

SPECIAL CITY COUNCIL MEETING

Tuesday, April 14, 2015 6:00 p.m.

Community Recreation Center

10640 N Clubhouse Drive, Cedar Hills, Utah

Present: Daniel Zappala, Mayor Pro Tempore, Presiding, Gary Gygi (6:14 p.m.)
Trent Augustus, Mike Geddes, Jenney Rees (6:51), Rob Crawley (7:41 p.m.)
David Bunker, City Manager
Chandler Goodwin, Assistant City Manager
Charl Goodwin, Finance Director
Jeff Maag, Public Works Director
Greg Gordon, Recreation Director
Courtney Hammond, Transcriptionist
Others: Dave Brown, Ron Stewart, Gary Keddington, Mark Huntsman, James Shore, Todd Snyder, Gill Anderson, Tina Campbell, Keith Larsen, Kristina Nielsen, Wes Johnson, Brent Ventura, Brad Connor, Mark Christiansen, Michael Clark, Mark Johnson

COUNCIL MEETING

1. This meeting of the City Council of the City of Cedar Hills, having been properly noticed, was called to order at 6:05 p.m. by C. Zappala.

Invocation given by C. Augustus

Pledge of Allegiance led by C. Geddes

2. Approval of the Meeting's Agenda

MOTION C. Augustus—To approve the agenda. Seconded by C. Geddes.

Yes	-	C. Augustus
		C. Geddes
		C. Zappala Motion passes.

3. Public Comment

No comments.

SCHEDULED ITEMS

4. Discussion/Review of Request of Qualifications (RFQ) for Professional Services—Building Inspector & Plan Review Services, Engineering Services, and Financial Audit Services

David Bunker stated that each company will take 5-7 minutes to explain their services. The city council will then take 3-5 minutes to ask questions.

Financial Audit Services

Squire & Company: Dave Brown, an audit partner, presented. Squire & Company has about 80 employees. The firm audits about 30 government entities, making up about half of the practice. They currently audit the town of Goshen. They are a full service audit firm. The audit team includes Dave Brown, Ray Bartholomew and Matt Geddes. Dave Brown would be the lead

partner; Ray Bartholomew would be the quality control partner. They provide training to communities on the implementation of new standards. They would like to get started right away, by at least July or early August. They would like 3-4 weeks from the beginning of field work. The audit fee includes: audit, statement of compliance and consultation in the financial statements. It does not include supplemental compilations.

Gilbert & Stewart: Ron Stewart, audit partner, presented. Gilbert & Stewart is a small firm that focuses on school districts and cities. Government audits make up about 40% of their business. Because they are small, the city would have access to the partners. The audit staff would be Ron Stewart, James Gilbert and two staff. They are regularly involved in training to stay up to date. They currently represent 10-12 cities and towns. The biggest challenge that small cities face is staffing. In small cities staff members wear many hats, which makes separating duties and funds difficult. Their timeline is somewhat flexible, because they are experienced with quickly getting the information they need. The audit fee includes the audit and training on new compliance issues.

Keddington & Christensen: Gary Keddington presented. Keddington & Christensen just does government auditing. They represent Highland, Lindon, Orem, Murray, West Valley, Woods Cross, Syracuse, and Washington Terrace, along with special districts and school districts. Eight of those cities have Comprehensive Annual Financial Reports (CAFR). They also act as outside consultants and finance directors for three cities. They know what it is like to be audited. They will educate new council members on how to read governmental budget and balance sheets. They are familiar with the accounting software that the city uses. They do not charge for any phone calls. There are two prices: the audit and the financials, if the city wants those prepared. Research on prior year financials may be extra if it takes up a lot of staff time. They would notify the city if that provision is exercised, and are willing to remove that language from the contract. The audit staff would include: Gary Keddington, a manager and 1-2 staff members. Their time table is flexible.

