# NOTICE AND AGENDA

Notice is hereby given that the City Council of the City of Santaquin will hold a City Council Meeting on Tuesday, June 18, 2019 in the Court Room, 275 W Main, upper level at 6:00 pm.

- 1. ROLL CALL
- 2. PLEDGE OF ALLEGIANCE
- 3. INVOCATION/INSPIRATIONAL THOUGHT
- 4. DECLARATION OF ANY CONFLICT OF INTEREST
- 5. CONSENT AGENDA
  - a. Minutes:
    - 1. June 04, 2019 Council Meeting Minutes
    - b. Bills:
      - 1. \$149,924.76
    - c. Consent Agenda:
      - 1. Ratification of Out of State Travel Request City Engineer WRF Speaking Assignment
      - 2. Approval of a Change Order for the Soccer Field Project for Weather & RMP Delays (Time), and Purchase and Installation of a Controller and Pressure Reducing Valve for the Irrigation System
      - 3. Approval of a Time Only Change Order for the Irrigation Tank Project due to Weather Delays
      - Resolution 06-02-2019, "A Resolution Modifying and Establishing an Addendum to the Employee Policies and Procedures Manual to be Compliant with the Newly Updated (2019) Utah Code Annotated 76-8-402 Regarding Misusing Public Money or Public Property.
        Resolution 06-06-2019, "A Resolution Approving the Municipal Wastewater Planning Program"

# 7. PUBLIC FORUM, BID OPENINGS, AWARDS, AND APPOINTMENTS

- a. Volunteer of the Month Award Hannah Tervort
- 8. FORMAL PUBLIC HEARING

# 9. BUSINESS LICENSES

# **10. NEW BUSINESS & ADOPTION OF ORDINANCES AND RESOLUTIONS**

- a. Discussion and Possible Action Regarding Preliminary Approval of The Hills at Summit Ridge Subdivision Located South of Summit Ridge Parkway and Sageberry Drive.
- b. Resolution 06-03-2019, "A Resolution Approving the Consolidated Fee Schedule for 2019 COLA"
- c. Resolution 06-04-2019, "A Resolution Establishing the Certified Tax Rate for 2019"
- d. Resolution 06-05-2019, "A Resolution Approving the FY2019-2020 Final Budget"
- 11. CONVENE OF THE SANTAQUIN COMMUNITY DEVELOPMENT AGENCY BOARD
  - a. Resolution 06-01-2019-CDA, "A Resolution Approving the FY2019-2020 Final Budget"

# 12. CONVENE OF THE LOCAL BUILDING AUTHORITY OF SANTAQUIN CITY

a. Resolution 06-01-2019-LBA, "A Resolution Approving the FY2019-2020 Final Budget"

# **13. CONVENE OF THE SANTAQUIN WATER DISTRICT**

a. Resolution 06-01-2019-SWD, "A Resolution Approving the FY2019-2020 Final Budget"

# **14. WORK MEETING**

a. Discussion Regarding a Possible Subdivision of Commercial Property 140 North SR-198

# **15. PETITIONS AND COMMUNICATIONS**

# 16. REPORTS OF OFFICERS, STAFF, BOARDS, AND COMMITTEES

- a. City Manager Reeves
- b. Community Development Director Bond
- c. City Engineer Beagley

# 17. REPORTS BY MAYOR AND COUNCIL MEMBERS

- a. Council Members
- b. Mayor Hunsaker
- **18. EXECUTIVE SESSION** (May be called to discuss the character, professional competence, or physical or mental health of an individual)
- **19. EXECUTIVE SESSION** (May be called to discuss the pending or reasonably imminent litigation, and/or purchase, exchange, or lease of real property)

# **20. ADJOURNMENT**

If you are planning to attend this Public Meeting and, due to a disability, need assistance in understanding or participating in the meeting, please notify the City ten or more hours in advance and we will, within reason, provide what assistance may be required.

## **CERTIFICATE OF MAILING/POSTING**

The undersigned duly appointed City Recorder for the municipality of Santaquin City hereby certifies that a copy of the foregoing Notice and Agenda was e-mailed to the Payson Chronicle, Payson, UT, 84651, posted on <u>www.santaquin.org</u>, as well as posted on the State of Utah's Public Website.

