

**SANTA CLARA CITY COUNCIL MEETING
WEDNESDAY, NOVEMBER 14, 2007**

THE CITY COUNCIL FOR THE CITY OF SANTA CLARA, WASHINGTON COUNTY, UTAH, met for a regular meeting on Wednesday, November 14, 2007 at 6 p.m. in the J. Ballard Hafen Chamber of the City Office Building at 2721 Santa Clara Drive, Santa Clara, Utah.

Present: Mayor: Rick Rosenberg
Council Members: Bruce Anderson, Matt Ence, Herb Basso.
City Manager: Matthew Brower
Recorder: Barbara Salmon

Others Present: Jack Taylor, Public Services Director; Robert Hansen, Public Safety Director; Wally Ritchie, Finance Officer; Bill Jacobsen, Council Member Elect and Kelly Carlson.

1. **Call to Order:** Mayor Rosenberg called the meeting to order at 6:00 p.m. and excused council member Jerry Amundsen, who is out of town.
2. **Opening Ceremony:** Andrea Parkinson's Girl Scout Troop 1415 led the Pledge of Allegiance and then Matt Ence offered an invocation.

Mayor Rosenberg had each of the girl scouts introduce themselves as well as a scout from Troop 545.

3. **Communications & Appearances:**

A. General Citizen Communications: None

B. Presentation of FY 2006-2007 Comprehensive Annual Financial Report (CAFR)/Audit: Steve Palmer, Hinton Burdick & Hall CPA's & Advisors.

- ◆ Ken Hinton presented the audit for the firm, focusing on the salient points of the finances rather than reviewing the entire audit. (graphs attached)

1. General Fund – Total Assets, Total Liabilities & Total Fund Equity
 - Graph covers 5 years to allow trends to show
 - Assets show dip in 2005– reflects flood of Jan. 2005 -- trend is up – that is good
 - Fund Equity mirrors Assets
 - Liabilities should be relatively stable – affected by flood and the streetscape project – trending downward but not enough for concern yet

2. General Fund Cash Trend – upward slightly – General Fund balance is okay – unrestricted cash is trending downward which is not good but the balance is good.
3. Water Fund – Both operating expenses and revenues are trending operating expenses are outdoing the revenues – shows an operating loss of \$84,441
 - non-operating expenses & revenues are not considered in this graph and would change the balance to a \$368,500 income if included.
 - 5-year average shows a net income of \$15,000
4. Water Cash Trend
 - Peaks in 2006 – cash for water tank project- dips in 2007
 - water system repairs, etc. – otherwise pretty steady
 - Unrestricted cash trends down – a \$214,598 balance is not good for a city the size of Santa Clara – there is a net loss trend – this fund needs watching – some action needed to fix this fund
 - Mr. Hinton recognized this has not been a normal year – the city has undertaken many large projects – he proposed watching the fund month by month for a year and see where it goes
 - Matt Ence wondered how the graded water rates had affected water use – staff will spotlight this in the December report
5. Sewer Fund – operating expenses and revenues are right at break even – just a very small loss – trend is improving
6. Sewer Fund Cash – both have a healthy trend, but probably should be higher – needs some watching
 - Matt Brower said staff was looking for a project to use some of the collected impact fees – Mr. Hinton said that was good fund management
7. Electric Fund – sales are down and expenses are up – net income is too low
8. Electric fund Cash – Total cash trend is very healthy – recommended continuing to improve the cash balance
 - Unrestricted cash is ascending slowly but consistently – acceptable – marginally healthy
 - Electric fund is in the best shape of any enterprise fund but still needs watching

Mr. Hinton thanked staff for their help during the audit.

4. **Working Agenda:**

A. **Public Hearings:** None.

B. General Business:

1. Discussion on Finalizing Details of Washington City Generator Proposal

Jack Taylor reminded council of their discussion at the recent work meeting regarding this proposed joint venture with Washington City putting 2 generators in the Santa Clara facility.

Kelly – Washington City Power Director:

- Washington not able to fund own facility – has joint agreement in place with Hurricane – seems to be good for both parties.
- Will soon lose Idaho contract and needs more power
- Proposing 1 -2 generators in the Santa Clara facility – on a 1-year renewable lease basis.
- Would like to be able to pull the units with a 1-year written notice.
- Santa Clara could use the generators if Washington did not need them and Washington could use Santa Clara's generators if Santa Clara was not using them.
- In the case of a black-out, Santa Clara could use Washington's units, as power could not be delivered to Washington.
- Washington's council is very interested in such an agreement, but needs to decide before Dec. 31, 2007 to get the units at the current price.
- All financing would be on Washington City – through UAMPS.
- Staff and legal counsel will review the documents and then give to Washington City for review.
- comments were given on the good working relationship between the two cities.

