

1 NORTH OGDEN CITY COUNCIL MINUTES

2
3 November 26, 2013

4
5 The North Ogden City Council convened in an open meeting on November 26, 2013 at 6:30 p.m.
6 in the North Ogden City Council Chambers at 505 East 2600 North. Notice of time, place and
7 agenda of the meeting was delivered to each member of the City Council, posted on the bulletin
8 board at the municipal office and posted to the Utah State Website on November 25, 2013.
9 Notice of the annual meeting schedule was published in the Standard-Examiner on January 30,
10 2013.

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12
13 PRESENT: Richard Harris Mayor
14 Kent Bailey Council Member
15 Justin Fawson Council Member
16 Cheryl Stoker Council Member
17 Brent Taylor Council Member

18
19 EXCUSED: Wade Bigler Council Member

20
21 STAFF PRESENT: Ronald F. Chandler City Manager
22 S. Annette Spendlove City Recorder/ H.R. Director
23 Jon Call City Attorney
24 Bryan Steele Finance Director
25 Tiffany Staheli Community Services Director

26
27 VISITORS: Sherry Bernard Bill Bernard
28 Brandon Tracy Blake Welling
29 Jim Urry Rachel Trotter

30
31
32 Mayor Harris welcomed those in attendance.

33
34 City Manager Chandler offered the invocation and led the audience in the Pledge of Allegiance.

35
36 **CONSENT AGENDA**

- 37 1. Consideration to approve the minutes of the November 12, 2013 City Council Meeting
38 2. Consideration to approve business licenses

39
40
41 **Council Member Bailey moved to approve the consent agenda. Council Member Taylor**
42 **seconded the motion.**

43
44
45 **Voting on the motion:**

46
47 **Council Member Bailey aye**

48 **Council Member Fawson aye**
49 **Council Member Stoker aye**
50 **Council Member Taylor aye**

51
52 **The motion passed unanimously.**

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55 **AGENDA**

56

57 **1. PUBLIC COMMENTS**

58

59 Blake Welling, 1098 E. 3100 N., stated he has a comment regarding the grants the Parks Department is
60 applying for. He stated documentation supporting the grant application indicates that a portion of grant
61 funding would be used to fund an electronic sign and he does not think that is the best use of that funding.
62 He noted the cost for the sign is \$25,000, but that sign will not reach all City residents. He stated it seems
63 like a lot of money for a sign that many people will not ever drive past.

64

65

66 **2. CITY TREASURER BILL BERNARD RECOGNITION**

67

68 Finance Director Steele stated that tomorrow is Mr. Bernard's last day with the City; he has chosen to
69 retire after 42 years as a full time employee in the work force. He stated he would like to recognize Mr.
70 Bernard for his work as the City's Treasurer for the past 12 and one half years; he has done a great job for
71 the City and his knowledge, work ethic, and humor will be missed. He stated he wishes Mr. Bernard the
72 best in the next phase of his life; Mr. Bernard has indicated he plans to travel, work on some home
73 projects, and get caught up on his family history. He addressed Mr. Bernard and stated he hopes he finds
74 joy and contentment. Mr. Steele then read the following quote: "When a man retires and time is no
75 longer a matter of urgent importance, his colleagues generally present him with a watch." He stated the
76 City does not have a watch for Mr. Bernard, but he turned the time over to Mayor Harris to provide him
77 with an award. Mayor Harris welcomed Mr. Bernard and his wife Sherry and presented them with a
78 token of appreciation and a service award from the City.

79

80 Mr. Bernard received a round of applause from those in attendance, after which he stated it has been an
81 honor to serve the citizens of North Ogden City for the past 12 and one half years. He stated he has lived
82 in the City for 28 years and it is a great place to live; the government and citizens make it that way. He
83 stated he hopes each member of the City Council will continue to guide the City in the correct manner.

84

85

86 **3. DISCUSSION AND/OR ACTION TO APPOINT A CITY TREASURER**

87

88 A memo from Mayor Harris explained a committee consisting of seven interviewers (Mayor Harris,
89 Council Member Bailey, Council Member Taylor, Council Member Elect Urry, Ron Chandler, Bryan
90 Steele, and Annette Spendlove) conducted interviews for the vacant position of City Treasurer. The
91 committee ultimately selected Jamie Jones, who comes to North Ogden from South Weber where she
92 currently serves as their Treasurer.

