

VINEYARD CITY COUNCIL MEETING

City Council Chambers
125 South Main Street, Vineyard, Utah
September 11, 2019 at 6:01 PM

Present

Mayor Julie Fullmer
Councilmember John Earnest
Councilmember Tyce Flake
Councilmember Chris Judd
Councilmember Nate Riley (6:07 PM)

Absent

Staff Present: City Manager/Finance Director Jacob McHargue, Assistant City Engineer Chris Wilson, City Attorney David Church, Community Development Director Morgan Brim, City Planner Elizabeth Hart, City Recorder Pamela Spencer, Building Official George Reid, Water/Parks Manager Sullivan Love, Planning Commissioners Bryce Brady, Anthony Jenkins, Jessica Welch, and Tay Gudmundson

Others Speaking: Alan Feuerlein, Scott Knudsen, and Bryce Miller with Assemble

6:01 PM REGULAR SESSION

1. CALL TO ORDER

PLEDGE OF ALLEGIANCE/INVOCATION/INSPIRATIONAL THOUGHT

Mayor Fullmer opened the meeting at 6:01 PM. Councilmember Judd lead the Pledge of Allegiance and gave the invocation.

2. OPEN SESSION – Citizens’ Comments

Mayor Fullmer called for public comment. Hearing none, she closed the open session.

3. MAYOR AND COUNCILMEMBERS’ REPORTS/DISCLOSURES/RECUSALS

Councilmember Judd reported that he and Mr. Brim had met with a developer and a company that was interested in coming to Vineyard, and went on a helicopter tour. He said that it was amazing to see Vineyard from the sky and the variety of housing types. He felt that Vineyard was at the forefront on development. Mr. Brim agreed with Councilmember Judd and said that companies liked to see that Vineyard offered a variety of housing types, as well as it’s parks, trails, and the plans for the train station and that it was cohesive. Councilmember Judd added that they compared it with Lehi City’s commercial development. Mayor Fullmer mentioned that the developer had offered use of the helicopter tour to any company interested in coming to Vineyard. Councilmember Judd felt that it was great that the developer invited the city and that it was an example of developing a working relationship. The was a discussion about the tour.

Councilmember Riley entered the meeting at 6:07 PM.

Mr. Brim said that they had met with R&R Partners, which was a top marketing company who had worked with other agencies in the state. He said that they take the things that make cities great and highlight them. He added that R&R had great connections in the development industry. He said that he met with Mathew Godfrey with Better City, past mayor of Ogden, whose focus was on redevelopment and matching great companies with cities.

Mayor Fullmer reported that she met with Nathan Anderson who was the public relations person for Union Pacific Railroad, who offered help on the rail spur removal and the Center Street Overpass. She reported that she had met with representatives from Utah Transit Authority (UTA) who said that they had found funding in their budget, but were discussing where to use it. She reported that she would be meeting with the Utah Department of Transportation (UDOT) to discuss the Vineyard Connector and to solidify some of those plans. She added that they would be discussing funding from UDOT for the Vineyard Connector. She reported that UTA would be submitting applications for the TTIF (transportation funding) for the double track. She added that they should hear back in November on the federal grant application for the double track. She reported that funding had been secured for the Walkara Way project.

Councilmember Earnest reported that there would be a conference on suicide prevention on October 4 at Utah Valley University (UVU). He reported that there would be a Disaster Shelter Live Tour and Preparedness Fair on September 16 in Springville.

Councilmember Riley reported that there were some speed signs installed by residents, that provided data on the speeds of cars that were traveling along Holdaway Road. He said that from September 6 to 8, without the sign flashing it recorded that travelling south bound there were 2,100 cars/trips and that the top speed was 57 miles per hour. 280 cars had traveled 34 miles per hour or higher during those three days. He mentioned that they would have another report done for when the signs were flashing. He explained that the northbound data showed that the traffic was slower because of the corner and where the signs were placed. Mayor Fullmer asked if staff had been meeting with the group from Holdaway Road. Mr. Wilson replied that they had been meeting with them. He added that the flashing signs were not put up by the city.

4. STAFF, COMMISSION, AND COMMITTEE REPORTS

City Manager/Finance Director – Jacob McHargue – Mr. McHargue reported that he had been attending the Utah League of Cities and Towns conference this week. He said that the discussions had been about tax reform and small cell requirements. He added that Vineyard staff was working on a small cell ordinance. He reported that he had been working with Lewis Young Robertson and Burningham on the consolidated financial plan and that there would be a two-hour work session at the next meeting, starting at 4:00 PM. He explained that at this meeting they would be discussing level of service and expected growth over the next 5 years. He reported that staff was almost ready to start live streaming the council meetings. He added that the person responsible for social media had her baby yesterday and that he would be the face of social media for a few weeks.

