

SMITHFIELD CITY COUNCIL

FEBRUARY 10, 2016

The Smithfield City Council met in a regularly scheduled meeting at 96 South Main Street, Smithfield, Utah on Wednesday, February 10, 2016. The meeting began at 6:00 P.M. and Mayor Darrell G. Simmons was in the chair.

The following council members were in attendance: Deon Hunsaker, Barbara Kent, Kris Monson, and Jeff Barnes.

Curtis Wall was excused.

City Manager Craig Giles, City Engineer Clay Bodily, Police Chief Travis Allen, and City Recorder Justin Lewis were also in attendance.

The opening remarks were made Deon Hunsaker.

VISITORS: Shane Chappell, Scott Archibald, Tyler Dawes

APPROVAL OF THE CITY COUNCIL MEETING MINUTES FROM THE JANUARY 13, 2016 CITY COUNCIL MEETING

A motion to approve the city council meeting minutes from the January 13, 2016 city council meeting was made by Jeff, seconded by Kris and the vote was unanimous.

Yes Vote: Hunsaker, Kent, Monson, Barnes

No Vote: None

Absent: Wall

RESIDENT INPUT

There was not any resident input.

SELECTION OF MAYOR PRO TEMPORE

Justin reminded the council it is time to select a mayor pro tempore for calendar year 2016. The mayor pro tempore attends and leads meetings when Mayor Simmons cannot. Brent Buttars had served as mayor pro tempore in 2015 and Dennis Watkins in 2014.

A vote was taken and Barbara was selected as mayor pro tempore for calendar year 2016.

A motion to approve City Council Member Barbara Kent as Mayor Pro Tempore for calendar year 2016 was made by Kris, seconded by Jeff and the vote was unanimous.

Yes Vote: Hunsaker, Kent, Monson, Barnes

No Vote: None

Absent: Wall

TRAVIS TAYLOR, AGENT FOR J THOMAS HOMES, LLC, HAS REQUESTED APPROVAL OF PHASE 9 (19 LOTS) OF THE FINAL PLAN FOR SMITHFIELD RIDGES PLANNED UNIT DEVELOPMENT LOCATED AT APPROXIMATELY 470 SOUTH 1085 EAST. ZONED R-1-12 (PUD) COMBINED SINGLE FAMILY RESIDENTIAL/PLANNED UNIT DEVELOPMENT OVERLAY ZONE

Justin informed the council that Travis Taylor was planning on attending the council meeting but his daughter had just had a baby and he was headed to be with her but he was available by phone if the council had questions or concerns.

Clay stated the request is to approve Phase 9 of the PUD. PUD's allow for different setbacks and lot widths. The planning commission had reviewed and approved the request and sent to the council for consideration.

Barbara asked if the streets will have numeric names? Clay stated in the past roads had been named but in the future they will be named with a number.

Kris asked if the new road was private? Clay stated the city does not allow private roads so this would be a public road. A temporary turnaround would be installed at the end.

Barbara asked if both sides of the road would have a sidewalk? Clay stated that was correct and both sides would also have a planter strip.

Jeff asked if the turnaround was adequate for fire department equipment? Clay stated there are actually three turnaround points with access from two roads and the temporary turnaround.

Kris asked if the PUD had smaller lots? Clay stated part of the concession of a PUD is allowing for smaller lots.

Jeff asked if this is the development that was previously going to have a clubhouse and swimming pool? Clay stated the original intent of the project called "The Villas" was to have a swimming pool and clubhouse but after the developer worked with the homeowners they decided not to build and maintain these items. The remainder of this development is called "The Ridges".

Jeff asked if there would still be a park in the development? Clay stated that was correct but it was not currently built. Mayor Simmons mentioned that Sunset Park is located right across the road to the west of this development as well.

A motion to approve Phase 9, 19 lots, of the final plan for the Smithfield Ridges planned unit development (PUD) located at approximately 470 South 1085 East was made by Barbara, seconded by Deon and the vote was unanimous.

Yes Vote: Hunsaker, Kent, Monson, Barnes

No Vote: None

Absent: Wall

DISCUSSION AND APPROVAL OF THE ANTI-DISPLACEMENT PLAN FOR “THE FAMILY PLACE” CDBG APPLICATION

Craig informed the council as part of the application by “The Family Place” for CDBG funding one of the criteria is the city must have an anti-displacement plan in place. The plan states since federal funding is involved for the project that the city has to guarantee no low to moderate income families will be displaced during the project and if they are the city has to relocate them to another area. There are already federal and state guidelines in place for this but one of the criteria of the application is the city adopt the plan as well.

Jeff asked what this application has to do with “The Family Place”? Craig stated it is just an item on their checklist for the grant application.

