

**MINUTES OF THE DRAPER CITY COUNCIL RETREAT HELD FEBRUARY 23-24, 2018, IN THE ZERMATT WILLIAM TELL CONFERENCE ROOM, 784 WEST RESORT DRIVE, MIDWAY, UTAH**

PRESENT: Mayor Troy K. Walker, and Councilmembers Mike Green, Tasha Lowery, Alan Summerhays, Marsha Vawdrey, and Michele Weeks

STAFF PRESENT: David Dobbins, City Manager; Mike Barker, City Attorney; Rachelle Conner, City Recorder; and Russ Fox, Assistant City Manager

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**February 23, 2018, at 6:30 p.m.**

**1.0 Priorities Discussion**

1.1 Mayor Walker welcomed everyone to the meeting.

1.2 David Dobbins, City Manager, explained he received discussion items from each of the Councilmembers. Those are as follows:

1. Council initiated projects
  - a. Need to track and have a record.
  - b. Outside of Council meetings, requests should be in writing to clarify who is making the request and what is being requested.

The Council agreed this was a good idea.

2. Councilmember office time
  - a. Park School space
    - i. Mr. Dobbins indicated there is a small office space with no windows that can be used.
  - b. Lunch meetings
    - i. Rotate through Council and invite residents to come
      1. Assign a Councilmember each month, and they can bring one other Councilmember if they want.
    - ii. Everyone will buy their own lunch
    - iii. First Wednesday of every month at Guadalahonkys

The Council was in favor of doing this.

3. City Code
  - a. Should reflect the position of the majority of the City Council.
  - b. It is not the staff's Code.
  - c. Must be applied consistently and fairly.
  - d. Should be clear enough that interpretations are rare and can be understood by all residents and businesses.

The Council discussed the current issues with the zoning in various areas of the city. They also discussed options to purchase property to be used as open space.

Mr. Dobbins asked the City Council to let staff know what they want changed in the Code, and if there are at least two Councilmembers wanting the change, staff will initiate those changes.

Councilmember Green indicated there are changes needed in the application process. There is no need for the City Council to make decisions on preliminary plats. The rest of the City Council agreed this needed to be changed.

Other items discussed were Code Enforcement, hiring a law student (intern) to help make changes to the Code, and having a section of the Study Meeting set aside to go over recommendations for Code changes.

The Council agreed that hiring a law clerk for the Attorney's Office to help update the City Council is a priority in the budget.

4. City Communications
  - a. Strategic Plan
  - b. Social media
  - c. City newsletter

Mr. Dobbins stated the City needs to come up with better ways to communicate with the residents. Suggestions were to hire a consulting firm to give the City options for ways to get more information out, create a process on how to deal with the tough issues, have someone explain the agenda items and action taken items in layman terms so it is easier to understand, hire an intern to strictly handle the social media posts, have agenda language more easily understood.

Mr. Dobbins stated each Councilmember is given a turn each month to write an article for the newsletter. He noted staff does not tell the City Council what they can or cannot write. He asked whether the City Council is still in favor of doing this. The City Council agreed they still wanted to take turns writing the article.

5. Priorities
  - a. Council-Manager reports
    - i. Each meeting items are added to the list; how do they get prioritized?

Mr. Dobbins stated that at each meeting when the City Council brings up issues in the Council/Manager reports, those items are added to the list. Staff is trying to find a way to automate the list so it is easier for the City Council to sort and view their items. He also asked the City Council how they wanted to prioritize the items on the list. The Council agreed they wanted to go through the items at this retreat to prioritize them.

*\*\* The City Council took a break at 8:00 p.m.*

*\*\* The meeting resumed at 8:10 p.m.*

Mr. Dobbins showed the City Council the various documents that are stored in Dropbox. He brought up the upcoming agenda items list and advised that if the Councilmembers wanted a discussion item or another item on an agenda, they should let Mr. Dobbins know.

## **Capital Projects**

### **1. Parks and Trails**

#### **a. Parks and Trails 2-Year Plan**

##### **i. Coyote Hollow Trailhead**

1. Mayor Walker suggested the possibility of constructing a road from the proposed trailhead down the hill to take traffic away from the homes.

##### **ii. Long-term trail plan on south side of SunCrest**

1. Limit trails and leave as open space

##### **iii. Private trail funding – should City Council approve the donations?**

The majority of the City Council was not interested in knowing who was making the private donations. There was concern expressed with the lack of remaining open space and that it seemed that all of the private donations were going to construct bike trails. Suggestions were made to spend additional time going over the 2-Year Plan prior to bringing it to the City Council for approval, having a field trip to see the trails when the weather is better and the trails are dried out, and having a requirement that walking trails be constructed with private funding along with the bike trails. Concern was also expressed that the City would lose the private funding if the City Council put restrictions on how the donations had to be used. Other suggestions were to find someone to focus on getting private funding for the hiking trails and to use the City money for hiking trails instead of bike trails to help even it out. The Council expressed that parks need to be more of a priority to the Parks and Trails Committee.

#### **b. All Abilities Park**

#### **c. Draper Park and land next to park**

i. Councilmember Weeks indicated the park needs a facelift and a possible expansion.

#### **d. SunCrest splash pad**

i. The SunCrest Owners Association would like a splash pad constructed on the property next to the Suncrest Market. They would pay to construct it, and lease it from the City, but it would be a City park.

### **2. Cultural Arts Facility**

The Aquarium is willing to partner with the City in building some type of auditorium that could be used for cultural arts in the evening. The Council was more in favor of looking at this option rather than donating land for a cultural arts facility next to City Hall.

