

RICHMOND CITY COUNCIL

MARCH 18, 2014

The regular meeting of the Richmond City Council was held at the Richmond City Office Building located at 6 West Main, Richmond, Utah on Tuesday, March 18, 2014. The meeting began at 7:00 P.M., Mayor Michael Hall was in the chair. The opening remarks were made by Justin Lewis.

The following Council members were in attendance: Brad Jensen, Paul Erickson, Jeff Young, Cheryl Peck and Tucker Thatcher.

City Manager Marlowe Adkins and City Recorder Justin Lewis were also in attendance.

A motion to approve the February 18, 2014 City Council meeting minutes was made by Paul, seconded by Tucker and the vote was unanimous.

Yes Vote: Jensen, Erickson, Young, Peck, Thatcher

No Vote: None

DEPUTY REPORT

MAYOR: Deputy Hatch is not working this evening. Members of the Department are not allowed to work overtime right now. If any of you have any information to pass along, please forward to Marlowe and he will get it to Deputy Hatch. We need to provide her information on Black & White Days as soon as possible so she can make the necessary arrangements.

MARLOWE: We also need to get her the date of the City Party. She needs the date as soon as possible to get things organized.

INFORMATIVE PRESENTATION RELATIVE TO THE NEW MAVERIK STORE TO BE CONSTRUCTED AT THE SAME LOCATION AS THE PRESENT BUSINESS

MAYOR: Maverik has a plan to remodel and change the Maverik building and Todd Meyers is here this evening to tell us what they are planning on doing.

TODD MEYERS: I work out of Salt Lake for Maverik Incorporated. There are 106 of the old stores that we are in the process of starting to remodel. Some of them will have the roof redone and the front of the store changed. It is time for a new building here. We purchased the land to the west of the current building. We will be putting a new building on that land. The existing store will run through about 2/3 of the construction process and then be closed for some site work and the remaining construction process to be completed. The existing building is around 1,500 square feet. The store in Perry, Utah is around 4,800 square feet. The new building will be the first of our new design and will be 3,600 square feet. Some properties are size challenged and require smaller buildings. We inquired about purchasing the land to the west of our vacant lot but the price was too high. We have designed the current building with the available land. The front of the new building will look like the Perry store. There will be lots of glass in the front and higher ceilings inside. The old stores are Maverik Country Stores and the new stores are "Where the Adventure Begins" themed. The ceiling in the new building will be about two

feet lower than the Perry store and the building will not be as wide as the Perry store. When the highway was redone the store now sits really high above the road. We will lower the property for the new store. We don't have the preferred circulation for traffic that we would like. A standard driveway is 24 feet but Maverik likes to have driveways that are 42 feet wide. The new gas pumps will sit on a 45 degree angle. It will allow for easier access in and out. The landscaping is tighter than we like but will meet the City minimums. There will be some grass and trees. When we started this project we were going to use the old sign but with a new building we need a new sign. There will be a picnic table with a trellis over it on the one end of the building. There will be a bike rack as well and some trees for shade. There will be a 2-rail fence along a portion of Main Street as well. We don't want kids running to the road. The air handling units will be on the roof and out of site. The exterior of the building will be stucco looking material as well as some stone. We will have big store front windows as well.

CHERYL: Have you tried using the angled pumps before?

TODD: Yes, but we have not done it a whole lot. We usually like the cashiers to be able to see the license plates on the vehicles. In this case we need to turn the pumps for the comfort of the customers.

BRAD: What are your plans for snow removal? It has been an issue in the past. Do you have plans to accommodate for keeping the sidewalk open? Do you intend to push the snow to the south?

TODD: The intent is to slope the property to the south. The high point will be on the north. We will have snow removal issues. It is a very tight spot and there is not really a place to put the snow. Normally, we try and put a small section of grass behind the buildings but in this case the grade behind the building is too steep and so we will put down some fabric and cover it with gravel.

TUCKER: What is your construction period? How long will the project take? When do you plan to start?

TODD: I have a rough idea. The final plans are still under design as this store will be built here, Rupert, Idaho and Snowflake, Arizona. We are still working on the final floor plan. The plans should be done by early April and then onto the architect for final approval. From there to the structural engineer for review and approval. We hope to have all of the plans done by mid to late June. From that point we will get building permits. We want to start construction no later than the first of September and have the store open by the end of the year. It is going to be a tight timeline to get it done.

CHERYL: How long do you think the store will be closed during the last 1/3 of the construction process? How many days are you guessing?

TODD: I don't dare guess.

PAUL: What was your timeline on the new Farr West store?

TODD: That store was closed for around 45 days. There were site issues at the Farr West store. When the excavation started there was a lot of old concrete that had been buried and had to be dug up and hauled away.

JEFF: I want to be clear on the building placement. Where exactly will the new store be?

TODD: The new building will be on the vacant lot to the west of the existing building. The location of the old building will become the parking lot for the new store. The new layout is designed to keep the fuel trucks out of the way as well. The gas pumps will be in the location of the current tanks.

MAYOR: We appreciate you coming before the Council this evening. We are excited to see the new store coming.

TODD: Marlowe has been excellent to work with and we appreciate his and your time.

PRESENTATION AND POSSIBLE PROCLAMATION RELATIVE TO CHILD ABUSE PREVENTION

DIANE BEHL: I work with the Child & Family Support Center and have been a board member for several years. “One ounce of prevention is worth a pound of cure” is essentially the mission of the center. We want to strengthen families and help children. The Center does programs such as the good touch, bad touch program in the local schools. Last year there were 5,500 persons served at the center for educational purposes. There were 43 visits to the child crisis nursery in 2013. In 2013, there were 297 documented cases of child abuse in the valley. One is more than we want to have. We are asking all of the leaders in the valley to support the proclamation. Please tell everyone in the community about the center and what is offered there. I would ask for your help in promoting some of our upcoming activities. On March 22nd there is a free strengthening the family workshop. The workshop includes lunch and space is limited. Please post that information and encourage people to attend.

