

1 **NORTH OGDEN CITY COUNCIL WORK SESSION MEETING MINUTES**

2  
3 March 4, 2014

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5 The North Ogden City Council convened in an open meeting on March 4, 2014 at 6:35 p.m. in  
6 the North Ogden City Council Chambers at 505 East 2600 North. Notice of time, place and  
7 agenda of the meeting was delivered to each member of the City Council, posted on the bulletin  
8 board at the municipal office and posted to the Utah State Website on February 27, 2014. Notice  
9 of the annual meeting schedule was published in the Standard-Examiner on January 23, 2014.

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12 **PRESENT:** Brent Taylor Mayor  
13 Kent Bailey Council Member  
14 Justin Fawson Council Member  
15 Lynn Satterthwaite Council Member  
16 Cheryl Stoker Council Member  
17 James Urry Council Member

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19 **STAFF PRESENT:** Ronald F. Chandler City Manager  
20 S. Annette Spendlove City Recorder/ H.R. Director  
21 Craig Giles Public Works Director  
22 Dave Espinoza Culinary Water Supervisor  
23 Dave Smith Storm Water Maintenance Worker

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25 **VISITORS:** Phillip Swanson Blake Welling

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27 Mayor Taylor welcomed those in attendance. Council Member Stoker offered the invocation and  
28 led the audience in the Pledge of Allegiance.  
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31 **AGENDA**

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33 **1.PUBLIC COMMENTS**

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35 There were no public comments.

36  
37 Mayor Taylor stated that City Manager Chandler needs to review some issues relating to the  
38 Redevelopment Project for Smith’s Marketplace and a related easement and detention pond at the site. Mr.  
39 Chandler reviewed a map of the property and identified a section of the property that is not part of the  
40 RDA area; according to state law an entire property must be included in the RDA area in order for RDA  
41 funds to be used for the property. The City made a request to the Council to make a boundary line  
42 adjustment for the RDA area and they have approved that request; therefore, the City will be required to  
43 send notification of the boundary line adjustment to all other taxing entities about that fact. He noted the  
44 piping of the canal is currently underway; there is a 30-foot wide easement for the canal and the City has a  
45 12-foot easement on top of that for the trail that will be constructed there. Smith’s Marketplace will  
46 construct the trail and an associated access point; the City will be responsible to maintain the property  
47 within the 12-foot easement and Smith’s will maintain the landscaping within the 30-foot easement. An  
48 easement agreement will be provided to the Council at their next meeting for action. Foot and non-

49 motorized traffic is allowed on the trail. Mr. Chandler then stated another part of the agreement with  
50 Smith's deals with the construction of a storm drain detention basin that would be shared by the Smith's  
51 and Intermountain Health Care (IHC) property in the area. He hoped to include the agreement on the next  
52 Council agenda, but it has been delayed by legal review. He then reviewed the basics of the agreement  
53 while reviewing the map of the project area to identify the area that the basin will serve. Smith's will use  
54 57 percent of the capacity of the basin and IHC will use the other 43 percent. IHC has said that 43 percent  
55 represents land that has value and they want to be compensated for the value; they have asked that they  
56 receive a development credit in the form of a credit on the storm water impact fee charged for the project  
57 or other development fees; they also asked if the City would construct a trail that would connect the area to  
58 the other trail on the project site. He stated the detention basis is 0.77 acres in size and if it becomes  
59 necessary to increase the size of the basin in the future to accommodate future IHC expansion, IHC will  
60 pay those costs. The value assigned the land is \$6 per square foot and that means the total value is  
61 \$205,867; IHC's portion of that value is \$117,000. He reviewed other costs associated with the  
62 development of the site and stated after consideration of those costs the remaining value of the Smith's  
63 portion of the detention basin land is \$53,444 and that is the amount IHC is asking for in development  
64 credits. He reviewed some of the details of the agreement, noting the City will not maintain ownership of  
65 the land and, instead, the City will install landscaping and be responsible for the infrastructure in the pond;  
66 IHC will be responsible for future landscape maintenance. There was a discussion regarding the reasons  
67 for IHC's request for a trail around the basin, with Mr. Chandler noting they want it for their patients, but  
68 it will also be a public trail. He also provided the Council with the background of the development of the  
69 initial agreement for the site development, with a focus on the City's financial participation in the project.