3. Highland Drive Substation
  - a. Surplus the property
  - b. Clean it up and continue to use it

The majority of the City Council wants Parks and Recreation to find another option for the storage so the trailer/substation can be removed.

*\*\* The meeting recessed for the evening at 9:06 p.m.*

**February 24, 2018, at 8:30 a.m.**

**Capital Projects – Continued**

4. Roads
  - a. 700 West
    - i. The City Council agreed this was the top priority.
    - ii. The cost for this project is \$7 million
    - iii. Design work needs to be done this year.
  - b. Pioneer Road
  - c. 13800 South
  - d. 13400 South – connection
    - i. Possibly remove this from the priority list.
  - e. Willow Springs – widen at Fort Street with a right-turn lane

Mr. Dobbins explained the City is looking to see if there is interest from developers in the Deer Ridge area. If that property is sold, some of that money can be used to reconstruct Deer Ridge Drive.

5. 10-Year Plan
  - a. Mass Transit
  - b. Infrastructure
  - c. Commercial Growth
  - d. Available Funds
    - i. Prior years funding primarily came from impact fees and State funding. General Fund has limited capacity.

Russ Fox, Assistant City Manager, explained the status of the General Plan update. Mr. Dobbins asked the City Council whether they wanted the General Plan to go through Council review yet, or start with community input.

Mayor Walker noted the Legislature has been clear that in order to get road money, the Cities have to plan for growth. The key component to this is high-density housing.

Mr. Fox talked about the need to have a better plan to address infill on the larger lots. Flag lots are not good planning.

Subsequent to Council-staff discussion, staff will bring the General Plan to the Council to review prior to taking it to the residents. It will then go back to the City Council for final approval.

The Council discussed affordable housing and the difficulty with this in Draper due to higher land and construction costs. Mr. Dobbins explained the City can control the fees they charge for the developments. However, that would entail the rest of the City covering the impact costs. These types of projects tend to lower architectural standards due to those associated costs.

Mr. Dobbins indicated the Council will need to identify areas in the General Plan where high-density should be allowed.

#### 6. Cemetery

The City Council has allocated funding for a cemetery. They are still in discussion with the School District to purchase their property for a cemetery, but it is unknown if or when the District will be willing to sell.

The City Council discussed options for cemetery property.

#### 7. Secondary water for west side

- a. The City has been talking to WaterPro about this possibility.
  - i. Who pays the initial costs?

The Council was in favor of having staff talk to WaterPro to come up with a plan.

### **Planning and Zoning**

#### 1. Approval Process

- a. Make the Planning Commission the land use authority for site plans and plats
  - i. Requires clear code standards

#### 2. Appeals

- a. Should they go to City Council or hearing officer

The Council was in favor of having the appeals go to an Administrative Law Judge.

*\*\* The Council took break at 10:10 a.m.*

*\*\* The meeting resumed at 10:35 p.m.*

#### 3. Conditional uses

- a. Clarify which uses should be in each zone

Mr. Dobbins expressed the need for the City Council to go through the list of Conditional Uses and decide what should be permitted and what should be not permitted. Conditional uses have to be approved if they can mitigate concerns. The Planning Commission currently approves the conditional uses.

4. Town Center

- a. Lengthy process 10 years ago created current Code
- b. Same process this time or drive it from top down?

5. General Plan process

This discussion occurred earlier in the meeting

The City Council expressed a desire to meet with the Planning Commission to talk about the vision for the city. It would be helpful for the two groups to have a similar vision.

Mr. Dobbins showed the City Council the various maps that are available on the City website.

### **Miscellaneous**

1. Amphitheater

- a. Large acts are difficult to book
- b. Smaller acts can lose money

Mr. Dobbins explained the amphitheater is not able to book big acts that sell out, so most of the events lose money. The City Council agreed to stop booking City events and allow the local groups to use the amphitheater.

2. Commission budgets

- a. Provide funding to all commissions similar to Parks & Trails Commission

Councilmember Weeks stated some City commissions get funding and others do not. The Tree Commission would like funding for City beautification projects.

Mike Barker, City Attorney, indicated there would have to be some fiscal oversight. Mayor Walker suggested they have the City Council receive the funds, and the commissions can make an application for those funds.

3. Council/Manager List

Mr. Fox reviewed the list with the City Council to see which items they wanted removed and which ones were priorities.

The Council discussed whether the City should require trees to be installed in park strips when new developments and road projects are constructed without the consent of the

residents. Councilmember Weeks, Councilmember Summerhays, and Councilmember Lowery were in favor of this.

The Council then talked about adding more fire prohibited signs in the areas where wildfires are a concern. All of the Councilmembers were in favor of this.

The entire Council was also in favor of enforcing the ordinance pertaining to requiring the residents to water the trees on their property.

*\*\* The City Council took a break at 12:15 p.m.*

*\*\* The meeting resumed at 12:35 p.m.*

4. Police Department
  - a. School shootings

The City Council was in favor of making Police Department needs a priority in this next budget cycle.

5. Staffing
  - a. Compensation
  - b. Staffing levels

The City Council discussed the possibility of a small property tax increase to help with staffing and other needs in the city.

Mr. Dobbins expressed he would prefer the Council look at enacting 2.5 percent property tax increases at regular intervals rather than waiting five years and doing a 10 percent increase. During the next budget process, staff will bring a list of projects to the City Council and the funding available. The Council can then decide if they want to do a property tax increase or implement specific fees for roads and parks.

Mr. Dobbins stated the City has done a great job, and Draper is in better shape than many other cities. However, the last property tax increase was done 10 years ago, and it is getting hard to maintain with the current funding.

The meeting adjourned at 1:06 p.m.