

RICHMOND CITY COUNCIL

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, November 18, 2014. The meeting began at 7:00 P.M., Mayor Michael Hall was in the Chair. The opening remarks were made by Chris Purser.

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

City Manager Marlowe Adkins, City Recorder Justin Lewis, City Treasurer Chris Purser and City Engineer Darek Kimball were also in attendance.

APPROVAL OF CITY COUNCIL MEETING MINUTES

A motion to approve the October 21, 2014, City Council meeting minutes was made by Paul, seconded by Cheryl and the vote was unanimous.

Yes Vote: Jensen, Erickson, Young, Peck

No Vote: None

Absent: Thatcher

DEPUTY'S REPORT

DEPUTY JARED KELLER: There were 33 calls of service in October and 29 citations were issued. I need the Council's thoughts on the winter parking ordinance and how you would like to see it enforced. When did the ordinance go into effect?

PAUL: November 1st.

DEPUTY KELLER: Do you want to see warnings issued or citations? How strict do you want the Department to be?

MAYOR: In the past, we have asked for warnings to be written the first couple of weeks of November and then citations issued. It could storm anytime and we need the roads clear from this point forward.

JEFF: Does your system show if a person has already been warned previously?

DEPUTY KELLER: If we document a warning it will show in the computer and that helps out the Department. Verbal warnings would not show up. The owner of the property and the license plate are logged into the system. What is the timing of your ordinance?

MARLOWE: From 10:00 P.M. to 7:00 A.M. no parking is allowed on City streets.

DEPUTY KELLER: Thank you. All of the cities and counties have different times in their ordinance so I needed to clarify.

MAYOR: Judge Funk asked me to ask you a question. Judge Funk thinks fewer citations are being issued in regards to traffic violations in the last few months. I realize this could be due to a number of things but what is your opinion? Is the Department responding to a lot of other calls?

DEPUTY KELLER: I have been working swing shift for the last two months and calls for service are definitely up. Calls for service on the day shift are up as well. It seems like overall calls for service are up across the board in all cities.

JUSTIN: I know that traffic citations are down in Smithfield as well. As Deputy Keller stated, calls for service are up and that means less traffic duty as the officers are needed elsewhere.

PAUL: Are these calls for service medical related?

DEPUTY KELLER: No. They are calls for all types of service. Domestic, civil, abuse, and so on and we can only be in so many places at one time with the manpower we have.

MA YOR: I have noticed from the reports we receive the calls for service are up.

BRAD: I have a property removal question that I need to find out an answer on. I need to see what the Sheriff's Office can do. After a judge issues an order to remove property can the Sheriff's Office help assist us in this process?

PAUL: We want to make sure we do things legally and are protected.

DEPUTY KELLER: The Court Order will have certain guidelines to follow. Does the City have a code enforcement person?

MAYOR: The Council oversees code enforcement. We have a third party nuisance officer that makes recommendations to the Council and then the Council can choose to act at that point if it is deemed a nuisance.

BRAD: This is not a safety issue but a nuisance issue.

DEPUTY KELLER: Any officer can assist in a safety issue. We have a civil division that can help out with this type of situation as well.

BRAD: Do we contact you on this matter?

DEPUTY KELLER: You can contact Deputy Brad Nelson or myself as we are the officers assigned to the City. The Patrol Division or Civil Division can help out as well if you call the main office.

MAYOR: What process do you prefer in a situation like this? The issue being handled by the judge or City Attorney first?

DEPUTY KELLER: What have you done in the past?

BRAD: This is new territory in regards to enforcement.

DEPUTY KELLER: It is up for the City to decide. The Sheriff's Office can serve the documents and we recommend you allow us to do so. That way it will help to avoid a potential confrontation between parties.

MAYOR: We will work with City prosecutor, Kelly Smith, and see how he wants to proceed. I appreciate your service and thank you and the Department for all you do. Please contact Marlowe with any questions or concerns you may have.

AUDIT PRESENTATION BY THE FIRM ALLRED JACKSON FOR THE PERIOD OF JULY 1,2013 THROUGH JUNE 30, 2014

JUSTIN: I would like to welcome Diana Cannell from the firm Allred Jackson. Diana and her firm have done the yearly audit for several years and I would like to thank them for being very easy to get along with. Diana, Greg Shipley and Brad Nielsen are always very accommodating as well as the others that help. They have a job to do but at the same time they give us the time needed to gather all of the audit documents and keep the office going at the same time. I would like to thank Marlowe and Chris for their help as well. I am not in the office when the auditors are here and it is extra work for them to pull the audit items and they always do it without complaint. Diana and her staff are very good to answer questions and help me throughout the year as well on various financial matters or questions.

