

**MINUTES OF THE REGULAR SESSION OF THE
VINEYARD CITY COUNCIL MEETING
July 11, 2018 at 6:00 PM**

Present

Mayor Julie Fullmer
Councilmember John Earnest
Councilmember Tyce Flake
Councilmember Chris Judd
Councilmember Nate Riley

Absent

Staff Present: Public Works Director/City Engineer Don Overson, Community Development Director Morgan Brim, Planning Commission Chair Cristy Welsh, City Recorder Pamela Spencer, Building Official George Reid, Water/Parks Manager Sullivan Love, City Planner Elizabeth Hart, Treasurer Mariah Hill, Finance Intern Karuva Kaseke, Permit Technician Megan Rožajac

Others Speaking: Residents Crishelle Stegelmeier and Elisabeth Shelley, Bronson Tatton and Nate Hutchinson with Flagship Homes.

6:01 PM REGULAR SESSION

Mayor Fullmer opened the meeting 6:01 PM. The Pledge of Allegiance and invocation were given by Councilmember Earnest.

OPEN SESSION – Citizens’ Comments

Mayor Fullmer opened the public session.

Resident Crishelle Stegelmeier living in The Preserve subdivision said that she had been in contact with her Homeowners Association (HOA) who stated that they had built the condominiums according to the zoning laws. The HOA also said that they had adequate parking and did not need to provide more. Mayor Fullmer said that the Preserve had followed the plan but if they were renting out to more than one person then they were violating their Covenants, Conditions and Restrictions (CC&Rs). She stated that the city was still in the process of coming up with a solution for the parking. Mr. Overson explained that they were trying to come up with a temporary solution but not a long-term solution. He said that the Vineyard Loop Road would connect to more multi-family housing and the road capacity would be needed. Mr. Brim stated that they had done some research about the rentals in that area. He found that there were only two parking spaces per unit and the units were being advertised for roommates to help offset the rental costs. He said that it was educating the property owners who were renting out the units.

Councilmember Judd asked if the city had reached out to the HOA. Mr. Brim replied that they had not but could reach out to them about adding more parking. There was further discussion about the parking issue and possible solutions.

Councilmember Judd wanted staff to look at future parking requirements. Mr. Brim mentioned that they had been working on parking requirements with pending developments. The discussion continued.

Nate Hutchinson with Flagship Homes said that as the master developer of Waters Edge, they were looking into parking permits, etc. He pointed out that there were owners who were renting out three-bedroom condos to six individuals with one car each. He said that there were some things they could do as the master developer to work with the residents.

Mayor Fullmer asked for further comments.

Planning Commission Chair Cristy Welsh suggested that staff work with the current developer who owns the land next to the preserve about adding additional parking for both of the developments.

Resident Elisabeth Shelley living in The Parkside subdivision stated that she needed to know who owned the communication box on the corner of her property where a wall needed to be built. Ms. Shelley was directed to Mr. Overson for further assistance.

MAYOR AND COUNCILMEMBERS’ REPORTS/DISCLOSURES/RECUSALS

No reports were given.

STAFF AND COMMISSION REPORTS

City Manager/Finance Director – Jacob McHargue – Mr. McHargue was excused.

City Attorney – David Church – Mr. Church was excused.

Utah County Sheriff’s Department – Sergeant Holden Rockwell

Sergeant Rockwell presented his quarterly report. He pointed out that he had separated the public- and officer generated calls. Highlights of the report were:

Year 2017	Total CAD Calls	Officer Generated Calls	Public Generated Calls	Case Numbers	Arrests	Traffic Stops	Citations
1 st Qtr.	1616	842	774	317	64	526	222
2 nd Qtr.	1771	856	915	319	32	549	145

Response Time Qtr. 1:

Priority 1-2 response time 5:30
Priority 1-2 number of calls 186

Response Time Qtr. 2:

Priority 1-2 response time 5:35
Priority 1-2 number of calls 235

Nature of Incidents Qtr. 1:

Burglary/Theft 17
Assault/Domestic Violence 21
Drugs/Alcohol 35

Nature of Incidents Qtr. 2:

Burglary/Theft 13
Assault/Domestic Violence 28
Drugs/Alcohol 28

Councilmember Judd asked about the increase in public generated calls. Sergeant Rockwell explained that they log in every call about parking violations, civil issues, requests for information, etc.