Building Inspector & Plan Review Services

Sunrise Engineering: Mark Huntsman, Senior Vice President of Operations and James Shore in Building Services presented. Sunrise has been around for 30 years. The proposed team is a building inspector, plan reviewer and backup support. They work for over 30 jurisdictions scattered around the state. They communicate well with clients, builders and contractors. They work with Highland and Alpine on a daily basis. Turnaround for submitted plan reviews is typically within one week. Resident scheduling can come through the city's office or Sunrise's office. Inspections are fulfilled within 24 hours. Each inspector is fully certified to cover every area of the code. Some inspectors have specialized expertise. There will be one inspector assigned to Cedar Hills, but inspectors run 2 or 3 deep. They are able to handle both paper plans and electronic, and can help cities transition to electronic plans.

Kimball Engineering: Todd Snyder presented. Their main office is located in Layton, with a satellite office in West Jordan. They do plan reviews throughout the state for many jurisdictions. Their staff consists of 14 people including structural engineers and certified building officials. John Webb comes weekly to Utah County for inspections. They have introduced an online tracking system for inspections. They can do paper or electronic review. George Williams would

be the primary contact person. There are 6-7 inspectors. Typically the response for inspections is one day, and there is a guaranteed 2-week turnaround on plan reviews. They provide service to Heber City, Salt Lake City, West Jordan and South Jordan.

Forsgren Associates: Gill Anderson would be the primary inspector assigned to Cedar Hills. They offer many services to cities. They can provide support services, or can run city building departments. They believe in daily reporting, responsiveness, consistency, 24-7 contact ability and being a seamless extension of the city's staff. They would be able to transition the city's building permits to iworq software. They have a next-day inspection policy, and their plan review turnaround is 5 days. Scheduling could be through the city or directly through Forsgren.

Break taken at 7:10 p.m.
Reconvened at 7:23 p.m.

Engineering Services

Bowens Collins & Associates: Tina Campbell, Keith Larsen and Kristina Nielsen presented. Bowen Collins is small local firm with large firm experience. They are located in Draper. They have a team that includes a wide variety of specialized expertise, allowing them to match experts with the task. They have worked with Cedar Hills on the recent impact fee study, ten-year plan, capital facility plan and the Cottonwood and Harvey wells. They have a good idea of the vision for the city and what it takes to get there. They do not have developer clientele, because they want to avoid conflict of interest and maintain independence. They feel that the client owns the product. They have an archiving system and can get old data to provide to the city.

Horrocks: Wes Johnson, principal, Brent Ventura, project manager, and Brad Connor, an engineer, presented. Horrocks is a full service firm that has worked with local communities. They have served as staff for cities and like to work as an extension of the staff. Horrocks is able to adapt to the needs of clients. Each completed project is provided to the city in whatever software format desired. The stamp is proprietary, but the plans and data are the property of the city. They will not work for a developer in this community.

JUB: Mark Christiansen and Michael Clark presented. JUB is an employee-owned company that has been around for 60 years. They value long-term relationships with both employees and clients. Clients can expect consistency and longevity. Mark Christiansen has been doing municipal engineering his entire career. They are a full service firm with experts in every field. The city would have access to the documents long-term. They will not work for a developer in Cedar Hills. The firm has often turned down developer requests in other cities that they represent.

Mustang Design: Mark Johnson presented. Mustang is a small company that was formulated fairly recently with the goal of being both better and cheaper than the competition. They bring together experienced consultants together with expertise in specific elements of engineering. They do not charge additional fees. There may be charges for some large equipment costs, such as a traffic counter. They do work with some developers, but will not do so in Cedar Hills. The clients own the work they produce.

5. Review/Action on Authorizing the Mayor to sign a contract for Financial Audit Services

Charl Louw stated that each firm is going to save the city money. The scores and rankings were tight in the spreadsheet he created. Ultimately he gave the edge to the firm he has worked with and is a known entity.

MOTION: C. Zappala–To authorize the mayor to sign a contract for Financial Auditing Services to Keddington and Christensen. Seconded by C. Rees.

Further Discussion:

C. Zappala stated that his reasoning is that 90% of Keddington's work is with municipalities; they do CAFRs, and are familiar with the city's software. Vote taken by roll call.

