

**PUBLIC NOTICE
TOWN OF LEEDS
TOWN COUNCIL MEETING**

Leeds Town Council will host their regular meeting on
Wednesday, May 10, 2006 at Leeds Town Hall, 218 North Main Street.
THE PUBLIC IS WELCOME TO ATTEND.

AGENDA

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Approval of tonight's Agenda
5. Approval of Meeting Minutes dated April 26, 2006 and Emergency Meeting Minutes dated April 29, 2006
6. Bea Ogden and Linda Bray - Report of Leeds Town Garage and Bake Sale

Public Hearings

7. GORDON CASEY: Vacation of Parcel 3 in Vista View Estates Subdivision
8. ORDINANCE #2006-05: Amendment to Land Use Ordinance #05-02

Action Items

9. BOB CARPENTER: Planning Silver Reef Park area; boulders placed on Silver Reef Road
10. JIM PARNELL: Addition of six RV sites to Zion West RV Park located at 175 South Valley Road
11. JARED WESTHOFF: Approval to accept contract agreement with IBI for their proposal of Land Use and infrastructure planning with the Town of Leeds
12. DALE BARNES:
 - Approve funding to hire landscape architect consultant and designer for additional Leeds Park in Silver Reef.
 - Approve total expenditure of \$680.00 - 20 yards of road base @ \$12.00/yd and 5 yards of cement for sidewalk around restrooms and horseshoe pits in Pavilion @ \$88.00/yd.
13. MAYOR TRUDY LAW:
 - Resolution for electronic meetings
 - Tortoise habitat agreement approval
 - Fourth of July breakfast, activities and fireworks in coordination with LASSD
14. DAVE HARBOUR: Action necessary to record Harold Furrow Subdivision
15. FRANK LOJKO:
 - Alberta Pace - final approval and release of funds on Majestic Mountain road project
 - Main Street projects and repairs - request bids
 - Cost projection from Sunrise Engineers for the following road repair projects:
 - * Expansion and Improvements on Silver Reef Road
 - * Repairs to Vista Avenue and Vista Avenue East; Silver Meadows and Silver Meadows Road East; Mesa View Drive; Mulberry Lane
 - * Silver Reef Road and Silver Reef Drive - private property without easements

* Repairs to school bus zones

- Establish inspection procedures for road repairs; conditions; roadside areas after completion of irrigation pipeline installation; main sidewalks and curb projects.
- Approve expenditure of window-installed air conditioner unit(s) for Town Hall and Administrative Office.
- Establish Ordinance for prohibition of firing paint guns, discharging paint balls, defacing Historical monuments/ruins, and defacing all public and private property.

Discussion Items

16. JARED WESTHOFF: Upgrade from 1" to 2" pipeline for Cemetery irrigation waterlines

17. DALE BARNES: Future Planning for Town of Leeds Parks

18. MAYOR LAW: Discussion of work meetings for 1st week for TC meetings

19. DAVE HARBOUR:

- Finalization of contract between Sunrise Engineering and Town of Leeds
- Vista View Estates Review status

20. FRANK LOJKO:

- Silver Reef Mining Area: Protection of historical sites; cemeteries, mine sites and other noteworthy areas
- Bonanza Flats Road: entry zone; roundabout with Silver Reef Road and new roads
- Large trucks and heavy construction equipment in town
- Town Police patrolling I-15: What are the town priorities for law enforcement and safety? What are the best ways to use our law enforcement and safety resources to better serve the residents of Leeds.

21. Adjournment

In compliance with the Americans with Disabilities Act, the Town of Leeds will make reasonable accommodations for persons needing assistance to participate in this public meeting. Persons requesting assistance are asked to call the Town Hall at 879-2447 at least 24 hours prior to the meeting.

Certificate of Posting

The undersigned Clerk/Recorder does hereby certify that the above notice was posted on the 5th Day of May, 2006, these public places being at Leeds Town Hall, Leeds Post Office and Leeds Fire Department.


Karen Markovich, Clerk/Recorder

Book /

**PUBLIC NOTICE
TOWN OF LEEDS
Minutes of Town Council Meeting
May 10, 2006**

1. Call to Order by Mayor Law at 7:00 p.m.
2. Roll Call taken with Jared Westhoff, Dale Barnes, Mayor Trudy Law, Dave Harbour and Frank Lojko present; Mayor Law noted Counsel Heath Snow would not be attending.
3. Pledge of Allegiance was led by Frank Lojko.
4. Motion to approve tonight's Agenda dated May 10, Town Council Meeting Minutes dated April 26 and Emergency Meeting Minutes dated April 29, 2006 was made by Dave Harbour; seconded by Dale Barnes; all voted aye for unanimous approval.
5. Ladies of Leeds' Linda Bray, Laurelle Dalton, Sherrie Cuff, Sandra Howard (not present) reported the Garage and Bake Sale was a success and presented the Town with a check in the amount of \$1141.00 for the total collected from the event and designated the monies to be spent for park benches.

Public Hearings

6. GORDON CASEY: Vacation of Parcel #3 in Vista View Estates Subdivision: Gordon Casey presented the plat which identified area Parcel #3 in Vista View Subdivision and requested it be vacated so that the plat could be accepted and recorded by Washington County. There was no public comment. Motion to close the public hearing was made by Dave Harbour and seconded by Dale Barnes. Motion was made by Dave Harbour to accept the amended plat to reflect vacating of Parcel #3 of Vista View Estates Subdivision, seconded by Dale Barnes with all votes aye for unanimous approval.
7. ORDINANCE #2006-05: Amendment to Land Use Ordinance #05-02. Mayor Law opened the public hearing and stated there was a previous public hearing for Ordinance 2006-05, Amendment to Ordinance #05-02, at the Council Meeting April 26, 2006. Don Fawson recommended some changes and corrections. Mr. Fawson asked what the Council's issues were relative to flag lots. Frank Lojko explained it was not an issue for the Council and that towns and cities do address flag lots as there can be safety issues if the property cannot be readily located or accessed by emergency vehicles. Mr. Fawson's concern was the wording that flag lots 'never' be included in a new development, noting that topography can dictate whether or not a lot could be a flag lot. Mr. Fawson noted paragraph 4.3.2.2.2 was in conflict with itself; recommended changing the wording in paragraph 4.3.2.2.4; questioned clarification of Council's intent in paragraph 4.20, requirements for curbs and gutters and said the proposed requirement felt to him like the Council wanted to shove it down the throat of individuals building and said it sounded like sidewalks curbs and gutters would be piece-meal. Mr. Fawson said if El Dorado Hills was being built today, a requirement for curbs, gutters and sidewalks would not be a positive addition to that community. Mr. Fawson said that to him, paragraph 4.20.2 feels wrong and he interprets it to say the Town will lean on people to comply with it. Mr. Fawson stated

that all paragraphs preceding paragraph 6.3.2.5 grammatically begin with numeric feet and was grammatically inconsistent. Mr. Fawson questioned paragraph 6.4.3.1.3 referring to parking on the roads and the requirement for double car garages for future homes being constructed and asked the public who actually parks their vehicles in their garages, as his observation is that most people use garages for storage of items other than vehicles. Mr. Fawson asked the Council to address paragraph 4.29 and its subsections as the wording felt somewhat vague to him and recommended changes to each paragraph; paragraph 3.5.1 regarding Board of Adjustment (BoA) requirements, Mr. Fawson said he spoke to the Washington County BoA and said they recommended addition of a time frame of twenty days for the BoA to notify requestor so that people would not be put off indefinitely. Syd Holt noted that this is an amendment only, not a stand-alone document, and as such only contains proposed revisions to the existing Ordinance #05-02. Mrs. Holt asked Mr. Fawson if he had read the complete Ordinance #05-02, which he replied he had not. He said in talking with his contact at the Washington County BoA, Mr. Fawson said a BoA should not be off on their own touchy-feely little programs deciding whether they like a person or project or not, and their job is not to countermand the City Council unless it is clear that the City Council did not adhere to the Town Ordinances, at which time they do have that responsibility. Mr. Fawson said again, he didn't know if it was clear in Ordinance #05-02, but said it should read something like "no reversals or variances may be granted outside the official authority of the BoA and any such action shall be deemed null and void and any such action can only be based on existing town ordinances." Mr. Fawson said he appreciated everything Council was trying to do and he urged the Council not to approve the amendment before they spend time making it clear.

Maurice Hall thanked Dave Harbour for contacting him and reviewing his concerns as expressed at the previous Council Meeting, April 26, 2006, and added the amendment should address drainage where curb, gutter and sidewalks are a requirement.

Mayor Law asked for a motion to close the public hearing; motion was made by Frank Lojko and seconded by Jared Westhoff. Frank Lojko requested a copy of Maurice Hall's and Don Fawson's suggestions for the Council to use in their review.

Jared Westhoff said he had some sticking points regarding parking in driveways, flag lots, and curb, gutter and sidewalk requirements; he noted there are several homes where folks park their cars in their driveways and it could be interpreted that their friends would not be able to park there. Jared suggested changes to paragraphs regarding flag lots, and questioned paragraphs including 4.3. and its' subsections. Jared said it was an excellent draft and deserves further review.

