

1 **PROVIDENCE CITY COUNCIL MEETING**
2 **December 12, 2017 6:00 PM**
3 **Providence City Office Building, 164 North Gateway Drive, Providence UT**
4

5 Opening Ceremony:

6 Call to Order: Mayor Calderwood

7 Roll Call of City Council Members: Mayor Calderwood

8 Pledge of Allegiance:

9 Opening Remarks – Prayer:

10
11 **Approval of the minutes**

12 **Item No. 1.** The Providence City Council will consider approval of the minutes of November 14, 2017

13 **Motion to approve the minutes of November 14, 2017 – J Baldwin, second – J Drew**

14 **Vote:**

15 **Yea: K Allen, J Baldwin, J Drew, D Giles, R Sneddon**

16 **Nay: None**

17 **Abstained: None**

18 **Excused: None**

19 Corrections:

20 Page 3 line 19 in the proposed in the life-cycle

21 Page 4 line 28 Masters Degree

22 Page 5 line 8 Excused: ~~None~~ D Giles

23 Page 5 line 14 member on the on either

24 Page 5 line 23 add: J Drew clarified the amendment being proposed. The measure if approved would
25 add another “tier” to the vote. Besides a vote by number of shares, a second vote by shareholder, each
26 having a single vote, would have to pass as well for a measure to be approved.

27 Page 5 line 35 the this

28 Page 6 line 41 Peirce Pierce

29 Page 6 line 43 could not be

30 Page 6 line 46 people, the many lived

31 Page 7 line 31 J Drew reviewed read the city code, Title 10 Chapter 7 non-conforming

32 Page 8 line 20 Inflow and Infiltration (I&I)

33 Page 8 line 21 technology the that we

34 Page 8 line 22 \$20,000 for the more expensive of the two meters.

35
36 **Item No. 5.** The Providence City Council will consider approval of the minutes of December 5, 2017.

37 **Motion to approve the minutes of December 5, 2017 – J Drew, second – R Sneddon**

38 **Vote:**

39 **Yea: K Allen, J Drew, D Giles, R Sneddon**

40 **Nay: None**

41 **Abstained: J Baldwin**

42 **Excused: None**

43 Corrections:

- 44 • Page 1 line 11 on Spring Creek Water Company Shareholder Meeting Agenda Item 5
- 45 • Page 2 line 20 K Allen reluctantly agreed to support
- 46 • Page 2 line 36 and 41 Excused: J Baldwin

47 Mayor Calderwood stated, for the record, since he was not at the December 5 meeting, on Monday
48 night (December 4) Mayor Calderwood told Craig Smith, and John Drew was sitting there, he was going

1 to vote no on the Spring Creek Agenda Item 5. He told Craig Smith again on Tuesday afternoon
2 (December 5). On Tuesday afternoon, Mayor Calderwood also called the City Office and left a message
3 for Skarlet that was going to vote no. Later on Chad Woolley called the Mayor and Mayor Calderwood
4 told C Woolley he was going to vote no. C Woolley put the Mayor on speakerphone and the Mayor told
5 the Council that he was going to vote no.
6

7 **Public Comments:** Citizens may appear before the City Council to express their views on issues within
8 the City's jurisdiction. Comments will be addressed to the Council. Remarks are limited to 3 minutes per
9 person. The total time allotted to public comment is 15 minutes The City Council may act on an item, if it
10 arose subsequent to the posting of this agenda and the City Council determines that an emergency
11 exists.

- 12 • No comments from public

13 **Business Items:**

14 **Item No.1. Ordinance 2017-016 Code Amendment:** The Providence City Council will consider for
15 adoption an ordinance amending Providence City Code Title 5 Chapter 1 Animal Regulation and Control.

