

ELK RIDGE - 80 East Park DR - Elk Ridge, UT - 84651

t.801/423-2300 - f.801/423-1443 - email staff@elkridgecity.org - web www.elkridgecity.org

AMENDED NOTICE & AGENDA – CITY COUNCIL

Notice is hereby given that the City Council of Elk Ridge will hold a regular **City Council Meeting on Tuesday, January 11, 2011, at 7:00 PM**; this Meeting is to be preceded by a **City Council Work Session at 6:00 PM**.

Council Member Erin Clawson has requested an electronic connection to be present at the Meeting.

The meetings will be held at the Elk Ridge City Hall, 80 E. Park Drive, Elk Ridge, Utah.

6:00 PM - CITY COUNCIL WORK SESSION AGENDA ITEMS

1. Single Access Code Amendment Discussion – Planner Adam Castor
2. Executech – Computer Network Maintenance Co-op
3. Resolution – Street Number Changes on S. Mahogany Way
4. Sewer Rates – Increase to Payson City
5. Updates on Loafer Canyon Well Repairs – Corbett Stephens

7:00 PM - REGULAR COUNCIL MEETING AGENDA ITEMS:

Opening Remarks and Pledge of Allegiance Invitation
Approval/Agenda Time Frame

- 7:05 Public Forum
- 7:15 6. Action: Single Access Code – Proposed Amendment to Elk Ridge Development Code
- 7:30 7. Action: Executech: Computer Network Maintenance Co-op
- 7:45 8. Oak Brush Cove Subdivision: Rescind Preliminary & Final Approvals
- 8:00 9. Action: Resolution – Street Number Changes
- 8:10 10. Action: Sewer Rates
- 8:20 11. Schedule City Council Meeting Dates/Times for 2011
- 8:30 12. Annual Appointment – City Recorder & City Treasurer
- 8:40 13. Utah Valley Dispatch (Special Service District) - Resolution
- A. Appoint Member
- 8:50 14. Expenditures: (General)
- A. Check Registers & Payroll for December, 2010
- B. Loafer Canyon Well – Corbett Stephens
- C. Snowplow Blades – Revisited – Corbett Stephens
- 9:15 15. Approval of City Council Minutes
- Adjournment

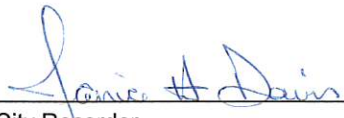
Handicap Access, Upon Request. (48 Hours Notice)

The times that appear on this Agenda may be accelerated if time permits. All interested persons are invited to attend this meeting.

Dated this 7th day of January, 2011.

CERTIFICATION

I, the undersigned, duly appointed and acting City Recorder for the municipality of Elk Ridge, hereby certify that a copy of the Notice of Agenda as well as an Amended Agenda were emailed to the Payson Chronicle, 145 E Utah Ave, Payson, Utah; and was provided to each member of the Governing Body on January 7, 2011.



City Recorder



City Recorder

ELK RIDGE
CITY COUNCIL MEETING
January 11, 2011

TIME & PLACE
OF MEETING

This Regularly Scheduled Meeting of the Elk Ridge City Council, was scheduled for Tuesday, January 11, 2011, at 7:00 PM; this was preceded by a City Council Work Session at 6:00 PM. The meetings were held at the Elk Ridge City Hall, 80 East Park Drive, Elk Ridge, Utah.

Notice of the time, place and Agenda as well as an Amended Agenda of these Meetings were provided to the Payson Chronicle, 145 E Utah Ave, Payson, UT, and to the members of the Governing Body, on January 7, 2011.

6:00 PM –

CITY COUNCIL WORK SESSION AGENDA:

ROLL

Mayor: Kenneth O. Lutes; *City Council:* Sean Roylance, Weston Youd, Julie Haskell & Erin Clawson (Present Electronically for most of the Meeting) & (Absent: Derrek Johnson); *Building Official:* Corbett Stephens; *Sheriff:* Deputy Brent Butters; *City Planner:* Adam Castor; *Asst. Fire Chief:* Jon Hoschouer; *Public:* Eric Montague & Tom Harris (Executech), Scot Bell, Lucretia Thayne, Nelson Abbott (Former City Council), & Maggie Abbott, Krisel Travis, Skyler & Patricia Aiken, Jamie Towse, Gordon Jones, Lee Gillie, Josh Mason, Hannah & Katherine Riley, June Apaui-Lane, Kelee Malan, Matt Cahoon, EMT Captain Shawn & Laura Loree, Devin Muhlestein, ShaMayne Mason, Garren Holman, Ronald & Sharon Dahlstrom, Weston Bonny, McKay Ash & Christina Trevino; and the *City Recorder:* Janice H. Davis.

SINGLE ACCESS
CODE AMENDMENT

Adam Castor (City Planner):
(*Staff Report from Planner to Council, dated 1-11-2011*)
"CODE AMENDMENT – SECONDARY ACCESS
REGULAR CITY COUNCIL MEETING
JANUARY 11, 2011

Applicant/Owner:	N/A
Location:	N/A
Land Area:	N/A
Zones:	Urban/Wildland Interface Area and HR-1 Hillside Residential 1 Zone
Adjacent Parcel Zones:	Urban/Wildland Interface Area and HR-1 Hillside Residential 1 Zone
Proposed Land Use:	N/A
Current Land Use:	N/A
Adjacent Land Uses:	N/A
Previous Meeting Dates:	October 22, 2010 (TRC), October 28, 2010 (PC), and December 9, 2010 (PC)

DESCRIPTION:

This is a recommendation by LEI to amend Title 9, Chapter 3, Ordinance 9-3-4: Roads, and Title 10, Chapter 9, Article A: HR-1 Hillside Residential 1 Zone, Ordinance 10-9A-13-11 regarding secondary access and the maximum length of single access roads in the Urban/Wildland Interface Area and the HR-1 Hillside Residential 1 Zone. The code amendments are recommended to eliminate conflicting information in the Municipal Code, to support the General Plan, and to recognize the requirements of the International Fire Code, effective July 1, 2010. The code amendment recommendations are as follows:

1. 9-3-4: ROADS:

B. Exceptions: Where terrain features or other physical obstacles make provision of a secondary access impractical, a single access of not more than 750 feet in length, and which is in accordance with the provisions of the IFC, may be approved by the city council after obtaining the recommendations of the fire chief and the planning commission.

2. 10-9A-13-11: SECONDARY ACCESS:

~~Any development over sixteen (16) building lots must have a secondary public access street (Ord. 08-4, 2-26-2008)~~

All development in the urban/wildland interface area HR-1 Hillside Residential 1 Zone shall have more than one access route which provides simultaneous access for emergency equipment and civilian evacuation. The design of access routes shall take into consideration traffic circulation and provide for looping of roads as required to ensure at least two (2) access points. Looped roads with a single access are not allowed.

A. Exceptions: Where terrain features or other physical obstacles make provision of a secondary access impractical, a single access of not more than 750 feet in length, and which is in accordance with the provisions of the IFC, may be approved by the city council after obtaining the recommendations of the fire chief and the planning commission.

B. Specifications: All roads shall conform to the city development code, subsection 10-15C-2A of this code, streets and roads. (Ord. 69-12-10-10, 12-10-1996).

The information regarding secondary access is conflicting between these two codes; thus the recommendation to clarify and make them consistent; while allowing a single access of not more than 750'.

It is felt that the amendments recommended for approval fully support the General Plan (he reviewed the goals and wording mentioned in the staff report regarding the objectives within the General Plan). (Council Member Haskell asked for clarification as to the reason behind changing the length of the road from 1000' to 750'; and when that change was made.) Mr. Castor explained that there really was not a "change" since the proposed amendment was just now being presented; twice to the Planning Commission, as stated in the staff report, and to the Council.

He further explained that the 750' is to "recognize the International Fire Code"; which will not read exactly as the proposed City Code because the Fire Code does not take into consideration any zoning ordinances or minimum lot frontages. The Fire Code states that where there are 30 or more dwelling units on a single access road...and all units are equipped throughout with approved sprinkler systems; access from two directions shall not be required. This does not take into consideration that in the Hillside Residential zone, lot frontages are a minimum 150'. To apply the Fire Code would result in a road in excess of half a mile....this would be about 2,200' for a single access road.

(Council Member Roylance asked if there is not a difference in a single access road and a cul-de-sac.)

Mr. Castor replied that there is a difference, depending on how the road is designed:

- Cul-de-sacs are usually designed with a "bulb" at the end
- "Dead ends" (stub roads) are typically to property lines and provide temporary turn-arounds; depending on length.

Fire Code requires: anything after 750' to provide temporary turn-around provisions for fire apparatus.

(Council Member Roylance added that a single access could also have a stub road and then a cul-de-sac coming off of it...so it branches into multiple branches.)

Mr. Castor agreed that they could.

(Discussion about the requirement for sprinklers on a single access road; (was the fact that sprinklers are required in Elk Ridge considered in determining length?) :

Clarification:

- Over 30 homes on a single access road...without sprinklers...dual access is required
- Up to 30 units...with sprinklers...dual access would not be required

Mr. Castor said that it must be remembered that in order to get 30 lots on a single access road, (with 150' minimum frontages) the length will be 2,200 ft. In the Fire Code, anything beyond 750' requires special approval for cul-de-sacs.

The proposed code is requiring dual access to any new development in that hillside area.

(Council Member Roylance was simply trying to clarify what the International Fire Code says; he said that the Fire Code states the exception of allowing single access if there are over 30 units, if there are sprinklers.)

Mr. Castor agreed; but the proposed code is not attempting to apply the Fire Code exactly...due to the length

of road which would result with 150' minimum frontages. The proposed code basically strikes the number

units...not basing the code on a certain number of units, rather the length of the road would determine the number of units on a single access road; "however, recognize that to support and implement the General Plan, you should and must provide dual access to any new development within those areas. The code, as it is written now, says that you can have up to 16 lots on a single access road; that is what we are recommending to amend.

The recommended 750' came from the IFC; that anything over 750' in length has to have special

(Council Member Roylance stated that the Fire Code says that over 750' should require an approval; but what is being proposed requires special approval to get up to 750'.)

(Council Member Clawson connected to the meeting via web cam electronics...the Planner updated her on the discussion to that point...the connection was sporadic throughout the meeting.)

Scot Bell: (Directed to Council Member Haskell) He addressed her question of the 1,000' length of road vs. 750'. About 2 years ago, a developer wanted to run a road from Fairway Drive through to Salem Hills Drive. The Planning Commission at the time was considering a 600' cul-de-sac; which they leaned toward rather than a through road. The ideas were not applied because the development was dropped; but that is when discussion began on the length of a cul-de-sac. (Council Member Haskell thanked Mr. Bell for his input.)

Sean Roylance: At the time referred to by Mr. Bell, other city codes were checked as well...this was considered a "middle of the road" approach. They learned that, in many cases, the recommendations were to have up to 20 to 25 units on a cul-de-sac...that is where the 1,000 ft. consideration came from. Generally, in other towns...where the length of cul-de-sacs is an issue, there tends to be two situations where a longer cul-de-sac could be considered:

- If there are larger lots
- In a hillside area

Cul-de-sacs allow access to areas in a hillside community without having to create extensive road systems, like a dual access, which results in scarring and cutting of the hillside.

Weston Youd: He asked if this proposal was apart from the application from Developer Resources (Elk Haven, Plat E) and their petition for code change.

Adam Castor: They (LEI Engineering) was asked by the staff to review code and to address the inconsistencies as related to single access. They did review the code and compared it to the General Plan and their recommendation is based on support of the General Plan; which contains pretty strong language

perpetuate the problem; but that it needed to be mitigated. They wanted to amend the Circulation Element to "fix the problem". He remembered when the Public Works Director at the time (Kent Haskell) addressed both bodies about what the values were from the perspective of maintenance and snow removal...and that we should eliminate these dead ends. He recalled when the former Fire Marshall came in to address the issue of pressure problems with stub roads. Example: There was a fire in Elk Ridge that was at the end of such a stub road (High Sierra). Payson responded and they tried to pull water off of the top hydrant and they cavitated the water line because there was not enough pressure coming back up hill; because the City never finished what the original developer promised he would do...to loop the system and tie the roads back

together to create positive pressure coming back down. "We have so much to be gained and learned by the wisdom of our former Fire Chief and our current Fire Chief...we have a lot to learn from our former Maintenance Superintendent, as well as our current Superintendent ." Mr. Bell went back and pulled some old documents that read that there should not be so much as one building permit issued until the entire road is completed.

This information dates back to 1996...this was the vision that was embraced by our Planning Commission and our City Council. He hopes we do not lose track of the wisdom of the people who saw these things and wanted to mitigate, not exacerbate, the problems.

Sean Roylance: "I completely agree. You can look at the place where we still have the single access with 80 + homes...we should not be building any more there because it just exacerbates that problem...just like Scot described." If another location in the City were considered..."if you are to say that you can't build a single lot where there are looped roads already in place...then we would basically be saying that there are no more cul-de-sacs". He said that is the position the City could take...but where we already have single access and we are already beyond a reasonable number of people on a single access..."we clearly should not be building on top of that...until there is a secondary access put in...I agree".

Krisel Travis: "We think that since we are on the Planning Commission Agenda for Thursday...like Mrs. Haskell pointed out...it seems like a waste of the City Council's time to entertain both of us when it deals with the exact same piece of code...asking for almost the same thing; so if this can be tabled for this evening and we can get through Planning Commission and we can work...

We do feel like it was the same application; and whether the City had it or we had it...those discrepancies wouldn't have come up if our application hadn't been in to look at this issue. So we really feel like we've been dealt with unfairly because we were in the initial Planning Commission Meeting when both of these two issues came up...when there was a problem with the notification, (which I am still trying to understand)...we weren't noticed for the next meeting. It was not our application, but it does deal with the same code and I had an active application in. We feel that possibly could be a breach of an agreement."

Mayor Lutes: "He said that the City apologizes for anything that might be wrong; but that the meeting needed to move on. He did not feel there was time to take any further comments. He asked of the Council felt comfortable in moving on to the next item and this would be re-visited in the Regular Session.

The Council agreed.

36:36

EXECUTECH

Eric Montague (Owner) and Tom Harris (sales), representing Executech, were present to address the City Council regarding IT services for the City's network of PC's and server.

They are an "outsource management service". Businesses and cities that do not have the demand or capacity in the budget to allow for a full time, in house computer technician would outsource those responsibilities to them. They started business in 1999 and have built a respectable track record for maintaining business computer networks since then. They have been recognized as the best state company, a Utah 100 growth company, among other types of recognition for the quality of their work. They came up with the idea of a co-op among smaller cities and towns to propose service for less through the co-op arrangement. This IT Co-op proposes to extend to the members of the co-op better rates than the usual quote to business-type clients; it hinges on being able to create a sizable enough co-op to be profitable for them while being able to provide top-notch service to be attractive to the members involved. They have about 15 clients on the Co-op currently; but they run about 538 networks in Utah.

They have been in to look at the Elk Ridge network; and based on that review, they have put together a proposal:

- They would come in two hours every other week to maintain the network
- Rate: \$62.50/hour
- They would take a proactive approach to maintain the IT, rather than simply reacting to some issue that comes up
 - o Their goal in being more proactive would be to try to avoid the interruption of the regular work week when everything is busy by coming in to fix an existing problem
- The Co-op would be treated differently than regular clients: They would bill for 3 months in advance for the regular routine maintenance
- At the end of the quarter, they would review the hours and make adjustments to add or reduce the hours spent
- If issues outside of the regular maintenance come up, they have the capability to immediately deploy a technician to handle the issue (billed at \$85.00/hour)
- They would also be able to handle issues over the phone
 - o 5 minute (or so) fix: no charge
 - o If they have to "remote in": that is billed at 15 minute increments vs. having to deploy someone where they have to bill an hour minimum, then bill at 15 minute increments.

ELK RIDGE
CITY COUNCIL MEETING
January 11, 2011

TIME & PLACE
OF MEETING

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7:10 PM –

CITY COUNCIL REGULAR SESSION AGENDA ITEMS:

ROLL

Mayor: Kenneth O. Lutes; *City Council:* Sean Royslance, Weston Youd, Julie Haskell & Erin Clawson (Present Electronically for most of the Meeting) & (Absent: Derrek Johnson); *Building Official:* Corbett Stephens; *Sheriff:* Deputy Brent Butters; *City Planner:* Adam Castor; *Asst. Fire Chief:* Jon Hoschouer; *Public:* Eric Montague & Tom Harris (Executech), Scot Bell, Lucretia Thayne, Nelson Abbott (Former City Council), & Maggie Abbott, Krisel Travis, Skyler & Patricia Aiken, Jamie Towse, Gordon Jones, Lee Gillie, Josh Mason, Hannah & Katherine Riley, June Apaui-Lane, Kelee Malan, Matt Cahoon, EMT Captain Shawn & Laura Loree, Devin Muhlestein, ShaMayne Mason, Garren Holman, Ronald & Sharon Dahlstrom, Weston Bonny, McKay Ash & Christina Trevino; and the *City Recorder:* Janice H. Davis.

OPENING REMARKS
PLEDGE OF
ALLEGIANCE

An invocation was offered by Lucretia Thayne; and Mrs. Jamie Towse led those present in the Pledge of Allegiance, for those willing to participate.

AGENDA TIME

WESTON YOUNG MOVED, SECONDED BY JULIE HASKELL, TO APPROVE THE AGENDA TIME FRAME,

FRAME

ADJUSTING THE START TIME TO 7:13 PM

VOTE: YES (3)

NO (0)

ABSENT (2) ERIN CLAWSON (FROM THE VOTE) & DERREK JOHNSON

PUBLIC FORUM

1. Nelson Abbott: He understood that the City had been reimbursed by insurance money for the fire damage to the playground equipment. He wanted to know when the equipment would be replaced for use. *Mayor Lutes responded that it is being considered and the issue would be back on the Council agenda for consideration and a decision as to the timing. The Council anticipates action in the spring.*

2. Lucretia Thayne: (Single Access Code) She expressed concern that the issues associated with this subject of dual vs. single access have been before the current as well as previous Councils. She feels the comments that have been made are very pertinent. She knows that many of the citizens are concerned, not that they are anti-development; but about the conditions in the hillside area and the possible impact on the City without having the access road all the way through...and having all conditions met so as not to end up with the problems experienced in the past with single access roads.

1:03:18

(Council Member Clawson connected back into the Meeting.)

She felt it has been dragging on for too long; and she encouraged the Council to act on the proposed code and to make a decision and not postpone it again.

Though she tends to be a "property rights" person...that people should be able to do what they want with their property; there is a potential for a negative impact in the City by allowing pre-mature development without having all matters addressed in the proper order...the potential problems affect all of the citizens.

1:05:08

ACTION – SINGLE
ACCESS CODE

Proposed Amendment to the Elk Ridge Development Code:

Mayor Lutes called for any further discussion:

(Adam Castor was asked to reiterate the direction from the Planning Commission, as discussed in the Work Session; which he did by reviewing the two Code Amendment recommendations, as stated in the Staff Report to the City Council and the above written minutes of the Council Work Session. He added that he felt the proposed amendments would fully support the General Plan and eliminate the conflicting information within the current Code.)

Julie Haskell: She stated that she agreed with the need to clarify; but she also felt that the item should be tabled until after the Planning Commission Meeting...then it could be brought before the Council at that time for action.

(Adam Castor reminded her that this proposal had been before the Planning Commission and that they do recommend approval.)

Council Member Haskell continued that there is a Planning Commission Meeting scheduled for the following Thursday (1/13).

Mayor Lutes: He replied that the Planning Commission was not going to discuss this proposal at that meeting.

Weston Youd: He added that the discussion would be concerned with the same code.

Adam Castor: He went on to explain that the Planning Commission would be considering a request from a developer regarding the code...and that the proposal before the Council was by recommendation from the City's consultant...and that they are two separate items.

Weston Youd: There could be an additional code change request later...

Mayor Lutes: He commented that "we do not know what they are going to do". *(Council Member Youd agreed.)*

the increase and why it was necessary for now and why it may be inevitable in the future
SEAN ROYLANCE MOVED, SECONDED BY JULIE HASKELL, TO INCREASE THE SEWER RATES FROM \$22.00/CONNECTION TO \$22.88/CONNECTION; IN ORDER TO COVER THE RATE INCREASE FROM PAYSON CITY TO ELK RIDGE CITY
VOTE: YES (3) NO (0) ABSENT (2) ERIN CLAWSON (FRON THE VOTE) & DERREK JOHNSON

1:18:39

SCHEDULE CITY
 COUNCIL MEETINGS
DECEMBER,
 FOR 2011

WESTON YOUD MOVED, SECONDED BY SEAN ROYLANCE, TO APPROVE THE SECOND AND FOURTH TUESDAYS OF EACH MONTH IN 2011; WITH THE EXCEPTION OF NOVEMBER & WHEN THE COUNCIL WILL ONLY MEET ON THE 2ND TUESDAY DUE TO THE HOLIDAYS
VOTE: YES (4) NO (0) ABSENT (1) DERREK JOHNSON

1:20:13

APPOINTMENTS –
 CITY RECORDER &
 CITY TREASURER

Annual appointments:
 Mayor Lutes recommended that the following positions remain filled by the current staff:
 - City Recorder: Janice Davis
 - City Treasurer: Linda Cooper
JULIE HASKELL MOVED, SECONDED BY SEAN ROYLANCE, TO RE-APPOINT JANICE DAVIS AS THE CITY RECORDER AND LINDA COOPER AS THE CITY TREASURER; AS RECOMMENDED BY MAYOR LUTES
VOTE: YES (4) NO (0) ABSENT (1) DERREK JOHNSON

1:21:10

UTAH VALLEY
 Elk DISPATCH SPECIAL
 another
 SERVICE DISTRICT –
 APPOINTMENT TO
 BOARD (911)

Mayor Lutes: Council Member Haskell's term of office as a member of the Board of Trustees, representing Ridge, expired on December 31, 2010. The City received a letter requesting that the Council appoint representative for the term beginning January 1, 2011 through December 31, 2014.
 It is to be in the form of a resolution.
 Mayor Lutes complimented Council Member Haskell on a job well done and recommended Council Member Erin Clawson to fill the position. Council Member Clawson agreed.
WESTON YOUD MOVED, SECONDED BY JULIE HASKELL, TO APPOINT ERIN CLAWSON AS THE ELK RIDGE REPRESENTATIVE TO THE UTAH VALLEY DISPATCH SPECIAL SERVICE DISTRICT BOARD OF TRUSTEES
VOTE: YES (4) NO (0) ABSENT (1) DERREK JOHNSON

1:22:30

EXPENDITURES:

**(Council Member Clawson had to excuse herself from the rest of the meeting.)*
 General: None
 A. Check Registers and Payroll for December, 2010:
No comments.
WESTON YOUD MOVED, SECONDED BY JULIE HASKELL, TO APPROVE THE CHECK REGISTERS AND PAYROLL REGISTER FOR DECEMBER, 2010
VOTE: YES (3) NO (0) ABSENT (2) ERIN CLAWSON & DERREK JOHNSON

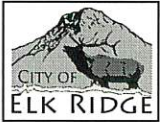
B. Loafer Canyon Well Repairs: Nothing to approve at this point.

C. Purchase of Snowplow Blades:

Corbett Stephens: (A memo of explanation from Mr. Stephens was in the Council packets.)
~~The Mayor asked Mr. Stephens to explain the reason for re-visiting this agenda item.~~
 He explained that the previous request for replacement blades for the snowplows was a bit premature in that he later found out that the blades he asked for were "carbide" blades and they only last about a year. The MHL blade is what is on both plows currently and they have a longer life. The current blades have two to three years of wear on them and still have a fair amount left. The better blades, from what he hears from other cities, are worth the extra money.
 - Regular carbide blade (from H&E Equipment): \$1,085.07 per blade (approved)
 - MHL Blade (same as current blades) from the MHL representative: \$1,530.76 per blade
 The request is for the Council to approve two MHL Blades (to have on hand as replacements in case of emergency) at a total cost of \$3,061.52.
 *Note: the MHL Blades come with a guarantee: if they break...if the carbide casting comes out...they replace the whole blade, not just the section.
 He proposed building up the old blades when they wear out, rather than continuing to buy more blades. This would save money.

1:25:46

Julie Haskell: (Directed to Mr. Stephens) They were told the blades on the snowplows now would last five years.
Corbett Stephens: The current blades are the MHL Blades:
 - On the newer truck, the "casting" is almost worn down (in its 3rd year this year)
 - The other truck: the blades are only 2 years old and it is obvious there is not as much wear on it
Sean Roylance: Whether it is 3 or 5 years, if we want that life on the blades, we have to go with this option (MHL Blades).
No further comments/questions.



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AMENDED NOTICE & AGENDA

Notice is hereby given that the City Council of Elk Ridge will hold a regular City Council Meeting on Tuesday, January 25, 2011, at 7:00 PM, to be preceded by two Public Hearings on the following: The first Public Hearing, at 6:00 PM, is to consider the Developer for the Elk Ridge Meadows PUD, Phase 1 Subdivision, in default. The second Public Hearing, at 6:30 PM, is to consider the Developer of the Oak Hill Estates, Plat D Subdivision, in default. A City Council Work Session is scheduled for 6:45 PM. The meetings will be held at the Elk Ridge City Hall, 80 E. Park Drive, Elk Ridge, Utah.

6:00 PM - PUBLIC HEARING – ELK RIDGE MEADOWS PUD, PHASE 1 - DEFAULT

1. Public Hearing/To consider the Developer for the Elk Ridge Meadows PUD, Phase 1, Subdivision, in default.

6:30 PM - PUBLIC HEARING – OAK HILL ESTATES, PLAT D SUBDIVISION - DEFAULT

2. Public Hearing/To consider the Developer for the Oak Hill Estates, Plat D Subdivision, in default.

6:45 PM - CITY COUNCIL WORK SESSION

3. LEI Contract - Discussion

4. IT Services - Discussion

7:00 PM - REGULAR COUNCIL MEETING AGENDA ITEMS:

Opening Remarks and Pledge of Allegiance Invitation

Approval/Agenda Time Frame

7:05 5. STATE OF THE CITY ADDRESS – Mayor Kenneth O. Lutes

7:35 6. Action on Public Hearings:

A. Elk Ridge Meadows PUD, Phase 1 – Default

B. Oak Hill Estates, Plat D - Default

Public Forum

7:50 7. LEI Contract - Approval

8:00 8. Mayor Appointments

8:15 9. IT Services

8:20 10. Expenditures: General

A. Snow Plow Blades – Erin Clawson

8:30 11. City Council Minutes

8:35 12. Sewer Rates to Elk Ridge Residents

Adjournment

Handicap Access, Upon Request. (48 Hours Notice)

The times that appear on this agenda may be accelerated if time permits. All interested persons are invited to attend this meeting.
Dated this 24th day of January, 2011.



City Recorder

CERTIFICATION

I, the undersigned, duly appointed and acting City Recorder for the municipality of Elk Ridge, do hereby certify that a copy of the Notice of Agenda was provided to the Payson Chronicle, 145 E Utah Ave, Payson, Utah, and to each member of the Governing Body on January 21, 2011; & an Amended Agenda on 1-24-11.



City Recorder

ELK RIDGE
CITY COUNCIL MEETING
January 25, 2011

TIME & PLACE
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6:00 PM –

PUBLIC HEARING – ELK RIDGE MEADOWS PUD, PHASE 1 - DEFAULT

Public Hearing/To consider the Developer for the Elk Ridge Meadows PUD, Phase 1, Subdivision, in default.

ROLL

Mayor: Kenneth O. Lutes; City Council: Julie Haskell, Sean Roylance, Weston Youd, Erin Clawson, & Derrek Johnson; City Planner: Adam Castor; Building Official: Corbett Stephens; Sheriff: Deputy Butters; Public: Tom Henriod, Lecretia Thayne, Jamie Towse, Rylee Ulbricht, Stetson Thatcher, Jo Julian, Aubrie Grass, Nelson Abbott, Ronald & Sharon Dahlstrom, Jalem Watters, Cristian Tafolla, Jason Dedrickson, Neil Dykstra; and the City Recorder: Janice H. Davis

Mayor Lutes opened the Public Hearing at 6:00 PM.

Corbett Stephens was asked to refresh the Council on the issues:

Corbett Stephens: A 1" asphalt overlay was required to be laid prior to the end of the 2010 asphalt season. It was not done, in spite of efforts on the part of the City to allow the developer the chance to take advantage of lower costs associated with doing the work at the same time that the City did asphalt work. The developer wanted the work done before he would pay the City; that was not an option. Other developers took advantage of the offer from the City and paid the City beforehand, which resulted in a savings to them and to the City.

On October 25, 2007, the developer was granted an extension until December 27, 2007, to complete all required work. On the 5-8-2008, the development was accepted and placed into durability, retroactive to 5-2-2008. That durability was extended and was to expire in April of 2010...this was to allow the developer the chance to finish the required overlay.

Mr. Stephens recommended beginning the default process by holding the required public hearing; which still gives the developer the chance to address the Council with his proposal to complete the asphalt work. If he does not do as he says, then the City would be in a position to use the bond to complete the work. The developer is in default now; but the City could not complete the work due to winter weather.

Discussion: Drawing on the bond now vs. later...

Though the City could declare the developer in default now and start the process of drawing on the surety bond, it might be advantageous to simply have the developer do the work rather than going through the lengthy process of applying for money from the bond.

It was decided to set a time limit to complete the work; or until the temperature is at least 70°. Generally, the asphalt plants do not open until about mid-March.

When Mr. Henriod arrived, he apologized for being in the position of default due to the economy; but he explained that he is prepared to complete the work and to warrantee the work. He felt it could even be advantageous to the City to have the durability time period extended so the road is guaranteed longer. He said he was in favor of doing the work when the temperature gets to 70°.

13:17

Mayor Lutes closed the Public at 6:30 PM.

(The Work Session items were discussed when time permitted during the Public Hearings; so the digital time references jump around slightly.)

26:39

PUBLIC HEARING – OAK HILL ESTATES, PLAT D - DEFAULT

Public Hearing/To consider the Developer for the Oak Hill Estates, Plat D Subdivision, in default.

ROLL

Mayor: Kenneth O. Lutes; City Council: Julie Haskell, Sean Roylance, Weston Youd, Erin Clawson, & Derrek Johnson; City Planner: Adam Castor; Building Official: Corbett Stephens; Sheriff: Deputy Butters; Public: Tom Henriod, Lecretia Thayne, Jamie Towse, Rylee Ulbricht, Stetson Thatcher, Jo Julian, Aubrie Grass, Nelson Abbott, Ronald & Sharon Dahlstrom, Jalem Watters, Cristian Tafolla, Jason Dedrickson, Neil Dykstra; and the City Recorder: Janice H. Davis

Mayor Lutes opened the Public Hearing at 6:30 PM.

(Previous Memo from Corbett Stephens, dated 12-8-2010)

"I have previously inspected and recommended release of this development with approvals from Mr. Dave Hanson. Mr. Hanson recommended that a field inspector review the reseeding of the terraced walls. On

City Recorder: They are comparable; but they have different terms and titles for the various positions; and they do not have a Planner available...so it is difficult to compare exactly.

