

NORTH OGDEN CITY COUNCIL WORK SESSION MEETING MINUTES

May 12, 2015

The North Ogden City Council convened in an open meeting on May 12, 2015 at 6:34 p.m. at the North Ogden City Council Chambers at 505 East 2600 North. Notice of time, place and agenda of the meeting was delivered to each member of the City Council, posted on the bulletin board at the municipal office and posted to the Utah State Website on May 11, 2015. Notice of the annual meeting schedule was published in the Standard-Examiner on December 21, 2014.

PRESENT:	Brent Taylor	Mayor
	Lynn Satterthwaite	Council Member
	Cheryl Stoker	Council Member
	James Urry	Council Member
STAFF PRESENT:	Bryan Steele	City Administrator/Finance Director
	Annette Spendlove	City Recorder/HR Director
	Jon Call	City Attorney
	Rob Scott	City Planner
	Tiffany Staheli	Parks & Recreation Director
EXCUSED:	Kent Bailey	Council Member
	Phillip Swanson	Council Member
VISITORS:	Steve Olney	Mason Olney
	Carson Olney	Andrew Letcher
	Rachel Trotter	Bob Buswell

REGULAR MEETING – 6:30 P.M.

Mayor Taylor welcomed those in attendance.

City Administrator/Finance Director Steele offered the invocation and led the audience in the Pledge of Allegiance.

ACTIVE AGENDA

1. PUBLIC COMMENTS

There were no public comments.

3. DISCUSSION AND/OR ACTION TO CONSIDER AN ORDINANCE AMENDING 11-22-12, POLITICAL AND IDEOLOGICAL SIGNS

A staff memo from City Planner Scott explained when the City Council is acting in a legislative capacity the Council has wide discretion. Examples of legislative actions are general plan, zoning map, and land use text amendments. Legislative actions require that the Planning Commission give a recommendation to the City Council. Typically the criteria for making a decision related to a legislative matter requires compatibility with the General Plan and existing codes. Staff has been requested to provide options on amending the political sign provisions of the zoning ordinance. The City Council held a work session on March 31, 2015 and identified the need for revisions to the temporary sign provisions dealing with political signs and campaign signs. The Planning Commission reviewed the City Council direction and provided additional direction on April 15, 2015. The Planning Commission conducted a public hearing on May 6, 2015. The North Ogden City zoning ordinance is found in 11-22-12 Political and Ideological Signs. The ordinance provides standards for all residential zones in one subsection and the RE-20 zone and commercial and manufacturing zones in another. Typical standards for height, area, aggregate square footage, not allowed to project into the right of way, and a removal standard are included. In addition to signs already permitted, political signs may be located within the following parameters:

1. HP-3, HP-2, HP-1, R-1-12.5, R-1-10, R-1-8, R-1-8(A), R-1-8(AG), R-2, R-3 and R-4 zoning districts:

1. Shall not be over four and one-half feet (4 ½ ') in height.
2. No sign shall exceed six (6) square feet.
3. The aggregate square footage of such signs shall not exceed twenty four feet (24') on any lot or parcel.
4. Except as otherwise permitted in this title, no such sign or portion of the sign may be located in or project into, a public right of way or an adjoining property.
5. Political signs shall be removed within five (5) days after the election or referendum to which they refer. Signs for candidates successful in a primary election, and who must be elected in a general or runoff election are permitted to leave their political signs in place until five (5) days after the general election, or if necessary, runoff election.

2. RE-20, C-1, CP-1, CP-2, C-2 and MP-1 zoning districts:

1. Shall not be over four and one-half feet (4 ½ ') in height.
2. Shall not exceed eight feet (8') in width.
3. The aggregate square foot of such signs shall not exceed thirty two feet (32') on any lot or parcel.
4. Except as otherwise permitted in this title, no such sign or portion of the sign may be located in or project into, a public right of way or an adjoining property.
5. Political signs, not otherwise permitted as commercial signs, shall be removed within five (5) days after said election or referendum to which they refer. Signs for candidates successful in a primary election, and who must be elected in a general or runoff election are permitted to leave their political signs in place until five (5) days after the general election, or if necessary, runoff election. Adopted by Ord. 2002-05 on 4/9/2002

The proposed ordinance amendments include the following changes:

- The ability to regulate political signs is bound by the free speech amendment. Add a provision in the purpose statement stating that free speech is a key component of all sign regulations, “It is the city's policy to regulate signs in a manner that is consistent with the free speech protections and provisions of the United States Constitution and of the Constitution of the State of Utah by enacting regulations which do not restrict speech on the basis of its content, viewpoint or message; and do not favor one form of speech over another.”
- Provide definitions for political signs, campaign signs, and a revised temporary sign definition that includes metal as an allowed material for real estate signs.
- Adds standards for temporary signs for setbacks and site triangles.
- Off premise temporary signs are not allowed.
- Temporary signs may not project into the public right of way or an adjoining property.
- Clarifies the display periods for putting up and removal.
- Provide for a maximum number of signs per property.
- Clarifies whether permits are required
- The RE-20 zone has the same standards as commercial and manufacturing zones.

The applicable General Plan provision is:

Community Aesthetics

(3) Implementation Goal: Attractiveness, orderliness, and cleanliness are qualities that establish North Ogden as a place where people care about visual appearances. These qualities should be preserved and required throughout the city.

The memo provided the following summary of Planning Commission considerations:

- Is the proposed amendment consistent with the North Ogden City General Plan?
- Are the proposed amendments appropriate?

The memo concluded the Planning Commission recommends that the City Council adopt the temporary sign amendment.

Mr. Scott reviewed his staff memo and provided a brief overview of the components of the proposed ordinance relating to political and ideological signs. There was brief general discussion between the Council and Mr. Scott throughout his presentation, with a focus on permitted locations of political signs and the allowed sizes of signs in residential and commercial zones throughout the City.

Council Member Urry inquired as to whether it is necessary to include a penalty in the ordinance for instances where the owner of a political sign fails to remove it within the timeframe provided in the ordinance. Mr. Scott stated the sign ordinance is part of the City’s zoning ordinance and it is his assumption that the standards zoning penalties will apply to the sign ordinance as well. City Attorney Call agreed and noted such a violation could ultimately be a Class C misdemeanor. Mr. Scott then indicated staff plans to create a brochure to be provided to each candidate for elected office in the City to inform them of the sign regulations included in the ordinance. He then concluded he would like to, at some point in time, move forward with a project that would

create a table identifying all types of temporary signs in the City and include the regulations, time restrictions, size restrictions, and zone restrictions for each sign.

