



ROY CITY

Roy City Council Agenda
December 1, 2015 – 6:00p.m.
Roy City Council Chambers
5051 South 1900 West

Moment of Silence and Pledge of Allegiance: Councilmember Hilton

1. Approval of November 17, 2015 City Council Minutes
2. Presentation of the Fiscal Year 2015 Audit Report
3. Consideration of Resolution No. 15-21 Honoring the Sand Ridge Jr. High School Football Team
4. Consideration of Resolution No. 15-22 Approving a Job Description and Salary Range for a Part-Time Crossing Guard Coordinator
5. Consideration of Resolution No. 15-23 Approving Safe Harbor Windows for Part-Time Employees
6. Consideration of Resolution No. 15-24 Approving an Amendment to the Personnel Policy Manual in Regards to Uniform Allowance
7. Consideration of Resolution 15-25 Accepting a Quit Claim Deed from the Utah Transit Authority Deeding Real Property Located at Approximately 4000 South and 2600 West in Roy, Utah to Roy City Corporation and Dedicating the Property as a Public right of Way
8. Roy City Logo Discussion
9. City Managers Report
10. Public Comments
11. Mayor and Council Report
12. Adjourn

In compliance with the Americans with Disabilities Act, persons needing auxiliary communicative aids and services for these meetings should contact the Administration Department at (801) 774-1020 or by email: admin@royutah.org at least 48 hours in advance of the meeting.

Certificate of Posting

The undersigned, duly appointed City Recorder, does hereby certify that the above notice and agenda was posted in a public place within the Roy City limits on this 27th day of November, 2015. A copy was also provided to the Standard Examiner and posted on the Roy City Website on the 24th day of November, 2015.

AMY MORTENSON,
ROY CITY RECORDER

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Roy City Council Agenda Information – (801) 774-1020

MINUTES OF THE NOVEMBER 17, 2015, ROY CITY COUNCIL MEETING

1. Approval of October 20, 2015, minutes
2. Consideration of canvass of the 2015 Municipal Election results
3. Consideration of Resolution No. 15-17 honoring the Roy City Mitey Mites Football team
4. Presentation by Briggs Wesley regarding a humanitarian aid project in Roy City/Weber County
5. Consideration of Resolution No. 15-18 approving a job description and salary range for a part-time Fire Inspector
6. Consideration of Resolution No. 15-19 approving a contract for the 6000 South Storm Drain Project
7. Consideration of Resolution No. 15-20 approving a contract for the George Wahlen North Park Restroom Project
8. Consideration of a request for approval of a conditional use for a 31-unit multi-family senior housing complex located at approximately 2350 West 4000 South
9. Consideration of a request for preliminary approval of the Spencer Subdivision, a three (3) lot subdivision located at 2243 West 5200 South
10. Update on progress of Roy City Sign Ordinance
11. Roy City logo discussion
12. City Manager's Report
13. Public comments
14. Mayor and Council reports
15. Motion to adjourn public meeting and convene a closed meeting to discuss the character, professional competence, or physical or mental health of an individual
16. Closed meeting to discuss the character, professional competence, or physical or mental health of an individual
17. Adjourn

Minutes of the Roy City Council Meeting held November 17, 2015, at 6:00 p.m. in the City Council Room of the Roy City Municipal Building.

The meeting was a regularly scheduled meeting designated by resolution. Notice of the meeting was provided to the *Standard Examiner* at least 24 hours in advance. A copy of the agenda was posted.

The following members were in attendance:

Mayor Willard Cragun	City Manager Andy Blackburn
Councilwoman Marge Becraft	City Attorney Clint Drake
Councilman John Cordova	Secretary Michelle Drago
Councilman Brad Hilton	Youth City Council Bella Courier
Councilman Dave Tafoya	
Councilwoman Karlene Yeoman	

Also present were: Cathy Spencer, Management Services Director; Ross Oliver, Public Works Director; Travis Flint, Parks and Recreation Director; Steve Parkinson, Planner; Carl Merino, Police Chief; Amy Mortenson, City Recorder; Jodi Call; Greg Sagen; Bob Dandoy; Zach Colohan, Sam Sarlo; Aiden Dunn; Brandon Brechbill; Bronson Belnap; Cash Colohan; Cole West; Corben Schuffenhauer; Finley Mitchell; Hadden Wood; Hayden Hansen; Hunter Smith; Jackson Baty; Kaid Patton; Lamont Langlais; Ozzy Wimmer; Sebastian Sanders; Tyson Sugden; Zion Martinez; Beau Mansfield; Cody Wright; Jonathan Alcaraz; Sabrina Horning; Daryn Murphy; Griffin Wallace; Casen Bennett; Alden Mikkelson; Denny Faulkner; Ross Kinney; Briggs Wesley; and Boy Scout Troop 164.

