Council Members

- · Jan Burrell Joe Paul
- Bryon Saxton
- Diane Wilson • Ann Jackson

ROY CITY COUNCIL MEETING AGENDA CITY COUNCIL CHAMBERS-505 I S 1900 W ROY, UT 84067

MAY 18, 2021 - 5:30 P.M.

This meeting will be streamed live on the Roy City YouTube channel. https://www.youtube.com/channel/UC6zdmDzxdOSW6veb2XpzCNA

- A. Welcome & Roll Call
- **B.** Moment of Silence
- C. Pledge of Allegiance
- **D.** Consent Items

(These items are considered by the City Council to be routine and will be enacted by a single motion. If discussion is desired on any particular consent item, that item may be removed from the consent agenda and considered separately)

- 1. Approval of the April 6, 2021 Roy City Council Work Session Minutes, April 6, 2021 Roy City Council **Meeting Minutes**
- 2. Municipal Wastewater Planning Program Annual Report for the year ending 2020

E. Public Comments

This is an opportunity to address the Council regarding concerns or ideas on any topic. To help allow everyone attending this meeting to voice their concerns or ideas, please consider limiting the amount of time you take. We welcome all input and recognize some topics make take a little more time than others. If you feel your message is complicated and requires a lot of time to explain, then feel free to email your thoughts to admin@royutah.org. Your information will be forwarded to all council members and a response will be provided.

F. Presentation

Fraud Risk Assessment

G. Action Items

1. Resolution 21-7- Amending admission fees beginning in the 2021 Season of the Roy City Aquatic Center

H. City Manager & Council Report

Adjournment

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.

Pursuant to Section 52-4-7.8 (1)(e) and (3)(B)(ii) "Electronic Meetings" of the Open and Public Meetings Law, Any Councilmember may participate in the meeting via teleconference, and such electronic means will provide the public body the ability to communicate via the teleconference.

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 14th day of May, 2021. A copy was also provided to the Standard Examiner and posted on the Roy City Website and Utah Public Notice Website on the 14th day of May, 2021.

Morgan Langholf City Recorder

Visit the Roy City Web Site @ www.royutah.org Roy City Council Agenda Information – (801) 774-1020



ROY CITY
Roy City Council Meeting Minutes
April 6, 2021 – 5:30 p.m.
Roy City Council
Electronic Zoom Meeting

Minutes of the Roy City Council Meeting held electronically via Zoom and YouTube on April 6, 2021 at 5:30 p.m.

Notice of the meeting was provided to the Utah Public Notice Website at least 24 hours in advance. A copy of the agenda was posted.

The following members were in attendance:

Mayor Robert Dandoy Councilmember Paul Councilmember Saxton Councilmember Wilson Councilmember Jackson Councilmember Burrell City Manager, Matt Andrews City Attorney, Andy Blackburn

Also present were: Management Services Director, Camille Cook; Police Chief, Carl Merino; Parks and Recreation Director, Travis Flint; Public Works Director, Ross Oliver, Morgan Langholf, Brandon Edwards, Steve Parkinson, Randy Sant;

A. Welcome & Roll Call

Mayor Dandoy welcomed those in attendance and noted Councilmembers Jackson, Burrell, Paul, Saxton, and Wilson were present.

B. Moment of Silence

Councilmember Joe Paul invited the audience to observe a moment of silence.

C. Pledge of Allegiance

Councilmember Joe Paul lead the audience in reciting the Pledge of Allegiance.

Mayor Dandoy noted that Roy City had 87 active cases of COVID-19 and read the Mayor's Determination to Hold Electronic Meetings.

D. Consent Items

(These items are considered by the City Council to be routine and will be enacted by a single motion. If discussion is desired on any particular consent item, that item may be removed from the consent agenda and considered separately.)

- 1. Approval of the January 19, 2021 Roy City Council Work Session Meeting Minutes, February 16, 2021 Roy City Council Meeting Minutes, March 2, 2021 Roy City Council and Work Session Minutes
- 2. Approval of a New Business Advisory Board Member

City Council Minutes April 6, 2021 Page 2

Councilmember Wilson motioned to approve the Consent Items with the changes made. Councilmember Jackson seconded the motion. All Councilmembers voted "aye." The motion carried.

