

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 Saturday, January 10, 2015, at 2:00 PM;** which will be preceded by a **City Council Work Session at 9:00 A.M.** The meetings will be held at the Elk Ridge City Hall, 80 E. Park Drive, Elk Ridge, Utah.

9:00 AM - CITY COUNCIL WORK SESSION AGENDA ITEMS:

1. Accessory Apartment Code Amendment
2. Harrison Heights- Water Escrow Release
3. Purpose Statement
- 9:20 AM 4. Master Plan/ Surveys
- 9:40 AM 5. Define Projects:
 - A. Roads
 - B. Parks/Trails
 - C. Water
 - D. Sewer
 - E. Storm Drain/SWMP
 - F. Public Safety/ Police/ Fire
 - G. Sanitation
 - H. Civic Center
 - I. Economic Development
 - J. Cemetery
 - K. Other

- 11:10 AM 6. Current Budget 2014-2015
- 12:10 PM 7. Budget 2015-2016
- 1:10 PM 8. Employee Policy
9. General Procedures

2:00 PM - REGULAR COUNCIL MEETING AGENDA ITEMS:

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

- 2:15 PM 1. Accessory Apartment Code Amendment
2. Harrison Heights- Water Escrow Release
- 2:25 PM 3. A. Administrative & Planning Commission – Mayor Shelley
 1. Review Council Assignments
 - 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
3. City Council Minutes: December 2, 2014
4. Expenditures:

General: Check Register & Payroll for December 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 8th day of January, 2015.

City Recorder

CERTIFICATION

I, the undersigned, duly appointed and acting City Recorder for the municipality of Elk Ridge, do hereby certify that a copy of the Notice of Agenda was provided to the Payson Chronicle, 145 E Utah Ave, Payson, Utah, and to each member of the Governing Body on January 8, 2014.

City Recorder

ELK RIDGE
CITY COUNCIL MEETING
January 10, 2015

TIME AND PLACE OF MEETING

This regularly scheduled Meeting of the Elk Ridge City Council, was scheduled for **Saturday, January 10 at 2:00 PM**; this meeting was preceded by a **City Council Work Session Meeting at 9:00 AM**. 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 January 8, 2015.

ROLL CALL

Mayor: Hal Shelley

Council Members: Brian Burke, Dale Bigler, Brittany Thompson, Paul Squires, Nelson Abbott

Others: Royce Swensen, *Recorder*; Cody Black, *Public Works Director*, Curtis Roberts, *Financial Director*; Craig Neeley, *City Engineer*; Shay Stark, *City Planner*.

Public: Jim Chase, Ryan May, Brandon May, Katherine Gerber, Tricia Watson, Cory Thompson, Laura Stepp, Alicia Stepp, Matthew Stepp, Andrew Stepp

CITY COUNCIL WORK SESSION

9:05 am

1. ACCESSORY APARTMENT CODE AMENDMENT.

Shay Stark referred to the accessory apartment impact fee listed on the city fee schedule. He stated there is a need to modify the statement in the code to eliminate the accessory apartment impact fee. He also changed the wording but not the meaning to make the codes easier to understand. He stated that if rent is collected that defines an accessory apartment.

9:19 am **2. HARRISON HEIGHTS – WATER ESCROW RELEASE.**

Shay Stark stated that water rights for Harrison Heights Phases 1 and 2 were transferred to the city. There was a request to the State for reconsideration for the transfer of water rights. Due to the protest, Dean Ingram placed water rights into an escrow account for the number of rights needed for the development and recorded it with the county. Mr. Stark stated that no legal action was taken and deadlines to do so have passed. Mr. Stark recommends that council authorize the release of the water rights escrow as the water rights are secure at this point.

9:25 am **3. PURPOSE STATEMENT.**

Mayor Shelley stated the purpose of this meeting is to review where we are as a city. He had asked council to review the master plan, review the surveys of 2007 and a recent survey that Mr. Stark provided. This will help council, Mayor Shelley, and Recorder Royce Swensen to understand the funding and budget issues that the city faces on a regular basis. He would like to make sure the city carries out an appropriate budget and stated there is a need to look hard at our current tax and budgeting structures.

4. MASTER PLAN/SURVEYS.

Mayor Shelley asked if there were any major issues from Council regarding the Master Plan or previous surveys.

Nelson Abbott stated that he has a concern regarding the number of parks in the plan and whether the facilities the city has are improved or not and if they will meet the needs of the city at build out.

Dale Bigler and Paul Squires noted the main concerns of residents are to clean up the city and code enforcement on dogs.

Brittany Thompson stated the main complaints from citizens regarding code enforcement are landscaping and animals. She stated that as of March or April, the city will be aggressively enforcing violations and collecting fees/fines.

Mayor Shelley stated the need for a strong economic development.

9:36 am **5. DEFINE PROJECTS:**

A. ROADS

Brian Burke presented his road project for the current fiscal year 2014/2015: 1) Resurface/repair High Sierra and install curb & gutter approximately \$30,000 with city help. He presented his road projects for the next fiscal year 2015/2016: 1) Apply chip and seal to Canyon View and Hillside \$100,000.00. 2) Widen Salem Hills Drive between Canyon View and Hillside Drive (apply trail?). 3) Widen Elk Ridge Drive south of intersection with Alpine Drive. 4) Realign the intersection at Park Drive and Elk Ridge Drive to allow for continuous flow north and south and so that Elk Ridge Drive meets at a 90 degree angle \$95,000.00. He presented his road projects for a three to five year plan from 2016/2017 and so on: 1) Complete rebuild on Goosenest from 1600 West to Elk Ridge/Payson boundary. 2) Install barrier/wall on Park Drive dug way to prevent further erosion on private property on roadway \$500-700,000.00. 3) Extend Salem Hills Drive to south end of Elk Ridge \$100,000.00. 4) Straighten and rebuild Maple Lane \$40,000.00. 5) Install roundabout at south end of Dean Ingram Development.

Cody Black presented 2014 proposed road projects and budget costs: 1) Manhole and valve collaring \$30,000.00. 2) Chip & seal \$40,000.00. 3) Maple Lane rebuild \$40,000.00. 4) Finish Public Works parking lot \$15,000.00. 5) Miscellaneous road patching and pot hole repairs \$10,000.00. 6) High Sierra street rebuild \$35,000.00. 7) Half for new salt shed \$30,000.00. 8) Half of new Kubota Tractor \$10,000.00.

Cody Black presented future road projects and costs to consider: 1) High Sierra \$35,000.00. 2) Maple Lane \$40,000.00. 3) Park Drive Slope stabilization \$500,000.00 - \$700,000.00. 4) Realign Park Drive and Elk Ridge Drive intersection \$95,000.00. 5) Future chip and seal around \$40,000.00 pre year. 6) Crack seal \$15-20,000.00 per year. 7) Purchase of new 10 wheeler plow truck \$180,000.00. 8) Road overlays \$40-80,000.00. 9) Road striping \$5,000.00. 10) Chip and seal Canyon View \$50,000.00. 11) Chip and Seal Hillside Drive \$50,000.00. 12) Connect East and West Salem Hills Drive \$100,000.00. 13) Purchase of new flatbed dump truck \$40,000.00. 14) Purchase of new street sweeper. 15) Replace bed on old bobtail \$20,000.00.

Curtis Roberts considers function first in regards to prioritizing road costs. If time and money is being spent on repairing equipment necessary for repairs, this is not efficient for a city. He looks at equipment needs and possibly postponing projects to make sure proper equipment is available for the city. Mr. Roberts reported the State and/or County may increase taxes for roads and suggested Council to attend the Utah League of Cities and Towns meetings and to be aware of how the funds will be disbursed and how it could/couldn't help the city.

B. PARKS/TRAILS

Dale Bigler read over the 2014 proposed parks projects and budget costs: 1) Elk Ridge Meadows Phase 2 Park Pavilion \$65,000.00. 2) Playground equipment \$8,000.00. 3) Trail Construction \$29,000.00. 4) New backstop at Ingram Field \$7,500.00. 5) Elk Ridge Meadows Phase 1 grant match \$10,000.00. 6) Half of the Kubota Tractor \$10,000.00.

Dale Bigler presented his future park priorities: 1) Shuler Park install of three spring bouncer units. 2) Repair tennis court concrete and reset corner posts. 3) Elk Ridge Meadows Phase 2 park schedule for aerating, fertilizing, drip system for trees and replace dead trees in March. 4) Install rock and fabric on area not installed in Phase 2. 5) Maintain walking trail. 6) Elk Ridge Meadows Phase 1 park costs to be reimbursed to the developers through park impact fees collected as the park is to be turned over to the city. Curtis Roberts had accounting and legal concerns regarding the park being donated and the funds being reimbursed through park impact fees.

Mr. Bigler presented costs associated with Phase 1 park as fertilizer/lawn maintenance and sealing of the trails. Mr. Bigler presented costs associated with Phase 2 park are: to repair/test sprinkler system, prep soccer field for hydro seed including park strips, prep trail area, finish disc golf course, install spring bouncer playground toys and woodchips. Long term projects are: sprinkler system in north section, design and build a parking area, build a pavilion/restrooms, replace/add trees, seal trail, prep and plant grass on north area, shade covers by playground, possibly sand/volleyball area. Mr. Bigler presented future projects for Goosenest park. Mr. Bigler stated he would like to see the trail completed from Canyon View to the church on Alpine. Curtis Roberts presented advantages/disadvantages and legalities of donations made and developers covering the costs to install parks.

C. WATER

Paul Squires reported from the SUVWMA meeting he attended regarding pressurized irrigation. Craig Neeley will complete a secondary water study by February which groundwater resources and

1 additional well information will be included. Mr Squires stated Woodland Hills and Salem would like to
2 meet with the city and Craig Neeley in regards to future aquifer water usage.

3 Cody Black presented projects within the water fund budget: 1) New water line on Canyon View
4 between Alpine and Freemont \$135,000.00. 2) SCADA upgrades \$24,000.00. 3) Water Meters \$10-
5 \$15,000.00.

6 Cody Black presented future projects and costs to consider: 1) New well motor \$25,000.00. 2)
7 Developing new well \$1,500,000.00. 3) 12"-14" distribution line projects \$292,000.00. 4) 12" Dedicated
8 pump line \$135,000.00. 5) Oak Lane booster upgrade \$500,000.00. 6) Mini Excavator purchase
9 \$65,000.00. 7) New privacy fencing around sites. 8) New PRV at Elk Ridge Drive and Goosenest
10 \$20,000.00. 9) New PRV North of Horizon View Farms \$20,000.00. 10) Purchase trench boxes.

11 **D. SEWER**

12 Cody Black presented cleaning and maintenance costs within the current sewer fund budget at
13 \$51,000.00.

14 Cody Black presented future projects and costs to consider: 1) Divert flow on Canyon View from
15 Ocampo to Ama Fille. 2) Install new line on Goosenest Drive. 3) Divert ½ flow from Elk Ridge Drive and
16 Olympic to new 1600 West line. 4) Continued cleaning and jetting. 5) Purchase of new vac/jetter truck
17 \$200,000.00. 6) Purchase push camera for laterals \$15,000.00. 7) Purchase of tripod and harness for
18 entering manholes \$7,500.00. 8) Gas detection meter. Curtis Roberts reminded Council that water and
19 sewer funds are considered enterprise funds. He presented the benefits and cost savings if the city were to
20 purchase a new vac/jetter truck.

21 Craig Neeley presented sewer impact fees for the city's portion and a table of future projects that
22 are included in the capital facilities plan. He stated the city could use the enterprise funds and reimburse it
23 as impact fees are collected which gives the city flexibility without bonding.

24 **E. STORM DRAIN/SWMP**

25 Cody Black presented a slide show on the Storm Water Management Program that the city has
26 qualified for. SWMP has requirements the City needs to meet each year and improvements are to be made.
27 Mr. Black covered all aspects of the program through the slide show. Mr. Black reported the all public
28 works employees will be trained and certified in storm water and ongoing training will be every two years.
29 Curtis Roberts stated the storm drain fund was started recently and the fee was raised to cover costs
30 associated with storm drain and administration costs. He suggested that administration fees within the
31 storm drain fund need to be included in the next year's budget as storm drain costs have been currently
32 taken out of the general fund. He also stated that the street sweeper may be paid through the storm drain
33 fund.

34 12:51 pm

35 **F. PUBLIC SAFETY/POLICE/FIRE**

36 Mayor Shelley stated the issues in this section are dealing with the fire department and referred to
37 a plan created by Seth Waite, Fire Chief, for the fire department.

38 Mayor Shelley referred to Mr. Waite's 1-5 Year proposed budget plan for 2003-2008: 1) Meet
39 with all members. 2) Replace turnouts. 3) Upgrades SCBA's. 4) Wild land certifications. 5) New brush
40 truck. 6) Add new members. 7) Pay raises.

41 Mayor Shelley referred to Mr. Waite's 5-10 year proposed budget plan for 2008-2013: 1) Most
42 members FF2. 2) Station remodel. 3) EMT's to intermediate level. 3) 1st responder truck. 4) Look into
43 ambulance service. Brian Burke asked for Curtis Roberts' opinion on operating an ambulance within the
44 city. Curtis Roberts recommended gathering all costs included in ambulance responses regarding
45 personnel and supplies. Once the costs are obtained, there needs to be a way to offset those costs by
46 possibly coordinating with hospitals and insurance companies.

47 Mayor Shelley referred to Mr. Waite's 10-20 year proposed budget plan for 2013-2023: 1) 2nd
48 Pumper \$250,000.00 - \$1,000,000.00. 2) 2nd Station. 3) Ambulance service \$35,000.00. 4) Upgrade tender
49 \$30,000.00. 5) Increase call volume and response \$10,000.00. 6) Brush truck upgrade \$50,000.00.

50 Mayor Shelley referred to Mr. Waite's 20 year proposed budget plan for 2023: 1) Part time
51 firefighters and EMT's.

52 Mayor Shelley referred to police enforcement and stated that with the population growth within
53 the city, the city might consider full time or ¾ time police protection.

54 1:19 pm

55 **G. SANITATION**

No discussion made on sanitation.

H. CIVIC CENTER

1 Mayor Shelley stated the civic center is in the master development plan and will be the focus of
2 economic development within the city.

3 **I. ECONOMIC DEVELOPMENT**

4 Mayor Shelley stated the purpose is for the city to obtain sales tax as well as have successful
5 businesses and resources within the city. He stated there needs to be good developers and businesses
6 interested that would be willing to build and operate within the city.

7 **J. CEMETERY**

8 Mayor Shelley inquires if council would like to have a cemetery within the city and council
9 answered yes. He stated one of the biggest concerns is cost. There are a few locations within the city that
10 could be a possible location however the property may need to be donated for the city to afford to have a
11 cemetery.

12 **K. OTHER**

13 No other discussions were made.

14 **6. CURRENT BUDGET 2014-2015.**

15 **AND**

16 **7. BUDGET 2015-2016.**

17 Royce Swensen stated that since items have been discussed regarding costs and projects, the
18 concept is to pull from future funding that needs to come into this year and next years budget and start
19 moving dollars into the right funds to successfully operate the city. Mr. Swensen reported the city is
20 currently budgeted to receive \$257,856.00 in property and vehicle taxes based on what has been received
21 to date. Craig Neeley and Shay Stark, answered questions regarding budget questions in reference to road,
22 sewer and park impact fees within the capital facilities plan. Curtis Roberts answered questions and had
23 discussion with Council members regarding current budget items and which expenditures are covered by
24 impact fees. Cody Black agreed that the following road projects can be taken off the budget and set aside
25 to be completed at a later date or the next budget: Maple Lane Rebuild \$40,000.00, finish public works
26 parking lot \$15,000.00, High Sierra street rebuild \$35,000.00. Curtis Roberts reported that by comparing
27 our budget to other cities, the city is on track. The following adjustments to the budget were made: Class
28 C Revenue decreased to \$80,000.00, Town Planner decreased to \$45,000.00

29 3:40 pm **8. EMPLOYEE POLICY**

30 Mayor Shelley presented council with the new Personnel Policies and Procedures Manual for Elk
31 Ridge City Corporation. Most information is federally mandated. Royce Swensen presented a list of
32 certain issues of areas of concerns and asked council to review and report back at the meeting on the
33 January 27th to get the manual in place.

34 Royce Swensen referred to page 12-1, Employee Classifications in regards to part time employees
35 receiving 401K benefits and paid holidays. Mr. Swensen referred to page 12-1, Work Week in regards to
36 the city's option to adjust work days if weekend work is necessary. Mr. Swensen referred to page 12-4,
37 On-Call Pay regarding the on-call hour minimum pay. Mr. Swensen referred to page 15-2, Travel
38 Allowance in regards to per diem daily allowance at the federal per diem rate. Mr. Swensen referred to
39 page 16-2, Insurance in regards to employees opting out of the insurance benefits available and instead,
40 the city will contribute to 75% of the insurance premium cost to the employees 401K. Mr. Swensen
41 referred to page 18-1, Annual Leave in regards to full time employees accruing personal time off. Mr.
42 Swensen referred to page 18-2, Holiday Leave in regards to which days within the year will be paid
43 holidays for full time employees. Mayor Shelley referred to page 18-2, Sick Leave in regards to sick pay
44 being used with accrued paid time off hours. Discussion with Mayor Shelley, Cody Black, Royce
45 Swensen, and Curtis Roberts was made in each of the sections above regarding the proposed employee
46 manual.

47 **9. GENERAL PROCEDURES**

48 Mayor Shelley stated that general procedures will be discussed in the next City Council meeting.

49
50 Mayor Shelley closed the City Council Work Session at 5:05 pm.

51
52 **ELK RIDGE**
53 **CITY COUNCIL MEETING**
54 **January 10, 2015**
55

1 **TIME AND PLACE OF MEETING**

2 This regularly scheduled Meeting of the Elk Ridge City Council, was scheduled for
3 **Saturday, January 10 at 2:00 PM**; this meeting was preceded by a **City Council Work Session**
4 **Meeting at 9:00 AM**. The meetings were held at the Elk Ridge City Hall, 80 East Park Drive, Elk
5 Ridge, Utah.

6 Notice of the time, place and Agenda of these Meetings, were provided to the Payson
7 Chronicle, 145 E. Utah Ave, Payson, Utah, and to the members of the Governing Body, on
8 January 8, 2015.
9

10 **ROLL CALL**

11 Mayor: Hal Shelley
12 Council Members: Brian Burke, Dale Bigler, Brittany Thompson, Paul Squires, Nelson Abbott
13 Others: Royce Swensen, *Recorder*; Curtis Roberts, *Financial Director*
14 Public: Jim Chase, Ryan May, Brandon May, Katherine Gerber, Tricia Watson, Cory Thompson, Laura
15 Stepp, Alicia Stepp, Matthew Stepp, Andrew Stepp
16
17

18 **OPENING REMARKS** An invocation was offered by Mayor Shelley and Brittany Thompson led those present in
19 the Pledge of Allegiance, for those who wished to participate.
20

21 **PLEDGE OF ALLEGIANCE**

22
23 **AGENDA TIME FRAME**

24 **NELSON ABBOTT MOVED, DALE BIGLER SECOND, TO APPROVE THE AGENDA TIME**
25 **FRAME, ADJUSTING THE START TIME TO 5:05 PM.**
26 **VOTE: AYE (5) NAY (0)**

27 **PUBLIC FORUM**

28
29 Mayor Shelley asked the public if there were any comments or issues to discuss. There was no response.
30

31 **1. ACCESSORY APARTMENT CODE AMENDMENT.**

32 **PAUL SQUIRES MOVED, NELSON ABBOTT SECOND TO ACCEPT THE ACCESSORY**
33 **APARTMENT CODE AMENDMENT AS PRESENTED WITH THE EXCEPTION AND**
34 **ADDITION THAT THE ACCESSORY APARTMENT SQUARE FOOTAGE HAS TO ALSO**
35 **COMPLY AS WELL AS THE MINIMUM SQUARE FOOTAGE FOR THE MAIN DWELLING.**
36 **VOTE AYE (5) NAY (0)**
37

38 **2. HARRISON HEIGHTS – WATER ESCROW RELEASE.**

39 **NELSON ABBOTT MOVED, BRITTANY THOMPSON SECOND, TO APPROVE THE**
40 **RELEASE OF THE ESCROW MONEY FOR HARRISON HEIGHTS SUBDIVISION.**
41 **VOTE AYE (5) NAY (0)**
42

43 **3. DEPARTMENT REPORTS**

44 **A. Administrative & Planning Commission – Mayor Hal Shelley**

45 **1. Review Council Assignments.**

46 Mayor Shelley stated that in regards to time, he would like to carry forward some of the
47 items discussed for a future council meeting to consider some of the changes relative on
48 how to proceed with city employees procedures and options to pursue. He would also like
49 to review council assignments at a future meeting with some concerns regarding continuity
50 and cross training.