MAYOR: Please email me that information and we can post it on the City website and at the post office.

DIANE: April is Child Abuse Prevention Month. At noon on April 1st at the County Courthouse is the kick off to the month. We invite the Council and Mayor to attend for the ribbon cutting. I will email a reminder about it as well. There will also be a 1950’s sock hop themed blue ribbon dinner. It is our major dinner and fundraiser for the year. The dinner is at the Copper Mill.

MAYOR: Email me that information as well and we will put it on the website.

DIANE: Mayor please read the proclamation and I have blue ribbons to pass along to the Council as a sign of support as well.

****Mayor Hall read the Child Abuse Prevention Month Proclamation.****

****A motion to adopt April 2014 as Child Abuse Prevention Month in Richmond City was made by Jeff, seconded by Brad and the vote was unanimous.****

Yes Vote: Jensen, Erickson, Young, Peck, Thatcher

No Vote: None

BRAD: Let’s put a link on our website to their website.

TERRIE WIERENGA: There is already one on there.

BUSINESS LICENSES

LYNETTE’S BRIDAL & FORMAL WEAR

LYNETTE ROBINSON: I do sewing and alterations out of my house.

MAYOR: Any traffic coming and going?

LYNETTE: All meetings are by appointment only and there would only be one car at a time.

PAUL: Any chemicals stored onsite?

LYNETTE: No.

MAYOR: Haven't you had a license in the past?

LYNETTE: Yes.

A motion to approve the business license request for Lynette's Bridal & Formalwear (Lynette Robinson) was made by Paul, seconded by Jeff and the vote was unanimous.

Yes Vote: Jensen, Erickson, Young, Peck, Thatcher

No Vote: None

JANILYN'S SERVICES

TARA LARSEN: I do sewing and vinyl letter cutouts. For the last eight to nine years I have been a stay at home mom. I have been babysitting my grandkids and others but now that has changed. I have sewn for a long time and had my own custom sewing business before. I had a business license in Weston, Franklin and Preston. I had a nursery license in Idaho for three years as well. I have brought some recent photos of what I am doing for your review. The main thing I am going to be doing is going back to school so this will only be a part-time job. I don't want to turn down any jobs and took a toddler cap and gown order today. I do just odds and ends. I would like to provide a service on a part-time basis.

PAUL: Are you located in the Ripplinger trailer court? Are there any landlord concerns in having a business there?

TARA: No, there are not any issues having a business there. I won't have a store front and will only work by appointment only. I would expect that a lot will be done over the internet as people can check designs and approve by email. Sometimes there may need to be a fitting at my house or the customer's house.

PAUL: What kind of materials will be stored?

TARA: There is nothing toxic. The solvent I have is safe. I would have some spray adhesive and some sewing machine oil. I don't store much. I just do custom made to order items.

A motion to approve the business license request for Janilyn's Services (Tara Larsen) was made by Brad, second by Tucker and the vote was unanimous.

Yes Vote: Jensen, Erickson, Young, Peck, Thatcher

No Vote: None

TARA: There will be a time or two that my son works with me on projects as well.

MAYOR: Thank you for clarifying that.

TRAVIS LARSEN

TRAVIS LARSEN: I do rug binding and some upholstery work. I do coving work as well. I lay carpet for a living and occasionally do some seat covers.

JEFF: Do you have equipment at your house?

TRAVIS: Just a sewing machine.

MAYOR: Is all of the carpet kept on site?

TRAVIS: Yes, unless it is a rug or some coving that I am working on. The product would be bound and then delivered.

MAYOR: So you will be working on the ATV's at your home?

TRAVIS: Yes.

PAUL: Will you be working in your house or a shed?

TRAVIS: In the garage.

MAYOR: What types of material will you have on hand?

TRAVIS: Some heavy duty vinyl and carpet as it is ordered.

PAUL: No chemicals.

TRAVIS: Correct.

BRAD: On your application it says other auto accessories. What does that mean?

TRAVIS: Dash covers and seat covers.

BRAD: What is the timeframe you will have vehicles on site?

TRAVIS: No more than a day.

BRAD: I work in the auto industry and sometimes it is hard collecting money on jobs. How many cars do you expect to have on the property at one time?

TRAVIS: As few as possible. I had not thought much about it. It is not a high end business and not a lot of flow. I will work on one vehicle at a time.

BRAD: I would like to see a specific number of vehicles attached to the license including his own vehicles. It is a residential neighborhood.

PAUL: I agree, out of respect to the neighbors.

BRAD: Commercial property is totally different and this would not be required in that case. It appears most of the work will be indoor and out of sight. A limitation on the number of cars would be good. What is a good number to give that won't be a concern for the neighbors?

TRAVIS: In the future I hope to have a shop and not have to work out of my garage. I expect to only have two or three there at a time. Not any more than I can fit in the building.

BRAD: How many vehicles do you own?

TRAVIS: I own three.

BRAD: If we allow a total of five would that limit your business? Is that a fair number?

TRAVIS: That should work. I do have family and friends there all the time.

PAUL: They are not there permanently so that is fine.

TRAVIS: No more than five works.

MAYOR: So we are looking at three personal and two for the business then.

A motion to approve the business license request for Travis Larsen with the conditions that only three personal vehicles and two business vehicles be allowed at the residence/property at one time, cars cannot be disassembled at the residence and customer cars will not be allowed at the residence for more than 15 consecutive days, was made by Brad, seconded by Paul and the vote was unanimous.

