

1 **PROVIDENCE CITY COUNCIL MEETING MINUTES**

2 **Wednesday, May 6, 2020 6:00 PM**

3 **Members of the Council attended this meeting electronically.**

4 **This meeting was live streamed on Providence City's YouTube Channel**

5
6 **Opening Ceremony:**

7 Call to Order: Mayor Drew

8 Roll Call of City Council Members: Mayor Drew

9 Attendance: John Drew, Kristina Eck, Carrie Kirk, Josh Paulsen, Jeanell Sealy, Brent Speth

10 Pledge of Allegiance: Mayor Drew

11 Opening Remarks – Prayer: Carrie Kirk

12
13 **Staff Reports:** Items presented by Providence City Staff (including but not limited to: City Engineer, City Attorney,
14 Public Works Director, and Administrative Services Director) will be presented as information only.

15
16 Rob Stapley, Public Works Director

- 17 • April was a very dry month. We had a large influx of water usage.
- 18 • R Stapley brought up the email he sent to the Council about the green waste bins that used to be at Von's
19 Park all summer.
- 20 • R Snow said that Logan City provides the green waste bins two months out of the year [for free]. We are
21 considering whether we should provide it on a more regular basis. We now know how much it would cost.
- 22 • R Stapley said that it would cost the city about \$500 per week to run the two canisters that we have now
23 if we were to pay for it ourselves. Two has not been quite enough. We might want to consider making
24 space for more canisters. We could think about hauling the waste ourselves, but the best option would
25 probably be to get together with other cities so that we can all benefit. If only one or two communities
26 have a green waste container, people from surrounding communities will use those communities'
27 location, which could cause problems. We could also consider putting a fence around the containers and
28 opening them only during business hours.
- 29 • K Eck said that she would like to talk about bringing the spring (branch) cleanup back.
- 30 • B Speth said that he lives close to the green waste containers. He has seen many people misusing the
31 service. He felt that it isn't too far for people to drive to Logan City [landfill]. He has also seen commercial
32 companies abusing the containers. People can also get the curbside green waste containers. He felt that
33 we should leave the container situation the way it is for at least a year.
- 34 • C Kirk felt that the people of Providence value this service. She would like R Stapley to look into options of
35 working together with other cities on the south of the valley. She felt that if we do bring the containers
36 back [all season], we should focus on enforcement and give hefty fines to violators. She felt that people
37 would learn quickly not to misuse the service.
- 38 • R Stapley said that there is a lot of abuse. It is difficult to enforce the rules about contamination or
39 overloading even though we have cameras. Also, if we make a contract with Logan City [to have the
40 containers there all season], we are not sure how much we will be charged in fees for the abuse.
- 41 • J Paulsen said that he agrees with B Speth on the issue of the containers. However, he also agrees with K
42 Eck that we should have a spring and/or fall cleanup service. There are some residents who don't have a
43 truck or trailer who have a hard time taking their green waste to the landfill. He felt that with curbside
44 pickup [of branches], it is much easier to enforce compliance.
- 45 • B Speth felt that gating the containers at Von's Park would lead to people dumping waste at the gates. He
46 said that he agrees that we could provide a spring and fall cleanup with containers. Once the containers
47 are full, we should take them to the dump. People can also use the home green waste cans [provided by
48 Logan City for curbside pickup].
- 49 • R Stapley said that green waste curbside can use will probably increase with the current situation. The
50 cans are very helpful for those who have them. J Sealy agreed.
- 51 • Mayor Drew said that he spoke with Issa Hamud of Logan City Environmental Department. Logan City
52 residents have never had branch pickup or a green waste deposit site. I Hamud said that the biggest
53 problem with the green waste containers that Logan was providing to contract cities was the commercial
54 landscapers. I Hamud said that he will submit a proposal to the Solid Waste Advisory Board about getting

55 all the cities to pay for green waste containers. That way, Providence would not be inundated by people
56 from other cities dumping their green waste [if we contracted to have the containers throughout the
57 season]. Mayor Drew noted that with the branch pickup, we didn't have the right equipment, and we
58 were tying up our public works staff for 5-6 weeks during a time that we could have been preparing for
59 the busiest season of the year. Mayor Drew proposed that we wait to address this issue until I Hamud
60 makes his proposal to the Solid Waste Board. We should also have our staff put together a proposal about
61 doing the spring cleanup. We could discuss this at the next Council meeting.

- 62 • K Eck asked about why the Spring Cleanup was taking 5-6 weeks when it was only schedule for 2 weeks.
- 63 • R Stapley said that part of the reason it took so long was that people missed us as we came by. If we go by
64 their house and they are not ready, they get upset and want us to come back. We did a lot of
65 backtracking. This spring we accomplished a lot because didn't have spring cleanup. We helped with the
66 water company ditches, worked on roads and streets signs, etc.