BY: \_

Susan Farnsworth, City Recorder

# MINUTES OF A CITY COUNCIL MEETING HELD IN THE COUNCIL CHAMBERS JUNE 18, 2019

The meeting was called to order by Mayor Kirk Hunsaker at 6:00 pm. Council Members attending: Lynn Mecham, Nick Miller and Chelsea Rowley. Council Member Betsy Montoya participated via phone. Council Member Keith Broadhead was excused due to illness.

Others attending: City Manager Ben Reeves, Engineer Norm Beagley, Police Chief Rod Hurst, Director Jason Bond, Recreation Coordinators Amy Johnson and Brian Mecham, Katherine Terry, Hannah Tervort, Penny Reeves, Kim Hunsaker, Andrew Goudy, Keela Goudy, Ryan Harris, Doug Rohbock, Denise Rohbock, Colter Christen, Mike Demarco, and other unidentified individuals.

# PLEDGE OF ALLEGIANCE

Ms. Hunsaker led the Pledge of Allegiance.

# INVOCATION/INSPIRATIONAL THOUGHT

Ms. Reeves Offered an Invocation.

# DECLARATION OF ANY CONFLICT OF INTEREST

Mayor Hunsaker reported he works for VanCon who is doing a project within the City.

# CONSENT AGENDA

## Minutes:

June 04, 2019 - Council Meeting Minutes

Bills:

\$149,924.76

# Consent Agenda:

Ratification of Out of State Travel Request – City Engineer – WRF Speaking Assignment Approval of a Change Order for the Soccer Field Project for Weather & RMP Delays (Time), and Purchase and Installation of a Controller and Pressure Reducing Valve for the Irrigation System.

Approval of a Time Only Change Order for the Irrigation Tank Project due to Weather Delays.

Resolution 06-02-2019, "A Resolution Modifying and Establishing an Addendum to the Employee Policies and Procedures Manual to be Compliant with the Newly Updated (2019) Utah Code Annotated 76-8-402 Regarding Misusing Public Money or Public Property.

Resolution 06-06-2019, "A Resolution Approving the Municipal Wastewater Planning Program"

Council Member Miller moved to approve the Consent Agenda. Council Member seconded Mecham the motion. The vote was as follows:

Council Member Mecham	Aye
Council Member Miller	Aye
Council Member Montoya	Aye
Council Member Rowley	Aye

The motion passed 4 to 0.

# PUBLIC FORUM, BID OPENINGS, AWARDS, AND APPOINTMENTS

Ms. Rohbock asked what park had the restroom like the proposed restroom for the new soccer field. She was told something similar at the Ahlin Park. She also voiced her concern with the City Engineer being allowed to travel and participate in an out of state training.

# CITY COUNCIL MEETING JUNE 18, 2019 PAGE 2 OF 7

Mr. Christen voiced his concern with the speeders on the Summit Ridge roads. Chief Hurst reported the issue is being taken care of.

## Volunteer of the Month Award

Ms. Hunsaker reported Hannah Tervort is an awesome volunteer for Santaquin. She volunteers to run the Miss Santaquin program each year and has done so for the past five years. This takes a lot of time and is a year-long project that she does with a smile. She works so hard with the young women who try out and those who win. On top of running the pageant, she coordinates the bounce houses for our Orchard Days Family Night. The time and energy she puts in for Miss Santaquin is commendable. Hannah is married and has two children. She resides in Nephi. Thank you Hannah!

Director Bond introduced Ryan Harris as the new Staff Planner. Welcome Ryan.

#### FORMAL PUBLIC HEARING

There wasn't a need for a Formal Public Hearing.

# **BUSINESS LICENSES**

Director Bond reported year to date there have been 41 new multifamily building permits issued and 89 single family permits. There also have been 2 new business licenses issued since the last meeting.

- 1. H2Snow Daniel & Kimberly Hoschouer 175 N. Main St. Temporary Snow Shack
- 2. Bliss Lawn Care Hagen Bliss 116 E. 200 N. Lawn Care

Council Member Montoya's phone connection was lost.

