**AGENDA**

**Francis City Council Meeting**

**Thursday, June 11, 2020 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/87331612314?pwd=V0krNXVHMENVK2J5TFgzcjlKK29Fdz09***](https://us02web.zoom.us/j/87331612314?pwd=V0krNXVHMENVK2J5TFgzcjlKK29Fdz09)

***Meeting ID:87331612314 Password: 615053***

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

**Attending:** Mayor Byron Ames, Councilmembers Trilby Cox, Matt Crittenden, Jeremie Forman, Shana Fryer, Planner Mandy Crittenden, City Recorder Suzanne Gillett, and City Engineer Scott Kettle

**Others Attending:** Jan Brussel, Felicia Soleto, Kimmie Atkinson, Samsung cell phone, and Melissa Thompson

**1. Welcome—**The Mayor apologized for not having a flag to do the pledge of allegiance at todays meeting. The Mayor welcomed everyone for being here for the meeting. Councilmember Cox will be a few minutes late, so he is excusing her for a few minutes.

The Mayor shared a thought and some things from his heart. Our country is in an interesting place right now and he spoke a little of the pandemic and riot and things going on right now. The protests are about things that really do matter. The core of protests is on the issue of equality and he looks at things around the world differently. It’s tricky to only look through our own lens and they are not aware of how other people are viewing their experience. He shared some of the things that have gone on with some of the other Mayors and them joining together. He shared some of the conversations and things that went on while they met.

He said sometimes he acts like he is all knowing, but really he is not. He shared about meeting with protestors and laying down with them and speaking with them and it was a very moving and powerful moment. It is powerfully clear to him that we still operate in a city with a lot of diversity. His message today is that he is recommitting himself to our city to treat everyone with fairness, respect and dignity. We all deserve to be treated the same.

**2. Public Comment---**The Mayor opened the meeting for public comment on items not already having a public hearing tonight. He reviewed the four items on the public hearing and explained that one of the items will not be happening tonight but will hear at a later time.

There were not public comments.

**3. Public Hearings**

**A. Approve Amended City Budget for 2019-2020 Resolution 2020-06---**The Mayor reviewed the amended budget. He explained that this has been reviewed by Pelorus and asked Suzanne if she had anything to add. Suzanne just explained about the loan to help pay for the well.

Councilmember Crittenden asked about the sales tax amount and it was explained to him how it all worked.

The Mayor opened the meeting to the public. There were no public comments. Public comment period was closed.

The Mayor stated there was a Resolution No. 2020-06 and he reviewed the Resolution with all attending the meeting.

***Councilmember Cox moved to pass Resolution 2020-06 a Resolution Amending the Fiscal Year Budget 2019-2020 the amended budget for the City of Francis. Councilmember Crittenden seconded. The Mayor and Councilmember Cox, Crittenden, Forman, and Fryer all voted aye, motion passes.***

**B. Approve Tentative Budget for the year 2020-2021 Resolution No. 2020-07---**The Mayor explained that on estimates from other cities we used the number of 15% less than normal. The Mayor explained that what Suzanne has done is include funding as normal and has taken out the 15 % for sales tax which affects the whole budget. He explained that we added money for a Building Inspector and that we buy another plow truck with only a couple a hundred more for that.

The Mayor explained that Suzanne asked about how much to budget for Frontier Days and she was told nothing.

Councilmember Crittenden asked if there was any type of pay compensation. He was told yes, a cost of living of 3% divided by all 5 employees so everyone gets the same amount.

Councilmember Cox asked about the sewer service fees. The Mayor asked about the sewer pasture lease. They were both explained.

The Mayor opened the meeting for public comment and there was none.

Planner Crittenden asked about the movie fees for Frontier Days. The Mayor explained to her how that worked.

The Mayor would entertain a motion for Resolution 2020-07, he read the motion to all attending.