Moment of Silence: Councilwoman Becraft

Pledge of Allegiance: Boy Scout Troop 164

1. APPROVAL OF OCTOBER 20, 2015, MINUTES

Councilman Hilton moved to approve the minutes of October 20, 2015, as written. Councilman Tafoya seconded the motion. Council members Becraft, Cordova, Hilton, Tafoya, and Yeoman voted “aye.” The motion carried.

2. CONSIDERATION OF CANVASS OF THE 2015 MUNICIPAL ELECTION RESULTS

Amy Mortenson, City Recorder, felt the 2015 Municipal Election had gone extremely well. Voter turnout was the highest it had been in a long time. The City mailed 12,931 ballots; 4,615 ballots were cast. The voter turnout was 35.7%. In 2013, 2,709 ballots were cast; 1,514 citizens voted in 2011. Ms. Mortenson felt the main reason for the successful turnout was the mail-in ballots. Ninety-one point eight percent (91.8%) of the ballots were mailed in or deposited in the ballot boxes versus 8.2% who voted traditionally on Election Day.

Ms. Mortenson said there were a great group of candidates this year. The official results of the 2015 Municipal Election were:

Karlene Yeoman	2,638	22.68%
Dave Tafoya	2,116	18.19%
Robert Dandoy	2,046	17.59%
Kirk Smith	1,812	15.58%
Joe Paul	1,674	14.39%
Stuart Hackworth	1,346	11.57%

Mayor Cragun felt it had been a good campaign. He congratulated the candidates.

Councilman Cordova moved to approve the canvass of the 2015 Municipal Election. Councilman Hilton seconded the motion. A roll call vote was taken: Council members Cordova, Yeoman, Hilton, Tafoya, and Becraft voted “aye.” The motion carried. (Copy filed for record).

3. CONSIDERATION OF RESOLUTION NO. 15-17 HONORING THE ROY CITY MITEY MITES FOOTBALL TEAM

Councilman Tafoya stated that it was an honor to recognize one of the best recreation football teams in Roy City’s history. Roy City’s Mitey Mites season began in July and culminated at the Mini Bowl Championship at Weber State on October 31st with a score of 14 to 0. They were undefeated and out-scored their opponents 200 to 0. They worked hard every day to improve their skills. Thanks went out to parents and coaches.

Councilman Cordova read Resolution No. 15-17 honoring the Roy City Mitey Mites football team for their 2015 football achievements.

Councilman Cordova moved to approve Resolution No. 15-17 honoring the Roy City Mitey Mites football team for their 2015 football achievements. Councilwoman Yeoman seconded the motion. A roll call vote was taken: Council members Becraft, Cordova, Hilton, Tafoya, and Yeoman voted “aye.” The motion carried. (Copy filed for record).

Council members presented copies of the resolution to Coach Zach Colohan and team members Sam Sarlo; Aiden Dunn; Brandon Brechbill; Bronson Belnap; Cash Colohan; Cole West; Corben Schuffenhauer; Finley Mitchell; Hadden Wood; Hayden Hansen; Hunter Smith; Jackson Baty; Kaid Patton; Lamont Langlais; Ozzy Wimmer; Sebastian Sanders; Tyson Sugden; Zion Martinez; Beau Mansfield; Cody Wright; and Jonathan Alcaraz.

4. PRESENTATION BY BRIGGS WESLEY REGARDING A HUMANITARIAN AID PROJECT IN ROY CITY/WEBER COUNTY

Briggs Wesley hoped the Council members remembered him from last year. Last year he organized a food drive. This year he was starting a campaign to assist the Youth Futures Shelter Home. Their website was: www.yfut.org. The shelter needed kitchen stuff, bottled water, energy bars, undershirts, zip lock bags, large plastic storage boxes, and more. They also accepted cash donations. Donations would be delivered to the shelter on Monday, December 21st. Last year the Mayor offered the use of his truck.

Mayor Cragun said his truck was available.

Councilwoman Yeoman asked how Briggs planned to advertise the campaign. Briggs said he planned to put up flyers and donations bins throughout the community.

Councilman Cordova suggested that information about the campaign be placed on the City's marquee, website, and Facebook account.

Councilwoman Becraft stated that Miss Roy could make an announcement at the City's Christmas lighting ceremony on Monday, November 23rd.

5. CONSIDERATION OF RESOLUTION NO. 15-18 APPROVING A JOB DESCRIPTION AND SALARY RANGE FOR A PART-TIME FIRE INSPECTOR

Cathy Spencer, Management Services Director, stated that the Fire Department was asking the Council to approve a new position for a part-time Fire Inspector. Part-time fire fighters had been making fire inspections. The Fire Department wanted to make it a formal position so it could conduct a salary survey and track hours. The inspector would inspect businesses and fire hydrants. The position would be filled by a current employee.

Councilman Tafoya moved to approve Resolution No. 15-18 approving a job description for a part-time Fire Inspector in the Fire and Rescue Department. Councilwoman Becraft seconded the motion. A roll call vote was taken: Council members Hilton, Cordova, Tafoya, Yeoman, and Becraft voted "aye." The motion carried. (Copy filed for record).