E. Action Items

1. Employee of the Month

City Attorney, Andy Blackburn, said he would like to nominate Steve Parkinson to be the employee of the month and asked that he be recognized for everything he had accomplished.

Councilmember Paul motioned to approve Steve Parkinson as Employee of the Month. Councilmember Jackson seconded the motion. A roll call vote was taken. All Councilmembers voted "aye." The motion carried.

2. PUBLIC HEARING- FY 2021 Budget Opening

Management Services Director, Camille Cook, presented this Resolution 21-9 Amending the FY 2021 Budget by \$1,726,195. A 10% increase to sales tax revenue was proposed but they were unsure how the stimulus money affected their sales tax revenues. The City received three grants. In the general fund they proposed to increase the parks budget by \$14,000 for an additional fertilizer application to each of the parks, and \$4,500 to purchase football helmets. Fire equipment was moved to the General Fund so pieces could be purchased individually as needed rather than as sets. \$427,292 would be transferred to the capital projects fund, and \$21,000 would be left over after planned expenditures to be allocated at a later date. An additional ambulance was being proposed with the shifting of funds from fire budgets as well as a replacement ambulance for the current one. Water and sewer utilities were requesting \$260,831 for projects. Solid waste utility fund was requesting \$100,000 and Class C Roads was also requesting \$100,000. \$60,000 was originally proposed for parks but \$42,245 was suggested to be reallocated to use as a match for the dog park.

Councilmember Jan motioned to open the Public Hearing. Councilmember Diane seconded the motion. All Councilmembers voted "aye." The motion carried.

City Recorder, Morgan Langholf, informed the Mayor that there were no requests for comments at this time.

Councilmember Jan motioned to go out of Public Hearing. Councilmember Ann seconded the motion. All Councilmembers voted "aye." The motion carried.

Councilmember Wilson asked why they were doing both ambulances at the same time. Camille Cook replied that one was due for replacement last July. However, by doing them both at once they were hoping to get more competitive pricing. Chief Golden stated that ambulances were front line for three years and then on reserve for another two or three years depending on how many miles they had. They didn't keep them for any longer than seven years.

Councilmember Burrell motioned to approve Resolution 21-9. Councilmember Jackson seconded the motion. All Councilmembers voted "Aye." The motion carried.

F. Public Comments

No requests were submitted to make public comment.

G. <u>Discussion Items</u>

1. Establishing an Ordinance/Resolution to restrict culinary irrigation water usage if necessary.

Mayor Dandoy stated that they were in an extreme drought and asked if Council wanted to make an ordinance to implement water conservation tactics. Councilmember Burrell asked if they would be obligated to enforce anything that they implemented and how they would do it. Mayor Dandoy said they could make a non-binding resolution to be more suggestive or they could make it a resolution which would be more enforceable. Enforcement would be expensive and make it really difficult to follow through on. Mayor Dandoy said they wouldn't do anything unless there was direction from the Governor or the districts.

2. Holding a 5-Year Strategic Plan Off-Site meeting with Senior Leaders

Mayor Dandoy said the purpose of this would be to allow the Council to give some direction to the City staff about what they would like to see done in Roy City over the next five years. Councilmembers, city managers, and department heads would all attend the meeting and define their priorities for the next five years to implement into the budget. The meeting would be open to the public if they wanted to attend. All agreed for the meeting to happen.

3. Plans to bring City Council Meeting back to normal operations.

Mayor Dandoy indicated that there were municipalities and counties that were back to normal and meeting in person. Roy was being conservative because they wanted to be safe to everyone. They would continue to wear masks and social distance until the problem was declared gone.

H. Reports

1. City Manager Report

City Manager, Matt Andrews, reported on the Easter egg hunt and thanked the parks and recreation department. Mayor Dandoy thanked waste management as well. Mr. Andrews reported that they had received a grant for over the railroad tracks to finish the sidewalks on the north side of 4000 South. They were looking for football coaches and a budget had been requested by the BAB.

2. **Mayor and Council Report**

Mayor Dandoy reported that there were some drawings of the proposed cemetery and they were getting the ball rolling with the project.