Council Member Satterthwaite asked if real estate sign regulations are contemplated in the proposed ordinance. Mr. Call answered no and indicated the proposed ordinance only addresses political and ideological signs. Council Member Satterthwaite asked if the regulations limiting campaign signs from being in place 60 days before and five days after an election are new regulations. Mr. Scott answered yes. City Recorder Spendlove stated that there are more than 60 days between the Primary and General Elections, meaning that candidates that advance to the General Election would be required to take down their signs between the Primary and General Elections. The Council had a brief general discussion regarding the time limitations, with Council Member Urry indicating he would be comfortable with only permitting campaign signs 30 days before the Primary and General Elections. Mayor Taylor stated that the only problem with restricting placement of signs to 30 days before an Election Day is that by-mail ballots are mailed 28 days in advance of an election, meaning that campaign signs would only be in place two days before voters could begin receiving their ballots.

2. PUBLIC HEARING TO RECEIVE COMMENTS ON PROPOSED AMENDMENTS TO ORDINANCE 11-22-12, POLITICAL AND IDEOLOGICAL SIGNS

Mayor Taylor opened the public hearing at 7:00 p.m. There were no persons appearing to be heard.

Council Member Stoker motioned to close the Public Hearing at 7:00 p.m. Council Member Satterthwaite seconded the motion.

Voting on the motion:

Council Member Satterthwaite	aye
Council Member Stoker	aye
Council Member Urry	aye

The motion passed unanimously.

Discussion of the time limitations for campaign signs continued, with Council Member Satterthwaite indicating he would be comfortable with permitting campaign signs 30 days before the Primary Election and 45 days before the General Election. Council Member Urry added that he would recommend political signs also be permitted 45 days before a special election, which would be held in June.

Council Member Satterthwaite motioned to adopt Ordinance 2015-08 amending Section 11-22-12 of the North Ogden City Code pertaining to political and ideological signs, with the change to reflect that political signs be permitted 30 days prior to a Primary Election and 45 days prior to a General Election. Council Member Stoker seconded the motion.

Voting on the motion:

Council Member Satterthwaite aye
Council Member Stoker aye
Council Member Urry aye

The motion passed unanimously.

**4. DISCUSSION AND/OR ACTION TO APPROVE AN ORDINANCE TO ADD
LANGUAGE CLARIFYING THE SEWER LATERAL POLICY**

A staff memo from City Attorney Call explained he was asked to review the City’s sewer policies to determine if clarification was necessary to eliminate confusion. Based on my review of the policies, both written, and unwritten the City should look at adopting some new language to make it clear the obligations of the City and residents pertaining to the various types of sewer lines within the right of way. Though the existing ordinance can continue to be interpreted as the City has always done to require residents not only to install the original lines, but to continue to maintain those lines. It would be helpful for the residents as well as City staff to have an official written policy for the staff to rely upon when questions about the sewer trunk lines and laterals are brought up. Mr. Call’s memo concluded he recommends the Council consider the language which has been suggested in the proposed Ordinance and adopt some of the clarifying language.

Mr. Call reviewed his staff memo.

Mayor Taylor opened the public hearing at 7:05 p.m. There were no persons appearing to be heard.

Council Member Urry motioned to close the public hearing at 7:05 p.m. Council Member Satterthwaite seconded the motion.

Voting on the motion:

Council Member Satterthwaite aye
Council Member Stoker aye
Council Member Urry aye

The motion passed unanimously.

Council Member Urry motioned to adopt Ordinance 2015-9 clarifying the City’s sewer lateral policy. Council Member Stoker seconded the motion.

Voting on the motion:

Council Member Satterthwaite aye
Council Member Stoker aye
Council Member Urry aye

The motion passed unanimously.

5. DISCUSSION AND/OR ACTION TO CONSIDER AN ACCESS EASEMENT AND ENCROACHMENT ONTO CITY OWNED PROPERTY, LOCATED AT APPROXIMATELY 615 E 2100 N

A staff memo from City Planner Scott explained the applicant is requesting from the city an encroachment onto approximately a foot and a half wide section onto city property. The property is located at 615 East 2100 North, and the City Park – Orton Park abuts to the south of the applicant’s property. The park is a city owned park but also serves as a detention pond basin for the surrounding area. When the park was built a retaining wall was put in place on the North West end perimeter of the park. The rock retaining wall is built onto both sides of the property line. The applicant proposes to construct a fence along the property line however the rock retaining wall imposes a physical barrier that cannot be overcome, except to remove the rock retaining wall.

On April 28, 2015 the City Council entertained a request by Andrew Letcher to allow an encroachment for a fence between his back lot line and Orton Park. The Orton Park subdivision approval contains a provision that the City Council shall approve any fencing in the rock wall easement on the rear of these lots. The City Council direction was to identify a solution for the entire subdivision and not just for Mr. Letcher.

Matt Hartvigsen, Rob Scott, and Brian Smith conducted a field trip on May 5, 2015. The rock wall extends the entire length of the rear of the Orton Park subdivision. It starts at Mr. Letcher’s lot at about 5 feet in height and progressively is smaller until it is about 3 feet at the eastern end. Staff examined the location of the rock wall in relation to the property line. It appears that the lots to the east of Mr. Letcher will not need an encroachment to construct fencing. Mr. Letcher will need at most a 6 inch to 1 foot encroachment.

The second issue is the type of fencing to be allowed. Mr. Letcher desires to have a black chain link fence. The second lot from the east has constructed a vinyl fence entirely on the other side of the rock wall. Staff took several pictures to show the circumstance and await your decision on whether to allow fencing within the easement and if so what type of fencing should be allowed.

ZONING ORDINANCE COMPLIANCE

12-2-2: Definitions EASEMENT: That portion of a lot or lots reserved for present or future use by a person or agency other than the legal owner or owners of the property or properties. The easement may be for use under, on or above the lot or lots.

3-1-9-E: DISPOSAL OF CITY PROPERTY

E. Alternative Disposition: In accordance with the terms of Utah Code Annotated section 10-8-2, the city may make a finding that a use or disposition of certain city property provides for the safety, health, prosperity, moral well-being, peace, order, comfort or convenience of the inhabitants of the city, in which case the city council may authorize the purchase, receipt, holding, selling, leasing, conveying and other disposition of real and personal property for the benefit of the city, whether the property is within or without the city's corporate boundaries and under the terms of such a finding is not obligated to sell such property at bid but may improve, protect, and do any other thing in relation to this property that an individual could do.

