

## NOTICE AND AGENDA

Notice is hereby given that the City Council of the City of Santaquin will hold a City Council Meeting on Wednesday, June 06, 2012, in the Council Chambers, 45 West 100 South, at 7:00 pm.

### AGENDA

1. ROLL CALL
  2. PLEDGE OF ALLEGIANCE
  3. INVOCATION/INSPIRATIONAL THOUGHT
  4. CONSENT AGENDA
    - a. Minutes
      1. May 16, 2012 Work Session
      2. May 16, 2012 Council Meeting
    - b. Bills
      1. \$255,275.86
  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**
  6. FORMAL PUBLIC HEARINGS
    - a. Tentative Budget for FY2012-2013
  7. UNFINISHED BUSINESS
    - a. Discussion and Possible Action with regard to the Extension of Preliminary Plat Approvals for Oak Summit Plats G, H, I and J.
  8. BUSINESS LICENSES
  9. REPORTS OF OFFICERS, STAFF, BOARDS, AND COMMITTEES
    - a. Sunrise Engineering final report on Eastside Booster Pump project
  10. NEW BUSINESS
    - a. Ratification with regard to Change Order #1 of the 2012 Park Improvements Contract.
    - b. Discussion and Possible Action with regard to the purchase of 18 shares of Summit Creek Irrigation
    - c. Discussion and Possible Action with regard to Police Department Body Armor Policy
  11. INTRODUCTIONS AND ADOPTION OF ORDINANCES AND RESOLUTIONS (Roll Call Vote)
    - a. Resolution 06-01-2012 "A Resolution Authorizing the Final Budget for FY2012-2013"
    - b. Ordinance 06-01-2012 "An Ordinance amending the Zone Map to include the Hillside Overlay Zone"
  12. PETITIONS AND COMMUNICATIONS
  13. REPORTS BY MAYOR AND COUNCIL MEMBERS
    - a. Mayor DeGraffenried
    - b. Council Members
  14. EXECUTIVE SESSION (May be called to discuss the character, professional competence, or physical or mental health of an individual)
  15. EXECUTIVE SESSION (May be called to discuss the pending or reasonably imminent litigation, and/or purchase, exchange, or lease of real property)
  16. 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

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.

BY: S. B. Farnsworth  
Susan B. Farnsworth, City Recorder

### POSTED:

CITY CENTER  
POST OFFICE  
ZIONS BANK

® Amendment to the agenda

**MINUTES OF A COUNCIL MEETING  
HELD IN THE COUNCIL CHAMBERS  
JUNE 6, 2012**

The meeting was called to order by James E. DeGraffenried at 7:04 p.m. Council Members attending: Keith Broadhead, Matthew Carr, James Linford, Richard Payne and Rick Steele.

Others present: City Manager Ben Reeves, Director Dennis Howard, City Planner Greg Flint, Planning Commission Member Scott Parkin, Tracy Roberts, Andrew Roberts, Norm Bagley, Brent Norton, and Bryan Hedelius.

**PLEDGE OF ALLEGIANCE**

Andrew Roberts led the Pledge of Allegiance.

**INVOCATION/INSPIRATIONAL THOUGHT**

Tracy Roberts offered an Invocation.

**CONSENT AGENDA**

***Minutes***

May 16, 2012 Work Session

May 16, 2012 Council Meeting

***Bills***

\$255,275.86

It was reported the bills amount was decreased by \$120,920.50 due to an unnecessary bond payment being included. In answer to a question from Council Member Broadhead, the Council was informed Garner Electric had wired the new Fire Department office and completed the office relocation project that was started by Brent Stevenson. It was reported the Nielsen Senior bill included legal fees associated with the WRF legal issue.

Council Member Carr moved to approve the Consent Agenda. Council Member Linford seconded the motion. Council Members Broadhead, Carr, Linford, Payne and Steele voted unanimously to approve the Consent Agenda.

**FORUM, BID OPENINGS, AWARDS, AND APPOINTMENTS**

Nothing

**FORMAL PUBLIC HEARINGS**

***Tentative Budget for FY2012-2013***

Council Member Payne moved to open the Public Hearing for the FY 2012-2013 Tentative Budget. Council Member Linford seconded the motion. Council Members Broadhead, Carr, Linford, Payne and Steele voted unanimously to open the Public Hearing.

City Manager Reeves reviewed the proposed budget. (see Resolution 06-01-2012 for the final budget).

For the benefit of those attending, City Manager Reeves reviewed the process involved in a Public Hearing and the reasons a Public Hearing is held.