***Councilmember Crittenden made the motion to pass Resolution 2020-07 a Resolution Adopting the fiscal year 2020-2021 Budget for the City of Francis. Councilmember Fryer seconded the motion. The Mayor and Councilmembers Cox, Crittenden, Forman, and Fryer all voted aye, motion passed.***

**C. No hearing will be held but was in the paper. Final Master Approval for Stewart Ranches Subdivision---**The Mayor explained they are still working on an access easement issue, so when that is resolved we will hear them.

**D. Application for potential Code Text Amendment regarding parcel FT-30, 69 E SR35 Francis---**The Mayor turned the time over to Planner Crittenden. She read her staff report to all attending. The Planning Commission recommended forwarding this with a positive recommendation.

The Mayor asked Mr. Atkinson if he would like to add anything else and he said no.

The Mayor opened the public hearing on the proposed text amendment. There were no public comments.

Councilmember Crittenden asked where this is a detached business he will have to run a new water and sewer line correct. Planner Crittenden explained this was just to add it to the table. He would have to come back and apply and then that is when they would decide that.

The Mayor explained his thoughts on things. He feels they want to carve out a part of their lot to be mixed use and commercial and then it becomes both commercial and residential. Does that affect things? He is concerned about the hybrid that comes out of this. The amended code would apply to anyone in the city center zone and would that create issues.

Planner Crittenden said she understood that and with the conditional use permit he would divide it into two lots. That’s the fine line of creating the city center zone. We can’t require them to change over.

The Mayor understands that they can’t require somebody to convert their use. The issue to him is what does that create, not what it is he actually wants to do.

Councilmember Cox wanted to know what the process was to divide the individual lot. The Mayor explained it to her. She wanted to know how is this different from him potentially having a home-based business on a residential lot. What is the driving factor behind having to change a certain part to commercial. Would this be a home-based business?

Planner Crittenden explained the difference is this is an accessory dwelling as well. The accessory dwelling currently does not exist.

The Mayor explained this is just really for a code text amendment, but ultimately this applicant’s vision still may or may not work. The Mayor explained his thoughts on things. The Mayor said we are not converting the zoning. But, where it is all just one lot this is really concerning to him.

Planner Crittenden said on most lots in the city center zone they do not have a full acre.

Councilmember Forman feels that part of him wonders how and what is the difference between Rising which is next door. The Mayor said Rising existed before the city center zone.

Councilmember Forman was still a little confused and the Mayor tried to explain how and why things would be different. Councilmember Forman feels that for the next 20 years that business might be the only one there. He feels that maybe we should change the use, its not a bad use in that area.

Councilmember Crittenden does not feel like it is a bad thing at all, but he wonders if he should divide the two lots and maybe later put something else on the other lot. Councilmember Crittenden is for approving the table change.

The Mayor would entertain a motion.

***Councilmember Forman motioned to move forward with the code text amendment to add car detailing shops or however that needs to be worded to the use table for the City Center Zone. Councilmember Cox questioned that on this one they would check conditional uses and business license. She was told yes. Councilmember Crittenden seconded motion. The Mayor and Councilmembers Cox, Crittenden Forman and Fryer all voted in favor; motion passed.***

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

**A. Award Bid for Sewer Property Lease---**The Mayor explained that council should have two different items in the drop box. He explained that one was a table and one was the bid from each person bidding.

The Mayor stated that there were four bidders and reviewed who the bidders were. Ben Keyes proposed $511, Dakody Gines $1750, this is for 9 acres of land and stated the bid is for July 1st this year through December 31st, of 2022 so about 2 1/2 years. Garrett Crystal bid $2,500 and Rowdy and Melissa Thompson bid $3,042. The Mayor stated the high bid is Rowdy and Melissa Thompson and that unless their bid was withdrawn and he did not know about it, then they are the high bidder on the piece of property.

Councilmember Forman wanted to know what the deal on the other 40 was. Engineer Kettle explained it to him the current renter has until the end of the month to use his option to extend his lease at the same rate and they have the option to accept that or deny it and keep going with him for the bid he put in for the next three years.

Congratulations Rowdy and Melissa, you can come square up with the office.

**B. Plow Truck Discussion---**The Mayor explained they should all have a new chart in the

Dropbox on the plow truck.

