

AGENDA

Francis City Council Meeting Thursday, February 11th, 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/84239969961?pwd=dWhzc3hTK2E4RjdhdXdNNDNpZVZRUT09>

Meeting ID: 842 3996 9961 Passcode: 601550

You can also comment by email to comments@francisutah.org

Attending: Mayor Byron Ames, Councilmembers Trilby Cox, Matt Crittenden, and Shana Fryer. City Engineer Scott Kettle, City Recorder Suzanne Gillett, City Planner Katie Henneuse

Excused: Councilmember Jeremie Forman

Others Attending: Lee's I pad, Justin Harding, Huawei Mate SE, Haley McAllister, Bob's I pad, Rushton, HN, Dr. Shauna Demars, Heidi Riches, Kathleen Tollison, Wylen McAllister, Vance Twitchell

1. Welcome, Call to Order, Thought & Pledge of Allegiance—The Mayor welcomed everyone in attendance and asked Councilmember Crittenden to lead in the Pledge or Allegiance. He then asked Councilmember Crittenden to give a thought. Councilmember Crittenden's thought was about something he heard a long time ago and its dated, but it applies to the world now. He read a poem WE and THEY.

2. Public Comment—The Mayor explained how the public comment period worked and then opened the meeting to the public.

There were no public comments, and the public period was closed.

3. Public Hearings

A. Commercial Concept Plan/Premier Pet Lodge, Kathleen Tollison---The Mayor turned the time over to Planner Henneuse. Planner Henneuse reviewed her staff report with all in attendance. She informed Council that it is being forwarded with a positive recommendation from the Planning Commission.

Planner Henneuse brought up the parking and what they have looked for and how it is presented. She explained the development would be a benefit to the city.

The Mayor explained they also had a report from the City Engineer. Engineer Kettle explained that they need to look at access and they need to look at how they will make the connections.

Councilmember Cox asked about the access to the property and what he meant. Engineer Kettle clarified what he meant.

The Mayor asked how the access on Lambert Lane worked with the road widening and Engineer Kettle explained how that would work. It is really a non-issue.

The Mayor gave the developer the option to speak. Kathleen feels it would be good for the community and that it would be a great addition to the city. The builder has already spoken with the neighbor and he seems like he is on board.

The Mayor has heard that people would like to see a veterinary clinic and there is nothing locally so this would be good. Councilmember Crittenden appreciates the fact that she has already talked with the neighbor. The Mayor read the letter that the neighbor Roy Atkinson sent to the city.

The Mayor opened the meeting for public comment. There was no public comment.

The Mayor wanted to discuss the line items of the letter they received from Roy Atkinson. He agreed that developments being started and not finished is a big concern. The city does require bonds on public infrastructure. We are designated a tree city so that will be an ongoing thing. The concern for water is always there and the water capacity will be tripling.

Engineer Kettle explained that the splash pad is not something that will be running all the time. Kathleen explained how the splash would work and that it will be using recycled water. She does not want to waste water, it will only be on when the animals are out playing. She plans to have lots of shrubs and trees put around the property.

The driveway, the low point and water leaking will be addressed. The waste is allowable to be put in the dumpster. She also explained that there is a toilet type system that will be put in so that it can just be deposited in the sewer system. She is still working with the builder to figure out the type of fencing they would like to do, its for noise control. They will also have multiplier barrier fencing. The last thing was the noise. Kathleen explained that everything is indoors and there will be triple walls and each kennel will have good noise control.

The Mayor explained that covered the public comment that we received. Council all agreed with that.

Councilmember Cox moved that they approve the Commercial Concept Plan for the Premier Pet Lodge as it stands with all of the recommendations and changes adhered to by the City Engineer and UDOT on the lot line. Councilmember Fryer seconded the motion. The Mayor and all Councilmembers voted in favor; motion passed.

B. Zone Change Request Harriet Natter/Ordinance No. 2021-03---The Mayor explained this one did have an Ordinance if they go with a zone change. He then turned the time over to Planner Henneuse.

Planner Henneuse read the staff report to all in attendance and explained where the property is located. Property is currently zoned as Commercial and the applicant would like to re zone a small portion to residential. This item was presented to the Planning Commission on 1-21-2021 and is being forwarded to the City Council with a unanimous positive recommendation with the following conditions. Deed restrict open space to the landowner; residential lots may not be further subdivided and extend the water line on Village Drive to SR 32 to be eventually looped with the commercial development. This will eliminate the possibility of having two dead end water lines.

Planner Henneuse presented the plan from 2010 and you can see the access points and the wetlands in the middle. More recently UDOT has restricted access points off state highways. She presented the more recent proposal and explained how it worked and that it is not feasible. The applicant has meet with UDOT and was given approval for only one access point off SR 32 for these commercial parcels.