DIANA CANNELL: I am impressed with how electronic the Council has become. I think it is wonderful what you are doing with technology. I echo Justin's remarks, the City is very good to work with and Chris, Justin and Marlowe are always very responsive and give us the needed information. There is a lot of documentation they have to provide and many transactions we have to review. They are great to work with. I know Justin is not onsite during the audit but he is always very responsive and answers our questions immediately. I am going to go over some financial highlights for the year. Please turn to Page 17 and this shows the "Statement of Net Position". Total assets as of June 30, 2014, are \$16,060,015, the previous year total was Richmond City Council Minutes November 18,2014 Page 4 \$16,351,493. The reason for the decrease is money has been spent on water and sewer infrastructure projects. There are also still bond proceeds remaining in the water fund as well,

therefore, showing a high amount of restricted cash. Hopefully, the water project is finished up in this budget year and all of the paperwork can be completed. Total liabilities decreased from \$8,442,526 on June 30, 2013 to \$8,349,611 on June 30, 2014. Liabilities have decreased as the principal amount on the loans has been paid on. The "Net Investment in Capital Assets" is up from \$5,233,052 to 5,736,705. This is because money spent was for fixed assets. Page 18 shows the "Statement of Activities" funds. The fund shows a negative \$170,555 which is mainly due to depreciation in the sewer fund. Depreciation in the sewer fund is around \$400,000 per year and is the biggest component of the total depreciation expense for the City. Depreciation Expense is a non-cash transaction. Page 21 shows the general fund, capital projects fund and Cub Rivers Sports fund. Last year there was a finding because the ending fund balance in the Cub River Sports Fund was a negative. This was corrected this year and it is now a positive. It might be only a small positive but that fund was not created to accrue or set aside funds for the future. Your ending general fund balance is around 14% of the annual budget and the state allows that percentage to be 5% to 25%. There is a small amount of restricted funds and that is from Class "C" Road Funds. Page 23 shows the actual numbers versus the budgeted numbers. The revenues can be higher than budgeted but expenses cannot exceed the budgeted amount. In the past, each department had to stay within budget but now the entire fund just needs to be in compliance, not necessarily each department. The Streets Department shows it is over budget and that is because of a change made by the State Auditor's Office in August of this year after the budget year had been completed. Mass Transit revenue and expense are equal but they now must show up on the financial statement. You were not aware of this and it was not included on the pre-audited statements. Charges for services were up as well. The Mass Transit Tax was approximately \$33,000 and is included in the tax line item of the audited statements. Please plan an expense and revenue for about this amount each year and adjust this year's budget accordingly. Page 25 shows the water and sewer fund revenue and expense. The water fund shows a positive change in the amount of \$112,019 and the sewer fund shows a negative in the amount of \$282,574. The negative in the sewer fund is because of depreciation. Page 63 shows the findings for the year and there were two of them this year. I consider both of them to be minor items but I still have to report them to the state. The first one is that on a quarterly basis financial information needs to be uploaded to the State of Utah transparency website within thirty days of the end of a fiscal quarter and the fourth quarter of fiscal year 2014 had not been uploaded within the 30 day deadline. Just make sure in the future that the information is posted within 30 days of the end of a quarter and this will be resolved. The second one is in regards to open and public meetings rules. During the September 17, 2013 City Council meeting there was a construction contract that was awarded during a Council member report and it should have had its own line item on the agenda. Just remember for the future that items that will or might be voted on need to be included on the agenda as a specific line item. I have to read all of your City Richmond City Council Minutes November 18, 2014 Page 5 Council meeting minutes as part of the audit and so I know what happens and how it is done throughout the year and then I document the process.

JEFF: Why could the item not be voted on during the Council member report?

DIANA: It was not an administrative issue as it was a financial matter and needed to be a formal line item on the agenda. There were not any financial findings this year. Please feel free to call or email me at any time now or throughout the year. I am always available to answer your questions.

MAYOR: We appreciate your help and the help of your staff. We will see you again in another year.

PRESENTATION "SMART GROWTH FOR CACHE VALLEY".

JAKE YOUNG: I work for Civil Solutions Group. We are a civil engineering and landscape development company. It was fun to drive up here as it reminded me of my days of riding the school bus to North Cache. I have good memories of the City. I am passionate about change and preparation. I love Cache Valley and things are always changing. Do any of you remember how often the population is expected to double in an area?

JEFF: I will guess 40 years.