51 **B. Roads and Storm Drains – Brian Burke**

52 No report at this time.

1 C. Parks, Trails, & Recreation – Dale Bigler

2 No report at this time.

3 D. Water, Public Safety – Paul Squires

4 No report at this time.

5 E. Sewer, Sanitation & SESD – Nelson Abbott

6 No report at this time.

7 F. Economic Development & Code Enforcement – Brittany Thompson

8 No report at this time.

9 4. CITY COUNCIL MINUTES APPROVAL FROM DECEMBER 2, 2014 MEETING.

10 NO MOTION OR ACTION TAKEN AT THIS TIME.

11 5. EXPENDITURES:

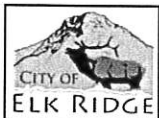
12 A. GENERAL: CHECK REGISTER AND PAYROLL FOR DECEMBER 2014.

13 NO MOTION OR ACTION TAKEN AT THIS TIME.

14
15 ADJOURNMENT

16
17 Mayor Shelley adjourned this meeting at 5:12 pm.

18
19
20 
21 _____
Melanie Hoover, Deputy Recorder



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NOTICE & AGENDA

Notice is hereby given that the City Council of Elk Ridge will hold a regular **City Council Meeting on Tuesday, January 27, 2015, at 7:00 PM;** which will be preceded by a **City Council Work Session at 6:00 P.M.** 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. Employee Handbook
2. Utah County Dispatch Agreement
3. City Celebration
4. Planning Commission Reappointment - Kevin Hansbrow
5. Verizon Government Pricing Contract
6. Water Meters
7. Eagle Scout Projects - Ryan May, Cody Young

7:00 PM -

REGULAR COUNCIL MEETING AGENDA ITEMS:

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

7:15 PM

1. Eagle Scout Projects - Ryan May, Cody Young
2. Planning Commission Reappointment - Kevin Hansbrow
3. Elk Ridge Meadows Phase 6 Final Approval
4. Elk Ridge Meadows Water Appropriation

7:50 PM

5. Employee Handbook
6. Verizon Government Pricing Contract

8:40 PM

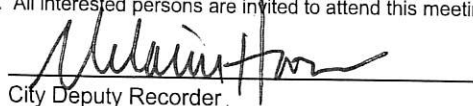
7. A. Administrative & Planning Commission – Mayor Shelley
 1. Review Council Assignments
 - B. Roads & Storm Drain: Brian Burke
 - C. Parks, Trails & Recreation: Dale Bigler
 - D. Water & Public Safety: Paul Squires
 - E. Sewer, Sanitation & SESD: Nelson Abbott
 - F. Economic Development & Code Enforcement: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

8. City Council Minutes

Adjournment

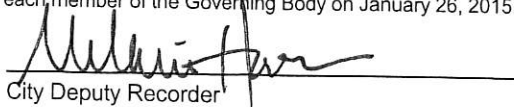
Handicap Access upon Request. (48 Hours Notice)

The times that appear on this agenda may be accelerated if time permits. All interested persons are invited to attend this meeting.
Dated this 26th day of January, 2015.


City 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 January 26, 2015.


City Deputy Recorder

ELK RIDGE
CITY COUNCIL MEETING
January 27, 2015

TIME & PLACE This special City Council Meeting of the Elk Ridge City Council, was scheduled for **Tuesday, January 27, 2015, at 7:00 PM**; The meeting was preceded by **a Public City Council Work Session at 6:00 PM** 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 January 26, 2014.

ROLL Mayor: Hal Shelley; City Council: Dale Bigler, Brian Burke, Paul Squires, and Nelson Abbott, Brittany Thompson; Royce; Public Works Director, Cody Black; Deputy Sheriff Rhoades; Public: Jim Chase, Holli Young, Scott Young, Ryan May, Cody Young, Debbie May, Jake McKee, Barley Holbrook, Dean Ingram, and Deputy Recorder: Mary Preece.

CITY COUNCIL WORK SESSION

EMPLOYEE HANDBOOK

Mayor Hal Shelley opened the meeting up for a discussion with the City Council concerning the Employee Handbook by inquiring if there were questions or recommendations from the Council.

0:00:47 Paul Squires stated if an employee, exempt or nonexempt, had approval in advance from the Mayor overtime up to 15 hours is permitted with pay. If this time is not used it becomes null and void. This action can be a consideration and approved quarterly.

Mr. Squires also brought to the attention of the Council that the City was obligated to give employees a lunch hour and breaks.

It was the consensus of the majority of the Council to follow the present guidelines in the present policy manual as it relates to overtime and lunch breaks.

Brian Burke expressed concern for bonuses being given strictly on merit instead of automatic; and increases in pay according to performances.

Mayor Shelley assured him that performance was considered for each dollar available in the budget given to employees. The bonus ranged from 1 1/2 to 3%. A merit bonus is not added to the base salary of an employee.

A discussion proceeded to take place concerning cost of living raises with the conclusion that with the approval from the Council, all employees receive a set amount for cost of living raise.

0:32:32 Brian Burke wanted the phrase "on-call pay of 1 1/2 times the regular pay" to have "unless they are exempt" added in section 10-b-3. He also felt the amount allowed for per diem was excessive and suggested \$45.00; ten for breakfast, 15 for lunch and 20 for dinner taking into consideration whether the meals were included by the lodging or venue being attended.

Mr. Burke clarified that the amended Employee Handbook designates part time non benefitted employees was less than 30 hours a week. Therefore, they do not get 401K or paid holidays, or any form of retirement.

Mr. Burke stated he felt the annual leave was too high.

Nelson Abbott stated the State offers 0-4 years 10.4 days, 5-9 years 13 days, and 10-19 years 15.6, 20 plus years 18.2 days annual leave for full time employees plus holidays. This being less than what is suggested in this proposed handbook.

The Mayor asked each of the council members their opinions regarding changing to a suggested lower number of days. Mr. Bigler, Ms. Thompson, Mr. Abbott, and Mr. Burke were in agreement. Mr. Squires had no comment as he stated he had not been attentive to the discussion.

0:50:37 Mr. Brian Burke suggested that the term "permanent employee" be changed to "full time employee".

1:01:32

UTAH COUNTY DISPATCH AGREEMENT

Mayor Shelley explained there is an assessment to Elk Ridge City in the agreement with Utah County Dispatch of \$16,000 a year. The County has chosen to contract a private dispatch services along with the need for more room requiring the payment be made. This amount can be paid in two separate payments, half in this fiscal year and the other half next fiscal year.

CITY CELEBRATION MOVED TO ADMINISTRATION MANAGER

PLANNING COMMISSION REAPPOINTMENT

MOVED TO NEXT COUNCIL MEETING 2/10/2015

VERIZON GOVERNMENT PRECINCT CONTRACT

Cody Black presented an option given by Verizon to switch to government rates. This would save the City 20% on the City's existing plan plus phone equipment and accessories, with unlimited data. Upgrades every 10 months with no upgrade or activity fees.

1:07:27

WATER METER

Cody Black Public Works Director reported the cost of water meters has increased presenting the need to increase the charge to contractors. The present charge is \$375 and the new charge will be \$500.

EAGLE SCOUT PROJECTS

1. Ryan May introduced himself and passed out his proposal to the Council. He explained the project would be installing standard residential garbage cans in specified areas of Shuler Park. He plans to purchase at least two cans through a fund raiser, and suggested the City might purchase a can or two. His troop and volunteers would install them.
2. Cody Young introduced himself and explained his proposed project would be installing hand rails next to the stairs leading down to the flag pole and the tennis court. He presented a drawing of the project and a picture of the area effected. The handrails will be provided by a local company and a fund raiser will be held to acquire funds for paint and other necessary costs.

1:25:19

ADJOURNMENT

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

**ELK RIDGE
CITY COUNCIL MEETING
January 27, 2015**

TIME & PLACE

This special City Council Meeting of the Elk Ridge City Council, was scheduled for **Tuesday, January 27, 2015, at 7:00 PM**; The meeting was preceded by **a Public City Council Work Session at 6:00 PM** held at the Elk Ridge City Hall, 80 East Park Drive, Elk Ridge, Utah.

ROLL

Notice of the time, place and agenda of these meetings was provided to the Payson Chronicle, 145 E Utah Ave, Payson, UT, and to the members of the Governing Body, on January 26, 2014.

Mayor: Hal Shelley; City Council: Dale Bigler, Brian Burke, Paul Squires, and Nelson Abbott, Brittany Thompson; Royce; Public Works Director, Cody Black; Public: Jim Chase, Dean Ingram City Deputy Recorder: Mary Preece.

OPENING REMARKS
& PLEDGE OF
ALLEGIANCE

An invocation was offered by Ryan May; and Cody Young led those present in the Pledge of Allegiance, for those who wished to participate.

1 AGENDA TIME
2 FRAME

3 **BRITTANY THOMPSON MOVED, DALE BIGLER SECOND, TO ADJUST THE**
4 **STARTING TIME TO 7:30 P.M.**

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

6 OPEN FORUM

7 *Jim Chase* addressed the changes proposed in the Employee Handbook. He cautioned
8 the Council about actions to remove the benefits mentioned from the part time
9 employees feeling it could result in losing quality employees which is hard to replace at
10 a time when the economy is growing in the state. Take care of City employees who in
11 turn take care of the citizens.

12 EAGLE SCOUT PROJECTS

13
14 **DALE BIGLER MOVED, SECOND BRITTANY THOMPSON, TO APPROVE RYAN**
15 **MAY'S EAGLE PROJECT RELATING TO PLACING GARBAGE CANS IN SHULER**
16 **PARK. IN ADDITION THE CITY WILL CONSIDER SUBSIDIZING THE REMAINDER**
17 **OF CANS.**

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

19
20 **BRIAN BURKE MOVED, SECOND DALE BIGLER, TO APPROVE CODY YOUNG'S**
21 **EAGLE PROJECT WITH THE POSSIBILITY OF A CONTRIBUTION FROM THE CITY**
22 **UP TO \$150 IF NEEDED.**

23 **VOTE: AYE (5) NAY (0)**

24
25 PLANNING COMMISSION REAPPOINTMENT-KEVIN HASBROW

26 AGENDA ITEM MOVED TO NEXT COUNCIL MEETING.

27 1:33:38

28 ELK RIDGE MEADOW PHASE 6 FINAL APPROVAL – SHAY STARK

29 *Shay Stark* addressed specific engineering issues concerning Phase 6 of Elk Ridge
30 Meadows Five as follows:

31 1. Shifting Phase 6 away from 1600 west to avoid having to tear up and close sections
32 of a main artery street when constructions takes place.

33 2. This action would give time to have the new Elk Ridge Drive in place before necessary
34 development takes place on 1600 west.

35 3. The neighborhood park in the original plan will not be installed allowing the monies to
36 be transferred to the park on Goosenest. This action would allow Dean Ingram to develop
37 nine more lots for homes. An amendment to the development agreement once the details
38 are worked out would take place.

39 *Mr. Stark* explained the trail system in that area would be tied into the side walk and bring
40 it into the open space allowing it to continue on tying in with the roundabout.

41 He explained that Mountainland Association of Government has addressed the issues
42 that will be appropriately addressed in their transportation plan concerning 11200 and
43 Elk Ridge Drive up to the roundabout.

44 *Mr. Ingram* expressed the intention to have Phase 6 in place by fall and moving on with
45 Phases 7 & 8. It is possible that Elk Ridge Drive could be completed by the end of next
46 summer (2016).

47
48 **NELSON ABBOTT MOVED, SECOND DALE BIGLER TO APPROVE PHASE 6 AS**
49 **OUTLINED AND RECOMMENDED BY THE PLANNING COMMISSION.**

50 **VOTE: AYE (5) NAY (0)**

51 1:53:33

52 ELK RIDGE MEADOWS WATER APPROPRIATION

53 *Shay Stark* reported *Mr. Ingram* transferred into the City water rights for 138.976 acre
54 feet. At this time 20.228 acre feet has been approved for use with Harrison Heights
55 Phases 1 & 2. *Mr. Ingram* requested the Council appropriate 16.493 acre feet for Phase
56 6.

57
58 **NELSON ABBOTT MOVED, SECOND DALE BIGLER, TO APPROVE THE**
59 **APPROPRIATION OF 16.493 ACRE FEET OF WATER FOR PHASE 6.**

60 **VOTE: AYE (5) NAY (0)**

61 2:04:44

EMPLOYEE HANDBOOK

Mayor Shelley asked for any further discussion concerning the Employee Handbook. Brittany Thompson expressed a proposal for Annual Leave be set at 12 days for full time employees employed 1-2 years, 3-4 years of employment be 14 days, 5-9 years of employment be 18 days, and ten or more years employment be 22 days.

DALE BIGLER MOVED, SECOND PAUL SQUIRES, TO APPROVE AS A DRAFT THE PROPOSED ELK RIDGE CITY POLICY AND PROCEDURES MANUAL WITH THE PROPOSED CHANGES AS DISCUSSED BY THE CITY COUNCIL. TO BE BROUGHT FORWARD FOR FINAL APPROVAL IN A FUTURE COUNCIL.

VOTE: AYE (5) NAY (0)

Mayor Shelley directed Council Member Thompson to research the State basis for items covered in the Employee Handbook.

VERIZON GOVERNMENT PRICING CONTRACT

BRITTANY THOMPSON MOVED, SECOND NELSON ABBOTT, TO ALLOW CODY BLACK TO SIGN A VERIZON GOVERNMENT PRICING CONTRACT FOR SERVICES PROVIDED ON BEHALF OF ELK RIDGE CITY IN CONSULTATION WITH THE MAYOR.

VOTE: AYE (5) NAY (0)

DEPARTMENT REPORTS

A. Administrative & Planning Commission – Mayor Shelley

1. Mayor Shelley expressed a desire to get more information concerning the City Celebration next Council Meeting, but would like to move ahead with contacting Melissa Prins.

Brian Burke asked if the direction of the celebration could be returned to the children and families and not so much the craft booths, car show etc.

Nelson Abbott stated he felt the entertainment should be more from local citizens.

Mayor Shelley expressed his desire to see the City Council Members at the celebration working in a capacity of service. Particularly serving the dinner to be sure portions are appropriate.

2. Spring Cleanup was brought to the attention of the Council. Mayor Shelley wants to see an entire week dedicated to this project, providing designated neighborhoods or wards for organization. He suggested a few options for the City to assist in removing the debris. This is a necessary action that needs to take place to meet the requirements of the City's Storm Drain System.

A number of ideas were presented concerning the spring cleanup week, and the Council was instructed to consider them and be ready to make some decisions at the next Council Meeting.

3. Mayor Shelley requested of Nelson Abbott to attend Payson's City Council Meeting concerning the modification of capital facilities plan including impact fees for water and sewer. The meeting is February 4, 2015 at 6:00 p.m.

4. Mayor Shelley presented three separate plans for Goosenest Park and asked them to review them for further discussion.

Dale Bigler suggested that the public be made aware of the three plans, making them available to them for review; and ask for their preference be made known to the City.

Cody Black responded with an idea of a park open house displaying large images of the three plans allowing them to vote at that time.

B. Roads & Storm Drain – Brian Burke

Mr. Burke reported he has an updated bid (High Sierra work) from Eckles for \$38,000. If the City does the excavation on High Sierra the City will save around \$11,000, making the total cost \$27,000. This will cover curb and gutter for 380 feet, and 14 feet of asphalt.

Mayor Shelley reminded Mr. Burke that preferably the owners of the property would need to dedicate the road site to the City. It is the preference of the City for them to install the services themselves first or in conjunction with the City.

Brian Burke explained the contract with Mitch Stoker had been cut in half to \$30,000 this year for the work of collaring manholes. The other half will be done in next year's budget.

C. Parks, Trails, & Recreation – Dale Bigler
Nothing was brought forth at this time.

D. Water & Public Safety – Paul Squires

Mr. Squires reported the EPA meeting concerning the Grant for the dug way on Loafer Canyon Road would be held March 25, 2015 from 9 A.M. to 3 P.M. to give instructions on how to write up a desired grant application. He would like to get assistance from the City Engineer on what work needs to be done and the cost of that work.

Mr. Squires reported on another 3 part grant ranging from one to five million dollars. This grant is from the Utah Dept of Housing and Development aimed at targeting areas that are unmet since 2011. Item of interest for the City is impact on water sheds and emergency management. There is a meeting on March 16, 2015, and the contact is Brad Bartholomew at 801-672-5854.

E. Sewer, Sanitation & SESD – Nelson Abbott

Mr. Abbott reported that sanitation provider Republic Services have been notified the City is looking at other options, but would like to work with them to strategically improve the City's situation.

Cody Black informed the Council at the end of the month he would be attending a class to acquire his Sewer Certification the end of February. Presently only \$500 is available in the budget for training and more will be required. After consulting with Curtis Roberts and Royce Swensen, \$1,000 will be moved from one line item in the sewer department to training.

F. Economic Development & Code Enforcement – Brittany Thompson

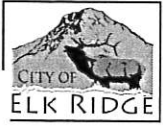
Brittany Thompson has consulted with Code Enforcement Officer of Spanish Fork concerning the procedures used to enforce their code and keep the City clean including weed control.

Ms. Thompson suggested removing the PUD code out of the City considering the number of parks and open space existing in Elk Ridge City.

ADJOURNMENT

At 9:13 PM, the Mayor adjourned the Meeting.

Deputy 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 – CITY COUNCIL

Notice is hereby given that the City Council of Elk Ridge will hold An Emergency **City Council Closed Session Meeting on Saturday, January 31, 2015, at 8:00 AM.**

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

8:00 AM - EMERGENCY CITY COUNCIL MEETING – CLOSED SESSION:

Discussion of Personnel Competence

Dated this 30th day of January, 2015.



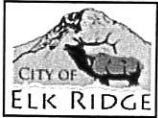
City Recorder

CERTIFICATION

I, the undersigned, duly appointed and acting City Recorder for the municipality of Elk Ridge, hereby certify that a copy of the Notice of Agenda was emailed to the Payson Chronicle, 145 E Utah Ave, Payson, Utah; and to each member of the Governing Body on January 30, 2015.



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 **Special City Council Meeting on Thursday, February 5, 2015, at 8:30 PM.** The meetings will be held at the Elk Ridge City Hall, 80 E. Park Drive, Elk Ridge, Utah.

8:30 PM -

REGULAR COUNCIL MEETING AGENDA ITEMS:

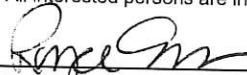
Opening Remarks and Pledge of Allegiance - Invitation
Approval/Agenda Time Frame
Public Forum

1. Structure of Office Staff
2. Close Session (If Necessary)

Adjournment

Handicap Access upon Request. (48 Hours Notice)

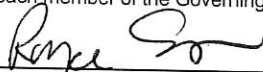
The times that appear on this agenda may be accelerated if time permits. All interested persons are invited to attend this meeting.
Dated this 4th day of February, 2015.



City Recorder

CERTIFICATION

I, the undersigned, duly appointed and acting City Recorder for the municipality of Elk Ridge, do hereby certify that a copy of the Notice of Agenda was provided to the Payson Chronicle, 145 E Utah Ave, Payson, Utah, and to each member of the Governing Body on February 4, 2015.



City Recorder

ELK RIDGE
CITY COUNCIL MEETING
February 5, 2015

TIME AND PLACE OF MEETING

This Special Meeting of the Elk Ridge City Council, was scheduled for Thursday, February 5, 2015, at 8:30 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, Utah, and to the members of the Governing Body, on February 4, 2015.