Sean Roylance: He pointed out that mileage is paid when using Aqua Engineering (only one way...but from Bountiful).

Adam Castor: He replied that he would be surprised if the City ever saw an invoice with mileage include. (They are located in Spanish Fork.) *There were no further comments at this time.*

17:10

IT SERVICES – DISCUSSION

To be able to utilize any other IT service, the City has to begin the termination process with Harland Technology Services. The contract with Harland is strictly for hardware and the City needs a wider range of services.

Companies being considered:

- Executech (Co-op presentation to the Council) – The City would pay quarterly
 - Computer Corner (Payson) - No contract...simply call when needed @about \$65/hr
- (An additional bid was requested from a company called TecServ; but they were high...about \$500/month)

*The City Recorder is to find out how many other cities have actually joined the co-op for Executech.

Weston Youd: He was impressed with the association that Executech has with Caselle (the City's financial software company). He felt that could be a plus.

23:20

City Recorder: To have the current provider expand their contract to include more services would be costly.

38:03

(Time was left over in the Work Session; so the Council decided to discuss the other items listed in the Regular Session of the Council Meeting so as to expedite the rest of the Meeting.)

SEWER RATES

It was brought to the City Recorder's attention by the Treasurer that the previous action to increase the sewer payment to Payson by \$.88 did not address the issue of the charge to Elk Ridge residents. Caselle rounds the finances to the dollar and the \$.88 would be an added dollar to the charge (increase from \$36/connection to \$37/connection).

No comments.

NON-AGENDA ITEM

1. The City Recorder asked that the Council be reviewing projected costs for the amended budget for the current fiscal year; as well as any budget items for the next fiscal year (2011/2012), which will be addressed in the near future.

Erin Clawson: She would like to re-visit "traffic calming" issues. She wanted to know if there is any budget set aside for any of the devices previously discussed.

City Recorder: There was about \$2,000; but that would not go very far. Council Member Clawson would have to get estimates and proposed options for the Council to consider; that could be either in the current fiscal year or the Council could wait for 2011/2012.

**Council Member Clawson was told by the Mayor that she could go forward to gather information and costs for traffic calming devices to present to the Council.*

MINUTES

City Council Minutes of 1-11-2011:

Corrections:

Sean Roylance: Page 3: (line 53) delete "against having" and add "up to" (line 30) Add "for cul-de-sacs" to the end of the sentence

Julie Haskell: (Page 4 – line 11) Change "code amendment at that this..."

No further corrections.

45:59

ELK RIDGE

Council Member Haskell wished to re-visit the discussion of the extension to allow the developer to install the

MEADOWS PUD, PHASE 1 – DEFAULT

required overlay.

Julie Haskell: She wondered how long the Council (or Mr. Stephens) would recommend for any extension granted. She did not feel the developer should be given too much time.

Corbett Stephens: As mentioned by the Recorder, the more asphalt the City does, the cheaper it is for all. The developer wants to put it off as long as possible.

Weston Youd: He pointed out that asphalt is going to get expensive in the near future...and all of the major corridor projects will be concrete over asphalt...any orders from the City may have to wait in line.

Sean Roylance: He wanted to know if the developer's bond was sufficient to cover costs.

Corbett Stephens: The bond is more than sufficient; even if the costs are 50% more than last fall.

Erin Clawson: She suggested extending the time to the end of May, 2011.

(Mr. Stephens agreed.)

More discussion agreeing with this time frame.

50:35

NON-AGENDA ITEM

1. Sean Roylance: *(Park - Playground Equipment):*

He wanted to know if there is anything planned for the park and replacing the playground equipment.

Derrek Johnson: Though he has been in contact with various individuals regarding playground equipment, he is waiting until the spring to address this further.

Weston Youd: He offered his assistance with any proposals associated with this.

He specifically thanked the City Recorder; Corbett Stephens and his wife, Claudia and his family; Deputy Butters (Sheriff)...and to everyone who has contributed to the City. He feels his job is to facilitate others. He listed accomplishments from Newsletter:

- Saved over \$200k per year in interest, power, labor, and other expenses, putting us in the "black"
- Launched a new City website
- Increased water pressure
- Improved water security
- Improved City police protection
- Decreased vandalism
- Completed a new General Plan
- Implemented automatic withdrawal for utility bills
- Did our own water quality report?
- Revised water source protection plans at no cost
- Moved bus stop to Cove Dr.
- Installed new storm drain sumps and curb & gutter
- Revamped the City sprinkler system
- Corrected water meter reading deficiencies
- Detected and repaired water leaks throughout the City
- Contracted for a certified city planner on an as needed basis
- Avoided garbage rate increases
- Reorganized the Disaster Preparedness (DPEM)
- Revised the fee schedule to cover City costs
- Repaired and sanitized water system to keep water safe
- Improved Volunteer Fire Department and EMT capabilities
- Obtained reimbursement for playground fire
- Appointed three new Planning Commission members
- Arranged to do our own sewer and sump cleaning
- Installed water main sediment "blow off" on Loafer Canyon
- Began upgrading the Loafer Canyon well
- ~~Appointed a volunteer code enforcement officer who brought violations into compliance~~
- Upgraded all City FCC radio licenses
- Rebuilt snowplows
- Ran power to salt shed and Goosenest display board
- **Volunteers** . . . refurbished the City office (about \$40k for under \$5k); built a new council table; welded a new salt spreader rack; upgraded backhoe with forklifts; helped do our own road crack and seal; completed three Eagle Scout projects—installed a new City sign on Loafer Canyon Rd, moved display board to Goosenest Dr, and supplemented the City tool supply; helped upgrade water system telemetry; started a Neighborhood Watch program; advertised council meetings; organized park flower maintenance; and more. Many residents will recognize where they contributed time, talents, labor, tools, equipment, money, etc.—

We Thank You!

It has been a "big year" and the help is appreciated.

Mayor Lutes looked forward to 2011; hoping for smoother communication and interaction; he would hope without contention. He feels *faith* is the key..."now is the time for some faith"...considering the economy, jobs, world affairs, contention rampant...we need to have faith in the Elk Ridge staff...it is "a great team...a great staff"...we have gotten a lot done and I think we can do a lot more".

1:30:06
PUBLIC FORUM

Jamie Towse:

She thanked the City Council for the service they render to the Community and their willingness to be "in the hot seat".

Concerns:

1. Proposed code amendment regarding "single access":

She was "shocked" that the Council tabled the proposed code brought forward with a recommendation to approve the code from the Planning Commission and the Planner. She did not feel the reasons for tabling the action were substantial. Some of the reasons stated were to have citizens and themselves more informed of the issues. Mrs. Towse felt that there has been ample time to be informed of all of the issues. She looked into the finances to see how much money has been spent in planning and engineering for Elk Haven, Plat E (the petitioners for code change...though a separate issue...still involves the same code); she found an estimate of \$3,100 spent so far on this subject. She understands that the main object is to clarify the code and to make it more consistent with the General Plan; she felt the proposed amendment accomplished this goal. She felt that the developer is being listened to more than the citizens' concerns. It seems with other issues the general perspective is to follow the code; but it has been months and a lot of money spent in the attempt to pacify a developer in this instance; even to the point of considering it a "crisis" and calling an "emergency" meeting last summer to deal with this developer...when there was no crisis at all.

Mrs. Towse referred to a statement in the Mayor's earlier speech to have faith in the experts hired by the City. We now have a certified Planner that we should be paying attention to. She felt the delays have been "silly" and unnecessary.

2. Fire Dept. Bay Area – Parking:

She feels that expanding the bay area to allow better parking of the public safety vehicles should take a higher priority than it has. Plans should be made to figure out the costs and start budgeting for the future of the City's public safety.

(Council Member Roylance wanted to clarify that the previous City Planner was and is a "certified planner" in Urban Planning.)

1:37:18
LEI CONTRACT –
APPROVAL

No further discussion.

ERIN CLAWSON MOVED, SECONDED BY SEAN ROYLANCE, TO APPROVE THE CONTRACT PRESENTED BY LEI ENGINEERING; FOR ENGINEERING AND PLANNING SERVICES TO ELK RIDGE CITY

VOTE: YES (5) NO (0)

1:37:57

MAYOR
APPOINTMENTS

1. Planning Commission Position:

The Mayor thanked Mr. Paul Squires for his service rendered as a member of the Planning Commission; his term is expiring. He recommended Nelson Abbott to fill this position, beginning in February, 2011.

SEAN ROYLANCE MOVED, SECONDED BY JULIE HASKELL, TO APPROVE THE APPOINTMENT OF NELSON ABBOTT AS A MEMBER OF THE ELK RIDGE PLANNING COMMISSION; THE TERM OF OFFICE BEGINS IN FEBRUARY, 2011

VOTE: YES (5) NO (0)

1:38:58

2. City Council Appointments:

(City Celebration)

Council Member Johnson has handled this assignment for the past few years pretty much on his own, with the help of his wife and family and some other Council Members, namely Council Member Clawson last year.

The Mayor proposed relieving him of the obligation of organizing the whole event. He is willing to assist in supplying contact information and any way he can; but the proposal was for Council Member Weston Youd to take over the full responsibility for the Celebration...assisted by Council Member Johnson (sort of a "role reversal").

Council Member Youd has made it known that he will not be here during the time period of the Celebration itself (he will be out of the Country); so the Mayor also proposed that Council Member Julie Haskell also assist Council Member Youd with the City Celebration responsibilities.

Summary:

- Derrek Johnson: He is still assigned to Parks

- He would assist Weston Youd with the City Celebration

- Weston Youd: In addition to what he already has, would be assigned to head up the City Celebration

- Julie Haskell: In addition to her present duties, would assist Weston Youd with the City Celebration

Julie Haskell: She was not sure she would be available during the dates of the Celebration; it is in the middle of "hay season". She would be happy to assist before hand. This is not something she was aware of before this proposal; so she had not had a chance to consider the assignment.

Weston Youd: He suggested tabling the proposal to allow a chance to discuss it and outline it further. He is concerned that he will not actually be there for the Celebration; he knows how much work is involved that day.

Mayor Lutes: He encouraged the discussion then rather than postponing it.

Weston Youd: He recognizes that there are people that help run the various events; but when the day of the Celebration comes; the one in charge should be present.

ERIN CLAWSON MOVED, SECONDED BY SEAN ROYLANCE, TO APPROVE UP TO \$1,000 MORE FOR THE PURCHASE OF TWO "HML" SNOWPLOW BLADES, FOR A TOTAL COST OF \$3,061.52
VOTE (POLL): ERIN CLAWSON-AYE, WESTON YOUD-AYE, DERREK JOHNSON-AYE, JULIE HASKELL-AYE, SEAN ROYLANCE-AYE
NO (0)

Passed 5-0

2:03:00

CITY COUNCIL
MINUTES

A. City Council Meeting 1-11-2011:

WESTON YOUD MOVED, SECONDED BY ERIN CLAWSON, TO APPROVE THE CITY COUNCIL MINUTES OF 1-11-2011; AS CORRECTED

VOTE: YES (5)

NO (0)

2:03:09

SEWER RATES

Increase to Elk Ridge residents:

SEAN ROYLANCE MOVED, SECONDED BY JULIE HASKELL, TO ADJUST THE SEWER RATES CHARGED TO ELK RIDGE RESIDENTS FROM \$36.00 PER CONNECTION TO \$37.00 PER CONNECTION

VOTE: YES (5)

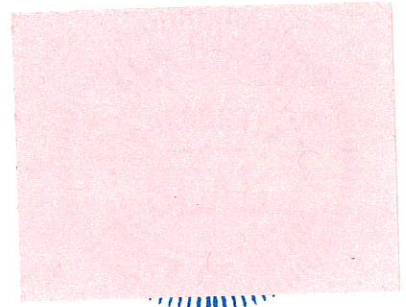
NO (0)

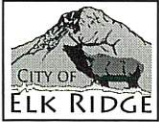
ADJOURNMENT

At 8:05 PM, the Mayor adjourned the Meeting.



City Recorder





ELK RIDGE - 80 East Park DR - Elk Ridge, UT - 84651

t.801/423-2300 - f.801/423-1443 - email staff@elkridgecity.org - web www.elkridgecity.org

NOTICE & AGENDA

Notice is hereby given that the City Council of Elk Ridge will hold a regular **City Council Meeting on Tuesday, February 8, 2011, at 7:00 PM. There will be a City Council Closed Session at 7:15 PM;** after which, the Regular Session of the City Council Meeting will resume.

The meetings will be held at the Elk Ridge City Hall, 80 E. Park Drive, Elk Ridge, Utah.

7:00 PM - REGULAR COUNCIL MEETING AGENDA ITEMS:

Opening Remarks and Pledge of Allegiance Invitation

Approval/Agenda Time Frame

7:05 Public Forum

7:15 PM - CITY COUNCIL CLOSED SESSION

Discussion of Personnel

REGULAR COUNCIL MEETING AGENDA ITEMS (CONTINUED):

1. Action on the Closed Session

2. City Council Minutes

3. Expenditures:

A. Check Register & Payroll Register for January 2011

B. Insulation for Well Houses


Adjournment



Handicap Access, Upon Request. (48 Hours Notice)

The times that appear on this agenda may be accelerated if time permits. All interested persons are invited to attend this meeting.

Dated this 4th day of February, 2011.


City Recorder

CERTIFICATION

I, the undersigned, duly appointed and acting City Recorder for the municipality of Elk Ridge, do hereby certify that a copy of the Notice of Agenda was provided to the Payson Chronicle, 145 E Utah Ave, Payson, Utah, and to each member of the Governing Body on February 4, 2011.


City Recorder

ELK RIDGE
CITY COUNCIL MEETING
February 8, 2011

TIME & PLACE
OF MEETING

This Regularly Scheduled Meeting of the Elk Ridge City Council, was scheduled for Tuesday, February 8, 2011, at 7:00 PM. There was a City Council Closed Session scheduled for 7:15 PM; after which the Regular Open Session was continued.
The meetings were held at the Elk Ridge City Hall, 80 East Park Drive, Elk Ridge, Utah.

Notice of the time, place and Agenda Meetings were provided to the Payson Chronicle, 145 E Utah Ave, Payson, UT, and to the members of the Governing Body, on February 4, 2011.

7:00 PM –

CITY COUNCIL REGULAR SESSION AGENDA ITEMS:

ROLL

Mayor: Kenneth O. Lutes; *City Council:* Weston Youd, Julie Haskell, Erin Clawson & Derrek Johnson (Absent: Sean Roylance); *Building Official:* Corbett Stephens; *Sheriff, Public:* Lana Creer-Harris (Daily Herald), Brady Lynn (SOS Temp Services), Morgan Sessions, Sarah Maddock; and the *City Recorder:* Janice H. Davis.

OPENING REMARKS
PLEDGE OF
ALLEGIANCE

An invocation was offered by Jan Davis; and Morgan Sessions led those present in the Pledge of Allegiance, for those willing to participate.

AGENDA TIME

The Meeting started exactly on time (7:00 PM).

PUBLIC FORUM

1. Morgan Sessions: (Representing the sophomores at Salem High School)

Miss Sessions and Miss Maddock were present to appeal to the Council for the City's support for a project regarding recycling in Elk Ridge. Their group would like to see the Community of Elk Ridge increase recycling efforts. They (FCCLA...a club at the High School) would like to offer their assistance in researching the topic to determine if it would be a possibility for the Community.
Assistance in the areas of:

- Research
 - Costs (report back to City Council with suggestions)
- Educating residents to make them more aware of available options
 - Article in City Newsletter re: benefits of recycling, recyclable materials & a list of locations

They believe a recycling program in Elk Ridge would make a difference in the Community.

(A summary of the presentation was left with the Council and the City Recorder.)

Erin Clawson: She suggested contacting the Youth City Council for assistance; they would be a good resource. They meet on the 3rd Thursday of the month at 7:00 PM.

There were no further comments.

WESTON YOUNG MOVED, SECONDED BY ERIN CLAWSON, TO MOVE INTO THE SCHEDULED CITY COUNCIL CLOSED SESSION

00:07:39

VOTE: YES (3)

NO (0)

ABSENT: (2) SEAN ROYLANCE &

DERREK JOHNSON (FROM VOTE)

7:10 PM -

CITY COUNCIL CLOSED SESSION:

ROLL

Mayor: Kenneth O. Lutes; *City Council:* Weston Youd, Julie Haskell, Erin Clawson & Derrek Johnson (Absent: Sean Roylance); *Building Official:* Corbett Stephens; *Public:* Brady Lynn (SOS Temp Services); and the *City Recorder:* Janice H. Davis.

Discussion of Personnel

Corbett Stephens and Janice Davis were excused from the Closed Session after they addressed the Council regarding certain issues.

(New File on Recorder)

9:05 PM -

CITY COUNCIL REGULAR SESSION AGENDA ITEMS (CONT.):

ACTION ON
CLOSED SESSION

Weston Youd: (Explanation of the results of the Closed Session)

Of the amount of money approved back in September, 2010 (\$10,000); about \$7,300 remains. That money can continue to be utilized to obtain temporary help in the Public Works Dept. until it is spent. The Council advised tabling the decision on a permanent position until the end of March (3/22), 2011; this will allow the budget year to be further along and how the revenue sources in the General Fund are doing...this will determine the level of position the City can afford.

Erin Clawson: "That is the only issue...; what can we afford to do as a City...and sustain that on our own...without Woodland Hills. Anything they (Woodland Hills) would do would be like 'icing'; but we need to be able to find a way to do this...and it is hard to do in two hours."

WESTON YOUNG MOVED, SECONDED BY ERIN CLAWSON, TO APPROVE A TOTAL OF \$3,825; UTILIZING SUNROC'S BID FOR THE WORK TO BE DONE TO INSULATE THE WATER SYSTEM BUILDINGS (\$2,825 - SUNROC & \$1,000 – IN-HOUSE WORK)
VOTE (POLL): WESTON YOUNG-AYE, ERIN CLAWSON-AYE, DERREK JOHNSON-AYE & JULIE HASKELL-AYE (4) NAY (0) ABSENT (1) SEAN ROYLANCE

00:23:48
MINUTES

City Council Minutes of 1-25-2011:

ERIN CLAWSON MOVED, SECONDED BY JULIE HASKELL, TO APPROVE THE CITY COUNCIL MINUTES OF 1-25-2011, AS WRITTEN

VOTE: YES (4) NO (0) ABSENT (1) SEAN ROYLANCE

Council Member Haskell added (not as a correction to the minutes themselves, but as clarification to a point brought up at the last Council Meeting regarding assisting at the City Celebration)...she stated that she did check her schedule and found she would not be available to assist during the dates of the City Celebration.

00:25:02
NON-AGENDA ITEM

Weston Young: He requested to have on the next Council Meeting agenda and in the next City Newsletter the formation of a City Celebration Committee; he also welcomes any other suggestion in communicating this to the citizens. *(The reporter from the Daily Herald offered her assistance in this endeavor.)*
*Council Member Young said he would get the information to her and for the City Newsletter, as well.

City Recorder: She suggested that the Council may wish to consider paying the person that takes over the position of Committee Supervisor; that might make it easier to find someone willing to fill the position. The City Celebration does have a budget for expenses; that could be one of the expenses.

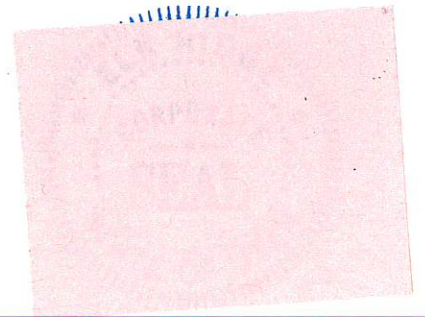
**Council Member Young suggested discussion of this at the next Council Meeting along with the discussion of the City Celebration Committee.*

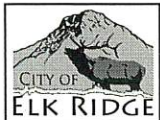
00:29:22
ADJOURNMENT

The Mayor adjourned the City Council Meeting at 9:34 PM.



City Recorder





ELK RIDGE - 80 East Park DR - Elk Ridge, UT - 84651
t.801/423-2300 - f.801/423-1443 - email staff@elkridgecity.org - web www.elkridgecity.org

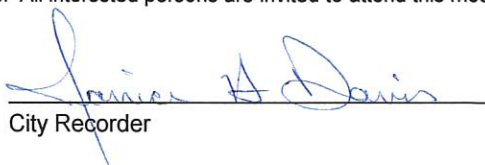
NOTICE & AGENDA

Notice is hereby given that the City Council of Elk Ridge will hold a regular **City Council Meeting on Tuesday, February 22, 2011, at 7:00 PM;** which will be preceded by a **City Council Public Hearing at 6:00 PM** wherein an Amended Budget for the 2010/2011 Fiscal Year will be considered: as well as a **City Council Work Session at 6:15 PM.**
The meetings will be held at the Elk Ridge City Hall, 80 E. Park Drive, Elk Ridge, Utah.

- 6:00 PM -** **1. PUBLIC HEARING/AMENDED BUDGET FOR THE 2010 – 2011 FISCAL YEAR:**
Public Hearing/to consider an Amended Budget for the 2010/2011 Fiscal Year for the operation of Elk Ridge City
 A. Traffic Calming Devices – Erin Clawson
 B. Volunteer Projects
- 6:15 PM -** **CITY COUNCIL WORK SESSION AGENDA ITEMS:**
Youth Council Visit and Introductions
2. Utah County Sheriff's Dept. Contract Renewal
3. Veracity Phone Service – Mr. Will Wilde
4. City Council Assignments – Discussion
5. City Celebration – Update – Weston Youd
 A. City Celebration Committee and Budget
- 7:00 PM -** **REGULAR COUNCIL MEETING AGENDA ITEMS:**
Opening Remarks and Pledge of Allegiance - Invitation
Approval/Agenda Time Frame
- 7:05 Public Forum
- 7:15 6. Utah County Sheriff's Dept. Contract – Renewal
- 7:20 7. Veracity – Service Agreement
- 7:30 8. Amended Budget for 2010/2011 Fiscal Year
- 7:40 9. City Council Assignments
- 7:55 10. City Celebration – Weston Youd
- 8:05 11. Personnel:
 A. Motion to Un-table the Discussion
 B. Continued Discussion (As per Previous Council Meeting)
- 8:35 12. City Council Minutes
- 8:40 13. Expenditures:
 General:
 Adjournment


Handicap Access, Upon Request. (48 Hours Notice)

The times that appear on this agenda may be accelerated if time permits. All interested persons are invited to attend this meeting.
Dated this 18th day of February, 2011.


City Recorder

CERTIFICATION

I, the undersigned, duly appointed and acting City Recorder for the municipality of Elk Ridge, do hereby certify that a copy of the Notice of Agenda was provided to the Payson Chronicle, 145 E Utah Ave, Payson, Utah, and to each member of the Governing Body on February 18, 2011.


City Recorder

ELK RIDGE
CITY COUNCIL MEETING
February 22, 2011

TIME & PLACE
OF MEETING

This Regularly Scheduled Meeting of the Elk Ridge City Council, was scheduled for Tuesday, February 22, 2011, at 7:00 PM; this was preceded by a Public Hearing at 6:00 PM to consider the proposed Amended Budget for the 2010/2011 Fiscal Year. The City Council Work Session was scheduled to begin at 6:15 PM. The meetings were held at the Elk Ridge City Hall, 80 East Park Drive, Elk Ridge, Utah.

Notice of the time, place and Agenda of these Meetings were provided to the Payson Chronicle, 145 E Utah Ave, Payson, UT, and to the members of the Governing Body, on February 18, 2011.

6:00 PM –

PUBLIC HEARING – AMENDED BUDGET FOR THE 2010/2011 FISCAL YEAR

Public Hearing/To consider the proposed Amended Budget for the 2010/2011 Fiscal Year, for the operation of Elk Ridge City

ROLL

Mayor: Kenneth O. Lutes; City Council: Julie Haskell, Sean Roylance, Weston Youd, Erin Clawson, & Derrek Johnson; Building Official: Corbett Stephens; Sheriff: Deputy Butters; Public: Lecretia Thayne, Jamie Towse, Nelson Abbott, Sha Mayne Mason, Russ Lundberg, Zack Lundberg, Jacqueline Taylor, Quinton Taylor, Joseph Moeai, Tricia Gunnerson, Mark Moeai, Alvin Harward; and the City Recorder: Janice H. Davis

Mayor Lutes opened the Public Hearing at 6:00 PM.

The City Recorder reviewed some of the changes to the 2010/2011 Budget:

(Memo to Council from Recorder, dated 2-22-2011)

"This is the mid-year Budget Amendment. Once it is decided what will be done regarding hiring a Public Works employee, the budget can be amended again; or just wait until the final amended budget in June.

See Budget Notes on the budget worksheet

General Fund:

Revenues:

The revenue sources to keep an eye on:

- General Sales Tax
- Fee in lieu – Personal Property (Not property tax...this is for motor vehicles)
- Building Permits (This is looking up; three applications were turned in just today...all at once)
- Class C Revenue (From the State)

Energy Grant: The City has been approved for the Energy Grant for \$24,000 (lights & heaters/furnaces for the City Hall-Fire Station) The money must be spent by April, 2011.

**A new Revenue account was created to address the Youth City Council (10-36-315); as well as a corresponding expenditure account (10-41-390).*

Expenditures:

"Non-Departmental"

- Town Planner & Engineering is considerably lower for mid-year than prior years (But then, not much development is going on).

- Class C Roads:

"Street Repair": What is planned for the spring and early summer? There is about 65,991 balance

(Council Member Clawson indicated that figures are needed to assist the Council in making an informed decision; so I have been reviewing the budget "creatively" to look for possible options.)

Capital Projects

- Town Hall/Fire Station: (Pg 11) There is an Accrued Fund Balance in that particular Capital Projects Fund of \$16,588 + current year transfers which = 13,600 (Sum = 30,188)

****Suggestions:***

1. Transfer 4,000 back into the General Fund to pay back the Volunteer Project money. True, it was approved on a "pay-back" basis; but only about 1,000 (total from last year and this year) has been paid back...the donations have slowed considerably (205 since July 1, 2010). The City still got a great deal to get all the work that was done for about 3,500 (4,565 spent last fiscal year; less 1,000 paid back).
 2. I met with Chief Wait regarding budget items and he mentioned the possibility of taking the money (Fund Balance) accrued in the "Capital Projects Fund - Fire Apparatus" - Pg 12: (for eventual replacement of a fire truck) and transferring it to the Capital Projects Fund for Town Hall – Fire Station to build up money for expansion of the Fire Dept. Bay area. (His thinking is that we cannot add to the fleet of fire trucks until there is a place to park any added vehicles.)
 - I have not spoken to Chief Wait about this further possibility; but there is also an accrued Fund Balance in the Special Revenue Fund – Fire Dept. that stood at 32,235 at 7-1-2010 (see page 20 of the budget worksheet...acct. 43-30-320). Part of that Fund Balance is being used this year to help pay for insurance (3,153) and is used to balance the Fund to "0" at the end of the fiscal year.
- Some of that could also be transferred into the Town Hall – Fire Station Fund to further build up money for possible expansion of the Fire Bay area. Considering all these possibilities, there could be 75,000 or 80,000...or more...to get a good start on building onto the Bay area."

*Council Member Youd is to let either Mrs. Loree or Mrs. Towse know when he would like to meet with the Youth Council.

The Mayor expressed the Council's gratitude for the work done with the Youth Council.

UTAH COUNTY
SHERIFF'S DEPT.
CONTRACT

Copies of the draft of the contract were provided to the Council in their packets for review. The City has been using the contract from 2006.

Deputy Butters: In reviewing the contracts with Woodland Hills and Elk Ridge, it was discovered that they had both expired in 2006. The Sheriff's Office has been honoring the old contract. Based on the old contract, a new one was sent over and a few corrections made; those changes were taken to the County Attorney's office and he made those requested changes (reflected in the proposed draft that the Council has now). Deputy Butters feels the new contract is an improvement over the expired one. There is no price change and this contract will renew automatically each year unless either party cancels.

Mayor Lutes: The corrections were minor and mainly had to do with consistency in numbers; also the City wished to be referred to as the "City" of Elk Ridge, rather than "Town".

00:29:39
VERACITY PHONE
SERVICE

The City is currently paying Quest about \$336 per month for phone service. Staff looked into Veracity and found the prices seemed to be less. Mr. Wil Wilde (Veracity) came out to talk about the advantages of using Veracity and was asked to draft a proposal for the City Council to consider. Comparison: Veracity would charge about \$161 for phone service + Internet; which would also save the bill to Digis (about \$55/month).

Veracity would not require a contract; simply a service agreement and they would take care of the transfer over from Quest. Mr. Wilde was present to address the Council and answer any questions.

Wil Wilde: *(The proposal was provided to the Council in their packets)* Mr. Wilde reviewed the above information with the Council; as well as offering additional services to replace the actual phone system with a more sophisticated one (cost: \$260/month + \$1,000 up-front to replace phones...the monthly would still be less than current payment to Quest. It was felt that the additional equipment would not be necessary at this time.

Mr. Wilde gave a brief history of Veracity and who they service: BYU, Orem City, Provo City & Highland City...there are cities being added at this time (Elk Ridge, Mona, Willard & Santaquin).

He read from a notice that said: Veracity has received the "Best of State Award"...ranking them the number one telecommunications company in Utah. The same organization ranked Veracity #27 of the "best run companies" in Utah.

There was discussion about the added features in replacing the phone equipment. Though it was decided the replacement was not necessary at this time; changes could easily be made in the future.

00:43:04
CITY COUNCIL
ASSIGNMENTS

Mayor Lutes: He has given a great deal of thought to assignments to the City Council Members; he provided

a list of proposed assignment to the Council in their packets for the Meeting that night. He asked for comments

and any discussion.

Discussion:

Weston Youd: He was concerned that some of the proposed assignments seemed to be more "executive" functions than "legislative"...referring to the separation in government of Administration, executive and Legislative. He mentioned particularly "Code Enforcement"; he felt that should be at the executive level. His perspective is that anything that "over-sees" is more executive in nature.

Example: He feels "staffing" is an Administrative function.

Mayor Lutes: He mentioned that at the last Council Meeting it seemed to be pointed out that the Council felt the Mayor was not doing well in his Administrative role; so he felt that part of that might best be served by assignment.

Erin Clawson: She felt that the Council established that they wanted to be involved and to be informed of what is occurring.

Weston Youd: He mentioned David Church's point of view of the different responsibilities of the Mayor and Council; and that the Council should be able to review, advise, give consideration to and work together. He felt that the Council was attempting to establish their role in the operations of the City.

Erin Clawson: Regarding the issue of a Public Works employee: the Council did not feel they were prepared at the last Council Meeting to decide on the position and the amount of money without further consideration.

She spoke to David Church and he felt that the proposed assignments were all "legal" in nature...any one of the members of the Council can accept or deny the proposed assignments. The assignments are by consent of the Council.

There was a question if the "consent" had to be a unanimous vote... (No; only if the Council were attempting to take powers from the Mayor without his consent. Assignments need consent only by a majority vote of the voting members.)

