

**MINUTES OF HARRISVILLE CITY
CITY COUNCIL MEETING
Tuesday, June 14, 2016 – 7:00 p.m.
Council Chambers
363 West Independence Blvd
Harrisville, Utah 84404**

Present: Mayor Bruce Richins, Council Member Jeff Pearce, Council Member Gary Robinson, Council Member Jennifer Jensen, Council Member Ruth Pearce. [Council Member Mike Murtha was excused]

Staff: Bill Morris, City Administrator, Sean Lambert, Public Works Director, Max Jackson, Police Chief, Lynn Fortie, Treasurer, Pam Crosbie, Finance Clerk, Bryan Fife, Recreation Director, Jennie Knight, City Recorder, Keith Wheelwright, Police Lieutenant, Rick Hill, Bailiff.

Visitors: Michelle Tait, Joel Prince, Aspen Teuscher, Brenna Teuscher, Boyd Fife, Steve Mueller.

6:00P.M. BUDGET WORK SESSION

Mayor Richins called the budget work session to order. He asked if there are any comments on the proposed final budget that was sent out. Council Member Jeff Pearce asked about the line item listed in the budget for a recreation fence compound. Bryan Fife specified this is more of a rock wall for security. Mayor Richins explained the safety concern that will be removed with this security fence. Council Member Jeff Pearce asked if there will be outside storage in the yard. Mayor Richins commented he believes Bryan Fife will be frugal with the funds. Bryan Fife explained this will be the same material as the dumpster enclosure. The proposed cost of the wall alone is \$21,000. Mayor Richins reminded Council the previous fence was unsightly and he would like to have something that is augmenting the area.

Mayor Richins commented the projected building permit revenue in the proposed budget seems low. He said the current budget is listed at \$135,000 and the proposed budget line is \$50,000. He was comparing several prior years and the common range is \$80,000 to \$90,000. Mayor and Council gave discussion on the building permit revenue line item including the historic growth over the last several years. There is still some growth left in several subdivision. Lynn Fortie explained he usually adds a fairly conservative estimate on this because he is not involved in the potential growth discussions. He also reminded Council these revenue funds are not dependable. This year's was high due to the LDS Cannery. Mayor Richins commented that has not been included in this year's numbers yet. Council Member Ruth Pearce suggested increasing this line item to \$80,000. Council Member Jensen agreed. Lynn Fortie asked if he should increase the plan check fees as well. Bill Morris suggested the plan check fees be increase to 55% of the building permit revenue line. Mayor Richins suggested \$40,000 for plan check fees.

Lynn Fortie said this will reduce the use of fund balance to \$36,000. Mayor Richins asked Bill Morris if the proposed code enforcement line should be higher than \$2,000. Bill Morris commented this should be listed at \$5,000. Lynn Fortie clarified this is not the

wage; the wage portion is included under part time wages in administration. Bill Morris further explained this is the clean up portion of the code enforcement. Mayor Richins commented about how pleased he is with the new code enforcement officer and stated this will help improve things in the future.

Mayor Richins said Class C Road expenses are listed at \$500,000. He asked Sean Lambert if this seemed appropriate. Lynn Fortie explained that this was always requested by Gene Bingham to include the full amount although this is never expended. Historic record shows they rarely spend from this account.

Council Member Jensen pointed out the Heritage Days line item is not an accurate reflection due to the celebration being held in June of last year. Most of the expenditure was from the FY2015 budget. She expressed concern with the reduced amount Council agreed on in previous work sessions. She inquired whether or not to purchase the t-shirts out of the current year budget if there will be a surplus. Lynn Fortie said he does not have the final numbers available for the current year but it is looking like there will be a healthy surplus. Council Member Jensen said she would like to increase the Heritage Days budget back up because the hypnotist is going to cost about \$1,000 and the current \$5,000 budget will likely go over. Council Member Ruth Pearce suggested increasing this back to the original \$10,000. Mayor Richins agreed this line item will likely go over because the current fiscal year does not reflect accurate numbers.