ROLL CALL

Mayor: Hal Shelley

Council Members: Nelson Abbott, Paul Squires, Brian Burke, Dale Bigler, Brittany Thompson.

Others: Royce Swensen, *Recorder.*

Cody Black, *Public Works Director*

STRUCTURE OF OFFICE STAFF

Mayor Shelley: Opened the meeting asking the council for any additional discussion on hiring a full-time Administrative Assistant.

Dale Bigler: Requested confirmation from the Mayor that the budget will be able to handle the additional expense of another full-time employee.

Mayor Shelley: This expense is dependent on a couple of things: First, if the employee handbook is passed by the City Council, the City will have a saving through the change in the employee's retirement contributions and holiday pay. Second, there is a saving on budgeted salaries from former employees. Additional discussion continued among City Council members to understand how this change to the employee's benefits and budgeted salaries will meet the new required budget need for the new full-time employee position.

BRITTANY THOMPSON MOVED, NELSON ABBOTT SECOND, TO APPROVE HIRING ONE FULL-TIME ADMINISTRATIVE ASSISTANT TO LEARN ALL DEPARTMENTS WITHIN THE CITY EXCEPT THE ACCOUNTS PAYABLE DEPARTMENT.

VOTE:

PAUL SQUIRES:	AYE
BRAIN BURKE:	AYE
NELSON ABBOTT	AYE
BRITTANY THOMPSON	AYE
DALE BIGLER	AYE

ADJOURNMENT

Mayor Shelley adjourned this meeting at 9:18 pm.

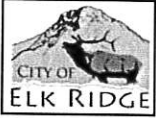


Royce Swensen, City Recorder

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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, February 10 2015, 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 9 day of February, 2015.



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 February 9, 2015.



City Recorder

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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, February 24, 2015, at 7:30 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 UPDATE OF CAPITAL FACILITIES PLAN FOR SEWER, PARKS AND ROADS: Craig Neeley /Shay Stark

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

1. City Celebration
2. Employee Manual
3. Engineering and Inspection Fee 6%
4. Harrison Heights Phase 3 Final Plat
5. Utah County Dispatch Agreement
6. Fee Schedule Proposed Changes
 - a. Water Sample Fee : Change from \$25 to \$50
 - b. Contractor registration fee: ????
 - c. Basement completion fee on permit????
 - d. Water Meter moving from \$375 to \$500.

7:30 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 for Sewer, Parks and Roads |
| 7:20 | 2. Harrison Heights Phase 3 Final Plat |
| 7:25 | 3. Harrison Heights Phase 3 Water Appropriation |
| 7:30 | 4. Haskell Commercial Plat A – Release from Durability (Asst. Living) |
| 7:45 | 5. Elk Ridge Meadows Phase 5 Entrance into Durability |
| 7:55 | 6. Engineering and Inspection Fee 6% |
| 8:00 | 7. City Celebration |
| 8:10 | 8. Utah County Dispatch Agreement |
| 8:15 | 9. Employee Manual |
| 8:25 | 10. Fee Schedule Changes |
| 8:30 | 11. Department Reports <ol style="list-style-type: none">A. Administrative & Planning Commission – Mayor Shelley<ol style="list-style-type: none">1. Employee TerminationB. Roads & Storm Drain: Brian BurkeC. Parks, Trails & Recreation: Dale BiglerD. Water & Public Safety: Paul SquiresE. Sewer, Sanitation & SESD: Nelson AbbottF. Economic Development & Code Enforcement – Brittany Thompson |
| 9:00 | 12. City Council Minutes for November 11, December 2, 2014 and January 27, 2015 |
| 9:05 | 13. Check Register & Payroll for January, and February, 2015 |

Adjournment

Handicap Access upon Request. (48 Hours' Notice)

The times that appear on this agenda may be accelerated if time permits. All interested persons are invited to attend this meeting.
Dated this 23rd day of February, 2015.



City Recorder

CERTIFICATION

I, the undersigned, duly appointed and acting City Recorder for the municipality of Elk Ridge, do hereby certify that a copy of the Notice of Agenda was

provided to the Payson Chronicle, 145 E Utah Ave, Payson, Utah, and to each member of the Governing Body on February 23, 2015.

City Recorder



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

AMENDED CITY COUNCIL NOTICE & AGENDA

Notice is hereby given that the City Council of Elk Ridge will hold a regular **City Council Meeting on Tuesday, February 24, 2015, at 7:30 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 UPDATE OF CAPITAL FACILITIES PLAN FOR SEWER, PARKS AND ROADS: Craig Neeley /Shay Stark

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

1. City Celebration
2. Employee Manual
3. Engineering and Inspection Fee 6%
4. Harrison Heights Phase 3 Final Plat
5. Utah County Dispatch Agreement
6. Fee Schedule Proposed Changes
 - a. Water Sample Fee : Change from \$25 to \$50
 - b. Contractor registration fee: ????
 - c. Basement completion fee on permit????
 - d. Water Meter moving from \$375 to \$500.


7:30 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 for Sewer, Parks and Roads
- 7:20 2. Harrison Heights Phase 3 Final Plat
- 7:25 3. Harrison Heights Phase 3 Water Appropriation
- 7:30 4. Haskell Commercial Plat A – Release from Durability (Asst. Living)
- 7:45 5. Elk Ridge Meadows Phase 5 Entrance into Durability
- 7:55 6. Engineering and Inspection Fee 6%
- 8:00 7. City Celebration
- 8:10 8. Utah County Dispatch Agreement
- 8:15 9. Employee Manual
- 8:25 10. Fee Schedule Changes
- 8:30 11. Department Reports
 - A. Administrative & Planning Commission – Mayor Shelley
 1. Employee Termination
 - 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
- 9:00 12. City Council Minutes for November 11, December 2, 2014 and January 27, 2015
- 9:05 13. Check Register & Payroll for January, and February, 2015

Adjournment

Handicap Access upon Request. (48 Hours' Notice)

The times that appear on this agenda may be accelerated if time permits. All interested persons are invited to attend this meeting.
Dated this 23rd day of February, 2015.



City Recorder

CERTIFICATION

I, the undersigned, duly appointed and acting City Recorder for the municipality of Elk Ridge, do hereby certify that a copy of the Notice of Agenda was

provided to the Payson Chronicle, 145 E Utah Ave, Payson, Utah, and to each member of the Governing Body on February 23, 2015.

City Recorder

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**ELK RIDGE
CITY COUNCIL MEETING
February 24, 2015**

TIME AND PLACE OF MEETING

This regularly scheduled Meeting of the Elk Ridge City Council, was scheduled for Tuesday, February 24, 2015, at 7:30 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 February 23, 2015.

ROLL CALL

Council Members Mayor: Hal Shelley

Council Members: Nelson Abbott, Paul Squires, Brian Burke, and Brittany Thompson.

Absent: Dale Bigler.

Others:

Shay Stark *Aqua Engineering / Planner*

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

Cheri Rhodes, *Deputy Sheriff*

Public: Paul Crook, Jim Chase, Becky Shelley, Katherine Geber.

PUBLIC HEARING

1. Capital Facilities Plan for Sewer, Parks and Roads – Shay Stark

Mr. Stark reminded the Council of this Capital Facilities Plan that was presented at the December meeting at which time questions were presented about the allotment of the proportional shares on the sewer. The spread sheet presented on December 10th meeting with the updated allotments shows the sewer projects will be covered 100% by new development. He presented a map showing the following sewer, parks and roads to be discussed.

a. Sewer projects were as follows:

1. The ten inch sewer extension along Elk Ridge Drive below Park Drive to the North and feeding into Goosenest Dr, West to 1600 West. This project will be contributed to impact fees being a new development.
2. Canyon View Drive extension of sewer line to tie down on Goosenest Dr and into the system below. This serves the new development and also homes on Olympic Lane just above Goosenest Dr that are presently on pumps; allowing them to go on a gravity sewer line. This connection will also allow a split in the flow instead of all the flow coming down one sewer line that is presently feeding down through the back yards of Harrison Heights to 11200 South.
3. Canyon View extension along the older section, bringing the sewer line up to the proper size to deal with problems in that area. It will also provide the capacity necessary for future development in the South part of the City.

b. Parks

There are three parks projects that will occur during the next 20 years. Focus is being placed on the Elk Ridge Meadows II Park, City Center Park, and upgrades on Shuler Park. Proportional shares for these projects are about 45%. Additional funds will come from future growth. Consideration must be taken by the City of the effect to the budget if proposals from new developers were presented for a park. The other two parks in the City plan would possibly be natural parks with access to trails.

c. Roads

At present, there are five street projects that fall under the category of Impact Fees. The plan is to have the revised impact fees in place by July 1, 2015. With these projects

approved it is possible to move on the Impact Fee Public Hearing in the next one or two Council Meetings. This will allow the City to finalize the budget.

1. Widening out and finishing off Sierra Drive with curb and gutter which should occur within the next five years, possibly this coming summer.
2. Park Drive and Elk Ridge Drive intersection listed within a five year window, possibly completed in 2016.
3. Park Drive connecting to Loafer Canyon Drive is listed in the next five years with a portion that is Impact Fee eligible. As new growth occurs on the south end of the city, this road will facilitate a route out of town. If the City receives the grant, action can be taken. If there is no grant money this will be placed at a very low priority.
4. The next project seen on the map is the connection of the extension of Ama Fille Lane. Canyon View will drop down to come off at an intersection of Ama Fille and back to Goosenest Drive. When the school comes into the City, this project will allow easy access to the upper neighborhoods and Elk Ridge Drive.
5. The connection of the Ama Fille Project over to Loafer Canyon Road and upgrading of Loafer Canyon Road down to 11200 S. Developers in this area would contribute to the major expense of the road, and the City would contribute for the upgrades that will make it a collector. Due the heavier volume of traffic expected on this road, there would be a left turn lane with the possibility of a traffic light.

Mr. Stark advised if an adjustment to the proportion of cost between new development and City funds were in consideration, it should be done now knowing developers have purchased the available land in that area. If they proceed in the next five years and the City determines the need to have them contribute 100 % of the cost, there will be a need to collect fees up front. The last two projects discussed are in the 20 year plan for roads, and will be reviewed every 5 years.

Mr. Stark explained this approval before the Council was for the Capital Facilities Plan for the actual projects. If there is an adjustment needed sheets will be provided showing the adjustments during the Public Hearing in four weeks

There were a few Concerns were expressed by members of the Council about the higher speed of those traveling this wider road.

0:22:19

Not an Item

Nelson Abbott brought to the attention of the Council the need for additional equipment in the Fire Department and wanted input as to where money would come from.

Shay Stark commented on what he has seen in a few communities that he has worked where a fire district was set up allowing fees to be collected for such expenses. The ambulance expenses can also be collected under this fire district.

0:44:20

Out of order

Mayor Shelley expressed the request of the Assisted Living Center to add a 38 bed unit to the existing center.

Mayor Shelley closed the Public Hearing at 6:48 P.M.

CITY COUNCIL WORK SESSION

CITY CELEBRATION

Mayor Shelley informed the Council he had asked Melissa Prins to be Chairman Head for the City Celebration and she had accepted. He expressed the concerns of the Council from the last Council meeting to Melissa and she was receptive to the suggestions.

The Mayor also requested names to be considered for Citizen of the Year for the celebration.

EMPLOYEES MANUAL

The Mayor asked if there were any additional concerns to the suggested manual they had received.

Brian Burke responded with the following concerns:

- a. The drug and alcohol policy was unnecessary for the size of the City.
He suggested this be required of all new employees, and if there appeared to be any liable concerns of all employees.
- b. FMLA is not mandatory, and feels that for the size of the City it is not necessary

- c. He requested the term "compensation" time off be changed to "compensatory" time off.
d. Annual TPO leave policy number of days be set at: employed
years 1- 2 be 12 days, years 3-4 be 14 days, years 5-9 be 18 days and year above that be 22
days.

Nelson Abbott stated that the City's insurance required that drug testing be a part of the employee's manual.

Brittany Thompson stated that lunch time or breaks are not required in Utah except for minors. It can be offered but not required. She also informed the Council the proposed 10 days leave Nelson Abbott had quoted the State offers, was vacation only. She suggested that the policy be reinstated to the City's present policy that offers more days.

Mayor Shelley expressed concern for the part time employees having a number of compensation items given in appreciation taken away. This has resulted in the loss of a couple of employees. If you take the heart out of the body, the body stops running. This part time and full time staff is the heart of the City. He did not want to lose any other employees if possible. He asked the Council to heavily consider this point.

The Mayor informed the Council that Melanie Hoover had accepted the job of Administrative Assistant.

ENGINEERING AND INSPECTION FEE

Shay Stark explained the City requires a bond at 6% of the cost of the total construction project. This is a fee Engineering and Inspection Fee from developers. In addition, a 5% Administrative Fee of the original 6% Engineering and Inspection Fee is charged and held until all the invoices for inspections have been sent in and paid under this bond. Once construction is complete the remainder of the 6% held, usually around 50%, is released to the developer. The Code allows the City to collect the full 6% if desired. This fee is tiered to the size of the development. Any project over one million dollars is 3%.

Royce Swensen responded to the Mayor's question of why we were considering a change in policy with the fact that fewer steps would need to be taken, and more accurate accounting of invoices paid if a flat rate was simply collected from developers at the beginning of construction. It could be handled either way.

Brittany Thompson was in favor of setting a flat fee, possibly 5%, to cut administrative cost and time.

Mr. Stark cautioned that with a flat fee, the developers resist this action and can take it to the State. This would require the City to justify that percentage, with proof there is no intent of making a profit from the charge.

1:30:54

HARRISON HEIGHTS PHASE III FINAL PLAT

Shay Stark clarified Harrison Heights Phase III is seven lots that extends Christly Lane in Phase II north and connects to 11200 S. There are two lots in the R-1-15000 zone on Meadow Lark Lane which ties in with Harrison Heights Phase I and ties into Christly Lane. This is great for the water line for this subdivision. The overall concept was approved in Preliminary, and required looking at the engineering for these changes and other issues. There were no engineering issues found.

UTAH COUNTY DISPATCH AGREEMENT

Royce Swensen explained the construction of a new building for Dispatch has an agreement for each City's cost share. Elk Ridge City has a cost of \$16,000 plus. One payment due the end of June, the other payment in December or the total amount due the end of June. The City's budget problems will probably require accepting the two payments. The agreement was to be signed in January; therefore it is necessary to act on this now.

FEE SCHEDULE PROPOSED CHANGES

- A. Water Sample Fee: Change from \$25 to \$50.

Mayor Shelley affirmed the fee charged to the developer is \$25 which does not cover the new rate of \$25 the State charges and administration fees. He suggested moving the fee to \$50.

- B. Contractor Registration Fee

Each Contractor is required to register with the city which was discontinued a few years ago. The code needs to be researched to see the purpose of charging this. Shay remarked that it is important for the inspector to be aware of legitimate contractors on property within the City.

1
2 C. Basement Completion Fee on Permit

3 This fee is for future completion of basements, and each City is responsible to set fee through an
4 ordinance. Elk Ridge does have an ordinance addressing this issue. The question before the Council
5 tonight is the actual time to make this charge; at the time of original construction on the building
6 permit, or wait until they begin the completion of the basement. An important factor in this decision is
7 the new assessment for the completion of the basement is sent to the city on a building permit for tax
8 purposes. If there is no permit obtained for completion the City is out the revenue from taxes on the
9 new value.

10 D. Water Meter Moving from \$375 to \$500.

11 Not addressed – moved to regular City Council Meeting.

12
13 Mayor Shelley closed the work session 7:55 PM.
14

15
16 **ELK RIDGE**
17 **CITY COUNCIL MEETING**
18 **February 24, 2015**

19 **TIME AND PLACE OF MEETING**

20 1:57:24 This regularly scheduled Meeting of the Elk Ridge City Council, was scheduled for Tuesday,
21 February 24, 2015 at 7:30 PM; this meeting was preceded by a Public Hearing at 6:00 PM
22 and City Council Work Meeting. The meetings were held at the Elk Ridge City Hall, 80 East
23 Park Drive, Elk Ridge, Utah.

24
25 Notice of the time, place and Agenda of these Meetings, were provided to the Payson
26 Chronicle, 145 E. Utah Ave, Payson, Utah, and to the members of the Governing Body, on
27 February 23, 2015.

28
29 **ROLL CALL**

30 Council Members Mayor: Hal Shelley

31 Council Members: Nelson Abbott, Paul Squires, Brian Burke, and Brittany Thompson.

32 Absent: Dale Bigler.

33 Others:

Shay Stark *Aqua Engineering / Planner*

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

Cheri Rhodes, *Deputy Sheriff*

Public: Paul Crook, Jim Chase, Becky Shelley, Katherine Gerber.

37
38 **OPENING REMARKS** An invocation was offered by Brian Burke and Cheri Rhodes led those present in the
39 **AND PLEDGE OF** Pledge of Allegiance, for those who wished to participate.
40 **ALLEGIANCE**

41
42 **AGENDA TIME FRAME**

43 **BRITTANY THOMPSON MOVED, SECONDED BY NELSON ABBOTT, TO APPROVE THE**
44 **AGENDA TIME FRAME, ADJUSTING THE START TIME TO 8:01 PM.**

45 **VOTE: AYE (4) NAY (0) ABSENT (DALE BIGLER)**

46
47 **PUBLIC FORM**

48 No Participation
49
50
51

1 CAPITAL FACILITIES PLAN

2
3 NELSON ABBOTT MOVED, SECOND BRITTANY THOMPSON, TO APPROVE THE
4 CAPITAL FACILITIES PLAN FOR SEWER, PARKS AND ROADS WITH THE DIRECTIVE
5 THAT THE ROAD PORTION BE ADJUSTED TO REFLECT NEW GROWTH PAYING FOR IT
6 AS APPOSED TO EXISTING RESIDENTS ON LOAFER CANYON AND THE CONNECTION
7 TO GOOSENEST.

8 VOTE: AYE (4) NAY (0) ABSENT (DALE BIGLER)
9

10 HARRISON HEIGHTS PHASE THREE

11
12 NELSON ABBOTT MOVED, SECOND BRIAN BURKE, TO APPROVE HARRISON HEIGHTS
13 PHASE THREE FINAL PLAT AS PRESENTED.

14 VOTE: AYE (4) NAY (0) ABSENT (DALE BIGLER)
15

16 HARRISON HEIGHTS PHASE THREE WATER ALLOCATION

17 Shay Stark affirmed to the Council the Developer would like to allocate 9.334 acre feet of water from the
18 138.976 acre feet of water rights that were transferred by the Developer into the City from the North
19 Jordan Irrigation Company #595886. After allocation to Phase Six and Harrison Heights Phases one and
20 two, there is a remainder of 120.255 water rights available.
21

22 BRITTANY THOMPSON MOVED, SECOND PAUL SQUIRES, THE CITY APPROVE THE
23 ALLOCATION OF 9.334 ACRE FEET OF WATER RIGHTS FROM THE ORIGINAL 138.976
24 ACRE FEET TRANSFERRED TO THE CITY FROM NORTH JORDAN IRRIGATION
25 COMPANY #595886.

26 VOTE: AYE (4) NAY (0) ABSENT (DALE BIGLER)
27

28 HASKELL COMMERCIAL PLAT A RELEASE FROM DURIBILITY

29 Shay Stark stated the durability period is up for the Assisted Living Center. Cody Black, Public Works
30 Director, has inspected and passed the necessary improvements and provided a letter stating there is no
31 longer any need for the durability.
32

33 NELSON ABBOTT MOVED, SECOND BRIAN BURKE, TO RELEASE FROM DURIBILITY
34 THE HASKELL COMMERCIAL PLAT A.
35

36 VOTE: AYE (4) NAY (0) ABSENT (DALE BIGLER)
37

38 ELK RIDGE PHASE 5 ENTRANCE INTO DURABILITY

39
40 NELSON ABBOTT MOVED, SECOND BRITTANY THOMPSON, TO ALLOW ELK RIDGE
41 PHASE 5 TO ENTER INTO A ONE YEAR DURABILITY RETAINER PERIOD EFFECTIVE
42 FEBRUARY 24, 2015.