Sean Roylance: He disagreed with the concern expressed by Council Member Youd regarding the division of responsibilities; he felt that if the Mayor is in agreement and has made the assignments, then it is up to the individual Council Member. He does like the difference in the way the assignments were proposed as compared to past assignments of entire departments. Mayor Lutes has assigned specific portions of the various departments instead.

Discussion of Individual proposed assignments:

(The City Recorder pointed out that no one has any expertise in anything until experience is gained over time.)

He simply wanted to make sure the areas are covered properly.

There was discussion about the assignment given to Council Member Haskell of "House Numbers"...there needed to be clarification that this had nothing to do with "address changes"...it was meant to be simply gathering information on houses that do not have clearly marked numbers...it ties into Public Safety and being able to locate addresses. Mayor Lutes explained that the code requires that houses have numbers that can be seen from the street...and that the information would be turned over to the Code Enforcement Officer to take care of contacting the home owners.

Sean Roylance: He actually would like to be involved in "address changes" (not assigned out).

(The Mayor felt that "address changes" should not be assigned right now...there is so much else to do currently.)

Weston Youd: There are assignments not proposed that are of interest to him and other Council Members.

Council Member Youd mentioned some things he is interested in:

- Working with Mr. Stephens on renewable energy / water flow
 - Working with Salem, Payson & Woodland Hills to look into fiber-optic networking (like Spanish Fork)
- Could these assignments be adjusted? Could there be discussion on this?

Sean Roylance: He still felt the discussion should be postponed to give more time.

Mayor Lutes: The proposed assignments are basic; "we are not looking for a lot of extra work to do".

"These are all things that have to be done right now...these are the requirements we have". He felt the other things mentioned are for future consideration; once the actual work gets done this year. There are decisions that need to be made on current issues.

- Garbage
- Storm Drain fees
- Collections is a constant problem; particularly with the rental property
- House numbers: This is a safety/security issue
- City Celebration: Everyone is going to need to assist with this
- Cleaning out sewer lines and storm drains

He welcomes discussion on these other ideas in the future; but there are so many things that must be done first. If the Council wants to think about the assignments, that is fine..., he appreciated the comments made.

1:08:07

CITY CELEBRATION

The Mayor asked Council Member Youd to update the Council on the City Celebration:

Weston Youd: He submitted a notice to the Daily Herald and to the City for the newsletter; it should be going into the next Bugle. He would also like to get a notice on the bulletin board. The hope is to have a Committee Meeting on March 17, 2011; at 7:00 PM after the Youth City Council Meeting at 6:00 PM. He has met with Council Member Johnson and got a lot of great information with which to move forward; as well as the necessary contacts.

There is a planned Eagle Scout project to help coordinate the 10 K and Mile Run (Zack Lundberg).

He would like to consider paying the Committee Chairperson...he has a budget for the Celebration.

* He would like to decide on the budget specifically for the Chair person on the agenda for 3-8-2011.

Mayor Lutes closed the Work Session. There was a slight break prior to the start of the Regular Session.

1:12:17

**ELK RIDGE
CITY COUNCIL MEETING
February 22, 2011**

**TIME & PLACE
OF MEETING**

This Regularly Scheduled Meeting of the Elk Ridge City Council, was scheduled for Tuesday, February 22, 2011, at 7:00 PM; this was preceded by a Public Hearing at 6:00 PM to consider the proposed Amended Budget for the 2010/2011 Fiscal Year. The City Council Work Session was scheduled to begin at 6:15 PM. The meetings were held at the Elk Ridge City Hall, 80 East Park Drive, Elk Ridge, Utah.

Notice of the time, place and Agenda of these Meetings were provided to the Payson Chronicle, 145 E Utah Ave, Payson, UT, and to the members of the Governing Body, on February 18, 2011

7:19 PM -

CITY COUNCIL REGULAR SESSION AGENDA ITEMS:

ROLL

Mayor: Kenneth O. Lutes; City Council: Julie Haskell, Sean Roylance, Weston Youd, Erin Clawson (Absent: Derrek Johnson); Building Official: Corbett Stephens; Sheriff: Deputy Butters; Public: Lucretia Thayne, Jamie Towse, Nelson Abbott, Sha Mayne Mason, Russ Lundberg, Zack Lundberg, Jacqueline Taylor, Quinton Taylor, Joseph Moeai, Tricia Gunnerson, Mark Moeai, Alvin Harward; and the City Recorder: Janice H. Davis

1:12:33

**OPENING REMARKS &
PLEDGE OF
ALLEGIANCE**

An invocation was offered by Jamie Towse; and Zack Lundberg led those present in the Pledge of Allegiance, for those willing to participate.

Weston Youd:

- SUVMWA: (Yes)
- Legislative Rep.: (Yes)
- City Celebration: (Yes)

(To be considered: Roads; Storm Drains, Sumps & Sewer; Manhole & Valve Collars...he would like to talk with Corbett Stephens and the Mayor to determine the scope of the work to be done and the expectation.)

Derrek Johnson:

- Parks
- City Celebration (Work with Council Member Youd)

Julie Haskell:

- Fire & Rescue: (Yes)
- City Celebration – Assist when possible: (Yes)
- House Numbers: (Yes) (Follow-up would be through the Code Enforcement Officer)

Sean Roylance:

- City Website: (Yes)
- City Celebration – Assist: (Yes)
- Storm Drain & Sewer Fees: (Yes)
- Garbage: (Yes)

(To be considered: Rental Property; Collections)

ERIN CLAWSON MOVED, SECONDED BY SEAN ROYLANCE, THAT THE CITY COUNCIL ACCEPTS THE PROPOSED COUNCIL ASSIGNMENTS AS NOTED ABOVE; ALL OTHER PROPOSED ASSIGNMENTS SHALL BE REVIEWED FURTHER AND ADDRESSED AT A LATER TIME

VOTE: YES NO (0) ABSENT (1) DERREK JOHNSON

1:29:47

CITY CELEBRATION

No action at this time.

PERSONNEL

1. Discussion was tabled and requires a motion to "un-table" (according to David Church) to continue discussion:

ERIN CLAWSON MOVED, SECONDED BY SEAN ROYLANCE, TO UN-TABLE THE DISCUSSION OF PERSONNEL

VOTE: YES (4) NO (0) ABSENT (1) DERREK JOHNSON

2. Discussion of Personnel (Continued from previous Council Meeting):

Erin Clawson:

Since Council Member Roylance was not present at the last Council Meeting, she up-dated him on the previously discussed issues: she felt the biggest issue was not necessarily whether we need someone to help Corbett; it seems to be the "money issue". The Council did not feel the City could count on a partnership with Woodland Hills; it was the Council's opinion that they may not be financially stable enough for that. If any work were contracted to Woodland Hills, the revenue from that would be considered a windfall; but the City must be able to meet the associated financial obligation unassisted.

(Council Member Roylance asked if the Council was in general agreement with the necessity of hiring an additional employee.)

Council Member Clawson responded that the Council was not in total agreement; there were suggestions of part-time vs. full-time and possibly postponing any hiring until after Wayne Frandsen retires. With Council Member Johnson's involvement, she felt there was more of a consensus that that it needs to happen before Wayne Frandsen retires (about 20 months).

(Council Member Clawson asked for correction in summarizing the Council's thoughts from the previous Meeting, if there were any.)

Weston Youd: He added that the "profile" of the position needed clarification. Would the City be considering an employee at an "entry level" that can grow into the position?

Erin Clawson: "...Or, do we start out at the top wage; which is what SOS and others said?" She felt the general consensus of the Council was not to start at the high end of the wage range; "because where do you go from there?"

(Council Member Roylance asked what the recommended wage range was.)

Weston Youd: He recalled that about \$50,000 + benefits, was recommended by SOS (add about 30%).

Erin Clawson: She asked the City Recorder to refresh their memory as to the money available and the range discussed.

1:32:38

City Recorder: General Fund Balance (revenue over expenditures) is projected at a little over \$100,000 for the current fiscal year. (Accrued fund balance for the General Fund is over \$500,000.) She had included some suggestions in the memo to the Council (packets) as to various options to transfer money back into the General Fund from Capital Projects Funds.

(Erin Clawson: Mr. Stephens has also provided her with information regarding different ways the City has saved money.) Ms. Davis continued: It is not just the revenue sources that should be considered; the probable savings in the General Fund expenditures should also be included in the overall view of the financial position. Barring any unforeseen emergencies, it is likely that the General Fund will come in at about \$31,000 less than the budget shows now...this would be in addition to the \$100,000 + fund balance. (It is too soon in the fiscal year to take those expenditures down.)

This would indicate what is available for any projected wage for a new employee in Public Works

(Erin Clawson added that there could be additional revenue from contracting to Woodland Hills.)

Erin Clawson: "We are also creating money by saving in these different areas that Corbett has taken on and done." (Council Member Haskell asked: "Such as what?") Mr. Stephens was asked to address this question.

Corbett Stephens:

- Crack -fill was done "in-house" as opposed to contracting it out. (Saved about \$35,000 to \$40,000)

- Over \$25,000 saved on power in Water

- Curb & Gutter: Rather than contracting it out; as much of the labor was done in-house.

(Council Member Haskell commented that the City has always done things in-house; she feels that Mr. Stephens is not saving any more than anyone else has.)

- Jetting sewer lines & cleaning out the storm drain system has never been done in-house...

Erin Clawson: These are things the Council has voted to take on this year. Twin D has been hired in the past to do this work on sewer and storm drain.

Julie Haskell: This cannot be counted as a savings when the City had to purchase the equipment; which cost more than hiring Twin D.

Erin Clawson: Over time this will save the City money; that is why the Council voted in favor of the purchase.

Corbett Stephens: The cost of the equipment is the same as what has been budgeted in the past for Twin D to contract with the City (\$15,000 per year).

(Council Member Haskell added that the City has not done the work; so there has just been the expense...no savings.)

Erin Clawson: Still maintained that over time the City will save money. (Council Member Haskell added: "If it gets done.") Council Member Clawson continued: "That is why we voted for it."

1:45:49

She felt that the Council needed to decide that night (2-22-2011) if they were going to move forward or not; if not, there is no reason to continue the discussions. If the Council is going to move forward, then decisions must be made about the position, wage range and job description before the Meeting on March 22.

There was a question as to what action, if any, would be appropriate. The only formal action taken was to table and then to "un-table" discussion. Council Member Clawson added that the Council could continue discussions either in Open or Closed Sessions. But why continue of no one is to be hired?

Sean Roylance: Council Member Roylance asked that he might just say, "I think we all understand and I think we all feel Julie's pain that what really is being said is, 'why are we going to hire someone if we had to fire Kent?'. The bottom line is what's done is done...either we did need somebody extra or we have taken on enough things...or perhaps a combination of both...where, in my opinion, we do need someone now. Because of that, I think we need to move forward with going ahead and putting out a job description and getting someone hired."

Erin Clawson: "I agree; and I don't think it's anything against Kent. I was not a part of that..."

Sean Roylance: With that said, he was not sure if a motion would be appropriate. He understood if Council Member Haskell does not want to move forward with hiring someone; but if the majority of the Council wants to, then he felt they should move forward and keep making progress.

Weston Youd: He also felt discussion should continue on to the next Meeting.

The City Recorder asked for clarification as to what is continuing forward...discussion of what?

Erin Clawson: She was suggesting: If the Council wants to hire someone, then she is asking each Member wishing to participate to look at the job description as presented and to decide on any changes (if any) they would like to make and be prepared for the next Council Meeting...either in Open or Closed Sessions...they can take action. She felt that the majority of the Council is agreeing that someone needs to be hired and to move forward from that point...she deferred to the Council to agree or disagree.

Both Council Members Youd and Roylance agreed with Council Member Clawson.

*Council Member Clawson asked that the topic of Personnel (hiring a Public Works employee) be placed on the next City Council agenda; and that the Council Members come to the Meeting prepared with job descriptions, wage range and to create the position; as well as the possibility of moving to a Closed Session to discuss it all.

(Council Members Youd and Roylance agreed.) She also asked that Corbett Stephens come to the Meeting prepared as well.

Weston Youd: If Council Member Haskell does have strong objections, she should have the opportunity to bring in any added information as well.

It was not felt any action needed to take place that night.

1:51:39

CITY COUNCIL
MINUTES

A. City Council Meeting 2-8-2011:

WESTON YOUD MOVED, SECONDED BY ERIN CLAWSON, TO APPROVE THE CITY COUNCIL MINUTES OF 2-8-2011; AS PRESENTED

VOTE: YES (4) NO (0) ABSENT (1) DERREK JOHNSON

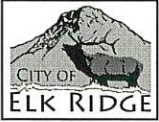
EXPENDITURES:

General: None

ADJOURNMENT

At 7:58 PM, the Mayor adjourned the Meeting.

City Recorder



ELK RIDGE - 80 East Park DR - Elk Ridge, UT - 84651

t.801/423-2300 - f.801/423-1443 - email staff@elkridgecity.org - web www.elkridgecity.org

AMENDED NOTICE & AGENDA

Notice is hereby given that the City Council of Elk Ridge will hold a regular **City Council Meeting on Tuesday, March 8, 2011, at 7:00 PM; There will be a City Council Work Session at 6:00 PM;**

The meetings will be held at the Elk Ridge City Hall, 80 E. Park Drive, Elk Ridge, Utah.

6:00 PM - CITY COUNCIL WORK SESSION

1. Loafer Canyon Well Upgrades / Engineering - Corbett Stephens
2. City Celebration – Weston Youd
 - A. Budget for Committee Chair
3. City Council Assignments – Discussion
 - A. Communications – Website – Sean Roylance
4. Personnel / Public Works– Continued Discussion

7:00 PM - REGULAR COUNCIL MEETING AGENDA ITEMS:

- Opening Remarks and Pledge of Allegiance Invitation
Approval/Agenda Time Frame
- 7:05 Public Forum
5. Mountainland Association of Governments – UTA Letter
 6. Resolution City Fee Schedule -
 7. City Celebration – Weston Youd
 - A. Budget for Committee Chair
 8. City Council Assignments
 9. Personnel / Public Works
 10. City Council Minutes
 11. Expenditures:
 - A. Check Register & Payroll Register for February, 2011
 - B. Loafer Canyon Well Upgrades / Engineering
 - C. Public Works – Emergency Expenditures – Erin Clawson
- Adjournment

Handicap Access, Upon Request. (48 Hours Notice)

The times that appear on this agenda may be accelerated if time permits. All interested persons are invited to attend this meeting.
Dated this 7th day of March, 2011.



City Recorder

CERTIFICATION

I, the undersigned, duly appointed and acting City Recorder for the municipality of Elk Ridge, do hereby certify that a copy of the Notice of Agenda and an Amended Notice were provided to the Payson Chronicle, 145 E Utah Ave, Payson, Utah, and to each member of the Governing Body on March 4, 2011; and another Amended Agenda on 3-7-2011 .



City Recorder

ELK RIDGE
CITY COUNCIL MEETING
March 8, 2011

TIME & PLACE
OF MEETING

This Regularly Scheduled Meeting of the Elk Ridge City Council, was scheduled for Tuesday, March 8, 2011, at 7:00 PM; this was preceded by a City Council Work Session at 6:00 PM. The meetings were held at the Elk Ridge City Hall, 80 East Park Drive, Elk Ridge, Utah.

Notice of the time, place and Agenda as well as an Amended Agenda of these Meetings were provided to the Payson Chronicle, 145 E Utah Ave, Payson, UT, and to the members of the Governing Body, on March 7, 2011.

6:00 PM –

CITY COUNCIL WORK SESSION AGENDA:

ROLL

Mayor: Kenneth O. Lutes; *City Council:* Sean Roylance, Weston Youd, Julie Haskell & Erin Clawson (Resigned: Derrek Johnson); *Building Official:* Corbett Stephens; *Sheriff:* Deputy Brent Butters; *Public:* F. Lucretia Thayne, Nelson Abbott (Former City Council), Jamie Towse, Kelly Liddiard (Planning Commission) & Melanie Liddiard, Brian Burke, Alvin L. Harward (Former Council Member), Bethany Hansen, Ammon Hansen, Kaydee Crook, Katelyn Burraston, Katie Ryan, Aaron Eliason, Ryan Lofthouse, Sam Lofthouse, Dallin Kimber, Mindy Mathews, Melanie Phillips, Rachel Fitzgerald, Stewart Spencer, Natalie Barker, Kaylee Ward, Nic Robertson, Chandler, Dalton, Harrison Ingram, Dakota Peterson, Jasen Dedrickson, Camila Reyes, Jordan Caplin, Shaun Merrill, Alison Reece, Eliza Berrett, Austin Peay, Tiffani Currie, Tyson Currie, Rebecca Newman, Ashley Moody; and the *City Recorder:* Janice H. Davis.

LOAFER CANYON
Stephens
WELL UPGRADES –
ENGINEERING

Corbett Stephens: The Council has already approved the repairs on the Loafer Canyon Well. Mr.

gave a brief history:

- Original Upgrade was to replace the same pump and motor in the ground
- Then the desire was to upgrade the pump to get more water out of the well; the bigger motor would have been above ground
- Loafer Canyon Recreation Association protested due to the agreement between the City and the Assoc. not to put anything above ground because of the noise factor
- We found we had to go to the State Drinking Water Board to put in a bigger, submersible pump and motor
- The well already tested at 1,100 gpm; so we do not need the State to re-approve the amount of water; we just need to submit stamped engineering drawings to the State for approval of the upgrades and improvements to the well (mechanical, civil & electrical engineering are needed).

Bids from Engineering Firms:

1. Aqua (Including engineering from SKM for electrical engineering) for \$6,500 (Aqua: \$4,500 + SKM: \$2,000)
2. Royal Engineering (like SKM for electrical): \$650 vs. SKM at \$2,000
3. LEI Engineering: \$3,400

Change-out: the pump would be a 75 horse submersible; changing out the 6" pump column to an 8" pump column.

Sean Roylance: He asked if the engineering costs would be in addition to the money already approved for the well upgrades (the previous estimate was approximately \$55,000). Will there be other changes in cost?

Corbett Stephens: The cost of the upgrades figure to be about \$65,000 + (not including engineering).

The Aqua bid includes electrical and LEI's does not; but the bids are lower.

Nickerson's is the low bid for the pump and column change-out; their calculations are at 975 gpm (pump capacity). The City has not gone over 810 gpm in one month; though the capacity will increase, we will still only pull what is needed to fill the tanks.

Mr. Stephens asked that the Council consider a bit of a "cushion" in case cleaning is required.

Nickerson's bid:

- Pump replacement: \$22,340
- Video inspection of the casing: \$500
- Cleaning could be in addition, if needed...it is not anticipated there will be a need to clean it.
- Bid from Delco Western (cleaning): \$3,000

(The list was not completed at that time, since the conversation went to the necessity of cleaning the well.)

*For Information: The actual breakdown is listed below:

- | | |
|--|----------------------------|
| - LEI (Stamped Design) \$3,400 | - Nickerson \$27,319 |
| - Electrical Design: \$650 | - SESD \$5,000 |
| - Electrical Installation (+freight) \$16,849.20 | - SKM (Telemetry) \$10,050 |
| - Elk Ridge City (Parts) \$5,000 | |

Julie Haskell: She preferred to approve the cleaning later, if it is decided that it is necessary.

Corbett Stephens: His concern with waiting is the possible need to turn on the Cloward Well; just to turn it on

09:15

costs \$1,400 (demand charge). The City would not do anything that is not necessary.

agrees.

Julie Haskell: If Nickerson's does not think cleaning is necessary and they are the professionals; she

premature.

She feels the \$5,000 "cushion" is a lot to approve without the need being apparent and felt it was

Sean Roylance: He asked that Mr. Stephens review the length of time it would take to realize the

She will not be able to open the building for the Youth Council or the committee meeting.

*Council Member Youd said he would come early to open the building at 6:00 PM; but he will need a key.

Various activities were suggested:

- Movie night in the park
- Square dance (This seemed to be a popular option)
- Band

Sean Roylance: He reminded the Council that the City Web Site could be used to advertise for a Committee Chair.

*Any further approvals will be at the next City Council Meeting.

35:07

CITY COUNCIL ASSIGNMENTS

Mayor Lutes: He expressed his appreciation for the help offered by the Council in accepting the proposed assignments. He understood that some of the assignments needed further consideration. He realizes that people are "maxed-out" time-wise and he is just happy for any help he can get. There is much to do and hopes all can work together. He wondered if there is any further discussion regarding acceptance of proposed assignments.

1. Weston Youd: His job has been very demanding and he has found it difficult to find the time to further consider anything beyond that which he has already accepted. He has not met with Mr. Stephens and the Mayor to determine the expectations of the other proposed assignments. He still plans on doing that.

2. Erin Clawson: She received an email from Ray Brown with many suggestions on being able to fulfill her assignments. One suggestion was for Council Member Haskell to continue for the rest of her term of Office as the 911 Representative. He encouraged her to accept the Code Enforcement assignment. She has no problem working with Ray Brown; she has a problem with elected officials actually enforcing code. She wanted a bit more clarification as to her duties in this capacity.

Mayor Lutes: The assignment would perhaps include:

- Assisting Mr. Brown and deciding how he should go forward with the actual enforcement process
- Helping to establish an Administrative Court

(Council Member Clawson asked if she would be reporting back to the Council about Mr. Brown's activities...)

Yes.

Erin Clawson: She felt the most pressing issue coming up would be the landscaping code. She asked the Council if the position should be to enforce the code as is? If so, then the Code Enforcement Officer can simply do his job. If the Council wants to create an Administrative Court, then he can set it up when he returns. She understands that an Administrative Court would serve to enforce the code without classifying the citizens in violation as "criminals". She strongly agrees with this concept. She feels that compassion can be shown while still enforce the code. If she acts as the liaison to the Council and the Enforcement Officer handles the action; she can agree to that.

Mayor Lutes: He agreed and confirmed that the Code Enforcement Officer has to have someone in authority to report to and then Council Member Clawson would interface with the Council. When Mr. Brown and the Mayor went out to Saratoga to visit their Court, they found that the judge and the attorney they use are willing to service Elk Ridge as well.

Erin Clawson: Mr. Brown will return in April; and he can then present this information to the Council.

Weston Youd: He wondered if partnering with Woodland Hills and Salem could be an option...it could be a regional court and the cost could be shared between the cities.

Erin Clawson: Mr. Brown could look into that, as well. She trusts his judgment. She will bring the information back to the Council...she accepted to do that much.

Sean Roylance: He likes the idea of an Administrative Court and that leniency would be involved. Prior to the court being established, the Council should also exercise leniency.

Erin Clawson: She agreed; and added that the Court allows for leniency while enforcing the code.

Julie Haskell: She could relate to not wanting to "police" the code. She was concerned with that in accepting her own assignments.

Weston Youd: He maintains that a legislative entity should not "enforce" the code it creates...that is for the executive or administrative branch of government.

3. Sean Roylance: As he has considered the outstanding assignments proposed to him (Rental Property & Collections), he feels he has accepted all he can handle at this point with his current work schedule.

Mayor Lutes: He commented that he understands and appreciates any assistance available.

House Numbers – Julie Haskell

Council Member Haskell reported to the Council:

1. She has a map of the City and will be starting on identifying houses with or without numbers the following week.
 2. She has thought about talking to the Fire Chief to see if the fire fighters could be assigned a portion of this assignment as part of their drills.
 3. She would like to offer the residents who are without the proper numbering: City-purchased numbers that would help in bringing them into compliance; these would not have to be expensive, but she felt it would be a good gesture to the citizens.
- Are there any other suggestions from the Council Members?
She has not located the actual code yet.

She and Mr. Stephens prioritized the projects:

- Crack-fill (1st project to start, as weather permits)
- Sewer collars
- Storm Drain (any good weather day)

The longer the Council takes to decide on hiring an employee, the harder it will be to get these things done later. If the Council is going to proceed, that decision should be made; if not, then she sees no reason for further discussion.

Julie Haskell: There is no reason that some of the work cannot get done with the employees the City has currently. Money was approved for assistance through SOS Temp Services.

Erin Clawson: She did not mean to imply that no work is being done; but more work could be done with a third employee and training could also be accomplished at the same time, rather than just using temporary help...this would be an investment in the City.

Sean Roylance: He definitely wants to continue on the path; though he did not get Council Member Clawson his feed-back on the job description.

Erin Clawson: Her question was: did the Council want to proceed in just talking about the issues and wait until the next Council Meeting to make a decision? March 22 is the committed date when a decision would be made on the following: creating the position, wage range and job description.

Weston Youd: He fully intends to "go for a rate, job description and a position...or not; by next meeting".

Sean Roylance: He agreed to act on the issues at the following meeting; he had been looking to what an appropriate rate would be and he would be more comfortable with waiting until the next meeting.

Julie Haskell: There is also the need to look at what other cities pay; which is difficult since most other cities are larger than Elk Ridge.

Erin Clawson: She appreciated the input and went on to add a point: as she understands the labor laws...if Mr. Stephens were to have another person under his direction and supervision, that would then qualify him with an "exempt" status and to legally be salaried. Currently, he should probably not fall under the "salaried" status; he would be paid an hourly wage + overtime. Based on hours worked (average: 67 hrs/week) last year, that would have been an additional \$50,000.

1:08:36

Julie Haskell: "Usually hourly doesn't get paid as much as salaried either, so that would be an adjustment, as well."

Erin Clawson: She responded that working overtime to get the work done..."that is the difference". "So, if we don't hire another person we need to be legally paying Corbett the hours that he is working".

(Council Member Roylance observed that, from what Council Member Clawson was saying that, "We need to hire somebody".) She went on to make the point that the money would be spent "one way or another"; but she felt that "it benefits the City if there is another person that we are training for the future".

Julie Haskell: Working overtime has not carried over to the present (referring to Mr. Stephens).

Corbett Stephens: He added that he is still working overtime; though not to the extent he was; but still overtime.

Julie Haskell: She reminded Mr. Stephens that he is "getting paid a very good salary".

Erin Clawson: It was Council Member Clawson (not Mr. Stephens) bringing up the point of where that money will be spent...either on one person being paid overtime and wearing that person out; or on another employee that would "build on our City's future".

(Council Member Roylance added that he had not realized the City was in that position.)

She knows that it can be a "big deal" with Human Resource people to make sure the qualifications are met for exempt employees.

The Work Session was closed and there was a short break before the Regular Session.

1:15:55

ELK RIDGE CITY COUNCIL MEETING March 8, 2011

TIME & PLACE OF MEETING

This Regularly Scheduled Meeting of the Elk Ridge City Council, was scheduled for **Tuesday, March 8, 2011, at 7:00 PM**; this was preceded by a **City Council Work Session at 6:00 PM**.

The meetings were held at the Elk Ridge City Hall, 80 East Park Drive, Elk Ridge, Utah.

Notice of the time, place and Agenda as well as an Amended Agenda of these Meetings were provided to the Payson Chronicle, 145 E Utah Ave, Payson, UT, and to the members of the Governing Body, on March 7, 2011.

7:23 PM –

CITY COUNCIL REGULAR SESSION AGENDA ITEMS:

ROLL

Mayor: Kenneth O. Lutes; *City Council*: Sean Roylance, Weston Youd, Julie Haskell & Erin Clawson (Resigned: Derrek Johnson); *Building Official*: Corbett Stephens; *Sheriff*: Deputy Brent Butters; *Public*: F. Lucretia Thayne, Nelson Abbott (Former City Council), Jamie Towse, Kelly (Planning Commission) & Melanie Liddiard, Brian Burke, Alvin L. Harward (Former Council Member), Bethany Hansen, Ammon Hansen, Kaydee Crook, Katelyn Burraston, Katie Ryan, Aaron Eliason, Ryan Lofthouse, Sam Lofthouse, Dallin Kimber, Mindy Mathews, Melanie Phillips, Rachel Fitzgerald, Stewart Spencer, Natalie Barker, Kaylee Ward, Nic Robertson, Chandler, Dalton, Harrison Ingram, Dakota Peterson, Jasen Dedrickson, Camila Reyes, Jordan Caplin, Shaun Merrill, Alison Reece, Eliza Berrett, Austin Peay, Tiffani Currie, Tyson Currie, Rebecca Newman, Ashley Moody; and the *City Recorder*: Janice H. Davis.

1:27:24

MINUTES

1. City Council Minutes of 2-22-2011:

JULIE HASKELL MOVED, SECONDED BY WESTON YOUD, TO APPROVE THE CITY COUNCIL MINUTES OF 2-22-2011, AS PRESENTED

VOTE (YES (4)

NO (0)

1:27:54

EXPENDITURES:

General: None

A. Check Registers and Payroll for February, 2011:

Comments:

Erin Clawson: As one of Council Member Clawson's assignments is the Planning Commission, she asked for itemized lists of the associated expenditures; to check to see that all charges and hours are accounted for. After review of the invoices, she only had one question: On 12-7-2010, there was a charge from LEI Engineering for a conversation with Scot Bell for one hour. She wanted to know if that charge was correct; and if so, why the City would pay to have LEI talk to a private citizen.

Mayor Lutes: He was providing LEI information regarding background on the proposed Elk Haven, Plat E development. (Council Member Clawson asked if that included City Council and Planning Commission minutes, as noted on the breakdown of the invoice from LEI.) The Mayor explained that Mr. Bell offered to assist in gathering past history (as a former Planning Commission member and assisted by the City Recorder to provide requested minutes); this effort helped get LEI "up to speed" on the background of the issues...without LEI having to do all the research.

The Mayor added that if there is a problem with this charge, he could ask LEI to adjust it. He explained that we try to avoid a lot of extra time (and charges) for research on the part of LEI; this was a great deal of time spent on the part of Mr. Bell to gather this information.

Weston Youd: He questioned if there was a packet of information available with this information.

Mayor Lutes: He replied that, yes there is a packet of previous minutes that was provided to the City Planner.

Sean Roylance: (Suggestion) He felt that the Council should have a copy of the packet of information for review. Mr. Bell came to Council Member Roylance with a packet of information that was biased in certain respects. Council Member Roylance did not feel the packet was complete. If this was the packet delivered to LEI (the Planner); then he would be concerned as to the completeness of the information received.

*The Mayor thought that information could be available for the Council.

Erin Clawson: Though the offered assistance from a citizen was appreciated; in the future, she felt another member of the City Staff should meet with them...and that action should be approved by the City Council...so that the contents of that information is known ahead of time. (Mayor Lutes agreed to this.)

There are many appropriate people that could meet with professionals.

No further comments.

WESTON YOUD MOVED, SECONDED BY JULIE HASKELL, TO APPROVE THE CHECK REGISTER AND PAYROLL REGISTER FOR FEBRUARY, 2011, AS PRESENTED

VOTE: YES (4)

NO (0)

1:32:52

B. Loafer Canyon Well Repairs:

Corbett Stephens: The difference between the previously approved estimate and the current needs is about \$15,000, including:

- \$65,219 vs. prior approval based on a different design = \$60,000 (bids were at \$55,000)

- Engineering (\$4,050)

- Cleaning...if approved, it could save time to approve the money now as opposed to being in the middle of the project... (+ \$3,015 from Delco Western); however Mr. Stephens requested a "cushion" of \$5,000. (The cleaning may not be needed; if it is not needed, it will not happen...based on Nickerson's recommendation.)