93

94 Mayor Harris reviewed his staff memo and provided a brief synopsis of the process used to select Ms.
95 Jones.

96

97 **Council Member Bailey moved to approve the appointment of Jamie Jones as the new City**
98 **Treasurer. Council Member Fawson seconded the motion.**

100
101 **Voting on the motion:**

102
103 **Council Member Bailey aye**
104 **Council Member Fawson aye**
105 **Council Member Stoker aye**
106 **Council Member Taylor aye**

107
108 **The motion passed unanimously.**

109
110 Ms. Jones stated that she is excited to be appointed as the City's Treasurer and she thanked the Council.

111
112
113 **4. DISCUSSION AND/OR ACTION TO APPOINT A FINANCIAL ADVISOR**

114
115 A staff memo from Finance Director Steele explained that upon receiving direction from the City
116 Council, staff initiated the process for the refunding (refinancing) of the 2004 Sales Tax Revenue Bonds.
117 The first step in the process is to select a Financial Advisor for the transaction. A request for proposal
118 (RFP) was sent to three different firms and two of those firms submitted proposals: Zion's Public Finance
119 and Lewis, Young, Robertson & Burningham, Inc. (LYRB). Both firms have extensive experience in
120 bond refunding, but there are two areas in which the firms differ. The first is cost; Zion's Public Finance
121 submitted a bid of \$12,000 while LYRB submitted a bid of \$6,500. The second difference between the
122 two firms is relative to their experience with the City. Zion's Public Finance assisted in the bonding
123 process for North View Fire District Fire Station and made presentations to the City Council on bonding
124 basics and bond refunding in 2013. LYRB was the City's Financial Advisor for Issuance of Sales Tax
125 Revenue Bonds series 2004, conducted the City's Business License Fee Study in 2010, conducted the
126 Utility Rate Study and served as the City's Financial Advisor for the beginning phase of bonding for the
127 Public Works Building in 2011.

128
129 Mr. Steele reviewed his memo.

130
131 Council Member Bailey asked Mr. Steele to what he attributes the difference in the bids submitted by the
132 two firms. He indicated the bid submitted by Zion's Public Finance is double the bid submitted by
133 LYRB. Mr. Steele stated he is not sure as to the reason for the disparity between the two bids.

134
135 Mayor Harris inquired as to what the savings to the City will be if the bond is refunded. Mr. Steele stated
136 the City stands to save between \$90,000 and \$100,000. Mayor Harris explained to the public that the
137 bonds being considered for refunding are the bonds associated with the Aquatic Center.

138
139 Council Member Taylor asked when the selected firm will be paid; he asked if they will be paid even if
140 the City chooses not to proceed with the refunding of the bonds. Mr. Steele stated the firm will not be
141 paid unless the refinancing of the bond is completed. Council Member Taylor asked if the two firms have
142 offered to provide different services or connections to bond data that would cause the difference in the
143 two bid amounts. Mr. Steele answered no and stated the two firms are leaders in bond refinancing in
144 Utah.

146 Council Member Fawson stated he typically favors the low bidder in these types of situations, but he
147 wanted to recognize that Zion's Public Finance has made great contributions to the City in the past and he
148 would like to maintain a good relationship with them.

149
150 Council Member Stoker agreed with Council Member Fawson about the fact that Zion's Public Finance
151 has made great contributions to the City, but the difference in the two bids is significant. Council
152 Member Bailey agreed, after which the Council briefly discussed the bid amounts and the process that
153 was used to obtain the bids.

154
155 **Council Member Bailey moved to appoint LYRB as North Ogden City's Financial Advisor.**
156 **Council Member Taylor seconded the motion**

157
158 **Voting on the motion:**

159
160 **Council Member Bailey aye**
161 **Council Member Fawson aye**
162 **Council Member Stoker aye**
163 **Council Member Taylor aye**

164
165 **The motion passed unanimously.**

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168 **5. DISCUSSION REGARDING NORTH OGDEN SKATE PARK**
169

170 Mayor Harris stated that the City received a request from the family of Kit Collins to rename the Skate
171 Park as Kit Collins Memorial Skate Park. He stated he wanted to have discussion regarding the request in
172 order to respond to the Collins family. He stated his concerns: the Skate Park would have never been
173 created without Jake Bybee's efforts and input. He suggested other ways to honor or memorialize Kit
174 Collins and he suggested a few options: hosting a skate challenge during Cherry Days in his name; a
175 memorial plaque placed on a piece of equipment in the park; plant a tree in his name; a memorial statue;
176 that could be considered by the family and the City.