Mayor Simmons mentioned the city is already in compliance and nothing would change if the plan is adopted.

Craig mentioned city attorney, Bruce Jorgensen, had reviewed the application and offered comments to the council of his legal opinion but Bruce did not have any issues with the council adopting the plan as written.

A motion to adopt the anti-displacement plan for Smithfield City Corporation was made by Barbara, seconded by Kris and the vote was unanimous.

Yes Vote: Hunsaker, Kent, Monson, Barnes

No Vote: None

Absent: Wall

DISCUSSION AND POSSIBLE VOTE ON ORDINANCE 16-01, AN ORDINANCE AMENDING THE NUMBER OF MEMBERS ON THE CITY TREE COMMITTEE AND ESTABLISHING THE TERMS OF THE MEMBERS OF THE CITY TREE COMMITTEE

Jeff mentioned at the January meeting of the tree committee only three of the five board members were in attendance. The original ordinance when the tree committee was established stated the board would consist of seven members plus a city council member representative. A new ordinance was adopted in approximately 2009 that changed the number of board members from seven down to five. The tree committee would like to go back to seven board members not the current board of five members. Having more members would allow for more constructive board meeting if some of the board members cannot attend. Three of the board members would serve three year terms and the other four board members would serve two year terms.

Barbara asked if the city council member over the tree committee would then be considered an eighth board member? Jeff stated that was correct.

Barbara asked if the maximum number of board members was eight? Jeff stated that was correct.

Mayor Simmons asked if having seven board members would be too many? Jeff stated he felt seven would be appropriate.

Mayor Simmons asked if the tree committee voted on very many items? Jeff responded not very often and the increased number of board members would mainly help on activities and projects the committee is working on throughout the city.

Mayor Simmons mentioned having a board member serve three years was very different than the norm of two or four year terms. Jeff stated the committee was fine with two year and three year terms.

Jeff informed the council there are some residents that have expressed interest on being on the board if the board is expanded to seven members.

A motion to adopt Ordinance 16-01, an Ordinance amending the number of members on the city tree committee and establishing the terms of the members of the city tree committee was made by Jeff, seconded by Kris and the vote was unanimous.

Yes Vote: Hunsaker, Kent, Monson, Barnes

No Vote: None

Absent: Wall

Mayor Simmons asked how long the city has been a Tree City USA? Jeff stated for 22 years. The city must submit a yearly application that shows how much money was spent on trees in the city. Costs included new trees, planting and pruning. Members of the committee have assignments they complete throughout the year. The city holds an annual Arbor Day celebration during Health Days. A tree is planted in the city as part of the celebration. A poster contest is done at the local elementary schools and the winners help to plant the tree during the celebration.

DISCUSSION AND POSSIBLE APPROVAL OF RESOLUTION 16-02, A RESOLUTION UPDATING THE PREVAILING FEE SCHEDULE

Craig mentioned with the transition to Cache County Corporation for building permit services the Prevailing Fee Schedule needs to be updated. The city staff will continue to do site plan reviews and sign reviews. The proposal is to make this a flat fee of \$100 rather than a variable fee based on parking stalls and other factors. Since the city no longer collects building permit fees the entire section in the fee schedule regarding building permits needs to be removed.

Barbara thanked Craig for the clarification on additions and deletions.

Deon asked what staff member is in charge of site plan reviews? Craig stated city engineer, Clay Bodily, does those reviews. A site plan review occurs on residential units during the storm water permit process. Setbacks, zoning and landscaping requirements are all reviewed at that time.

A motion to adopt Resolution 16-02, a Resolution updating the Prevailing Fee Schedule for Smithfield City Corporation was made by Kris, seconded by Barbara and the vote was unanimous.

Yes Vote: Hunsaker, Kent, Monson, Barnes

No Vote: None

Absent: Wall

CITY MANAGER REPORT

Craig informed the council that Chief Allen and Brett Daniels met with UDOT regarding relocating the Health Days parade back onto Main Street. There is going to be an extra cost of \$3,000 to \$5,000 just in renting electronic signs and barricades. The electronic signs have to be put up six days in advance of the parade. Each electronic sign costs \$120 per day to rent plus the cost of delivery. Local businesses are being contacted to see if they are willing to allow the city to use their barricades during the event but if they are not then barricades will have to be rented. UDOT is requiring two electronic signs after originally requesting four.

Craig explained to the council that he is working with the departments heads to simplify the budget and have less line items. Some line items will be renamed so there is a clear understanding of what each line item is for. Each department head will present their budget at the end of April or start of May.

Craig asked if the council was okay having a workshop session to go over the budget? Mayor Simmons thought it was a good idea and would be appropriate.

