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CITY OF SARATOGA SPRINGS
CITY COUNCIL MEETING MINUTES

Tuesday, May 3, 2016

City of Saratoga Springs City Offices

1307 North Commerce Drive, Suite 200, Saratoga Springs, Utah 84045

City Council Work Session

Call to Order - 6:00 p.m.

Present: Councilmembers Shellie Baertsch, Chris Porter, Bud Poduska.

Excused: Councilmember Michael McOmber and Councilmember Stephen Willden.

Staff: City Manager Mark Christensen, City Planner Kimber Gabryszak, Assistant City Manager Spencer Kyle, Public Relations Manager Owen Jackson, City Engineer Gordon Miner, Finance Director Chelese Rawlings, Deputy City Recorder Kayla Moss

Mayor Jim Miller arrived at 6:32 p.m.

1. Miss Saratoga Springs Veterans Memorial Service Project Plans.

The idea for this memorial service project was presented to the Council by Darcy and Sierra Williams. They plan to have flag poles to display the American Flag, Utah Flag, and the City Flag. They would then like to have a wall erected that has all of the branches of the military represented. Service members names could be added to the wall as people move in. The budget is unknown at this time, it depends on the materials that are used. They are considering having this memorial at either Neptune Park or Shay Park.

Darcy Williams also advised that there are no grants available for this project but they are looking to start a Go Fund Me account to try and do some fundraising for the project. She suggested that they get a bid on different materials to see where they should start.

City Manager Christensen suggested that if the Council is in favor of this project they should start moving forward on ideas and cost estimates. He asked what names would be included on the wall. Darcy Williams advised that based on the research they have done the wall would include anyone that has served or are currently serving the country that were from or live in the City.

Council Member Poduska thinks that this is a great idea. He wondered if this would be associated with the new sports park. Darcy Williams advised that there is not a set location, they are still in the planning phase.

Council Member Porter thinks that Neptune Park or the Sports Complex would be an ideal location for this monument. City Manager Christensen believes that Neptune Park is where this has always been intended to be located. Just off of the plaza would be an easy place to locate it. He recommended that the City upfront some of the money to estimate the cost for the memorial. That way they can get more of a solid idea of what the project will look like.

The Council Members agreed that they would be willing to fund the upfront costs to get an idea of what this project will entail. City Manager Christensen mentioned that the maintenance of updating the names that get added to the memorial will be a long term commitment with some costs associated.

2. Budget Review/Discussion-FY 2016-2021.

Finance Director Rawlings presented the most current budget document to the City Council. She expressed her appreciation to the Council for coming in to talk to her individually. She advised that they added 4 hours a week to the Civic Events department. She is bringing back two numbers for the Council. One of the

54 requests was to add 134 hours for the year. However, 4 hours a week would be 208 hours total. If they
55 choose to add 134 hours for the year it would cost \$1,876. If they add 208 hours for the year it would cost
56 \$2,912.

57
58 Council Member Baertsch asked if any benefits would need to be paid. Finance Director Rawlings advised
59 that the only benefit that would be paid is FICA. Council Member Baertsch clarified that it is a one-time
60 request because there will be an increase of work for the City's 20th anniversary celebration plans. They
61 would like to have the increased hours into the future but right now they are treating it as a one-time funding
62 request. She would like to add the full 208 hours for the year.

63
64 Council Member Porter asked if this would be a one-time increase of hours just for the upcoming budget
65 year or if the hours would be increased for the foreseeable future. Council Member Porter is in support of
66 adding the 208 hours for the year as long as it is a one-time funding request. He also likes the idea of giving
67 the hours to current staff instead of hiring someone new.

68
69 Council Member Poduska is also in support of adding the 208 hours. He would like to give Civic Events as
70 much time as they can. Council Member Poduska likes the clarity in which things are presented in relation
71 to the budget.

72
73 City Manager Christensen advised that they will add it to just one year instead of the five year projection that
74 is typical. The department would need to request it for future years if they need the hours.

75
76 Finance Director Rawlings advised that there does not need to be a public hearing at the policy session. The
77 Council just needs to approve the tentative budget and set a public hearing date and time.

78
79 **4. Event Sponsorship-Discussion.**

80 Public Relations Manager Jackson advised the Council that the Civic Events group gets numerous requests to
81 sponsor events. They currently decline these requests unless it directly involves the City. They want to make
82 sure that this is what the Council would like to continue to do.

83
84 City Manager Christensen advised that he occasionally gets asked to waive fees for events. In one specific
85 case the group was told that he could waive a fee. Anne Harrison advised that they get requests to sponsor
86 events for fundraiser runs and things. She always advises them that she can give them booth space at Splash
87 because that doesn't cost the City anything extra. She gets 4 or 5 requests a year. Public Relations Manager
88 Jackson advised that he gets 4 or 5 requests a week.