Yes Vote: Jensen, Erickson, Young, Peck, Thatcher

No Vote: None

CITIZEN PROPOSAL RELATIVE TO ADJUSTING THE LANDSCAPE NEXT TO THE NATURE PARK

DAVE DEGASSER: Behind the home to the east of me that I just purchased there is a bunch of fill dirt. It was added last year. I don't want it back there. I would have to truck it off. The nature park is next door to this property. There is a natural low spot in the nature park and at the south end is a steep ravine. Currently, the ravine is full of junk and tree limbs. My proposal is that I would come in with a track hoe, remove the branches and limbs from the ravine and then use the track hoe to fill the ravine with the fill dirt. I would make sure it is leveled out and looks decent. I would contour the area to the existing low spot. The low spot is where water collects in the spring.

PAUL: Is this by the big "V" shaped notch that goes to the creek?

DAVE: The area I am talking about is farther south than that. I estimate there are 10 to 12 dump truck loads of dirt to move. It is not a big amount of dirt. It would help to fill in that messy area and I don't have to pay to haul it away.

TUCKER: Do you know what type of material it is?

DAVE: It is just dirt. There is not any concrete or boulders in it. I think it is a bunch of clay.

MAYOR: Does your property go all the way to the road to the east?

DAVE: It only goes to the fence on the east side of the house. The City owns the rest of the property to the road. The semi-trailer will be going away as well.

PAUL: Darek what are your thoughts?

DAREK: I don't see a problem as long as drainage is not affected. The back corner is only being filled in and it might actually help the area out.

DAVE: That is a deep hole in that area.

MAYOR: I think it is a great idea, it helps the City out and you out.

PAUL: Eventually there will be a trail that loops through that area and hopefully a fence.

DAVE: I plan on fixing up the fence on my property and cleaning up the home and yard. I will utilize the shop and rent the house.

PAUL: Please make sure we know the timeline of when you are going to do this as we would like to examine the area and the dirt.

INITIAL PRESENTATION FOR THE CREATION OF THE WHITE PINE SUBDIVISION LOCATED BETWEEN 300 NORTH AND 500 NORTH AND 300 EAST TO 500 EAST.

MAYOR: This is the initial presentation to the Council on the White Pine subdivision. The plan has been approved and forwarded from the Planning Commission. Eric Sadler is here tonight to make a presentation and answer questions. Next month there will be a public hearing on the proposal, some discussion and a possible vote.

ERIC SADLER: Jon White had a family emergency tonight and could not attend. The subdivision would be 41 lots and have two access points. The access points would be on 300 North and 500 North. The north entrance would be lined up with the entrance point to the subdivision to the north. We want it to be a family friendly area. There will be curb and gutter throughout. There will not be any swells. It will look really nice. Planning and Zoning was

okay with the plan. There is a detention basin in the south west corner. It is the lowest area of the parcel.

MAYOR: Is the basin where the Christensen home is located?

ERIC: Yes. The house and barn will be removed. Jon will keep the well and enhance the area around it.

MAYOR: Where is the location of the well?

ERIC: It is in front (west) of the barn. We envision the basin being a park area. The plan is to keep as many of the existing trees as possible. The plan is to develop the road all the way up 300 North to the edge of the property. We will only bore the road one time to bring the sewer across. The water will be accessed from the south side of 500 North. The lines will then be extended across the property to the south. We don't want to have to cut the roads down the line. The entire area has a sidewalk. There will be covenants in place to keep the places clean and maintained.

PAUL: So you are forming an H.O.A.?

ERIC: No. There will be covenants that are required for the building process. The covenants will be a condition of buying the property.

JEFF: Who follows through on enforcing those rules?

BRAD: Who is the enforcement leg of that concern?

ERIC: All of the lot owners will have to comply.

MAYOR: Is this something that is written out?

PAUL: What if they don't stick to the rules?

MAYOR: Who will be over enforcement of this issue? Is there a check off list that can be reviewed? Can we put the check off list with our occupancy checklist?

MARLOWE: I don't see why not. The checklist could be approved pending the approval of the subdivision.

PAUL: We need to see a list of the covenants.

ERIC: We want the curb appeal of the properties to be nice. We cannot enforce much more without going to an H.O.A. There will be a requirement for vinyl siding and some masonry work. The area will look pristine and nice.

MARLOWE: We could put the check off list with our green sheet which is part of the certificate of occupancy. The County will give the formal approval for the Certificate of Occupancy.

JEFF: Are these requirements going to be addressed prior to this?

MAYOR: The developer will prepare the check list of things that needs to be done. The City will make sure the builder signs off on the check list as well.

PAUL: Are we talking about sidewalks?

ERIC: No, that is a City standard to have them installed.

JEFF: Does anyone else do the check list like this?

DAREK: Only in an H.O.A. I have not dealt with this before. Feasibly we need to have the lot purchaser sign something.

JEFF: Can the building inspector legally enforce?

MAYOR: Yes, we give the building inspector the rules to follow.

JEFF: For example, if the color of the siding is an issue. Where is the enforcement? Is that taken care of through the occupancy permit?

BRAD: We need to come up with a list before this discussion goes much further and then we can discuss.

MAYOR: The lot purchaser will get the check list upfront.

PAUL: I am concerned about enforcement.

BRAD: The City cannot be in charge of enforcement.

ERIC: Jon is aware and concerned of this issue as well.

MAYOR: The idea of having a check list is intriguing.

JEFF: There has to be a better way to still accomplish this.

DAREK: That is for the developer to handle.

PAUL: Will there be a preferred builder?

ERIC: It depends. Jon wants to keep some of the lots and do something with them but that is still up in the air. Possibly there will be a preferred builder.

JUSTIN: When will the sidewalks go in? Will they all go in at once or just a lot at a time?

ERIC: Jon wants all of the improvements put in now. All of the utilities will be stubbed in at the start.

BRAD: So all of the curb gutter and sidewalk will be done before selling a lot?

ERIC: Essentially.

BRAD: Some of the sewer lines will cut through private property?

ERIC: We did not want to cut the road more than once. Two lots in the north west corner will enter through the back yard.

BRAD: Will there be laterals in people's yards?

ERIC: No, in the streets.

BRAD: Will there be private laterals crossing lot boundaries?