6. CONSIDERATION OF RESOLUTION NO. 15-19 APPROVING A CONTRACT FOR THE 6000 SOUTH STORM DRAIN PROJECT

Ross Oliver, Public Works Director, stated that bids for the 6000 South Storm Drain Project were opened on November 10th. Ten contractors submitted bids ranging from \$303,048.50 to \$362,617.73. The engineer's estimate was \$320,000. The Public Works Department and City Engineer recommended that the Council award the project to Leon Poulsen Construction Co., Inc. for \$303,048.50.

Councilwoman Yeoman asked if the City had worked with Leon Poulsen before. Mr. Oliver said it had. Leon Poulsen was good to work with. It had been awhile since they had bid a project in Roy.

Ross Oliver stated that sewer and storm drain lines were currently running along the edge of the south side of 6000 South between 3100 West and a church at approximately 3300 South. The project would bury the lines, fill in the ditch, and install curb, gutter, and sidewalk.

Councilman Hilton moved to approve Resolution No. 15-19 approving a contract between Roy City Corporation and Leon Poulsen Construction Co., Inc. for the 6000 South Storm Drain Project for \$303,048.50 and to authorize the Mayor to sign the Notice of Award and contract agreement. Councilman Cordova seconded the motion. A roll call vote was taken: Council members Cordova, Becraft, Yeoman, Tafoya, and Hilton voted “aye.” The motion carried. (Copy filed for record).

7. CONSIDERATION OF RESOLUTION NO. 15-20 APPROVING A CONTRACT FOR THE GEORGE WAHLEN NORTH PARK RESTROOM PROJECT

Travis Flint, Parks and Recreation Director, stated that bids for the George Wahlen North Park Restroom Project were opened on November 12th. The high bid was \$276,156.32; the low bid was \$183,522. He asked the Council to award the contract to KOZ, Inc. KOZ had done a couple of projects for the City in the past. The City had enjoyed working with them. The City planned to run the utilities.

Councilwoman Yeoman moved to approve Resolution No. 15-20 approving a contract between Roy City Corporation and KOZ, Inc. for the George Wahlen North Park Restroom Project for \$183,522 and to authorize the Mayor to sign the Notice of Award and contract agreement. Councilwoman Becraft seconded the motion. A roll call vote was taken: Council members Tafoya, Yeoman, Becraft, Hilton, and Cordova voted “aye.” The motion carried. (Copy filed for record).

8. CONSIDERATION OF A REQUEST FOR APPROVAL OF A CONDITIONAL USE FOR A 31-UNIT MULTI-FAMILY SENIOR HOUSING COMPLEX LOCATED AT 2350 WEST 4000 SOUTH

Steve Parkinson stated that the City had received a request for approval of a conditional use for a multi-family senior housing complex located on the north side of 4000 South at about 2350 West. Many months ago, the Council approved a request to rezone this property to R-4. The Planning Commission had reviewed the conditional use and site plan. During the public hearing, concern was expressed about water and sewer lines that run through this property. The lines had been identified, and the applicant had designed around them. Most of the DRC issues had been or were being addressed.

Mr. Parkinson explained that due to the topography of the site, the east elevation showed three levels; the west elevation showed four. The site dropped 40 feet from the east to west. The fourth, or bottom, level was the basement which would be used for underground parking. The Building Code said that if 50% of a basement was covered, it was not considered a level. Fifty-one percent (51%) of the basement would be covered. Therefore, the building complied with the maximum height regulation in the Zoning Ordinance. The site qualified in all aspects of the Zoning Ordinance. The applicant had moved the building as far from the homes on 4000 South as possible and still allow for parking on the west side next to the tracks. The Planning Commission held a public hearing and forwarded a recommendation of approval.

Councilwoman Becraft asked if the right-of-way road would be widened. Steve Parkinson said the applicant would improve the right-of-way to their driveway. The right-of-way would be wide enough for City fire equipment. UTA planned to give the access road to the City. The City could then keep the right-of-way open. The access would either be transferred by a recordable deed or mylar. If the City ever got rid of the right-of-way, ownership would revert back to UTA. The right-of-way had to remain open for access for UTA.

Councilwoman Becraft asked where the garden would be located. Steve Parkinson said it would be on the north end of the site. There was room for the garden to expand.

Steve Parkinson stated that multi-family projects usually had outdoor facilities. In this case, the facilities were located inside the building.

Councilman Hilton asked if the City had placed a sign on the property to advertise the public hearing. Mr. Parkinson said it had not. It mailed 20 to 30 notices. About ten percent of those who received a notice attended the public hearing. Councilman Hilton felt the City could do a better job of helping people be aware of hearings by putting up signs. Mr. Parkinson said he could put up signs with the help of the Public Works Department. It would take a Zoning Ordinance amendment to require them.

Councilman Hilton felt this was a great project, and he supported it. However, it would create more traffic on 4000 South.