Julie Haskell: Since Nickerson's felt it would likely not need cleaning, she felt approval of the money is premature. She feels the approval should come at the time it becomes necessary...and through the Council.

Erin Clawson: If it needs to be done, then she is sure it will be done for the cheapest price...so the extra amount would be just in case it is needed; approval would not need to come back to the Council at that point.

Council Member Clawson felt comfortable with approving the extra money now; she has a lot of trust and confidence in Mr. Stephens, that he will save money for the City wherever possible, as he typically does.

Sean Roylance: Is \$15,000 extra sufficient to cover all the unexpected costs? He pointed out that the money to be saved by the planned upgrades to the well would probably make up for the initial cost in 2 to 3 years; this makes this project a very "attractive option".

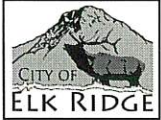
Corbett Stephens: It is \$10,000 more than the \$65,000 cost of the installation itself.

SEAN ROYLANCE MOVED, SECONDED BY ERIN CLAWSON, TO APPROVE AN ADDITIONAL \$12,500, BEYOND THE PREVIOUS APPROVAL OF \$60,000 FOR THE LOAFER CANYON WELL UPGRADES

VOTE (POLL): SEAN ROYLANCE-AYE, ERIN CLAWSON-AYE & WESTON YOUD-AYE (3)

NAY (1) JULIE HASKELL

1:39:09



ELK RIDGE - 80 East Park DR - Elk Ridge, UT - 84651

t.801/423-2300 - f.801/423-1443 - email staff@elkridgecity.org - web www.elkridgecity.org

NOTICE & AGENDA

Notice is hereby given that the City Council of Elk Ridge will hold a regular **City Council Meeting on Tuesday, March 22, 2011, at 7:00 PM; The Regular Session will be preceded by a Mid-term Appointment of a City Council Member; as well as a City Council Work Session:**

The meetings will be held at the Elk Ridge City Hall, 80 E. Park Drive, Elk Ridge, Utah.

6:00 PM - MID-TERM APPOINTMENT TO THE ELK RIDGE CITY COUNCIL

Meet the Candidates

Voting by the City Council

CITY COUNCIL WORK SESSION

1. Discussion of Personnel – Public Works Employee – Erin Clawson

7:00 PM - REGULAR COUNCIL MEETING AGENDA ITEMS:

Opening Remarks and Pledge of Allegiance Invitation

Approval/Agenda Time Frame

7:05 Public Forum

7:15 2. Salem Hills, Plat K (Jolley Lot Split) – Acceptance of Improvements & Release of Durability Retainer

7:20 3. Public Works Employee Position – Erin Clawson

8:00 4. City Celebration – Weston Youd

A. Celebration Committee

8:10 5. City Website / Communications – Sean Roylance

8:20 6. City Sanitation Business – Sean Roylance

8:35 7. City Council Minutes

8:40 8. Expenditures:

General:

Adjournment

Handicap Access, Upon Request. (48 Hours Notice)

The times that appear on this agenda may be accelerated if time permits. All interested persons are invited to attend this meeting.

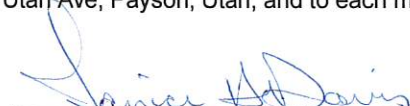
Dated this 18th day of March, 2011.



City Recorder

CERTIFICATION

I, the undersigned, duly appointed and acting City Recorder for the municipality of Elk Ridge, do hereby certify that a copy of the Notice of Agenda was provided to the Payson Chronicle, 145 E Utah Ave, Payson, Utah, and to each member of the Governing Body on March 18, 2011.



City Recorder

ELK RIDGE
CITY COUNCIL MEETING
March 22, 2011

TIME & PLACE
OF MEETING

This Regularly Scheduled Meeting of the Elk Ridge City Council, was scheduled for Tuesday, March 22, 2011, at 7:00 PM; this was preceded by a City Council Mid-term Appointment Session at 6:00 PM; as well as a Council Work Session.

The meetings were held at the Elk Ridge City Hall, 80 East Park Drive, Elk Ridge, Utah.

Notice of the time, place and Agenda as well, as an Amended Agenda of these Meetings were provided to the Payson Chronicle, 145 E Utah Ave, Payson, UT, and to the members of the Governing Body, on March 18, 2011.

6:00 PM –

MID-TERM APPOINTMENT TO THE ELK RIDGE CITY COUNCIL

ROLL

Mayor: Kenneth O. Lutes; *City Council:* Sean Roylance, Weston Youd, Julie Haskell & Erin Clawson (Council Position to be filled: Derrek Johnson); *Building Official:* Corbett Stephens; *Sheriff:* Deputy Brent Butters;

Public: (Candidates: Laura Loree, Jamie Towse, Alvin Harward, Nelson Abbott, Brian Burke & James Mayfield); Lucretia Thayne, Dr. Elizabeth Dayton, Tricia Gunnerson, Shawn Eliot, Aaron Lawrence, ShaMayne Mason, Austin Peay, Jason Dedrickson, Dakota Peterson, Neil Dykstra, Wesley Cook, Spencer Cook

Meet the Candidates:

The six Candidates who submitted their names for consideration met all requirements for candidacy and were present to address the City Council and the public that was present. They were seated at the Council table to better address the audience.

Mayor Lutes: The Mayor welcomed everyone present and directed that the Candidates speak first, to keep their comments brief to allow for questions after, and that they should be heard in the order of application.

1. Alvin Harward:

He applied because he has served as a City Council Member previously and felt he could assist in a 9-month position. Due to his prior experience, he would not have to be trained procedurally and he is fairly current on the existing issues. He has the time to serve since he is retired; and he feels his experience would benefit the City.

2. Jamie Towse:

She is a mother, wife and a substitute teacher. She has a love of learning and reads a lot. Reason for submitting her name: She is at most City meetings anyway and is interested in City business. She believes accountability is a high priority and that citizens should feel duty-bound to contribute to their community.

She assists Laura Loree with the City Youth Council; and desires to be a good example to the youth by "stepping forward".

3. Nelson Abbott:

He served on the City Council for 4 years and is currently a Planning Commission Member. His desire to serve once again stemmed from involvement with the Scouting program and the belief that part of being a good citizen is to be informed of what is happening at the City Council level. He was challenged by a scout as to his reasoning for not being involved any longer. He knows what being a member of the Council entails.

He feels his numerous contacts in the neighboring communities could be useful; in fact he is currently a member of the Payson City Chamber of Commerce.

4. Brian Burke:

He and his wife have been residents for about two years. He is interested in serving on the Council mainly because they love it in Elk Ridge and have no plans to leave. He understands that there are interesting City issues to consider at the present. He feels his experience as a Human Resources Director and his responsibilities having to do with facilities and purchasing would be an asset to the City.

Strengths:

- He has worked with "teams" in team building and high-performance; this included the ability to bring consensus to a group.
- Worked on a "negotiating team" with unions; sometimes negotiating for contract up to millions of dollars...within a tight budget.

5. Laura Loree:

She and her husband have been residents of Elk Ridge for about 1 ½ years and agree that it is a wonderful place to live. She felt she could offer service back to a community that has made her feel "at home".

Background:

- Management experience (small businesses to large community organizations)
- School counselor for schools districts
- Varied: Vocational rehabilitation & counseling (Conflict resolution & negotiations)

6. James Mayfield:

He and his family have been in Elk Ridge about 5 years and he also wishes to live here for a long time.

Personal: He and his wife are certified foster parents (focus on teens); he is training for biking; and he loves snowshoeing.

Interest in the position / qualifications:

not been assigned. He feels the City roads need a bit of work. Other topics: Possible misuse of building with fences around water tanks..."it looks like there is a lot to be done and a lot to be looked over...without working too much". There is much to do.

- *Laura Loree*: Of much interest to her: Issues regarding housing developments and some of the codes and how they may change while the City grows. She feels it is important to look closely at these issues to make sure safety and security needs are being met; while not becoming so restrictive that developers choose not to come to Elk Ridge.

- *Brian Burke*: He has an interest in commercial development for purposes of a greater tax base to draw from. Without a good tax base, the citizens are facing continued raised taxes and a possible decrease in the services provided. He has no pre-conceived notions of "how things should be"; but he personally would favor "light" development vs. something like convenience stores, which can have certain undesirable elements attached. He feels this is a topic the Council should look at from both the short term and long range perspectives.

- *Nelson Abbott*: Of particular interest to him are the upgrades on the Loafer Canyon Well. He, former Mayor Dunn, Kent Haskell & Corbett Stephens had worked on this process under the previous Administration in attempting to improve the overall efficiency of the system. The hope was that water rates would not have to be raised and perhaps even decreased at some point. He has been pleased with the current direction and would like to assist in the continued process.

- *Jamie Towse*: Her concerns are typically with the rights of the citizens; and to ensure that city government does not abuse or mishandle those. Government should have firm principles when laws are created; she does not feel laws should be changed frequently or lightly. Transparency and an informed citizenry make for a better community.

- *Alvin Harward*: Though there is no particular thing that stands out in his mind, there are several issues that he has an interest in. Enforcement of existing laws is important to him. "Why have laws if you are not going to enforce them?"

Volunteerism accomplishes much:

- It helps the City

- Everyone benefits

Weston Youd:

1. *How do the candidates feel about there being a "threshold for the City to be able to control itself" regarding the ability to provide services vs. contracting the work out to the private sector?*

If so, give an example of a city going too far in providing services that could have been provided by the private sector.

A. *Alvin Harward*: He does not have an example of where a city has "gone too far" in providing services.

B. *Jamie Towse*: She feels there are instances where cities overstep their bounds in providing services:

- Recreation: If someone else could do this, she does not feel the cities necessarily need to do this.

- Other than the basic provisions that meet health and safety concerns, she does not like to see government getting involved in too many things. She also feels volunteers can do much.

C. *Nelson Abbott*: Golf Courses..."in keeping them operational". He feels perhaps they could be turned over to a private entity.

He agreed that recreation could also be done by a private business.

D. *Brian Burke*: He feels it depends on the service. Some services are better served when they are "outsourced" and can be done cheaper and more professionally; other things like parks should be done internally...perhaps with committees. The key thing in outsourcing is to keep people accountable in meeting the community's needs.

E. *Laura Loree*: She agreed that it depends on the service. Each situation should be reviewed based on its merits. There are times when outsourcing could be more effective, but there are also times when the City could do things more cost effectively.

Example: Los Angeles, CA handles all of its own waste and the issues multiplied vs. where outsourcing can eliminate the same issues. The city's revenues need to be considered in relation to the size of area to be serviced.

F. *James Mayfield*: He feels that there would have to be a good reason... (He skipped to an example)

He cited the issue of the City being offered the park within the PUD to purchase and maintain. To him, that situation would be inappropriate...where a contractor develops within a community including a park; with the obligation to maintain that park. "If you build it, you need to maintain it." It also comes down to the needs of the community. Again it would depend on the situation; but he tends to lean toward hiring someone else than doing it within the city.

2. *How does a city government apply check and balances?*

- *Jamie Towse*: One way is that there are 5 council members to vote on issues. The vote is by majority, which is a good way to provide checks and balances; the majority should vote according to the citizens' needs.

Citizens should be in attendance at meetings to see what is going on.

- *Nelson Abbott*: He agrees that the "majority rules" aspect of decision making provides the necessary check and balance. He also feels "transparency" in open meetings with effective communication is important.

- *Brian Burke*: He feels the Council should "not act in the back room"; the more input received from constituents, the better the "listening ear" to what they are looking for. If there are needs, they should be heard; then the Council has a choice to listen or ignore the expression of those needs. The Council is elected by the people and they are the "bosses"; the Council works for them. That is the best method of "checks & balances".

own opinions based on his own experience.

Dr. Dayton added that former Council Member Johnson was conservative with government as well as with development; and was a hard worker and put a lot of effort into his assignment. He was not afraid to speak his opinion, which did create conflict at times.

Council Comments / Questions (cont.)

Julie Haskell: What is your vision for Elk Ridge in 10 to 20 years?

- James Mayfield: All candidates agreed that they love Elk Ridge; but there are issues which must be considered...now and for the future:

- o Safety is a big consideration: there have been issues with vandalism (slide in playground)... He would like to see a bit more lighting, while not losing the ambiance. It is a different community.
- o Growth must be dealt with in a mature manner...it has and will happen; but it is important that the codes in place are sensible and will allow development, while maintaining the existing natural beauty.
- o The poll (survey) that was taken in the City seems to express the view of safeguarding the beauty.

- Laura Loree: She loves the small-town environment where it is a great and safe place to raise a family. The views and beauty are incomparable. She would not want to see Elk Ridge grow into a "big city"; but there needs to be a way to sustain revenues to be able to sustain the City's needs. Change is the only constant and that will need to occur without destroying the uniqueness of the Community.

- Brian Burke: He agreed that Elk Ridge is made up of a "good mix" of people that have been long-time residents and new-comers; and everyone seem to get along. He feels that Elk Ridge is what Alpine City used to be many years ago. It is the Community's responsibility to grow with a good plan. The Council is responsible to plan long-term. Without a plan, the city simply grows...like Salt Lake City did.

- Nelson Abbott: He looks forward to a community in 10, 20 or 30 years that is like Holiday City where the landscaping is mature and home values have continued to appreciate, and where the residents do not want to leave. If good decisions are made now to encourage well-thought-out growth, then the City will be in a good position in the future.

- Jamie Towse: She would like to see the City drawn closer as a Community; but she also favors people being able to live on their property in the manner they choose. The Youth City Council Members have some good ideas regarding the Community:

- Farmers' Market: Selling the excess produce generated by gardens and sharing ideas with each other.
- Gardening: Sharing tips and plants with others

She feels it "makes for a happier community" when people know one another better.

She would like for the citizens to be able to have great confidence in the City government; realizing that the "government is them".

- Alvin Harward: He envisions the City being much as it is currently...there will be some growth; but it will always be a "bedroom community". The City's location does not lend itself to expand to a "downtown" area.

Part of the motivation for moving to Elk Ridge is the isolation and small-town feeling.

Sean Roylance: What do the candidates think of library serves being provided to the residents? There are both sides of the issue:

- Benefit to the residents
- Costs associated with the service

- Jamie Towse: She owns many books and has library cards for most of the neighboring cities; but she understands that even the book mobile does not come to Elk Ridge anymore because of the cost vs. the lack of use. Perhaps another alternative could be found; maybe sharing books with one another is an option...at no cost. She does not feel the City currently has the income to sustain a library.

County libraries are a great resource and should be considered by the County.

- Nelson Abbott: He was on the Council when the book mobile was discontinued due to the lack of usage and benefit to the City vs. the cost. Much has changed and electronics has made libraries nearly a thing of the past...or getting to be so. School kids use computers rather than go to the library. Perhaps Elk Ridge could join with a neighboring community for library privileges.

- Brian Burke: He feels that a library; maybe combined with a "recreation center" should be considered in future planning. It may be possible to join with Woodland Hills to provide this type of service.

- Laura Loree: She has mixed feelings. As an educator she has a love of learning and books; particularly because of the way she was raised, assigning a deep value to having one's own books.

However, the reality is that she tends to agree with Nelson Abbott. Libraries tend to be fairly obsolete; people go online for information.

- James Mayfield: He is pro libraries, particularly based on his wife's love of books. He tends to agree that libraries will still have their place; though that place may be altered. Having a center that people can use as a resource would be desirable. He agrees with the concept of staying connected to one another; and reading is very important. He added that many libraries do have technology available for use.

- Alvin Harward: He agreed with Nelson Abbott, as well. Books online have replaced hard copy books and for the few people that actually utilized the book mobile when it came to the City, it was just not worth the expense.

Council Member Roylance thanked all for their well-thought-out answers.

Mr. Stephens and SOS Services did a good job in putting the description together. She suggested staying with the proposed job description because she feels the City would be well-covered. It will be Mr. Stephens who ultimately decides how this person progresses
Sean Roylance: With some assistance, he was able to review wage information for various cities around the State from the State's website. He learned that:

- Small cities (expectedly) pay less than larger cities
- Public Works employees – full time: (not inspectors and not directors) the range was from about \$27,000 to about \$50,000 (high end...some were higher). The average was about \$40,000...the median was slightly less at about \$38,000/year.

- Less experienced would be at the lower end and as they accrue time and experience, becoming more and more viable for the City, they would be paid a higher amount.

Based on his research, he felt that the range should begin somewhere in the low to mid thirties for this kind of position. He added: "When I am hiring people for my business, there is one thing where I'll say that I am willing to go outside of that....and that is if I feel like someone is an absolutely perfect match that brings some particular skills to the table.

If we were to find that kind of a perfect match, I would be willing to go higher than that range...but for the most part, that appears to be the appropriate range to start. Generally speaking, at least for me, I don't ever get to

that comfort level unless I or somebody that I trust knows the person and has worked with them previously."

He added that he "would not want to go over that range unless someone here...whether it's our employees or someone on the Council knows a person and can vouch that they are going to be an exceptional employee".

Erin Clawson: She is "comfortable with starting at the lower end of the range and working up, based on experience or life censure". She feels that once some candidates are found...if they are found to have that

"perfect fit"...that would be brought before the Council in hiring that person; and their wage would be with the consent of the Council, with the Mayor.

Weston Youd: (RE: Job description) On some of the bullet points, he would like to see an allowance for "or equivalent"...

Example: Experience: 2 years experience public maintenance work....*or equivalent*...something to that effect.

This would allow similar experience to count of be considered equal to the requirement.

(RE: Wage range) He would like to see a range from which the City can take in applicants and determine at that point where the wage should be. A range would allow for better negotiation with an applicant.

The posting would state a range DOE (depending on experience). He was considering a range between \$30,000 and \$35,000 to \$37,000 (high end). This is conducive to what he found with other cities about the size of Elk Ridge...and that would stay within the budget of the City.

Julie Haskell: Council Member Haskell said she had also done some checking and found the same ranges referred to by both Council utahsrighttoknow.com and it did not indicate how long a person has worked.)

Examples:

1. Highland City...public works: the highest was at \$16.97/hour...other than the Public Works Inspector, which was \$21.39/hour.

Typically, the wage was about \$13.53 for three of their employees and \$13.01 for another.

2. Lehi City:

- Maintenance worker #1: \$16.55/hr, \$16.48/hr, \$15.92/hr, \$16.54/hr

(Council Member Roylance said that when he converts an hourly wage to an annual wage...the rule of thumb for him is to double the number and add 1,000's or "3 zeroes to the end...so we are basically talking the low \$30's.)

(Council Member Haskell continued): Highland City was in the high \$20's and low \$30's.

- Salem City: Public Works:

- \$41,584 (Public Works "laborer")

This gives an idea of some of the cities...all larger than Elk Ridge.

- \$20's (Recreation)

- \$20's (Maintenance worker and building and grounds)

Sean Roylance: He noted that it is difficult to find a city just like Elk Ridge...one that is parallel in population is Parowan City, but they have a commercial tax base that brings in more revenue to work with.

Julie Haskell: (Parowan City) The wages are listed at: \$36k, \$35k, \$33k and \$30k for their public works.

Sean Roylance: He added that Parowan also has wages listed at: \$44k and \$49k...likely with more training and experience.

Julie Haskell: (Coville)

- Public works: \$35,889

- Another employee (public works): \$32,580

Erin Clawson: she expressed her appreciation for the research done by the Council. She felt that the information needs to be considered by the Council and that they need to come up with a range they are comfortable with. He liked Council Member Youd's idea of setting a range and comparing that to the applicants before a final wage is set. She wanted to know if the Council agreed.

out of town (like Provo). Is the Council considering that "closer is better"; or is that even an issue?
Erin Clawson: She felt it is a consideration; she already keeps a close watch on the snow conditions.
Julie Haskell: The "on-call" aspect must be considered, as well. How much time will it take to get to the City...not that the person would need to live in town...but there should be a reasonable amount of time to be able to get here in an emergency.
Neil Dykstra: He felt this would be a critical issue.
Ann Brough: That criteria can be specified to the hiring agency; the employee should be within a certain distance to be accessible to the City.
Erin Clawson: She had a question on education...In some ways, a higher education would be desirable; but with some of the duties listed on the job description, she thinks that experience could be even more valuable than formal education. Example: "Someone could have worked from teenage years and not even graduated...with a relative or something in a business...and have more experience than someone with a 2 or 4 year college degree in a particular area" Based on this point, she proposed amending the "education" portion of the job description..."that we can look at experience as well as education".
(Sean Roylance: "I like that, personally")
She further recommended it be "any combination of education and experience" may be substituted.
Weston Youd: He asked if a GED should be mentioned...or GED equivalent?
Sean Roylance: He agreed to the GED or equivalent.
Erin Clawson: In an effort to summarize the critical decisions, she asked about the Council's feelings about using SOS temp Services: (She was in favor of using them.)
Weston Youd: Yes.
Sean Roylance: Yes.
Julie Haskell: Though not in favor of hiring a new employee; she has no problem with using SOS.
1) Using SOS? Yes.
Wage Range:
\$28,000 was suggested as a starting point; with \$34,000 at the high end.
Weston Youd: He added that if an applicant's experience, qualifications and résumé justifies more than the lower end of the range, then that would be considered.
Julie Haskell: She objected and felt that was too high to start out. She would recommend an entry level wage of \$13 to \$14 per hour.
Neil Dykstra: He added that, from his experience that the range needs to be enough to attract someone with good qualifications. The range is listed with the addition of DOE (depending on experience). Their experience, qualifications, certifications all "bump" the applicant up "to a wage that they actually earn through their experience and training". But the range needs to be set to "peel off" those that are not really qualified.
Weston Youd: "just to help you, Julie...\$13/hr is about \$27,500 and \$14/hr is \$29,000 a year...so I see where you are coming from."
Julie Haskell: She maintained that smaller cities pay less than larger cities. She still felt the wage proposed was too high.
Sean Roylance: He did not feel the hourly rates that were quoted indicated whether the positions were part time or full time. He suggested adjusting the low end of the range to from \$28,000 to \$27,000...the range would then be \$27,000 to \$34,000 (DOE). The applicants would have to show reason to go higher than \$27,000. (Council Member Clawson said she felt comfortable with that.)
Weston Youd: He said that the Council must take into consideration those figures over time. Perhaps the starting wage was at \$27,000, but with overtime, perhaps it would be closer to \$30,000 for the year.
2) Range: \$27,000 - \$34,000 DOE.
1:51:54 Julie Haskell: She commented further that no one would have the experience here in the City...every city is different and typically they have entry level wages.

*Erin Clawson: She said that she would:

- Contact SOS
- The position will be posted in the City Newsletter
- Post it on KSL (?) and on "Craig's list" (Council Member Roylance prefers Craig's list or where it is free)
- It will be posted on the City website
- She will be submitting the job description to SOS with a few changes; but overall she felt the description was good. She thanked the Council for their research and input.

Mayor Lutes closed the Council Work Session at 8:00 PM.

**ELK RIDGE
CITY COUNCIL MEETING
March 22, 2011**

**TIME & PLACE
OF MEETING**

This Regularly Scheduled Meeting of the Elk Ridge City Council, was scheduled for **Tuesday, March 22, 2011, at 7:00 PM**; this was preceded by a **City Council Mid-term Appointment Session at 6:00 PM; as well as a Council Work Session.**

The meetings were held at the Elk Ridge City Hall, 80 East Park Drive, Elk Ridge, Utah.

Notice of the time, place and Agenda as well as an Amended Agenda of these Meetings were provided to the Payson Chronicle, 145 E Utah Ave, Payson, UT, and to the members of the Governing Body, on March 18, 2011.

CITY SANITATION

Mayor Lutes: The City has until September 1, 2011, to give Allied Waste notice of the intent to extend the contract another year, or not. The issue is that the Tentative Budget is due in May, 2011; so this decision must be made soon to allow the budget to reflect the Council's decision.

Sean Roylance:

1. After allowing the previous year's discussion on sanitation; he wanted to know the Council's thoughts on the same topic.

Options:

-The City does the business

- City + Woodland Hills (agreement to participate)

- City + Salem + Woodland Hills (agreement to participate)

-Payson: they were willing to include other benefits (library, recreation, etc.)

The City Recorder interjected that buying all of the cans and manage those. Originally, the cans were included; that changed.

Comments from the Council:

Julie Haskell: She likes the current arrangement with Allied, with the adjustments to the costs.

Mayor Lutes: He agrees that for now, the current arrangements are good. He feels it would be too much to take on at this point because there is so much to get done this coming year. Eventually, he would like to see the discussions resume. Getting more help would be the first priority.

Erin Clawson: she is not in favor of negotiating with Payson for services. Based on information she heard that she chose not to discuss openly at that time; she would be hesitant to consider going with Payson for the City's sanitation needs.

Sean Roylance: He was interested in discussing this further with Council Member Clawson because some residents have expressed a desire to consider Payson's offer + fringe benefits.

Erin Clawson: She is also comfortable with the current arrangement with Allied for now. She agreed that there is a lot going on in the City. The City can always do better and the Council should be looking to the future at a possible opportunity to make money rather than just provide a service.

Weston Youd: He agreed. The overall picture must be considered for the future. The options need to be weighed carefully.

2:19:31

Sean Roylance: He agreed that the City is not in a position to enter into its own business this year; so the question is, do we continue with Allied or consider Payson? Those seem to be the two choices.

Weston Youd: Perhaps doing our own business is 43 "off the table"; but do we still weigh options, even in negotiations with Allied?

Erin Clawson: The current contract is only for one year; should that be reviewed?

Julie Haskell: The three year option was a really good one as far as the cost benefit to the City.

Sean Roylance: The other area he wanted to discuss: There was an interest in recycling by a high school student (Morgan Sessions) and she is also interested in a survey. If the Payson option were considered, perhaps a survey to the residents would be a good idea...perhaps in conjunction with the recycling benefit.

Mayor Lutes: The Transfer Station (Springville) offered 6 months free for the dumpsters required for recycling. It is not known what the charge would be after that initial 6 months. This is information that Miss Sessions provided.

Sean Roylance: If the survey goes out, the Council may be thinking if there are any other topics that could be addressed in the same survey.

City Recorder: She mentioned the need to arrive at costs for the 2011/2012 budget year.

Sean Roylance: A faster way to address a survey would be to utilize the website and have people respond to questions in that way.

Julie Haskell: some people do not have access to the internet.

Sean Roylance: Proposed direction for him to pursue:

- Consider the Payson option further
- Approach Allied regarding what they may be able to offer
- Still use the possibility of going into business as a negotiating tool

Erin Clawson: If considering Payson...as long as the contract was a good one that safeguards Elk Ridge...she

would be okay with that.

Sean Roylance: He agreed that a good contract is important; for now and the future Councils.

*He will:

- Contact Council Member Clawson

- Look into options available with Payson

- Work toward a survey, perhaps in the next month (Recycling, Payson option)

2:28:51

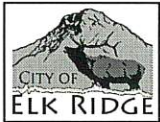
MINUTES

1. City Council Minutes of 3-8-2011:

WESTON YOUNG MOVED, SECONDED BY ERIN CLAWSON, TO APPROVE THE CITY COUNCIL MINUTES OF 3-8-2011, AS PRESENTED

VOTE: YES (4)

NO (0)



ELK RIDGE - 80 East Park DR - Elk Ridge, UT - 84651

t.801/423-2300 - f.801/423-1443 - email staff@elkridgecity.org - web www.elkridgecity.org

NOTICE & AGENDA

Notice is hereby given that the City Council of Elk Ridge will hold a regular **City Council Meeting on Tuesday, April 12, 2011, at 7:00 PM.** The Regular Session will be preceded **a City Council Work Session at 6:00 PM.**

The meetings will be held at the Elk Ridge City Hall, 80 E. Park Drive, Elk Ridge, Utah.

6:00 PM - CITY COUNCIL WORK SESSION

Formal Oath of Office / City Council Appointment – James Mayfield

1. Elk Ridge Meadows PUD, Phase 2 – Discussion (David Church)
2. Code Amendments: (Adam Castor – Planner)
 - A. Public Hearing Requirements / Preliminary Plats – HR-1 Zone
 - B. Approval Procedure – Low Power Radio Service Antenna Facilities
 - C. Assisted Living Facilities
 - D. Residential Facilities for the Elderly - Supplementary Regulations within Zones

7:00 PM - REGULAR COUNCIL MEETING AGENDA ITEMS:

Opening Remarks and Pledge of Allegiance Invitation

Approval/Agenda Time Frame

- | | |
|------|--|
| 7:05 | 1. Public Forum |
| 7:10 | 2. Citizen Discussion |
| 7:15 | 3. Elk Ridge Meadows PUD, Phase 2 |
| 7:30 | 4. Code Amendments: <ol style="list-style-type: none">A. Public Hearing Requirements / Preliminary Plats – HR-1 ZoneB. Approval Procedure – Low Power Radio Service Antenna FacilitiesC. Assisted Living FacilitiesD. Residential Facilities for the Elderly - Supplementary Regulations within Zones |
| 8:00 | 5. Safety Grant – Corbett Stephens |
| 8:05 | 6. Snowplow Spreader Chute – Corbett Stephens |
| 8:10 | 7. Loafer Canyon Well Update – Corbett Stephens |
| 8:15 | 8. City Council Assignments – Mayor Lutes |
| 8:20 | 9. City Celebration / Updates – Weston Youd |
| 8:25 | 10. Personnel Update – Erin Clawson |
| 8:30 | 11. City Website / Communications – Sean Roylance |
| 8:40 | 12. City Sanitation Business – Sean Roylance |
| 8:55 | 13. City Council Minutes |
| 9:00 | 14. Expenditures: <ol style="list-style-type: none">General:<ol style="list-style-type: none">A. Check Register & Payroll for March, 2011B. Budget Discussion (Tentative Budget to be adopted in May, 2011) |
| | Adjournment |

Handicap Access, Upon Request. (48 Hours Notice)

The times that appear on this agenda may be accelerated if time permits. All interested persons are invited to attend this meeting.
Dated this 8th day of April, 2011.



City Recorder

CERTIFICATION

I, the undersigned, duly appointed and acting City Recorder for the municipality of Elk Ridge, do hereby certify that a copy of the Notice of Agenda was provided to the Payson Chronicle, 145 E Utah Ave, Payson, Utah, and to each member of the Governing Body on April 8, 2011.



City Recorder

ELK RIDGE
CITY COUNCIL MEETING
April 12, 2011

TIME & PLACE
OF MEETING

This Regularly Scheduled Meeting of the Elk Ridge City Council, was scheduled for Tuesday, April 12, 2011, at 7:00 PM; this was preceded by a City Council Work Session at 6:00 PM. The meetings were held at the Elk Ridge City Hall, 80 East Park Drive, Elk Ridge, Utah.

Notice of the time, place and Agenda as well as an Amended Agenda of these Meetings were provided to the Payson Chronicle, 145 E Utah Ave, Payson, UT, and to the members of the Governing Body, on April 8, 2011.