177
178 Council Member Fawson stated he has received input from residents who have shared their concerns
179 about the request to rename the Park; they have been concerned that renaming the Park would be
180 permanent in nature and could open the City to receiving request to renaming every facility owned by the
181 City. He stated he does want to recognize Kit Collins somehow, but he is not sure that renaming the Park
182 is the way to do it. Mayor Harris stated that he has received some of the same comments from some
183 residents.

184
185 Council Member Stoker stated her experience has been similar to Council Member Fawson's and
186 indicated that she likes Mayor Harris's idea of hosting an event during the Cherry Days celebration in
187 memory of Kit Collins'. Council Member Bailey agreed.

188
189 Mayor Harris suggested that the City respond to the Collins family and continue to work with them to
190 find ways to remember Kit Collins other than the renaming of the Skate Park.

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196 **6. DISCUSSION REGARDING GRANT PROJECTS AND AMOUNTS FOR 2014**

197
198 A memo from Parks and Recreation Director Staheli explained that at a past council meeting she
199 presented to the Council the top five priorities from the Parks and Recreation Department and the North
200 Ogden Parks, Trails and Open Lands Committee (NOPTOL). She has since worked with the City
201 Engineer to determine cost estimates (provided in the Council packet) for each project as follows:
202

203 1) RESTROOM RENOVATION

- 204 a. Oaklawn Park: \$187,275.00
205 • This restroom has an additional concession area.
206 b. Orton Park: \$139,480.00
207 c. Lomond View Park: \$139,480.00
208 d. Total Cost: \$466,235.00
209 e. Half Project Cost: \$233,117.50
210 • Ramp requires North Ogden City put forth matching funds, some of which can be
211 in the form of labor.
212

213 2) TRAIL EASEMENT

- 214 a. Acquire a trail easement from Fred Brown for a trail connection between Barker Park and
215 Oaklawn Park.
216 • NOPTOL was unable to get in touch with Fred Brown to discuss the connection.
217

218 3) PLEASANT VIEW DRIVE TRAIL (Cover the open canal west of Lee's Marketplace along
219 Pleasant View Drive and make the connection to Pleasant View's portion of the trail. (#2 on the
220 NOPTOL Map)).

- 221 a. Cost to pipe the canal: \$1,200,000.00
222 b. Cost to build the trail: \$85,000.00
223 c. Total Cost: \$1,285,000.00
224 d. Half Project Cost: \$642,500.00
225

226 4) PERMANENT ELECTRONIC INFORMATION SIGN (Bi-Centennial Park—Install a permanent
227 electronic sign a Bi-Centennial Park on Washington Blvd. This would help us get information
228 about city events and recreational programs out to residents.)

- 229 a. Cost for the Electronic Sign and Installation: \$25,000.00
230 b. Total Cost: \$25,000.00
231 c. Half Project Cost: \$12,500.00
232 d. This grant would qualify as a Regular Grant (\$2,001.00 to \$200,000.00) but not as a
233 Major Grant (\$200,000.00 +)
234

235 5) NORTH OGDEN PARK GRANDSTAND RENOVATION (Improve the safety and appearance
236 of the grandstand. Repair broken wood, replace metal clad wooden seats with aluminum seating,
237 and replace railing and safety fencing. Repaint. Reconstruct concession area below grandstand,
238 including water and sewer lines.)

- 239 a. Total Cost: \$65,110.00
240 b. Half Project Cost: \$32,555.00
241 c. This grant would qualify as a Regular Grant (\$2,001.00 to \$200,000.00) but not as a
242 Major Grant (\$200,000.00 +)
243

244 The memo concluded the highest priority of the Parks and Recreation Department is the renovation of the
245 restrooms at Oaklawn, Orton and Lomond View parks. The current restrooms do not meet ADA
246 requirements for accessibility, and are not able to handle the current user load in our parks. Staff would

247 like to obtain the City Council's input on which projects they would like to fund and which to have the
248 Parks and Recreation Department apply for RAMP grants.
249 Ms. Staheli reviewed her staff memo.