Yes	-	C. Crawley C. Rees C. Zappala
No	-	C. Augustus C. Geddes. Motion passes.

6. Review/Action on Authorizing the Mayor to sign a contract for Building Inspector & Plan Review Services

MOTION: C. Geddes–To award a professional services contract for building inspection and plan review services to Sunrise Engineering and authorize the Mayor to execute said contract. Seconded by C. Augustus. Vote taken by roll call.

Yes	-	C. Augustus C. Crawley C. Geddes C. Rees C. Zappala Motion passes.
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7. Review/Action on Authorizing the Mayor to sign a contract for Engineering Services

MOTION: C. Augustus–To award a professional services contract for General Engineering Services to Bowen & Collins and authorize the Mayor to execute said contract. Seconded by C. Zappala. Vote taken by roll call.

Yes	-	C. Augustus C. Crawley C. Geddes C. Rees C. Zappala Motion passes.
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8. Review/Action on Authorizing a Structure Lease Agreement with Vivint Wireless, Inc. to include providing Internet Services

Chandler Goodwin stated that the city's Internet is provided by Digis. Vivint has approached the city about locating equipment on this building. The city would need to provide power to their equipment. The agreement would allow them to provide Internet to all city building locations. There is no rent outlined in the Vivint agreement, but they would provide no cost wireless service. Digis pays \$250 rent per site. The Vivint service would provide 50 mbps upload and 50 mbps download. City attorney, Eric Johnson looked at the agreement and wants to ensure there are no exclusivity clauses. Vivint wanted to place equipment next to the chimney to get a clear shot to the city office building. That location is too visible. They solved the City Office Building problem with some silos in Pleasant Grove. The equipment on this building will be eight 1-foot dishes and two 2-foot dishes. His preference is to place the equipment close to the pro shop so it won't be seen from the gazebo. The city does not want the equipment anchored.

C. Zappala stated that the contract is slanted toward Vivint, without any specifics provided for the Internet service that will be provided. Section 3A talks about automatic renewal. He wants the option to revoke renewal. The first renewal should be after four years. Section 7D talks about interference, including surrounding property. He does not want to agree to that. He would rather have it limited to city property. In section 10, he would like to add a clause to the 48-hour notification in the case of an emergency or natural disaster when quick notification may not be possible. He would also like to see Internet capitalized as a proper noun.

C. Augustus stated that he is concerned with the 200 square feet footprint; it is a large footprint, and should be reduced. He wants roof access spelled out in the contract. He would also like to see a clause that protects the city from any damage to the building. He would like to have some escalator worked in for the power charge if Vivint adds more equipment. He also wants to ensure notification prior to getting access to the building.

C. Crawley stated that there may be more value in the location, and the city can get rent out of this contract.

Charl Louw stated that Vivint's business plan is usually to locate on homes and giving that home free Internet service.

Greg Gordon stated that the recreation department's main priority is better Internet service. He would prefer to have the equipment located by the pro shop for aesthetic reasons.

MOTION: C. Augustus—To table this item and have staff review and negotiate with Vivint, then bring it back to the city council. No second. Motion dies.

Mayor Gygi stated that he would like a side-by-side comparison with Comcast's proposal.

David Bunker stated that the city has contacted Comcast to provide Internet to the city buildings. To bring a line to the recreation center would cost \$40,000; a line to the office building will cost \$10,000. The city would then pay for monthly Internet costs.

MOTION: C. Augustus—To table the Vivint contract for this meeting and have staff go back with the changes noted tonight, address this with Vivint and present it at the next meeting, if possible. Seconded by C. Zappala.

Yes - C. Augustus
C. Crawley
C. Geddes
C. Rees
C. Zappala Motion passes.

ADJOURNMENT

9. This meeting was adjourned at 8:52 p.m. on a motion by C. Augustus, seconded by C. Zappala and unanimously approved.

Approved by Council:
May 5, 2015

/s/ Colleen A. Mulvey, MMC
City Recorder