

**Francis City Council Meeting**  
**Thursday, March 25<sup>th</sup>, 2021 7:00 p.m.**

*This meeting will be held as an electronic meeting without allowing the public to enter the Community Center or another anchor location to participate, pursuant to Governor Herbert's Executive Order 2020-5.*

*Francis City is inviting you to attend by following the link below or by calling: 1-301-715-8592*  
<https://us02web.zoom.us/j/84252170010?pwd=WEQxcW9zOXRCdyttZjEyYzVteE1WUT09>

**Meeting: 842 5217 0010    Passcode: 483428**

**You can also comment by email to [comments@francisutah.org](mailto:comments@francisutah.org)**

**Council:** Mayor Byron Ames, Councilmembers Trilby Cox, Matt Crittenden, Jeremie Forman, and Shana Fryer

**Staff:** City Engineer Scott Kettle, City Recorder Suzanne Gillett, City Planner Katie Henneuse, and City Treasurer Mandy Crittenden

**Others Attending:** Bob Murphy, Jack Walkenhorst, Dr. Shauna Demars, Jerry & Chris Mayne, Justin Harding, Howard Hertz

**1. Welcome, Call to Order, Thought & Pledge of Allegiance**—The Mayor thanked everyone for being at the meeting tonight. He asked Councilmember Forman to lead in the Pledge of Allegiance. The Mayor explained that Councilmember Cox volunteered to share the thought tonight.

Councilmember Cox shared three very short quotes “ Normal is nothing more than a cycle on a washing machine”, “ If you are always trying to be normal, you will never know how amazing you can be.”, and “ Normality is a paved road, it is comfortable to walk , but no flowers grow on it.” She expressed that things may never be normal the way they used to be, and we don't necessarily need to go back to that. We can pave a new path to normality.

**2. Public Comment**—The Mayor explained there were no public hearings today and how to raise your hand, he then opened the meeting for public comment. There were no public comments, public comment portion closed.

The Mayor re-opened the public comment period for a question from Mr. Mayne.

Mr. Mayne explained he lives on Scenic Heights and he has two issues against part of the plan for Francis Commons. One, the apartment building that would be a three-story building. He is a retired fire fighter, and he doesn't feel the local fire department is equipped to fight a fire with that height of building. Second you will have a lot of kids and they will be constantly walking to the gas station and the four corners intersection and the roads are very narrow for foot traffic. The rest of the project he is ok with.

The Mayor thanked him for his comments. He said the items he raised were great items to consider. The Mayor explained that they are working on trail options. He explained that they would not be voting on that tonight and he would explain that.

Public comment period closed.

**3. Public Hearings**---None

#### **4. Discussion, Updates and Approval on Potential Action Items**

**A. Francis Commons---Ordinance 2021-05**—The Mayor explained that the applicant wanted to come up with a different concept so they will not be on the meeting tonight. They will meet with staff and come back with a different plan with hopefully less density and more in line with Francis as a whole. They have withdrawn their application.

The Mayor is grateful they have elected to withdraw their application as there are many concerns with the City Council and residents. He feels that people are listening, and we are getting some feedback from the residents.

**B. Ordinance 2021-06 Code Text Amendment on Land Use Applications---**The Mayor asked Suzanne to explain, Planner Henneuse jumped in and explained what all the changes were.

The Mayor read Ordinance 2021-06.

*Councilmember Forman moved to pass and approve Ordinance 2021-06. Councilmember Crittenden seconded the motion. The Mayor and Councilmembers Cox, Crittenden, Forman, and Fryer all voted Aye. Motion passed.*

**C. Resolution 2021-03---Approval of J & E Ventures & Frontier Cottages---**The Mayor explained what this Resolution was for. He then read Resolution 2021-03.

*Councilmember Forman made a motion to pass Resolution 2021-03. Councilmember Crittenden seconded the motion. The Mayor and Councilmembers Cox, Crittenden, Forman, and Fryer all voted aye. Motion passed.*

**D. Resolution 2021-04---Granting Final Master Plan & Preliminary & Final Phase 1 & 2 Approval for Hart Crossing---**The Mayor reviewed and read Resolution 2021-04.