67
68 Skarlet Bankhead, Administrative Services Director

- 69 • We will be installing Plexiglas sneeze shields for the front office due to COVID-19. We are also wearing
70 face masks when necessary and continuing to clean surfaces.
- 71 • We are still accepting registrations for recreation programs. If we are able to do these programs at all, we
72 will implement special precautions, such as reserving 30 minutes between games for cleaning, and asking
73 the fans to sit outside the outfield fence and leave the bleachers for the players.
- 74 • Our park reservations won't be open until mid-May. We will be working with those who reserve parks to
75 make sure that the restrooms are cleaned beforehand by our staff and throughout the day by those who
76 reserve Von's park.
- 77 • We are looking at using our recreation staff to do sanitation sprays in other park restrooms throughout
78 the day.
- 79 • We are currently planning on opening the splash pad on Memorial Day weekend.
- 80 • We have reached out to the soccer community in case COVID-19 rules allow them to do an abbreviated
81 season.
- 82 • Beth Munson and the crossing guards created a story book trail in Zollinger Park. It is a fun activity for
83 families to take a walk and read the book as they walk.
- 84 • We are working on tracking our expenses due to COVID-19 so that we can be eligible for any COVID-19
85 funding that may become available to the City.
- 86 • Building is going strong in Providence.
- 87 • We have made the agenda packets searchable PDFs.
- 88 • We are looking at a software program for agenda and minute management. One of the nice things about
89 it is that we will be able to show live votes on the screen.
- 90 • We are making some changes and updates on our website. C Kirk gave us some suggestions. The Council
91 is invited to comment on it.
- 92 • R Snow invited the general public to also make comments about how we can improve our website.

93
94 Ryan Snow, City Manager

- 95 • The fiber optic internet study is underway.
- 96 • We have received the results back from our salary survey. We are working on fine-tuning it. We will cover
97 that in a future meeting in-depth.
- 98 • We have been spending a lot of time coordinating with other cities/entities about COVID-19. This
99 increased coordination is one of the positive aspects of the pandemic.
- 100 • There is some money that is available for COVID-19. Utah County and Salt Lake County received some
101 funds already.
- 102 • We have met with Spring Creek Water Company at least two times. We have another meeting scheduled.
103 They have been positive discussions.
- 104 • C Kirk would like to go into an executive session at the end of the meeting to discuss the progress of the
105 Spring Creek Water Company discussions.

106
107 **Public Comments:** Citizens may express their views to the City Council on issues within the City's jurisdiction.

108 **Public comments may be sent to providencecityutah@gmail.com or text comments to 435-752-9441.** The City
109 Council may act on an item, if it arose subsequent to the posting of this agenda and the City Council determines
110 that an emergency exists.

- 111 • No public comments

112
113 **Public Hearing(s):**

114 **Item No. 1. First presentation of the 2021 Tentative Budget:** The Providence City Council will hold a public hearing
115 where the 2021 Tentative Budget for all Funds (General, Capital Project, Water, Sewer, Storm Water, and
116 Secondary Irrigation Water) will be presented to the City Council for their review, consideration, and tentative
117 adoption. The purpose of the public hearing is to provide an opportunity for anyone interested to comment on the
118 estimates of revenue and expenditures or any item thereof in the tentative budget of any fund before action is
119 taken. The City Council invites you to watch the live stream meeting on the Providence City YouTube Channel,
120 email your comments to providencecityutah@gmail.com or text comments to 435-752-9441

- 121 • R Snow explained that this is the tentative budget, which is the building block for the final budget. We
122 look at trends in the past 7-8 years. We take the average of the last 3 years, and then combine it with the
123 previous year's budget to create a weighted average projection of the budget. Then we meet with the
124 supervisors and get their feedback on their particular areas.
- 125 • R Snow read from the Executive Summary included in the agenda packet. We expect health insurance
126 costs to increase by about 12%. Employee contributions will remain the same. We anticipate a 3% COLA
127 adjustment. We budgeted for a 5% increase in Mayor and Council wages to continue to bring them within
128 the market range. This is a continuation of past budgets. We are in the bottom 10th in pay for these areas.
- 129 • R Snow continued to review the Executive Summary. We expect most revenue to climb by 2%. We expect
130 sales tax to increase by 3%. We expect the B&C road money to increase by 3%. Most expenses are
131 expected to climb by around 2%.
- 132 • R Snow explained that the general source of revenue for governmental funds is property and sales tax.
133 The general source of revenue for enterprise funds is fees for service.
- 134 • R Snow said that the main thing that the council should look at is whether they feel that the executive
135 summary accurately reflects what we expect to see going forward.
- 136 • R Snow explained that sales tax has fallen due to COVID-19, but we do expect it to recover. We will likely
137 still see growth, but it will not be as much as it would have been.

