

PERRY CITY COUNCIL RETREAT
WORK SESSION
PERRY CITY OFFICES
January 25, 2025

8:20 AM

OFFICIALS PRESENT: Mayor Kevin Jeppsen, Council Member Nathan Tueller, Council Member Toby Wright (arrived at 8:25am), Council Member Blake Ostler, Council Member David Walker, and Council Member Ashley Young

CITY STAFF PRESENT: Robert Barnhill, City Administrator
Shanna Johnson, City Recorder

OTHERS PRESENT: Melanie Barnhill (online)

ITEM 1: CALL TO ORDER

Mayor Kevin Jeppsen called the 2025 City Council Retreat work session to order at 8:20 AM on Saturday, January 25, 2025. He noted that they had a lot of projects to discuss and suggested that Bob Barnhill give updates on situations related to their projects. The mayor encouraged those with special interests in certain projects to schedule separate meetings with himself, Bob Barnhill, Shanna Johnson, or whoever could help. He mentioned two contract situations with Brigham City that needed attention - one for fire protection and another for animal shelter services.

ITEM 2: DISCUSSION ITEMS

A. Projects Update

Updates were given for the following projects:

Highway 89

Bob Barnhill, city administrator, reported that they were working to finalize the document with the consultant. He expected to have a final document for the steering committee and council to review shortly. Council Member Ostler asked about the timeline, noting the plan was originally due in October. Mr. Barnhill acknowledged it was behind schedule but hoped to have it completed within the next month. They discussed the importance of the plan for guiding future highway development and improvements.

Corridor Connection

Mr. Barnhill reported that they had acquired some key properties east of Walmart. While they did not currently have funding to construct the road, they hoped the state or county could help with construction costs. The connection would link Highway 89 to 1400 South by the Highway Patrol building. He explained that they would focus next on acquiring property for a frontage road west of I-15 as well as Commerce Way and Maddox Lane.

Well #5

Mr. Barnhill reported that Well #5 (Nielsen Well) was currently being drilled using ARPA funds. Once drilling is complete, they will design the pump house and connections, which will be paid for primarily with state grant money. He estimated the well would be operational and connected to the

system by next summer. He also noted they may need to look at funding for storage tanks in 2-3 years.

Well Generators

Mr. Barnhill reported they had obtained grants for generators at Wells 3 and 4. There had been some delays in receiving the equipment, but installation was underway. The generators would provide emergency preparations to keep the wells operational during power outages.

City Hall Police Expansion

Mr. Barnhill reported that they were making improvements to the police evidence room and storage areas at City Hall using state funding. This included insulation upgrades, new appliances for evidence storage, and finishing out additional storage space.

Paperless Billing

Shanna Johnson, city recorder, reported that they had implemented paperless billing and were seeing increased participation, which was helping offset costs associated with the city covering credit card processing fees on utility payments. She estimated around 500 residents were now using paperless billing and later reported that there are 407 accounts set up on paperless billing. She noted that the city had absorbed credit card processing fees as a cost savings to citizens as fees are 3% if the customer is to pay the fee and only 1.5% if the city covers the cost. She noted that this is an additional cost to the city and more online payments are being processed by card, therefore a budget amendment will be coming to the council to appropriate money to cover the additional cost.

Privacy Compliance

Ms. Johnson reported on new state privacy compliance requirements the city would need to implement, including data audits, employee training, and policy updates. She advised that this may require some budget allocations for new systems and processes to meet the unfunded mandates.

1200 West Trail

Mr. Barnhill shared the progress on the 1200 West trail project from 3600 South to 2250 South and reported that it was underway, though there had been some weather delays. The project involves shifting the road alignment and adding a trail. He expected work to ramp up in warmer weather with completion targeted for fall. He mentioned that Brandon Green from Jones & Associates will be the head liaison of the project and work with the residents that are affected by the project.

Council Member Walker asked for the Bike Park to be added to the project update list.

Master Plan Updates

Mr. Barnhill gave an update on various master plans:

Parks Master Plan

A design firm has been selected to create conceptual master plans for every city park. This will include public outreach and allow them to plan future improvements and amenities for each park.

Sewer Plan

The Sewer Plan has not been updated since 2007 and should be looked at again in the next 2-3 years.

Street Plan

The city is working with Streetlogix on the condition of the streets. Mr. Barnhill said that a report from Jones & Associates is expected soon. Council Member Ostler inquired about whether the

report will be presented to the Council and posted publicly. Council Member Tueller mentioned talking to Zach Allen, public works director and Mr. Allen was planning a presentation for the budget meeting with the project results. Council members discussed the benefit of the residents having access to information about the condition of the roads.

Water Plan

The city is up to date with the Water Plan.

Gun Range

Mr. Barnhill expressed that it may be a good idea to update the Gun Range Master Plan. He mentioned that work is being done with the Bird Refuge that may provide materials for fencing for the gun range, with the city covering labor.

General Plan

Mr. Barnhill shared that the General Plan was adopted 6 years ago. He explained that general plans are typically updated every 10 years and options are to create a whole new plan or just updated components. Mr. Barnhill answered Council questions about updated requirements sharing that updates are not required, but the state does have recommendations for updating components of general plans.