Sergeant Rockwell reviewed the map showing where the incidents were occurring. He mentioned that there was a case last night at the Vine apartments, where they arrested someone for possession of marijuana and other drug paraphernalia.

Public Works Director/Engineer – Don Overson – Mr. Overson reported that they were in the process of selecting a consultant to do the design for the train station area. He said that they had a meeting with UDOT where they held individual interviews with four different consulting groups. He said that based on the information he got from UDOT and UTA they saw this as a Vineyard project. He said that once the design was completed it would be turned over to UDOT to build it.

Councilmember Judd asked for an update on the Center Street overpass. Mr. Overson did not have any new information on the project. Mayor Fullmer mentioned that they would be meeting with the Interim Legislative Committee and thought that they could bring the issue up then.

Community Development Director – Morgan Brim & Planning Commission Chair – Cristy Welsh – Mr. Brim reported that they held the first General Plan stakeholders meeting. He reported that he had been working with different companies, restaurants, and hotels that were interested in coming to Vineyard. He explained that several of the restaurants wanted to be located near a grocery store. He mentioned that he would be meeting with a grocery store next week.

City Recorder – Pamela Spencer – Ms. Spencer had no new items to report.

Building Official – George Reid – Mr. Reid gave his quarterly report. Highlights of the report were:

- Total revenue for 4th quarter of FY 2018 \$ 527,002
 - Residential \$ 487,017
 - Commercial \$ 39,985
 - Fiscal year to date \$1,877,002
 - Permits issued to date just over 700
 - Total units occupied 3,521
 - Population estimate 13,834
- This did not include the 934 units under construction nor the 227 permits waiting to be issued.

Councilmember Judd asked about the multipliers that they used. Mr. Brim explained that it was based off of the analysis that had been done using similar cities for comparison. He pointed out that, in Vineyard, multi-family units had slightly more residents than single family homes. Mr. Reid mentioned that most of the permits issued in the 4th quarter were single family homes.

- Active construction sites 519
- Total inspections 2,390

Councilmember Judd asked why the building permits had dropped from the 3rd to the 4th quarter. Mr. Reid replied that it was the availability of lots or projects. He said that they permitted the Vine and Lincoln Square apartments last year, which gave them an increased number of permits.

Councilmember Judd asked if they tracked platted building lots. Mr. Reid replied that they did track them.

Councilmember Riley asked how many permits the city issued in comparison to other cities in the state. Mr. Reid replied that Mapleton had issued 80-100 and Herriman had issued 1,200 so Vineyard compared closer to Herriman.

Mr. Reid reported that the restrooms at the splash pad had been repaired and were working. He said that there was still more work that needed to be done on the park.

Water/Parks Manager Sullivan Love – Mr. Love reported that someone had accepted the position of General Manager for the Timpanogos Special Service District, however it had not yet been made public. He reported that they were having communication issues with the automatic system for the splash pad. Mayor Fullmer asked if they could change the hours of operation once the automatic system was working. Mr. Love replied that there were five pumps of which at least one pump needed to run 24/7. He said that if they wanted to run the splash pad for longer hours, they would have to replace the pumps more often. There was a discussion about how the pumps worked, possible repairs, and warranties. Councilmember Earnest said that he would be a fan of the splash pad being open more often in the summer. Mr. Love explained that there were county regulations with sampling and that it would require more personnel. He added that he would send council a copy of the regulations.

CONSENT ITEMS

- a) Approval of the June 27, 2018 City Council Meeting Minutes
- b) Approval of Purchases – Street Sweeper

Mayor Fullmer called for questions. Hearing none, she called for a motion.

Motion: COUNCILMEMBER JUDD MOVED APPROVE CONSENT ITEMS A AND B. COUNCILMEMBER RILEY SECONDED THE MOTION. MAYOR FULLMER, COUNCILMEMBERS EARNEST, FLAKE, JUDD, AND RILEY WERE IN FAVOR. MOTION CARRIED UNANIMOUSLY.

MAYOR'S APPOINTMENTS

No items were submitted.