70  
71 Council Member Satterthwaite asked if the trail around the basin will be eliminated upon IHC's future  
72 expansion. Mr. Chandler answered yes, but noted it will be reconstructed after the expansion is completed  
73 because IHC wants a permanent trail around the property. He reiterated that he hopes to have the  
74 agreement regarding all these issues available for Council consideration within the month.

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## 77 **2. DISCUSSION ABOUT THE PUBLIC WORKS CULINARY WATER AND STORM WATER** 78 **DIVISIONS**

79

80 Public Works Director Giles introduced Dave Espinoza, Culinary Water Supervisor, and Dave Smith,  
81 Storm Water Maintenance Worker, and stated they are present to provide the Council with an overview,  
82 facts, and challenges of the City's water systems prior to reviewing proposed capital improvements to the  
83 system.

84

85 Mr. Espinoza provided the Council with an overview of the staffing of his Division and noted that the  
86 Division is currently self-sufficient. He used the aid of large maps to identify the location of the City's  
87 culinary water wells as well as the capacity of the wells. The City also has three springs and he identified  
88 the locations and production of those springs. The City also has seven reservoirs and he identified the  
89 locations and capacity of the reservoirs. Council Member Satterthwaite asked if the reservoirs are used to  
90 contain the spring water, to which Mr. Espinoza answered yes. Council Member Satterthwaite asked  
91 what happens to excess water. Mr. Espinoza stated that water goes to waste. There was a discussion  
92 about increasing the capacity of the City's storage system to prevent water from going to waste, with Mr.  
93 Espinoza stating that does not occur on a regular basis; the only water that is sent to waste on a regular  
94 basis is water that is too cloudy during spring runoff. He then reviewed the locations of the water system  
95 booster pumps, which pump water from the wells during the winter months; during the rest of the year the  
96 City's water comes from springs and the system is gravity fed.

97

98 Council Member Bailey inquired as to the City's daily water demand. Mr. Espinoza stated it is between  
99 1.5 and 2 million gallons per day.

100  
101 Council Member Satterthwaite inquired as to the worst case scenario for the City's water system in the  
102 event of low water supplies. Mr. Espinoza stated the worst case scenario would be to use well number  
103 two, which is the City's best supplied well that can recharge itself within two hours. Mr. Chandler noted  
104 there is a project in the Capital Facilities Plan (CFP) to drill an additional well in the City and it may be  
105 most sensible to drill in the flat area of the City because Weber Basin Water Conservancy District has the  
106 right to much of the water supply in the area and it may be difficult to receive approval to drill a new  
107 well. Mr. Espinoza identified some potential sites for a new well. There was a general discussion about  
108 private property water rights and the impact a new well may have on the water supply to private property  
109 owners, with Mayor Taylor noting the State Water Engineer must grant approval for any new well and he  
110 would take all of those issues into account. Mr. Espinoza agreed.

111  
112 Council Member Bailey stated he has heard from some long time residents of the City who are confused  
113 about why the City is using engineers to identify potential well sites when the residents have a better  
114 understanding of where the water is located. Mr. Chandler stated that the last well test site did not  
115 produce what the City had hoped for so it may be a good idea to ask the residents for their input. There  
116 was a general discussion about potential sites for future wells, which shifted to a focus on the criteria that  
117 must be present to cause the City to need to drill a new well. Mayor Taylor stated the City needs to drill a  
118 new well in the next couple of years to provide for future growth and preserve its water rights. Mr.  
119 Chandler stated the City is permitted to bank enough water to handle its population growth for the next 40  
120 years; based on growth projections the City is close to nearing the maximum amount of water rights it can  
121 hold to meet that buildout population, which is between 36,000 and 40,000 residents.

122  
123 Mayor Taylor asked how much water the City would have on hand if all reservoirs were full. Mr.  
124 Espinoza stated the maximum capacity is six million, or enough to serve the City for four days. He noted  
125 spring water is not included in the state's water supply calculation when determining the maximum water  
126 rights a City can hold to meet future growth. He then referenced the pressure zones of the City and  
127 identified the water sources that feed each zone. Mayor Taylor asked if the City has enough water to  
128 serve the future growth on the north side of town, to which Mr. Espinoza answered yes, but more water  
129 may be needed when the areas to the east and west develop. Mr. Espinoza stated the City may need  
130 additional pumps to pump water to those areas. There was a discussion regarding the maximum elevation  
131 on the mountain where development can be allowed based on the ability of the pumps to pump water to  
132 that height.