43 VOTE: AYE (4) NAY (0) ABSENT (DALE BIGLER)
44

45 ENGINEERING AND INSPECTION FEE

46
47 BRITTANY THOMPSON MOVED,
48 (Motion Abandoned waiting further research and discussion with a language modification of the
49 Code.)
50

51 CITY CELEBRATION

52 NO DISCUSSION OR ACTION TAKEN
53

54 UTAH COUNTY DISPATCH AGREEMENT
55

BRITTANY THOMPSON MOVED, SECOND PAUL SQUIRES, TO APPROVE THE UTAH COUNTY DISPATCH AGREEMENT.

VOTE: AYE (3) NAY (1) NELSON ABBOTT ABSENT (DALE BIGLER)
(HE DID NOT FIND IT AN
EQUITABLE AGREEMENT.)

EMPLOYEE MANUAL

Mayor Shelley asked if there were any other issues from those discussed in Work Session that they would like to bring forward. No new topics were discussed.

BRIAN BURKE MOVED, SECOND PAUL SQUIRES, TO APPROVE THE EMPLOYEE MANUAL WITH THE FOLLOWING STATED EXCEPTIONS: 1) ANNUAL LEAVE AS INITIALLY PROPOSED; 2) THE CHANGE OF THE WORD COMPENSATION TO COMPENSATORY; 3) THE REMOVAL OF THE FMLA POLICY. THE EFFECTIVE DATE TO BE MARCH 1, 2015.

VOTE: AYE (4) NAY (0)

2:23:48

FEE SCHEDULE PROPOSED CHANGES

NELSON ABBOTT MOVED, SECOND BRITTANY THOMPSON, TO ADOPT THE PROPOSED FEE SCHEDULE AS PRESENTED IN THE WORK SESSION.

VOTE: AYE (4) NAY (0)

DEPARTMENT REPORTS

A. Administrative Reports – Mayor Hal Shelley

Mayor Shelley informed the Council he had offered the position of full time Administrative Assistant to Melanie Hoover and she has accepted. The proposed rate has not been finalized, \$15.50 has been suggested.

He stated that Justin Jex and been terminated and that position had been posted as of 2/24/2015. The posted rate was \$14 - \$18. If the individual is highly skilled or certified in multiple areas the offer would then be higher.

Nelson Abbott felt it was pertinent to know what the job salary will be before offering them the job.

B. Roads and Storm Drains – Brian Burke

No Report at this time.

C. Parks, Trails, & Recreation – Dale Bigler (Absent)

D. Water, Public Safety – Paul Squires

Mr. Squires reported all the flyers and magnets for the Neighborhood Watch will be delivered to the homes this coming week.

He also reported the grant is not a matching grant. He was able to get Brian Burke signed up for the work shop on the 25th of March for that grant.

2:40:20

E. Sewer, Sanitation & SESD – Nelson Abbott

Mr. Nelson reported no new developments; however there will be a celebration held for the transfer from the Bureau of Reclamation over to the City. He asked that the Council Members think of the option that is available to a franchise tax up to 6%.

F. Economic Development & Code Enforcement – Brittany Thompson

Ms Thompson asked the council to review the Code in preparation for a discussion on any changes, or how to enforce the Code as it stands. One Code in particular is the Apartment Code and how to administer it.

Paul Squires requested the animal code to be given more consideration with enforcement as a top priority.

1 CITY COUNCIL MINUTES

2
3 Due to the absence of minutes presented to the Council in time for review, with exception of December
4 2, 2015, a motion for only the December 2, 2015 minutes was presented.

5 **NELSON ABBOTT MOVED, SECOND BRIAN BURKE, TO APPROVE THE MINUTES FOR**
6 **DECEMBER 2, 2014, WITH THE CORRECTIONS AS NOTED.**

7 **VOTE AYE (4) NAY (0)**

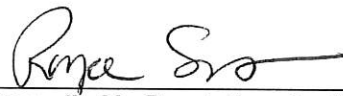
8
9 CHECK REGISTER AND PAYROLL FOR JANUARY AND FEBRUARY

10
11 **BRITTANY THOMPSON MOVED, SECOND BRIAN BURKE, TO APPROVE THE CHECK**
12 **REGISTER AND PAYROLL FOR JANUARY AND FEBRUARY OF 2015.**

13 (MOTION ABANDONED FOR LACK OF CORRECT INFORMATION, MOVED TO NEXT
14 COUNCIL MEETING.)

15
16 Mayor Shelley informed the Council that the State Department of Economic Development is arranging
17 a meeting with Elk Ridge Council Members in March.

18
19 **ADJOURNMENT BY MAYOR SHELLEY AT 8:55 PM**

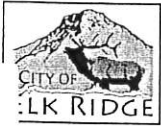
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Transcribed by Deputy Recorder, Mary Preece
Approved by City Recorder, Royce Swensen

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

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NOTICE & AGENDA

Notice is hereby given that the City Council of Elk Ridge will hold a regular **City Council Meeting on Tuesday, March 10, 2015, 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. Horizon View Farms Preliminary/Final Plats A & B
2. Premier Point Subdivision Phase 1 Final Plat
3. Premier Point Subdivision Phase 1 Water Allocation-Appropriate 13.509 Acre Feet

7:00 PM - REGULAR COUNCIL MEETING AGENDA ITEMS:

- Opening Remarks and Pledge of Allegiance - Invitation
Approval/Agenda Time Frame
Public Forum
1. Horizon View Farms/Preliminary/Final Plats A & B
 2. Premier Point Subdivision Phase 1 Final Plat
 3. Premier Point Subdivision Phase 1 Water Allocation-Appropriate 13.509 Acre Feet
 4. Department Heads:
 - A. Administrative & Planning Commission – Mayor Shelley
 1. Utah Valley Dispatch-Member of the Board of Trustees
 2. Development Department-Marissa Bassir
 3. Public Works
 4. Dispatch Charges
 - 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. Expenditures:
 - A. General: Check Register & Payroll for January 1, 2015 - February 28, 2015
 6. City Council Minutes Approval from February 24, 2015 meeting.

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 9th day of March, 2015.

Royce Swensen, 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 the 9th day of March, 2015.

Royce Swensen, City Recorder

ELK RIDGE
CITY COUNCIL MEETING
March 10, 2015

TIME & PLACE

This City Council Meeting of the Elk Ridge City Council, was scheduled for **Tuesday, March 10, 2015, at 7:00 PM**; The meeting was preceded by a **Public City Council Work Session at 6:00 PM** 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 March 9, 2014.

ROLL

Mayor: Hal Shelley; City Council: Dale Bigler, Brian Burke, Paul Squires, Nelson Abbott, Brittany Thompson; City Recorder: Royce Swensen; Public Works Director: Cody Black; Deputy Sheriff Rhoades; Aqua Engineering: Shay Stark; Public: Julie Smith, Gary Hansen, Joann Bigler, Celine Christensen, Jim Chase, Tricia Wilson, and Deputy Recorder: Melanie Hoover.

CITY COUNCIL WORK SESSION

HORIZON VIEW FARMS PRELIMINARY/FINAL PLATS A & B

6:05 pm

Mayor Hal Shelley opened the meeting for discussion with the City Council concerning Horizon View Farms Preliminary/Final Plats A & B.

Shay Stark stated the previously approved plan for townhomes has been changed to single family homes. These lots meet the 7500 square foot minimum code requirements within the PUD overlay. Mr. Stark refers to the exceptions requested from Salisbury Homes to the 4,000 square foot building requirement specifically on Lots 1, 11, 12, 17, 18, 23, 24, 32 and 36. This exception would allow Salisbury Homes to convert the 74 unit townhome development at 6.95 units per acre to 36 lot single family homes at 3.38 units per acre. Mr. Stark presented an overhead view of the lots and answered all questions including questions on setbacks. There was no further discussion on this issue.

PREMIER POINT SUBDIVISION PHASE 1 FINAL PLAT

6:40 pm

Mayor Hal Shelley opened discussion with the City Council in concerning the Premier Point Subdivision Phase 1 Final Plat.

Shay Stark presented the Preliminary Plat on the Premier Point Subdivision Phase 1 Final Plat that was previously approved by City Council and stated the first 8 lots of the preliminary plat are ready for final approval. Mr. Stark presented an overhead view of the plat stating the road will connect from Loafer Canyon Road to 11200 South. Mr. Stark presented the existing drainage and instead of having it dedicated to the City it will be placed into yards/lots with a 65 foot drainage easement. The amount that will be dedicated to the city along Loafer Drive is enough to widen Loafer Canyon Road if necessary or to have a trail added if desired.

Julie Smith suggested taking the cul-de-sac out of the plan for the temporary turn around and put utilities in and covered asphalt in that area. Ms. Smith asked to get these improvements approved.

Mr. Stark replied this would be beneficial for the city as the snow plows would have easier access to the roads. Mr. Stark stated that if this request was approved, the City would receive an access easement which would then be dedicated to the city. There was no further discussion on this issue.

PREMIER POINT SUBDIVISION PHASE 1 WATER ALLOCATION

Mayor Hal Shelley opened discussion with the Premier Point Subdivision Phase 1 Water Allocation.

Shay Stark presented the Premier Point Subdivision Phase 1 Water Allocation to appropriate 13.509 acre feet of water from the Water rights transferred by Jay Garlick and Dean Ingram to the City. Mr. Stark stated these water rights are already within the city and need to be allocated.

There was no further discussion on this issue.

ADJOURNMENT At 6:47 PM, the Mayor adjourned the Meeting.
6:47 pm

**ELK RIDGE
CITY COUNCIL MEETING
March 10, 2015**

TIME & PLACE This special City Council Meeting of the Elk Ridge City Council, was scheduled for **Tuesday, March 10, 2015, at 7:00 PM**; The meeting was preceded by a **Public City Council Work Session at 6:00 PM** held at the Elk Ridge City Hall, 80 East Park Drive, Elk Ridge, Utah.

Notice of the time, place and agenda of these meetings was provided to the Payson Chronicle, 145 E Utah Ave, Payson, UT, and to the members of the Governing Body, on March 10, 2014.

ROLL Mayor: Hal Shelley; City Council: Dale Bigler, Brian Burke, Paul Squires, and Nelson Abbott, Brittany Thompson; City Recorder: Royce Swensen; Public Works Director, Cody Black; Deputy Sheriff Rhoades; Aqua Engineering: Shay Stark Public: Julie Smith, Gary Hansen, Joann Bigler, Celine Christensen, Jim Chase, Tricia Wilson, and Deputy Recorder: Melanie Hoover.

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

AGENDA TIME FRAME **DALE BIGLER MOVED, NELSON ABBOTT SECOND, TO ADJUST THE STARTING TIME TO 6:49 P.M.**
VOTE: AYE (5) NAY (0)

6:49 PM Mayor Shelley opens the Public Forum and no one addresses council

HORIZON VIEW FARMS PRELIMINARY/FINAL PLATS A & B **DALE BIGLER MOVED, NELSON ABBOTT SECOND, TO APPROVE THE HORIZON VIEW FARMS PRELIMINARY/FINAL PLATS A & B WITH THE AMENDED ADJUSTMENT FRONTAGE AND TOTAL SQUARE FOOTAGE LIVING AREAS.**
VOTE: AYE (4) NAY (1)
BRITTANY THOMPSON VOTED NAY AS SHE WOULD LIKE TO SEE ONE OR TWO LESS HOMES TO MEET CITY CODE SO EXCEPTIONS WOULDN'T BE NECESSARY.

PREMIER POINT SUBDIVISION PHASE 1 FINAL PLAT **NELSON ABBOTT MOVED, DALE BIGLER SECOND, TO APPROVE THE PREMIER POINT SUBDIVISION PHASE 1 FINAL PLAT WITH THE OPTION FOR WITH FOR A CONNECTED ROAD REPLACING THE CULDESAC**
VOTE: AYE (5) NAY (0)

PREMIER POINT SUBDIVISION PHASE 1 WATER ALLOCATION

BRITTANY THOMPSON MOVED, DALE BIGLER SECOND, TO APPROPRIATE 13.509 ACRE FEET OF WATER FROM THE WATER RIGHTS TRANSFERRED FOR PREMIER POINT SUBDIVISION PHASE 1.

VOTE: AYE (5) NAY (0)

UTAH VALLEY DISPATCH
MEMBER OF THE
BOARD OF TRUSTEES

6:55 pm

Mayor Hal Shelley requested that Dale Bigler attend monthly meetings of the Utah Valley Dispatch Board of Trustees to be done by resolution.

NELSON ABBOTT MOVED, BRITTANY THOMPSON SECOND, TO APPOINT DALE BIGLER TO ATTEND THE MONTHLY UTAH VALLEY DISPATCH BOARD OF TRUSTEES MEETINGS TO BE DONE BY RESOLUTION.

VOTE: PAUL SQUIRES AYE
BRIAN BURKE AYE
DALE BIGLER AYE

DEPARTMENT REPORTS

A. Administrative & Planning Commission – Mayor Hal Shelley

1. Mayor Shelley informed the Council that Utah County is building a new dispatch center. Deputy Rhoades stated that the center is in the works and is pretty far out in time. Mayor Shelley states that the City's current contract with the County for dispatching is \$55,000.00 with an additional \$12 per call for each response where dispatch contacts the Sheriff's Department. Deputy Rhoades presents the problems with security systems going off unnecessarily and the Sheriff's Department responds which incurs the City fees that could be prevented. Brittany Thompson offered to contact other cities to see if they have dispatch costs within their city codes making home owners responsible for fees incurred for unnecessary responses.

2. Mayor Shelley presented to the Council of Marissa Bassir's resignation from the Planning and Development Department and March 5, 2015 was her last date of employment. Marissa offered a two week notice however she chose not to sign the employee policy manual therefore the two week notice was not necessary. Mayor Shelley informed the Council that her previous position needs to be reviewed and as of now, Melanie Hoover will be learning the Planning and Zoning Department rather than posting and hiring for the position at this time. Mayor Shelley stated that Shay Stark will be meeting with the necessary staff to train them in the Planning and Zoning Department and to let them know what this position entails. Mayor Shelly will evaluate and report back to Council at the next meeting if the position needs to be replaced.

3. Mayor Shelley requested that each Council member come to the next meeting with ideas of what to include in a City Civic Center. Mayor Shelley would like to get a final general plan for the City parks as well.

B. Roads & Storm Drain – Brian Burke

Mr. Burke reported on the major project on High Sierra to be completed or deeded to the City so the City can complete it as part of development. Mr. Burke stated he should have a decision from the property owners within the next two weeks as they have all the information they need for review. Nelson Abbott inquires if the new roads within the city have been added into the overall road mileage of the city for road funds. Mr. Burke wasn't certain if the new road mileage has been added. Mayor Shelley stated that a future review should be made after the decision from the County regarding Loafer Canyon Road.

D. Water & Public Safety – Paul Squires

Mr. Squires reported the EPA meeting concerning the Grant workshop for the dug way on Loafer Canyon Road scheduled for March 25, 2015 has been cancelled. The next available meeting is April 22 or May 7. Cody Black and Mr. Squires will tentatively plan to attend the meeting on April 22. Mr. Squires inquired if any Councilmember has

anything to add to the SUVMWA agenda, nothing was added. Mayor Shelley has concerns regarding Nebo Water District Association and would like to get the City on both associations. Mr. Squires will follow up and obtain details on the Nebo Water District Association. Mr. Squires stated that he would like to write the grant and the sooner the better.

E. Sewer, Sanitation & SESD – Nelson Abbott

Mr. Abbott reported that he has no major updates. Mr. Abbott stated that the garbage is being picked up without any problems. Mr. Abbott noted that the SESD electricity bills will have a different format starting next month. Mr. Abbott reported that he met with Mayor Shelley, Cody Black and some individuals to explore installing a turbine into the wells to determine power purchase through SESD.

F. Economic Development & Code Enforcement – Brittany Thompson

Ms. Thompson reported that she is working with Code Enforcement and is reviewing and/or developing enforcement. Ms. Thompson requests all Council members review the nuisance codes to see if there are any changes that need to be made. Ms. Thompson would like to see a plan implemented that when there is a finding of a nuisance, the resident would have a certain time period to remedy or correct the nuisance and if this is not completed then a fine would incur. Nelson Abbott inquired if Boyd Erickson would be out looking for nuisances or if they will be complaint driven. Mayor Shelley responded that we are using both methods. Mr. Bigler complimented Boyd Erickson's work in Code Enforcement. Mayor Shelley stated Boyd has gotten a lot of positive results.

OUT OF ORDER

C. Parks, Trails, & Recreation – Dale Bigler

Mr. Bigler reported that he met with the head of the Utah Forest Department. Mr. Bigler stated that the Department recommended that the City become a "Tree City Utah." Mr. Bigler stated that he completed the application and received an invite for Council members and the Mayor to attend a presentation. Mr. Bigler stated the State will come take a tree inventory on all of the City Parks. Mr. Bigler would like to apply for a grant to re-plant trees. Mr. Bigler stated the correspondence from the County regarding trails is about 5 to 6 months out for recommendations for South County. Mr. Bigler stated that the City's main project is the trail across from Escalante and priority is the tilling and seeding of the soccer field to be completed the first part of April.

7:40 pm

Mayor Shelley opens the Public Forum and no one addresses council.

EXPENDITURES

Mayor Hal Shelley presents the City's check register for January 1, 2015 to February 28, 2015 regarding City expenditures. Paul Squires has question with the cost of the flag repair. Mayor Shelley explains the cost was to repair the cable on the flag pole.

BRIAN BURKE MOVED, DALE BIGLER SECOND TO APPROVE THE CITY'S EXPENDITURES FOR JANUARY 1, 2015 TO FEBRUARY 28, 2015

VOTE: AYE (5) NAY (0)

MINUTES APPROVAL

Mayor Shelley addresses Council on approval of the minutes from the last City Council Meeting on February 24, 2015. Brian Burke points out a misspelling of his name. Nelson Abbott points out his last name needs to be included with his statements. Brian Burke stated that his report under Roads & Storm Drain was not documented.

NELSON ABBOTT MOVED, PAUL SQUIRES SECOND TO APPROVE THE MINUTES FROM THE LAST CITY COUNCIL MEETING WITH CORRECTIONS MADE

VOTE: AYE (5) NAY (0)

Mayor Shelley closed the City Council Meeting at 7:45 pm.

**PAUL SQUIRES MOVED, DALE BIGLER SECOND TO CLOSE CITY COUNCIL
SESSION AT 7:45 PM**

VOTE: AYE (5) NAY (0)

Mayor Shelley stated the City Council would be meeting in a closed session and excused everyone but City Council, City Recorder: Royce Swensen and Public Works Director: Cody Black.

**PAUL SQUIRES MOVED, DALE BIGLER SECOND TO OPEN CITY COUNCIL
CLOSED SESSION AT 7:45 PM**

VOTE: AYE (5) NAY (0)

ADJOURNMENT

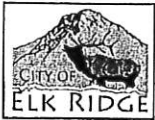
At 7:45 PM, the Mayor adjourned the Meeting.


Deputy City Recorder

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

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

NOTICE & AGENDA

Notice is hereby given that the City Council of Elk Ridge will hold a regular **City Council Meeting on Tuesday, March 24, 2015, at 7:30 PM;** which will be preceded by a **Public Hearing at 6:00 PM** and a **City Council Work Session at 6:45 PM.** The meetings will be held at the Elk Ridge City Hall, 80 E. Park Drive, Elk Ridge, Utah.

6:00 PM- PUBLIC HEARING

1. Intent to Amend Impact Fee Facility Plan for Wastewater Parks and Roads

6:45 PM - CITY COUNCIL WORK SESSION AGENDA ITEMS:

1. Ideas for Parks/City Civic Center
2. Handbook to include FMLA language.

7:30 PM - REGULAR COUNCIL MEETING AGENDA ITEMS:

Opening Remarks and Pledge of Allegiance - Invitation

Approval/Agenda Time Frame

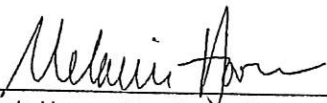
Public Forum

1. Intent to Amend Impact Fee Facility Plan for Wastewater Parks and Roads
2. Re-Issue Shuler Water Allocation
2. Department Heads:
 - A. Administrative & Planning Commission – Mayor Shelley
 1. Security System
 2. Action on Parks Plan
 3. Replacement position
 - B. Roads & Storm Drain: Brian Burke
 - C. Parks, Trails & Recreation: Dale Bigler
 - D. Water & Public Safety: Paul Squires
 1. Report on research of the City becoming a member of the Nebo Water Association
 - E. Sewer, Sanitation & SESD: Nelson Abbott
 - F. Economic Development & Code Enforcement: Brittany Thompson
 1. Report on other City's Nuisance Codes.
 2. Council Discussion on Nuisance Codes.
5. City Council Minutes Approval from March 10, 2015 meeting.
6. Closed Session if necessary.

