Council last year regarding the construction disrupting his
20 business for several days, that the City agreed to allow Horner to hook up to the water and sewer
21 lines without having to pay impact fees. In the four years he served on the Council, the Council
22 members have allowed others to hookup to water and sewer without charge and relieved impact
23 fees for far less than having a recollection of a conversation. It was agreed that this item would
24 be on the next regular meeting agenda.

25 26 *APPOINTMENTS*

27
28 **Pamela Patrick, Request for Funds for Heber Valley 2014 Memorial Day Program:** Mayor
29 Phillips praised the efforts of Patrick and the success of the 2013 Memorial Day program. She
30 thanked the Council for their support last year and requested at least \$500 for the 2014 program.
31 The Council agreed to give \$1,000, which was the same as last year's donation.

32
33 Council Member McDonald moved to approve a \$1,000 donation for the 2014 Memorial Day
34 program. Council Member Mergist seconded the motion.

35
36 Voting Aye: Council Members Patterson, McDonald, Mergist, Bradshaw and Rowland.

37 38 *ACTION ITEMS*

39
40 **Ordinance 2013-10, An Ordinance Adopting the Heber City Purchasing Policy:** Mayor
41 Phillips indicated this ordinance incorporated previous meeting discussions. Council Member
42 Mergist moved to approve Ordinance 2013-10, an ordinance adopting the Heber City Purchasing
43 Policy. Council Member Bradshaw made the second.

44
45 Voting Aye: Council Members Patterson, McDonald, Mergist, Bradshaw and Rowland.

46
47 **Approve Interlocal Cooperation Agreement between Wasatch County and Heber City for**
48 **Law Enforcement Services:** Anderson stated the new language in this document was in how the
49 City would pay for dispatch services.

1 Council Member McDonald moved to approve both the Interlocal Cooperation Agreement
2 between Wasatch County and Heber City for Law Enforcement Services and the Mutual Aid
3 Agreement between Summit County Sheriff's Office and Heber City Police Department for Law
4 Enforcement Services. Council Member Mergist seconded the motion.

5
6 Voting Aye: Council Members Patterson, McDonald, Mergist, Bradshaw and Rowland.

7
8 **Approve Mutual Aid Agreement between Summit County Sheriff's Office and Heber City**
9 **Police Department for Law Enforcement Services:** The Agreement was approved. See the
10 previous motion.

11
12 **Award Public Safety Building Architectural Contract:** Anderson stated that GSBS altered
13 their fee, which saved the City approximately \$30,000, and some audio/visual services were
14 included in the contract. Mumford stated the way the contract was set up, GSBS would charge
15 6.5% of the construction costs. In Phase II, there would be hard costs. That format was written
16 into the contract. He clarified Phase I would cost 1.5%, Phase II would cost 3.4% and the
17 construction phase would be 1.6% which totaled 6.5% of the total project. Anderson stated the
18 City budgeted \$400,000 for architect fees, which would cover Phases I and II. Anderson added
19 there would be some travel expenses to go to St. George for the CIB presentation.

20
21 Council Member Mergist moved to award the architectural contract for the public safety building
22 to GSBS, and to give Mumford latitude to amend the contract. Council Member Rowland made
23 the second.

24
25 Voting Aye: Council Members Patterson, McDonald, Mergist, Bradshaw and Rowland.

26
27 ***DISCUSSION/ACTION ITEMS***

28
29 **Approve Employee Christmas Bonus:** Council Member Mergist moved to approve Christmas
30 Bonus Option Two as listed in the packet with an amendment to increase the bonus for fulltime
31 employees to \$350. It was clarified that the \$350 bonus would not apply to the Council members.
32 Council Member Patterson made the second.

33
34 Voting Aye: Council Members Patterson, McDonald, Mergist, Bradshaw and Rowland.

35
36 With no further business, the meeting was adjourned.

37
38
39
40
41

Michelle Kellogg, City Recorder

Public Hearing

TAB 1

APPOINTMENTS

TAB 2

HEBER CITY CORPORATION

ENGINEERING STAFF REPORT

MEETING TYPE:	Council Regular Meeting	MEETING DATE:	November 21, 2013
SUBMITTED BY:	Bart L Mumford	FILE NO:	97004
APPROVED BY:	Mark K. Anderson		
SUBJECT:	RAY HULT ANNEXATION - HORNER WATER/SEWER SERVICE		

PURPOSE

To consider a request for the City to install and provide water and sewer service at City expense to the Horner property located at 1520 South Highway 40.

RECOMMENDED ACTION

That the City Council not grant the request.

BACKGROUND/HIGHLIGHTS

At the November 7, 2013 Council Work session, Mr. Nile Horner approached the Council regarding representations he believed were made regarding property located at 1520 South Highway 40 when it was annexed into the City. The annexation petition was received and the process begun in August 1996. The annexation plat was recorded in May 1997.