The memo summarized potential City Council considerations:

- Does the proposed use meet the requirements of the applicable City Ordinances?
- Are there any potentially detrimental effects that need to be mitigated by imposing conditions of approval; and if so, what are the appropriate conditions?
- To allow or not to allow fencing within the easement
- If the fencing is allowed within the easement and if so what type of fencing should be allowed?

The memo also recommended the following conditions of approval:

- Applicant to obtain appropriate building permits
- Applicant to maintain the encroachment
- The City may revoke the easement at any time

The memo concluded this is a policy decision. If the City Council determines that granting an easement is appropriate with the recommended conditions; then the easement can be granted.

Mr. Scott reviewed his staff memo.

Mayor Taylor reviewed photographs of Mr. Letcher's property and other properties that would be subject to the easement and illustrated how the fence would be installed.

Council Member Urry stated he would have preferred to deed a portion of property to the residents impacted by this action and allow the fence to be erected at the top of the rocks. Mayor Taylor agreed, but indicated that one of the property owners erected a fence without approaching the City and at this point it is important for the fence to be consistent and congruent. Discussion of the history of the erection of fencing in the area ensued, with a focus on the City's permitting process for fences of properties similar to the properties subject to the proposed easements. Mr. Scott suggested that the City be more proactive in communicating the City's fencing regulations to owners of property abutting City owned property. He added a land use permit system would be very helpful in tracking these types of issues that should be addressed at the time of a subdivision plat approval.

Council Member Urry indicated he would like for the City to install a black chain link fence along the length of the property line around the Park even if some residents have already installed vinyl fencing. He stated he would like for the fencing on the City's property to be uniform. Council Member Satterthwaite stated he would support that suggestion. Mayor Taylor

stated staff can solicit bids for such a project and bring them back to the Council for consideration. He then invited Mr. Letcher to provide input regarding the issue.

Andrew Letcher, 615 E. 2100 N., stated that the reason that he wants to install a fence between his property and the City's property is that kids regularly climb on the rocks in the area and enter his yard; he added there is nothing to stop garbage from blowing from the City's property to his property. He indicated that only the corner post of his fence is located on the City's property, but the remainder of his fence is on his property. He noted he would be willing to include access gates in his fence to alleviate the concerns expressed by City staff regarding access to the rock area.

Council Member Urry motioned to allow Mr. Letcher's fence to encroach on City property and direct staff to negotiate an easement agreement with Mr. Letcher, with the stipulation that the fence be constructed in a manner that the City will have access to City property. The final agreement shall be brought back to the Council for final approval. Council Member Stoker seconded the motion.

Voting on the motion:

Council Member Satterthwaite	aye
Council Member Stoker	aye
Council Member Urry	aye

The motion passed unanimously.

Mr. Letcher asked if he can proceed with installing his fence. Council Member Urry urged Mr. Letcher to wait to install the fence in the event that the Council does not approve the agreement negotiated between Mr. Letcher and staff. Mayor Taylor stated that the agreement can be considered at the next City Council meeting scheduled for May 26. Mr. Call stated that he feels the agreement will be very simple and given the fact that the Council has approved Mr. Letcher's encroachment onto the City's property he does not see an issue with Mr. Letcher proceeding with the fence. Council Member Urry stated that if Mr. Letcher proceeds with installing the fence he should do so with the knowledge that if the Council does not approve an agreement he could be required to take the fence down. Mr. Letcher stated he is concerned about a child climbing on the rocks and injuring himself; he does not want to be liable in such a situation and he stated he would wait to install his fence if the City would sign something relieving him of any liability. Mr. Call reiterated he does not believe that the agreement will be problematic and he did not see a reason to keep Mr. Letcher from proceeding with the installation of the fence. Council Member Stoker agreed.

6. DISCUSSION TO CONSIDER A COMMITTEE FOR THE PERSONNEL POLICY

Mayor Taylor reported it is necessary to consider updates and amendments to the City's Personnel Policy Manual and the City's Human Resources Director, Annette Spendlove, would

like to create a committee to assist in that process. Ms. Spendlove provided a brief report regarding her recommendation to create a committee, noting she would like the committee to consist of two Council Members, the Mayor, the City Administrator, herself, and an employee from each Department in the City. She stated she would like the committee to begin meeting once a week after the adoption of the final budget, with a goal to present the recommended update and changes to the City Council by the end of the calendar year. The Council briefly discussed the recommendation and concluded they were comfortable creating the committee to complete the project. Mayor Taylor asked that any Council Member interested in participating on the committee inform him of that interest so he can proceed with creating the committee. The Council had a brief general discussion regarding various sections of the policy manual that are in need of updating.

7. DISCUSSION AND/OR ACTION TO CONSIDER A RESOLUTION ADOPTING THE TENTATIVE BUDGET FOR FISCAL YEAR 2015-2016

A staff memo from Finance Director Steele explained State Statute 10-6-111 requires that the City Council adopt the tentative budget at the 1st scheduled Council meeting in May. The memo referenced Mr. Steele's budget message in the budget document for issues related to this year's budget. Even though the Tentative Budget is being adopted, changes can still be made before the Final Budget is adopted in June. Any changes that Council decides to make will be documented and included with future budget discussions. The items that still need to be addressed are:

- Street Construction/Street Maintenance Fund - \$3.00 charge
- Utility Rate increases – These rate increases would allow us to break even operationally in 3 of the 4 funds. The only one that wouldn't be breaking even operationally is the Water Fund
 - Water usage rates:
 - Residential
 - 0 – 6,000 gallons - \$1.62 per 1,000 gallons
 - 6,001 – 12,000 gallons - \$2.62 per 1,000 gallons
 - 12,001 – 18,000 gallons - \$3.62 per 1,000 gallons
 - 18,000+ gallons \$4.62 per 1,000 gallons
 - Commercial
 - \$2.62 per 1,000 gallons
- Sewer rate (due to CWSD rates increasing)- \$1.00 increase
- Storm Water rate - \$1.16 increase
- Solid Waste rate decreasing - (\$1.00) decrease
- Total rate increase for average user would be \$4.16
- Other items may come up that the Council wants to take action on.