Adjournment

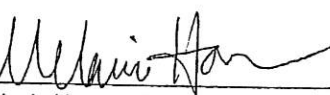
Handicap Access, Upon Request. (48 Hours Notice)

The times that appear on this agenda may be accelerated if time permits. All interested persons are invited to attend this meeting.
Dated this 23rd day of March, 2015.


Melanie Hoover, 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 the 23rd day of March, 2015.


Melanie Hoover, Deputy City Recorder

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ELK RIDGE
CITY COUNCIL MEETING
March 24, 2015

TIME AND PLACE OF MEETING

This regularly scheduled Meeting of the Elk Ridge City Council, was scheduled for **Tuesday, March 24, 2015, at 7:30 PM**; this meeting was preceded by **a Public Hearing at 6:00 PM and City Council Work Session Meeting at 6:45 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, Utah, and to the members of the Governing Body, on March 23, 2015.

ROLL CALL

Mayor: Hal Shelley

Council Members: Nelson Abbott, Paul Squires, Brian Burke, Dale Bigler, Brittany Thompson.

Others: Shay Stark, *Aqua Engineering / Planner*

Melanie Hoover, *Deputy Recorder* and Royce Swensen, *Recorder*.

Cheri Rhodes, *Deputy Sheriff*

Public: Lucretia Thayne, Joseph Hoover, Richard Dent, Joshua Hansen, William Hansbrow, Ty Ellis

PUBLIC HEARING

6:05 pm

1. Intent to Amend the Capital Facilities Plan for Sewer, Parks and Roads Impact Fees – Shay Stark
Mr. Stark explained that impact fees are collected from new growth for roads, water and sewer and the improvements benefit the existing community as well. Mr. Stark explained that impact fees are collected on new growth to pay for additional roads, sewer and water to supply the new growth and presented an overhead view of the plan, referring to the executive summary. Mr. Stark stated that the percentages are based on the existing community which will benefit them as well as the new growth. Mr. Stark stated that Counsel does not need to discuss the water impact fees as they were approved last fall. He presented the table showing the following sewer projects to be discussed

a. Sewer projects were as follows:

1. Goosenest Drive 12" extension project ties into Cloward's property to Elk Ridge Drive. This helps to feed Harrison Heights and also benefits the homes on the South side of the street who are currently on a pressure main. This attributes to 100% of future growth. This project is to split the city so that all of the flow from the city is not in one main line.

2. Elk Ridge Drive 10" sewer line extension project from Park Drive to Goosenest resolves issues with the sewer line presently in and attributes to future growth as well.

3. Canyon View Drive 8" sewer line extension project will resolve some issues with the current line and is attributed to future growth.

4. Canyon View Drive and Ama Fille Lane sewer connection project will tie Canyon View Drive into the Goosenest Drive 12" extension project which will split the flow and is attributed to future growth.

5. Outside a 20 year window, there is a future survey plan for a sewer main project for 11200 South that Mr. Stark will watch to see if improvements will need to be made in the future.

Mr. Stark presented the total sewer impact fee of \$597,706.03 which estimates 697 new homes and calculates the impact fee for the city's portion to \$897.61 per new home. This is a decrease in cost as currently the impact fee is \$1214.00 for the city's portion.

b. Parks

1 Mr. Stark presented a table showing the proposed cost of 8 future parks, focusing on 5 parks for
2 the general plan. Mr. Stark states the general plan has a 37 acre requirement and the 5 parks
3 planned are more than 37 acres. Mr. Stark states that if the City commits dollars to impact fees the
4 city is locked into it. Mr. Stark stated the parks that are within the 6 year planning period are
5 Shuler Park, Elk Ridge Meadows, and Goosenest Drive.

6 Mr. Stark presented the park impact fees as \$2,393.00 for each of the 642 new constructed homes, Elk
7 Ridge Meadows is not a part of the calculation. Mr. Stark stated the current Park Impact Fees are
8 \$1,385.00 and as this is the first time a study has been performed and evaluated and has not been updated
9 since 1991.

10 c. Roads

11 At present, there are five street projects that fall under the category of Impact Fees.

12 1. Widening out and finishing off High Sierra Drive improvement with curb and gutter
13 which should occur within the next five years, possibly this coming summer. This project
14 is not included in the impact fees.

15 2. Park Drive and Elk Ridge Drive intersection improvement which will be widened for a
16 left hand turn lane which will benefit the entire community.

17 3. East Salem Hills Drive widening project is a city project not based on growth.

18 4. Park Drive into Loafer Canyon Road improvement project. The city is hoping Paul
19 Squires will be successful in obtaining this grant for the city.

20 5. Goosenest Drive to Ama Fille is a line extension project that ties the two roads
21 together. This will be utilized more when the school is operating.

22 6. The future 20 year project is Goosenest Drive to Loafer Canyon. This is an extension
23 that would be more convenient to access and is the cost of upsizing to a collector road.

24 Nelson Abbott wonders how the city will save enough money for these projects over the years.

25 Brittany Thompson requested that Cody Black obtain information on roads that will and have been
26 annexed into the city to see what funds the city can obtain from the State. Mr. Stark replied that the
27 State comes in once per year to obtain that information.

28 Mr. Stark presented the new road impact fee of \$3,304.00. The current road impact fee is \$573.00 and
29 was developed in 1991.

30
31 Mayor Shelley closed the Public Hearing at 7:05 P.M.

32
33 **ELK RIDGE**
34 **CITY COUNCIL MEETING**
35 **March 24, 2015**

36
37 **TIME AND PLACE OF MEETING**

38 This regularly scheduled Meeting of the Elk Ridge City Council, was scheduled for
39 **Tuesday, March 24, 2015, at 7:30 PM;** this meeting was preceded by **a Public Hearing at 6:00**
40 **PM and City Council Work Session Meeting at 6:45 PM.** The meetings were held at the Elk
41 Ridge City Hall, 80 East Park Drive, Elk Ridge, Utah.

42
43 Notice of the time, place and Agenda of these Meetings, were provided to the Payson
44 Chronicle, 145 E. Utah Ave, Payson, Utah, and to the members of the Governing Body, on
45 March 23, 2015.

46
47 **ROLL CALL**

48 Mayor: Hal Shelley

49 Council Members: Nelson Abbott, Paul Squires, Brian Burke, Dale Bigler, Brittany Thompson.

50 Others: Shay Stark, *Aqua Engineering / Planner*

51 Melanie Hoover, *Deputy Recorder* and Royce Swensen, *Recorder.*

52 Cheri Rhodes, *Deputy Sheriff*

53 Public: Lucretia Thayne, Joseph Hoover, Richard Dent, Joshua Hansen, William Hansbrow,

54 Ty Ellis

1 **CITY COUNCIL WORK SESSION**

2 7:05 pm

3 1. IDEAS FOR PARKS/CITY CIVIC CENTER

4 Mayor Shelley presented three different maps each with different options for a City Civic Center and
5 requested to designate an official name. Mayor Shelley stated that Dale Bigler created the plans and they
6 were posted online for the public's review. Mayor Shelley stated that now is the time to come up with a
7 final general plan and reminds Council that the City cannot go forward on a plan that doesn't exist. Mayor
8 Shelley referred to the public's opinion that the Splash Pad is a positive option. Brittany Thompson stated
9 that on option 1, the public's concern is that the playground located by Goosenest Drive. Ms Thompson
10 questioned what would be under the gazebo and Mayor Shelley replied that it would consist of picnic tables
11 and/or benches. Brian Burke had questions regarding a swimming pool option and stated that it would help
12 with the development in the city. Mayor Shelley answered that the cost to run a pool may not be equal to
13 the value the residents would place on it. Mayor Shelley stated that the city needs to include parks that will
14 generate income on a sales tax basis for the city and questions if the residents would be willing to pay for it.
15 Brittany Thompson inquired about the two event buildings on the map plans. Mayor Shelley responded that
16 the plan is to select one building, not both. Mayor Shelley presented the idea of taking the Brown house off
17 the plans and building a new office building that would include a learning center and/or a reception center
18 to hold a large gathering. Dale Bigler agreed that the Brown house should be removed from the plan and a
19 new building is more feasible for a long term plan. Mayor Shelley stated the new plan might invite some
20 economic development to the city. Brittany Thompson questions the amount of parking spaces in the plans.
21 Mayor Shelley responded that there has to be enough stalls for large public events. Mayor Shelley asks
22 Council which park option they prefer. All Council members stated they prefer Option 3. Mr. Stark
23 recommended starting with the splash pad and slowly building out as the tennis and basketball courts can
24 wait for the city acquire funds.

25
26 2. EMPLOYEES MANUAL TO INCLUDE FAMILY MEDICAL LEAVE ACT

27 Mayor Shelley presented the issue that the City Employee policy and procedure manual needs to include
28 the Family Medical Leave Act language. Mayor Shelley stated that Royce Swensen, City Recorder,
29 attended a training and learned that municipalities are exempt from the 50 employee requirement. Mr.
30 Swensen agreed and stated that this was also verified through the Utah Department of Labor.

31 Mayor Shelley closed the City Council Work Session at 7:45 pm.

32
33 **ELK RIDGE**
34 **CITY COUNCIL MEETING**
35 **March 24, 2015**
36

37 **TIME AND PLACE OF MEETING**

38 7:45 pm This regularly scheduled Meeting of the Elk Ridge City Council, was scheduled for Tuesday,
39 March 24, 2015 at 7:30 PM; this meeting was preceded by a Public Hearing at 6:00 PM and
40 City Council Work Meeting at 6:30 pm. The meetings were held at the Elk Ridge City Hall, 80
41 East Park Drive, Elk Ridge, Utah.

42
43 Notice of the time, place and Agenda of these Meetings, were provided to the Payson
44 Chronicle, 145 E. Utah Ave, Payson, Utah, and to the members of the Governing Body, on
45 March 23, 2015.

46
47 **ROLL CALL**

48 Mayor: Hal Shelley
49 Council Members: Nelson Abbott, Paul Squires, Brian Burke, Dale Bigler and Brittany Thompson
50 Others: Shay Stark *Aqua Engineering / Planner*
51 Melanie Hoover, *Deputy Recorder* and Royce Swensen, *Recorder*
52 Cheri Rhodes, *Deputy Sheriff*
53 Public: Lucretia Thayne, Rosalie Hooks, Jim Chase, Chad Brown, Diana Brown, Sandra Burke,

1 Joseph Hoover, Richard Dent, Joshua Hansen, William Hansbrow, Ty Ellis

2 **OPENING REMARKS** An invocation was offered by Mayor Shelley and William Hansbrow and Joshua Hansen
3 led those present in the Pledge of Allegiance, for those who wished to participate.

4
5 **PLEDGE OF ALLEGIANCE**

6
7 **AGENDA TIME FRAME**

8 Mayor Shelley requested action to be taken to adjust the agenda time frame to 7:45 pm.

9 **DALE BIGLER MOVED, PAUL SQUIRES SECOND, TO APPROVE THE AGENDA TIME**
10 **FRAME, ADJUSTING THE START TIME TO 7:45 PM.**

11 **VOTE: AYE (5) NAY (0)**

12 **PUBLIC FORUM**

13 Mayor Shelley asked the public if they have any comments on the park or other issues to discuss.

14 William Hansbrow referred to the park plans and suggested making the grass fields multi-purpose with
15 removable football goals.

- 16
17 1. **INTENT TO AMEND CAPITAL FACILITIES PLAN AND IMPACT FEE FOR WASTEWATER,**
18 **PARKS AND ROADS.**

19 Mayor Shelley presents the Intent to Amend the Impact Fees on the Capital Facilities Plan for wastewater,
20 parks and roads and asks for discussion.

21 Dale Bigler agrees with the amended impact fee plans. Nelson Abbott replied that he is on board with all
22 impact fee adjustments except for the roads as he doesn't understand how the city can generate the funds
23 necessary. Brittany Thompson requested that the city leave out the Park Drive Road project and pass the
24 rest until the city receives decision on the grant. Dale Bigler prefers to adjust the time table and still
25 collect fees. Brittany Thompson would like to approve the park and road impact fees and not spend any of
26 the money so that the city is not committed and can make changes. Mr. Stark suggested using
27 Mountainland Association of Government to help with road projects and stated that the city could possibly
28 receive funds from them for road projects. Mr. Stark states that if the capital facility amended impact fees
29 are in the plan, the city can collect the funds and as long as the funds aren't spent, the city can make
30 changes to the plans.

31
32 Mayor Shelley requested action to be taken to approve the Amended Capital Facilities plan and impact
33 fees for wastewater, parks, and roads.

34
35 **BRITTANY THOMPSON MOVED, DALE BIGLER SECONDS, TO APPROVE THE AMENDED**
36 **CAPITAL FACILITIES PLAN AND IMPACT FEES FOR WASTEWATER, PARKS, AND**
37 **ROADS**

38 **VOTE: AYE (4) NAY (1)**

39 **NELSON ABBOTT VOTES NAY AS HE DOESN'T SEE WHERE THE CITY WILL COLLECT**
40 **ALL THE FUNDS NECESSARY TO IMPROVE ALL ROAD PROJECTS.**

- 41
42 2. **RE-ISSUE SHULER WATER ALLOCATION**

43 Mayor Shelley read the letter from Karl Shuler requesting reallocation of their water rights that are within
44 the city and requested action be taken on the Shuler reallocation of water rights.

45
46 **PAUL SQUIRES MOVED, BRIAN BURKE SECONDS, NELSON ABBOTT OBSTAINS, TO**
47 **APPROVE TO REALLOCATE THE 21.4 ACRE FEET OF SHULER WATER RIGHTS WITHIN**
48 **THE CITY TO 10.7 ACRE FEET TO MICHELLE SHULER AND 10.7 ACRE FEET TO KARL**
49 **SHULER, ALL TO BE USED WITHIN THE CITY.**

VOTE: AYE (4) NAY (0) NELSON ABBOTT OBSTAINS

3. DEPARTMENT REPORTS

A. Administrative & Planning Commission – Mayor Hal Shelley

1. Security System.

Mayor Shelley presented the vandalism problems within the city that have occurred within the last month. Mayor Shelley proposed the city to purchase a security camera system and presented a bid from Protection One in the amount of \$2,872.52 with a monthly charge of \$15.84 which includes 4 cameras. Nelson Abbott was concerned about the quality of recordings at nighttime and inquired if the city could get a money back guarantee. Dale Bigler suggested having signs in place warning of security cameras. Mayor Shelley stated that the plan is to set the cameras and see what kind of response the city gets. Then if signs need to be posted, the city would be willing to do so. Brian Burke asked if there are currently operating lights within the park. Mayor Shelley responded that the lights have timers that could be re-set. Dale Bigler questioned which fund the cost of the security system would come from and Mayor Shelley informed him it would come out of the Parks fund.

Mayor Shelley requested action to be taken to approve the security camera system.

PAUL SQUIRES MOVED, DALE BIGLER SECONDS, TO APPROVE THE SECURITY CAMERA SYSTEM WITH THE OPTION FOR A MONEY BACK GUARANTEE

VOTE: AYE (5) NAY (0)

2. Action on Parks Plan.

Mayor Shelley requested action to be taken on the proposed park plan and asked to approve, grade and improve the plan itself.

BRIAN BURKE MOVED, DALE BIGLER SECONDS, TO APPROVE THE PARK PLAN OPTION 3 SUBJECT TO ADJUSTMENTS IN THE FUTURE

VOTE: AYE (5) NAY (0)

3. Replacement Position.

Mayor Shelley presented status on the replacement position for 15 hours within the City Office staff. Nelson Abbott questioned who will maintain the City's Facebook page since Marissa Bassir previously managed it. Mayor Shelley stated that Melanie Hoover will do so and Nelson Abbott will have access to the page as well. Brittany Thompson questioned if the city was going to post the job opening at 10-15 hours per week. Mayor Shelley responded that the hours may fluctuate between 10-15 hours but will not exceed 15 hours. Mayor Shelley informed Council that the new Public Works employee, McKay Lloyd's hire date is March 30.

B. Roads and Storm Drains – Brian Burke

Mr. Burke presented the High Sierra Road project and is concerned because this has been in the works for 3 years. Mr. Burke wondered if the city would be interested in fixing the road, installing the curb and gutter, then bill the property owner after the project is completed. Mayor Shelley stated that he will get an answer from the property owner this week.

C. Parks, Trails, & Recreation – Dale Bigler

Mr. Bigler stated that a priority is to borrow Salem City's tiller to use on the soccer field. He stated that Elk Ridge Meadows Phase 1 and Phase 2 parks are ready to be re-seeded. Mr. Bigler reported that he met with Scott Zigland, Utah State Forester, regarding inventory of the city's trees and this would be helpful in getting a grant to re-plant trees. He reported that McKay Lloyd is the City's new public works employee. Mr. Bigler requested to Mayor Shelley a meeting to be scheduled with Dean Ingram regarding the credit on materials taken out of the gravel pit and obtaining a contractor to clean out debris in the park.

1
2 D. Water, Public Safety – Paul Squires

3 1. Report on research of the city becoming a member of the Nebo Water Association.

4 Mr. Squires reported that he attended the SUVMWA meeting and they informed him there was
5 not a Nebo Water Association in the works. Nelson Abbott and Mayor Shelley told him that they
6 are not giving him correct information and that an Association is in the works. Mr. Squires was
7 able to get Brian Burke signed up to attend the work shop with him on the 25th of March for the
8 grant. Mr. Squires recalled that in February, Craig Neeley, Aqua Engineer, met with the Council
9 and talked about water sources for possible grant money for a secondary water system. Mayor
10 Shelley stated that Mr. Neeley will attend the next City Council Meeting and that he will contact
11 Mr. Neeley for a status update. Mr. Squires inquired who is to attend the meeting with him on
12 April 22 and Mayor Shelley offered to attend with Mr. Squires. Mr. Squires states the road is a
13 danger and is concerned if the pre-disaster grant does not go through and inquired if floating the
14 bond would be a possibility. Mayor Shelley requests Mr. Squires to obtain the land loss
15 information and report it to help obtain the grant.
16

17 E. Sewer, Sanitation & SESD – Nelson Abbott

18 Mr. Abbott reported an update on sewer. Mr. Abbott reported that he met with some residents of Elk
19 Ridge Meadows Phase 1 regarding the sewer line easement that runs through their lots. Mayor Shelley
20 reported this sewer line runs to Salem City and that our plat maps show the property line at the fence.
21 Mr. Abbott stated that the fence is crooked. Mayor Shelley reported that he personally went and found
22 the pins and they mark a straight line regardless of the fence and that Salem City may have to deal with
23 this issue. Mayor Shelley suggested that Dean Ingram may have to meet with Salem City. Mr. Abbott
24 reported that next month there will be dumpsters for residents use for the city wide clean up.
25

26 F. Economic Development & Code Enforcement – Brittany Thompson

27 1. Report on other cities codes passing laws on dispatching fees.

28 Ms. Thompson reported that she researched other cities laws on alarm system responses. She
29 reported that other cities allow residents one to three unnecessary responses at no charge and any
30 additional unnecessary response costs are the residents' responsibility. Ms. Thompson supplied
31 Council members documents of other cities policies and requests Council members to review and
32 discuss at the next Council meeting. Ms. Thompson recommends one free unnecessary response
33 and any further unnecessary response cost is at the residents' expense.
34

35 2. Council discussion on nuisance codes.