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April 6, 2021	
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I. Adjournment

Councilmember	Wilson	motioned	to	adjourn	the	City	Council	meeting	at	6:24	p.m.
Councilmember	Saxton	seconded t	he	motion.	All	Coun	cilmembe	ers voted	"A	ye.''	The
motion carried.											

	Robert Dandoy Mayor	
Attest:		
Morgan Langholf City Recorder		
dc:		



ROY CITY
Roy City Council Work Session
April 6, 2021 – 4:30 p.m.
Roy City Council Chambers
5051 South 1900 West

Minutes of the Roy City Council Work Session held via ZOOM on April 6, 2021 at 4:30 p.m.

Notice of the meeting was provided to the Utah Public Notice Website at least 24 hours in advance. A copy of the agenda was posted.

The following members were in attendance:

Mayor Robert Dandoy Councilmember Jan Burrell Councilmember Joe Paul Councilmember Bryon Saxton Councilmember Diane Wilson Councilmember Ann Jackson City Manager, Matt Andrews City Attorney, Andy Blackburn City Planner, Steve Parkinson

Also present were: City Recorder, Morgan Langholf; Randy Sant.

A. Welcome & Roll Call

Mayor Dandoy welcomed those in attendance and noted Councilmembers Burrell, Paul, Saxton, Jackson, and Wilson were present.

Mayor Dandoy read the electronic meeting statement related to COVID-19.

B. <u>Discussion</u>

1. Proposed Mixed Use for Frontrunner Station and Innovation Center Areas

City Planner Steve Parkinson discussed this ordinance. He showed a table of the various uses and explained the differences of each. There was discussion on whether or not they were ready to proceed with discussions on the designated area of if it should be broken down further. Affordable housing had to be a part of the discussion because of state requirements. Affordable housing and State codes were discussed. The City needed to have a plan for the area within a half mile radius of the train station and follow the guidelines of State Code 34.

The different areas were discussed. Splitting the north part of 4000 West was suggested because of the single-family homes that were there and because the topography was different. Building heights were a concern and it was agreed that heights on the north side could be taller than the south side. There were concerns about the homes to the west of the trail being bombarded with large buildings. Building heights were discussed further and there was agreement about grading for equal rooftops.

It was noted that UTA wanted to get 25 units of residency per acre. The private property could be whatever the owners wanted it to be, but Council could set height restrictions. Senate bill 217 allowed UTA to have up to 50 units per acre and the concern was that they would bring 50 units in. However, the bill gave the City the choice to decide what they wanted it to be.

Setbacks also needed to be considered because of the different setback requirements for public and private roads. It was asked how many stories it would take to get 25 units of residency on the UTA property. The answer was hard to determine because of roads but around three to four stories would probably be enough. Mayor Dandoy stated that mixed-use didn't have to be vertical; it could be horizontal and there could be

City Council Minutes April 6, 2021 Page 2

commercial, so there were other solutions. There were commercial opportunities within the half mile radius of the train station because of how much residential around there and how many people that would walk to the trains for ridership. This could be a selling point to UTA.

There was discussion about setting commercial requirements; otherwise it would all become residential or if they wanted it all to be residential. Mayor Dandoy said he wanted to have a work session for public input, and he would ask UTA to come in and let them know what they wanted to do with the property.

Councilmember Diane asked how they would get people involved in a public meeting and setting up a task force of citizens. Mayor Dandoy replied that they had a list of people in the area give their email addresses and so those that had given their addresses had received this information. They had to wait and see what COVID requirements would be, but a town hall conversation would be good to have about this for feedback from the residents. Mayor Dandoy suggested emailing the people that had given their email addresses and asking them how they wanted to present their opinions.

C. Adjournment

Councilmember Paul Motioned to Adjourn the City Council Work Session meeting at 5:27 p.m. Councilmember Burrell seconded the motion. All Councilmembers voted "aye." The motion carried.

	Robert Dandoy Mayor	
Attest:		
Morgan Langholf City Recorder		
de:		



Municipal Wastewater Planning Program (MWPP) Annual Report for the year ending 2020 ROY CITY

Please complete the section(s) you are responsible for (your name should be next to it). You will be able to change your answers. You may return to this screen anytime by selecting the blue "Save & View Table of Contents" button.