Mr. Steele reviewed his staff memo and led a brief discussion regarding the highlights of the tentative budget. He then read the budget message included in the tentative budget document as follows:

The budgets represent the culmination of many hours of efforts by the Mayor, City Council and City staff. Our budget process is intended to utilize the financial resources of our community to provide for the stakeholders of the City, both immediate needs, as well as future needs, all in a

public, transparent manner. We have focused on improving public services and infrastructure that improves the quality of life for all the stakeholders in our community. As is the case every year, balancing the City budget is not easy. There are many needs that are competing for limited resources. For FY 2015/2016, the General Fund budget has increased slightly over last year due to improving economic conditions and the addition of a new Smith's Marketplace store which opened in November of 2014. This year's revenue forecasts (less transfers in) are: Governmental Funds - \$7,357,990, revenues in the Special Revenue Funds of \$1,008,232, and revenues from proprietary funds, primarily from City-operated utilities, are estimated at \$4,641,460.

The following sections outline key issues presented in this year's budget:

The General Fund budget presented herein is a balanced budget. The budget presented uses \$110,807 from the Unrestricted Fund Balance to balance the budget. The Unrestricted Fund Balance percentage when compared to the General Fund Budgeted Revenues is at 22%. State law requires that the maximum percentage be no more than 25% Unrestricted Fund Balance compared to Budgeted Revenues. There is no property tax increase proposed for this year.

General Fund revenues are budgeted to increase 8% from the 2014-2015 budget. This increase is largely attributable to a projected increase in sales tax revenues, Class C road funds, and the administrative fee charged to the utility funds. Revenues for the Enterprise funds will increase this year due to proposed rate increases. The utility rate changes are proposed as follows: - Sewer rate is proposed to increase \$1.00 - Storm water rate is increasing \$1.16 - Solid waste fee is decreasing by \$1.00 - The water usage rate will be adjusted as well. Currently the usage rate is \$1.62 per 1,000 gallons for the first 19,000 gallons and then \$2.16 per 1,000 gallons for any usage 20,000 gallons and greater. To help promote conservation due to anticipated lack of snowpack the new water rates will be \$1.62 per 1,000 gallons for the first 6,000 gallons used, \$2.62 per 1,000 gallons for the next 6,000 gallons used, \$3.62 per 1,000 gallons for the 3rd 6,000 gallons used and \$4.62 per 1,000 gallons used over 18,000 gallons. The water usage rate for commercial accounts will be going from \$1.19 per 1,000 gallons to \$2.62 per 1,000 gallons. 3 The reasons for the proposed increases this year are solely to offset rise in expenses. Reasons for the rise in expenses include increase of Motor Pool funding, personnel costs and increasing fees charged by the Central Weber Sewer District.

There are two new proposed positions; a part time Administrative Assistant in the Planning department and a new full-time position, Irrigation Specialist, in the Parks Department. The Irrigation Specialist position will be replacing 2 permanent part time employee positions. The cost of the Administrative Assistant position is approximately \$14,000 with the Irrigation Specialist position costs adding \$26,000. Health Insurance costs are increasing with impacts to the budget of \$30,000, across all funds. The City will also be giving an average increase of 3.5% for salary increases which was allocated based on merit or salary range adjustment. There will be no increase in the contribution percentage to the Utah Retirement Systems this fiscal year.

During the years of the recession, the City had to cut back on funding the Motor Pools. This was possible because the reserves in the Motor Pool Funds were large enough to support the lack of funding. So as not to put an undue burden on the other funds, management recommended steps be taken to return to fund the Motor Pools by increasing contributions over a 3 year period. This

is the last year of that implementation so the Motor Pools are breaking even operationally this year.

A plan for funding future capital projects was approved by the Mayor and City Council during a budget retreat for during the 2013-2014 budget. Its plan was twofold. - First, for any surplus in the General Fund at year end, ½ of the surplus will be transferred to the Capital Projects fund. Second, for any projected increase in budgeted revenues over Fiscal Year 2013-2014 budgeted revenues, ½ of those increased budgeted revenues will be transferred to the Capital Projects Fund. The City has been able to implement this strategy while still maintaining a healthy General Fund fund balance of approximately 22% or \$1,249,602 (based on next year's budgeted revenues) which can be reserved for a rainy day fund. The percentage of General Fund fund balance allowed by State law is 25% (or \$1,608,716 for North Ogden City) of next year's budgeted revenues.

In this year's budget there is new Special Revenue Fund proposed. It is the Street Construction/Street Maintenance Special Revenue Fund. The City Council has also decided to implement a \$3 charge to help pay for future street construction projects. There are numerous projects that are needed and the revenue received from this fee would be dedicated for those projects. Examples of projects include: A roundabout at the intersection of Fruitland Drive and 2100 North or the widening of Washington Boulevard.

Relative to the Aquatic Center Fund the City Council would like for the actual costs of the Aquatic Center to be more transparent to North Ogden City residents. Depreciation expense will not be shown in the Aquatic Center Fund budget, but it will be documented in the Budget Message and also in the Management Discussion and Analysis of the audited Financial Statements. The figures below show the program revenues that the Aquatic Center user fees generate and also the total costs of the Aquatic Center. These are not actual revenue and expenditure figures which will be in the year-end Audited Financial Statements.

Council Member Urry referenced the creation of new positions and the desires that have been expressed by staff to fill the positions prior to July 1. He stated that if that occurs it will be necessary to amend the current FY budget to include charges for those employees. Mr. Steele stated that may not be necessary because the City has money available as a result of not filling the two part time positions that were created to replace the full time irrigation specialist position. Council Member Urry then referenced the irrigation specialist employment position and stated he has concerns about what that employee will do during the winter months. He has asked for a list of that employee's responsibilities and has not received it. Parks and Recreation Director Staheli indicated that the irrigation specialist will essentially perform the functions that were performed by the former Assistant Parks Supervisor; Jesse Felter was the irrigation specialist before he was promoted to Assistant Parks Supervisor and the duties he was performing as irrigation specialist have not been completed like they should. She stated the employee works on the City's mowing crew throughout the summer; during the winter they winterize all sprinkler systems and buildings, such as park restrooms. She noted the employee will also perform maintenance on City facilities in the parks and they will participate on the snow removal team through the winter months. She concluded the person will also assist with trail construction and holiday displays when they are not working on the mow crew or servicing irrigation systems. Council Member

Urry stated that many of those duties were completed in the current FY without someone in the position. Ms. Staheli stated she was forced to hire temporary employees to get many of the functions completed. Council Member Urry asked if the City truly saved money by not filling the irrigation specialist position if money was spent to hire temporary employees. Mr. Steele answered yes and indicated the cost for temporary employees is much lower than the cost to pay permanent part time employees. Council Member Urry stated he would like to understand how much money the City actually saved. There was a brief discussion and debate of the issue, with Council Member Urry indicating he would like to understand how much money the City actually saved by not hiring permanent part time employees; he wants to ensure that the City is following legal requirements relative to opening the current FY budget to appropriate funding for new employment positions if necessary. Mayor Taylor stated that he would be willing to wait to fill the positions until the Council approves the final budget on June 9.