During the annexation process Mr. Horner indicated that representations were made that their property, along with others, were promised that if they would not oppose annexation into the City, water and sewer service would be provided at no cost to the property owners. Since the City has now extended the water and sewer infrastructure across the front of the Horner property, Mr. Horner would like the City to honor their commitments. Mr. Horner provided the attached letter to the City from Mr. Paul Cook, the former property owner of the Cook Oil property to the south, indicating a similar recollection.

In reviewing available information staff would not recommend granting the services for the following reasons:

- The Planning Commission and City Council minutes make no mention of services at City expense
- Impact fees were paid by Cook Oil, the property owner to the south, when the water line was partially extended in 1998.

- Form letters were signed by the owner of the Horner property indicating they voluntarily did not want to become part of Daniel Township, which was also being discussed at the time, and did want to annex into Heber City.
- The attached annexation policy adopted by Heber City approving the annexation grants property owners in this area the right to extend and tie onto existing City infrastructure, but, states that developers are responsible to extend and pay the cost of services.

Should the Council decide to grant the request, the following is the estimated cost to budget for the services being requested:

1. Water Install: 1" meter vault @ NE property corner. \$3,500.
 2. Water Impact Fee: \$4,330.
 3. Water Rights: 2 toilets, 2 Lavatories, 3 sinks, and 1 mop/shower sink = 0.12 shares of Wasatch Irr @ \$20,000 share. \$3,200.
 4. Water Meter installation. \$327.
 5. Sewer Install: 4" w/cleanout @ NE property corner. \$3,500.
 6. Sewer Impact Fee - Heber City: \$1,242.
 7. Sewer Impact Fee - HVSSD. \$3,290.
- TOTAL: \$19,389

There were approximately 30 parcels brought in with the annexation, 16 of which front on Highway 40 and now have access to water and sewer service. It is unknown how granting this request will affect the City's policy of requiring developers to go to the source, extend, and pay for water and sewer service.

FISCAL IMPACT

The cost of providing water and sewer service to the Horner property is estimated at \$19,389 (\$11,357 water + \$8,032 sewer). If approved by the Council, budgets need to be established for these amounts funded by the water and sewer funds.

It is unknown what the cost impact will be if the same benefit is extended to the 16 other parcels fronting Highway 40 that were brought in with the Ray Hult annexation.

LEGAL IMPACT

To date the City has not paid for service to other properties/developments in this annexation; i.e. Hult Developments, Cook Oil, Silver Eagle, etc. The Council should make a finding stating the justification for an exception if granted.

Paul Cook
100 South Mill Road
Heber City, Utah 84032
December 4, 2012

Nile Horner
Mountain West Petroleum
East Hwy 40
Heber City, Utah 84032

Dear Nile:

As you are aware my family and I owned property at 1690 South Hwy 40, in Heber City for many years, until it was sold nearly 10 years ago.

When the city of Heber was requesting our support to annex our property into the city in the late 1990's, we had a lot of concern and reservations. This effort was part of a larger annexation to meet the needs of a nearby development.

We met several times with city officials regarding this request. We expressed our concern that as a property owner we were getting nothing for the annexation but higher taxes. At that time there was no water or sewer services available for the properties along that portion of Hwy 40.

In an effort to ease the concerns, the city committed that if the property owners would allow the annexation without further disagreement, then the city of Heber would provide and activate water and sewer utilities to those properties involved, at the cities expense.

I have not followed up to see if those commitments were ever met.

Sincerely,

Paul Cook

OWC - 1651
276-675
OWC - 1650-1

TO WHOM IT MAY CONCERN

As property owners in the Daniels area east of Daniels Road,
we, Horner Inc and _____ DO
NOT want to become part of the Daniels Township.

We DO want to be annexed into Heber City.

Don N. Horner Date 8/2/96
Owner

Owner Date _____

RESOLUTION 47-02

A RESOLUTION ADOPTING AN ANNEXATION POLICY RELATING TO THE HULT ANNEXATION.

WHEREAS, section 10-2-401 et. Seq. UCA requires the preparation of a policy declaration for each proposed annexation in excess of five acres, and

WHEREAS, Heber City has received a petition for annexation containing a territory of more than five acres, and

WHEREAS, the City Council has authorized the Planning Commission to prepare a policy declaration regarding the proposed annexation, and

WHEREAS, the City has, according to the State Law, prepared a proposed declaration, notified adjacent entities of its intention, advertized, and held a public hearing thereon.

NOW, THEREFORE, be it resolved by the City Council of Heber City, Utah, that the following is hereby adopted as the Hult Annexation Policy.

PART I

PURPOSE OF DECLARATION

- A To facilitate the annexation of part of the territory that the City has heretofore identified in its General Plan Policy Declaration as the territory into which the City favors the expansion of its borders.
- B To set forth the significant terms and conditions under which the territory would be considered for annexation.
- C To comply with the requirements of State Law relating to the annexation of territory.

