

NORTH SALT LAKE CITY  
CITY COUNCIL MEETING-WORK SESSION  
JANUARY 7, 2014

**FINAL**

Mayor Arave called the meeting to order at 6:05 p.m.

PRESENT: Mayor Len Arave  
Council Member Conrad Jacobson  
Council Member Matt Jensen  
Council Member Brian Horrocks  
Council Member Stan Porter  
Council Member Ryan Mumford

STAFF PRESENT: Barry Edwards, City Manager; Ken Leetham, Assistant City Manager and Economic Development Director; Paul Ottoson, Public Works Director and City Engineer; Jon Rueckert, Assistant Public Works Director; Janice Larsen, Finance Director; Chief Craig Black, Police Chief; Brent Moyes, Golf Course Director; David Church, City Attorney; Linda Horrocks, Deputy Recorder; Andrea Bradford, Minutes Secretary.

OTHERS PRESENT: None.

1. DEPARTMENT REPORT – PUBLIC WORKS

Paul Ottoson reported that there are not many outdoor projects occurring during the winter but that City staff is preparing for upcoming projects. The main project still in progress is soil stabilization at the Springhill Landslide. The access road on Springhill has collected a good amount of water under the cobble rock, and French drains will be added to collect more water and help to further stabilize the area. The collected water runs down to the storm drains in Barry Circle and into the detention basin.

Mr. Ottoson reported that City staff will be meeting with a landscape architect next week who will help to create a plan for the area around the Deer Hollow basin. The basin staining, fencing and columns on the basin are now complete. Other current projects include the street widening project on 1100 North and Redwood Rd. which will start in the spring. Although the City contacted the utility companies last summer, asking that any lines needing work or replacement had to be completed before the road project was started; there may be an issue with Questar Gas which could delay the start of this project.

Mayor Arave asked if the roads would be asphalt and if concrete was considered. Mr. Ottoson responded that City staff prefers concrete, especially in the industrial areas of the City, but chose asphalt as it was more cost effective. Mr. Ottoson also said that that the City will be presented with an award on February 5<sup>th</sup> for the best concrete municipal street in Utah from the American Concrete Pavement Association.

Mr. Ottoson reported on the 2600 South overpass project which has been awarded to WW Clyde. City staff will meet with UDOT next week but this project most likely will not start until next year. Other street projects going up for bid include: Hidden Circle, Hidden Lane and Elk (Hollow)? Drive. Staff will also be applying for grants towards the Center Street widening project and the bike lane and sidewalk project on Orchard Drive.

Barry Edwards asked if there was fabric under the rocks at the Springhill stream. Paul Ottoson responded that they did put fabric there so the water didn't seep into the ground.

## 2. DEPARTMENT REPORT – COMMUNITY AND ECONOMIC DEVELOPMENT

Ken Leetham reported that single family building permits in 2013 increased compared with the past five years. He also presented a brief summary of 2013 development applications that included 137 new business licenses with half being issued as home businesses. City staff has been working on two general development plans including Granite Ridge on the Granite parcel and a development in the cove subdivision above Tanglewood Loop. If the concept plan for the cove development is approved they would implement 4-10' tall retaining walls on the properties.

Other projects include preparations to use the Wasatch 2040 Group Tools for land use and marketing for planning downtown redevelopment and for help in securing funding for future projects.

Council Member Jensen asked if the City could turn down an annexation as it relates to Tanglewood Loop. David Church responded that the City can deny an annexation but that the Tanglewood area has already been annexed into the City.

## 3. ACTION ITEMS

The list of action items was reviewed. Completed items were removed from the list. Incomplete items will remain on the carry over list.

## 4. COUNCIL REPORTS

Council Member Horrocks commented that the recent eagle deaths were linked to the West Nile virus and that 60 bald eagles had died.

Council Member Jacobson reported that the first Youth City Council meeting of the year was held today with low attendance but high energy. The Youth City Council Leadership Institute will be held in Logan March 13-15. The first senior lunch bunch activity will be held January 8<sup>th</sup>.

Council Member Jensen reported that he was pleased to see that Legacy Trail and the trails in Foxboro had been plowed. The Sunday Concert will be held Sunday, January 12<sup>th</sup> at 6 p.m.