ERIC: Just those two in that corner (north west).

PAUL: Because of the slope?

ERIC: No, we did not want to bore the road again.

BRAD: Which lot numbers are affected?

ERIC: Three and two. The sewer will run north and south through lots six and five in the utility easement to reach those two parcels.

BRAD: What if the line for lot three breaks in lot sixes yard?

ERIC: There is an easement in place. Just like with the phone and Comcast. They all have an easement. The pipes will be stubbed in prior to building. We are also aware of a land drain issue and will figure out how to address it and get it to the storm drain system.

BRAD: Have you investigated if the storm drain goes to a water way or an open air pipe?

ERIC: I don't know that is on the City property. We are building a retaining pond and the City system will only be used if there is emergency overflow issues and the pond cannot handle the flow.

BRAD: We need to make sure of where the storm water goes.

MARLOWE: It goes all the way down and dumps into City Creek behind Rob Bair's property.

ERIC: The area is designed to only use the City system for emergency use.

DAREK: The pond is designed for a certain size storm. It is designed to a specific standard. I will have more comments after the subdivision is approved.

BRAD: What is the frontage on Lots 1 and 41?

ERIC: They can face either way.

BRAD: So you are going to be improving 500 North and 300 East?

ERIC: There will be curb and gutter on 500 North and 300 North and nothing done on 300 East.

BRAD: On 300 East you will only see the backyards of all the homes.

MAYOR: Is there a requirement for a fence on 300 East?

ERIC: That would be up to each individual homeowner.

BRAD: That is something we are going to need to relook at. Nowhere in Cache Valley do you see where you look into people's backyards. All of the ones I have seen are improved with a fence and sidewalk. There are several in Smithfield, one at the north end and one by Sky View. All of the improvements are done by the developer.

ERIC: I did not know that but I do now.

BRAD: You are impacting 300 East.

PAUL: I am speaking for the Council but we all feel the same way on this.

JEFF: I had this concern years ago when the initial proposal was first made. My first question was regarding the impact on 300 East. It is my main concern. On afternoons and evenings there are always people walking and running on that road. The road is already very narrow to begin with and we will be adding another 40 families to it.

ERIC: They don't all impact the road.

JEFF: The area will be impacted and that has been my concern from the start. We cannot assume that people will just walk the circle of sidewalk in the middle of the subdivision.

ERIC: I understand that concern.

MAYOR: Nibley, Smithfield and Logan are all the same as us on this requirement. Anything that a developer does that touches our road the developer is responsible for the improvements. You will need to factor that into your lot price. It is your decision to develop or not. The Council wants to see improvements on 300 East.

BRAD: You are already doing improvements on 300 North and 500 North.

ERIC: So everything has to be upgraded when subdivided?

BRAD: The property is adjacent to 300 North, 300 East and 500 North. We are not asking for road improvements on 300 East. We want the same for everyone. A wood fence or a vinyl fence as well.

JEFF: The Sadler subdivision on 300 South 100 West, they had to put sidewalk in and some of it is on the backside of some homes. They were even required to connect to the existing sidewalks on State Street and 200 West. There are not as many homes on the main road but it is the same concept. Facing in or not the sidewalk was still installed. It is a very similar concept with different subdivisions. Sidewalks in the City are a problem. It has to be addressed at some time and we have to move forward with a plan. It is just not in this case and is a disservice to the community if we don't address it. I like the standardized construction standards. There are always lots of questions on sidewalks but the concept is always the same. More sidewalks are being established. More subdivisions will go in and the same thing will apply to them. I brought this up at the start and it goes along with our construction standards. I think it will improve the overall value of the development.

BRAD: I know there is a big development cost. We did not choose where you decided to access the property. The curb appeal on 300 East is not attractive.

ERIC: So you are expecting a sidewalk?

BRAD: We are expecting to see a sidewalk included on 300 East but not expecting you to do anything with the existing road.

PAUL: The fence needs to be the same as well.

MAYOR: I agree, the fencing needs to be the same material.

BRAD: There will need to be an engineered swell, sidewalk and fence on 300 East.

ERIC: Will the City help on the cost of these improvements?

BRAD: There is not a resident in this City that will help to supplement developer costs. It would not be responsible of me to approve such a request.

ERIC: The house across the road to the west does not have a sidewalk.

PAUL: That property was approved as a mini subdivision. There is an allowance for an area of 10 or fewer units where there will be no future roads and no land dedicated to the City. Four ranch lots were created. The lot owners assumed the cost of the required City improvements. I am one of the lot owners and I paid for my own water, sewer, electricity and sidewalk. In my case, I worked with Marlowe and Mayor Hall to escrow the money for the sidewalk in front of my residence. It has been brought up before and addressed. There are different standards from the mini subdivision to what you are doing. There will be a sidewalk in front of my residence.

JEFF: It is a smaller area but the same rules apply to the sidewalks.

MARLOWE: Our fence ordinance only allows for six feet tall.

PAUL: I agree, there needs to be a uniform fence with a sidewalk.

ERIC: Three-rail fence or privacy? I just need to understand what you are requesting.

MAYOR: My big concern is we don't want to see into people's backyards.

PAUL: There are also safety and access issues without a fence.

JUSTIN: With a three-rail you will still see everything and it won't stop balls or children from going into the road.

JEFF: It needs to be a privacy fence with that many homes and kids as well as to keep items out of the road.

BRAD: The lot value will improve as well.

MAYOR: Let's see your proposal and look at some options.

BRAD: Curb appeal and uniformity will be needed.

JEFF: This has been a discussion point for quite a while. Moving forward this is what is implemented now and down the road.

JUSTIN: Myself, Brian DeGasser and Sue McCormick, to name a few, had to put in sidewalks that lead to nowhere.

BRAD: We have tried to resolve the issue several different ways.

ERIC: Is there any redevelopment money in the City?

MAYOR: No, we are not big enough and don't have the tax base to do it.