Councilwoman Yeoman stated that when she was campaigning she received a lot of complaints about traffic on 4000 South. She was worried about more traffic from this project.

Councilman Tafoya asked if the City could reserve the right to restrict the access to right turns only. Steve Parkinson said the access lined up with the road into UTA's entrance. If traffic became a problem, a traffic signal could be put in.

Councilmembers Becraft and Cordova felt traffic on 4000 South would ease when UDOT completed the Midland Drive project. Mayor Cragun said Midland Drive was supposed to be finished around the end of the year.

Andy Blackburn stated that it might be possible for the City to get right-of-way grant money for 4000 South.

Councilwoman Becraft stated that the adjoining residents were excited about the project because it would clean up the property.

Councilman Cordova moved to approve a conditional use and site plan for a 31-unit multi-family senior housing complex located at approximately 2350 West 4000 South based on the findings of the staff and subject to the conditions recommended by the staff and Planning Commission. Councilman Hilton seconded the motion. Council members Becraft, Cordova, Hilton and Yeoman voted “aye.” Councilman Tafoya voted “nay”. The motion carried.

9. CONSIDERATION OF A REQUEST FOR PRELIMINARY APPROVAL OF THE SPENCER SUBDIVISION, A THREE (3) LOT SUBDIVISION LOCATED AT 2243 WEST 5200 SOUTH

Steve Parkinson stated that the City Council considered preliminary approval of the Spencer Subdivision about a month ago. The applicant wanted to use the City's right-of-way as part of the lot area. When the Council said he could not use the right-of-way, the applicant withdrew his request and submitted a new subdivision drawing. The staff and Planning Commission were concern about the dogleg which had been added to Lot No. 2 in order for it to meet the minimum lot size of 8,000 square feet. The dogleg was only 15 feet wide. He did not feel it would be possible for an owner to put a building on it or use it. There was an easement over 90% of the dogleg so that Lot No.3 would have access to its rear yard.

Mr. Parkinson said the lot size did meet the size requirement of the Zoning Ordinance, but it did not comply with Section 903 of the Subdivision Ordinance, which said, *“Arrangement and Design. The lot arrangement and design shall be such that lots will provide satisfactory and desirable sites for building, and be properly related to topography and to existing and future requirements.”* He did not feel the dogleg was usable or desirable. Any buyer would essentially be buying a lot that was smaller than it was. The Planning Commission recommended that preliminary approval be denied.

Councilwoman Becraft said the Planning Commission had been concerned about future problems. The owner of Lot No. 3 was 90 years old. When he passed away, ownership of the lot would change. There could be problems with access.

Steve Parkinson said the Planning Commission asked the applicant to try to purchase land from the property owner to the south. The property owner to the south did not get along with the applicant and said no.

Councilman Cordova sympathized with what the applicant was trying to do, but it just did not work.

Councilman Cordova moved to deny preliminary approval of the Spencer Subdivision, a three (3) lot subdivision located at 2243 West 5200 South, based on the staff's findings and the Planning Commission's recommendation. Councilwoman Becraft seconded the motion. Council members Becraft, Cordova, Hilton, Tafoya, and Yeoman voted "aye." The motion carried.

10. UPDATE ON PROGRESS OF ROY CITY SIGN ORDINANCE

Steve Parkinson stated that the Planning Commission and the City Attorney were reviewing the changes proposed to the Sign Ordinance. The Planning Commission was about 90% satisfied with the proposed changes. The only exception was regulations for temporary signs. Mr. Parkinson explained that the current regulations in the Sign Ordinance made every temporary sign in the City illegal. The staff and Planning Commission were trying to update the Sign Ordinance and allow businesses to get the most bang for their buck while still helping the City to look good. The staff proposed allowing businesses to have a temporary sign for grand openings, special promotions, going out of business sales, and determined holidays for a total of three weeks during the year. The Planning Commission was looking at regulations from other cities. He felt the Planning Commission would be able to resolve the issues at their next work session.

Mr. Parkinson said the City Attorney had noted that the State Code required Roy City to give sign companies 30 days to review the revised Sign Ordinance because it had billboards. The Sign Ordinance did not allow new billboards, but it allowed existing ones to be replaced. Mr. Parkinson felt billboards should be located along the I-15 corridor rather than downtown. The Sign Ordinance identified a 300 foot corridor along I-15. If sign companies wanted to replace a billboard, they could move it to the corridor.

Steve Parkinson stated that he sent emails to licensed businesses in Roy City and invited them to a meeting to learn about the proposed changes to the Sign Ordinance. Only ten businesses showed up. He presented the proposed temporary sign regulations. Most of them did not have an issue with the regulations upon learning that all signs were currently illegal. He felt the staff and Planning Commission would have a good product that would help the City look better and help businesses bring in revenue.