Dave Harbour said the majority of the ordinance was taken from St. George and they used the same grammar, punctuation and format; he asked whether the paragraphs were read and interpreted in their entirety with Ordinance #05-02, and questioned that some may be looking for something to pick apart. Dave stated that if we continue in the direction we are going, we will not have builders following the Ordinance.

Mayor Law expressed concern with requirement of a two-car garage and said a two-car carport should be sufficient as there are a lot of homes where carports enhance the beauty of the home and noted Frank Lojko's carport is an example of that; Mayor Law stated we have a rural community and curb and gutter would detract from that; Mayor Law expressed concern for the three member quorum vote by the BoA and to require it all three members present to vote unanimously is to restrict the intent of Utah State law.

Mayor Law asked Dale Barnes his comments; Dale Barnes said when a lot of homes are built, there would be a substantial amount of run-off and a requirement for curb, gutters and sidewalks makes sense for developments with 100 or so homes. Jared Westhoff added he thought some content need be revised and the comments should be submitted within a week. Frank Lojko said he thinks the content is there and the amendment #2006-05 may just need a wordsmith. Motion was made by Frank Lojko to have the modifications made to the language in Ordinance #2006-05 and present the final document at the next town council meeting; seconded by Jared Westhoff; all in favor with the exception of a no-vote by Dave Harbour. Dave Harbour asked that if the intent was for him to update the Ordinance 2006-05, he would like to receive the public comments within one week to have Ordinance 2006-05 completed by the next Town Council Meeting.

Action Items

8. BOB CARPENTER: Planning Silver Reef Park area. Mr. Carpenter said the boulders placed on Silver Reef Road are unsightly, ugly, hideous and enormous and need to be removed as soon as possible. The town acknowledged that while the boulders were placed there in good faith and it was to enhance the area, they agreed to remove them at the expense of the town. Motion was made by Dale Barnes to approve expenditure of \$1000.00 to have the boulders removed from the area of the new park in Silver Reef ; seconded by Jared Westhoff with all votes aye for unanimous approval.

9. JIM PARNELL: Request to add six RV sites to existing RV Park. Jim gave background and answered questions regarding the additional of six RV spaces. Jim said there is room for more spaces per the ordinance but if he does expand further it will be into the existing four 'empty' spaces within the existing area. Motion was made by Dave Harbour to approve the request for six additional RV spaces conditional on the Washington County Health Department approval of an additional septic system, seconded by Dale Barnes with all votes aye for unanimous approval.

10. JARED WESTHOFF: Approval to accept contract agreement with IBI for their proposal of land use and infrastructure planning with the Town of Leeds. Motion was made by Jared Westhoff to accept the contract between Town of Leeds and IBI to include the scope of work of land use and infrastructure planning under the following conditions: (i) the money from IBI be placed in escrow prior to proceeding and (ii) parties to follow legal advice from Attorney Heath Snow; seconded by Dave Harbour with all votes aye for unanimous approval.

11. DALE BARNES:

- Approve funding to hire landscape architect consultant and designer for additional Leeds Park in Silver Reef. Discussion was held on the pros and cons of hiring an architect, what we expect, and how the work will be performed. Dale presented a drawing of some proposed areas for tables and benches. Motion made by Frank Lojko to approve expenditure of up to \$1000.00 to hire a design landscape architect to submit a plan for the new town park located in the Silver Reef area and seconded by Jared Westhoff with all aye by roll call vote for unanimous approval.

- Approve total expenditure of \$680.00 - 20 yards of road base @ \$12.00/yd and 5 yards of cement for sidewalk around restrooms and horseshoe pits in Pavilion @ \$88.00/yd. The needs for the park and what it the funds would cover was given by Dale Barnes. Motion was made by Dale Barnes to approve expenditure of \$680.00 to purchase cement and road base to be used for the volleyball court and horseshoe pit at the Peach Pit Pavilion, seconded by Frank Lojko with all votes aye for unanimous approval.

12. MAYOR TRUDY LAW:

- Resolution for electronic meetings. Mayor Law provided background for the purpose of and need for a resolution to allow for electronic meetings. Discussion followed to include the electronic meetings be restricted to telephone or videoconferencing only and does not include e-mail meetings. Motion was made by Frank Lojko to accept Resolution #2006-08, seconded by Jared Westhoff with all votes aye for unanimous approval.
- Approval of Tortoise Habitat Agreement. Mayor Law gave background information on the Washington County Tortoise Agreement and the need to adopt the agreement. Motion was made by Mayor Law to accept the Tortoise Habitat Agreement, seconded by Dale Barnes. After further discussion of interpretation of the Habitat Agreement and how it impacts the Town of Leeds Mayor Law withdrew her motion. Motion was made by Jared Westhoff to table acceptance of Tortoise Habitat Agreement; seconded by Dale Barnes. Frank Lojko agreed to review the Agreement before the next meeting.
- Fourth of July breakfast, activities and fireworks in coordination with LASSD. Mayor Law discussed the importance of the Town participating in the 4th of July activities, to bring the Town together and have a feeling of a 'home town' for everyone. The discussion was separated into 3 parts: 1) the breakfast, 2) the afternoon activities and 3) the fireworks in the evening. Chief Lewis and Maurice Hall, Chair of the LASSD provided additional input on the activities. The town will go ahead and sponsor the breakfast, and funds can be taken from the budget recreation account to pay for this. We will ask for community support for a 'fund raiser' breakfast and put the profits back into the park. Motion was made by Mayor Trudy Law to approve expenditure of up to \$1000.00 to sponsor the Fourth of July fireworks, seconded by Frank Lojko with all ayes by roll call vote for unanimous approval.

13. DAVE HARBOUR: Action necessary to record Harold Furrow Subdivision. The Harold Furrow Subdivision plat was originally approved by Town Council end of December 2005, at the same time the Town's administrative staff resigned their positions, leaving the plat unrecorded with Washington County. Upon Harold Furrow's sale of the property, it was evident there needed to be a final mylar plat signed and recorded to complete sale of the property. Sunrise Engineering reviewed the plat and noted that while there were errors with it, it had originally been approved and thus it would be left to Council's discretion whether or not to approve the plat as-is or have the corrections added to the final mylar. Options and timeframes were discussed, as this property needed to be recorded the following day or a sale would be lost. Motion was made by Mayor Law to hand-write the corrections on the final mylar plat so it could be signed and recorded within the necessary time frame for Harold Furrow to close escrow on the property; seconded by Dale Barnes with all votes aye for unanimous approval.

14. FRANK LOJKO:

- Alberta Pace - final approval and release of construction bond on Majestic Mountain Road project. It was discussed how this road, and the concerns as it meets Old Hwy 91 do not impact UDOT as this road is no longer a state highway, but rather a Town of Leeds road. With that in mind, the concerns of the access from Old Hwy 91 are acceptable to the town. Motion was made by Frank Lojko release the remaining construction bond on Majestic Mountain Road less twenty-five percent to be held for one year, seconded by Dave Harbour with all votes aye for unanimous approval.

- Main Street projects and repairs - request bids. Cost projection from Sunrise Engineers for the following road repair projects: Expansion and Improvements on Silver Reef Road; Repairs to Vista Avenue and Vista Avenue East; Silver Meadows and Silver Meadows Road East; Mesa View Drive; Mulberry Lane; Silver Reef Road and Silver Reef Drive - private property without easements; repairs to school bus zones. There is a need for an inspection to be done, and we do not know the costs that will be incurred, so we need to approve them doing this work. Motion was made by Frank Lojko to approve Sunrise Engineering to inspect road repairs needed and submit a bid to the Town, seconded by Dave Harbour with all votes aye for unanimous approval.
- The Council discussed and agreed we need to establish inspection procedures for road repairs, conditions, and roadside areas after completion of irrigation pipeline installation, main sidewalks and curb projects. A punch list needs to be created for the engineer to sign off inspections. Frank Lojko added he would also get a follow up inspection from Ray Beal for the removal of dirt now existing along roadways as a result of the construction.
- Approve expenditure of window-installed air conditioner unit(s) for Town Hall and Administrative Office. Frank noted that as the cost was under \$500.00, Council's approval was not necessary. This will be taken care of as an administrative approval item.
- Establish Ordinance for prohibition of firing paint guns, discharging paint balls, defacing Historical monuments/ruins, and defacing all public and private property. Frank Lojko will write an ordinance prohibiting firing of paint guns, discharging paint balls and any defacing of public or private property.