JAKE: Typically an area will double in size every 30 years. Envision Cache Valley projects that Cache Valley will double in size from 2010 to 2040. That means another 110,000 to 120,000 people will reside in Cache Valley by 2040. Are plans being made for farmland and open space? How fast will a person be able to get from Richmond to Hyrum? I see a lot of issues. The book I am giving you tonight would be like an updated version of the Envision Cache Valley booklet. I remember when Governor Herbert came and spoke to the Envision Cache Valley group in Wellsville. I wondered what would happen in Cache Valley after the Envision Cache Valley meetings were done. Not enough is happening right now. There is a lot of talk but not any action. We are not adapting yet. Our book was created on a *pro bono* basis. We were not paid to do it. It is a group effort and a little different than the Envision Cache Valley booklet. The private market is asking for change. We are working with builders and developers on smart growth. We are helping on a project in Hyrum and I know Mayor Hall has reviewed it. We plan for orchards, gardens and open space areas. There are some tools to utilize in our booklet. When you look at the planning done by the pioneers they did an amazing job. They did better planning than we are doing. On Page 10 of the booklet it lists some items that the pioneers did. They did regional planning. They worked off the Plat of Zion. They actually won an award 167 years after the plan of Zion was created. They dealt with density and setback issues. They had some amazing principles that they followed. You can see the core of Richmond and how the plan has been deviated from on the outside edges with the new growth in the City. Page 15 talks about healthy communities. Where you live is just as important as the doctors you go to. Where people live affects their health. Fitness levels in Boulder, Colorado are better than areas nearby because they have good sidewalks, underpasses and trails. Page 24 talks about creating a walkable community. Walkable areas are becoming very popular. Does anyone know what a walkable community is?

BRAD: A person does not have to take an automobile to get anywhere. They can get everywhere they need to go by walking within a few blocks. Richmond was more walkable 20 years ago than it is today. We had a grocery store, movie theater and bank back then. All of those are gone now.

JAKE: I did a score sheet for Richmond and it scored 25 out of 100 on the walk score app. The City can improve. When you have a walkable area people will use it. My in-laws lived in an area that was very walkable and then they moved to an area that is less walkable. They used to be very active before they moved, now they seldom leave the house. People want walkable areas in Cache Valley. The demographics in Cache Valley are changing. The baby boomer generation wants walkable areas. Page 22 talks about housing and creating small communities with cottage homes and somewhat smaller homes and lots. There will always be people that want larger lots. Demographic changes in Utah show people wanting smaller lots. I recently met with a person in North Logan that has a very large lot and large home. She said her only regret is the lot is too big, I did not expect to hear that. Richmond should consider different building lots sizes. Page 58 shows some solar panels on a storage facility in Hyrum. The building gets the sun and makes a little bit of money so it makes sense. Solar power does not have to be used on big profile projects only.

JUSTIN: Where is your business located?

JAKE: In Providence. I will send a link for everyone to see. I think the more reminders and discussion you have the better. Discussion needs to happen for the future.

MAYOR: We appreciate your presentation.

PAUL: This booklet is a good document to review.

MAYOR: We will distribute the booklet to our Planning Commission as well. Thank you, you have provided some good information.

JAKE: I look forward to seeing change in the future. It does happen and we need to adapt for the future.

BUSINESS LICENSE REQUEST

HASTEN COMMUNICATIONS

JENNIFER HOLLIDAY: We create a magazine from our home. We put together all of the information and then distribute it. We live by Cheryl Peck.

MAYOR: Tell us about the business. What are you planning for the future? Will you have traffic?

JENNIFER: We are not expecting any traffic as we just do the magazine ourselves. We have a designer from Tremonton that helps put the magazine together but it is done through email. The printer of the magazine is located in California. The magazine is subscription based and published quarterly or four times per year. The magazine is about holistic living and helping and supporting holistic businesses. Our mission is to get a message out about hope and living. We also want to help holistic businesses that are starting up.

MAYOR: At your home, do you make the magazine only or do other things as well?

JENNIFER: Just the magazine.

BRAD: The printing is done off site so there are no chemical issues.

*** A motion to approve the business license request for Hasten Communications (Daniel and Jennifer Holliday) was made by Brad, seconded by Jeff and the vote was unanimous. ***

Yes Vote: Jensen, Erickson, Young, Peck

No Vote: None

Absent: Thatcher

MARLOWE: The license will be effective starting January 1,2015 so they don't have to purchase a license now and again in January.

CHERRY PEAK STUDIOWORKS, INC.

JOSEPH ALLEMAN: I am a professional artist and have a home studio. I do my day to day stuff at my house. It is a private art studio. Occasionally, I have people that schedule a time to come and meet. I mostly create artwork and send it elsewhere to a studio to be sold. I might do some teaching on a periodic basis but there won't be a lot of traffic. I have normal shipping and receiving like other homeowners that get packages. I have a workers compensation issue I need to get resolved before January 1st with the Utah State Tax Commission and part of that is having a business license. I make my own frames so on occasion there might be a smell late at night of paint fumes from my garage.

*** A motion to approve the business license request for Cherry Peak Studioworks, Inc. (Joseph Alleman) was made by Paul, seconded by Cheryl, and the vote was unanimous. ***

Yes Vote: Jensen, Erickson, Young, Peck

No Vote: None

Absent: Thatcher

CHERRY PEAK RESORT

FORREST FACKRELL: I have been working for the resort for about a month. We are still up there working diligently and things are happening fast. The roof structure is currently being put on the lodge. We hope to have the lodge enclosed within 10 days. The purpose of us getting a business license is we would like to rent some space in the old depot building at 196 West Main. The building is being purchased and we will rent from the new buyer. We think it will be very handy for our customers to have a presence in town and it shows we want to be part of the local community as well. We want to set up shop in the City limits and participate in the City.

