



**BLUFFDALE CITY COUNCIL  
LOCAL BUILDING AUTHORITY OF THE CITY OF BLUFFDALE BOARD  
REDEVELOPMENT AGENCY BOARD  
COMBINED MEETING AGENDA  
Wednesday, June 24, 2020**

Notice is hereby given that the Bluffdale City Council, LBA and RDA will hold a combined meeting Wednesday, June 24, 2020, at the Bluffdale City Hall, 2222 West 14400 South, Bluffdale, Utah, scheduled to begin promptly at **6:00 p.m.** or as soon thereafter as possible. This meeting will also be broadcast live to the public at: [www.bluffdale.com](http://www.bluffdale.com) The public may comment at the meeting or by emailing comments to [councilmeetingcomment@bluffdale.com](mailto:councilmeetingcomment@bluffdale.com) Notice is further given that access to this meeting by the Mayor and or City Council may be by electronic means via telephonic conference call.

**WORK SESSION 6:00 P.M.** – (The work session is for identifying future items and other council discussion. In accordance with Utah Code § 52-4-201(2)(a), while the meeting may be open to the public, there will not be any opportunity for public input during the work session).

1. Roll Call
2. Presentations –
  - a. Discussion relating to a Text Amendment to Title 11, Chapter 27 (Residential Facilities for Elderly or Disabled Persons), staff presenter, Todd Sheeran.
3. Council Discussion
4. Administration of the Oath of Office to the Bluffdale City Attorney, Todd Sheeran, and the Bluffdale City Fire Chief, Warren James, presenter, Judge Scott Mickelsen.

**REGULAR BUSINESS MEETING 7:00 P.M.**

1. Roll Call, Invocation, Pledge of Allegiance\*
2. **PUBLIC FORUM** – (4-minute maximum per person to bring items not already on the agenda before the Council. Participants are encouraged to submit a written statement (1 copy) for items that are complex or that may require more than 4 minutes to present). Additionally, comments for this item and all Public Hearing items may be submitted via email to: [councilmeetingcomment@bluffdale.com](mailto:councilmeetingcomment@bluffdale.com)
3. **CONSENT AGENDA** –
  - 3.1 Approval of the May 27, 2020, City Council Meeting Minutes.
  - 3.2 Approval of the May 29, 2020, City Council Special Meeting Minutes.
4. **PUBLIC HEARING** – Consideration and vote on Ordinance No. 2020-14, amending Title 11-8A-10 and 11-8D-10 regarding the distance between any accessory building and any dwelling from twenty feet (20') to ten (10') in R-1-43 and R-1-87 zones. (Application 2020-28), City of Bluffdale, applicant, staff presenter, Ellen Oakman.

5. **PUBLIC HEARING** - Reconsideration and vote on Ordinance No. 2020-11, amending Title 11-2-2 definition of "Funeral Home" to include cremation facilities, Howland Partners, applicant, staff presenter, Grant Crowell.
6. **PUBLIC HEARING** – Consideration and vote on Ordinance No. 2020-15, adopting an amended Consolidated Fee Schedule for Administrative, Service and Development Fees, including Water Rates charged by the City of Bluffdale, staff presenters, Bruce Kartchner and Stephanie Thayer.
7. **PUBLIC HEARING** – Consideration and vote on Resolution No. 2020-44, a resolution adopting a Final Budget for the 2019-2020 Fiscal Year Budget, staff presenters, Bruce Kartchner and Stephanie Thayer. **(LBA & RDA Public Hearings held in conjunction)**

#### **LOCAL BUILDING AUTHORITY OF THE CITY OF BLUFFDALE BOARD MEETING**

1. Roll Call
2. **PUBLIC HEARING** – Consideration and vote on a Resolution No. 2020-04, a resolution adopting a Final Budget for the 2019-2020 Fiscal Year Budget, staff presenters, Bruce Kartchner and Stephanie Thayer. **(LBA Public Hearing held in conjunction with the City Budget Hearing)**
3. Adjournment

#### **BLUFFDALE CITY REDEVELOPMENT AGENCY BOARD MEETING**

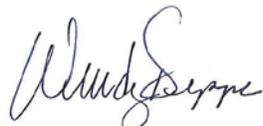
1. Roll Call
2. **PUBLIC HEARING** – Consideration and vote on Resolution No. 2020-06, adopting a Final Budget for the 2019-2020 Fiscal Year Budget, staff presenters, Bruce Kartchner and Stephanie Thayer. **(RDA Public Hearing held in conjunction with the Budget presentation & discussion)**
3. Adjournment