250
251 Mayor Harris added the Council should be aware of a couple of issues with respect to the project
252 that would connect the City's trail system to Pleasant View's trail system. He stated that
253 Pleasant View is also applying for a grant to extend the trail from the point where it currently
254 ends on the west further to the west. He stated it will be an important trail in the future for both
255 cities and Weber County as a whole. He noted the City will need to do something sooner or later
256 with the canal because it is a hazard and the banks continue to deteriorate; there is a lot of
257 development occurring below the canal and in consideration of the safety of the citizens it is
258 necessary to pipe the canal and eliminate that hazard from the City. He stated if the City can
259 come up with the means of piping the canal, the opportunity to complete the trail will be much
260 greater. He asked the Council to keep that in mind in the coming years. Council Member Bailey
261 stated Ms. Staheli expressed that the project is not good for a RAMP grant application. Ms.
262 Staheli stated the trail construction portion of the project would be good for a RAMP grant
263 application, but the portion of the project that entails piping the canal would not be good for a
264 RAMP grant application. Mayor Harris stated he is not suggesting that staff apply for a RAMP
265 grant for the canal piping portion of the project; instead he is suggesting that the Council
266 seriously consider approving a capital improvement project in the future to pipe the canal; that
267 project would create opportunities to secure future RAMP grants to complete the trail on top of
268 the piped canal. Council Member Bailey asked if there are other alternatives for funding the
269 project to pipe the canal. He noted the City does not own the canal. Mayor Harris stated the
270 City does not own the canal, but any damage resulting from a canal failure would be the City's
271 responsibility. A short discussion regarding the liability issues associated with the canal ensued
272 and Council Member Bailey asked if there is any possibility that the City could get assistance
273 from the owners of the canal to pipe it. Mayor Harris stated that could be an option in the future,
274 but is not guaranteed.

275
276 Council Member Taylor asked if the canal is a natural waterway. Mayor Harris answered no and
277 stated it is manmade. He noted a large portion of the other canals in the City have been piped.
278 He reiterated the subject canal will need to be piped before a trail can be constructed in that area
279 because there are no other options for locating the trail in another area in the trail corridor, such
280 as across the street.

281
282 Council Member Taylor then asked who makes up the RAMP grant approval committee. Ms.
283 Staheli stated the committee is a County committee, though she is not sure if it is made up of
284 County employees. A brief discussion about the makeup of the committee ensued. Council
285 Member Taylor then stated he would move project five above project four on the priority list and
286 noted he is very supportive of project one to upgrade restrooms at the parks. Ms. Staheli
287 referenced the project to make improvements to the grandstand and noted that a project was
288 completed several years ago to improve the safety of the structure; the current project being
289 recommended would be mostly cosmetic in nature.

290
291 Council Member Bailey stated he is also very supportive of project one to upgrade restroom
292 facilities at parks. He then asked if the City would be required to provide matching funds in the
293 current fiscal year if the City is awarded RAMP grant funds that may potentially be applied for.

294 A short discussion regarding the options available to the City relative to providing matching
295 funds ensued.

296
297 Council Member Bailey then asked if it is likely that the City will be able to secure the needed
298 easements to proceed with trail construction. Ms. Staheli stated that a member of the NOPTOL
299 committee was assigned to follow up on opportunities to secure trail easements, but she has not
300 received feedback from him to date. She stated the Parks and Trails Master Plan does include
301 the trail that connects the two parks. Council Member Bailey stated he feels it is a great project,
302 but wants to be sure the easements are available. He then stated he supports Council Member
303 Taylor's recommendation to prioritize the grandstand project above the electronic sign project.

304
305 Council Member Fawson stated he agrees project one is a necessity. He added he would move
306 the grandstand project to number two on the priority list. He then asked about the funding
307 needed to match a potential grant for the restroom project. Mr. Steele stated general fund
308 revenues last year were higher than budgeted so there are some funds available to transfer to the
309 capital projects fund to provide some matching funds. Mr. Chandler added that in January of
310 2014 he plans to follow through with the policy adopted during consideration of the current
311 fiscal year budget that dictates that for any revenues that exceed expenditures in the budget, half
312 would remain in the general fund and the other half would be transferred to the capital
313 improvement fund. He stated he is anticipating that amount to be between \$150,000 and
314 \$160,000.