133  
134 Council Member Urry asked if the entire City has access to secondary water, to which Mr. Espinoza  
135 answered yes.

136  
137 Mr. Chandler referenced the portion of property on the northern mountain bordering North Ogden that is  
138 owned by Randy Marriott. He provided the Council with information regarding the development  
139 agreement for that property and stated it may be necessary for him to build a reservoir to serve the  
140 development.

141  
142 Mayor Taylor then inquired as to the cost to drill a test well. Mr. Espinoza stated the cost is  
143 approximately \$100,000. A full well project costs \$450,000 plus the costs to construct a well house at the  
144 site; the total project cost can be near \$1 million.

145  
146 Mr. Espinoza then reviewed the maintenance costs associated with the Culinary Water System. There  
147 was general discussion regarding the various aspects of the System, with a brief focus on the fire hydrants  
148 and the coordination between the City and the North View Fire District to test and maintain the hydrants.  
149 Mr. Chandler asked Mr. Espinoza to highlight the list of duties his Department is responsible for ranging  
150 from required duties to those duties that are desired but not always possible to complete. Mr. Espinoza

151 stated checking reservoirs is his Department's highest priority and they must visit all 11 sites three times  
152 each week. Council Member Fawson asked if the open reservoirs throughout the City are owned by  
153 Pineview Irrigation, to which Mr. Espinoza answered yes. He noted all of the City's culinary reservoirs  
154 are completely sealed. Mayor Taylor asked how the City's culinary water is treated. Mr. Espinoza stated  
155 it is treated with a gas chlorine system and the water is chlorinated at the source. He then stated his  
156 Department handles meter reading; the City's meter system is about 17 years old and some meters are  
157 beginning to fail. He stated 40 to 70 meters must be replaced each month. He stated the City has been  
158 approached by a company that wants to install a radio read water metering system; it has a fixed base that  
159 allows for the meters to be read from the shop, which would eliminate the need for meter readers to drive  
160 throughout the City to read the meters. The system would require two 60-foot towers and the software  
161 includes a great customer portal that allows customers to easily view their water usage or any leak data,  
162 etc. Mr. Chandler added that the program could be phased in; a defined number of meters could be  
163 installed each year as old meters wear out. Mr. Espinoza stated the cost to install a fixed system at one  
164 time is between \$2 and \$4 million, but the company that has submitted the proposal has offered to supply  
165 the software and towers and the City would slowly implement the new meters. There was a brief  
166 discussion regarding the components of the system compared to the meter system currently used by the  
167 City. Council Member Fawson inquired as to the reliability of the new system. Mr. Espinoza stated it  
168 has a 10 year full warranty and an additional 10 year prorated warranty. It could take approximately  
169 seven years to completely replace all meters in the City. Council Member Fawson asked if the company  
170 would track meter replacement in the software system. Mr. Espinoza answered yes and stated when a  
171 new meter is activated it will send its coordinates to the software system located at the City offices. The  
172 location of the meter is guaranteed to be within six feet of the coordinates.

173  
174 Council Member Urry asked if the City has a set fee for the first 4,000 gallons of water used. Mr.  
175 Espinoza stated the flat fee is for 6,000 gallons of water and the fee then increases incrementally  
176 according to water usage up to 19,999 gallons. Council Member Urry asked if the type of radio read  
177 system that is being recommended would allow the City to charge customers for actual usage. Mr.  
178 Espinoza stated that would be a possibility. There was a philosophical discussion regarding a water usage  
179 rate structure.

180  
181 Council Member Bailey inquired as to the up-front costs for installing a radio read system. Mr. Espinoza  
182 stated the City would pay \$38,000 for three radios, some meters, and the reading software. Mr. Chandler  
183 stated that cost could actually be absorbed into the current year budget. Mayor Taylor stated it would be  
184 necessary to work through the logistics of operating two systems. Mr. Espinoza stated that based on the  
185 annual budget for meter replacement it would take approximately seven years to replace all meters and  
186 transition to the new system completely.

