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**ELK RIDGE
CITY COUNCIL MEETING
January 26, 2016**

TIME AND PLACE OF MEETING

This regularly scheduled Meeting of the Elk Ridge City Council, was scheduled for **Tuesday, January 26, 2016, at 8:00 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 22nd day of January, 2016.

ROLL CALL

Mayor: Hal Shelley

Council Members: Nelson Abbott, Brittany Thompson, Ty Ellis, Tricia Thomas, Dale Bigler

Others: Melanie Hoover, *Deputy Recorder*; Royce Swensen, *Recorder*

Public Works Director: Cody Black

Deputy Sheriff: Cheri Rhoades

Public: Richard Dougan, Paul Crook, Jim Chase

CITY COUNCIL WORK SESSION

6:00 pm

1. REVIEW GENERAL/MASTER PLAN.

Dale Bigler stated that all City Council should be required to read and understand the General Plan as a lot of their decisions are guided by this plan.

Mayor Shelley reported the General Plan was created in 2010 and it is time to review it. He asked to start at the beginning and asked council to point out what they feel needs attention and then prioritize/make recommendations.

Ty Ellis feels the general plan was not well written. The land use issues are spread out in multiple sections and feels it should be condensed. He would like to look at the objectives, policies and implementation areas that the city wants to follow. He feels the Capital Facilities plan should correlate with the Master Plan. He feels this is a good starting point but that consolidation needs to happen.

Mayor Shelley pointed out the Master Plan doesn't have dollars/budget tied to it and that's where the Capital Facilities comes into the plan.

Brittany Thompson feels the goals needs to be looked at along with the projects. Do these projects accomplish the goals the city is trying to meet? If so, set an exact time line of the cost and how much needs to be saved per year to pay for the project at the time it could be completed.

Mayor Shelley reminded council that their responsibility as the legislative body is to look at this document and approve it. The Capital Facilities plan is created by Cody Black and Royce Swensen, directed by the City Planner and approved by Council. The direction would need to be given to them to help figure out how the General Plan can work and how to find resource so that the plan can be implemented.

Mayor Shelley referred to page 5. The population has changed and wondered if a new survey would have the same results. He referred to the line that the city would encourage economic growth. Dale Bigler referred to the line that stated property owners and residents must assume responsibility for maintaining private property. Ty Ellis referred to the economic growth statement and feels it should be stricken. He questions the last sentence in regards to zoning and feels that once the city has set the zoning, the owners need to be supportive. He agreed with Dale Bigler in regards to the private property statement. Mayor Shelley feels the economic development needs to be looked at because the city continues to grow and this is a major point he would like to address.

Mayor Shelley referred to page 6 regarding the city maintaining a sound tax base and feels this statement needs to be reviewed.