315
316

317 **7. DISCUSSION AND/OR ACTION TO CONSIDER RAMP GRANTS**

318

319 **Council Member Fawson moved to authorize City staff to apply for a RAMP grant to fund**
320 **project number one, restroom renovation at three City parks. Council Member Bailey**
321 **seconded the motion.**

322

323 Council Member Taylor asked if there are any opportunities to provide in-kind matching funds for the
324 restroom project. Ms. Staheli stated the demolition could be done in house as could some infrastructure
325 installation. Council Member Taylor asked how long the City would have to provide the matching funds.
326 Ms. Staheli stated the grant application is due in January and would be awarded in April. She noted that
327 the City would have until the following December to complete the project, but there are opportunities to
328 file for extensions of the grant. Council Member Taylor asked if it would be more effective for the City
329 to apply for more than one project at a time. Ms. Staheli stated she attended a recent meeting regarding
330 RAMP grants and the committee expressed that they would like to see more cities submitting more
331 applications for major grant funds. She stated they allot half of their parks and recreation funding for the
332 major project category and they have only received three or four grant applications in the past, so the
333 chances of being awarded major project funding is very good. She stated the other half of the funding is
334 used to fund regular grants that range in price from \$2,000 and \$200,000. She added it is not likely that
335 the City would receive funding for both a minor and major grant project. A discussion about
336 opportunities to fund portions of a project ensued, after which Mayor Harris noted the City will receive
337 the annual grant that is based on the City's population. Ms. Staheli stated that is correct and the City
338 stands to receive a grant of \$17,000.

339

340 Council Member Taylor asked Ms. Staheli her opinion regarding whether the City will be successful in
341 securing grant funding for the restroom project. Ms. Staheli answered yes and noted that she believes that
342 if the project is not funded as a major project it will be funded as a minor project.
343

344 Council Member Bailey asked if it would be wiser to apply for the restroom project and the grandstand
345 renovation project. Ms. Staheli stated Ogden City has applied for and received several regular grants and
346 the question the Council must consider is whether it is possible for the City to provide matching funds for
347 two projects if both applications are approved. Council Member Bailey stated he would be comfortable
348 applying for both projects. A discussion regarding the number of applications to submit then ensued and
349 Council Member Fawson expressed his concern that applying for two projects would give the committee
350 the option of rejecting the application for the restrooms and only approve the application for the
351 grandstand.
352

353 **Voting on the motion:**
354

355 **Council Member Bailey aye**
356 **Council Member Fawson aye**
357 **Council Member Stoker aye**
358 **Council Member Taylor aye**
359

360 **The motion passed unanimously.**
361
362

363 **8. PUBLIC COMMENTS**
364

365 Jim Urry, 1615 N. Mountain Road, stated he is trying to understand the price of \$350,000 associated with
366 the restroom renovation project. Mayor Harris stated that will cover three restrooms at three different
367 City parks. He stated the types of structures that will be built are very expensive and they include more
368 than just restroom facilities. Mr. Urry stated the price seems very high. Mayor Harris stated the projects
369 will go out to bid, so the actual cost may be lower. Mr. Urry then referenced the earlier discussion
370 regarding the North Ogden Canal Company and stated he believes they have enough money to participate
371 in the project to pipe the canal. He then asked if it is a possibility to fence the canal rather than pipe it as
372 has been done to other canals in the City. Mayor Harris stated there would not be room to construct the
373 trail next to the canal. Mr. Urry suggested the canal be used for floating tubes or kayaks as has been done
374 with areas of rivers in other cities.
375
376

377 **9. CITY COUNCIL, MAYOR AND STAFF COMMENTS**
378

379 Council Member Fawson wished everyone a Happy Thanksgiving as did Council Member Stoker and
380 Mayor Harris.
381
382

383 **10. ADJOURNMENT**
384

385 **Council Member Bailey moved to adjourn the meeting. Council Member Stoker seconded**
386 **the motion.**
387

388 **Voting on the motion:**

389
390 Council Member Bailey aye
391 Council Member Fawson aye
392 Council Member Stoker aye
393 Council Member Taylor aye
394

395 The motion passed unanimously.
396
397

398 The meeting adjourned at 7:25 p.m.
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400
401
402
403

404 _____
Richard Harris, Mayor
405
406
407

408 _____
S. Annette Spendlove, MMC
409 City Recorder
410
411

412 _____
Date Approved

NOT APPROVED