#### **CONTINUATION OF BUSINESS MEETING**

8. Mayor's Report
9. City Manager Report and Discussion
10. Closed meeting pursuant to Utah Code § 52-4-205(1) to discuss the character, professional competence, or health of an individual, collective bargaining, pending or imminent litigation, strategies to discuss real property acquisition, including any form of a water right or water shares, security issues, or any alleged criminal misconduct (if needed).
11. Adjournment

**Dated: June 19, 2020**

I HEREBY CERTIFY THAT THE FOREGOING NOTICE AND AGENDA WAS FAXED TO THE SOUTH VALLEY JOURNAL, THE SALT LAKE TRIBUNE, AND THE DESERET NEWS; POSTED AT THE BLUFFDALE CITY HALL, EMAILED OR DELIVERED TO EACH MEMBER OF THE BLUFFDALE CITY COUNCIL; ON THE CITY'S WEBSITE AT [WWW.BLUFFDALE.COM](http://WWW.BLUFFDALE.COM) AND ON THE PUBLIC MEETING NOTICE WEBSITE, [WWW.PMN.UTAH.GOV](http://WWW.PMN.UTAH.GOV)



**Wendy L. Deppe, CMC**  
**City Recorder**

In compliance with the American with Disabilities Act, individuals needing assistance or other services or accommodation for this meeting should contact Bluffdale City Hall at least 24 hours in advance of this meeting at 801-254-2200. TTY 7-1-1. \*Contact the City Recorder if you desire to give the Invocation or lead the Pledge of Allegiance.

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**Present:** Mayor Derk Timothy  
Wendy Aston  
Traci Crockett  
Jeff Gaston  
Mark Hales  
Dave Kallas

**Staff:** Mark Reid, City Manager  
Todd Sheeran, City Attorney  
Bruce Kartchner, Administrative Services Director  
Natalie Hall, Emergency Preparedness Manager  
Grant Crowell, City Planner/Economic Development Director  
Michael Fazio, City Engineer  
Ellen Oakman, Associate City Planner  
Warren James, Fire Chief

Mayor Timothy called the meeting to order at 6:00 p.m.

**WORK SESSION**

**1. Roll Call.**

All Members of the City Council were present. Those present were reminded that comments from the public would not be allowed at this meeting.

**2. Presentations.**

**2.1 Discussion Relating to a Text Amendment to Title 11, Chapter 27 (Residential Facilities for Elderly or Disabled Persons), Staff Presenter, Todd Sheeran.**

City Attorney, Todd Sheeran, presented the staff report and stated that outside Counsel provided a professional opinion on the above item. One change to the above matter was to define group living arrangements. All accommodations in the definition are treated the same, which will prevent treatment centers from accusing the City of facial discrimination. Group living arrangements are not allowed because of secondary effects on the City.

Mr. Sheeran reviewed other revisions in the amendment as well as three options the Council will consider concerning fee schedules and their advantages or disadvantages. A Hearing Officer was contacted and an agreement of \$5,000 was reached for specific services. The City will contract with three Hearing Officers to provide various services.

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Dave Kallas asked if the ordinance being reviewed specifies that the City will use a Hearing Officer. Mr. Sheeran explained that the Notice of Pending Ordinance will state that the City will use a Hearing Officer and that staff can determine which Hearing Officer to use depending on the service needed. Because this is a pending ordinance, future applicants will be notified that a Hearing Officer will be utilized if reasonable accommodation is requested until the Council adopts the appropriate ordinance. Mr. Sheeran recommended the occupancy limit to be set at eight.

Jeff Gaston stated that it would be beneficial to set the reasonable accommodation number as low as possible to prevent it from getting too high. Mr. Sheeran stated that the number the applicant is requesting should depend on science. There will be more reasonable accommodation requests if the number is set too low.

Council Member Kallas suggested it remain open for the applicant to decide their own reasonable accommodation number. Mr. Sheeran shared his research and experience and stated that determining a number for reasonable accommodation is necessary. He gave examples of the analysis for reasonable accommodation. Dave Kallas recommended the same number be chosen for implementation in all zones due to discrimination. Mr. Sheeran reported that an applicant cannot win in court on a discrimination claim.

