

NOTICE AND AGENDA - AMENDED

Notice is hereby given that the City Council of the City of Santaquin will hold a City Council Meeting on Wednesday, March 18, 2015, in the Council Chambers, 45 West 100 South, at 6:00 p.m.

1. **ROLL CALL**
2. **PLEDGE OF ALLEGIANCE**
3. **INVOCATION/INSPIRATIONAL THOUGHT**
4. **CONSENT AGENDA**
 - a. Minutes
 1. March 04, 2015 Council Meeting
 - b. Bills
 1. \$248,072.97
5. **FORUM, BID OPENINGS, AWARDS, AND APPOINTMENTS**

Public Forum is held to a 30-minute maximum with each speaker given no more than 5 minutes each. If more than 6 Speakers, time will be adjusted accordingly to meet the 30 minute requirement

 - a. Award of the 500 East Main Street Bid
6. **FORMAL PUBLIC HEARING**
 - a. Transportation Impact Fee
7. **UNFINISHED BUSINESS**
8. **BUSINESS LICENSES**
9. **NEW BUSINESS**
 - a. Eric Franson – Annual Report of the Summit Creek Management Plan
 - b. Zions Bank Representative Jonathan Ward
 1. Creation of a Building Authority in support of construction of the Public Works Building
 2. Discussion with regard to a Special Assessment area
 - c. Discussion and Possible Action with Stone Hollow Preliminary Plat
 - d. Discussion and Possible Action with Regard to Santaquin City Property Interests Along Main Street
 - e. Discussion and Possible Action with Regard to Emergency Communications Vendors
 - f. Discussion and Possible Action with Regard to a Possible Recreation Arts and Parks Sales Tax
 - g. Discussion and Possible Action with Regard to the Public Works Building Design and Construction Schedule and Bidding Process
 - h. Discussion and Possible Action with Regard to a Proposal to Host the Big Top Circus – 1 day event
10. **INTRODUCTIONS AND ADOPTION OF ORDINANCES AND RESOLUTIONS**
 - a. Resolution 03-01-2015, "A Resolution Approving A Contract with McNeil Engineering for Engineering Services"
 - b. Resolution 03-03-2015, "A Resolution Approving a Fee Schedule of Santaquin City"
 - c. Resolution 03-04-2015, "A Resolution Approving the Exchange of Right of Way Along Orchard Lane and 500 East"
 - d. Resolution 03-05-2015, "A Resolution Providing for the Creation of a Local Building Authority"
11. **CONVENE OF THE COMMUNITY DEVELOPMENT BOARD**
12. **CONVENE OF THE SPECIAL SERVICE DISTRICT FOR ROADS MAINTENANCE**
13. **PETITIONS AND COMMUNICATIONS**
14. **REPORTS OF OFFICERS, STAFF, BOARDS, AND COMMITTEES**
 - a. City Manager Reeves
 - b. Assistant City Manager Marker
15. **REPORTS BY MAYOR AND COUNCIL MEMBERS**
 - a. Mayor Hunsaker
 - b. Council Members
16. **EXECUTIVE SESSION** (May be called to discuss the character, professional competence, or physical or mental health of an individual)
17. **EXECUTIVE SESSION** (May be called to discuss the pending or reasonably imminent litigation, and/or purchase, exchange, or lease of real property)
18. **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 in 3 places; City Center, Post Office and Zions Bank as well as posted on the State of Utah's Public Website.

BY: _____
Susan B. Farnsworth, City Recorder

**MINUTES OF A CITY COUNCIL MEETING
HELD IN THE COUNCIL CHAMBERS
MARCH 18, 2015**

The meeting was called to order by Mayor Kirk Hunsaker at 6:01 p.m. Council Members attending: Keith Broadhead, Matthew Carr, David Hathaway, Mandy Jeffs, and Nick Miller.

Others attending: City Manager Benjamin Reeves, Police Chief Rod Hurst, Legal Counsel Brett Rich, City Engineer Norm Beagley, Annette Bott, Keela Goudy, Jonathan Ward, Brad Peterson, Colin Logue, Chris Baird, Marie Durney, Robb Horlacher and other unidentified individuals

PLEDGE OF ALLEGIANCE

Norm Beagley led the Pledge of Allegiance.

INVOCATION/INSPIRATIONAL THOUGHT

Council Member Broadhead offered an invocation.

CONSENT AGENDA

Minutes

March 4, 2015 Council Meeting

Bills

\$248,072.97

Council Member Miller made a motion to approve the Consent Agenda. Council Member Jeffs seconded the motion. The vote to approve the consent agenda was unanimous.

FORMAL PUBLIC HEARING

Ben Reeves gave a presentation regarding the impact fee analysis. Mr. Reeves said impact fees can only fund projects listed in the Capital Facilities Plan.

Council Member Carr made a motion to open the public hearing regarding a transportation impact fee. Council Member Miller seconded the motion. The vote to open the public hearing was unanimous. No comments were addressed the Council. Council Member Miller made a motion to close the public hearing regarding a transportation impact fee. Council Member Jeffs seconded the motion. The vote to close the public hearing was unanimous.

Eric Franson – Annual Report of the Summit Creek Management Plan

Mr. Franson was not able to attend the meeting.

Creation of a Building Authority in support of construction of the Public Works Building

Zion's Bank representative Jonathan Ward distributed booklets concerning financing options. He said the bond buyer index shows a history of interest rates, which are now extremely low. Options for financing City buildings include a sales tax revenue bond, which is secured by city sales tax; and lease revenue bonds, where the building secures the obligation. Lease revenue bonds are limited to the useful life of the asset, and can be paid out of any legally available resources. A non-profit corporation, called the Building Authority, is set up for ownership and financing of the real estate. A City Resolution creates the authority, and the articles of incorporation are sent to the State. Bylaws for the Building Authority have been included in tonight's resolution. The City Council acts as trustee, the Mayor is the chair, and the City recorder acts as secretary/treasurer. The Authority owns the property, which the city leases. All rights and interest are turned over to the trustee, and the City pays the trustee. Mr. Ward said there is one more payment due for the city office, and then there are no more outstanding bonds.

Creation of a Building Authority, continued:

Council Member Broadhead asked what would happen if the city could not make the payments. Mr. Ward said the Building Authority would turn the building over to the bond holders. Council Member Broadhead asked what kind of market there would be for a used City Hall. Mr. Ward said the investors looked at the likelihood of a city stepping away from the buildings, which was generally not the case. Bond holders look at the willingness of the City. Non-essential buildings cause investors to think harder. This type of funding is slightly more expensive than a sales revenue bond. The bonds will be sold as a direct purchase to institutions familiar with the city, such as local banks. Mr. Ward said Lindon City, Cedar Hills, Kaysville, Orem and Davis County have all used the lease revenue bonds.