BUSINESS ITEMS

7.1 DISCUSSION AND ACTION – Cancel July 25, 2018 City Council meeting

The mayor and City Council will discuss cancelling the July 25 meeting due to the Pioneer Day holiday on July 24, 2018. They will take appropriate action.

Mayor Fullmer asked the council if had any objections to cancelling the July 25 meeting due to the Pioneer Day holiday the day before. Councilmember Judd asked if staff had pending projects.

Mr. Brim replied that he had been working with the applicants and that everything had been addressed.

Motion: COUNCILMEMBER FLAKE MOVED TO CANCEL THE JULY 25, 2018 CITY COUNCIL MEETING. COUNCILMEMBER EARNEST SECONDED THE MOTION. MAYOR FULLMER, COUNCILMEMBERS EARNEST, FLAKE, JUDD, AND RILEY WERE IN FAVOR. MOTION CARRIED UNANIMOUSLY.

7.2 DISCUSSION AND ACTION – Purchasing Policy Amendment (Resolution 2018-10)

City Manager/Finance Director Jacob McHargue will present proposed changes to the purchasing policy. The mayor and City Council will vote to approve (or deny) by resolution the proposed changes to the purchasing policy.

Mayor Fullmer turned the time over to Treasurer Mariah Hill.

Ms. Hill gave a brief explanation of the changes to the purchasing policy. Mayor Fullmer asked if the mayor's approval amount would go back to council. Ms. Hill said that it was not in the policy but could be added.

Councilmember Riley expressed concern about the purchasing limits. He felt that the more expensive purchases should come back to council for approval. Councilmember Earnest asked if this policy was standard. Ms. Hill explained that they had researched other cities' policies and it was standard. Mayor Fullmer explained the sometimes systems fail or there was an emergency and the range from \$14,000 to \$25,000 was a typical expense. She added the normal purchases would already be included in the budget. There was further discussion about the amounts.

Mr. Overson explained that a few weeks ago they had a lift station go down and needed to fix it immediately. He explained that most of the items they purchased were already in the budget and having the city manager approve the purchase would streamline the ability to serve the residents. There was a discussion about the purchasing agent. Ms. Spencer pointed out that Mr. McHargue was appointed as the purchasing agent in 2014. Ms. Hill expressed her desire to be appointed as the purchasing agent. The discussion continued. Councilmember Judd felt that they could readdress the appointment of the purchasing agent in six months. Councilmember Riley felt that in six months they would be able to look back at any exceptions that happened and see what changes they could make to the policy. He suggested that they could send out a text message about any emergency purchases.

Motion: COUNCILMEMBER FLAKE MOVED TO ADOPT THE PURCHASING POLICY ADMENDMENT RESOLUTION AS PRESENTED.

Councilmember Judd asked if this would address the stipulation of the mayor's approval coming back to council. There was further discussion. Councilmember Riley felt that there should be some update given to council.

Amended Motion: COUNCILMEMBER FLAKE MOVED TO ADOPT THE PURCHASING POLICY RESOLUTION 2018-10, AS PRESENTED WITH THE STIPULATION THAT PURCHASES OVER \$25,000 BE ADDED TO THE CONSENT ITEM ON THE CITY COUNCIL MEETING AGENDA. COUNCILMEMBER JUDD SECONDED THE MOTION. MAYOR FULLMER, COUNCILMEMBERS EARNEST, FLAKE, JUDD, AND RILEY WERE IN FAVOR. MOTION CARRIED UNANIMOUSLY.

7.3 DISCUSSION AND ACTION – Phase 6 Windsor at Waters Edge Preliminary and Final Plat Approval

Bronson Tatton with Flagship Homes is requesting approval of the Phase 6 Windsor at Waters Edge preliminary and final plat. The mayor and City Council will take appropriate action.

Mayor Fullmer turned the time over to Community Development Director Morgan Brim and Bronson Tatton with Flagship Homes.