Sections

Introduction - Ed Sorensen

- √ Financial Evaluation Section –
- ✓ Collection System Section -

Adopt & Sign -

Save & View Table of Contents

NOTE: This questionnaire has been compiled for your benefit to assist you in evaluating the technical and financial needs of your wastewater systems. If you received financial assistance from the Water Quality Board, annual submittal of this report is a condition of that assistance. Please answer questions as accurately as possible to give you the best evaluation of your facility. If you need assistance, please send an email to wqinfodata@utah.gov and we will contact you as soon as possible. You may also visit our Frequently Asked Questions page.

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Municipal Wastewater Planning Program (MWPP) Annual Report for the year ending 2020 ROY CITY



SUBMIT BY APRIL 15, 2021

Are you the person responsible for completing this report for your organization?



Yes



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Municipal Wastewater Planning Program (MWPP) Annual Report for the year ending 2020 ROY CITY



Financial Evaluation Section

Form completed by:

Brady Hammer, Camille Cook, Edward Sorensen

Part I: GENERAL QUESTIONS

Yes

No

Are sewer revenues maintained in a dedicated purpose enterprise/district account?



0

	Yes	No
Are you collecting 95% or more of your anticipated sewer revenue?		0
Are Debt Service Reserve Fund ⁶ requirements being met?	•	0

What was the annual average User Charge¹⁶ for 2020?

361.20

Do you have a water and/or sewer customer assistance program* (CAP)?

O Yes

No

Part II: OPERATING REVENUES AND RESERVES

Yes

No

Yes		No
0	y *.	•
Yes		No
		0
•		0
•	æ	0
•		0
•		0
	Yes	Yes

Part III: CAPITAL IMPROVEMENTS REVENUES AND RESERVES

Yes

No

Yes	No
	0
	0
	0
	0
	0

Part IV: FISCAL SUSTAINABILITY REVIEW

	Yes	No
Have you completed a Rate Study ^{ll} within the last five years?		0
Do you charge Impact fees ⁸ ?		0

2020 Impact Fee (if not a flat fee, use average of all collected fees) =

\$3,256.00

	Yes	No
Have you completed an Impact Fee Study in accordance with UCA 11-36a-3 within the last five years?		0
Do you maintain a Plan of Operations ¹⁰ ?		0
Have you updated your Capital Facility Plan ² ,, within the last five years?		0
	Yes	No

Describe the Asset Management System (check all that

your sewer systems?

Do you use an Asset Management¹ system for

No

Yes

	Yes	No
Do you fund sewer system capital improvements annually with sewer revenues at 2% or more of the total replacement cost?	0	
What is the sewer/treatment system annual asset renewal* cost as a percentage of its total replacement cost?		0

What is the sewer/treatment system annual asset renewal* cost as a percentage of its total replacement cost?

70

Part V: PROJECTED CAPITAL INVESTMENT COSTS

Cost of projected capital improvements

	Cost	Purpose c	of Improvemen	nts
	Please enter a valid numerical value	Replace/Restore	New Technology	Increase Capacit
2021	110,000	✓		
2021 thru 2025	700,000			~
2026 thru 2030	600,000	~	<	

5/6/2021	Online Survey Software Qualtrics Survey Solutions				
	Cost	Purpose of Improvements			
=	Please enter a valid numerical value	Replace/Restore	New Technology	Increase Capacit	
2031 thru 2035					
2036 thru 2040	15,7553				

This is the end of the Financial questions

To the best of my knowledge, the Financial section is completed and accurate.



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Municipal Wastewater Planning Program (MWPP) Annual Report for the year ending 2020 ROY CITY



Collections System Section

Form completed by:

May Receive Continuing Education /units (CEUs)

Edward Sorensen, John Bjerregaard

Part I: SYSTEM DESCRIPTION

What is the largest diameter pipe in the collection system (diameter in inches)?

21"

What is the average depth of the collection system (in feet)?

8

What is the total length of sewer pipe in the system (length in miles)?

115.5

How many lift/pump stations are in the collection system?