Council Member Broadhead asked who owns the property the buildings are on. Mr. Ward said the property would be owned by the city. The land is leased to the Building Authority, and the authority leases the land back with the building. If the loan is foreclosed on, access or easement across the property to the building extends for the term of the bond, up to a maximum of 40 years. Mr. Ward said multiple buildings could all be under a master lease or done separately. Paid off buildings cannot be collateralized. Council Member Carr said he believes this is a good mechanism to use, and the City has good guidance through Zions Bank. Mayor Hunsaker said this is a good opportunity and good time to fund.

Resolution 03-05-2015, "A Resolution Providing for the Creation of a Local Building Authority".

Council Member Carr made a motion to approve Resolution 03-05-2015, "A Resolution Providing for the Creation of a Local Building Authority". Council Member Miller seconded the motion. The vote was as follows:

Council Member Broadhead	Aye
Council Member Carr	Aye
Council Member Hathaway	Aye
Council Member Jeffs	Aye
Council Member Miller	Aye

Resolution 03-05-2015 was approved unanimously.

Chamber of Commerce

Colin Logue addressed the Council. Mr. Logue said the Payson and Santaquin chambers of commerce had decided to combine in order to help each other's communities and help keep money local. Mr. Logue said he has brought movies to Payson, and the audience for the movies had grown to 500. He would like to extend the movie opportunity to Santaquin. Businesses pay \$50, and receive tickets. Tickets to the movies are free, and customers pick them up in the businesses, pushing traffic into the stores. The business decides how to give away the ticket, asking for emails, or taking pictures, etc. The new Chamber will be combining efforts with the rodeo food stand, an Easter egg hunt, movies, and an exposition where businesses can set up booths. Mr. Logue said if people were more aware of the many businesses in Payson and Santaquin, they would not go elsewhere to shop. Council Member Hathaway said he remembered when businesses would put coupons in the Easter eggs that had to be brought to the stores to be redeemed. Mr. Logue said that option was available, along with many other sponsorships.

Chamber of Commerce, continued:

Joe Davis, Scott Crenshaw of Crenshaw Realty, Chris Baird of the Serve Daily newspaper and Nick Miller represent Santaquin businesses on the Board, and Mr. Reeves represents the City. Mr. Logue said he would like to have other cities around the area become part of the Chamber as well.

The installation banquet for the new Chamber of Commerce will be held April 2. Mr. Logue asked Mayor Hunsaker if he would give a short talk on local commerce. Utah Attorney General Sean Reyes and Payson's mayor, Rick Moore, will also be speaking. Mayor Hunsaker asked Mr. Logue what the best way was to convince the owners of old businesses that this was a good move. There has been a separation between Payson and Santaquin and some have lost interest in the Chamber. Mr. Logue said the answer was to get involved. He became involved with the chamber immediately after his business opened, and that proved to be better than any advertising.

Special Assessment Area

Mr. Reeves said the City had been working towards developing a second access route in Summit Ridge. Possible funding options include increment financing and transportation impact fees. Discussions have been initiated with the Summit Ridge developer and the Questar natural gas company. The first step in this process was to obtain a Geotech report, and the next step is the design. Jonathan Ward said investors do not want a pro forma tax increment, as the future is too intangible, and do not want repayment contingent on growth. Assessment area bonds are a tangible asset, although in the last 5 years land has not been the best collateral. Investors who are land-secured realize Utah is in a trough and coming back up, so there is more comfort now with land as collateral. Mr. Ward said special assessment bonds are a good way to get roads built. They are a tool that enables those who benefit from the improvements to pay for them.

Mr. Ward said this type of financing was originally for municipal infrastructure and has evolved into a development financing tool. A discussion regarding an SID for infrastructure at Summit Ridge took place when the development was just beginning. The majority of the project has now been sold for development. Mr. Ward said an assessment lien is very strong, like a property tax, and supersedes all other liens, such as a mortgage. If the SAA creation process is invalidated, it nullifies the liens, which can create issues. The State legislature has ruled that if a City is turning land over to the investors after a foreclosure, it must be agreed to beforehand by the investors.

Council Member Broadhead asked how the assessment of raw land is different from developed land. Mr. Ward said it can be done by acreage, by value or by lot. Separate zones may also be created if they are benefited differently. An assessment area begins with giving the land owners an intent resolution. A public hearing is necessary. If owners of 40% or more of the property protest, even if it is only one owner, an assessment cannot be created. Council Member Broadhead said a lot of the area belongs to the City, and the Council is interested in creating an industrial park. Mr. Ward said the City itself could not be assessed, but the interest could be reduced by City enhancement. Mr. Reeves said if the property was sold today, only a small portion of the secondary access could be funded. Developing the property would make it likely the entire improvement could be funded.

Discussion and Possible action with regard to the Stone Hollow Preliminary Plat

Ben Reeves said the Stone Hollow Preliminary Plat modification has received positive recommendations from the Planning Commission and DRC. This development is the northwest area of the Summit Ridge Development. Norm Beagley clarified the location of plats C, D, and E.

Stone Hollow Preliminary Plat, continued:

Summit Ridge Parkway has been realigned and will now extend to the north. The developer has made some changes to the lots to add variety to the mix. Council Member Miller asked about Questar gas concerns. Mr. Reeves said there is sufficient gas for these lots. When needs have to be met in the future, it will be between the developer and the gas company. The City does see additional natural gas in the area as essential for the development of the business park.

Robb Horlacher, the current Summit Ridge developer, addressed the Council. Mr. Horlacher said 83 of the lots had been purchased by a builder. These lots will be developed quickly. They anticipate beginning to build May 1. Council Member Broadhead asked if the original development agreement standards had been met. Mr. Horlacher said the densities are the same, only the front widths have been adjusted for variety. The management development company has been changed to in-house, and the review of house plans will be accelerated. The front yards must be completed when the house is built. Mr. Horlacher said a clean-up of the development is in progress.

Mr. Beagley said he has reviewed the storm drain plan. The retention pond will hold 94% of the storm water for a 100 year event. Council Member Broadhead asked if the City wanted to give up the option for the bridge, as three accesses may eventually be desired. Mr. Beagley said the area to the east of the new alignment is changing to the other direction, but there is still open space to be dedicated to the City. It can be kept for a future road if desired. Council Member Broadhead said he understood when Plat C was approved, all the open space would be dedicated. Some discussion took place on the time of dedication. If the land is dedicated now, the City becomes responsible. Council consensus held that just the retention pond be dedicated at this point.

