

## **CITY COUNCIL STUDY SESSION MINUTES**

**November 15, 2007**

Mayor Cannella called the City Council Study Session to order at 5:30 p.m. with the following in attendance:

**ROLL CALL:** Council Members Lane, Ochoa, Vierra, Mayor Cannella

**EXCUSED:** Vice Mayor Phipps

### **1. SEWER/WATER MASTER PLANS UPDATE WORK PROGRAM**

Staff discussed the Water and Sewer Revenue and Cost of Service Analysis and Sewer Master Plans. The City's current flat rate fee for water is approximately one-third of what neighboring cities are charging. It is estimated that the current costs to provide water service each year are approximately \$750,000 greater than the fees that are collected. The cost to provide water to residents continues to grow and the State standards for potable water quality continue to increase. The current fee collected for the sewerage systems also operates at a deficit.

Staff recommended a Water Revenue and Cost of Service Analysis as well as a Sewer Revenue and Cost of Service Analysis and requested Council direction in initiating a contract for each. Staff also recommended a Water System Master Plan, a Sewer Collection System Master Plan and a Sewage Treatment Master Plan and asked for Council direction in initiating an RFP for the preparation of said plan.

#### Council Direction

- City Council directed staff to negotiate a contract with West Yost to prepare a Water Revenue and Cost of Service Analysis so that a rate adjustment can be made to prevent deficit spending in the water account.
- City Council also directed staff to negotiate a contract with ECO:LOGIC to prepare a Sewer Revenue and Cost of Service Analysis and perform sewer monitoring.
- City Council also directed staff to prepare and send out RFP's for the preparation of a Water System Master Plan, a Sewer Collection System Master Plan and a Sewage Treatment Master Plan.

### **2. TRENCHING POLICY**

Council expressed concern that without a Trench Cut Policy, utility companies and/or private contractors may not have to consider the aesthetics of the roadway or the deterioration of the structural integrity of the pavement caused by trench cuts shortly after the repaving and/or sealing of roadways.

After extensive review by staff of other cities policies and the legal aspects of trench cuts, staff agrees that limiting the timing for trench cuts on newly repaved streets and right-of-ways will promote better utility planning and maintenance thereby minimizing unnecessary trench cuts that cause disruption to vehicular/pedestrian movement, cause additional staff work, and reduce the life of City infrastructure throughout the City. Staff suggested amending the City Municipal Code to add a Trench Cut Policy thereby making the policy official and requiring all utility companies and/or private contractors to plan accordingly.

#### Council Direction

- City Council directed staff to submit the Trenching Policy for adoption.

### **3. TRAFFIC COMMITTEE**

This item was initiated by staff as a result of concern about the time it takes to process public requests for traffic safety related improvements through the Traffic Safety Committee. Staff is recommending that the processing of the public's requests be modified by staff to have the requests reviewed and approved by the City Engineer. The City Engineer will then approve or deny the requests and inform the applicants of the decision. Any appeals of the action taken by the City Engineer will be taken to the Traffic Safety Committee for review and decision. The implementation of this process change will allow Staff to respond much more quickly to individual public inquiries than with the existing process thereby streamlining staff response times.

#### Council Direction

City Council approved the proposal to have requests for traffic modifications such as stop signs, speed bumps, etc. handled by the City Engineer with any appeals of his/her decision made to the Traffic Safety Committee. Staff is to submit the proposal to the City Council for adoption.

### **4. PATIO COVERS**

Staff has been exploring various options to address lot coverage issues associated with applications for the construction of patio covers. This has resulted from the increasing number of requests for patio covers throughout the City that staff has had to deny because the applicant has maximized their lot coverage under the zoning code.

Staff recommended modifications to the current requirements to reduce some of the visual impacts without reducing the ability to construct accessory structures. Staff then discussed three potential options.

#### Council Direction

City Council directed staff to develop the Zoning Ordinance Text Amendment choosing option two (2). This option removes patio covers from the primary structure calculation for lot coverage, places the patio covers into the accessory structure category, and provides a 10% allowance for lot coverage for accessory structures above the primary structure lot coverage allowance. This will be calculated by taking lot size, minus the primary structure footprint, minus the front yard

setback area. Thus a 62' by 100' 6200 sq ft lot with a 2000 sq ft dwelling would be calculated thus: 6200 - 2000 = 4200 - 1240 (62' frontage \* 20' setback or 1240 sq ft) = 2960 \* 10% = 296 sq ft of allowance for accessory structures which could be used for patio cover or other structures allowed by code.

The side and rear yard setback parameters were not a part of the direction that the council will be modifying at this time. While information was presented in the staff report, this item will be discussed in a later session.

**5. CHAMBER BUSINESS PLAN**

The Chamber of Commerce Business Plan was presented. Four of the six objectives outlined in the 2007 Business Plan for use of City funds were met. The Chamber broke even, got new leadership, fixed broken processes, and is focusing on adding more value for its members. Discussion was held about whether or not to terminate the funding agreement (that wasn't working for the City or the Chamber) and having the Chamber make funding requests for projects that the City can partner on.

Council Direction

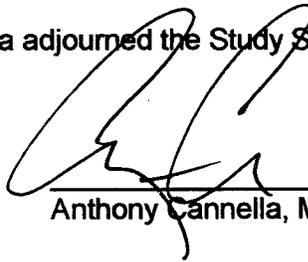
Bring the Chamber Business Plan back to the City Council in December to possibly rescind the existing agreement and direct staff to bring back a new agreement containing specific project partnerships with the Chamber.

**6. SCHEDULE FUTURE STUDY SESSION ITEMS**

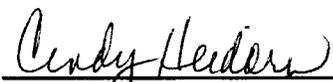
Council Direction

Council accepted report.

There being no further business, Mayor Cannella adjourned the Study Session at 8:35 p.m.

  
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Anthony Cannella, Mayor

ATTEST:

  
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Cindy Heidom, CMC  
Acting City Clerk