



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, July 8, 2014, at 7:00 PM;** which will be preceded by 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 AGENDA ITEMS:

1. JOINT COUNCIL WITH WOODLAND HILLS AT WOODLAND HILLS CITY OFFICE

Discussion of boundary re-alignment

6:45 PM - RETURN TO ELK RIDGE CITY OFFICE

7:00 PM - 2. Aqua Engineering Water Impact Study

8:00 PM - REGULAR COUNCIL MEETING AGENDA ITEMS:

Opening Remarks and Pledge of Allegiance - Invitation

Approval/Agenda Time Frame

8:05 1. City Office Staffing Positions - Discussion and Action

8:45 2. City Council Departments – Reports

A. Administrative & Planning Commission – Mayor Shelley

1. Computer Software Updates Approval

B. Roads & Storm Drain: Brian Burke

C. Parks, Trails & Recreation & Code Enforcement: Dale Bigler

D. Water & Public Safety: Paul Squires

E. Sewer, Sanitation & SESD: Nelson Abbott

1. Republic Services Recycle Fee


F. Economic Development & Public Works: Ed Christensen

9:00 3. City Council Meeting Minutes Approval

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 July, 2014.



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 July 7, 2014.



City Recorder

C

0

C

ELK RIDGE
CITY COUNCIL MEETING
July 8, 2014

TIME & PLACE
OF MEETING

This regularly scheduled Meeting of the Elk Ridge City Council, was scheduled for Tuesday, July 8, 2104, at 7:00 PM; this meeting was preceded by a combined Council Work Session at the City of Woodland Hills at 6:00 PM followed by a City Council Work Session at Elk Ridge City.

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 July 7, 2014.

6:12 PM

Joint City Council Work Session with Woodland Hills & Elk Ridge

ROLL

Mayor: Hal Shelley; *City Council*: Dale Bigler, Ed Christensen, Nelson Abbott, Paul Squires and Brian Burke; City Engineer: Craig Neeley, Payroll Clerk: Royce Swensen and the *City Deputy Recorder*: Mary Preece

DISCUSSION OF
BOUNDARY
RE-ALIGNMENT

Mayor Steve Lauritzen (Woodland Hills) explained the initial idea for the boundary adjustment was initiated by a number of citizens about five years ago. The original proposal stated Loafer Canyon Road as the boundary line between Elk Ridge and Woodland Hills. The proposal failed as the terms of both city Mayors expired, the economy took a down turn, and the property owners involved withdrew their interest in proceeding. The present proposal begins the division on the north side of the Wallentine property, following Loafer Canyon Road south to the County property continuing east then south along the border of the county property to the property line of Loafer Canyon Recreation. The land east of this division would become Woodland Hills serviced by Woodland Hills; and land west would be Elk Ridge being serviced by Elk Ridge City. A small parcel (2.6 acres) east of the gate of Loafer Recreation Association is presently in Woodland Hills and would become part of Elk Ridge. Through an inter-local agreement the services to Wallentine's would stay with Elk Ridge until the Wallentine's made the decision to change to Woodland Hills. The two large county areas would become part of Elk Ridge.

Mayor Shelley (Elk Ridge) inquired if the County had addressed the issue of the two county parcels.

Mayor Lauritzen responded that the County wanted the parcels incorporated into either Elk Ridge or Woodland Hills. The property would become county jurisdiction, privately owned. Service of Loafer Canyon Road would be the responsibility of Elk Ridge excluding the area through the county property which the county would continue to maintain. Woodland Hills has held public hearings and presented a resolution concerning the proposition and the only concern expressed was the Wallentine property.

Mayor Shelley suggested a physical tour of the area for the Elk Ridge City Council Members with a discussion addressing any questions or concerns to be reviewed with Woodland Hills to determine any adjustments. He asked Mayor Lauritzen if there were any concerns the two cities could work together on.

Mayor Lauritzen expressed a desire for water inter-connection. Also, the overlay on Woodland Hills drive could possibly have available excess asphalt to offer to Elk Ridge.

Work Session Closed at 6:42 PM and Council Members returned to Elk Ridge City Hall.

7:00 PM

CITY COUNCIL WORK SESSION

ROLL

Mayor: Hal Shelley; *City Council*: Dale Bigler, Ed Christensen, Nelson Abbott, Paul Squires and Brian Burke; City Engineer: Craig Neeley, Payroll Clerk: Royce Swensen, Public: Lynn White, Samuel Whitlock, Ethan Whitlock, Becky Shelley, and the *City Deputy Recorder*: Mary Preece

AQUA ENGINEERING
WATER INPACT STUDY

Craig Neeley presented to the Council the proposed water impact study requested by Mayor Shelley and the Council for their review and consideration. He chose the following areas to present that would effectively give an accurate picture of the study:
-- Population Projection -- Based on the discussions with the Mayor, Planner and Public Work Director, the population growth selected was 7% for five years. The following five years was projected to be 3.5%. From 2023 to build out 2% was the projected growth. This is necessary to determine what the City needs in the six year plan which is the window that the City needs to expand funds within or have a good reason not to. The funds cannot be held for longer than six years unless justified. The planning window is 20 years, and then projected to "build out" at an estimated population of 8,000 citizens. This figure is closely similar (within

100 citizens) to the projection of Milan Association of Government and the Government of Management of Budget.

-- Build out—making a breakdown of the present land available for growth, the planning areas and what is expected for buildable land (taking in the consideration slopes and current land use) provides a clear picture of the expected build out. Commercial growth in the City and churches has been allowed for in these projections. Looking at the projected population Aqua converted this to ERCs (Equivalent Residential Connection) to determine the levels of service and how the City would levy impact fees. The estimated residential, commercial, and church ERCs at build out would total 1,486 ERCs.

--Water Rights—Existing Water Rights at present are 544 acre feet that are certificated. The City has submitted a Proof of Beneficial Use of 493.98 acre feet, and 429 acre feet of Permitted Water Rights that have not been perfected yet. This is a total of 1,467 acre feet that the City holds at this time.

0:15:32

When drilling a new well the City would make it another point of diversion for all of the water rights. This allows the City to pull all water out of any one source or multiple sources. At present there is enough water rights for 1150 ERCs.

Mr. Neeley expressed the importance of a good hard review of this presentation by the Council.

--Existing Water Sources—at present the City has two main sources, the Highline Well, and the upper Loafer Canyon Well. A review of the production of these wells was presented reporting the total capacity at 1900 gal a minutes. The City needs a redundancy of available water within the next five to six years. Presently there are three storage tanks in place. The appreciated value of the City's wells and tanks were reviewed, and the cost estimated for the future improvements. This was needed to determine the impact fees to be passed on to developers and future residents in order to recuperate the money spent by the City.

Mr. Neeley went over the long term debt the City was carrying which was the 2007 improvements being reimbursed as the fees come in on new construction. The levels of service were explained by Mr. Neeley revealing the average daily demand of water at 1125 gals per ERC. It was noted that with a surplus of 639 gallons a minute gives a surplus capacity of 390 ERCs. Even with this surplus there is no redundancy.

0:51:21

--Future Potable Water Source Requirements—the total future ERCs in six years is going to be 1,059. Currently the City is equipped for 1900 ECRs, with a surplus of 163 gallons a minute and the surplus in six years is sufficient for 100 ERCs. With the possibility of 269 ERCs coming in the City in the next five years, it was suggested to move forward as soon as possible to locate new water sources and financing to meet the need of a six year planning window. Looking at the 10 year planning window, the same required water source is needed for the expected 537 ERCs. It's then that a new well becomes a necessity.

The following projects would facilitate the improvements required to complete the six year window and be done with the major capital facility improvements for a good number of years.

* The first project suggested was drilling three 8" exploratory wells at a cost of \$571,500. The first well would likely be the North West well, if successful enough there would be no need to drill the other two exploratory wells. Impact fees would assist in the cost.

* The second project would be a 12-14 inch distribution water line. There is a need for dedicated pumping line work on Goosenest. The pump station by the Hillside tank should be upgraded. Two thirds of the cost will be paid by impact fees and one third by user rates.

1:19:55

* The third project is a booster station. This has a double purpose.

1.) If there is trouble with the upper tank, the booster would kick in and provide the needed water.

2.) It will also provide some redundancy and accommodates expected growth in the area.

Mr. Neeley explained the need to increase the rates to the existing customers and the impact fees to the new structures in order to cover the cost of these necessary projects. He proceeded to break down the expense and the projected revenue over the next 20 years showing the possible need for a bond. He also proposed an increase in the water impact fees of \$300, and a slight increase in the rates. He suggested the City capture all the revenue possible.

1:31:15

Two public hearings will be needed, one for the Capital Facility Plan and one for the Impact Fees.

The Council will discuss and review the study and present any concerns or changes to Aqua. A work session will then be scheduled to finalize the report to have it ready for the hearings and adoption process.

It was decided to move quickly on the adoption of the Capital Facility Plan first, possibly by July 22, and then address the Impact Fees at a later date.

Mayor Hal Shelley closed the Work Session at 8:48 PM.

**ELK RIDGE
CITY COUNCIL MEETING
July 8, 2014**

**TIME & PLACE
OF MEETING**

This regularly scheduled Meeting of the Elk Ridge City Council, was scheduled for **Tuesday, July 8, 2014, at 7:00 PM;** this meeting was preceded by a **joint City Council at Woodland Hills at 6:00 PM. and a Work Session at Elk Ridge City at 7:00 PM.**

The later 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 July 7, 2014.

ROLL

Mayor: Hal Shelley; *City Council:* Dale Bigler, Ed Christensen, Nelson Abbott, Paul Squires and Brian Burke; City Engineer: Craig Neeley, Payroll Clerk, Royce Swensen and the *City Deputy Recorder:* Mary Preece

**OPENING REMARKS
AND PLEDGE OF
ALLEGIANCE**

An invocation was offered by Ed Christensen and Dale Bigler let those present in the Pledge of Allegiance, for those who wished to participate.

**AGENDA TIME
FRAME**

**ED CHRISTENSEN MOVED, SECONDED BY DALE BIGLER, TO APPROVE THE
AGENDA TIME FRAME, ADJUSTING THE START TIME TO 8:53 PM.**

VOTE: AYE (5) NAY (0)

At this point a malfunction of the recorder took place, and there were no audio recorded minutes from this point to the end of the meeting.

**CITY OFFICE STAFFING
POSITIONS**

Mayor Hal Shelley proposed the following changes to be implemented relative to the office staff:

1. Royce Swenson be added as Deputy Recorder and as assistant office manager in a full time position. This is deemed necessary as to the necessary training to help him function effectively with the hope that Jan Davis would soon be available to help in his training. At the time of Ms. Davis' retirement Mr. Swensen will be appointed as City Recorder. The Mayor proposed he be hired at a rate of \$40,000 per year for his position as Deputy Recorder through the fiscal year 2014-2015. He proposed an additional \$6,000 per year for his work as assistant office manager transitioning to office manager at the end of this calendar year. The total combined position annual salary of \$46,000 to run through the remainder of this fiscal year.
2. Janine Nilsson will be re-hired through the balance of this fiscal year as Accounts Payable and Payroll Clerk working two days a week for a total of 20 hours at \$18.50 an hour.
3. Melanie Hoover will have an increase in hours from 12 to 20 hours. Her responsibilities will increase with assisting Mary Preece, Deputy Recorder with incoming calls, filing, and building permits.

Brian Burke expressed his concerns for the pay structure and the 2009 raises to passed raises and positions. He was uneasy about Mr. Swensen taking on both positions. He suggested Mr. Swenson become experienced with the Deputy Recorders Position for three months, at which time take the responsibility of Office Manager's position with the addition of \$6,000.

Nelson Abbott objected to both an hour increase and a pay increase for Melanie Hoover which triggered a discussion among the Council regarding the issue. It was determined an hour increase should be granted, but a waiting period before increasing the wages.

**ED CHRISTENSEN MOVED TO APPROVE ROYCE SWENSON AS DEPUTY
RECORDER AT \$40,000 A YEAR, AND AFTER A THREE MONTH PROBATION ADD
TO THE POSITION THAT OF ASSISTANT OFFICE MANAGER WITH AN ADDITIONAL
\$6,000 IN PAY. TO REHIRE JANINE NILSSON FOR UP TO 20 HOURS WEEK AT
\$18.50 AN HOUR, AND INCREASE MELANIE HOOVER'S HOURS TO
20 PER WEEK WITH AN INCREASE IN PAY TO \$14.50.**

[MOTION DROPPED]

Nelson Abbott expressed an objection to the motion requesting it be presented to Jan Davis: City Recorder and Office Manager for her approval. A discussion among the Council Members proceeded to take place at which point the motion was pulled, and the Mayor agreed to visit with Jan Davis concerning the issue.

CITY COUNCIL
DEPARTMENT
REPORTS

A. Administrative & Planning Commission – Mayor Shelley

1. Computer Software Updates Approval

Royce Swensen: Accounts Payable, expressed the need for an upgrade to the City Computer's software. He presented the following three options available:

1. 2007 Microsoft Office at a cost of \$2,400
2. 2010 Microsoft Office at a cost of \$3,000
3. 2013 Microsoft Office at a cost of \$3,490

NELSON ABBOTT MOVED, SECOND DALE BIGLER, TO APPROVE \$2,500 TO PURCHASE THE USER LICENSES FOR WINDOW 7.


VOTE: AYE (5) NAY (0)

ED CHRISTENSEN MOVED, SECOND DALE BIGLER, TO APPROVE CITY COUNCIL MEETING MINUTES FOR MAY 13 AND MAY 27 AS PRESENTED.

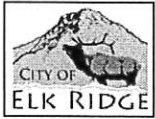
VOTE: AYE (5) NAY (0)

ADJOURNMENT

The Mayor adjourned the City Council Meeting At 9:57 PM.



Transcribed by City Deputy Recorder
Approved by 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, July 22, 2014, at 7:00 PM;** which will be preceded by a **City Council Work Session at 5:30 PM.**

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

5:30 PM -

CITY COUNCIL WORK SESSION

Held at Future Civic Center Site

1. Discussion of Final Grading with Robert Nelson

6:30 PM -

RETURN TO ELK RIDGE CITY OFFICE

2. ERM Phase One Park Discussion

7:00 PM -

REGULAR COUNCIL MEETING AGENDA ITEMS:

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

7:05

Open Forum

7:15

1. Formal Agreement with Robert Nelson

7:25

DEPARTMENT REPORTS

- A. Administrative & Planning Commission – Mayor Shelley
 2. Ratify Poll Vote on Proposed Tax Rate
 3. Ratify Poll Vote on Staff Changes
- B. Roads & Storm Drain: Brian Burke
- C. Parks, Trails & Recreation & Code Enforcement: Dale Bigler
- D. Water & Public Safety: Paul Squires
- E. Sewer, Sanitation & SESD: Nelson Abbott
- F. Economic Development & Public Works: Ed Christensen

8:00

City Council Meeting Minutes Approval
Adjournment

8:05

Move to Closed Session
1. Employee Competence

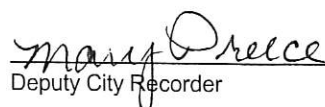
Handicap Access, Upon Request. (48 Hours Notice)

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 July, 2014.


Deputy 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 July 18, 2014.


Deputy City Recorder

C

O

C

ELK RIDGE
CITY COUNCIL MEETING
July 22, 2014

TIME & PLACE
OF MEETING

This regularly scheduled Meeting of the Elk Ridge City Council, was scheduled for Tuesday, July 22, 2104, at 7:00 PM; this meeting was preceded by a City Council Work Session at 5:30 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 July 21, 2014.

5:30 PM

City Council Work Session

ROLL

Mayor: Hal Shelley; *City Council*: Dale Bigler, Ed Christensen, Nelson Abbott, Paul Squires and Brian Burke; Payroll Clerk: Royce Swensen; Public Works Director: Cody Black; Deputy Sheriff Cheri Rhoades; Public: Gerry Whiting and the *City Deputy Recorder*: Mary Preece

FIELD TRIP TO FUTURE
SITE OF CIVIC CENTER

Mayor Shelley pointed out to the Council the future plans for the property and reviewed the situation the property is in at present. The main reason for the field review was to observe the work that had been conducted by Robert Nelson and what was needed to procedure forward to complete the contract with Robert Nelson concerning the work desired by the City. They returned to the City Offices to continue with the scheduled work session.

A discussion proceeded among the Council Members and the Mayor concerning the plans of LEI (engineering firm) projecting the facilities to be included at the future Civic Center property including 2 scorer fields, a playground, a Civic Center and Parking lot requiring different elevations. Mr. Nelson was to excavate the land to prepare the area for desired facilities, receiving the use of the top soil and rocks to offset his cost of the work and equipment. This was estimated by LEI at a cost around \$300,000 according to the best memory of Councilman Abbott. During the discussion a point of concern was cleared up concerning the amount of product removed from the area by Mr. Nelson. It was thought among a few of the Council Member that it was 232 thousand tons, however Public Works Director Cody Black presented the documented figures that from the start of the project to May 9, 2014 there was a total of 33,000 ton. The conclusion of the Council was to have the property re-surveyed. A City Council meeting with Robert Nelson will be scheduled to finalize grading to meet the City's needs.

Public Works Director, Cody Black, reported the equipment is scheduled for Friday morning Friday Morning to place the rebuilt motor in the pump at the well. He explained what caused the motor to stop working and the steps that were taken to repair the motor. Mr. Black presented couple of options. One option was to buy the existing backup motor that he felt would not be suitable with the possibility of not being able to carry the load, and extensive expensive upgrades that would necessary at cost of \$25,000. The second option is to purchase a new motor since it would not be much more money than the used one after all the upgrades were made. He pointed out when the new well is drilled; buying a spare motor to fit both wells would be wise.

Royce Swensen, Accounts Payable Clerk, has contacted the City's insurance company to begin a claim with the hope some of the cost will be covered by insurance since the motor was only 7 years old. If not, an inquiry of obtaining insurance will be looked into.

Nelson Abbott commented that when we have a new well in place, the burden could be shifted to the new well and rotate the outside watering.

0:0:04

ERM ONE PARK
DISCUSSION

Mayor Shelley reported the cost for Elk Ridge Meadows1 Park was estimated at \$176,000. These cost were to be covered by the \$100,000 CBG Grant to Rural Housing for the improvements of the park, \$20,000 from Rural Housing and \$10,000 from the City along with proceeds from impact fees. Rural Housing informed the Mayor their \$20,000 was part of the \$100,000 grant. This money was required to qualify for the \$100,000. At this point Rural Housing will still have to come up with the additional \$20,000 to make the project possible.

The mayor reported that Jan Davis is recovering from the radiation treatment that causes difficulty in her breathing. This is a very difficult situation.

Mayor Hal Shelley closed the Work Session at 6:50 PM.

0:16:28

TIME & PLACE
OF MEETING

This regularly scheduled Meeting of the Elk Ridge City Council, was scheduled for **Tuesday, July 22, 2014, at 7:00 PM**; this meeting was preceded by a **City Council Work Session at 5:30 PM**.

The later 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 July 21, 2014.

ROLL

Mayor: Hal Shelley; *City Council*: Dale Bigler, Ed Christensen, Nelson Abbott, Paul Squires and Brian Burke; Payroll Clerk: Royce Swensen; Public Works Director: Cody Black; Deputy Sheriff Cheri Rhoades; Public: Gerry Whiting and the *City Deputy Recorder*: Mary Preece

OPENING REMARKS
AND PLEDGE OF
ALLEGIANCE

An invocation was offered by Brian Burke and Mayor Hal Shelley let those present in the Pledge of Allegiance, for those who wished to participate.

AGENDA TIME
FRAME

NELSON ABBOTT MOVED, SECONDED DALE BIGLER, TO APPROVE THE AGENDA TIME FRAME, ADJUSTING THE START TIME TO 6:52 PM.

VOTE: AYE (5) NAY (0)

OPEN FORUM

No participation

Ed Christensen asked what water rights citizens have for the water on their property. The answer was given that the water rights purchased to develop a lot were the Cities water rights if they are serviced with water from the City.

FORMAL AGREEMENT
WITH ROBERT NELSON

No discussion or action was taken.

