MINUTES OF THE
VINEYARD TOWN COUNCIL MEETING
Vineyard Town Hall, 240 East Gammon Road, Vineyard, Utah
July 9, 2014 7:01 PM

Present	**Absent**
Mayor Randy Farnworth	Councilmember Sean Fernandez
Councilmember Dale Goodman	Councilmember Julie Fullmer
Councilmember Nathan Riley	

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

Others Attending:, Pete Evans with Woodside Homes; Stewart Park with Anderson Geneva; and Residents Robert Holdaway, Cumorah Holdaway, James Booth and Tyce Flake

The Vineyard Town Council held a regular meeting and public hearings on July 9, 2014 starting at 7:01 PM in the Vineyard Town Hall. The invocation was offered by Mayor Farnworth.

***REGULAR SESSION* –** The meeting was called to order at 7:01 PM

MINUTES REVIEW AND APPROVAL - *March 26, 2014*

Mayor Farnworth asked for comments regarding the minutes from March 26, 2014. Hearing none, he called for a motion.

Motion: COUNCILMEMBER GOODMAN MOVED TO APPROVE THE MINUTES OF MARCH 26, 2014 AS WRITTEN. MAYOR FARNWORTH SECONDED THE MOTION. ALL PRESENT WERE IN FAVOR. THE MOTION CARRIED WITH TWO ABSENT.

PLANNING COMMISSION UPDATE AND RECOMMENDATIONS TO THE COUNCIL:

Planning Commission Chair Wayne Holdaway mentioned that the Planning Commission recommended approval of the East Lake Industrial Business Park Conditional Use Permit with one concern regarding the loading docks.

STAFF REPORTS –

Nathan Crane – Planner – Mr. Crane had no new items to report.

Don Overson – Public Works Director/Engineer – Mr. Overson reported that the contract for the park and park strip maintenance was in place. He mentioned that they would be interviewing soon for the public works technician position. He gave a building permit update and a development update. Mr. Overson mentioned that Holdaway Road was almost finished.

David Church - Town Attorney – Mr. Church had no new items to report.

Collin Gordon - Utah County Sheriff's Department – Deputy Gordon discussed the upcoming hunting season and recommended that the Council review the current ordinance soon and restrict weapons to bows and shot guns. Mayor Farnworth asked that it be a discussion item on a future agenda.

Jacob McHargue - Treasurer – Mr. McHargue had no new items to report.

Pamela Spencer - Town Clerk/Recorder – Ms. Spencer mentioned the upcoming 2014 Annual Utah League of Cities and Towns (ULCT) Convention. She asked Councilmembers to let her know if they wanted to attend so they could be registered.

COUNCILMEMBER'S REPORTS:

Councilmember Fernandez **–** Councilmember Fernandez was not present at the meeting.

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

Councilmember Goodman **–** Councilmember Goodman had no new items to report.

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

MAYOR'S REPORT:

Mayor Farnworth asked Mr. Crane about economic development updates. Mr. Crane mentioned that he recently talked to Cottonwood Partners about some opportunities.

Mayor Farnworth asked Stewart Park about updates on the Geneva property. Mr. Park mentioned that Martin Snow purchased additional lots on the Geneva property. He mentioned that Mr. Snow would probably turn the property into an additional Business Park area. Mr. Park said Anderson Geneva was interested in resolving the railroad right-of-way issue as soon as possible. He mentioned an upcoming meeting for the Vineyard Connector.

Mayor Farnworth asked that an additional bullet point titled "Meetings with Orem City" be added to his report on agendas.

Mayor Farnworth reported that he met with Jamie in Orem City. He said they were very concerned about the UTOPIA situation and wanted Vineyard to participate. The Council discussed Vineyard's involvement with UTOPIA and the past decision to be non-paying members. Mr. Church pointed out that UTOPIA had the option to run fiber in Vineyard if they chose to. Mayor Farnworth said Orem City was still interested in purchasing the Roper property for a parking lot. He mentioned that Orem City wanted to work with Vineyard for a fire services contract. Mr. Church reminded the Council that the location of the Vineyard fire station on the Geneva property still needed to be decided.

OPEN SESSION: Citizen's Comments

Mayor Farnworth asked for public comment. Resident Wayne Holdaway mentioned that he attended a past Council meeting where it was decided that shooting in Vineyard was not permitted, except for hunting. Mayor Farnworth suggested that the Council review all the data and ordinances currently in place.