Council Member Carr made a motion to approve the Stone Hollow Preliminary Plat based on the following findings: the Stone Hollow Plat was previously approved by the City and the proposed modifications are consistent with those earlier approvals in that the total lots have been reduced; significant road corridors are being preserved and open space areas are to be dedicated; the proposed development is consistent with the long range plan for the area in that the density is approximately 2.5 units per acre where 2-5 units per acre is planned, over 12 acres of park space is to be dedicated in accordance with the city parks, trails, and open space master plan; the modification to the Summit Ridge Parkway alignment is more consistent with the Santaquin Transportation Plan adopted in 2014; and that sufficient water has been dedicated to handle the culinary and irrigation needs of this development; and on the conditions that the developer/owners complete all necessary final review process required by city ordinance; the development comply with all application construction and development standards; and the retention pond east of Summit Ridge Parkway be dedicated to Santaquin City with the recording of Stone Hollow Plat C. Council Member Miller seconded the motion.

Council Member Broadhead said the Stone Hollow subdivision had already been approved. Mr. Reeves said that approval had lapsed and this was a fresh start. Council Member Carr amended his motion to approve Stone Hollow Plats C, D, and E. Council Member Miller seconded the amended motion. The vote was as follows:

Council Member Broadhead	Aye
Council Member Carr	Aye
Council Member Hathaway	Aye
Council Member Jeffs	Aye
Council Member Miller	Aye

The motion to approve Stone Hollow Plats C, D, and E passed unanimously.

Discussion and Possible action with regard to Emergency Communications Vendors

Ben Reeves said Utah County has proposed consolidating emergency communications vendors to Everbridge. The City wants to be a team player, but has some concerns with data connectivity issues. Nebo School District uses Parlant Technology, as does Santaquin at this time. Parlant has worked well for the City. Everbridge is less expensive, but Parlant is lowering its price in response to this for Spanish Fork. Larger cities to the north save a great deal more than Santaquin would. Council Member Miller asked if the school district would become involved. It appears they have not been approached. It was agreed it was not Santaquin's responsibility to approach them. Staff recommended making any approval to move to the new Everbridge service provider be contingent upon their acquisition of Nebo School District data, including a daily data update feed into the Everbridge system. If this could not be done, the recommendation was that Santaquin City maintain its current contract with Parlant (Cloud Speaker) under a renegotiated pricing schedule.

Council Member Broadhead made a motion to table the issue. Council member Miller seconded the motion. The vote to table the Emergency Communication Vendors issue was unanimous.

Discussion and Possible action with regard to a Recreation, Arts and Parks Sales Tax

Mr. Reeves said the City Council had previously discussed options for funding a structural analysis of the museum, and had also discussed grants, funding issues and opening the museum for additional hours. Council consensus was that if the City is to go forward with a tax, it would need to be done by citizens themselves. 171 valid signatures are needed to begin the initiative. When the museum board was formed, the directive was given to the Board to work on a RAP tax to help fund the museum. Because of recent changes in the State law, if this issue goes forward as an initiative, the city can have no involvement, including that of City employees and City boards. 5 registered voters would need to propose the initiative, the City recorder would number the document pages, and the petitioners would collect the signatures. When the initiative is placed on the ballot, the City can only discuss the legal and financial impact. They cannot take any other position. Those petitioning will put together the positions and response. The City Council can only abridge the logical arguments and preserve neutrality. The City Council will make the decision on how to proceed, whether as an initiative, a directive to put the issue on the ballot, or a combination.

Council Member Broadhead said the RAP tax would need to be citizen generated. Council Member Carr said if the museum is going to thrive it needs to be done by citizen interest. It is up to the people if they want to keep the museum. Attorney Brett Rich said the City Council had originally given some direction to the Museum Board to take some measures towards a RAP tax. Mr. Reeves said because of the road tax they had pulled back from the RAP tax at that time. Funding from a RAP tax could be used for anything cultural or recreational. Council Member Broadhead said the only safe bet that funds would be used for the museum was a general obligation bond. This would raise property tax that would go to the museum only.

Annette Bott, Museum Director, addressed the Council. She said there is a pretty tight time frame to accomplish the initiative for this year. Keela Goudy, Museum Board Member, asked if the Council would still feel they were trying if they did not finish the initiative until next year. Mr. Reeves said a vote could be taken next year in a special election or as a municipal item on the county election. Council Member Miller made a motion to table the discussion regarding a

Recreation, Arts and Parks sales tax. Council Member Carr seconded the motion. The vote to table the RAP tax was unanimous.

Resolution 03-01-2015, "A Resolution Approving a Contract with McNeil Engineering for Engineering Services"

Mr. Reeves said the City Council had directed staff to evaluate where funding would come from for evaluation of the building. A full analysis for the entire building will cost \$22,000. This would include staging and phasing of repairs. Council Member Jeffs said they already know the building needs a lot of fixes, and also know they don't have the money to fix it, so why pay to find that out. Council Member Miller said they already knew it would cost over \$200,000 just for the roof, and that money could be used instead to prove the value of the museum to the citizens.

Mr. Reeves said the analysis would give the City a good perspective on the actual cost to fix the building. Annette Bott said they needed to find out for sure so they can go forward and fundraise. She said the Museum is worth more than stray cats, which got funding in the budget. The Museum Board has voted to pay for the roof analysis. Keela Goudy said they needed the information to apply for a grant. Council Member Carr agreed it is time to find out the cost of repairing the city-owned building. Council Member Broadhead said this analysis will help to make the decision on whether the building should be saved.

Council Member Jeffs asked if the Museum Board thought they would have a grant approved for a museum that was hardly ever open. She said she had tried for a year to visit the museum. Ms. Bott said there was a perception that the museum is hardly open, but that is only in the winter. The rest of the year they are open more. Keela Goudy told Council Member Jeffs if she had lived here for ten years and couldn't find out how to get into the museum she did not try hard enough.

Ms. Bott said she is working on getting volunteers for the museum. Council Member Hathaway said the museum has made some good leaps lately, and is getting there. Ms. Goudy said they have been in a period of transition since her mother's death. In answer to a question from Council Member Miller, Norm Beagley said the report would take about 60 days.

Council Member Broadhead made a motion to approve Resolution 03-01-2015, "A Resolution Approving a Contract with McNeil Engineering for Engineering Services" in an amount not to exceed \$22,720, with \$10,700 to come from the museum fund. Council Member Hathaway seconded the motion. The vote was as follows:

Council Member Broadhead	Aye
Council Member Carr	Aye
Council Member Hathaway	Aye
Council Member Miller	Aye
Council Member Jeffs	Nay

Resolution 03-01-2015 was approved by a 4 to 1 vote.