187  
188 Council Member Urry inquired as to the other municipalities in the state that use the system. Mr.  
189 Espinoza stated there are no other cities in the State of Utah that use the system, but it is widely used in  
190 Texas, Oklahoma, and New Mexico. Council Member Urry stated he would like staff to visit one of  
191 those cities to observe the systems operations. Mr. Espinoza stated that one benefit of the system would  
192 be that water can be shut off from the office; the system would ultimately save the City a large amount of  
193 money in personnel costs. Mr. Chandler then provided a brief overview of some of the new policies  
194 implemented by Mr. Giles to reduce personnel and operational costs, with a focus on the practice to use  
195 one on-call employee at all times that can respond to any issue that may arise in the Water Department.  
196 Mr. Espinoza then focused on some of the preventative maintenance efforts of his Department, which  
197 help to protect the City against unnecessary costs in the event of a system failure. Council Member  
198 Satterthwaite asked how well the infrastructure of the City's water system is documented and how easy  
199 would it be for employees to diagnose a problem with the system based on that documentation. Mr.  
200 Espinoza stated it can be difficult to diagnose a problem with the system based simply on the fact that  
201 most of the infrastructure is located underground. He added, however, that there are maps and other data

202 that employees can use to identify the location of water lines and valves. Council Member Satterthwaite  
203 asked how the City knows what lines and other infrastructure needs to be replaced and when that  
204 replacement will be needed. Mr. Giles stated the City has a Capital Facilities Plan (CFP) and an  
205 associated capital improvement list. Many of the projects are associated on age and the material that is  
206 used in the infrastructure. Maps are included on the City's asset management system and it can be  
207 viewed in an electronic format that interfaces with the City's geographical information system (GIS). He  
208 stated efforts are ongoing to increase the amount of information in the Arc View system; it may take some  
209 time to improve the information included in the system. Mr. Chandler stated the data in the system will  
210 help the entire Public Works Department to determine how necessary the projects included in the CFP  
211 actually are. Council Member Bailey stated he would like to visit with Mr. Giles to see how the  
212 interactive maps work. Mr. Giles stated he would welcome that level of interaction, after which Mr.  
213 Espinoza explained how the interactive maps work and he provided an overview of the data that is  
214 included within the maps.  
215

216 The discussion then refocused on the potential to drill another test well in the City, with Mr. Chandler  
217 noting there is some money in the budget that is dedicated to a new well project. The Council then  
218 thanked Mr. Espinoza for the information he presented regarding the culinary water system. Council  
219 Member Satterthwaite stated he places a high value on information and he is hopeful the Public Works  
220 Department will proceed in improving databases with accurate information to provide stability to the  
221 City. He stated that information is very helpful in justifying budget requests for infrastructure projects.  
222 Mr. Chandler agreed and stated he is excited about the work that Mr. Giles is doing in his Department.  
223 Mr. Giles stated that much of the operation of the Water Department is governed by State statute.  
224 Council Member Bailey stated that is true for many areas of the City.  
225

226 The Council then took a break at 8:40 p.m. The meeting reconvened at 8:50 p.m.  
227

228 Dave Smith, Storm Water Maintenance Worker, asked the Council to keep in mind that as homes are built  
229 further up on the mountain all the water that is seeping in the ground and filling up the City's wells will  
230 be taken away. Increased development on the mountain will include more asphalt, which, in turn, will  
231 generate more runoff and storm water. Council Member Bailey asked if the City's impact fees reflect that  
232 fact. Mr. Smith answered no; a flat impact fee is charged for development throughout the City. There  
233 was a discussion about considering a higher impact fee for areas of the City that could be considered as  
234 causing a greater impact on the City. Mr. Smith then reviewed a map of the City and identified storm  
235 water channels located throughout the City. He also provided the Council with an overview of the  
236 purpose of the storm drainage system in the City and how it works. The City has 47 storm water  
237 detention basins and provides ongoing maintenance of those basins; there are two additional basins at the  
238 mouth of the canyon that serve two purposes; they detain storm water, but they also act as a debris basin  
239 to collect any materials that may come off the mountain during a slide. Mr. Chandler suggested the  
240 Council take a field trip to see those two basins to see how they work and the purpose they serve. Mr.  
241 Smith provided the Council with information regarding how the basins are maintained, four of which are  
242 maintained by goats during the growing season. He noted the basin at Orton Park is considered a dam  
243 and the State inspector is required to inspect it annually. Mr. Chandler stated the concept behind a  
244 detention pond is that it should only allow out the same amount of water that was allowed from the  
245 associated developed area prior to development. Mr. Smith stated some basins have head gates to control  
246 the flow. There was a brief discussion regarding regional detention basins that also serve as City parks.  
247