16 **Motion to adopt Ordinance 2017-016 amending Providence City Code Title 5 Chapter 1 Animal
17 Regulation and Control – J Drew, second – K Allen**

18 **Vote:**

19 **Yea: K Allen, J Baldwin, J Drew, D Giles, R Sneddon**

20 **Nay: None**

21 **Abstained: None**

22 **Excused: None**

23 Discussion prior to vote:

- 24 • S Bankhead explained the City was approached by the Cache Humane Society (CHS) to consider
25 using the facility as the impound facility for Providence City. Recently the CHS provided the City
26 a draft contract for services. Kevin Fife, City Attorney, City Staff, and Council Member John Drew
27 have been reviewing the draft. A few items in the contract that are beneficial to Providence City
28 will require a code amendment to our Animal Regulation and Control ordinance, and a change
29 to the fee schedule.
- 30 • J Drew, as full disclosure, stated he serves on the Cache Humane Society Board of Directors. He
31 explained the agreement draft was based on the agreement between CHS and Logan City; we
32 used this as a template.
- 33 • J Drew explained there are two changes to the ordinance. One change is to parallel what other
34 cities in Cache County (including Logan) by requiring a microchip be implanted in dogs (not cats)
35 that have been impounded. The other change is an increase in the impound fee from \$10 to
36 \$30.
- 37 • J Drew introduced Stacey Frisk, CHS Executive Director, and Deputy Powell, Cache County Sheriff
38 Office (CCSO) Animal Control. S Frisk explained that a microchip is a little rice sized chip that is
39 implanted between the shoulder blades of an animal; it is permanent. The chip is registered in
40 the CHS system. The CCSO has access to the CHS system. In addition, the chip is registered in the
41 national database, connecting the animal to an owner and location. By requiring the microchip,
42 if the dog is found at-large again, there is a record trail. Deputy Powell explained if the dog is
43 sold to someone else, the information on the chip could be reprogramed to the new owner.
44 These chips do not have GPS tracking. The CHS has scanners for the chips and the Cache County
45 Animal Control Officers carry scanners in their trucks.
- 46 • K Allen asked if chips from different companies could be read. S Frisk and Deputy Powell
47 explained they have universal scanners and can read various chips.
- 48 • K Allen asked about the dog problem in the City. Deputy Powell stated it was minimal.
- 49 • Deputy Powell explained the process of impounding and/or returning a dog is much quicker with

1 a microchip.

- 2 • J Baldwin asked if dog behavior data is tracked on the chip. Deputy Powell explained behavior
- 3 information is tracked through citations. The purpose of the chip is for identification purposes
- 4 only.
- 5 • S Frisk explained that if a dog bites someone and the bite breaks the skin, CHS is required to
- 6 hold the dog for a 10-day observation period. Deputy Powell explained if a dog bites someone
- 7 on its own property it is not a criminal action, but it can be a civil action. The bite quarantine still
- 8 applies.
- 9 • R Sneddon asked if a person walking on the sidewalk is bitten by a dog on a leash, is the process
- 10 different. Deputy Powell explained the dog's action would be considered as the owner not
- 11 having control, and the owner may be cited for vicious animal.
- 12 • The impound fee is increasing from \$10 to \$30. This fee is collected by CHS, and then CHS remits
- 13 the fee to the City.
- 14 • J Baldwin asked about breed specific regulations. S Frisk explained an amendment to [she
- 15 thought] the Animal Welfare Act in 2015 prohibits breed specific legislation.
- 16 • J Baldwin corrected page 6 line 41 of the ordinance should be paid ~~be for~~ before.
- 17 • The City will contact the CCSO when the contract goes into effect.

18 **Item No. 2 Resolution 053-2017 Fee Schedule Amendment:** The Providence City Council will consider
19 for adoption a resolution amending the Providence City Fee Schedule by changing the impound fee to
20 \$30.

21 **Motion to approve Resolution 053-2017 – J Baldwin, second – J Drew**

22 **Vote:**

23 **Yea: K Allen, J Baldwin, J Drew, D Giles, R Sneddon**

24 **Nay: None**

25 **Abstained: None**

26 **Excused: None**

27 Discussion prior to vote:

- 28 • None

29 **Item No. 3. Resolution 054-2017 Agreement – Cache Humane Society:** The Providence City Council will
30 consider for adoption a resolution approving an Agreement for Animal Impound Services between
31 Providence City and the Cache Humane Society, Inc.