Council Member Ruth Pearce said it wouldn't hurt anything to increase this; there is no obligation to spend it all. Council Member Jeff Pearce said he is fine with the increase. Council Member Robinson disagreed with the proposed increase. Council Member Jensen pointed out they will go over if they do not increase this.

Mayor Richins pointed out the garbage fund has a healthy balance and with the recent increase this should continue.

Mayor Richins said we will hold out on the purchase of two police cars. Council Member Jensen said she is sure they will need to be replaced next year. Chief Jackson said if the problem that was discussed in earlier work sessions manifests itself, the cost of the repair will exceed the cars worth. They will deal with that if it happens. Council Member Jeff Pearce said the service shop should have warranties on any work they caused. Chief Jackson said they paid the city a couple thousand dollars.

Council Member Jeff Pearce asked if the sewer fund will be increased incrementally over time. Mayor Richins asked Bill Morris if this has been implemented. Bill Morris said we are still covering the costs of the bond. Mayor Richins said this is a large bond. Sean Lambert pointed out they will likely have another in the future to cover EPA regulation costs.

Council Member Robinson asked what the use of fund balance would be now. Lynn Fortie said approximately \$35,000 with the proposed adjustments to building permit revenue and the Heritage Days increase.

Council Member Robinson asked what is the population of Pleasant View. Bill Morris said around 8,000. Council Member Robinson asked what our population is. Mayor Richins said around 6,000. Council Member Robinson then proposed a salary and wage increase for Mayor and Council based on the salary and wages of Pleasant View. He suggested doubling the salary and wages for Mayor and Council. Mayor Richins asked Council Member Robinson why he introduced this proposal when two months ago he wanted to decrease this line item. Council Member Robinson said to be consistent with

other cities. Council Member Jensen said she feels the salaries and wages are fine. Mayor Richins asked if he has conducted any kind of unofficial survey. Council Member Jensen stated we are the lowest paid city but we are fine this way. Council Member Ruth Pearce said there are cities that are way out of line, but we are not one of these. Mayor Richins said if Council Member Robinson would like to do an unofficial survey between several cities he is welcome to do so, but comparing just one city is not necessarily an accurate comparison.

Lynn Fortie said a more accurate number for the use of fund balance would be \$41,000. Chief Jackson asked for clarification on the 1.5% merit increase for employees and whether this is included in the budget. Lynn Fortie said this does include the 1.5% merit increase.

Council Member Robinson asked if we have any police officers that live in the Layton or Clearfield area. Chief Jackson said there are a couple of officers that live in Davis County.

Mayor Richins suggested moving into the Heritage Days discussion if there is no further budget discussion. Council Member Jensen agreed.

Council Member Ruth Pearce asked if Council Member Jensen had any follow-up information on entertainment. Council Member Jensen said she talked to four different hypnotists; two were \$800 and two were \$1000. Council Member Jeff Pearce asked Council Member Jensen if she had any recommendation of which one. Council Member Jensen said all of them look fine and they all have short clips online where you can preview their work. Mayor Richins asked if she had any strong recommendations. Council Member Jensen said they all have something different to offer and they are all local. She can solicit bids for a future meeting.

Council Member Ruth Pearce asked about the food trucks. Council Member Robinson was going to contact food truck vendors. Council Member Jensen was going to provide a list of vendors. Mayor and Council agreed to offer a variety of food trucks vendors with reasonable pricing. Council Member Ruth Pearce suggested they setup at 5:00pm and begin serving at 6:00pm. Council Member Robinson suggested having them here at 4:00pm. Mayor Richins asked what time the saw dust scramble will be held. Mayor and Council gave discussion on how long the entertainment program should last.

Council Member Ruth Pearce suggested offering Bingo for one hour. Mayor Richins said he has the Family Feud game available that could be used. Council Member Ruth Pearce suggested having kid's games using tickets for free activities. Council Member Jensen said adding more events might be difficult with the short time frame they are facing. There would be a need for volunteers to run all of those activities.

Council Member Robinson asked if the disc golf course will be shut down for Heritage Days. Mayor and Council gave discussion as to why they might need to shut down the disc golf. Bryan Fife said he ropes off the area and includes signs on the ropes notifying residents of disc golf traffic. Council Member Jeff Pearce asked if there was going to be a disc golf tournament. Bryan Fife said he put on the tournament the last two years. Mayor Richins said they are not planning on a tournament this year.