Mr. Tatton explained where the subdivision was located and that the housing would be cluster-style homes with shared driveways. He said that there would be an HOA. He mentioned that they had been working with the Alpine School District on the public road. He pointed out that the remainder of the roads would be private. Councilmember Judd asked if parking would be allowed on the concrete drives. Mr. Tatton explained that they had added parallel parking to one side of the Loop Road which put them over the 2.5 required parking spaces per unit. Councilmember Riley asked if the parallel parking would impact the fire access. Mr. Tatton replied that they were only taking 9 feet for parking, leaving 21 feet for the road. Mr. Brim said that the Planning Commission had expressed concern with people parking on all sides of the roads. He said that one of the conditions in the staff report was that the Fire Marshal had to approve the parking plan. There was a discussion about the width of the road. Mr. Tatton stated that if the fire Marshal did not sign off, then they would include No Parking signs on the road. Mayor Fullmer asked if they would have enough parking if they were to remove the on-street parking. Ms. Hart replied that they would be short one stall according to the code requirements. There was further discussion about the parking. Mr. Hutchinson suggested that they take out the parallel parking on the corner stalls. The discussion continued. Mr. Brim said that they needed to meet the requirement for standard parking stalls in the zoning code.

Councilmember Riley asked if the market value was where these homes would become rentals, thereby creating so they run into the same parking issues they had seen in The Preserve and other developments. Councilmember Judd asked what they were pricing the homes at. Mr. Hutchinson replied that they would probably be in the low- to mid-\$300,000 range. He said that if there were problems then they would require parking permits. Mayor Fullmer asked if they could start out issuing parking permits. Mr. Hutchinson replied that they could. Mr. Brim suggested that they make it clear to those purchasing the homes that they only had two parking spaces.

Councilmember Judd ask if they could work out a parking plan with the new elementary school. The parking discussion continued. Mr. Brim recommended that the developer be upfront with the homeowners from the start and include red striping on the curb. Mr. Hutchinson suggested that they could designate no overnight parking in certain areas. The discussion continued.

Sergeant Rockwell asked if the garages would be big enough to park full-sized trucks. Mr. Hutchinson replied they had not been designed yet but should be standard-sized garages. He added that the homeowners would have the option to extend their garages. Councilmember Judd stated that it was not the council's job to dictate what people would do. Mr. Hutchinson said that they would monitor the parking and then try to add additional stalls if possible. Mr. Reid stated that there were no minimum requirements for garages. There was a discussion about garages and driveway requirements.

Mr. Tatton explained that the trail on the south side between the Windsor and Bridgeport subdivisions had been installed with a Clearview fence. He said that the north side trail would include a 4-rail fence and that the trail along the railroad had already been installed. He added that the school district would build their trail. He mentioned that the trail along the north side

was where Central Utah Water Conservancy District (CWP) had their well site. Mr. Overson asked if Flagship Homes could make sure they received documentation from the school district and CWP committing to building their trail. He expressed concern that they were losing trails because of agreements between developers, which did not state who was supposed to build the trail. Mr. Brim suggested that they could bond for it. Mr. Overson stated that he was concerned with not bonding for enough because of the potential for increased construction costs. There was further discussion about the trails. Mr. Brim pointed out that the trails were to be built by the developer and wanted to know how the city could ensure that the trails would be built now that some of the property had been sold off to other developers. He felt that they would like to see a written commitment. The discussion continued. Mr. Hutchinson explained that Flagship Homes had met with the school district and CWP to ensure their trails would be built. He stated that for The Lochs subdivision's trail, Flagship Homes would make sure the trail was built. He added that he would make sure the commitments were in writing from the school district and CWP but did not want them tied to their development. Councilmember Riley expressed concern about the timing of the installation of the trails. Mr. Brim stated that the building of the trails was part of the development. He said that if the school did not build the trail then the city's recourse would be to go to the WatersEdge Development/Flagship Homes. Mr. Hutchinson suggested that they stipulate that the last 10 Certificates of Occupancy not be issued until the trails were installed.