City Council business was suspended between 8:45 and 8:52 p.m.

Discussion and Possible action with regard to the Public Works Building Design, Construction Schedule, and Bidding Process

Mr. Beagley gave a presentation on options for the design of the public works building. The design/build option cannot be used for buildings under \$10 million.

Public Works Building Design, continued:

The proposed process will bring a Construction Manager/General Contractor in early in the project with the goal of moving forward more quickly and eliminating value engineering by having the contractor and architect work hand in hand during the design stage.

Council Member Broadhead asked how involved Mr. Beagley would be with the process. Mr. Beagley said he and two public works employees had visited several facilities to get ideas. They have put together a list of wants and the budget, and will give it to the architect. The City has final say and oversight, including oversight by the City Engineer, Infrastructure Inspector and Building Inspector.

Council Member Broadhead asked if costs will be known before bidding for services. Mr. Reeves said the City Council will set the budget. The CM/GC will help with estimating costs. Council Member Broadhead questioned where the point of no return was, if they were spending too much money. Mr. Beagley said things could be cut out of the project. The RFP for the architect closes Thursday, March 19, and the selection committee will evaluate the proposals on Monday, March 23. They will make a recommendation to the City Council. The RFP for the CM/GC will go out in a few weeks. Council Member Broadhead said the City Council would like to see all the architect RFP's and the CM/GC RFP's. Mr. Beagley said the scoring is based on strict standards. A budget of 1.5 million budget has been proposed. Mr. Beagley said two architects have already indicated that may not be enough. Mr. Reeves said the payment structure will be the same as for City Hall. Council Members Miller and Hathaway agreed to sit on the selection committee.

Council Member Miller made a motion to continue the process as directed, with Council Members Hathaway and Miller sitting on the selection committee and all RFP's placed in the Council drop boxes. Council Member Carr seconded the motion. Council Member Broadhead suggested amending the motion to include 'not proceeding with the CM/GC selection until the budget has been put together.' Council Member Miller amended his motion to include Mr. Broadhead's suggestion. Council Member Carr seconded the amendment. The vote was as follows:

Council Member Broadhead	Aye
Council Member Carr	Aye
Council Member Hathaway	Aye
Council Member Jeffs	Aye
Council Member Miller	Aye

The motion to continue the bid process for the Public Works building design passed unanimously.

Discussion and Possible action with regard to hosting a Big Top Circus 1 day Event

Ben Reeves said the circus had approached the City about hosting a one day event on April 24. The City would pay \$210 up front, and agree to sell 100 tickets at \$10 each. The Circus has provided an agreement for the event. Attorney Brett Rich said the agreement is very broad, and has some risk. The City would be entering a partnership with the Circus, and have substantial responsibility for promotion. The agreement refers to a promoter, but it is not clear about the promoter role or cost. If the circus cannot be held, such as in the event of a storm, there are no refunds. Mr. Rich said the agreement would have to be fleshed out quite a bit. The only other place the Circus is appearing in Utah is in Cache Valley. Council discussed liability, clean-up

responsibility, references, traffic control and needed police presence. It was agreed the City did not have enough time to look into the issues. Council Member Miller made a motion that the City not host the circus. Council Member Jeffs seconded the motion. The vote was as follows:

Council Member Broadhead	Aye
Council Member Carr	Aye
Council Member Hathaway	Aye
Council Member Jeffs	Aye
Council Member Miller	Aye

The motion to not host the Circus passed unanimously.

Resolution 03-03-2015, "A Resolution Approving a Fee Schedule for Santaquin City."

The changes to the fee schedule include the cost of living increase for waste removal and a transportation impact fee. Council Member Carr expressed his concern that Santaquin's impact fees might be higher than the impact fees for surrounding cities, such as Payson's, and could keep builders from wanting to build here. Linda Midgley said the most concern expressed in the building department had been for PI impact fees, which are based on lot size and can be as high as \$6,000. Council Member Broadhead said it was not necessary to compare fees to any other city, but just to do what is right for Santaquin. An extensive discussion on the high cost of the transportation fee for the grocery store was held. An exception cannot be made for the fees, but the monies could be used for the road work by the store.

Council Member Hathaway made a motion to approve Resolution 03-03-2015, "A Resolution Approving a Fee Schedule for Santaquin City, with a modifier for the Transportation Impact fee of \$135.19. Council Member Jeffs seconded the motion. The vote was as follows:

Council Member Broadhead	Aye
Council Member Carr	Aye
Council Member Hathaway	Aye
Council Member Jeffs	Aye
Council Member Miller	Aye

Resolution 03-03-2015 was approved unanimously.

Resolution 03-04-2015, "A Resolution Approving the Exchange of Right-of-Way along Orchard Lane and 500 East"

Council Member Broadhead made a motion to approve Resolution 03-04-2015, "A Resolution Approving the Exchange of Right-of-Way along Orchard Lane and 500 East". Council Member Miller seconded the motion. The vote was as follows:

Council Member Broadhead	Aye
Council Member Carr	Aye
Council Member Hathaway	Aye
Council Member Jeffs	Aye
Council Member Miller	Aye

Resolution 03-04-2015 was approved unanimously.

Award of 500 East Main Street Bid

Norm Beagley presented the results of the 500 East Main Street Bid. He said Evans Grader and Paving had the low bid of 468,313.95. The notice of award can be given as soon as the contract is signed.

Council Member Carr made a motion to award the 500 East Main Street bid to Evans Grader and Paving in an amount not to exceed \$468,313.95. Council Member Hathaway seconded the motion. The vote to award the bid to Evans Grader and Paving was as follows:

Council Member Broadhead	Aye
Council Member Carr	Aye
Council Member Hathaway	Aye
Council Member Jeffs	Aye
Council Member Miller	Aye

The motion to award the bid passed unanimously. This motion gives the mayor authorization to move forward with contract.

Discussion and Possible action with regard to City property interests on Main Street

Ben Reeves said the City is working with business owner Brad Hiskey, who is expanding and relocating his gun and ammunition business from Eureka to Santaquin. He is interested in leasing the old public safety building, which is now used for storage. Originally the house to the south was purchased in order to sell the consolidated parcels as a large property. Bringing in a tenant may limit the City's options. However, the gun dealership does a high volume of business and will bring sales tax to Santaquin. Renting the building rather than selling will leave options open. Area rents for a building such as this are approximately \$5 to \$7 per square foot. Mr. Reeves said the City will have to make some minor improvements, including making the building ADA accessible and pouring a pad outside the south door. The business owner would make any additional improvements to suit his business.

