MINUTES OF THE VINEYARD TOWN
WORK SESSION AND COUNCIL MEETING
Vineyard Town Hall, 240 East Gammon Road, Vineyard, Utah
November 12, 2014, 6:00 PM

6:00 PM WORK SESSION

PRESENT:	ABSENT:
Mayor Randy Farnworth	Councilmember Julie Fullmer
Councilmember Dale Goodman	Councilmember Sean Fernandez
	Councilmember Nathan Riley

Staff Present: Attorney David Church, Planner Nathan Crane, Deputy Collin Gordon, Water Operator Sullivan Love, Treasurer Jacob McHargue, Public Works Director/Engineer Don Overson, Town Clerk/Recorder Pamela Spencer

Others Attending:

6:00 PM –

Mr. Overson mentioned that UDOT (Utah Department of Transportation) officially stated that they would not make the connection between the Vineyard Connector and Mill Road until the spring. He talked about the park bathrooms, the public safety buildings, and the snow removal contract. Mr. Church suggested sending out a notice in the newsletter telling residents not to park overnight on the road due to snow maintenance.

Mr. Church mentioned that Vineyard had a claim for damage to a utility line.

Deputy Gordon talked about an inmate work detail and the radar trailer. He said residents should register with Utah County Dispatch for the reverse 911 services. He said that thefts at construction sites had increased recently. Mayor Farnworth mentioned that Vineyard was looking at hiring a full-time deputy in March.

Mr. Crane discussed parks, right of ways, flag lots and recent meetings with developers.

Mr. McHargue discussed agenda items. He mentioned that he had been trying to contact TSSD regarding the reimbursement of impact fees collected between March 21 and September 1. He said TSSD had not sent the reimbursement money yet and he did not plan on doing anything about it until it was received.

Mayor Farnworth reviewed the agenda items.

The work session adjourned at 6:55 PM.

7:00 PM COUNCIL MEETING

PRESENT:	ABSENT:
Mayor Randy Farnworth	Councilmember Julie Fullmer
Councilmember Sean Fernandez *(electronically)*	
Councilmember Dale Goodman	
Councilmember Nathan Riley	

Staff Present: Attorney David Church, Planner Nathan Crane, Deputy Collin Gordon, Water Operator Sullivan Love, Treasurer Jacob McHargue, Public Works Director/Engineer Don Overson, Town Clerk/Recorder Pamela Spencer, Planning Commission Chair Wayne Holdaway

Others Attending: Garret Seely with Woodside Homes, Stewart Park with Anderson Geneva, Resident Jared Conley

Regular Session - The meeting was called to order at 7:00 PM. The invocation was offered by Mayor Farnworth.

FLAG CEREMONY:

Troop 31of the Utah National Parks Council asked that the flag ceremony be postponed. Mr. McHargue will be in contact with them to reschedule the flag ceremony.

CONSENT ITEMS:

a) Approval of minutes for May 15, 2014
b) Approval of minutes for September 10, 2014

Motion: COUNCILMEMBER GOODMAN MOVED TO APPROVE THE TWO CONSENT ITEMS. MAYOR FARNWORTH SECONDED THE MOTION. ALL PRESENT WERE IN FAVOR. THE MOTION CARRIED WITH ONE ABSENT.

PLANNING COMMISSION UPDATE AND RECOMMENDATIONS TO THE COUNCIL:

Planning Commission Chair Wayne Holdaway had no new items to report.

STAFF REPORT:

<u>Planner – Nathan Crane</u> – Mr. Crane mentioned that the RFPs (Request For Proposal) were due tomorrow at 5:00 PM. He said he had received one so far. Councilmember Riley volunteered to be on the review committee.

<u>Public Works Director /Engineer– Don Overson</u> – Mr. Overson reported that traffic control signs were installed on 400 South and in the Sleepy Ridge subdivision. He said the WatersEdge project was moving forward. He reported that the curb had been removed from Center Street at Gammon Road. He said it would be asphalted as soon as the temperature was high enough.

Mr. Overson reported that UDOT withdrew the commitment to connect Mill Road and the Vineyard Connector this winter. He said it would be done in the spring. The Council discussed the potential impact of the Megaplex.

Mr. Overson reported that the snow removal contract was in place. He talked about the details of the contract.

<u>Attorney – David Church</u> – Mr. Church had no new items to report.