Councilman Tafoya stated that the City currently gave businesses carte blanche. The Sign Ordinance had too many loopholes. The City only had one code enforcement officer. If the City was going to allow signs, allow them all. The code enforcement officer had enough to do. He didn't feel the City could even keep track of temporary signs.

Steve Parkinson said businesses would be required to get a permit for a temporary sign.

Councilman Cordova suggested looking at types of signs that didn't look tacky; some minimum regulations as opposed to amending the Sign Ordinance.

Steve Parkinson felt the new regulations would give the City some teeth to enforce.

Clint Drake said that his job would be much easier if the Council wanted to allow signs carte blanche. The Council needed to give the staff some direction.

Councilwoman Yeoman felt additional regulations would help the beautification efforts on 1900 West. The number of temporary signs needed to be limited.

Councilman Tafoya asked if there was really a problem with signs. The City wanted businesses to come to Roy, and it wanted them to be successful. He didn't feel the signs in the City were a huge problem. The City had one code enforcement officer to handle all of the City's nuisance complaints. Now the enforcement officer would have to patrol the business community.

Mayor Cragun stated that updating the Sign Ordinance came to a head because a local business sign was damaged. The owner wanted to replace it with an EMC, but couldn't because of the City's current regulations. There were illegal signs being put up throughout the City. The code enforcement officer needed to be able to take them down. No one was controlling the signs. The State wasn't even monitoring signs along their corridors like they used to. He felt regulating signs would help with the Beautification Committee's efforts. It might be necessary to impose a fee for sign permits to offset the cost of enforcement.

Councilman Cordova felt illegal signs should be taken down and the owners ticketed. Steve Parkinson said the issue was when to take them and when not to. Clint Drake asked who the City penalized. The phone number on the sign might not be the person who put up the sign.

Councilwoman Yeoman said one did not see temporary signs while driving through Clinton. Mr. Parkinson said he was reviewing the temporary sign regulations for surrounding communities. Councilwoman Yeoman didn't want the City to look mean. It wanted businesses to succeed. She wanted to make sure the City looked presentable and uncluttered.

Cathy Spencer, Management Services Director, stated that the City was not enforcing the current sign regulations because it wanted to get the City's Sign Ordinance updated. Then businesses would not be confused with inconsistent regulations. The new sign regulations would be explained to the businesses, and they would be given time to come into compliance.

Councilman Tafoya understood that the City had not been aggressively enforcing the sign regulations.

Steve Parkinson asked what the Council wanted the City to look like.

Councilman Hilton stated that the Council was making decisions for the whole business community without any input from them. He didn't feel the Council could make a

decision without that input. He understood the staff sent emails, but it might have to knock on doors. He felt surveying businesses would provide an answer about how they felt about the sign regulations.

Steve Parkinson said he sent emails to licensed businesses. The City chose not to mail letters about the sign regulations because of the cost. Emailing information to businesses would be a lot cheaper, and take a lot less man hours.

Councilman Tafoya stated that every business could have a sign. If the City didn't want clutter it shouldn't allow temporary signs. If it allowed temporary signs then the clutter would be around.

Councilwoman Yeoman felt requiring a permit for a temporary sign would allow the City to have some control.

Clint Drake didn't feel businesses would come and get a permit for a temporary sign.

Mayor Cragun felt the lack of a permit would be an enforcement problem. If an ordinance was unenforceable it shouldn't be on the books.

Steve Parkinson stated that he didn't have a problem inviting businesses to make comments about the proposed sign regulations. It would take more time, but he wasn't sure how much of a response the City would get.

Councilman Hilton was interested in giving businesses a change to have some input. If businesses weren't interested in responding to an input request from the City, they would have to live with what the Planning Commission and City Council put together.

Mr. Parkinson said he would send the Sign Ordinance out to businesses after the Planning Commission reviewed it.

Andy Blackburn asked if the City Council was directing Steve Parkinson to conduct a survey. Did the Council understand the amount of man hours involved? The City had over 300 businesses. Council members were the elected officials for Roy City. Were they going to take a poll every time they needed to make a decision?

Councilman Tafoya stated that Steve Parkinson had already contacted businesses and invited them to provide comments. Ten percent of them responded.

Steve Parkinson said the businesses that attended the meeting did not have a problem with the proposed changes.

Clint Drake stated that what the businesses might or might not want might not be in the best interest of the City. The Council was elected to make decisions that were in the City's best interest. Steve Parkinson had put an incredible amount of time into updating the Sign Ordinance. If the Council did not want temporary signs, it needed to let the staff

know. Were there other items in the Sign Ordinance the Council didn't want? He didn't want to see the staff and Planning Commission's time wasted.

Councilwoman Yeoman felt each business should be limited to one temporary sign with changeable copy.

Steve Parkinson said the Planning Commission felt restrictions on EMC's should be lifted so that every business could have one. EMC's could replace temporary signs.

Councilman Tafoya felt the City should either live with the clutter or get rid of it completely. He wanted businesses to want to stay in Roy. Were temporary signs worth the hassle of enforcement? Were they a public nuisance?