# **NEW BUSINESS & ADOPTION OF ORDINANCES AND RESOLUTIONS**

## Discussion and Possible Action Regarding Preliminary Approval of the Hills at Summit Ridge Subdivision Located South of Summit Ridge Parkway and Sageberry Drive.

Director Bond reported the proposed Hills at Summit Ridge Subdivision is located South of Summit Ridge Drive and Sageberry Lane in the Summit Ridge Development (See Attachment "A").

After the discussion, Council Member Miller moved to approve The Hills at Summit Ridge Preliminary Plan with the condition the Engineering redlines are addressed and the developer work with the Fire Chief to ensure adequate access to open spaces for certain emergency vehicles and equipment. Council Member Mecham seconded the motion. The vote was as follows:

Council Member Mecham	Aye
Council Member Miller	Aye
Council Member Rowley	Aye

The motion passed 3 to 0.

# Resolution 06-03-2019, "A Resolution Approving the Consolidated Fee Schedule for 2019 COLA"

Council Member Mecham moved to approve Resolution 06-03-2019, "A Resolution approving the Consolidated Fee Schedule for 2019 COLA". Council Member Rowley seconded the motion. The vote was as follows:

Council Member Mecham	Aye
Council Member Miller	Aye
Council Member Rowley	Aye

The motion passed 3 to 0.

# Resolution 06-04-2019, "A Resolution Establishing the Certified Tax Rate for 2019"

Council Member Miller moved to approve Resolution 06-04-2019, "A Resolution Establishing the Certified Tax Rate for 2019". Council Member Mecham seconded the motion. The vote was as follows:

Council Member Mecham	Aye
Council Member Miller	Aye
Council Member Rowley	Aye

The motion passed 3 to 0.

# Resolution 06-05-2019, "A Resolution Approving the FY2019-2020 Final Budget"

Council Member Mecham moved to approve Resolution 06-05-2019, "A Resolution Approving the FY2019-2020 Final Budget". Council Member Rowley seconded the motion. The vote was as follows:

Council Member Mecham	Aye
Council Member Miller	Aye
Council Member Rowley	Aye

The motion passed 3 to 0.

Council Member Miller moved to convene the Santaquin Community Development Agency Board. Council Member Rowley seconded the motion. The vote was as follows:

Council Member Mecham	Aye
Council Member Miller	Aye
Council Member Montoya	Aye
Council Member Rowley	Aye

The motion passed 4 to 0. Council Member Montoya rejoined the meeting.

# CONVENE OF THE SANTAQUIN COMMUNITY DEVELOPMENT AGENCY BOARD

**Resolution 06-01-2019-CDA, "A Resolution Approving the FY2019-2020 Final Budget"** Board Member Miller moved to approve Resolution 06-01-2019-CDA, "A Resolution Approving the FY2019-2020 Final Budget". Board Member Mecham seconded the motion. The vote was as follows:

Board Member Mecham	Aye
Board Member Miller	Aye
Board Member Montoya	Aye
Board Member Rowley	Aye

The motion passed 4 to 0.

Board Member Rowley moved to close the Santaquin Community Development Agency Board Meeting. Board Member Miller seconded the motion. The vote was as follows:

Board Member Mecham	Aye
Board Member Miller	Aye
Board Member Montoya	Aye
Board Member Rowley	Aye

The motion passed 4 to 0.

Council Member Miller moved to convene the Local Building Authority of Santaquin City. Council Member Rowley seconded the motion. The vote was as follows:

Council Member Mecham	Aye
Council Member Miller	Aye
Council Member Montoya	Aye
Council Member Rowley	Aye

The motion passed 4 to 0.

# CONVENE OF THE LOCAL BUILDING AUTHORITY OF SANTAQUIN CITY

**Resolution 06-01-2019-LBA, "A Resolution Approving the FY2019-2020 Final Budget"** Board Member Mecham moved to approve Resolution 06-01-2019-LBA, "A Resolution Approving the FY2019-2020 Final Budget". Board Member Rowley seconded the motion. The vote was as follows:

Board Member Mecham	Aye
Board Member Miller	Aye
Board Member Montoya	Aye
Board Member Rowley	Aye

The motion passed 4 to 0.

