

**SPECIAL MEETING OF THE
BRIGHAM CITY COUNCIL
September 30, 2021
7:00 P.M.**

| | | |
|----------|---------------|-------------------------------|
| PRESENT: | Tyler Vincent | Mayor |
| | D.J. Bott | Councilmember |
| | Alden Farr | Councilmember <i>via Zoom</i> |
| | Joe Olson | Councilmember |
| | Tom Peterson | Councilmember |
| | Robin Troxell | Councilmember |

| | | |
|---------------|-------------------|------------------------------------|
| ALSO PRESENT: | Christina Boss | City Recorder |
| | Dave Burnett | Public Power Director |
| | Mike Christiansen | City Attorney |
| | Brett Jones | City Engineer |
| | Paul Larsen | Community & Economic Dev. Director |
| | Mike Nelsen | Police Chief |
| | Derek Oyler | Finance Director |
| | Tyler Pugsley | Public Works Director |
| | Jason Roberts | City Administrator |
| | Brandon Thueson | Fire Chief |

Mayor Vincent called the meeting to order at 7:04 p.m. The Reverence Period was given by Chief Nelsen and the Pledge of Allegiance was recited.

AGENDA

CONSENT

Request for Approval of September 2, 2021 City Council Meeting Minutes
Request to Write-off Accounts Due to Bankruptcy or Being Sent to Collections
Reappointments to the Public Utility Advisory Board

PUBLIC HEARING

Consideration of Resolution Amending FY 2021-22 Budget

**PUBLIC COMMENTS FROM BRIGHAM CITY RESIDENTS AND THOSE PAYING
PROPERTY TAXES IN BRIGHAM CITY**

COUNCILMEMBER COMMENTS

ACTION ITEMS

Consideration of Resolution Establishing a Façade Grant Policy
Consideration of Façade Grant Approval at 33 South Main Street

DISCUSSION ITEMS

Presentation of Overpass Designs

**ADJOURN TO CLOSED SESSION TO DISCUSS THE PURCHASE, EXCHANGE, OR LEASE
OF REAL PROPERTY**

CONSENT

Approval of September 2, 2021 City Council Meeting Minutes

Request to Write-off Accounts Due to Bankruptcy or Being Sent to Collections

A list of accounts totaling \$1,785.60 was presented to be removed from the City's system due to customers taking out bankruptcy or being sent to collections.

Reappointment to the Public Utility Advisory Board

Mayor Vincent recognized Bill Munson for his service.

MOTION: A motion to approve the Consent agenda was made by Councilmember Bott, seconded by Councilmember Peterson, and carried unanimously.

PUBLIC HEARING

Consideration of Resolution Amending FY 2021-22 Budget

Mr. Oyler came to the podium and reviewed the proposed changes to the budget.

| Fund/Project | Amount | Revenue | Expense |
|--|----------|----------------------------|---|
| General Fund | | | |
| Main Street Community Grant | \$10,000 | Grant | Transfer to Capital Project Fund for Façade Grant |
| | \$26,000 | | Marketing Plan and Blade Signs |
| Transfer to Capital Project Fund for Façade Grants | \$40,000 | Fund Balance | Transfer to Capital Project Fund |
| Capital Project Fund | | | |
| Cemetery Tree Donation | \$ 6,000 | Donation Revenues | Cemetery Tree Planting |
| Police Bullet Proof Vests | \$12,934 | Fund Balance | Police Vests |
| | \$12,934 | Grant Revenue | |
| Façade Grants | \$50,000 | Transfer from General Fund | Façade Grants |

He explained the balance in the Redevelopment Agency (RDA) for façade grants was \$5,600. Façade grants are matching grants up to \$10,000. The State changed the percentage of unrestricted fund balance from 25% to 35%. Mr. Oyler transferred \$195,000 from the general fund to the capital project fund to keep the general fund unrestricted fund balance below State limits. That money is available for façade grant matches. He suggested that the façade grant policy item could be heard before City Council made a motion.

A motion to open the public hearing was made by Councilmember Peterson, seconded by Councilmember Bott, and unanimously carried. There were no public comments. A motion to close the public hearing was made by Councilmember Bott, seconded by Councilmember Olson, and carried unanimously.