Council Member Miller made a motion to direct City staff to have the discussed City property on Main Street repaired and make the building ADA compliant, with a view to renting the property for one year with an additional one year option. Rent was suggested as between \$1000 and \$5000, based on current area rents. Council Member Carr seconded the motion. The vote was as follows:

Council Member Broadhead	Aye
Council Member Carr	Aye
Council Member Hathaway	Aye
Council Member Jeffs	Aye
Council Member Miller	Aye

The vote to repair the Main Street building was unanimous.

BUSINESS LICENSES

It was reported the following new Business Licenses were issued:

- | | | | |
|------------------------|-------------------|--------------|----------------|
| • Dale's Benches | Dale Beardall | 340 W 200 N | Carved benches |
| • Cunningham Companies | Jeremy Cunningham | 160 S Center | Online retail |

CONVENE OF THE COMMUNITY DEVELOPMENT BOARD

The Community Development Board was not convened.

CONVENE OF THE SPECIAL SERVICE DISTRICT FOR ROADS MAINTENANCE

The Special Service District for Roads Maintenance Board was not convened.

PETITIONS AND COMMUNICATIONS

No Petitions or Communications were submitted to the Mayor and Council Members.

REPORTS OF OFFICERS, STAFF, BOARDS, AND COMMITTEES***City Manager Reeves***

City Manager Reeves said a joint Council meeting was needed with Genola for court, police and annexation issues. Council consensus held that this be done during the April 15 Council meeting. Mr. Reeves will invite the Genola Council to the meeting.

The City cleanup will be held April 20 to 27, and dumpsters located in several areas throughout town. Mr. Reeves clarified the Council Members who would be attending the Chamber banquet and League of Cities and Towns. Tickets to the Miss Santaquin Pageant were distributed. Mr. Reeves said the attorney for the Olsen's would like a few changes to the water agreement, such as taking out the indemnification language. City attorney Brett Rich is working on negotiation language that can be approved by both sides. The new draft will be sent to the Council when finished. The agreement will only come back to the Council if the changes are substantive.

REPORTS BY MAYOR AND COUNCIL MEMBERS***Council Members***

Council Member Miller reported the new Fire Truck was delivered. The Police Department has received their K9 police dog, and its training will begin on Monday. He reminded the Council about the Chamber of Commerce banquet.

Council Member Hathaway asked when they could meet with Summit Creek to talk about meters and other issues. Mr. Reeves said they would meet on Thursday, April 2. The last meeting was cancelled because their attorney was ill. Council Member Hathaway said he would like to meet as a Council with the Summit Creek Irrigation Board. Mayor Hunsaker will start negotiations to set up the meeting.

Council Member Broadhead said he had a question on vendor insurance. His brother had been required to have a million dollar insurance policy for concessions at the park. Council Member Broadhead asked what the parameters were for insurance and whether that is required for every vendor. Council Member Miller said the Snack Shack had been required to obtain a 2 million dollar insurance policy last year. Mr. Reeves said he would research the question and have Dennis Marker do a memo of response. In answer to a question regarding Quality RV, Mayor Hunsaker said he and two council members would try to meet with Trent Mulhoff next week. Council Member Broadhead asked about turning on the pressurized irrigation in Summit Ridge. Mr. Reeves said the only concern was with the lines freezing, and he would ask Public Works Director Wade Eva when it could be turned on. It was reported the police secretary had taken the position of administrative secretary.

Council Member reports, continued:

At 10:30 p.m. Council Member Broadhead made a motion that the meeting be extended ten more minutes. Council Member Hathaway seconded the motion. The vote to extend the meeting was unanimous.

Council Member Carr said SUMWA had decided to go to quarterly meetings. Salem's engineer is still the SUMWA engineer. Council Member Carr expressed his frustration with the lack of response to Santaquin and Spanish Fork's concerns, and the lack of leadership and clear purpose. The regional waste water facility, which does not concern Santaquin, is always on the agenda. Norm Beagley recommended a separate meeting be held for the discussion of the regional facility. He said the group is making more out of the engineering position than is needed. Council Member Broadhead asked if it would be helpful to stop paying SUMWA.

Council Member Jeffs asked Chief Hurst if a maximum speed for Highland Drive had been decided on. Chief Hurst said he had received the figures today but had not had a chance to look at them yet. The renewal of the SUNROC mass grading permit has been scheduled for the March 26 Planning Commission meeting.

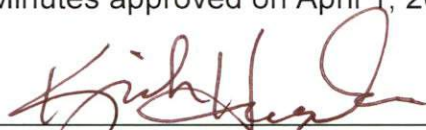

EXECUTIVE SESSION (May be called to discuss the character, professional competence, or physical or mental health of an individual, or May be called to discuss the pending or reasonably imminent litigation, and/or purchase, exchange, or lease of real property)

No executive sessions were held.

ADJOURNMENT

At 10:40 p.m. Council Member Carr made a motion to adjourn. Council Member Miller seconded the motion. The vote to adjourn was unanimous.

Minutes approved on April 1, 2015.


Kirk Hunsaker, Mayor
Linda Midgley, Deputy City Recorder



MEMORANDUM

To: Mayor Hunsaker and City Council
From: Dennis Marker, Assistant City Manager
Date: February 27, 2015
Re: **McNeil Engineering Services Contract**

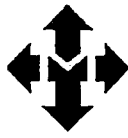
Who: McNeil Engineering, 8610 South Sandy Parkway, Suite 200, Sandy, UT 84070

What: The Museum Board sought bids for work to analyze the integrity and sufficiency of the museum roof and supporting structure. Five firms submitted bids for the work and McNeil Engineering was selected by the reviewing committee as the preferred firm.

Cost: McNeil Engineering provided a bid of **\$16,200 to analyze the museum roof** system and include construction documents (see attached proposal). McNeil Engineering also provided a modified scope to analyze the entire museum but not prepare construction documents for **\$22,720** (see attached modified scope letter).

Recommendation: The museum board recommends the City Council enter into a contract for services with McNeil Engineering to perform a reduced scope of work. That is, unless the city is willing to help with the costs for the entire museum study, The museum board recommends completing the analysis of the roof system but not complete construction drawings at this time. This reduced scope for roof work would cost \$10,700.

Budget Impact: The Museum currently has a special fund balance around \$13,000. There is sufficient funding available for the limited scope recommended by the Board.



McNEIL ENGINEERINGTM

Economic and Sustainable Designs, Professionals You Know and Trust

8610 South Sandy Parkway, Suite 200 Sandy, Utah 84070 801.255.7700 mcneilengineering.com

February 27, 2015

Community Development Director
Attn: Dennis L. Marker
275 West Main Street
Santaquin, UT 84655

RE: Santaquin City / Utah
MES Job Number:
Proposal for Structural Engineering Services

Dear Dennis,

As requested, we propose to provide structural engineering services for the above referenced project for an estimated fee of \$22,720.