6:00 PM –

CITY COUNCIL WORK SESSION AGENDA:

ROLL

Mayor: Kenneth O. Lutes; *City Council:* Sean Roylance, Weston Youd, Julie Haskell, Erin Clawson & James Mayfield; *Planning Commission:* Nelson Abbott; *Building Official:* Corbett Stephens; *Sheriff:* Deputy Brent Butters; *Public:* Rick & Lucretia Thayne, Ciera Thayne, Tricia Gunnerson, Aaron Lawrence, Jack & ShaMayne Mason, Seth Mason, Neil Dykstra, Ed & Linda Christensen, Jane Watson, Ann Brough, David & Sophia Clark, Darren Balls, Laura Loree, Jamie Towse, June Christensen, Leona Christensen, Amy Boswell, Michael W. Schwabland, Perry Ewell, Jacob Johnson & Rob M. (roll unclear); as well as the Deputy Recorder, Janine Nilsson & the Planning Commission Assistant, Marissa Bassir.

OATH OF OFFICE –
CITY COUNCIL

The Deputy Recorder administered the formal Oath of Office to the Newly-appointed City Council Member, James Mayfield.

ELK RIDGE MEADOWS
PUD, PHASE 2 –
DISCUSSION /
DAVID CHURCH

(The City Attorney was not present when the discussion began; he arrived later.)

Mayor Lutes: The Council received several documents for review in the Council packets. The Mayor summarized: Basically, Mr. Millheim would like for the City to accept the water impact fees for Phase 2, rather than continuing to pursue the claim against the Insurance Company of the West (ICW) for the durability retainer. The agreement for the reimbursement of water impact fees called for \$2,841.50 to be paid back in exchange for the original \$233,000.00 upfront money paid into the Water Project for Phase 2. The original agreement was with Elk Ridge Managers; but Centennial Bank took that over. The City's legal counsel was to pay the required reimbursement into a bank account until the courts decide who the money goes to. The courts have decided that Mr. Millheim (Elk Ridge Managers) is the party to be reimbursed; however, he has proposed an amendment to the agreement, allowing the City to take whatever money is in the bank and the rest of the impact fees owed to the City (over \$200,000). *James Mayfield:* He questioned if the City has a copy of the release from the courts indicating that Mr. Millheim has legal claim to the impact fee reimbursements.

He also wanted to know what improvements are still needed and if there is an agreement for any remaining improvements/repairs.

(Mr. Stephens has that information, but he was not present at that time to answer the question.)

Sean Roylance: He understood that whatever is remaining, besides the park, would have been covered by the insurance bond.

Discussion: The general understanding was: if the City accepts the offer of the impact fee money, then the City will be responsible for the repairs/remaining improvements (example: overlay).

Mayor Lutes: He explained further that the overlay was not done, but may not need to be done at this point; the road currently is not showing the wear. The overlay should have been completed; and the City is due that money for that uncompleted improvement. The City may wait until more building takes place, then complete the overlay. Mr. Stephens felt accepting the offer of water impact fees would be a good move; it could work out to be more money...over time than the insurance bond.

- The entrance to where the model homes are needs to be repaired

The complete punch-list can be provided by Mr. Stephens. Council Member Haskell would have liked for that list to be in the Council packets for review before the meeting that night.

The Mayor noted that the park issue is not part of this specific decision; it was included in the money agreed to

by the insurance company; however, it was not part of the original improvements covered by the durability retainer, so it is an unknown if that would be part of the final settlement from the insurance company.

The Mayor had requested a draft of the proposed agreement from David Church for the Council packets; but it was not provided. He surmised that Mr. Church would be looking for an approval from the Council that the proposal from Elk Ridge Managers would be acceptable; and that the City would waive any further interest in the surety bond claim in exchange for the impact fees.

(Council Member Haskell cautioned against any further creditors and unforeseen issues or money owing.)

The Mayor felt that Mr. Church is comfortable that "due diligence" on the part of the City would take care of that threat.

Brief discussion of the history of the Elk Ridge Meadows Development and the various phases.

(The Mayor suggested skipping ahead to "Code Amendments" while waiting for Mr. Church and Mr. Stephens to arrive.)

- II. A type II assisted living facility, which is a residential facility with a home-like setting that provides an array of coordinated supportive personal and health care services available 24 hours per day to residents who have been assessed under department rule to need any of these services.

B. Each resident in a type I or type II assisted living facility shall have a service plan based on the assessment, which may include:

- I. Specified services of intermittent nursing care;
- II. Administration of medication; and
- III. Supportive services promoting residents' independence and self sufficiency.

Assisted living facilities are a conditional use in all-zones the C-1 Retail Commercial Zone based on the following conditions and standards:

10-10A-2: Permitted and Conditional Uses:

Amend the Permitted and Conditional Uses table in the C-1 Retail Commercial Zone to include assisted living facilities as a conditional use.

RECOMMENDATION:

LEI and City staff have reviewed and discussed this code amendment and recommend approval.

Planning Commission Recommendation:

On March 10, 2011, the Planning Commission voted to recommend approval of the code amendment without conditions.

FINDINGS:

Elk Ridge Municipal Code

The development code does not currently contain any information on the different types assisted living facilities. LEI and City staff believe that the development code should include the language that defines and differentiates the two types of facilities.

The development code currently allows assisted living facilities as a conditional use in all zones. LEI and City staff believe that amending the development code to list assisted living facilities as a conditional use only in the C-1 Retail Commercial Zone, rather than all zones, is appropriate based on the business nature of assisted living facilities, the size of the facilities and necessary parking, and the increased vehicular and service traffic – all of which may be incompatible in residential zones.

The Permitted and Conditional Uses table under the C-1 Retail Commercial Zone does not include assisted living facilities as a conditional use. LEI and City staff believe that this table should be amended to include assisted living facilities as a conditional use."

D. Residential Facilities for the Elderly:

"DESCRIPTION:

This is a recommendation to amend Title 10, Chapter 12 – Supplementary Regulations within Zones. This code amendment is intended to add the regulations pertaining to Residential Facilities for the Elderly, per Utah Code, to the supplementary regulations found in Chapter 12. The code amendment reads as follows:

10-12-39: Residential Facilities for Elderly Persons:

- A. A residential facility for elderly persons may not operate as a business;
- B. A residential facility for elderly persons shall:
 1. Be owned by one of the residents or by an immediate family member of one of the residents or be a facility for which the title has been placed in trust for a resident;
 2. Be consistent with any existing, applicable land use ordinance affecting the desired location; and
 3. Be occupied on a 24-hour-per-day basis by eight or fewer elderly persons in a family-type arrangement.
- C. A residential facility for elderly persons may not be considered a business because a fee is charged for food or for actual and necessary costs of operation and maintenance of the facility.

RECOMMENDATION:

LEI and City staff have reviewed and discussed this code amendment and recommend approval.

Planning Commission Recommendation:

On March 10, 2011, the Planning Commission voted to recommend approval of the code amendment without conditions.

FINDINGS:

Elk Ridge Municipal Code

The development code currently lists Residential Facilities for the Elderly as a permitted use in all of the residential zones, pursuant to Utah Code, but does not contain the regulations pertaining to these types of facilities. LEI and City staff believe that amending Chapter 12 to include these regulations is appropriate since these facilities are a permitted use, and that including these regulations in the development code will also differentiate a Residential Facility for the Elderly from an Assisted Living Facility. "

There was no further discussion.

(While still waiting for David Church to arrive, some of the agenda items from the Regular Session were discussed.)

- offer and has made a smaller offer. (A copy of a letter that explains its rationale for this was attached)
- The City has threatened to sue the surety to enforce the original settlement offer
- Millheim has now proposed to the City that if we do not pursue the claim against the surety then he will assign to the City all of his rights to the reimbursement agreement

(Memo from Mr. Church – cont.)

"BENEFITS OF ACCEPTING PROPOSAL

If the City accepts the proposal, then it will not have to expend any money pursuing the law suit against the surety. Some amount of recovery will be a sure thing since there is already some money being held by the City for reimbursement. The City will also not have to continue to collect for and account to Millheim under the reimbursement agreement and may potentially recover under the reimbursement agreement than it is entitled to from the surety.

DOWNSIDE OF ACCEPTING THE PROPOSAL

The money will come in slowly through the impact fees rather than all at once and there is some small risk that there may be other claimants to the proceeds of the reimbursement agreement. The small risk can be ameliorated by good due diligence up front and with a good settlement agreement with Millheim wherein he makes disclosures about other potential claimants and holds the City harmless from those claims.

ATTACHMENTS

Reimbursement Agreement

Letter from Attorney Clark Fetzer"

Mr. Church added to the summary the involvement with Centennial Bank, who held the bond for Elk Ridge Managers; they also went under and the FDIC took over. All those individuals have reached an agreement with the FDIC and gave the City notice of the settlement agreement with the FDIC.

00:35:21

The City took the position that we would not pay anyone the reimbursement money until we are sure who has legal claim on it; so we placed it in a savings account at Far West Bank to hold until such time that the City has that assurance from the courts.

He further explained that the claim against the surety bond came about due to certain improvements and repairs not being addressed by the developers, including problems with the road, a sewer line and the last overlay on the road...there are also some issues and questions with the park and whether it was covered by the surety bond. The developers (Mr. Millheim) agreed to the roadwork and possibly the sewer line; but not the involvement of the park.

All of this resulted in arguing back and forth until the current proposal from Mr. Millheim and Mr. Peavy for the City to keep what has been collected in impact fees and that they would waive their right to the rest of the \$233,000 in water impact fees; in exchange for the City dropping the claim against the ICW (surety bond company) and releasing their bond. There are pro's and con's in accepting the proposal (as noted in the memo).

Discussion:

Julie Haskell: She asked Mr. Church his professional opinion as to which option he would recommend.

David Church:

- There is no guarantee the City will get the \$240,000 from the surety company; though we have a good argument.
- The City's position is fairly simple: they made an offer and we accepted it. (He was hesitant to go into all of the pros and cons of the City's position and possible strategy in a public meeting.) We signed their contract and our position would be that they are bound by it...if they made a mistake in the amount, then that is their mistake.
- There are always benefits to resolving disputes; particularly with a new building season beginning. (Corbett Stephens came into the Meeting and questions were directed toward him.)

Mayor Lutes: How much money would it take to address the necessary repairs in Elk Ridge Meadows, Phase 2? Would the money collected in impact fees and being held at the bank be sufficient to cover those immediate costs?

Corbett Stephens: The estimate for the entrance at 11200 South (though possibly outdated, as it was given about a year ago) was \$15,000. There is just under \$40,000 in the bank currently.

Erin Clawson: She asked about the park; is it separate from the rest of the development?

David Church: As per the other agreement, the City would end up owning the park...after a certain percentage of occupancy (50% occupancy). The individuals the City was dealing with had some obligation up to 50%, then the City would take over. That agreement would not be affected by any of the current proposals from Mr. Millheim.

Mayor Lutes: (To Mr. Stephens) Questions brought up:

- The list of things that need to be addressed in the development

Corbett Stephens:

- Settlement around the valve box right by the park
- There is broken concrete
- The overlay

There were two estimates: They were for \$116,000

- 15,000: Entrance
- 101,000 was for the overlay

David Church: Originally, part of the \$240,000 offered was for the park upgrades and repairs. (Mr. Church reviewed a bit of what he had discussed with the Council with Mr. Stephens to update him.)

The decision for the City:

- Accept the proposal; get the due diligence done with the paperwork and end up with the right to keep the impact fee money, up to the remainder of the original investment of \$233,000...there is \$218,000 left. The City would have to give up the claim against ICW.

REGULAR CITY COUNCIL MEETING AGENDA ITEMS (CONT.):**PUBLIC FORUM**

Michael Schwabland: He is the Emergency Preparedness Specialist in the LDS 1st Ward in Elk Ridge. He requested a list of the current positions with the Disaster Preparedness and Emergency Management Roster.

Mayor Lutes: He referred Mr. Schwabland to Edward Whitlock (Emergency Preparedness Director for the City.

He is the one making the assignments; but the Mayor said if he needs assistance, there is help available. *There were no further comments.*

00:02:23

CITIZEN DISCUSSION

ShaMayne Mason: (Speaking for a group of citizens)

A handout was provided summarizing the expressed concerns:

"As constituents of the City of Elk Ridge, we invoke our right to speak to and ask questions of our representatives on the City Council. Our concerns have been building for some time.

- To hold "special" meetings without the mayor in town is cause for suspicion.
- To harass a constituent for informing others of such a meeting is cause for suspicion
- All agenda items concerned with such a meeting are cause for suspicion, including:

The following was included in the handout; but was not read out loud in the meeting:

*Secondary access code change-

(Read if necessary: A development request for a 30 home subdivision on a single access road or cul-de-sac where the universal fire code recommends 16 and where terrain concerns for a mountainous area like Elk Ridge might be grounds for an even lesser number. This issue has yet to be resolved.)

*City Planner discussion

*Council Member discussion

*Weed abatement

The verbal complaint continued:

"Rather than erring on the side of safety for the citizens of Elk Ridge, we have witnessed repeated rejection of professional counsel, and expert opinions. This is cause for suspicion as indicated by but not exclusive to the following examples:

*Universal Fire Code clarification and the Elk Haven subdivision – (LEI recommendations tabled in favor of another petition review by planning commission)

*Water tank security fence - (finally resolved by regulation)

*New Blades for snow plows

*Garbage and garbage can fees

Lastly, the appointment of an 11th hour candidate is cause for suspicion as we observed no apparent consideration of any of the other well qualified candidates from most of the Council, especially in light of the said candidate having stated his lack of desire to serve in that capacity in August.

We appreciate those who are filling their office with integrity. Thank you.

However, we have witnessed incongruencies, contradictions, disrespect and animosity in and out of city council meetings in the last few months. Because of the rift we perceive in the council, there is concern that this new appointment brings with it a greater power and opinion imbalance.

Our government is not a democracy where majority rules. It is a republic where supreme power rests in the body of the citizens who participate in a representative government. Please remember we hired you to represent us and not special interests.

[Thus, we are extending a call to action. Give us integrity, honesty, clarity and civility."

(Not included in verbal complaint.) "Change our perceptions! We appreciate and support honest and open effort.)" (End of handout.)

Lucretia Thayne: She feels a concern of many of the citizens is with a "pattern of behavior"... "just what is the 'agenda' of this Council?" As stated, much of the concerns go back to the August 4th "special" meeting. She felt that the reason given for the meeting simply was to "exercise the power" of certain Council Members. The power struggle seems to have resonated many times throughout the terms of office of this Council. There seems to be "grouping" within the Council. Some concerning statements:

- A statement made to a Council Member by another Council Member: that he had three votes to run the town and he would use them".

She expressed that seeking power to "run the town" is not seeking the town's best interest...she felt "that is wrong". The citizens do not know what the goals of the Council are. She further stated that she felt what was witnessed at the last Council Meeting was "an abuse of power" with those three votes (*referring to the mid-term appointment*).

Elizabeth Dayton: After the last Council Meeting, many citizens felt that the election of James Mayfield fell into the same suspicious pattern. When she came to the meeting, she expected a well-thought-out election and said she was "stunned" at the outcome. In an effort to clarify the proceedings of that night, she had some specific questions for the Council (she did not want the questions to be taken personally):

To James Mayfield:

- Did any member of the Council or any former/current City employee encourage you to run for this position or discuss this with you?

James Mayfield: "One of my neighbors, who is not on the Council." When asked if he would identify that person, he responded that he would need to consult with that person before bringing that name forward publically. He did say it was a former City employee.

Dr. Dayton asked him if it was Shawn Eliot. He responded, "That would be safe to say...he said "it would

"I don't remember, Sean."

Sean Roylance: "I asked her what she knew about every single other one. She told me that one of the candidates was serving on the Youth Council; another was serving on the City Celebration Committee."

Dr. Dayton: "Did any of you have any indication of how the others were voting prior?"

(All of the Council Members responded with, "No".)

So, it seems unusual and very suspicious that you, as Council Members, with the exclusion of Council Member Clawson, who didn't vote for Mr. Mayfield, would choose a candidate on behalf of the citizens who:

1. Stated in his letter he wasn't interested in running for a City office
2. Had only been to two City Council meetings prior to running, while other candidates had been...we had a candidate that had been to every single meeting and others who had been to multiple meetings
3. Had never done any volunteer work for our City; or shown any previous involvement in the City...unless you count writing a single email as 'volunteer work'."

(Council Member Mayfield responded that "was not true".) Dr. Dayton went on to say that when he was asked that question at the meeting last time that was the one thing that you could say... (She was interrupted...)

James Mayfield: "I went around with the scouts to hand out the last poll from the Community...I've been involved in the Community."

Dr. Dayton: "That wasn't evident when they were voting because you couldn't produce that at the last meeting." *(Council Member Mayfield: "I didn't remember it at the time. It was a couple of years ago.")* "But, they based their vote on what you said at the last meeting; so you had never done any volunteer..."
(There was talking over one another about how the Council based their vote; with Council Member

Haskell

explaining that the Council based their vote on what was stated by the candidates.)

James Mayfield: He stated that if he would be "researched"; it would be discovered that:

- He employs 20 people
- He has great leadership instincts

"Whether I stated in the letter that I did not want to run doesn't mean that at a future date I would deny myself."

00:16:28

Dr. Dayton: "You openly stated in the meeting you were not interested in working too hard at this position."

James Mayfield: "Am I running in November, I don't know. My motto is 'work smart / work hard, but not too long'. You are misquoting me...you are saying I didn't want to work hard. I've already gone to work. I've already come in and gotten assignments."

Sean Roylance: "You are really taking things out of context."

(Brief argument as to how things were being stated.)

Dr. Dayton: She mentioned another statement made by Council Member Mayfield while he was declaring a position on something; he said that his position was to "generally take the middle of the road". She felt that when asked about a library, that he demonstrated a lack of decision making by responding that his position would have to be "yes" so he did not have to answer to his wife...rather than thinking about what was in the best interest of the City fiscally.

Council Member Mayfield asked Dr. Dayton if she has a "sense of humor"...she responded that she doesn't when it comes to how someone is put into office. She felt it appeared that there had been "collusion" on the part of the City Council. Council Member Mayfield did not agree. Dr. Dayton went on to say, "Every single person who walked out of that (meeting) said that was a pre-determined vote."

Sean Roylance: He wanted to know who those people are. He felt there may have been three people who had one particular person they wanted.

Dr. Dayton: "I came in not knowing the candidates and came out thinking that three of them were so excellent..."

(Discussion from various Council Members about how qualified all 6 candidates were.)

Dr. Dayton continued: She felt it was quite surprising that after Council Member Clawson made two motions and they died on the floor...that then the next one was immediately voted one with three 'ayes'. "The handbook states that no vote should be pre-determined...it states, 'It is not appropriate for members of public bodies such as city councils and planning commissions to conduct their deliberations privately and then in the public meeting perfunctorily vote'. It was very apparent to many of us and very suspect to many of us attending the last meeting that these guidelines were blatantly disregarded." She felt that three members of the Council would not have come to the conclusion they did independent of one another. She also felt the Council chose to vote in a manner that benefited their own personal agendas, rather than vote in behalf of the citizens of Elk Ridge.

She concluded, "This pattern of irregular and irrational voting seems to be a play for power; so that further compromise with other members of the Council or the Mayor who may dare to have a different opinion, should be unnecessary. Instead of voting for the most qualified candidate, you voted for your 'buddy', who didn't seem to have a lot of opinion about what is best for the City...and can be educated by you because it seemed that he didn't want to work real hard."

(Council Member Haskell felt the presentation was insulting; and Council Member Roylance felt it was "ridiculous" and that there could be more respect shown.) In the minutes from August, it states that 'you could run this City with three votes'. This is what she has observed as a citizen. She did not feel the vote taken was an attempt to help reconcile the Council...it felt more like a "move to ensure that you won't have to compromise with other Council...because now you have the votes in place...you won't have to work with people you disagree with. That was the appearance that came across at that meeting. I came into it not having any real expectation at that vote...I think there were several good candidates." She again stated that the vote felt very "pre-determined". There were others who have expressed that feeling as well.

(He described what would be required to do to the truck.) This would also allow more efficient spreading of road base on the edges on the side of the roads, with less manpower required. This would be a custom job; Noel Hiatt said he could build it for \$400 to \$500 to pay for his time.

JAMES MAYFIELD MOVED, SECONDED BY ERIN CLAWSON, TO APPROVE THE FUNDS TO PAY FOR A SPREADER CHUTE; IN AN AMOUNT UP TO \$500

VOTE (POLL): WESTON YOUND-AYE, ERIN CLAWSON-AYE, SEAN ROYLANCE-AYE, JULIE HASKELL-AYE AND JAMES MAYFIELD-AYE NAY (0)

Passed 5-0

00:35:45

LOAFER CANYON
WELL – UPDATE

- The pump motor and column will be pulled the next morning after the Council meeting.
 - The Oak Lane Booster is still 6 – 8 weeks out
 - He spoke to Loafer Recreation Association; they gave permission to use their water to keep the top tank full
 - A sample was taken of their water and it came back good. They did 3 samples, which were all good
 - The electrician will be at the well site on Thursday & Friday
 - The floor was poured out that day and a 15" culvert was placed through the foundation wall into a floor grate
 - They got concrete from Robert Nelson Construction to finish the floor
 - Nickerson will be back Monday to video the casing and make recommendation to either clean or start putting the pump and column and motor back in.
 - He is hoping that in two weeks things will be done
 - Back-up: Lower Loafer Canyon Well ("Dugway Well") would pump to the Hillside tank
 - Paul Tervort and Don Cole (Association) came up to check their tank and their springs are running about 60 gpm...that will likely be sufficient for the City's needs
- The Mayor thanked Mr. Stephens for trying to save the City money in dealing with the Association rather than having to turn the Cloward Well on.*

00:38:33

CITY COUNCIL
ASSIGNMENTS
surprise

Mayor Lutes: This has been discussed in the past; but there is a new "player" now; James Mayfield has agreed to take the unassigned duties. "The packet has what has been assigned, which should be no

to anyone...it is just James Mayfield picking up the ones that weren't currently assigned is all."

Weston Youd: He offered to help with Storm Drain.

Mayor Lutes: He called for a motion..."to make these official...most of it has already been official; mostly for James."

James Mayfield: He reviewed his assignments:

- Parks
- Roads
- Storm Drains
- Manholes
- Rental Property and collections

Weston Youd: He said he would take Storm Drain. He asked Mr. Stephens to set up a schedule.

Corbett Stephens: He informed the Council that all the boxes in the Canyon have been cleaned out; that was the biggest concern right now. There still needs to be something done where the pipe comes out across the road north of Lofthouse's home. That ditch needs to be cleaned.

Erin Clawson: she requested that she and Council Member Mayfield meet to talk about traffic safety; she felt that might fall under Roads. She would like to coordinate their efforts. (Council Member Mayfield agreed.)

Mayor Lutes: He mentioned his appreciation that Council Member Mayfield came in to review these assignments and was willing to assist; the Mayor said he welcomes the help. He did tell him that his assignments would be "made official" at this meeting.

ERIN CLAWSON MOVED, SECONDED BY JULIE HASKELL, TO ACCEPT THE CITY COUNCIL MEMBER ASSIGNMENTS AS PRESENTED; WITH THE EXCEPTION OF HAVING WESTON YOUND TO BE OVER STORM DRAIN SUMPS AND SEWER

VOTE: YES (5)

NO (0)

00:42:41

CITY CELEBRATION

(Much of the discussion took place earlier in the Work Session...Council Member Youd summarized)

Weston Youd:

- Need a Race box
- The number for the dinner is about 250 for the Mayor's dinner
- The \$5,000 budget: it should not be the goal for the Committee to try to recoup the entire amount; though the money will be used in the most efficient and responsible way.
- The Citizen of the Year award will be presented at the last Council meeting in June by the Council
- *Make sure that is on the agenda.
- He could use some assistance from the other Council Members in planning; the Committee meets every Thursday at 7:00 PM.
- The Committee has been trying to recruit or get advice from other citizens who have been involved in the Celebration in the past.
- Questions to decide upon:
 1. Consult with Deputy Butters regarding any security measures that should be taken. (The run and the Parade)

There are pro's and con's with both options. Council Member Haskell preferred Allied's proposal, but she is open to further possibilities.

James Mayfield: Realistically, this could be re-visited in another year. The City could renew for another year, then reconsider. Perhaps during that time, negotiations could resume with Payson. With a month before the budget is due, that is not time to address negotiations properly.

Mayor Lutes: He reminded the Council that the other option the Council was going to revisit was going into business for ourselves. If the personnel is available, perhaps that could be a consideration next year.

Sean Roylance: If the City renews for one year, it would probably be wise to assign one of the Council Members that will still be around next year to assist him in the negotiations.

No action at this time.

1:03:07
MINUTES

1. City Council Minutes of 3-22-2011:

JULIE HASKELL MOVED, SECONDED BY ERIN CLAWSON, TO APPROVE THE CITY COUNCIL MINUTES OF 3-22-2011, AS PRESENTED

VOTE: YES (5)

NO (0)

1:03:32
EXPENDITURES:

General: None

A. Check register and Payroll for March, 2011:

Erin Clawson: Since she is over the Planning Commission, she had requested a detailed invoice from the City Planner; she wanted to table the expenditures until the next Council Meeting so she can have time to review that breakdown.

ERIN CLAWSON MOVED, SECONDED BY SEAN ROYLANCE, TO POSTPONE THE APPROVAL OF THE CHECK REGISTER AND PAYROLL UNTIL THE NEXT COUNCIL MEETING

VOTE: YES (4)

NO (0)

ABSTAIN (1) JAMES MAYFIELD (WAS NOT ON THE COUNCIL AT THE TIME)

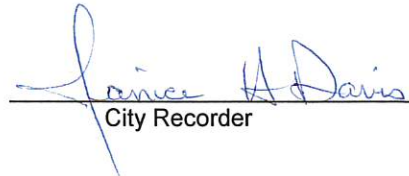
(Expenditures Cont.)

B. Budget Discussion:

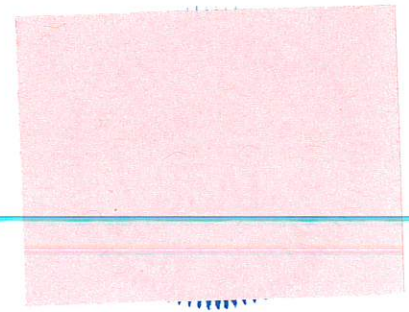
This was postponed due to the City recorder not being present.

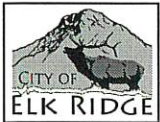
ADJOURNMENT

The Mayor adjourned the City Council Meeting at 8:30 PM.



City Recorder





ELK RIDGE - 80 East Park DR - Elk Ridge, UT - 84651

t.801/423-2300 - f.801/423-1443 - email staff@elkridgecity.org - web www.elkridgecity.org

NOTICE & AGENDA

Notice is hereby given that the regular **City Council Meeting scheduled for Tuesday, April 26, 2011, is hereby CANCELLED.**
The City Council meetings are typically held at the Elk Ridge City Hall, 80 E. Park Drive, Elk Ridge, Utah.

7:00 PM - THE REGULARLY SCHEDULED CITY COUNCIL MEETING:

CANCELLED

Dated this 21st day of April, 2011.



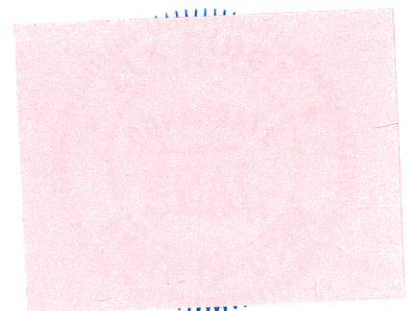
City Recorder

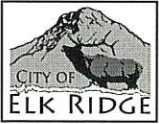
CERTIFICATION

I, the undersigned, duly appointed and acting City Recorder for the municipality of Elk Ridge, do hereby certify that a copy of this Cancellation of the Notice of Agenda was provided to the Payson Chronicle, 145 E Utah Ave, Payson, Utah, and to each member of the Governing Body on April 21, 2011.



City Recorder





ELK RIDGE - 80 East Park DR - Elk Ridge, UT - 84651

t.801/423-2300 - f.801/423-1443 - email staff@elkridgecity.org - web www.elkridgecity.org

NOTICE & AGENDA

Notice is hereby given that the City Council of Elk Ridge will hold a regular **City Council Meeting on Tuesday, May 10, 2011, at 7:00 PM.**

The meetings will be held at the Elk Ridge City Hall, 80 E. Park Drive, Elk Ridge, Utah.

7:00 PM - REGULAR CITY COUNCIL MEETING AGENDA ITEMS:

- Opening Remarks and Pledge of Allegiance Invitation
- Approval/Agenda Time Frame
- 7:05 1. Public Forum
- 7:15 2. Personnel – Public Works Employee – Mayor Lutes
- 7:45 3. Appointment of Planning Commission Member – Mayor Lutes
- 7:50 4. Clarification of Duties – Erin Clawson
- 8:05 5. City Council Assignment Reports
 - A. City Celebration – Weston Youd
 - B. Athletic Events – James Mayfield
 - C. Other
- 8:25 6. Tentative Budget Discussion
- 8:55 7. City Council Minutes
- 9:00 8. Expenditures:
 - General:
 - A. Check Registers & Payroll for March & April, 2011
- Adjournment

Handicap Access, Upon Request. (48 Hours Notice)

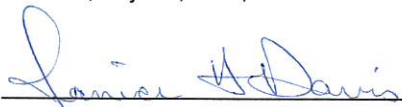
The times that appear on this agenda may be accelerated if time permits. All interested persons are invited to attend this meeting.
Dated this 6th day of May, 2011.



City Recorder

CERTIFICATION

I, the undersigned, duly appointed and acting City Recorder for the municipality of Elk Ridge, do hereby certify that a copy of the Notice of Agenda was provided to the Payson Chronicle, 145 E Utah Ave, Payson, Utah, and to each member of the Governing Body on May 6, 2011.



City Recorder

ELK RIDGE
CITY COUNCIL MEETING
May 10, 2011

TIME & PLACE
OF MEETING

This Regularly Scheduled Meeting of the Elk Ridge City Council, was scheduled for Tuesday, May 10, 2011, at 7:00 PM.

The meeting was held at the Elk Ridge City Hall, 80 East Park Drive, Elk Ridge, Utah.

Notice of the time, place and Agenda of this Meeting was provided to the Payson Chronicle, 145 E Utah Ave, Payson, UT, and to the members of the Governing Body, on May 6, 2011.

7:00 PM -

REGULAR CITY COUNCIL MEETING AGENDA ITEMS:

ROLL

Mayor: Kenneth O. Lutes; *City Council:* Sean Roylance, Weston Youd, Julie Haskell, Erin Clawson & James Mayfield; *Planning Commission:* Kelly Liddiard; *Building Official:* Corbett Stephens; *Sheriff:* Deputy Brent Butters; *Daily Herald:* Lana Creer-Harris; *SOS Temp Services:* Brady Lynn; *Public:* Hunter McKay, Samantha Shepherd, KJ Lutes, Chelsea Moody, Christina Larson, Ashley Moody, Wayte Davies, Katie Ryan, Ray Brown, Dakota Petersen, Aubrie Gross, Tricia Gunnerson, Christopher Davenport, Katie Davenport, Ryan Lofthouse, Laura Loree, Kaylee Ward, Nic Robertson, Tricia Dent, Dallin Kimber, Alicia Money, Jordan Caplin, Rylee Ulbrite, Katherine Riley, Hannah Riley, Brennon Muniz, Rex Davis; and Janice H. Davis – City recorder.