The Mayor asked Engineer Kettle to review everything with the council. He explained that Kenworth quoted something wrong and they would now be in third place. Scott explained how the bid was different from the last truck that we purchased.

Williamson Goodwin and Semi-Service are still the same and he is just showing how things break down a little bit better.

The Mayor said there are a couple of things happening and he discussed the differences.

Apples to apples a plow and truck just alone has gone up about $40,000. Engineer Kettle said yes.

The Mayor discussed the cost of things and how do we get it and afford it and not spend all of our capital projects money and you need to build a shop to cover it. Do we really need a sander? The Mayor said Matt is adamant about a new one, but do we take some risk on a used one and save some money in the long run. We need it, that is not a question.

Councilmember Crittenden would rather not go that route, but you never know what your going to get with a used piece of equipment. You need the plow truck. Maybe we just do not get some of the attachments this year.

Councilmember Forman is not opposed to buying new, but he also wonders that if we do not have the money or the budget then we do not need it enough.

Engineer Kettle said that if we wanted to take more money from the annexations and put it towards this that is what the annexation money is for. He explained some of the options that they could go with.

The Mayor feels that we do not need a water tank until this time next year anyway. So, he could see holding off on the water tank and trying to find a way for the rest of it to work.

Councilmember Forman asked about the hook lift option. Engineer Kettle explained the pricing to them.

The Mayor reviewed the savings between the different options that they had.

Councilmember Cox asked if the hook lift or the dump bed compliment better what we have now. She is trying to figure out what makes the most sense.

Engineer Kettle explained the difference to her.

Council discussed back and forth all of their options.

Councilmember Cox feels that we should go with the 2 Wheel drive freight liner.

Engineer Kettle explained that the financing would be with the same company that we had gone with before. We will need to put down close to $100,000 to make our payments where you want them to be as the truck is $168,000.

Councilmember Crittenden stated that something to look into would be a shop, Kamas just built a shop 65x30 with four doors and does not include power, insulation or heat and the building and concrete was about $70,000.

Councilmember Cox asked if the idea of that makes the idea to put more down for the truck. She explained her thoughts on things.

Planner Crittenden stated that to build a building that is bigger is a good idea as we got money for a tent and cover.

Councilmember Forman said he thought we were just going to add one more bay to the shop not a whole building. Do we have any cost estimate on that?

Engineer Kettle felt that you would be looking at about $60,000 to add the bay.

Councilmember Crittenden feels that we should just extend the shop out.

Councilmember Cox feels that we are starting to diverge from the original conversation.

The Mayor asked for a motion on a truck and plow to put the cash down now and they need to address the building now.

Councilmember Forman feels we are putting the cart before the horse he said we do not know what the shop expansion is going to cost, so we are going to approve a $100,000 dollar purchase

not knowing how much more we need to spend. Without knowing what the $100,000 will leave us with.

Recorder Gillett explained that if you are going to do a building then lets budget for it now, we are working on the budget and have a couple more weeks. She feels it is best to prepare and plan ahead instead of always just amending.

The Mayor stated that Suzanne does not like amending the budget, but that we can just amend at a later time because there is money in the account. If it is a priority to spend then once the money is gone it is gone.

Councilmember Crittenden thinks that regardless at this point we are going to have more roads to take care of this winter. If that is the case, then we definitely need to move forward with the truck purchase and take some annexation fees and then buy down the truck loan. He feels that we need to provide that service for the people.

Councilmember Forman wants to know if it is a guarantee we are going to have more roads to plow this year. He was told yes.

***Councilmember Crittenden made the motion to purchase a dump truck from Freightliner for $86,893 and all the attachments from Williamson Godwin truck body company for the stainless belt, the bump hitch the hydraulics and 12 foot plow and light and the 10 foot sander for $81,960 on top of the truck price. The Mayor asked how much down payment and he was told whatever it takes to make the payment within a couple of hundred bucks from what we are already paying. So up to $100,000. The Mayor asked the interest rate and he was told 3.5 to 3.7. Councilmember Cox seconded the motion. The Mayor and Councilmembers Cox, Crittenden, and Fryer voted aye, Councilmember Forman voted nay. Motion passed 4-1.***

**C. Possible Appointment of New Planning Commission---**The Mayor explained that they needed a couple of new Planning Commissioners. He informed the council of who the three applicants were and that all three of them were great candidates. He explained they were all here tonight and willing to speak with the Councilmembers if necessary. Planner Crittenden explained that Curtis Thompson was not present as he had other obligations tonight.