DEPARTMENT
REPORTS

A. Administrative & Planning Commission – Mayor Shelley

1. Ratify Poll Vote on Proposed Tax Rate

Mayor Shelley explained the tax rate increase was approximately 23% to cover needed expenditure for the City, and that a poll vote had been taken and posted. This was a motion to ratify the poll vote.

Nelson Abbott requested an accounting report for the money received from the increase in the taxes.

NELSON ABBOTT MOVED, SECOND DALE BIGLER, TO RATIFY THE POLL VOTE ON TAX RATE INCREASE FOR AUGUST 12, 2014.

**VOTE: PAUL SQUIRE (YES) BRIAN BURKE (YES) ED CHRISTENSEN (YES)
NELSON ABBOTT (YES) DALE BIGLER (YES)**

2. Ratify Poll Vote on Staff Changes

NELSON ABBOTT MOVED, SECOND DALE BIGLER, TO RATIFY THE POLL VOTE TO MOVE ROYCE SWENSEN TO THE POSITION OF DEPUTY RECORDER WITH A SALARY OF \$40,000. ROYCE SWENSEN WOULD BE GIVEN IN ADDITION THE POSITION OF FFICE MANAGER IN THREE MONTHS WITH AN INCREASE IN SALARY OF \$6,000. MELANIE HOOVER INCREASED TO 20 HOURS A WEEK AT HER CURRENT SALARY. JANINE NILSSEN WOULD BE RE-HIRED FOR UP TO 20 HOURS A WEEK WITH A SALARY OF 18.50 AN HOUR.

**VOTE: PAUL SQUIRES (AYE) BRIAN BURKE (AYE) ED CHRISTENSEN (AYE)
NELSON ABBOTT (AYE) DALE BIGLER (AYE)**

B. Roads & Storm Drain – Brian Burke

Mr. Burke reported the completion of a chip and seal on Goosenest from Burke Lane along Rocky Mountain to 11200 south. The Lewis Lane chip and seal is completed. This will complete the chip and seal work for this year.

- The County finished the Loafer Canyon Road to the Loafer Canyon Recreation gate.
- Next spring the road on Maple Lane will be straightened and finished with an overlay
- As soon as the needed property on High Sierra is deeded to the City, curb and gutter along Hudson and High Sierra will move forward.

C. Parks, Trails & Recreation & Code Enforcement – Dale Bigler

Mr. Bigler proposed contacting Kirk Greenhalgh to complete the necessary grading on Park Drive down to Elk Ridge Drive in preparation of planting the trees for Tree Line Drive. He had an estimated figure for this work of \$1200 to \$1500. He had received a bid at one time for the entire project of Tree Line Drive of \$17,000. The City could do the work for \$10,000. The amount in the budget for this work is \$15,000.

Cody Black stated he would begin looking for the dolly truck need for the City.

D. Water & Public Safety – Paul Squires

Mr. Squires reported he had received permission to up the grant for the dug way to \$3,000,000.00.

- He spoke to Jay Frandsen concerning the forms that needed to be completed on the Highline Canal enclosure. He will turn them in by August 22, 2014.

Cody Black informed him the information the City needed for the forms has been prepared by City Engineer Craig Neeley and he would see that Mr. Squires received them.

E. Sewer, Sanitation & SESD – Nelson Abbott

Mr. Abbott requested the signed three year extension on the trash and recycling with Republic Service so he could return it to Reece DeMille.

The agreement with Payson City for the use of the facilities at their city dump was presented. The Mayor signed the agreement and Nelson Abbott will take it to Payson City.

F. Economic Development & Public Works – Ed Christensen


No information to present.

ED CHRISTENSEN MOVED, SECOND DALE BIGER, TO APPOINT ROYCE SWENSEN AS ELK RIDGE CITY'S DEPUTY RECORDER.

VOTE: AYE (5) NAY (0)

ADJOURNMENT

The Mayor adjourned the City Council Meeting At 7:23 PM. and moved into a closed session.

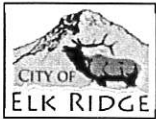


City Recorder

C

0

C



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 Special **City Council Work Session on Wednesday, August 6, 2014, at 6:00 PM.**

The meeting 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:

(Discussion Only)

City Finance Director

Elk Ridge Finances / Proposed Tax Rate and 2014 / 2015 Budget

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 1st day of August, 2014.

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 August 1, 2014.

City Recorder

C

O

C

ELK RIDGE CITY
COUNCIL MEETING
WORK SESSION
August 6, 2014

TIME & PLACE
OF MEETING

This specially scheduled Meeting of the Elk Ridge City Council, was scheduled for Wednesday, August 6, 2014, at 6:00 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 August 1, 2014.

6:00 PM -

CITY COUNCIL WORK SESSION AGENDA:

ROLL

Mayor: Hal Shelley; *City Council:* Brian Burke, Nelson Abbott, Ed Christensen, & Dale Bigler (Absent: Paul Squires); *City Finance Director:* Curtis Roberts; *Public Works:* Cody Black; Robert Nelson (Robert Nelson Construction LLC); *the City Deputy Recorder:* Royce L Swensen

OPENING REMARKS

An invocation was offered by Mayor Hal Shelley; and Mayor Hal Shelley led those present in the Pledge of

& PLEDGE OF
ALLEGIANCE

Allegiance, for those who wished to participate.

DISCUSSION
CONCERNING
ELK RIDGE CITY
FINANCES/ PROPOSED
TAX RATE INCREASE

Mayor Shelley presented that the intention of this meeting was to be a discussion format of current issues facing the City and how to properly inform the citizen of Elk Ridge about these issue and the surrounding issues of the Truth and Taxation Public Hearing to be held August 12, 2012. Mayor Shelley then introduce invited guest Curtis Robert, Elk Ridge City Financial advisor, to help the Council to see what would justify an increase to the Certify Tax Rate.

Curtis Roberts began the discussion by asking a budget clarification question to the council regarding the \$100,000 park grant: "Where is the expenditure portion of the park grant in the proposed 2014-2015 budget?"

Mayor Shelley reviewed the stipulations of the park grant. Rural Housing purchased 42 lots in Phase 1 of Elk Ridge Meadows and Rural Housing applied for the \$100,000 grant with the understanding that Rural Housing will pay an additional \$20,000 and Elk Ridge City will pay a minimum of \$10,000.

Curtis Roberts stated that the indicators in the proposed budget with the property tax increase already built in; the budget already shows a deficit position of \$20,000 in the general fund and any additional amounts budgeted will increase the deficit position.

Mayor Shelley asked Curtis Roberts to explain the difference between a tax increase method to pay for ongoing additional expenditures and the other method which is to identify projects and just bond to produce the income.

Curtis Roberts responded that there are opposite end philosophes for paying for projects within the City.

- The first philosophy is as the city manages government finances, it tries to be debt adverse. The City expenses are then funded by cash flow. This method requires saving through capital project funds to pay for future projects. A possible disadvantage to this method is current tax payers might not benefit from special projects.

- The second philosophy is to use tax income to pay for the city's operational expenses and to take on debt for special projects. The caution with this method is to manage revenues that need to be dedicated to bonding or loans. The city council then determines what philosophy or combination of philosophes does the city of Elk Ridge want to follow?

Mayor Shelley explained every household will receive a county notice stating the proposed tax increase with the average increase to be about 75 to 100 dollars a year among the lower and higher valued homes.

Nelson Abbott stated that he has been through a couple of these proposed tax rate increases, but if we can't justify and explain the tax increase there will not be a person in the audience that will agree with this increase even if the City intentions are in the right place.

Mayor Hal Shelley asked Curtis Roberts to clarify what the increased revenue generated by the tax rate increase can/cannot be applied to in the budget.

Curtis Roberts explained the revenue generated cannot be used for the following categories:

1. Water Fund
2. Sewer Fund
3. Storm Drain Fund

And stressed it is not advisable to use the revenue for the following;

1. Park Expansions and new Roads construction where impact fee can be used.
2. Funding of Services like garbage because it needs to be a self -sufficient service.

The revenue can be used for the following:

1. To Fund increased cost for services provided like Police and Fire
2. To Fund overall increase of cost due to inflation

Curtis Roberts explained one of the things the certified tax rate does not do is adjust for inflation, so without a change in the certified tax rate or growth the revenue received from property taxes each year will remain the same.

Curtis Roberts inquired of the council and Mayor: "How was the increase to the city's tax rate determined?"

Mayor Hal Shelley stated the final proposed rate was determined between the Mayor and Jan Davis, city recorder with consideration of conversations the Mayor had with the Burt Harvey, one of Utah County's personnel over the certified tax rate.

Curtis Robert stated that the general fund had not been healthy for the last three years. The fund is running at a break-even point if not just a little below the break-even point. The property tax increase has been a discussion between Curtis and Jan Davis for years.

Brian Burke presented the question of how do we justify the tax rate increase to the citizens?

Curtis Roberts stated many citizen that come to the meeting will come with a preconceived notion that you should not increase taxes, but if you can explain the rational of the tax increase and justify the expenditures; there is greater chance the citizens will understand.

Mayor Shelley inquired if there is push back on the tax increase, is the City Council obligated to do anything or can the Council still proceed with the increase?

Curtis Robert responded with "yes you can". The best way to present the increase is to be factual with a good solid presentation.

Mayor Shelley stated that compared to other communities the main source of income for the City is property tax.

Curtis Roberts explained a takes a certain amount of revenue to run a City; and the city's ratio of property tax to sales tax revenue is a ration of approximately 1 ½ property tax to 1 sales tax. Compared to other communities their ratio is approximately 8 sales tax dollars to 1 property tax dollar. Elk Ridge City is inverted and by not doing a tax increase each year puts the city "behind the eight ball" every time there is a cost of living adjustment.

Curtis Roberts closed the discussion by communicating to council and Mayor that he will continue to review some of expenditure lines on the budget and to confirm the City's budget is not understated for the year 2014-2015. Also, Property tax is a hot issue, but it is an issue that will probably need to be considered each year.

Mayor Shelley thanked and excused Curtis Roberts. He introduced Robert Nelson (Robert Nelson Construction LLC) to discuss to the best way to finish the gravel pit project as far as product reconciliation and final excavation. The goal of this discussion is that the council will know what the final results will be with this land.

DISCUSSION ABOUT
GRAVEL PIT PROPERTY

Robert Nelson stressed the first thing is the City Council needs to decide what they want to happen on this property. Robert then proceeded to tell how the gravel project has develop over time.

Dale Bigler communicated the importance of having someone develop a master plan for this property.

Cody Black made a recommendation to have Robert Nelson level the determined areas and clean up the property. In addition, let Robert sell off needed materials to a break-even point, then have a plan developed with possibly getting citizens input on future development of property. Also, the City Council might consider selling remaining product to the City's citizens.

Dale Bigler Confirmed with Robert Nelson that he is close to a break-even point.

Robert Nelson presented a spreadsheet document with an accounting breakdown and if all receivables are collected the project should be close to a break-even point. Robert pointed out the importance of collecting form Johannsson Construction materials they removed from the quarry.

Mayor Shelley: Instructed Cody Black and Dale Bigler to keep working with Robert Nelson with transition of the property.

DISCUSSION ABOUT
FUTURE CITY
OFFICES

Dale Bigler presented the concept of developing the house on the property by the gravel pit to the new city offices.

PURCHASE OF
SOUND SYSTEM

Brian Burke: Reviewed research and proposed purchase of PA Sound System for City use.

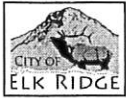
BRIAN BURKE MOVED, SECONDED BY DALE BIGLER, TO AUTHORIZE UP TO \$2000.00 FOR THE PURCHASE OF PA SYSTEM.

VOTE: YES (3) NO (0) ABSENT (2) NELSON ABBOTT AND PAUL SQUIRES
(Due to a conflict in procedures this motion would not be permitted to be presented in this work meeting; therefore the motion is invalid.)

ADJOURNMENT

The Mayor adjourned the City Council Work Meeting at 7:57 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, August 26, 2014, at 7:00 PM;** which will be preceded by a **Public Hearing at 6:00PM** and **City Council Work Session at 6:30PM.** The meetings will be held at the Elk Ridge City Hall, 80 E. Park Drive, Elk Ridge, Utah.

6:00 PM - PUBLIC HEARING CAPITAL FACILITIES PLAN AND IMPACT FEE ANALYSIS: Craig Neeley

6:30 PM - CITY COUNCIL WORK SESSION AGENDA ITEMS:

1. ISO Evaluation: Seth Waite
2. Amendment to the Moderate Income Housing Section of the General Plan: Shay Stark

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 1. Capital Facilities Plan and Impact Fee Approval
- 7:25 2. Amendment to the Moderate Income Housing Section of the General Plan Approval
- 7:30 3. Rural Housing: Brad Bishop
- 7:45 4. Department Reports
- A. Administrative & Planning Commission – Mayor Shelley
 - B. Roads & Storm Drain: Brian Burke
 - C. Parks, Trails & Recreation & Code Enforcement: Dale Bigler
 1. City Office Proposal
 - D. Water & Public Safety: Paul Squires
 1. ISO Evaluation Approval
 - E. Sewer, Sanitation & SESD: Nelson Abbott
 1. Garbage Rates and Services
 - F. Economic Development & Public Works: Ed Christensen
- 8:15 4. City Council Minutes for June 24, 2014, July 8, 2014 and July 22, 2014

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.

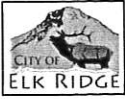
Dated this 26rd day of August, 2014.


Deputy 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 August 22, 2014.


Deputy 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 CITY COUNCIL NOTICE & AGENDA

Notice is hereby given that the City Council of Elk Ridge will hold a regular **City Council Meeting on Tuesday, August 26, 2014, at 7:00 PM;** which will be preceded by a **Public Hearing at 6:00PM** and **City Council Work Session at 6:30PM.** The meetings will be held at the Elk Ridge City Hall, 80 E. Park Drive, Elk Ridge, Utah.

6:00 PM - PUBLIC HEARING CAPITAL FACILITIES PLAN AND IMPACT FEE ANALYSIS: Craig Neeley

6:30 PM - CITY COUNCIL WORK SESSION AGENDA ITEMS:

1. ISO Evaluation: Seth Waite
2. Amendment to the Moderate Income Housing Section of the General Plan: Shay Stark

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 1. Capital Facilities Plan and Impact Fee Approval
- 7:25 2. Amendment to the Moderate Income Housing Section of the General Plan Approval
- 7:30 3. Rural Housing: Brad Bishop
- 7:45 4. Eagle Project: Tregan Mickelson
- 7:55 5. Department Reports
- A. Administrative & Planning Commission – Mayor Shelley
 - B. Roads & Storm Drain: Brian Burke
 - C. Parks, Trails & Recreation & Code Enforcement: Dale Bigler
 1. City Office Proposal
 - D. Water & Public Safety: Paul Squires
 1. ISO Evaluation Approval
 - E. Sewer, Sanitation & SESD: Nelson Abbott
 1. Garbage Rates and Services
 - F. Economic Development & Public Works: Ed Christensen
- 8:25 6. City Council Minutes for June 24, 2014, July 8, 2014 and July 22, 2014

Adjournment

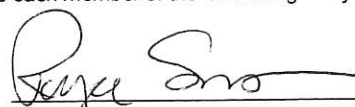
Handicap Access upon Request. (48 Hours Notice)

The times that appear on this agenda may be accelerated if time permits. All interested persons are invited to attend this meeting.
Dated this 26rd day of August, 2014.


Deputy 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 August 22, 2014.


Deputy Recorder

ELK RIDGE CITY
COUNCIL MEETING

August 26, 2014

TIME AND PLACE OF MEETING

The regularly scheduled meeting of the Elk Ridge City Council was scheduled on Tuesday, August 26, 2014, at 7:00 pm; this meeting was preceded by a **City Council Work Session and also a Public Hearing** to consider the Capital Facilities Plan and Impact Fee Analysis, **scheduled for 6:00 p.m.** The meetings were held at the Elk Ridge City Hall, 80 East Drive, Elk Ridge, Utah.

Notice of the time, place and Amended Agenda for these Meetings, was provided to the Payson Chronicle, 145 E. Utah Ave., Payson, and to the members of the Governing Body, on August 22, 2014

ROLL CALL

Mayor: Hal Shelley
City Council: Brian Burke, Paul Squires, Nelson Abbott, Dale Bigler, Ed Christensen (Absent)
Others: Royce Swensen, *City Recorder*
Shay Stark, *City Planner*
Craig G. Neeley, *Aqua Engineering*
Seth Waite, *Elk Ridge City Fire Chief*

Public: JoAnn Bigler, Josh Abbott, Lucretia Thayne, Jim Chase

PUBLIC HEARING

1. Capital Facilities Plan And Impact Fee Analysis- Craig Neeley, Aqua Engineering

Mayor Hal Shelley: welcomed the Council, invited guests and the general public to the Public Hearing at 6:08 PM. Mayor Shelley then invited Craig Neeley from Aqua Engineering to address the Council regarding the Capital Facilities Plan and Impact Fee Analysis.

Craig Neeley: Stated he did not come to make a presentation because of previous discussions at other meetings reviewing this analysis. Craig said his main objective tonight was to answer questions from the public.

Dale Bigler: stated that the analysis has important information and addresses the current and future needs for the city.

Nelson Abbott: Also, restated the importance of the information within the analysis and suggested that a copy or an abbreviated copy of the Capital Facilities Plan and Fee Analysis be put on the city's website.

Craig Neeley: confirmed that Aqua Engineering will provide an executive summary of the Capital Facilities Plan and, in addition, they will provide two additional sections within the analysis which will include an analysis on the sewer and a demographic analysis.

Lucretia Thayne: questioned the Council where the public can view the documentation. And will the Council take action on the Capital Facilities Plan and Impact Fee Analysis tonight?

Mayor Hal Shelley: responded that the Council will take action tonight and the public has had access to the documentation for a couple of weeks at the City offices.

CITY COUNCIL WORK SESSION

1. ISO Evaluation: Seth Waite, Elk Ridge City Fire Chief

Mayor Hal Shelley: introduced Seth Waite and asked him to present the City's ISO Evaluation.

Seth Waite: ISO- Insurance Security Office is an independent evaluation company which evaluates the city's emergency services and rate the City on a scale of one through nine. Evaluations cover everything from the water supply capabilities, equipped vehicles, response times, emergency call volume and personnel training. The City is currently rated at a five and has previously been rated at a nine. Insurance companies refer to this evaluation and determine insurance rates based on this evaluation. Seth continued to explain by illustrating the following example how the ISO rating impacts the City of Elk Ridge. If a city has an ISO-9 rating, with an example of 500 homes and an average square footage for these homes of 3,000, the individual home owner will pay approximately \$3,000 per year for home owners insurance. Otherwise, an ISO-5 rating with the same 500 home and the same 3,000 square footage homes, the individual home owner will pay approximately \$1,500.00 per year on home owners insurance. The cost to the City to maintain this rating is approximately \$85,000.00 per year of which this expense is saving Elk Ridge home owners hundreds of dollars per year on insurance premiums. Chief Waite, also reminded the Council that this evaluation normally occurs every 15 years for cities with less than 25,000 homes and now with current policies this evaluation will happen every 4-5 years. In Addition, Chief Waite noted to maintain the current rating of ISO-5, the City may need another fire truck to respond on every call and this additional truck means that the City may be obligated to purchase a truck or partner with neighboring cities. The future step in this evaluation is medical because there are insurance costs associated with medical. The City, with the purchase of the ambulance, will put the ambulance online in the next six months. This service will provide a potential starting income of about \$20,000 per year and this revenue will supplement the City's budget for the fire department.

Mayor Hal Shelley: What kind of cost will the City potentially incur to go mutual aid?

Seth Waite: The expense has not been determined and the City needs to wait until the final ISO report is given to the City to determine present needs and expenses.

Mayor Hal Shelley: Did the ISO evaluation look into the homes that are supplied by Gooseneck Water Association?

Seth Waite: No, They considered those homes as part of the city and the ISO also considered this area as unprotected and the City has the equipment to cover this area.

Mayor Hal Shelley concluded by thanking Seth for his service and also thanked the staff that works in the fire department.