1 Mayor Shelley referred to page 8. Ty Ellis feels the community vision needs to include celestial
2 consideration to keep the community a dark sky community and free of light pollution.
3 Mayor Shelley referred to page 10. Dale Bigler referred to the implementation statement in regards to
4 trails and agrees with it. Brittany Thomsson feels that sidewalks should be considered as residents
5 cover the cost and trails will need to be maintained by the city. Ty Ellis referred to policies, number 2
6 in regards to sidewalks and trails. If the city changes its mind from sidewalks to trails or something
7 else, the general plan will need to be changed.
8 Mayor Shelley referred to page 11. Dale Bigler feels the page reflects what the city has done and has
9 planned. He referred to policies, number 6 in regards to a city sports program and he feels a plan
10 should be implemented. Mayor Shelley asked council to consider how many events the city can
11 support and can afford to provide for. Tricia Thomas feels that t-ball and soccer programs for children
12 ages K-12 could be successful. Ty Ellis feels the statement under policies, number 1 should end at
13 "parks" and eliminate "through Park Impact Fees." He wants to make sure parks are addressed
14 through growth. Another policy to consider is an alternative to grass parks, such as a skate park and
15 other parks that don't require water. Brittany Thompson stated the additional growth and property tax
16 received does not cover the costs to operate/maintain the city. As long as the city continues to grow
17 without economic base the resident's taxes are going to go up.
18 Mayor Shelley referred to page 12, policies, number 2. Nelson Abbott referenced certain steps that
19 have been taken to install traffic calming devices. Brittany Thompson feels that no matter what
20 devices are installed, if people are going to speed, they are going to speed. Mayor Shelley stated that
21 one of the most common complaints to the city office is speeding and law enforcement for the city
22 needs to be increased. He stated that speed tables are highly expensive. Dale Bigler referred to the
23 implementation statement referring a committee for city functions and feels the statement is
24 necessary. Ty Ellis would like a policy in place to have the city celebration be non-commercial.
25 Mayor Shelley stated how hard it is to get volunteers for city events and there needs to be ways to
26 unify the community the best that we can.
27 Mayor Shelley referred to page 13, policies, number 1, in regards to the statement to provide more
28 service opportunities. Tricia Thomas feels that a community cleanup date needs to be implemented.
29 Mayor Shelley responded garbage bins have been available to residents in the spring. Tricia Thomas
30 feels that youth can get involved to clean the community, not just individual residences. Nelson
31 Abbott stated projects have been completed in the past. Proposed projects need to be scheduled in
32 advance so residents can prepare and plan to help. Dale Bigler referred to Arbor Day as a time to
33 encourage residents to plant trees. Mayor Shelley referred to policies, number 3 in regards to a civic
34 center and asked council to decide if that's what the city wants, how to fund it, and if its viable. He
35 stated that a plan to remodel the garage into a larger city council room has been discussed.
36 Mayor Shelley referred to page 15, development vision, second bullet regarding amenities. The city
37 has 3 parks now and asked council if that's what they want. Nelson Abbott feels that the city needs to
38 determine where future parks/roads would be and contact property owners that could be affected and
39 get a feel of their stance. Brittany Thompson questioned if the city should have more pocket parks
40 instead of larger parks. Mayor Shelley referred to the third bullet regarding small town commercial
41 core. He stated the city property where the gravel pit was intended to be a commercial zone as the
42 center of the city and feels this is no longer viable. It may be viable for a reception center or
43 something like that, but not for having an economic development area for retail sales. Dale Bigler
44 stated the area in town that is realistic for commercial development based on traffic is the corner of
45 Elk Ridge Drive and 11200 South.
46 Mayor Shelley referred to page 16 and stated that the numbers regarding population and census need
47 to be updated. He will contact Mountainland Association of Governments to get updated numbers.
48 Mayor Shelley referred to page 16 regarding land uses: residential, commercial and public facilities.
49 Since there is only one commercial classification where the assisted living center is, the city can
50 annex property or take the step to exit as a commercial zone. Ty Ellis and Nelson Abbott suggested
51 striking "golf course" under the public facilities classification.
52 Mayor Shelley referred to page 19 and explained the Planned Unit Development Overlay Zone under
53 the Residential Overlay Zones area. He feels this needs a lot of discussion and feels it shouldn't be
54 eliminated, but be careful of where it can be applied. In regards to a plan for a cemetery, the overlay
55 zone could be applied in order to have a cemetery and structured very carefully.

1 Mayor Shelley referred to page 21. Ty Ellis referred to number 6 and requested to take out the
2 secondary water phrase.

3 Mayor Shelley referred to page 22 under the objectives section, part A regarding to review of the city
4 codes. He explained how land use code changes goes before Planning Commission first to obtain
5 information and opinions. He suggested looking at land use and other codes. Staff sees the
6 inconsistencies and brings the issues to council. Brittany Thompson feels that a section of code could
7 be discussed at every council meeting. Mayor Shelley explained how code changes are very
8 expensive and would need to be planned strategically. The codes are implemented at the time of
9 approval and submitted for changes when a group of changes needs to be submitted. He referred to
10 the implementation section referring to the forest service statement. The city does not have an access
11 point to the forest service since the city is bounded by private property and asked is this is an issue the
12 city wants to pursue. Nelson Abbott stated that when the south part of the city gets developed, access
13 could be given at that point.