Council Member Mumford asked if anyone would be taking his place on the Planning Commission. Mayor Arave responded that Steve Garn would be the newest member and asked if

a quorum of Council Members would be available to meet on Thursday January 9<sup>th</sup> at 5:15 p.m. for a special session to approve the appointment.

#### 5. CITY ATTORNEY'S REPORT

David Church reported that Paytech, formerly Windstream which was the previous telephone provider for the City has contacted him stating that the City owes them \$18,000. The issue stems from the account not being closed when switching providers, and the accrued charges from that time. The new provider was supposed to pay the transition costs. Mr. Church contacted them, and they have offered to pay the termination/early out fee of \$3000 and nothing else. He believes that the City terminated the account and was continually billed after that. He would like to find more evidence to support this claim before settling with Windstream for the \$12,800 they require before closing the collection account. The City Council requested that copies of any letters or emails that show a request for the account termination are sent to Paytech and that the City offer \$3000 to settle the claim.

Mr. Church commented that the only active litigation is with Lakeview Rock Products . They have asked to set up a meeting with the City attorney. Barry Edwards responded that there has been no change in opinion on the frontage road, and that City staff does not want to spend money on discussing this further. The Lakeview Rock Products issues include the Monte Thomas pit and deadline for when the hole needs to be filled. The other issue includes the State property that was rezoned to a non-extracting zone which they wanted to mine and the Granite parcel development.

Mayor Arave requested that a meeting be set up to discuss all parts of the issue and asked that Barry put together a map showing all the mining areas and problems.

Council Member Horrocks asked what the repercussions would be if the Monte Thomas mine was not finished. Mayor Arave responded that it would be a structural issue. Lakeview would have to excavate out 20-30 feet and pull out all the materials including concrete and sand.

David Church also commented that a notice of claim was received regarding an individual who had cut his foot while on the City's golf course.

Mayor Arave reported that the City's fire district (SDMFA) assessment is increasing 2% .

#### 6. ADJOURN

Mayor Arave adjourned the meeting at 6:54 p.m. to being the regular session.

NORTH SALT LAKE CITY  
CITY COUNCIL MEETING-REGULAR SESSION  
JANUARY 7, 2014

**FINAL**

Mayor Arave called the meeting to order at 7:04 p.m. Council Member Matt Jensen offered the invocation and led those present in the Pledge of Allegiance.

PRESENT: Mayor Len Arave  
Council Member Conrad Jacobson  
Council Member Matt Jensen  
Council Member Brian Horrocks  
Council Member Stan Porter  
Council Member Ryan Mumford

STAFF PRESENT: Barry Edwards, City Manager; Ken Leetham, Assistant City Manager and Economic Development Director; Paul Ottoson, Public Works Director and City Engineer; Jon Rueckert, Assistant Public Works Director; Janice Larsen, Finance Director; Chief Craig Black, Police Chief; Brent Moyes, Golf Course Director; David Church, City Attorney; Linda Horrocks, Deputy Recorder; Andrea Bradford, Minutes Secretary.

OTHERS PRESENT: Cory Bice, URS Corporation; Jim Dixon, Josh Miller, Gary and Brenda Mumford, residents; Peter Evans, Woodside Homes.

1. SWEARING IN OF MAYOR LEN ARAVE, COUNCIL MEMBER MATT JENSEN  
AND COUNCIL MEMBER RYAN MUMFORD

Mayor Arave reported that he and Council Member Matt Jensen had been re-elected for a second term and Ryan Mumford was recently elected to the City Council. City Manager and Recorder Barry Edwards performed the swearing in of Mayor Arave, and Council Members Mumford and Jensen.

2. CITIZEN COMMENT

There were no public comments.

3. CONSIDERATION OF RESOLUTION 2014-02R REAPPOINTING MAYOR LEN  
ARAVE AS THE NORTH SALT LAKE REPRESENTATIVE TO THE  
ADMINISTRATIVE CONTROL BOARD FOR THE SOUTH DAVIS RECREATION  
SPECIAL SERVICE DISTRICT

Mayor Arave commented that his appointment will run until December 31, 2015.