No comments or questions were addressed to the Council. Council Member Linford moved to close the Public Hearing. Council Member Steele seconded the motion. Council Members Broadhead, Carr, Linford, Payne and Steele voted unanimously to close the Public Hearing.

## **UNFINISHED BUSINESS**

### ***Discussion and Possible Action with regard to the Extension of Preliminary Plat Approvals for Oak Summit Plats G, H, I and J.***

Mr. Carter was not in attendance this evening due to health issues. Council Member Steele said he would like to table the issue until he could ask Mr. Carter some questions.

Council Member Linford moved to table the item regarding the extension of Oak Summit preliminary plat approvals. Council Member Steele seconded the motion. Council Members Broadhead, Carr, Linford, Payne and Steele voted unanimously to approve tabling the discussion.

## **BUSINESS LICENSES**

Nothing

## **REPORTS OF OFFICERS, STAFF, BOARDS, AND COMMITTEES**

Mr. Parkin reported that in the previous Planning Commission Meetings the Commissioners reviewed the areas associated with the Hillside Ordinance as well as addressed issues associated with the Animal Ordinance. The proposed Hillside Ordinance is on the agenda for adoption this evening. The proposed Ordinance addressing Animal issues is scheduled for the June 20<sup>th</sup> Council Meeting. The information will be available for Council review before the scheduled Council Meeting.

### ***Sunrise Engineering final report on Eastside Booster Pump project***

Council Member Carr moved to continue the Sunrise Engineering discussion until the next Council Meeting. Council Member Linford seconded the motion. Council Members Broadhead, Carr, Linford, Payne and Steele voted unanimously to approve continuing the item.

## **NEW BUSINESS**

### ***Ratification with regard to Change Order #1 of the 2012 Park Improvements Contract***

Council Member Payne moved to ratify Change Order #1 of the 2012 Park Improvements Contract. Council Member Linford seconded the motion. Council Members Broadhead, Carr, Linford, Payne and Steele voted unanimously to ratify Change Order #1.

### ***Discussion and Possible Action with regard to the purchase of 18 shares of Summit Creek Irrigation***

Mayor DeGraffenried removed himself from the stand and turned the direction of the meeting to Mayor Pro-tem Payne. He indicated he was doing so because he is the owner of the water shares being discussed.

City Manager Reeves reported that historically the purchase of Summit Creek Irrigation water shares was handled administratively with the consent of the Mayor. Because the shares belong to Mayor DeGraffenried, authorization to make the purchase of the shares was being handled this way. Council Member Broadhead was told the City's Water Engineer is consulted before any purchase is completed.

Council Member Linford moved to authorize the purchase of 18 shares of Summit Creek Irrigation Water at \$3,900 per share. Council Member Carr seconded the motion. Council Members Broadhead, Carr, Linford, Payne and Steele voted unanimously to approve the motion.

***Discussion and Possible Action with regard to Police Department Body Armor Policy***

Director Howard addressed the Mayor and Council Members with regard to Police Department Body Armor Policy. (See Attachment "A" for Director Howard's memo and the Policy)

Council Member Linford moved to authorize the approval of Chief Howard's General Order #11-7 which will be added to the Police Department Handbook. Council Member Payne seconded the motion. Council Members Broadhead, Carr, Linford, Payne and Steele voted unanimously to approve the motion.

**INTRODUCTIONS AND ADOPTION OF ORDINANCES AND RESOLUTIONS (Roll Call Vote)**

***Resolution 06-01-2012 "A Resolution Authorizing the Final Budget for FY2012-2013"***

Council Member Broadhead moved to approve Resolution 06-01-2012, A Resolution Authorizing the Final Budget for FY2012-2013, with the stipulation that the Cost of Living raises not go into effect until August 1<sup>st</sup>. Council Member Steele seconded the motion. Through a roll call vote, Council Members Broadhead, Carr, Linford, Payne and Steele voted unanimously to approve Resolution 06-01-2012.

***Ordinance 06-01-2012 "An Ordinance amending the Zone Map to include the Hillside Overlay Zone"***

City Planner Flint reviewed the proposed Ordinance addressing a Hillside Overlay Zone. The City Council created the zone in September 2011 but an area for the zone has not been assigned as yet. (See attachment "B" for City Planner Flint's presentation)

Council Member Carr moved to approve Ordinance 06-01-2012, "An Ordinance amending the Zone Map to include the Hillside Overlay Zone". Council Member Payne seconded the motion. Through a roll call vote, Council Members Broadhead, Carr, Linford, Payne and Steele voted unanimously to approve Ordinance 06-01-2012.