89
90 City Manager Christensen pointed out that this then also involves putting something in the City Newsletter.
91 If you allow one group to advertise you have to allow everyone. That could open it up to things you don't
92 want in the newsletter.

93
94 Council Member Baertsch advised that she thinks our current practice has been good.

95
96 Council Member Porter clarified that someone can still do a MS fun run, for example, the City just won't
97 sponsor them. He was advised that yes anyone can still apply for their event they just can't be sponsored by
98 the City.

99
100 Planning Director Gabryszak mentioned a vendor fair that was held last year. After that event the code was
101 revised to not allow those types of events from happening again. A consequence of that is that food trucks
102 are also prohibited from private events. If they change the code it could potentially allow them to be at all
103 sorts of things as well. Food trucks can be at an event as long as the food is paid for in advance. If they are
104 selling their food to anyone that comes or others that happen to see them selling their food it would not be
105 allowed. City Manager Christensen mentioned that the school has food trucks come every day. They

106 technically are not allowed to do so. Council Member Porter would like to see if there is a way to allow
107 HOA's to invite the food trucks to their neighborhoods to sell to anyone that wants to come.

108
109 City Manager Christensen advised that allowing to only certain groups would be a hard thing to figure out.
110 There are still some things that need to be looked at. They will look at some suggestions and get back to the
111 Council about it.

112
113 **3. Regional Storm Water Detention Ponds-Presentation/Discussion.**

114 City Engineer Miner advised the Council that he put a list of pros and cons in their packets to review. The
115 City has a lot of small pocket ponds right now for detention. There are pros and cons to having a larger
116 regional storm water detention pond. One advantage is that it doesn't cost as much per unit of water. It is also
117 less expensive to maintain one pond rather than many ponds. Maintenance can also be done on a more
118 regular basis. There is also economy of scale for land usage. The larger the pond is the more use it could be
119 for other things such as parks or open space. They are also more reliable. The smaller the pond gets the more
120 complicated it gets. Some of the disadvantages include the fact that they are difficult to find sites for the
121 more developed a place gets. There is only so much land at the bottom of the drainage point. There is also a
122 large upfront capital cost. This would require a total overhaul of the Impact Fee Facilities Plan and the
123 Capital Facilities Plan. The City would have to determine where this is going to be put and how much it
124 would cost and start to save for it. Cost for the pond depends on the tributary area. It would be comparable to
125 how much a park costs to construct in the City.

126
127 Council Member Baertsch thinks that detaining of storm water on personal property needs to be addressed as
128 well. She would like to see that along with the conversation of regional storm water detention basins.
129 Council Member Baertsch mentioned that she thinks retention could work really well. There are areas of the
130 City that have ponds that may be able to accommodate more retention.

131
132 Council Member Porter mentioned the Mountain Estates development was required to form an HOA in order
133 to maintain a small detention basin in their neighborhood. Council Member Porter asked if it was possible to
134 combine park impact fees and water impact fees to make the regional detention ponds, if they were also
135 being purposed as a park.

136
137 City Manager Christensen mentioned that the soils in the area may not allow for as many solutions on
138 personal property. He agrees that it is a good concept but he isn't sure if the soil conditions permit it. He
139 doesn't want to do more harm than good by adopting some of those standards. City Manager Christensen
140 advised that they could look into creative ways to fund these ponds but he isn't sure what that would look
141 like yet. The City has not planned for the regional detention basins in any of the current plans. They have a
142 developer asking about retention rather than detention right now, but he isn't sure that the soils would allow
143 for it.

144
145 City Engineer Miner advised that there is a new storm water permit that Saratoga Springs is not subject to yet
146 but will be soon. That permit will require all development to retain the 90th percentile storm. If you calculate
147 all of the storms that happen over a certain time period and you take 90% of them the EPA and state are
148 saying that the water needs to stay where it fell. It should not runoff. There are also water quality
149 requirements that go along with that. That is contrary to the regional detention basin approach. He has
150 composed an outline for guidelines to retain water because of this permit requirement. It lends more towards
151 localized solutions rather than regional solutions.

152
153 **Adjourn to Policy Session 7:11 p.m.**
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Policy Meeting

Call to Order: Mayor Jim Miller called the Policy Session to order at 7:11 p.m.