**Council Member Jacobson moved to approve Resolution 2014-02R re-appointing Mayor Arave as the North Salt Lake representative to the Administrative Control Board for the South Davis Recreation Special Service District for the period of two years. Council Member Jensen seconded the motion. The motion was approved by Council Members Jensen, Jacobson, Horrocks, Porter and Mumford.**

4. CONSIDERATION OF JIM DIXON'S REAPPOINTMENT TO THE SOUTH DAVIS SEWER DISTRICT BOARD

Mayor Arave recommended that Jim Dixon be re-appointed as the representative to the South Davis Sewer District Board. He thanked Mr. Dixon for his previous service and willingness to serve another four years on the board.

**Council Member Jensen moved to approve the reappointment of Jim Dixon to the South Davis Sewer District Board. Council Member Horrocks seconded the motion. The motion was approved by Council Members Jensen, Jacobson, Horrocks, Porter and Mumford.**

Mayor Arave then mentioned that the vacancy on the Planning Commission would be filled by Steve Garn. Mayor Arave asked Steve Garn to come forward to say a few words regarding his appointment to the Planning Commission.

Steve Garn, 208 North Caleb Dr, commented that he has a background in building construction and development, and feels that this will help him in serving the community as a member of the Planning Commission.

5. UPDATE AND ACTION ON WARNER HOME-DAVID CHURCH

David Church reported that this is a carryover item from December. Mr. Warner had posted a bond and the City Council agreed not to evict the tenants as long as the requirements were met. The proposed requirements included submitting plans to the City and completion by a deadline. Mr. Warner will need permission to access his property through City property.

6. CONSIDERATION OF A SITE PLAN APPLICATION FOR AN OFFICE BUILDING FOR BIG WEST OIL LOCATED AT 333 WEST CENTER STREET. STEVE HANSEN, BONNEVILLE BUILDERS, APPLICANT.

Ken Leetham reported that the proposed Big West Oil refinery office building would be approximately 29,540 square feet. The Planning Commission previously approved an application for a smaller building in 2013, but the applicant decided to move the location further west. The Planning Commission also approved a 45' wide driveway instead of a 40' driveway. He added that this proposal meets the City's landscaping and parking requirements.

Steve Hansen, Bonneville Builders, commented that the 45' driveway will be to the east where the trucks will come in off Center Street and the other driveway is the standard 40' approach. He

said that the parking lot will be bigger to avoid the blast area and help to alleviate traffic on Center Street. He also said that the old building will be torn down.

**Council Member Jensen moved to approve the site plan for a new office building at the Big West Oil site located at approximately 333 West Center Street with no conditions. Council Member Mumford seconded the motion. The motion was approved by Council Members Jensen, Jacobson, Horrocks, Porter and Mumford.**

7. CONSIDERATION OF A SITE PLAN APPLICATION FOR A BUILDING ADDITION AT FEDEX LOCATED APPROXIMATELY 720 NORTH 400 WEST. FIRYAL KASSIM, FEDEX, APPLICANT.

Ken Leetham reported that this property addition would not be seen from 400 West where the main FedEx building fronts the street. The FedEx addition is approximately 54,500 square feet of warehouse and loading space. The site exceeds the number of required parking spaces and meets the landscaping requirements. The building will connect with the existing building and will have either a metal wainscoting on the building or a textured surface. As FedEx is planning to expand and alter the site in the future, City staff feels that a traffic study be performed and that FedEx submit a traffic analysis by July 1, 2014 or with their next application for expansion as a condition of approval on the next phase of expansion.

Council Member Jacobson asked how long FedEx trucks sit on the street at 400 West and if this addition will help to solve the problem. Cory Bice, URS, responded that this expansion will not cause any additional truck capacity but will take truck traffic off of 400 West and re-route it to the back of the building. He commented that the next expansion will occur in 3-6 months and that they will obtain the traffic study now.

**Council Member Horrocks moved that the City Council approve the site plan for a building expansion at the FedEx distribution center located at 720 North 400 West with the following conditions:**

- 1) A traffic impact study must be submitted prior to approval of the next phase of the FedEx expansion, or by July 1, 2014, whichever occurs first.**

**Council Member Jacobson seconded the motion. The motion was approved by Council Members Jensen, Jacobson, Horrocks, Porter and Mumford.**

8. CONSIDERATION OF A SITE PLAN APPLICATION FOR A BUILDING ADDITION AT MOUNTAIN STATES TRAILER LOCATED AT 54 NORTH 700 WEST. ERV AND NANCY WILFERD, E & N PROPERTIES, LLC, APPLICANTS.