Board Member Rowley moved to close the Board meeting of Local Building Authority of Santaquin City. Board Member Mecham seconded the motion. The vote was as follows:

Board Member Mecham	Aye
Board Member Miller	Aye
Board Member Montoya	Aye
Board Member Rowley	Aye

The motion passed 4 to 0.

Council Member Mecham moved to convene the Santaquin Water District Board. Council Member Rowley seconded the motion. The vote was as follows:

Council Member Mecham	Aye
Council Member Miller	Aye

Council Member Montoya	Aye
Council Member Rowley	Aye

The motion passed 4 to 0.

# CONVENE OF THE SANTAQUIN WATER DISTRICT

# Resolution 06-01-2019-SWD, "A Resolution Approving the FY2019-2020 Final Budget"

Council Member Miller moved adopt Resolution 06-01-2019-SWD, "A Resolution Approving the FY2019-2020 Final Budget". Board Member Rowley seconded the motion. The vote was as follows:

Board Member Mecham	Aye
Board Member Miller	Aye
Board Member Montoya	Aye
Board Member Rowley	Aye

The motion passed 4 to 0.

Board Member Miller moved to close the Santaquin Water District Board Meeting. Board Member Mecham seconded the motion. The vote was as follows:

Board Member Mecham	Aye
Board Member Miller	Aye
Board Member Montoya	Aye
Board Member Rowley	Aye

The motion passed 4 to 0.

# WORK MEETING

**Discussion Regarding a Possible Subdivision of Commercial Property 140 North SR-198** A discussion was held with regard to the development of the McMullin property. The property was annexed into Santaquin City approximately 1997 as commercial property with a Development Agreement attached (see Attachment "B" for discussion items).

After the discussion, staff was told the Council Members were in favor of Question 1 of the discussion items.

# PETITIONS AND COMMUNICATIONS

There weren't any Petitions or Communications to address this evening.

# REPORTS OF OFFICERS, STAFF, BOARDS, AND COMMITTEES

# City Manager Reeves

City Manager Reeves reported the first renderings for the Recreation Center are ready. The Recreation Board have already reviewed them. Manager Reeves requested the Council Members contact him if they have any questions or comments.

# Community Development Director Bond

Director Bond reported the City Council can anticipate a discussion with regard to large trucks parking in Residential zones. This issue will be discussed during the Planning Commission Meeting.

He also reported there are a few developments that are currently in the review process.

## City Engineer Beagley

Engineer Beagley reported the Highway 6 project will be completed shortly. He also reported on the following projects:

- The Summit Ridge project is moving forward.
- The soccer park project is moving forward and is on track. The completion date is the end of July.
- Booster pump station project is completed.
- The tank is moving forward.
- 300 west project is underway. They should be complete the middle of august.
- 500 West project is on hold due to focusing on the Summit Ridge Project.

#### **REPORTS BY MAYOR AND COUNCIL MEMBERS**

#### Council Members

Council Member Rowley reported Pre-kindergarten age residents have now been included in the Library Summer Reading project.

Council Member Miller reported there were 100+ dogs that received their rabies vaccines at the City sponsored animal clinic.

He also reported approximately 100-lbs of prescription drugs were collected and taken to be destroyed during the "Take Back" event, baseball and softball state tournament will be held in July and the soccer coaches have been selected.

Ms. Johnson reported "This is Me" is the theme of the Celebration. Jake and Helen Kester will be the parade Grand Marshalls. She also reported Jeff Carter will be honored at this year's flag ceremony.

Lastly she reported the Celebration Booklet should be mailed by July 13<sup>th</sup>.

City Recorder Farnsworth reported there was an issue with one of the baseball coaches during last night's baseball game. She commended Brian Mecham on the way he handled the situation.

Council Member Montoya reported the Youth Council met last week. They will be helping with Recreation projects as well as co-sponsoring youth activities with the Library.

#### Mayor Hunsaker

Mayor Hunsaker was told the County is waiting for the snow to melt up Santaquin Canyon before they begin reconstructing the damaged road.

He also reported the Good Governance Committee voted to include changing the County form of government on the 2019 ballot. It was recommended a Mayor/Council form of government would be best.