Discussion Items

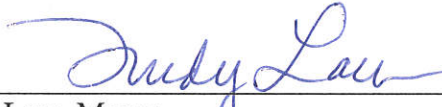
15. Jared Westhoff: We need to place 2" pipe to the cemetery from the new 8" line that goes to the storage units. This would replace the 1" line that goes from West Center Street and on the west frontage road to the freeway. If there are property owners over there that would also like to get access to the water, we may be able to share the cost of running the new line.
16. Dale Barnes: Dale checked on using shredded rubber in place of wood chips in the volleyball court and horseshoe pits. After checking, shredded rubber is much more expensive than wood chips. He will get a quote for wood chips for these areas.
17. Mayor Law: There is a need for work meetings separate from Council Meetings. The original thought was to have the first meeting of the month be a work meeting and the second be an Action Items meeting. However, consider the volume of Action Items scheduled for both monthly Council Meetings, it would not be practical to assign one Council Meeting each month as a Work Meeting. Further discussion of work meetings will be given, when more time allows.
18. Dave Harbour:
 - Finalization of contract between Sunrise Engineering and Town of Leeds
 - Vista View Estates Review status

19. Frank Lojko:

- Silver Reef Mining Area: Protection of historical sites; cemeteries, mine sites and other noteworthy areas.
- Bonanza Flats Road: entry zone; a roundabout road could protect the mines in Silver Reef; possibly establish a weight limit for large trucks and heavy equipment traveling on town roads
- What are the town priorities for law enforcement and safety? What are the best ways to use our law enforcement and safety resources to better serve the residents of Leeds. Police Chief Dave Crouse had been in attendance tonight, but had to leave prior to this item being discussed. There was concern about our officers patrolling on I-15. It was felt there are advantages to the officers being on I-15. Jared said it is against the law for big rigs to use noisy "Jake brakes" on I-15 and should be ticketed. Dave Harbour said it would be advantageous to see Officer's presence in and around town. Dave Crouse will be contacted to have his input regarding these issues.

20. Adjournment at 11:10 p.m.

SIGNED AND APPROVED THIS 31st DAY OF May, 2006.



Trudy Law, Mayor

Attest:



Karen Markovich, Clerk/Recorder

TOWN OF LEEDS
PUBLIC HEARING
ATTENDANCE SIGN-IN SHEET
DATE: May 10, 2006

PLEASE PRINT NAME AND ADDRESS

1. MAURICE HALL
2. DON FAWSON
3. ROXANNE
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**PUBLIC NOTICE
TOWN OF LEEDS
TOWN COUNCIL WORK MEETING
7:00 p.m. on Tuesday, May 16, 2006
at Leeds Town Hall
218 North Main Street
The public is welcome to attend.**



Leeds Town Council will hold a Work Meeting at Leeds Town Hall on Tuesday, May 16, 2006, at 7:00 p.m. the purpose of the Work Meeting is to discuss the following:

- 1.) Water Pooling Agreement with Washington County Water Conservancy District
- 2.) Ordinance 2006-05 Land Use Ordinance Amendment.

In compliance with the Americans with Disabilities Act, the Town of Leeds will make reasonable accommodations for persons needing assistance to participate in this public meeting. Persons requesting assistance are asked to call Town Hall at 879-2447 at least 24 hours prior to the meeting.

Certificate of Posting

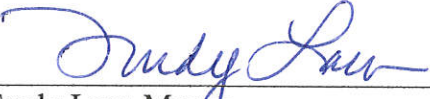
The undersigned Clerk/Recorder does hereby certify that the above notice was posted in three public places within Leeds Town limits on this 15th day of May, 2006. These public places being 1) Leeds Town Hall 2) Leeds Post Office 3) Leeds Market.

Karen Markovich, Clerk/Recorder

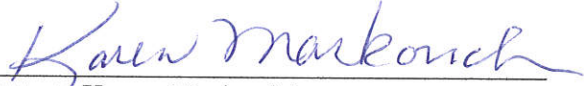
TOWN OF LEEDS
Minutes of the Town Council Work Meeting
Tuesday, May 16, 2006

1. CALL TO ORDER: Mayor Trudy Law called the meeting to order at 7:10 p.m.
2. ROLL CALL: Present were Mayor Trudy Law, Counsel Heath Snow, Councilmen Jared Westhoff, Dale Barnes and Dave Harbour and Frank Lojko.
3. Discussion of the Washington County Water Pooling Agreement. Mayor Law turned time over to Heath Snow to outline the Water Pooling Agreement and the need for Leeds to address specific issues and concerns. The discussion included how to work with this document considering LDWA and the Leeds Irrigation Company as private water companies. Also, how the impact would be if they become part of the Town and therefore municipal water companies. The pros and cons of many options were discussed and considered. Jared will approach LDWA and the irrigation company about future options. Heath will discuss needs and concerns with Ron Thompson and Barbara Hjelle.
4. Due to the time of night, discussion of Ordinance 2006-05 was not held. Another work meeting was scheduled for Tuesday, May 23, 2006 for this agenda item.
5. The Meeting adjourned at 10:45 p.m.

APPROVED AND SIGNED ON THE 31st DAY OF MAY 2006.



Trudy Law, Mayor
Town of Leeds



Attest: Karen Markovich
Town Clerk/Recorder

**PUBLIC NOTICE
TOWN OF LEEDS
TOWN COUNCIL WORK MEETING
7:00 p.m. on Tuesday, May 23, 2006
at Leeds Town Hall
218 North Main Street
The public is welcome to attend.**



APPROVED

Leeds Town Council will hold a Work Meeting at Leeds Town Hall on Tuesday, May 23, 2006, at 7:00 p.m. the purpose of the Work Meeting is to discuss the following:

- 1.) Ordinance 2006-05 Land Use Ordinance Amendment.

In compliance with the Americans with Disabilities Act, the Town of Leeds will make reasonable accommodations for persons needing assistance to participate in this public meeting. Persons requesting assistance are asked to call Town Hall at 879-2447 at least 24 hours prior to the meeting.

Certificate of Posting

The undersigned Clerk/Recorder does hereby certify that the above notice was posted in three public places within Leeds Town limits on this 18th day of May, 2006. These public places being 1) Leeds Town Hall 2) Leeds Post Office 3) Leeds Market.

Karen Markovich, Clerk/Recorder

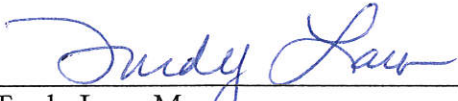
TOWN OF LEEDS
Minutes of the Town Council Work Meeting
Tuesday, May 23, 2006

1. CALL TO ORDER: Mayor Trudy Law called the meeting to order at 7:00 p.m.
2. ROLL CALL: Present were Mayor Trudy Law, Jared Westhoff, Dale Barnes and Dave Harbour. Councilman Frank Lojko was excused.. Others at the work table and/or in the public area included: Mayor Norma Gier and LoAnne Barnes
3. Discussion of Ordinance 2006-05 which is a proposed amendment to the Land Use Ordinance 2005-02. Mayor Law prefaced the discussion by stating the reason for this work meeting was two-fold: 1) to have the council members fully aware of the ordinance and what it meant and 2) to make sure that the language was such in this document that it was understandable and meaningful in conveying the intent, as best as we could describe it in writing.

The document was thoroughly reviewed with comments from those present, comments from Frank Lojko, and written comments provided by Maurice Hall and Don Fawson. The group worked through issues and concerns and came to some consensus on the wording and intent.

4. The Meeting adjourned at 10:00 p.m.

APPROVED AND SIGNED ON THE 31st DAY OF MAY 2006.



Trudy Law, Mayor
Town of Leeds



Attest: Karen Markovich
Town Clerk/Recorder

**PUBLIC NOTICE
TOWN OF LEEDS
TOWN COUNCIL MEETING**

The Town Council of Leeds will host their regular meeting on

Wednesday, May 31, 2006

at Leeds Town Hall, 218 North Main Street

THE PUBLIC IS WELCOME TO ATTEND

AGENDA



APPROVED

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Approval of tonight's Agenda
5. Approval of Minutes dated May 10, 2006 and Work Session Minutes dated May 16 and May 23, 2006.

Public Hearing:

6. Motion to open and close hearing for Ordinance No. 2006-06, an Ordinance annexing the ten-acre parcel of land located at Lot 8, Section 7, Township 41 South, Range 13 West, Salt Lake Basin and Meridian which lies south of Interstate Highway 15, owned by Cousins Investments, LLC.

Action Items:

7. Action on Public Hearing: to adopt Ordinance No. 2006-06

8. Rick Carson: ~~Road Repairs needed and status in Silver Reef~~ CANCELLED PER E-MAIL FROM RICK MORNING OF MAY 31, 2006

9. Donald Pendleton: Citizen's Corps Council of Eastern Washington County to present resolution re: Grants for Community Emergency Response Teams ~~by~~.

10. Dale Barnes: Acceptance letter for landscape design architect Susan Crook Associates

11. Mayor Trudy Law:

- Resolution # XXXX, Agreement with Wilson & Associates for CPA consultation, review and annual audit
- Resolution #XXXX, Policy and Procedures for Agendas, Documents and Purchasing Procedures

12. Dave Harbour: Approval of Ordinance No. 2006-05, amendment to Ordinance No. 05-02

13. Frank Lojko:

- Final report on repairs completed by contractor (Irrigation and Main Street Projects)
- UDOT statement and comments about repairs along Main Street
- Sunrise Engineering report about now and future road projects in Leeds
- Adjustments and modifications to main street sidewalk areas

**PUBLIC NOTICE
TOWN OF LEEDS
TOWN COUNCIL MEETING MINUTES
Wednesday, May 31, 2006**

1. Call to Order by Mayor Law at 7:00 p.m.
2. Roll Call taken with Jared Westhoff, Dale Barnes, Mayor Trudy Law, Dave Harbour and Frank Lojko present; Counsel Heath Snow was not in attendance.
3. Pledge of Allegiance was led by Jared Westhoff.
4. Motion to approve tonight's agenda dated May 31 was made by Dale Barnes, seconded by Dave Harbour, all voted aye for unanimous approval.
5. Motion to accept Minutes dated May 10, Work Session Minutes dated May 16 and May 23, 2006 was made by Dave Harbour, seconded by Dale Barnes, all voted aye for unanimous approval.

