

**MINUTES OF THE CITY OF DRIGGS
CITY COUNCIL MEETING
February 18, 2014**

Pursuant to adjournment of the City Council meeting held February 4, 2014, and the call of the Mayor, the Driggs City Council met **Tuesday, February 18, 2014**, at 7:15 p.m. A roll call was taken and present were council members: Greer Jones, Ralph Mossman, August Christensen, Colin Dye, and Mayor Hyrum Johnson, Community Development Director Doug Self, Planning and Zoning Ashley Koehler, Financial Officer Carol Lenz, Public Works Director Jared Gunderson and City Clerk Kreslyn Schuehler. Council Member Jones led the Pledge of Allegiance.

APPROVAL OF MINUTES

Council Member Dye made a motion to approve the minutes from the City Council Meeting on February 4, 2014. Council Member Christensen seconded the motion. The motion passed with all in favor.

CLAIMS

The Council reviewed the claims presented.

Council Member Jones made a motion to approve the claims as presented from February 5, 2014 February 18, 2014. Council Member Mossman seconded the motion. The motion passed with all in favor.

CITY ENGINEER WORK ORDER FOR WEST LITTLE AVENUE CONSTRUCTION DOCUMENTS

Doug Self presented information to the Council and reviewed his staff report. He stated the work order was for engineering construction plans and for construction documents and construction phase services totally \$25,000. Mr. Self stated the funds were available through Resort Tax and a possible Urban Renewal Agency match.

Council Member Dye stated he was in favor of seeing old projects finished before new projects began, such as Depot Street. Mr. Self stated Depot Street was still a top priority, but felt the community “made a bigger fuss” over West Little Avenue.

Council Member Mossman questioned why a work order was being approved before funding was obtained. Mr. Self recommended that construction documents be completed so the exact cost of the project was known.

Council Member Mossman made a motion to authorize execution of Work Order No. 15 for Engineering Construction Plans, Construction Documents and Construction Phase Services for the West Little Avenue Reconstruction Project not to exceed \$25,000. Council Member Jones seconded the motion. The motion passed with the majority in favor. Council Member Dye voted in opposition.

**3RD READING AND POSSIBLE APPROVAL OF ZONING ORDINANCE #342-13
– AMENDED LAND USE REGULATIONS FOR FOOD AND BEVERAGE
PROCESSING**

Ashley Koehler stated the main purpose for the amendment was to remove barriers for businesses and prohibit restaurants with tasting rooms in the industrial zone. Ms. Koehler reviewed her staff report stating that a boutique would be allowed in the downtown area and could be a restaurant, have free samples, be allowed to sell merchandise and have a 3,000 square foot processing and/or storage area. In the industrial zone, free samples would be allowed, only the retail sales of products made on site and an unlimited square footage for processing and/or storage would also be allowed.

Ms. Koehler wanted to make sure that the definitions could not be construed as a bar or restaurant and that sampling would not include compensation, off-site food or seating.

She concluded by stating there were two options for the Council to consider. Option 1 did not allow samples whereas Option 2 would allow samples when permitted by the State.

Council Member Mossman made a motion to approve Ordinance #342-13 with the addition of Option 2 as listed in the staff report. Council Member Christensen seconded the motion. The motion passed with all in favor.

STAFF REPORTS

Jared Gunderson updated the Council on the activities in the Public Works Department.

Ashley Koehler reviewed her report and requested the Council to review the priorities of the Planning and Zoning Department.

Doug Self reviewed his staff report. He questioned if the Council wanted to pursue the idea of a vacant building ordinance. Council Member Christensen felt it would be a good idea while Council Member Dye felt Mr. Self's tasks as Community Development Director were already tackling the issues. Mayor Johnson suggested he would be able to discuss the issue further with Mr. Self and Stephen Zollinger, and if necessary discuss it with the Council at a future time.

**FAIR HOUSING/ADA BLOCK GRANT UPDATE – RICK MILLER, THE
DEVELOPMENT CO.**

Rick Miller, from The Development Company, spoke to the Council. He stated in order to close out the Community Development Block Grant for the waste water treatment plant certain requirements were needed regarding fair housing and ADA needs. He stated that Mr. Self was the city's Fair Housing and ADA Coordinator and overall the city was following the guidelines. A few recommendations included, having more diversity on the Planning and Zoning Commission, providing Fair Housing training for the Boards and Council and provide requirements and promote ADA building requirements for residential use.

Mr. Miller reviewed the requirements for the ADA 504 Compliance which included adding a handrail to the walkway on the back entrance to City Hall, pave the parking space that connects to the trail and the restrooms at Lion's Park so they are accessible, add universal signs on the pavement at the City Shop and may include paved spots to connect to the trail at City Park, which was leased by the City.

He concluded by stating that the city may want to provide training for staff regarding ADA awareness and review and identify better communication between the city and those with disabilities.

FAMILY SAFETY NETWORK – INFORMATION UPDATE – WILLIE WARNER

Willie Warner, from Family Safety Network, spoke to the Council. He gave a short presentation on the type and need of services in the Valley.

FISCAL YEAR 2013 FINANCIAL AUDIT – RUDD & CO.

Brad Reed, from Rudd & Co., presented information regarding the draft audit. He stated information from the Urban Renewal Agency was still needed before the document was finalized. Mr. Reed stated that because the city staff was small, there were not a lot of internal controls. Therefore, he encouraged the Council to continue to play an active role in reviewing the claims. He reviewed the report for the Council.

CONSIDER REDUCTION IN PER-USE RENTAL FEE SCHEDULE FOR COMMUNITY CENTER

Mayor Johnson reviewed the information in regards to the reduction in fees and stated the plaza should also be included. He proposed the fees for the foyer, conference room and plaza be reduced to \$15 for 4 hours or less and \$25 for more than 4 hours.

Council Member Dye made a motion to approve the reduced rate for the foyer, conference room and plaza on the regular fee schedule. Council Member Mossman seconded the motion. The motion passed with all in favor.

BEER AND WINE LICENSE FOR TETON VALLEY FOUNDATION SPAGHETTI FEST

Council Member Dye made a motion to approve the Beer and Wine License for the Teton Valley Foundation Spaghetti Fest. Council Member Mossman seconded the motion. The motion passed with all in favor.

Council Member Dye suggested the process to approve the Beer and Wine Licenses be staff administered. An amendment would need to be completed and would be brought to the Council in the near future.

MAYOR'S BUSINESS

Mayor Johnson stated Teton Valley News was requesting a donation of \$250 for the 2014 Sport and Recreation Guide.

Council Member Christensen made a motion to approve \$250 to the Teton Valley News for the Sports and Recreation Guide. Council Member Jones seconded the motion. The motion passed with all in favor.

Mayor Johnson stated Jan Brown with the Western Greater Yellowstone Consortium was requesting a Letter of Support to move forward with their grant.

Council Member Mossman made a motion to authorize a Letter of Support written by Mayor Johnson. Council Member Jones seconded the motion. The motion passed with all in favor.

ADJOURNMENT

Council Member Mossman made a motion to adjourn. Council Member Jones seconded the above motion. The motion passed with all in favor and the meeting was adjourned at 9:42pm.

ATTEST:

Kreslyn Schuehler, City Clerk

Mayor Hyrum Johnson