In response to a question raised, Mr. Sheeran reported that if the City charged a fee for a reasonable accommodation request, other types of attorney services would also need to have fees. He also noted that extending the time period for review is a violation of the Fair Housing Act.

Council Member Gaston recommended setting the number at four and agreed with Council Member Kallas that it should be across all zones.

Wendy Aston stated that housing laws are very strict and the number Mr. Sheeran was recommending is appropriate. Issues will arise if the number is consistent across all zones. She trusted the City's legal counsel and their research and experience. Mr. Sheeran confirmed that it will be moved out of the Land Use Code.

**3. Council Discussion.**

Council Member Aston reported that she received several calls regarding motorized vehicles driving on the Jordan River Trail specifically at Spring View Farms and Parry Farms. She contacted the County requesting additional signs as well as additional trail maintenance. Soren Simonson from the Jordan River Commission is expediting the process with Salt Lake County to attain greater action due to the issue being in several areas through the County.

City Manager, Mark Reid, spoke to Sergeant Zach Robinson regarding funds for additional patrolling of trails. Mayor Timothy recommended that the County patrol the trails. In response to this comment, it was stated that the State has provided additional police funds to each City for this

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purpose. Mr. Reid reported that Sergeant Anderson is researching laws to determine if it is permissible to issue citations to those riding vehicles on the trails.

**4. Administration of the Oath of Office to the Bluffdale City Attorney, Todd Sheeran, and the Bluffdale City Fire Chief, Warren James, Presenter, Judge Scott Mickelsen.**

Bluffdale City Judge, Scott Mickelsen, was present and administered the Oath of Office to Bluffdale City Attorney, Todd Sheeran and Bluffdale City Fire Chief, Warren James.

**5. Adjournment.**

The Work Session adjourned at 6:55 p.m.

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**Present:** Mayor Derk Timothy  
Wendy Aston  
Traci Crockett  
Jeff Gaston  
Mark Hales  
Dave Kallas

**Staff:** Mark Reid, City Manager  
Todd Sheeran, City Attorney  
Bruce Kartchner, Finance Director  
Natalie Hall, Emergency Preparedness Manager  
Grant Crowell, City Planner/Economic Development Director  
Michael Fazio, City Engineer  
Ellen Oakman, Associate City Planner  
Warren James, Fire Battalion Chief  
Stephanie Thayer, Chief Accountant/Human Resources Director  
Gina Miller, Deputy City Attorney

**BLUFFDALE CITY COUNCIL REGULAR BUSINESS MEETING**

**1. Roll Call.**

All members of the City Council were present.

Emergency Preparedness Manager, Natalie Hall offered the invocation and led the Flag Salute.

**2. Public Forum.**

There were no public comments.

**3. Consent Agenda**

**3.1 Approval of the May 27, 2020, City Council Meeting Minutes.**

**3.2 Approval of the May 29, 2020, City Council Special Meeting Minutes.**

**Dave Kallas moved to approve the Consent Agenda. Wendy Aston seconded the motion. The motion passed with the unanimous consent of the Council.**

**4. PUBLIC HEARING – Consideration and Vote on Ordinance 2020-14, Amending Title 11-8A-10 and 11-8D-10 Regarding the Distance between any Accessory Building and Dwelling from Twenty Feet (20’) to Ten Feet (10’) in the R-1-43 and R-1-87 Zones. (Application 2020-28), City of Bluffdale, Applicant, Staff Presenter, Ellen Oakman.**

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Associate City Planner, Ellen Oakman, presented the staff report and described the purpose of the above item. Mayor Timothy asked if the 10-foot distance requirement is on all four sides of the building. Ms. Oakman confirmed that it is. Ms. Oakman reported that a Council Member inquired about accessory requirements and standards. The Code requirements were reviewed. In response to a question raised, Ms. Oakman reported that the side setback for the 10-foot distance is from the rear plane of the home. It was noted that the zone applies to the CRO Zones, however, the 30% lot coverage applies, which would limit what is built on the property.

Mayor Timothy explained that there are accessory buildings in front of homes in Bluffdale City and the above item removes the restriction for residences. City Planner/Economic Development Director, Grant Crowell, confirmed that with any accessory building housing animals is required to be 75 feet from any dwelling. The ordinance history of the above item was reviewed. The City strives to provide more options for accessory buildings for families and individuals.