Public Hearing

6. Motion was made by Mayor Law to open public hearing for Ordinance No. 2006-06, an Ordinance annexing the ten-acre parcel of land located at Lot 8, Section 7, Township 41 South, Range 13 West, Salt Lake Basin and Meridian which lies south of Interstate Highway 15, owned by Cousins Investments, LLC.
Mayor Gier said it was a positive thing to annex the parcel into the Town of Leeds. Alan Roberts asked what the zoning was and was Mayor Law said it is being annexed in as Commercial Property. Gloria Parnell asked if the zoning had been changed and Mayor Law said the zone change was from open space to commercial and was part of the annexation. Motion was made by Jared Westhoff and seconded by Frank Lojko to close the public hearing.

Action Items:

7. Action on Public Hearing: to adopt Ordinance No. 2006-06. Motion was made by Dave Harbour and seconded by Dale Barnes to approve Ordinance No. 2006-06, Fuller Annexation. A roll call vote was taken with unanimous approval by all members of the Council. Mayor Law noted the property would now become part of the Town of Leeds, Dave Harbour said the Boundary Commission must be notified to complete the annexation process.
8. Rick Carson: Road Repairs needed and status in Silver Reef - scratched from agenda per Mr. Carson's 24-hour e-mail notification.
9. Donald Pendleton: Citizen's Corps Council of Eastern Washington County to present resolution re: Grants for Community Emergency Response Teams (CERT). Mr. Pendleton provided the Council with detailed information regarding grants for CERT Programs and presented the proposal for the Town of Leeds and explained how the program works. Mayor Law said it was an excellent program and will be a positive agreement for the town to adopt it. Mayor Law said she will write a resolution to approve the program and would present it at the next council meeting on June 14.

10. Dale Barnes:

- a.) Dale said the proposal letter had been approved and submitted to Susan Crook Associates, Landscape Design Architect, for the landscape design in the new park located in the Silver Reef area.
- b.) Dale Barnes mentioned he is researching the proposal from the Forestry asking the Town of Leeds to assume responsibility for Oak Grove Campgrounds, noting it is a substantial expense.

11. Mayor Law:

- a.) Resolution for an agreement with Wilson Associates, CPA was proposed by Mayor Law who said we have found that Wilson Associates, CPA, is willing to provide the annual audit, work to provide guidance and direction for the Town's new staff, and will be a lesser expenditure than CPA firm Hafen, Buckner, Everett & Graff previously employed by the Town. Mayor Law said she will have the resolution prepared for the next Council meeting on June 14 as we did not receive Wilson & Associates' proposal at the time of this meeting.
- b.) Resolution No. 2006-09, Document Preparation and Handling, Time Frames for Submission of Documents, and Agenda requirements for Town Council Meetings for Town Council Meetings of the Town of Leeds. The resolution includes three-minute time limits for public speaking at Public Hearings. Dave Harbour noted a correction be made in the last sentence of paragraph 2.h. to change "an ordinance" to "a resolution". Motion was made by Dale Barnes and seconded by Jared Westhoff to accept Resolution #2006-09, all in favor for unanimous vote.

12. Dave Harbour: Approval of Ordinance No. 2006-05, Amendment to Ordinance No. 05-02. Jared said he appreciated having the work meeting prior to the meeting tonight. Jared noted correction to paragraph 4.3.1.1. Mayor Law asked to make a pen and ink change to accept the ordinance tonight and asked for a motion to accept Ordinance No. 2006-05 Amendment to Land Use Ordinance No. 05-02. Motion was made by Dave Harbour and seconded by Frank Lojko. Jared asked how much of the language was taken from the Utah League of Cities and Towns. Dave Harbour said that very little came from that; the majority came from the author of the original Ordinance #05-02 and the author was unknown. Ordinance No. 2006-05 passed with a roll call vote of four ayes and one nay vote by Jared Westhoff.

13. Frank Lojko:

- a.) Frank presented the final road studies and findings from Sunrise Engineering for recommended repairs needed as a result of WCWCD and the Irrigation Company's road construction. Frank said the reports would be posted on Leeds website for public review.
- b.) Charter Communications is going to have Utah Power move the pole that is located in the middle of Center Street, patch the hole with asphalt, to be completed Friday (June 2).
- c.) Frank said the report for adjustments and modifications to the sidewalk areas had not been received as yet, but when received, would work with LoAnne Barnes and the Beautification Committee. Frank said a continued source of irritation for the community is the west side of the Main Street beginning at Leeds Market and up to Walton's Plaza. Frank said we can't do anything about it until UDOT assesses the area and he felt badly about it as we had told the residents the repairs would be made. Mayor Law added that every year UDOT offers a curb gutter and sidewalk improvement program through a grant for communities. The Town's 2005 grant application for the east side of Main Street had been approved and that she had recently applied for a grant for the west side of Main Street and hopes it will be approved by the end of 2006.

Discussion Items

14. Jared Westhoff: Jared thanked all for the Work Meeting and updated the status of the Water Conservancy District and sewer project. He said that Counsel Heath Snow did a good job negotiating with Ron Thompson of the Water Conservancy District asking them if they would help not negatively impact Leeds Domestic Water Association (LDWA) and/or the Town by not having a double impact charge and eliminating the surcharge and the Conservancy District seemed to be open to that. The Water Conservancy wants the Town to define a distinct service area for LDWA and Jared said the Town, LDWA and the Irrigation Company need to meet together to define the service area. Jared said they are now waiting on Counsel Heath Snow to get back to Water President Maurice Hall with a price for the agreement. Scott Nielson said they now have commitments for about two-thirds of the money and a couple of big developers said they will put up the balance to bring in the IBI Study. Mayor Law said the monies will not come from the Town's funds, and she understood there would be an escrow account set up and we will have signing authority but will not go through with the Town Board.

15. Dale Barnes:

a.) Dale said there is some finishing up to do around the volleyball court and they have cement that will be poured around the restrooms. Dale said he'd like to plant a row of trees to the right of the volleyball court and wants to check it out further. Dale looked into the expense of a baseball diamond in the event we get the additional property and said St. George paid \$190,000 and upwards for theirs. He said it would cost quite a bit of money and would require a substantial amount of volunteers.

b.) Dale said we need to get summer help for George Fridell in the Public Works Dept noting that the summer months require more work.

Mayor Law:

a.) Volunteers for Planning Commission and Board of Adjustment – Mayor Law noted that Ordinance #2006-05 revised the term dates and will have direct affect on the openings coming available for this year. Mayor Law noted that Alan Roberts and Sydney Holt had submitted interest in positions on the Planning Commission.

b.) Regarding the July 4th breakfast, we are looking for volunteers and asked again for those willing to help to please notify Karen at Town Hall.

c.) Mayor Law said the Work Meetings have been very beneficial, reducing the length of time of regular Town Council Meetings and thanked Mayor Gier for participating at the Work Meeting regarding Ordinance #2006-05 and said Mayor Gier's input was very helpful.

d.) Mayor Law said we need to submit our budget in May for the upcoming fiscal year ending June 30, 2007 and we will open and amend the current budget 2006 at the next Town Council Meeting. Mayor noted there will be a public hearing for the Budget within the next couple of weeks.

e.) Mayor Law said she met with the Mayor of Springdale regarding the Beautification Contest and one of the things to do is plant a tree which fits in with Dale's suggestion to plant a row of trees in the Park. Darrell Nelson said if they enter the Contest there would be a \$100.00 fee to enter and Mayor Law said that is not correct and there would be no additional fee.

f.) Mayor Law said a new enclosed bulletin board will be installed inside the Post Office for the posting of Town Business. The Postmaster agreed to allow the Town to install the board inside the Post Office, allowing the Town full access to the existing Community Affairs bulletin board located on the outside of the building. Mayor Law thanked Karen for her willingness to research costs and availability of the boards and thanked Karen's husband John for all of his work for the Town.

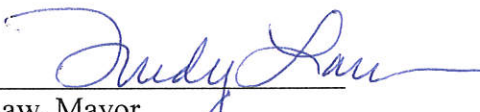
Frank Lojko:

a.) Frank met with Chair Commissioner James J. Eardley of Washington County to discuss position on roads, body politic, annexation and ordinances regarding paintball and vandalism in

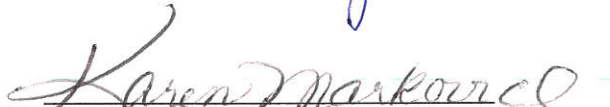
the Leeds area. The conclusion is the County Commissioners will set up the ordinances regarding use of paint balls and define the areas where they can be used, rather than where they cannot be used. Frank said the County is willing to come and repair the roads for us and about one year from now they will be available to work with us.

b.) Frank said the Tortoise Agreement was actually interesting reading for him and explained how the habitat fees would be established. On June 20 there is to be a proposal to purchase additional land for the Habitat Reserves and he would update the Town.