2. Resolution 2007-18R: Amending the City of Santa Clara General Administrative Fee Schedule; By Establishing a Utility Connection Policy and Fee to Cover the Costs Associated with Utility Account Set-ups; and Establishing an Effective Date.

Barbara Salmon explained that this policy was based on the council's recommendations from previous meetings. It adds a \$50 Administrative Fee to all requests for utility connection and allows for a \$200 deposit for renters and a \$200 deposit or Letter of Credit for property owners. Renters' deposit will be applied to final bill and property owners may apply for refund after 1 year of service with clean payment record. The policy would become effective January 1, 2008. (City ordinance currently requires the 2-year clean history so this policy needs to be changed to agree).

******Motion to adopt Resolution 2007-18R (copy attached) Amending the City of Santa Clara General Administrative Fee Schedule; By Establishing a Utility Connection Policy and Fee to Cover the Costs Associated with Utility Account Set-ups, with a change to require a 2-year credit history from property owners before refunding the deposit; and Establishing an Effective Date.**

Motion by Matt Ence; seconded by Bruce Anderson.

Voting Aye: Matt Ence, Bruce Anderson and Herb Basso.

Voting Nay: None.

Motion Carried.

3. Consider Award of Bid for Purchase of Transmission Power Poles: Jack Taylor, Public Services Director (see attached report).

The city has contracted with Shan Gubler to move the Grimshaw Substation and will need 4 new poles; also, putting the poles in for the power line to the new substation in the Southhills will require an additional purchase. Staff felt that by combining the projects and buying a full truckload of poles, the overall cost would be reduced.

3 bids were received:	McFarland Cascade	\$30,216
	Bell Lumber	31,654
	Stella Jones	32,604

Staff recommended the McFarland bid.

******Motion to award the bid for 14 new power poles at a cost of \$30,216 to McFarland Cascade.**

Motion by Herb Basso; seconded by Matt Ence.

Voting aye: Herb Basso, Bruce Anderson and Matt Ence.

Voting Nay: None.

Motion Carried.

4. Resolution 2007-19R: A Resolution Authorizing and Approving a First Supplement to the Payson Power Project Power Sales Contract Providing for the acquisition of an Additional Entitlement Share and a Loan Agreement Providing Financing for such Acquisition, and Related Matters

Jack Taylor reminded council that this had been reviewed at the last council meeting but not approved at that time.

******Motion to adopt Resolution 2007-19R (copy attached) Authorizing and Approving a First Supplement to the Payson Power Project Power Sales Contract Providing for the acquisition of an Additional Entitlement Share and a Loan Agreement Providing Financing for such Acquisition, and Related Matters.**

Motion by Matt Ence; seconded by Herb Basso.

Voting Aye: Matt Ence, Bruce Anderson and Herb Basso.

Voting Nay: None.

Motion Carried.

5. Consider Approval of Modified Mutual Aide Agreement Which Authorizes the Joint Cooperation and Exercise of Powers to Provide for the Public Safety, Public Order and Other Emergency Services: Bob Hanson, Public Safety Director

Robert Hansen informed the council that this agreement is basically the same as has been in place, but the past agreement was reviewed to make it current and correct.

It covers mutual aid for anything to do with Public Safety and ties in with the MOU with the state for fighting fires out of our area – Wildland Program.

Mayor Rosenberg felt the city needed to pursue similar agreements for sewer, etc. to provide for getting FEMA reimbursement incase of disasters.

******Motion to approve the Modified Mutual Aide Agreement (copy attached) Which Authorizes the Joint Cooperation and Exercise of Powers to Provide for the Public Safety, Public Order and Other Emergency Services.**

Motion by Herb Basso; seconded by Bruce Anderson with all members present voting aye.

Motion Carried.

6. Canvass of the November 6, 2007 Municipal Election.

Barbara Salmon, City Election Officer and Recorder, reviewed with the council the results of the November 6, 2007 Municipal Election as tabulated by the Washington County Clerks office. (copy of canvass attached)

Successful candidates:

Mayor Special 2-year term: ___Rick T. Rosenberg_____

Council Special 2-year term: ___Jerry Amundsen_____

Council 4-year term ___R. Bruce Anderson_____

Council 4-year term ___Herbert K. Basso_____

Council 4-year term ___Bill Jacobsen_____

******Motion to approve the canvass of the November 6, 2007 Municipal Election as presented and attached.**

Motion by Matt Ence; seconded by Bruce Anderson with all members present voting aye.

Motion Carried.

7. Ratifying New Appointment to Santa Clara City's Land Use Authority.

******Motion to appoint Mike Day to the city of Santa Clara Land Use Authority/Planning Commission.**

Motion by Herb Basso; seconded by Bruce Anderson with all members present voting aye.

Motion Carried.