Mayor Timothy opened the public hearing.

Dan Hardle gave his address as 3437 Shiloh Creek Circle. He thanked the Council for considering the change to the above item and stated that the proposed revision will give him more flexibility to develop his property.

There were no further public comments. The public hearing was closed.

**Jeff Gaston moved to approve Ordinance 2020-14, Amending Title 11-8A-10 and 11-8D-10 regarding the distance between any accessory building and dwelling from twenty feet (20') to ten feet (10') in the R-1-43 and R-1-87 zones. Wendy Aston seconded the motion. Vote on motion: Jeff Gaston-Aye, Wendy Aston-Aye, Traci Crockett-Aye, Dave Kallas-Aye, Mark Hales-Aye. The motion passed unanimously.**

**5. PUBLIC HEARING – Reconsideration and Vote on Ordinance Number 2020-11, Amending Title 11-2-2 Definition of “Funeral Home” to Include Cremation Facilities, Howland Partners, Applicant, Staff Presenter, Grant Crowell.**

Mr. Crowell presented the staff report and reviewed the history of the above item and identified the definition of a funeral home.

Mayor Timothy opened the public hearing. There were no public comments. The public hearing was closed.

Mr. Sheeran reported that the language in the ordinance is satisfactory and should not present an issue.

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Dana Howland, one of the property owners, reported that the tenant was not able to be in attendance. The tenant previously contacted Council Member Kallas and informed him that he had another commitment. His phone number was available if the Council had questions.

**Dave Kallas moved to approve Ordinance 2020-11 amending Title 11-2-2 definition of Funeral Home to include Cremation Facilities, as presented. Wendy Aston seconded the motion. Vote on motion: Traci Crockett-Aye, Dave Kallas-Aye, Mark Hales-Aye, Wendy Aston-Aye, Jeff Gaston-Aye. The motion passed unanimously.**

**6. PUBLIC HEARING – Consideration and Vote on Ordinance No. 2020-15, Adopting an Amended Consolidated Fee Schedule for Administrative, Service, and Development Fees, Including Water Rates Charged by the City of Bluffdale, Staff Presenters, Bruce Kartchner and Stephanie Thayer.**

Finance Director, Bruce Kartchner and Chief Accountant/Human Resources Director, Stephanie Thayer presented the staff report. Mr. Kartchner reported that the Consolidated Fee Schedule is updated at least annually because of cost increases from the City's water, waste, and garbage providers. During the review, all other fees and services are reviewed.

Council Member Gaston expressed a desire to discuss the Rodeo Arena and requested that for non-profit events, non-residents pay a fee of \$200 for a four-hour block and a \$25 fee for residents. He also requested that the fee be cut in half for non-commercial events for City residents and increased to \$400 for non-residents. Mr. Sheeran read the City standard and explained that a fee can be charged separately for residents and non-residents; however, the City will be required to explain differing fees. Mayor Timothy stated that Bluffdale City residents are paying taxes on the arena. Mr. Sheeran recommended that the ordinance, as written, be retained and an amendment added at a later time.

Jeff Gaston recommended implementing a system to give residents more opportunity to use the arena. Mr. Kartchner requested that the days and times the arena is to be used by residents be identified. A greater number of people use the arena because Riverton City's arena is not available. There was discussion of rewording the requirements for non-profit organizations to use the arena.

Jeff Gaston recommended bringing the matter back at the next Council Meeting to allow Mr. Sheeran to revise the requirements for use of the arena and get feedback from residents.

Council Member Gaston reported that the soccer fields require a significant amount of maintenance. He recommended adding a charge for competition organizations to use the soccer fields. There would be no cost for non-profit organizations to use the fields. Dave Kallas recommended that the soccer field be included with the baseball diamond in the ordinance.

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Mr. Kartchner stated that players will carve the grass into a variety of sizes depending on the size of the group and assigning and controlling practices becomes an issue.

Dave Kallas recommended postponing the discussion and inviting Public Works Director, Shane Paddock, to provide information regarding this item. Mr. Kartchner informed the Council that other steps may need to be completed before this is fully implemented.