Roll Call:

Present Council Members Shellie Baertsch, Chris Porter, Bud Poduska
Excused Council Members Michael McOmber, Stephen Willden
Staff Present City Manager Mark Christensen, Assistant City Manager Spencer Kyle, Planning Director Kimber Gabryszak, Finance Manager Chelese Rawlings, Economic Development/Public Relations Manager Owen Jackson, City Engineer Gordon Miner, Senior Planner Sarah Carroll, City Planner Kara Knighton, Deputy City Recorder Kayla Moss

Invocation by Council Member Porter

Pledge of Allegiance led by Council Member Poduska

Public Input:

Mayor Miller invited public input.

Ryan Poduska, Osprey Trail. advised that the HOA has no problem with the transfer of lots in the Fox Hollow Neighborhood.

The Pony Express Queen, 1st Attendant and 2nd Attendant presented tickets to the Mayor and Council Members and City staff to attend the rodeo on May 27th, 28th or 30th.

POLICY ITEMS:

Reports:

Council Member Baertsch advised that they talked about pet refuse at a previous meeting. The code requires people to pick up their pets refuse from parks but not anything for code enforcement to enforce the pickup from park strips. She wanted to know where that stands. City Manager Christensen advised that this has not been addressed yet. That will be back to the council at a future meeting.

Council Member Baertsch asked that they address the Bicycle and Pedestrian Study Master Plan in a work session. She thinks there is a lot of discussion that needs to be done. There are some pretty serious policy changes that are involved. Mayor Miller asked that this be added to the Work Session on May 17, 2016.

3. Administration Communication with Council.

Assistant City Manager Kyle advised the council that with all of the new construction the water meter installation has gone up significantly. There will be a budget amendment to accommodate this increase in labor. City Manager Christensen advised that the City is at 150% of what was budgeted for revenue so the cost should be covered. Public Works is installing the water meters, not a contractor.

Assistant City Manager Kyle mentioned the sod laying project that is happening the coming up Saturday. They have quite a few volunteers signed up to come and help.

City Manager Christensen advised that the lane narrowing on Redwood Road should be completed by the end of the week. They were able to combine two projects into one interruption so that was a good thing.

207 City Planner Gabryszak advised that she has been working with the State and County to get a list of all of the
208 mines and the places that may be having dynamite explosions. That list should be completed and given to
209 them shortly.

210
211 **PUBLIC HEARINGS:**

212
213 **1. Tentative Budget FY 2016-17, Resolution R16-26 (5-3-16).**

214 Finance Director Rawlings advised that this did not actually need to be a public hearing. It is just the
215 approval of the tentative budget with the statement in the resolution to set a date for the public hearing which
216 will be May 17, 2016.

217
218 Motion made by Council Member Baertsch to approved the tentative budget for FY 2016-2017 Resolution
219 R16-26 (5-3-2016) and set the public hearing for May 17, 2016, was seconded by Council Member Porter.
220 Roll Call Vote: Aye: Council Member Baertsch, Council Member Porter, Council Member Poduska.
221 Motion Passed 3-0, Council Members McOmber, Willden excused.
222

223 **2. General Code Amendments-19.06 Landscaping and Fencing, 19.09 Off-Street Parking Requirements,**
224 **Ordinance 16-09 (5-3-16).**

225 Planner Knighton reviewed the updates with the City Council. The first change was to update low
226 flow to water conserving sprinklers. Council Member Baertsch asked what the difference was.
227 Planning Director Gabryszak advised that low flow constricts the amount of water that is used and
228 water constricting can come out in large spurts but they are used for less time and are only used
229 when they need to because of rain sensors. This has come up on multiple projects. Both of them
230 achieve the same goal.

231
232 Council Member Baertsch asked about private landscapes that developers are installing. She
233 wondered if this should be required for those developers as well. Planning Director Gabryszak
234 advised that she will look into whether this is enforceable. She will update the code to include
235 requiring the developers to use water conservative sprinklers, but if they can't it will be removed.

236
237 Planner Knighton then reviewed tree preservation. If a mature tree is preserved an area around the
238 roots of the tree should also not be disturbed. Council Member Baertsch mentioned that there are
239 many ornamental trees that do not get to a 4 inch caliper. A one to one ratio for full grown mature
240 trees works well but not for the ornamental trees. Planning Director Gabryszak advised that they
241 can strike that portion because it is referring to mature trees. The code was written to preserve
242 mature trees. Anyone that removes a mature tree is required to replace it with at least two trees. The
243 changes were updated to reflect mature ornamental trees as well.

244
245 Planner Knighton then reviewed that the update clarifies that fruit trees would not be allowed in the
246 park strips. It also addresses what is and isn't allowed in the clear site triangle. Council Member
247 Baertsch advised that there is a contradiction in sections A and B in regards to birms. She would
248 also like to allow trees in the clear site triangle as long as the trees are privately maintained and
249 allows for the 8 foot clearance.