Utah County Sheriff Department – Collin Gordon – Deputy Gordon reported that an inmate work detail would help clean up garbage around the town. He said the radar trailer would be set on the 18th for a couple of weeks in various locations. He mentioned that he was finished writing the letter for the elementary school to distribute to parents regarding public safety. He talked about the reverse 911 system. Deputy Gordon reported that thefts at construction sites had increased.

Treasurer – Jacob McHargue – Mr. McHargue said that a purchasing report was in the Dropbox.

Town Clerk/Recorder – Pamela Spencer – Ms. Spencer talked about the brochure for Cloudspeaker Communication.

COUNCILMEMBER'S REPORTS:

Councilmember Fernandez – Councilmember Fernandez had no new items to report.

Councilmember Fullmer – Councilmember Fullmer was not present at the meeting.

Councilmember Goodman – Councilmember Goodman mentioned that he would attend a Utah Lake Technical Committee meeting on Monday.

Councilmember Riley –Councilmember Riley had no new items to report.

MAYOR'S REPORT:

Mayor Farnworth mentioned that Mr. Crane met with Cottonwood partners on the property south of the Vineyard Connector.

OPEN SESSION: Citizen's Comments

Planning Commission Chair Wayne Holdaway suggested adding school crossing lights on 400 South. Mr. Church explained the standards for school crossing lights. The Council discussed the traffic around the elementary school. They talked about installing school crossing lights and the need for coordination with Orem City.

BUSINESS ITEMS:

8.1 Public Hearing – Amendment of 2014-2015 Fiscal Year Budget - Resolution 2014-06
The Mayor and Town Council will hear comments from the residents of Vineyard on the proposed amendment to the 2014-2015 Fiscal Year Budget. The Mayor and Town Council will take appropriate action.

Mr. McHargue discussed the changes to the budget, including added revenue on leger #3221, Administrative costs on leger #3520, Administrative costs on leger #4328.0, Inspection costs on leger #5031.2, Building Inspector costs on leger #5310.0, and Parks Maintenance on leger #7270.0.

Councilmember Riley wondered about the change in the Building Inspector costs. Mr. McHargue said that the building inspector was paid an hourly rate. Mr. Overson explained that when he was hired, the building inspector pay rate was changed because his work greatly fluctuated month to month. He thought that the building inspector's hours would decrease within the next three months because of winter.

Motion: COUNCILMEMBER GOODMAN MOVED TO OPEN THE PUBLIC HEARING AT 7:30 PM. COUNCILMEMBER RILEY SECONDED THE MOTION. ALL PRESENT WERE IN FAVOR. THE MOTION CARRIED WITH ONE ABSENT.

Mayor Farnworth asked for public comment. Hearing none, he called for a motion.

Motion: COUNCILMEMBER RILEY MOVED TO CLOSE THE PUBLIC HEARING AT 7:31 PM. MAYOR FARNWORTH SECONDED THE MOTION. ALL PRESENT WERE IN FAVOR. THE MOTION CARRIED WITH ONE ABSENT.

Motion: COUNCILMEMBER RILEY MOVED TO ACCEPT THE AMENDED 2014-2015 BUDGET - RESOLUTION 2014-06. COUNCILMEMBER GOODMAN SECONDED THE MOTION. MAYOR FARNWORTH, COUNCILMEMBER FERNANDEZ, COUNCILMEMBER GOODMAN, AND COUNCILMEMBER RILEY WERE IN FAVOR. COUNCILMEMBER FULLMER WAS NOT PRESENT. THE MOTION CARRIED WITH ONE ABSENT.

8.2 Public Hearing – Recycling Fees Resolution 2014-07

The Mayor and Town Council will hear comments from the residents of Vineyard on the proposed recycling fees. The Mayor and Town Council will take appropriate action.

Mayor Farnworth explained that staff had not yet received additional information from the contractor. The public hearing was postponed until the next meeting.

8.3 Discussion and Action – Utility Set Up Fee Increase and Waiver of Fee

Jacob McHargue will present a proposal for a utility set up fee increase and a waiver of these fees if new residents sign up for a Electronic Funds Transfer (EFT) payment system through their bank. If approved the Mayor and Town Council will set date for a public hearing.

