

**Francis City Council Meeting**  
**Thursday, November 12, 2015 7:00 pm**  
**Francis City Community Center**  
2319 South Spring Hollow Rd.  
Francis, Utah 84036

**Attending:** Mayor R. Lee Snelgrove, Councilmembers Matt Crittenden, Jeremie Forman, Shana Fryer, City Attorney Kraig Powell, City Engineer Scott Kettle, and City Planner Marcy Burrell

**Excused:** Councilmembers Byron Ames, Shanna Fryer and City Recorder Suzanne Gillett

**Others Attending:** Logan Burrell Boy Scout, Rex Campbell

**1. Welcome, Introductions, & Pledge of Allegiance**—The Mayor asked Councilmember Crittenden to lead in the pledge of allegiance. He then read a text from Councilmember Fryer explaining that she was still delivering the mail, so she would not make it to the meeting. The Mayor also explained that Councilmember Ames and City Recorder Gillett were excused from the meeting. The Mayor asked the young scout in attendance if he had any questions, he was told no.

**2. Public Comment**— None

**3. Public Hearings**—None

**4. Discussion, Update, and Approval on Potential Actions Items**

**A. Annexation Petition—Stewart Ranches and Adjacent Property**--City Planner Burrell read the staff report and informed the Council that Douglas Anderson is the owner of the Stewart Ranch Property and Summit Gateway LLC as well. It was stated that he submitted an annexation petition on October 26, 2015 for his properties and the adjacent properties that are listed. She stated that Rex Campbell is his project manager and he is here tonight to answer any questions. The proposed annexation area includes 145.79 acres up on the east hill behind Gines Lane and 35. Douglas is the owner of 90% of the property that is proposed and she explained that he had to have 1/3 of the valuation and that he has 78%. The total that he is proposing to put residential lots is 73 lots with the range from one to seven acres. So tonight they are looking at the outline of the annexation area, but it is important to know what the density will be so that is why a concept plan was included.

A little bit of history on Stewart Ranches is in 2005 an annexation petition for 155 acres was submitted and because of the lack of the proposal in October 2006 it was denied. Then the Ike Stewart family owned the property and they set conditions that bill Crystal had to put in 10 acres to square it off, no commercial development was allowed, no homes on the hill side and they put a conservation easement on the hillside and they wanted to cluster the homes to have more open space. So, those were the conditions when they initially came to Francis. The applicant at that time determined that because of sewer issues they decided to go through the county to develop. In December of 2008 Francis City denied the annexation petition and then Eastern Summit County was working with them to develop. (See attached Staff Report). In July of this year Jennifer Strader from the county called and asked if the city had any comments on the development and that the project had been re-opened. She explained what it was they were looking at doing. The city told the county all of their concerns and then the county came back with even more lots. The difference was they were doing shared wells now. So, the engineer, attorney and planner met with the county and the county told them to talk with the property owners.

The city is currently working with the property owners and Rex Campbell is at the meeting tonight to answer any question that the city may have. Planner Burrell informed Council that staff recommends that they annex so that they will be able to help with the growth and keeping our wells and aquifer safe from more wells and septic tanks. So it is being presented to the Council to approve for further consideration.

The Mayor asked Rex on the petition why and where they have Lanea and Bill Crystal. The Council explained the map to the Mayor and showed him how everything was situated. There was a brief discussion.

Councilmember Forman asked what the surrounding area was zoned. Engineer Kettle answered that the proposed zoning map shows that the area is Ag-1 to Ag-5. Councilmember Forman is concerned with the density that this new development would bring. Engineer Kettle explained that it would benefit us to annex because they would be on City water and sewer. Mayor Snelgrove explained that if we consider this annexation for further consideration we can negotiate the specifics later. Councilmember Forman asked where we stand after annexing to define the subdivision specifics. Engineer Kettle explained that we need the concept plan in order to have a pretty good idea of what the developer wants, and then we can negotiate as well.

Attorney Powell said negotiations work both ways, so decide up front if you are happy with the concept proposal as it is now. That way after you annex and define a zone then you are not stuck over a barrel. As the subdivision process goes along we negotiate the details. Engineer Kettle said that if we annex we will own both sides of the road of Gines Lane and the County will no longer be responsible to take care of that road.

Councilmember Forman stated that if annexed this could be 25% population increase just like that! Attorney Powell said but you have the sewer to pay for. Councilmember Forman though that would be more roof tops for commercial, can we put commercial there?

Planner Burrell informed Council that the original concept that was shot down in 2005 was that they wanted Commercial, but the Council shot it down. She explained that the zoning requires the commercial more central to the main area of town. Rex Campbell verified that the Council had a hard job to just look at the map and decide. Councilmember Forman thought a one acre lot might be a weed patch on culinary water.

Rex Campbell informed the Counsel that he has an acre and feels that 1 acre is a sufficient amount of land and he doesn't irrigate his land. Attorney Powell and Engineer Kettle would have to look into how many water shares could be turned in for a secondary water system. Rex Campbell thought it depended on the individuals water needs. Councilmember Forman said that he would like to cut the 1 acre lots down into ½ acre for water conservation. Engineer Kettle said maybe they could cluster the lots and create open space allowing for the same 73 lots. Mayor Snelgrove asked if we wanted to move forward for further consideration.