**PETITIONS AND COMMUNICATIONS**

Nothing

**REPORTS BY MAYOR AND COUNCIL MEMBERS**

City Manager Reeves sought approval of the Council Meeting Schedule. The Mayor and Council Members agreed to the following schedule:

- June 13<sup>th</sup> - No Work Session
- June 20<sup>th</sup> - A Regular Work Session and Council Meeting will be held
- June 27<sup>th</sup> - A Special Council Meeting to finalize the FY 2011-2012 Budget
- July 4<sup>th</sup> - Work Session and Council Meeting will be cancelled due to the holiday
- July 11<sup>th</sup> - Work Session and Council Meeting will be held

City Manager Reeves said that the Miss Santaquin Pageant will be held this Saturday evening. Each of the Council Members indicated they would be attending.

Mr. Reeves also reported:

- The Nebo Economic Summit will be hosted in Santaquin. It is scheduled for June 14<sup>th</sup> at the C.S. Lewis Academy. Anyone wishing to attend was asked to let Mr. Reeves know so he can get tickets.



- The Chamber of Commerce Meeting will be held in the Public Safety Training room tomorrow. The local businesses are invited to attend to receive instructions on how to place information on the newly developed website
- City Manager Reeves will be out on Thursday and Friday this week to attend his daughter's wedding. He also has additional time scheduled off which was noted in the Department Head meeting notes.
- He thanked Council Member Carr for spearheading the Main Street flower donation.

***Mayor DeGraffenried***

Mayor DeGraffenried requested suggestions for the Parade Grand Marshall. The names of Ed and LaDean Westover and Allen and Sandy Gurney were presented. Mayor DeGraffenried will make a final decision and let the Celebration Committee know.

***Council Members***

Council Member Broadhead asked if anyone was going to take the train ride from Provo up Spanish Fork Canyon. He indicated the event was scheduled for June 20<sup>th</sup> and will begin at 1 p.m.

Council Member Broadhead reported that when he came to the meeting this evening he followed a wide load along 200 West. He questioned if UDOT might be willing to help maintain the roadway, as this is a wide load designated route. City Manager Reeves said he would contact a UDOT Representative to discuss the issue.

Council Member Payne and City Manager Reeves met with Mr. Parkin with regard to assisting with revamping the website. Mr. Parkin has agreed to help and will be working with Council Member Payne.

Council Member Linford reported the annual SUMWA fee is less than last year. He also reported the Utah Lake Festival was a huge success. He expressed his thanks to Council Member Payne for helping and to Community Development Director Dennis Marker for producing the City Information brochure that was distributed during the event.

Council Member Carr reported the donations for the Celebration have increased over last year's collected donations. The Celebration preparations are going very well and everything appears to be on track for the event.

Council Member Carr also met with Director Marker with regard to celebrating the completion of the park project. The Recreation Department has already scheduled a "Movie in the Park" to celebrate the completion. The event is tentatively scheduled for July 9<sup>th</sup>.

**EXECUTIVE SESSION** (May be called to discuss the character, professional competence, or physical or mental health of an individual)  
Nothing


**EXECUTIVE SESSION** (May be called to discuss the pending or reasonably imminent litigation, and/or purchase, exchange, or lease of real property)  
Nothing

**ADJOURNMENT**

At 8:25 p.m. Council Member Linford moved to adjourn. Council Member Carr seconded the motion. Council Members Broadhead, Carr, Linford, Payne and Steele voted unanimously to adjourn.

Approved on June 20, 2012.

  
James E. DeGraffenried, Mayor

  
Susan B. Farnsworth, City Recorder



# SANTAQUIN/GENOLA POLICE DEPARTMENT

---

**Chief Dennis Howard**

**Sergeant Rodney Hurst**

**Sergeant Kris Johnson**

Phone 754-1070

Fax 754-1697

June 6<sup>th</sup>, 2012

Dear Mayor and Council Members

For the past few years we have been able to secure grant money which paid fifty percent of the cost of our body armor. The Department of Justice has now made it policy that in order to qualify for this money the Police Department must have a mandatory wear policy.

You will find attached to this letter our department Policy which meets the requirements of the Department of Justice.

This policy does require Council approval due to the financial impact associated with rotation of expired body armor. The National Institute of Justice requires body armor to be rotated every five years. We currently have three vests that have expired. We will need one more during the upcoming year for the new hire.

I appreciate your consideration in this matter. If you have any questions please contact me.