Councilmember Riley stated that he was tired of not having enough teeth to ensure that the city was getting what they were promised. He did not want to lose anything when they had a commitment to it. Mr. Brim said that he was not concerned with the CWP trail, but with the piece on the east side of the school and there would be a gap until the school was built. There was further discussion about the trails. Councilmember Judd asked if there was a contingency plan to require the trail to go in. Mr. Brim explained that they could require them to install everything that was adjacent to the project. Mr. Overson pointed out that the trails on the east and south sides were already built for this subdivision. His concern was that the school district had nothing to do with the subdivision and wanted assurance that the trail would be built. He commented that CWP would grade their parcel when their project was completed. Mayor Fullmer asked if the current documentation stated that the trail had to be completed by a certain time. Mr. Overson replied that the original plan was that the trails had to be built with the subdivision. Mr. Brim stated that the only recourse would be going back to the development agreement. Mr. Hutchinson stated that if the school district did not install the trail he would make sure that it was installed. He said that Flagship Homes felt confident that the trail would be completed.

Councilmember Judd felt that they could not legally attach an adjacent trail to this property. Mr. Overson stated that the present development agreement was not written that way.

Councilmember Judd asked what the city's current enforcement procedure was in the development agreement if the school district did not install the trail. Mayor Fullmer said that it was to request documentation. Mr. Overson said that it was now school district property so the agreement for this parcel was null and void. He said that the city only had a guarantee from the developer that they would provide a letter from the school district committing to build the trail. Councilmember Judd stated that there was no recourse even if they provided the city with a letter. Mr. Brim stated that they would go to the developer to work it out with the school district. Mr. Hutchinson said that he felt more confident than the city because he had met with the school district twice. Councilmember Judd asked if they could build the trail and then have the school reimburse the city.

Mr. Overson said that the school district needed to dedicate the right-of-way for the trail to the city. Mr. Tatton stated that he was working on that with them. He mentioned that they anticipated construction beginning on the elementary school in 2019 or 2020. He thought that they would build the trail when they paved the parking lot. Councilmember Judd asked if Flagship Homes could get a letter of good faith from the school district that they would build the trail.

Mr. Brim explained that they had worked out additional conditions vetted with the City Engineer and Mr. Tatton:

1. Separating the public stub road into the Alpine School District site as a separate parcel
2. Parcel A shall not be dedicated to the city. Councilmember Judd asked if they could add parking. There was a discussion about parking in that area.
3. Parcel B will be incorporated into lots 7, 8, 9, and 10. Mr. Brim felt that it would work better to make those lots larger.
4. No access shall be given to lots 7, 8, 9, and 10 from the public roads. This shall be added onto the plat as a note. Councilmember Judd asked what type of fencing would be installed along that area. Mr. Tatton replied that most of it would be Owell Precast fencing.
5. Get a letter of commitment from the Alpine School District for the building of the trail and the dedication of the right-of-way. Mr. Overson stated that they were looking for a letter from CWP committing to building the trail into their project and a letter from Alpine School District committing to building the trail and dedicating the trail right-of-way. Mr. Hutchinson asked if they could get the project going and record the plat. He suggested that they make it a condition that before the 46th building permit they have a letter from CWP and the school district.

Motion: COUNCILMEMBER EARNEST MOVED TO APPROVE THE PROPOSED PRELIMINARY AND FINAL PLATS FOR PHASE 6 WINDSOR AT WATERS EDGE WITH THE FIVE CONDITIONS DISCUSSED TONIGHT ALONG WITH THE CONDITIONS LISTED IN THE STAFF REPORT.

There was a discussion about the timing on the letter and road dedication.

Amended Motion: COUNCILMEMBER EARNEST MOVED TO APPROVE THE PROPOSED PRELIMINARY AND FINAL PLATS FOR PHASE 6 WINDSOR AT WATERS EDGE WITH THE FIVE CONDITIONS DISCUSSED TONIGHT ALONG WITH THE CONDITIONS LISTED IN THE STAFF REPORT.

ADDITIONAL CONDITIONS:

1. SEPARATING THE PUBLIC STUB ROAD INTO THE ALPINE SCHOOL DISTRICT SITE AS A SEPARATE PARCEL
2. PARCEL A SHALL NOT BE DEDICATED TO THE CITY
3. PARCEL B WILL BE INCORPORATED INTO LOTS 7, 8, 9, AND 10
4. NO ACCESS SHALL BE GIVEN TO LOTS 7, 8, 9, AND 10 FROM THE PUBLIC ROADS
5. THE DEVELOPER WILL GET A LETTER FROM CENTRAL UTAH WATER CONSERVANCY DISTRICT (CWP) COMMITTING TO BUILDING THE TRAIL INTO THEIR PROJECT AND A LETTER FROM ALPINE SCHOOL DISTRICT COMMITTING TO BUILDING THE TRAIL INTO THEIR PROPERTY AND DEDICATING THE TRAIL RIGHT-OF-WAY.