Craig reminded the council he has been driving a Saturn Vue as his city vehicle. The vehicle is a hybrid and has developed some problems which would be expensive to repair. The city owns a newer Toyota Corolla that is not used on a regular basis other than for trips to conferences. Craig asked the council if they had an issue selling the Saturn and then he would drive the Corolla? The council agreed with Craig's suggestion.

Craig informed the council with the recent snowstorms that 278 hours of compensation time had accrued over the last two pay periods. The snow has to be pushed and sand has to be purchased but the city budget takes a big hit during snowstorms since they cannot be planned for or budgeted for.

Mayor Simmons thanked Craig for the weekly updates he sends to the council for review.

Craig provided the council with some population projection information he had been provided for communities in Cache Valley.

Mayor Simmons asked who provided the population projection information? Craig responded the State of Utah Governor's Office had come up with the projections. Mayor Simmons mentioned they probably got some of the information from Envision Utah and growth is happening and will continue to happen. Craig agreed and also mentioned that projections show

70% of the growth comes from people born in the state. Deon mentioned that percentage is for the state as a whole and Cache Valley would be higher.

COUNCIL MEMBER REPORTS

Deon mentioned he had attended a Parents Empowered meeting and it got him thinking about what the city could do to help local youth with alcohol problems. After listening during the event the point that was discussed was having programs for families not just for the local youth. The city needs more family oriented programs than just the bike ride at Health Days. Blue Sox games can be family events as well but the community needs more family activities. Kris mentioned movies in the park is a local family activity and is very successful. Mayor Simmons mentioned that family events are different for different families and it is hard to offer something that everyone would participate in and be part of. Barbara mentioned the annual service day is a great family project and will be held on April 30th this year. Everyone can attend from babies to senior citizens. The city is paid for each person that attends no matter their age. Barbara suggested having more events at the library such as guest speakers or lectures. Mayor Simmons thanked Deon for his input on this topic as it is something the council needs to review and consider for the future.

Deon asked when and where the Resident of the Year award will be presented as the Lion's Club asked him? The Health Days pageant is on February 13th so it won't happen then but would happen at some point during the Health Days celebration. Barbara asked Deon if he was a member of the Lion's Club? Deon stated he is and he would work with Kris since she is over Health Days to determine the best time and place to have the presentation.

Deon mentioned he had made arrangements with Bob Fotheringham to have a workshop with the council and irrigation board to discuss water rights, shares and the proposed water conservation district.

Barbara asked when the meeting would be held? Justin stated the meeting will be held on Thursday, February 25th from 6:00 to 7:00 P.M. at the city office building.

Jeff asked if the workshop would be a public meeting? Justin stated that was correct and would be advertised as a workshop but anyone can attend. A special invitation would be sent to Pat Draper and the Smithfield Irrigation Company.

Barbara mentioned the youth council had done a Valentine's activity and would be bringing some cheer and goodwill to some local residents.

Barbara informed the council the youth council will be helping the Lion's Club with their annual spaghetti dinner fundraiser on March 10th from 5:00 P.M. to 7:30 P.M. at the Lion's Club lodge. The youth council helps with serving the food and doing deliveries.

Barbara mentioned the Comcast Cares Day of Service will be advertised significantly over the next couple of months. Several outside the box ideas were being considered from emergency preparedness to water purification. The recent issue in Flint, Michigan had been a reminder

everyone needs to be prepared in regards to water purification and use. Residents need to understand during a catastrophe the city staff will be focusing on utilities, transportation and communication not going door to door to help people.

Barbara mentioned possibly doing an apparel swap where people bring items they no longer use and put them out for other members of the community to take home and utilize.

Barbara asked the council for suggestions of a specific project the funds donated by Comcast would go towards as Comcast likes to have a specific project in mind they can advertise. The goal is to raise \$30,000 to \$50,000 this year. Last year \$28,000 was raised. Mayor Simmons suggested the council be cautious in advertising the funds that are donated by Comcast go to one specific project as there are many projects in town the funds could be used for.

Barbara asked if there are any new projects at the library that need to be completed? Kris mentioned she did not think all of funds from last year had been spent. Justin stated the library staff has a plan of where the funding from last year is going but they are doing one project at a time to make sure it is completely paid before they move onto the next project. All of the remaining funds will be spent in the next couple of months.

Mayor Simmons mentioned no matter where the money is used the city and the residents will benefit from the project.

Barbara mentioned the day of service is a good time for Eagle Scout projects to be completed. Mayor Simmons mentioned five such projects were completed last year during the day of service.