Mayor Richins said there are no agenda items for the regularly scheduled meeting on June 28th so the next Heritage Days work session will be held the first meeting in July with the celebration less than a month away from that meeting date. He suggested Council continue Heritage Days discussion through email.

Council Member Ruth Pearce asked if Walmart could donate prizes to give out during the hypnotist. Mayor Richins said he will need a list of items to request. Council Member Ruth Pearce asked about other donation assignments. Mayor Richins said unless assignments are made tonight, they won't have time to get things done. Council Member Jensen said last year she bought a certain dollar amount of gift certificates and the businesses matched that amount with a donation. She already has the Raptor certificates. Last year they collected gift cards from Zeppe's, Toad's, Arby's and Chili's. Mayor Richins said he will contact Chili's again this year. Council Member Robinson suggested contacting the new Burger King on 2700 North for donations. Mayor and Council gave discussion on the budget and time frame on activities. Council Member Jensen suggested having the saw dust scramble at 8:00pm and begin the dance immediately after. That way the times advertised in the Newsletter do not have to change. Pam Crosbie reminded Council the mass gathering permit has to be submitted 30 days prior to the event. Council Member Jeff Pearce asked if there is a fee for this permit. Council Member Jensen confirmed there is a fee and also a late fee if not submitted timely. Mayor Richins said if there is any more discussion they can address this in Mayor/Council Follow-up.

7:00 P.M. CITY COUNCIL MEETING

1. Call to Order.

Mayor Richins called the meeting to order and welcomed all visitors. Mayor Richins excused Council Member Murtha.

2. Opening Ceremony.

Mayor Richins led the pledge of allegiance and conducted the opening ceremony.

3. Consent Items.

- a. Approve the minutes of May 24, 2016 as presented.

MOTION: Council Member J. Pearce motioned to approve the minutes of May 24, 2016 as presented. Council Member Jensen seconded the motion. All Council Members voted aye. Motion passed.

4. Business Items.

- a. **PUBLIC HEARING: Discussion/possible action to approve Harrisville City Resolution 2016-06; a resolution adopting the FY 2015-16 amended budget for the fiscal year ending June 30, 2016.**

Lynn Fortie explained the proposed changes to the current fiscal year's budget. This will reflect more accurate numbers on budget items so they are not out of line. He said he is available to answer any questions.

MOTION: Council Member J. Pearce motioned to open the public hearing for discussion on Harrisville City Resolution 2016-06; a resolution adopting the FY 2015-16 amended budget for the fiscal year ending June 30, 2016. Council

Member Robinson seconded the motion. All Council Members voted aye. Motion passed.

No public comments were offered.

MOTION: Council Member R. Pearce motioned to close the public hearing. Council Member J. Pearce seconded the motion. All Council Members voted aye. Motion passed.

No further discussion was given.

MOTION: Council Member Jensen motioned to approve Harrisville City Resolution 2016-06; a resolution adopting the FY 2015-16 amended budget for the fiscal year ending June 30, 2016. Council Member R. Pearce seconded the motion. A Roll Call vote was taken.

Council Member R. Pearce	Yes
Council Member Jensen	Yes
Council Member Robinson	Yes
Council Member J. Pearce	Yes

Motion passed 4-0.

b. PUBLIC HEARING: Discussion/possible action to approve Harrisville City Resolution 2016-07; a resolution adopting the FY 2016-17 final budget for the fiscal year ending June 30, 2017.

Lynn Forte explained he received the official certified tax rate and entered the correct number which will decrease the use of fund balance as well as the changes that were previously discussed.

MOTION: Council Member R. Pearce motioned to open a public hearing to discuss Harrisville City Resolution 2016-07; a resolution adopting the FY 2016-17 final budget for the fiscal year ending June 30, 2017. Council Member Robinson seconded the motion. All Council Members voted aye. Motion passed.

Ruth Pearce asked if the budget is available online. Jennie Knight said under the public notice section on the city's website.

