



**MINUTES OF THE SPRINGDALE TOWN COUNCIL SPECIAL MEETING ON
WEDNESDAY, JANUARY 17, 2018 AT 1:00PM
AT TOWN HALL, 118 LION BOULEVARD, SPRINGDALE, UTAH**

Meeting convened at 1:00PM

MEMBERS PRESENT: Mayor Stanley J. Smith, Council members Randy Aton, Lisa Zumpft, Adrian Player and Mike Alltucker

ALSO PRESENT: Town Manager Rick Wixom, DCD Tom Dansie, and Town Clerk Darci Carlson recording. See attached sheet for attendees signed into the meeting.

Motion made by Lisa Zumpft to approve the agenda for January 17, 2018 moving items B1 and B2 for when the presenter arrives; seconded by Mike Alltucker.

Aton: Aye

Zumpft: Aye

Smith: Aye

Player: Aye

Alltucker: Aye

Motion passed unanimously.

Discussion/Information/Non-Action Items

General discussion & announcements: Mayor Smith provided the following updates:

- Luke Wilson would not pursue an affordable housing development on the property between the four-plex and Silver Bear Rock Shop.
- For the record, Mayor Smith said the Town did not plan to extend an offer to purchase the Moenave subdivision.
- The SR-9 construction crews continued to install sidewalks and pave up to Lion Blvd. They were also working on the culvert by Serendipity Lane so the roadway would be torn-up in this area creating a second wait queue. Mayor Smith had received a number of compliments regarding Sunroc's handling of the public.
- Zion Nation Park suggested people walk the traffic queues during the President's Day weekend to pass out informational flyers about the road construction. UDOT's public involvement team would create the content and Mr. Wixom would spearhead the effort to coordinate.
- Mark Schraut delivered a check to the Town for \$25,000 from the Springdale Consolidated Irrigation Company. There remained a balance and Council agreed to communicate with the Town Attorney regarding next steps.
- The Town intended to seek an appraisal of Melanie Madsen's property on the corner of Lion Boulevard and Zion Park Boulevard, and the property adjoining the ballfield, in preparation for a possible offer.
- Mayor Smith attended the St. George Economic Summit and participated in a board discussion. Conversation indicated funding for a transit line from St. George to Springdale would likely be approved.

- UDOT was considering options for their property beyond Rockville. It could be given up for use as a park-and-ride location. Mr. Alltucker suggested an environmental audit be conducted on the property before any new use was considered.

Action Items – Administrative

Audit presentation for the 2016-17 budget – Caleb Rees, Rees Certified Public Accountants: Mr. Rees thanked the Council and expressed gratitude to staff for being accessible and providing all the information necessary to conduct the audit.

Mr. Rees reviewed the auditor’s report and said the Town of Springdale received an ‘unqualified opinion’, the highest that could be given, as it related to the accuracy and completeness of financial statements. He discussed internal controls and said there were no material weaknesses or material deficiencies. Mr. Rees said Springdale was in compliance with state laws concerning financial issues.

Mayor Smith noted this was the second year in a row the auditor had reported no findings. He recognized Dawn Brecke for the quality of work she provided and the importance she played in keeping the Town out of issues.

Ms. Zumpft questioned what had changed from the past.

- Ms. Brecke said Mr. Rees was fantastic to work with and helped educate throughout the audit process. The way financial statements were done had also changed.

Mr. Rees indicated the Town’s pension liability had increased by nearly 50%. He explained the differences between the two-tier retirement program and said the state required municipalities to report unfunded liability. Essentially this number represented the portion the Town of Springdale would be responsible for if the fund was liquidated on June 30, 2017.

Mr. Alltucker asked who controlled the assumptions for return and discount rates.

- Mr. Rees said the Utah Retirement System (URS) was responsible for investing. They had actuaries who determined these figures and estimated the expected returns and time tables. The URS was internally audited by Utah State Auditor.

Mr. Alltucker asked if the pension fund liability showed on the Town’s balance sheet.

- Mr. Rees explained it was reported on the business activities balance sheet but not on the governmental activities balance sheet which focused on current resources and not long-term liabilities.
- As Tier 1 employees retired and passed away, their liability would be removed from the system. Tier 2 employees represented less of a liability and had a reduced defined benefit or contribution.

In summary, Mr. Rees indicated financials were good, cash balances were healthy, and the Town kept within budget.

Motion made by Lisa Zumpft to accept the 2016-17 budget audit; seconded by Adrian Player.

Aton: Aye

Zumpft: Aye

Smith: Aye

Player: Aye

Alltucker: Aye

Motion passed unanimously.