PART II

AREA PROPOSED TO BE ANNEXED

The territory included in the proposed annexation is set forth in the attached annexation map.

1997 MAY 06 10:14 AM
WASATCH CO RECORDER - ELIZABETH H. PARCELL
1997 MAY 06 10:14 AM BY FEE \$1.00 BY TL
REQUEST: 4058 017

PART III

STATEMENT OF CRITERIA AND CONDITIONS PURSUANT TO WHICH HEBER CITY WILL CONSIDER THE ANNEXATION

A STATE MANDATED STANDARDS (*Utah Code 10-2-417*)

- 1 **Contiguous to Existing Boundaries.** The proposed annexation is contiguous to the existing City boundary.
- 2 **Consistency with General Plan Policy Declaration.** The territory proposed for annexation lies within the area identified in the adopted General Plan Policy Declaration.
- 3 **Territory is Not Within Another Municipality.** None of the territory proposed for annexation lies within the boundaries of an incorporated municipality.
- 4 **Unincorporated Islands.** The proposed annexation will not create an unincorporated island.
- 5 **Territory to Receive Municipal Services.** The territory is not being annexed for the sole purpose of acquiring revenue or for retarding the capacity of another municipality to annex into the same or related territory. Heber City has the ability and intends to benefit the area by rendering to the territory the same policies regarding municipal services as are offered to other territories within the City.

Current City policy concerning new development indicates that all City areas may have the right to use all City services with the Developer being responsible for the following:
 - a. Install new services within the development to meet the minimum level of service required by city and State Construction Standards;
 - b. If necessary, bring the services to the property should the services not be immediately available adjacent to the proposed development;
 - c. Extend services along the development's frontage as required by the City;
 - d. Enlarge services as described above within any area of the proposed development as directed by the General Plan or the City's desire to provide additional capacity for future development. This enlargement cost will be borne by the City and will pertain to material costs only.
- 6 **Petition and Map.** The petition for annexation has been signed by at least a majority of the owners of real property representing more than one-third in value of said property. An accurate map, prepared and certified by a registered Land Surveyor, has been submitted with the petition. The annexation has also been reviewed the required 120 day with respect the State Code.
- 7 **Unnecessary Annexation.** While the City does want to consider orderly, reasonable, and logical annexations, it does not have an obligation to consider those annexations that in their opinion do not further the objectives of the City General Plan and could possibly cause an unnecessary burden to the City in any form.

001741546 1-00547 8e00754

B STATE MANDATED REVIEW CRITERIA

- 1 **Need for Municipal services.** The proposed annexation will require typical City services in the form of street maintenance, fire protection, culinary water, sewer, and pressure irrigation. Following is a list of improvements provided by the City.
 - a *Street Maintenance.* The City will provide street maintenance for all streets constructed to City Standards and dedicated to the City within the proposed annexation, including snow removal and general maintenance due to use.
 - b *Culinary Water.* Water storage is provided by a 1,100,00 gallon reservoir located near 1800 East Lake Creek Road. Existing 12 inch lines are constructed in portions of Daniels Road and Airport Road.
 - c *Sewer.* A sewer collection system consisting of an 8 inch line in Daniels Road and a 8 inch line in Industrial Parkway should provide sufficient capacity for the proposed annexation.
 - d *Pressure Irrigation.* A major pressure irrigation system is planned to be constructed throughout the City and County that will connect to each development. The City's system should provide adequate storage and line sizes for sufficient operating pressures and storage capacity for each development.
- 2 **Plans and Time Frame of Municipality Extensions of Municipal Services.** The City has generally planned to provide water, sewer, pressure irrigation, and street services to territories being annexed within the General Plan Policy Declaration. Following is a list of improvements that presently provide a minimum level of service:
 - a *Water.* Sufficient flow and capacity to meet fire flow and static pressure requirements should be available from the existing lines.
 - b *Sewer.* An 8 inch sewer line is constructed along Industrial Parkway. This sewer line should be capable of handling the peak daily flows of standard developments. Further analysis may be required upon review of the proposed developments.
 - c *Pressure Irrigation.* A pressure irrigation system will be constructed to the development's boundaries to provide adequate pressure and flows.
 - d *Roads.* Daniels Road and US 40 will provide access to the proposed annexation.
- 3 **Method of Financing the Extension of Services.** The extension of the sewer, culinary water, pressure irrigation lines, streets, and storm drain will be the responsibility of the developers and will be financed and paid for by the developers and made a condition of annexation. The City Zoning Ordinance requires that these same conditions apply to development on the subject property after annexation is completed as well as in other areas of the City. A cost/benefit analysis will be performed by the City when each development plan is submitted.