8. Consider Canceling the November 28 and December 26, 2007 City Council Regular Meetings.

******Motion to cancel the regular city council meeting of November 28, 2007 and the regular city council meeting of December 26, 2007.**

Motion by Herb Basso; seconded by Matt Ence with all members present voting aye.

Motion Carried.

9. Discussion of Cell Tower Lease Agreement for Alltel Communications: Wally Ritchie, Finance Officer.

- Alltel is in the process of being bought out and is looking to re-negotiate its leases.
- Some tower sites may end up being decommissioned.
- Alltel is trying to secure the sites for the landlords but at a reduced rate.
- The city could increase the \$2000 termination provision.
- Alltel is offering either \$700 monthly guaranteed for 12 years (currently \$1000 monthly) with 5 renewal terms or a lump sum upfront payment of \$71,023 for 180 months with 3-5-year renewals (which would amount to around \$395 monthly).
- Consensus to give Staff permission to negotiate with Alltel.
- Staff to call sister communities and see how they are responding to this.

10. Consider Adoption, by Reference, Washington County Resolution R-2007-1177, Establishing Support for the Washington County Arts Council and Appointing a Representative to the Council

- Mary Jo Hafen was the representative to this Council.
- Matt Brower suggested waiting until January to make a permanent assignment so all council assignments can be reviewed in light of having a new council member.
- Representative does not have to be a council member.
- Think of someone who is community-minded and interested in the arts – from the Heritage & Parks Commission? The EDC? Get funds for Santa Clara Arts events.
- Bring ideas to Dec. work meeting

******Motion to approve the Washington County Resolution 2007-1177 (copy attached) Establishing Support for the Washington County Arts Council. Motion by Herb Basso; seconded by Matt Ence with all members present voting aye. Motion Carried.**

5. Reports:

A. Staff Reports:

1. City Hall Project Update:

Wally Ritchie reported:

- project is still behind schedule – contractor given April 11, 2008 as firm date for being done.
- outside doors going on today
- Vineyard Drive is fixed
- domes are in fabrication – delivery by end of November
- most of the main floor is sheet-rocked and plastered – second floor framed
- landscaping almost ready to go to bid
- water feature is in process
- window block will be veneered – pitched block
- landscaping will soften the look of the hardware in the front, west corner
- the interior is smooth plaster finish with patches/blotches
- will tour at the Dec. work meeting

B. Mayor/Council Reports:

Matt Ence: None

Bruce Anderson: Cemetery issues – will meet with Brad Hays to discuss, especially old section – look at possible run-off solution.

- some trees are not getting enough water
- memorial fountain – simplify maintenance – be sensitive – Heritage & Parks Commission went on site visit to look at options – will meet with Mr. Lane, the donor.

Herb Basso: Neighbor has concern about the Mansell Subdivision – may have misunderstood at Planning commission meeting.

Mayor: Received letter from Roosevelt City on water rights issues with the State Engineer – want Santa Clara to offer Resolution of Support – is issue that will affect all municipalities –

- staff directed to draft resolution and put this issue on work meeting agenda for discussion.
- Vietnam Memorial Wall will be in St. George Dec. 6-9, 2007 – staff directed to put notice in Newsletter for residents information.
- Vision Dixie – implementation strategies are available – discuss at

retreat and have Planning Commission incorporate in update of General Plan.

Matthew Brower: Reviewed outcome of Planning Commission meeting:

- Mansell Subdivision tabled pending further information
- West Park Villas – approved – split vote
- Avedea Master Plan amendment – passed

Jack Taylor: reminded Mayor & Council of annual UAMPS meeting in Dec. Needs to know who wants to go.

UAMPS has filed a lawsuit against Los Angeles

7. Approval of Claims & Minutes:

******Motion to approve the minutes of the October 3, 2007 Work Meeting with a change on pg. 1 removing the 2nd sentence beginning “It’s like on Jay Leno...” and on pg. 3 changing “TCR” to “TRC”; the October 10, 2007 Regular Meeting; the October 24, 2007 Regular Meeting with a change to Matt Brower comments on pg. 3 to read “The Zoning Code contains numerous requirements such as setbacks, building heights, car port requirement, etc. that the building permit applicants are not told about, because it is expected that they would comply with these provisions as it is with the provision of roadway improvements”; the November 7, 2007 Work Meeting and the claims through November 9, 2007.**

Motion by Matt Ence; seconded by Bruce Anderson with all members present voting aye.

Motion Carried.

8. Calendar of Events

-Volunteer Recognition Dinner: Thursday, December 13 at 6:00 p.m.

-UAMPS Legislative Dinner: Tuesday, December 11 at 6:00 p.m.

9. Adjournment:

Meeting adjourned at 8:15 p.m.

Motion by Herb Basso

Seconded by Matt Ence

Barbara Salmon – Recorder

Date Approved: _____