Sincerely,

A handwritten signature in black ink that reads "Dennis Howard".

Dennis Howard  
Director of Public Safety

## GENERAL ORDER 11-7

### BODY ARMOR

Effective 2011

#### I. PURPOSE

The purpose of this policy is to provide Santaquin Police Officers with guidelines for the proper use and care of body armor.

#### II. POLICY

It is the policy of Santaquin Police Department to maximize officer safety through the use of body armor in combination with prescribed safety procedures. While body armor provides a significant level of protection, it is not a substitute for the observance of officer safety procedures.

#### III. DEFINITIONS

Field Activities: Duty assignments and/or tasks that place or could reasonably be expected to place officers in situations where they would be required to act in enforcement rather than administrative or support capacities.

#### IV. PROCEDURES

##### A. Issuance of Body armor

1. All body armor issued must comply with protective and related requirements prescribed under current standards of the National Institute of Justice.
2. All officers shall be issued agency approved body armor.
3. Body armor that is worn or damaged shall be replaced by the agency. Body armor that must be replaced due to misuse or abuse by the officer shall be paid for by the officer.

##### B. Use of Body Armor

1. Officers shall wear only agency approved body armor.

##### C. Inspections of Body Armor.

1. Supervisors shall be responsible for ensuring that body armor is worn and maintained as required by this policy through routine observation and periodic documented inspections.
2. Annual inspections of body armor shall be conducted for fit, cleanliness, signs of damage, abuse and wear.

##### D. Care, Maintenance and Replacement of Body Armor

1. Officers shall routinely inspect personal body armor for signs of damage and for general cleanliness.
2. As dirt and perspiration may erode ballistic panels, each officer shall be responsible for cleaning personal body armor in accordance with the manufacturer's instructions.



3. Officers are responsible for the proper storage, maintenance and care of body armor in accordance with manufacturer's instructions.
4. Officers are responsible for reporting damage or excessive wear to the ballistic panels or cover to their supervisor and the individual responsible for the uniform supply function.
5. Body armor will be replaced in accordance with guidelines and protocols established by the National Institute of Justice.

E. Training

The training officer shall be responsible for:

1. Monitoring technological advances in the body armor industry that may necessitate a change in body armor.
2. Assessing weapons and ammunition currently in use and the suitability of approved body armor to protect against those threats.
3. Providing training programs that demonstrate body armor's stopping power under actual firing conditions and that emphasize its safe and proper use.
4. Maintaining statistics on incidents where armor has or has not protected officers from harm, including traffic accidents.



## Hillside Development Overlay Zone City Council June 6, 2012



Photos: USGS

## History of Hillside Development Overlay Zone

### General Plan

GOALS OF THE ENVIRONMENTAL PLAN ARE:

Goal 1: Limit disturbance of hillside areas having 30 percent or steeper slopes.

Goal 2: Prepare and adopt a hillside development ordinance.

Goal 3: Minimize soil and geologic hazards to people and properties.

Policy 1: Establish special review procedures and ordinances for building on hillsides or in other environmentally sensitive areas.

Policy 2: Require developers to have qualified professionals identify and assess soils and geologic hazards prior to development.

Policy 3: Construction standards and guidelines for roads and other improvements should be established to limit impacts on sensitive hillsides.

Policy 4: Regulate development densities in areas that are determined to have geologic hazards or constraints.

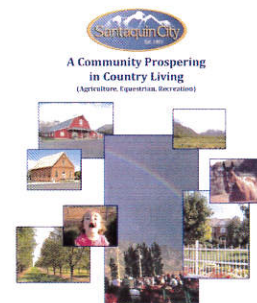
Goal 5: Implement Wildland Urban Interface standards for new development.

Policy 1: Work with other public agencies to establish and implement fire hazard reduction measures.

Policy 2: Work with other public agencies to protect winter range habitat for big game animals.

Policy 3: Existing open spaces should be identified and preserved on a priority basis.

Policy 4: Provide and cooperate with other public changes for low impact public recreation facilities.



### GENERAL PLAN

April 27, 2007

6/7/2012

## History of Hillside Development Overlay Zone

### Ordinance Adoption

The City Council created the Hillside Development Overlay Zone in September 2011, with an effective date of 9-22-2011 (Santaquin City Code (S.C.C)).