32 **Motion to approve Resolution 054-2017 Agreement – Cache Humane Society – J Drew, second – D**
33 **Giles**

34 **Vote:**

35 **Yea: K Allen, J Baldwin, J Drew, D Giles, R Sneddon**

36 **Nay: None**

37 **Abstained: None**

38 **Excused: None**

39 Discussion prior to vote:

- 40 • J Baldwin asked why the City is switching. Deputy Powell explained one of the main reasons is
- 41 for the public to be able to get a dog out of the pound on holidays that the City is closed and the
- 42 Cache Humane Society is open, and on Saturday mornings.
- 43 • J Drew reported he spoke with Cache County Sheriff Chad Jensen. Sheriff Jensen indicated CCSO
- 44 likes dealing with CHS.
- 45 • S Frisk explained the rates are comparable. She felt the savings came from owners reclaiming
- 46 their animals quickly. CHS has a 65% reclaim rate. They work very hard to notify owners so the
- 47 dogs are reclaimed as quickly as possible.
- 48 • J Drew explained the paperwork, invoicing, money collection has been simplified.

- 1 • S Bankhead explained, in this agreement, Providence City is only responsible for the first 5 days.
- 2 With the current provider, Bridgerland Animal Hospital, the City is responsible for each day the
- 3 dog is held. This can be more than five days, depending on weekends and holidays.
- 4 • J Baldwin page 2 line 31 five should be ten days.
- 5 • J Baldwin asked about mandatory fines. C Woolley explained the Justice Court Judge does have
- 6 some digression. The separation of powers does not allow a city to mandate what a judge does.
- 7 However, the City can certainly establish a fine schedule.

8 **Item No. 4. Discussion:** Doug Albrechtsen, Cache Communications, will discuss an opt-in automated
9 notification system for Providence City.

- 10 • Doug Albrechtsen explained Cache Communications is a locally owned family company. In 1993,
- 11 they split the company into two pieces, one for communication services, IT work, and phone
- 12 systems. At that time, they developed a phone messaging system. Since that time, they have
- 13 developed an automated notification system. He explained texting has the quickest open rate
- 14 (aside from person to person), and the highest open rate. Open rate is how quickly something is
- 15 read by the recipient. Studies show texting is the preferred method to communicate.
- 16 • The proposed system has the capability of changing the way citizens communicate with the city
- 17 government. After hours, a text can be sent into the City number; then the next day an
- 18 employee can answer. The message can come in to a separate interface or into the standard
- 19 email workflow. The message and the response will be logged into the system, creating a
- 20 notification trail.
- 21 • Field closures can be automated by texting to fields. The system will send back the information
- 22 from the website.
- 23 • J Baldwin asked about monitoring the system. D Albrechtsen explained, for some routine things,
- 24 the response could be automated. Most questions coming to the City will require someone to
- 25 monitor and respond. It is just like monitoring an email.
- 26 • J Drew felt for the most part the messages would be from the City to the citizens. Emergencies,
- 27 city events, road closures, etc. We would also like to be able to poll the residents and have
- 28 citizens text in problems, such as potholes.
- 29 • Citizens would opt-in the system. J Drew explained citizens would find the op-in form on the
- 30 City's website.
- 31 • Steve Albrechtsen designed the app. He reviewed the system features. All addresses within
- 32 Providence City have been pre-populated to assist residents in completing the op-in form. For
- 33 questions about athletic field condition, people can text "field" to a phone number, and will
- 34 receive an automated response that taken from information posted on the City's website. There
- 35 is a map feature that allows city staff to select an area on the map and send notifications to
- 36 residents in the selected area.
- 37 • J Baldwin asked about labeling something "Urgent Message". S Albrechtsen explained the
- 38 messages would come across as ordinary text messages. J Baldwin felt the City should have a
- 39 protocol for emergency responses. S Bankhead explained the City does have policies in place.
- 40 • R Sneddon asked about the cost of the service. D Albrechtsen reported there is an annual fee of
- 41 \$2,700. There is a one-time fee of \$200 for a priority phone number. Training and service is
- 42 included in the \$2,700 fee.
- 43 • J Baldwin asked how new home addresses would be added. There is a utility feature the city
- 44 staff can use to add addresses, or Cache Communications can add it.
- 45 • J Baldwin asked about privacy. D Albrechtsen reported there is a privacy policy. The phone
- 46 numbers are not shared. There are access levels in the system; not everyone will have access to
- 47 all levels of the system.
- 48 • K Allen asked how much time it would add to the staff workload. S Albrechtsen felt it would

