

City Council Work Session

October 2, 2012

7:30 pm

Those present: Mayor Kenneth Romney, Council members James Ahlstrom, Mark Preece, James Bruhn, Dave Tovey, Debbie McKean, Craig Howe (City Administrator), Cathy Brightwell (Deputy Recorder), Ben White (City Engineer), Nathalie Ellingson (secretary)

Visitors: Alan Malan, Kelly Enquist, Doug Lane

Called to order: 7:38 pm

1. Review and Discussion on Proposed Changes to West Bountiful Planning Commission Bylaws.

Cathy Brightwell – Six months ago the bylaws were reviewed and it was decided they needed to be updated to better reflect the activities of the Planning Commission, and to include some new requirements from LUDMA. The draft being discussed was recommended by the Planning Commission.

- A section was added about sending notices to land use applicants announcing dates and times of Commission meetings and providing copies of Staff memos. This has been a LUDMA requirement for about the past five years, but has not been done consistently.
- Sections were deleted regarding Order and Decorum that were deemed unnecessary.
- There was discussion regarding conflict of interest. State law only requires city officials to announce a conflict of interest; it does not prevent someone from voting unless they choose to recuse themselves. The current Bylaws prohibit a commissioner from participating in discussion and voting on any issues for which they've declared a conflict of interest. The city can be stricter than state law if they choose. Planning Commission recommended restrictions to discussion and voting only be required if the commissioner stands to receive any kind of financial gain.
- Mayor Romney mentioned a previous discussion about referring to Roberts Rules of Order in the bylaws. By doing so, they are obligated to provide a copy of the Rules upon request, and the Rules are very extensive (over 800 pages). James Ahlstrom mentioned that some of the language that was deleted could take the place of referring to the Rules or they could look at the bylaws of other cities. It was finally decided the standing rules were enough and they would take out the referral to Roberts Rules of Order.
- Number 4 under Order of Business titled Quorum stated that a quorum of the Commission is three voting members. The problem was discussed of the unfairness of a two to one vote, especially when the alternative would be to consider the application denied. The applicant may have to wait 180 days before re-applying. Therefore it was decided that three votes would be required pass a motion and three votes would be required to deny a motion. If less than that, the motion will be tabled. Also, language was added that said less than a quorum could adjourn a meeting but James Ahlstrom pointed out that the meeting is automatically adjourned when there is no quorum.
- It was suggested that Cathy look at the City Council bylaws to check for needed revisions.

2. Review and Discussion on Proposed Changes to the Consolidated Fee Schedule.

Cathy Brightwell went through the fee schedule to discuss the proposed changes.

- There was discussion regarding the fee for compiling records. It was decided that the fee was reasonable.
- Under licensing domestic animals, cats were added because the county provides cat licenses if an owner desires one.
- A charge per container for replacing broken garbage containers was added. The fee applies when it is clear that the container was destroyed, other than normal wear and tear. The fee is based on the cost of a new container (approximately \$85) plus shipping and administrative costs.
- Under golf fees, the off-season dates were deleted since the actual season is unpredictable from one year to the next.

- “Public safety” language was deleted from the titles of Fire Impact Fee Schedule and Police Impact Fee Schedule. Also language specifying zones was changed.
- Regarding building permits - A question was raised that building permit fees are based on square footage and value, but was it fair? Ben White stated the same fee structure is used in many cities county-wide, and has worked well. The Historical Overlay Architectural Review Board fee was added, which should cover the cost, but it might be reviewed in the future. A cost for curb, gutter and sidewalk was added because if a resident wants to replace or put in a sidewalk, the city should do it so it is done right.
- There was discussion regarding Annexation Application Fees. The \$500 would be for the application, not each party involved. Debbie McKean wanted a graduated fee depending on the number of properties involved. It was decided to change the fee to \$200 - \$500 per application.
- Applications that are taken through the application process, but not necessarily approved, are subject to the fees.

There was a separate discussion regarding renting City Hall. The rate would be per event, not per hour. The fee would be increased slightly from what it had been, and they would require a deposit refundable upon inspection for cleanliness. There was discussion about whether to rent to non-residents or not, and it was decided they would rent to them but at a higher fee. They should charge non-residents a higher fee for the boweries, as well. The fee for the larger conference room was raised from \$20 to \$30. There was a reminder that business or sales meetings should not be held in the City Hall because it could create the appearance of the city endorsing a business. Cathy stated she wants to add the park bowery to the City Hall Use Policy so all city rentals are handled consistently. There was discussion about when a deposit could be returned. The deposit should be non-refundable if there is a cancellation within 48 hours of the event.

3. Staff and Mayor Reports and Updates on City Business, as Necessary.

Ben White – The 400 North Project will be putting a curb and gutter on the east side of the school. Across the street on 800 West, one resident has requested a curb and gutter, but Ben needs to talk to the other residents on the street. That improvement will be contracted separately. He will bring the feedback he receives to the next council meeting. Ben also wants time scheduled in a council meeting for the well designers to bring in their present findings. For the Pages Meadows cul-de-sac, Ben is drafting the agreement for the property owners to sign regarding their properties and that agreement will be coming to council.

Mayor Romney – The staff needs to do frequent inspections on the work being done on 400 North, on behalf of the residents. This will be especially important when they do the tie-ins for sprinkler systems.

Craig Howe – The City Council members have to complete NIMS training in order for the city to be eligible for FEMA funds. The training is available on-line and can be done any time. Chief Hixson wants the training done by the end of the year. He will be sending out a reminder email and a list of what needs to be done.

4. Move to a Closed Session – 9:45 pm.

MOTION: James Ahlstrom moved to go to the police briefing room for a closed session for the purpose of holding a strategy session to discuss pending or reasonably imminent litigation and discuss the character, professional competence or physical or mental health of an individual

SECOND: Mark Preece seconded the Motion

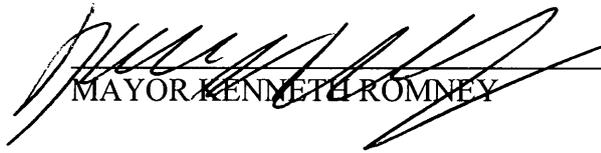
MOTION PASSED.

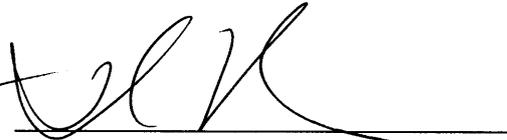
11:15 pm

MOTION: Debbie McKean moved to adjourn the Closed Session

SECOND: James Bruhn seconded the Motion

MOTION PASSED.


MAYOR KENNETH ROMNEY


HEIDI VOORDECKERS (CITY RECORDER)



NATHALIE ELLINGSON (SECRETARY)