1

What is the largest capacity lift/pump station in the collection system (design capacity in gallons per minute)?

11,000 gpm

Do seasonal daily peak flows exceed the average peak daily flow by 100 percent or more?

O Yes



What year was your collection system first constructed (approximately)?

1955

In what year was the largest diameter sewer pipe in the collection system constructed, replaced or renewed? (If more than one, cite the oldest)

1993

PART II: DISCHARGES

How many days last year was there a sewage bypass, overflow or basement flooding in the system due to rain or snowmelt?

(

How many days last year was there a sewage bypass, overflow or basement flooding due to equipment failure (except plugged laterals)?

0

The Utah Sewer Management Program defines two classes of sanitary sewer overflows (SSOs):

Class 1- a Significant SSO means a SSO or backup that is not caused by a private lateral obstruction or problem that:

- (a) affects more than five private structures;
- (b) affects one or more public, commercial or industrial structure(s);
- (c) may result in a public health risk to the general public;
- (d) has a spill volume that exceeds 5,000 gallons,

excluding those in single private structures; or (e) discharges to Waters of the state.

Class 2 – a Non-Significant SSO means a SSO or backup that is not caused by a private lateral obstruction or problem that does not meet the Class 1 SSO criteria.

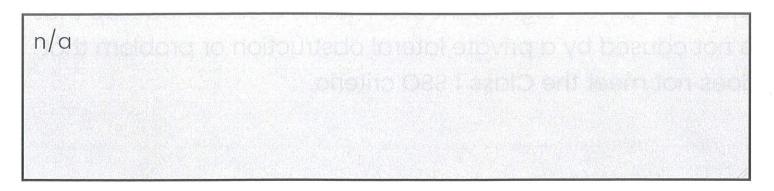
Below include the number of SSOs that occurred in year: 2020

		Number
Number of Class 1 SSOs in Calendar year	5	0
Number of Class 2 SSOs in Calendar year	12.	0

Please indicate what caused the SSO(s) in the previous question.

n/a

Please specify whether the SSOs were caused by contract or tributary community, etc.



Part III: NEW DEVELOPMENT

Did an industry or other development enter the community or expand production in the past two years, such that flow or wastewater loadings to the sewerage system increased by 10% or more?





Are new developments (industrial, commercial, or residential) anticipated in the next 2 - 3 years that will increase flow or

D D D 0 10 0101111010 10 11.10 10 11.10 10 10 10 10 10 10 10 10 10 10 10 10 1	BOD5	loadings	to	the	sewerage	system	by	25%	or	more?
---	------	----------	----	-----	----------	--------	----	-----	----	-------

O Yes



Number of new commercial/industrial connections in the last year

0

Number of new residential sewer connections added in the last year

115

Equivalent residential connections⁷ served

12,591

Part IV: OPERATOR CERTIFICATION

How many collection system operators do you employ?

4

Approximate population served

39,964

State of Utah Administrative Rules requires all public system operators considered to be in Direct Responsible Charge (DRC) to be appropriately certified at least at the Facility's Grade.

List the designated Chief Operator/DRC for the Collection System below:

Name

Grade

Email

First and Last Name

Please enter full email address

List all other Collection System operators with DRC responsibilities in the field, by certification grade, separate names by commas:

	Name
	separate by comma
SLS ¹⁷ Grade I:	· ·
Collection Grade I:	
Collection Grade II:	
Collection Grade III:	
Collection Grade IV:	Edward Sorensen

List all other Collection System operators by certification grade, separate names by commas:

	Name
	separate by comma
SLS ¹⁷ Grade I:	davā dalāmas terta ilo mil termi erti ir estrictioneces
Collection Grade I:	
Collection Grade II:	
Collection Grade III:	,,
Collection Grade IV:	Matt Howard, Lee Wahlstrom, Darrell Illum, Steve Fulton,
No Current Collection Certification:	

Is/are your collection DRC operator(s) currently certified at the appropriate grade for this facility?