1 depend on the volume. The hope is that the system will save staff time.

2 **Item No. 5. Discussion:** Ironwood Development will discuss development options for Parcel No.s 02-
3 004-0001, 02-004-0002, and 02-004-0003 located generally along 1000 East between 600 South and 800
4 South in Cache County; and the process to amend the City's annexation policy plan.

- 5 • Craig Winder, Ironwood Development, reported they filed a petition for annexation with River
6 Heights City. C Winder reported he requested River Heights City deny their petition because the
7 developers are not ready to go with either city at this point. However, River Heights City
8 accepted their annexation petition for further consideration. C Winder explained the annexation
9 process.
- 10 • Jeff Jackson, Ironwood Development, stated he is not lobbying for the best deal; he is lobbying
11 for the best development. After speaking at the recent Cache Summit, he has formalized his
12 thoughts. He is looking to provide a good development that represents good stewards of the
13 land. There are three components: affordability (This does not mean affordable housing or low-
14 income housing; this is true affordability. In 2004, 60% of the housing product delivered to the
15 public was under \$199,000 – today that percentage is only .05%. During the same time, housing
16 that was between \$300,000 and \$349,000 made up 5% of the market; it now represents 25% of
17 the market. Today in Cache County, the average homeowner makes \$62,000/year, allowing
18 them to buy a \$229,000 home. Due to current costs to develop (i.e. land, development costs,
19 etc.), it is very difficult to provide homes under \$229,000.), changing demographics, and
20 sustainable neighborhoods.
- 21 • J Jackson explained the concept represents 5.4 dwelling units per acre, with approximately 200
22 dwelling units and 38% of the property in open space.
- 23 • J Jackson felt there were two advantages to mixed residential development: he feels the mixed
24 use is a 3-yr project vs. a 7 or 8-yr traditional project – limiting exposure; and marketing to
25 three buyer segments vs. one.
- 26 • J Jackson requested feedback from the City Council on the proposed plan using “smart growth.”
- 27 • J Baldwin felt the proposal was a well thought-out plan. He liked the proposal. However, many
28 people that currently live in the City do not want change. He felt there was a mindset that
29 people do not want this [mixed development] in our community. J Baldwin felt this type of
30 mixed use not only fits the demographic of who wants a yard and who does not, but also fits the
31 senior demographic.
- 32 • J Jackson understands the council needs to deal with public, but also felt they need to look at
33 what is best for Providence City.
- 34 • K Allen stated he has considered this for quite a while, even when he was on the River Heights
35 City Council. People need to consider change. People have changing desires. The Council will
36 need to be thoughtful and adjust to the change that is coming.
- 37 • R Sneddon felt high quality is the direction the City needs to go. He felt this transition was high
38 quality.
- 39 • Mayor Calderwood explained both River Heights and Providence have agreed to work together
40 in transportation planning. J Jackson explained the development plans for ingress and egress. J
41 Jackson felt getting the bridge in was key to both cities. He explained if they annex to River
42 Heights, they plan to improve their portion of Spring Creek Parkway. If they annex to
43 Providence, participation in the bridge will be part of the discussion.
- 44 • Ruth Ann Nelson explained Cache County plows the River Heights hill to 600 South.
- 45 • J Jackson asked the Council to move efficiently to amend the annexation policy plan in the event
46 the developers decide to annex to Providence.
- 47 • J Baldwin asked about the water zone. R Stapley explained the development would be in Zone 1.
48 R Stapley also explained once the Water Zone 2 reservoir is constructed it would help all zones.