JEFF: I think what I have seen so far up there is good.

PAUL: What are your immediate plans with the depot building?

FORREST: We hope to start moving things in there within a week and be open by December 1st.

PAUL: How much parking is available there?

FORREST: There are around six parking stalls on the north side of the building and the employees can park in the driveway on the east side of the building.

PAUL: Will any retail items be sold?

FORREST: Possibly some sweatshirts and hats but mainly lift tickets. We will not be a ski shop. We might store some items in the back of the building. We like the corner location and want to put a banner sign out front.

MAYOR: All signs must be approved by the Planning Commission.

CHERYL: You are going to rent from the new buyer?

FORREST: Yes, we will rent from the new buyer of the building.

PAUL: It will be good to see the building occupied as it has not been for a long time.

FORREST: The building is quite nice.

PAUL: When is the opening day of the resort?

FORREST: We are hopeful by Christmas but not 100% sure yet.

JEFF: I drove up there and looked around and things look good. I think it is well presented to this point.

* * * A motion to approve the business license request for Cherry Peak Resort, was made by Jeff, seconded by Paul and the vote was unanimous. * * *

Yes Vote: Jensen, Erickson, Young, Peck

No Vote: None

Absent: Thatcher

INITIAL PRESENTATION BY A CITIZEN RELATIVE TO HAVING A MELODRAMA FOR THE 2015 BLACK & WHITE DAYS CELEBRATION

MICHELLE SANDERSON: I moved to the City more than 20 years ago, in 1985. We had just moved here and Ruth Little handed me a script and said "you are in the melodrama". On the 50th celebration of Black & White Days the melodrama was started. It was done for many years and I took it over and oversaw it for 15 years or so. I had some surgeries and had to give it up. I have had several requests to bring it back. I have talked to some people in the community and people are excited. Ruth Little wants to help and Leslie Erickson will oversee the production.

PAUL: I just found out tonight she was helping.

MICHELLE: In the past, the finances were not monitored as closely as they should have been and I want to see more control over that and Leslie will do that and make sure it is profitable. I know in the past some performances have been sold out and the Fire Department came and had to ask people to leave that were standing as there were too many people in the auditorium. I think it would be good for the community. It is fun to be part of Black & White Days. I am hopeful we can get some younger people to help as well and continue the tradition in the future.

JEFF: I moved away from the melodrama and went to the movie. I had one requirement to keep the melodrama going and you have met it. For the first time in seven years I have someone that has a plan of what they want to do. I save all of my information on Black & White Days and I researched and found out I have only been contacted four times in seven years about having the melodrama. I am in full support of what you want to do. I don't see why we would not do it based on the information and plan you have presented.

CHERYL: I think it would be awesome to have again.

JEFF: Our biggest thing was we needed someone willing to oversee it.

MICHELLE: We have people in town that are talented and want to participate.

PAUL: I know the movie in the park has done quite well and how would it fit in with the melodrama?

JEFF: I would work with Michelle and her group and we would make it work as I think they can go hand in hand. I am known as the person that stopped the melodrama in the City and I stopped it because there was not support or people willing to oversee it.

MICHELLE: The production would start at 7:00 P.M. and run for an hour or hour and a half.

JEFF: There are many options to consider and I want to be included in your planning. The City is willing to allow you to use whatever we have on the stage and for costumes.

MICHELLE: I made most of the costumes.

MAYOR: What time period would you need the theater? How many days would the production run?

MICHELLE: I have put it in the proposal but we would start practicing on April 21st and use the building and theater through Black & White Days. We would do rehearsals three nights per week from 8:00 P.M. to 10:00 P.M. I would ask that we keep people out of the theater after the stage is built. People are ready and willing to help. Ruth Little is excited to help again. Leslie is very passionate and will do a great job. I think it can be profitable and I am looking forward to it.

MAYOR: I think it would be good for the 100 year celebration.

MICHELLE: I am hoping the City can fund the up front costs as I don't have enough money to buy the costumes.

MAYOR: What cost are you anticipating?

MICHELLE: I think around \$1,000.

JEFF: I have figured in around \$1,500 in my planning and I am in support of what you want to do. I especially like having the performance for the 100 year celebration. I will put you in touch with Amy West. She is doing the advertising this year and we want to incorporate the melodrama into all of our advertising.

MICHELLE: I think publicity is the key. I want to pack the theater. It needs to be publicized.

JEFF: Just having the event makes it worthwhile and a success. It is hard to be successful and profitable in the same year on a new production. It has been a big gap since the last production.

MICHELLE: I need to make sure someone checks the spotlight and all the other lights and make sure they work.

BRAD: They all work. The piano was recently tuned and a group that utilized the theater did a bunch of improvements.