18. Adjournment was at 8:33 p.m.



Trudy Law, Mayor



Karen Markovich, Clerk/Recorder



**TOWN OF LEEDS
ORDINANCE #2006-06**

**AN ORDINANCE ANNEXING the area known as
“Fuller Annexation” owned by Cousins Investments, LLC**

WHEREAS, “Fuller Annexation”, owned by Cousins Investments, LLC, which is the owner of all the real property located within the contiguous, unincorporated area to the municipal boundary of the Town of Leeds, Utah and which area is designated on the plat has petitioned to be annexed into the Town of Leeds; and

WHEREAS, at a public meeting held May 31, 2006, the Town Council of the Town of Leeds, Utah, unanimously approved the acceptance of the petition for annexation by Cousins Investments, LLC; and

Be it therefore ordained by the Town Council of the Town of Leeds, Utah: that

The area known as “Fuller Annexation” owned by Cousins Investments, LLC is hereby annexed to the Town of Leeds, the Town Zoning Map is hereby amended to show the addition of this property to the Town of Leeds, Utah, town boundaries. The property will come into the Town of Leeds zoned as commercial property.

The property to be annexed is located in Washington County, Utah and is more particularly described as:

**LEGAL SURVEY DESCRIPTION BY SCOTT P. WOOLSEY, A
REGISTERED LAND SURVEYOR WITH ALPHA ENGINEERING CO.**

Fuller Annexation, owned by Cousins Investments, LLC., boundary description: A parcel of land identified as Lot 8, Section 7, Township 41 South, Range 13 West, Salt Lake Base and Meridian which lies south of the right-of-way of Interstate Highway I-15 as conveyed to the State Road Commission of Utah by Deed recorded 1-31-61, in Book S-30, pages 241-242, together with all water rights, improvements, and appurtenances thereon. Said tract described in a survey of 27 September, 1978 as beginning at the southeast corner of said lot 8 and running thence north 00°11'20" west 592 feet more or less along the quarter line to the southern right-of-way line of Interstate Highway I-15; thence southwesterly 1390.0 feet, more or less, along the said right-of-way to the south line of said lot 8; thence north 89°14'34" east 1244.0 feet, more or less, to the point of beginning; there is a total of 10 acres more or less.

The City of Leeds

Whereas, it is the goal of the City of Leeds, in the event of a major emergency or disaster, to save lives, prevent injury, protect property and preserve the environment, to the maximum extent possible with existing resources and under existing conditions, and

Whereas, the City of Leeds recognizes the need to prepare for emergencies and disasters of many different types and causes, and

Whereas, the City of Leeds supports the principle of emergency and disaster preparedness for the community, its businesses, families and citizens, and

Whereas, the President of the United States has established the Citizen Corps Program for the purpose of Community Preparedness at the State and local levels, as part of the USA Freedom Corps, within the Office of Domestic Preparedness of the Federal Department of Homeland Security, and

Whereas, the Governor of the State of Utah has established the Citizen Corps Program for the purpose of Community Preparedness within the State of Utah, as part of the Utah Commission on Volunteers, within the responsibilities of the Lt. Governor of Utah, and

Whereas, the Southwest Utah Regional Citizen Corps Council has been established for the purpose of Community Preparedness within Utah's five Southwestern Counties, and

Whereas, the Community Emergency Response Team Program has proven itself across America for the past twenty years to be an effective and practical means of preparing communities, businesses, families and individuals to save lives and prevent injury in the immediate time period following an emergency or disaster, by caring for themselves, their neighborhoods and their communities, and

Whereas, the Community Emergency Response Team Program is supported by the Federal and State Departments of Homeland Security, and is a principle initiative of the National, State and Regional Citizen Corps Councils,

Be It Therefore Resolved that the City of Leeds does support in principle the establishment of the Eastern Washington County Citizen Corps Council, without any specific commitment of resources at this time, for the general purpose of promoting Community Preparedness throughout the municipalities and communities of the Hurricane Valley and its neighboring areas, through communication, coordination and collaboration in emergency and disaster preparedness, response and recovery, through planning, training and exercise, and specifically through the establishment of an area-wide Community Emergency Response Team Program.

Mayor, City of Leeds

date

Chairperson, Leeds City Council

Chief Administrative Officer

Item 9

(Draft – April 2006)

EASTERN WASHINGTON COUNTY CITIZEN CORPS COUNCIL BYLAWS

These bylaws are established pursuant to a Request for Charter from the Utah State Citizen Corps Council, a sub-organization within the Utah Commission on Volunteers. (These bylaws are hereinafter referred to as “the Charter”).

Article One

Name

This organization shall be known as the Eastern Washington County Citizen Corps Council.

Article Two

Principal Office

The Principal Office of the Eastern Washington County Citizen Corps Council is the LaVerkin City Police Department. The Eastern Washington County Citizen Corps Council, may have other offices as the Executive Board may determine from time to time.

Article Three

Parties

The participants of the Eastern Washington County Citizen Corps Council, are the

parties to the Charter. Additional parties may be added by signing the Charter. Any party to the Charter shall be allowed to withdraw upon thirty (30) days written notice to the Executive Board.

4.4 The Eastern Washington County Citizen Corps Council will utilize all fund and resources made available to it by agencies of the Federal, State, County and Municipal Governments. And donations from the private sector for the goals and objectives stated above, and will share these funds and resources as appropriate with participating members and cooperative agencies which are also working toward accomplishing Eastern Washington County Citizen Corps Council, mission, goals and objectives.

Article Five

Executive Board

Section 1. General Powers. The Executive Board governs the affairs of the Eastern Washington County Citizen Corps Council, within the parameters set forth in the Charter.

Section 2. Membership. The Executive Board is comprised of one representative from each member municipality (Apple Valley, Hildale, Hurricane, La Verkin, Leeds, Springdale, Rockville, Toquerville, and Virgin); Also the five Administrative Officers of the Council, being the Chairperson, Co-Chairperson, Meeting & Membership Officer, Financial Officer and CERT Program Coordinator. The membership of the Eastern Washington County Citizen Corps Council, will select by vote a Chair and Co-Chair of the Council, who will be the Chair and Co-Chair of the Executive Board. The Co-Chair will also serve as the Chairperson-Elect. The Administrative Officers of the Executive Board are the Officers of the Eastern Washington County Citizen Corps Council.

Section 3. Term of Office for Members of Executive Board. The members of the Executive Board shall serve initial terms that terminate on December 31, 2006. Thereafter, all members shall serve ____ year terms. A member may be appointed to serve additional terms at the discretion of the member's designating municipality. A member shall serve at the will of their appointing authority.

Section 4. Ex Officio Executive Board Members. At their discretion, the regular members of the Executive Board may appoint such non-voting Ex Officio members as the regular members of the Executive Board deem advisable. Ex Officio members may attend Executive Board meetings and assist with the Executive Board as requested by the regular Executive Board members. Ex Officio members may serve such terms as the regular Executive Board members deem advisable. Ex Officio

Article Nine

Officers

Section 1. Officers. The officers of the Eastern Washington County Citizen Corps Council, shall be a Chairperson, a Co-Chairperson who shall function as the Chairperson Elect, a Meeting & Membership Officer, a Financial Officer and a CERT Program Coordinator. These officers also constitute the Administrative Officers of the Executive Board.

Section 2. Election, Term of Office, and Qualifications. The Chair and Co-Chair shall be chosen by the general membership of the Eastern Washington County Citizen Corps Council, no later than the second meeting of the council. Other administrative officers shall be chosen by the Executive Board no later than the second meeting of the Executive Board. In the event of failure to choose (an) officer(s) by the second meeting, the officer(s) may be chosen at any regular or special meeting of the Executive Board. Each such officer shall hold office until the next ensuing meeting where elections of officers are held, or until a successor has been chosen or qualified, or until the officer's death, resignation, or removal. In the event of insufficient membership, any one person may hold any two or more such offices, except that the Chairperson may not also hold another office. No person holding two or more offices shall act in or execute any instrument in the capacity of more than one office. All officers shall be and remain members of the Executive Board during the term of their respective office.

Section 3. Removal from Office. Any officer may be removed from office at any regular or special meeting of the Executive Board, by the vote of a majority of the total number of members of the Executive Board, whenever in the Executive Board's judgment, the best interests of the Eastern Washington County Citizen Corps Council, will be served thereby.

Section 4. Vacancy. If any vacancy shall occur in any office for any reason, or if a new office is created, then such vacancies or newly created offices may be filled by the Executive Board at any regular or special meeting. If the office of the Chairperson becomes vacant before the expiration of the term, that office shall be filled by the Co-Chair person, and a new Co-Chair shall be elected by the general membership of the Eastern Washington County Citizen Corps Council, at the next meeting.