Jeff Gaston asked why the Culinary Water Fee is increasing. Mr. Kartchner reported that the City received an increase from their provider. The City earns a fraction of a penny on 1,000 gallons of water. Council Member Gaston reported that residents pay a significant amount for culinary water since they do not have secondary water. He did not want culinary water costs to increase; however, he did not want the City to lose money.

Council Member Gaston asked why the base fee for secondary water is being waived. Mr. Kartchner reported that there is no additional cost to add the secondary water to the culinary service. It is not possible to retain the Secondary Water Fee to reduce the Culinary Water Fee.

Dave Kallas asked how fee increases are calculated. Mr. Kartchner explained that it depends on different areas and the ordinances that have been passed by the City, State, or Federal Governments. Costs change and a significant number of the changes are based on changes the City has no control over. The intent was to cover the City's costs with respect to the various fees.

Concerning Hearing Officer fees, Mr. Kartchner reported that a fixed fee with a 50/50 share has been set. In response to a question raised, Mr. Sheeran reported that the average cost for Hearing Officer engagement depends on the type of decision. The types of services provided by Hearing Officers were listed.

Mayor Timothy approved of Option 1. Mr. Sheeran reported that it is similar to South Jordan's policy. Mr. Kartchner reported that historically the City has tried to balance the actual costs and make it cost-prohibitive. Dave Kallas commented that residents are put in a difficult situation if it is not cost-prohibitive.

In response to a question raised, Mr. Sheeran reported that he previously found a Hearing Officer who agreed to a flat rate based on the type of hearing. The purpose of a variance and how it relates to reasonable accommodation was explained.

Mayor Timothy explained that a variance for Bluffdale City residents will possibly be less than the recommended flat rate of \$750.

Mr. Sheeran reported that the City Council has the power to waive or change the fee, however, this would need to be done with caution.

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Jeff Gaston and Dave Kallas approved of Option 1. Dave Kallas requested Mr. Sheeran report to the Council via email with updates on the activity of the Hearing Officer. Mr. Sheeran reported that Hearing Officers reduce liability for the City and a resident can appeal to a Hearing Officer after a license is denied, suspended, or revoked.

With regard to the arena, Council Member Hales asked if other non-profit groups will feel discriminated against if 4-H is the only group whose fee is waived. Mr. Kartchner explained that the purpose of offering this to the 4-H Club was to encourage these types of groups within the City and to give them preferential treatment. Mr. Sheeran offered to conduct further research on the issue and report back to the Council. Mayor Timothy recommended postponing the arena discussion.

Mr. Sheeran anticipated a reasonable accommodation request from a current operating facility that never technically applied for an increased residency amount.

The Council Members all expressed support for Option 1.

Dave Kallas asked why there was a significant increase in Cemetery fees. Mr. Kartchner reported that it was based on the amount of time the Public Works Department spends on maintenance. The City's fees were considerably less than neighboring cities. More time will be spent on the business aspect of the cemetery, with the potential to expand it. It was suggested that the Cemetery be recognized as an Enterprise Fund. The increase is not arbitrary and is within the realm of other cities and private enterprises. It was noted that Bluffdale City's impact fees are low compared to other cities.

Council Member Kallas reported that he had received calls from residents expressing frustration that the City's impact fees are high. Wendy Aston and Traci Crockett compared the City's impact fees to other cities and learned that Bluffdale City's are lower. Mr. Kartchner stated that on certain items a 3% increase for fees is applied, however, increasing all standards is not appropriate.

Mr. Kartchner reported that less than 400 people are paying for the Secondary Water Service Fee. Jeff Gaston was concerned that taxes will need to be raised to support the anticipated Water Building. Mr. Kartchner explained that the City will not need to raise taxes and the funds have been accounted for in the budget.

Mr. Crowell reviewed the fees for Building and Accessory Dwelling Permits. He reported that last year staff updated the calculation for basement evaluations and made accommodations for residents to avoid higher fees. Jeff Gaston recommended that residents pay a flat fee of \$200 for finished basement permits. Mr. Crowell offered to conduct research to determine if this will be cost-effective for the City.

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Dave Kallas asked about the potential for residents to use a fee calculator to estimate fees to finish their basements. Mr. Crowell reported that the City has a spreadsheet to refer to and residents are required to call or email staff to receive additional information. It was noted that calculators can be a liability due to all fees in the permit not being included. Not wanting to pay the fees, not knowing how to apply them, and extra taxation were identified as reasons residents do not apply for Building Permits.