Ken Leetham reported that this site plan is a positive development for the City as it will be an improvement to that location. The building addition will occur behind the current building and will include a display area and more landscaping along all three streets. The addition is 13,000 square feet and the property is over five acres. The two conditions for approval include a lot line

adjustment to combine two lots and the addition of two handicap accessible stalls with one being van accessible.

Mayor Arave asked if the fencing surrounding the property would have slats in the chain-link and what the display area would consist of. Ken Leetham responded that the fencing would not have slats but would be improved with landscaping. The display area would include equipment and trucks but that it would not necessarily be a retail location.

Council Member Porter asked what type of material would be used in the parking areas. Ken Leetham responded that there would be asphalt and an area of dustless gravel in the back.

**Council Member Horrocks moved that the City Council approve the site plan for Mountain States Trailer located at 54 North 700 West with the following conditions:**

- 1) A lot line adjustment must be approved by the City's DRC (Development Review Committee) and recorded with Davis County prior to the issuance of a building permit.**
- 2) One (1) van accessible ADA parking stall be provided for Building #2 prior to receiving a Certificate of Occupancy.**

**Council Member Mumford seconded the motion. The motion was approved by Council Members Jensen, Jacobson, Horrocks, Porter and Mumford.**

9. CONSIDERATION OF A \$100,000 EXPENDITURE FOR A JOINT FEASIBILITY STUDY BETWEEN UDOT AND NORTH SALT LAKE RELATED TO POTENTIAL POSSIBLE FREEWAY ACCESS UPGRADES ON REDWOOD ROAD AND CENTER STREET

Barry Edwards reported that UDOT has agreed to partner with the City to examine and perform a study to determine freeway access upgrades. The study would include possible access to Legacy Parkway via Center Street, Redwood Road or I-215. The total cost of this study would be \$200,000 with UDOT proposing to pay \$100,000 and the City's obligation at \$100,000. These funds would ultimately be paid by the NSL Redevelopment Agency in the Redwood Road CDA and would be fronted by the General Fund or the Capital Improvement Fund.

Council Member Mumford stated that if this was only an estimate, it could end up costing more or less. Barry Edwards replied that the City will know upfront how much the study will cost, but this proposed amount should be adequate to cover the study. If UDOT prepares a contract the expenditure of money will come before the City Council.

Mayor Arave commented that UDOT is contributing \$100,000 to the project which is not typical and that they were not interested in the project before but that they are now. The study

area would include the bridge over I-215, on and off access for I-215 and Center Street. The projected plan for Redwood Road includes possible widening to four lanes.

Council Member Horrocks commented that the State of Utah has focused on putting in infrastructure which attracts development and that the City should follow suit.

**Council Member Jacobson moved to approve the City's expenditure of up to \$100,000 for a joint feasibility study between UDOT and North Salt Lake related to potential possible freeway access upgrades on Redwood Road and Center Street. Council Member Porter seconded the motion. The motion was approved by Council Members Jensen, Jacobson, Horrocks, Porter and Mumford.**

10. CONSIDERATION OF A PROPOSED AGREEMENT WITH WOODSIDE HOMES RELATED TO FUNDING A NEIGHBORHOOD PARK LOCATED AT NORFOLK AND ELIZABETH DRIVES IN FOXBORO NORTH

Ken Leetham reported that City staff has been working with Woodside Homes on neighborhood parks. Woodside previously committed to install a park for \$100,000. They are now asking the City to build and maintain the park and would then release the City from the \$100,000 reimbursement. He noted that if the City builds the park, then neighborhood input would be requested.

Mayor Arave commented that he may be opposed to this park as the funds would come out of the general fund and that other parks, including Deer Hollow, need to be finished first especially if City staff is too busy to undertake this project. Ken Leetham responded that Woodside may be open to writing a check to the City for the \$100,000 to install this park. He discussed this method of paying for the park with Woodside Homes' staff.

Barry Edwards asked the Mayor and Council if City staff could work out funding, would they want the City to build the park. If the City acts as contractor to build the park, it will be built according to City specifications.

Paul Ottoson commented that City engineering would have time to complete this project and that certain standards would be met.