250
251 Mayor Miller opened the public hearing for public comment.

252
253 Ryan Poduska, Osprey Trail. Saratoga Springs, advised that there is a flowering pear tree that doesn't have
254 falling fruit. There are other ornamental fruit trees that have red berries that make a huge mess. He would
255 like to find out the reason behind not allowing fruit trees. Or possibly an amendment to the ordinance that
256 would allow the types of fruit bearing trees that don't drop their fruit. City Manager Christensen asked if the
257 Planning Department would find out the term for trees that don't drop their fruit and add that to the code.

258
259 Motion made by Council Member Porter to approve the general code amendments for 19.06 landscaping and
260 fencing, 19.09 off-street parking requirements with all the staff findings and conditions including 19.06.02
261 that doesn't match and finding the technical term for a fruit tree that doesn't drop its fruit along with the
262 other changes that were made in the meeting, was seconded by Council Member Baertsch.
263 Roll Call Vote: Aye: Council Member Porter, Council Member Poduska, Council Member Baertsch.
264 Motion Passed 3-0, Council Members McOmber, Willden excused.
265

266 **3. Bicycle & Pedestrian Study Master Plan.**

267 This item was continued to the work session on May 17, 2016.
268

269 **ACTION ITEMS:**

270
271 **1. 2014 Culinary and Secondary Water Project Contract Amendment-Hansen, Allen & Luce Inc.**
272 **Engineers.**

273 City Manager Christensen advised that Hansen, Allen & Luce is the engineering firm that the City has been
274 using on their water projects. They have been very helpful. He has a tremendous recommendation for them
275 because they have done a great job. This project is a priority for the year. The City recommends approval.
276

277 Council Member Baertsch asked if the pipeline is being downsized to 12 inches. City Engineer Miner
278 advised that there is a switch there from PI to Culinary. City Manager advised that this is the waterline that
279 is in Redwood Road. They were planning to switch from culinary to secondary. That project has been
280 postponed a little bit but this is just trying to plan for that.
281

282 Council Member Baertsch asked about the Harbor Pump and whether it would pump to zone 1 or zone 2.
283 City Manager Christensen advised that it is a direct diversion above the lake. It is investigatory work to plan
284 for the zone above.
285

286 Council Member Baertsch asked why a larger pipe wouldn't be installed to begin with instead of installing a
287 12 inch pipe and then changing it to 24 inches later. City Manager Christensen advised they aren't looking
288 to do multiple projects. They will work out those details in the design of the project. He thinks that it is 24
289 inches in some sections and 12 inches in others for the transition portion.
290

291 Motion made by Council Member Baertsch to approve the contract amendment with Hansen, Allen & Luce,
292 was seconded by Council Member Poduska.

293 Roll Call Vote: Aye: Council Member Baertsch, Council Member Porter, Council Member Poduska.
294 Motion Passed 3-0, Council Members McOmber, Willden excused.
295

296 **2. Award of Final Design for 400 West, Resolution R16-27 (5-3-16).**

297 Gordon Miner advised that this is a master planned section of road that impact fees have been collected for.
298 This will allow connectivity from the neighborhood over there to Crossroads Boulevard. There were two
299 proposals received. They recommend awarding the contract to Civil Science in the amount of \$47,768.
300

301 Council Member Porter wondered why they want to award the contract to Civil Science for this project but
302 not for the Foothill Boulevard project. He is concerned that they can't do one job but can do another. City
303 Engineer Miner advised that the two projects are very different. The 400 West project is very straightforward
304 and not very technical. Assistant Manager Kyle added that the proposal they received back from Civil
305 Science for Foothill Boulevard was not exactly what they were looking for. They gave a broad scope answer
306 when the City was looking for something a little more detailed. City Engineer Miner added that the Foothill
307 Boulevard study is not simple. They are looking for a cost estimate to make decisions with and to start a
308 plan. They called it a conceptual design which leads to a lot of interpretation.
309

310 Mayor Miller advised that Council Member Willden submitted a comment about the Foothill Boulevard
311 project that although they aren't awarding the contract to the lowest cost proposal he fully supports hiring
312 people that can do the work. City Engineer Miner advised that they did their best to lay out exactly what
313 they were looking in the Foothill Boulevard project but there are still some differences that will always exist
314 among contractors. They also looked at widening a segment of road for the 400 West project that already
315 exists and that may increase the proposal in the future. City Manager Christensen advised that as they
316 discussed this widening in staff meeting they realized they have a bottle necking issue. City Engineer Miner
317 advised that the widening of the segment that is already built is not before the Council. The proposal for the
318 widening is about \$10,000 in addition to what is being proposed tonight.
319