CONDITIONS FROM STAFF REPORT:

1. THE APPLICANT SHOWS THAT THE SOUTHERN TRAIL CORRIDOR, PARCEL E ON PRELIMINARY PLAT AND PARCEL C ON THE FINAL PLAT, IS DEDICATED TO THE CITY.
2. THE TRAIL CORRIDORS AROUND THE SUBJECT PROPERTY MAINTAIN A 15-FOOT WIDE CORRIDOR THE WHOLE LENGTH.
3. THE APPLICANT SHALL PROVIDE A PLAN FOR THE TRAIL ALONG THE NORTH SIDE OF THE SUBJECT PROPERTY AND THE TRAIL LOCATED ON THE EAST SIDE OF THE PROPOSED ALPINE SCHOOL LOT AND WHO IS RESPONSIBLE FOR IT.
4. ALL LOTS MEET THE MINIMUM LOT WIDTH AND DEPTH.
5. A STREET PARKING PLAN BE APPROVED BY THE FIRE MARSHAL.
6. FENCING ALONG THE ALPINE ENTRANCE SHALL BE APPROVED BY STAFF.
7. THE APPLICANT PAYS ANY OUTSTANDING FEES.
8. THE APPLICANT MAKES ANY REDLINE CORRECTIONS.
9. THE APPLICANT IS SUBJECT TO ALL FEDERAL, STATE, AND LOCAL LAWS

AND THAT THEY WANT THE LETTERS IN THE NEXT FEW WEEKS AND THE DEDICATION OF THE RIGHT-OF-WAY BEFORE ISSUANCE OF THE 46TH BUILDING PERMIT. COUNCILMEMBER JUDD SECONDED THE MOTION. MAYOR FULLMER, COUNCILMEMBERS EARNEST, FLAKE, JUDD, AND RILEY WERE IN FAVOR. MOTION CARRIED UNANIMOUSLY.

Councilmember Riley asked about the plans for maintenance and upkeep of the trail running along the railroad tracks. Mr. Tatton replied that they were going to replant a portion of it. Mr. Brim explained that he had been working with the Tree and Plant Committee on developing appropriate plantings that could be installed along the trail. Mr. Overson stated that he had looked at the trail and explained the concerns with the road base. There was a discussion about what could be done. Mr. Overson stated that the trail could not be treated the same as an asphalt road. He added that staff needed to come up with a maintenance plan and start maintaining the trails. He explained that there was no funding source to maintain the asphalt trails. He suggested that they increase the transportation fee by \$.50 a month to help maintain the trails. Mr. Love mentioned that because the trail was concealed, residents were dumping grass clippings, etc., over their fences. He said that unless they could regularly patrol the trail they would continue to have a mess. Councilmember Riley asked what needed to be done to police it. Mr. Brim suggested that they send informational letters to those whose lots were backing the trails. Councilmember Riley suggested that they send the letter out to everyone to help police it. He thought that if people were abusing the trails, water features, basketball hoops, etc., that people should report it. He thought that they could have a system where people see it, capture it, and submit it. Sergeant Rockwell mentioned that they could charge people who were illegally dumping or people that were abusing equipment and causing damage. Mayor Fullmer explained that they were looking into software that would have the capability for people to send pictures to the city.

CLOSED SESSION – no closed session was held.

ADJOURNMENT

Motion: COUNCILMEMBER JUDD MOVED TO ADJOURN THE MEETING AT 7:47 PM. COUNCILMEMBER FLAKE SECONDED THE MOTION. MAYOR FULLMER, COUNCILMEMBERS EARNEST, FLAKE, JUDD, AND RILEY WERE IN FAVOR. MOTION CARRIED UNANIMOUSLY.

The next regularly scheduled meeting is August 8, 2018.

MINUTES APPROVED ON: August 8, 2018

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