Section 5. Chair. The Chair shall have the following powers and duties:

- a. The Chair shall preside at meetings of the Executive Board. Subject to the direction of the Executive Board, the Chair shall have general charge of the business, affairs, and property of the Eastern Washington County Citizen Corps Council, and shall have general supervision over its officers.
- b. The Chair shall make time-sensitive decisions necessary for the expedient and appropriate operation of the Eastern Washington County Citizen Corps Council, applying reasonable business judgment and relying upon such consultants and advisers as may be necessary. The routine, daily operation of the Eastern Washington County Citizen Corps Council, shall be managed and directed by the Chair, at all times subject to the Executive Board. The Chair may authorize and make expenditures on behalf of the Eastern Washington County Citizen Corps Council, without prior approval of the Executive Board, as long as said expenditures do not exceed the amount of \$100.00. The Chair may make recommendations to the Executive Board regarding any issue that maybe determined by the Executive Board.
- c. The Chair shall have all powers and perform all duties incident to the office of the Chair of the Eastern Washington County Citizen Corps Council, and shall exercise such other powers and perform

Washington County Citizen Corps Council.

c. The Financial Officer shall cause the monies and other valuable effects of the Eastern Washington County Citizen Corps Council, to be deposited in the name and to the credit of the Eastern Washington County Citizen Corps Council, in such depositories as shall be selected by the Executive Board, as authorized by the Charter.

d. The Financial Officer shall cause the monies of the Eastern Washington County Citizen Corps Council, to be disbursed by checks or drafts upon authorized depositories of the Eastern Washington County Citizen Corps Council, and cause to be taken and preserved proper vouchers for all monies disbursed.

e. The Financial Officer shall render to the Executive Board, whenever requested, a statement of financial condition of the Eastern Washington County Citizen Corps Council, and shall present a financial report to the Executive Board, if called upon to do so.

f. The Financial Officer shall cause to be kept correct books of account of all the business and financial transactions of the Eastern Washington County Citizen Corps Council, and exhibit such books to any member of the Executive Board upon request during normal business hours.

g. The Financial Officer shall be empowered from time to time to require from all officers or agents of the Eastern Washington County Citizen Corps Council, reports or statements giving the Financial Officer such information as the Financial Officer may desire with respect to any and all financial transactions of the Eastern Washington County Citizen Corps Council.

h. The Financial Officer shall submit an annual report of the Eastern Washington County Citizen Corps Council, to the Executive Board within three months after the end of each fiscal year. The

Executive Board shall make this annual report available to the public.

Article Ten

Monies

All monies received in the form of grants, gifts or contract hire shall be held in a special fund by the Executive Board and be dispersed only for the general purpose intended.

EASTERN WASHINGTON COUNTY CITIZEN CORPS COUNCIL

Endorsing the formation of the Eastern Washington County
Citizen Corps Council, as described in these Chartering
Bylaws, representing the following Hurricane Valley area
municipalities

<u>Municipality</u> <u>Position</u>	<u>Name</u>
Apple Valley	
Hurricane	
Hildale	
La Verkin	
Leeds	

Co-Chair

**EASTERN WASHINGTON COUNTY CITIZEN
CORPS COUNCIL**

BYLAWS

**EASTERN WASHINGTON COUNTY CITIZEN
CORPS COUNCIL**

BYLAWS

_____, being duly appointed as an Interim
Member of the Executive Board and elected as Interim Chairperson, affirms
that the foregoing bylaws were unanimously adopted by the Executive
Board of the Eastern Washington County Citizen Corps Council, at a
regularly called meeting of the said Executive Board on the ____ day of
_____, 2006.

ATTACHMENT #1

EMERGENCY RESPONSE TEAM PROGRAM

In the aftermath of the many world wide and domestic disasters, there is an increased awareness of the need for Disaster Preparedness on the part of the general public. The CERT program, or **Community Emergency Response Training** program, is ideal for providing the community the knowledge to enable the citizens to be the "first responders" in their homes, workplaces or in their neighborhoods, in the initial period of time immediately following a disaster.

Currently in the United States, there is only one Fire Fighter, one Law Enforcement officer, and/or one EMT / Paramedic available for each 250-350 citizens. Obviously, the first responder at any emergency is the victim, and others immediately nearby. If these "first responder victims" could be trained to preserve lives and offer the most rudimentary aid to families and neighbors, lives could be saved, and aid could be available until professional assistance arrives.

Chair

Attest:

2. **ESTABLISH CCC-SUPPORTED CERT PROGRAMS:** The primary purpose of each Area Citizen Corps Council would be establishing and supporting area-wide Community CERT programs as well as the TeenCERT Program at local High Schools. However, other Community Disaster Preparedness programs sponsored by national, state and regional Citizen Corps Councils would also be supported, as appropriate for each local jurisdiction, including *Neighborhood Watch*, *Mobile Watch*, *Volunteers in Police Service (VIPS)*, *Medical Reserve Corps (MRC)*, *Fire Corps* and others.

3. **BEGIN CERT TRAINING – LOCAL TRAINERS:** Utilizing local, county and regional CERT Trainers, all who are qualified and willing, which hopefully will include trainers already experienced in the CERT programs of La Verkin, Ivins, and St. George, as well as Homeland Security VISTA Volunteers trained as CERT instructors, begin CERT training programs in all areas where none currently exists, and support the existing programs already in progress.

Also establish the TeenCERT program as an after-school activity at all local High Schools willing to support the program, utilizing the support of local CERT Trainers, the Americorps Youth Volunteer Program from the Washington County Volunteer Center, and local Homeland Security/VISTA Volunteers.

4. **APPOINT CERT PROGRAM COORDINATORS:** As municipal and community CERT training is accomplished, a committed and capable CERT member should be identified and appointed as the City/Town Volunteer CERT Program Coordinator.

1. Each city or town or community should have its own CERT Coordinator.
2. These CERT Coordinators would comprise the Area Citizen Corps Council CERT Advisory Board.
3. Each Area Citizen Corps CERT Advisory Board should appoint a Chairperson, preferably someone who is not a city, town or community CERT Coordinator.

Each City CERT Coordinator could then interface and coordinate as a member of the Area Citizen Corps Council CERT Advisory Board, and that organization can in-turn interface with the County CERT Coordinator and the Regional Citizen Corps Council CERT Coordinator. This will be the beginning of an Area-wide CERT program that will become both active and sustainable over the long-term. It is recommended that the County CERT Coordinator and the Regional CCC CERT Coordinator attend Area Citizen Corps Council meetings and Area CCC CERT Advisory Board meetings.

5. **CCC CERT ADVISORY BOARD:** Each municipality in the Area would sponsor its own local CERT program, under the auspices of the Area Citizen Corps Council, which would support and coordinate CERT programs and activities throughout its Area by means of the Eastern Washington County Citizen Corps Council, CERT Advisory Board. The CERT Advisory Board would be made up of the CERT Program Coordinators from each of the participating municipal CERT programs. For example, it is anticipated that CERT programs would be established and maintained in the municipalities of *Toquerville*, *Leeds*,

La Verkin, *Hurricane*, *Virgin*, *Rockville-Springdale*, *Hildale* and *Apple Valley*. Each community should have its own CERT Coordinator; all of these community CERT Coordinators would constitute the Eastern Washington County Citizen Corps Council, CERT Advisory Board. The *Washington County CERT Coordinator* would be invited to participate as an ex officio non-voting member of the CERT Advisory Board, as would also the *CERT Program Coordinator* from the *Southwest Utah Regional Citizen Corps Council*. Additional representatives on the EWCCC CERT Advisory Board may participate based upon the relative number of active CERT members participating in each of the local municipal programs. The CERT Advisory Board should meet with sufficient frequency to keep the CERT program throughout the Area active and growing, with standardized, uniform training, and frequent disaster exercises. It should also organize and coordinate the formation of CERT training and refresher courses throughout the Area. This would include searching out formerly trained CERT members, providing refresher training, offering on-going training, and organizing activities and exercises, all of which could revitalize the interest of trained members as well as enlist new membership within each community.

The Chairperson (and Co-Chairperson) of each Area CCC CERT Program should meet together with the County CERT Coordinator and the Regional CCC CERT Coordinator as the County CERT Advisory Board. This would make that body an action-oriented organization of "CERT Professionals" who know what is going on in their respective CERT communities and areas, individuals who can speak from experience and therefore with authority and credibility.

6. **MONTHLY MEETINGS and QUARTERLY ACTIVITIES:** The Eastern

Washington County Citizen Corps Council, and its CERT Advisory Board will promote the organization and maintenance of local CERT programs that are sustainable and permanent, based upon meeting at least once each month. Each monthly meeting should highlight a review of a specific section of basic CERT skills, as well as include some type of new, additional training.

It is recommended that individual community teams will meet in their local jurisdiction(s) for two months, and the third meeting (once each quarter) all area CERT teams will meet together for combined training and/or exercises. Once each year a Citizen Corps supported, County-Area CERT Workshop & Exercise should be held. CERT social activities should also be planned, both at the local and area levels.