Boyd Fife asked if the current budget will balance. He said he understood the Mayor explaining there will be \$35,000 out of the fund budget. He asked where this money will be coming from.

Mayor Richins explained this current year's budget will be ending with a surplus. Council Member Jensen confirmed there will be a surplus this year.

Mr. Fife said he had heard the Council was considering raising taxes. Bill Morris explained there is no property tax increase included in this final budget and that multiple hearing notices must be met and the final budget passed in August when a property tax

increase is proposed. Mr. Fife said he has been hearing stories this was being considered.

Steve Mueller expressed his biggest concern is the increase in salaries for the Mayor and Council. He asked if the Mayor and Council are getting raises. He expressed his concern with the Mayor and Council receiving such pay. Years ago they served because they wanted to serve the citizens of their community. Now they are being paid for their service. He suggested reducing the salaries for Mayor and Council; saying maybe things don't need to be as high as they are.

Mayor Richins clarified there is an increase of about \$300 included in the budget based on a resolution that was passed years ago and never implemented until recently. He said the resolution bases the Mayor and Council salaried on years of service. Council receives a \$50 per year of service increase and \$250 for the Mayor. This is a built in increase.

MOTION: Council Member R. Pearce motioned to close the public hearing. Council Member Jensen seconded the motion. All Council Members voted aye. Motion passed.

No further discussion was given.

MOTION: Council Member R. Pearce motioned to adopt Harrisville City Resolution 2016-07; a resolution adopting the FY 2016-17 final budget for the fiscal year ending June 30, 2017 with the amendments from the work session and the certified tax rate correction. Council Member Robinson seconded the motion. A Roll Call vote was taken.

Council Member R. Pearce	Yes
Council Member Jensen	Yes
Council Member Robinson	No
Council Member J. Pearce	Yes

Motion passed 3-1.

c. General Plan Discussion

Bill Morris said planning commission held a public hearing at the last meeting on the general plan. Better City's Adam Hughes presented this to planning commission. He would like to encourage the mixed use development for the future. Mayor and Council discussed the next step in the general plan discussion. Bill Morris said Better City will work up a proposal and suggested we request several other proposals. Rural Community Consultants can also submit a proposal and are willing to give a presentation if requested. Mayor Richins said we have had unofficial discussions with Better City and they would like to come present some of the things they have worked on to help other communities. He is hoping to have a presentation the first meeting in July. Bill Morris explained that Planning Commission held this required public hearing as the

kick off and now we are ready to proceed to the state of hiring a consultant. Council Member Ruth Pearce asked what needs to happen with zoning. Bill Morris said also presented at Planning Commission was a proposed horizontal mixed use. He asked the developer to re-evaluate the proposal to more of a mansion house concept with vertical mixed use. We will also hold public hearings on any new ordinances that will include regulations that allow for these mixed use zones. Council Member Jeff Pearce said he is not in favor of what was proposed in Planning Commission. He feels there are too many issues to address with that proposal which is tighter residential area than what is already in Harrisville.

Council Member Robinson asked if the Better City presentation information about the potential deficit can be included in the newsletter. Bill Morris said he will draft a notice and send it through for review.

d. Discussion/possible action to approve Assignment and Assumption of Development Agreement for Golf View Phase 2 Townhomes.

Bill Morris said this item was presented in Planning Commission and recommended for approval through Council.

Council Member Jensen asked if the developer is required to notify the homeowners of the changes. Bill Morris said they are not required. Council Member Jensen expressed her concern with the potential of dropping property values on the existing townhomes with this new proposal because the buildings don't match. She said she contacted homeowners about building different buildings and received negative feedback. She is concerned with approving this with no input from current homeowners. Bill Morris said Council can send this back to Planning Commission and require a public hearing. Council Member Jensen said she would like to have this input because the majority of the townhomes are already in. She asked if there was a concept that is a compromise because the proposed concept looks different. Bill Morris said this is a different developer.

Joel Prince said in the previous development where this was done, it actually raised the property values of the existing homes. Council Member Jensen said she disagrees; they were increased because of the increase in sales due to the economy. She knows homeowners that have lost money on selling their homes and would like to allow the current owners some input.