MICHELLE: I know the curtain needs to be cleaned.

JEFF: I want to work with you and make sure this is a success. Please make sure you are the one to oversee the melodrama committee.

PAUL: I think it is commendable you are willing to do it.

CHERYL: Paul make sure and thank Leslie for helping out as well.

BRAD: I do have some concerns with the access to the theater. If we have an early spring we can get some things done and provide some ADA access through the west door but if not as it is currently there is not any ADA access.

JEFF: I want to add some ADA seating and it makes sense to tie in the sidewalk on the west side of the building to the west access door.

MICHELLE: I have the script basically finished. I have it written.

JEFF: Keep me in the loop of what is happening as I don't want any big surprises. We need to make sure we track the finances. I can attend meetings with your committee or you can just email me an update. May 16th is the big day of the celebration as it is Saturday. I will coordinate with you as we get closer. We are doing different things each night for the 100 year celebration.

MICHELLE: I want to get a professional photographer to take some pictures of the cast to help with publicity.

JEFF: We need to coordinate the advertising through Amy.

MICHELLE: Thank you for the opportunity.

MAYOR: Thank you for heading this up and let us know how we can help.

PRESENTATION, DISCUSSION, AND POSSIBLE PASSAGE OF ORDINANCE 2014-6 ENTITLED "AN ORDINANCE ESTABLISHING A WATER CONSERVATION PLAN DEALING SPECIFICALLY WITH CULINARY WATER WITHIN THE RICHMOND, UTAH, CULINARY WATER SYSTEM".

MAYOR: This is a document we have to renew every five years with the Division of Water Quality. It is a future planning document using today's numbers for future estimates.

PAUL: We estimate that a house uses 450 gallons of water per day, that is interesting. I am confused by Item 4 that lists 395,000 gallons.

MARLOWE: That is actually 395 million gallons as they want the estimate in one thousand gallon increments.

MAYOR: We have updated Section 8 as that lists our meter replacement program. We are also including the new well in the estimates as it will come online next year.

MARLOWE: The Division of Drinking Water wants us to conserve water and the Division of Water Quality wants us to use all of our allocated water; they are not on the same page.

A motion to adopt Ordinance 2014-6, AN ORDINANCE ESTABLISHING A WATER CONSERVATION PLAN DEALING SPECIFICALLY WITH CULINARY WATER WITHIN THE RICHMOND, UTAH, CULINARY WATER SYSTEM was made by Brad, seconded by Jeff and the vote was unanimous.

Yes Vote: Jensen, Erickson, Young, Peck

No Vote: None

Absent: Thatcher

DISCUSSION AND EVALUATION RELATIVE TO THE CEMETERY/PARK CONTRACT

JEFF: The parks and recreation and cemetery work contract is coming up for renewal at the end of the first year. Going forward we are looking at all options. We are trying to determine if a contract or hiring employees is the best way to go. All options will be considered.

PAUL: Once you have a plan, you will bring it to the Council for review?

JEFF: Yes, next month I will go over the specifics. This is an area I do a yearly evaluation on and it is that time of year again.

BRAD: We need to discuss some personnel issues in an Executive Session at the next Council meeting.

PAUL: Is the next Council meeting on December 16th?

MAYOR: Yes.

DISCUSSION RELATIVE TO SPLASH PAD(S) FOR THE FUTURE

DAREK: The Council asked me to talk about splash pads and show some examples of other city's splash pads. We have a landscape architect group that does projects like this and they actually did the rendering of the nature park for the City when it was just a concept. There are different types of splash pads and they all fall under the name of interactive water feature. Kaysville has a very nice one where the water comes out of the ground and drains back into the center of the feature. They have several different features throughout such as sprayers, cannons and one area where the water comes up out of it. The areas can be built with water saving features as well. Restrictive nozzles can be used and timers installed so the water features only work for certain hours per day. Some places have water tunnels and others utilize ground features. They usually don't have standing water and all of the water runs and drains in the middle. The splash pads are usually designed to match the existing landscape of the area. They are expensive.

PAUL: Does the water have to be chlorinated?

DAREK: Yes.

PAUL: I wonder how much added liability would be inherited by the City? Plus these require maintenance as well. Lots of buttons, switches, pumps and motors.

DAREK: Ground sprays are utilized at the Gateway in Salt Lake City as well as Providence and North Logan. Some features are set to music, lights and on timers. Concrete with a semi-rough surface is used so people don't fall. The least expensive option is ground sprays that are in a path in the ground. Less maintenance is needed on ground spray splash pads. In St. George they have an interactive stream with a waterfall feature and the area looks like a river is running through it. It was done as part of a landscaped park. It is an interactive stream with a gutter that has running water through it. It can be slippery but people lay in the gutter and can slide around.

PAUL: Is just normal concrete used?