14 Mayor Shelley referred to page 23 under policies, section number 1 on the right regarding
15 landscaping and nuisance laws and feels there is a lot of bias in this situation. If a code has a valid
16 function, the city needs to know how to enforce it. There is currently only 5 hours allotted for the
17 code enforcement officer. Ty Ellis feels that if a code is on the books and someone complains of a
18 violation, the city is obligated to solve the problem. Mayor Shelley responded that staff tries really
19 hard to solve code problems. Brittany Thompson stated that residents are upset that codes don't get
20 enforced and feels the city has a reputation that Elk Ridge doesn't care and won't do anything about
21 it. She feels this council needs to change this. She feels that under polices, on the right, number 2
22 should include private properties and real estate to be well maintained as well. Nelson Abbott referred
23 to the implementation section, last statement regarding map and rank areas. He feels it's not
24 reasonable for all residents to pay storm drain fees when not everyone has curb and gutter. Cody
25 Black stated that a small portion of the storm drain actually goes to curb and gutter costs and most of
26 the funds is set aside for future improvements. Mayor Shelley explained how Cody looks at the areas
27 of the city that needs curb and gutter. That is how areas are determined and costs and engineering are
28 calculated at that point.

29 Mayor Shelley referred to page 27. He referred to the statement under the economic development
30 vision "residential development does not provide enough tax revenue to cover the cost of essential
31 government services." He stated that what the city collects in taxes is what is paid out. Savings for the
32 city is minimal. The city is not going to provide the services with any degree of security in case of an
33 emergency on the basis of property tax. Dale Bigler stated that when the State Economic
34 Development Evaluator gave the city advice, he stated that a gas station would be the most viable and
35 will generate the most tax income to the city than any other one entity. He and Tricia Thomas would
36 be in favor of seeing a gas station in the city. If the city could generate \$200,000.00 per year in sales
37 taxes, it would be worth the cost to perform a study and this would need to be included in the budget.
38 Tricia Thomas brought up the issue that those residents who dispute a gas station in town need to
39 consider whether they want their property taxes to go up or a gas station in the city.

40 Mayor Shelley referred to page 31 regarding transportation. The city is currently working within the
41 code at what they can do in regards to future roads in town.

42 Nelson Abbott referred to page 33, roadway classification and feels it is not current and does not
43 reflect what the current classifications are. At the time this was discussed, he feels the planner
44 classified everything bigger than needed. Do we want faster speeds and to maintain more roads? He
45 feels planning commission needs to look at this closely and maybe shifting the classifications down
46 one level. Whatever is put in the general plan, future councils and residents may reap the cause and
47 effect of those decisions. He feels this a major area of the plan that needs attention.

48 Mayor Shelley referred to page 34. Brittany Thompson would like the consideration of pocket parks
49 to be included. Dale Bigler feels that residents want to have a connection for all trails.

50 Mayor Shelley referred to page 36, policies, on the right, number 3 in regards to work with Salem
51 City to create a better connection, this is an official state policy and this is intertwined with County.

52 Dale Bigler referred to the first statement in the implementation section and asked is someone is
53 assigned to the regional transportation committee as he feels someone should be assigned. Cody
54 Black responded that he attends those meetings. Mayor Shelley stated that no one has been officially
55 assigned.

1 Mayor Shelley referred to page 43, moderate income housing. He feels that the city is ok with the
2 information provided and included in this section.

3 Mayor Shelley referred to page 47 and 48, parks, open space and environment section and feels this
4 section needs to be really looked at by the planning commission and council. The open space
5 produces weeds and this issue needs to be addressed to make it more user friendly and functional.

6 Mayor Shelley referred to page 52, on the left, policies number 4 in regards to an ATV trail system.
7 Since private property would be involved, this would be difficult to achieve but is not impossible.
8

9 2. 2016-2017 BUDGET.