2. Amendment to the Moderate Income Housing Section of the General Plan: Shay Stark, City Planner

Mr. Shay Stark stated that the state requested an update to the Moderate Income Housing Plan from the City and the current state code requires an update every two years. The state defines affordable housing by taking the median household income in the county, in which the City resides. The state then declares "affordable housing is deemed to be affordable, if the cost of monthly housing expenses is equal to or less than 30 % of gross household income". The 2014 median household income level for Utah County was \$64,200 and Elk Ridge median household income level was \$80,871. A household making a yearly income of \$19,260 can purchase a home with a maximum mortgage amount of \$15,039. Elk Ridge City being a hillside bedroom community does not provide many options for this household income level, except for the limited possibility of renting accessory apartments. The high-end of the median income scale to be defined as affordable housing is a yearly income of \$51,360 and with this income a household can only have a maximum mortgage amount of \$163,118. The City with its current developments, has more options to provide possible homes on the high end of the scale under the Federal Fair Housing Act. Examples of moderate income type housing are Self Help Housing and the senior housing project. Mr. Stark explained that if the Council would look at the state code under the General Plan section of the Code; they will find that it is the City's responsibility to promote Moderate Income Housing. In conclusion, the City looks good over the next five years and the goal and objective for the City should be to continue to work with programs like self-help homes. These programs will help the City meet the moderate income housing projection.

Mayor Hal Shelley closed the Public Hearing and City Council Work Session at 7:11 PM.

**Elk Ridge City
Council Meeting
August 26, 2014**

TIME AND PLACE OF MEETING

The regularly scheduled meeting of the Elk Ridge City Council, was scheduled on Tuesday, August 26, 2014, at 7:00 pm; this meeting was preceded by a **City Council Work Session, and also a Public Hearing** to consider the Capital Facilities Plan and Impact Fee Analysis, **scheduled for 6:00 p.m.** The meetings were held at the Elk Ridge City Hall, 80 East Drive, Elk Ridge, Utah.

Notice of the time, place and Amended Agenda for these Meetings, was provided to the Payson Chronicle, 145 E. Utah Ave., Payson, and to the members of the Governing Body, on August 22, 2014.

ROLL CALL

Mayor: Hal Shelley
City Council: Brian Burke, Paul Squires, Nelson Abbott, Dale Bigler, Ed Christensen (Absent)
Others: Royce Swensen, *City Recorder*
Shay Stark, *City Planner*
Craig G. Neeley, *Aqua Engineering*
Seth Waite, *Elk Ridge City Fire Chief*
Treygen Mickelsen
Brad Bishop, *Rural Housing*

Public: JoAnn Bigler, Josh Abbott, Lucretia Thayne, Jim Chase, Evan Mickelsen, Josh Walker, Cam Howell, David Clark

OPENING REMARKS AND PLEDGE OF ALLEGIANCE

An invocation was offered by Mayor Hal Shelley and Tregan Mickelson led those present in the Pledge of Allegiance, for those who wished to participate.

AGENDA TIME ADJUSTMENT

NELSON ABBOTT MOVED, SECONDED BY DALE BIGLER, TO APPROVE THE AGENDA TIME FRAME ADJUSTMENT, ADJUSTING THE START TIME TO 7:14 PM.
VOTE: AYE (4) NAY (0) ABSENT (1) ED CHRISTENSEN

CAPITAL FACILITIES PLAN APPROVAL

DALE BIGLER MOVED, NELSON ABBOTT SECONDED, TO APPROVE THE CAPITAL FACILITIES PLAN AS BEEN PRESENTED.
VOTE: AYE (4) NAY (0) ABSENT (1) ED CHRISTENSEN

AMENDMENT TO THE MODERATE INCOME HOUSING SECTION OF THE GENERAL PLAN APPROVAL

NELSON ABBOTT MOVED, SECONDED BY DALE BIGLER, TO ADOPT THE AMENDED MODERATE INCOME HOUSINGS ELEMENT OF THE GENERAL PLAN.

VOTE: AYE (4) NAY (0) ABSENT (1) ED CHRISTENSEN

SCOUT EAGLE PROJECT: TREGAN MICKELSON

Tregan Mickelson: Presented a concept to the Council for his Scout Eagle Project, which is to construct a Frisbee Golf Course in the City. The pros for this project is that this course will be convenient for the community and it does provide an outdoor recreational activity for the citizens of Elk Ridge. The cons to this project is the construction time and the overall expense to the project. The cost per unit range anywhere from \$100 - \$500 per Unit. The factor determining the cost is whether the units are permanently anchored or not. Another factor determining the unit cost is the number of chains per unit and overall durability.

Brian Burke: Asked Tregan where he proposes to create the Frisbee Golf Course?

Tregan Mickelson: stated that he proposes to install the course in one of the City's new developments, which is by Horizon View Loop and Bear Hollow Lane. Tregan then reviewed two possible course layouts and he helped the Council to understand possible pros/cons of each method.

Mayor Hal Shelley: clarified location of the course with the Council. [Elk Ridge Meadows Phase 2 Park]

Tregan Mickelson: stated that with the expense of the course he would generate income for the project by corporate donations and/or a fundraiser.

Mayor Hal Shelley: Asked the Council's opinion on the proposed Frisbee golf course?

Paul Squire: This will be a fun activity.

Nelson Abbott: Feedback from residents in that part of the City would like to have a say on the development of the proposed park.

Dale Bigler: commented this is a positive project for the community, especially with the younger families in that neighborhood. He would like to see the donations Mr. Mickelson receives for the project and whether or not it would be worth considering expansion of the project from a five-hole to a nine-hole project.

Mayor Hal Shelley: Asked the Council to make a motion to advance Tregan's Eagle Project.

DALE BIGLER MOVED, SECONDED BY PAUL SQUIRES, TO APPROVE TREGAN MICKELSON'S EAGLE PROJECT TO ESTABLISH A FRISBEE GOLF COURSE IN A LOCATION TO BE DETERMINED TOGETHER AND THE CITY, IF NEEDED, WOULD LOOK AT FUNDING PART OF THE COURSE TO MAKE A NINE HOLE COURSE.

VOTE: AYE (3) NAY (1) ABSENT (1) ED CHRISTENSEN

BRAIN VOTED NAY UNTIL IT IS DETERMINED WHAT KIND OF CORPORATE INVOLVEMENT TREGAN MICKELSON RECEIVES WITH HIS EAGLE PROJECT.

RURAL HOUSING: BRAD BISHOP

Mayor Hal Shelley: Introduced Brad Bishop with Rural Housing

Brad Bishop: introduced Josh Walker, who is the construction manager and Mr. Walker will oversee the park project in Elk Ridge Meadows, Phase 1. A grant was awarded to Rural Housing from Mountainlands Association of Governments (MAG) in the amount of \$100,000 with a total cash outlay of \$176,000. This grant is to be used for park improvement and installation of playground equipment in Elk Ridge Meadows. The City agreed to pay \$10,000 toward the park and Rural housing agreed to an additional \$20,000. The intent was that impact fees will be used to make up the difference between the \$176,000 and the \$130,000 committed by the awarded grant, the City's committed amount and Rural Housing committed amount. This additional amount of approximately \$47,000 must be committed to utilize the full grant otherwise any amount less than this amount, the grant will be paid at a 56.5 percent of total budgeted amount. Also, the development agreement states that 25 homes will need to be completed with certificates of occupancy to award the park to the City.

Brad Bishop: stated that a main component to the grant is the playground equipment and by not having the playground equipment will put the grant in jeopardy.

Dale Bigler: asked that the park impact fees of \$985 per lot for the 42 lots in this development will be fronted by Rural Housing and will be reimbursed to Rural Housing as homes are completed.

Brad Bishop: Rural Housing's main goal is to meet the full grant obligation and he felt upon his board's approval that Rural Housing will be willing to advance fees.

DALE BIGLER MOVED, SECONDED BY NELSON ABBOTT, TO APPROVE THE PROJECT FOR THIS PARK ASSOCIATED WITH THE MAG GRANT BASE UPON A FRONTED AMOUNT OF MONEY FROM RURAL HOUSING UP TO \$47,000 TO BE REIMBURSED FROM THE BUILDERS AS BUILDING CONTINUES WITHIN THE ELK RIDGE MEADOWS PHASE 1 DEVELOPMENT AND THE CITY WILL ACCEPT CONTROL OF THE PARK UPON COMPLETION OF A LEAST 25 HOMES AND BASED UPON THE ENGINEERS BID TO UTILIZE THE FULL FUNDING FOR THIS GRANT AND ANY ADDITIONAL AMENITIES AS ALLOWED BY MAG.

VOTE: AYE (4) NAY (0) ABSENT (1) ED CHRISTENSEN

DEPARTMENT HEAD REPORTS

A. Administrative & Planning Commission – Mayor Hal Shelley

Mayor Hal Shelley: has no administrative issues to bring before the Council.

B. Roads & Storm Drain – Brian Burke

Brian Burke: stated that with the current rain and driving throughout the City he notice a city wide problem of rocks washing into the road, especially on the corner of Hudson Lane and Escalante Drive. Councilman Burke: asked the Council for suggestions of who should go with him to visit the Watkin's residence on the corner of Hudson Lane and Escalante Drive.

Mayor Hal Shelley: suggested to Councilman Burke to take Cody Black, City's Public Works Director.

Brian Burke: one additional item that needs immediate attention is the road on High Sierra Drive.

Mayor Hal Shelley: The city will have to determine within the budget to resolve the issue. This amount will have to be taken from the general fund because impact fees cannot be used for the project.

C. Parks Trails & Recreation & Code Enforcement – Dale Bigler

Dale Bigler: The sprinkler system in the Elk Ridge Meadows Phase II Park of which the City has taken ownership has been repaired. The City's code enforcement employee, Boyd Erickson, with the assistance of Miranda Waite has been clearing lots within the City and has suggested that the City use sprays to control weeds.

Dale Bigler: proposed to the Council to consider the home purchase with the seven acres to be used for the City offices. This home would provide additional office space at minimal cost compared to constructing a new City office.

Mayor Shelley: presented to the Council to look at this home next Tuesday, September 2, 2014.

D. Water & Public Safety- Paul Squires

Paul Squires: referred to a possible deposition that he will be involved in for a lawsuit between the Central Utah Water Conservancy District and SUVMWA and Clearwater Company.

E. Sewer, Sanitation & SESD – Nelson Abbott

Nelson Abbott: reviewed with the Council the rate increases to the City's garbage services. The City is in contract with Republic Services and rates will adjust per the contract and monthly analysis for fuel charge adjustments. Through consultation with Linda Cooper, the City's employee over garbage collection the recommendation of the garbage rates changes are to be as follows:

1. 1st Container \$12.00 per month
2. 2nd Container \$7.00 per month
3. Recycle Container \$7.00 per month

F. Economic Development & Public Works- Ed Christensen was not present to report

CITY COUNCIL MINUTES FOR JUNE 24, 2014, JULY 8, 2014 AND JULY 22, 2014

NELSON ABBOTT MOVED, PAUL SQUIRES SECOND, TO APPROVE THE CITY COUNCIL MINUTES FOR JUNE 24, 2014 AS PRESENTED.

VOTE: AYE (4) NAY (0) ABSENT (1) ED CHRISTENSEN

DALE BIGLER MOVED, NELSON ABBOTT SECOND, TO APPROVE THE CITY COUNCIL MINUTES FOR JULY 8, 2014 AS PRESENTED.

VOTE: AYE (4) NAY (0) ABSENT (1) ED CHRISTENSEN

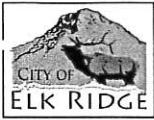
NELSON ABBOTT MOVED, DALE BIGLER SECOND, TO APPROVE THE CITY COUNCIL MINUTES FOR JULY 22, 2014 AS WITH CORRECTIONS.

VOTE: AYE (4) NAY (0) ABSENT (1) ED CHRISTENSEN

ADJOURNMENT BY MAYOR HAL SHELLEY AT 9:04 PM



City Recorder Royce Swensen



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

Ph.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, September 9, 2014, at 7:00 PM;** which will be preceded by 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. Proposed City Office
 - a. Discussion
2. Discussion of Boundary Line Agreement with Woodland Hills
3. Water Impact Fee Revision

7:00 PM - REGULAR COUNCIL MEETING AGENDA ITEMS:

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

7:05 Open Forum

7:15 4. Appointment of Royce Swensen as Recorder

7:25 5. Recycle and Garbage Fee Increase

7:35 6. Proposed City Office

7:50 DEPARTMENT REPORTS

- A. Administrative & Planning Commission – Mayor Shelley
- B. Roads & Storm Drain: Brian Burke
- C. Parks, Trails & Recreation & Code Enforcement: Dale Bigler
- D. Water & Public Safety: Paul Squires
- E. Sewer, Sanitation & SESD: Nelson Abbott
- F. Economic Development & Public Works: Ed Christensen

8:20 City Council Meeting Minutes Approval

- a. August 12, 2014

Adjournment

Handicap Access, Upon Request. (48 Hours Notice)

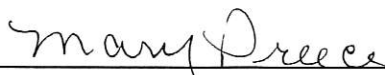
The times that appear on this agenda may be accelerated if time permits. All interested persons are invited to attend this meeting.

Dated this 5th day of September, 2014.


Deputy 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 September 5, 2014.


Deputy City Recorder

C

0

C

ELK RIDGE
CITY COUNCIL MEETING
September 9, 2014

TIME & PLACE
OF MEETING

This regularly scheduled Meeting of the Elk Ridge City Council, was scheduled for Tuesday, September 9, 2014, at 7:00 PM; this meeting was preceded by a City Council Work Session scheduled to begin 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 of these meetings were provided to the Payson Chronicle, 145 E Utah Ave, Payson, UT, and to the members of the Governing Body, on September 7, 2014.

6:00 PM -

CITY COUNCIL WORK SESSION

ROLL

Mayor: Hal Shelley; *City Council*: Dale Bigler, Brian Burke, Paul Squires, and Nelson Abbott, Deputy Sheriff; Cheri Rhodes; Public Works Director (PWD): Cody Black; City Engineer, Craig Neeley; Royce Swenson, Recorder; Public: Paul Crook, Becky Shelley, Evelyn Wagner, Kaliann Rawle, Dacia Johnson, Devri Adams, Monika Cloward, Sydney Shuler, Cam Howell, Dallin Goold, Tyler Denning and the *City Deputy Recorder*: Mary Preece

PROPOSED CITY OFFICE

Discussion took place for remodeling the home the City owns on the corner of Goosenest and Elk Ridge Drive into a City Office.
Nelson Abbott suggested coming up with a tentative idea of what the Council wants to do, and have an open house for the public to see the home as it stands today; what the City would be working with and what they want to accomplish.
Dale Bigler expressed the importance of utilizing what the City has already purchased. He had received positive comments from the community in favor of using the home for the City Building. An article in the newsletter to invite their ideas would be a good way to give everyone a chance to respond. It would be a good idea to invite any donated labor from our citizens.
Mayor Shelley stated the necessity of deciding what would be reasonable uses of that building. He thought the public's input would be very valuable. Another point is to begin with a long range plan for the property including a civic center.
Cody Black, PWD felt the main concern with making the change in the home to a City Office would be the parking lot and the ADA requirements.
Mayor Shelley recommended that Dale Bigler, with the assistance of Nelson Abbott, gather information regarding the issues of concern, and bring to the Council along with estimates of the cost of the project if possible. A projected date to revisit this item was set for October 14, 2014.

BOUNDARY LINE
AGREEMENT

Discussion of Boundary Line Agreement with Woodland Hills.
Mayor Hal Shelley desired to physically see more definitive as to where the present boundary lines are, and where the proposed boundary line will be with stakes from a survey. It makes no sense for Woodland Hills to service the bottom of the canyon, or Elk Ridge to service the top.
Dale Bigler expressed the boundary should be the ridge line all along the canyon to the gate of the Loafer Canyon Recreation area. This would give control to Elk Ridge of the sections in the bottom of the canyon that are buildable.
Mayor Shelley reported a great amount of runoff down the hill in the canyon from Don Mecham's project that had filled our sump. Cody Black has approached Mr. Mecham and he assured him it would be taken care of.
The benefits of doing the boundary line adjustment was to give the City control of the hillside however, a concern is that more liability is taken on to burden the City. It would be helpful to visit with the Wallentine's to get their opinion of which city they would prefer to be a part of.

WATER IMPACT FEE
REVISION

Craig Neeley, City Engineer, presented the analysis of the Water Impact Fee for Potable Waters. Each Council Member received a print out of the study and Mr. Neeley explained the following points:

- 1. A new requirement has been put in place to cover the levels of service. The average daily demand in addition to fire storage gives the amount of storage required. The City's system meets all of the requirements.
- 2. 2007-2008 Water Improvement Projects - Highline Well and Fairway tank.
Water improvements were approximately two million dollars. The value associated with new development was \$1,143,000.
- 3. The year the improvement projects need to be constructed.
 - a. The north east well by 2017
 - b. In 2019:
 - 1. A new distribution line down Elk Ridge Drive.
 - 2. A pumping line up Elk Ridge Drive to Goosenest.

[Type here]

3. Oak Lane pumping station upgraded.
- 4. The final point covered was the balance sheet. Every dollar the City Collects for these projects is spent on these improvements.
- Mr. Neeley covered the chart showing the Proposed Potable Water Impact Fees. The proposed impact fee for a single family residence was \$5,653 per ERC. Multi-family Residence was proposed at \$4,240 per unit. Non-residential unit is set at \$282 per fixture unit.

Mayor Shelley Closed the Work Session at 7:01 PM.

**ELK RIDGE
CITY COUNCIL MEETING
September 9, 2014**

TIME & PLACE OF MEETING This regularly scheduled Meeting of the Elk Ridge City Council, was scheduled for **Tuesday, September 9, 2104, at 7:00 PM**; this meeting was preceded by a **City Council Work Session scheduled to begin at 6:30 PM**. The meetings were held at the Elk Ridge City Hall, 80 East Park Drive, Elk Ridge, Utah.

0:54:31

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 September 7, 2014.

REGULAR CITY COUNCIL AGENDA

ROLL Mayor: Hal Shelley; *City Council*: Dale Bigler, Brian Burke, Paul Squires, and Nelson Abbott, Deputy Sheriff; Cheri Rhodes; Public Works Director (PWD): Cody Black; Royce Swenson, Recorder; Public: Paul Crook, Becky Shelley, Evelyn Wagner, Kaliann Rawle, Dacia Johnson, Devri Adams, Monika Cloward, Sydney Shuler, Cam Howell, Dallin Goold, Tyler Denning and the *City Deputy Recorder*: Mary Preece

OPENING REMARKS AND PLEDGE OF ALLEGIANCE An invocation was offered by Paul Squires; and Cydney Shuler led those present in the Pledge of Allegiance, for those who wished to participate.

1:08:53

BRIAN BURKE MOVED, SECOND NELSON ABBOTT, TO ADJUST THE STARTING TIME TO 7:15 PM.

VOTE: AYE (5) NAY (0)

OPEN FORUM **NO COMMENTS**

APPOINTMENT OF ROYCE SWENSON AS RECORDER Brian Burke asked for a clarification of Royce Swenson's position as the City Office Manager along with City Recorder as offered in the last discussion. Mayor Shelley addressed the question with a response that Mr. Swenson by state statute needed to be appointed by the Council as the City Recorder. As was proposed earlier, after three months he would also take on the extra staff position of Office Manager which does not require being appointed by Council. This will take place the first of October. Recorder has state mandated responsibilities and a hired staff position is at the discretion of a job description from the Council.

NELSON ABBOTT MOVED, SECOND DALE BIGLER, TO APPOINT ROYCE SWENSON AS CITY RECORDER.

VOTE: AYE (5) NAY (0)

NELSON ABBOTT MOVED, SECOND DALE BIGLER, TO SCHEDULE A HEARING FOR THE WATER IMPACT FEE REVISION FOR POTABLE WATER ON SEPTEMBER 23, 2014

VOTE: AYE (5) NAY (0)

RECYCLE AND GARBAGE FEE INCREASE Nelson Abbott reminded the Council of the discussion and comments in the last Council Meeting. It has been recommended by the Financial Director that the rate be adjusted relative to costs that are being billed to the City, and allow a fee structure to be put in place for increases in the future.

NELSON ABBOTT MOVED, DALE BIGLER, TO ADOPT A NEW FEE SCHEDULE FOR GARBAGE AND RECYCLING COLLECTION. THAT THE RATE TO BE \$12 FOR THE FIRST REGULAR GARBAGE CAN, \$7 FOR THE SECOND AND \$7 FOR THE RECYCLE.