Councilwoman Yeoman said the comments she heard while campaigning were, "The City needed to be cleaned up. It seemed to be going downhill."

Councilman Hilton stated that businesses weren't buying temporary signs. They were putting up signs provided by vendors. He liked the idea of just one temporary sign.

Councilwoman Becraft asked if the little signs (bandit signs) that advertised things outside of Roy City could be taken down by citizens. Clint Drake didn't feel the general population should take down signs. The City could take them down and not be considered aggressive. Bandit signs could be banned with a clause in the Sign Ordinance stating that only businesses licensed in Roy could advertise here.

Councilman Cordova suggested holding a joint work session with the Planning Commission. Mayor Cragun agreed and asked that one be scheduled before the end of the year. Mr. Blackburn said it would be January before a work session could be held due to scheduling.

Councilman Tafoya asked if the City had the will to enforce the Sign Ordinance. He didn't feel one person could do it along with all of the other nuisance issues. Mr. Parkinson felt the problems would decrease if businesses were aware of the sign regulations. It would take time.

Clint Drake stated that Steve Parkinson had the input from the Council and the Planning Commission. He suggested that his comments and the last of the Planning Commission's comments be incorporated into the ordinance. Then it could be distributed to the Council for their review. He understood that the Sign Ordinance would impact the City. He cautioned the Council to consider the Sign Ordinance on a global scale, not just about one business.

11. ROY CITY LOGO DISCUSSION

Mayor Cragun stated that this item had been tabled.

12. CITY MANAGER'S REPORT

Andy Blackburn:

- Reminded the Council about the Fire Department's annual Christmas dinner on Saturday, November 21st, at 6:00 p.m. at the Eccles Center.
- Reported that the Mayor and he would be attending a County-wide Recreation Master Planning meeting on Friday, November 20th at noon.
- Reminded the Council that the City's annual lighting ceremony would be held on Monday, November 23rd, at 4:30 p.m.
- Reported that Randy Sant and he met with Woodbury Corporation about the Albertson's building. Albertson's had been paying rent on a monthly basis. Woodbury had organized a buyout provision and had an interested party. There was hope.
- Reported that Harmon's felt the City had bought the planter. They volunteered to come up with ideas and would get back with the City. Councilman Hilton felt the City would have to be proactive with Harmon's.

13. PUBLIC COMMENTS

Brent Elder stated that he attended a real estate training course where they were taught how to put up bandit signs. Instructors knew the signs were illegal, but they trained people how to set them up and get out.

14. MAYOR AND COUNCIL REPORTS

Bella Courier, Youth City Council, reported that the play *Once Upon a Mattress* would be performed at Roy High school on November 19th, 20th, and 23rd at 7:00 p.m. There would be a 2:00 p.m. matinee on November 21st. This week was college application week at Roy High. There would be a Royals Tots Basketball Clinic on Saturday, December 5th, from 9:00 a.m. to 12:00 p.m. Registration would begin at 8:00 a.m. The cost was \$30. Roy High was involved in a region swim meet. There would be a senior citizens dinner on Wednesday from 5:00 to 8:00 p.m. The students were concerned that the cafeteria did not offer options for vegetarians or vegans. Council members Tafoya and Yeoman felt that concern should be discussed with the school board.

Councilwoman Yeoman stated that the Beautification Committee would present three to four logo options for the Council to consider.

Councilwoman Yeoman stated that she liked the lights on 1900 West.

Councilwoman Becraft reminded the Council about the lighting ceremony on Monday, November 23rd at 4:30 p.m.

Mayor Cragun said he would work to schedule a work session with the Planning commission in January.

Councilwoman Yeoman stated that she heard many comments from seniors and citizens that they didn't know what the Council was doing. She suggested that the quarterly newsletter include a brief synopsis of actions taken by the Council. Councilman Cordova suggested the newsletter include the Council's calendar.

Councilman Tafoya felt all of that information was available on the City's website. The City could not hold everyone's hands. If they wanted to get involved, they had put forth a little effort. Read the newsletter. Read the website. Attend the City meetings. The City complied with all notification requirements

Mayor Cragun felt the City could utilize the senior center. Councilman Cordova suggested that flyers about Council actions be prepared and left at the senior center.

Councilwoman Yeoman felt the City needed to be a little more open.

Andy Blackburn stated that the City complied with the law. The Council had to consider demands on City staff. How far would the City have to go? The City had learned from the North Park Elementary/4000 South issue. It would make an extra notification effort for special issues.

Clint Drake stated that any information included in the newsletter would be old news. The newsletter was already packed. If more information was included, another page would have to be added, and publications costs would increase. He agreed with Councilman Cordova's suggestion.