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- 4 **Tax Consequences.** The Territory annexed will be subject to City and County property taxes.
- 5 **Interests of Affected Entities.** Wasatch County, Wasatch County School District, Wasatch County Solids Waste Special Service District, Wasatch County Fire Protection Special Service District, and Heber Valley Special Service District will be affected by the annexation. The actual monetary impact of these entities will be determined when the cost benefit analysis is performed.
 - a *Wasatch County.* Annexation of the territory reduces the County's responsibility for performing general governmental functions in the area.
 - b *Wasatch County School District.* The School District's jurisdiction includes both the incorporated and unincorporated territory. Accordingly, the act of annexation would not affect this relationship.
 - c *Wasatch County Solid Waste Special Service District.* The Special Service District's jurisdiction includes both the incorporated and unincorporated territory. Accordingly, the act of developing could increase the amount of solid waste handled by the District.
 - d *Wasatch County Fire Special Service District.* The Special Service District's jurisdiction includes both the incorporated and unincorporated territory. Accordingly, the act of developing would increase the amount of homes and businesses serviced by the District.
 - e *Heber Valley Special Service District.* The Special Service District's jurisdiction includes users within the City's incorporated boundary. Therefore, the act of annexation will bring new connections on line and increase the amount of treated sewage. The increased sewage should not exceed the present capacity of the Heber Valley Special Service District's plant. However, the developer will be required to provide impact fees to the District based upon the expected sewage flows generated by the proposed development.
 - f Daniels Township.

C CITY IMPOSED CONDITIONS AND REQUIREMENTS

The City requires development to finance and construct all facilities within a subdivision to meet City and State Standards unless otherwise directed. In addition, all improvements shall be reviewed and approved by the City Council, Planning Commission and the City Engineer. Following is a list of conditions that are required of the developer.

I Water Rights Conveyance and Culinary Water System.

- a The developers will provide the City shares of Wasatch Irrigation Company Stock as determined at the time each annexed area is developed.

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- b The petitioners will construct a water system within the area proposed to be annexed that is capable of providing the City's required fire flow while maintaining the City's minimum level of service.

If it is determined the fire flow as required in Uniform Fire Code Appendices III-A and III-B cannot be met, other means such as a fire resistive structure and/or a fire sprinkler system may be required. The developer will be responsible to design a culinary water system capable of meeting required fire flow and pressures that will tie into the water within City dedicated roads.

- c. Storage may potentially be a concern for the additional development on the southerly side of town. Additional fees may be required based upon the results of the upcoming General Plan update.

- 2 **Sewage Disposal.** A sewage collection and transmission system shall provide sufficient capacity for the proposed development. Because the proposed annexation does not discuss zoning or other related issues, sewer capacity will need to be analyzed on a developmental basis. The developer will be required to design a sewer system and if required due to unusual development, outfall lines capable of handling the projected sewage flows.

Future sewer service on the southerly side of town will be evaluated in the upcoming General plan update. Additional fees may be required based upon the results of the upcoming General Plan.

- 3 **Storm water.** Developments are allowed to discharge historical storm water flows generated by a 25-year 24-hour storm in accordance with irrigation company's and other governmental and regulatory authority's water quality regulations. The territory will need to provide means to retain the additional storm water. Impact fees shall be required on the development based on the amount of water discharged from the development.

- 4 **Streets.** Daniels Road will need to be brought up to the City's minimum level of service by the Developer. US 40 access will also need to be master planned on a developmental basis. In addition, other future streets within the annexation shall be designed, constructed, and paid for by the Developer.

Impact fees shall also be required of each development based on the number of trips generated.

- 6 **Zone Classification.** 200.70 acres are included in the proposed annexation. 113.15 acres will be zoned R-3 while 87.55 acres will be C-2 as noted on attached drawing.

7 **Project Plan Approval and Construction Improvements.**

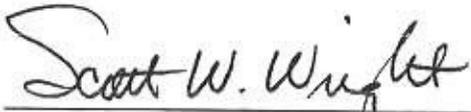
- a The territory of the proposed annexation shall be in accordance with the Heber Zoning Ordinances.
- b Proper bonding will be required for all improvements as outlined in the Subdivision Ordinance.

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- 8 **Control of Erosion and Re-seeding Cuts and Fills.** The proposed annexation will take means to control erosion of material by re-seeding cuts and fills, controlling steep slopes and landscaping, and controlling undeveloped portions of annexed territory.
- 9 **Disposition of Geological Hazards.** Territory shall be studied by a geologist or professional geotechnical engineer to determine any potential hazards.
- 10 **100 Year Flood Plain Impact.** The Flood Hazard Boundary Map (Map #H-01-74, dated 9/1/83) for this area shows no Zone A flood hazards. See Addendum B.
- 11 **Parks.** Based on the proposed development, impact fees shall be required.

PART IV

THIS RESOLUTION WILL TAKE EFFECT UPON PASSAGE. PASSED AND ORDERED
RECORDED THIS 23TH DAY OF APRIL.