MOTION: Councilmember Peterson made a motion to approve the Resolution amending the FY 2021-22 Budget. Councilmembers Olson and Troxell supported hearing the façade grant policy item before taking action. There was no second and the motion failed.

PUBLIC COMMENTS

There were no public comments.

COUNCILMEMBER COMMENTS

Councilmember Olson – attended the Boys & Girls Club Committee meeting and encouraged folks to look into services they offer or to be involved in fundraisers.

Councilmember Bott – attended the Fire Department employee barbeque and assisted in the awards presentation. Councilmember Bott will be in Washington DC with the Chamber of Commerce during the Box Elder Middle School Reality Town at the end of October. He asked Councilmembers and City staff to attend the event.

Councilmember Farr – expressed his gratitude to folks for their thoughts and prayers during his illness and recovery period. He recognized Brigham City Community Hospital and City paramedics for their staff and services.

Mayor Vincent – asked folks for continued thoughts and prayers for Councilmember Farr. Mayor Vincent spoke at the Rotary Club for the 100 Year Centennial Celebration and recognized their service to the community. He also attended the Boys & Girls Club meeting and stressed the importance of their work

with the youth. He attended the Fire Department banquet and appreciated the City's emergency services and all they do.

ACTION ITEMS

Consideration of Resolution Establishing a Façade Grant Policy

Mr. Larsen came to the podium and explained façade grants began in 1992 and were funded through tax increment in the downtown RDA. A total of 40 façade grants, 6 of which were outside the downtown area, have been awarded for a total of over \$350,000. That funding leveraged over \$1,000,000 in private investments in those properties. The City benefits from these investments by way of property tax and sales tax revenue.

In 2010, the City Council amended the Façade Grant Policy to open grants to areas outside of the RDA district which were funded through the General Fund. There were separate policies for the RDA and the General Fund. General Fund area grants have been restricted to a \$5,000 maximum and the downtown area grants have a \$10,000 maximum. With the depletion of the RDA funds, he proposed merging the two programs into one façade grant program. The maximum grant amounts would remain the same for the two areas. The Utah Main Street program will supplement City funds for the downtown area. The policy opens up the downtown side streets for grant qualification.

Councilmember Farr asked if the policy included the entire Central Business District. Councilmember Troxell questioned the description of the area. Councilmember Peterson proposed the language be changed from *commercial businesses with buildings that have frontage on 100 North, Forest Street, 100 South, and 200 South between 100 North and 200 South* to *commercial businesses with buildings within the Central Business District*.

Mr. Oyler confirmed the funding would need to be approved by the City Council each year.

MOTION: Councilmember Bott made a motion to approve the Resolution establishing a Façade Grant Policy. The motion was seconded by Councilmember Olson. Mr. Roberts asked the Council about the proposed language changes. Councilmember Bott amended his motion to include commercial businesses within the Central Business District.

| | | |
|-------------------|------------------------|-----|
| Roll Call: | Councilmember Troxell | Aye |
| | Councilmember Olson | Aye |
| | Councilmember Peterson | Aye |
| | Councilmember Bott | Aye |
| | Councilmember Farr | Aye |

Consideration of Resolution Amending FY 2021-22 Budget

MOTION: Councilmember Peterson made a motion to approve the Resolution amending the FY 2021-22 Budget. The motion was seconded by Councilmember Olson.

| | | |
|-------------------|------------------------|-----|
| Roll Call: | Councilmember Bott | Aye |
| | Councilmember Peterson | Aye |
| | Councilmember Olson | Aye |
| | Councilmember Farr | Aye |
| | Councilmember Troxell | Aye |

Consideration of Façade Grant Approval at 33 South Main Street

Mr. Larsen stated the application was for the old Howard Hotel. Four third story windows would be replaced. There was a brief discussion about multiple grant awards and Councilmember Peterson felt that multiple grant applications for one building should be discouraged.

MOTION: Councilmember Bott made a motion to approve the Façade Grant at 33 South Main Street. The motion was seconded by Councilmember Olson.

Roll Call:

| | |
|------------------------|-----|
| Councilmember Troxell | Nay |
| Councilmember Olson | Aye |
| Councilmember Peterson | Aye |
| Councilmember Bott | Aye |
| Councilmember Farr | Aye |

DISCUSSION ITEMS

Presentation of Overpass Designs

Gabriel Shields with Parametrix came to the podium and displayed his Phase 3 (July 1 through September 30) presentation on the screen. He briefly reviewed the two overpass options discussed at the July 1st meeting.