Resident Cumorah Holdaway said she was happy to hear that the Mayor was meeting with Orem City. She asked that Mayor Farnworth remind Orem City that they had been driving 400 South from Geneva Road to 1200 West on a very bumpy road for 15 years. She asked about the fencing across the road from her house. Mr. Overson explained the location of the fence and said that it was to prevent drivers from going on the farm road.

Resident Robert Holdaway wondered when connections to the new sewer line were starting. Mayor Farnworth said that only one resident had requested to be connected. Mr. Overson explained the process for residents to connect to the sewer line. Mr. Sullivan mentioned that residents would need to follow the process for the town as well as the County septic tank abandonment process. He said the forms needed would be available at the Town Hall.

BUSINESS ITEMS:

8.1 PUBLIC HEARING – **Site Plan, and Conditional Use Permit**

The Mayor and Town Council will hear comments from the residents of Vineyard in regards to a request from Martin Snow with Vineyard Properties of Utah, for approval of a Site Plan, and Conditional Use Permit for an office/warehouse manufacturing building on Lot 16 of the East Lake Industrial Business Park, Phase 1.

Mayor Farnworth called for a motion to open the Public Hearing.

Motion: COUNCILMEMBER RILEY MOVED TO OPEN THE PUBLIC HEARING AT 7:36 PM. COUNCILMEMBER GOODMAN SECONDED THE MOTION. ALL PRESENT WERE IN FAVOR. MOTION CARRIED WITH TWO ABSENT.

Mr. Crane explained that the Council saw the application about a year ago. He said the applicant needed additional approvals because construction did not begin within 180 days of the first approvals. He explained that the southernmost driveway on 400 East was enlarged to 40 feet to allow trucks to maneuver more easily.

Mayor Farnworth asked for additional questions or comments. Hearing none, he called for a motion to close the public hearing.

Motion: COUNCILMEMBER GOODMAN MOVED TO CLOSE THE PUBLIC HEARING AT 7:38 PM. MAYOR FARNWORTH SECONDED THE MOTION. THE MOTION CARRIED WITH TWO ABSENT.

Mayor Farnworth asked for additional discussion. Hearing none, he called for a motion.

Motion: COUNCILMEMBER RILEY MOVED TO APPROVE THE FINDINGS SUBJECT TO THE SIX STIPULATIONS FOR THE EAST LAKE INDUSTRIAL BUSINESS PARK:

1. THE SITE PLAN SHALL CONFORM TO THE SITE PLAN, ELEVATIONS, AND LANDSCAPE PLAN DATED JUNE 27, 2014, EXCEPT AS MODIFIED BY THESE STIPULATIONS.
2. ALL SIGNAGE SHALL REQUIRE A SEPARATE PERMIT.
3. IN ACCORDANCE WITH SECTION 1416 OF THE TOWN OF VINEYARD ZONING ORDINANCE, THE APPROVAL OF THE SITE PLAN SHALL EXPIRE IN (180) DAYS IF A BUILDING PERMIT HAS NOT BEEN ISSUED.

4. IN ACCORDANCE WITH SECTION 1514 OF THE TOWN OF VINEYARD ZONING ORDINANCE, THE APPROVAL OF THE CONDITIONAL USE PERMIT SHALL EXPIRE IN (180) DAYS IF A BUILDING PERMIT HAS NOT BEEN ISSUED.
5. THE CIVIL CONSTRUCTION DRAWINGS SHALL MEET ALL REQUIREMENTS AS DETERMINED BY THE TOWN ENGINEER.
6. PRIOR TO ISSUANCE OF A BUILDING PERMIT, A CROSS ACCESS EASEMENT FOR THE DRIVEWAY ON 1600 NORTH SHALL BE RECORDED.

COUNCILMEMBER GOODMAN SECONDED THE MOTION. ALL PRESENT WERE IN FAVOR. THE MOTIONED CARRIED WITH TWO ABSENT.

8.2 PUBLIC HEARING – <u>Wage increase for Mayor and Town Council – Ordinance 2014-04</u>

The Mayor and Town Council will hear comments from the residents of Vineyard on the proposed wage increase for the Mayor and Town Council. The Mayor and Town Council will take appropriate action.

Mayor Farnworth gave background information regarding the proposed Ordinance and asked for comments. Councilmember Riley said the proposed changes would equal about $30,000. He wondered if it was more appropriate to consider hiring additional staff to handle things that would require more time, like economic development.