The Council agreed to approve the Hearing Officer option and tabled the remaining items to a later date.

Mayor Timothy opened the public hearing.

Ulises Flynn gave his address as 15192 South Skyfall Drive and stressed the importance of collecting the necessary data on the rodeo grounds and soccer fields before finalizing the ordinance. He preferred to provide for field maintenance through tax revenue. He was in the process of completing a deck on his home and while staff had provided guidance, the website does not give clear direction. Mr. Flynn agreed with Jeff Gaston that residents should be assisted when obtaining a Building Permit and the need to cover City costs.

There were no further public comments. The public hearing was closed.

Council Member Hales asked why the credit card surcharge is decreasing and only being applied to amounts of \$3,000 or greater. Mr. Kartchner explained that it is not only charged at \$3,000 and fees are incurred frequently that are refunded. The fees have been adjusted to incorporate the 3% surcharge. Mr. Kartchner reviewed the purpose of the proposed change. Dave Kallas reported that the change was discussed last year.

City Manager, Mark Reid, reported that the purpose of incorporating the surcharge fee into the fee itself is to remove the surcharge. The deposit surcharge has not been removed from the fee due to the City losing money by previously refunding the surcharge fee.

**Dave Kallas moved to approve Ordinance Number 2020-15, adopting an amended Consolidated Fee Schedule for Administrative, Service and Development Fees, including water rates charged by the City of Bluffdale, approving Option 1 Paragraph 5.1.110 with the expectation of further discussion at an upcoming City Council Meeting on fees related to parks, the rodeo arena, etc. Wendy Aston seconded the motion. Vote on motion: Dave Kallas-Aye, Mark Hales-Aye, Wendy Aston-Aye, Jeff Gaston-Aye, Traci Crockett-Aye. The motion passed unanimously.**

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**7. PUBLIC HEARING – Consideration and Vote on Resolution Number 2020-44, A Resolution Adopting a Final Budget for the 2019-2020 Fiscal Year Budget, Staff Presenters, Bruce Kartchner and Stephanie Thayer. (LBA and RDA Public Hearings Held in Conjunction).**

Mr. Kartchner presented the staff report and stated that each year the City approves an initial budget and throughout the year the City is required to approve an amended budget to reflect the changes that occur. The changes can reflect revenue as well as expenses for the City. There are several items associated with the above matter that the City committed to pay as well as reimbursements for costs included in the budget. Many of the items were discussed and approved previously by the Council and have been included in the budget as an adjustment. The above item is the final budget adjustment for 2020.

Chief Accountant/Human Resources Director, Stephanie Thayer highlighted proposed changes to the budget. Ms. Thayer reviewed the accounts in the General Fund and the recommended changes listed in the Budget Adjustment FY2020 spreadsheet. The purpose of the increases was provided below each account. Mr. Kartchner reported that changes to the telephone for the Fire Department will decrease costs. This has been implemented by incorporating specific hot spots within the vehicles that individual devices will connect to for communication.

Deputy City Attorney, Gina Miller, applied for a grant the City was awarded for the Cemetery. Mr. Kartchner thanked Ms. Miller for her efforts and explained that the software will help staffing be more efficient when caring for the cemeteries.

Mr. Kartchner reported that the Contribution Capital Project Fund is shown as an outflow that cannot be greater than the amount budgeted. \$2,000,000 is listed but not anticipated to be transferred over. He explained that staff is required to ensure that there are available funds to make the transfer and still maintain the required 18%. Ms. Thayer reviewed accounts in the Capital Projects, Local Building Authority, and all Impact Fee Funds.

Wendy Aston stressed the importance of reinstating the Merit and Cost of Living Allowance (“COLA”) wages for City employees as soon as possible. Mr. Kartchner responded that staff will focus on this for the 2021 fiscal year budget.

Mayor Timothy opened the public hearing. There were no public comments. The public hearing was closed.