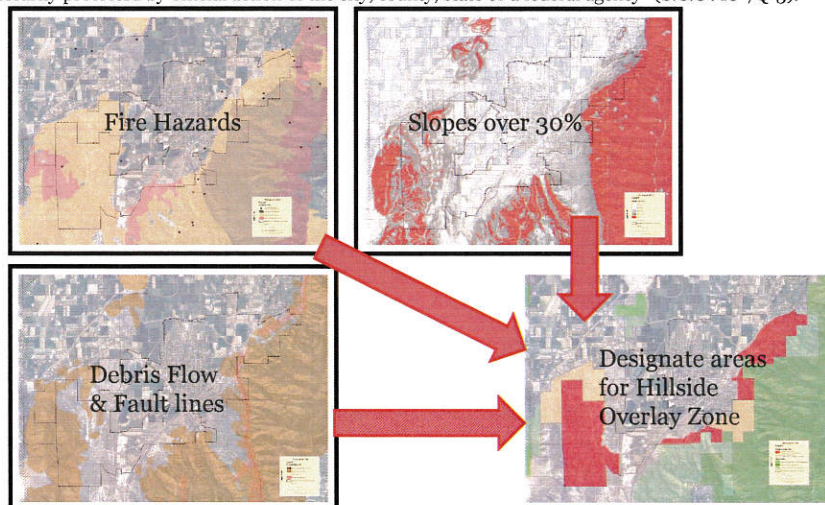
### Planning Commission

The Planning Commission discusses the Hillside Ordinance during the January 12<sup>th</sup> and January 26<sup>th</sup> meetings regarding the placement of the zone. A public hearing was held on February 9<sup>th</sup>. On May 24<sup>th</sup>, a tour of areas in question was conducted and further discussion was held. The Planning Commission forwarded the rezoning boundary with a positive recommendation to the City Council.

## History of Hillside Development Overlay Zone

### Placement of the Hillside Development Overlay Zone

Criteria to evaluate areas in the zone include "areas which are prone to geologic hazards, within state identified potential surface fault rupture zones; exceed thirty percent (30%) slopes; are designated wetlands, watershed or water source protection areas; areas of historical significance; or as may otherwise be determined to be necessarily protected by official action of the city, county, state or a federal agency" (S.C.C. 10-7Q-3).

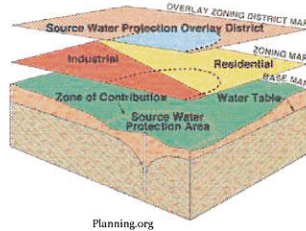




## What is an Overlay Zone?

It is also the intent of this article that the hillside zone be an overlay zone with densities and land uses being established by underlying zoning. It is also intended that any developer demonstrate by the applications submitted for approval that the objectives and goals of the general plan, the underlying zone and this section will be fostered. (S.C.C. 10-7Q-1)

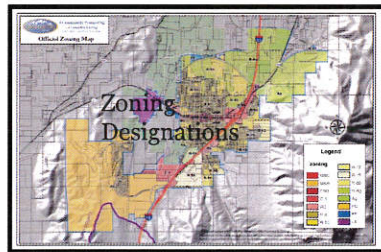
Land uses allowed within the hillside development zone are listed in the respective underlying zones (S.C.C. 10-7Q-4)



Planning.org

Overlay zoning is a regulatory tool that creates a special zoning district, placed over an existing base zone(s), which identifies special provisions in addition to those in the underlying base zone. The overlay district can share common boundaries with the base zone or cut across base zone boundaries. Regulations or incentives are attached to the overlay district to protect a specific resource or guide development within a special area.

[www.usap.edu/csr/landcenter/](http://www.usap.edu/csr/landcenter/)



## Impacts of Zone

The purpose of the hillside development zone is to establish standards for development in environmentally sensitive or geologically hazardous areas associated with foothill or steep terrain areas within the city. Additional goals in establishing this zone are as follows:

- Promote sustainable design criteria for new developments which address long term impacts of development in sensitive areas.
- Provide flexible development options where a standard lot pattern is not practical or desirable due to natural topographic constraints or conditions caused by mass grading or excavation activities on a site.
- Provide for the preservation of wildlife corridors and natural drainage channels or systems and the use of measures to protect future property owners from geologic and fire hazards as development occurs in sensitive areas.
- Provide for the reestablishment of vegetation and reclamation of barren areas caused by mass grading, excavation activities or development in sensitive areas.