Bill Morris suggested tabling this item until the developer can present the changes to homeowners. Council Member Robinson said he feels this is a proper way to handle things. Bill Morris said the developer would have to submit comments from the HOA meeting. Joel Prince asked if they can collect signatures. Council Member Jensen said she would like the homeowner's informed of the big changes since this will affect them. Council Member Ruth Pearce asked how often the HOA meets. Bill Morris said normally they don't. Joel Prince said they can hold a meeting. Bill Morris suggested Council decide what they want to require; saying a public hearing is an option and explained the requirements. Council Member Jensen said the earliest they could vote on this would be July 12, 2016, because that is the next meeting and suggested holding a public hearing at that time. Bill Morris commented if the HOA holds a separate meeting they will have to provide the minutes by the July 12th due date. Council Member Robinson asked if a certain percentage of attendance is required. Council Member Jensen said no, just as

long as the homeowner's are notified of the changes. She doesn't feel good about passing something that the current owner's may not know about. Bill Morris said the advertisement for a public hearing will be noticed in the newsletter and the newspaper. Jared Thompson asked what it is about the structure that Council doesn't like. Council Member Jensen said the fact they are completely different than the existing homes. They don't look the same and there was a huge problem when this happened in Golf Crest. Jared Thompson asked what requirements they are requesting because the style will change due to the fact that the materials used to build the existing homes are no longer available. Bill Morris said this is not necessarily the building appearance as much as giving proper notice to the residents.

MOTION: Council Member Jensen motioned to table Assignment and Assumption of Development Agreement for Golf View Phase 2 Townhomes and set a public hearing for July 12, 2016. Council Member R. Pearce seconded the motion. All Council Members voted aye. Motion passed.

Bill Morris suggested the developer have a PowerPoint presentation ready for the July 12th public hearing.

e. Discussion/possible action to approve Harrisville Ordinance 480; an Ordinance amending various land use.

Bill Morris explained before Gene Bingham and Ken Martin left they gave some updates that needed to be made to the land use ordinances. This ordinance includes a change to the setback requirement for accessory buildings; from 8 feet to 3 feet. Council Member Jeff Pearce commented the fire department is not in favor of such small setbacks. Bill Morris reminded Council this only applies to metal roofs. The setback requirement for asphalt roofs remains at 1 foot. Council Member Robinson asked for clarifications. Bill Morris explained that accessory buildings can be within 1 foot of the property line with asphalt roofs. This ordinance changes the metal roof setback to 3 feet instead of the previous 8 feet. Council Member Robinson asked if this includes rain gutters. Bill Morris explained that the building cannot be closer than 1 foot and rain gutters are not allowed to extend over the neighboring property. Council Member Ruth Pearce asked what needs to be done to change the 1 foot requirement. Bill Morris said that they can send this back to Planning Commission but this does not include the 1 foot setback. Mayor and Council gave a brief discussion on the neighboring city setback requirements. Council Member Jensen commented that on smaller zoning a larger setback requirement would put accessory buildings in the middle of yards. Bill Morris said this proposal includes changing the 8 foot requirement to 3 feet and the eaves cannot be closer than ½ foot. Mayor and Council gave discussion on a variety of scenarios. Council Member Jeff Pearce said there is a fire safety issue with the smaller setback. Bill Morris said these are not designed for the fire department requirements but for storm water.

Another change in this ordinance updates the special provisions for political signs which will bring us into compliance with the Supreme Court recommendations.

The update to the subdivision ordinance brings us into compliance with state code and there was a section that contradicted itself in the cash escrow requirements. Council

Member Robinson asked if this is a new ordinance. Bill Morris explained that the crossed out portions are being removed and anything underlined is being added to existing ordinances. Anything that is regular text is not changing. Council Member Robinson asked what this is amending and if the original ordinance must be repealed. Bill Morris said no because the code is codified and can just be amended. Sometimes if there are a lot of changes to one ordinance he would recommend repealing and re-enacting the ordinance but for small changes there is too much risk of leaving out something or missing something important by repealing the entire ordinance. This process is the same thing the state legislature does and is tracked with a legislative history.