DAREK: Yes, but the finish has a rougher edge. There are two materials that can be used, concrete or a rubbery type material. The rubber type material is very expensive. You will want to make sure there is shade in the area as well for those that are just watching the kids play. There

is the option with the water to do flow-thru or recirculating. A recirculating system puts the City in the swimming pool business where the water has to be tested and monitored closely.

PAUL: How big of a water tank recirculation storage system is needed?

DAREK: Kaysville did theirs like a septic tank sized system. It does not have to be thousands and thousands of gallons. A float is in the tank telling it to turn on and off. Lighting can be added, if desired.

PAUL: Did Kaysville pay for theirs with a grant?

DAREK: I am not sure. You will need a restroom in the splash pad area Kaysville added a bowery as well. Flex caulking is used in between the concrete edges. Millville spent \$56,000 for the equipment, concrete, center piece, eight spray heads, electronics, water pumps and the tunnel. Theirs is quite basic. They will be adding a bathroom at an additional cost. There are not any sidewalks to the area either and they will need to be installed at an additional cost as well.

PAUL: We need to do a pass-thru system not a recirculating system.

DAREK: The more features that are installed, the more gallons of water will be used. A twoperson restroom will cost approximately \$55,000. Kaysville also added a bowery as well and the total cost of their project was \$375,000. This type of project can be expensive. Splash pads can be added onto in the future as well.

JEFF: My vision would be to have the splash pad in the star garden area with the flagpole. We need to keep the flagpole and a memorial in the area. We will need a restroom facility on the north side of the park. A restroom with an attached bowery is what I envision.

MAYOR: How much did the nature park restroom cost?

JUSTIN: About \$22,000.

DAREK: People may be upset if the star garden is removed so you will most likely want to keep the star garden theme with possibly the flagpole in the middle and ground sprays on the sides.

JEFF: That is my thought as well. It will help the future generations to understand the star garden memorial and theme as well.

MAYOR: We could use the existing star garden and add the infrastructure and a new flagpole. Darek do you have a ballpark price of what it might cost?

JEFF: Over the last seven years there have been slow improvements to the City park and the overall vision was to revitalize the park and it has been a success.

MARLOWE: Keep in mind that the City will be maxed out on water usage in the next 25 to 30 years. If you do a flow-thru system where will the water go? If it is accumulated and pumped onto grass a permit will be required. State standards must be met before water can be put on the grass. If the water is recirculated then it is like a swimming pool and must constantly be tested.

DAREK: Kaysville pumps the excess water back into the secondary system. They must meet State standards to do this. We could put the water in the storm drain system or run through the sewer plant.

JEFF: Having a splash pad is the biggest request I receive being over parks and recreation.

JUSTIN: I have been told that Hyrum City is planning to add a second one on the east side of the City.

PAUL: We probably need to do a recirculating system since water is such a valuable resource.

JEFF: Brad started with a vision at the park and it was done in phases.

MARLOWE: With young children you will need a restroom installed at the same time the splash pad is installed.

BRAD: This has been good information to consider.

DAREK: We could make a master plan and come up with a vision for the future.

MAYOR: For now, I don't want to spend a bunch of money on planning. I just want to come up with some type of ballpark cost on a system that shoots up from the ground.

MARLOWE: What time of year do you think it would be utilized? Maybe May through September?

DAREK: Approximately.

JEFF: We have a lot of plumbers in town that I think would help donate some labor for the project.

DAREK: I will see if I can come up with a ballpark price.

MAYOR: Let's get some numbers and we can review again.

DAREK: I will have our staff do a rendering of the area over the winter as well with some ground sprays. I will have them coordinate with Jeff as needed.

MONTHLY FINANCIAL REVIEW WITH DISCUSSION AND DECISIONS AS NECESSARY.

JUSTIN: I have provided you the final income statement for June 30, 2014, now all of the adjustments have been made after the audit. You will see Line Item 3150 (Income - Mass Transit Tax) and 4482 (Expense - Mass Transit Tax) are both in the amount of \$33,388. This is what Diana was referring to in now showing the mass transit tax that is collected in behalf of the City and sent to the Transit District. We don't receive a check and then remit payment it is automatically sent to the Transit District. The Office of the State Auditor now requires this to be shown on the audit report even though we don't actually receive or payout the money. Also, you will see that when everything was complete we were able to transfer \$20,000 from the general fund to the capital projects fund after everything was done for the year. This is great. Always better to transfer money to the capital projects fund than from it. I want to provide you a couple of comparables so far for the current budget year. So far this budget year we have collected \$42,399 in sales tax. To this point last year we had collected \$1,724 more than this year. For franchise tax, we have collected \$42,362 so far this year and last year at this time we had collected \$40,740. So we are up \$1,622 over last year. Class "C" Road Funds are down \$334 from last year to \$9,880. Jason Rock has been working on the cement at the Black & White Days pavilion. All of the cement is now poured and some is under heat blankets as the wash rack area was just finished. The big pad and area by the grandstands was finished about a month ago. Mark Bergeson and his business will be doing the upgrade to the grandstand area and Jeff can let us know the timeline on that project. Some USU students that needed to do some volunteer work helped to assemble the bleachers. You can see the impact fee money for the eight new homes going in has been paid and will be used to make future loan payments. We have all but one of the water fund loan payments due in December. Monthly water revenue collected to this point this year is \$205,014 and last year was \$205,355. Having a wet August and September kept people from watering their lawns and it conserved water but the City did not receive the money either due to a lack of water sales. The allocation of budgetary funds for water meters for the year has been spent.

