

NORTH OGDEN CITY COUNCIL WORK SESSION MEETING MINUTES

March 4, 2014

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

PRESENT:	Brent Taylor	Mayor
	Kent Bailey	Council Member
	Justin Fawson	Council Member
	Lynn Satterthwaite	Council Member
	Cheryl Stoker	Council Member
	James Urry	Council Member
STAFF PRESENT:	Ronald F. Chandler	City Manager
	S. Annette Spendlove	City Recorder/ H.R. Director
	Craig Giles	Public Works Director
	Dave Espinoza	Culinary Water Supervisor
	Dave Smith	Storm Water Maintenance Worker
VISITORS:	Phillip Swanson	Blake Welling

Mayor Taylor welcomed those in attendance. Council Member Stoker offered the invocation and led the audience in the Pledge of Allegiance.

AGENDA

1. PUBLIC COMMENTS

There were no public comments.

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

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

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

2. DISCUSSION ABOUT THE PUBLIC WORKS CULINARY WATER AND STORM WATER DIVISIONS

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

3. PUBLIC COMMENTS

There were no public comments.

4. CITY COUNCIL, MAYOR, AND STAFF COMMENTS

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

5. ADJOURNMENT

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

The meeting adjourned at 10:20 p.m.

Brent Taylor, Mayor

S. Annette Spendlove, MMC
City Recorder

Date Approved