VOTE: AYE (5) NAY (0)

PROPOSED CITY OFFICE

The action will be by assignment at this point. As information is gathered, it will be brought again to a future City Council meeting for further discussion and possible decisions. The long term use of the building in connection with any other structure surrounding the park area will be considered.

Brian Burke requested 1) an estimate of the cost of the remodel, and 2) where the monies would come from.

Dale Bigler reported two or three people had looked into the possibility of remodeling the home giving him estimates. The estimates were 1) \$10,000.00 to \$13,000.00 for a new roof, and 2) a heating unit would be \$15,000.00 to \$20,000.00. The City Building Inspector was impressed with the sprinkling system. He found the home sound and easily accessible to make the changes. Volunteer labor would be a wise consideration.

At the request of Paul Squires, Mayor Shelley explained to the students attending the meeting the plans the City is considering for that area of the City.

DEPARTMENT REPORTS

A. Administrative & Planning Commission

Mayor Hal Shelley informed the Council a gentleman contacted him concerning re-zoning a portion of the recently annexed property for a cemetery. He will be meeting with the interested party next week.

Dale Bigler reported that Mr. Tuckett, Attorney for Payson and a citizen of Elk Ridge indicated he would be interested in being the point man on the investigation into a cemetery looking into all the legal requirements and costs involved in establishing a cemetery in Elk Ridge.

There is a field trip on Thursday night with the Planning Commission to study the extension of Canyon View Drive to Goosenest Drive.

B. Roads & Storm Drain

Brian Burke pointed out the problems that occur each time a heavy rain storm hits the City. Gravel in the road is a big problem, causing the sumps to fill up. The areas without curb and gutter seem to create the biggest issues.

Nelson Abbott suggested correcting the problem is making proper edging along the roads. This would probably require curb and gutter. Even a ditch with larger rocks would slow down the water considerably.

Dale Bigler recommended using the materials that are available at the gravel pit to fill in the deeper areas along the road and give a better drainage. He also suggested doubling the barriers along parts of the roads.

Nelson Abbott stated that a few citizens in ERM2 had contacted him about the need for yield and stop signs along Sky Hawk Way and Bear Hollow Lane. Traffic has picked up there now that Sky Hawk Way extends to Elk Ridge Drive. A stop sign is needed on Sky Hawk Way as it enters the busy fast collection road of Elk Ridge Drive. Yield signs could be used at the top of Bear Hollow as it approaches Sky Hawk Way.

C. Parks, Trails & Recreation & Code Enforcement

Dale Bigler has contacted four or five citizens to serve on the parks committee.

There is a concern from a citizen with having cobble rock placed in the collector pond in ERM1. Cody Black accompanied Mr. Bigler to the area, and they made the decision to plant grass in that area instead of cobble rock.

Bids have been sent out on the ERM1 Park and should have an answer to starting the work by next month.

Along the Alpine Trail there is a need for a 2 foot retainer wall on the property of Lyn Weekley in order to complete the trail. Mr. Weekley is working on the project.

Code Enforcement Officer has contacted a good number of home owners throughout the City with good success.

D. Water & Public Safety

Paul Squires reported the meeting held for neighborhood watch was held, but nothing has happened yet.

There is a meeting for SUVWMA on Thursday.

The grant for the dug way on Loafer Canyon Road is on hold until the State is refunded by the Federal Government, since it is the end of the State's fiscal year.

E. Sewer, Sanitation & SESD

SESD is going to meet with the County Commissioners to discuss the effects that annexation has on the Citizens of each City. He suggested drafting a letter to encourage the Commissioners to allow the City to become the gate keepers of sanitation, avoiding the loss of customer's revenue to the City.

F. Economic Development & Public Works

Ed Christensen was not present to report.

DALE BIGLER MOVED, SECOND BRIAN BURKE, TO APPROVE THE MINUTES FOR

AUGUST 12, 2014 WITH CORRECTIONS MADE.

VOTE: AYE (5) NAY (0)

Dale Bigler commented on the report given by Fire Chief, Seth Waite, bringing to the Council's attention that the absence of a fire department in the City would move the City to a category 9. This would cost the residents of the City approximately \$200,000. This is good for public knowledge and is a good item to note at budget time of the savings made by having the remodeled fire station.

A discussion took place among the Council as to the function of the present City Office if the move was made to the property on Goosenest.

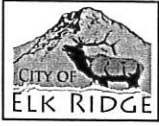
The Mayor instructed Cody to place the correct traffic signs in the Elk Ridge Meadows 1&5 Subdivisions.

ADJOURNMENT

The Mayor adjourned the City Council Meeting at 8:55 PM.



City Recorder



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

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

CITY COUNCIL WORK SESSION

Notice is hereby given that the City Council and Staff of Elk Ridge City will hold a special training session on Wednesday September 10, 2014, at 6.00 PM; conducted by Mayor Hal Shelley and Curtis Roberts, City Financial Director.

COUNCIL AND STAFF TRAINING

6:00 PM - 1. Training

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 10th day of September, 2014.



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 September 5, 2014.



City Recorder

C

0

C

ELK RIDGE
CITY COUNCIL MEETING
September 10, 2014

TIME & PLACE
OF MEETING

This scheduled Meeting of the Elk Ridge City Council, was scheduled for Wednesday, September 10, 2014, at 7:00 PM. The City Council Work Session was scheduled to begin 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 of these meetings were provided to the Payson Chronicle, 145 E Utah Ave, Payson, UT, and to the members of the Governing Body, on September 8, 2014.

6:00 PM

CITY COUNCIL WORK SESSION

ROLL

Mayor: Hal Shelley; *City Council:* Nelson Abbott, Brian Burke, Paul Squires, and Dale Bigler. *City Staff:* Royce Swensen, Linda Cooper, Janine Nilsson, Marissa Bassir, Melanie Hoover, Cody Black, Curtis Roberts, and Mary Preece; Deputy Recorder.

Opening Remarks: Mayor Hal Shelley

Training for the City Council and City Staff – Curtis Roberts: Financial Director

Mayor Hal Shelley explained to those present the purpose of the training was to educate members of the Council and staff in finances and the proper order of communication between Council and Staff. He turned the meeting over to Curtis Roberts, Financial Director, for the instruction.

Curtis Roberts explained that he would be covering powers and duties of the Mayor, the Council, and the staff and how they interact with each other. Mr. Roberts displayed on the white board three columns bearing the heading of Staff-Mayor-Council at which point he inquired of those present to describe the responsibilities of each column. Comments and suggestions were offered and noted. The staff is responsible for the day to day functions of the City. The Mayor is considered the central administrator. He communicates between Staff and Council evaluating and interpreting policy and procedures. The Council are elected members to represent the citizens with the responsibility to legislate with minimal interaction with the staff. It was stressed that it was important not to over step their authority. Legislative Intent is the clarifying that makes it possible for the Mayor to understand what the Council is thinking. He in turn can instruct the staff and administer the policies. For a city to be successful the need for communication and an understanding of each role is crucial. It is counterproductive when the Council crosses over the Mayor to the Staff.

Mr. Curtis stressed the importance of having a successful city by understanding accountabilities in each of these areas.

Those present were reminded that the Utah League of Cities & Towns provides a book to cover the Powers and Duties which is a handbook for Utah Municipal Officials to learn their responsibilities of their positions.

The hand book also covers the proper procedures to be followed in Council Meetings and Public Hearings.

1:15:20

Curtis Roberts turned the presentation to the financial area applying the principals presented above. The first issue was the budget. He stressed that a budget has a list of priorities of what you want to accomplish and what the resources are that will help you to accomplish those priorities. Planning a budget requires knowing where the money is coming from and where it is going to go. He emphasized that it is a plan. If it is not working you are allowed to adjust it throughout the year. The responsibility to develop the plan rests with the Council, the legislative group. After the plan is adopted the Mayor takes it back to the staff to implement it. Changes needed or suggested by the staff are taken to the Mayor and in turn he will take it to the Council to make adjustments where necessary. Each department has an allotted amount within the budget, and how they use it within their department is up to their discretion keeping the Mayor abreast of expenditures.

A budget packet at the beginning of the year for each department is extremely helpful in determining the budget for the next year.

It was suggested that a packet be presented to employees at their hire date explaining the pay range for the position and what would constitute an increase or advancement to the ceiling of the pay range.

The budget for HR should be set at an amount that would include any possible increases to payroll within the pay ranges set whether they happened during that year or not.

Mr. Roberts explained the council has the responsibility to legislate which includes setting the plan. Legislate can also mean setting pay ranges and HR policy. Once the intent is clear, the Mayor would interpret the policies in direction to the staff and the implementing of that part of the budget would be between the Mayor and staff. Reports can be requested by the Council for review. Bonuses are optional for each city. Making the bonus a onetime payout, not including it in the base pay, keeps it from creating a growth factor.

As questions arose concerning how to determine pay ranges, what merits advancements and how to implement the program, Mr. Roberts highly suggested a good compensation consultant be involved in the process.

Curtis Roberts discussed the concerns presented on how to determine the amount and policy a department would present for the budget. He cautioned to use correct terms when approaching

companies to determine the cost for projects, particularly getting a "bid" when you really want an "estimate".

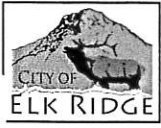
He wrapped up his training by reminding those present how important it is to follow the proper procedure and not to cross over lines of responsibility.

AJOURNMENT

Mayor Hal Shelly adjourned the meeting at 8:23 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, September 23, 2014, at 7:00 PM;** which will be preceded by a **City Council Public Hearing at 6:00 PM** wherein an Amended Budget for the 2013/2014 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 -

PUBLIC HEARING/AMENDED BUDGET FOR THE 2013/2014 FISCAL YEAR:

1. Water Impact Fee Amendment – Craig Neeley
2. Harrison Heights Final Plat Phases 1 & 2

6:30 P.M.

CITY COUNCIL WORK SESSION AGENDA ITEMS:

3. Dodge Truck Surplus Property
4. Rock Product Pricing

7:00 PM -

REGULAR COUNCIL MEETING AGENDA ITEMS:

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

7:05 Public Forum

7:10 1. Water Impact Fee Amendment – Craig Neeley

7:15 2. Harrison Heights Final Plat Phases 1 & 2

7:20 3. Rock Product Pricing

7:25 4. Dodge Truck Surplus Property

7:30 5. Department Heads:

A. Administrative & Planning Commission – Mayor Shelley

1. Release of Bond for Rockworth Development

B. Roads & Storm Drain: Brian Burke

C. Parks, Trails & Recreation & Code Enforcement: Dale Bigler

D. Water & Public Safety: Paul Squires

E. Sewer, Sanitation & SESD: Nelson Abbott

F. Economic Development & Public Works: Ed Christensen

8:00 9. City Council Minutes 9-9-14 & 9-10-14

8:45 10. Expenditures:

General:

Adjournment

Handicap Access, Upon Request. (48 Hours Notice)

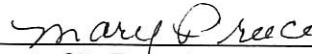
The times that appear on this agenda may be accelerated if time permits. All interested persons are invited to attend this meeting. Dated this 19th day of September, 2014.



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 September 19, 2014.



Deputy City Recorder

C

0

C

ELK RIDGE
CITY COUNCIL MEETING
September 23, 2014

TIME AND PLACE OF MEETING

This regularly scheduled Meeting of the Elk Ridge City Council, was scheduled for Tuesday, September 23, 2104, at 7:00 PM; this meeting was preceded by a Public Hearing at 6:00 PM and City Council Work Meeting. 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, Utah, and to the members of the Governing Body, on September 22, 2014.

ROLL CALL

Council Members Mayor: Hal Shelley

Council Members: Dale Bigler, Nelson Abbott, Paul Squires, and Brian Burke was excused.

Absent: Ed Christensen.

Others: Craig Neeley, *Aqua Engineer*

Mary Preece, City Deputy Recorder and City Recorder, Royce Swensen.

Cody Black, Public Works Director

Public: Lucretia Thayne, Dean Ingram, Jacob Bullet

PUBLIC HEARING

1. Water Impact Fee Amendment – Craig Neeley

Mr. Neeley drew the attention of the Council to the two revised sheets he had provided for the corrections requested for the Water Impact Fee Amendment he presented on 8/26/2014 City Council Meeting. All of the posting requirements have been met.

Harrison Heights Final Plat Phases 1 & 2 was moved to the Work Session since the public hearing had previously been held.

Mayor Shelley closed the Public Hearing at 6:05 P.M.

CITY COUNCIL WORK SESSION

2. Harrison Heights Final Plat – Shay Stark

Mr. Stark stated the preliminary for the Harrison Heights Plat was approved by the Council on August 12, 2014. It contains 64.5 acres, 111 lots and 4 acres for a church building. It is divided into 14 phases; phases I and II were addressed. These two phases have split zoning. The first half is R-1-15000, the second half is R-R-1 with a 20000 sq. foot requirement. R-1-15000 will span out to the north and R-R-1 will span out to the west through the Cloward property.

Phase I issues addressed were as follows:

a) There will be an extension of Burke Lane to Meadow Lark Lane allowing the tie in of R-1-15000. Mr. Ingram has received approval from Doe Hill Estates to extend Burke Lane through a small piece of land in Doe Hill Estates, and is willing to pay for their portion of the road.

b) The other concern was addressed and received the approval from the City Engineer, Craig Neeley, to allow a 10% grade on Burke Lane where it ties into Meadow Lark Lane.

Phase II issue addressed was as follows:

a) A PRV is located on Burke Lane. The area located North (below) will be a pressure zone. There is an existing stub from Burke Lane going west along Goosenest Drive to Christly Lane which will allow the City to connect a new water line to the north.

1 Dale Bigler inquired if the curb & gutter being installed on the south side of Goosenest would include the
2 the Cloward's residence.

3 Dean Ingram responded that all streets in this development would have curb and gutter, and he was
4 contacting Christensen's to be sure they understood this would include the Cloward Residence.

5 0:19:24 Shay Stark referred to the development agreement that was agreed upon in the preliminary and desired to
6 refresh the council as to the contents the finalization of the paper work proceeds. Points he covered were:
7 a. The exception for the frontage of four lots.
8 b. The preliminary approval is only good for one year at which time the final plat has to be
9 recorded for the project to move forward, and an extension has to be given according to the wording in
10 the present City code. Only one extension is allowed. There is a need to change the wording in the code
11 to accommodate the large developments coming into the City. There are multiple phases during a
12 large project taking 3-5 years to complete requiring the Planning Committee to give a number of
13 extensions. He suggested the wording in the code be changed to eliminate the need for every phase of a
14 development to be extended. The preliminary plat would still need to be recorded within one year to
15 remain valid. Beyond that, unless a performance related issue comes forward preventing the progress of
16 the project, there would be no need for an extension with each phase.

17 Mr. Neeley, City Engineer acknowledged the problem the current code presents, and has seen other city's
18 codes where it is specified that half the lots in phase one have to be sold before an approval for phase two
19 can be given which can take longer than one year. Generally as long as final plat phase progress,
20 extensions are not required. If they stall then the approval is void.

21 Mr. Stark reported the water rights needed for this project are being held up at the State level and the City
22 is not asking for appropriation of water now. Therefore, a condition on the approval is the Final Plat will
23 not be recorded until the water rights are in place.

24 3. Dodge Truck Surplus Property

25 Mayor Shelley reported he and Cody Black, PWD, purchased a 250 ¾ ton diesel truck for \$15800 at the
26 State Surplus department. This makes the City's Dodge truck available for surplus property. The question
27 he presented was how to deal with the surplus items.

28 The City has items available to sell for funds back to the City. He asked Cody Black if it would be best to
29 sell the surplus all together, or set a value on each item and quickly move on each item.

30 Mr. Black responded firmly in favor of getting the items sold as quickly as possible.

31 Nelson Abbott brought up the fact that there is a web site publicsurplus.com that could be valuable in
32 assisting in moving some of the surplus. This site was well known by Cody Black, PWD.

33 Mayor Shelley suggested Nelson Abbott and Cody Black work together to get an account with this
34 website set up and identify ways to possibly use this site as an avenue for moving this surplus.

35 **Non agenda item** – Nelson Abbott requested a discussion concerning the gravel pit.

36 Mr. Abbott reported a feed back he has received from citizens wanting to know what the ultimate plan and
37 time schedule is for that area.

38 0:42:04 Dean Ingram responded to the situation that he would like be interested in moving it all, and could have it
39 complete in two months. He felt his company could use it in his subdivisions. Some could be used for fill
40 and possibly other uses in multiple projects.

41 Mayor Shelley responded with the plan the City had to set the pricing first, then offer it to the public for
42 purchase. This would require a system with purchase orders and a specific day to load, or individuals
43 with capability to load their own.

44 Mr. Ingram offered to take the product from the entire site within a month. Leaving for the City enough
45 products for the needs they foresee in the future. He would level it off and make it more available for
46 plans to be projected and planned for. The possibility of a park in the Haskell Golf Course Subdivision
47 could be considered.

48 Dale Bigler had spoken with Lee Haskell who expressed the same concerns for getting the area of the
49 gravel pit cleared off and leveled. He offered up to \$10,000 worth of equipment time if the City would
50 haul off the product. This would make it possible to have a trail around the property and even an
51 amphitheater.

52 Mr. Ingram expressed he was willing to do the same, and in addition donate more funds towards the park
53 planned for that area.

54 Mayor Shelley suggested that each party interested along with the PWD and the City Planner get together
55 to compile the ideas for that area and put it on the next Council Meeting Agenda. The final plan will be

1 adapted from the original plan that has been formally engineered and was the plan which Robert Nelson
2 was working towards.

3
4 Mayor Shelley closed the work session 7:55 PM.
5

6
7 **ELK RIDGE**
8 **CITY COUNCIL MEETING**
9 **September 23, 2014**

10 **TIME AND PLACE OF MEETING**

11 This regularly scheduled Meeting of the Elk Ridge City Council, was scheduled for **Tuesday,**
12 **September 23, 2104, at 7:00 PM;** this meeting was preceded by **a Public Hearing at 6:00 PM**
13 **and City Council Work Meeting.** The meetings were held at the Elk Ridge City Hall, 80 East
14 Park Drive, Elk Ridge, Utah.

15 Notice of the time, place and Agenda of these Meetings, were provided to the Payson
16 Chronicle, 145 E. Utah Ave, Payson, Utah, and to the members of the Governing Body, on
17 September 22, 2014.
18

19 **ROLL CALL**

20 Council Members Mayor: Hal Shelley
21 Council Members: Dale Bigler, Nelson Abbott, Paul Squires, Brian Burke.

22 Absent: Ed Christensen.

23 Others: Craig Neeley, *Aqua Engineer*

24 Mary Preece, City Deputy Recorder and City Recorder, Royce Swensen.

25 Cody Black, Public Works Director

26 Public: Lucretia Thayne, Dean Ingram, Jacob Bullard
27

28 **OPENING REMARKS** An invocation was offered by Mayor Hal Shelley and Dale Bigler let those present in the
29 **AND PLEDGE OF** Pledge of Allegiance, for those who wished to participate.
30 **ALLEGIANCE**
31

32 **PUBLIC FORM**

33 Lucretia Thayne thanked the Council for being such a good Council she did not panic when not being able
34 to attend.
35

36 **WATER IMPACT FEE AMENDMENT**
37

38 **NELSON ABBOTT MOVED, SECOND DALE BIGLER, TO APPROVE THE WATER IMPACT**
39 **FEE AMENDMENT AS PROPOSED.**

40 **VOTE: AYE (4) NAY (0) ED CHRISTENSEN ABSENT**
41

42 **HARRISON HEIGHTS FINAL PLAT PHASES 1 & 2**
43

44 0:58:02 *Mayor Hal Shelley* addressed the proposal of Dean Ingram being involved in the gravel pit with Cody
45 Black, PWD, as he returned to the City Council Meeting. He expressed his concern to retain the amount of
46 product the City would use on site for future projects. He wanted Mr. Black's response to the proposal.
47 Mr. Black responded in favor of Mr. Ingram's proposal along with the offer of Lee Haskell. The City
48 could retain the amount of reserve product on the back portion of the property.
49 *Mayor Shelley* suggested that a process taken through the Council and Planning Commission to allow Mr.
50 Ingram to adapt his plan of the pocket park in Harrison Heights to direct the funds into a park in the
51 cleared area of the future City Civic Center.