Public Works Director/City Engineer – Don Overson – Mr. Overson was excused. Assistant City Engineer Chris Wilson reported on the Center Street Overpass. He said that they were hoping to start work on Monday. He mentioned that there would be additional construction traffic while they haul in material and that they would be shutting down the trail along the railroad tracks. He felt that traffic disruption should be minimal until they work on the intersection at Vineyard Road and Center Street. He added that there would social media posts to inform residents about the construction. He said that they would be doing preconstruction surveys of the surrounding buildings and properties so they can control damage claims when they start to drive the pilings for the bridge.

Planning Commission Chair – Cristy Welsh – Chair Welsh was excused. Vice-Chair Anthony Jenkins reported that the Planning Commission had approved a site plan for America First Credit Union. He said that they had a work session to discuss accessory dwelling units and home occupations. He reported that they approved a revised plan for the 3-acre park, which removed the volleyball courts but left the tiered amphitheater. He said that there needed to be further discussions about a maintenance shed and the playground.

City Recorder – Pamela Spencer – Ms. Spencer reported that there would be a live demonstration on ranked choice voting on September 12 at 6:00 PM in the City Council Chambers. She mentioned that the pamphlet for Ballot Proposition 2 – Recreation, Arts, and Park (RAP) Tax would be mailed to voters on October 1 and there would be a meeting on October 9 to hear public comments on the tax. She added that it would also be on the website and on Facebook. She mentioned that they had almost 2,600 registered voters and asked everyone to check their voter registrations.

5. DISCUSSION ITEMS

No items were submitted.

6. CONSENT ITEMS

6.1 Approval of the August 14, 2019 City Council Meeting Minutes

Mayor Fullmer called for a motion.

Motion: COUNCILMEMBER JUDD MOVED TO APPROVE CONSENT ITEM 6.1. COUNCILMEMBER FLAKE SECONDED THE MOTION. MAYOR FULLMER, COUNCILMEMBERS EARNEST, FLAKE, JUDD, AND RILEY VOTED AYE. THE MOTION CARRIED UNANIMOUSLY.

7. MAYOR'S APPOINTMENTS

No names were submitted.

8. BUSINESS ITEMS

8.2 DISCUSSION AND ACTION – Policy and Procedures Manual Amendment (Resolution 2019-12)

City Manager Jacob McHargue will present suggested amendments to the Vineyard Personnel Policies and Procedures Manual. The mayor and City Council will act to approve (or deny) this request by resolution. (This item was continued from the August 28, 2019 City Council meeting.)

Mayor Fullmer turned the time over to City Manager Jacob McHargue.

Mr. McHargue explained that some of the changes in the policy manual were to add a human resource role. He said that they added a policy to allow *de minimis* use of public property. Mayor Fullmer explained that the city had contracted with a human resource consultant so they could shift the line of order in the policy manual, allowing council and the mayor to sit together on personnel issues. The human resource consultant would work with the city manager and the issue would only go to council if necessary.

Motion: COUNCILMEMBER JUDD MOVED TO MOVE FORWARD WITH THE POLICY AND PROCEDURES MANUAL AMENDMENT (RESOLUTION 2019-12). COUNCILMEMBER FLAKE SECONDED THE MOTION. MAYOR FULLMER, COUNCILMEMBERS EARNEST, FLAKE, JUDD, AND RILEY VOTED AYE. THE MOTION CARRIED UNANIMOUSLY.

8.1 DISCUSSION AND ACTION – Assemble

Bryce Miller with Assemble will present information on the Assemble software; a social media platform designed for local government. This was designed to be a citizen engagement tool and polling format. The mayor and City Council will take appropriate action.

Mayor Fullmer turned the time over to Bryce Miller with Assemble, who turned the time over to Alan Feuerlein, CEO of Assemble. Mayor Fullmer mentioned that staff was willing to use their software.

Mr. Feuerlein related a frustrating experience he had in another city in Utah and why he wanted to create this program. He felt that they had made a product that would help citizens be more involved in local government.

Scott Knudsen, head of product with Assemble, explained that they had knocked on doors to get people's thoughts on local government. Questions asked were:

1. Do you know how well their elected officials were performing?
 - a. 60 percent said no and 19 percent said kind of.
2. Do you feel like your voice is heard?
 - a. 70 percent said no and 1.2 percent said that they did not care.
3. How often are you involved in your local government decisions?
 - a. 51.2 percent said never and 32.1 percent said rarely.
4. Would you be more involved in local government decisions if you could vote on topics on your mobile device?
 - a. 84.7 percent said yes.