36 Ms. Thompson asked Council members if they have a response to the City's Nuisance Codes and
37 asks for public input as well. Nelson Abbott has previously asked residents what their main issues
38 are on nuisances in the city and reported that the following are the major complaints: dogs barking
39 and running loose, loud motorcycles and resident's yards. Mr. Abbott questioned that if the city
40 doesn't have its weeds under control, how can the city expect pursue any residential weed
41 violations. Mr. Abbott stated that the dogs are a huge issue within the city. Mr. Abbott stated that
42 as for yards, if long time residents were going to comply with the city codes, they would have
43 done so by now. Mr. Abbott is currently looking at the codes regarding chickens since he feels
44 most residents aren't obtaining proper permits therefore he feels the code on chickens should be
45 eliminated. Dale Bigler stated the key idea is to inform residents of the nuisances and that he is in
46 favor of communication with notices and seeing what responses will be. Lucretia Thayne
47 responded in regards to yard nuisances. She feels that some of the finest residents in Elk Ridge
48 have messy yards. Some people have different priorities and other choices to make in life than to
49 worry about their yards. She feels that it is inappropriate to assume people are irresponsible if they
50 are not following rules that are set. She feels that neighbors should not be persecuted due to their
51 way of living and feels this is not proper government. She stated the heart lies in the quality of the
52 people not in their yards. She stated that when people are forced to comply, it sets a sense of
53 resentment within the community and requests the city to not micromanage their lives. Ms.
54 Thompson responded that the Council needs to decide on what is best for the citizens as a whole.
55 Ty Ellis commented about the noisy motorcycles. He stated that he has seen several younger kids
riding without helmets and that he tries to be tolerant of the noise. Mr. Ellis commented that his

1 grandson was bitten by a dog and that sometimes things happen and he tries to be tolerant on this
2 issue as well. Mayor Shelley responded that the city's biggest concern on nuisances is if they are a
3 health, safety, or hazard issue. Mayor Shelley stated that as for the motorcycle problem, it is the
4 parents' responsibility to monitor their children. Brittany Thompson stated that the city's nuisance
5 plan is as follows: a finding of nuisance form is given to the resident, the resident will then sign a
6 voluntary correction agreement and as long as progress is being made, no action will be taken. Ms.
7 Thompson stated that if there are repeat offenders, the city will issue administrative citations. Jim
8 Chase inquired if the person who threatened to move from the city because of the motorcycle
9 noise issues did move, and Council was unaware. Rosalie Hooks stated that dogs are an issue and
10 wondered how to get residents to comply with the codes. Brittany Thompson responded that the
11 city has dog ordinances that the city will enforce. Ms. Thompson stated that it is up to the
12 residents to make the complaint to the Sheriff's Department to get the dog problems solved.
13 Mayor Shelley reported that the County Dog Catcher has been patrolling the city. Lucretia Thayne
14 wondered if the residents are paying the \$12 dispatch charge for responding to dog nuisance calls.
15 Mayor Shelley reminded her that is what Brittany Thompson is researching. Dale Bigler reported
16 that when Sheriff Rhodes apprehends dogs, she locates owners to cite them.
17

18 4. City Council minutes approval from March 10, 2015 meeting.
19

20 Mayor Shelley requested action to be taken on approving the minutes from the March 10, 2015 City
21 Council Meeting.
22

23 **BRIAN BURKE MOVED, NELSON ABBOTT SECOND, TO APPROVE THE MINUTES FOR**
24 **MARCH 10, 2015 CITY COUNCIL MEETING.**

25 **VOTE** **AYE (5)** **NAY (0)**
26

27 **ADJOURNMENT**
28

29 Mayor Shelley adjourned this meeting at 9:25 pm.
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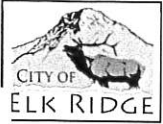


Melanie Hoover, Deputy Recorder

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

NOTICE & AGENDA

Notice is hereby given that the City Council of Elk Ridge will hold a regular **City Council Meeting on Tuesday, April 14, 2015, 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. Shuler Park lighting system for security purposes
2. Module upgrade for Sensus meter reader
3. Jess Earl-Discussion on city ordinance of construction start time
4. Eagle Scout project revision

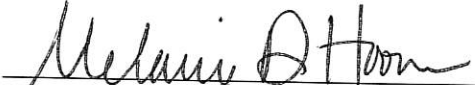
7:00 PM - REGULAR COUNCIL MEETING AGENDA ITEMS:

- Opening Remarks and Pledge of Allegiance - Invitation
- Approval/Agenda Time Frame
- Public Forum.
- 1. Eagle Scout project revision.
- 2. Shuler Park lighting system for security purposes
- 3. Module upgrade for Sensus meter reader
- 4. Appoint new Planning Commission Member, Stacey Petersen
- 5. Department Heads:
 - A. Administrative & Planning Commission – Mayor Shelley
 - B. Roads & Storm Drain: Brian Burke
 - C. Parks, Trails & Recreation: Dale Bigler
 - D. Water & Public Safety: Paul Squires
 - 1. Land loss report on Park Drive
 - E. Sewer, Sanitation & SESD: Nelson Abbott
 - 1. City email review/access
 - F. Economic Development & Code Enforcement: Brittany Thompson
 - 1. Decision on unnecessary security alarm response charges.
- 6. Expenditures:
 - A. General: Check Register & Payroll for March 1, 2015 – March 31, 2015
- 7. City Council Minutes Approval from March 10, 2015 meeting.

Adjournment

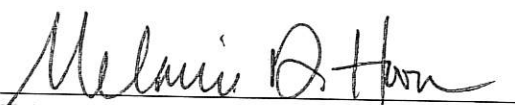
Handicap Access, Upon Request. (48 Hours Notice)

The times that appear on this agenda may be accelerated if time permits. All interested persons are invited to attend this meeting.
Dated this 9th day of April, 2015.


Melanie Hoover, 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 the 9th day of April, 2015.


Melanie Hoover, Deputy Recorder

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ELK RIDGE
CITY COUNCIL MEETING
April 14, 2015

TIME AND PLACE OF MEETING

This regularly scheduled Meeting of the Elk Ridge City Council, was scheduled for Tuesday, April 14, 2015, at 7:00 PM; this meeting was preceded by a City Council Work Session Meeting 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, Utah, and to the members of the Governing Body, on April 13, 2015.

ROLL CALL

Mayor: Hal Shelley (absent)
Acting as Mayor Pro Tem: Nelson Abbott
Council Members: Brian Burke, Dale Bigler, Brittany Thompson, Paul Squires (absent)
Others: Melanie Hoover, *Deputy Recorder* and Royce Swensen, *Recorder*
Public: Debbie May, Ryan May, Jim Chase, Stacey Petersen, Steven Petersen

CITY COUNCIL WORK SESSION

6:05 pm

1. SHULER PARK LIGHTING SYSTEM FOR SECURITY PURPOSES

Nelson Abbott stated that in the last city council meeting, it was determined that the security cameras will not work properly if there is not proper lighting and recommends the city to not install the security cameras at this time but to work on getting the lighting system improved throughout the park. He suggested a motion sensor for the lighting. Dale Bigler requested that the city install signs to deter vandalism. Nelson Abbott stated that Cody Black will obtain information and bids to upgrade/improve the park lighting and will present it at the next city council meeting. Nelson Abbott suggested having residents by the park keep an eye out for vandals.

2. MODULE UPGRADE FOR SENSUS METER READER

Nelson Abbott stated the new system upgrade will make it easier to read meters. The city will upgrade to a new meter reading system at the cost of \$1,159.85 which will read at a higher frequency. Royce Swensen stated the upgrade will have a new radio that reads at the higher frequency and the city would like to eventually get to the point of purchasing a new system which has a five mile radius reading ability and can read meters from the City Office. This will eliminate the 3 days it takes to read meters. Mr. Swensen stated that the new system will cost approximately \$60,000.00 and if the city starts installing the new meters that are compatible with the new system then we will be working towards the new system. The new radios cost less than the radios the city is currently using. The new meters will not have moving parts and are also less expensive than the meters the city is currently using.

3. JESS EARL-DISCUSSION ON CITY ORDINANCE OF CONSTRUCTION START TIME

Nelson Abbott recognized that Mr. Earl was not present and stated Mr. Earl's request to change the city code by adjusting the construction start time. Currently, the city code, state code, and federal guidelines allow the start time to be 7:00 am. Nelson Abbott stated that if they are excessively loud, Mr. Earl has the option to contact the sheriff's office.

4. EAGLE SCOUT PROJECT

Ryan May presented his Eagle Scout Project and provided Council with a cost worksheet. He stated the initial plan was to raise enough funds for 3 garbage receptacles for the park. He had a fundraiser and was able to raise \$421.00. He has been contacting businesses for donations. He applied for a \$400.00 sponsorship from UCCU and is waiting for a response from them. Ryan broke down the cost at \$804.69 for the cost of two receptacles. He asked Council's opinion on if he should install two receptacles and asked if the city could donate funds toward his project. Dale Bigler states the city has set an amount to help Eagle Scout projects at \$100.00 but feels that if the projects benefit the city then the city might

1 consider donating more funds. Nelson Abbott agrees with Dale Bigler and requests that he wait for the
2 response from UCCU.

3
4 Nelson Abbott closed the City Council Work Session at 6:35 pm.

5
6 **ELK RIDGE**
7 **CITY COUNCIL MEETING**
8 **April 14, 2015**
9

10 **TIME AND PLACE OF MEETING**

11 This regularly scheduled Meeting of the Elk Ridge City Council, was scheduled for
12 **Tuesday, April 14, 2015, at 7:00 PM;** this meeting was preceded by a **City Council Work Session**
13 **Meeting at 6:00 PM.** The meetings were held at the Elk Ridge City Hall, 80 East Park Drive, Elk
14 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 April 13, 2015.

18
19 **ROLL CALL**

20 Mayor: Hal Shelley (absent)
21 Acting as Mayor Pro Tem: Nelson Abbott
22 Council Members: Brian Burke, Dale Bigler, Brittany Thompson, Paul Squires (absent)
23 Others: Melanie Hoover, *Deputy Recorder* and Royce Swensen, *Recorder*.
24 Public: Jim Chase, Stacey Peterson, Steven Peterson

25 **OPENING REMARKS** An invocation was offered by Brian Burke and Nelson Abbott led those present in the
26 Pledge of Allegiance, for those who wished to participate.

27
28 **PLEDGE OF ALLEGIANCE**

29
30 **AGENDA TIME FRAME**

31 **DALE BIGLER MOVED, BRIAN BURKE SECOND, TO APPROVE THE AGENDA TIME FRAME,**
32 **ADJUSTING THE START TIME TO 6:35 PM.**

33 **VOTE: AYE (4) NAY (0) PAUL SQUIRES ABSENT**

34 **PUBLIC FORUM**

35
36 Nelson Abbott asked the public if there were any comments or issues to discuss. There was no response.

37
38 **1. EAGLE SCOUT PROJECT REVISION.**

39
40 **DALE BIGLER MOVED, BRIAN BURKE SECOND, TO DONATE \$383.69 TO RYAN MAY'S**
41 **EAGLE SCOUT PROJECT FOR THE COST OF A SECOND TRASH RECEPTACLE IF THE**
42 **DONATION FROM UCCU IS NOT AVAILABLE.**

43 **VOTE AYE (4) NAY (0) PAUL SQUIRES ABSENT**

44
45 **2. SHULER PARK LIGHTING SYSTEM FOR SECURITY PURPOSES.**

46 Nelson Abbott stated that no action is to be taken tonight as Council is waiting for Cody Black to obtain
47 bids.

48
49 **3. MODULE UPGRADE FOR SENSUS METER READER.**

50
51 **BRITTANY THOMPSON MOVED, BRIAN BURKE SECOND, TO PURCHASE THE MODULE**
52 **UPGRADE FOR THE SENSUS METER READER.**

1 VOTE

2 AYE (4)

3 NAY (0) PAUL SQUIRES ABSENT

4 4. APPOINT NEW PLANNING COMMISSION MEMBER, STACEY PETERSEN.

5 Nelson Abbott reported that Mayor Shelley interviewed and recommended that Stacey Petersen be
6 appointed as a Planning Commission Member.

7 BRITTANY THOMPSON MOVED, DALE BIGLER SECOND, TO APPOINT STACEY
8 PETERSON TO THE PLANNING COMMISSION.

9 VOTE

10 AYE (4)

11 NAY (0) PAUL SQUIRES ABSENT

12 5. DEPARTMENT REPORTS

13 A. Administrative & Planning Commission – Mayor Hal Shelley (absent)

14 B. Roads and Storm Drains – Brian Burke

15 Brian Burke reported the Penrod's who own the property on High Sierra, are going to develop their 3 lots
16 and are currently in the process of obtaining bids. Mr. Burke has concerns that if we allow them to select
17 a paving company, the project may take longer than if the city were to do it. Dale Bigler requests that a
18 time table be set with the Penrod's. Royce Swensen stated they have changed their minds and will not
19 develop the lots. Mr. Swensen assumes that the city will complete the project and to make sure there will
20 be a signed agreement with the Penrod's and the city for payment. Brittany Thompson stated that since
21 this has been an ongoing issue, she feels that the city should schedule with a paving company and inform
22 the Pendord's since this is affecting all residents on that street.

23 Dale Bigler stated he received an email from the County about a meeting scheduled in Salem tomorrow
24 night regarding the road that will extend Elk Ridge Drive North, to the Benjamin exit. Mr. Bigler
25 requested the city to send the residents a parlant message to inform residents.

26 C. Parks, Trails, & Recreation – Dale Bigler

27 Mr. Bigler reported on the Elk Ridge Meadows Phase 1 Park; playground is installed, concrete barrier is
28 in, the playground is wrapped until the surrounding lawn is established, the sprinkler system is in and
29 trees have been planted. Elk Ridge Meadows Phase 2 Park: spring bouncer toys have been installed, the
30 ground there has been tilled in preparation to be seeded.

31 Mr. Bigler commended McKay Lloyd's work as the new public works employee and stated that he is a
32 great asset to the city.

33 Mr. Bigler will follow up on what needs to be done to install the disc golf baskets for Treagan
34 Christensen's Eagle Scout project.

35 Mr. Bigler reported that the gravel pit piles are currently getting pushed and should be done within the
36 next couple of days to complete the survey for the new Goosenest Park. Mr. Bigler gave updated
37 information for the splash pad that will be installed and has been researching costs associated with starting
38 construction on the park. Mr. Bigler will attend a meeting tomorrow in regards to obtaining a grant to
39 plant trees in the park as well.

40 Nelson Abbott reported that the black car for the fire department training will be hauled off tentatively on
41 Friday.

42 Mr. Bigler requested that Nelson Abbott put the oil heater, tank and drums on the State surplus site to list
43 for sale. Mr. Abbott stated we could start there and if not possible, the items could be listed for sale on
44 ebay. Mr. Abbott stated there is a legal process that needs to be followed and agreed to follow up. Mr.
45 Bigler requested that the State salvage pool be researched to replace necessary equipment and/or vehicles.

46 D. Water, Public Safety – Paul Squires (absent)

47 E. Sewer, Sanitation & SESD – Nelson Abbott

48 1. City email review/access.

49 Nelson Abbott cannot access his city email. Melanie Hoover will send him a new link.
50 Other council members have access.

51 Nelson Abbott reported the dumpsters for the City Wide Clean-up will be available April 27 to May 2
52 and this information is in the newsletter and posted on the city's facebook page.
53
54
55

1 Mr. Abbott met with SESD and the major discussion was regarding solar power.

2
3 F. Economic Development & Code Enforcement – Brittany Thompson

4 Brittany Thompson has drafted a security alarm ordinance and an application for residents to complete.
5 She questioned council if the unnecessary alarm response is a big enough problem within the city to
6 institute an ordinance and require residents to fill out an application or if council wants to pass on it at the
7 moment and let the city absorb the current cost of the unnecessary alarm response costs.

8 Nelson Abbott asks if it is possible to enforce code without an application as it's almost impossible for
9 the city to know of all residential alarms. Ms. Thompson suggested no fee be associated with the
10 application, the application will provide 3 contacts that can respond within 10 minutes that can have
11 access to premises. She suggested the first false alarm at no charge, second false alarm at \$50 per
12 responding agency, third false alarm at \$75 per responding agency, fourth false alarm at \$100 per
13 responding agency, fifth false alarm at \$200 per responding agency and same thereafter. In the situation
14 where a false alarm is responded and the resident is not registered with the city, the first response is a \$50
15 charge.

16 Ms. Thompson would like to have this on the agenda for the next city council meeting for decision.

17 Ms. Thompson would also like to have the PUD Code removed and requested it to be on the next city
18 council agenda and planning commission agenda.

19 Ms. Thompson reported on the economic development meeting. She stated the city needs to look at
20 annexing some land. Nelson Abbott stated there is County land West of town adjacent to Elk Ridge, that
21 may be annexed into Elk Ridge instead of into Payson. Royce Swensen reported on the meeting with the
22 Smart's who own the property off of 11200 South and it was a positive meeting as they may be interested
23 in selling their property. Ms. Thompson stated that as for economic development, it is starting.

24
25 6. EXPENDITURES:

26 A. GENERAL: CHECK REGISTER AND PAYROLL FOR MARCH 1, 2015 – MARCH 31, 2015

27
28 **NELSON ABBOTT MOVED, DALE BIGLER SECOND, TO APPROVE THE CHECK**
29 **REGISTER AND PAYROLL FOR MARCH 1, 2015 – MARCH 31, 2015.**

30 **VOTE** **AYE (4)** **NAY (0) PAUL SQUIRES ABSENT**

31
32 7. CITY COUNCIL MINUTES APPROVAL FROM MARCH 24, 2015 MEETING.

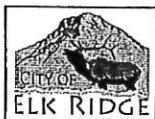
33
34 **BRIAN BURKE MOVED, BRITTANY THOMPSON SECOND, TO APPROVE THE MINUTES**
35 **FOR MARCH 24, 2015 CITY COUNCIL MEETING WITH THE AMENDMENT REQUESTED**
36 **BY BRITTANY THOMPSON, PAGE 4, LINE 24.**

37 **VOTE** **AYE (4)** **NAY (0) PAUL SQUIRES ABSENT**

38
39 ADJOURNMENT

40
41 Nelson Abbott adjourned this meeting at 8:15 pm.

42
43 
44 Melanie Hoover, Deputy Recorder
45



ELK RIDGE CITY - 80 East Park Drive - Elk Ridge, UT - 84651
t.801/423-2300 staff@elkridgecity.org www.elkridgecity.org

NOTICE & AGENDA

Notice is hereby given that the City Council of Elk Ridge will hold a regular City Council Meeting on Tuesday, April 28, 2015, 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. Sewer Vac Truck purchase option
2. Secondary Irrigation System discussion
3. Dump truck as surplus property?
4. Roundabout
5. Truth and Taxation notice
6. City Celebration
7. Snow Shack
8. Utah County Parks Grant


7:00 PM - REGULAR COUNCIL MEETING AGENDA ITEMS:

- Opening Remarks and Pledge of Allegiance - Invitation
- Approval/Agenda Time Frame
- Public Forum
- 1. Release Cory Thompson, Planning Commission
- 2. Sewer Vac Purchase Option
- 3. Secondary Irrigation System
- 4. Dump Truck as surplus property?
- 5. Roundabout
- 6. Truth and Taxation Notice
- 7. Utah County Parks Grant
- 8. Utah County contract for elections
- 9. Department Heads:
 - A. Administrative & Planning Commission – Mayor Shelley
 - 1. Potential of mutual aid contract
 - 2. Economic Development
 - B. Roads & Storm Drain: Brian Burke
 - C. Parks, Trails & Recreation: Dale Bigler
 - D. Water & Public Safety: Paul Squires
 - 1. Report on Grant
 - E. Sewer, Sanitation & SESD: Nelson Abbott
 - F. Economic Development & Code Enforcement: Brittany Thompson
 - 1. Update on unnecessary alarm responses.
- 10. City Council Minutes Approval from April 14, 2015 meeting.

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 27th day of April, 2015.


Melanie Hoover, 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 the 27th day of April, 2015.


Melanie Hoover, Deputy Recorder

ELK RIDGE
CITY COUNCIL MEETING
April 28, 2015

TIME AND PLACE OF MEETING

This regularly scheduled Meeting of the Elk Ridge City Council, was scheduled for **Tuesday, April 28, 2015, at 7:00 PM**; this meeting was preceded by a **City Council Work Session Meeting 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, Utah, and to the members of the Governing Body, on April 27, 2015.