1 Shay Stark informed the Council that the Planning Commission would need to grant the amendment of the
2 preliminary plan for ERM 5-10 to turn the aborted pocket park into building lots. He asked if the City was
3 interested in trying to get the money off the sale of the gravel or trade the gravel for a more complete park.
4 Nelson Abbott questioned just how many parks the City wants to have requiring maintenance.

5 Mr. Stark reported on a questionnaire that was sent to the citizens of Elk Ridge concerning parks. The
6 response to the question "Would you be willing to have a tax raise to fund the parks?" the response was
7 split 50/50". The other question asked was "do you want eight large parks, do you want less or more than
8 eight parks as designated in the City's general plan?" Again the response was a 50/50 split. The planning
9 Commission now has it under consideration with alternative park plans.

10 Mayor Shelley requested that Cody Black conduct a meeting with the Mayor, Dean Ingram, Dale Bigler to
11 discuss the possibilities.

12 (Refer to Motion on this item above)

13
14 **DALE BIGLER MOVED, SECOND NELSON ABBOTT, TO APPROVE THE HARRISON
15 HEIGHTS FINAL PLAT PHASES 1 AND 2 WITH THE STIPULATION THAT THE WATER BE
16 APPROPRIATED BEFORE THE PLAT IS RECORDED.**

17 **VOTE AYE (4) NAY (0) ED CHRISTENSEN ABSENT**

18
19
20 **ROCK PRODUCT PRICING**

21 1:08:25 A discussion took place among the Council Members and PWD, Cody Black concerning the procedure to
22 follow with distribution or selling rock products until the time a possible agreement was reached with
23 Dean Ingram. Ideas that were suggested were:

- 24 1. A time schedule is determined.
- 25 2. A minimum dollar amount is set for each load.
- 26 3. A "No Trespassing" sign be posted or restriction with fencing or tape
- 27 4. A notification be sent out in the newsletter or over Parlant with information for those desiring
28 to get product.

29
30 1:16:41 Cody Black requested the Council wait on offering product to anyone until a meet could be held with
31 Dean Ingram, Dale Bigler, Mayor Shelley, and himself to determine how much Mr. Ingram would clean
32 up and what would be available to sell.
33 Mayor Shelley received an affirmative response to Mr. Black's request from all of the Council Members.
34 He wanted to have this item moved to the next Council Meeting hopeful of a decision to move forward as
35 quickly as possible.

36
37 **DODGE TRUCK SURPLUS PROPERTY**

38 Cody Black suggested placing the International Truck up for sale along with the Dodge Truck.

39
40 **BRIAN BURKE MOVED, SECOND DALE BIGLER, TO DECLARE THE DODGE TRUCK AND
41 INTERNATIONAL TEN WHEELER AS SURPLUS PROPERTY SO IT CAN BE LISTED FOR
42 SELL.**

43 **VOTE AYE (4) NAY (0) ED CHRISTENSEN ABSENT**

44
45 **DEPARTMENT HEAD REPORTS**

46 A. Administrative & Planning Commission – Mayor Shelley

47 Mayor Shelley explained the City had an agreement with Henriod/Wentworth development for the overlay
48 of the roads in Elk Ridge Meadows I. The Council reduced the bond for this work down to \$100,000 in
49 the past. The work of a two inch over lay proceeded to be completed. The expense of an additional one
50 inch overlay was paid by Henriod/Wentworth Development in the amount of a little over \$43,000. The
51 City has received the check and recognized this to the Developer and agreed to release the bond. Engineer
52 Craig Neeley confirmed the one inch AC pavement overlay has been completed and recommended the
53 release of the bond in its entirety.
54

NELSON ABBOTT MOVED, SECOND DALE BIGLER, ON CRAIG NEELEY'S RECOMMENDATION TO RELEASE THE ELK RIDGE MEADOWS PHASE I ONE INCH AC PAVEMENT OVERLAY BOND EFFECTIVE OCTOBER 3, 2014 SUBJECT TO THE CHECK CLEARING.

VOTE AYE (4) NAY (0) Ed CHRISTENSEN ABSENT

1:26:00 B. Roads & Storm Drain – Brian Burke

Brian Burke reported on the stop signs that have been installed in Elk Ridge Meadow V. It has been suggested due to budget cuts, that the collaring be cut back to \$30,000. Half of what was planned.

Nelson Abbott suggested in addition to the stop signs crosswalks be placed on the trails with signage across Bear Hollow and Quail Run.

C. Parks, Trails & Recreation & Code Enforcement – Dale Bigler

Mr. Bigler reported the park in ERM II is improving with the work recently done, but the City is losing time for Hydro Seeding as the temperature needs to be 60 degrees for a couple of weeks to germinate. He explained the budget for trails has been cut \$29,000 which should be discussed in length as a department decision.

Mayor Shelley explained this was a suggestion in order to balance the budget, not a firm decision.

Mr. Bigler expressed support of the plans being discussed for the area of the new Civic Center. He also reported that many good projects are coming in place due to the work of the Code Enforcement Officer, Boyd Ericksen.

D. Water & Public Safety – Paul Squires

Mr. Squires wanted the minutes to reflect that his remark in the last meeting concerning neighborhood watch was understood as recent activity. Overall he has produced some good planning and work by the committee, and explained his wife is not the Chair but has volunteered for one section in their particular ward area.

He also wanted to report the City qualifies in theory for the Pre Disaster Education Grant for the dug way area in Loafer Canyon. The time frame for submission would be April, May and June. He has signed up for a class with FEMA in March to learn how to write up the two million dollar grant. The City has to put up hard or soft 25%. Soft can be in house work to help the project proceed, hard is actually cash.

E. Sewer, Sanitation & SESD – Nelson Abbott

Mr. Abbott reported a meeting will be held in two weeks with County Commissioner Anderson, Mayor of Woodland Hills, and a representative from West Mountain, Spring Lake, and Benjamin to discuss annexations and inter local agreement. The goal is to get the County to support each individual entity. He continues to inform the City through social media concerning many issues within the City. Any information the Council wants sent out through this media they should send an email to him.

F. Economic Development & Public Works – Ed Christensen was not present to report.

Mayor Shelley shared the success of the first concert in the park, and another one is planned in April.

CITY COUNCIL MINUTES 9-9-14 & 9-10-14

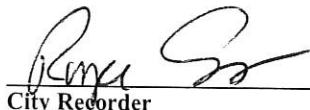
NELSON ABBOTT MOVED, PAUL SQUIRES SECOND, TO APPROVE THE MINUTES FOR 9-9-14 WITH CORRECTIONS.

VOTE: AYE (4) NAY (0) ED CHRISTENSEN ABSENT

NELSON ABBOTT MOVED, SECOND DALE BIGLER, TO APPROVE THE MINUTES FOR 9-10-14 AS PRESENTED.

VOTE AYE (4) NAY (0) Ed CHRISTENSEN ABSENT

ADJOURNMENT BY MAYOR SHELLEY AT 9:50 PM

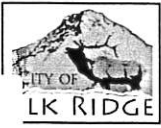


City Recorder

C

0

C



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, October 14, 2014, at 7:00 PM; which will be preceded by a City Council Public Hearing at 6:00 PM wherein a proposed Amendment to Elk Ridge City Fee Schedule and a proposed amendment to the Elk Ridge City's Impact Fee Code 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 -

PUBLIC HEARING:

1. Amendment to Elk Ridge City Fee Schedule
2. Amendment to Elk Ridge City's Impact Fee Code

6:30 P.M.

CITY COUNCIL WORK SESSION AGENDA ITEMS:

1. Gravel Pit Discussion
2. Water Dedication and Change Application Agreements
3. Playground Equipment

7:00 PM -

REGULAR COUNCIL MEETING AGENDA ITEMS:

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

7:05

Public Forum

7:10

1. Haskell Golf Course Plat Amendment

7:25

2. Amendment to Elk Ridge City Fee Schedule

7:45

3. Amendment to Elk Ridge City's Impact Fee Code

8:00

4. Conditional Use Permit Amendment

8:10

5. Landscaping Requirements Amendment

8:20

6. Water Dedication and Change Application Agreements

8:45

7. Fuel Network Provisions and User Agreements

8:50

8. Department Heads:

A. Administrative & Planning Commission – Mayor Shelley

B. Roads & Storm Drain: Brian Burke

C. Parks, Trails & Recreation & Code Enforcement: Dale Bigler

1. Playground Equipment

D. Water & Public Safety: Paul Squires

E. Sewer, Sanitation & SESD: Nelson Abbott

F. Economic Development & Public Works: Ed Christensen

9:15

9. City Council Minutes –August 6, 2014 and September 23, 2014

9:20

10. Move to Closed Session

A. Employee Competence

Adjournment

Handicap Access, Upon Request. (48 Hours Notice)

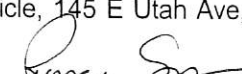
The times that appear on this agenda may be accelerated if time permits. All interested persons are invited to attend this meeting. Dated this 14th day of October, 2014.



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 October 13, 2014.



City Recorder

**ELK RIDGE CITY
COUNCIL MEETING
OCTOBER 14, 2014**

TIME AND PLACE OF MEETING

The regularly scheduled meeting of the Elk Ridge City Council scheduled on Tuesday, October 14, 2014 at 7:00 PM; this meeting was preceded by a City Council Public Hearing at 6:00 PM wherein a proposed Amendment to Elk Ridge City Fee Schedule and a proposed Amendment to the Elk Ridge City Impact Fee Code will be considered: as the City;; as a City council Work Session at 6:30 PM. The meetings were held at the Elk Ridge City Hall, 80 East Drive, Elk Ridge, Utah.

Notice of the time, place and Amended Agenda for these Meetings, was provided to the Payson Chronicle, 145 E. Utah Ave., Payson, and to the members of the Governing Body, on October 13, 2014

ROLL CALL

Mayor: Hal Shelley
City Council: Brian Burke, Paul Squires, Nelson Abbott, Dale Bigler, Ed Christensen (Absent)
Others: Royce Swensen, *City Recorder*
Shay Stark, *City Planner*

Public: Cody Black, Deputy Rhodes, Maddi Flick, Shaylie Russell, Melissa Prins, Paige Cunningham, Becky Shelley, Paul R Crook, Shad Ashton, Sven James, Jeff Degraffenried, Madi Degraffenried, LaRon Taylor, Austin Short, Weston bonny, Jim Bonny, Michael Oliver, Jennifer Briggs, McKade Biggs, Briana Dusenberry, Daleen Lundquist, Ryan Dalton, Jaxon Bradshaw, McKay Thurgood, Eli Dellen, Kandra Frandsen, Ryan May, Evelyn Wagner, Lee Haskell

PUBLIC HEARING

1. Amendment to Elk Ridge City Fee Schedule

Mayor Hal Shelley: introduced Shay Stark, City Planner, to present the proposed amendments to the Elk Ridge City Fee Schedule. The City's staff and Mr. Stark have been reviewing the current fee schedule to determine if the city is adequately recouping revenue for expenses incurred especially through the development process. The conclusion to the review is that the City has been subsidizing developer in several areas within the current fee schedule and adjustments have become necessary.

Shay Stark: reviewed the proposed changes to the City's Fee Schedule and the changes are as followed:

A. Impact Fees:

Water Impact Fee will change to \$5,653.00 Effective December 23, 2014

B. Office Fees:

Copy Machine Use Fee for black and white copies is proposed to change to ten cents a copy and a proposed Fax Machine Use Fee to adjust to Fifty cents per faxed page (Domestic only). Also propose is an adjustment to the Returned Check Fee to \$30.00.

C. City Utility Fees:

Utility Deposits will be refundable after 12 months of consistent good payment record.

D. Sewer charges:

Monthly amount changed to \$37.00

E. Sanitation Services:

Previously approved changes to the Sanitation Services are as follows:

1. Collection + 1st Container :\$12.00
2. 2nd Container (Optional): \$7.00
3. Recycle Container (Optional): \$7.00

F. Development Fees:

The proposed additions or Changes to the Development Fee section within the City's Fee Schedule are as follows:

1. The Initial Planner Consultation Fee has been change from an hourly rate to the following:
 - a. Review and consultation prior to submission of an application with a Concept Pan Review charge at \$75.00 per hour and the Concept Plan Meeting at \$150.00 per hour.
2. The proposed Additional Planning Commission and City Council Meeting charge is \$400.00 per meeting
3. The proposed charge for each additional TRC Meeting/Review is \$600.000 per meeting.
4. The proposed changes to the Annexation Fees are as follows:
 - a. Petition/Resolution to Annex increased to a Fixed Fee of \$1000.00 (Non-refundable) of which will included the following: Application Processing, Staff Review, Engineering/Planner Review, City Council Consideration and Resolution.
 - b. Annexation Fee to increase to a fixed fee \$4000.00 (Non-Refundable) which include the following: Staff Review, Engineering/Planner/Attorney Review, Engineering/Planner Review, Two TRC Meetings, Planning Commission/City Council Field Trip, Public Hearing/Notification, Panning Commission./City Council Meetings, Legal Documents. Recordation (County Fees separate).
 - c. Annexation/ Development Agreement: the proposed charge for the City planner is \$75.00 per Hour and City Attorney is \$150.00 per hour.

- 68 5. The proposed changes to the Performance Guarantee section of the Development Fees are a decrease in the
69 Durability retainer to 10% of bonded improvements, also the cash bond required for roadway overlay/equal to
70 cost estimate +10%. Finally, the Bond Release Fee for the Multiple or partial release is proposed to be \$50.00
71 per release.
- 72 6. The proposed rate change for the Site Plan Approval is a fixed fee of \$750.00 (Non-refundable) which include
73 the following: Staff Review, Engineering/Planner Review, Two TRC Meetings, Public Hearing/Notification,
74 Planning Commission City/ Council Meetings, Recordation(County Fees separate)
- 75 7. The proposed changes to the Subdivision fees are as Follows:
- 76 a. 1-3 Lot Subdivision (Lot Fronting Existing Street) \$4000.00 and the fee includes the following:
77 Preliminary and Final Combined, Staff Review/Water Right appropriation Bonding,
78 Engineering/Planner Review, Two TRC Meetings, Public Hearing/ Notification, Planning
79 Commission/City council Meetings and Pre-Construction Meeting.
- 80 b. Subdivision Environmental Considerations (HR-1 & CE-2 Zones) \$1,200.00 and includes the
81 following: Staff review, Engineering/Planner Review, One TRC Meeting, Planning Commission
82 consideration.
- 83 c. Preliminary Plat (No Contingencies) Fixed \$3,000.00 plus \$50.00 per lot or unit and includes the
84 following: Application Processing, Staff Review, Engineering/Planner Review, Two TRC Meetings
85 (additional meetings \$600.00), Public Hearing Notification, Planning Commission/City Council
86 Meetings.
- 87 d. Final Plat Fixed Fee \$3,500.00 plus \$50.00 per lot or unit and includes the following: Application
88 Processing, Staff Review/ Water Right Appropriation, Bonding, Engineering/Planner Review, Two
89 TRC meeting, Planning Commission /City Council Meetings, Recordation (County Fees Separate),
90 Pre-Construction Meeting.
- 91 e. Annexation/Development agreement will be charge the following: City Planner \$75.00 per hour and
92 City Attorney \$150.00 per hour.
- 93 f. Water Rights transfer, Draft Change Application \$1,000.00
- 94 g. Construction Water Usage Fee \$80.00 per lot
- 95 h. Development Promotional Sigh Permit is \$200 per year and signs can only remain if building lots are
96 still available for purchase.
- 97 i. Plat Amendment after an approval is a fixed fee of \$2,000.00 which includes the following: Staff
98 Review, one TRC Meeting, Public Hearing/Notification, Planning Commission/City Council
99 Meetings, and Recordation (County Fees Separate)
- 100 j. Lot line adjustment- Outside of Subdivision no plat required is \$400.00 and includes a review for code
101 compliance, one TRC meeting, and compliance letter. Within Subdivision there is a fixed fee of
102 \$1,500.00 and includes a staff review, Engineering/Planner Review, One TRC Meeting, Public
103 Hearing/Notification, Planning Commission/City Council Meetings and Recordation(County Fees
104 Separate)
- 105 k. Street vacation is a fixed fee of \$2,000.00 and includes the following: Staff Review,
106 Engineering/Planner Review, One TRC Meeting, Public Hearing Notification, Planning
107 Commission/City Council Meetings, and Recordation (County Fees Separate).
- 108 8. Inspection fees are proposed at the following rates and will be charged even if the work is not ready for an
109 inspection :
- 110 a. Public Work Inspections \$300.00 per lot
- 111 b. BacT water Sample Fee \$25.00 per lot
- 112 c. Planner Hourly Fee \$75.00
- 113 d. Engineer Hourly Fee \$100.00
- 114 e. Public Works Hourly Fee \$58.00
- 115 f. Fire Chief Hourly Fee \$50.00
- 116 9. The proposed Conditional Use Permit Fees are as follows:
- 117 a. Land Use permit is a fixed fee of \$1000 and includes the following: Application Processing, Staff
118 Review, Engineering/Planner, One TRC Meeting, Public Notification, Planning Commission/City
119 Council Meetings.
- 120 b. Accessory Apartment permit is a fixed Fee of \$400.00 and includes Staff Review,
121 Engineering/Planner, one TRC Meeting, Public Notification, Planning Commission/City Council
122 Meetings
- 123 c. Request to Amend or Revoke a conditional use permit is \$300.00
- 124 10. The proposed Code Amendment Fees and the General Plan Amendment Fees are as follows:
- 125 a. Code amendment request is a fixed fee of \$1,200.00 and will included the following: Staff Review,
126 Engineering/Planner Review, One TRC Meeting, Public Hearing/Notification, Planning Commission/
127 City Council Meeting.
- 128 b. General Plan Amendment fee is a Fixed fee of \$1,200.00 (includes Zoning Map Changes) and will
129 include the following: Staff Review, Engineering/Planner Review, One TRC Meeting, Public
130 Hearing/Notification, Planning Commission/ City Council Meetings.
- 131
- 132
- 133

2. Amendment to Elk Ridge City Impact Fee Code

Shay Stark: stated that the council approved an increase to the culinary water impact fee on September 23, 2014. State Code requires a 90 day waiting period and that this fee change be adopted by an ordinance before the approved rate can go into effect. While this ordinance change is underway It makes sense to consider a few additional clarification to the ordinance. First, to eliminate the Accessory Apartment Impact Fee. State code allows for

CITY COUNCIL WORK SESSION

1. Gravel Pit Discussion

Mayor Hal Shelley: Reported of a meeting with Dean Ingreem,

2. Water Dedication and Change Application Agreements

Mayor Hal Shelley: presented that the City has two application for water dedication that become relative to Dean Ingreem developments because plat approval cannot precede unless water is appropriated for these developments.

3. Playground Equipment

Mayor Hal Shelley closed the Public Hearing and City Council Work Session at 7:11 PM.

TIME AND PLACE OF MEETING

The regularly scheduled meeting of the Elk Ridge City Council scheduled on **Tuesday, October 14, 2014 at 7:00 PM**; this meeting was preceded by a City Council Public Hearing at 6:00 PM wherein a proposed Amendment to Elk Ridge City Fee Schedule and a proposed Amendment to the Elk Ridge City Impact Fee Code will be considered: as the City;; as a City council Work Session at 6:30 PM. The meetings were held at the Elk Ridge City Hall, 80 East Drive, Elk Ridge, Utah.

Notice of the time, place and Amended Agenda for these Meetings, was provided to the Payson Chronicle, 145 E. Utah Ave., Payson, and to the members of the Governing Body, on October 13, 2014

ROLL CALL

Mayor: Hal Shelley
City Council: Brian Burke, Paul Squires, Nelson Abbott, Dale Bigler, Ed Christensen (Absent)
Others: Royce Swensen, *City Recorder*
 Shay Stark, *City Planner*

Public: Cody Black, Deputy Rhodes, Maddi Flick, Shaylie Russell, Melissa Prins, Paige Cunningham, Becky Shelley, Paul R Crook, Shad Ashton, Sven James, Jeff Degraffenried, Madi Degraffenried, LaRon Taylor, Austin Short, Weston bonny, Jim Bonny, Michael Oliver, Jennifer Briggs, McKade Biggs, Briana Dusenberry, Daleen Lundquist, Ryan Dalton, Jaxon Bradshaw, McKay Thurgood, Eli Dellen, Kandra Frandsen, Ryan May, Evelyn Wagner, Lee Haskell

OPENING REMARKS AND PLEDGE OF ALLEGIANCE

An invocation was offered by Mr. Lee Haskell and Mayor Hal Shelley led those present in the Pledge of Allegiance, for those who wished to participate.