OPENING REMARKS
PLEDGE OF
ALLEGIANCE

An invocation was offered by James Mayfield; and Samantha Shepherd led those present in the Pledge of Allegiance, for those willing to participate.

AGENDA TIME
FRAME

The Meeting started on time.

PUBLIC FORUM

Mayor Lutes introduced the Public Forum by complimenting Corbett Stephens on all the work done on the upgrades to the Loafer Canyon Well. The Mayor feels he has done an excellent job with all the countless details involved. The Well is working and turned on. He invited a round of applause for Mr. Stephens.

There was no one wishing to address the Council for the Public Forum.

PERSONNEL –
who PUBLIC WORKS
applied for the EMPLOYEE
additional employee in the

Mayor Lutes: The Mayor welcomed Mr. Brady Lynn, who is the Branch Manager for SOS Temp Services; has been involved in the process of narrowing down and selecting a candidate from those that applied for the EMPLOYEE position. The Mayor also gave a bit of history on the process: The need came for an

Public Works Dept. before last summer. There were many decisions to be made regarding job description, wage range, etc. In January 2011, discussions got more serious with Mr. Lynn (SOS). The initial contact with SOS was last summer when the City tried hiring from the Temporary Services to assist with some of the projects in the City; that worked for a while, but not long-term.

Council Member Clawson was assigned to recommend to the Mayor and Council from the candidates that applied.

Actual interview process:

- SOS (Mr. Lynn) interviewed about 15 candidates and narrowed that down to five.
- Council Member Clawson and Corbett Stephens interviewed the five and narrowed that down to two.
- Mr. Lynn, Mayor Lutes, Council Member Clawson and Mr. Stephens interviewed the two candidates and selected one.

There were many considerations over the months with all realizing the importance of the decision to be made.

00:05:37

One of the considerations was for the Council to have approved the pay scale. Knowing what will be expected of the individual and that keeping up with Mr. Stephens will be a challenge, the Mayor said he felt the pay scale is probably low... "but we have what we have".

Concerns (these have been discussed at length):

- The new employee had to be Mr. Stephens' choice, since the individual will have to work with him.
- Fortunately, the final applicants were narrowed down to two local individuals; both working with Mr. Stephens as snowplow drivers and are known by him.
- The Mayor was grateful to have two strong candidates to choose from.
- The choice was difficult to make
- He expressed appreciation to the candidates for their patience through the interview/selection process and thanked them for applying.
- Since there is only one job opening, there is perhaps a "consolation prize" in the recent knowledge that Woodland Hills is also hiring in their Public Works Dept.

00:06:59

*Mayor Lutes asked for the City Council's support to have SOS Temp. Services hire Rex Davis on a 6 month "Temp. to Hire" basis; with the proposed wage set at \$34,000/year.

The Mayor called for any discussion or a motion to support his recommendation.

James Mayfield: He asked if Mr. Stephens would share how he feels about the recommendation.

Corbett Stephens: "I look forward to it."

Council Member Clawson was asked if the Mayor's recommendation matched her own.

Erin Clawson: "After doing all of the interviews, I would go with that recommendation as well."

Julie Haskell: She questioned the recommendation to start at the top of the pay scale.

(Mayor Lutes commented that the wording had not changed.)

She sought clarification as to what was voted on regarding Public Works.

Mayor Lutes: The duties included "staffing" (read from the memo provided to the Council):

- "Public Works Staffing – ensure that the Public Works Superintendent has the laborers required to accomplish his responsibilities. This includes writing job descriptions, hiring/firing interviews, performance appraisals, working with SOS Staffing to fill requirements, and recommendations to the Mayor and City Council for staffing actions." *(That has been done.)*

- "Public Works Expenditures – be a resource to the Public Works Superintendent to authorize emergency or other special requests for parts, service, tools, or labor and obtain City Council approval."

Erin Clawson: She wondered why she would be over just the expenditures without being over anything else.

Council Member Clawson felt that the Mayor preferred having authority over the Department without having "accountability" over the expenses. She said she was fine "either way"; but she did not want to be the only one with all of the accountability for the money.

Mayor Lutes: It is his understanding that the Council has the "accountability" and Council Member Clawson simply determines the Public Works' needs and interfaces with the Council to bring those needs forward for approval.

Erin Clawson: Many expenses are approved with the budget process; she asked if the Mayor was only referring to emergencies. *(The Mayor said that it would be emergencies or special requests.)*

She added that Mr. Stephens and she had the impression that she was over Public Works. She has been tracking snowfall for plowing because no one else was doing that.

Mayor Lutes: He felt that Mr. Stephens has other ways of determining the snowfall...that Council Member Clawson did not have to do that; since she is not "over" Public Works. There were some issues with some of the expenditures in the Public Works area that Council Member Clawson had expressed concern about...he felt that is why she should be given responsibility over that area.

Erin Clawson: She responded that the only expenditures she had concern over were the payments to Scot Bell for work done; since the Council had approved the use of SOS staffing for work needing to be done.

Weston Youd: He referred to the training book provided to elected officials by the Utah League of Cities and Towns entitled, "Powers and Duties...A Guide for Utah Municipal Officials"...to help understand what was delegated and what the scope and breadth of the assigned duties are...

Mayor Lutes: He pointed out that what was delegated was exactly what was written..."to be a resource"...which means if a need arises to purchase something, that is not in the budget...and it is not an emergency...the "resource" would give Mr. Stephens a contact...Council Member Clawson...it says, "to obtain City Council approval"...

Julie Haskell: She mentioned that approval limits are set at \$500 for any Dept. Head...

Erin Clawson: She reiterated that she simply did not feel it was appropriate to have responsibility over the money and not have any say in what goes on in the Dept. Perhaps it was her confusion of the duties and she was trying to understand and clarify...she did not feel she could fulfill the duties with the restrictions placed on the assignment.

00:21:51

Mayor Lutes: He felt that the solution would be to simply have the duties reverted back to him. The staffing is done, so that would leave the Public Works expenditures.

Erin Clawson: She felt there were issues with the staffing process. When she initially made recommendation to the Mayor, she felt he did not want to listen. She felt that all other duties to the other Council Members were "free and clear"; but hers had restrictions and the Mayor continued to retain the authority over those areas.

She felt the assignments should be "all or nothing".

She felt she had taken on the "staffing" assignment and had done all that was required; yet the Mayor was "not happy with how it went...so it was not good enough". If she is going to address her duties, she felt her efforts should be respected and not interfered with. *(The Mayor asked her what she was requesting of him.)*

She felt she should either be over Public Works...or not. *(Mayor Lutes said she could not be "over" the Dept. because it is more than she could handle...)* She felt that was a matter of opinion.

Mayor Lutes: "Public Works" includes much of what goes on in the City...water, sewer...etc.

(Council Member Clawson felt it was working with other people who are over other Departments.)

He said he was not willing to delegate any more than what was agreed to; so if Council Member Clawson did not wish to continue, then the "expenditure" portion of the assignment could be returned to the Mayor.

Erin Clawson: She felt that if the Mayor is going to retain the authority over Public Works then he should bear the responsibility of the expenditures; but she wanted to hear what Council Member Youd was going to say.

00:24:08

Weston Youd: (He continued) He felt the Council was under the impression that their roles were as "Council Member Administrators"...he read from the Powers and Duties handbook about how this is usually done as a matter of tradition rather than being more formal. These powers and duties differ with each municipality. "Using council members as administrators has worked well in most cities and towns. It solves basic problems. Most small communities cannot afford to have many paid employees and the person elected to be Mayor may not have the time or inclination to run the city alone. There are however potential problems and disputes; common areas of dispute include the amount of discretion a council member may have in regard to expenditure of funds controlling employees and how much input a council member should have in another council member's department. When these disputes arise, the only solution is for the council, as a group, to clarify the oral tradition and pass ordinances that describe and

Julie Haskell: She also wanted to clarify her position; which the Mayor had stated earlier that they were "existing" appointments; but when the Mayor made the assignment to her, he did not include the Sheriff's Dept.; which she had with the previous Administration. She was also a bit unclear. (The Mayor responded that she is over exactly what was mentioned in the memo summarizing the assignments.) Council Member Haskell wanted to know if the Mayor will then take over the budget and everything else associated with the Sheriff's Dept. (The Mayor said that he would.)
Erin Clawson: She expressed concern over the unclear pattern neither of the Council not understanding their assignments nor of what they are voting on.
Julie Haskell: She stated that many citizens were expecting her continued participation with the Sheriff's Dept.; but she was uncertain as to what she should be doing.

00:37:12
 CITY COUNCIL
 ASSIGNMENT
 REPORTS

1) Weston Youd – City Celebration:

Council Member Youd reported that things are going well.

- Packets are being put together for the major events
- Golf Tournament is under way
- The Run is under way
- The movie in the Park may be too expensive to actually do; they are looking for "Plan B"

Erin Clawson: In working with Mtn. View Hospital, she has come across some information that could be useful to the City: UVU is trying to promote themselves in different communities.

The City could have a "UVU Night" wherein they would provide entertainment from their Performing Arts Dept. They would do all the marketing, advertising and coordinating of an event...example: Payson City is going to do a Corn Maize. Some of the money goes to a scholarship fund for youth in our area. She also wanted to know if Council Member Youd would be interested in sitting on the Board for this Committee.

Weston Youd: He would like to get this information to Ann Brough (Committee Chair).

- There is a local band that is lined up to perform on Friday night of the Celebration.
- Partyland is ready to go
- Foot Race: There is a kids' 1 Mile Race
- Meetings are every Thursday @ 7:00 pm (Council is invited)
- Parade is under way

The Recorder reported that it was cleared to issue a check to Mrs. Brough for incidentals associated with the Celebration; she will keep track of the costs through receipts to be turned in. All were in agreement.

- Deputy Butters will be working with Zack Lundberg for the route for the Run...he has had assistance from one of the coaches at the High School.

00:43:19

2) James Mayfield – Parks:

The Sports Director, Tricia Dent, was introduced to explain a proposal for additional activities for the City:

Tricia Dent: There is a student from UVU that is involved in an Internship and needs a certain number of hours to start programs. She would like to assist with a couple of programs in Elk Ridge. Mrs. Dent would oversee the programs; but this student would do most of the work in running them.

- Track Program: Starting in June for about 4 or 5 weeks; Ages from 5 on up
- A Youth Leadership Skills Program (Running a couple of days...2 days for one and 3 days for the other...during the week). Ages 7 to 17.

Mrs. Dent expressed concern about the Track Program; that the City only has the one track and she did not

know how good it would be to go in the streets. The registration forms and injury waivers are already to go; but

she needed to check with the Council first.

The Youth Leadership Skills class – (Council Member Mayfield said it is a way to, "meet new friends, play new games and develop skills that will provide a lifetime of benefits".)

Perhaps the Youth Council could be of assistance; they will need volunteers.

*Laura Loree: She cautioned that summer jobs could prevent them from assisting in this; she will have to check with the members of the Youth Council.

City recorder: Possible concerns:

- Liability Insurance should be checked out to see if there would be coverage for this type of event and for the helper. (Mrs. Dent will be heading the activities up.)
- Time of day: It was proposed to schedule these events in the afternoon and evening...will this conflict with Pavilion/Field rental in the spring and summer? Could the activities be run in the mornings? With good communication, the schedules should work around each other.

*The City Recorder will check on the liability coverage.

Tricia Dent: Days: Leadership Skills Class (Tuesdays & Thursdays) & Track (Mon., Wed. & Thurs.)

Costs: Track (\$10 / participant + \$5 for siblings) & Leadership Skills Class (\$12 / participant + \$6 for each additional sibling). Since Mrs. Dent is new at her job and will not be directly in charge of these added events,

she is not charging the City for her wages this year.

The Council was generally in favor of adding the events.

JAMES MAYFIELD MOVED, SECONDED BY SEAN ROYLANCE, TO APPROVE ADDING THE TWO EVENTS (LEADERSHIP SKILLS & TRACK; CONTINGENT UPON LIABILITY INSURANCE NOT BEING AN ISSUE

VOTE: YES (5)

NO (0)

00:49:06

00:55:52

Any possible bonuses would be decided in October or November.

1:18:56

- *Road Repairs:* Council Member Mayfield and Corbett Stephens are to meet to decide on recommended road repairs; replacement of Escalante Drive will likely be the main project.
- *Volunteer Projects:* Council Member Clawson advised getting the money paid back before any further projects are planned.

Fire Department: The increases are being covered by Fund Balance. Grants are not coming through as usual. She informed the Council that the State Budget Form would change slightly regarding the format of the Fire Dept.; but the detailed worksheet will be the same.

1:26:58

Discussion of Administrative Court... Council Member Clawson sought clarification regarding a possible overlap in duties. She needs to be informed of the meetings... Ray Brown reported a meeting with Woodland Hills regarding administrative courts. Earlier in the year, Council Member Clawson accepted the assignment of assisting in setting up an Administrative Court.

- *Sanitation:* Due to the late date regarding budget and renewal considerations; the assumption is that the City will be renewing with Allied Waste for sanitation services. Perhaps negotiations with Payson City can resume next year. The meeting to negotiate with Allied was set up; however, Council Member Roylance was unable to attend that day. There has been no alternate date scheduled.

1:29:53

- Public Works has turned in a proposed list of projects and/or equipment that reflects upcoming needs for that Dept.; like the Fire Dept. does. That way, the items are in the budget and approval has already been granted; this is the way Chief Waite runs the Fire Dept.

1:36:06

- *Curb & Gutter on Loafer Canyon Rd.:* Mr. Stephens said that if the City installs the curb & gutter on Loafer, with Noel Hiatt's assistance, then the City will save money and that will go farther than if the City installs the fence around the tank. Much of the fence project has been done: the fence posts and gates are in. Part of the money set aside for Temp. Services assistance remains and could be used to hire a crew to come in and stretch the fence (*this would get the project done faster and allow Public Works to install the curbing and get going on other projects waiting to be done*).

Mr. Stephens would like to get the curbing on Loafer done this fiscal year. Mrs. Davis asked that it be decided which fiscal year to budget for the curbing.

- *Parks Special Revenue Fund:* Any planned improvements will be using accrued Park Impact Fees.
- *Purchase of Equipment:* The backhoe needs two new tires; this will be a 4-way split (Roads, Parks, Water & Sewer)...cost: \$250 for each tire.

The General Fund should come in with Revenues over Expenditures more than \$50,000 (*Actually, the balance will be closer to \$90,000*) including a new employee being hired + possible COLA for existing employees.

- *Storm Drain Fund:* This fee has to be reviewed; this Fund needs to have more revenue to be able to address basic needs with run-off. "Vac" trailer: 2nd payment will be next year.

1:42:55

Water Fund & Sewer Fund: Corbett Stephens proposed to extend the sewer line up Loafer Canyon Road (south of the Dugway) with Sewer Impact Fees that have accrued (about \$80,000). It would be wise to extend the water line at the same time; the road would have to be improved for that distance, as well. When that money is reimbursed through "off-site reimbursements", it will come back unrestricted and it could be used on operations and maintenance.

"Jet" trailer: 2nd payment is next year.

Water Fund: With the wet spring, revenues could come in lower than expected.

Sewer Fund: The fee needs to be reviewed and raised to cover expenses. During the audit presentation, that matter was mentioned.

The Recorder encouraged the Council to look over the draft of the budget and be prepared to adopt it on May 24th. She reminded the Council that this is still the "Tentative" budget and changes can still be made before the final adoption in June.

2:01:44

MINUTES

1. *City Council Minutes of 3-22-2011:*

JULIE HASKELL MOVED, SECONDED BY WESTON YOUD, TO APPROVE THE CITY COUNCIL MINUTES OF 4-12-2011, AS PRESENTED

VOTE: YES (4) NO (0) ABSENT (1) SEAN ROYLANCE

EXPENDITURES:

General: (*Memo from City Recorder to Council*)

Utah Retirement Systems – Wayne Frandsen:

"The handout from the Utah Retirement Systems, dated May 3, 2011, was just handed to me today by Janine Nilsson (Payroll Clerk and Deputy Recorder). She has been working closely with Wayne Frandsen regarding getting things in order for his retirement in September, 2012.

The reports being sent in by our then Deputy Recorder, Abby Hicks, showed Wayne on the report; however the actual payments into the System were not made (Janine researched this through our records and the Ret. Systems' records were searched as well.

I do not recall, and there is nothing entered into Wayne's personnel file...but I would imagine, since the time period was 6 months where he was not paid for...that this may have been his probationary time period. The problem with that, whatever the reason, is that the law requires mandatory payment from the day of hire for full-time employees...if they were hired after March 16, 1994.

Wayne was hired 9-1-2002.

The City is required to pay for that time at a cost of \$2,444.85 (See handout from Utah Ret. Systems).

Part of this is what is due for the actual contribution (\$1,086.86); and the rest is interest that has accrued since that time (\$1,357.99). This is unfortunate in one way; but it is fortunate Wayne and Janine were

to call Mr. Bell for help.

Scot Bell: Mr. Bell said that Corbett had expressed that he had not been pleased with the Temp help received from SOS and that he was grateful for Mr. Bell's help.

James Mayfield: He mentioned that the Council just got through hiring more help for Mr. Stephens and he hoped that would be a good solution. He also said that the City should make sure Mr. Bell was properly compensated for his time and effort. *(Mr. Bell felt that is an issue to be resolved by the Council.)*

Scot Bell: He did not appreciate having his name a topic of discussion at Council Meetings.

(Council Member Mayfield said that people tend to "ever dramatize" and exaggerate.)

Mr. Bell came to the Council Meeting to resolve the issues; if there are any. The Mayor only asked him on two counts and the other requests were from a man (Mr. Stephens) who had been mentally and physically taxed to the point of frustration.

Erin Clawson: She recognized what Mr. Bell was saying; but the issues were never brought forward to the Council from the Mayor; which is "part of the working relationship between a Mayor and Council...that's what should happen. If there are expenditures that we have questions over, that is all that was done...in a closed session". She reiterated that there was never any discussion about Mr. Bell or his work; she did not want Mr. Bell to feel the Council was ungrateful for that work.

Scot Bell: "The letter of the law is really nice when the snow is not falling..." he compared that to the "spirit of the law when the hour is late or early and roads are unplowed...he does not feel it is fair to the citizens or the employees to wait on "protocol". "One of the greatest tools you can give somebody is to empower them to be able to make a little bit of a decision that is outside of the box. It's great to have it perfect; but when the weather turns bad, you need to empower them to solve a problem." Mr. Bell did not wish to have anyone "blamed" for these incidents.

(Discussion between Council Member Clawson and KJ Lutes regarding things reflecting on the manner with which the Mayor handled certain matters between Council Member Clawson and the Mayor.)

Mayor Lutes: Council Member Clawson was concerned about an invoice from Aqua Engineering that had to do with maps for the City (\$105). "As I recall, Corbett authorized Craig to furnish that CD or whatever." He asked Mr. Bell to explain how that happened..."I don't remember that being my idea...I thought Corbett called Craig and had him send that".

Scot Bell: As he recalled, he thought he was at the City office and that he, Mr. Stephens and the Mayor were visiting about manholes or some assignment associated with manholes. Mr. Bell made the point that Aqua Engineering had information that belonged to the City and that the City should have that information. The information cost the City a great deal of money and the digital images should be available to the City & LEI.

He pointed out that all of that information was likely on an AUTO CAD file at Aqua Engineering. LEI should not have to "reinvent the wheel". "As I recall, Corbett said, 'I will make a call to Aqua and you (meaning Mr. Bell) understand Auto CAD...I do not...please contact them and request the information so that we can have it as a resource.'" *(When questioned about the length of time it took to request that information, Me. Bell responded that that is a billing issue with Aqua...not his.)*

Erin Clawson: She said that one of the points was that the Council was hearing these matters for the first time...she feels the Council should be a part of the decision making. Why should the Council not be aware of these?

Scot Bell: He continued to make the point of how valuable those file are to the City. The City should have those files. He felt that the bill was trivial compared to the value.

(Mayor Lutes pointed out that he is authorized to approve up to \$500 for an expenditure. Council Member Clawson felt that it is the Council's duty to question the expenditures and seek detail, if needed.)

Though Mr. Bell appreciates the Council, he still felt that the value to the city was worth thousands.

(Council Member Clawson said that the only point that was intended was that the Council should be informed.)

Mr. Bell asked Mr. Stephens if he had "fairly represented" what had occurred. *(Mr. Stephens responded, "Yes...for the most part...")*

Weston Youd: He agreed, but the clarification came about because of the action the Council had taken to approve funds to be set aside for SOS to provide assistance to Mr. Stephens. The process was in question.

Erin Clawson: She wondered how things that were discussed in a closed meeting got to be so "public". She said that no one spoke negatively of Mr. Bell or his work.

(Mr. Bell replied that he did not have the answers.)

James Mayfield: Council Member Mayfield spoke to the Council about "team work" and being on the same team regardless of differences. He advised the Mayor and Council Member Clawson to find a way to serve one another and allow the differences to minimize. He feels the two of them need to "work on the relationship" between them. There must be unity and trust; the citizens expect that of the Council. Issues should be settled in a professional way. "Let's 'humanize' everybody." He feels that everyone present is here for a "good cause". If there have been offenses, perhaps it is just that "communication is challenging". He thanked Mr. Bell for all the work he has done in some tough situations. Will the City be able to call on professionals as competent as Mr. Bell in the future?

Though things can get "heated" he hopes that "Christianity" can prevail. Issues can be worked through.

If Mr. Bell feels he was not compensated fairly, he asked that it would be brought up and the Council will discuss it.

Scot Bell: He did not feel the Mayor should be criticized for hiring him; particularly at the low cost that was billed. He spoke of the negative impression his daughter got of the Council and how they treat each other when she attended a Council Meeting for a class assignment.

James Mayfield: "Nobody is innocent though." At times the first thought gets "blurted out" by all of us...



ELK RIDGE - 80 East Park DR - Elk Ridge, UT - 84651

t.801/423-2300 - f.801/423-1443 - email staff@elkridgecity.org - web www.elkridgecity.org

AMENDED NOTICE & AGENDA

Notice is hereby given that the City Council of Elk Ridge will hold a regular **City Council Meeting on Tuesday, May 24, 2011, at 7:00 PM;** which will be preceded by a **City Council Public Hearing at 6:00 PM** wherein a Tentative Budget for the 2011/2012 Fiscal Year will be considered: as well as a **City Council Work Session at 6:30 PM.**
The meetings will be held at the Elk Ridge City Hall, 80 E. Park Drive, Elk Ridge, Utah.

6:00 PM - 1. **PUBLIC HEARING/TENTATIVE BUDGET FOR THE 2011 – 2012 FISCAL YEAR:**
Public Hearing/to consider the Tentative Budget for the 2011/2012 Fiscal Year for the operation of Elk Ridge City

6:30 PM - **CITY COUNCIL WORK SESSION AGENDA ITEMS:**

2. City Council Assignments – Reports
Roads Dept. – James Mayfield
3. Proposed City Code Amendment – Conditions of Annexation – Adam Castor

7:00 PM - **REGULAR COUNCIL MEETING AGENDA ITEMS:**

Opening Remarks and Pledge of Allegiance - Invitation
Approval/Agenda Time Frame


- | | |
|------|--|
| 7:05 | Public Forum |
| 7:15 | 4. Proposed City Code Amendment – Conditions of Annexation |
| 7:20 | 5. Proposed Tentative Budget for 2011/2012 Fiscal Year |
| 7:30 | 6. City Council Assignments – Any Required Action |
| | - Roads Dept. – James Mayfield |
| | - SUVMWA Study – Weston Youd |
| 8:00 | 7. City Council Minutes |
| 8:05 | 8. Expenditures: |
| | General: |
| | Adjournment |

Handicap Access, Upon Request. (48 Hours Notice)

The times that appear on this agenda may be accelerated if time permits. All interested persons are invited to attend this meeting.

Dated this 23rd day of May, 2011.

Proposed City Code Amendment – Conditions of Annexation



City Recorder

CERTIFICATION

I, the undersigned, duly appointed and acting City Recorder for the municipality of Elk Ridge, do hereby certify that a copy of the Notice of Agenda was provided to the Payson Chronicle, 145 E Utah Ave, Payson, Utah, and to each member of the Governing Body on May 20, 2011; & an Amended Agenda on 5-23-2011.



City Recorder

ELK RIDGE
CITY COUNCIL MEETING
May 24, 2011

TIME & PLACE
OF MEETING

This Regularly Scheduled Meeting of the Elk Ridge City Council, was scheduled for Tuesday, May 24, 2011, at 7:00 PM; this was preceded by a Public Hearing at 6:00 PM to consider the proposed Tentative Budget for the 2011/2012 Fiscal Year. The City Council Work Session was scheduled to begin at 6:30 PM. The meetings were held at the Elk Ridge City Hall, 80 East Park Drive, Elk Ridge, Utah.

Notice of the time, place and Agenda of these Meetings were provided to the Payson Chronicle, 145 E Utah Ave, Payson, UT, and to the members of the Governing Body, on May 20, 2011; & an Amended Agenda on 5-23-2011.

6:00 PM –

PUBLIC HEARING – TENTATIVE BUDGET FOR THE 2011/2012 FISCAL YEAR

Public Hearing/To consider the proposed Tentative Budget for the 2011/2012 Fiscal Year, for the operation of Elk Ridge City.

ROLL

Mayor Pro-tempore: Erin Clawson; *City Council:* Weston Youd & James Mayfield (Absent: Mayor Lutes, Julie Haskell & Sean Roylance); *Building Official:* Corbett Stephens; *Planner:* Adam Castor; *Public:* Jamie Towse, Laura Loree, Lea Ann Adams, June Christensen & Karin Adams; and the *City Recorder:* Janice H. Davis

Mayor Pro-tempore Erin Clawson opened the Public Hearing at 6:00 PM.

The City Recorder reviewed a few of the changes to the 2011/2012 Tentative Budget:
(From the Memo to Council from Recorder, dated 5-24-2011)

General Fund:

Revenues:

The revenue sources to keep an eye on:

- General Sales Tax
- Fee in lieu – Personal Property (Not property tax...this is for motor vehicles)
- Building Permits (This is looking up; three applications were turned in just today...all at once)
- Class C Revenue (From the State)

Energy Grant: The City has been approved for the Energy Grant for \$24,000 (lights & heaters/furnaces for the City Hall-Fire Station) the money must be spent by April, 2011.

**A new Revenue account was created to address the Youth City Council (10-36-315); as well as a corresponding expenditure account (10-41-390).*

Expenditures:

"Non-Departmental"

- Town Planner & Engineering is considerably lower for mid-year than prior years (But then, not much development is going on).

- Class C Roads:

"Street Repair": What is planned for the spring and early summer? There is about 65,991

balance...suggestion: Leave about 25,000 in the current year to finish out the road projects for and transfer 40,000 back into next year's budget to add to the amount set apart for repairs and replacement of roads. This is accomplished through "Reserved Class C Road Funds" in the General Fund revenues; this way the balance is not lost in the rest of the General Fund balance.

- Salaries and Wages: A breakdown of the possible options including a 2.7% COLA & possible bonuses was provided in the packets for the last meeting. Mayor Pro-tempore Clawson asked for another copy of that comparison to review. The draft of the budget had the possible increases included in it, at the Mayor's request. It was up to the Council to decide what would be accepted. Another aspect of "Wages" had to do with "On call" pay and Overtime pay. The policy for the past year has been "No overtime" for Public Works and "No On-call" pay. (Mr. Stephens is salaried and Wayne Frandsen has not had these available to him. Mr. Frandsen's arrangement with Mayor Lutes was discussed: His schedule was figured out so his "week" was measured from Thursday through Wednesday...so the week-ends would be covered.) On the Wages breakdown, it was pointed out to the Council that a decision would need to be made, since this will also affect the newly hired employee, as well. One of the reasons Mr. Stephens needed another employee was so he could leave on the week-ends and have someone else trained to take over for him...that would require "Call-out" time...the cost is \$60/week + possible overtime.

00:04:44

Discussion of Overtime & On Call pay. The question came up about overtime for salaried employees; Council Member Youd felt that they should be paid; but that will need to be checked out through State laws. Comp Time could be exchanged for overtime. It was generally agreed that on-call pay should be provided; how to manage it is the question. On-call commits the employee to being available. It was also agreed that overtime should be approved.

Proposed COLA:

James Mayfield: He wanted to know how often this is done...

(There has been a "wage freeze" for the last three years...however, a bonus of 2.6% was granted last year in November.) He did not feel that 2.7% "came out to be much" and asked if there is room for it in the budget.

complete their work. Part of the duty of the scout is to raise money for the project; in the past, the City has filled in where the scout falls short financially.

James Mayfield: He has a lot of experience with Eagle Projects; and he feels the City should show sensitivity toward the scout without the financial means to be able to contribute to the project. The scout could get approval from the City and if he does not perform, the City would not reimburse him for the expense. If the scout is able to show benefit to the City, then he feels the City should assist more than we have; if there is not benefit to the City, then the scout would have no assistance from the City.

Erin Clawson: The same line of thinking could apply to the volunteer work that could still be done. Currently there is no budget for volunteer projects.

Discussion:

Jamie Towse:

- She suggested more City-wide events that bring the citizens together; like movies in the Park, evening concerts or a combination of the two. Could the budget support more than the one Celebration per year? Perhaps there could be a minimal charge so the participants could be paid.

- She also suggested that the City Office hours change; she feels the hours are inconvenient to people that work.

- Scouting: She understands that fund raising is part of the scouts' obligation in presenting their projects for approval.

(Mayor Pro-tempore Clawson would prefer to address the volunteer budget before any extra suggestions are funded through the budget.)

Mayor Pro-tempore Clawson closed the Public Hearing at 6:50 PM.

00:44:12

6:50 PM -

CITY COUNCIL WORK SESSION AGENDA ITEMS:

ROLL

Mayor Pro-tempore: Erin Clawson; *City Council*: Weston Youd & James Mayfield (Absent: Mayor Lutes, Julie Haskell & Sean Roynance); *Building Official*: Corbett Stephens; *Planner*: Adam Castor; *Public*: Jamie Towse, Laura Loree, Lea Ann Adams, June Christensen & Karin Adams; and the *City Recorder*: Janice H. Davis

CITY COUNCIL ASSIGNMENTS – They REPORTS

1. Roads: (James Mayfield)

Council Member Mayfield reported that he met with Corbett Stephens to discuss the planned repairs.

are in agreement that Escalante Dr. needs to be replaced rather than patched. Curb & gutter would help to preserve the edges of the road; part of the problem is that run-off erodes the sides of the asphalt. They are getting bids for the total cost. The recommendation from Mr. Stephens, which is fully supported by Council Member Mayfield, is to have curb & gutter with a sump at the north end of the street.

Challenge: City funds should not be utilized to install curb & gutter for a few residents. In the past it has worked well to approach the citizens that would be affected and offer to do the work at a reasonable price (no profit); but the resident would be responsible for their frontage. As an incentive (particularly on the east side), the City could offer to extend their driveways and connect to the road, at cost.