ROLL CALL

Mayor: Hal Shelley

Council Members: Brian Burke, Dale Bigler, Nelson Abbott, Brittany Thompson, Paul Squires

Others: Melanie Hoover, *Deputy Recorder* and Royce Swensen, *Recorder*, Craig Neeley, Aqua Engineer and Shay Stark, City Planner.

Public: Dean Ingram, Paul Crook, Sandra Burke, Judith Guertler, Joann Bigler

Deputy Sheriff: Cheri Rhodes

CITY COUNCIL WORK SESSION

6:00 pm

1. SEWER VAC TRUCK PURCHASE OPTION

Cody Black stated a used sewer vac truck has become available to purchase. There are funds within the sewer and storm drain accounts which would cover the cost of a truck. The truck is a 2006 and includes a jetter and suction and will be available in August. The purchase price will be approximately \$150,000.00. This purchase would eliminate the cost of paying Payson for the use of their truck.

2. SECONDARY IRRIGATION SYSTEM DISCUSSION

Craig Neeley presented an overhead view of the final draft of the secondary water system study. This study looks beyond 20 years to buildout and presents water resource needs and different ways to obtain water. Mr. Neeley presented a table with different water alternatives: 1) Loafer Canyon well would be a great source. A problem that might arise would be the scrutiny and the project might be protested. This alternative has a total capital cost of \$4.6 million with annual O&M costs of \$111,000.00 per year. 2) Provide secondary water to 1/3 of the city and Mr. Neeley projected a table of water demands through the Goosenest and Haskell subdivision areas. This alternative would split the secondary plan with 2/3 watered by culinary and 1/3 watered by secondary. This alternative has a total capital cost of \$3.4 million, repayment of ULS water and annual O&M costs of \$197,000.00. 3) Highline Canal enclosure which would be the least capital cost. This would be secondary water instead of potable and has a buy in to bring water down to highline canal and divert. A pump station would also be needed with an environmental impact study. This alternative has a total capital cost of \$4.7 million with an annual O&M cost of \$348,000.00. Mr. Neeley presented a table that showed that Elk Ridge uses more water than the State average. He recommended that the City should first consider water conservation methods to reduce water demands and potentially eliminate the need for further secondary water system improvements. Mr. Stark recommended having a separate meter for outdoor watering with a different rate to help reduce usage. Mayor Shelley requests an action to not be taken at this meeting to carefully consider options and maybe come up with a plan of action for a conservation effort.

3. DUMP TRUCK AS SURPLUS PROPERTY

Mayor Shelley requested that the dump truck be listed on the government surplus website for sale. Cody Black stated the dump truck repair estimate is \$25,000.00. Mayor Shelley questioned council if the city should repair the truck, sell the truck on the surplus site and keep the funds within the budget to buy a new truck in the future. Mayor Shelley stated that the city could list the truck at a minimum sale price at \$7,500.00

1 4. ROUNDABOUT

2 Mayor Shelley stated he feels the property is not large enough for a roundabout and feels that the plans for
3 a roundabout should be reconsidered. He is also concerned with the roundabout being located on a hill.
4 His preference is to have a two-way stop instead. Brian Burke has talked to Shawn Elliott to get
5 background on the initial plans for a roundabout. He provided a document with information in support of a
6 roundabout. Shay Stark presented the issue is the roundabout is on a hill and will be a safety concern in
7 the winter months and another issue is pedestrian safety. Brian Burke suggested research to be completed
8 before a decision is made but feels that a roundabout or another plan is necessary. Nelson Abbott stated
9 that when the original plan for a roundabout came was made, there was a five way intersection which is
10 currently a four way intersection. Cody Black stated that since there is an agreement with the developer to
11 have the developer cover the cost of a roundabout, there are other options to have the developer install an
12 alternate traffic calming device. Deputy Rhodes stated that with her experience with roundabouts she has
13 noticed that cars tend to race into roundabouts. Shay Stark presented an overview on exaction, new growth
14 impact and the importance of the developer and annexation agreement that the city has agreed to and
15 specifically referred to the Nollan/Dolan cases as an example. He stated that the city came to the
16 agreement that a roundabout was necessary due to the speed of traffic. If the city determines now that
17 another smaller or less expensive approach can be made, the developer will be required to address the
18 impact. Mr. Stark stated that Planning Commission prefers to seek other options before decisions are
19 made.

20
21 5. TRUTH AND TAXATION NOTICE

22 Mayor Shelley informed council that the city is required to notify Utah County that the city is considering
23 a tax increase for residents.

24
25 6. CITY CELEBRATION

26 Mayor Shelley stated that Melissa Prins who is over the city celebration is not present, therefore no
27 discussion will be made in regards to the city celebration. He stated that progress is being made and
28 discussion will be at the next meeting if she can attend.

29
30 7. SNOW SHACK

31 Mayor Shelley stated there has been a resident who is interested in placing a snow shack on city property
32 by the park. He feels it's a fine idea but the issue is where it will be located. It would need power and/or
33 water connections that they would be required to reimburse the city for. Nelson Abbott stated that from
34 previous council discussion, they are not allowed to place it on city property and they would need a
35 business license. Mayor Shelley stated that if the city decides to allow this, it would need to be discussed
36 in an official capacity.

37
38 8. UTAH COUNTY PARKS GRANT

39 Mayor Shelley stated that Utah County has a parks grant that is available every year and in order for the
40 city to receive approximately \$4000.00, Cody Black needs to be officially approved by the council to
41 apply and move towards obtaining the grant. The official use for the grant will be to cover to costs of a
42 security system for Shuler Park.

43
44 Mayor Shelley closed the City Council Work Session at 8:00 pm.

45
46 ELK RIDGE
47 CITY COUNCIL MEETING
48 April 28, 2015
49

50 TIME AND PLACE OF MEETING

51 This regularly scheduled Meeting of the Elk Ridge City Council, was scheduled for
52 Tuesday, April 28, 2015, at 7:00 PM; this meeting was preceded by a City Council Work Session
53 Meeting at 6:00 PM. The meetings were held at the Elk Ridge City Hall, 80 East Park Drive, Elk
54 Ridge, Utah.

1 Notice of the time, place and Agenda of these Meetings, were provided to the Payson
2 Chronicle, 145 E. Utah Ave, Payson, Utah, and to the members of the Governing Body, on
3 April 28, 2015.
4

5 **ROLL CALL**

6 Mayor: Hal Shelley

7 Council Members: Brian Burke, Dale Bigler, Nelson Abbott, Brittany Thompson, Paul Squires

8 Others: Melanie Hoover, *Deputy Recorder* and Royce Swensen, *Recorder*, Craig Neeley, *Aqua Engineer*
9 and Shay Stark, *City Planner*.

10 Public: Dean Ingram, Paul Crook, Saundra Burke, Judith Guertler, Joann Bigler

11 Deputy Sheriff: Cheri Rhodes

12 **OPENING REMARKS** An invocation was offered by Dean Ingram and Mayor Shelley led those present in the
13 Pledge of Allegiance, for those who wished to participate.
14

15 **PLEDGE OF ALLEGIANCE**

16
17 **AGENDA TIME FRAME**

18 **BRITTANY THOMPSON MOVED, DALE BIGLER SECOND, TO APPROVE THE AGENDA**
19 **TIME FRAME, ADJUSTING THE START TIME TO 8:02 PM.**

20 **VOTE:** **AYE (5) NAY (0)**
21

22 **PUBLIC FORUM**

23 There was no discussion from the public.
24

25 1. RELEASE CORY THOMPSON FROM PLANNING COMMISSION.

26 **DALE BIGLER MOVED, BRIAN BURKE SECOND, TO RELEASE CORY THOMPSON FROM**
27 **THE PLANNING COMMISSION DUE TO HIS BUSY SCHEDULE.**

28 **VOTE** **AYE (4) NAY (0) BRITTANY THOMPSON ABSTAINED**
29

30 2. SEWER VAC PURCHASE OPTION.

31 **NELSON ABBOTT MOVED, DALE BIGLER SECOND, TO PURCHASE THE SEWER VAC**
32 **TRUCK WITH THE RECOMMEDATION OF CONTACTING CURTIS ROBERTS TO SEE**
33 **WHAT PERCENTAGE OF THE FUNDS CAN COME FROM THE STORM DRAIN FUND.**

34 **VOTE** **AYE (5) NAY (0)**
35

36 3. SECONDARY IRRIGATION SYSTEM.

37 No action taken at this time for further research, discussion and acquiring plans for water conservation.
38

39 4. DUMP TRUCK AS SURPLUS PROPERTY.

40 **DALE BIGLER MOVED, BRITTANY THOMPSON SECOND, TO LIST THE DUMP TRUCK**
41 **AS SURPLUS PROPERTY WITH A \$7,500.00 MINIMUM SALE LISTING PRICE.**

42 **VOTE** **AYE (4) NAY (1) NELSON ABBOTT**
43 **NELSON ABBOTT VOTED NAY AS HE FEELS THE CITY SHOULD MAKE DO WITH WHAT**
44 **IT HAS AND INCLUDE THE COST WITHIN A FUTURE BUDGET.**
45

46 5. ROUNDABOUT.

47 **NELSON ABBOTT MOVED, DALE BIGLER SECOND, TO HAVE DEAN INGRAM AND**
48 **CHRIS SALISBURY, DEVELOPERS, COME UP WITH OPTIONS FOR THE INTERSECTION**
49 **OF GOOSENEST DRIVE AND ELK RIDGE DRIVE WITH INPUT FROM THE COUNCIL ON**
50 **IDEAS AS TO TRAFFIC CALMING MEASURES RELATIVE TO THE DEVELOPMENT**
51 **AGREEMENT**

52 **VOTE:** **AYE (1) NAY (0) NELSON ABBOTT**
53 **AYE (1) NAY (0) PAUL SQUIRES**

1 AYE (1) NAY (0) DALE BIGLER
2 AYE (1) NAY (0) BRITTANY THOMPSON
3 AYE (1) NAY (0) BRIAN BURKE
4

5 6. TRUTH AND TAXATION NOTICE.

6 BRIAN BURKE MOVED, DALE BIGLER SECOND, TO NOTIFY UTAH COUNTY OF THE
7 CITY'S INTEREST IN A TRUTH AND TAXATION MEETING.

8 VOTE: AYE (5) NAY (0)
9

10 7. UTAH COUNTY PARKS GRANT.

11 NELSON ABBOTT MOVED, PAUL SQUIRES SECOND, BY RESOLUTION TO AUTHORIZE
12 CODY BLACK TO APPLY AND PROCEED TO OBTAIN A UTAH COUNTY PARKS GRANT.

13 VOTE: AYE (1) NAY (0) NELSON ABBOTT
14 AYE (1) NAY (0) PAUL SQUIRES
15 AYE (1) NAY (0) DALE BIGLER
16 AYE (1) NAY (0) BRITTANY THOMPSON
17 AYE (1) NAY (0) BRIAN BURKE
18

19 8. UTAH COUNTY CONTRACT FOR ELECTIONS.

20 NELSON ABBOTT MOVES, DALE BIGLER, SECOND TO RATIFY THE POLL VOTE TO
21 CONTRACT WITH UTAH COUNTY FOR THE ELECTIONS PROCESS.

22 VOTE: AYE (1) NAY (0) NELSON ABBOTT
23 AYE (1) NAY (0) PAUL SQUIRES
24 AYE (1) NAY (0) DALE BIGLER
25 AYE (1) NAY (0) BRITTANY THOMPSON
26 AYE (0) NAY (1) BRIAN BURKE
27

28 9. DEPARTMENT REPORTS

29 A. Administrative & Planning Commission – Mayor Hal Shelley

30 1. Potential of mutual aid contract.

31 2. Economic Development

32 Mayor Shelley referred to the property that is not currently within the city but is located North of
33 11200 South in which the Smart family owns. They are interested in either selling or investing in
34 the development. This would include a convenience store with gas, a nice restaurant, and small strip
35 mall. Ryan Crawford is interested in the Goosenest Park location in placing a reception center/inn.
36 Mayor Shelley gave an option of selling him 1 acre of the property he will have full control of OR
37 entering into a mutual aid contract and the city could then design what happens at that location. The
38 city could also utilize the reception center upon agreement. Nelson Abbott stated his understanding
39 is the city is unable to sell the property due to the sales tax revenue bond that was used to procure
40 the property. Mayor Shelley requested looking into the bond because if the property were sold it
41 would save the city a lot of funds. He prefers entering into a mutual aid contract and keeping it
42 within the city however selling the property would save the city property tax costs.
43

44 B. Roads and Storm Drains – Brian Burke

45 Brian Burke reported that while he was out of town, Dale Bigler, contacted Eckles Paving in regards
46 to the Penrod property on High Sierra. The Penrod's have contacted a paving company at a lower
47 cost. The City would be required to stub the three lots. Mayor Shelley stated the city needs to have
48 a contract with the Penrod's in order to get re-imbursed. Brian Burke stated the biggest problem
49 may be getting the right-of-way.
50

51 C. Parks, Trails, & Recreation – Dale Bigler

52 Dale Bigler reported that Elk Ridge Meadows Phase 1 park has been completed and hydro seeded.
53 Elk Ridge Meadows Phase 2 has all disc golf baskets installed and 2 of the sponsors have paid.
54 Signs will get posted and within a week, it should be ready to be hydro seeded. Some sprinkler heads
55 need to be replaced and the trail will need to be sealed.

1
2 D. Water, Public Safety – Paul Squires

3 1. Report on grant.

4 Paul Squires reported that he and Mayor Shelley attended the training course for the grant to repair
5 Park Drive down Loafer Canyon. If approved, the grant could cover up to 75% of the cost and the
6 city would be responsible for 25% of the cost. There is a ninety day application period. Mayor
7 Shelley reported there is a separate grant available for an emergency generator for the city office/fire
8 station.
9

10 E. Sewer, Sanitation & SESD – Nelson Abbott

11 Nelson Abbott reported the dumpsters are scheduled for delivery and will be for the residents use.
12

13 F. Economic Development & Code Enforcement – Brittany Thompson

14 1. Update on unnecessary alarm responses.

15 Brittany Thompson asked council if they have any questions in regards to the documents she
16 supplied to them regarding a city code for unnecessary response alarm charges. She wondered if the
17 code is necessary. Nelson Abbott referred to the cost to add a city code and the administrative costs
18 to do and stated the problem may not be worth the cost to do so. Mayor Shelley suggested to have
19 a discussion with Seth Waite, Fire Chief, to address the residents whose alarms repeatedly go off
20 and explain the costs the city incur to hopefully eliminate the issue.
21

22 10. CITY COUNCIL MINUTES APPROVAL FROM APRIL 14, 2015 MEETING.

23 **BRIAN BURKE MOVED, NELSON ABBOTT SECOND, TO APPROVE THE MINUTES FOR**
24 **APRIL 14, 2015 CITY COUNCIL MEETING.**


25 VOTE

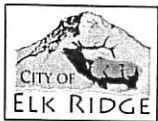
26 AYE (5)

NAY (0)

27 ADJOURNMENT
28

29 Mayor Shelley adjourned this meeting at 9:25 pm.
30

31 
32 _____
33 Melame Hoover, Deputy Recorder



ELK RIDGE CITY - 80 East Park Drive - Elk Ridge, UT - 84651
t.801/423-2300 staff@elkridgecity.org www.elkridgecity.org

NOTICE & AGENDA

Notice is hereby given that the City Council of Elk Ridge will hold a regular **City Council Meeting on Tuesday, May 12, 2015, 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. City Celebration – Melissa Prins
2. Water Conservation
3. Roundabout
4. Tentative Budget

7:00 PM - REGULAR COUNCIL MEETING AGENDA ITEMS:

- Opening Remarks and Pledge of Allegiance - Invitation
- Approval/Agenda Time Frame
- Public Forum
- 1. Water Conservation
- 2. Tentative Budget
- 3. Department Heads:
 - A. Administrative & Planning Commission – Mayor Shelley
 - 1. Secondary Water System
 - 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
- 4. Check Register and Payroll from April 1, 2015 – April 30, 2015.
- 5. City Council Minutes Approval from April 28, 2015 meeting.

Adjournment

Handicap Access, Upon Request. (48 Hours Notice)

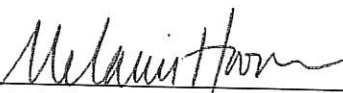
The times that appear on this agenda may be accelerated if time permits. All interested persons are invited to attend this meeting.
Dated this 11th day of May, 2015.



Melanie Hoover, Deputy Recorder

CERTIFICATION

I, the undersigned, duly appointed and acting Deputy 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 the 11th day of May, 2015.



Melanie Hoover, Deputy Recorder

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ELK RIDGE
CITY COUNCIL MEETING
May 12, 2015

TIME AND PLACE OF MEETING

This regularly scheduled Meeting of the Elk Ridge City Council, was scheduled for Tuesday, May 12, 2015, at 7:00 PM; this meeting was preceded by a City Council Work Session Meeting 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, Utah, and to the members of the Governing Body, on May 11, 2015.

ROLL CALL

Mayor: Hal Shelley

Council Members: Brian Burke, Dale Bigler, Nelson Abbott, Brittany Thompson, Paul Squires

Others: Melanie Hoover, *Deputy Recorder*; Royce Swensen, *Recorder*; Cody Black, *Public Works Director*

Public: Dean Ingram, Becky Shelley, Celine Christensen

CITY COUNCIL WORK SESSION

6:00 pm

1. CITY CELEBRATION, MELISSA PRINS.

Mayor Shelley noted that Melissa Prins couldn't attend the meeting tonight and reported that she will be at the next meeting to present status and/or progress of the City Celebration plans.

2. WATER CONSERVATION.

Mayor Shelley suggests recommending some water usage regulations for residents in order to conserve water and prevent mandatory regulations. He feels this should begin immediately. Mayor Shelley would like to have a meeting with the public to explain the importance of conserving and reviewing the budget in regards to water costs. Discussion on ideas of how to conserve ensued with Council.

3. ROUNDABOUT.

Mayor Shelley requested discussion on the roundabout be put off for some time in order to allow Dean Ingram to obtain the information he is working on. Dean Ingram reported his engineer is working with city engineers to have alternate drawings plans available for review.

4. TENTATIVE BUDGET.

Mayor Shelley reminded Council that the tentative budget is an estimate of costs and revenue for the city and is opened up for suggestions. He reported the funds calculated to be received by the city is \$1,417,175.00 and the cost to run the city is calculated at \$1,500,355.00. The proposed budget is currently at a \$83,180.00 deficit. The city anticipates 60 new homes within the next year. Mayor Shelley stresses the importance of setting aside funds to cover repairs within the city specifically in regards to roads and water lines that are deteriorating. A tax increase needs to be seriously discussed in regards to having enough funds to run and maintain the city and educating residents on the percentage increase is a necessity. Nelson Abbott suggested raising water rates in order to cover water costs within the budget. Mayor Shelley stated the County may raise road taxes which will help cover costs of road repairs within the budget.

Mayor Shelley, Council, Royce Swensen and Cody Black had discussions on the following items within the budget: impact fees, administration salaries & wages, insurance & bonds, bank interest, town planner, engineer, financial director, financial report/audit, costs within the fire department, building inspection, sales tax bond payment, public works purchase of equipment, street maintenance, trail construction, storm drainage, and water fund. Royce Swensen reminded Council that water rates need to be discussed. Cody Black agreed the cost of a new salt shed, the parking lot at the public works building and the street rebuild on Maple Street can be pulled from the budget for another year. Portions may need to be budgeted within this budget to set aside funds for the costs incurred when the projects are completed.

Mayor Shelley closed the City Council Work Session at 8:30 pm.

ELK RIDGE
CITY COUNCIL MEETING
May 12, 2015

TIME AND PLACE OF MEETING

This regularly scheduled Meeting of the Elk Ridge City Council, was scheduled for **Tuesday, May 12, 2015, at 7:00 PM**; this meeting was preceded by a **City Council Work Session Meeting at 6:00 PM**. The meetings were held at the Elk Ridge City Hall, 80 East Park Drive, Elk Ridge, Utah.