AGENDA TIME ADJUSTMENT

NELSON ABBOTT MOVED, SECONDED BY BRIAN BURKE, TO APPROVE THE AGENDA TIME FRAME ADJUSTMENT, ADJUSTING THE START TIME TO 7:16 PM.
VOTE: AYE (4) NAY (0) ABSENT (1) ED CHRISTENSEN

PUBLIC FORUM**HASKELL GOLF COURSE PLAT AMENDMENT**

Shay Stark: stated that when the Haskell golf course final plat was approved one of the provision in the agreement was for Mr. Haskell tp work with Payson City

DALE BIGLER MOVED, SECONDED BY PAUL SQUIRES, TO APRPROVE THE HASKEL GOLF COURSE PLAT AMENDMENT AS DISCUSSED WITH THE ARRANGEMENTS WITH THE PAYSON CITY GOLF COURSE.
VOTE: AYE (4) NAY (0) ABSENT (1) ED CHRISTENSEN

AMENDMENT TO ELK RIDGE CITY FEE SCHEDULE

NELSON ABBOTT MOVED, SECONDED BY DALE BIGLER, TO ADOPT THE AMENDMENTS OF THE ELK RIDGE CITY FEE SCHEDULE.
VOTE: AYE (4) NAY (0) ABSENT (1) ED CHRISTENSEN

AMENDMENT TO ELK RIDGE CITY'S IMPACT FEE CODE

NELSON ABBOTT MOVED, SECONDED BY DALE BIGLER, TO ADOPT THOSE CHANGES AND CLARIFICATIONS TO ELK RIDGE CITY'S IMPACT FEE CODE AS OUTLINED.
VOTE: AYE (4) NAY (0) ABSENT (1) ED CHRISTENSEN

CONDITIONALUSE PERMIT ADMENDMENT

DALE BIGLER MOVED, SECONDED BY PAUL SQUIRES, TO ACCEPT AND APPROVE THE CONDITIONAL USE PERMIT AMENDMENT AS PRESENTED.
VOTE: AYE (4) NAY (0) ABSENT (1) ED CHRISTENSEN

LANDSCAPING REQUIRMENTS AMENDMENTT

BRIAN BURKE MOVED, SECONDED BY DALE BIGLER, TO ADOPT THE LANDSCAPING REQUIREMENT AMENDMENT AS DEFINED BY SHAY STARK, CITY PLANNER.

VOTE: AYE (3) NAY (1) ABSENT (1) ED CHRISTENSEN

WATER DEDICATION AND CHANGE APPLICATION AGREEMENTS

NELSON ABBOTT MOVED, SECONDED BY PAUL SQUIRES, TO APPROVE THE WATER DEDICATION AND CHANGE APPLICATION AGREEMENTS AS PRESENTED.

VOTE: AYE (4) NAY (0) ABSENT (1) ED CHRISTENSEN

FUEL NETWORK PROVISIONS AND USER AGREEMENTS

NELSON ABBOTT MOVED, SECONDED BY DALE BIGLER, TO APPROVE THE FUEL NETWORK PROVISIONS AND USER AGREEMENTS AS PRESENTED.

VOTE: AYE (3) NAY (0) ABSENT (1) ED CHRISTENSEN

DEPARTMENT HEAD REPORTS

A. Administrative & Planning Commission – Mayor Hal Shelley

Mayor Hal Shelley: has no administrative issues to bring before the Council.

B. Roads & Storm Drain – Brian Burke

Brian Burke: stated that with the current rain and driving throughout the City he notice a city wide problem of rocks washing into the road, especially on the corner of Hudson Lane and Escalante Drive. Councilman Burke: asked the Council for suggestions of who should go with him to visit the Watkin's residence on the corner of Hudson Lane and Escalante Drive.

Mayor Hal Shelley: suggested to Councilman Burke to take Cody Black, City's Public Works Director.

Brian Burke: one additional item that needs immediate attention is the road on High Sierra Drive.

Mayor Hal Shelley: The city will have to determine within the budget to resolve the issue. This amount will have to be taken from the general fund because impact fees cannot be used for the project.

C. Parks Trails & Recreation & Code Enforcement – Dale Bigler

Dale Bigler: The sprinkler system in the Elk Ridge Meadows Phase II Park of which the City has taken ownership has been repaired. The City's code enforcement employee, Boyd Erickson, with the assistance of Miranda Waite has been clearing lots within the City and has suggested that the City use sprays to control weeds.

Dale Bigler: proposed to the Council to consider the home purchase with the seven acres to be used for the City offices. This home would provide additional office space at minimal cost compared to constructing a new City office.

Mayor Shelley: presented to the Council to look at this home next Tuesday, September 2, 2014.

D. Water & Public Safety- Paul Squires

Paul Squires: referred to a possible deposition that he will be involved in for a lawsuit between the Central Utah Water Conservancy District and SUVMWA and Clearwater Company.

E. Sewer, Sanitation & SESD – Nelson Abbott

Nelson Abbott: reviewed with the Council the rate increases to the City's garbage services.

F. Economic Development & Public Works- Ed Christensen was not present to report

CITY COUNCIL MINUTES FOR AUGUST 6, 2014 AND SEPTEMBER 23, 2014


DALE BIGLER MOVED, BRIAN BURKE SECOND, TO APPROVE THE CITY COUNCIL MINUTES FOR AUGUST 6, 2014 AS PRESENTED.

VOTE: AYE (4) NAY (0) ABSENT (1) ED CHRISTENSEN

DALE BIGLER MOVED, PAUL SQUIRES SECOND, TO APPROVE THE CITY COUNCIL MINUTES FOR SEPTEMBER 23, 2014 UPON ONE CORRECTION

VOTE: AYE (4) NAY (0) ABSENT (1) ED CHRISTENSEN

ADJOURNMENT BY MAYOR HAL SHELLEY TO CLOSE SESSION AT 7:57 PM



City Recorder Royce Swensen



ELK RIDGE CITY – 80 East Park DR. – Elk Ridge, Utah – 84651

t.801/423-2300 f.801-423-1443 – email Staff@elkridgecity.org.

NOTICE & AGENDA

Notice is hereby given that the City Council of Elk Ridge will hold a Special **City Council Meeting on Thursday October 16, 2014, at 6:00 PM**, to Interview candidates for City Council Vacancy.

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

6:00 PM - SPECIAL CITY COUNCIL MEETING:

Interviews of Candidates for the Opening Position on the City Council created with the resignation of Council Member Ed Christensen (Health Issues).

6:00 PM	Charles Wixom
6:15 PM	Melissa M. Prins
6:30 PM	W. Blake Sonne
6:45 PM	Brittany L. Thompson

7:00 AM Adjournment to Closed Session

Handicap Access, Upon Request. (48 Hours Notice)


All interested persons are invited to attend this meeting.

Dated this 14th day of October, 2014.


Deputy City Recorder

CERTIFICATION

I, the undersigned, duly appointed and acting City Recorder for the municipality of Elk Ridge City, hereby certify that a copy of the Notice of Agenda was faxed to the Payson Chronicle, 145 E Utah Ave, Payson, Utah, and provided to each member of the Governing Body on October 14, 2014.


Deputy City Recorder



ELK RIDGE
CITY COUNCIL MEETING
October 16, 2014

TIME & PLACE This special City Council Meeting of the Elk Ridge City Council, was scheduled for
Thursday, October 16, 2014, at 6:00 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 these meetings were provided to the Payson Chronicle,
145 E Utah Ave, Payson, UT, and to the members of the Governing Body, on October 14, 2014.

INTERVIEWS OF CANDIDATES FOR OPENING POSITION ON CITY COUNCIL

ROLL Mayor: Hal Shelley; *City Council:* Dale Bigler, Brian Burke, Paul Squires, and Nelson Abbott,
Royce Swenson, Recorder; Public: Melissa Prins, Charles Wixom, Paige Cunningham, Pam
Lundberg, Livia Lundberg, Russ Lundberg, Brittany Thompson, Melanie D. Hoover, Blake Sonne
and the *City Deputy Recorder:* Mary Preece

OPENING REMARKS An invocation was offered by Council Member Dale Bigler.
Mayor Shelley expressed his appreciation to Ed Christensen for his willingness to serve.

6:00 PM **Charles Wixom** introduced himself stating he had moved here four years ago, and expressed his
appreciation for Elk Ridge being a wonderful place to live. Through his profession he had worked
with many cities. He felt his knowledge and experience would be an asset to the City.
The Council interviewed Mr. Wixom in a question and answer session. It was expressed to him the
challenges and responsibilities expected from Council Members.
He was invited to add comments to the Council.

6:15 PM **Melissa Prins** familiarized the council with her four year residence in Elk Ridge and her
qualifications, including being the Chair Person for the City Celebration, she felt qualified her for
the position. She expressed what a great community Elk Ridge was. She was looking forward to
having an opportunity to be a part of the growth in the City in all the different areas.
The Council interviewed Mrs. Prins in a question and answer session. The Council expressed their
appreciation for the work she had done with the City Celebration. It was stressed how important it
is to agree and disagree, and to make correct decisions and work with the Council.

6:30 PM **W. Blake Sonne** told the council how his family had searched the valley over to find a place to live
and found Elk Ridge as an amazing place. They choose to move to Elk Ridge four years ago. He
felt his experience in managing growth in a large business would be a benefit to the position that
is available, specifically economic growth.
The Council interviewed Mr. Sonne in a question and answer session. This revealed his experience
and plans to help with the economic growth desired in the City.

6:45 PM **Brittany Thompson** stressed the fact that she had grown up in Elk Ridge, moved away to attend
college, and chose to move back due to her love for the area. Her motive for working with the City
Council is to make sure the City is a safe prosperous community to raise a family.
The Council interviewed Mrs. Thompson expressing the importance of learning the responsibilities
of a Council Member. It was stressed to keep in mind the goals she would like to see accomplished
in the City; yet work with the desires of the residents to keep this a rural bedroom community.

Mayor Shelley explained to those present the procedure that would follow to determine who would
fill the position. A closed session would follow the meeting where votes among the Council would
narrow the decision to two candidates. Then a vote will take place to determine the final individual
to appoint to the position.

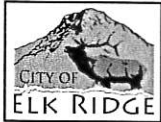
ADJOURNMENT At 9:18 PM, the Mayor adjourned the Meeting.


City Recorder

C

0

0



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

Ph.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, October 28, 2014, 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 COUNCIL MEETING AGENDA ITEMS:

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

7:05

Open Forum

7:10

1. Harrison Heights Phase 1- Appropriation of Necessary Water – 10.470 Acre-Feet

7:15

2. Harrison Heights Phase 2- Appropriation of Necessary Water – 9.758 Acre-Feet

7:20

3. Renewal of Collection Agency Agreement

7:25

4. Ratify Poll Vote for Salary Increase- Royce Swensen, City Recorder/ Office Manager

7:30

5. Contract for Rural Housing – Grant Agreement

7:35

6. Finance Pump Exchange- Loafer Well

7:45

7. Department Reports:

A. Administrative & Planning Commission – Mayor Shelley

B. Roads & Storm Drain: Brian Burke

C. Parks, Trails & Recreation & Code Enforcement: Dale Bigler

1. \$7500.00 Upgrade Playground Equipment

D. Water & Public Safety: Paul Squires

E. Sewer, Sanitation & SESD: Nelson Abbott

F. Economic Development & Public Works:

8:00

8. City Council Meeting Minutes Approval

A. August 26, 2014

B. October 16, 2014

Adjournment

Handicap Access, Upon Request. (48 Hours Notice)

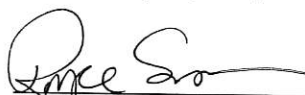
The times that appear on this agenda may be accelerated if time permits. All interested persons are invited to attend this meeting.
Dated this 28th day of October, 2014.



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 October 24, 2014.



City Recorder

C

C

C

ELK RIDGE
CITY COUNCIL MEETING
October 28, 2014

TIME & PLACE

This special City Council Meeting of the Elk Ridge City Council, was scheduled for **Tuesday, October 28, 2014, 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 these meetings were provided to the Payson Chronicle, 145 E Utah Ave, Payson, UT, and to the members of the Governing Body, on October 24, 2014.

ROLL

Mayor: Hal Shelley; *City Council*: Dale Bigler, Brian Burke, Paul Squires, and Nelson Abbott, Brittany Thompson; Royce Swensen, Recorder; Deputy Sheriff Rhoades; Public :Joann Bigler, Katherine Gerber, Rachel Critchfield, Casey Nielsen, Becky Shelley, Jim Chase, and *Deputy Recorder*: Mary Preece.

OPENING REMARKS
& PLEDGE OF
ALLEGIANCE

An invocation was offered by Dale Bigler; and Paul Squires led those present in the Pledge of Allegiance, for those who wished to participate.

Mayor Shelley welcomed Brittany Thompson as a new member of the City Council

OPEN FORUM

No Participation

HARRISON HEIGHTS

PHASE 1 – APPROPRIATION OF NECESSARY WATER – 10.470 ACRE FT

HARRISON HEIGHTS

PHASE 2 – APPROPRIATION OF NECESSARY WATER - 9.758 ACRE FT

Mayor Hall Shelley attempted to explain the amount of Water Rights needed for Harrison Heights Phase 1 & 2 would be covered with the existing City water rights and the Cloward Family's water right. All of the facts were not presented to the Mayor, therefore, no clarification could be presented creating the need to move the action to a future City Council Meeting at which time the allocation has passed the State Board and the Courts.

RENEWAL OF COLLECTION AGENCY AGREEMENT

Royce Swensen expressed to the Council the need to have something in place when the situation presents the need to recover funds owed to the City. He stressed the City could be utilizing the revenue owed to the City. The collection agency charges 30-40 percent of what is collected. This would be a renewal of the past agreement.

Mayor Shelley explained issues have presented themselves that require action of this magnitude, and is a less expensive and intrusive method than paying a lawyer. The renewal is to be applied from this point forward.

0:19:55

DALE BIGLER MOVED, SECOND PAUL SQUIRES, TO RENEW THE AGREEMENT WITH CHECKNET COLLECTION FOR THE COLLECTION OF THE CITY'S DELINQUENT BILLS.

VOTE:

AYE (5)

NAY (0)

RATIFY POLL VOTE FOR SALARY INCREASE-ROYCE SWENSEN, CITY RECORDER/OFFICE MANAGER

NELSON ABBOTT MOVED, SECOND DALE BIGLER, TO RATIFY THE POLL VOTE TAKEN BY THE MAYOR TO INCREASE THE SALARY FOR ROYCE SWENSON TO \$56,000. (POLL VOTE: PAUL SQUIRES (AYE), NELSON ABBOTT (AYE), ED CHRISTENSEN (AYE), DALE BIGLER (AYE) AND BRIAN BURKE (NAY). NOT IN FAVOR OF THE INCREASE IN WAGE.)

VOTE:

PAUL SQUIRES (AYE), NELSON ABBOTT (AYE), DALE BIGLER (AYE), BRITTANY THOMPSON (ABSTAINED) BRIAN BURKE (NAY) HE WAS COMFORTABLE WITH THE ORIGINAL PROPOSAL OF \$54,000 BUT NOT IN FAVOR OF THE INCREASE TO \$56,000 SALARY.

1
2 **CONTRACT FOR RURAL HOUSING – GRANT AGREEMENT**

3 Mayor Shelley stated the contract for the Rural Housing Grant agreement required a
4 clarification of a couple of issues in the original agreement. This had been presented to
5 the Attorney and he feels comfortable with it. The agreement will state the original bid
6 was \$176,000. This bid was taken to the Mountainland Association for Governments
7 for a CDBG Grant which was approved for \$100,000. This grant required a contribution
8 from the City of Elk Ridge of \$10,000, and a contribution from Rural Housing of
9 \$20,000. The balance would then be paid by the City of Elk Ridge in lieu of park impact
10 fees. To move the project forward before all fees from building permits were in place,
11 Rural Housing will front \$47,000. At the completion of the park the City will reimburse
12 Rural Housing with "In Lieu of Park Fees" collected from each home built.
13 [See agreement for repayment funds to Rural Housing]

14
15 **DALE BIGLER MOVED, SECOND BRITTANY THOMPSON TO APPROVE THE**
16 **CONTRACT TO RURAL HOUSING FOR THE GRANT AS AGREED.**

17 **VOTE: AYE (5) NAY (0)**
18

19 **FINANCE PUMP EXCHANGE-LOAFER WELL**

20 Mayor Shelley explained the pump for the Loafer Well needs to be installed bringing
21 forth the need to appropriate the money in the water fund to cover the cost of \$7,500.
22 The existing pump being replaced will be refurbished sometime in the future for a
23 backup pump.

24
25 **PAUL SQUIRES MOVED, SECOND BRIAN BURKE SECOND, TO APPROVE THE**
26 **APPROPRIATION OF UP TO \$10,000 FOR THE EXCHANGE OF THE LOAFER**
27 **CANYON PUMP.**

28 **VOTE: AYE (5) NAY (0)**
29

30 **DEPARTMENT REPORTS:**

31 0:39:52

32 A. Administrative and Planning Commission – Mayor Shelley

33 1. Mayor Pro-Tempore

34 Mayor Shelley explained with the release of Ed Christensen from the Council there is a
35 need to fill the position he held as Mayor Pro-Tempore. He conducted a discussion with
36 the Council and the decision to appoint Nelson Abbott as Mayor Pro-Tempore was
37 unanimous.

38 **DALE BIGER MOVED, SECOND BRITTANY THOMPSON, TO APPOINT NELSON**
39 **ABBOTT AS MAYOR PROTEMPORE.**

40 **VOTE AYE (5)**
41

42 2. Mayor Shelley informed the Council that Melanie Hoover placed with him her
43 resignation. At this time the City will not be hiring for her position. The other office staff
44 will be asked to take on her duties. The position will be reconsidered in July.

45 3. Mayor Shelley presented an outline for the Special Council Meeting to be
46 held on January 10, 2015. He stressed the intent of the meeting is to have a clear
47 vision of the workings of the City with emphasis on how to budget for the present,
48 short-term and long term. He requested each Council member to:

- 49 (a) Review the master plan for the City and evaluate its current applicability to
- 50 the status of the City presently and the probable needs that will need review
- 51 and possible revision.
- 52 (b) Evaluate the various needs of the City as a whole and specifically those for
- 53 which you have assignments. Be prepared to present your ideas and
- 54 recommendations.
- 55 (c) Identify as best possible the estimated costs of those needs.
- 56 (d) Put into a prioritized list the projects as you would like to see them happen.
- 57 (e) Identify current and future concerns that you have about the City. Be
- 58 prepared to discuss possible solutions.
- 59 (f) Take the necessary time to communicate with Royce, Cody and Mayor
- 60 Shelley to assist with getting information to help make this a successful
- 61 meeting. Involve the residents as you see best to properly represent them.

(g) Be prepared to move the City forward in positive effective manner.

A possible meeting in April to solidify the materials that have been presented was suggested by the Mayor.

1:02:22

4. Mayor Shelley presented the assignment of Code Enforcement, help with re-writing the Code and Human Resource Manual, as needed, along with Economic Development to Brittany Thompson, the new council member. The City Council agreed with the assignment.

B. Roads & Storm Drain – Brian Burke

Mr. Burke reported the process of patching the roads to prepare for winter. Cody Black is in the process of getting bids from a few companies for the work needed on High Sierra Drive in preparation for next spring's improvements. Mr. Burke estimated the cost at \$37,000.

C. Parks, Trails & Recreation & Code Enforcement – Dale Bigler

Mr. Bigler reported on two service projects that were completed last week. 1) Felt fabric was placed and mulch spread on the berm by scouts and priests. 2) A work project in Elk Ridge Meadows Phase II Park with a group of 27 people cleaning up the area.

Mr. Bigler stated a company has been located with the double chain cages desired for the Frisbee golf course at a cost of \$250-\$300. This is a scout eagle project. The scout had budgeted for a five hole course, and it needs to be a nine hole course. He proposed the City funding the difference.