248 Council Member Satterthwaite asked if any additional detention basins are needed in the built-out area of  
249 the City or if new basins will only be built when new development occurs. Mr. Smith stated that it is  
250 necessary to build storm water detention to accommodate any new development in the City. Some will be  
251 associated with private developments, but most basins eventually become the responsibility of the City.  
252 Some basins are very difficult to maintain; Council Member Bailey suggested that the City implement

253 criteria for developing a basin that will provide for ease of maintenance in the future. Mr. Chandler stated  
254 that can happen for public basins, but it is more difficult for private basins, such as those located in The  
255 Cove development. Mayor Taylor stated that during the General Plan update it will be very important to  
256 focus on hillside protection zones and associated design criteria. Council Member Bailey stated the  
257 Council relies on information from professionals when making decisions regarding things like detention  
258 basins and he stated the staff or consultants have not been assertive enough in expressing their concerns  
259 about various issues. Mayor Taylor stated that these thoughts will be very helpful when working through  
260 the General Plan update. Council Member Satterthwaite suggested that the staff highlight their concerns,  
261 pros, and cons when providing a recommendation on staff reports to the Council.  
262

263 Mr. Smith then stated it will be necessary to figure out a way in the future to reroute some storm water  
264 inlets that are currently dumping into the canal. Mr. Chandler stated this will be one of the biggest and  
265 most expensive challenges the City will face relative to storm water. He then reviewed a map of the City  
266 to identify the storm water inlets that will need to be rerouted. Mayor Taylor stated the amount of storm  
267 water infrastructure projects needed in this City is daunting. Mr. Chandler agreed and reviewed some  
268 imminent storm water projects and stated the southwestern portion of the City is underserved and the  
269 infrastructure is inadequate; some projects will be addressed as development occurs, but it may be  
270 necessary to use impact fee revenues to complete some of the projects. There was a general discussion  
271 regarding the various needed storm water projects throughout the City, with Mr. Smith noting that many  
272 homeowners do not want their property to be impacted by storm water projects, such as piping a ditch that  
273 may run through their backyard. Mr. Chandler stated Mr. Smith and his staff do a great job, but the storm  
274 water needs of the City are very daunting. Mr. Smith stated there are many federal regulations relating to  
275 storm water and the City is subject to being audited to determine if the City is meeting those regulations.  
276

277 Council Member Bailey asked if staff will be making a future recommendation regarding how to address  
278 the many storm water project issues. Mr. Chandler stated that staff will make a recommendation to  
279 amend the City's ordinance to prohibit storm water from flowing into the ditch system, but there are many  
280 complex issues to consider; it may be most appropriate to have the Planning Commission review the issue  
281 before a recommendation is forwarded to the Council. Mayor Taylor stated he would like to push as  
282 many projects to developers as possible. There was a general discussion regarding the timeline for  
283 addressing projects with a focus on whether the projects should be completed when development occurs  
284 or if the City should address the projects sooner. Council Member Urry stated he would be hesitant to  
285 take on projects to pipe ditches that run across private property to reduce the City's liability associated  
286 with the pipe. Mr. Chandler stated the City's CFP is eight years old and it is necessary for staff to review  
287 that plan and determine what projects have already been completed and what new projects should be  
288 added to the plan. Council Member Bailey stated the CFP should be updated every year. Mr. Chandler  
289 stated some updates have been made to the plan, but it has not been updated every year. He stated staff  
290 should have more input into the plan, which has been driven by the City Engineer in the past.  
291

292 Mayor Taylor asked if staff has identified future sites for regional detention basins. Mr. Giles stated the  
293 City Engineer has considered that issue, but he is not sure where the sites are.  
294