Planner Crittenden felt that all three of them were awesome candidates and if she had to go with two specifically she would only go with them because geographically we need some variety, but other than that they would all work perfectly. The Mayor explained where the candidates lived in the city. Planner Crittenden explained that all three current Planning Commission members live in Wild Willow.

The Mayor explained that Felicia Soleto expressed a genuine interest in learning more about government and the role that she can play in that process. He explained Curtis Thompson felt the same way. All of his work is here in the area. He would really like to be part of the community.

Jan Brussel the Mayor knows from personal experience that he is not afraid of a challenge and he has a great attention to detail and a willingness to stand for that. The Mayor asked if anyone had any questions that they would like to ask them. There were no questions asked.

The Mayor asked for a motion.

***Councilmember Cox moved that they approve Felicia Sotelo and Jan Brussel for the Planning Commission. Councilmember Fryer seconded the motion. The Mayor and all Councilmembers voted in favor; motion passed.***

The Mayor reminded the two new Commissioners of the meeting on Monday June 15, 2020.

**5. A. Council Reports---**Councilmember Crittenden wanted to pick a date for the next Woodland Hills meeting. No date was decided.

**B. Planner Reports---**None

**C. Engineer Reports---**Engineer Kettle explained the test well is 1,128 feet and they hit where they wanted to be. It would be best if they drill to 1095 feet.

CKC finished up the chip seal and slurry seal. A few residents are concerned about the unevenness of the seams and he is going to have them come up and check things out.

The Mayor informed Engineer Kettle that there were some complaints on how late they were working at night.

**D. Mayor Reports---**The Mayor explained we got a grant from the county for a restaurant tax grant. We applied for a stage and a cover for the stage and a tent for spectators. That is what the funding is for. Now we do not have to rely upon the county for their stage. One of the questions was if we do not do the event this year will we still use it and the answer was yes.

He explained that we received feedback from the State, and we will be receiving funding from the Cares Act. So, our city based on population estimated at 1500, so we should get up to $135,275 in three payments. The first payment of $45,092 is guaranteed, the other two payments will be the same based on ongoing funding from the state.

Councilmember Cox asked about the unused portion and being paid back. The Mayor explained to her how that would work.

The Mayor explained this was not on the agenda, but he feels that we should not put on Frontier Days at all this year. He feels it is too much to take on and the risk is not worth it.

Councilmember Cox said she respectfully agrees to disagree.

Councilmember Fryer asked about the soccer field. The Mayor said the vendor who brought the rolls of sod is going to bring more sod and Scott has put out for bids to finish up the areas.

He asked Scott if he had any more bids or spoken with anyone. He said he spoke with a guy today on that.

She also said she has had some complaints on the arena, and it is terrible, you cannot ride in it.

The Mayor said he has talked with Luke on that and Luke thought it was just kids pulling a dummy around. He agrees it is a big problem and he doesn’t know how to police that better.

**E. Report and Approval of Bills Paid---*Councilmember Cox made a motion to approve the check register for May 28th to June 11th, 2020. Adding the bill for CKC for the road improvement. The Mayor seconded the motion. The Mayor and all Councilmembers voted in favor; motion passed.***

**F. Approval of Minutes from May 28th, 2020---*The Mayor motioned to approve the minutes from May 28th ,2020. Councilmember Fryer seconded the motion. All voted in favor and motion passed.***

***Councilmember Fryer motioned to adjourn. Councilmember Crittenden seconded. All voted in favor and motion passed.***

*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 9th, day of July 2020.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Mayor Byron Ames City Recorder Suzanne Gillett