Mayor





City Recorder

00194 176 00007 0600763

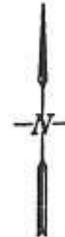
HEBER CITY

ZONING OF RAY HULT ANNEXATION

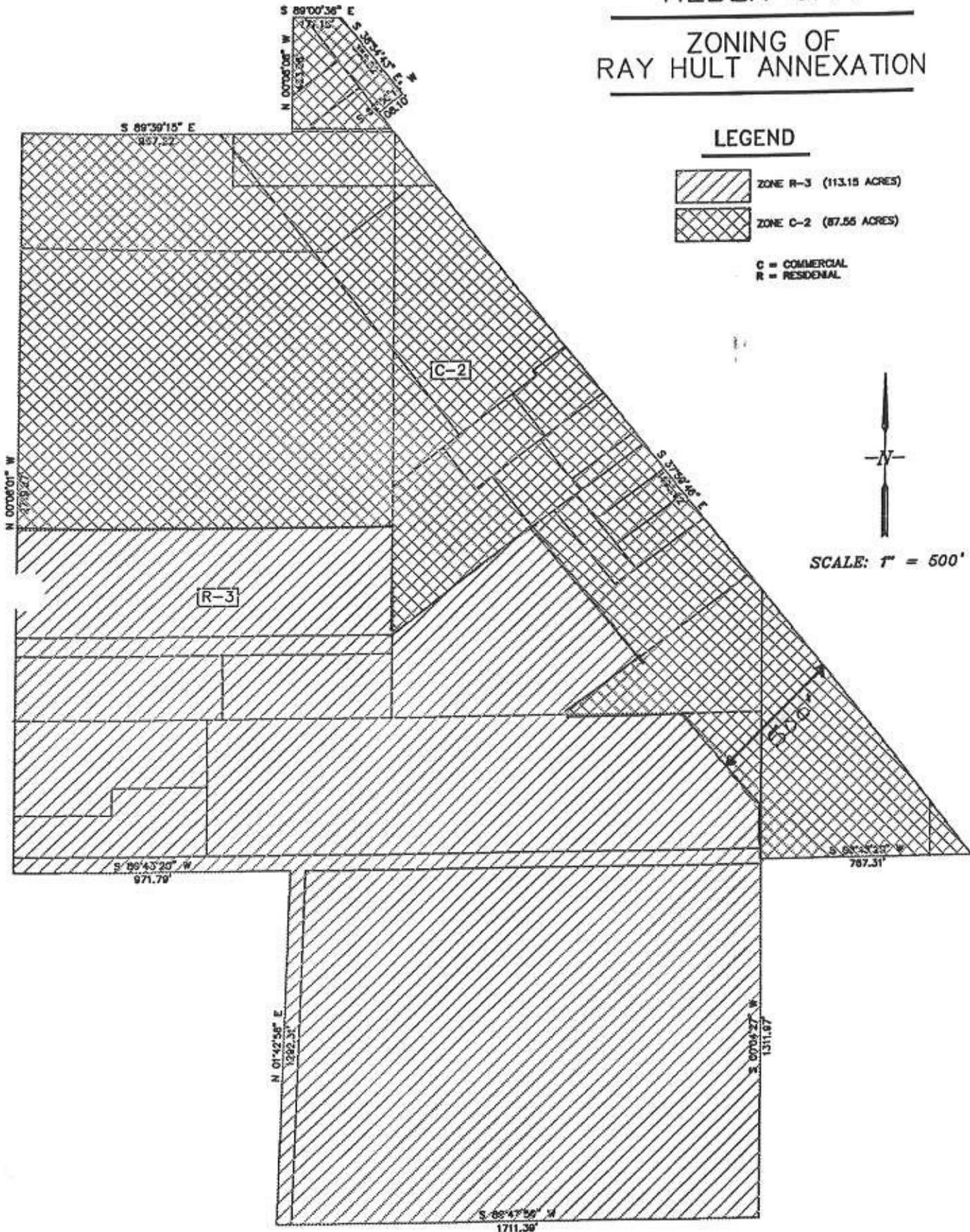
LEGEND

-  ZONE R-3 (113.15 ACRES)
-  ZONE C-2 (87.55 ACRES)

C = COMMERCIAL
R = RESIDENTIAL



SCALE: 1" = 500'



ACTION ITEMS

TAB 3

Re: Haack Small Subdivision

Mr. Haack is proposing a one lot subdivision at approximately 850 East Center. This and adjoining properties were annexed into the city about 8 years ago with the Mill Road Estates property to the south. This property was purchased by Nelsen Carter, who successfully rezoned the property to the R-2 Zone and subsequently received approval for a 4 lot single family subdivision. The current parcel being considered for a one-lot subdivision approval consists of Lots 2, 3, 4, and the road of the original Center Pointe Subdivision proposed by Mr. Carter. Mr. Haack is proposing to build one home on his property rather than 3 new building lots as originally proposed.