MARLOWE: We don't qualify for an RDA.

PAUL: We are operating on a budget of less than one million dollars per year and don't have the tax base to help on this project.

JEFF: If we had money we would look at continuing the sidewalk. With this many new homes plus future development to the north we need to address walking and traffic issues.

ERIC: In regards to the detention pond. Is the City willing to take it over? Maybe install a playground.

DAREK: Those areas are used for playgrounds in some cities.

MAYOR: In regards to the retention pond. There will be a mow strip on 300 East and the City could mow the detention pond if we had too.

BRAD: The City can maintain the area.

ERIC: Would the City be willing to provide a play structure?

BRAD: No, we are talking \$30,000 plus for something like that. They are not cheap.

ERIC: I am just asking.

PAUL: We are agreeable to accept the maintenance of the pond but would have to consider RAPZ tax or some other funding source for the playground.

JEFF: We need to focus on a formal connecting point to that area before anything else. The more it is developed the more kids that will be going to school from that area. We don't have any sidewalks that connect to that area.

PAUL: What is the depth of the pond?

ERIC: Two feet.

DAREK: The contours on the plan show contours of one foot.

PAUL: The edge would be a safety barrier for the playground.

DAREK: The area we are talking about is a pretty big area. It is around 100 feet by 250 feet.

BRAD: It needs to be a nice grassy area. If not maintained it will look ugly.

JEFF: It could benefit everyone.

ERIC: The area will have fire hydrants as well.

BRAD: The ones that are allowed are in our construction standards. When we get to the construction phase we can go other things like that.

MAYOR: You are welcome to call Darek for help, if needed.

DAREK: Eric did ask if a set of construction plans was needed for tonight and I told him not yet.

ERIC: We have tried to go through everything with Marlowe and Darek. As you can see the lots go from a smaller size to a large size as you go to the east. The homes will get nicer as they go up the hill.

PAUL: On 300 North, what are the thoughts on snow plowing? How do we move the snow?

TUCKER: Will there be a paved circle for the trucks to turnaround?

MARLOWE: Right now the road is gravel and road base.

BRAD: Will 300 North be paved?

ERIC: Yes, up to the property boundary. There will only be curb on the north side of the new road.

PAUL: Is the homeowner to the east okay with how we are pushing snow?

MAYOR: I would assume so.

DAREK: The full width of the right of way is not being developed by Mr. White.

PAUL: What are the construction standards on asphalt? Do we allow double chipping?

ERIC: Three inches is required.

DAREK: Double chipping is not allowed.

BRAD: So the new road will be just two lanes wide on 300 North? Who is responsible for the south side of the road? Is there any assumed access created by paving the road?

DAREK: It will be the same access as now.

BRAD: Will there be any pioneering rights?

PAUL: The entire road would have to be developed to have pioneering rights.

DAREK: Pioneering is only a factor for water and sewer lines. I don't think roads are part of it.

MAYOR: On lot 32, in the south east corner, is the turnaround there on Christensen's property?

PAUL: I think the entire turnaround is on City property.

DAREK: If you look closely at their plan you can see the turnaround. A hammerhead or turnaround would work.

BRAD: We will now have two improved traffic lanes plus the extra room to the south.

DAREK: Some places ask for a hammerhead for a place for snowplow trucks and garbage trucks to turnaround.

MAYOR: I think we will actually have more room than we have now.

BRAD: The new road will be a lot wider than the current road.

PAUL: I am glad we have discussed this issue.

DAREK: If you look in the Cherry Creek Heights Subdivision at the bottom of Phase 2 you can see a hammerhead. Eventually that road will connect to 500 North.

BRAD: What is the plan with the secondary water?

ERIC: I know that Jon owns some shares but I don't know how many. I am not sure how he will deal with them. He is concerned about one lot owner having a share and the lot owner next door not having a share and that being an issue.

MAYOR: In the past, as part of the approval process the City would take over the irrigation water shares.

BRAD: No recent subdivisions have come in without deeding over their irrigation water shares.

DAREK: If I recall correctly there are around 22 to 26 shares.

PAUL: A secondary water line is not going to be added to this project afterward.

DAREK: This is something that needs to be discussed now. The irrigation water needs to stay with the land. It is less taxing on the culinary system to put High Creek water on the grass than water from the Cherry Creek system. A secondary water line could be installed in the road with the water and sewer. It could be metered if needed.

ERIC: We know the water shares cannot be sold.

DAREK: That has been an issue in the past.

MAYOR: We had an issue with a subdivision in the south end of town in the past. We tried to deed the shares to the lots but it is against the bylaws of the irrigation company to have them assigned to a property. They have to be assigned to a name. We would want the shares turned over to the City and then we can allocate them where needed. We could even trade the water if needed. We can lease them to landowners as well.

BRAD: If the lots are in place then there is a possible option for the buyers of the east lots as there is an existing line in place. The lines would not be metered.

DAREK: The irrigation company can require meters in certain places.

JUSTIN: Right now the system is not metered anywhere.

MAYOR: I agree.

BRAD: The concern with the secondary water will need to be resolved before final approval of the subdivision. We expect the water shares to come to the City.

MAYOR: The irrigation company has not changed their bylaws that I am aware of. Some of the board members had issues in making the change to assign the shares to the property.

DAREK: Most cities keep the shares and use them in parks and other places.

MAYOR: We want to keep the water in the City.

BRAD: It is a good looking subdivision and I like the layout.

ERIC: Jon is considering a monument sign as well at the pond.

****Jeff Young was excused to attend to a family matter.****

BRAD: So there will not be any homes accessing 300 East?

ERIC: Nobody can build fronting 300 East.

MAYOR: There are four things we will need. One is a check list of requirements for the buyers. Two is the completed retention pond and that the City will agree to maintain it. Three, a sidewalk and fence will be required on 300 East. Four, the irrigation water shares will need to be turned over to the City.