*Councilmember Fryer made the motion to pass Resolution 2021-04 for the Hart Crossing Subdivision. Councilmember Cox seconded the motion. The Mayor and Councilmembers Cox, Crittenden, Forman, and Fryer all voted aye, motion passed.*

**E. Lease on Cell Tower---**The Mayor explained this is on here, but he doesn't see the lease agreement in the drobox. He explained what items were in the earlier draft and this was supposed to be the changed and corrected lease agreement.

Planner Henneuse informed the Mayor she had not received a lease agreement, and Recorder Gillett explained that she put the item on the Agenda as the Mayor had asked her to.

**F. Stage---**The Mayor asked Mandy about the information in the packets. He reviewed what the items where. The Mayor explained this was the money that we received from a grant from Summit County for a stage and a shade tent for Frontier Days. The grant was for \$50,000.

The Mayor explained that the public works employees liked the trailer, and it was a little more costly per square foot. The Mayor reviewed that bid. It would have a 16x16 stage and he didn't feel that you could have dance events in it. He doesn't feel it is what they are looking for. He is more interested in the stage proposals.

There are three stage proposals for their review.

The Mayor reviewed each proposal and discussed each one with the Council. The Mayor asked about the third proposal as it was carpeted, and he didn't know how well that would work. Mandy said it allowed for diversity as well, you can build them in different shapes.

The other two options are School Outfitter and Stage Depot. The School Outfitters is four stage sets hard board decking. It is 2 feet high and 20x16. He asked Mandy if that was one piece. Mandy explained how many pieces it was and how it would lay out.

Mandy explained that when the Mayor and Jeremie were in the office the other day Jeremie expressed that he thought they were looking at something more like what the County had. She explained that the County uses a 30x40 tent. So, she has tried to match things as closely to that as possible.

There was some discussion on how many sections it would take to make it square. The Mayor explained that four sections would come to \$29,000 and they need to remember this is for the stage and tent. He reviewed all that would be included with that bid.

The Stage Depot bid was for \$26,000 so it's a little cheaper and it is four stages as well. Also hard board and it has dual heights. He reviewed all that was included in that bid. He feels this is the better stage to go with.

Councilmember Fryer explained she had text her granddaughter on the stage with carpet and she responded no, no, no on a carpet stage.

The Mayor asked Mandy if the prices included shipping and she explained that we don't pay tax, so the total cost is included with shipping.

Stage Depot is the cheapest option if not going carpeted and it includes a rolling cart. The total cost including the rolling cart would be \$26,368.03 and he explained all that was included with that.

Councilmember Forman guessed the rolling cart would be something more for a gym floor and wouldn't work outside. Just his guess.

The Mayor said they could reduce the cost by \$608 dollars by getting rid of the cart so it would go down to \$25,756. Assuming they do this one, because it's not carpet and it's the least expensive that would leave them about \$25,000 for the tent.

The tents are all similar, but if you look at the American Tent ones, they are 16-ounce vinyl and he explained what all that bid would contain. The American Tent ones are the cheapest and the main difference is galvanized steel poles and aluminum. So one difference is the weight. He reviewed all of the differences. One is a framed tent, and one is a pole tent.

Councilmember Fryer asked about the size of them. The Mayor explained what they were looking for and what Mandy had researched out.

He thought the framed tent eliminated the poles in the middle. Everyone would be on the inside of the tent. Mandy said with that tent you can break it down into smaller tents.

The Mayor explained these are heavy duty tents with all of the tie downs and everything. He reviewed the difference in the poles and explained the frame tent was the one with the aluminum poles.

Councilmember Fryer asked if the County ends up paving the parking lot then would you still put the tent up there or what would we do. The Mayor explained how they could make it work in the parking lot or they could put it up on the softball field.

The Mayor would prefer two tents where they would have more options. Councilmember Crittenden agreed with the Mayor on that.