Sometime between 2009 and 2012, the home which fronts upon Center Street and the remainder of the property (this parcel) were separated without subdivision approval by the city. Today both parcels are considered to be an illegal subdivision of property. Mr. Haack is approaching the city with a proposal to make his portion of the illegal split "legal" by getting the required subdivision approval from the city. The existing home is on a separate parcel owned by others and will still be considered an illegal lot. That property owner has been notified by the city about this issue. A notice has been recorded on that property about the illegal split and the need for subdivision approval.

The proposed parcel is 63.33 feet wide and 1.06 acres in size. The R-2 Zone requires 80 feet of street frontage width for each lot and 8,000 square feet of area for each lot. To promote the infill of homes on larger lots, the city adopted an infill provision in 1998 in Section 18.12.200 that permits a lot to be split into 2 lots if the original lot is at least 1.8 times the area and 1.8 times the width required for a lot. This would require at least 144 feet of frontage and 14,400 square feet of area for the original lot. The original lot had 169 feet of frontage and about 1.3 acres, exceeding the requirements of the infill ordinance. The ordinance permits the city to place conditions upon the subdivision to maintain the characteristics and values of the area. One suggestion may be to require larger setbacks than required by the R-2 Zone (30 feet front, 6 feet and 8 feet side, and 25 feet rear setback minimums).

A fire hydrant exists across Center Street, placing the lot within the required 250 feet spacing. In similar subdivisions where curb and sidewalk are not adjoining a subdivision, the city has required deed restrictions requiring sidewalk, curb, gutter, and asphalt to be installed at a future date when such improvements are built nearby. The nearest sewer line is available in 750 East about 400 feet away. The property owner could therefore elect to utilize a septic tank, but would have to hook up onto sewer when sewer is brought within 300 feet of the property, which will occur when Broadhead Estates 2 is constructed to the south and west of this property. Water and secondary irrigation exists within Center Street in front of the property.

Recommendation

The proposed one-lot split is consistent with Heber City Code, Section 18.12.200 Small Lot Splits, Chapter 18.56 R-2 Residential Zone, and Title 17 Subdivisions, conditional upon the following:

1. A deed restriction be placed on the property requiring the property owner to pay for installation of curb, gutter, sidewalk, and asphalt improvements along the lot's street frontage at request of the city.
2. The future home be situated so the front door faces Center Street and be setback at least 30 feet from the property line to the north.
3. The driveway to the future home be constructed to meet the requirements of the fire code.
4. Any home constructed on the property be required to connect to sewer when a sewer line is constructed with 300 feet of the property.

On August 8, 2013, Commissioner Zane moved that we recommend approval for the Haack Subdivision located at approximately 850 East Center Street contingent upon they meet all the requirements of the staff and city engineer and that they deed restrict that curb, gutter, and sidewalk. Commissioner Glissmeyer seconded the motion. Commissioner Webb asked if they were willing to add the other suggested motions of approval from staff (from the staff report); he then noted this was obvious. Voting Aye: Commissioners Zane, Glissmeyer, Thurber, Rawlings, Vance, Webb, and Richards. Voting Nay: none. The motion passed.

Section 18.12.200 Small Lot Splits

A. Where a parcel of land at the time of adoption of the ordinance codified in this Title is at least one and eight-tenths times as wide and one and eight-tenths times as large in area as required for a lot in the zone, the planning commission may permit the division of a parcel into two lots provided:

1. Such division will not cause undue concentration of buildings;
2. The characteristics of the zone in which the lot is located will be maintained;
3. In the opinion of the planning commission, values in the area will be safeguarded;
4. To meet and preserve the requirements of 1, 2, 3, the Planning Commission may impose

certain restrictions. Those restrictions will constitute a covenant running with the land and shall be approved in writing by the owner and recorded against the property in the Wasatch County Recorder's Office.

B. Neighborhood Infill lots shall not be eligible for consideration pursuant to this Section. All Neighborhood Infill lots shall meet the minimum requirements of Section 18.83.040.

Vicinity Map and Original Subdivision Concept



TAB 4

2014 HOLIDAY SCHEDULE

New Year's Day	Wednesday	January 1
Martin Luther King Day	Monday	January 20
Presidents' Day	Monday	February 17
Memorial Day	Monday	May 26
Independence Day <i>(Observed by Court and Animal Shelter Tech only)</i>	Friday	July 4
Pioneer Day	Thursday	July 24
Labor Day	Monday	September 1
Columbus Day	Monday	October 13
Veterans Day	Tuesday	November 11
Thanksgiving Day	Thursday	November 27
Day after Thanksgiving <i>(Observed by 8 hr. shifts only)</i>	Friday	November 28
Christmas Eve Day	Wednesday	December 24
Christmas Day	Thursday	December 25

(If your scheduled day off falls on a holiday, you will need to take off an additional day to avoid overtime hours. 10 and 12 hour shifts will not observe the day after Thanksgiving as a holiday and will forfeit six hours vacation. This then equates to 104 holiday hours as allowed in the Personnel Policy. It is intended that all departments will work on Columbus Day. Other than police, no offices will be opened on the day after Thanksgiving.)