Per our discussion this week in our office, we have prepared a price to eliminate the construction document phase of this project and add to the scope of services providing an ASCE 31 and ASCE 41 seismic study and gravity study of the whole structure. If you recall, the ASCE 31 is the *Seismic Evaluation of Existing Buildings* and provides a three-tiered process for seismic evaluation of existing buildings to either the Life Safety or Immediate Occupancy Performance Level. Through the process in this document, we will determine whether a building is adequately designed and constructed to resist seismic forces. Additionally we will complete gravity load calculations on the roof and floor elements to determine their adequacy with the currently adopted International Building Code 2012 edition.

We will provide you with a report that will be very similar to the report we showed you in the office. It will include a description of the structure and the structural elements, the deficiencies of the structure we observed or obtained through calculation and will include recommendations for retrofit with construction details/sketches in 8 1/2 x 11 format. This report will also include an opinion of probable cost for construction of the recommended retrofits for the whole building and for just a roof replacement/repair. We will also include a set of floor plans and roof plans for the structure in CAD and .pdf format.

If this is agreeable to you we will submit a proposal and agreement to you. Should you have any questions or need additional information don't hesitate to contact me. We look forward to working with you on this project.

Respectfully,

Matthew Roblez, S.E.
Manager, McNeil Engineering
801-255-7700 x. 128
matt@mcneileng.com

MR/cg
Enclosure

1983-2015

Over 30 Years of Providing Quality Engineering & Surveying

www.mcneilengineering.com

February 17, 2015

Mr. Dennis L. Marker
Community Development Director
275 West Main Street
Santaquin, UT 84655

RE: PROPOSAL FOR EVALUATION OF SANTAQUIN CHIEFTAIN MUSEUM ROOF SYSTEMS & STRUCTURE

Mr. Marker,

On behalf of McNeil Engineering, I am pleased to submit our proposal for the evaluation of the Santaquin Chieftain Museum roofing system and structure. Our firm has over thirty (30) years of experience that we bring to each and every project. What that means is our highly qualified staff has the necessary experience to complete this project. We are excited about the opportunity of working with Santaquin City in the preservation of this historic treasure and important piece of hometown fabric.

McNeil Engineering has been helping some of the largest property owners in the state of Utah repair and maintain their existing buildings for over 30 years. Over that time we have learned the ins and outs of every conceivable roof framing and finishing system used along the Wasatch Front and our neighboring states. Utah's unique climate presents some interesting challenges to property owners and their constant battle to maintain their assets for the least amount of expenditure possible. We offer detailed roofing systems evaluation and structural analyses because we know that life safety is of the highest concern, but also recognize that often the difference between the perception that a project is good or bad, between a total failure and a crowning success, is how good the roof looks when it is all done and how well it performs over time. Safety, function, and aesthetics are our goal.

Please do not hesitate to contact me if you have any questions or need additional information. We thank you for your consideration of this proposal. We look forward to working with you on this project.

Respectfully,



Carl Greene
801-255-7700 x. 118
carl@mcneileng.com

LIST OF RELEVANT EXPERIENCE:

Type: Religious Roof Replacement & Structural upgrade

Project Manager: Dan Schaugaard

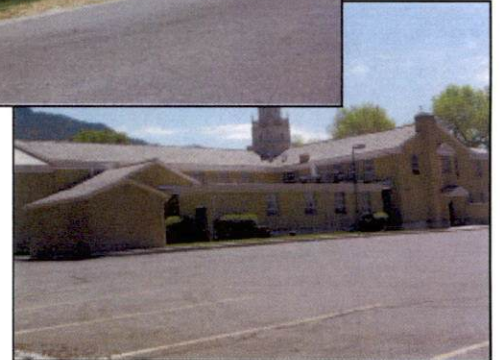
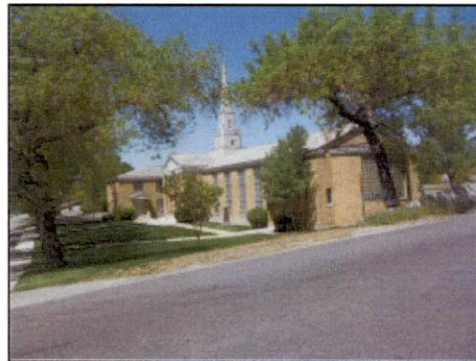
Year of Construction: 1936

Year of Structural Evaluation: 2012

Name: **Honeyville LDS Ward Chapel**

Cost: \$499,626.00

Services Performed: Report on status of existing asbestos composite roofing tiles; report on structural integrity of existing roof framing, walls and floors; submittal of engineer's opinion of probable cost for replacing roofing system and upgrading existing roof framing to current acceptable standards; preparation of detailed construction documents to be used for bidding, including removal, structural work, and replacement of the existing roof and all related trades (mechanical, electrical, custom steeple replacement); respond to questions during bidding process; provide contract administration and oversight during construction.



Client Name: LDS Church – Ogden PM Office (Ned Stephenson) - Brigham City FM Office (Orin Bawden)

Reference: Ned Stephenson – 801 689-1515

Type: Religious Roof Replacement & Structural upgrade

Project Manager: Dan Schaugaard

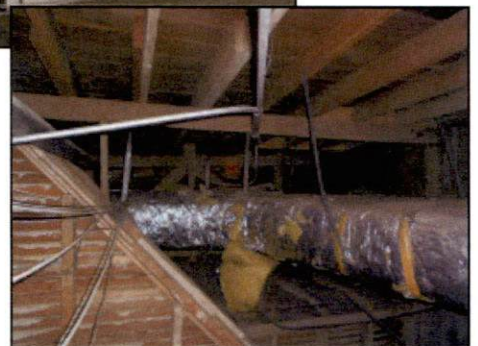
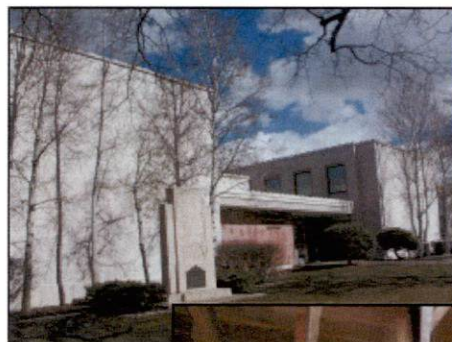
Year of Construction: 1918

Year of Structural Evaluation: 2010

Name: **Yalecrest 1 & 2 Wards Chapel**

Cost: \$99,210.00

Services: Report on status of existing built-up roofing system and probable cause for leaks within the structure; report on structural integrity of existing wood roof framing, poured-in-place, board-formed concrete walls and wood framed floors; submittal of engineer's opinion of probable cost for replacing roofing system and maintaining existing decorative historical elements (saw tooth parapet wall cap), and upgrading existing roof framing to current acceptable standard. Project as completed involved preparation of detailed construction documents to be used for bidding the removal and replacement of the existing roof perimeter to address identified cause for leaking; respond to questions during bidding process; provide contract administration and oversight during construction.