**Wendy Aston moved to approve Resolution No. 2020-44, a resolution adopting a Final Budget for the 2019-2020 Fiscal Year. Jeff Gaston seconded the motion. Vote on motion: Mark Hales-Aye, Wendy Aston-Aye, Jeff Gaston-Aye, Traci Crockett-Aye, Dave Kallas-Aye. The motion passed unanimously.**

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**8. PUBLIC HEARING – Consideration and Vote on Resolution Number 2020-45, a Notice of Pending Ordinance for Amendments to Business Licensing Including Solicitation Regulations, Staff Presenter, Todd Sheeran.**

Mr. Sheeran presented the staff report and reported that a Council Member requested that he research door-to-door solicitations. Due to the need to regulate door-to-door salesmen, a Notice of Pending Ordinance was recommended. Other updates to the Business Licensing Ordinance were in the process of being reviewed and door-to-door solicitation was included in the review. Mr. Sheeran described the Notice of Pending Ordinance and the associated process. It allows the City to regulate this type of activity and provides flexibility to work with the language in the ordinance. Mr. Sheeran reviewed the proposed changes to the ordinance.

Mayor Timothy asked if individuals conducting door-to-door sales will be verified to ensure the safety of residents and if the City will be liable if the individual is not legitimate. Mr. Sheeran explained that the City will have immunity in this situation. Mayor Timothy asked if the certificate is a valid document that ensures the safety of residents. Mr. Sheeran stated that there may need to education to inform residents of the criteria.

Jeff Gaston stated that residents are requesting the City assist them with individuals approaching their homes. Residents find comfort in those who go through the City’s process to receive a certificate. This process will deter many and a penalty will be imposed on those who do not have a certificate. Mr. Sheeran reported that there is currently no requirement regulating solicitors and the City cannot ban door-to-door sales.

Dave Kallas considered the proposed resolution to be a heavy-handed approach. Council Member Gaston stated that the intent is to discourage fraudulent individuals. Dave Kallas asked if a pending ordinance is required to regulate solicitors. Mr. Sheeran reported that the ordinance is allowed without a pending ordinance. The pending ordinance only allows time to draft a well-written ordinance. Dave Kallas was not opposed to regulating solicitors but recommended the City take the time needed to draft an ordinance.

Jeff Gaston commented that the above item will stop door-to-door sales effective immediately and provides support to police officers. Mr. Sheeran stated that it also empowers residents who post “No Soliciting” signs. He would research whether solicitors without a certificate can leave flyers on doorsteps without knocking.

Mayor Timothy opened the public hearing.

Ulises Flynn was in favor of regulating door-to-door sales and asked how doing so will impact the Police Department. Council Member Gaston responded that the Police Department will approve of the ordinance and appreciates having an ordinance to enforce. Residents calling to report uncertified salesmen are expected to be low, however, a reevaluation of how to handle the calls

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will be implemented if they increase. Staff will not have an issue handling the increased number of applications for solicitations.

There were no further public comments. The public hearing was closed.

**Jeff Gaston moved to approve Resolution Number 2020-45, a Notice of Pending Ordinance for amendments to business licensing including solicitation regulations. Wendy Aston seconded the motion. Vote on motion: Wendy Aston-Aye, Jeff Gaston-Aye, Traci Crockett-Aye, Dave Kallas-Aye, Mark Hales-Aye. The motion passed unanimously.**

**LOCAL BUILDING AUTHORITY OF THE CITY OF BLUFFDALE BOARD MEETING**

**1. Roll Call.**

Mayor Timothy called the LBA Meeting to order at 9:40 p.m.

All Members of the LBA Board were present.

**2. PUBLIC HEARING - Consideration and Vote on Resolution Number 2020-04, a Resolution Adopting a Final Budget for the 2019-2020 Fiscal Year Budget, Staff Presenters, Bruce Kartchner and Stephanie Thayer. (LBA Public Hearing Held in Conjunction with the City Budget Hearing).**

The public hearing was held previously as part of the Regular Meeting.

**Wendy Aston moved to approve Resolution Number 2020-04, a resolution adopting a Final Budget for the 2019-2020 Fiscal Year. Jeff Gaston seconded the motion. Vote on motion: Wendy Aston-Aye, Jeff Gaston-Aye, Derk Timothy-Aye, Traci Crockett-Aye, Dave Kallas-Aye, Mark Hales-Aye. The motion passed unanimously.**

**3. Adjournment.**

The LBA Meeting adjourned at 9:41 p.m.

**BLUFFDALE CITY REDEVELOPMENT AGENCY BOARD MEETING**

RDA Chair, Dave Kallas, assumed the Chair and called the meeting to order at 9:41 p.m.