Mayor Farnworth said he would not be able to shift his work load and meetings to additional staff. He did not think the Town was at the point to hire more staff and thought it would cost more than $30,000 to hire someone else.

Councilmember Goodman said he agreed with the Mayor and thought hiring someone would cost a lot more than $30,000. He did not think the Town was ready to hire someone else. He said that Vineyard could not currently afford to have a large staff, yet was growing so quickly, it put more of a time burden on the Councilmembers. He thought that if someone with economic development experience was hired, they would have to plan to pay them $80,000 per year. He was not sure the Town was at that point.

Mayor Farnworth explained that phone calls sometimes took him away from working in his business which effected his personal income. He pointed out that the current ordinance did not have any stipulations for paying mileage to meetings. He asked Mr. McHargue for his input.

Mr. McHargue explained that he researched multiple cities. He said wages could be adjusted different ways. He explained that they could be changed to include a mileage reimbursement or that Vineyard could purchase a vehicle for Councilmembers to use if wear on personal vehicles was an issue.

Councilmember Riley said he could understand the Mayor's point of view. He compared other wages for the mayor and councilmembers from other cities and acknowledged that those cities were fully staffed. He wondered at what point a city decided to become fully staffed.

Councilmember Goodman pointed out that they did not know the staffing history of other cities. He did not think Vineyard was at that point.

Councilmember Riley thought it was something that needed to be discussed. He thought it should be a full council discussion. The Council agreed and talked about staffing, work loads and the growth of the town.

Councilmember Goodman said if you look at the Mayor and Councilmember salaries for American Fork and Pleasant Grove the suggested salaries are not that far off.

Mayor Farnworth thanked the Council for their comments. He called for a motion to open the public hearing.

Motion: COUNCILMEMBER GOODMAN MOVED TO OPEN THE PUBLIC HEARING AT 7:59 PM. COUNCILMEMBER RILEY SECONDED THE MOTION. ALL PRESENT WERE IN FAVOR. THE MOTION CARRIED WITH TWO ABSENT.

Planning Commission Chair Wayne Holdaway suggested finding out the hours worked of other city councilmembers. Mayor Farnworth explained that Mr. McHargue did the research and gathered thorough information. Mr. McHargue reported that from the information gathered, mayors' salaries ranged from $10,000 to 33,000 per year. He said councilmember salaries ranged from $2,500 to $21,000.

Resident Robert Holdaway wondered who handled most of the questions or business opportunities that were presented to the Town. Mayor Farnworth explained that staff handled most of the questions, but that he was the head executive or town administrator for Vineyard. He said he had great help from the staff, but that he was involved in discussions and meetings when making decisions. He did not see how the workload was going to be any lighter within the next two to three years. Mr. Robert Holdaway wondered if there were missed opportunities because someone with the authority was not in the office every day. Mayor Farnworth explained the process for answering questions that came in to the office and said that the staff could handle a lot, but there was still quite a bit that he needed to handle. He talked about the number of meetings he has had with Mr. Overson and time spent on the Holdaway Road Project. Mr. Overson explained that he had been in the office full time for about a month. He said that staff handled about 90% of the questions from foot traffic or phone calls. He said he previously did not realize how much volume came in to the office each month. Mayor Farnworth talked about continuing to streamline the processes and the work needed to get everything in place. He thought it would cost about $150,000 each year to hire a city administrator and did not think it was something the Town could afford right now. Councilmember Goodman thought it was wise how the Council had handled the hiring of the staff in the past. He thought they were growing the staff in the right way for the town. He said the Councilmembers would need to work more hours until the Town could support a full-time administrator.

Resident Tyce Flake wondered if Vineyard had a benchmark plan to hire staff once a certain size was reached. He pointed out that Vineyard was growing much faster than other cities in the area, but thought that their experience could help Vineyard make the decisions easier. He said the information required a greater study than what had been done. Councilmember Goodman agreed and thought maybe more research might need to be done. Mr. Flake believed that it wasn't a question of money, but a question of management. He said the proposed solution might address the immediate need, but did not address future staffing needs. Mayor Farnworth talked about the growth of the other cities in the area. He said Orem had 100 years to get to where Vineyard was currently. He explained that Vineyard did not have that luxury; growth was happening all at once. Councilmember Goodman wondered if they could get information from Saratoga Springs or Cedar Hills. Mayor Farnworth explained that Mr. McHargue had already met with managers from Saratoga Springs, Eagle Mountain, and Spanish Fork. Mr. McHargue said he could do the research. He suggested that the Council give him a list of cities to contact. Councilmember Goodman suggested contacting cities that were newer like Saratoga Springs, Eagle Mountain, Highland, Oak Ridge, Herriman, and Cottonwood Heights.