Various patterns of monthly CERT meetings could be possible in order to stimulate interest and maintain vitality. *For example*, in any given three-month quarter, within the Eastern Washington County Citizen Corps Council, CERT Program, the first week each community CERT team meets on its own; the second month Virgin, Springdale and Rockville CERT Teams meet together, while Hurricane, La Verkin, Hildale and Apple Valley meet together, Toquerville and Leeds meet together. *(Or any other combination that works successfully and encourages participation, growth and skill competency).*

The third month (First Quarter) all Eastern Washington Area CERT teams would meet

Town of Leeds

Trudy Law,
Mayor
Dave Harbour,
Mayor Pro-Tem

218 North Main Street
PO Box 460879
Leeds, UT 84746-0879
435-879-2447

Council Members:
Dale Barnes
Frank Lojko
Jared Westhoff

May 22, 2006

Susan Crook Associates
635 South 200 East # 5
St. George, Utah 84770
Re: Master Plan for New Leeds Town Park

Dear Susan Crook:

The Leeds Town Council at its May 10th meeting approved the funding of up to \$1,000.00 to hire a landscape designer. Your bid description, "The park will link the community to it's colorful past - literally and figuratively, with historical markers, the presentation of a segment of the Leeds Ditch - a strolling path , seating and planting that reflect the cultural and natural history of the town and region", most nearly reflect the Councils' view for this park.

Your Town Council contact will be Dale Barnes (879-2926). The committee will consist of Dale Barnes, Martha Ham, Silver Reef resident (680-4263), and LoAnne Barnes, Trails Planner (879-2926).

We look forward to hearing from you and setting a time to begin this project. As a formality the city would like on file a copy of your Liability Insurance and State Licenses.

Sincerely,



Trudy Law, Mayor
Town of Leeds

cc: Martha Ham

TOWN OF LEEDS
RESOLUTION 2006-09



A RESOLUTION OF THE LEEDS TOWN COUNCIL TO ADOPT
POLICIES AND PROCEDURES REGARDING
DOCUMENT PREPARATION AND HANDLING,
TIME FRAMES FOR SUBMISSION OF DOCUMENTS,
AND AGENDA REQUIREMENTS
FOR TOWN COUNCIL MEETINGS OF THE TOWN OF LEEDS

WHEREAS the Town Council of the Town of Leeds desires to adopt a policy to maintain integrity in the documents that are official documents of the Town; and

WHEREAS the Town Council of the Town of Leeds understands that the Town Recorder is responsible for the preparation and presentation of materials to the Town Council; and

WHEREAS the Town Council of the Town of Leeds desires to be professional and responsive to the needs of the Town; and

WHEREAS the Town Council has reviewed these policies and procedures prior to this meeting; and

WHEREAS the Town Council of the Town of Leeds held an open and public meeting on May 31, 2006, and by unanimous vote approved the policies outlined herein.

1. Electronic Copy of Documents: It is encouraged to have an electronic copy of a document, whenever possible for Town Council meetings. The Clerk/Recorder will make sure the electronic document has footer information which includes the filename, a date, and a file-type extension. The document will then be printed for the packets.
2. Ordinances: Ordinances are documents that affect how the Town is governed. These documents will be prepared, reviewed by Council and public comments be considered by Public Hearing. All Ordinances must be in final form prior to adoption. The procedure for preparing an ordinance:
 - a. An ordinance will be prepared by one Council Member, referred to as the Council Lead. The document will be given to the Clerk/Recorder

6. Picking up your Packet: Packets will be ready for review by 5:30 p.m. five (5) days prior to the meeting. Packets will be available at Town Hall, as well as an electronic copy e-mailed.
7. Following a Meeting – List of Items: Two (2) days following a meeting, the Clerk/Recorder will e-mail a list of assignments or action items to everyone as a reminder that immediate or pending action needs to be taken.
6. Review the Minutes: Minutes of a meeting will be e-mailed in “draft” form to the Town Council within five (5) days following the meeting. Comments and/or changes should be given to the Clerk/Recorder not later than seven (7) days prior to the next meeting, so as to be included in the packet.

Town Council Time Frames

Day	Day of Week	Time	Description
Meeting	Wednesday	7:00 p.m.	Town Council Meeting (2 nd Wednesday, most months)
2 days after	Friday	5:00 p.m.	‘List’ of items from meeting sent to all TC members. This list includes assignments and/or action items.
5 days after	Monday	5:00 p.m.	Draft minutes of meeting sent to all Town Council members.
7 days after	Wednesday	5:00 p.m.	Cut off for comments and/or correction on minutes from last meeting.
7 days before	Wednesday	5:00 p.m.	Cut off for Agenda items for next meeting and documents and/or information to be included in packets.
6 days before	Thursday	5:00 p.m.	Agenda e-mailed to the Spectrum, Town Council members, the public e-mail list and the webmaster.
5 days before	Friday	5:00 p.m.	Packets ready. Packets include minutes and supporting documents.
Meeting	Wednesday	7:00 p.m.	Town Council Meeting (Last Wednesday, most months)

All correspondence and preparation of documents noted above will be done by e-mail, except packets, which will have a printed copy placed in the TC boxes. Agendas will also be e-mailed.

LEEDS, UTAH

AMENDMENT

TO

LAND USE ORDINANCE 05-02

AMENDMENT ORDINANCE NUMBER 2006-05

May 31, 2006

AMENDMENT TO LAND USE ORDINANCE 05-02

Add to Section 1.6 Definitions.

Driveway. A private access primarily for vehicle movement from a public or private roadway to a dwelling, commercial facility or other structure. The lot on which the driveway is providing access must have sufficient frontage to satisfy requirements of this ordinance. (Amendment, Ord. 2006-05)

Private Road. A roadway to provide access to two (2) or more dwellings and owned, installed and maintained by one or more private citizens or association which use the private road as access to dwellings, commercial buildings or other facilities. Private Road as defined does not satisfy frontage requirement. (Amendment, Ord. 2006-05)

Flag Lot. A Lot which does not meet the frontage requirement adjacent to a public or private roadway for the zone in which it is in but does have legal access to a public or private road. The lot in all ways except frontage meets the requirements of the zone in which it is in. (Amendment, Ord. 2006-05)

Change Paragraph 2.1 to Read as Follows:

2.1 Creation of a Planning Commission, Number of Members, Appointment

The Leeds Planning Commission shall consist of five (5) members and three (3) alternates, each to be appointed by the Mayor with the advice and consent of the Leeds Town Council. The Mayor shall appoint with advice and consent of the Town Council a new member or alternate to the Planning Commission at a Town Council meeting in May to fill the vacancy of the Planning Commission member and alternate member whose term expires the end of June that year. The appointed Planning Commission member's and alternates term of office shall start the first of July of that year. The Leeds Town Council may designate by resolution the composition of the Leeds Planning Commission. It is the intent of this Ordinance that the Leeds Planning Commission not consist of members, all of whom are from the same field of expertise. The five (5) members of the Leeds Planning Commission shall be full time residents of the Town of Leeds for the one (1) year prior to being appointed to office and must remain residents during their term of office. A person residing in their home for over one year and the property on which the home is located is annexed, qualify to become members or alternates on the Planning Commission once the annexation is finalized. Planning Commission Members or alternates moving out of the Town of Leeds during their term of office will result in an automatic resignation. Members of the Leeds Planning Commission shall hold no other public office or position within Leeds Town government. Up to three (3) alternates may be appointed to the Planning Commission with the consent of the Town Council. Vacancies by members or alternates shall be appointed by the Leeds Mayor with approval and consent of Leeds Town Council for the unexpired term of any member whose term becomes vacant. The alternate

Change Paragraph 3.1 to Read as Follows:

3.1 Board, Number of Members, Appointment, Term and Removal, Vacancies

The Leeds Board of Adjustment shall consist of five (5) members, each to be appointed by the Leeds Mayor with approval and consent of the Leeds Town Council for the term of five (5) years provided that the term of one (1) member shall expire the end of June each year. The Mayor shall appoint with advice and consent of the Town Council a new member to the Board of Adjustment at a May meeting of the Leeds Town Council to fill the vacancy of the Board of Adjustment member whose term expires the end of June that year. The appointed Board of Adjustment member's term of office shall start the beginning of the following July. All members of the Leeds Board of Adjustment shall have been full time residents of Leeds for the previous one year. A person residing in their home for over one year and the property on which the home is located is annexed, qualify to become members or alternates on the Board of Adjustment once the annexation is finalized. Any member may be removed for cause by the appointing authority upon written charges and after public hearing, if such hearing is requested. Cause for removal may include but not be limited to misconduct, making rulings in conflict with the Leeds Ordinances, missing more than two-thirds (66.7%) of the Board of Adjustment meetings, etc. Any member moving out of the Town of Leeds automatically resigns as a member of the Leeds Board of Adjustment. Up to three (3) alternates may be appointed to the Board of Adjustment. Vacancies by members and alternates shall be appointed by the Leeds Mayor with advice and consent of Leeds Town Council for the unexpired term of any member or alternate whose term becomes vacant. The alternate members not sitting on the Board as a replacement member shall not be voting members; however, alternate members should attend all Board of Adjustment meetings. No more than two (2) alternates may sit as part of the Board at any one time. When an alternate Board of Adjustment member is sitting on the Board of Adjustment due to an absent Board of Adjustment member that alternate Board of Adjustment member has voting rights on all issues brought before the Board of Adjustment. All other conditions applying to members shall apply to the alternate members. Members of the Board of Adjustment shall hold no other public office or position within Leeds Town government. (Amendment, Ord. 2006-05)

Change Paragraph 3.2 to Read as Follows:

3.2 Officers

The Leeds Board of Adjustment shall elect a Chairman and a Chairman Pro-tem from among its members, who shall serve for a term of one (1) year or until their term expires, whichever occurs first. New elections shall be held the first meeting in July each year. If the Chairman or Chairman Pro-tem leave the Board of Adjustment or resign as Chairman or Chairman Pro-tem, then a special election will take place with the term of office expiring at the next following end of June. (Amendment, Ord. 2006-05)

Change Paragraph 3.5.1 to Read as Follows:

4.3.2.1 The use of flag lots shall be avoided. New developments shall be laid out in such a manner as to avoid flag lots. (Amendment, Ord. 2006-05)

4.3.2.2 The existing lots within Leeds, with metes and bound descriptions as of May 31, 2006 are lots that may be considered for flag lots. These existing lots can be divided to create a flag lot only after determination by the Planning Commission that a standard lot is not feasible. Then the Planning Commission may, in order to encourage more efficient use of land, recommend a flag lot to be developed subject to the following conditions: (Amendment, Ord. 2006-05)

4.3.2.2.1 Property cannot be subdivided with typical public street frontage either at the present time or in the foreseeable future. (Amendment, Ord. 2006-05)

4.3.2.2.2 The staff portion of said lot shall front on a dedicated public street. The minimum width of the staff shall be twenty-five (25) feet. The staff portion shall provide access to a maximum of two single family dwelling. (Amendment, Ord. 2006-05)

4.3.2.2.3. No building or construction except for driveway shall be allowed on the staff portion of said lot. (Amendment, Ord. 2006-05)

4.3.2.2.4 All lot area and setback requirements shall be the same as are required by the zone in which the lot is located. The staff portion of the lot shall not be used to calculate the minimum lot size. The lot must be of such shape that all setback requirements shall be complied with if a structure were to be built on said lot. (Amendment, Ord. 2006-05)

Replace paragraph 4.20 with the following:

4.20 Curbs, gutters and sidewalks

4.20.1 The installation of curb, gutters and sidewalks of a type approved by the Leeds Town Council may be required on any existing or proposed street adjoining a lot on which a building is to be constructed or on which a new use is to be established (this does not include remodeling which does not change the existing use). The installation of curb, gutter and sidewalk may be required where such improvements are not already in existence or where existing improvements are damaged or broken. Said installation may be required as a condition of obtaining a building permit and shall be completed as a part of the building contract prior to occupancy. (Amendment, Ord. 2006-05)

4.20.2 The town, upon examination, may determine that it is not in its best interest to install full improvements at the time of land development. In this event, the applicants shall be required to sign a letter of non-opposition to a future special improvement district created by the town at such time as it is determined to be in the best interest of the town to do so. The letter of non-opposition shall be recorded against the property and the validity thereof shall run with the land. (Amendment, Ord. 2006-05)

6.3.2.5 A minimum of twenty (20) feet is required for access to parking spaces for any dwelling or building when any portion of an exterior wall of the first story is located more than one hundred fifty (150) feet from fire department vehicle access. Vertical clearance, surface, turnaround and other requirements contained in the International Fire Code shall apply. (Amendment, Ord. 2006-05)

6.3.3 Where a driveway or private road meets a public paved road starting at the public road the driveway must be paved for the first ten (10) feet or to the right-of-way line which ever is greater. (Amendment, Ord. 2006-05)

Replace paragraph 6.4.3 with the following:

6.4.3 Residential parking area.

6.4.3.1 The number of off street parking spaces required for residential development shall be as follows: (Amendment, Ord. 2006-05)

6.4.3.1.1 Single-family dwelling and two-family dwelling units shall have two fully enclosed garage parking spaces per dwelling unit. (Amendment, Ord. 2006-05)

6.4.3.1.2 All other dwellings, including townhouses and condominiums, shall have two (2) parking spaces per dwelling unit, at least one of which shall be fully enclosed. No street parking shall be counted toward meeting the parking requirement. Tandem parking shall not count toward the parking requirement. No Parking area shall be located within the required front setback facing a public street. All parking shall be on site. (Amendment, Ord. 2006-05)

6.4.3.1.3 Parking for all dwelling units must also comply with paragraph 6.8 "Residential Parking". (Amendment, Ord. 2006-05)

Add paragraph 4.29.

4.29 Residential Private Streets

4.29.1 In the event private streets are used, they shall conform to the Town of Leeds Standard Specification for Design and Construction as to the quality of construction. Private streets shall include curb, gutter, sidewalks or adequate pedestrian facilities. Street width may be adjusted based upon traffic needs and information provided in a traffic impact study when required. In no case shall a private street right-of-way be less than twenty-eight (28) feet and the paved surface less than twenty-four (24) feet with an unobstructed shoulder of two (2) feet on each side. If it is determined that the private street may become a public street in the future then the appropriate street requirements and dimensions contained in the Leeds Standard Design and Construction Specification shall apply. (Amendment, Ord. 2006-05)

4.29.2 The Town may observe the construction of private streets. However, in all cases, the developer shall retain the services of his professional engineer and testing firm to provide

ORDINANCE NUMBER 2006-05 SHALL TAKE EFFECT IMMEDIATELY.

PASSED AND ADOPTED THIS 31 DAY OF MAY, 2006. — as amended on
Section 4.3.1.1 with
pen and ink by Mayor Law.

Trudy Law
TRUDY LAW, MAYOR TOWN OF LEEDS

Attest: Karen Markovich
KAREN MARKOVICH, CLERK/RECORDER

ROLL CALL VOTE: ✓ REQUIRED NOT REQUIRED

MAYOR TRUDY LAW	<u>✓</u>	AYE	<u> </u>	NAY
COUNCIL MEMBERS				
DALE BARNES	<u>✓</u>	AYE	<u> </u>	NAY
DAVE HARBOUR	<u>✓</u>	AYE	<u> </u>	NAY
FRANK LOJKO	<u>✓</u>	AYE	<u> </u>	NAY
JARED WESTHOFF	<u> </u>	AYE	<u>✓</u>	NAY

AYE VOTES 4 NAY VOTES 1 ABSTENTIONS 0.

ORDINANCE # IS 2006-05 PASSED REJECTED

Karen Markovich
KAREN MARKOVICH, CLERK/RECORDER

OPENINGS FOR 2006

Planning Commission and Board of Adjustment

Seats on the Planning Commission and Board of Adjustment will become vacant this year and those interested in becoming a member are asked to submit a Letter of Interest to Karen Markovich at Town Hall No Later Than Tuesday, May 30th, 2006.

The members will review and understand Town Ordinances, preside over monthly Meetings, be involved in community affairs and provide a valuable community service to our Town. The terms of office are held for five years beginning at time of appointment.*

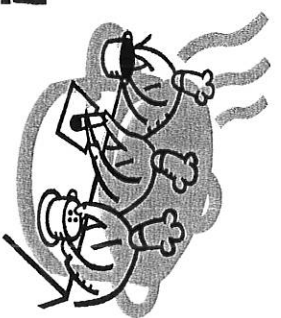
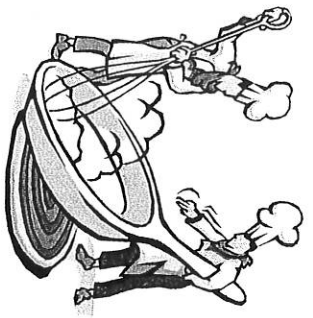
Qualifications include proof of United States citizenship, voter registration and permanent residency in the Town of Leeds for one (1) year prior to the appointment.

Please include relevant background of experience, education and/or skills that would be beneficial for the positions.

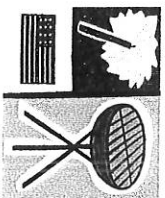
***Official dates of member appointments are currently proposed in Ordinance #2006-05 and subject to approval by the Town Council at the next Meeting to be held on May 31, 2006.**



**Karen Markovich
Clerk/Recorder**

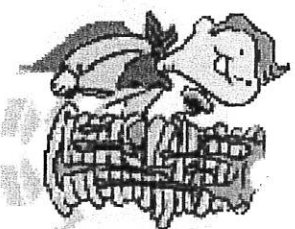
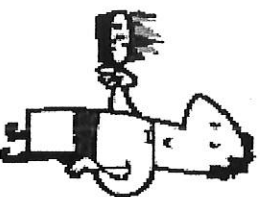
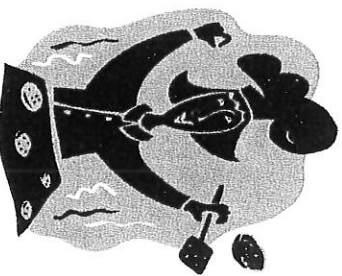


MANY HANDS MAKE LIGHT WORK! VOLUNTEERS NEEDED FOR THE



4TH OF JULY BREAKFAST!

We need BBQ grills, cooks, chefs, cleanup crews, help refill supplies tidy up, and more. All interested, please contact Karen Markovich at Town Hall, 879-2447, or e-mail: leedstownhall@qwest.net.



**TOWN OF LEEDS PUBLIC HEARING
ATTENDANCE SIGN IN SHEET**

DATE: 5-31-06

PLEASE PRINT NAME AND ADDRESS

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