138
139 Ralph Daniels of Providence submitted the following email comment about the budget:

- 140 *1. Is the city taking into considerations as they plan the 2021 budget the effect COVID 19 has had on the*
141 *citizens of Providence?*
- 142 *2. What is the difference between items # 23 (Travel) and Item #37 Transportation. Such as 5123 & 5137*
- 143 *3. What happens to budget not used? Example Travel 10-5123 from 2015-2019 \$8,500 was budgeted and only*
144 *\$592.35 was used. What happened to the other \$8,000. If it is still there why keep budgeting for it. This is only*
145 *one of many examples.*
- 146 *4. What is item #21,; such as Members 10-4321?*
- 147 *5. And last but not least I see we are still supporting the lawyers; 2019 \$64,689 2020 \$84,280 and the year is*
148 *not over. What will 2021 be?*

- 149
150 • R Snow said that some of R Daniels' comments are relevant to the 2021 budget and some to the 2020
151 budget. R Snow will respond to the questions relevant to 2021 at this time. He responded to the first
152 point of R Daniels' email. He said that yes, we are taking into account COVID-19. We don't have the exact
153 numbers yet, but usually after a bust cycle, there is a rebound fairly quickly.
- 154 • R Snow responded to R Daniels' third question. Budget that is not used is saved. It is transferred to the
155 Capital Projects Fund or it stays in the same fund for future use. We generally budget high on our
156 expenses, and then if things come in low, we can use that money for future years.
- 157 • R Snow responded to R Daniels' 5th question. He said that there are several different attorney-related
158 expense categories. One is indigent defense. We are required to provide that by the State. We also have a
159 prosecutor in our justice court that we pay. Some of our attorney fees go to Chad Wooley, our general
160 attorney. He helps write ordinances, reviews contracts, etc. We also have an additional attorney, Craig

161 Smith, for water issues. We have budgeted slight increases over the current budget for attorneys.
162

163 **Item No. 2. Request for Disconnection:** The Providence City Council will hold a public hearing to consider a
164 Request for Disconnection filed by Steve Simmons and Howard Creed for a 0.40-acre property located just south of
165 700 South in the general area of 330 West. The property was annexed to Providence City in 2011. The purpose of
166 the public hearing is to provide an opportunity for anyone interested to comment on the disconnection before
167 action is taken. The City Council invites you to watch the live stream meeting on the Providence City YouTube
168 Channel, email your comments to providencacityutah@gmail.com or text comments to 435-752-9441

- 169 • Steve Simmons said that he and Howard Creed are in favor of being disconnected from Providence City.
170 This has already been discussed enough that he doesn't need to say more about it.

171
172 **Item No. 3. Petition to Vacate a Public Utility Easement:** The Providence City Council will hold a public hearing to
173 consider a petition, filed by Visionary Homes on behalf of Ben Barlow, to vacate a public utility easement (PUE)
174 located between Lots 25 and 26 of the Country Garden Estates II Subdivision, in the general area of 335 Garden Dr.
175 Providence, UT. The purpose of the public hearing is to provide an opportunity for anyone interested to comment
176 on the disconnection before action is taken. The City Council invites you to watch the live stream meeting on the
177 Providence City YouTube Channel, email your comments to providencacityutah@gmail.com or text comments to
178 435-752-9441

- 179 • S Bankhead explained that the applicants would like to combine the two lots into one lot. They have
180 already gone through the plat amendment process with the Planning Commission. It was approved by the
181 Planning Commission conditional on the City Council vacating the Public Utility Easement. It is important
182 to vacate the easement so that they can build in the center of their new combined lot.
- 183 • Carl Mortenson of Providence asked if when the lots are combined, they will be large enough to build on.
- 184 • S Bankhead said that Lot 26 is a buildable lot as-is. It does have a storm water retention/detention pond
185 on it, however.
- 186 • Jessie Williamson of Visionary Homes said that she believes that the applicants are combining the lots in
187 order to have a larger yard.