## Subdivision lots with existing structures, houses, etc.

### No impact unless the following happen:

Installation of a new structure (garage, shed, expand home) that requires a building permit or new retaining wall

- Grading and drainage around new structure

## Subdivision lots with **NO** existing structures

### New building permits on platted lots

Retaining walls – submit plans and meet requirements for retaining walls

Grading and drainage plan – lot has a 15% slope average

Landscaping and Irrigation Plan –when putting in retaining wall

Front and visible side yards landscaped to firewise guidelines and inspected by the fire department



## Future Development

Recreation Open Space (10%) – does not include hillside areas (buildable area), constructed by developer

Landscaping –

Reclamation plan for disturbed areas

Common areas must be landscaped, provide landscaping plan

Open Space – accessible, maintenance of open spaces

### Mitigation and Analysis

- Flood and Watershed Protection Study

- Geological Hazard Mitigation

- Wildlife Habitat and Corridors

- Wildland-Urban Interface (Fire)

Construction of mitigation facilities

Notification of potential hazards on final plats

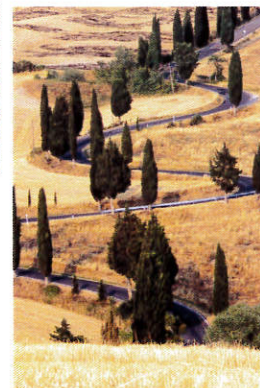
Sensitive areas

Cut and fill standards

Retaining walls – built by developer along property lines

Single grading and drainage plan required at time of building permit

Streets, roadways and private access



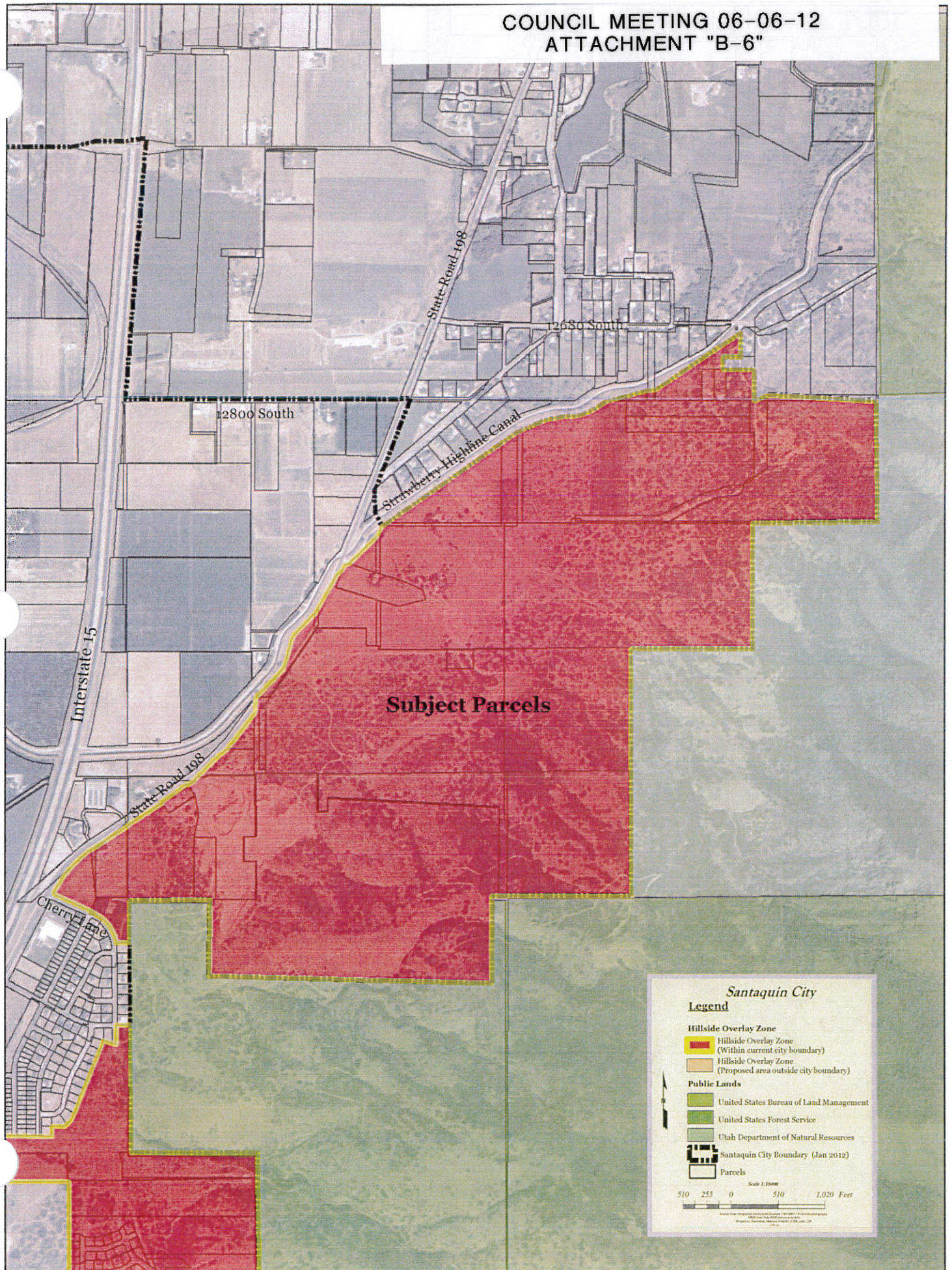






# Proposed Rezoning to Hillside Development Overlay Zone

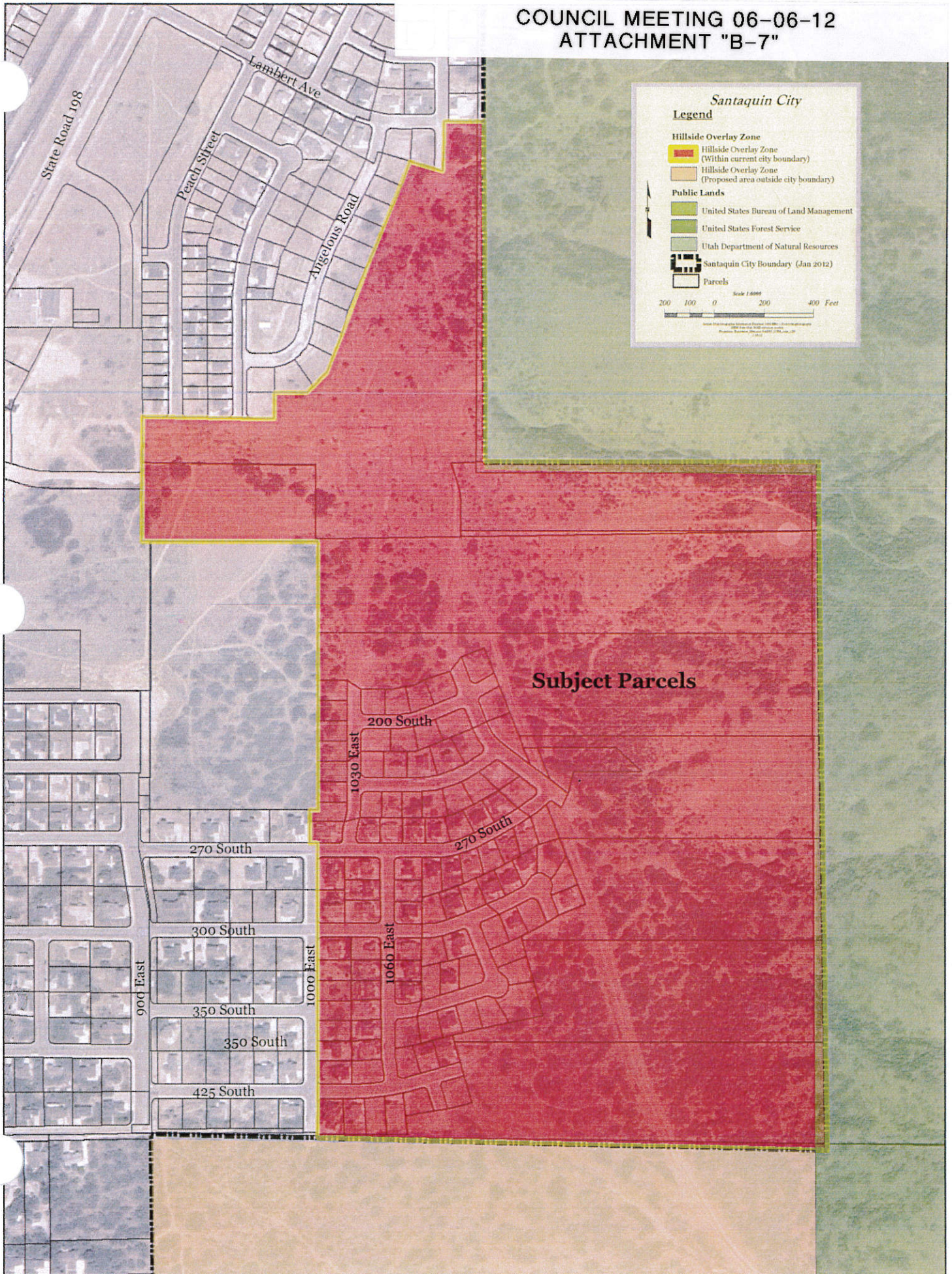
COUNCIL MEETING 06-06-12  
ATTACHMENT "B-6"