295 Council Member Urry stated years ago there was a suggestion to flood Orton Park in the winter to let it  
296 freeze for use as an ice skating rink and he asked if the City has given thought to that suggestion. Mr.  
297 Smith stated it would be possible to do that, but staff has not given the issue much thought. There was a  
298 discussion regarding the liability associated with permitting ice skating at City parks.  
299

300 Council Member Bailey stated that the biggest concern he has after listening to all the information about  
301 the City's storm water system relates to Mr. Smith's comments that additional development on the  
302 northern benches and mountains of the City will cause more pressure on the areas below. Mr. Smith  
303 stated that during a rain or snow storm or during the runoff season the water that falls on undeveloped

304 ground seeps into the ground and makes it's way to the City's aquifer; but, if that property is developed  
305 the water will no longer be able to seep into the ground and additional runoff will be created that will put  
306 pressure on all the detention basins further down the line. Council Member Bailey asked if future  
307 development has been considered when determining the size of detention basins that have already been  
308 built. Mr. Chandler stated some regional detention basins can handle additional development, but the  
309 detention basins are only intended to allow the same amount of water to flow from the area as when the  
310 property was undeveloped. Each subdivision should handle its own water, but it is possible to build  
311 regional basins that can handle a larger amount of developed property. Each detention basin has an  
312 overflow that leads to the street, which would then allow the water to make its way to the next storm drain  
313 outlet. There was then a brief discussion regarding the impacts North Ogden's storm water could  
314 potentially have on nearby cities.  
315

316 Council Member Urry asked if it is necessary to create a citizens committee that could assist staff in  
317 addressing the storm water needs of the City and developing a plan for meeting those needs. Mayor  
318 Taylor stated the first step is to ensure the City has good ordinances that will require developers to  
319 construct storm water infrastructure that is adequate. He stated it is also necessary to review impact fees  
320 to determine if they are sufficient. Council Member Bailey stated he understands Mr. Giles and Mr.  
321 Smith are already working to identify needed storm water projects that can be incorporated into the City's  
322 General Plan and the CFP. Mayor Taylor added it may also be necessary to review utility rates. Council  
323 Member Urry inquired as to the next step in the process. Mr. Chandler stated the process to update the  
324 General Plan will begin by creating a citizens committee to give input on the plan updates; there will also  
325 be extensive input from the Planning Commission and City Council. Staff will also work with the  
326 appropriate consultants to begin updating the CFP, which should then be updated each year. Mayor  
327 Taylor also reviewed the process to update the General Plan and stated a calendar can be created to  
328 provide all interested parties with an actual timeline for the process. The process to update the General  
329 Plan coupled with an update of the CFP will set the course for development throughout the City for the  
330 next several years. Mr. Chandler then provided the Council with information regarding the impact fees  
331 charged by the City. Council Member Fawson stated he is supportive of considering implementing  
332 different impact fee amounts for different zones of the City. Mayor Taylor stated he would like to have  
333 an upcoming work session dedicated completely to impact fees. He stated there will also be a work  
334 session held to discuss the potential Monroe Boulevard project in the City. There will be a focus on the  
335 need to spend a \$2 million grant from Weber County to be used for property acquisition; the money must  
336 be spent by December 2014 or the City will lose it.  
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### 339 **3. PUBLIC COMMENTS**

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341 There were no public comments.  
342  
343

### 344 **4. CITY COUNCIL, MAYOR, AND STAFF COMMENTS**

345  
346 Council Member Bailey stated the Utah League of Cities and Towns (ULCT) spring conference is  
347 scheduled for April 9 through 11 and he suggested the April 8 Council meeting be cancelled in order for  
348 any City Council member that wishes to attend the meetings to do so.  
349  
350

### 351 **5. ADJOURNMENT**

353 **Council Member Satterthwaite moved to adjourn the meeting. Council Member Fawson**  
354 **seconded the motion.**

355  
356 **The meeting adjourned at 10:20 p.m.**

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359 \_\_\_\_\_  
360 Brent Taylor, Mayor

361  
362  
363 \_\_\_\_\_  
364 S. Annette Spendlove, MMC  
365 City Recorder

366  
367 \_\_\_\_\_  
368 Date Approved

NOT APPROVED