Council Member Urry then stated that he has received a spreadsheet from City staff that identifies all employment positions in each Department, the salaries paid to those employees, and the proposed pay increases for employees; the section dealing with the Planning Department does not include the new Planner position or an administrative assistant position. Mr. Steele stated that the administrative assistant position is not included because it was not an approved position. Mayor Taylor added that new positions are not eligible for pay increases so that may be another reason they were not included on the spreadsheet.

Council Member Urry referenced page eight of the budget, which includes an estimate for property tax revenue, and noted that the revenue estimate has increased seven percent over last year. He asked what that increase is based upon. Mr. Steele stated that historically over the past five years the City has experienced at least a seven percent increase in property tax revenue based upon new growth. Mayor Taylor added that the City usually issues between 40 and 70 new home building permits, but he expects that to grow this year; he feels the seven percent increase projection is conservative.

Council Member Urry stated that the budget includes a projected increase in utility tax revenue of three percent and he asked if that is based upon current utilities. Mr. Steele stated that is based upon the revenue the City receives through franchise agreements with Questar and Rocky Mountain Power and the projected increase is also based upon new growth.

Council Member Urry referenced page nine of the budget and identified an increased revenue associated with charges for services, one of which being the Cherry Days Queen Pageant. He stated the Council has decided not to support the Pageant. Ms. Spendlove noted the participants in the Pageant pay a fee to participate and the City receives a donation to support the pageant, which is recorded in charges for services. Council Member Urry referenced the outline of the Parks and Recreation Departments budget and the percentage of expenses that are covered by charges for services, which is 49 percent. He indicated he would like for certain fees to be increased to cover the costs associated with programs and if that is not feasible it may be necessary to consider eliminating some programs. He stated it is his opinion that the fees for recreation programs should cover at least 60 to 70 percent of the cost to provide those programs. Council Member Satterthwaite agreed, but added that he feels programs should be considered as a whole rather than singling out certain programs that may be more expensive to provide than

others. Council Member Urry then recognized that the City generates \$6,000 in park rental fees and he asked if that is from other sports organizations renting City Parks. Ms. Staheli answered yes and indicated that the City charges the AYSO soccer organization \$1.00 per year for each program participant. She noted, however, that the \$6,000 in park rental fee revenue is made up by individuals or other entities renting park pavilions or park space. Council Member Urry stated that the City should charge AYSO more than \$1.00 per child per year. Ms. Staheli stated that is the same fee charged by all other cities. Council Member Satterthwaite stated he would like for the Council to have a more focused discussion, at a future date, regarding the various opportunities for capturing revenues associated with independent competition sport organizations. Council Member Urry then inquired as to the amount of money the City receives from AYSO each year, to which Ms. Staheli answered approximately \$4,000. Council Member Urry inquired as to the impact fee a new resident pays for parks. Mayor Taylor answered the park impact fee is the highest at \$3,300. Council Member Urry argued that AYSO has a greater impact on park space than a new resident does, yet they pay less than a new resident. Mayor Taylor stated he is supportive of looking at the entire recreation program as a whole.

Council Member Urry then referenced page 10 of the budget, sale of fixed assets, and noted the amount included in that line item does not include the sale of a tractor the Council has been informed of. Mr. Steele stated the revenue generated by the sale of that piece of equipment would be deposited into the City's motor pool fund.

Council Member Urry addressed the section of the budget dealing with the Mayor and Council salaries and noted in the past Council Member Satterthwaite suggested that the City reserve funds in the event that Mayor Taylor is not re-elected during the 2017 election and it becomes necessary to hire a new City Administrator in addition to paying the Mayor. He stated he would like to begin setting aside funding for that need. Council Member Satterthwaite stated that the overall budget has decreased by 30 percent and the money saved by that decrease could be used to balance the budget and a portion could be set aside to pay for a City Administrator in the future if necessary.

Council Member Urry referenced page 15 of the budget, which includes a \$5,000 expense for capital improvements for the Mayor and City Council; he asked if that is for a new recording system. Mayor Taylor answered yes and indicated that the system will include a camera for recording or streaming Council meetings.

Council Member Urry referenced page 14, which includes funding for judicial services and has a 31 percent increase. He asked what that increase is for. Mayor Taylor stated it is for the increases associated with the prosecutor and public defenders in the City's Justice Court. Council Member Satterthwaite asked if the City can increase any fees to cover those increased costs. Mayor Taylor stated that City Administration would need to research the legality of that. Council Member Urry continued with another question regarding page 14: credit card fees. He asked if the expense is for the City accepting credit cards for certain payments, to which Ms. Spendlove answered yes. Council Member Urry asked if the City has solicited bids from other vendors who may be able to lower those costs. Ms. Spendlove answered no. Council Member Urry suggested that be done.

Council Member Urry then noted that in his analysis of motor pool costs for all Departments he has determined that the total contribution to the motor pool fund has increased by 27 percent. Council Member Satterthwaite stated that is the amount the Council agreed to in order to catch up with fully funding the motor pool fund. Mayor Taylor agreed.

Council Member Urry again referenced page 15, highlighting a line item for personnel related costs and noted that line item is increasing by 33 percent. He asked what is included in personnel related costs. Ms. Spendlove stated that line item covers employee incentives and awards. Mayor Taylor stated he has been trying to do more employee recognition, which he feels is a good thing.

Council Member Urry referenced page 16 and again discussed the Cherry Days Pageant expense of \$2,000. He asked if that is entirely covered by donations, to which Mr. Steele answered yes. Council Member Urry added that the line item for building maintenance and utilities is increasing by 11 percent for buildings and grounds and he inquired as to the reason for the increase. Mr. Steele stated the cost is associated with the need to purchase new computer equipment for City Hall and the Police Station and he listed the pieces of equipment to be purchased.