Mr. Knudsen felt that Vineyard would be a perfect city for the application because they had such a young community. He said that they had created an app that would educate the community, allow them to voice their opinions, see the results on these topics, and be notified about what was happening in their community. The city would be posting content, general polling, and the topics being discussed. This app would allow citizens to go in and learn about the topics, see the feedback, and answer questions based upon that information. He said that this app would also allow citizens access to their representatives. He felt that the city was going to give residents more information at no cost to the city. He added that they would be able to provide the city with the inside analytics that they had never had before.

Mr. Miller said that they were shooting for a large engagement with lots of voices. They had a vision where people could interact with their local government and get the citizens and cities talking. He added that they would be allowing Vineyard to use the app for free.

Mayor Fullmer said that she liked what this software would provide. She stated that as a council they were trying to bring the city to the front doors of their residents. This included how they were streaming things such as watching council meetings online. She mentioned they had been trying to do opinion polls on social media accounts. She liked that Assemble would allow the city to do the polls and announcements in a more cohesive way that was more data driven. She added that citizens could reach out to the department heads and also report a concern. She mentioned that the person in charge of social media, Ms. Rimal, was also excited about it.

Councilmember Earnest asked if this app could sync with the city social media accounts. Mr. Miller replied yes, but it was a work in process.

Councilmember Flake asked what Vineyard's requirements would be. Mr. Miller explained that the city would act as the content producer. They would create the polls, add content, etc., and it would be an ongoing process to participate in this program.

Councilmember Riley felt that this app would require someone from the city to put a tremendous amount of effort into it. He expressed concern with people jumping on a band wagon and the content going in a different direction than the city had intended. He felt that he did not want it to derail what they were trying to do, for example in the city center, because of a social media blitz. They needed to be aware and not end up with unintended consequences.

Councilmember Earnest felt that the reality was that all of those conversations were already happening online but in different forums. He also felt that being sensitive to the loud minority was stupid and that they needed to be sensitive to everyone. He said that he wanted to have a forum that was more consolidated. He felt that people just wanted to be heard.

Councilmember Judd asked how Assemble would benefit from Vineyard's participation. Mr. Miller replied that they had tried to market it to other cities and ran into some issues. He explained that the cities were hesitant because no one had used the app yet. He said that they needed a test city and was willing to allow Vineyard to use it for free. He said that they would receive revenue by charging cities to use the app and hopefully receive revenue from local businesses with unobtrusive advertisements.

Councilmember Judd asked how they would be getting their data. Mr. Miller replied that they would be collecting it when citizens signed up. He suggested that they could help by marketing the app to the community and promoting it on social media. There was a discussion about data collection. Councilmember Judd asked how he would know that the data would be accurate. Mr.

Miller replied that they would be collecting it through voter registration and address verification. The discussion continued.

Mr. Brim suggested that the City Planning Department might have a project that the city would benefit from but that a few residents would hate. He asked if there would be a way to know what neighborhoods the comments would be coming from. Mr. Miller replied that they would be asking for addresses but they were not required at this time. Mayor Fullmer explained that this was something they would be working on through surveys and how the city wanted to verify things. Councilmember Judd felt that once there was a poll with public comments, that the public would expect certain things to be followed. The discussion continued. Mr. Miller said that their priority would be to give the city as much data as possible so they could look it the way they wanted to.

Councilmember Judd asked what other cities they were going to approach and how they would separate the uses from those cities. Mr. Knudsen said that as people signed up, they would select their city, county, and state. He mentioned that their address was currently not required. Councilmember Judd asked how often people would be allowed to switch cities. Mr. Feuerlein replied that they would not be allowed to select another city at this time because they were trying to prevent fraud.

Mr. McHargue asked if the app could be linked to Facebook or other social media accounts. Mr. Miller replied in the affirmative. Mr. McHargue mentioned that Assemble would be willing to help while the city's social media person was on leave. He expressed concern that when a poll was completed would that app assume that people would follow every poll. He felt that the app would be useful for more than just polling. He said that they had tried to be more transparent and that citizens wanted to know more about what was going on. He felt that this would be a way to reach the residents specifically and not get jammed up with other social media content. Mayor Fullmer mentioned that Ms. Rimal felt that this could make her job easier.

Mayor Fullmer called for a motion.