Ms. Johnson reported that the Impact Fee Report required by the State Auditor may require updating capital facility plans more often because the impact fee report now must be linked to a capital facility plan, justifying the use of funds.

The council discussed using the General Plan to address citizens' concerns.

B. Priorities Review

Mayor Jeppsen and the Council reviewed their list of priorities for 2024:

1. City Hall Operations
2. Infrastructure/Roads
3. Parks/Trails/Open Space
4. Water
5. Community Development
6. Business/Economic Development
7. Public Safety
8. Citizen Engagement

There was a discussion about how the priorities should be adjusted for 2025. The council suggested:

- Adding emergency services/fire protection as a top priority
- Removing city hall
- Possibly removing citizen engagement as they felt progress had been made
- Potentially removing business/economic development if it was not an active focus, it was decided to keep this as a priority at this time.

The council set the top 8 priorities for 2025 as follows:

- Gun Range
- Roads
- Master Plans
- Fire Services

- Staff
- Citizen Engagement
- Parks & Trails
- Business and Economic Development

C. Utility & Tax Rates

Ms. Johnson reported the current sewer rate is \$50.50 per month. With a planned 2% increase in July, the new rate would be \$51.50. This would maintain the required debt coverage ratio. They discussed the plant potentially becoming obsolete and that a study needed to be done by an engineer to determine the capital improvements needed.

She explained that the current water base rate is \$21.31. With a planned 3% increase, it would rise to \$21.95. Ms. Johnson noted the water fund was showing an operating loss, even excluding depreciation. To cover operational costs, a higher rate increase of \$25.98 may be needed. The council discussed potentially evaluating the rate structure, including higher rates for large users.

Regarding garbage rates, the current rate for the first garbage can is \$16.07, with a second can at \$11.76. Ms. Johnson noted that an annual 5% increase was passed by the council to match the contract increase. Ms. Johnson noted that even with this increase the city may see a small operational loss due to higher tipping fees and equipment costs and suggested raising the rate further to cover the loss. The council discussed potentially increasing second can rates more to balance costs.

The current storm-drain rate is \$6.00 per month. Ms. Johnson recommended increasing it to \$6.46 and implementing an automatic 3% annual increase thereafter to cover operational costs.

The council discussed whether to accept the certified tax rate or go through truth in taxation to investigate and consider the effects of maintaining the current rate. They weighed the benefits of incremental increases versus larger jumps in the future. No final decision was made, but they agreed to further evaluate as budget discussions progress.

D. Council Discussion

The council held a discussion on the multi-family grid map. They discussed reducing the numbers by 10%-20% on the grid, as well as limiting multi-family buildings to 4 units per building. They also discussed incentivizing developers to use a variety of architecture and building affordable housing.

The council had an extensive discussion about fire protection services and options going forward. Key points included:

- Brigham City is seeking a significant increase in payment from Perry for fire services, from around \$35,000 annually to potentially \$550,000-\$650,000.
- The council debated options including continuing to contract with Brigham City, and eventually joining a fire district, or creating their own fire department.
- There was interest in exploring a fire district that could potentially include Willard and other nearby areas.
- The council agreed they need more citizen input and suggested forming a steering committee or conducting a survey.
- The Council leaned towards negotiating an incremental increase with Brigham City while exploring long-term options.

- The council requested more analysis on funding options, including property tax and sales tax revenues.

The council discussed that their contract with Brigham City for animal shelter services would be ending soon without the option to renew. Options discussed included contracting with local veterinary clinics for temporary animal housing and exploring agreements with shelters in Weber County or Logan.

The mayor provided an update on the city gun range, noting:

- Fencing improvements would be starting soon
- They now have credit card payment capabilities
- Usage agreements with Hill Air Force Base were going well
- The range was generating revenue and covering operational costs
- There may be opportunities for expansion and additional improvements

The council expressed interest in pursuing grant funding opportunities for further gun range enhancements.

Ms. Johnson reported the event center was trending to generate around \$36,000 in revenue for the year. The council discussed potentially adjusting rental time blocks to allow more flexibility. Council Member Walker requested analysis on the return on investment for the facility improvements.

E. Other Discussion

The council reviewed employee compensation, including:

- A potential cost of living adjustment of 2.7% based on the Consumer Price Index (CPI)
- Possible changes to retirement contributions, covering Tier 2 employee contribution requirements
- The need for an updated salary survey and market analysis

They also briefly discussed the upcoming election, with candidate filing to occur June 1-7.

Ms. Johnson gave a summary of the action items discussed, which included:

- Attend NRA Conference and try to obtain grants
- Research the animal control solution
- Work with Brigham City and research the fire district option
- Look into the Tourism Grant for the bike park
- Work on acquiring the full plan for the Highway 89 Project
- Look into any water one-time costs causing operations loss
- Research the number of gun range attendees
- Look into the return investment on the event center and building
- Research reducing multi-family housing, limiting units per building and incentivizing variety
- Explore maintaining the tax rate
- Conduct an employee salary study

ITEM 3: EXECUTIVE SESSION

None.

ITEM 4: ADJOURNMENT

The meeting adjourned at 12:04 p.m.

Kevin Jeppsen, Mayor

Shanna Johnson, City Recorder

Misty Moesser, Deputy Recorder