Mr. Bigler spoke to Gary Moody about the cost of hydro-seeding the soccer field in Elk Ridge Meadows phase II. Mr. Moody felt it would cost five and a half cents a sq. ft. to do the entire five acres.

Mr. Bigler had received a bid on the home remodel at the proposed Civic Center. To tear off the old roof and replace it would be around \$17,000. The replacement of the garage doors with large windows and finishing it with stucco and brick would be around \$6,000. He mentioned visits he had made to other cities to inspect their parks and reported ideas he had gleaned.

Mayor Shelley suggested another field trip to the above mentioned home with this current council with some specific plans.

D. Water & Public Safety – Paul Squires

Mr. Squires had received an email confirming his registration for the March training for the FEMA grant for the dug way. Mr. Burke's name will be added to the training as soon as the date of the training is confirmed.

Sewer, Sanitation & SESD – Nelson Abbott

Mr. Abbott reminded the Council of the changes effective November 1st to the garbage rates. He expressed the comments on Facebook have been very positive. Any information to be placed on the Facebook account should be sent to Nelson Abbott.

CITY COUNCIL MEETING MINUTES APPROVAL

DALE BIGLER MOVED, SECOND NELSON ABBOTT, TO APPROVE THE MINUTES FOR AUGUST 26, 2014 AS PRESENTED.


VOTE: AYE (5) NAY (0)

DALE MOVED, SECOND BRAIN BUKE, TO APPROVE THE MINUTES FOR OCTOBER 16, 2014 AS PRESENTED.

VOTE: AYE (5) NAY (0)

ADJOURNMENT

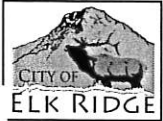
At 8:25 PM, the Mayor adjourned the Meeting.


City Recorder

C

0

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, November 11, 2014, at 7:00 PM;** which will be preceded by 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 P.M.

CITY COUNCIL WORK SESSION AGENDA ITEMS:

1. Update to the General Plan Transportation Element
2. Harrison Heights Phase 1- Appropriation of Necessary Water – 10.470 Acre-Feet
3. Harrison Heights Phase 2- Appropriation of Necessary Water – 9.758 Acre-Feet

7:00 PM -

REGULAR COUNCIL MEETING AGENDA ITEMS:

Opening Remarks and Pledge of Allegiance - Invitation

Approval/Agenda Time Frame

Public Forum

1. Update to the General Plan Transportation Element
2. Harrison Heights Phase 1- Appropriation of Necessary Water – 10.470 Acre-Feet
3. Harrison Heights Phase 2- Appropriation of Necessary Water – 9.758 Acre-Feet

4. Department Heads:

A. Administrative & Planning Commission – Mayor Shelley

1. Council Protocol

2. Special Council Meeting- Curtis Robert/ Auditors- December 2, 2014

B. Roads & Storm Drain: Brian Burke

C. Parks, Trails & Recreation: Dale Bigler

D. Water & Public Safety: Paul Squires

E. Sewer, Sanitation & SESD: Nelson Abbott

F. Economic Development & Code Enforcement: Brittany Thompson

5. City Council Minutes –October 28, 2014

6. Expenditures:

General: Check Register & Payroll for October 2014

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 10th day of November, 2014.



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 November 10, 2014.



City Recorder

C

0

C

**ELK RIDGE CITY
COUNCIL MEETING
NOVEMBER 11, 2014**

TIME AND PLACE OF MEETING

The regularly scheduled meeting of the Elk Ridge City Council scheduled on Tuesday, November 11, 2014 at 7:00 PM; this meeting was preceded by a City Council Work Session at 6:00 PM. The meetings were held at the Elk Ridge City Hall, 80 East Drive, Elk Ridge, Utah.

Notice of the time, place and Amended Agenda for these Meetings, was provided to the Payson Chronicle, 145 E. Utah Ave., Payson, and to the members of the Governing Body, on November 10, 2014.

ROLL CALL

Mayor: Hal Shelley
City Council: Brian Burke, Paul Squires, Nelson Abbott, Dale Bigler, Brittany Thompson
Others: Royce Swensen, *City Recorder*
Shay Stark, *City Planner*

Public: Deputy Rhodes, Katherine Gerber, Cameron Howell

CITY COUNCIL WORK SESSION

Update to the General Plan Transportation Element

Mayor Hal Shelley: Acknowledged Shay Stark, City Planner, and ask Mr. Stark to review with the Council the Update to the Transportation Element of the General Plan.

Shay Stark: The City has had ongoing discussion relating to updating the Transportation element of the General Plan. The Transportation Element includes a description of the physical conditions in the community that constrains movement within the City and Connections to the region. The major traffic flow in Elk Ridge City is generally along North/South running Corridors. Mr. Stark stated that the proposed changes to the transportation element takes this in account. Through understanding and defining the definitions of the different roads, three issues have been identified and addressed within the proposed changes. The general issues are as follows: The Connection of Canyon View Drive to the north, the classification of Loafer Canyon Road at 11,200 South, the classification of Elk Ridge Drive between Goosenest and Park Drive, and the reclassification of multiple streets to Local status. The proposed changes are as follows:

1. Canyon View Drive Recommendation: Connect Canyon View Drive into Goosenest which will conveniently get traffic over to Elk Ridge Drive. This street would be classified as a Collector.
2. Loafer Canyon Road Recommendation: Reclassify the north end of Loafer Canyon Road as a Collector and preserve the ravine in its natural state.
3. Elk Ridge Drive Recommendation: Classify the section of Elk Ridge Drive between Goosenest and Park Drive as a Collector.
4. Reclassification to Local Status Recommendation: The proposed transportation map takes this idea into account and thus recommends that Salem Hills Drive, Goosenest Drive between Elk Ridge Drive and Rocky Mountain Way and also Rocky Mountain Way be designated as local streets.

Harrison Heights Phase 1- Appropriation of Necessary Water- 10.470 Acre-Feet

Harrison Heights Phase 2- Appropriation of Necessary Water- 9.758 Acre-Feet

Mayor Hal Shelley: Asked Shay Stark to explain the issues surrounding water appropriation for Harrison Height Phase 1 and 2.

Shay Stark: reviewed with Council the issues of a purchasing water rights. A water right is a piece of paper stating that you own water within a specified area. A City is required to provide water to its citizens. In order for the city to have this water, the City will then require a developer to provide the water needed to serve that development. Therefore, the developer is required by the City to purchase water rights. The developer will go out on the open market and purchase these water rights. The Federal and State Government determines the capacity of the different state basins and the rights that are available from this capacity. If water needs to be transfer from one area to another, the state reviews the water right transfer application and through this review the state will determine the use of the water and where the water originate from. When water rights are transferred the previous owner of the rights can no longer use the water tied to these rights.

Shay Stark: stated that on October 17, 2014 the state approved the transfer of the water from the North Jordon Canal Company to the City of Elk Ridge. The City will now reallocate back to the developer the specific water needed for the development. The City now has all water rights for all phases of the Harrison Heights sub division.

Mayor Hal Shelley: City Council Work Session at 7:11 PM.

Elk Ridge City
Council Meeting
November 11, 2014

TIME AND PLACE OF MEETING

The regularly scheduled meeting of the Elk Ridge City Council scheduled on Tuesday, November 11, 2014 at 7:00 PM; this meeting was preceded by a City Council Work Session at 6:00 PM. The meetings were held at the Elk Ridge City Hall, 80 East Drive, Elk Ridge, Utah.

Notice of the time, place and Amended Agenda for these Meetings, was provided to the Payson Chronicle, 145 E. Utah Ave., Payson, and to the members of the Governing Body, on November 10, 2014

ROLL CALL

Mayor: Hal Shelley
City Council: Brian Burke, Paul Squires, Nelson Abbott, Dale Bigler, Brittany Thompson
Others: Royce Swensen, *City Recorder*
Shay Stark, *City Planner*

Public: Deputy Rhodes, Katherine Gerber, Cameron Howell

OPENING REMARKS AND PLEDGE OF ALLEGIANCE

An invocation was offered by Mayor Hal Shelley and Brian Burke led those present in the Pledge of Allegiance, for those who wished to participate.

AGENDA TIME ADJUSTMENT

BRIAN BURKE MOVED, SECONDED BY DALE BIGLER, TO APPROVE THE AGENDA TIME FRAME ADJUSTMENT, ADJUSTING THE START TIME TO 7:12 PM.
VOTE: AYE (5) NAY (0)

PUBLIC FORUM

No Participation

UPDATE TO THE GENERAL PLAN TRANSPORTATION ELEMENT

NELSON ABBOTT MOVED, SECONDED BY BRIAN BURKE, TO ADOPT 2014 TRANSPORTATION MAP AND ADD TH MAP TO THE GENERAL PLAN.
VOTE: AYE (5) NAY (0)

HARRISON HEIGHTS PHASE 1- APPROPRIATION OF NECESSARY WATER- 10.470 ACRE-FEET

DALE BIGLER MOVED, SECONDED BY BRITTANY THOMPSON, TO APPROVE APPROPRIATION OF NECESSARY WATER FOR HARRISON HEIGHTS PHASE 1 OF 10.470 ACRE-FEET
VOTE: AYE (5) NAY (0)

HARRISON HEIGHTS PHASE 2- APPROPRIATION OF NECESSARY WATER- 9.758 ACRE-FEET

DALE BIGLER MOVED, SECONDED BY BRITTANY THOMPSON, TO APPROVE APPROPRIATION OF NECESSARY WATER FOR HARRISON HEIGHTS PHASE 2 OF 9.758 ACRE-FEET
VOTE: AYE (5) NAY (0)

DEPARTMENT HEAD REPORTS

A. Administrative & Planning Commission – Mayor Hal Shelley

1. Council Protocol: Mayor Hal Shelley: Reviewed with the council proper protocol for conducting City Council Meetings. Protocol is necessary for those taking minutes; Therefore, Mayor Shelley: asked the Council to raise their hand to be called on before addressing the Council. Also, please be courteous and only one Council Member speak at a time.
Dale Bigler: Reminded the Council of the necessity to complete thoughts or agenda topic.
Brittany Thompson: Asked for clarification of interaction between the Council and the Public that attends the meeting to understand City Issues. The concern is that the public should have interaction to create this understanding.
Paul Squires: Stated that any interaction between the Council and Public is at the Mayor's discretion.

Mayor Shelley: Committed to let the citizens have interaction in the Council Meeting to help educate but it be critical that procedures are followed.

2. Special Council Meeting: Mayor Hal Shelley: explained the need for Curtis Roberts, City Financial Director, and the City Auditors to come before the Council and present the result of the City's 2013-2014 Audit. Curtis Roberts asked if the Council will change the scheduled City Council Meeting from December 9, 2014 to December 2, 2014. This change is necessary because of a scheduling conflict with Curtis Roberts, Financial Director and Auditors.

Mayor Hal Shelley: confirmed with all Council Members of acceptance of the date change and the City staff will post change of the only December Council Meeting to December 2, 2014.

3. Playground Equipment: Mayor Hal Shelley: asked approval from the Council to authorize purchase of the playground equipment for Rural Housing. The City will purchase and pay for the playground because of discounted purchase price. Rural Housing will reimburse the City for the purchase of this equipment in the amount of the agreement between Rural Housing and the City.

DALE BIGLER MOVED, SECONDED BY NELSON ABBOTT, TO APPROVE PREPAYMENT OF THE RURAL HOUSING PLAYGROUND EQUIPMENT AT THE BID AMOUNT FOR PHASE 1 PARK OF WHICH IS TO BE REIMBURSED TO THE CITY UPON AGREED AMOUNT OF TIME OR WITHIN 30 DAYS.

VOTE: AYE (5) NAY (0)

B. Roads & Storm Drain – Brian Burke

Brian Burke: Reported that Cody Black, City Public Works Director, contacted two other companies for bids on the High Sierra Road Project. The size of this project might be best done in early spring.

C. Parks Trails & Recreation & Code Enforcement – Dale Bigler

Dale Bigler: updated the Council of Tregan Mickleson's Eagle Project. The project is a Frisbee Golf Course. The Course has been laid out by Tregan and with weather concerns it is necessary to purchase the equipment as soon as possible. Tregan has committed with this Scout Project to purchase five baskets and the city to purchase five baskets at an estimated cost of \$386.00 per basket with tee signs and posts. Tregan committed to have the money for his five baskets within a week to ten days from this meeting. With weather concerns and end of season pricing, Dale suggested that the City purchase the equipment and have Tregan reimburse the City.

Brittany Thompson: asked for clarification on whether Tregan Mickleson is committed to reimbursing the City for half of the \$3,868.00.

Dale Bigler: Confirmed the Tregan Mickleson will pay for half of the Frisbee Golf Course Project and the City will pay the other half.

Brian Burke: expressed concern on paying for the Golf Course Equipment before Mr. Mickleson submits his half of the project.

DALE BIGLER MOVED, SECONDED BY PAUL SQUIRES, TO APPROVE UP TO A MAXIMUM OF \$3,000.00 THAT THE CITY WILL END UP PAYING FOR A FRISBEE GOLF COURSE IN PHASE 2 PARK. THE CITY WILL FRONT THE PURCHASE OF THE EQUIPMENT OF \$3,868.00 AND TREGAN WILL REIMBURSE THE CITY FOR THE PURCHASE OF FIVE BASKETS:

VOTE: AYE (5) NAY (0)

Dale Bigler: Asked that the Mayor follow up with Cody Black, Public Works Director, to get an accounting; and to collect for the gravel product sold to Dean Ingram and Robert Nelson.

D. Water & Public Safety- Paul Squires

Paul Squires: reported that the City of Santaquin is bringing S.U.V.M.W.A. to task and the main reason for this is to understand the water rights owed by S.U.V.M.W.A. and whether these rights are wet or paper. The City of Santaquin wants an accounting of how many of each of these rights are owed by S.U.V.M.W.A. The City of Santaquin is also trying to make S.U.V.M.W.A. accountable for their current staff of two full time lawyers and an engineer. Finally, the city of Santaquin is pushing to get a clear understanding of S.U.V.M.W.A.'s main goal, of which according to Mr. Squires, is to bring water here faster.

E. Sewer, Sanitation & SESD – Nelson Abbott

Nelson Abbott: stated that through the shift in Washington D.C., he was hoping that the title transfer for SESD will happen before the end of this calendar year. Currently the Federal Government owns SESD.

F. Economic Development & Code Enforcement- Brittany Thompson

Brittany Thompson: suggested that the City Council should consider having the City sponsoring a race or marathon. An additional Idea for Economic Development is some kind of winter activity like snow sculpturing.

Dale Bigler: Suggested that there be some additional inquiry on the possibility of a Convenient Store within the City boundaries.

CITY COUNCIL MINUTES FOR OCTOBER 28, 2014

BRITTANY THOMPSON MOVED, DALE BIGLER SECONDED, TO APPROVE THE CITY COUNCIL MINUTES FOR OCTOBER 28, 2014 WITH THE CORRECTION ON PAGE 2 LINE 26.

VOTE: AYE (5) NAY (0)

199
200
201 **EXPENDITURES- CHECK REGISTER & PAYROLL FOR OCTOBER 2014**
202

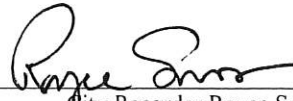
203 **NELSON ABBOTT MOVED, PAUL SQUIRES SECONDED, TO APPROVE THE CHECK REGISTER AND PAYROLL FOR**
204 **OCTOBER 2014.**

205 **VOTE: AYE (5) NAY (0)**
206

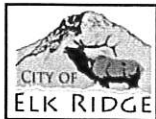
207 Nelson Abbott voiced concern for the purchase of the pocket calendars for city residence. With budget concerns the question is whether
208 the city should purchase the calendars.
209

210
211
212 **ADJOURNMENT BY MAYOR HAL SHELLEY TO CLOSE SESSION AT 8:25 PM.**
213
214

215
216
217
218



City Recorder Royce Swensen



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, December 2, 2014, at 7:30 PM;** which will be preceded by 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 AGENDA ITEMS:

1. Premier Point Preliminary Plat Approval
2. Capital Improvements- Shay Stark
3. Harrison Heights Water Rights- Shay Stark
4. 2013/2014 Fiscal Year Audit Presentation – Curtis Roberts

7:30 PM - REGULAR COUNCIL MEETING AGENDA ITEMS:

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

1. Premier Point Preliminary Plat Approval
2. 2011/2012 Fiscal Year Audit - Approval
3. Haskell Golf Course Subdivision Durability Acceptance- Cody Black
4. Department Heads:
 - A. Administrative & Planning Commission – Mayor Shelley
 1. Planning Commission Appointment- Lisa Phillips
 - B. Roads & Storm Drain: Brian Burke
 - C. Parks, Trails & Recreation: Dale Bigler
 - D. Water & Public Safety: Paul Squires
 - E. Sewer, Sanitation & SESD: Nelson Abbott
 - F. Economic Development & Code Enforcement: Brittany Thompson
5. Proposed 2105 City Council Meeting Schedule
6. City Council Minutes –October 14, 2014
7. Expenditures:
 - A. General: Check Register & Payroll for November 2014

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 2nd day of December, 2014.



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 December 1, 2014.



City Recorder

C

0

C

ELK RIDGE
CITY COUNCIL MEETING
December 2, 2014

TIME & PLACE

This City Council Meeting of the Elk Ridge City Council, was scheduled for Tuesday, December 2, 2014, at 7:30 PM; The City Council Work Session was scheduled to begin at 6:00 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 these meetings were provided to the Payson Chronicle, 145 E Utah Ave, Payson, UT, and to the members of the Governing Body, on December 1, 2014.

6:00 PM

CITY COUNCIL WORK SESSION

ROLL

Mayor: Hal Shelley; *City Council*: Dale Bigler, Brian Burke, Paul Squires, Nelson Abbott, and Brittany Thompson; City Recorder; Royce Swensen, Public Works Director; Cody Black, City Planner; Shay Stark, City Accountant; Curtis Robert, Public; Becky Shelley, Julie Smith, Gary Hansen, Michael Kidman, Cam Howell, Derri Adams, Lisa Phillips, Katherine Gerber, and *City Deputy Recorder*: Mary Preece.

PREMIER POINT PRELIMINARY PLAT APPROVAL

Shay Stark reminded the Council that a number of them had participated in a field trip to the property on the corner of 11200 and Loafer Canyon Road. This property is part of the annexation that was approved and recorded. It is currently zoned as R & L-1-20,000. He addressed the issue of preserving the drainage area along Loafer Canyon Road and explained that the bluff that drops off at the back of a couple lots requires the road to follow Loafer Canyon Road with other roads climbing up to the top of the bluff. With the need for a future well site, the property on the corner of 11200 and Loafer Canyon Road is best suited allowing the protection zone required for the well. Mr. Stark explained the proposal at this time is for the City to purchase the above described property, using the impact fees, for the purpose of the future water well. He continued to point out that Washougal Road continues to the south property line and will join into Goosenest which in part of the new transportation plan passed at the last Council Meeting. To minimize the number of intersections on Loafer Canyon Road, the plan is to place a temporary turnaround end of Washougal. Mr. Hansen is working with the land owners to put the turnaround on their property, and if that does not come about the turnaround will be placed within Hansen's property.

In response to a question concerning a continuing trail in this area Shay explained there is a trail planned as a part of the master plan of the County along 11200. In discussion of the 100 foot protected area around the well, Mr. Stark expressed wells are placed in residential areas all the time, and it is proven that a 100 feet is sufficient especially taking into account the material used for the structure of the well.

Mr. Hansen stated if there was a future request for more space he would be willing to sell it to the City.

The question of placing the future well in another area of the city was addressed by Mr. Stark stating other sites had been considered, and none of the other locations were as ideal as this.

0:33:14

CAPITAL IMPROVEMENTS – SHAY STARK

Mr. Stark explained the purpose of presenting the executive summary was to help prepare the Council for the retreat on January 10th of 2015. This presentation gives each Council member time to examine and become responsible to study and

determine if this capital facility plan and impact fee analysis is going to be what the City wants to put in place. This Plan covers water, sewer, parks and roads. The Capital Facility Plan gives a picture of what equipment and infrastructure the City will require over the next 20 years. There is a need for a chapter to be added to the present Capital Facility Plan for equipment to be addressed. Dump trucks, track hoe, snow plow etc. are important and need to be considered every two years when the plan is updated. This also should be considered every 5 years in the in-depth study done by the City.