Council Member Urry referenced page 17 and noted Planning salaries are increasing by 59 percent and he inquired as to the reason for that increase. Mr. Steele stated the increase accounts for a full year of having a new Planner in the Planning Department as compared to only having the position in half of the current FY budget. Council Member Urry asked if the increase will actually be more to cover the new part time administrative assistant position. Mr. Steele answered no and indicated that position is accounted for in the part time employee costs. Council Member Satterthwaite asked if the new Planner position is justified and partially covered by additional revenues to be generated by increased workload. Mayor Taylor answered yes. Mr. Steele indicated an analysis of the increase in revenues will be provided at the time the final budget is considered by the Council. Council Member Urry also referenced a 567 percent increase in computer service fees for the Planning Department and he asked for an explanation of that increase. Mr. Steele stated it covers Arc View software licenses, which is a new software program for the Planning Department; the City will also purchase the iWorQs application tracking program for the department. Council Member Urry added the engineering budget is increasing 135 percent and he asked if that is a result of an increase in development review that will be outsourced to the City's contract engineer. Mr. Steele answered yes. Council Member Urry noted the small equipment budget is increasing 100 percent. Mr. Steele stated that was actually included in the budget in error and will be removed before the final budget is presented to the Council.

Council Member Urry moved to the Police Department budget and noted there is a 249 percent increase for the narcotics strike force. He asked if that is due to the fact that the City is no longer furnishing an officer to the strike force. Mayor Taylor answered yes and added it is also a result of the increased cost for the strike force that is being passed on by the County.

Council Member Urry noted he noticed a uniform allowance for animal control officers and he asked if that provides money to buy new uniforms for the officers or just cleaning them. Mr.

Steele stated the City has a contract to cover cleaning of City employee uniforms, but he would need to do additional research to determine the exact reason for the cost.

Council Member Urry stated page 21 of the budget indicates the overall budget for the Street Department is \$819,502 and includes increases to personnel costs, motor pool contributions, street light expenditures, snow removal, and hiring a part time person to perform crack sealing. He stated that the Council was told that the purchase of a crack sealing machine would save the City money over contracting with a company to perform the service, but he wondered how much the City will actually save if it is now necessary to hire an employee to operate the crack sealing machine. Mayor Taylor stated the savings are still significant; the City was paying upwards of \$150,000 per year for a company to perform crack sealing.

Council Member Urry referenced a 100 percent increase for small equipment for the animal control officer and he asked the reason for that increase. Mr. Steele stated that the animal control officer is currently seeking to become POST certified and there are equipment costs associated with that certification.

Council Member Urry referenced page 22 and noted a 100 percent increase in part time wages in the Street Department. He asked if that is for a new position. Mr. Steele indicated that increase will cover the salary for the employee that will be hired to perform crack sealing. There was a brief general discussion regarding the total costs that will be paid by the City for crack sealing. Council Member Urry then asked if there will be a carry-over of funds not spent on snow removal due to the mild winter. Mr. Steele stated any money left goes back into the general fund and is used accordingly to balance the budget. Council Member Urry stated he would prefer that reserve funds are held specifically for snow removal. Council Member Satterthwaite noted that money within the City's general fund balance, or reserve fund, can be used for any purpose, but he would support creating a reserve fund specifically for snow removal costs. Mr. Steele indicated he will research the legality of creating such a fund. General discussion regarding miscellaneous costs included in the Street Department budget continued, with a brief focus on costs for street striping.

Council Member Urry again addressed uniform allowance costs; he noted the amount included in the proposed budget is nearly double what it was in FY 2013-2014. Mr. Steele stated he will do additional research regarding that issue and report back to the Council.

Council Member Urry addressed the Cherry Days budget and noted it has increased 57 percent over last year. He stated he participates on the Cherry Days committee and has been told that there are more sponsorships this year than ever in the past and he wondered why it is necessary to increase the budget if that is the case. Mr. Steele stated the \$20,000 increase will cover fireworks, which has not been included in budgets in the past.

Council Member Urry then addressed additional minor changes in the Parks and Recreation Department budget, with a focus on equipment purchase and rental costs. He also asked about the 29 percent salary increase in salaries and wages for the Department, with Mr. Steele noting the increase is due in part to the creation of new positions and wage increases for existing positions.

Council Member Urry then asked if the bowerys at the aquatic center are reserved regularly. Ms. Staheli stated that the bowerys are reserved mostly at night, but not as much during the day. Council Member Urry asked if there is an opportunity to increase the reservation fee to increase revenues for the facility. Ms. Staheli indicated she feels the reservation fee is fairly high; she is supportive of adding an additional bowery to the facility to create more opportunity for reservation.

Council Member Urry referenced page 30, which includes revenue of \$205,000 for associated with the implementation of a street construction utility fee. He stated he feels that issue needs to be presented to the citizenry before the fee is implemented. Mayor Taylor stated he has two proposed dates for a town hall meeting to discuss the issue. Council Member Urry noted he would be more comfortable considering the fee if he knew what was going to happen with the county-wide transportation sales tax; he would hate to implement a \$3.00 fee for citizens and then for the county to increase taxes for the same purpose. He stated he would like to strike the fee from the tentative budget. Mayor Taylor stated it is his understanding that Weber County is not planning to conduct a special election for the sales tax issue; he believes they will wait until Salt Lake County plans to conduct their election for the same purpose.

Council Member Urry then addressed page 31 and referenced revenues of \$233,625 and \$2,750 in the capital improvement fund and asked for more information about them. Mr. Steele stated the first is the Community Development Block Grant (CDBG) award the City received for the Oaklawn Park restroom and the second is the planning grant the City received from the Wasatch Front Regional Council (WFRC). Council Member Urry added he noticed that the Class C Road Money budget is less than last year. Mr. Steele stated that is correct and noted the City is spending less on Class C projects this year. Council Member Urry stated he noticed there is still \$25,000 in the budget for paving at Oaklawn Park and he does not feel that project is needed. Council Member Satterthwaite inquired as to where the funding for trail projects are included in the budget. Mayor Taylor stated there is \$85,000 included in the same budget section as the Oaklawn Park paving amount. Council Member Satterthwaite stated he can see some value in the Oaklawn Park paving project, but he is not completely ready to support it. Council Member Urry referenced the Oaklawn Park restroom renovation project and stated the cost is nearly double the cost for the restroom at Green Acres Park. Mr. Steele stated there is additional site work, grading, and storm water issues that need to be done at Oaklawn Park.