(Explanation of the process to be followed to replace the road base and asphalt)

The next phase:

- Contact the citizens by letter

- Council Member Mayfield offered to meet with any of those who were hesitant.

- Obtain estimates for the work to be done

They feel the work can be done well within the budget. If there is any excess money, they talked about putting another inch overlay on Alpine.

*The next Council Meeting: Cost estimates should be ready.

Letters should go out to the affected residents with personal contact, where needed.

Suggestion: to have the affected residents come to a Council Meeting to have their concerns answered.

Corbett Stephens: Some of the residents on Escalante have requested curb & gutter. He would like to do it all at once.

James Mayfield: If the citizens are not willing to participate, can the City require it?

City Recorder: An "SID" (Special Improvement District) has been used by the City in the past. 51% concurrence is necessary. Residents can pay up front or they may finance the payment over time, at a reasonable interest rate. Most people will go along with their neighbors; especially with incentives.

Weston Youd: He wanted to make sure the priority would be to install curb & gutter in the areas where residents have already paid for it (Loafer Canyon Rd). *Mr. Stephens responded that, yes, that would be the priority; that is supposed to be done this fiscal year.*

00:52:11

CITY CODE AMENDMENT - WATER RIGHTS - and ANNEXATION

Condition of Annexation – Water Right Conveyance: (Staff Report from City Planner)

"DESCRIPTION:

This is a recommendation to amend Ordinance 10-17-3: Conditions of Annexation, subsections A2

A6. This code amendment is intended to: 1) make the amount of water rights required for indoor and outdoor uses required for conveyance to the city more consistent with State requirements and actual outdoor usage, 2) ensure that the city receives the correct amount of water rights at the time of conveyance, and 3) move the time of conveyance to a point in time after the annexation proceedings, but prior to final plat approval. The code amendment reads as follows:

FINDINGS:

Elk Ridge City Council Work Session – 5-24-2011

Elk Ridge Municipal Code

The development code currently states, as a condition of annexation, the amount of water rights required for conveyance to the city. These amounts are for residential uses and are listed as two and six-tenths (2.6) acre feet for each acre of development, but in no case less than one and three-tenths (1.3) acre feet for each potential lot or dwelling unit. These amounts are generally more appropriate for developments proposing one half (0.5) acre lots, but cannot be accurately applied to developments proposing lots that are smaller or larger than one half (0.5) acre. Applying these amounts to all developments within annexation areas may result in the city receiving too little, or too many, water rights. LEI and city staff believe that amending the amount of water rights to be determined by the city using standard engineering practices, and per State requirements, will allow the city to accurately determine the amount of water rights necessary for conveyance, as calculated by the number of dwelling units, the size of the lots, and the amount of parks and open spaces within proposed developments.

The development code currently states that the time of conveyance of water rights shall occur prior to final action on the annexation by the city council, with an exception that the city council may authorize the time of conveyance to occur at a time after completion of the annexation proceedings.

Due to the high probability of change between a concept plan and/or annexation agreement submitted during the annexation proceedings and a final plat, the conveyance of water rights prior to final action on the annexation by the city council may also result in the city receiving too little, or too many, water rights. LEI and city staff believe that moving the time of conveyance to a point in time after completion of annexation, but prior to final plat approval, is appropriate for ensuring that the city receives adequate water rights for developments within an annexation area."

Adam Castor: This is a pretty straight forward Code amendment. It will:

- Ensure the City gets the correct amount of water right - the amount will be more consistent with State requirements.

- It will move the time of conveyance from prior to annexation to Final Plat Approval (Subdivision process)

00:58:20

The City Recorder questioned the amount of water right required and brought up the water right chart provided by Tony Fuller. She was assured that the recommended amount is more consistent with the State standard.

The Recorder also brought up Mr. Fuller's request to be on a retainer (the Council did not feel that was necessary). Will the City continue to use Mr. Fuller as a water right consultant? (Yes, on an as needed basis) Mr. Castor feels that the subdivision requirements for water rights will be fairly easy to determine. The Recorder pointed out that tracking the water rights is a benefit to the City and "tricky".

The Mayor Pro-tempore closed the Work Session.

**ELK RIDGE
CITY COUNCIL MEETING
May 24, 2011**

**TIME & PLACE
OF MEETING**

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Notice of the time, place and Agenda of these Meetings were provided to the Payson Chronicle, 145 E Utah Ave, Payson, UT, and to the members of the Governing Body, on May 20, 2011; & an Amended Agenda on 5-23-2011.

7:13 PM -

CITY COUNCIL REGULAR SESSION AGENDA ITEMS:

ROLL

Mayor Pro-tempore: Erin Clawson; City Council: Weston Youd & James Mayfield (Absent: Mayor Lutes, Julie Haskell & Sean Roylance); Building Official: Corbett Stephens; Planner: Adam Castor; Public: Jamie Towse, Laura Loree, Lea Ann Adams, June Christensen & Karin Adams; and the City Recorder: Janice H. Davis

1:06:15

**OPENING REMARKS &
PLEDGE OF
ALLEGIANCE**

An invocation was offered by Weston Youd; and James Mayfield led those present in the Pledge of Allegiance, for those willing to participate.

**AGENDA TIME
FRAME**

WESTON YOUNG MOVED, SECONDED BY JAMES MAYFIELD, TO APPROVE THE AGENDA TIME FRAME AND TO ADJUST THE START TIME TO 7:14 PM

**VOTE: YES (3) NO (0) ABSENT (3) MAYOR LUTES, JULIE HASKELL
& SEAN ROYLANCE**

PUBLIC FORUM

No one wished to speak.

2. The next on the priority list would be communication with those who live on Escalante regarding the curb & gutter and the possibly of them paying for their portion. (**We must also find out what the legalities involved with assessing those residents are.*)

The problem with Escalante is that the water is eroding that road faster than normal; that will continue until corrections are made.

He is confident that the work will come in under the budgeted amount.

JAMES MAYFIELD MOVED, SECONDED BY WESTON YOUNG, TO MOVE FORWARD TO:

- COMMUNICATE WITH THE RESIDENTS ON SOUTH ESCALANTE THROUGH LETTER AND IN PERSON, WITH REGARDS TO THE CURB & GUTTER

- LOOK INTO QUOTES TO REPLACE ESCALANTE DRIVE AND OVERLAY ALPINE DRIVE

VOTE: YES (3) NO (0)

ABSENT (3) MAYOR LUTES, SEAN ROYLANCE & JULIE HASKELL

Mr. Stephens asked how to proceed with this. Who will write the letters? Last time the Mayor and Ray Brown wrote the letters. Council Member Mayfield suggested asking the Mayor what he would like to do.

**(Get a copy of the letter sent previously.)*

**James Mayfield: He would like to plan on having the affected residents in to a Council Meeting to discuss options with them; perhaps include this invitation in the letter sent to them. It was felt that the letter should go out fairly soon. Corbett Stephens said he would talk to the Mayor about the letter. He added that construction would take about 3 weeks.*

**Council Member Mayfield offered to be responsible for the letter and contact with the residents, if the Mayor is not available or wishes him to do so.*

1:34:35

City Celebration:

The packets went out. Council Member Young asked if there is anything the Committee needs from the Council.

Jamie Towse: There will be games in the Park for the teens; rather than a movie due to costs involved.

**Weston Young will check on volunteers to work with Brian Burke for the carnival.*

Council Member Clawson said it has been difficult in the past to get volunteers.

1:36:56

SUVMWA STUDY –
POWER POINT

Weston Young: Ground Water Recharge Feasibility Study

"Ground water Recharge" is also referred to as "Ground Water Banking".

Explanation:

Currently, all the ground water fills the tributaries and flows to Utah Lake and later to the Great Salt Lake and to Salt Lake County. The idea of a "recharge" is to capture some of that water and, through various methods, force it back into the water table.

Example: Elk Ridge uses the same aquifer as Woodland Hills and Payson and we are all pulling from it. If we can figure out a way to recharge that ground water, then that would be "banking" it and it would not flow down to Utah Lake.

This is the subject matter of this proposed study.

Why needed?

The Great Basin and the Uinta Basin are closed to appropriations (in other words, there is a finite amount of water...there will be no more "new" water being added to this area).

Elk Ridge is lucky since we are at the top of the flow; but down the hill (like Spanish Fork) there is a greater impact; added to that is the continued growth in water demand.

"Proposed exchange in return flows":

Corbett Stephens: His understanding is: for every acre foot of water that is put back into the ground, there is an acre foot you can pull out...over and above what water rights allow.

Weston Young: Elk Ridge does not have another source of water other than ground wells.

This is going to be a multi-year project.

- 1st Year: Feasibility Study
- 2nd Phase: With the Study; what will be needed?
- 3rd Phase: Pilot Studies: Are things working?
- 4th Phase: Full-scale design and construction
- 5th Phase: Operations & Maintenance
- 6th Phase: Continue to look for expansion and improvements

This should all take from 8 to 12 years.

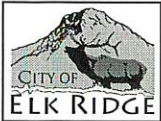
What has been done?

- SUVMWA selected CRS Engineering Firm to perform this Study (They did the recharge study for northern Utah County).
- Authorize funding of scoping the task
- Conducted a series of "scoping" meetings
- Budget estimate
- Conducted funding search for study phase
- Strawberry Water Users has committed \$38,000 in funding for the study
- The US Geological Survey has committed \$28,000 (matching funds)

There will be benefits to this.

- Central Utah Conservancy District has committed to pay 50% of the study

The benefits and details of the Study were reviewed.



ELK RIDGE - 80 East Park DR - Elk Ridge, UT - 84651

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SPECIAL CITY COUNCIL MEETING

Notice is hereby given that the City Council of Elk Ridge will hold a **Special City Council Meeting on Tuesday, June 7, 2011, at 7:00 PM.**

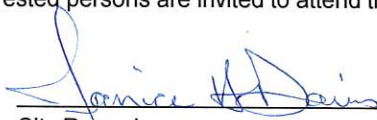
The meeting will be held in the City Council Chambers at the Elk Ridge City Hall, 80 E. Park Drive, Elk Ridge, Utah.

7:00 PM - SPECIAL COUNCIL MEETING AGENDA ITEMS:

- Opening Remarks and Pledge of Allegiance Invitation
- Approval/Agenda Time Frame
- 7:05 1. Accept the Resignation of Kenneth O. Lutes as Elk Ridge City Mayor
- 7:10 2. Appointment of Mayor Pro-tempore for Interim period for the Operation of the City
- 7:20 3. Re-designation of Water Funds for Fencing around the Fairway Tank – Corbett Stephens
- 7:30 4. Emergency Expenditure:
 - A. Sewer Back-up – Corbett Stephens
- Adjournment

Handicap Access, Upon Request. (48 Hours Notice)

The times that appear on this agenda may be accelerated if time permits. All interested persons are invited to attend this meeting.
Dated this 6th day of June, 2011.



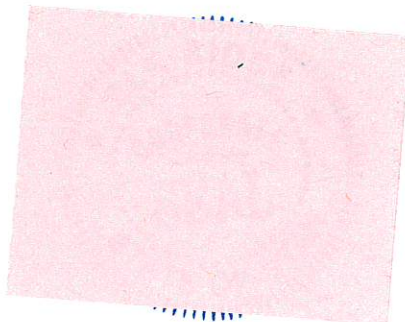
City Recorder

CERTIFICATION

I, the undersigned, duly appointed and acting City Recorder for the municipality of Elk Ridge, hereby certify that a copy of the Notice of Agenda was provided to the Payson Chronicle, 145 E Utah Ave, Payson, Utah; and to each member of the Governing Body on June 6, 2011.



City Recorder



ELK RIDGE
CITY COUNCIL MEETING
June 7, 2011

TIME & PLACE
OF MEETING

This Special Meeting of the Elk Ridge City Council was scheduled for **Tuesday, June 7, 2011; 7:00 PM.** The meeting was held at the Elk Ridge City Hall, 80 East Park Drive, Elk Ridge, Utah.

Notice of the time, place and Agenda of this Meeting was provided to the Payson Chronicle, 145 E Utah Ave, Payson, UT, and to the members of the Governing Body, on June 6, 2011.

7:00 PM -

CITY COUNCIL REGULAR SESSION AGENDA ITEMS:

ROLL

City Council: Julie Haskell, Sean Roylance, Weston Youd, Erin Clawson & James Mayfield; *Building Official:* Corbett Stephens; *Public Works:* Wayne Frandsen; *Code Enforcement Officer:* Ray brown; *Daily Herald:* Lana Creer-Harris; *Public:* Lucretia Thayne, Jim & Jamie Towse, Jack & Sha Mayne Mason, Russ Lundberg, Ken & June Christensenand, Ciera Thayne, Jim Brown, Douglas Scribner, Rosalie Hooks, Shawn Eliot, Ron & Sharon Dahlstrom, David Tuckett, Brian Burke, Ann Brough, Laura Loree, Nancy Wall, Kevin and Lynnette Fisher, Kamiele Peterson, David (?), Mike Turner, Catherine Fillerup; and the *City Recorder:* Janice H. Davis

OPENING REMARKS &
PLEDGE OF
ALLEGIANCE

An invocation was offered by Douglas Scribner; and Deputy Butters led those present in the Pledge of Allegiance, for those willing to participate.

MAYOR

WESTON YOUNG MOVED, SECONDED BY JAMES MAYFIELD, TO APPOINT ERIN CLAWSON AS THE

PRO-TEMPORE
APPOINTMENT FOR
MEETING

**MAYOR PRO-TEMPORE FOR THAT MEETING
VOTE: YES (5) NO (0)**

AGENDA TIME
FRAME

The Council Meeting started on time at 7:00 PM.

ACCEPT
RESIGNATION OF
KENNETH O. LUTES -
MAYOR

Mayor Pro-tempore Clawson: She announced that Mayor Lutes submitted his resignation in the form of a statement in the Elk Ridge Newsletter; as well as a written resignation; effective at noon on 6-6-2011.
WESTON YOUNG MOVED, SECONDED BY JULIE HASKELL, TO ACCEPT THE RESIGNATION OF KENNETH O. LUTES FROM THE POSITION OF MAYOR OF ELK RIDGE CITY.
VOTE: YES (5) NO (0)

Mayor Pro-tempore Clawson explained to the Council and to those present the appointment process, as outlined by the City Attorney:

- The Mayor-Pro-tempore will officiate as a temporary person to fill in administering the business at hand.
- Applications for the position of Mayor are to be filed at the City Office by noon on June 21, 2011.
- The following regular Council Meeting will be held on June 28, 2011.
- At that time, the Council will meet the applicants and ask questions (as with the recent mid-term appointment of James Mayfield).
- The Council will then appoint a Mayor for the remainder of 2011.
- July 1 through the 15, 2011, those wishing to run for elected office, must declare candidacy. The Mayor's position will be open; but for only a two-year term.

APPOIONMENT OF
MAYOR
PRO-TEMPORE
UNTIL MID-TERM
APPOINTMENT

Postponed until later in the meeting.

(In the absence of Corbett Stephens to address the last two Agenda items, Council member Youd informed the Council of what he knew of the sewer back-up issue. Mr. Stephens was injured on the job, while seeing to the sewer back-up and was on his way to the Meeting.)

SEWER BACK-UP

Weston Youd: According to Mr. Stephens, there was an issue with the sewer line on Ocampo Lane backing up into a home (Fisher's) the previous Friday. A jet truck was brought up from Payson to take care of the line; and the line was also cameraed...there were blocks in the line (a towel as well as some tree roots). The sewage backed-up into the Fisher's basement. Mr. Stephens contacted the insurance company for the City and was informed that the schedule the City has been on (jetting on a 3-year rotation) is not sufficient...the jetting should take place every year. This must be planned for and budgeted for.

To take care of the roots, there are options:

- Twin D could come out and contract with the City to clean it all out

Corbett Stephens: He replied that the City cannot camera his line with the hose we have...it would not fit. (Mr. Fisher said he would talk to "them"...to see what could be done.) He was not sure if that section of pipe will be dug up or not. He said there is still quite a bit of standing water in that pipe...that will be determined after the pipe is cameraed.

00:29:07

*Weston Youd: He wanted to place on the next City Council Agenda:

1. Discussion and possible approval of the purchase of a root saw (cutter)
2. Examining the impact of an annual jetting rather than a 3-year rotation
3. Approach the topic of a camera

FENCING AROUND
FAIRWAY WATER
TANK

Re-designating the Water Funds:

Corbett Stephens: He reported that the posts and gates to the fence are installed and all the fabric and materials have been purchased. Stretching the fence is something they have not done before and he understands, due to the terrain, it would be fairly complicated and there are so many other jobs that need to be done. He is willing to try; but it is important for the fence to look good. The bid to complete the installation: \$5,850.

Julie Haskell: She suggested that Mr. Stephens try a small section of fence to see how it goes; using the backhoe and fence-stretcher.

Weston Youd: He pointed out that there is money set aside for the fence.

Corbett Stephens: The City Recorder checked and there is about \$8,000 left of the original \$10,000 to be spent on the fence. The biggest drive for him is working on the curb & gutter in Loafer Canyon, then that labor can be turned into revenue...that, with the jetting of the sewer that needs to be done, "do we want to take the time to try to do that up there? I think my time is worth more installing the gutter down in the Canyon and finishing that job...getting the sewer jetting done and trying to get on top of this before anything else happens."

He mentioned that that the section of pipe with the problem was jetted in 2009...it has only been since then that this issue has occurred. There could be other issues waiting to happen.

It is already money that is designated for the fence; but it was also appropriated for SOS Temp. Services; so the funds would need to be re-designated.

Mayor Pro-tempore Clawson: She feels it is a higher priority to have the jetting addressed by the Public Works than the time spent installing the fence.

JAMES MAYFIELD MOVED, SECONDED BY ERIN CLAWSON, TO RE-APPROPRIATE THE FUNDS, ACCORDING TO THE JUDGEMENT OF MR. STEPHENS, TO BE PLACED TOWARDS COMPLETION OF THE INSTALLATION OF THE FENCE AROUND THE FAIRWAY WATER TANK; IN AN AMOUNT NOT TO EXCEED \$5,850.00

VOTE (POLL): JAMES MAYFIELD-AYE, ERIN CALWSON-AYE, JULIE HASKELL-AYE, WESTON YOUNG-AYE, SEAN ROYLANCE-AYE (5) NO (0)

Passed 5-0

*Mr. Stephens will get at least 2 additional bids for the work prior to deciding on who the City would contract with for the work.

Weston Youd: He wished to review one of the points made regarding the fence for the Tank:

- Establish a trail to the side of the fence (That will be addressed with the completion of the fencing)

00:38:33

APPOINT A
TEMPORARY
MAYOR
PRO-TEMPORE

There is a need to appoint a Mayor Pro-tempore for the operation of the City during the time when applications are being submitted for the official mid-term appointment; to take place on June 28, 2011.

Sean Roylance: He asked if there were any Council Members who wanted to fill this position.

(Council Member Clawson responded that she would be willing to fill the position.)

SEAN ROYLANCE MOVED, SECONDED BY WESTON YOUNG, TO APPOINT ERIN CLAWSON AS THE MAYOR PRO-TEMPORE; TO SERVE FROM THAT DATE (6-7-2011) TO THE DATE OF THE CITY COUNCIL APPOINTMENT OF A MAYOR FOR THE REMAINDER OF 2011

VOTE: WESTON YOUNG-AYE, SEAN ROYLANCE-AYE, JULIE HASKELL-AYE, JAMES MAYFIELD-AYE AND ERIN CLAWSON-AYE (5)

Passed 5-0

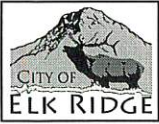
Weston Youd: He reminded the Council that he was scheduled to be out of town at the end of the month and would not be available for the vote to appoint. He said he would try to connect electronically.

Mayor Pro-tempore Clawson: She asked if any of the public present had any questions about the process that was going on regarding appointments. She clarified that she would be acting as the temporary Mayor pro-tempore until the official appointment would be made at the end of the month. According to the City Attorney, there does need to be someone who can sign checks and act for the City in case of emergency. The mid-term appointment will be for the rest of 2011; that can be any qualified citizen of Elk Ridge. The only reason that there may be a Council position open is if the Council appoints a Mayor from the existing City Council Members, then that Council seat would be open. That Council Member would lose their Council seat.

Question from public: (Unidentified) How is this person chosen?

It would be an appointment by the Council...then the office of Mayor will be up for a two-year term via the municipal election by the citizens, to take place this fall. Declarations of candidacy take place between July 1 – 15, 2011.

Whoever wants to submit his/her name for the mid-year appointment may do so at the City Office until noon on June 21, 2011.



ELK RIDGE - 80 East Park DR - Elk Ridge, UT - 84651

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SPECIAL CITY COUNCIL DINNER

Notice is hereby given that the City Council of Elk Ridge will hold a **Special City Council Dinner on Wednesday, June 15, 2011, at 7:00 PM.**

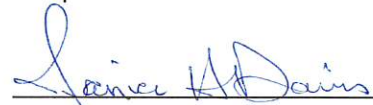
The dinner will be held at the residence of City Council Member James Mayfield, 75 S. Hillside Dr., Elk Ridge, Utah.

7:00 PM - SPECIAL CITY COUNCIL DINNER:

Dinner at Council Member Mayfield's Home.

Handicap Access, Upon Request. (48 Hours Notice)

The time that appears on this agenda may be accelerated if time permits. All interested persons are invited to attend this meeting.
Dated this 10th day of June, 2011.



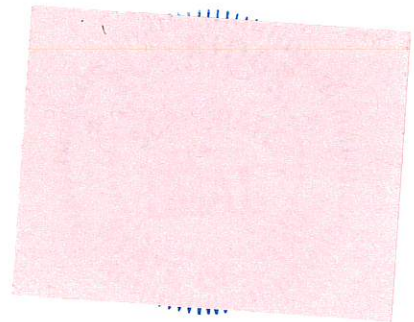
City Recorder

CERTIFICATION

I, the undersigned, duly appointed and acting City Recorder for the municipality of Elk Ridge, hereby certify that a copy of the Notice of Agenda was provided to the Payson Chronicle, 145 E Utah Ave, Payson, Utah; and to each member of the Governing Body on June 10, 2011.



City Recorder



Elk Ridge City Council Minutes – June 15, 2011

Roll: Erin Clawson (Mayor Pro-tempore); City Council: Weston Youd, Sean Roylance, Julie Haskell, James Mayfield.

The City Council held a special meeting on June 15, 2011 at Council Member James Mayfield's home.

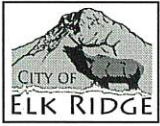
7 PM Prayer, followed by dinner. Discussion: Getting to know each other outside of a formal meeting and how good the food was.

8 PM Agenda item: Party for employee's and their families. Ideas presented at random from council. Everything discussed will be brought back to another meeting for action.

9 PM Brainstorming session with ideas from the council. Basically we discussed different things we would like to see happen or work on together in the city. The discussion was just ideas from the council and no motions were made in this meeting for any reason and no action was taken on anything discussed.

The council simply wanted to find common ground with each other and get to know each other better. The conclusion was that each member of the council enjoys serving their community and desires to move forward in their commitments.

Council Member Erin Clawson



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NOTICE & AGENDA

Notice is hereby given that the City Council of Elk Ridge will hold a regular **City Council Meeting on Tuesday, June 14, 2011, at 7:00 PM;** which will be preceded by a **City Council Public Hearing at 6:00 PM** on the following: The proposed adoption of the suggested Certified Tax Rate for the 2011 Tax Year; and the proposed adoption of the Approved Budget for the 2011/2012 Fiscal Year. After the Public Hearing, there will be a **City Council Work Session at 6:30 PM.**

The meetings will be held at the Elk Ridge City Hall, 80 E. Park Drive, Elk Ridge, Utah.

6:00 PM - 1. PUBLIC HEARING/SUGGESTED TAX RATE FOR 2011 TAX YEAR & APPROVED BUDGET FOR THE 2011 – 2012 FISCAL YEAR:

Public Hearing/to consider the proposed adoption of the suggested Certified Tax Rate for the 2011 Tax Year; and the proposed adoption of the Approved Budget for the 2011/2012 Fiscal Year for the operation of Elk Ridge City

6:30 PM - CITY COUNCIL WORK SESSION AGENDA ITEMS:

2. City Council Assignments – Reports
 - Roads Dept. – James Mayfield
 - Parks – Playground Equipment – James Mayfield
 - Sewer – Sewer Back-up – Corbett Stephens
 - Other Departments
3. Settlement Agreement – Discussion – Mayor Pro-tempore Clawson

7:00 PM - REGULAR COUNCIL MEETING AGENDA ITEMS:

- Opening Remarks and Pledge of Allegiance - Invitation
Approval/Agenda Time Frame
- 7:05 Citizen of the Year Recognition – Weston Youd
7:15 Public Forum
7:20 4. Tax Rate and Budget:
 - A. Adoption of the Suggested Tax Rate for 2011 Tax Year
 - B. Adoption: 2011/2012 Fiscal Year Budget for the operation of Elk Ridge City
- 7:30 5. City Council Assignments – Any Required Action
 - A. Purchasing Policy – Mayor Pro-tempore Clawson
 - B. Appointment to SESD Board of Directors – Mayor Pro-tempore Clawson
 - Roads Dept. – James Mayfield
 - Parks – Playground Equipment – James Mayfield
 - Sewer – Sewer Back-up
 - Other Departments
- 7:45 ~~6. City Council Minutes~~
8:50 7. Expenditures:
 - General:
 - A. Check Register and Payroll for May, 2011
- 9:00 8. Other City Council Business
Adjournment

Handicap Access, Upon Request. (48 Hours Notice)

The times that appear on this agenda may be accelerated if time permits. All interested persons are invited to attend this meeting.

Dated this 10 day of June, 2011.


City Recorder

CERTIFICATION

I, the undersigned, duly appointed and acting City Recorder for the municipality of Elk Ridge, do hereby certify that a copy of the Notice of Agenda was provided to the Payson Chronicle, 145 E Utah Ave, Payson, Utah, and to each member of the Governing Body on June 10, 2011


City Recorder

ELK RIDGE
CITY COUNCIL MEETING
June 14, 2011

TIME & PLACE
OF MEETING

This Regularly Scheduled Meeting of the Elk Ridge City Council, was scheduled for Tuesday, June 14, 2011, at 7:00 PM; this was preceded by a Public Hearing at 6:00 PM to consider the proposed Adoption of the 2011 Tax Rate & Approved Budget for the 2011/2012 Fiscal Year. The City Council Work Session was scheduled to begin at 6:30 PM. The meetings were held at the Elk Ridge City Hall, 80 East Park Drive, Elk Ridge, Utah.

Notice of the time, place and Agenda of these Meetings were provided to the Payson Chronicle, 145 E Utah Ave, Payson, UT, and to the members of the Governing Body, on June 10, 2011.

6:00 PM –

PUBLIC HEARING – SUGGESTED TAX RATE FOR 2011 TAX YEAR & APPROVED BUDGET FOR THE 2011/2012 FISCAL YEAR

Public Hearing/To consider the proposed adoption of the suggested Certified Tax Rate for 2011 & the Approved Budget for the 2011/2012 Fiscal Year, for the operation of Elk Ridge City.

ROLL

Mayor Pro-tempore: Erin Clawson; *City Council:* Weston Youd, Sean Roylance, Julie Haskell & James Mayfield; *Building Official:* Corbett Stephens; *Daily Herald:* Lana Creer-Harris; *Public:* Jamie Towse, James & Jan Bonny, & Scout Weston Bonny, Shawn Eliot; and the *City Recorder:* Janice H. Davis

Mayor Pro-tempore Erin Clawson opened the Public Hearing at 6:00 PM.

The City Recorder reviewed a few of the changes to the 2011/2012 Tentative Budget:
(From the Memo to Council from Recorder, dated 6-14-2011)

"The draft of the Tentative Budget was discussed at the Meeting on May 24, 2011...this is the same budget and must be adopted prior to June 22nd. The Property Tax Rate schedule (in packets) was received today online...I will confirm with the County Assessor on Monday; but, as I interpret this chart (new last year), the Property Tax for last year...thought budgeted at \$249,901 at the beginning of the year, was adjusted down to \$238,818 (likely after appeals, etc.)

This tax year, it appears that the "suggested Certified Tax Rate (.002621) will generate only \$239,029...this takes our Property Tax down from the projected \$250,000 at the time the Tentative Budget was adopted, to \$239,029 (difference: \$10,971). The Council had already decided not to go through the Truth in Taxation Hearing process to consider raising the property tax.

Changes from Tentative Budget: The Council directed to take \$45,000 that was not spent in the current fiscal year on Road Repairs and to increase the Revenue in the General Fund for 2011/2012 by that amount...to be added to the Road Repair for next year. This is accomplished by budgeting "Reserved Class C Road Funds" Acct. #10-39-500 (This way, the savings does not "get lost" in the overall General Fund Balance for the year.)

There was also an increase in the amount of Expenditure for Road Repairs (Acct #10-62-380) by the same amount (\$45,000) for next year.

This increased amount of money will allow more road work to be done...to be recommended by Corbett Stephens and Council Member Mayfield."

Sewer Charges: Payson City has again raised their rates without letting us know ahead of time. (The Council discussed that Elk Ridge needs to come to some understanding with Payson to notify us in time for the Council to consider an increase in the City's charges to our citizens.)

*The contract with Payson needs to be checked to see if there is anything mentioned about notification and whether any part of Elk Ridge's payments to Payson covers operations and maintenance. A formal letter from Payson was requested and should be forth-coming. The agreement may need to be re-negotiated to take operations into consideration.

The Sewer fee needs to be addressed by the Council; the City Finance Director advised last fall that the Council should be considering a rate increase for 2011/2012.

The problems in the Sewer Fund will multiply due to added concerns:

- Sewer back-ups (the last one was due to roots growing into the sewer main; there will likely be more)
- According to the City's Liability Insurance Company, the entire sewer system must be cleaned out every year; rather than being on a rotation schedule...this will increase time spent and associated costs.

00:8:25

*Utah Local Gov. Trust (Liability broker) should be contacted to find out about the discrepancy between the prior advice of a rotation schedule and the latest direction that the clean-out should be done every year.

*The Council may want to look into a possible rate change by the fall of this year.

The increase from Payson does not affect the Sewer Impact Fees right now.

*As Council Member Roylance noted, the O&M to Payson = about \$151,000 with a 1.2% increase which is about \$2,000 to be added to Elk Ridge's budget.

The City Recorder mentioned that another insurance company had approached the City about providing liability coverage; but they were told that it would be best to present any information to the Council when Utah Local Gov't. Trust could also be present to answer any questions from their perspective.

The terms of an SID were discussed. B & C Road Funds can be used for this type of project; even though this was a good suggestion; however, precedence has been set with other homeowners that have paid for curb & gutter (and some driveways) in front of their homes...would they want a refund?

Mr. Mayfield said that many of the residents on Escalante have requested curb & gutter.

The lack of an edge to the road has sped up the deterioration of the asphalt.

*Council Member Mayfield will get the letters written and mailed out. He will also meet with the residents. He would like to have the residents in to a Council Meeting to discuss the project with them.