Yes

\bigcirc	No
	INO

Part V: FACILITY MAINTENANCE

	Yes	No
Have you implemented a preventative maintenance program for your collection system?		0
Have you updated the collection system operations and maintenance manual within the past 5 years?	0	
Do you have a written emergency response plan for sewer systems?		0
Do you have a written safety plan for sewer systems?	0	
Is the entire collections system TV inspected at least every 5 years?	0	•
Is at least 85% of the collections system mapped in GIS?		0

	Yes		No
Has your system completed a Sewer System Management Plan (SSMP)?		g **-	0
Has the SSMP been adopted by the permittee's governing body at a public meeting?			0
Has the completed SSMP been public noticed?			0
During the annual assessment of the SSMP, were any adjustments needed based on the performance of the plan?	0		()

Date of Public Notice

During 2020, was any part of the SSMP audited as part of the five year audit?

O Yes

No

Have you completed a System Evaluation and Capacity Assurance Plan (SFCAP) as defined by the Utah Sewer https://utahgov.co1.qualtrics.com/jfe/form/SV_0P01zkLj3nV0l25

Management Program?

O Yes

No

Part VII: NARRATIVE EVALUATION

This section should be completed with the system operators.

Describe the physical condition of the sewerage system: (lift stations, etc. included)

1 lift station, the entire system is aging but sustaining, nothing is failing. 20% clay pipe - in fair to good condition. 20% concrete pipe - in fair to good condition. 60% PVC pipe - in good condition.

What sewerage system capital improvements³ does the utility need to implement in the next 10 years?

Renovate the existing lift station building and generator. Lining of aging sewer pipes will continue. Line sewer pipes at \$110,000 per year. \$600,000 pipe improvements into Ogden City. \$600,000 Lift station building improvements

What sewerage system problems, other than plugging, have you had over the last year?

none

Is your utility currently preparing or updating its capital facilities plan²?



O No

Does the municipality/district pay for the continuing education expenses of operators?

100% Covered

- O Partially cover
- O Does not pay

Is there a written policy regarding continuing education and training for wastewater operators?



O No

Any additional comments?

none at this time

This is the end of the Collections System questions

To the best of my knowledge, the Collections System section is completed and accurate.



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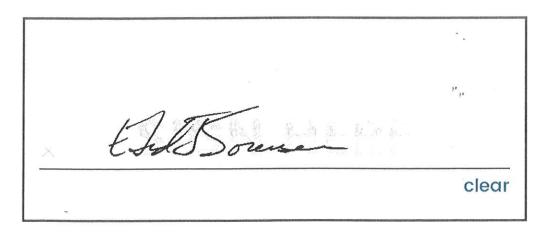
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Municipal Wastewater Planning Program (MWPP) Annual Report for the year ending 2020 ROY CITY



I have reviewed this report and to the best of my knowledge the information provided in this report is correct.



Has this been adopted by the council? If no, what date will it be presented to the council?





What date will it be presented to the council?

Date format ex. mm/dd/yyyy

05/18/2021

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RESOLUTION NO. 21-10 AMENDING ADMISSION FEES BEGINNING IN THE 2021 SEASON OF THE ROY CITY AQUATIC CENTER

WHEREAS, as Roy City periodically reviews season fees of the Aquatic Center; and

WHEREAS, Roy City, after review, has observed increased costs of operations, especially due to staffing issues and overtime pay; and

WHEREAS, Roy City has determined that it is in the best interest to increase rates for the admission to the Aquatic Center beginning in the 2021 season; and

WHEREAS, Roy City has also determined that an adjustment in rates should be made for Roy City residents; and

NOW THEREFORE, be it resolved that effective the ____ date of May, 2021 the admission rates be as follows:

Resident 8 Years and Older: \$6.00 *Proof of residency required* Non-Resident 8 Years and Older: \$7.00 3-7 Years Old: \$5.00* Seniors 65 & Older: \$5.00

3 Years and Younger: Free**
*Must be accompanied and within arm's reach of an adult.

**Ages 3 and younger must wear swim diapers and plastic pants as mandated by the Weber-Morgan Health Department.

> Discount Passes: Resident 10 Punch Pass: \$45 *Proof of residency required* Non-Resident 10 Punch Pass: \$55

	Robert Dandoy Mayor	
Attest:	•	
Morgan Langholf		
City Recorder		