Mayor Arave replied that if Woodside will pay the City \$100,000 it would be in the City's best interest to build the park. He asked that City staff bring ideas back before the Council.

**Council Member Porter moved that the City go forward with building the park, with the condition that Woodside Homes will pay the City \$100,000 upfront. Council Member Jacobson seconded the motion. The motion was approved by Council Members Jensen, Jacobson, Horrocks, Porter and Mumford.**

Barry Edwards commented that if the developer agrees to pay the \$100,000 towards the park that City staff will bring back plans for the park to be reviewed by the City Council.

## 11. DISCUSSION OF A TRAILS USE POLICY AND SPECIAL EVENT APPLICATION

Jon Rueckert reported that the City's parks and trails have been very popular and have received a lot of requests for use. City staff felt it was time to create a comprehensive use policy for the most equitable use of these resources. In this policy, trail reservations will be limited to one Friday and one Saturday a month, applicants will be limited to a single reservation per month, and contiguous use of Friday and Saturday will be prohibited. Applicants will also be required to submit a Special Event application prior to use.

Mayor Arave commented that this policy seems adequate except for the limitation of use on Sunday and asked if City staff would be required to attend any events planned for Sunday. Jon Rueckert responded that staff is usually not required to attend events and that the Sunday restriction applied more to events held at the athletic fields.

Council Member Horrocks recommended removing the restrictions of bounce houses/inflatables on the grass and the Sunday closure.

Council Member Jensen suggested revising the section regarding reservations and limitations on one reservation per month and the first come first serve basis policy.

## 12. DISCUSSION OF AMENDMENTS TO THE ATHLETIC FIELD USE POLICY

Paul Ottoson reported on the Athletic Field Policy and the procedure of charging a deposit for use. A majority of the changes relate to including a fee schedule and a bond requirement. City staff recommends charging a deposit to rent a pavilion and the fields. Residents would also need to provide a bond for any damage done. The current policy states that charges can be accrued for any damages but it is easier to collect money if there is a bond.

Council Member Mumford asked if groups will show up and use the facilities regardless if they have paid the fee or not. Paul Ottoson commented that this may happen and it is the Council's choice if they want this option or not. If a league or team reserves the field it would be easier to track and collect the fee.

## 13. CONSIDERATION OF ORDINANCE 2014-01 ESTABLISHING A PARKS, TRAILS, ARTS AND RECREATION COMMITTEE

Barry Edwards reported that City staff has written an ordinance establishing a Parks, Trails, Arts and Recreation Committee to act as an advisory committee to the City Council, similar to what many other cities have. He stated that this advisory committee would include other committees the City has had, such as the Parks and Trails Advisory Board, the NSL Live activities, park usage, concerts, and promotion of events. This board would consist of seven members and would integrate with the Davis County Parks Board. City staff could be present to take assignments, make recommendations and bring items before the committee.

Council Member Jensen commented that there should be some accountability on how the NSL Live funds are spent. Barry Edwards responded that the committee would manage these funds, and he would look into adding by-laws on how the money could be spent and suggested possibly having a budget presented prior to each event.

**Council Member Jensen moved to approve Ordinance 2014-01 establishing a Parks, Trails, Arts and Recreation Advisory Board for the City of North Salt Lake. Council Member Porter seconded the motion. The motion was approved by Council Members Jensen, Jacobson, Horrocks, Porter and Mumford.**

#### 14. DECLARATION OF SURPLUS PROPERTY

Barry Edwards referred to the lists of items in the Council's packets and stated that they need to be declared surplus property. The City will most likely hold an open house and auction at the Public Works building for some of the equipment, the computer equipment will be collected by ETS for recycling, and that the City trucks will be sent to auction.

Mayor Arave asked if the vehicles listed would need to be replaced. Jon Rueckert responded that the 2002 Chevrolet S10 had been replaced with a 2014 Dodge Ram and that the 2002 Dodge 2500 pickup had been replaced two years prior.

**Council Member Jacobson moved to approve the listed items as surplus property for disposal. Council Member Porter seconded the motion. The motion was approved by Council Members Jensen, Jacobson, Horrocks, Porter and Mumford.**

#### 15. ADJOURN

Mayor Arave adjourned the meeting at 8:55 p.m.

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Mayor

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Secretary