Mr. Church said that the League of Cities and Towns could give the information that they were looking for, but thought that the council was focusing on a different issue. He explained that the Town needed to determine whether or not they wanted the mayor to do the work or the staff to do the work. He said it had nothing to do with growth, but it was a matter of cash flow. He talked about Woodland Hills and Elk Ridge and said that they did not have a high tax base. He mentioned that their mayors were the chief administrators, similar to Vineyard. He explained that cities reached a point where they had enough money to support an administrator. He did not think it needed to cost $150,000 to have a city administrator. He said the Town needed to employ someone who they trusted to make decisions.

Councilmember Goodman agreed and thought that they did not currently have the cash flow to do that. He thought they had enough cash flow to pay the Mayor and Council for the extra hours worked.

Mayor Farnworth asked for additional public comment. Hearing none, he called for a motion to close the public hearing.

Motion: COUNCILMEMBER GOODMAN MOVED TO CLOSE THE PUBLIC HEARING AT 8:20 PM. COUNCILMEMBER RILEY SECONDED THE MOTION. ALL PRESENT WERE IN FAVOR. THE MOTION CARRIED WITH TWO ABSENT.

The Council agreed that the discussion would be tabled until the next available meeting in August.

8.3 PUBLIC HEARING – Amendment of 2013-2014 Fiscal Year Budget - Resolution 2014-04

The Mayor and Town Council will hear comments from the residents of Vineyard on the proposed amendment to the 2013-2014 Fiscal Year Budget. The Mayor and Town Council will take appropriate action.

Mayor Farnworth asked Mr. McHargue to explained the amendments. Mr. McHargue explained that the amount on heading 5031.2 had to be increased. He said $850,000 was transferred to the Capital Projects Fund from the General Fund. Mayor Farnworth called for a motion to open the public hearing.

Motion: COUNCILMEMBER RILEY MOVED TO OPEN THE PUBLIC HEARING AT 8:23 PM TO DISCUSS THE AMENDMENT OF THE 2013-2014 FISCAL YEAR BUDGET. MAYOR FARNWORTH SECONDED THE MOTION. ALL PRESENT WERE IN FAVOR. MOTION CARRIED WITH TWO ABSENT.

Mayor Farnworth called for public comment. Hearing none, he called for motion to close the public hearing.

Motion: MAYOR FARNWORTH MOVED TO CLOSE THE PUBLIC HEARING AT 8:24 PM. COUNCILMEMBER GOODMAN SECONDED THE MOTION. ALL PRESENT WERE IN FAVOR. THE MOTION CARRIED WITH TWO ABSENT.

Mayor Farnworth asked for additional comment or questions from the Council. Councilmember Riley wondered if it was the final budget for 2013-2014. Mr. McHargue explained that it was and that no additional invoices would be processed for the 2013-2014 fiscal year.

Mayor Farnworth thanked Mr. McHargue for his time on the budget. He called for a motion.

Motion: COUNCILMEMBER RILEY MOVED TO APPROVE THE AMENDED FINAL 2013-2014 FISCAL YEAR BUDGET AND TO ALLOW THE MAYOR TO SIGN RESOLUTION 2014-04. COUNCILMEMBER GOODMAN SECONDED THE MOTION. MAYOR FARNWORTH, COUNCILMEMBER GOODMAN, AND COUNCILMEMBER RILEY WERE IN FAVOR. COUNCILMEMBER FERNANDEZ AND COUNCILMEMBER FULLMER WERE ABSENT. THE MOTION CARRIED.

8.4 DISCUSSION AND ACTION – <u>Investment Policy – Resolution 2014-05</u>

Jacob McHargue will present a recommendation for the Town to adopt an Investment Policy. The Mayor and Town Council will take appropriate action.

Mr. McHargue explained that the Town was putting money into a PTIF account. The Council agreed that the discussion should be held at a meeting when all councilmembers were present.

Motion: COUNCILMEMBER GOODMAN MOVED TO POSTPONE BUSINESS ITEM 8.4 TO A FUTURE MEETING. COUNCILMEMBER RILEY SECONDED THE MOTION. ALL PRESENT WERE IN FAVOR. THE MOTION CARRIED WITH TWO ABSENT.