15. MOTION TO ADJOURN PUBLIC MEETING AND CONVENE A CLOSED MEETING TO DISCUSS THE CHARACTER, PROFESSIONAL COMPETENCE, OR PHYSICAL OR MENTAL HEALTH OF AN INDIVIDUAL

Councilman Tafoya moved to close the open meeting at 7:41 p.m. and convene a closed meeting in the Administration Conference Room to discuss the character, professional competence, or physical or mental health of an individual. Councilwoman Becraft seconded the motion. A roll call vote was taken: Council members Yeoman, Becraft, Cordova, Hilton, and Tafoya voted "aye." The motion carried.

16. CLOSED MEETING TO DISCUSS THE CHARACTER, PROFESSIONAL COMPETENCE, OR PHYSICAL OR MENTAL HEALTH OF AN INDIVIDUAL

A closed meeting to discuss the character, professional competence, or physical or mental health of an individual was held in the Administration Conference Room from 7:55 to 9:15 p.m. Those in attendance were Mayor Cragun, Councilwoman Becraft, Councilman Cordova, Councilman Hilton, Councilman Tafoya, Councilwoman Yeoman, City Manager Andy Blackburn, and City Attorney Clint Drake.

Councilman Hilton made a motion to adjourn the closed meeting at 9:15 p.m. Councilwoman Yeoman seconded the motion. Council members Becraft, Cordova, Hilton, Tafoya, and Yeoman voted “aye.” The motion carried.

17. ADJOURN

Councilwoman Becraft moved to adjourn at 9:15 p.m.

Attest:

Willard Cragun
Mayor

Amy Mortenson
Recorder

Resolution No. 15-21
A Resolution of the Roy City Council Honoring the Sand Ridge Junior High School
Football Team for their 2015 Football Achievements

Whereas, the Sand Ridge Junior High School Football Team won the 2015 Weber County School District Championship and;

Whereas, the team accomplished their second undefeated season in three years by defeating the previously undefeated Walquist Jr. High by a score of 30-12; and

Whereas, the team has been to the championship game four years in a row, winning three consecutive championships in 2013, 2014 and 2015; and

Whereas, the team finished the season averaging 36.6 per game and allowed only 9.5 per game; and

Whereas, the teams' incredible success is a reflection of the coaching staff and their dedication; and

Whereas, the team, coaches and managers consisted of:

Forrest Ewing, Travis Gray, Rhyle Hanson, Andreas Jorgenson, Kobe Kennedy, Kale Kirkland, Bronson Lepelly, Trent Nelson, Micah Nunes, Ridge Olson, Jake Parkin, Luis Rodriguez, Kyrese Rowan, Jaron Rust, Gage Sackett, Payton Smith, Tucker South, Cameron Stimpson, Brock Sugden, Jordan Thurber, Jaron Tsosie, Logan Baty, Kadin Bombela, Cormac Boyer, Eric Dixon Carson Hill, Hunter Jones, Joshua Lanting, Dylan Lingelbach, Hayden Miller, Ryan Miller, Jack Ogutu, Dylan Parish, Dylan Price, Carson Sandberg, Wyatt Sargent, Preston Anderson, Tytan Fernandes and Sam Morales.

Coaching Staff:

Doug Brown, Casey Roche, Troy Dixon, Brady Hammer, Jaden Brown and Wyatt Fielding.

Managers:

Devery DeHerrera, Hartley Doliwa, Emilee Herrera, Christian Martinez, Brinley Peterson and Araceli Lozano.

Now, Therefore, Be it resolved that the Roy City Council congratulates the Sand Ridge Junior High School Football Team for their tremendous football season and for the honor and acclaim brought to themselves, their school and Roy City.

Dated this 1st day of December, 2015

Mayor – Willard Cragun

Attest:

Recorder – Amy Mortenson

RESOLUTION NO. 15-22

A Resolution of the Roy City Council Approving a Job Description For A Part Time School Crossing Guard Coordinator in the Police and Animal Services Department

Whereas, Roy City maintains job descriptions on all employee positions; and

Whereas, each job description identifies the supervision received, supervision exercised, essential functions, and minimum qualifications for the position; and

Whereas, the City uses job descriptions to determine the appropriate pay ranges for positions; and

Whereas, the City uses the job description to advertise for and hire qualified individuals to fill the open positions; and

Whereas, the City would like to hire a qualified individual to coordinate the department's staff of crossing guards;

Now therefore, be it resolved by the Roy City Council that the Part Time School Crossing Guard Coordinator job description be created and that the position be opened to accept applications, at a time deemed appropriate by the Police and Animal Services Department.

Approved and adopted this 1st day of December, 2015.