TUCKER: On the retention pond. Will the construction of the pond be completed with grass and the basin in a finished state before the City takes over? We will just do the maintenance?

PAUL: Yes. The property will also need to be formally deeded to the City as well.

JUSTIN: The City will not assume ownership until after the pond is developed and completed.

TUCKER: The sidewalk on 300 East was the biggest and only concern of the Planning Commission. Almost everyone saw that as an issue. Traffic will be increasing and that was the concern of the Commission as they passed it onto the Council.

ERIC: On the swell can we keep it as minimal as possible?

BRAD: Yes, just a designed swell.

DAREK: Just a grass shaped area.

BRAD: Use the existing grade.

PAUL: It has been a good presentation.

MAYOR: Next month will be the public hearing and then a discussion and possible vote. Depending on what happens at the public hearing and what has been discussed tonight it could possibly be approved that night. Public comment will be considered.

ERIC: I will get the information to you on your requests as soon as possible.

MAYOR: Get it to Marlowe and he will send to the rest of us. If you have any questions please let us know. We will provide you with a draft copy of the minutes to review what has been discussed.

DAREK: When they come back we can discuss street lighting as well.

MAYOR: Yes, we need to as they are wanting to be as completely done as possible.

DAREK: I won't need the construction plans to review until the subdivision is approved.

MAYOR: Eric, work with Darek as needed.

ERIC: On the lighting is there a standard light that is used? Can the City buy them at a discount and then we pay the City?

BRAD: We have such minimum purchases that we don't get a discount. The same thing with fire hydrants.

ERIC: This has been a good discussion and I am glad the issues have been addressed.

MAYOR: We can clarify questions as needed as well.

REVIEW, DISCUSS AND POSSIBLY ADOPT THE ENGINEERED SCHEDULE FOR WATER AND SEWER IMPACT FEES

MAYOR: This is the final draft of the proposed impact fees with all of our proposed changes.

PAUL: So there will be two public hearings next month.

MARLOWE: This information just needs to be accepted so it can be incorporated into the enabling ordinance.

BRAD: Emily has done a great job bouncing back and forth with the changes we have requested. We ended up implementing a collection system. There are no concerns from me with the data.

DAREK: I have talked to Brad and I have some concerns as we move forward. These will not affect the study. The fees are being set by meter size. Sewer laterals will take quite a bit of flow and a 4" lateral can take around 100 gallons per minute. One new business could take up quite a few ERC's. The current fee is the base fee for one equivalent. Commercial has been determined on a case by case basis in the past. I have talked to Marlowe and wonder if we need to publish a table so we are not locked into a maximum fee that can be charged. Right now it is possible to take up a bunch of capacity and not have that company pay their fair share. It is a question I have that we need to resolve.

MAYOR: I think we say these numbers are for residential use and commercial users are on a case by case basis. The integrity of this data is correct.

BRAD: We have no way to accommodate over a 6" line.

TUCKER: There has to be a method to come up with a calculation of the fee.

DAREK: Currently, the fee is based on how much will be discharged then we come up with how many equivalent units that will be. Flow and strength is part of the monthly fee. A business may flush 20,000 gallons a day where a home is 100 gallons per day. Users need to pay a fair price. We need to protect the residents and not sale off the excess capacity.

PAUL: We need to be compensated for what is used.

MAYOR: We can specify this data is used for residential use and in the ordinance it can state that the commercial fee is determined by a calculation. Marlowe will check into the legalities of doing this. Everyone needs to be treated the same.

PAUL: What do other places do?

DAREK: They use ERU's which is home equivalents. They are used for drinking water and waste water but especially for waste water.

PAUL: If you use the amount of ten homes then you should pay for ten homes.

DAREK: Yes.

PAUL: We must consider this suggestion.

TUCKER: It would not be hard to set it on flow rates either.

CHERYL: What about home based businesses?

MAYOR: They are considered residential.

MARLOWE: Actually they are exempt. I will work with Darek to get the formula. It will show how the commercial rates are handled.

MAYOR: One to four unit properties would be considered residential and five or more units would be considered commercial.

PAUL: I think we need to specify the one to four allowance.

DAREK: A four-plex is actually not that much waste.

BRAD: How do we deal with them right now?

MARLOWE: We don't have any four-plexes and there are only a couple of places in town that would allow for them.

BRAD: This is something we need to discuss before an enabling ordinance is done.

MAYOR: On the State Street apartments is there one lateral or how was that done?

MARLOWE: One lateral.

MAYOR: We need to specify that one to four family is residential use and above that is commercial use. That is the industry standard.

MARLOWE: I am not sure if we can do that.

MAYOR: What about the trailer court?

BRAD: That is commercial.

DAREK: A mobile home community with 50 homes using a lift station to get to the sewer main would be a for-profit venture and considered commercial. What is the potential of another mobile home community coming in?

MARLOWE: I would have to check on that.

MAYOR: One to four family will not be a problem. Everyone else treats them that way.

MARLOWE: I will get the hookup numbers from Darek.

MAYOR: Any other changes?

BRAD: Darek thanks for bringing this up and discussing.

MAYOR: Darek, please thank Emily for her help on this project.

INITIAL DISCUSSION ON THE ENABLING ORDINANCE, NO. 2014-1, FOR A NEW WATER AND SEWER IMPACT FEE SCHEDULE

MAYOR: This item was covered in the discussion we just had and will be on next month's agenda.

DISCUSSION RELATIVE TO AN EMERGENCY PREPAREDNESS DEMONSTRATION FOR THE CITY

CHERYL: There is support from the community. Jon Jensen is willing to help as well. He has specific concerns about water emergency preparedness. I just need to call Jeff at Security Shield and give him enough notice so he can make arrangements to attend. Once we find a date I will contact Questar and Rocky Mountain Power as well. I am not sure if the fire and EMT departments would want to participate as they are busy that night.

BRAD: In the past, they bring the vehicles and then mingle with the citizens.