00:51:49

2. Parks: (James Mayfield)

There have been a couple of volunteer groups that have cleaned up the playground area; it looks much better. There are a lot of Park Impact Fees built up that the City can use to improve the park area.

- Playground area: He brought up past research that indicated there may need to be some "adjustments" to certain things in the playground portion of the park: he mentioned the wall that was installed as an eagle project...for insurance purposes, that may need to be altered to meet safety regulations.
- Lighting: The City has the lights; the wiring to the lights needs to be done, as well as the "shields" that keep the glare of the lighting down for the neighbors.
*The shields may need to be made in-house.
- Timers: There is code that dictates that the exterior lights are off by 11:00 PM in the park. The code may need to be re-evaluated as to the time.

Both types of timers may be considered: Motion sensitive and set to certain times.

00:57:08

3. Playground Equipment: (James Mayfield)

There is about 80,000 (+ Insurance money) budgeted from Park Impact Fees; this is not all of the accrued Park Impact Fees.

Options:

- A. Fix the existing equipment with new equipment replacing the destroyed part; perhaps install another piece of equipment where the volleyball court is.
 - B. Tear down existing equipment completely and install brand new equipment at another time.
- It was mentioned that Kevin Paxton takes care of the upkeep on the trail that leads from Mahogany Way to the Playground area. Suggestion: to put in an actual trail in that area.
- C. Fix up existing equipment and leave the volleyball court alone for now.

Weston Youd: He pointed out that Park Impact Fees can be used on Trails in the City, as well as improvements on the Park.

Julie Haskell: She favors option A.

Sean Roylance: He would like to see a "splash pad" go into the volleyball area.

Mayor Pro-tempore Clawson: The volleyball court has had some vandalism where the nets have been constantly slashed or stolen. Typically, people come in and set up nets down in the field area where there is grass.

Weston Youd: He reported that there would be a big clean-up effort on the part of Elk Ridge 1st and 3rd Wards (LDS Church), in preparation for the City Celebration. Is there a "task list" that could be used?

Mayor Pro-tempore Clawson: Last year: weeds were pulled, there was roto-tilling, cleaning under the scrub oak, mowing, weed-eating...etc. The people brought their own tools last year. The Council should provide guidance so flowers are not pulled along with the weeds.

*She said she could come and assist.

She would also like for the volunteers to be tracked so thank you letters can be sent to them; and perhaps the Wards involved.

James Mayfield: There was some mulch put down last year; but it was not enough. Perhaps more could be put down this year. Street sweeping has also been done.

Weston Youd: The volunteers will be coming after the Emergency Preparedness drill (about 9:30 am).

Mayor Pro-tempore Clawson: She said that Mr. Stephens would like to have the trees trimmed back along the road up in the Loafer Canyon Recreation area. When the snowplows go up there in the winter, the branches get in the way. (President Tervort should be contacted as he makes assignments for service from the Stake.) Planting flowers in the Park could be done.

The playground area needs to have a certain type of "certified" bark for safety reasons.

After discussion, it was decided:

1. Get bark (10 yards) for the flowers beds and utilize the volunteers on Saturday to spread it (matching what is already there)
2. Pull weeds in the flower beds on Saturday
3. Generally clean the Park

This will be funded through "Special Projects" in the Parks Dept. There is currently no budget; but \$1,000 is to be added to this year's budget; as well as to the 2011/2012 budget.

Flowers: Council Member Mayfield suggested having the flowers delivered.

1:18:16

4. Sewer: (Corbett Stephens)

He reported another back-up in the sewer system. He again mentioned being able to work the public works employees (if willing) to work overtime when needed; to be able to get "on top" of the work to be done. We need to find out what responsibility Payson has with operations.

Request: To purchase a root-cutter (\$950 for root cutter & \$90 for the hose = \$1,040)

This would be for the current fiscal year.

- If there is a breach of this contractual agreement, and the parties are "restored to their same positions that existed prior to the execution of this Agreement"...would the City then have to pay back all the Impact Fee reimbursements collected? This would be a hardship on the City if the money had been spent or even partially spent.

1:27:58

The City Planner and Craig Neeley (Aqua) were not overly concerned about any "outstanding claims" because they felt that anyone that would have had a claim would have come forward when Centennial Bank took over; when the FDIC stepped in, they felt those claims would have been in the past and the Bank would have no further claim. The FDIC did write the release to Elk Ridge Managers relieving them of further obligation. Mr. Neeley did feel the wording could be changed in section #4.

Discussion:

James Mayfield: It has been his experience with legal documents that whomever writes the document seems to be in control of the situation. (*It may be that Mr. Church did take part in drafting the proposed agreement.*) He agreed that #2 should be clarified and that the wording in #4 should either be adjusted or deleted altogether. He felt the agreement should go back to Mr. Church. Those who write legal documents are great at putting in additional wording to cover liability; the other party does not have to accept it...and everything is negotiable. The question to Mr. Church would be if the City would lose anything by eliminating #4?

Weston Youd: There may be a need to keep part of #4 for the listing of any penalties involved in any breach of contract.

Julie Haskell: She agreed that the proposed agreement should go back to Mr. Church.

Sean Roylance: He also agreed.

*Mayor Pro-tempore Clawson: She will take the Council's concerns back to David Church.

The Work Session was closed and there was a brief break.

**ELK RIDGE
CITY COUNCIL MEETING
June 14, 2011**

**TIME & PLACE
OF MEETING**

This Regularly Scheduled Meeting of the Elk Ridge City Council, was scheduled for Tuesday, June 14, 2011, at 7:00 PM; this was preceded by a Public Hearing at 6:00 PM to consider the proposed Adoption of the 2011 Tax Rate & Budget for the 2011/2012 Fiscal Year. The City Council Work Session was scheduled to begin at 6:30 PM. The meetings were held at the Elk Ridge City Hall, 80 East Park Drive, Elk Ridge, Utah.

Notice of the time, place and Agenda of these Meetings were provided to the Payson Chronicle, 145 E Utah Ave, Payson, UT, and to the members of the Governing Body, on June 10, 2011.

7:50 PM -

CITY COUNCIL REGULAR SESSION AGENDA ITEMS:

ROLL

Mayor Pro-tempore: Erin Clawson; *City Council:* Weston Youd, Sean Roylance, Julie Haskell & James Mayfield; *Building Official:* Corbett Stephens; *Daily Herald:* Lana Creer-Harris; *Public:* Jamie Towse, James & Jan Bonny, & Scout Weston Bonny, Shawn Eliot; and the *City Recorder:* Janice H. Davis

**OPENING REMARKS &
PLEDGE OF
ALLEGIANCE**

An invocation was offered by Corbett Stephens and Scout Weston Bonny led those present in the Pledge of Allegiance, for those willing to participate.

**AGENDA TIME
FRAME**

WESTON YOUD MOVED, SECONDED BY JULIE HASKELL, TO APPROVE THE AGENDA TIME FRAME AND TO ADJUST THE START TIME TO 7:50 PM
VOTE: YES (5) NO (0)

**CITIZEN FOR THE
YEAR PRESENTATION**

Weston Youd: The person selected for Citizen of the Year wished to remain anonymous; so Council Member Youd will present the plaque to this person privately.

**EAGLE PROJECT –
WESTON BONNY**

Mayor Pro-tempore Clawson: This was going to be brought up later in the Meeting under "Other Council Business"; but she requested that the item be moved up to this point in the Meeting.

WESTON YOUD MOVED, SECONDED BY JAMES MAYFIELD, TO MOVE THE EAGLE PRESENTATION

BY WESTON BONNY FORWARD IN THE MEETING TO THIS POINT OF THE AGENDA

VOTE: YES (5) NO (0)

1:41:25

Weston Bonny: Scout Bonny was well prepared with a power point presentation to introduce his proposed Project. He requested to paint "Stop Bars" (stop lines) at some of the intersection in the City. He reviewed safety studies proving how stop lines improve safety by encouraging traffic to stop at or before more stop signs. He would like to do 30 or 40 stop signs.

Options for locations:

- Busiest intersections; or
- In a certain section of the City

2011/2012 Budget:

SEAN ROYLANCE MOVED, SECONDED BY JAMES MAYFIELD, TO APPROVE THE 2011/2012 FISCAL YEAR BUDGET FOR THE OPERATION OF ELK RIDGE CITY; WITH THE FOLLOWING ADJUSTMENTS:

- Adding \$2,000 to O & M in the Sewer (to Payson
- Insurance refund in Parks – move into 2011/2011 budget
- \$1,000 in Special Projects (Parks)
- Excess money from Water (fencing budget) to transfer into the General Fund via Administrative Fee (good suggestion)

VOTE (POLL): MAYOR PRO-TEMPORE CLAWSON-AYE, JULIE HASKELL-AYE, SEAN ROYLANCE-AYE, JAMES MAYFIELD-AYE & WESTON YOUNG-AYE (5) NO (0)

Passed 5-0

2:13:42

CITY COUNCIL
ASSIGNMENTS

1. Purchasing Policy:

Mayor Pro-tempore Clawson:

In years past, Department Heads could approve up to \$500 on any given expenditure; the object is to declare the Council Members "Dept. Heads".

Brief explanation from the City Recorder.

As Mayor Pro-tempore, she would like to reinstate this policy.

2. Appointment to SESD Board of Directors:

Mayor Pro-tempore Clawson: She recommended appointing Julie Haskell as the City's representative; former Mayor Lutes did fill this position, but with his resignation, the position is open. Julie Haskell was contacted and she agreed to the appointment.

WESTON YOUNG MOVED, SECONDED BY JAMES MAYFIELD, TO APPOINT JULIE HASKELL TO BE ELK RIDGE CITY'S REPRESENTATIVE TO THE SESD BOARD OF DIRECTORS

VOTE: YES (5)

NO (0)

3. Parks:

- Bark will be purchased for the flower beds
 - Council Member Mayfield will contact Mr. Stephens to let him know what kind of bark.
 - The bark will be delivered to the City
 - Council Member Mayfield is to call to arrange the delivery
- Council Member Young will direct the volunteers on Saturday
- Flowers: (annuals)
 - Council Member Mayfield said he would call to arrange the flowers.

4. Sewer:

Purchase of a Root-cutter:

- Root-cutter = \$995
- Hose = 90
\$1,085

SEAN ROYLANCE MOVED, SECONDED BY WESTON YOUNG, TO PURCHASE A ROOT-CUTTER AND HOSE; THE COST SHALL NOT EXCEED \$1,200

VOTE (POLL): MAYOR PRO-TEMPORE CLAWSON-AYE, JULIE HASKELL-AYE, SEAN ROYLANCE-AYE, JAMES MAYFIELD-AYE & WESTON YOUNG-AYE (5) NO (0)

Passed 5-0

2:19:01

5. Other Depts.

City Celebration:

Council Member Young felt all was prepared for the up-coming Celebration.

10K Race. (Deputy Butters informs Zack that if he had not contacted the County, he would need to do so to clear using County roads.)

*Council Member Young will follow up with Zack.

The Council will ride in the Parade.

2:24:24

CITY COUNCIL
MINUTES

A. City Council Minutes of 6-7-2011:

WESTON YOUNG MOVED, SECONDED BY ERIN CLAWSON, TO APPROVE THE CITY COUNCIL MINUTES OF 6-7-2011; AS PRESENTED

VOTE: YES (5)

NO (0)

EXPENDITURES:

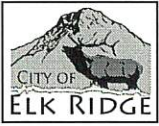
General: None

City Recorder:

Craig Neeley (Aqua Engineering) emailed the City with the following information:

There are two of the City Water Rights out of several that have been placed in a "non-use" status with the State. It needs to be decided if the City wants to re-submit these to a non-use status or not.

Tony Fuller needs to meet with Elk Ridge Officials to discuss the non-use status; he also needs to research 2010 diversion records. The request is for up to 8 hours of work for Mr. Fuller.



ELK RIDGE - 80 East Park DR - Elk Ridge, UT - 84651

t.801/423-2300 - f.801/423-1443 - email staff@elkridgecity.org - web www.elkridgecity.org

NOTICE & AGENDA

Notice is hereby given that the City Council of Elk Ridge will hold a regular **City Council Meeting on Tuesday, June 28, 2011, at 7:00 PM;** which will be preceded by a **City Council Public Hearing at 6:00 PM** on the following: The proposed adoption of the Final Amended Budget for the 2010/2011 Fiscal Year. After the Public Hearing, there will be a **City Council Work Session at 6:15 PM.** The meetings will be held at the Elk Ridge City Hall, 80 E. Park Drive, Elk Ridge, Utah.
Council Member Weston Youd has requested an Electronic Connection, as he will be out of the Country for the Meeting.

- 6:00 PM -** **1. PUBLIC HEARING/FINAL AMENDED BUDGET FOR THE 2010 – 2011 FISCAL YEAR:**
Public Hearing/to consider the proposed adoption of the Final Amended Budget for the 2010/2011 Fiscal Year for the operation of Elk Ridge City
- 6:15 PM -** **CITY COUNCIL WORK SESSION AGENDA ITEMS:**
MEET THE CANDIDATES / MID-YEAR APPOINTMENT FOR THE POSITION OF MAYOR AND/OR CITY COUNCIL POSITION
Questions & Answers from City Council & Public
- 7:00 PM -** **REGULAR COUNCIL MEETING AGENDA ITEMS:**
Opening Remarks and Pledge of Allegiance - Invitation
Approval/Agenda Time Frame
Public Forum
- 7:20 Mid-Year Appointment / City Council Vote to Appoint the following:
 A. Mayor of Elk Ridge
 B. City Council (Only if the position of Mayor is an appointment from the existing Council Members)
- 7:35 2. Allied Waste Contract Renewal
- 8:00 3. Adoption / Final Amended Budget for the 2010-2011 Fiscal Year
- 8:10 4. Weed Control – Erin Clawson
- 8:25 5. Park Improvements – James Mayfield
- 8:35 6. City Council Minutes
- 8:40 7. Expenditures:
 General:
- 8:50 8. Other City Council Business
 Adjournment

Handicap Access, Upon Request. (48 Hours Notice)

The times that appear on this agenda may be accelerated if time permits. All interested persons are invited to attend this meeting.
Dated this 24 day of June, 2011.



City Recorder

CERTIFICATION

I, the undersigned, duly appointed and acting City Recorder for the municipality of Elk Ridge, do hereby certify that a copy of the Notice of Agenda was provided to the Payson Chronicle, 145 E Utah Ave, Payson, Utah, and to each member of the Governing Body on June 24, 2011



City Recorder

**ELK RIDGE
CITY COUNCIL MEETING
June 28, 2011**

**TIME & PLACE
OF MEETING**

This Regularly Scheduled Meeting of the Elk Ridge City Council, was scheduled for Tuesday, June 28, 2011, at 7:00 PM; this was preceded by a Public Hearing at 6:00 PM to consider the proposed Adoption of the Final Amended Budget for the 2010/2011 Fiscal Year. The City Council Work Session was scheduled to begin at 6:15 PM. The meetings were held at the Elk Ridge City Hall, 80 East Park Drive, Elk Ridge, Utah. (Council Member Weston Youd was connected to most of the Meeting electronically.)

Notice of the time, place and Agenda of these Meetings were provided to the Payson Chronicle, 145 E Utah Ave, Payson, UT, and to the members of the Governing Body, on June 24, 2011.

6:00 PM –

PUBLIC HEARING – ADOPTION OF THE FINAL AMENDED BUDGET FOR THE 2010/2011 FISCAL YEAR

Public Hearing/To consider the proposed adoption of the Final Amended Budget for the 2010/2011 Fiscal Year, for the operation of Elk Ridge City.

ROLL

Mayor Pro-tempore: Erin Clawson; *City Council:* Sean Roylance, Julie Haskell & James Mayfield (Weston Youd was connected electronically); *Public Works:* Wayne Frandsen & Rex Davis; *Fire Chief:* Seth Wait; *Public:* Jamie Towse, Paul & Deborah Squires, Lucretia Thayne, Nelson & Heather Abbott, Dale & Janice Abbott, Ed Christensen, Russ & Zack Lundberg, Keri Jean, Kathy Blake, Laura Loree, Dennis A. Dunn, Lee Pope, Neil Dykstra, Tricia Gunnerson. David Jean, Jack & Sha Mayne Mason, Mr. Dalton, Rex Hale, Melissa Shuler, Shawn Eliot, Lele Neria, Shelly Neria, Helen Lindow, Mishelle Calcote, Kim Turner, Amy Kane, Nathen Millington & Scout Dallin Millington; and the *City Recorder:* Janice H. Davis

Mayor Pro-tempore Erin Clawson opened the Public Hearing at 6:00 PM.

The City Recorder reviewed the Budget figures with the Council and those present. Most of the amended figures simply bring the budget into alignment with the actual amount spent.

(Brief explanation of government accounting and budgeting and the format of the budget being considered.)

General Fund:

Revenues:

- Property Tax: This came in high this year due to tax payers addressing the 5-year "loans" they have with the County when they defer payment at a low interest rate; the County Assessor's Office advised to not count on this in the future year coming up. The figure collected increased from the budgeted 249,901 to 318,548...this helps the General Fund with revenue.

- Administrative Fee (Water): Increased by a little over 10,000 due to savings in utilities in the Water Fund.

Expenditures:

The City hired a new Public Works employee in May, 2011. He is working for the City through SOS Temp Services. As long as he works for SOS, his wage will be paid from "Contract Labor".

- Street Repair in Roads: There is still money to purchase the "Core Drill" to do collar work; this was paid for by developers.

About \$234,647 will be transferred to the Capital Projects Fund – Future Improvements, to balance the General Fund. This money should be used on one of the many on-going projects. This fund balance is good and is a result of cutting costs, doing more work "in-house", wage freezes, lowering the Sales Tax Revenue Bond payment as well as increased property tax revenue this year.

Roads:

00:05:59

There is much road work that needs to be addressed; part of this fund balance could be used for that.

Fire Dept:

There will be some changes within the Fire Dept. to do some 'juggling' of money within the Dept. Budget; those changes were provided that night, so were not included in the draft of the budget the Council had in their packets. The main difference was the increase in the transfer into the Capital Projects Fund – Town Hall/Fire Station for the purpose of saving more money towards improvements and expansion of the Fire Dept. Bay area. (Transfer: \$600 to \$13,000)

00:09:02

Water Fund:

- Utilities: 50,000 was budgeted at the beginning of the fiscal year; to date the City has only spent about 32,000...a good savings. Last fiscal year there was about 60,000 budgeted for utilities. Next year, it is anticipated to decrease further to about 25,000. (Cause: upgrades to Loafer Well allowing the City to hardly use the Cloward Well.)

Sewer Fund: The City Finance Director has been warning that the sewer service charges need to increase to cover costs to Payson and growing operating costs.

Storm Drain Fund: The \$3.00 fee per household / month was instigated in 2004; it was to be reviewed by the Council in 2007...it has not been; this Fund cannot cover the costs of operations and new construction of sumps needed throughout the City. This fee should be increased and perhaps a Storm Drain Impact Fee adopted by Elk Ridge.

5. Erin Clawson: (Mayor) Resident

She is currently serving as a City Council Member and as Mayor Pro-tempore. The reason she initially ran for elected office was because she grew to love the City and wanted it to be a good place; and she wanted some input as to the manner in which the City grows.

Activity:

She has tried to do a lot of positive things for the City:

- Started the Volunteer Program (she has enjoyed it)
- Instigated the City Youth Council and works with the Youth.
- Mayor Pro-tempore: Appointed by the Council to fill in while applications were being gathered for the appointment(s).
- She was appointed at a difficult time for the City; she feels the adjustment with the staff and Council Members has been an easy one...she has tried to make it so.
- Elk Ridge is an exceptional place; as are the citizens; she feels the Council also has the duty to be just as exceptional in their service.

6. Julie Haskell: (Mayor)

She is a current City Council Member. She wished to address some rumors that had been "going around". She shared a quote by Bruce R. McConkie: "Those who know anything, don't talk; those who talk, don't know anything."

Reasons for applying:

- She has served on the current City Council for 3 ½ years.
- She is familiar with the budgets and the current issues
- She served as a Board Member for Utah Valley Dispatch Special Service District
- She feels it would be a smoother transition to appoint someone who is currently serving in the government
- She loves Elk Ridge...it has been her home and her family's home; she wants it to be the best it can be.

7. Ed Christensen: (Mayor) Resident since 2005.

He made it clear that he is not a "politician" and does not intend on being one. He had heard from Council Member Clawson that currently the Council is working together well; his feeling was that if it is going so well, perhaps he could step in and manage the staff and public works for this short time...giving the time for the citizens to voice their opinions at the polls. He said he has no "personal agenda" and likes all the Members of the Council. He appreciates the time they dedicate. He feels he could do a good job and could work well with Mr. Stephens. Citizens should do all they can and should be involved.

He feels the position of Mayor would require patience and the ability to "get the facts first and then make the proper decision".

8. Paul Squires: (City Council) Resident for 8 years.

He and his wife love Elk Ridge and appreciate the beauty. Reasons for applying:

- He sees his role as a "reminding voice" to the Council to enforce Code; he feels some things are being ignored.
 - He has been a member of the Planning Commission (5 years)
 - He is retired
- Experience: Includes working for the U.S. Dept. of Interior, Bureau of Reclamation, Air Force Reserve (Civil Engineering)
- He is knowledgeable in infrastructure and buildings
 - He has experience with the CUP (Central Utah Project – Water) and feels he can make a contribution to Elk Ridge's future.
 - He has been involved with the Federal Government in grant writing and looking for grants; he would like to see what types of grants are available for the City.

This concluded the time for Candidates to state their reasons for applying for appointment.

Mayor Pro-tempore Clawson: She opened up the questions/ answers time:

**(Note: The minutes will not contain the many questions and responses; they are detailed within the recording of the Meeting. Should anyone wish a copy of this recording, that request can be made of the City Recorder in writing and can expect compliance within 7 to 10 working days...according to the GRAMA – Records Management Act. The minutes will note the speakers' names the digital location on the recording.*

1. Jack Mason: (Current Council: Change is responsibility & to All: Better communication methods)
2. James Mayfield: (To former Council re: address changes)
3. Jamie Towse; (for Mayoral applicants: Setting agendas for Council Meetings, working with citizens and principles behind City Mission Statement)
4. Melissa Shuler: (To all: Personal conflicts of interest)
5. Shawn Eliot: (To former Council Members: Accomplishments and regrets)
6. Tamera Holman: (To all: RE: Water Tank)
7. Tricia Gunnerson: (To all: With so much change, Issues to be addressed vs. shaking up City with changes in employees and/or contracted workers)
8. Kathy Blake: (Question re: mailbox placement...referred to Post Office)
9. Lele Neria: (To Former Mayor Dunn: Reason for not running in previous election)

Mayor Pro-tempore Clawson closed the Meet the Candidates portion of the Work Session at 7:35 PM.

2:03:35
2:09:23
2:14:16
2:17:54
2:23:52

5. Weston Youd:
- To all: Better communication with citizens
 - To Mayoral applicants: Technology in better meeting needs of the City
 - To Mayor applicants: Other citizen committees
 - To Mayoral applicants: Fund Balance
6. James Mayfield: To Mayoral applicants: How to build day-to-day relationships

Mayor Pro-tempore closed the discussion time and asked for a motion from the Council.

Sean Roylance: Asked for thoughts from the Council as to the candidates. He also wanted to thank all the applicants; he was impressed with all.

James Mayfield: He favored Ed Christensen, though he felt Erin and Julie would be great as well.

Julie Haskell: She was impressed with all candidates; and was grateful the evening was not filled with contention.

Mayor Pro-tempore Clawson: She agreed that all would serve well. She was also grateful for the spirit in the Meeting.

Sean Roylance:

- Ed Christensen: Impressed with his answers; concern with the learning curve
- Dennis Dunn: He has talked to him and was impressed that he is prepared and knows the staff. He is not interested in running again for election, just to help out for 6 months. He has the ability to put disagreements aside and move on.

Concern: There are still some people that have concerns with some decisions made when he was Mayor

- Nelson Abbott: Same thing as Dennis Dunn and same concerns

- Erin Clawson and Julie Haskell: (Already put on the spot)

There are great reasons in favor of each applicant, as well as concerns...he felt all would serve well. He said he was not taking this choice lightly.

Weston Youd: No comments

He asked the Recorder about voting procedures. (Answer: Just a motion, 2nd and a polled vote)

WESTON YOUNG MOVED, SECONDED BY JAMES MAYFIELD, TO APPOINT ED CHRISTENSEN AS MAYOR OF ELK RIDGE FOR THE REMAINDER OF 2011

VOTE (POLLED): JAMES MAYFIELD-AYE, WESTON YOUNG-AYE, ERIN CLAWSON-AYE

SEAN ROYLANCE-AYE & JULIE HASKELL-NAY CHANGED TO AYE (5) NAY (0)

Passed 5-0

Council Members Roylance and Haskell may have voted differently; but wanted the support to be unanimous for the new Mayor.

2:40:19

The Oath of Office was administered by the City Recorder to the newly appointed Mayor Ed Christensen; after which he took his place with the City Council.

2:42:20

ALLIED WASTE
CONTRACT RENEWAL

Sean Roylance: Council Member Roylance met with Allied Waste. Concerns: Time frame to renew the contract; there are actually 3 more months under the current contract. During their conversation, Council Member Roylance asked for:

- A proposal for one, 3 or a 5 year plan
- The idea of recycle bins was appealing.
 - What if not all citizens are in favor?

Allied's response: Review of terms:

- Cost: \$6 / can

- "Opt out" or "Opt in" program with perhaps 3 months notice; with one or the other as the default

- A representative will be coming to a future Council Meeting.

Council Member Roylance wanted to know how the Council felt about recycling.

Weston Youd: In favor enough to pursue added information and to include it in the City's evaluation.

James Mayfield: He agreed with Council Member Youd. When he lived in Orem, he had recycling and he liked the service.

Julie Haskell: Agreed.

Sean Roylance: This would have to be written into the contract.

- He favors the "opt out" approach; with good publicity.
- He would also like to encourage residents with two cans to trade for a recycling can
- He feels recycling is the "responsible thing to do".

The Council was in general agreement.

Comments from the public:

Unknown: Not in favor of the "opt out" option; he felt citizens should have to request to be part of the program.

Discussion.

James Mayfield: Suggested first month free of charges from Allied.

The Council agreed that advertising and good communication on this is extremely important; even a survey along with the Newsletter.

Kathy Blake: She has been involved with a recycling program and getting it started in a previous location. There was no fee charged for this service; it was a charity organization for people in Africa (Patterson School for disabled individuals). This program involves large containers; emptied as often as desired.

Jack Mason: The information to the residents should contain financial comparisons.

*Next agenda: He will come with all quotes.

(Mayor Christensen: Eagle Scout Projects: Could be to install the lights in the playground area.)

The clean-up in the park and planting flowers went really well and everything looks good. Council Member Clawson did a great job getting a lot of flowers for \$200.

Erin Clawson: There is a ward that would like to do a service project by cleaning up the volleyball area; is that worth the work at this point?

(Council Member Mayfield felt that the effort might be more useful elsewhere, since the volleyball court will be gone. He mentioned getting prices for a "splash pad".

Jamie Towse: There needs to be a better solution for weeding; it seems futile to weed and then have it all grow back in a week or so. There must be a permanent solution.

James Mayfield: The City needs to get "playground certified" bark.

3:14:03

CITY COUNCIL
MINUTES

A. City Council Minutes of 5-24-2011:

ERIN CLAWSON MOVED, SECONDED BY JULIE HASKELL, TO APPROVE THE CITY COUNCIL MINUTES OF 5-24-2011; AS PRESENTED

VOTE: YES (4)

NO (0)

ABSENT FROM VOTE: (1) WESTON YOUD

3:14:54

EXPENDITURES:

General:

- Sewer Camera: Mr. Stephens requested that the City Council consider the purchase of a sewer camera from N. R. Hiatt (he offered to sell the City a used one for \$20,000). We have used this camera and the buy-out would include his services for any necessary instruction. With the two back-ups lately, the insurance company "strongly" suggested that we cameral the entire sewer system this year. Included in the memo from Mr. Stephens was a bid from Twin D with the cost to camera the entire system (\$49,530). A new portable unit would cost about \$49,218 (this would go in the back of a pick-up truck...not his preference).

The purchase would make it possible to do the work in-house now and in the future.

The City Recorder added that the purchase could be funded by a transfer from the "Capital Project Fund – Equipment" to the Sewer Fund. Currently there is about 20,000, including fund balance; that can be transferred into the Sewer Fund.

Another option would be to use General Fund balance and transfer that from another Capital Projects Fund. It should be determined if the City could break up that payment as with the jet and vac trailers.

Discussion:

James Mayfield: He knows Mr. Stephens is concerned with this newly discovered requirement of cleaning the entire system every year rather than on a 3-year rotation. He feels it would be a good purchase.

Sean Roylance: He felt this looked like a good deal. He would like to find out from the insurance company what the details are of the requirement of cleaning the system every year...is there any lea way on this? What would the penalty be if it was not followed?

Julie Haskell: She agreed that the information from the insurance company would be useful.

Erin Clawson: She felt this proposal is a good option and she would like to see the process get started.

Mayor Christensen: He trusts Mr. Stephens' judgment.

James Mayfield: If other used equipment were considered, we would not know the condition; we know this camera is in good working order and it seems to be a fair price.

JAMES MAYFIELD MOVED, SECONDED BY ERIN CLAWSON, TO APPROVE THE USE OF CAPITAL PROJECT FUNDS FOR A TRANSFER TO THE SEWER FUND FOR THE PURCHASE OF A SEWER CAMERA FROM N.R. HIATT FOR THE PRICE OF \$20,000

VOTE (POLL): JAMES MAYFIELD-AYE, ERIN CLAWSON-AYE, SEAN ROYLANCE-AYE, JULIE HASKELL-AYE (4)

NAY (0)

ABSENT FROM VOTE (1) WESTON YOUD

3:25:31

OTHER CITY
BUSINESS

Erin Clawson: SOS Timp Services were used to hire Rex Davis as a Public Works employee. The understanding was that health insurance would be provided to the employee through SOS. She asked that Mr. Davis relate what the reality is concerning insurance coverage. It seems the coverage is not as good as they represented.

Rex Davis: When he was going through the signing process after being hired, Mr. Davis asked Mr. Lynn (SOS) about the insurance and was offered a card and told to call the company himself to see about insurance. He was told by Mr. Lynn that it was not very good insurance and that the premiums would come out of his checks and that the premiums were costly.

Erin Clawson: She felt the City was misinformed and her recommendation was to shorten the probation time from 6 months to 60 days or 3 months; then he (Mr. Davis) can be placed on the City's insurance plan.

Discussion:

The possibility of temporary insurance was discussed.

The Council agreed there should be clarification from SOS (Brady Lynn) regarding what coverage, if any, they offer and why the City was under a different impression.

*Next Meeting: Get clarification of the terms and come back to the Council with that information; perhaps have Mr. Lynn come to the Meeting to answer questions.

ADJOURNMENT

At 9:45 PM, the Mayor adjourned the Meeting.


City Recorder