8.5 DISCUSSION AND ACTION – <u>Amendment of the Purchasing Policy and Approve a Purchasing Agent –Resolution 2014-06</u>

Jacob McHargue will present a recommendation for the Town to amend the Purchasing Policy and to approve a Purchasing Agent. The Mayor and Town Council will take appropriate action.

Motion: COUNCILMEMBER GOODMAN MOVED TO POSTPONE BUSINESS ITEM 8.5 TO A FUTURE MEETING. MAYOR FARNWORTH SECONDED THE MOTION. ALL PRESENT WERE IN FAVOR. THE MOTION CARRIED WITH TWO ABSENT.

8.6 DISCUSSION AND ACTION – <u>Modify The Standard Cross Section</u>

The Mayor and Town Council will discuss the modification of the standard cross sections and take appropriate action. This is a continuation from the Council meeting held on June 25, 2014. The Mayor and Town Council will take appropriate action.

Motion: COUNCILMEMBER RILEY MOVED TO POSTPONE BUSINESS ITEM 8.6 TO A FUTURE MEETING. COUNCILMEMBER GOODMAN SECONDED THE MOTION. ALL PRESENT WERE IN FAVOR. THE MOTION CARRIED WITH TWO ABSENT.

8.7 DISCUSSION AND ACTION – <u>L**andscape Installation Bid**</u>

Don Overson is requesting approval of a landscape Installation Bid for Gammon Road, Center Street and 300 West. The Mayor and Town Council will take appropriate action.

Mr. Overson discussed the details of two bids. He said everything could be landscaped for about $119,000. He thought it would add a lot to the community.

Councilmember Goodman wondered about the concrete wall in the Shores subdivision that had not been finished. Mr. Overson said he talked with the Homestead and they were willing to finish the fencing. He said the landscaping on the west side of the road would be the Town's responsibility.

Councilmember Riley wondered why the west side of 300 West was the Town's responsibility. Mr. Overson explained 300 West was given to the Town when the Shores Subdivision was platted. He said that when a different developer took over, the new developer put in the wall, but not the landscaping. Then they went bankrupt.

Councilmember Goodman wondered if the Town could remove the center island near the Shores subdivision. Mr. Overson said it would not take a lot of money if the Town decided to do it. The Council discussed the area and said it could be addressed separately.

Councilmember Riley wondered how the Town would pay for the landscaping. Mr. McHargue explained that the money was budgeted in the Capital Projects Fund if the Council chose to approve the landscaping. Councilmember Riley voiced concern about the kind of trees suggested for planting. Mr. Overson explained that the trees were the same as was required for the Homestead Development. Mr. Overson said he would make sure the trees would work for the area. He also suggested that the Homestead Development be informed that they may also need to change the tree types.

Councilmember Goodman wondered if it would be better to do the landscaping in the Fall. He also wondered how long the bid was guaranteed. Mr. Overson explained that the landscapers were currently in the area because they were working on the Homestead Development. He said that if they left and then came back later, the prices would go up. He thought they would not get the same prices in the Fall. Mr. Overson also mentioned that the landscaper would be responsible for the trees that they planted for one year. He said they would replace anything that died within that year.

Councilmember Goodman wondered if there was time to make the decision in an August meeting. Mr. Overson didn't think there was time because the landscaper was close to finishing their other project.

Motion: COUNCILMEMBER GOODMAN MOVED TO ACCEPT THE BIDS FROM ASPEN PEAKS LANDSCAPING FOR THE TWO PROJECTS, TO FIRST MAKE SURE THE SUGGESTED TREES WERE SUITABLE FOR VINEYARD'S SOIL TYPE, AND THEN TO AUTHORIZE THE MAYOR TO SIGN THE CONTRACTS FOR THE PROJECTS. COUNCILMEMBER RILEY SECONDED THE MOTION. ALL PRESENT WERE IN FAVOR. THE MOTION CARRIED WITH TWO ABSENT.

ADJOURNMENT –

Motion: COUNCILMEMBER GOODMAN MOVED TO ADJOURN THE MEETING AT 8:50 PM. MAYOR FARNWORTH SECONDED THE MOTION. ALL PRESENT WERE IN FAVOR. THE MOTION CARRIED WITH TWO ABSENT.

MINUTES APPROVED ON: December 10, 2014

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