MAYOR: How does September 5th work? Friday seems to get a better turnout than Saturday.

PAUL: It works for me and the earlier in September the better in regards to weather.

MAYOR: We will shoot for that date.

MARLOWE: The league meetings are September 10th through the 12th.

TUCKER: What time will it start?

MAYOR: At 6:00 P.M.

MAYOR: I will let Terrie know the date to put it on the website. Cheryl please go ahead and contact those other people.

MONTHLY FINANCIAL REVIEW WITH DISCUSSION AND DECISIONS AS NECESSARY

JUSTIN: Chris Purser has been working hard on dog licenses and about $\frac{3}{4}$ of our yearly allocation has been collected. The remaining RAPZ tax funds on the nature park were collected and you can now see that the full remaining balance in this budget year of \$9,829 has been

collected. Last month a bill was paid on the library renovation project in the amount of \$5,616. There is still about another \$22,000 in outstanding invoices that will most likely come next month as the contractor finishes up the project. Darek do you know when the GIS mapping project will be complete? I am just looking at it for next year's budget.

****Jeff Young returned to the Council meeting.****

DAREK: It won't be completed in this budget year but has to be done by September 30th.

JEFF: I just received a bill from Gateway on this project. I assume it was for the meetings we had.

JUSTIN: RAPZ tax of \$8,451 was collected on the Cub River playground project in February for a total reimbursed amount of \$63,550 to this point. There is a remaining available balance of \$11,450 for that project.

PAUL: We will take it but I sure wish we had more.

JUSTIN: There was \$1,004 in interest collected last month on the remaining bond proceeds. There is currently \$2,583,302 of remaining bond proceed funds on the water tank project. This will be decreasing as the well driller is paid. I see he has vacated the property so it will soon be time to get them paid.

MARLOWE: I will need a copy of every GIS project related bill to submit with the reimbursement request.

DAREK: Nothing is being done on the project right now.

JUSTIN: The new budget is coming along and will be lean and based off of last year's budget. I have implemented the \$1.00 per household per month emergency fee increase. There is also \$11,000 included in the sewer and water fund for the construction of a commodity building. There is a small wage increase for the employees but right now there is not much room for any other additions. Hopefully, in the Spring of next year we can add some additional items.

MAYOR: Get Justin any other budgetary items that you would like to see included and let's see what we can do.

COUNCIL MEMBER REPORTS

BRAD: The transition of the Fire Chief has been relatively smooth. Right now the Department is reviewing the policies and procedures manual at this point. Nothing else has changed to this point.

PAUL: There was high attendance at one of their recent exercises.

BRAD: They changed drill night from Thursday to Wednesday and have got more participation. There were training conflicts on Thursday night.

JEFF: Are the Assistants to the Chief being changed?

BRAD: That is up to the Chief but the Council will have to approve if a request is made. As Justin mentioned, the drill rig is now gone. The well is essentially done. Now we need to have a cleaning process that is done to remove clay from the screens. The next step would be to design and bid the well house portion of the project. There will also be some site cleanup. Did the reseed get done?

DAREK: Some of it got done and then their spray gun froze up.

BRAD: When complete a final appraisal will be done on the land and then the land issue can be resolved. It is exciting to see it get completed.

MARLOWE: We will be paying the DWR \$600 for another permit for the dirt that still remains on their property.

BRAD: There is still lots of dirt to move, we just ran out of time in the Fall with the weather. Some of the dirt will go to the nature park. The top soil is now accessible. It has been a great project overall. I will let Darek give an update on the sewer.

DAREK: The grit removal system is operational. The contractor needs to come back and finish some minor items like installing a sign, doing some painting and repairing some concrete. There is a small punch list of items. In a few weeks the project should be done.

BRAD: It is good to be wrapping it up.

DAREK: It can be finished now we have good weather.

BRAD: I have no new maintenance concerns. I have not received an official nuisance complaint but do have concern about a place on 300 East. I have been told by several people they are concerned about the number of camp trailers parked at a residence. If it is not cleaned up I am afraid an official complaint will be filed. We will wait and see how it plays out.

JEFF: I have not had an official Black & White Days meeting yet but I am attending a horse pull meeting tomorrow. Next month we will go over the specifics, assignments and line items for the celebration.

MAYOR: Marlowe please put a line item on the agenda to discuss Black & White Days.

PAUL: The City wide cleanup will be held on Saturday, May 3rd.

JEFF: We could notify the volunteer resource center as well about the City wide cleanup. The Youth Council will be involved as well. We have implemented a sports committee to help with soccer registration. The committee will help with baseball as well. We have never had this formally done in the past and with a group of volunteers it is now being completed. Over 130 kids from Richmond have signed up for soccer this year. The word got out and people have signed up their kids.

TUCKER: We talked about the Jon White subdivision and the concern of the Commission. There are a couple of minor subdivisions that will be coming before the commission. I believe they both involve lot splits.

MAYOR'S REPORT

MAYOR: Darek give us an update on the MBR plant.

DAREK: As Brad said the grit system is operational.

PAUL: Is a lot of grit being removed?

DAREK: All sorts of stuff is being removed. The area around the vault and under the mounds will be vacuumed and cleaned up so grit is removed from the existing system. I was hoping to have a bid opening on the well house tonight but we need some cleaning done on the well so the project will be delayed a couple of months. The project won't be done by the end of June. There was a State inspection on the sewer plant and all of the bond proceeds are now gone for that project. For the water project, I do have all the operation and maintenance manuals. I have the drawings as well. There is one more modification to the manuals and then I will give them

to Scott. I want to make the Council aware that the irrigation company is looking at possibly piping the High Creek canal. I will have to work with them so they understand that some of the water that runs off of the agricultural fields is caught by the canal.