Motion: COUNCILMEMBER JUDD MOVED TO ALLOW STAFF TO MOVE FORWARD WITH DRAFTING AN AGREEMENT BETWEEN ASSEMBLE AND VINEYARD CITY TO BE SIGNED AND APPROVED BY THE CITY MANAGER. COUNCILMEMBER EARNEST SECONDED THE MOTION. MAYOR FULLMER, COUNCILMEMBERS EARNEST, FLAKE, JUDD, AND RILEY VOTED AYE. THE MOTION CARRIED UNANIMOUSLY.

8.2 Moved above 8.1.

8.3 DISCUSSION AND ACTION – RFP for the Public Works Building

Assistant City Engineer Chris Wilson will present bids for the design-build of the Public Works Building. The recommendation is to award the bid to Paulsen Construction. The mayor and City Council will take appropriate action.

Mayor Fullmer turned the time over to Assistant City Engineer Chris Wilson.

Mr. Wilson explained that staff had submitted a request for a proposal (RFP) for the Public Works Facility Phase 1. He explained that the RFP included a base bid for a shop, warehouse facility, and optional items for finishing office space, salt storage, other site improvements,

asphalt parking, fencing, etc. He said that they selected Paulsen Construction because they felt that they were the most reasonable in their design, had a good background and a good cost.

He explained that the selection committee felt that piecemealing the improvements would not be as effective for staff and wanted to propose increasing the budget from \$500,000 to \$900,000. He said that there was a total of \$2.8 million available in the Capital Improvement Projects Funds (CIP) to cover the costs. He stated that staff recommended moving forward with the design and construction of all of the projects listed in the bid. He said that they would look into a way for the Utility fund to pay back the additional amount over time.

Councilmember Flake stated that they had looked at all of the possible options for building the building and the consensus was that they would get a usable building that would meet the requirements they were presently lacking.

Councilmember Earnest asked if this would fulfil the ongoing need for the projected staff and equipment growth. Mr. Wilson replied that this was only Phase 1 Improvements. He said that the office space improvements should be enough to last about 10 years, but there would be additional needs in the future. There was a discussion about the future needs.

Councilmember Judd asked about the cost breakdown. Mr. Wilson explained that the current budget was \$500,000 and the rest would come from the CIP. There was a discussion about the budget.

Councilmember Judd asked for the square footage of the building. Mr. Wilson replied that it would be about 6,000 square feet with 3,600 square feet of office improvements. He said that they would like to move forward with a complete design to get the best dollar value and come back to the council with the adjusted bid for final approval. Mr. McHargue clarified that the budget was anticipating that they would be pulling the additional money out of the unallocated CIP funds.

Councilmember Judd asked about the three different illustrations listed in the bid and if they would be getting the lower level building. He wanted to see a range of cost per square foot. Mr. McHargue replied that he thought that had more to do with the ratio of office space to warehouse/storage space. There was a discussion about the building and storage space. Mr. McHargue said that staff was comfortable with the quality of the building they were proposing. The discussion continued. Councilmember Judd suggested that as they value engineer the project if they see a need, they build it upfront. Mr. Wilson said that they would either incorporate needs into the current plan or plan for future expansion. Mr. McHargue explained that they would be spreading the cost to pay back the additional amount from the utility funds over the next couple of years.

Motion: COUNCILMEMBER EARNEST MOVED TO APPROVE STAFF TO CONTRACT WITH PAULSEN CONSTRUCTION FOR THE VINEYARD CITY PUBLIC WORKS FACILITY PHASE 1 PROJECT DESIGN AND CONSTRUCTION AS PRESENTED. COUNCILMEMBER FLAKE SECONDED THE MOTION. MAYOR FULLMER, COUNCILMEMBERS EARNEST, FLAKE, JUDD, AND RILEY VOTED AYE. THE MOTION CARRIED UNANIMOUSLY.

9. CLOSED SESSION

No closed session was held.

10. ADJOURNMENT

Mayor Fullmer called for a motion to adjourn the meeting.

Motion: COUNCILMEMBER FLAKE MOVED TO ADJOURN THE MEETING AT 7:08 PM. COUNCILMEMBER JUDD SECONDED THE MOTION. MAYOR FULLMER, COUNCILMEMBERS EARNEST, FLAKE, JUDD, AND RILEY VOTED AYE. THE MOTION CARRIED UNANIMOUSLY.

The next scheduled meeting is September 25, 2019.

MINUTES APPROVED ON: October 9, 2019

CERTIFIED CORRECT BY: /s/ Pamela Spencer
PAMELA SPENCER, CITY RECORDER

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