Mr. McHargue explained that a change to the utility set up fee would save Vineyard money in the long run. He said bank charges for credit cards were increasing and more people were paying with their credit cards. He talked about the fees and also explained how the EFT process worked.

Councilmember Riley was concerned that Vineyard would automatically charge at a fixed date rather than letting residents choose any time of the month to make their payments. Mr. McHargue explained that the EFT payment system would be optional for residents. He said dropping the utility set up fee would be use as an incentive for residents to do EFT. He said 1/4 of utility accounts were already on auto draft. He thought there would be a good response to setting up EFT. Mr. McHargue explained that the current fee was $20 for residents. He said the

Vineyard's Merchant Services fee was a percentage per transaction. He was not sure how much the EFT system would save per account, but said the $20 would be paid for within six months.

Councilmember Riley said the initial decision to go to Xpress Bill Pay was because Vineyard could save money; staff no longer needed to mail out statements. Mr. McHargue said statements would still be sent electronically. He said Xpress Bill Pay would not be replaced. EFT would be another option.

Councilmember Goodman did not think there was anything wrong with offering EFT as another option.

Councilmember Fernandez also thought it was good to offer an EFT payment system and along with offering an incentive to residents who were willing to do it.

The Council discussed different incentives, bank fees, and payment systems. Mayor Farnworth asked for additional discussion. Hearing none, he called for a motion.

Motion: COUNCILMEMBER RILEY MOVED TO ADJUST THE UTILITY SET UP FEE TO ALLOW THE STAFF TO WAIVE THOSE FEES IF RESIDENTS SIGN UP FOR THE ELECTRONIC FUNDS TRANSFER PAYMENT SYSTEM. COUNCILMEMBER GOODMAN SECONDED THE MOTION. ALL PRESENT WERE IN FAVOR. THE MOTION CARRIED WITH ONE ABSENT.

Councilmember Riley recommended that Mr. McHargue to check the bill payment services at other institutions. The Council agreed.

8.4 Discussion and Action – Approve a Purchasing Agent

The Mayor and Town Council will discuss the approval of a Purchasing Agent for the Town. This is a continuation from the September 24 and October 22, 2014 meetings. The Mayor and Town Council will take appropriate action.

Mayor Farnworth explained that he discussed it with Mr. McHargue and recommended appointing Mr. McHargue as the Purchasing Agent who reported to the Mayor.

Motion: COUNCILMEMBER GOODMAN MOVED TO APPROVE JACOB MCHARGUE AS THE TOWN'S PURCHASING AGENT. COUNCILMEMBER RILEY SECONDED THE MOTION. ALL PRESENT WERE IN FAVOR. THE MOTION CARRIED WITH ONE ABSENT.

8.5 Discussion and Action – Training/School Reimbursement Cost

Jacob McHargue will present information pertaining to the cost of the reimbursement for training/school. The Mayor and Town Council will take appropriate action.

Mr. McHargue reviewed the current Training/School Reimbursement policy.

Councilmember Goodman wondered about the consequences if an employee quit going to school part-way through their education. Mr. McHargue said the policy did not cover it, but he was willing to sign something.

The Council discussed reimbursing all or part of the school costs. The Council postponed a decision until the next meeting to give more time to review costs.

8.6 Discussion and Action – <u>Preliminary and Final Plat for the Eastlake at Geneva Industrial Park Phase 7</u>

East Lake Industrial Park, LLC and CA Advisors are requesting Approval of the Preliminary and Final Plat for the Eastlake at Geneva Industrial Park Phase 7. The Mayor and Town Council will take appropriate action.

Mr. Crane reviewed the details of the application.

Motion: COUNCILMEMBER GOODMAN MOVED TO ACCEPT THE FINDINGS AND APPROVE THE PRELIMINARY AND FINAL PLAT FOR THE EASTLAKE AT GENEVA INDUSTRIAL PARK PHASE 7 SUBJECT TO THE FOLLOWING TWO STIPULATIONS:

1. THE FINAL PLAT SHALL BE IN CONFORMANCE WITH THE APPLICATION DATE STAMPED OCTOBER 24, 2014, EXCEPT AS MODIFIED BY THESE STIPULATIONS.
2. PRIOR TO RECORDATION, THE FINAL PLAT SHALL BE REVISED AS DETERMINED BY THE TOWN ENGINEER AS NEEDED.