Consideration and approval of engagement letter from Rees Certified Public Accountant, PC for auditor services, FY 2017-18: Mr. Rees explained next year would include a single audit. Any time a

municipality expended more than \$750,000 in federal funds in a fiscal year they were subject to a single audit.

- Mr. Wixom indicated the Town would likely go through a single audit for the next two years due to the federal funds being spent on the water treatment plant.

Motion made by Mike Alltucker to approve the engagement letter from Rees Certified Public Accountant for auditor services for FY 2017-18 and authorize the Mayor to sign; seconded by Adrian Player.

Aton: Aye

Zumpft: Aye

Smith: Aye

Player: Aye

Alltucker: Aye

Motion passed unanimously.

Consideration and approval of the parking pay station provider contract with Parkeon: Parkeon had been selected as the Town's pay station vendor and this contract was the formal document to purchase and service the units.

- The Town anticipated approximately 40-50 pay stations, but the exact number would not be determined until the Town met with Parkeon and conducted an on-site assessment.

Mr. Dansie said the Town Attorney reviewed the contract and did not find any legal issues; however, the draft contract minimized Parkeon's liability. Mr. Dansie commented that since Parkeon was well-established within the parking industry, their customer service and reputation were likely a guard against something happening.

Mr. Alltucker expressed concern about Parkeon's maximum liability amount. He also wanted a specified completion date which included penalties if missed. Penalty should include lost revenue.

Mayor Smith said once SR-9 was done the Town would have a better idea where parking meters would be placed. Although April 15th was the UDOT deadline, it was unknown if the project would be completed by that date. If only minor corrective work remained after March 15th, UDOT would finish the project; otherwise if significant work remained, the balance of the project would likely be postponed.

Mr. Player said controlling where people parked was the driving goal; revenue was secondary.

- Mr. Wixom said the priority was to raise money to forward transportation improvements. There was no such thing as 'free parking'. Any parking impact generated costs.

The Council discussed a completion date of April 15th. Mr. Dansie would go back to Parkeon and work to modify the contract.

Motion made by Mike Alltucker to approve the Parkeon contract with the condition that staff and counsel negotiate an agreeable completion penalty clause, completion date being April 15th, and that the Parkeon penalty for non-performance would be 100% of the Town's lost revenues at that point in time defined as so many dollars per day times so many parking spaces; seconded by Adrian Player.

Aton: Aye

Zumpft: Recused

Smith: Aye

Player: Aye

Alltucker: Aye

Motion passed.

Ms. Zumpft explained her vote was due to the fact she did not see the contract.

Discussion and possible approval to hire staff for a Parking Administrator position and a Parking Meter Enforcement position – Chief Brecke: Chief Brecke said the positions would be responsible for administering the paid parking program. These two positions, coupled with the current parking enforcement staff member, would create 7-day coverage with minimal overlap of schedules.

Ms. Zumpft said the Parking Committee still needed to address recommendations of the Advisory Board. A number of factors had not been determined.

- Chief Brecke commented that hiring now would allow staff time to train.

Mr. Player asked the costs for these additional people. He applauded the concept of being ready, but expressed apprehension in approving positions before the Town knew how many meters would be installed.

- Chief Brecke said money would come from a separate enterprise fund. Based on the compensation of the current enforcement staff member, the cost would be approximately \$62,000 for salary and benefits. One vehicle would be shared between all.

Mr. Alltucker asked what these people would do in the off-season.

- Chief Brecke said they would review the program, upgrade the system, continue enforcement, freshen paint/signage, and would be encouraged to take vacation during this time.
- The Council raised concern about keeping people busy during the off-season.

Mr. Player asked about ordinance enforcement. He recalled approving a police officer to conduct enforcement work but now this was not the case.

- Mr. Wixom indicated a separate individual would report to Mr. Dansie which made the most sense from an operational point of view. If citations were needed for an enforcement issue, the Police Department would get involved.
- Chief Brecke said the Police Department dealt with criminal law, not civil law.

Mr. Wixom cautioned the Council that every dollar paid to people would not go toward transportation initiatives. He said subsequent years would be more profitable because the Town would have recuperated its original capital investment.

The Council discussed the number of people needed for both parking administration and code enforcement. Three new people would be required.

Mr. Aton asked if parking revenue would generate enough money to cover the personnel expenses.

- Mr. Wixom said the Town was using a revenue model based on the analysis in the Dixon Parking Management Study. It was anticipated \$1,000,000 would be generated from the paid parking program. Expenses would include personnel, equipment, software, and monthly subscriptions.
- Mr. Wixom emphasized the Council would need to determine priorities for the funds generated into the new enterprise fund for transportation.