MAYOR: We submitted two RAPZ tax proposals. One was a joint application with Lewiston City for four sets of portable bleachers for the Cub River Sports Complex. The cost was around \$70,000. I let the County know that it was our second preference on the approval list. The City submitted a proposal for around \$42,000 for upgrades for the 100 year anniversary of Black & White Days in 2015. There would be some cement work, work on the grandstands and other work in that project.

JEFF: There was also some portable bleachers that could be used for the horse pulls as well.

MAYOR: I would expect to get an answer the first week of May or so. There is an ongoing discussion about how to clean up the Nature Park. When we get some warm weather and the area dries out, I suggest we take a field trip up there and come up with a punch list of items for the City employees to complete. We will have Scott attend the field trip. It would be nice to get that project wrapped up this year. The Lion's Club is willing to help out as well. There is an offer from the local LDS single adult ward to help out as well. We might be able to utilize them for some painting on the Black & White Days project if we get the approval on the project. I will give an update on the ski resort as well. We have been working with Darek on their proposal or request to put their sewage and waste water into our system. We are coming up with the connection costs. They are in the City spring zone area. We need to protect the area as best as possible. There are some different proposals. The ski resort would also like to purchase our excess water. They have been made aware that if we have excess water to sale that they would be the first ones cut off if something were to change in the flow of the springs. They would like to buy our excess water from September through January. Their timing actually coincides with the end of the irrigation season as well. The demand of the City is down during that period of time as well. They are considering building a reservoir to fill that would be used for snow making purposes later on. The plus to a reservoir is the water would seep back into the ground. They are requesting about two million gallons per month during those months. Our springs produce on average 400 gallons per minute during that time or 17 million gallons per month. We usually average above that amount as well. We have asked them to get some proposals to us. I am glad they have reached out to us to discuss. They are currently advertising that they have snow making capabilities which is interesting. The Historical Committee has asked for \$7,524 to build a shed between the Post Office and the Museum. The shed would be 14' x 16' x 8' and have a picture window on the west side. They would park an old fire cart in there. People would be able to view it through the window. There would also be an overhead door to get in and out of the shed. The shed would be a slab on grade project. The building would be constructed by Cantwell Lumber. You can see the type of shed they construct if you drive by their business location. There is a private donor that is willing to contribute \$4,700 to the project. This donor has contributed to other local historic projects as well. The remaining balance the City would have to pay is around \$3,200. They want us to consider approving this amount.

JUSTIN: That type of building would require maintenance in regards to painting as the exterior is not vinyl siding.

MAYOR: That is correct. There would be some maintenance issues down the road.

BRAD: I know when we did the Fire Station remodel there were a bunch of unexpected costs. For the size of building they are talking, a building permit would be required. There are more associated costs for code related issues. I think the price given is the low end price for the project.

JEFF: Would it be built on the spot?

JUSTIN: They build them and then haul them in when complete.

MAYOR: They would have to stay within bid if approved.

BRAD: Building permits are required for buildings over 200 square feet.

MARLOWE: A building permit is not required for a prebuilt shed.

BRAD: I am not sure if that is correct.

MAYOR: Where is this item located at now?

BRAD: I have no idea.

MARLOWE: It is usually on the north side of the Relic Hall. It is just a hose cart. It does not include the pumper.

MAYOR: Is this something we want to pursue?

JUSTIN: Would they be willing to do a fundraiser during Black & White?

MAYOR: The project would consist of a concrete add-on to the existing cement slab and the building.

JEFF: Why does this item need to be put in a building now?

JUSTIN: I assume they are trying to preserve it.

JEFF: Would a simple roof without sides work?

MARLOWE: The item is over 100 years old and the wood is deteriorating.

JEFF: That is a big donation they could receive. I just think there could be some better options.

CHERYL: Is the donation based on a certain percentage of the project being funded by the City?

MAYOR: Yes.

PAUL: I think it is admirable what they are trying to do but the new building needs to look like the other buildings in the area. The consistency of all the buildings needs to be the same.

JEFF: Are there other ways to display this item?

PAUL: I know that we don't have funds in the current budget year for this project.

MAYOR: I will tell them they need to look for another payment source. Our next Council meeting is on April 15th.

A motion to pay the following bills was made by Jeff, seconded by Paul and the vote was unanimous.

Yes Vote: Jensen, Erickson, Young, Peck, Thatcher

No Vote: None

Aflac	178.38
Allied	138.00
Alpine Industries	187.50
Altius	1686.37
Angela Fannesbeck	115.00

Bear River Health	40.00
Cache County Service Area	15487.10
Comcast	218.13
Cox Data Systems	600.00
Ecosystems	731.15
Gateway Mapping	441.00
Hillyard Anderson Olsen	127.50
Interstate All Battery	99.98
JUB	1134.00
Maverik	674.61
Maverik Cemetery	229.67
Northern Title	200.00
Olson & Hoggan	8728.00
Parlant Technology	1786.25
PEHP	94.90
Peterson Plumbing	72.11
Public Sector Economics	13000.00
Questar	2493.05
Randys	153.09
Remote Control	2037.00
Renegade Rentals	482.03
Rocky Mountain Power	3024.21
Ron Keller Tire	94.58
Siemens	1805.45
Smithfield City Library	50.50
Smithfield Imp	13.99
Square One	109.40
Suburban Propane	51.00
Tamara Hardy	53.00
Thatcher	1084.91
The Home Depot	28.46
Treewise	20.00
UEN	75.21
ULGT	52.89
Upstart	12.50
USA Bluebook	339.14
Utah Communications	378.00
Verizon	249.69
Visa	351.22
Visa Library	479.22
Waterford	1555.00
Watkins	130.98
Wex Bank	63.15

A motion to adjourn was made by Jeff, seconded by Paul and the vote was unanimous.

Yes Vote: Jensen, Erickson, Young, Peck, Thatcher
No Vote: None

Adjournment at 9:48 P.M.

RICHMOND CITY CORPORATION

Michael E. Hall, Mayor

ATTEST:

Justin B. Lewis, City Recorder