Councilmember Forman asked if there was any info. on the strength of the tents. Mandy said she couldn't find a difference in the durability.

There was some discussion on the poles being centered in the tent. Councilmember Cox looked it up on line and she explained how the poles laid out in the tent. Councilmember Crittenden was concerned about the poles being in the middle as then the stage wouldn't work.

The Mayor said it would be a 32x40 stage or a 16x80.

Councilmember Cox said with the poles that one would not work. Councilmembers Crittenden and Fryer agreed. Councilmember Crittenden felt it would be better to have just the open space. They all agreed it would be better not to have poles in the middle of the tent.

Councilmember Cox went back to the stages to clarify how many they were purchasing. Do we really need four or would two work? The Mayor reviewed the pricing and sizes on the stages again. It is a question of how big of a stage do they want. Again the County stage was discussed, and Mandy told them it was a 30x40 stage that they used at the County fair. Council seemed to think it was smaller and Mandy reiterated that's what the County told her.

Councilmember Crittenden felt if you bought two Stage Depot stages it would be 32x48 and he was told you only double one side so it would be 32x24. But a real stage is longer than that.

The Mayor felt they should start with two, so it would be 32x24 and if they need to buy more later then they could. Council all felt that would be enough.

With the stage and tent Council decided to go with it would be \$49,000 and they would leave \$1,000 to use for rope and barrels for staking the tent down.

The Mayor feels they have come to a rational decision on the tent and stage. They will go with American Tent with the frame, and two of the 40x 60 tents for the cost of \$36,122. Then on the stage they will go with two of the Stage Depot stages and get 2 of the 16x24 stages. With Council's permission he will have the office buy those.

The Mayor explained the other thing they needed was a decision on is the soccer goals. There were also three things that needed to happen on the field. They are working on the netting and the field. The Mayor explained that where the old field abuts the new field there is a bit of unevenness. So they have reached out to Komatsu to see if someone can come and roll that out, so the field is all level. Then we need to put up some soccer goals with nets.

The Mayor reviewed the bids that he had been given. They range in price from \$3,422 for two goals down to \$1,668 is the cheapest one. To put that in context he has spoken with other leagues on what size they should get. He was told the most useful would be U11 or U12 size and that would fit the widest number of age groups. The difference in cost gets into the difference in construction. He explained what the differences were and how the goals could be moved. The biggest difference is in the size of framing. The hardest thing on the framing is kids hanging on them.

Mandy suggested someone making the goals and the Mayor was afraid they would be too heavy and hard to move.

Councilmember Crittenden wanted to know if there was still grant money left over and he was told no that it had been spent. He felt that the one that cost more money was the easiest one to use and it would last longer. He likes the idea of the heavier one. The Mayor said that included the shipping on that one.

Councilmember Fryer said yeah, spend more money at first and get better goals if we can. Suzanne is it in the budget?

Suzanne replied yes, she is just staying out of it. The Mayor asked if the park fund in the current year had the money in it without having to dip into other funds? He was told no. He then asked if we did this could we amend the budget at the end of the year like we did midyear. He was told yes.

Councilmember Crittenden thought we were able to do the whole field with grant money and it didn't cost us a lot, so maybe we should spend some money and buy the nicer goals.

Recorder Gillett responded by saying that it wasn't that they didn't have the money, it just wasn't budget for. So if they wanted to, they could transfer the money.

Councilmember Cox looks at this as an investment, because aren't we getting some money back when the fields are used? She was told yes, the City would.

The only place we are being impacted the most by the contractor that burned us is the netting to keep the balls out of neighbor's yards. So, that is the funding we are going to have to come up with. The nets are around \$20,000 and that seems to be the biggest impact on us.

Recorder Gillett informed Council that they could check and see if they could use impact park fees on this. She asked Engineer Kettle his thoughts on it. He responded that he thought this would qualify for impact fees as we are adding facilities to the park.