Willard S. Cragun, Mayor

Amy S. Mortenson, City Recorder

Councilwoman Becraft
Councilman Cordova
Councilman Hilton
Councilman Tafoya
Councilwoman Yeoman

Resolution No. 15-23

**A Resolution of the Roy City Council Amending the Roy City Personnel Policy and Procedure Manual
For The Safe Harbor Window for Part Time Employees**

Whereas, the Patient Protection and Affordable Care Act enacted in 2010 places certain requirements on employers and one of those requirements is that employers must offer health benefits to employees who work on average thirty (30) or more hours per week; and

Whereas, Roy City currently provides health benefits to full-time employees; and

Whereas, trying to define which employees work 30 hours or more per week becomes complicated for Roy City to determine because some employees' hours fluctuate and some positions are seasonal; and

Whereas, the Roy City Council previously approved a Safe Harbor Window for Part Time Employees in December 2012; and

Whereas, the Roy City Council has received input and determined it would be appropriate to amend the previous one year measurement period from January through December to November through October in order to make an accurate and functional analysis and to coincide with the end of the majority of annual seasonal employment; and

Now Therefore be it Resolved that the Roy City Personnel Policy and Procedures Manual Section 1201 Health Benefits is amended, in part, as follows:

“There is an established 12 month measurement period for determining whether an employee is considered to be eligible for health insurance benefits for a particular coverage period in order to be in compliance with the Patient Protection and Affordable Care Act. The measurement period is a one year period beginning November 1, 2014 and continuing until October 31, 2015. This measurement period will continue to be recalculated for the same period (November 1 to October 31) for every year thereafter. If an Employee works an average of 30 or more hours per week over this measurement period the employee is considered to be a full-time employee for the purpose of health benefits only.

If an employee is determined to be an eligible employee during the measurement period the employee must be offered health benefits during the next twelve months regardless of how much time the employee actually works. If during the measurement period it is determined that an employee is not an eligible employee then the employee will not be entitled to health benefits during the next year regardless of how many hours the employee works during that year.

For new hires the measurement period to determine if the employee is considered to be full-time and eligible for health benefits begins on the date of the hire and continues for one year. For every year after that initial year the measurement period will begin on November 1 that occurs immediately after the hiring date and continues to October 31 of that respective year.”

Approved and adopted this 1st day of December, 2015.

Willard S. Cragun, Mayor

Amy Mortenson, Recorder

Councilwoman Becraft
Councilman Cordova
Councilman Hilton
Councilman Tafoya
Councilwoman Yeoman

Resolution No. 15-24
A Resolution of the Roy City Council Amending the Roy City Personnel Policy
and Procedure Manual For Uniform Allowance

Whereas, certain positions throughout the City are required to wear a City approved uniform as specified in departmental policy; and

Whereas, a primary purpose of the uniform is to readily identify the City employee to the public; and

Whereas, uniforms shall be maintained in a neat and clean condition so as to bring credit to the employee and to the City; and

Whereas, Roy City currently provides an allowance to assist with the cost of the uniforms; and

Whereas, Section 1206 of the Roy City Personnel Policy and Procedure Manual outlines the payment of the uniform allowance in semi-annual installments on the first pay day in January and July; and

Whereas, the Roy City Council has received input and determined, for accounting purposes, it would be appropriate to change the dates of the semi-annual payments to the second pay day in January and July;

Now Therefore be it Resolved that the Roy City Personnel Policy and Procedures Manual Section 1206 Uniform Allowance is amended, in part, as follows:

“Uniform allowances are advances which shall be made in semi-annual payments. One payment shall be for January 1st through June 30th and will be paid on the second pay day in January of each year. The second payment shall be for July 1st through December 31st and will be paid on the second pay day in July each year.

Approved and adopted this 1st day of December, 2015.

Willard S. Cragun, Mayor

Amy Mortenson, Recorder

Councilwoman Becraft
Councilman Cordova
Councilman Hilton
Councilman Tafoya
Councilwoman Yeoman

Resolution No. 15-25
Accepting a Quit Claim Deed from the Utah Transit Authority Deeding Real Property Located at Approximately 4000 South and 2600 West in Roy, Utah to Roy City Corporation and Dedicating the Property as a Public Right of Way

Whereas, the Station Square Project, located at approximately 2338 West 4000 South was conditionally approved by the City Council for development; and

Whereas, one of the conditions of approval was that the Station Square Project must have an access that is not located on 4000 South; and

Whereas, the Utah Transit Authority currently owns real property abutting the Station Square Project directly to the east at approximately 2310 West 4000 South that could provide ; and

Whereas, the Utah Transit Authority wishes to quit-claim deed the property abutting the Station Square Project to the City; and

Whereas, the City desires to accept the property from the Utah Transit Authority to be dedicated as a public right of way and to grant an access to the Station Square Project at a location that is in the interests of the health, safety and welfare of the City and its citizens and consistent with the rules and regulations of the City.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF ROY CITY, UTAH, THAT:

The City accepts the conveyance of real property by quit-claim deed from the Utah Transit Authority, dedicates the same as a public right of way and authorizes the Mayor to execute any necessary documents to complete the transaction.

Dated this 1st day of December, 2015

Mayor – Willard Cragun

Attest:

Recorder – Amy Mortenson

Councilwoman Becraft
Councilman Cordova
Councilman Hilton
Councilman Tafoya
Councilwoman Yeoman