Councilmember Peterson was concerned that the viaduct option was not accurately portrayed. The property owners he spoke to were not in favor of the overpass but were not opposed to the viaduct option if the overpass was built. Concerning driver and pedestrian safety in the viaduct option, Brett Jones spoke with Ogden City and UDOT and both prefer the standard structure as opposed to the viaduct structure mainly due to pedestrian issues. Mr. Shields presented examples of access issues and bridge width measurements with the viaduct option. Councilmember Peterson's concerns were primarily with the costs of repairing and replacing pavement versus the costs of repairing and replacing the structure. Mr. Jones clarified structures have a 75-year design life and pavement is maintained every 10-20 years. Mr. Shields stated the bridge deck has a 30-year life span. The viaduct concerns included encroachment on Big J Mill and the pool, and the costs of surface streets. Councilmember Peterson stated land purchases and building of new roads were considerations with traditional option. Mr. Shields clarified roads that would be required with either option include the road through Watkins Park and the road connecting 1000 W to 950 W. Right of way acquisitions and additional costs of surface streets costs are isolated to the road that runs north towards ABC. Councilmember Olson's concern was the City's ability to handle future budget items for repair/replacements.

Phase 3 highlights included:

- Stakeholder presentations – educating community and listening to concerns
- Surface street connectivity – Watkins Park, connection at 1000 W to 950 W, and traffic to/from 950 W
- Refine roadway and structure design
 - Chief Thueson spoke about his experience with emergency response in Ogden on the 24th Street 2 lane overpass
 - Proposed design measurements would be 12' shoulder on both sides, 12' lane in each direction, and a 14' median
 - Adam Birdsall with Parametrix presented the UPRR and UDOT required clearances
 - Parametrix will be providing a maintenance plan for the structure
- Preliminary utility relocation
- Costs estimate – Mr. Jones stated an appraisal is needed for an accurate right of way estimate for surface streets

| | Overpass | Surface Streets | Utilities |
|--------------------------------|----------------------|---------------------|---------------------|
| Roadway Total | \$ 5,400,000 | \$ 3,100,000 | \$ 700,000 |
| Structures Total | \$ 7,400,000 | | |
| Landscaping Total | \$ 70,000 | \$ 50,000 | |
| Signing & Striping Total | \$ 20,000 | \$ 10,000 | |
| Lighting Total | \$ 500,000 | \$ 250,000 | |
| Adjust City Utilities | | | \$ 1,000,000 |
| Adjust Third Party Utilities | | | \$ 1,800,000 |
| Right of Way Total | \$ 30,000 | \$ 900,000 | |
| Construction Engineering Total | \$ 1,600,000 | \$ 350,000 | \$ 150,000 |
| Preliminary Engineering Total | \$ 1,600,000 | \$ 300,000 | \$ 150,000 |
| Bid Item Contingency (30%) | \$ 4,100,000 | \$ 1,300,000 | \$ 1,100,000 |
| Project Total | \$ 20,800,000 | \$ 6,300,000 | \$ 4,900,000 |

- Construction sequencing
 - Complete connections between 1000 W and 950 W, connection across Watkins Park, and new north/south road to 950 W
 - Local access on Forest Street from 1200 W to 600 W
 - Detour route Forest Street to 1200 W to 400 S to 600 W to Forest Street

The project completion is estimated to be December 2024. Mr. Shields explained the next steps are appraisals, obtaining soil borings for bridge foundations from geo technical engineers, additional surveys on the rail track, and enhancing and refining the roadway and structure design.

ADJOURN TO CLOSED SESSION

A motion to adjourn to a closed session to discuss the purchase, exchange or lease of real property was made by Councilmember Bott and seconded by Councilmember Troxell. A roll call vote was taken with all Councilmembers voting aye. The meeting adjourned to a closed session at 8:52 p.m.

The Council returned to an open meeting at 11:57 p.m. and adjourned.

The undersigned duly appointed Recorder for Brigham City Corporation hereby certifies that the foregoing is a true, accurate and complete record of the September 30, 2021 City Council Meeting.

Dated this 12th day of October, 2021.

Christina Boss

Christina Boss, Recorder