Kris mentioned a good Eagle Scout project would be to make a booth that residents can drop off their extra vegetables too so that other residents could pick them up and utilize them. Hyde Park City has a booth they use for this specific purpose. Jeff asked where it is located in Hyde Park? Kris stated in the parking lot of the city office building and it is taken down during the winter months.

Barbara asked Kris how the community wide apparel swap had been done in Hyde Park? Kris stated Hyde Park had done the event for two or three years and all of the donated clothing needs to be laundered and folded or hung on a hanger. The items are placed on tables according to size. Mayor Simmons reminded the council a local business deals with clothes like this and he did not want to upset them by having the city do something that is in competition with what they are doing. Kris mentioned the local business could be given all of the leftover items. Mayor Simmons mentioned it would be okay if the local business is involved in the project but the city would not compete with what they are trying to accomplish.

Barbara reminded Craig the maintenance department needs to spray the goat head weed that shows up every spring from 800 West to the Heritage Trail.

Barbara mentioned the senior center is doing well and 55 people had attended the luncheon on February 10th.

Kris mentioned the Health Days Royalty program is scheduled for Saturday, February 13th at 7:00 P.M. Eleven young ladies are participating and everyone is invited to attend. The first Health Days meeting had been held and Richard Varela has some new ideas to incorporate this year. The fun run will still happen up the canyon. The recreation center is holding a 50 mile spin bike event on February 11th and all of the bikes at the recreation center are being utilized.

Jeff informed the council the Scouting for Food drive will happen on Saturday, March 19th. The back of the Civic Center will be used as the gathering spot for all of the items to be dropped off between 9:00 and 11:00 A.M. The food is then boxed up and hauled to Logan at that point.

Barbara asked if garbage bags would be handed out this year for the food drive? Jeff stated they would be delivered this year as not delivering them last year had proved to be a mistake.

Barbara asked how people were being notified of the food drive? Jeff stated the information is on the bags that are being delivered.

Jeff mentioned that he and Deon had attended the Day at the Legislature event in January. Several members of the local youth council had been in attendance. Meetings were held with Senator Lyle Hillyard and Representative Jack Draxler. The youth council did not eat lunch at the event and Jeff suggested the budget be adjusted so the youth could participate in the lunch program in the future. Barbara mentioned the leaders and youth council members had decided they wanted to eat at another location and the city had paid for the lunch for those that participated.

Barbara mentioned the youth council attended a mock council meeting and the discussion of the meeting was body worn cameras for police officers.

Mayor Simmons asked youth council mayor Tyler Dawes his thoughts about the event? Tyler stated he was glad that he attended and it was good to talk to and learn from the local representatives. Mayor Simmons thanked Tyler, Jeff and Deon for attending in behalf of the city.

MAYOR'S REPORT

Mayor Simmons reminded the council he had sent out newsletter assignments for the year and to please make sure information is provided to the printing company well in advance of the deadline.

****Kris made a motion to adjourn at 7:08 P.M.****

SMITHFIELD CITY CORPORATION

Darrell G. Simmons, Mayor

ATTEST:

Justin B. Lewis, City Recorder

**SMITHFIELD CITY CORPORATION
96 South Main
Smithfield, Utah 84335**

AGENDA

Public Notice is given that the Smithfield City Council will meet in a regularly scheduled meeting at 96 South Main, Smithfield, Utah on Wednesday, **February 10, 2016**. The meeting will begin at 6:00 P.M.

Welcome and Opening Ceremonies by Deon Hunsaker.

1. Approval of the city council meeting minutes from January 13, 2016
2. Resident Input
3. Selection of Mayor Pro Tempore
4. Travis Taylor, agent for J Thomas Homes, LLC, has requested approval of Phase 9 (19 lots) of the Final Plan for Smithfield Ridges Planned Unit Development located at approximately 470 South 1085 East. Zoned R-1-12 (PUD) Combined Single Family Residential/Planned Unit Development Overlay Zone.
5. Discussion and approval of the Anti-Displacement Plan for “The Family Place” CDBG application.
6. Discussion and possible vote on Ordinance 16-01, an Ordinance amending the number of members on the city tree committee and establishing the terms of the members of the city tree committee.
7. Discussion and possible approval of updates to the Prevailing Fee Schedule.
8. City Manager Report
9. Council Member Reports
10. Mayor’s Report

Adjournment

Items on the agenda may be considered earlier than shown on the agenda.

In accordance with the Americans with Disabilities Act, individuals needed special accommodation for this meeting should contact the City Recorder at (435) 792-7990, at least (3) days before the date of this meeting.

Prepared, posted in the City Office and library, emailed to each Council Member, emailed to the Herald Journal, Smithfield Sun, and forwarded to be posted on the City Web Site on 02/08/16, and the Utah Public Meeting Notice website.