Client: LDS Church – Salt Lake PM Office (Bryan Stephenson) – Monument Park FM Office (Jason Killian)

Reference: Bryan Stephenson – 801 870-0700

Type: Religious Roof System and Framing Replacement & Structural upgrade

Project Manager: Matt Roblez

Year of Construction: 1949

Year of Structural Evaluation: 2010

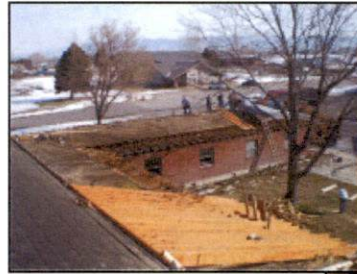
Name: **Charleston Wards Chapel**

Cost: \$323,605.00

Services: Performed site visit to observe and document the structural elements and their condition. Additionally, observed the condition of roofing materials to determine their expected life. Performed ASCE/SEI 31-03 seismic evaluation on the structure. Performed roof member structural stability analysis. Performed existing structural roof element analysis. Performed roofing condition assessment and evaluation. Provided opinion of probable cost of construction. Provided structural and roofing replacement structural construction documents. Provided structural observation services during construction. Prepared record documents of the work being performed.

Client: LDS Church – American Fork PM Office (Joe Christensen) – Midway FM Group (Steve Palmer) – Knell Architects (Roger Knell)

References: Joe Christensen – 801 763-4520 xt. 204; Roger Knell – 801 373-6134



Type: Institutional Roof Replacement and Seismic Upgrade

Project Manager: Dan Schaugaard

Year of Construction: 1934

Year of Structural Evaluation: 2014

Name: **Utah State Hospital Museum**

Cost: \$106,000 (est.)

Services: Performed site visit to observe and document the structural elements and their condition. Additionally, observed the condition of roofing materials to determine their expected life. Performed ASCE/SEI 31-03 seismic evaluation on the structure. Performed roof member structural stability analysis. Performed roofing condition assessment and evaluation. Performed existing structural roof element analysis. Provided opinion of probable cost of construction. Created BIM 3 dimensional model of the structure. Provided structural and roofing system replacement construction documents. Provided bidding services. Conducted bidding process. Provided construction management services. Prepared record documents of the work being performed.



Client: State of Utah Department of Facilities & Construction Maintenance (DFCM) - Matt Boyer

Reference: Matt Boyer - 801-541-0945

Type: Historical/Institutional Roof Replacement

Project Manager: Dan Schaugaard

Year of Construction: 1908

Year of Evaluation: 2014

Name: **Noyes Administration Building – Snow College**

Cost: \$407,804.00

Services: Provide report on integrity of existing cedar shingle roofing system. Evaluate installation of various new roofing systems to meet fire and building codes while preserving historical appearance of structure. Provide opinion of probable cost for replacing roofing systems, including low slope and high slope roof areas. Integrate construction details with historical elements and strong desire to maintain historical appearance with little to no interruption of existing facades due to installation of new roofing system.



Client: State of Utah DFCM (Matt Boyer) – Snow College (Jesse Bratton)

Reference: Matt Boyer - 801-541-0945

Type: Historical/Religious Roof Replacement

Project Manager: Dan Schaugaard

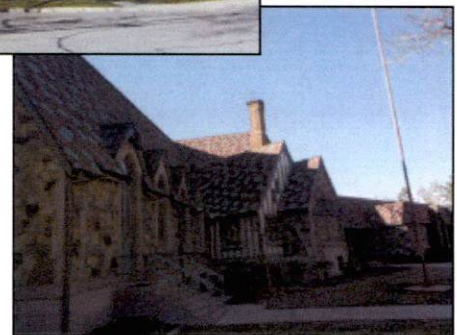
Year of Construction: 1936

Year of Evaluation: 2013

Name: **Capitol Hills 1st & 2nd Wards Chapel**

Cost: \$571,333.00

Services: Existing roofing consisted of recycled vinyl roofing shingles that were beginning to warp, fade and allow driven rain and snow into the framing structure. We evaluated the roof to confirm that leaking was due to the shingle system and to determine the adequacy of the existing structural system. The roof structure had been recently upgraded to meet current building codes, so only a few minor additions were required to help reinforce the roof for the heavier load. We replaced the existing composite shingles with slate shingles, with an emphasis on recreating and preserving the unique historical character of this highly visible and visually interesting roof.



Client: LDS Church – Salt Lake PM Office (Jeff Scott) – Rose Park FM Group (Santana Reyes) – LDS Church Historical Office (Emily Ott)

Reference: Jeff Scott – 801 240-7153

METHODOLOGY OF CONSULTANT:

Structural Engineering Analysis & Design

We will assign Matthew Roblez, S.E., SECB and Brian Warner, S.E. to the structural portion of the project. Each engineer will perform a review of any available existing documents individually and then second review together. Google earth images will be used to prepare for our initial site visit. A site visit will be performed by each engineer together to observe and record conditions of the existing structural systems. Observed structural systems will be mapped into record documents to aid analysis and prepare for construction. The tools used will be Ipads with Blubeam pdf editing software, and camera enabled Smartphone's. Elements will be measured using Electronic Distance Measuring devices (EDM) as well as traditional hand tapes.

If there are elements that cannot be observed or measurements that cannot be obtained using traditional means, we could use our laser scanning capabilities. Our Leica C10 scanner collects 50,000 survey grade x, y, z points per second. The scanner collects points through a 180 degree rotation. This scanner works by combining a laser emitted beam, a mirror deflecting the beam towards the scanned surface, and an optical receiver, which detects the laser pulse reflected from the object. Since the speed of light is known, the travel time of the laser pulse can be converted to a precise distance measurement. Typically this data is collected from each set up in less than 5 minutes. The group of points from each setup is referred to as a "point cloud." The point cloud from each set up is then registered or "stitched" together so that one measureable point cloud is created for the entire scanned area. The point cloud is then modeled in AutoCAD, Revit, or other 3D modeling software packages to capture all available visual information for analysis. In addition to the scan data, at each scan location, we take panoramic photographs which will allow our design team the ability to make quick design decisions without having to return to the site.