The Mayor thought is sounded like they should go with the Agora Pro goals for \$3,422 with the 4-inch wheels and the net included then they will finalize the cost on the netting to go around the field. He thought they had planned for 16-foot netting and he explained what they had talked about on that. With Council approval he will have the staff order those goals. He then thanked them for their support with that.

**G. Frontier Days Preparation---**The Mayor asked Councilmember Forman to address the Rodeo Contract. He explained it is still the three-year contract and nothing has changed. Except they will provide the announcer and we will pay the announcer separately. The Mayor asked if that included the clown. Councilmember Forman wasn't for sure, he will look into that.

The Mayor asked if Councilmember Crittenden had talked with Trent on the livestock. He hadn't yet, but he will.

The Mayor asked Councilmember Forman if they should talk about Brenn Hill.

Councilmember Forman informed Council that Brenn Hill has agreed to make something work over that weekend for whatever we can make work with the budget. He explained that some of the office staff and the Mayor had discussed it. They thought of maybe doing it on a Thursday night and Brenn has a friend that would do a show with him if we would like. He explained we could do the Bren and Andy show and explained how that would work. He feels that would be best on a Thursday night. Councilmember Forman then reviewed the advertising that could be done. Or, we could do just Brenn Hill music, Byand he could do that for much less money, that would be around a \$1,000 to \$1,500. Brenn feels he could fill up the stadium even with a ticket price.

If we do the concert pre-rodeo, he would prefer the 12 p.m. to 2 p.m. spot on Monday.

The Mayor asked a little about the fees and Councilmember Forman said he didn't really get into that, but he is willing to work it however we would like to work it.

Councilmember Cox asked how we felt about trying to sell tickets to another event this weekend.

Councilman Forman explained how they met and the type of music that they perform.

Everyone was willing to try and add another night for this event on Thursday night.

The Mayor said the reason they did Thursday night was because of the movie in the park on Friday night. Councilmember Cox said Thursday night will be a school night and she feels that it would be a better date night. Whereas Friday night is more of a family night.

Councilmember Crittenden asked if Thursday night was Bren's suggestion and he was told yes, it was Brenn's suggestion.

The Mayor asked if we wanted to focus just on local talent on Saturday and everyone said yes.

Planner Henneuse informed Council that she was doing the Rap Tax Grant and she wondered if she should put in for this event. Everyone thought that she should.

The Mayor reviewed the duties list and explained that he updated the sponsor letter and has given it to Mandy, and she will get them sent out. He sent everyone the sponsor list and would like them to all go through and review it and let him know of anyone they felt would be appropriate for them to reach out to.

The Mayor reviewed what items were on the list and passed out assignments to those that needed one. Mayor Ames will be in charge of the movie in the park.

Councilmember Crittenden said he would work with the kid's scrambles. He asked if we wanted to do animals or not. He was told yes, we do. He will also work on the Jr. Rodeo.

Councilmember Cox said she would work with all the ahead of time stuff that they want.

Councilmember Fryer will do the horse games.

The Mayor asked if she had spoken with Matt McCormick about the Queen contest. He was told no she hadn't yet.

The Mayor explained that we need to find someone to run the concessions. Bob Murphey said he has worked in the restaurant business and he would be willing to do the concessions. He asked if they would be opposed to food trucks and Council felt they should get something out of it. As long as it doesn't directly compete with items we have at the concessions. Councilmember Forman doesn't want to cut our own throats, but he is good if we get a portion of their proceeds.

Councilmember Cox will recruit all of the volunteers needed for the concessions.

## **5. Council Business**

**A. Approval of Minutes from March 25<sup>th</sup>, 2021---** *Councilmember Cox motioned to approve the minutes of March 11<sup>th</sup>, 2021. Councilmember Crittenden seconded the motion. All voted in favor, motion passed.*

**6. Meeting Adjourned---Councilmember Cox motioned to adjourn. Councilmember Crittenden seconded the motion. All in favor, 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 April 2021.

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Mayor Byron Ames

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City Recorder Suzanne Gillett