***Councilmember Forman motioned to consider Stewart Ranches for further consideration. Councilmember Crittenden seconded the motion. All voted in favor and motion passed.***

**B. Certification of Uinta Shadows II**--The Mayor explained that the City Recorder Suzanne Gillett had certified that everything was correct.

**C. Resolution for Snow Plow Truck**—The Mayor read Resolution No. 2015-12. Attorney Powell informed Council that he had the entire contract that was 20 more pages of fine print if they'd like to read it.

***Councilmember Crittenden motioned to approve Resolution 2015-12. Mayor Snelgrove seconded the motion. All voted in favor and motion passed.***

**D. Tracy McNeil Trailer**—Attorney Powell passed out a copy of the new letter for the occupant of trailer on the McNeil property. Councilmember Forman informed the Council that the Sherriff's office would help deliver the letter and to contact Sergeant Trevor Olson. Everyone was informed that someone was indeed living in the trailer.

**E. Annexation Fee Discussion**—Engineer Kettle prepared a handout for the Council to see the future costs for the City to determine or justify a set annexation fee. Councilmember Crittenden asked how many of the roads the City takes care of. Engineer Kettle answered about 10 miles, we don't plow all of that but we maintain it. He said that we are already pretty close to needing another public works guy, and then another truck. Engineer Kettle explained that we need a tractor and mower, the recreation center needs some improvements now, but we have a small enough budget now, as the City gets bigger we will need a bigger budget to maintain everything. He explained that the generator needs to be replaced and the pumps are gone and we need a new one on Hallam Road. (See attachment).

Attorney Powell asked how much of the current budget is used for the items listed in the attachment. The Mayor and Engineer Kettle said not much. Attorney Powell said if we don't have any future annexations then we will have to raise taxes to cover these costs. Councilmember Crittenden stated that the Franchise tax will help. Mayor Snelgrove explained that when Trent Martinez came in for annexation we stammered and had a hard time. He said the annexations will move faster if the fee is established. He also said that we hope to get another Public Works guy next spring with our current budget. Councilmember Forman said it is a fine line because we want to encourage growth, but yet not set the fees to high.

Mayor Snelgrove stated that it is always easier to come down in price than go up. Attorney Powell talked about the Summit County zone changes and how it applies to Francis. He pointed out that the developer does not have to pay the annexation fee until the final subdivision plat is recorded. Councilmember Crittenden recommended that we shouldn't have just a monetary fee, but maybe we should have them donate extra shares of water, a new water tank etc. Attorney Powell said that is a possibility. Engineer Kettle thinks we need to be careful not to have a mass amount of water rights. Councilmember Crittenden opined that he doesn't think we need to go down in fees at all, but maybe not just receive it in cash, maybe receive it in kind. Councilmember Forman asked where the annexation fee goes, the Mayor answered it goes into the general fund and we can choose to spend it however we need to.

**F. Jacobson Water Adjustment**— Tabled

**G. Parks Plan**—Planner Burrell informed Council of some of the ideas that have been brought up for the parks plan. City Park: upgrade playground equip., safety perimeter, pavilion or pergola with picnic

table, better restrooms next to snack shack. Maybe knock down existing snack shack bathrooms and build on to snack shack then build better restrooms. Extending pavilion on snack shack and allow for lines to go to shack better and then picnic tables behind. Better fencing and seating area and make it separate from rodeo gates. Upgrade Rec. floor and new paint. These are just some of the ideas they have come up with.

## 5. Council Business

**A. Council Reports**— Councilmember Crittenden informed the Council that he had sent a letter to Shane Mang from Woodland Hills Water Co. in response to the one he had received.

**B. Planner Reports**---Planner Burrell talked about current codes and Summit County Weed Board.

**C. Mayor Reports**--- Dec. 2<sup>nd</sup> Francis Company Party.

**D. Financial Update**— Sewer report: Engineer Kettle informed Council that they are progressing with pond 1a and store winter water there. COP is a little over half complete. Weather will be an issue with how fast they can go now. Mayor Snelgrove said we need to add COP for \$353,875.00 on check register.

**E. Report and Approval of Bills Paid**—*Councilmember Forman motioned to pay the bills including the new payment to COP of \$353,875.00. Councilmember Crittenden seconded the motion. All voted in favor and motion passed.*

**F. Approval of Minutes from October 8, 2015**—*Councilmember Forman made a motion to approve the minutes of October 8, 2015. Councilmember Crittenden seconded the motion. All voted in favor and motion passed.*

*Councilmember Forman made a motion to go into closed executive session. Councilmember Crittenden seconded the motion. All voted in favor, motion passed.*

## 6. Closed Executive Session (Pending Potential Purchase & Litigation Update)—

*Councilmember Crittenden made a motion to go back into regular session and adjourn the meeting. Councilmember Forman seconded the motion. All voted in favor, motion passed. Meeting adjourned.*

*The content of the minutes is not intended, nor are they submitted, as a verbatim transcription of the meeting. These minutes are a brief overview of what occurred at the meeting.*

Minutes accepted as to form this \_\_\_\_\_ day of December 2015.

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Mayor R. Lee Snelgrove

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City Planner Marcy Burrell