Council Member Urry asked if the website redesign is done. Mr. Steele stated it is nearly done and the cost for that project was included in the current FY budget.

Council Member Urry referenced a line item entitled miscellaneous revenue, which has a budget of \$70,000. He asked what that line item is for. Mr. Steele stated it is revenue associated with penalty fees assessed by the City for things like later utility payments or shut-offs. Council Member Urry stated that page 33 of the budget has an error in that the amounts for motor pool lease and computer services have been switched in error and that error needs to be corrected. Mr. Steele stated that is true. Council Member Urry addressed the professional and technical budget of \$6,000 in the Water Fund and noted that is a 100 percent increase. He added credit card fees for that fund have also increased dramatically over what they were last year. He also asked why the mailing costs are increasing by 35 percent. Council Member Satterthwaite stated

that is associated with the increased frequency of the delivery of a newsletter to City residents; each department has seen a similar increase.

Council Member Urry discussed a 100 percent increase for equipment in the Sewer Fund, which encompasses a \$437,000 expenditure. Mr. Steele stated that will pay for a new sewer line flush truck to replace the old piece of equipment. Council Member Urry noted there is an increase in storm water revenue of 19 percent and he asked what makes up that increase. Mr. Steele stated that is likely associated with new growth. Council Member Urry addressed other changes in the storm water fund, with a focus on costs associated with new storm water projects. He stated that there is a project that the City planned to participate in to install storm water infrastructure south of 1700 North to the west of Washington Boulevard. He stated he is comfortable installing the line under Washington Boulevard but he does not want to complete the pipe upsizing further to the east. Mayor Taylor stated that upsizing of the pipes is necessary and the City needs to participate in the project to adequately accommodate storm drainage from the Green Acres area. General discussion of the project scope ensued; Mayor Taylor used the aid of a map to identify the area that would be impacted by the project, noting the project has been included on the City's Capital Facilities Plan as improvements to storm drainage infrastructure areas have been deemed necessary by the City Engineer. He added that the City will likely not spend \$250,000 on the project as the scope has changed somewhat since the project was initially identified; the total cost will likely be closer to \$150,000 and the final amount included in the final budget will be much lower than \$250,000. He concluded that at the completion of the project the City will have a regional storm drain line that will serve the northeast and central areas of the City.

Council Member Urry then referenced page 39 of the budget and noted an 18 percent increase in the salary line item for the Solid Waste Department. Mr. Steele stated the increase takes into account reallocation of an employee's salary from the Sewer Department to the Solid Waste Department given the fact that the employee has performed functions for both Departments. Council Member Urry stated that the salaries in the Sewer Department have not decreased to offset the increase in the Solid Waste Fund. Mr. Steele stated he will need to look into the issue. Council Member Urry added that while salaries are increasing by 18 percent, employee benefits are decreasing by five percent and that does not seem to match up. He then noted that the motor pool lease amount paid by all other Departments is increasing 27 percent, but for the Solid Waste Department the increase is 35 percent. He then noted that the small equipment budget for Solid Waste is also increasing by 33 percent, or \$4,000. He then referenced page 40 of the budget document, which includes the budget for internal services; there are quite a few lease contracts generating revenue for the General Fund and he asked if that revenue is a result of things the City is leasing. Mayor Taylor stated that is the money that comes from each different fund of the City into the City's motor pool fund. Council Member Urry added that in the motor pool expenditures section, part time wages are decreasing by 12 percent and he asked the reason for that decrease; employee benefits are also decreasing by 12 percent. He also noted that the building maintenance budget is increasing by 125 percent and he assumed that is associated with moving into the new Public Works Facility. Mr. Steele stated that is correct. Council Member Urry noted telephone expenses are increasing by 50 percent. There was then a brief general discussion regarding the scheduled vehicle and equipment purchases or leases in the coming FY.

Council Member Urry referenced the Redevelopment Agency (RDA) budget and noted a property tax increment decrease of eight percent and he asked the reason for that decrease. Mr. Steele stated that is due to the fact that the School District's portion of tax increment increases every year, which results in a decrease for the City.

Council Member Urry discussed the proposed changes to water fees and the City's fee schedule. He noted he reviewed Ogden City's website today and found that they have two different sizes of trash receptacles: a 60 gallon and 90 gallon. He stated offering a similar service for North Ogden City residents would benefit the City and rate payers alike.

Council Member Urry concluded that he is not trying to offend someone by asking so many questions about the budget; he simply wants to perform his due diligence in considering the adoption of a multi-million dollar budget. He then referenced employee wages and benefits; he stated that he feels the City has wonderful employees, but he is struggling with paying the amount the City pays for health benefits. He stated two of his children pay the full amount for their insurance and he would assume that many residents of the City do the same. He stated many taxpayers may not make more money than City employees, but their tax dollars will be spent on more expensive benefits for City employees. He stated he feels that at some point in time it will be necessary for North Ogden and other cities to discontinue the practice of paying for health benefits.

Council Member Satterthwaite stated that he appreciates Council Member Urry's attention to the detail in the budget. He stated he looks forward to a town hall meeting to discuss the issue of increasing utility rates or creating a new street construction utility fee City-wide. He added that relative to street projects, he would like to get to a point in the future where the Council can have the kind of information that will give them confidence that they can approve a budget with no surprises. He stated he would like to have a better understanding of the road projects that are needed as well as the scope and cost of those projects. He stated over the past three years the City built a public works facility for less than \$4 million and paid cash for it; considering the alternative of bonding for the project the City is in a great position where it is not necessary to write an annual check for over \$500,000 for a bond payment. He stated there are many reasons he feels the Council and staff should dig through to the next level to further investigate options that may be alternative to raising fees or rates. He concluded he is not ready to adopt the tentative budget if it includes fee or rate increases. Mayor Taylor stated that some of the research asked for by Council Member Satterthwaite is already underway. He stated road project costs are most concerning to him because there is no mechanism in place to save money in a reserve fund for future road project costs. He stated he would like to schedule a town hall meeting for Tuesday, June 2 or Tuesday, June 9 to discuss the overall budget, but specifically proposed rate or fee increases. Council Member Urry asked if the Parks and Recreation Department is subsidized by the general fund, to which Mayor Taylor answered yes. Council Member Urry stated for that reason it makes even more sense to increase participation fees to cover Parks and Recreation costs to free up as much money as possible for public services.