# Proposed Rezoning to Hillside Development Overlay Zone

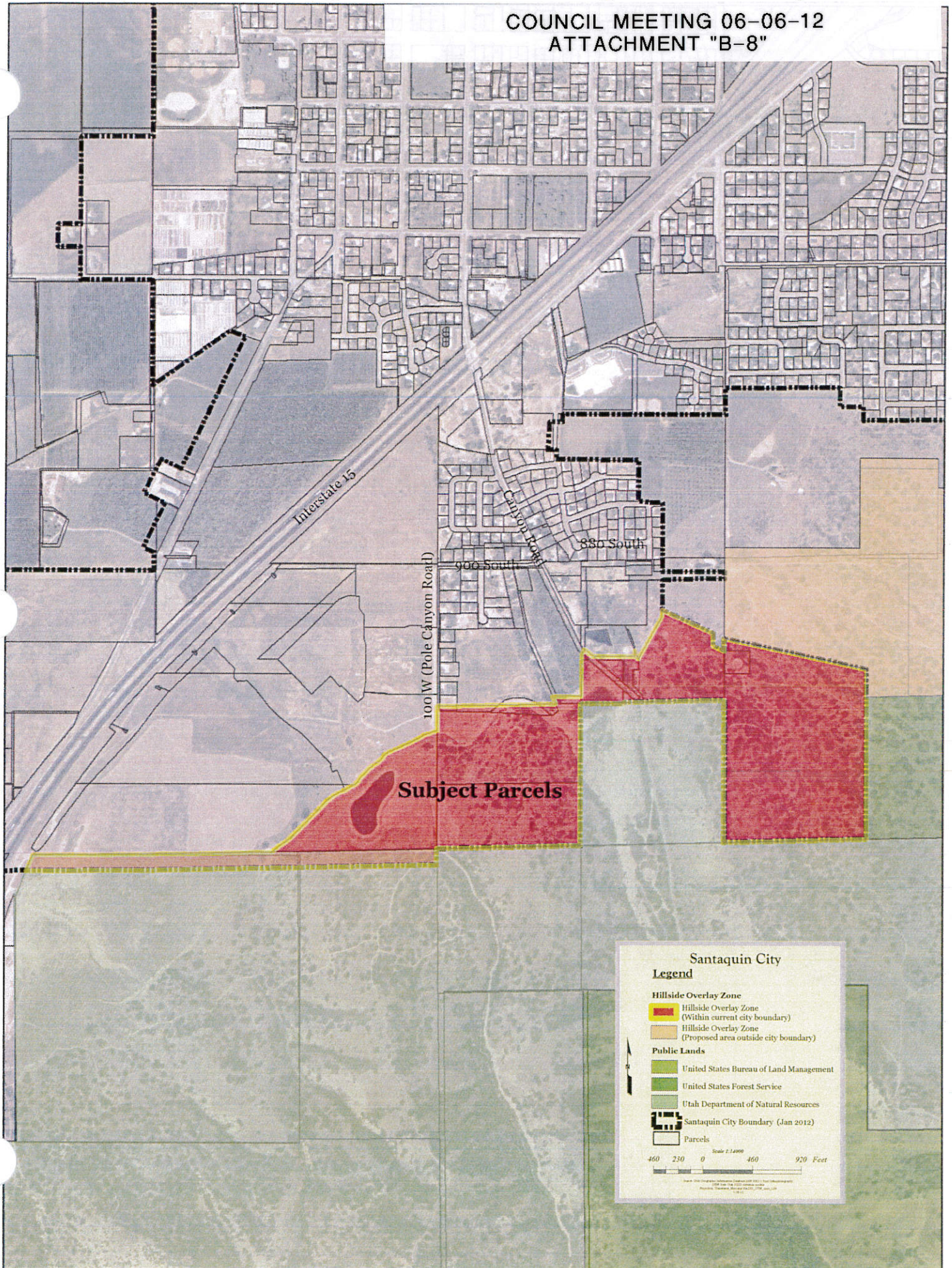
COUNCIL MEETING 06-06-12  
ATTACHMENT "B-7"





# Proposed Rezoning to Hillside Development Overlay Zone

COUNCIL MEETING 06-06-12  
ATTACHMENT "B-8"





# Proposed Rezoning to Hillside Development Overlay Zone

COUNCIL MEETING 06-06-12  
ATTACHMENT "B-9"