10 Mayor Shelley stated he previously asked council to bring forward ideas that would impact the
11 budget.

12 Dale Bigler presented his ideas as follows: soccer goals and a picnic table for Elk Ridge Meadows
13 phase 2 park, playground yearly maintenance, two estimates on the cost of a pavilion in phase 2 park,
14 grant match for the trees at \$7,000, seal trails and start a schedule at \$7,500, grade the upper level of
15 the park around the border at \$3,500 to blade it in with an asphalt trail, the trail from Escalante up to
16 Salem Hills needs an estimate and possibly could use park funds for this project, repair tennis court
17 wall and post, miscellaneous at \$10,000.00 to aerate and fertilize, seal coat on older section of trails,
18 crack seal on trails. In certain road projects in the plan, he would like the road widened for trails and
19 striped at that time.

20 Brittany Thompson would like the Capital Facilities plan to be looked at and decide if the city will
21 complete future projects listed and is the year planned feasible. Unless the city starts setting funds
22 aside for these projects, the city will never have the funds to start or complete the projects. She would
23 like a plan on road maintenance (crack seal, slurry seal, chip and seal) and the costs associated so the
24 city knows how much is set aside per year to maintain the roads.

25 Nelson Abbott presented his ideas as follows: funding mechanism to outfit the tender, acquisition in
26 the future of an engine, and maintain the NFPA standard that OSHA requires, update SCBA tanks.
27 Fire Chief Waite will present numbers in relation to these items. He also feels that the information
28 presented by Curtis Roberts at the last meeting that showed a deficit in the water department needs to
29 be addressed and council needs to take a good long hard look at this. He feels that infrastructure that
30 has been approved but vacant lots with water, sewer lines and roads there. There is no taxes collected
31 and this needs to be looked at how it is assessed.

32 Tricia Thomas presented her ideas as follows: restrooms and swings in the Elk Ridge Meadows phase
33 2 park, a community bulletin/message board(s) for city information.

34 Cody Black asked for emailed copies of all budget item requests from council so items can have
35 numbers tied to them soon.

36 Cody Black presented his ideas (dream/wish list) as follows: 1-ton flatbed dump truck, dump bed
37 replacement, crack/seal machine, a parks maintenance vehicle such as a Kobota or John Deer gator,
38 additional part time summer help employee, a third bobtail with snow plow package, larger salt shed,
39 large equipment maintenance contract (for mechanical), street sweeper, plow blades, vehicle tires,
40 public works parking lot pave, SCADA upgrade, third well (park), shop tools, meters, storage shed
41 for public works equipment, service wells and pumps (Ty Ellis requested costs and Cody will obtain
42 them), civic center – convert garage bay into new council room/civic center, increased law
43 enforcement, fire department and EMS, city property development, buy more shares of water at
44 approximately \$3,500 per share, phase 2 park landscape the weed/natural vegetation patch, phase 2
45 pavilion with restroom, roads – slurry seal/ chip and seal/crack seal, Maple Lane re-align portion on
46 resident property, lights at Shuler Park and Ingram Field, Parking lot in phase 2, water line
47 replacement from Canyon View to Mahogany on Alpine, water main on Maple Lane, Salem Hills
48 Circle water line up-size for fire flow, Goosenest road to be widened, dugway road stabilization,
49 Canyon View extension to Goosenest or Rocky Mountain Way, Cemetery, digitize city office records,
50 new computers for city office, new phone system for city office, employee chairs for city office.

51 Mayor Shelley stated that all final numbers are not quite obtained yet. We are getting by without a lot
52 of these things that are needed. Royce Swensen stated that council and staff needs to have the
53 discussion now and where items come into a timeline because someday these issues will all arise.

54 Mayor Shelley stated that the city cannot perform the same stabilized service with the same income.
55 Funds needs to be included in the budget to be set aside and accumulate for future projects.