1 R Stapley explained if development significantly increases in Zone 1, an additional reservoir
2 would be needed in the future.

- 3 • J Jackson explained the mixed development would use less water. If a secondary system were
4 installed, it would use Blacksmith Fork shares. J Jackson explained the challenge is storing the
5 secondary water.
- 6 • Mayor Calderwood felt the City would also need to consider another well in the future.
- 7 • J Drew explained part of this involves an HOA that will pay for the private maintenance. This will
8 reduce the public maintenance costs.
- 9 • K Allen was excused at 7:50 p.m.
- 10 • Kristina Eck asked if Spring Creek Parkway would extend both east and west. J Jackson felt by
11 installing the bridge, traffic could utilize both Spring Creek Parkway and 1000 East.
- 12 • J Jackson felt by providing amenities within the development would reduce traffic.
- 13 • K Eck felt one of the nice things about the townhomes in Nibley is a nearby bus stop. J Drew felt
14 the transit company would consider the area.
- 15 • R Stapley asked if this concept also utilized property within River Heights. J Jackson stated this
16 would only deal with the property coming into Providence, not any property already within
17 River Heights.
- 18 • K Eck asked about the timeframe to buildout. J Jackson felt the mixed-use project would be 3 to
19 4 years.

20 **Staff Reports:** Items presented by Providence City Staff will be presented as information only.

21 Rob Stapley:

- 22 • City staff is working with CRS to get traffic counts for the impact fee study. Hope to have the
23 traffic studies by the end of the month.
- 24 • The salt shed is almost complete.
- 25 • We are updating the IWorq program.
- 26 • The City recently hired a storm water employee. He has taken the certification test. It is working
27 to get 10 inspections completed.

28 Skarlet Bankhead:

- 29 • The November invoice list was included in the Council packet.
- 30 • S Bankhead thanked Mayor Calderwood for his service.

31
32 **Council Reports:** Items presented by the City Council members will be presented as informational only;
33 no formal action will be taken. The City Council may act on an item, if it arose subsequent to the posting
34 of this agenda and the City Council determines that an emergency exists.

- 35 • J Baldwin stated he enjoyed working with Mayor Calderwood. He felt Mayor Calderwood left the
36 new office building as a legacy. He also recognized the Mayor's efforts in getting the two-month
37 agreement with Spring Creek Water Company.
- 38 • J Baldwin asked about the energy efficiency of the building.
- 39 • R Sneddon thanked the Mayor for his service.
- 40 • J Drew expressed appreciation for the Mayor's work on the Council.
- 41 • D Giles – no report.
- 42 • Mayor Calderwood reported a resident would like the City to reconsider the water leak
43 adjustment ordinance in January.

44 **Executive Session Notice:**

45 The Providence City Council may enter into a closed session to discuss pending or reasonably imminent
46 litigation as allowed by Utah Code 52-4-205(1)(c).

47 The Providence City Council may enter into a closed session to discuss professional competence or other

1 factors allowed by Utah Code 52-4-205(1)(a).
2 The Providence City Council may enter into a closed session to discuss land acquisition or the sale of real
3 property Utah Code 52-4-205(1) (d) and (e).

4 **Motion to enter into a closed session – J Baldwin, second – J Drew**

5 **Vote:**

6 **Yea: J Baldwin, J Drew, D Giles, R Sneddon**

7 **Nay: None**

8 **Abstained: None**

9 **Excused: K Allen**

10 Entered into the closed session approximately 8:30 p.m.

11 Returned to open meeting at approximately 9:25 p.m.

12

13 **Motion to adjourn – R Sneddon, second – J Baldwin.**

14

15

16

17 _____
Don W. Calderwood, Mayor

Skarlet Bankhead, City Recorder

18

DRAFT