Mr. Stark reminded the Council there is a lot of growth projected, looking forward to a population of an estimated 5,398, doubling the present population within the next 20 years. Total build out could push the population to 7,902. The majority of growth is presently to the north, however the growth to the south will require two additional exits both to the east and west tying into the existing road systems of the City. The cost will be extremely expensive.

Shay Stark continued on with the discussion of changes needed to the existing plan addressed in previous Council meeting for sewer and water.

The sewer had four suggested projects; extensions to Goosenest drive, Elk Ridge, Canyon View, and Canyon View - Ama Fille at a cost of \$354,000. Outside the 20 year window is the sewer main project on 11200 South at a cost of \$90,000 which is not addressed in the present Capital Facility Plan.

According to State Law, a developer only pays impact fees for the amount of infrastructure item or equipment that benefits that development. The City has to contribute a proportionate share of 47.84% due to the fact that existing residence and commercial development will be benefiting also. This applies to water, sewer and roads.

Nelson Abbott inquired of Mr. Stark why residence that had existing sewer pipes should be covering the cost incurred from new development, requiring an explanation to the residence of taxes being increased.

Mr. Stark responded with the concern the City needs to have for inadequate lines, and for the future deterioration that will occur. Some lines at this time are at that point already. This also is looking out for the next 20 years. Another issue is the desire to move the bulk of the flow of sewer that is being sent to Salem's treatment plant to the Payson treatment plant which will require changes in lines and connections. He also pointed out that if the developer paid for all the new lines for just his needs, now you have two lines to maintain. One larger line gets not only the benefit of a new line that will be in place longer, but one to maintain. This is a standard that has to be legally justified in a court of law that there is no benefit to the rest of the community. The standard is to look at existing ERC's and new ERC's and work out a percentage. There are sewer projects such as Canyon View Drive and Ama Fille needed right now. Also there a need to re-route the sewer to Payson from the Harrison Heights subdivision, removing it out of the back yard of ERMII and back into the street.

A situation can arise where the funds are needed immediately such as roads. An example given was the connection of Goosenest Drive to Loafer Canyon Road. The sewer connection on Canyon View Drive and Ama Fille tie in project which will benefit the entire system is another good example.

Every two years this plan should be reviewed to gauge the needs for adjustments. It is also important for the five year review in order to make the changes needed before the six year period is up.

Curtis Roberts: Financial Director commented it was important for the City Council to understand this concept presented. He wasn't aware of any city that had collected enough impact fees to fully pay for a project. It is usually the case that the project is done in advance of collection of funds, and then the task of collecting the impact fees to reimburse the city. The city has to spend the unrestricted portion from other users to subsidizing the new development never getting ahead of the game. This is one of the challenges of impact fees. If you do not collect enough impact fees over a designated time frame, and need to do a project, the City end up on the down side.

Mr. Stark agreed with Mr. Roberts and explained that another contributing factor to the problem is during the six years period the Council changes; the players all change causing a lack of consistency with where impact fees were intended, and where they end up using them. The reality is when you look at the numbers provided in this study, consider these numbers when considering the budget process. Do not consider the

1:07:06

1 impact fees as having been collected for any one project, thinking the present impact
 2 fees will be there any time a project is ready to move forward. However, the remaining
 3 portion has to be contributed by the citizens. Many times cities do not account for
 4 growth not occurring as quickly as expected or new Council can drop the amount of
 5 impact fees resulting in the amount collected not being where it was projected. Another
 6 part contributing to the shortage is the last time the impact fees were updated by the
 7 City was 2008-2009.

8
 9 Mr. Stark briefly covered the following articles of the study as follows:

10 1). The waste water impact, bringing to the attention of the Council a decrease
 11 in the impact fee from \$1,213 to \$367 per ERC as a result of some of the
 12 projects being completed.

13 (2) The General Plan states the City has five acres per thousand populations
 14 for parks and open areas. The General plan shows eight parks. The
 15 development of three of the parks puts the City above the quota. He
 16 recommended increasing that number in the General Plan in the near future.
 17 The Park Impact Fee in the General Plan increases to \$2,393 from the current
 18 \$1,385. This current Park Impact Fee was developed in 1991 and needs
 19 updating to current inflated costs.

20 3) Road projects, five currently projected, will cost approximately \$2,600,000.
 21 The impact fee at present is \$573 set in 2008 when there were very few
 22 projects projected. This fee will need to increase to \$3,303 per single family
 23 unit.

24 4) There are probably more road projects not included in this report,
 25 however, they should show up in the Capital Facility's plan so the City does
 26 have them on the plan and can account for them in the budgeting process.

27
 28 Curtis Roberts expressed how one of these projects is a good example of the previous
 29 discussion of the City having to come up with money to do the project to cover the
 30 short fall in the impact funds. He pointed out one of the planned road project is
 31 projected to collect \$561,000 in impact fees through 170 future building permits, but
 32 the City will be committing to \$1,200,000 to complete the project. The City will need to
 33 come up with over \$600,000. Presently the general fund has less than \$100,000. When
 34 adopting this impact fee plan understand what the City is committing to. Point of fact is
 35 the money has to come from some place. This needs to be part of the discussions on
 36 January 10th. He reminded the Council that the challenge is when the City accepts that
 37 dollar of impact fees, it commits to completing these projects. "Unless you can valuably
 38 justify a reason NOT to do a project, because you have taken in an impact fee, you are
 39 committing to the new development that you will do one of these projects at least". The
 40 big issue is the City having to explain to the resident the commitment to spend a half
 41 million dollars on a project because of collecting impacts fees three years ago.

42 Shay Stark made the point that projects like parks could be completed over the years in
 43 stages; land, then landscaping, then equipment and still be functional to the City. Not
 44 so with road, sewer, or water. It is not possible to put in half a road, sewer or water line
 45 because not enough impact fees were collected. This could cause a need for bonding,
 46 and bonds will not take impact fees for security, they will demand a portion of the City's
 47 property tax. There is a risk that the growth does not come in to pay the expensive
 48 bond.

49 1:29:46

50 HARRISON HEIGHTS WATER RIGHTS-SHAY STARK

51
 52 Mr. Stark explained the status the water rights brought into the City for the Harrison
 53 Heights Subdivision. He explained there is a period of time after an application is
 54 submitted for water rights that people can file a "Request for Reconsideration." The
 55 state chose not to respond to the request therefore the waiting period of 30 days
 56 allowing person or persons to bring a court action, or law suit, towards the application.
 57 Dean Ingram was approached with a request to place \$4,500 in escrow being the
 58 amount it would cost to purchase the water rights for Harrison Heights Plats he wants
 59 to record. It will remain in escrow until the 30 day period lapses (26th of December) or if
 60 there is a lawsuit which would need to be resolved. There are other sources in the City
 61 to purchase the water from.

Mayor Shelley Closed the Work Session at 7:40 PM.

**ELK RIDGE
CITY COUNCIL MEETING
December 2, 2014**

**TIME & PLACE
MEETING**

This regularly scheduled Meeting of the Elk Ridge City Council, was scheduled for Tuesday, December 2, 2104, at 7:30 PM; this meeting was preceded by a City Council Work Session scheduled to begin 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 of these meetings, were provided to the Payson Chronicle, 145 E Utah Ave, Payson, UT, and to the members of the Governing Body, on December 1, 2014.

ROLL

Mayor: Hal Shelley; *City Council*: Dale Bigler, Brian Burke, Paul Squires, Nelson Abbott, and Brittany Thompson; City Recorder: Royce Swensen, Public Works Director: Cody Black, City Planner: Shay Stark, City Accountant: Curtis Robert, Public :Becky Shelley, Julie Smith, Gary Hansen, Michael Kidman, Cam Howell, Derri Adams, Lisa Phillips, Katherine Gerber, and *City Deputy Recorder*: Mary Preece.

**OPENING REMARKS
& PLEDGE OF
ALLEGIANCE**

An invocation was offered by Gary Hansen; and Mayor Hal Shelley led those present in the Pledge of Allegiance, for those who wished to participate.

**AGENDA TIME
FRAME**

**DALE BIGLER MOVED, SECONDED BY BRIAN BURKE, TO APPROVE THE
AGENDA TIME FRAME, ADJUSTING THE START TIME TO 7:39 PM.
VOTE: AYE (5) NAY (0)**

OPEN FORUM

No Participation

PREMIER POINT SUBDIVISION PLAT APPROVAL

**DALE BIGLER MOVED, SECOND NELSON ABBOTT, TO APPROVE THE
PRELIMINARY PLAT APPROVAL FOR PREMIER POINT SUBDIVISION AS
PRESENTED.
VOTE: AYE (5) NAY (0)**

2013-2014 FISCAL YEAR AUDIT – CURTIS ROBERTS

Mr. Roberts turned time over to Mr. Michael Kidman of the auditing firm of Jones & Simpkins to assure the Council the contents of the Audit Report were correct.
Mr. Kidman referred to the pages 1 through 3 of the main audit. He presented a document that confirmed the audit had followed "generally accepted standards"; that information is presented within generally accepted accounting principles and audited appropriately. He pointed out this report looks at internal controls with compliance and regulations that can affect the financial statements. They did not have any findings related to internal control issues that were deficient. It was found the City was in compliance with issues that have a financial impact.
Close examination of requirements by State Auditing, such as budget, fund balance limitations and other important considerations. There was no major findings, and only one minor comment.
A letter entitled "Communication to Those Charged with Governments" was included in the report which contains comments about new accounting policies or new accounting issues that could be showing up in financial statements, what disclosures might be important, or audit adjustments.
Mr. Kidman reported the audit went very well as it normally does, with records in good shape. He pointed out a section on internal control which confirmed there were no major

issues, and only one minor matter of expenditures that exceeded the City's budget which will more than likely result in a letter from the State asking it not happen in the future. He felt the City had a very good financial report.

1:46:47

Curtis Robert covered the following high points of the 2012/2013 Fiscal Year Audit.

1. The Water Fund is showing operating income loss. This is a critical issue. This fund shows how much operating revenue the City took in and what were the operating expenses. This information reveal if enough money is being brought in to cover the operating costs including replacement. It should show a positive return in the range of two to four percent to cover a typical inflation rate. Since this report showed the fund is operating at a loss, it needs to be analyzed. One more year of a losing operation will require serious consideration.

2 Sewer is flat with \$195,000 which could be used up in one project. This fund needs to cover replacement of assets and inflation. At present the City is not covering all the inflationary costs. If this a problem again next year, or even a problem during the next five years, the City will feel a pinch, and in 15 years there will not be sufficient funds to make the necessary replacements. There needs to be that "two to four percent" cushion (\$20-42 thousand). The concern is for the long term 20 year projection and how it is going to function long term. Water rates have not increase since 2002.

In response to a question of what is a realistic amount to have in this account, Mr. Roberts suggested \$500,000 over a long term, short term around \$300,000.

3. Storm drain can use up funds; the city is stable at this point with a 5% rate of return due to the increase put in place.

4. Reserves are in the unrestricted funds and at this point water is sufficient for the present. If this fund moves toward zero, it indicates a need for an increase in rates. Even though it looks healthy at this point, it is easy to blow through half a million dollars on a needed project. The impacts fees showing \$200,000 cannot be used as it has to be used for new growth.

He cautioned the treatment plants could be a main concern since Payson City controls the major cost, and if there was an increase there is not buffer and would create the need for an increase to the citizens; enough to cover the increase from Payson. It will be crucial to have good strong discussion over these issues.

New Legislation requires any transfers be disclosed to the residents with a period of them allowing them to comment before they can become a part of the budget.

2:06:24

(Out of Order)

Mayor Hal Shelley introduced Lisa Phillips to the Council and those present. She has been asked to accept the position as a full time member of the Planning Commission replacing Ann Brough.

NELSON ABBOTT MOVED, SECOND DALE BIGLER, TO ACCEPT LISA PHILLIPS AS A FULL TIME MEMBER OF THE PLANNING COMMISSION.

VOTE: AYE (5) NAY (0)

2:16:15

Curtis Roberts proceeded to cover important issues of the 2013-2014 Audit by drawing attention to the Governmental Funds. The purpose of this fund is to assess the tax base as a whole for projects that benefit the community as a whole. This covers the Road Department, Sanitation, Parks, General Government, Police and Fire Services.

A brief summary was presented covering funds that are not affected by impact fees. \$1.5 million (rounded) was collected for this fund from taxes and revenues and \$2.3 million (rounded) was spent. This is a difference of approximately \$720,000. The bulk of that went to the new Fire Department addition. He noted the \$143,000 for parks in savings, \$41,000 for fire apparatus, and \$90,000 for other capital improvements that are needed. What does this mean for the City's financial picture right now?

Shifting the attention of the Council to the Fund Balance Section pointing out the General Funds has \$31,000 that is not spendable, \$73,000 restricted as Road Impact Fees, \$160,000 that is assigned. These are the figures that were budgeted for the 2014-2015 budget in excess of the revenues coming in this year. This is the result of the Council's decision to not pass the property tax increase. If this plan was followed for one more year the City is broke. Mr. Roberts stated that he would never endorse a property tax increase unless he was warning the City it is on a path that is going down fast. It is a reality. The

City of Elk Ridge is within two years of being of being broke. It will happen unless the Council can figure a way to do a lot of cutting of costs or have a tax increase. It is crucial to build the General Fund Back up.

Mayor Shelley asked Mr. Roberts if there were places to cut that could begin to build the General Fund back up without a tax increase.

Mr. Roberts responded that for the type of capital projects that City needs there would be no way to fund them or cut back enough to build back up the fund. Bonding is short term cash flow, and demands a tax base that can pay it back. He explained that he is always in favor of cutting spending, but cutting too far kills the moral of the City and kills what services the Citizens are getting. This is the responsibility of the Council to manage the balancing act that is required to solve this situation.

For the last four or five years the City has been able to function with the funds in reserve that have been designated for specific projects. Now the projects are being completed using these fund; it is no longer a savings account for the City. It is now time to decide to save up for future projects, or bond for these future projects. Be prepared for the meeting on the 10th of January 2015 for discussion and decisions.

Where this community depends heavily on property tax and new growth for funding operations. These funds do not generate enough to operate everything. The city's buying dollars and economic purchasing power of that property tax diminishes every year. Now that property tax is flattened, the City is faced with doing a truth and taxation hearing every year, or you wait for 5 or 6 year and do a huge hike. If you divide a 40% tax rate increase over a 6 year period, it becomes approximately a 5 percent increase per year.

The budget that was adopted, put the City in a bind. There is still the ability to amend it. Dale Bigler commented it was a positive result that the money was there when needed and eliminated the need for bonding for the projects it was spent on.

Mr. Roberts reiterated a property tax increase is inevitable. There is a minimum of 5% the City is required to maintain in the general fund. The unrestricted funds should not be below \$75,000. So that means there is less than \$20,000, which is less than 1 months expenditures.

Mayor Shelley expressed this issue and facts were the reason for scheduling the meeting on the 10th of January. It is imperative to look at this carefully, which is the main reason for the meeting, and spend a good deal of time understanding how budgeting in the City works for the next 10 years. This shortage did not happen just this year, for years we have been struggling between income – expense, income – expense!

2:49:27

BRITTANY THOMPSON MOVED, SECOND DALE BIGLER, TO ACCEPT THE AUDIT ENDING JUNE 30, 2014 FOR THE FICAL YEAR.

VOTE: AYE (5) NAY (0)

HASKELL GOLF COURSE SUBDIVISION DURABILITY ACCEPTANCE

Nelson Abbott informed the Council that State Representative that the regulation of a time period for Durability Bonds can be extended to 1 ½ years in cases of inclement weather.

Cody Black, Public Works Director explained the warranty covers for one year, if there is issues within that one year period it can be extended an additional year. The area is observed and inspected during that one year period to be aware of any problems that could arise.

DALE BIGLER MOVED, SECONDED PAUL SQUIRES, TO ACCEPT THE HASKELL GOLF COURSE SUBDIVISION DURABILITY AS PRESENTED WITH THE FINAL DATE OF NOVEMBER 13, 2014.

VOTE: AYE (5) NAY (0)

DEPARTMENT HEAD REPORTS

Administrative & Planning Commission – Mayor Shelley
There was no additional business at this time.

Roads & Storm Drain – Brian Burke

Mr. Burke reported a better bid was submitted for High Sierra Road.

Parks, Trails, & Recreation – Dale Bigler

Mr. Bigler reported the completion of the signs posts and pedestals for the Frisbee golf course, with baskets being stalled in the spring. This should complete the Boy Scout Tregan Mickelson's Eagle Project.

Mr. Bigler would like to see the collection of funds on the rock products to finalize moneys collected for 2014. All of the new subdivision that are being approved presently must have the 3-4 foot planter strip installed. It needs to be clarified how many and what kind of trees are required to be in these planter strips.

Nelson Abbott clarified that this requirement for trees in planter strips are for PUD's only. A reminder was given that the sidewalks have specific requirements also within a PUD.

Water, Public Safety – Paul Squires

Mr. Squires shared a conversation he had with Cody Black concerning the salting of the roads in the winter months. This contributes to the deterioration of the asphalt. He wondered if there were other products such as salmon salt that could be considered. He hopes to discuss this at the January 10th meeting.

Mr. Squires reported that at the last SUVMWA meeting agenda items in future would come directly from the Cities. So any ideas sent to Mr. Squires could be shared at their future meetings.

He had spoke with Reed Murray about CUP and they are accelerating the 2018 date of completion, and planning to use the enclosure from the High Line Canal to take Strawberry water through that canal.

Mr. Abbott asked Mr. Squires to check into the situation of the ground near Springville that Elk Ridge City has paid \$15,000 a year towards the City's share of the project.

Sewer, Sanitation & SESD – Nelson Abbott

Mr. Abbott reported on a meeting scheduled Thursday morning at ten a.m. at the Bureau of Reclamation to receive the title transfer to SESD.

Economic Development & Code Enforcement – Brittany Thompson

Brittany Thompson would like to put a survey in the next newsletter on City Code to get citizen's input on how to conduct the enforcement.

At the January 10th meeting, she will share her concerns about code concerning water, roads, parks, or generally.

Mayor Shelley once again requested each person attending to look at the master plan and review the responses of the last survey concerning the master plan, and determine what they feel pertains to the City today. He will provide an agenda before the 1st of the year.

A regular City Council meeting will be conducted at the end of the January 10th meeting to conduct necessary business.

PROPOSED 2015 CITY COUNCIL MEETING SCHEDULE

BRIAN BURKE MOVED, SECOND DALE BIGLER, TO ACCEPT THE SCHEDULE PRESENTED OF CITY COUNCIL MEETINGS FOR THE YEAR 2015.

VOTE: AYE (5) NAY (0)

CITY COUNCIL MINUTES – OCTOBER 14, 2014

NELSON ABBOTT MOVED, SECOND BRIAN BURKE TO APPROVE THE CITY COUNCIL MINUTES OF OCTOBER 14, 2014 WITH THE CORRECTIONS ADDRESSED.

VOTE: AYE (5) NAY (0)

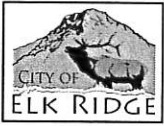
1 EXPENDITURES

2 NELSON ABBOTT MOVED, SECOND DALE BIGLER TO APPROVE THE CHECK
3 REGISTER FROM OCTOBER 19 TO NOVEMBER 29, 2014.
4 VOTE: AYE (4) NAY (0) PAUL SQUIRES OBSTAINED DUE
5 TO LACK OF EXAMINATION OF RECORDS.
6

7
8 ADJOURNMENT

At 9:39 p.m. the Mayor adjourned the Meeting.

9
10 
11 Deputy City Recorder
12
13
14



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 7:00 PM on Tuesday, December 9, 2014, is hereby CANCELLED, by order of Mayor Hall Shelley.

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

7:00 PM - REGULAR COUNCIL MEETING AGENDA ITEMS:

CANCELLED

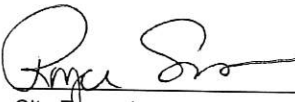
Dated this 8 day of December, 2014.



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 Cancellation of the regularly scheduled City Council Meeting was provided to the Payson Chronicle, 145 E Utah Ave, Payson, Utah, and to each member of the Governing Body on December 8, 2014.



City Recorder