For areas of the exterior that are hard to access for visual inspection, we would use our remote controlled drone with attached GoPro camera to visually capture the existing conditions for analysis. The use of these two tools greatly enhances our ability to capture critical data that could not otherwise be gathered manually.

Once a framing plan is established in pdf form from the site, it will be given to our drafting personnel to create an electronic copy for use in our analysis and creation of construction documents. We will create a 3D model using REVIT Structures and AutoCAD. A structural analysis of the individual roof elements as well as a global roof structure analysis will be performed. A program called Rapid Interactive Structural Analysis (RISA) will be used in conjunction with Strucalc 9.0, as well as traditional hand calculations.

Once the condition of the existing elements has been determined and their ability to withstand the code prescribed forces of the International Building Code (2012 edition) have been calculated, a comprehensive report will be prepared. This report will include a description of the all observations, our conclusions, and recommended retrofits. It will also include photographs, structural calculations, construction documents, and our opinion of probable cost for the recommended retrofits. We will present the report and construction documents to the client.

Our quality management process is based upon the Utah Department of Transportation (UDOT) model. Our decision to emulate the UDOT model is to assist the project team in creating a design that is safe, economic, and constructible. Our process assists the design team to verify that the design work and

construction documents are produced to acceptable industry standards. Our quality management will be assigned to Cody Palmer, S.E. His task will be to review, redline and approve all the calculations, final report, and construction documents. He will use our checklists and his engineering experience and professional judgment to ensure design completeness, accuracy, and adequacy.

Roofing Systems Analysis & Design Philosophy

Dan Schaugaard is our principal roofing systems evaluator. His lifelong experience includes not only current role as a Registered Roofing Consultant, but also over a decade as the owner of a roofing business. He will visit the site to perform an evaluation of the existing roof system and will start from the inside out. All roofs are only as good as their understructure. He will access the attic with our structural engineers, looking for the signs that tell him the history of the existing roofing system. Water damage, dry rot, weakened structural members, insulation, ventilation (or lack thereof), and underside deck observation are just a few of the elements that will be recorded from the inside. Next, his evaluation moves to the outside, to look for telltale signs of improper weather protection or faulty systems which can be seen on the façade of the existing structure, whether that is water staining from water running down the face or pieces of masonry or mortar that are eroding away. His final step is to go up on the roof to determine actual conditions of the existing roofing system. This can be achieved through visual observation of the condition of the roofing finish materials, as well as minor destructive testing – removing small patches of the existing shingles to determine numbers of layers of roofing materials installed and condition of the underlayments (if any) and the structural deck. He will also review the information gathered by our structural team and then compile a report explaining his findings about the roofing system, the likely conditions or causes for observed failures or damage, and a detailed recommendation for repair or replacement. Our report will also include an opinion of probable cost for the recommended action(s).

When engaged to create the construction documents, we will combine our data with the drawings and models created by our engineers. We will create a detailed model with Revit to help us prepare a design and documents appropriate to the nature of this historical structure and within the limits of the available budget. Our use of a three dimensional model allows us to see points of possible difficulties for finishing the roof and gives us a means for addressing those issues virtually, before any construction takes place, saving time, money and headaches associated with change orders. We always make it a point to address the weather tightness of a new roofing system, looking for areas where leaks are most likely to occur and determining solutions to prevent leaks and preserve appearance. We also realize the importance of ventilation in shingle roofing systems and will design any replacement roofing system to provide the necessary cross ventilation to preserve the life of the shingles and allow for a warranty of the system by the roofing system manufacturer. Our final step is to provide contract administration with periodic observations, monitoring the work of the contractor and their compliance with the approved documents. The goal is to help them install a new roofing system that is beautiful, weathertight, and which meets the requirements of the roofing system manufacturer to obtain their warranty.

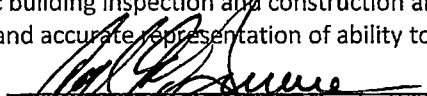
So, at McNeil, not only do we want to help bring your roof and building structure up to the safety codes, we strive to give you a finished product that looks beautiful and protects from the weather and other elements the way it was intended. It is important to preserve the sense of place that local residents have come to associate with this timeless building. We are meticulous in our detailing and research, and we will seek for the most appropriate methods that will give this roof every chance of surviving for its expected lifecycle and beyond.

**Appendix A:
Proposed Project Cost Form for
Santaquin Chieftain Museum Roof Structure Evaluation**

			Bid Amount (\$)	Time Amount (days)
Task 1	Project Coordination	Task Total	2000	4
	Kick-off meeting and coordination with Project Manager and City staff (assume 4 total meetings)			
Task 2	Site Investigation(s)	Task Total	1600	2
	Measurement and data collection necessary to perform Tasks 3 through 4 (assume a minimum of 2 site visits)			
Task 3	Data Analysis	Task Total	4600	6
a	Utilize collected data to determine existing conditions	Task 3a Total	2400	
i	Integrity of roof weather protection and shingle system			
ii	Integrity of roof truss system			
iii	Integrity of roof anchor points to main building and walls			
b	Utilize collected data to determine necessary upgrades to roof system	Task 3b Total	1800	
i	Necessary maintenance and upgrades to weather protection and shingle system			
ii	Necessary maintenance and upgrades to roof truss system			
iii	Necessary maintenance and upgrades to roof anchor points and structure support system			
c	Utilize necessary maintenance and upgrades data to determine any compounded effects and associated alterations/upgrades needed.	Task 3c Total	400	
Task 4	Engineers Estimate of Probable Construction Costs	Task Total	600	.75
a	Provide an Engineer's estimate of probable construction costs to complete items identified in Tasks 3b and 3c			
Task 5	Report Findings	Task Total	1900	1.5
a	Prepare a written report, including all analysis and calculations, and recommendations for City records			
b	Present report to City Museum Board			
c	Provide a digital copy of the final report and presentation materials to City			
Task 6	Prepare design and provide Bidding and Contract Documents to complete the identified needed repairs/upgrades	Task Total	5500	10

	\$ Amount	Days
Total Bid	16,200	24.25

Each person submitting a proposal specifically acknowledges, both individually and on behalf of the submitting entity, that they have inspected the project site and understand that this Project may include exposure to natural elements, inclement weather, icy, slippery and/or wet conditions, fowl and rodent feces and other animal discharge matter, asbestos, dust and other possible lung irritants, limited lighting and heating, tight spaces, uneven surfaces and other possible hazardous conditions associated with historic building inspection and construction and attic spaces. Furthermore, all information provided with a submitted proposal is a true and accurate representation of ability to perform the work outlined.


Consulting Group Representative

13 FEB. 2015
Date