UDOT and wetlands issues leave two options for access to the northern commercial land. One option is to continue Village Drive from the circle to development, however no connection road could be provided, and it is

not allowed per City Code. Second option is to provide access to the northern commercial land from SR 32. Planner Henneuse explained why this option may be unfavorable. It was determined that it is best to preserve highway access for the larger developable area on the south end, it makes sense for the northern end of the property to be re-zoned to R-H and used for residential purposes.

Staff recommendation is to evaluate the zone change request document, specifically the placement of SR 32 access. If no concerns arise, approve the zone change.

The Mayor asked to see what the current proposal looked like. Planner Henneuse presented that for all to see.

Engineer Kettle stated when the subdivision was originally approved, they wanted there to be a through road and a looped water line. He explained that he would like to see the water line looped no matter what. He explained that with UDOT, currently the way the highway is identified that it may take some time to get another access.

Harriett felt that Planner Henneuse and Engineer Kettle explained it beautifully and she would like to work on getting a lane through there. She does not see any barriers of doing this one way or another.

The Mayor wanted to read the only letter the city received from the Squires. He then opened the meeting to the public. There was no public comment.

Planner Henneuse stated that they did have several comments in their Planning Commission meeting and there were about eight neighbors that came to that meeting and they were in favor of this.

Councilmember Cox wanted to clarify, adding the two potential lots did not mean that there needed to be another egress added, Engineer Kettle explained that should not be an issue, they could put a plat note to keep the access off of SR32.

Councilmember Crittenden agrees with not being able to subdivide the two lots any further. Councilmember Fryer agreed with that also.

The Mayor wanted to make clear in the minutes that the deed restricted open space as proposed by the Planning Commission, the open space on the north end would be tied to lot two and that and the open space to the south west of lot number one would be tied to that.

Planner Henneuse explained how the deed restricted lots would be handled. They would not be allowed to put any structures on that open space. The deed restricted envelope would show that.

The Mayor stated that he had heard Harriet understood how the wetlands worked and she was good with it all. He feels it protects the Village at Lambert Lane, protects the wetlands, protects the pieces with two separate accesses so it does not affect any wetlands. It does make the southern commercial portion more viable.

Planner Henneuse informed Council that Harriet wanted to know if she should dedicate a small portion of the circle property to Francis. She wanted to know if we needed it for a connection to anything.

Councilmember Cox asked what the zoning on the parcel immediately to the north was and Planner Henneuse said that it was county land. Councilmember Cox felt they may be running into an annex declaration area. But, would that be a spot that would be developable as a residential development or a commercial piece of property. She feels that is something that they all need to ponder.

Engineer Kettle explained that north line is in Kamas City annexation declaration and not Francis's.

The Mayor informed everyone that the city welcome sign is in the wetlands area there and would there be an agreement to leave that. Planner Henneuse said she was willing to put in an easement for the city.

The Mayor informed everyone they had an Ordinance regarding the zone change. He then read Ordinance 2021-03.

Councilmember Crittenden moved to pass Ordinance 2021-03 with the recommendations from the Planning Commission and staff recommendations. Councilmember Fryer seconded the motion. Roll call vote Councilmember Fryer aye, Councilmember Crittenden aye, Councilmember Cox aye, The Mayor aye, and Councilmember Forman was excused. Motion passed.

C. Flood Plain Map Amendment---Engineer Kettle explained that in 2006 Francis adopted a Flood Plain Damage Prevention Ordinance. He explained everything that had gone on when that Ordinance was done. Over the last several years FEMA has been doing a study on the changes, so we need to update our Ordinance with a new date from March 2006 to March 2021 and everything else is pretty much the same with the exception of a couple of outdated maps. This is all basically housekeeping changes.

Councilmember Cox moved to approve Flood Damage Prevention Ordinance 2021-04 with the changes made by City Engineer Scott Kettle. Councilmember Crittenden seconded the motion. The Mayor and Councilmembers Cox, Crittenden and Fryer all voted aye, motion passed.

Whoops it is a public hearing, so the Mayor opened for public comment. There was no public comment, and the public period was closed.

Motion first presented was finalized.

D. Mid-Year Amended Budget 2020-21/Resolution No. 2021-01---The Mayor explained that he has talked with Suzanne on the budget and overall things look good. We looked at several months compared to 2018 and 2019 and the revenues are up so we are doing good.

The Mayor wanted to reflect where we are at and that things are still being counted appropriately. The Mayor wanted to talk about funding to the Children's Justice Center. He proposes they donate \$4,000 as they did last year. They are now open and functioning and he feels it benefits the city directly. He would also like to add a compensation for our Planning Commissioners as well. He also wanted to change the Mayors compensation after his tenure.

The Mayor opened the meeting for public comment, there was none. The Mayor closed the public comment period.

Council was ok with the \$4,000 for The Children's Justice Center, the \$50 per meeting for Planning Commissioner's and then Council decided to increase the Mayor pay. The Mayor was against the increase until after his tenure.