1 **TRICIA THOMAS** **(AYE)**
 2 **TY ELLIS** **(AYE)**
 3 **NELSON ABBOTT** **(AYE)**
 4 **BRITTANY THOMPSON** **(AYE)**
 5 **DALE BIGLER** **(ABSTAINED) OUT OF TOWN WHEN VOTE**

6 **WAS TAKEN.**

7 2. DEPARTMENT REPORTS:

8 A. Administrative & Planning Commission, Water- Mayor Shelley

9 1. Action Item Report

10 Tricia Thomas reported the scheduling for the city celebration will not be an issue with
 11 stake girl's camp. There is no need to change the planned celebration currently scheduled
 12 the last weekend of June. She will advertise and schedule a meeting to form a committee
 13 and assign responsibilities within planning the celebration. Mayor Shelley requested to
 14 meet with Tricia and Royce to go over plans and budget. Melanie Hoover will post the
 15 information for the meeting tentatively scheduled for February 18 on the city facebook
 16 page.

17 2. Stop Light at Elk Ridge Drive and Hwy 198

18 Mayor Shelley discussed earlier that a stop light will be installed beginning this spring.

19 3. Elk Ridge Drive Expansion

20 Mayor Shelley hopes this gets grant gets approved for the county and is awaiting for a
 21 report back.

22 4. SUVWMA/Mt Nebo Water Agency

23 Mayor Shelley stated that Cody Black has been attending SUVWMA Meetings and asked
 24 Ty Ellis if he would attend as well. Ty Ellis agreed and will await the SUVWMA and Mt
 25 Nebo Water Agency agendas. Mayor Shelley reported that Mt Nebo Water Agency will
 26 have a presentation for council at the next city council meeting.

27 B. Roads & Storm Drain – Cody Black

28 1. GIS Update

29 Cody Black wanted to clarify what the GIS System is. This program is installed on his
 30 computer at his Public Works office. This is a utility management program. It's not a work
 31 order system or a system to track maintenance on vehicles or parks. This is strictly for
 32 water lines, sewer lines, roadways and storm drains. He can track maintenance, water
 33 leaks, issues with meters, sewer lines, any jetting, man-hole inspections and for blue-
 34 staking. All new development roads are added into the program. This program does not
 35 have the application to track mowing parks. In order to do so, the application would need
 36 to be added. He would like a GPS system as well to help track mapping of utility lines.

37 2. VAC Truck Update

38 Cody Black reported the new vac truck was picked up last week and all public works
 39 employees have completed training. As soon as the temperature is above 40 degrees, he
 40 can run the jet on the truck.

41 C. Parks, Trails & Recreation – Cody Black

42 1. Update on Trails Grant

43 Cody Black stated the application for the grant was submitted yesterday. He is working
 44 with Stacey Peterson in obtaining the grant. The meeting for the presentation is scheduled
 45 for Monday.

46 D. Sewer, Sanitation & SESD – Cody Black

47 Nelson Abbott reported that SESD is planning on running a power line up through Loafer
 48 Canyon, looping over to Woodland Hills and it is in the preliminary planning stage. The plan
 49 could be 5 to 10 years out.

50 E. Economic Development & Code Enforcement – Mayor Shelley

51 No report at this time.

52
 53 3. APPROVAL OF MINUTES FROM JANUARY 12, 2016.

1 Ty Ellis noted a correction on page 3 under number 2. Under the ratify poll vote, the wordage should be
2 abstain, not obstain. Also, Ty Ellis and Tricia Thomas' vote should be listed as not eligible, instead of
3 abstained.

4 **NELSON ABBOTT MOVED, BRITTANY THOMPSON SECOND, TO APPROVE THE CITY**
5 **COUNCIL MEETING MINUTES FOR JANUARY 12, 2016 AS AMENDED.**

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

- 7
8 4. CLOSED SESSION IF NECESSARY.
9 Closed session was not necessary.

10
11 ADJOURNMENT

12 Mayor Shelley adjourned this meeting at 10:00 pm.

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15 
16 _____
17 Melanie Hoover, Deputy Recorder