Heber City Corporation
 Summary of Holidays
 Year 2014 (Proposed)

Holidays Taken	Proposed Observance	10 & 12			8 & 10		Tu - Sat		Actual Holiday
		Hours	Shifts	Hours	Shifts	Hour Shift	Justice Court		
New Years	Wednesday, Jan 1	10	8	8	8	8	9	Wednesday	
Civil Rights	Monday, Jan 20	10	8	8	8	8	9	Monday	
Presidents Day	Monday, Feb 17	10	8	8	8	8	9	Monday	
Memorial Day	Monday, May 26	10	10	10	8	8	9	Monday	
July 4th	Friday, July 4	0	0	0	8	8	4	Friday	
July 24th	Thursday, July 24	10	10	10	8	8	9	Thursday	
Labor Day	Monday, Sept 1	10	10	10	8	8	9	Monday	
Columbus Day	Monday, Oct 13	10	10	10	8	8	9	Monday	
Veterans Day	Tuesday, Nov 11	10	8	8	8	8	9	Tuesday	
Thanksgiving	Thursday, Nov 27	10	8	8	8	8	9	Thursday	
Day After Thanksgiving	Friday, Nov 28	0	8	8	8	8	0	Friday	
Christmas Eve	Wednesday, Dec 24	10	8	8	8	8	9	Wednesday	
Christmas Day	Thursday, Dec 25	10	8	8	8	8	9	Thursday	
Total Hours		110	104	104	104	104	103		

Office & Police will give up the day after Thanksgiving and July 4th and forfeit six hours of vacation
 Justice Court Employees will give up the day after Thanksgiving and receive one additional hour of vacation

*If a holiday falls on a day that is not a normal work day, the employee working 8 hours shifts Tuesday - Saturday will need to schedule another day off during the same work week

DISCUSSION/ACTION ITEMS

TAB 5



U.S. Department
of Transportation
**Federal Aviation
Administration**

October 29, 2013

Mr. Mark Anderson
Heber City
75 North Main St
Heber, UT 84032

Five-Year Airport Capital Improvement Plan

Dear Mr. Anderson:

The FAA and Division of Aeronautics continually evaluate the needs of Utah's airports and rely on capital improvement plans (CIP). The CIP is derived from different sources including Master Plans, Statewide Pavement Management Plans and Joint Planning Conferences. Enclosed are 5-year capital improvement plans for your airport. The FAA and Division are asking each airport sponsor to review and update their CIP.

The capital improvement plans shows federally funded and state funded projects for your airport. In most cases, the projects are not identical to the ones you forwarded to the FAA. It is important to remember that we fund a system of airports where the highest priority work in the State of Utah is funded first.

Please review the needs of your facility and update the CIP for your airport. We would ask that all Airport Sponsors submit an updated CIP to reflect a five-year period of projects, FY 2014-2019. At this point there should be no changes to 2014 and 2015. All CIP's should be submitted via email to john.sweeney@faa.gov and mswapp@utah.gov. CIP updates need to be received by November 22, 2013. Make sure that you include projects through FY 2019.

Keep in mind that CIP updates occur every year, but necessary changes can occur throughout the year. Due to constant change in airport needs and funding for proposed projects, you should keep your CIP up-to-date. Your CIP should be updated in conjunction with your City Counsel/County Commission, Airport Board and airport consultant.

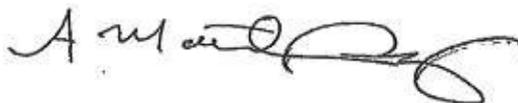
We strongly recommend you discuss the CIP with your local officials and inform them of the level of available Federal and State funds expected over the 5-year planning period. It is important that alternative funding sources be researched for desired airport improvements, if necessary.

Thank you for your continued support and patience during the planning and funding process.

Sincerely,



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Utah Airports Planner
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Enclosures: Airport Capital Improvement Plan (State)

Utah Division of Aeronautics
 Airport Development Fund - Project List

Project Description & Cost Estimate									
Scheduled/Requested Federal Fiscal Year	Project Description	Project Identification in ALP/MP	Comments	Sponsor Priority Number	Estimated Total Cost of Project	Cost Allocation \$			
						Federal Participation	State Participation	Sponsor Participation	
Federally Funded Projects									
						90.94%	4.53%	4.53%	
2014	Rehabilitate Runway				\$ 5,278,205	4,800,000	\$ 239,103	\$ 239,103	\$ 239,103
2015	Update Airport Master Plan Study				\$ 164,944	150,000	\$ 7,472	\$ 7,472	\$ 7,472
2016	Construct Helipad/Helipad				\$ 164,944	150,000	\$ 7,472	\$ 7,472	\$ 7,472
2018	Acquire Land For Approaches				\$ 329,888	300,000	\$ 14,944	\$ 14,944	\$ 14,944
2019	Rehabilitate Runway		Maintenance		\$ 164,944	150,000	\$ 7,472	\$ 7,472	\$ 7,472
					\$ -		\$ -	\$ -	\$ -
					\$ -		\$ -	\$ -	\$ -
					\$ -		\$ -	\$ -	\$ -
					\$ -		\$ -	\$ -	\$ -
Participation Totals						\$ 6,102,925	\$ 5,550,000	\$ 276,463	\$ 276,463
State Funded Projects									
							90.00%	10.00%	
							\$ -	\$ -	\$ -
							\$ -	\$ -	\$ -
							\$ -	\$ -	\$ -
Participation Totals						\$ -	\$ -	\$ -	\$ -