Councilmember Crittenden motioned to Amend the Budget along with the following additions, donate \$,4000 to the Children's Justice Center, pay the Planning Commissioners \$50 per meeting and raise the Mayor pay to \$750 effective immediately. Councilmember Cox seconded the motion. Resolution item so see motion for Resolution.

The Mayor remembered this was a Resolution item, so he read Resolution No. 2021-01. Then asked for another motion.

Councilmember Crittenden motioned to pass Resolution No. 2021-01 a Resolution amending the mid-year 2020-2021 budget for the City of Francis with the discussion items. Councilmember Cox seconded the motion. Councilmembers Cox, Crittenden and Fryer voted aye, the Mayor voted nay, the motion passed.

4. Discussion, Updates and Approval on Potential Action Items

A. Grants—The Mayor wanted to discuss with council the options available. He is aware of the Rap Tax and Recreation grant. He explained that Councilmember Cox had been looking into some other options.

Councilmember Cox informed Council that she has looked into the Utah Office of Outdoor Recreation Grant. When you look into it this one has varying tiers, she explained what those tiers were and what they could be used for. She had an idea for a tier one or mini grant. She proposes a bike park with a pump track. It is a popular thing with the mountain biking community. That was her idea for the grant. Planner Henneuse said she had the same idea.

The Mayor explained what type of track it looked like, it is similar to a motor cross track.

Councilmember Cox feels that they would need to start small.

Councilmember Crittenden thought it was a good idea. He was concerned with dirt erosion and things like that. Councilmember Cox informed everyone they have one in Park City, and that it is not just for kids.

The Mayor asked if there were any other ideas for this outdoor grant. There were none.

Councilmember Cox feels that her and Planner Henneuse are on the same page and they can work together on this.

Planner Henneuse explained there are a couple of grants available and she has talked with Nancy Hooten at the County. She explained what they could put in for with the Rap Tax and what we could put in for with the Restaurant Tax. One of the ideas Katie had was there is not a lot of shade at the park and we should look into shade structures and extra features like that as well.

5. Council Business

A. Council Reports---Councilmember Fryer wanted to know if we were having a rodeo this year. She was told yes, they needed to have a meeting for this.

Council will meet at 7:00 p.m. on the 24th of February after the joint work session meeting. Recorder Gillett will add this item to the notice already posted.

Councilmember Cox informed Council that when she went in the office to pay her business license fee, she could not pay with a card of any type, so she went to the bank to get money. At the bank she was told it would not take much or cost much to be able to run credit cards. She got all of the details for it and will come in the office with her information.

B. Planner Reports—Planner Henneuse thinks next month is looking busy again, so The Views are going back to Planning Commission in a week and then Francis Commons is coming back as well. She does not want to have them on the same night. And, Hart Crossing is wanting their Master Plan approved and then a commercial project, and Hidden Meadow Ranch annexation as well. Just think about how you want to handle all of that.

C. Engineer Reports---He has met with some potential developers for Tifton Hills and they are in their due diligence for thirty days. He is not quite sure what it is they want to do, so there might be some movement on that. The Mayor said he spoke with them today and they may all want to sit down.

With Circle T there has been a Grama request for some documents so maybe that will get going. Stewart Ranch is putting in infrastructure. They are finalizing the bid packages for the well, and the bid for the entrance to the park and playground so there will be a lot going on this spring.

D. Mayor Reports---The Mayor wants to make sure they are on the same page. Council was copied on the new sustainability report from the county. In the past Lisa Yoder was the main point of contact on this in the past, now it is Emily Quinton. They have an upcoming meeting from 9a.m.to 12 p.m. where they will finalize the governance agreement and things like that. He told Emily that he would not be able to dedicate three hours for that cause and she said she would do it, but he wanted to see if any council wanted to attend.

Councilmember Cox feels three hours is a long time to dedicate to this when someone can come back and report to us.

The Mayor received a letter from the League of Cities and Towns letting them know they offer a benefit to the residents; he does not know of anyone in the valley that offers this. He explained how this benefit worked and how the program worked. He wanted to know how Council felt about it. No cost for cities and towns to participate.

Councilmember Cox does not foresee it being a big problem and it is more to administrate, and we do not need that.

E. Report and Approval of Bills Paid—*The Mayor asked a couple of questions and received the answers. Councilmember Fryer motioned to approve the minutes and Councilmember Cox seconded the motion. The Mayor and all Councilmembers present voted in favor; motion passed.*

F. Approval of Minutes---*Councilmember Cox motioned to approve the minutes of January 27, 2021. Councilmember Crittenden seconded the motion. The Mayor and all Councilmembers present voted in favor; motion passed.*

Councilmember Fryer motioned to adjourn. Councilmember Cox seconded, 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 March 2021.

Mayor Byron Ames

City Recorder Suzanne Gillett