Council Member Satterthwaite stated he would like to develop a system where one central department is responsible for all City buildings and facilities; they would be given a certain budget to handle building maintenance and they would also handle all reservations or use of

facilities. He stated he would like staff to analyze that suggestion to determine if the City could realize any benefits by moving in that direction.

Council Member Urry stated he appreciates staff responsiveness to all of the questions he has had this evening. He reiterated his questions were not meant as an attack on any employee.

The Council briefly discussed scheduling a town hall meeting, with Mayor Taylor stating he will confer with Council Members Bailey and Swanson before deciding upon the date for the event.

The Council discussed the changes to be made to the tentative budget before accepting it this evening. City Recorder Spendlove suggested that the Council call the meeting recessed to allow Mr. Steele a chance to make the suggested changes to the tentative budget before it is accepted. She stated she is uncomfortable with the Council voting to accept a document that needs multiple changes. Mayor Taylor noted that he has asked that the Council convene in a closed session to discuss the next agenda item and he suggested that Mr. Steele make the changes to the budget document during that time.

Council Member Urry reiterated he would like for the budget to be amended in a manner that would allow for Parks and Recreation revenues to cover at least 60 percent of the costs associated with the Department. Mr. Steele suggested that issue be discussed at a future meeting. Council Member Urry stated he would like that to be included in the tentative budget. Ms. Spendlove noted that it could be very difficult to make that kind of change to the budget this evening; according to State Law the City Council must adopt a tentative budget tonight, but the Council will have an opportunity to make changes to the document before the final budget is adopted. Mayor Taylor agreed and noted if the Council sets a goal for Parks and Recreation Department revenue levels, the Administration will work to meet that goal.

The Council moved to item eight; Mayor Taylor indicated the Council could revisit this item following the conclusion of a closed executive session to discuss item eight.

8. DISCUSSION AND/OR ACTION TO APPROVE AN AGREEMENT WITH KARMEN SANONE ON A BOUNDARY LINE ADJUSTMENT BETWEEN HER PROPERTY AND NORTH OGDEN CITY PROPERTY, LOCATED AT APPROXIMATELY 200 E PLEASANT VIEW DRIVE

Council Member Satterthwaite motioned to convene in a closed executive session to discuss pending or reasonably imminent litigation and the purchase, sale, or lease of real property. Council Member Stoker seconded the motion.

Voting on the motion:

Council Member Satterthwaite	aye
Council Member Stoker	aye
Council Member Urry	aye

The motion passed unanimously.

The Council convened in a closed session at 10:59 p.m.

The regular meeting reconvened at 11:15 p.m.

Council Member Satterthwaite motioned to reject the proposed agreement with Karmen Sanone on a boundary line adjustment between her property and North Ogden City property, located at approximately 200 E. Pleasant View Drive. Council Member Urry seconded the motion.

Voting on the motion:

Council Member Satterthwaite	aye
Council Member Stoker	aye
Council Member Urry	aye

The motion passed unanimously.

7. DISCUSSION AND/OR ACTION TO CONSIDER A RESOLUTION ADOPTING THE TENTATIVE BUDGET FOR FISCAL YEAR 2015-2016 (CONTINUED)

Mr. Steele reviewed the changes he made to the tentative budget document while the Council was convened in a closed session.

- Page 2 – any mention of fee increases besides the water increase have been removed from the budget message.
- Page 4 – the mention of the special revenue fund for street construction and maintenance has been removed.
- Page 6 – fund balances were updated.
- Page 9 – recreation fee revenues were increased to cover 60 percent of the cost to operate the Parks and Recreation Department.
- Page 22 – changed line items starting with 10-64-50; inserted safe sidewalk and removed capital equipment in the appropriate locations.
- Page 29 – rearranged line items.
- Page 30 – inserted appropriate revenue amounts for various grants
- Page 31 – removed the Oaklawn Park expenditure from the capital improvement fund
- Page 32 – inserted a line for part-time employees
- Page 34 – made appropriate adjustments to the sewer fund
- Page 37 – made appropriate adjustments to utility billing solid waste revenues
- Page 38 – inserted a line item for public noticing costs

Council Member Urry motioned to adopt Resolution 02-2015 accepting the tentative budget for Fiscal Year 2015-2016 as amended, with the condition that final changes can be made prior to adoption of the final budget. Council Member Stoker seconded the motion.

Voting on the motion:

Council Member Satterthwaite **aye**
Council Member Stoker **aye**
Council Member Urry **aye**

The motion passed unanimously.

9. PUBLIC COMMENTS

There were no public comments.

10. COUNCIL/MAYOR/STAFF COMMENTS

Council Member Urry thanked the Mayor, Mr. Steele, and Ms. Spendlove for their work on the budget.

Council Member Satterthwaite echoed Council Member Urry’s comments and indicated he recognizes there is a lot of work behind the tentative budget.

Council Member Stoker also thanked staff and thanked Council Member Urry for reviewing the budget document in such detail. She stated his review was necessary and insightful.

Mr. Steele thanked the Council for their review of the budget and for their input.

Mayor Taylor agreed that the budget is very important and he thanked staff and the Council for their work on it.

11. ADJOURNMENT

Council Member Stoker motioned to adjourn. Council Member Satterthwaite seconded the motion.

Voting on the motion:

Council Member Satterthwaite **aye**
Council Member Stoker **aye**
Council Member Urry **aye**

The motion passed unanimously.

The meeting adjourned at 11:28 p.m.

RDA

1. DISCUSSION AND/OR ACTION TO ADOPT THE TENTATIVE BUDGET FOR FISCAL YEAR 2015-2016

Mr. Steele provided a brief overview of the proposed RDA budget, which was also reviewed in conjunction with the City budget.

Board Member Satterthwaite motioned to adopt Resolution 02-2015 accepting the tentative RDA budget for Fiscal Year 2015-2016. Board Member Stoker seconded the motion.

Voting on the motion:

Board Member Satterthwaite	aye
Board Member Stoker	aye
Board Member Urry	aye

The motion passed unanimously.

2. ADJOURNMENT

Board Member Satterthwaite motioned to adjourn the RDA meeting. Board Member Stoker seconded the motion.

Voting on the motion:

Board Member Satterthwaite	aye
Board Member Stoker	aye
Board Member Urry	aye

The motion passed unanimously.

The meeting adjourned at 11:30 p.m.

Brent Taylor, Mayor

S. Annette Spendlove, MMC
City Recorder

Date Approved