Note: Attach additional sheets as necessary to fully describe projects or to add information needed for a full understanding of project scope, location and costs.

For Planning Purposes Only

2012 City Submittal

Utah Division of Aeronautics
 Airport Development Plan Project List

Airport:	Heber City Muni/Russ McDonald Field	Airport Sponsor:	Heber City	Present ARC:	B II	Future ARC:	B II	
Sponsor Contact:	Mark Anderson	Tele. Ph #	435-654-0757	E-mail:	manderson@ci.heber.ut.us	Date Submitted:	11/20/2012	
Consultant Contact:	Armstrong Consultants Inc.	Tele. Ph #	970-242-0101	E-mail:	ryan@armstrongconsultants.com	Based Aircraft	94	
Project Description & Cost Estimate								
Proposed Calendar Year to Begin Project	Project Description	Project Identification in ALP/MP	Project Location on ALP	Sponsor Priority Number	Estimated Total Cost of Project	Federal Participation	State Participation	Sponsor Participation
Federally Funded Projects								
2013	Rehab RW 4/22-Design Only	MP	ALP	1	\$ 329,887	\$ 300,000	0.00%	\$ 29,887
2014	Rehab RW 4/22 & Apron Rehab	MP	ALP	3	\$ 4,948,318	\$ 4,500,000	\$ 224,158	\$ 224,158
2015	Master Plan Update	MP	ALP	2	\$ 164,944	\$ 150,000		\$ 14,944
2016	Construct Helicopter Parking	MP	ALP	4	\$ 164,943	\$ 150,000		\$ 14,943
2017	Bank							
2018	Acquire Land for Approaches	MP	ALP/EXT	5	\$ 329,887	\$ 300,000		\$ 29,887
2019	EA for C-11 Upgrade			6	\$ 164,943	\$ 150,000		\$ 14,944
2020	Bank							
2021	C-II Runway Upgrade			8	\$ 9,896,635	\$ 9,000,000	\$ 448,317	\$ 448,317
Participation Totals					\$ 15,999,557	\$ 14,550,000	\$ 672,475	\$ 777,080
State Funded Projects								
							90.00%	10.00%
Participation Totals					\$ -	\$ -	\$ -	\$ -

Note: Attach additional sheets as necessary to fully describe projects or to add information needed for a full understanding of project scope, location and costs.

Reflects the Combining of the 2014 Apron Rehab State Maintenance Project with 2014 FAA AIP Project. Heber City is hopeful of a higher grant match from the State of Utah because of savings created from the elimination of the 2014 State Maintenance Project. This also allows the apron and runway to be closed concurrently to minimize airport disruption.

2013 Airport Board
 Recommendation

Project Description & Cost Estimate									
Scheduled/Requested Federal Fiscal Year	Project Description	Project Identification in ALP/MP	Comments	Sponsor Priority Number	Estimated Total Cost of Project	Cost Allocation \$			Sponsor Participation
						Federal Participation	State Participation		
Federally Funded Projects									
2014	Rehabilitate Runway				\$ 5,278,205	4,800,000	\$ 239,103	\$ 239,103	4.53%
2015	Update Airport Master Plan Study				\$ 164,944	150,000	\$ 7,472	\$ 7,472	7.472
2016	Construct Apron/Helipad				\$ 164,944	150,000	\$ 7,472	\$ 7,472	7.472
2018	Acquire Land For Approaches				\$ 329,888	300,000	\$ 14,944	\$ 14,944	14.944
2019	Rehabilitate Runway		Maintenance		\$ 164,944	150,000	\$ 7,472	\$ 7,472	7.472
					\$ -		\$ -	\$ -	-
					\$ -		\$ -	\$ -	-
					\$ -		\$ -	\$ -	-
					\$ -		\$ -	\$ -	-
Participation Totals						\$ 6,102,925	\$ 5,550,000	\$ 276,463	\$ 276,463
State Funded Projects									
							\$ -	\$ -	10.00%
							\$ -	\$ -	-
							\$ -	\$ -	-
							\$ -	\$ -	-
Participation Totals						\$ -	\$ -	\$ -	\$ -

Note: Attach additional sheets as necessary to fully describe projects or to add information needed for a full understanding of project scope, location and costs.

For Planning Purposes Only