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ROLL CALL

Mayor: Hal Shelley

Council Members: Brian Burke, Dale Bigler, Nelson Abbott, Brittany Thompson, Paul Squires

Others: Melanie Hoover, *Deputy Recorder*; Royce Swensen, *Recorder*; Cody Black, *Public Works Director*

Public: Becky Shelley

OPENING REMARKS An invocation was offered by Paul Squires and Melanie Hoover led those present in the Pledge of Allegiance, for those who wished to participate.

PLEDGE OF ALLEGIANCE

AGENDA TIME FRAME

BRITTANY THOMPSON MOVED, DALE BIGLER SECOND, TO APPROVE THE AGENDA TIME FRAME, ADJUSTING THE START TIME TO 8:40 PM.

VOTE: AYE (5) NAY (0)

PUBLIC FORUM

There was no discussion from the public.

8:40 pm 1. WATER CONSERVATION.

Council agreed that more research needs to be completed before the city proposes conservation ideas. Cody Black recommended sending suggestions to the residents and monitoring the well reports to see if suggested conservation ideas will work. Mayor Shelley requested to provide conservation ideas and resources on the city website and in the newsletter for residents to access information.

NO MOTION OR ACTION TAKEN UNTIL FURTHER RESEARCH IS COMPLETED.

2. TENTATIVE BUDGET.

Mayor Shelley suggested removing the full or portions of the cost of the public works salt shed and the public works parking lot out of the tentative budget. Mayor Shelley requested more time for Council to review the tentative budget and suggested that they submit their ideas if any to amend the tentative budget.

NO MOTION OR ACTION TAKEN.

3. DEPARTMENT HEAD REPORTS

A. Administrative & Planning Commission – Mayor Hal Shelley

1 Mayor Shelley informed Council of Travis Tasker's interest in purchasing a small portion of
2 city property which runs through his property. He will discuss this further with Cody Black for
3 details. Cody Black suggested that Mr. Tasker hire a surveyor to obtain the exact dimensions.

4 Mayor Shelley referred to a letter that was submitted to him and Council from Ray Brown
5 requesting a park to be named after Jan Davis.

6 Mayor Shelley informed Council that he has received positive interest from citizens in regards
7 to having commercial businesses within the City.

8 1. Secondary Water System.

9 Discussion was made in the work session.

10 B. Roads and Storm Drains – Brian Burke

11 Brian Burke reported the survey has been done on High Sierra and would like to have a contract
12 in place for reimbursement. He suggested no building permits issued until the city is reimbursed.
13 Cody Black suggested tying the reimbursement to the approval of the subdivision instead so the cost
14 doesn't get passed on to the contractor.

15 C. Parks, Trails, & Recreation – Dale Bigler

16 Dale Bigler reported that Elk Ridge Meadows Phase 1 Park is completed and the playground in
17 Phase 2 will be opened as soon as the grass grows and fills in. Mr. Bigler reported status on two
18 Eagle Scout projects within the parks.

19 D. Water, Public Safety – Paul Squires

20 Paul Squires reported the 90 day time frame to apply for the grant on Park Drive down Loafer
21 Canyon is right now.

22 E. Sewer, Sanitation & SESD – Nelson Abbott

23 Nelson Abbott reported that SESD is working on their solar moratorium and getting something
24 in place.

25 F. Economic Development & Code Enforcement – Brittany Thompson

26 No report at this time.

27
28 4. CHECK REGISTER AND PAYROLL APPROVAL FROM APRIL 1-30, 2015.

29 **NELSON ABBOTT MOVED, DALE BIGLER SECOND, TO APPROVE THE CHECK**
30 **REGISTER AND PAYROLL FOR APRIL 1-30, 2015.**

31 VOTE **AYE (5)** **NAY (0)**

32
33 5. CITY COUNCIL MINUTES APPROVAL FROM APRIL 28, 2015 MEETING.

34 **NELSON ABBOTT MOVED, DALE BIGLER SECOND, TO APPROVE THE MINUTES FOR**
35 **APRIL 28, 2015 CITY COUNCIL MEETING.**

36 VOTE **AYE (5)** **NAY (0)**

37
38 ADJOURNMENT

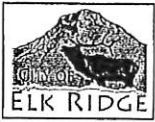
39
40 Mayor Shelley adjourned this meeting at 9:31 pm.

41
42 
43 _____
44 Melanie Hoover, Deputy Recorder

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

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

NOTICE & AGENDA

Notice is hereby given that the City Council of Elk Ridge will hold a regular **City Council Meeting on Tuesday, May 26, 2015, at 7:00 PM**; which will be preceded by a **Public Hearing at 6:00 PM** and a **City Council Work Session at 6:10 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. Transfer of Funds

6:10 PM - CITY COUNCIL WORK SESSION AGENDA ITEMS:

1. Melissa Prins, City Celebration
2. Dean Ingram, set backs
3. Utah Lake Commission presentation
4. Mount Nebo Water Agency
5. Utah County/Everbridge Inc. Alert System.....see attachments
6. Tentative Budget.....see attachment

7:00 PM - REGULAR COUNCIL MEETING AGENDA ITEMS:

Opening Remarks and Pledge of Allegiance - Invitation

Approval/Agenda Time Frame

Public Forum

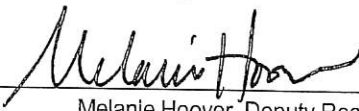
1. Transfer of Funds
2. Mount Nebo Water Agency
3. Utah County/Everbridge Alert System
4. Tentative Budget
5. Department Heads:
 - A. Administrative & Planning Commission -- Mayor Shelley
 1. Water Conservation Plans
 - B. Roads & Storm Drain: Brian Burke
 - C. Parks, Trails & Recreation: Dale Bigler
 1. Topographical survey for future Gooseneck Park
 - D. Water & Public Safety: Paul Squires
 - E. Sewer, Sanitation & SESD: Nelson Abbott
 - F. Economic Development & Code Enforcement: Brittany Thompson
6. City Council Minutes Approval from December 2, 2014, January 10, 2015, February 5, 2015, May 12, 2015 Meetings (see attachments)
7. Closed Session if necessary.

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 22nd day of May, 2015.


Melanie Hoover, 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 the 22nd day of May, 2015.


Melanie Hoover, Deputy Recorder

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ELK RIDGE
CITY COUNCIL MEETING
May 26, 2015

TIME AND PLACE OF MEETING

This regularly scheduled Meeting of the Elk Ridge City Council, was scheduled for **Tuesday, May 26, 2015, at 7:00 PM**; this meeting was preceded by **a Public Hearing at 6:00 PM and City Council Work Session Meeting at 6:10 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, Utah, and to the members of the Governing Body, on May 22, 2015.

ROLL CALL

Mayor: Hal Shelley

Council Members: Nelson Abbott, Paul Squires, Brian Burke, Dale Bigler, Brittany Thompson.

Others: Shay Stark, *Aqua Engineering / Planner*

Melanie Hoover, *Deputy Recorder* and Royce Swensen, *Recorder*.

Cheri Rhodes, *Deputy Sheriff*

Public: Paul Crook, Jim Chase, Eric Ellis, Trent Jessee, Lucretia Thayne, Dean Ingram, Ty Ellis, Melissa Prins

PUBLIC HEARING

6:00 pm 1. Transfer of Funds.

Mayor Shelley reported that the city is required by state statute to notify residents of any fund transfers within the city. Therefore the city mailed notices to each resident and posted the information on the city website. Royce Swensen reported the purpose of the transfer is to set aside funds for future equipment purchases.

Mayor Shelley asked if the public has any comments and there was no response.

Mayor Shelley closed the Public Hearing at 6:10 P.M.

ELK RIDGE
CITY COUNCIL MEETING
May 26, 2015

TIME AND PLACE OF MEETING

This regularly scheduled Meeting of the Elk Ridge City Council, was scheduled for **Tuesday, May 26, 2015, at 7:00 PM**; this meeting was preceded by **a Public Hearing at 6:00 PM and City Council Work Session Meeting at 6:10 PM**. The meetings were held at the Elk Ridge City Hall, 80 East Park Drive, Elk Ridge, Utah.

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ROLL CALL

Mayor: Hal Shelley

Council Members: Nelson Abbott, Paul Squires, Brian Burke, Dale Bigler, Brittany Thompson.

Others: Shay Stark, *Aqua Engineering / Planner*

Melanie Hoover, *Deputy Recorder* and Royce Swensen, *Recorder*.

Cheri Rhodes, *Deputy Sheriff*

Public: Paul Crook, Jim Chase, Eric Ellis, Trent Jessee, Lucretia Thayne, Dean Ingram, Ty Ellis,
Melissa Prins, Justin Curtis

CITY COUNCIL WORK SESSION

6:10 pm

1. MELISSA PRINS, CITY CELEBRATION.

Melissa Prins presented Council with a schedule of events she prepared for the city celebration. Ms. Prins is requesting Council's approval to include the information in the newsletter and the mailers. Ms. Prins went over the events scheduled and answered questions from Council. Dale Bigler suggested moving the flag ceremony from 6:30 am to 8:45 am to allow more residents to attend. Mayor Shelley suggested having local children perform a song at the Flag Ceremony. Ms. Prins reported the Mayor's dinner will be catered and served by a catering company.

2. DEAN INGRAM, SET BACKS.

Dean Ingram presented council with a document listing other cities setback requirements and a map showing how setbacks affect the layout of homes on corner lots. He pointed out that homebuyers and the city would like bigger homes but with the setback requirements, the builders are forced to build smaller homes to meet setback requirements. He stated that the setback requirements affect the whole city not just new development. Mr. Ingram is proposing: 1) The city to consider changing setback requirements. 2) To amend and/or modify his developer's agreement to allow a change of setbacks. Mayor Shelley asked council individually their view on changing setbacks throughout the city: Dale Bigler is in favor, Brittany Thompson is neutral, Nelson Abbott is in favor, Brian Burke would like more research of how it will affect the growth in the city, Paul Squires is in favor. Mayor Shelley stated this will be taken to the Planning Commission for their review and approval and a review in amending Mr. Ingram's developer's agreement will take place.

3. UTAH LAKE COMMISSION PRESENTATION.

Eric Ellis introduced himself as the new Executive Director of the Utah Lake Commission. The Commission's goal is to improve the conditions around Utah Lake and to improve the general perception of the lake. They are improving the access points, building a trail around the lake, carp removal to improve water quality, removing invasive plants around the lake, establishing adopt a shoreline projects and will install more garbage cans. There will be a Utah Lake Festival on June 6 from 10-2pm. Mr. Ellis reported the city contributed to \$500 last year as a donation/membership to the commission to help with costs. Mayor Shelley asked council individually their thoughts on contributing/participating this year: Dale Bigler is in favor, Brittany Thompson is in favor, Nelson Abbott is against as he feels Salt Lake County should be responsible to pay since they use most of Utah Lake Water, Brian Burke is in favor, Paul Squires is in favor.

4. MOUNT NEBO WATER AGENCY.

Mayor Shelley reported that he attended a Mount Nebo Water Agency meeting. The city has not been informed about this agency until the last few months and it's been in operation for over a year. Salem, Payson, Spanish Fork, Central Utah Water Conservancy District, Highline Canal Company are all board members. The overall concept of this agency is to have southern Utah county cities come together to have a strong voice in the control of the use/management of the water resources. By being a member of this agency, the city may have an impact in how much water can be used in Elk Ridge. There would be costs associated for the city to be a member and studies would need to be conducted which also incurs cost. If decided upon, approximately \$8000.00 would need to be included in next year's budget to cover the membership costs.

5. UTAH COUNTY/EVERBRIDGE INC. ALERT SYSTEM.

Mayor Shelley reported that Officer Rhodes informed him of the County's request for the city to participate in their new residential notification system. This would cost the city approximately \$300 per year and allows the ability for the County to do a mass notification to residents. The city will still have the capability to send messages out city wide. If the city chose this alert system, it would save the city approximately \$1,000.00 per year compared to the notification system the city is currently using.

6. TENTATIVE BUDGET.

Royce Swensen reported the \$15,000.00 cost of the salt shed was taken out of the budget and moved to savings. The cost of the parking lot around the public works building was eliminated from the budget. As per Nelson Abbott's request, \$10,000.00 was included in the budget for a future purchase of a new fire truck. There is still an approximate \$33,000.00 deficit within the budget. Mayor Shelley's concern is that if the city continues to cut back on projects that need attention, then even more problems may arise and will cost the city even more money. He stated that road projects necessary within the city are going to require increased income within the city and he would like to see economic development to help with generating city income. Mayor Shelley stated the city needs to start building into reserves for various projects necessary within the city. Nelson Abbott and Brittany Thompson had questions on Auditor costs, Financial Director costs and City Planner/Engineer costs within the budget. Royce Swensen made council aware that the City Planner/Engineer costs generate revenue since the developers pay for most of the costs in developer fees. Mayor Shelley stated the recommendation from the financial director last year for a tax increase was not passed, and therefore council will need to take a hard look at how this affected the city's finances.

Mayor Shelley closed the City Council Work Session at 7:50 pm.

**ELK RIDGE
CITY COUNCIL MEETING
May 26, 2015**

TIME AND PLACE OF MEETING

7:50 pm This regularly scheduled Meeting of the Elk Ridge City Council, was scheduled for Tuesday, May 26, 2015 at 7:00 PM; this meeting was preceded by a Public Hearing at 6:00 PM and City Council Work Meeting at 6:10 pm. The meetings were held at the Elk Ridge City Hall, 80 East Park Drive, Elk Ridge, Utah.

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ROLL CALL

Mayor: Hal Shelley

Council Members: Nelson Abbott, Paul Squires, Brian Burke, Brittany Thompson – Dale Bigler, absent

Others: Melanie Hoover, *Deputy Recorder* and Royce Swensen, *Recorder*
Cheri Rhodes, *Deputy Sheriff*

Public: Paul Crook, Jim Chase, Eric Ellis, Trent Jessee, Lucretia Thayne, Ty Ellis

OPENING REMARKS An invocation was offered by Mayor Shelley and he led those present in the Pledge of Allegiance, for those who wished to participate.

PLEDGE OF ALLEGIANCE

AGENDA TIME FRAME

Mayor Shelley requested action to be taken to adjust the agenda time frame to 7:55 pm.

NELSON ABBOTT MOVED, BRITTANY THOMPSON SECOND, TO APPROVE THE AGENDA TIME FRAME, ADJUSTING THE START TIME TO 7:55 PM.

VOTE: AYE (4) NAY (0) (DALE BIGLER ABSENT)

1 PUBLIC FORUM

2 Mayor Shelley asked the public if they have any comments.

3 Lucretia Thayne had comments regarding the membership/donation for the Utah Lake Commission and
4 feels it should be donated by the residents since there is a deficit within the budget. She also thinks council
5 should review setbacks as it affects all residents within the city. She feels that the home square footage
6 requirement should be changed back to 12,000 feet instead of 16,000 feet as she feels that people should not
7 be forced to build a bigger home.

8 Jim Chase suggested notifying residents of the details where their increased tax dollars would go, then
9 residents may be more accepting of a tax increase.
10

11 1. TRANSFER OF FUNDS.

12 NELSON ABBOTT MOVED, BRIAN BURKE SECONDS, TO TRANSFER FUNDS FROM THE
13 WATER/SEWER FUND TO THE GENERAL FUND TO BALANCE THE BUDGET AS
14 PROPOSED.

15 VOTE: AYE (4) NAY (0) (DALE BIGLER ABSENT)
16

17 2. MOUNT NEBO WATER AGENCY.

18 Mayor Shelley reminded Council that there would be a \$2,000.00 annual cost and additional costs relating to
19 studies that will be conducted in the future. He is not sure if costs need to be paid up front or along the way.
20 Nelson Abbott feels that this agency should be shut down and focus should be put on SUVMA's operation.
21 Brittany Thompson does not want the additional expense to the city but feels that the city needs to be
22 involved.

23 NO MOTION OR ACTION TAKEN.
24

25 3. UTAH COUNTY/EVERBRIDGE INC ALERT SYSTEM.

26 Mayor Shelley stated if the agreement is in place, the city has to wait for the current Parlant contract to expire
27 before entering into an agreement. Brittany Thompson would like an exact cost and more research before a
28 decision is made.

29 NO MOTION OR ACTION TAKEN.
30

31 4. TENTATIVE BUDGET.

32 Discussion ensued between Royce Swensen, Mayor Shelley and the council.

33 NELSON ABBOTT MOVED, BRITTANY THOMPSON SECONDS, TO APPROVE THE
34 TENTATIVE BUDGET FISCAL YEAR JULY 2015 TO JUNE 2016.

35 VOTE: AYE (3) NAY (1) (DALE BIGLER ABSENT)
36 BRIAN BURKE VOTED NAY AS HE FEELS THE DEFICIT NEEDS TO BE REDUCED WITHIN
37 THE TENTATIVE BUDGET.
38

39 5. DEPARTMENT REPORTS.

40 A. Administrative & Planning Commission – Mayor Hal Shelley

41 1. Water Conservation Plans.

42 Mayor Shelley reported that links are on the city website and information is in the newsletter for the
43 residents to obtain information on how to conserve water. He asked council who would volunteer
44 to obtain information on a plan for the city to conserve water before mandatory restrictions have to
45 be in place. Brittany Thompson agreed to obtaining this information.
46

47 B. Roads and Storm Drains – Brian Burke

48 Brian Burke reported on the High Sierra Road project. The property owners have agreed to cover the costs
49 on stubbing utilities and the city will cover the road and curb/gutter costs. There needs to be an agreement
50 in place prepared by the city's attorney with a property description included as the property owners will
51 reimburse the city for the road and curb/gutter costs. Mayor Shelley reminded council that there will be a
52 time limit and subdivision plans will not be approved until the re-imbursement is paid.
53

54 C. Parks, Trails, & Recreation – Dale Bigler (Absent)

1 1. Topographical survey for future Goosenest Park
2 No Report Given.
3

4 D. Water, Public Safety – Paul Squires
5 No Report Given.
6

7 E. Sewer, Sanitation & SESD – Nelson Abbott
8 Nelson Abbott reported on the moratorium on solar power that SESD is working on and that a feed and
9 tariff is in discussion.
10

11 F. Economic Development & Code Enforcement – Brittany Thompson
12 Brittany Thompson had questions on water right requirements on new constructed homes and questioned
13 council if a review on the codes should be made. She questioned council if landscape requirements should
14 be changed within the codes to help conserve water. Paul Squires commented that the current codes give
15 suggestions on landscaping to conserve water. Nelson Abbott questioned if back flow preventers are
16 required in new homes. Mayor Shelley assumes they are required in final inspections and will verify this
17 information.
18

19 6. CITY COUNCIL MINUTES APPROVAL FROM 2 DECEMBER 2014, 10 JANUARY 2015, 5 FEBRUARY
20 2015, 12 MAY 2015 MEETINGS.
21

22 BRIAN BURKE MOVED, PAUL SQUIRES SECOND, TO APPROVE THE MINUTES FOR
23 DECEMBER 2, 2014 CITY COUNCIL MEETING.

24 VOTE AYE (4) NAY (0) (DALE BIGLER ABSENT)
25

26 BRIAN BURKE MOVED, NELSON ABBOTT SECOND, TO APPROVE THE MINUTES FOR
27 JANUARY 10, 2015 CITY COUNCIL MEETING WITH CORRECTIONS STATED.

28 VOTE AYE (4) NAY (0) (DALE BIGLER ABSENT)
29

30 NELSON ABBOTT MOVED, BRITTANY THOMPSON SECOND, TO APPROVE THE
31 MINUTES FOR FEBRUARY 5, 2015 CITY COUNCIL MEETING.

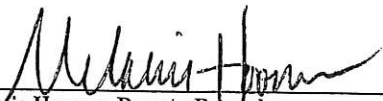
32 VOTE AYE (4) NAY (0) (DALE BIGLER ABSENT)
33

34 NELSON ABBOTT MOVED, BRIAN BURKE SECOND, TO APPROVE THE MINUTES FOR
35 MAY 12, 2015 CITY COUNCIL MEETING.

36 VOTE AYE (4) NAY (0) (DALE BIGLER ABSENT)
37

38
39 ADJOURNMENT
40

41 Mayor Shelley adjourned this meeting at 9:00 pm.
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47



Melanie Hoover, Deputy Recorder