Ms. Zumpft wanted it on record that the Town may have to lay people off if the economy changed.

Mr. Alltucker said he received public complaints that staff continued to grow but responsibilities of the police force had shrunk. He acknowledged this was different but anticipated the public would challenge. At this point the Town did not know how many parking places or meters would be installed.

- Ms. Zumpft asked staff to lay out the proposed locations for parking meters. Robert George said he could provide this information.

Mr. Alltucker expressed frustration the code enforcement issue was a hot potato. He asked how code compliance would be enforced.

- When the Town received a complaint, Mr. Wixom explained staff followed up, investigated, and issued violation letters.
- Mr. Wixom acknowledged staff could do a better job reporting the complaints being prosecuted. He said the Town needed to follow a state mandated process and could not just shut down blatant violations. Once a citation was in the courts it could take months to be resolved.
- Mr. Wixom said the Council could reassess the priority list of issues the Town proactively enforced.

Ms. Zumpft wanted the Council to address and evaluate the success of the parking program during budget meetings.

Mr. Dansie acknowledged it was difficult in a small town for one person to be both planner and code enforcer. It created conflicting roles. Having a dedicated person responsible for code enforcement, would eliminate this issue.

Motion made by Adrian Player to approve three new positions in the transportation fund for parking enforcement under the supervision of Chief Garen Brecke; seconded by Randy Aton.

Aton: Aye

Zumpft: Aye

Smith: Aye

Player: Aye

Alltucker: Aye

Motion passed unanimously.

The Council took a brief break. Meeting reconvened at 3:13pm

Discussion and possible approval of a Police Lieutenant position for the Springdale– Chief Brecke: Chief Brecke said this would provide a layer of supervision given the parking enforcement and administrative duties added to the Police Department. The money was already in the budget to promote a Lieutenant.

Motion made by Lisa Zumpft to approve the Police Lieutenant position for the Springdale Zion Canyon Police Department; seconded by Adrian Player.

Aton: Aye

Zumpft: Aye

Smith: Aye

Player: Aye

Alltucker: Aye

Motion passed unanimously.

Administrative Non-action items

Discussion of 2018 capital project priorities, planning and budgeting: Mr. Wixom said he sent the Council the list of capital projects, equipment, personnel, consultants and RAP tax priority funding. The list was broken down by fund and timing. The goal was to document projects and prioritize them prior to budgeting. Mr. Wixom said department managers met yesterday to review the list and reassess.

The Council provided input. Ms. Zumpft wanted to hire a consultant for an overall ordinance review to ensure compliance with state laws.

Mr. Alltucker did not want to lose track of a traffic impact study for the Moenave subdivision to quantify impacts the developer needed to pay. He also expressed the urgency of repairs to Town streets. Roads were aging rapidly and the Town should consider accelerating repairs. Mr. Alltucker said bike facilities, including bike racks, were important.

Ms. Zumpft asked about rehabilitation of the old water treatment plant.

- Mr. Wixom said approved improvements to this facility would be done in conjunction with building of the new water treatment facility. The Parks Department would move into this refurbished building.

Ms. Zumpft asked about additional curb and gutter.

- Mr. Wixom suggested this wait until new parking policies were established.

Ms. Zumpft raised question of the Town utilizing electric vehicles and installing electric charging stations.

- Mr. Wixom said this would become a greater possibility when electric vehicles became the norm. Adding a charging station would not be expensive.

Mr. Player wanted to stop dumping treated sewer water into the river.

- Mr. Wixom said this issue was already being considered by staff. The Town would review the Sewer Master Plan and consider land application of the treated sewer water.

Council discussed Town Park restroom improvements and extending trails.

Mr. Wixom said this was only a visionary document that helped both staff and Council keep track of projects. The budget finalized which projects were funded. The Council would have another opportunity to review and discuss the list.

Adjourn

Motion to adjourn at 3:33pm made by Adrian Player. seconded by Lisa Zumpft.

Aton: Aye

Zumpft: Aye

Smith: Aye

Player: Aye

Alltucker: Aye

Motion passed unanimously.



Darci Carlson, Town Clerk

APPROVAL:  _____

DATE: 2/14/18

A recording of the public meeting is available by contacting the Town Clerk's Office. Please call 435-772-3434 or via email at springdale@infowest.com for more information.



TOWN OF SPRINGDALE

PO Box 187 118 Lion Blvd Springdale UT 84767

ATTENDANCE RECORD
Please print your name below

Meeting Town Council Date 1/17/18

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*no public attendees
staff attended only*