**1. Roll Call.**

All Members of the RDA Board were present.

**BLUFFDALE CITY COUNCIL  
LOCAL BUILDING AUTHORITY OF THE CITY OF BLUFFDALE BOARD  
REDEVELOPMENT AGENCY BOARD  
COMBINED MEETING MINUTES  
Wednesday, June 24, 2020**

2. **PUBLIC HEARING - Consideration and Vote on Resolution Number 2020-06, a Resolution Adopting a Final Budget for the 2010-2020 Fiscal Year Budget, Staff Presenters, Bruce Kartchner and Stephanie Thayer. (RDA Public Hearing Held in Conjunction with the Budget Presentation and Discussion).**

The public hearing was held previously as part of the Regular Meeting.

Wendy Aston moved to approve Resolution Number 2020-04, a resolution adopting a Final Budget for the 2019-2020 Fiscal Year. Mark Hales seconded the motion. Vote on motion: Wendy Aston-Aye, Jeff Gaston-Aye, Derk Timothy-Aye, Traci Crockett-Aye, Dave Kallas-Aye, Mark Hales-Aye. The motion passed unanimously.

3. **Adjournment.**

The RDA Meeting adjourned at 9:42 p.m.

**CONTINUATION OF BUSINESS MEETING**

9. **Mayor's Report.**

Mayor Timothy reported on the following:

- The bid opening for the Porter Rockwell Bridge was held with Mayor Timothy having observed the process of choosing a construction company with UDOT. The process was reviewed and Ralph L. Wadsworth was awarded the \$26.3 million bid. The estimated completion date is May 2022.

10. **City Manager Report and Discussion.**

Mr. Reid reported on the following:

- The Bringham Station Commercial Building Area has been sold to Mike Stengel who plans to construct three commercial buildings. The impact fees Mr. Stengel will be charged have been reduced by the Planning Department. Mr. Stengel may appeal the fees.
- Staff met with Joe Wilkins from the Quail Ridge subdivision that extends from 14600 South to Redwood Road. Mr. Wilkins requested 16 townhomes and presented a rendering for six single-family homes. The plan will need to come before the Planning Commission and City Council as part of the zone change request. A Development Agreement may be required to assist with the lot sizes and lot frontages.
- The Public Works Department has coordinated with the company completing the striping in front of Spring View Farms. Council Member Crockett reported that many residents submitted positive comments.

**BLUFFDALE CITY COUNCIL  
LOCAL BUILDING AUTHORITY OF THE CITY OF BLUFFDALE BOARD  
REDEVELOPMENT AGENCY BOARD  
COMBINED MEETING MINUTES  
Wednesday, June 24, 2020**

- Freedom Point Way has been striped and now has narrower lanes to prevent speeding. Mayor Timothy reported that when a road is striped the outside should also be striped to create an 11-foot lane.
- The tank on 15000 South consisting of the pressurized irrigation line, is now connected to 2200 West. Staff has been reworking the culinary water connections to different locations. Mayor Timothy commended staff for updating the old pipes.
- The road from 14600 South to Redwood Road was expected to be paved by the end of July 2020. Mr. Reid stated that there will be stop signs on any roads going into 14600 South.
- The Vote by Mail deadline is June 30, 2020, at 8:00 p.m. There will not be a drop off location in Bluffdale City.
- Paperwork for the Coronavirus Aid, Relief, and Economic Security (“CARES”) Act has been submitted. The City’s portion is an estimated \$434,220.40. To receive the money, the City is required to show that the money spent is on COVID-19 related items. The City will only spend the funds on justifiable items and the salaries for the Fire Department can be included. Staff was conducting research and will report the findings to the Council. It was noted that the City is not able to spend the funds on items that have already been budgeted.

**11. Closed Meeting Pursuant to Utah Code §52-4-205(1) to Discuss the Character, Professional Competence, or Health of an Individual, Collective Bargaining, Pending or Imminent Litigation, Strategies to Discuss Real Property Acquisition, Including any Form of a Water Right or Water Share, Security Issues, or any Alleged Criminal Misconduct.**

There was no closed meeting.

**12. Adjournment.**

The City Council Meeting adjourned at approximately 9:57 p.m.



Wendy L. Deppe, CMC  
City Recorder

Approved: July 22, 2020