MOTION: Council Member Jensen motioned to approve Harrisville Ordinance 480; an Ordinance amending various land use. Council Member Ruth Pearce seconded the motion. A Roll Call Vote was taken.

Council Member R. Pearce	Yes
Council Member Jensen	Yes
Council Member Robinson	Yes
Council Member J. Pearce	Yes

Motion passed 4-0.

5. Public Comments - (3 minute maximum)

Greg Montgomery, 231 Larsen Lane, wanted to give his feedback about the setback discussion. He explained that zoning acts as one thing and building is separate. He gave examples of building requirements that define how a building is built. Additionally he wanted to comment about the noticing that is only through the paper and online. He inquired as to why the notices are not sent to the property owners as well. He feels this would help with notification. These costs can be passed through to the developer. He asked what is going on with Larsen Lane. Is there consideration for a bike lane or how many lanes of traffic? He would like to see a complete street concept with the general plan. He, himself, doesn't know what is happening on Larsen Lane and would like to see what the other resident input would be as well.

Mayor Richins said they are currently improving the East end of Larsen Lane by adding an additional left hand turn lane. Regarding the noticing, there were yellow signs placed on the property. Council Member Jensen said she can understand his concern and suggested incorporating the cost of noticing into the fee schedule. Jennie Knight explained she works together with Shanna Edwards to meet the required noticing in the newspaper and online. Although it may be more informative for residents to receive a letter, this is not what the current regulations require. Council Member Robinson inquired about safety concern of individuals. Bill Morris said safety concerns are included in the building code that Sean Lambert administers. Sean Lambert said this property was noticed at the entrance to Thoroughbred Meadows. Bill Morris said the developer will be returning for final approval. This development has not received approval through Council nor has the full discussion of widening Larsen Lane.

Greg Montgomery asked what the design principle is that is involved for speed, travel lanes, etc. Bill Morris said the city engineer's office, Jones & Associates, along with Gene Bingham, worked together to develop the concept. Greg Montgomery asked Council to consider how this street is being used. When this is widened it naturally creates an increase in speed. He asked how this will accommodate bikes, pedestrian traffic, and expressed concern with no consideration from resident involvement. Bill Morris said the Surface Transportation Policy Partnership (STPP) requirements are the regulation used but now is the time to get public input. Mayor Richins said the widening of the entire street is not being discussed. Bill Morris said the proposed subdivision that is coming in will be required to widen the section of improvements relating to the subdivision. Mayor and Council gave discussion on what they should consider, even having a public hearing to show the profile of the road and take public comments. Bill Morris said we are just not far enough involved in the process for this but it could be arranged to have the city engineer's office available to address public concerns. Mayor and Council agreed to hold a public hearing to discuss the intent of the profile of this road. Mayor Richins suggested targeting August as a good time. Bill Morris pointed out the improvements of this road are likely 10 years out but building with a philosophy in mind would help.

6. Mayor/Council Follow-Up:

Mayor Richins asked if there were any comments after studying the Better City presentation. Council Member Jeff Pearce suggested entering some type of contract before using their concepts. Mayor Richins said there is something on financial tools such as community reinvestment projects on Page 15 and asked if this is the old RDA. Bill Morris said yes, essentially. Mayor Richins said he would like to know more about that. He expressed concern with the suggestion the city should meet with Weber County Schools to discuss certain areas in the city because the school district does not own any undeveloped areas in the city. Council Member Jensen said this possibly relates to the section that is nearby in North Ogden.

Mayor Richins asked Council Member Ruth Pearce for a follow-up on the Farmer's Market. Council Member Ruth Pearce said this is supposed to start on June 23rd and everything is a go.

Council Member Jensen asked for extra patrol on her road 1550 North. Particularly when church services are taking place; people are speeding through the neighborhood and running the stop sign.

Mayor Richins reminded Council we may not be meeting on June 28th.

7. Adjourn.

Mayor Richins declared the meeting adjourned at 8:16pm.

ATTEST:

BRUCE RICHINS

Mayor

JENNIE KNIGHT

City Recorder

Approved this 12th day of July, 2016