BRAD: Where does the new home water meter purchases come from? Which line item?

JUSTIN: We purchase meters for new homes and old homes all through the same line item and allocate \$20,000 per year.

BRAD: I have misunderstood that. I thought the \$20,000 yearly allocation was for the old meters only.

JUSTIN: No, we have only allocated \$20,000 per year since the start and when a new home goes in that is one less old meter that is replaced in that fiscal year.

BRAD: In the future, we need to change this and allocate \$20,000 per year just for the older homes and another amount for new homes.

JUSTIN: We could consider taking the budget to \$25,000 per year and that would allow for the meters for the new homes as well. Sewer line cleaning has been completed for the fiscal year at a cost of \$16,956 and we had budgeted \$17,000 so we are still in budget. So far this year we have collected \$153,823 in monthly sewer service fees where to this point last year it was \$148,842. As a reminder, we increased the monthly cost \$1.00 starting in July per hookup for sewer service.

COUNCIL MEMBER REPORTS

BRAD: Chief Dennis Wood is here tonight and I will be meeting with him on the proposed changes to the standard operating procedures and standard operating guidelines. There are some other issues we will work on as well. Not much change in the water or sewer projects. Still in the design phase on the pump house.

DAREK: We will start the bid process on the pump and motor within the next week or so. I have been reviewing all of the documentation and specifications. The State will review and approve of the pump house. The hydro-seeding at the tank has been completed.

PAUL: Do you know what the cost of the paving around the tank cost?

DAREK: I have not seen the invoices yet but there will be one from Parsons and one from Clair Cole.

MAYOR: That was a good heads up on that project and I am glad we got it done.

BRAD: The cleaning of the well is done.

MARLOWE: The invoice from Parsons totals \$7,824 for the asphalt at the new tank.

BRAD: We are going to have to start purchasing and using chemicals at the sewer plant to meet the phosphorous level requirement of the State. This is something we will review with the Mayor, Scott Ball and Darek.

MAYOR: I want to be part of the review process on how we handle this issue. It might be best to look at putting the discharge back into the irrigation system like we considered a few years ago.

BRAD: Now that we have a permit issued by the State we must comply. The operation and maintenance costs at the plant are going to start increasing. We need to replace some UV tubes and cartridges. These are budgeted expenses but we have not had to do most of them in the past.

We will be spending some of the money in the sewer fund to make this happen. We do have one active nuisance complaint. The occupant was sent a letter from the City and has not responded to the best of my knowledge. Since we met last, we have found out the occupant does not own the property and the real property owner is going to be contacted. I have a letter that has been prepared I would like each Council member to review before it is sent. We will send it to the owner and wait for a response. With the winter months approaching we might not be able to resolve the issue until spring due to the snow. I am hopeful we can come to an agreement on the issue so it does not have to go before a judge. A judgment is the easiest way to handle the issue if we cannot resolve it with the owner and occupant.

JEFF: Just a reminder the City employee Christmas party is on January 9th at the Birch Creek clubhouse in Smithfield.

MARLOWE: Invitations are being sent out.

MARLOWE: Since Tucker is not here this evening, I will speak in his behalf. There was not a Planning Commission meeting this month. There was a meeting scheduled but the person coming before the Commission has been in the hospital and could not attend.

BRAD: The project the person was coming in about has not slowed and active construction is still ongoing.

MAYOR'S REPORT

MARLOWE: Rocky Mountain Power (RMP) is offering an incentive for large businesses and cities to be more efficient. We have had an independent evaluation done as well. The lights in the historic looking light fixtures on the highway and in the subdivisions total 74 total lights. RMP has put together a proposal that would save the City about \$8,500 if all of the 74 light bulbs were changed out and new LED lights were installed. We could split the cost of the replacement bulbs over two fiscal years as the agreement calls for all of the lights to be replaced by October 31, 2015.

JUSTIN: The total approximate cost per year for all of the street lights in the City is \$18,000.

MARLOWE: The regular bulbs cost about \$20 per bulb and have an average life of four years. The LED light conversion kits had an estimated cost of \$200 per kit but I located the identical item for \$160 each. We could have our employees switch out the bulbs and save the \$5,000 Rocky Mountain Power have figured in for labor to replace the bulbs.

BRAD: What is included in the conversion kit?

MARLOWE: I am not sure what parts are changed, I would have to research it. The average life of an LED bulb is 20 to 25 years. Over the long run the cost of the bulbs pay for themselves.