320 Council Member Baertsch wondered if there should be a consolidated bid to just include both projects at one
321 time. City Engineer Miner advised that it would make sense, however, it would prevent the consultant from
322 going to work right away.
323

324 Mayor Miller mentioned that combining the bid would lose time that they could be working on it right now.
325

326 (See the following Motion, Item 3. For action on this item.)
327

328 **3. Award of Conceptual Design for Foothill Blvd., Resolution R16-28 (5-3-16).**

329 City Engineer Miner advised that one of the reasons they decided to award the proposal to Horrocks was that
330 they have a great reputation for being able to estimate costs. He is confident that they will do a good job for
331 the City.
332

333 Motion by Council Member Baertsch to award Final Design for 400 West to Civil Science in the amount of
334 \$47,768 and direct staff to bring the second part of it back to Council as soon as possible and award the
335 design for Foothill Boulevard to Horrocks Engineering in the amount of \$64,901, was seconded by Council
336 Member Porter.

337 Roll Call Vote: Aye: Council Member Baertsch, Council Member Porter, Council Member Poduska.
338 Motion Passed 3-0, Council Members McOmber, Willden excused.
339

340 **4. Master Development Plan Amendment, Major-First Addendum to the Village at Saratoga Springs**
341 **(Fox Hollow) Second Master Development Agreement, Neighborhood 6 and 12; Resolution R16-29 (5-**
342 **3-2016).**

343 Sarah Carroll presented the changes to the amendment to the Master Development Agreement to the City
344 Council. The request is to add six lots into neighborhood six. They would reduce six lots from neighborhood
345 twelve and add it to neighborhood six. Improvements for the lots were made years ago. The second
346 amendment to the MDA did not take these lots into consideration. It was finalized under old numbers and it
347 wasn't realized until the plats were being made and approved.
348

349 Mayor Miller read in a comment from Council Member Willden that stated although he wishes the six lots
350 were not added the request is reasonable due to the reduction of the lots in neighborhood twelve.
351

352 Council Member Baertsch wondered why there are trail corridors that are owned and maintained by the City
353 in the neighborhood when there is an HOA. She would like to see that the maintenance requirements are
354 changed to the developer and HOA rather than the City. City Manager Christensen advised that in the
355 approval for the neighborhood below this one there was an easement so those trail corridors were graded out.
356 The applicant is willing to build the trail corridor for the City. It is a sidewalk that connects the two
357 neighborhoods. They will look into what can be done about ownership.
358

359 Motion made by Council Member Porter to approved the Master Development Plan Amendment Major-First
360 Addendum to the Village at Saratoga Springs (Fox Hollow) Second Master Development Agreement,
361 Neighborhood 6 and 12; Resolution R16-29 (5-3-2016), was seconded by Council Member Poduska.
362 Roll Call Vote: Aye: Council Member Baertsch, Council Member Porter, Council Member Poduska.

363 Motion Passed 3-0, Council Members McOمبر, Willden excused.

364

365 **APPROVAL OF MINUTES:**

366

367 **1. April 19, 2016.**

368

369 Motion by Councilwoman Baertsch to approve the minutes along with the posted changes, was seconded by
370 Council Member Porter.

371 Roll Call Vote: Aye- Council Member Baertsch, Councilman Porter, Councilman Poduska.

372 Motion Passed 3-0, Council Members McOمبر, Willden excused.

373

374 **CLOSED SESSION:**

375

376 Motion made by Council Member Porter to enter into closed session for the purchase, exchange, or lease
377 of property, pending or reasonably imminent litigation, the character, professional competence, or
378 physical or mental health of an individual, was seconded by Council Member Poduska.

379 Roll Call Vote: Aye: Council Member Baertsch, Council Member Poduska and Council Member Porter.

380 Motion Passed 3-0, Council Members McOمبر, Willden excused.

381

382 Present: Mayor Miller, Council Members Bud Poduska, Chris Porter, Shellie Baertsch, City Manager
383 Christensen, Assistant City Manager Kyle, Deputy City Recorder Moss.

384

385 Meeting Moved to Closed Session 8:38 p.m.

386

387 **Closed Session Adjourned at 9:01 p.m.**

388

389 **ADJOURNMENT:**

390

391 There being no further business, Mayor Miller adjourned the Policy Meeting at 9:01 p.m.

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Jim Miller, Mayor

Attest:

Cindy LoPiccolo, City Recorder

Approved: May 17, 2016