COUNCILMEMBER RILEY SECONDED THE MOTION. ALL PRESENT WERE IN FAVOR. THE MOTION CARRIED WITH ONE ABSENT.

8.7 Discussion and Action – <u>R-2-15 Zone</u>

The Mayor and Town Council will discuss what types of development will be allowed in the R-2-15 Zone. The Mayor and Town Council will take appropriate action.

Mr. Crane reviewed the detail of the R-2-15 Zone and said the zone was primarily located on Holdaway Road. He explained that there was a provision in the Code which allowed the Council to approve a flag lot. He said the narrow frontage of flag lots created issues. He wondered how the Council saw the area of Holdaway Road and if anything needed to be done with the Zoning Ordinance to accommodate different development types in the area. He explained that flag lots would still have to meet the minimum square footage, setbacks, and fire codes, along with having separate water and sewer lines.

Discussion ensued regarding fire codes, financing, and the rural feel of Holdaway Road.

Councilmember Riley said he liked the larger lots on Holdaway Road.

Councilmember Fernandez agreed and wondered if the Council could work with someone who had a smaller frontage. Mr. Church thought the code currently allowed some leeway on that area of the fire code, but the lot would still need to satisfy the fire department and their apparatuses and could not be too narrow.

Councilmember Fernandez thought it was important that the Council work with property owners as much as possible. He did not think the code needed to be changed.

Mr. Overson recommended that the Council waive the frontage requirement if it was close enough to the required amount. He recommended using the same road width as Holdaway Road instead of the required 56 foot road width.

Mr. Crane recommended flexibility in side yards and setbacks.

8.8 Discussion and Action – Town Council and Planning Commission 2015 Meeting Schedules

The Mayor and Town Council will discuss the meeting schedules for Planning Commission and Town Council for the 2015 Calendar Year. The Mayor and Town Council will take appropriate action.

Mayor Farnworth briefly reviewed the 2015 meeting schedule and asked for discussion. The Council discussed which day worked better for them.

Motion: COUNCILMEMBER GOODMAN MOVED TO ACCEPT THE TOWN COUNCIL AND PLANNING COMMISSION 2015 MEETING SCHEDULES AND TO HOLD COUNCIL MEETINGS ON THE SECOND AND FORTH WEDNESDAYS OF EACH MONTH. COUNCILMEMBER RILEY SECONDED THE MOTION. ALL PRESENT WERE IN FAVOR. THE MOTION CARRIED WITH ONE ABSENT.

8.9 Discussion and Action – Community Park in the WatersEdge Development

Nathan Crane will present the design plans for the community park in the WatersEdge Development. The Mayor and Town Council will take appropriate action.

Mr. Crane explained that the Planning Commission reviewed the design for the community park during three separate meetings. Key design elements of the park were:

- a splash pad - two play areas for younger and older children
- restrooms
- three full soccer fields with turf areas to mark the different types of soccer
- concrete path around the park with benches at strategic locations
- 200 - 250 parking spaces from 400 North
- open field area

It was also recommended to add a basketball court, a backstop for baseball practice, medium and large ramadas with four to eight tables, sand volleyball, and a pickle ball court. Mr. Church explained that Vineyard would need to budget money for maintenance of the park.

Mayor Farnworth asked the Council about the things they wanted to see in the park.

Councilmember Fernandez said he wanted to see more soccer fields.

Councilmember Goodman said he liked to see sand volleyball courts. Mr. Crane said he was concerned with long term maintenance of sand volleyball, but he would look into it.

Councilmember Riley thought the splash pad needed to be constructed even if the area needed to shrink. Mr. Church talked about the difference between the Highland and Alpine splash pads. The Council discussed other examples of splash pads.

Planning Commission Chair Wayne Holdaway said the Planning Commission also discussed the use of crushed gravel for the path instead of cement.

ADJOURNMENT :

Motion: COUNCILMEMBER RILEY MOVED TO ADJOURN THE MEETING AT 8:33 PM. MAYOR FARNWORTH SECONDED THE MOTION. ALL PRESENT WERE IN FAVOR. THE MOTION CARRIED WITH ONE ABSENT.

The next regularly scheduled meeting is December 10, 2014.

MINUTES APPROVED ON: January 14, 2015

CERTIFIED CORRECT BY: /s/ Pamela Spencer
P. SPENCER, TOWN CLERK/RECORDER