PAUL: I don't see this as an incentive, I see it as a cost savings.

MARLOWE: That is correct. Also, as the cost of power increases we would save more as well. If we sign the agreement and commit to the project we have until October 31, 2015 to complete the project.

PAUL: Why is an agreement needed?

JEFF: I agree, we are just saving money by changing the bulbs.

PAUL: I don't see the need for a signed agreement if we are just saving money by switching bulbs.

MAYOR: Are we getting a municipality discount and that is the reason for the agreement?

DAREK: You need to review the bill but I know some cities are charged the exact same amount per light fixture and the fee is the same each month.

JUSTIN: Our monthly bill fluctuates so something is not on a set fee.

MARLOWE: I will research your questions and we can discuss again at the December Council meeting.

MAYOR: Most of us know Jason Hone as he is from Cache Valley. After you talk to him email the Council with what you have found out. On October 27th we received an email about a transportation coalition that is being formed to try and figure out a way to increase street funding throughout the State. The new coalition is asking for \$100 per city to help cover costs.

PAUL: Why is the private sector involved? Why would they care?

MAYOR: Private businesses and trucking companies want to see better roads as well.

BRAD: Where the League of Cities and Towns is overseeing this and the League represents our best interest I think the \$100 request is appropriate. Just to talk to legal counsel about an issue costs more than \$100.

PAUL: I say to go ahead and pay it and let the coalition fight to get us more street funding.

BRAD: We need to have an Executive Session at the next Council meeting to discuss some personnel issues.

MAYOR: Darek will be working with Lower Foods and Pepperidge Farms on their discharge into the City sewer system. The Irrigation Board now has a plan for the piping of the system. There will be a north and south committee formed with three citizens from the north and three

citizens from the south being on each committee. The committees will come up with recommendations to the Irrigation Board and City Council. Their first meeting will be on Wednesday, December 10th at 6:00 P.M. for one area and 7:00 P.M. for the other area. Darek will be attending the meeting in behalf of the City Council. I have asked Paul to represent the City on the north committee and Tucker will represent the City on the south committee. Marlowe, please make sure you pass along the details of the meeting to Tucker. The south committee is meeting at 7:00 P.M. but he will most likely want to attend both meetings. Our biggest concern is the runoff coming off of the fields from the east. We cannot have the runoff water getting to homes in the City. There is still a debate on where the piping will go and if there is going to be a separate ditch for the runoff water. All options will be considered. Darek will be making recommendations as well as he has dealt with issues like this in the past. Pete Schropp, Matt Funk and Dave DeGasser will be the residents on the south committee. Kevin Forsgren, Jon White and a gentleman from Cove will be on the north committee. The intent is not to have contentious meetings but to work together to resolve issues.

JEFF: I forgot to mention the Cemetery Board will be meeting here in the City office building on Monday, December 8th

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

Yes Vote: Jensen, Erickson, Young, Peck

No Vote: None

None: Thatcher

Adjournment at 9:43 P.M.

November 2014 Bills:

A&D Landscaping	946.19
Advanced Heating	497.00
Aflac	178.38
Allen Rock	752.65
Altius	1817.49
Angela Fannesbeck	215.00
Bear River Health	40.00
Beazer	132.00
Beeline Digital	23.00
Biolynceus	1359.32
Brown Monument	125.00
C. V. Concrete Cutting	150.00

Cache Chemical	235.93
Cache Co. Treasurer	847.49
Cardwell	663.80
CDC Construction	425.00
Century Link	237.1
Chemtech Ford	1360.00
Coca Cola	117.06
Comcast	220.63
Denny's	45.98
Ecosystems	1109.94
Electrical Wholesale	83.34
Fastenal	263.86
Follett School Solutions	724.59
Frank Edwards	141.96
Gateway Mapping	37992.44
Hach	197.29
Hall's	1805.65
Harris Computer Systems	2237.97
IFA	105.96
Intermountain Hydraulics	404.28
Ipaco	123.33
Itty Bitty	8497.60
JUB	30568.75
Lee's	37.32
Legacy Equipment	458.75
Lewiston City	1176.65
Logan City	16405.50
Logo Concepts	932.85
Meterworks	1705.23
NAPA	61.99
Oldcastle	143.75
Olson & Hoggan	5396.50
Parsons	7824.60
PEHP	203.92
Rocky Mountain Power	8697.35
Smithfield Imp	352.58
State of Utah	500.00
Tamara Hardy	31.00
Tara Larsen	59.94
Thatcher	2219.05
The Book Table	39.11
Treewise	565.00
Ut Local Gov Trust	52.89
Verizon	249.45

WexBank	196.85
Wheeler	2855.50
Widdison Turbine	30650.00
Ytech	100.00
Zions Bank Visa	1042.06

RICHMOND CITY CORPORATION

Michael E. Hall, Mayor

ATTEST:

Justin B. Lewis, City Recorder