**EXECUTIVE SESSION** (May be called to discuss the character, professional competence, or physical or mental health of an individual)

There wasn't a need to hold an Executive Session to discuss the character, professional competence, or physical or mental health of an individual.

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**EXECUTIVE SESSION** (May be called to discuss the pending or reasonably imminent litigation, and/or purchase, exchange, or lease of real property)

There wasn't a need to hold an Executive Session to discuss the pending or reasonably imminent litigation, and/or purchase, exchange, or lease of real property.

# ADJOURNMENT

At 7:36 pm, Council Member Miller moved to adjourn. Council Member Rowley seconded the motion. The vote was as follows:

Council Member Mecham	Aye
Council Member Miller	Aye
Council Member Montoya	Aye
Council Member Rowley	Aye

The motion passed 4 to 0.

Approved on July 2, 2019. Hunsaker, Mayor

arnsworth, City Recorder

City Council Meeting 06-18-2019 Attachment "A"

# MEMO



To: Mayor Hunsaker and City C	Council
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From: Jason Bond, Community Development Director

Date: June 14, 2019

Re: The Hills at Summit Ridge Subdivision Preliminary Plan

Zone: PC Size: 164.88 acres Lots: 472

The proposed Hills at Summit Ridge Subdivision is located south of Summit Ridge Drive and Sageberry Lane in the Summit Ridge Development. The subdivision is within Planned Community (PC) Zone. The PC zone allows for the City and the developer to create an overall planned community. The Summit Ridge community is governed by a development agreement that was recorded in the year 2000 and was amended in 2006.

The development agreement allows for a total of 3,322 residential units. Currently there are approximately 680 homes that have been constructed in Summit Ridge. In 2016, a concept plan was submitted for this property to which 680 townhomes and 137 single family lots was proposed. The current proposal is to develop 472 single family lots.

Natural open space (36.91 acres) is proposed along the existing power transmission line and also on top of the existing knoll in the middle of the development. It is proposed that this open space be maintained by the Summit Ridge HOA. The DRC discussed emergency access to the knoll and it is recommended that the developer work with the Fire Chief to ensure adequate access for certain emergency vehicles and equipment.

The Developer has worked with the Development Review Committee (DRC) and increased the width of roads that are expected to be used more frequently. This will allow for better traffic flow and road way maintenance.

Property on the corner of the proposed Wild Rose Blvd. and Cypress Point Dr. will be dedicated to Santaquin City for a future fire station and public open space. There are also three large areas that will be dedicated to the City and used for water retention. It is proposed that these areas are rip-rapped.

After the City Council reviews and approves the preliminary plan, the Development Review Committee (DRC) will still need to approve the final plat before any lots are recorded. The Development Review Committee may only approve a plat submittal after finding the that the development standards of subdivision title, the zoning title, the laws of the State of Utah, and any other applicable ordinances, rules, and regulations have been or can be met prior to the recordation or construction beginning (Santaquin City Code 11-5-6B).

**Planning Commission Motion:** Commissioner Adcock motioned to forward a positive recommendation to the City Council for the Hills at Summit Ridge Preliminary Plan. Commissioner Lance seconded.

# Roll Call:

Commissioner Lance, Aye. Commissioner Colson, Aye. Commissioner Adcock, Aye. Commissioner Wood, Aye. The vote passed 4 to 0.

**Recommended Motion:** "Motion to approve The Hills at Summit Ridge Preliminary Plan with the following conditions:

- 1. That Engineering redlines are addressed;
- 2. The Developer work with the Fire Chief to ensure adequate access to open spaces for certain emergency vehicles and equipment."









City Council 06-18-19 Attachment "B"













# **Discussion Points**

- The benefits of the proposed commercial subdivision is that the parcels are smaller and would likely be easier to sell. This may spark future commercial development to come more quickly.
- The disadvantage of abandoning the current configuration is that this route could be used as a future bypass to the Intersection of Main Street and SR-198. This bypass would relieve pressure on that main intersection while providing the ability for East Bench Traffic to obtain quick access to SR-198 (*e.g. Jr. High School, High School, etc.*)
- Though the trail along 900 East has not yet been constructed, the council should consider the benefits and drawbacks of installing and/or extending that proposed trail. Any changes could impact this long term planning.