188
189 **Item No. 4. 2020 Budget Adjustments:** The Providence City Council will hold a public hearing to consider proposed
190 adjustments to the 2020 Budgets for the General Fund, Capital Project fund and Storm Water Fund. Prior to
191 making a decision on the proposed budget adjustments for the General Fund, Capital Project Fund, and Storm
192 Water Fund, the City Council is holding a public hearing. The purpose of the public hearing is to provide an
193 opportunity for anyone interested to comment on the adjustments before action is taken. The City Council invites
194 you to watch the live stream meeting on the Providence City YouTube Channel, email your comments to
195 providencacityutah@gmail.com or text comments to 435-752-9441

- 196 • R Daniels asked about the difference between item #23 "travel" and item #37 "transportation." (see
197 emailed comments in Public Hearing Item No. 1).
- 198 • S Bankhead said that we are not seeking to adjust either of those items. Item 5123 is set aside for people
199 under the Community Development umbrella for their travel expenses to conferences, etc. Item 5137 is
200 for transportation planning, such as preparing transportation master plans.
- 201 • R Daniels asked what Item 4321 "members" stands for (see emailed comments in Public Hearing Item No.
202 1).
- 203 • S Bankhead said that we are seeking an adjustment for that item. This includes memberships such as Utah
204 League of Cities and Towns. It also includes software subscriptions that we use.

205 **Approval of the minutes**

206 **Item No. 1.** The Providence City Council will consider approval of the minutes of April 15, 2020

207 **Motion to approve the minutes of April 15, 2020: — B Speth, second — J Paulsen**

208 **Vote:**

209 **Yea: K Eck, C Kirk, J Sealy, J Paulsen, B Speth**

210 **Nay:**

211 **Abstained:**
212

213 **Excused:**
214 Corrections:
215 • No corrections
216

217 **Administrative Business Item(s):**

218 **Item No. 1. Resolution 012-2020 – Electronic Meetings.** The Providence City Council will consider for approval a
219 resolution adopting the rules for electronic meetings as stated in the Governor Executive Order dated March 18,
220 2020

221 **Motion to approve the resolution:** — J Paulsen, second — C Kirk

222 **Vote:**

223 **Yea:** K Eck, C Kirk, J Paulsen, J Sealy, B Speth

224 **Nay:**

225 **Abstained:**

226 **Excused:**

227 **Comments:**

- 228
- 229 • S Bankhead said that the Utah League of Cities and Towns suggested that we adopt the Governor’s
230 executive order by resolution. We have already had one person ask us about this issue.
 - 231 • J Sealy asked about the part of the resolution that says that it is in effect while the City is in a state of
232 emergency. As we transition through the various levels of normalization, at what point do we discontinue
233 electronic meetings?
 - 234 • S Bankhead said that this will come from the Governor’s Office. Even when we move to the yellow phase,
235 we will still be restricted in group size. It would be difficult to have to decide who to turn away if we
236 reached the threshold. She imagines that these electronic meetings will continue until at least the time
237 that we exit the yellow phase.
 - 238 • R Snow explained that once things go back to normal, we will need to have a physical anchor site for the
239 meeting. We could have some members participate electronically, but not all of them like we are doing
240 right now.

241

242 **Item No. 2. Resolution 013-2020 – 2021 Tentative Budgets:** The Providence City Council will consider for adoption
243 a resolution approving the 2021 Tentative Budgets for all Funds.

244 **Motion to approve resolution 013-2020 approving the 2021 Tentative Budget for all funds:** — J Sealy, second —
245 C Kirk

246 **Vote:**

247 **Yea:** K Eck, C Kirk, J Paulsen, J Sealy, B Speth

248 **Nay:**

249 **Abstained:**

250 **Excused:**

251 **Comments:**

- 252 • J Paulsen thanked R Snow and the staff for preparing a budget that is easy to understand.
- 253 • J Paulsen said that while he understands the desire of staff that the Council stay out of the “weeds” of the
254 budget, there are some budget issues that are important to the citizens of Providence. The citizens are
255 our shareholders.
- 256 • J Paulsen felt that the compensation increase for the mayor and city council members is probably
257 unnecessary, even though it is meant to keep us in parity [with other cities].
- 258 • J Paulsen asked about the chart that shows the property tax rate. He was interested to know about the
259 property tax revenue over time.
- 260 • R Snow explained that in 2017, the property tax revenue was \$546,000, in 2018 it was \$593,000, and in
261 2019 it was \$658,000. The budget for 2020 was \$1,050,000. The dollar amount will increase [between
262 2020 and 2021] due to new construction, but there will not be a rate increase.
- 263 • J Paulsen asked if appreciation [of property values] is calculated into that.
- 264 • R Snow said that appreciation is not calculated like new growth. Appreciation actually causes the certified
265 rate to decrease in order to maintain [the same amount of tax revenue].
- 266 • Mayor Drew explained that the amount we collect from current residents remains the same. By

- 267 definition, this means that if there is appreciation, the rate goes down. The only collection increase
268 [without Council action and a Truth in Taxation hearing] is due to new development/construction.
- 269 • R Snow explained the different approaches that we could take. We could hold the rate the same. If you
270 hold the rate the same, the revenue would increase because of appreciation. This projection doesn't take
271 that approach. This projection would allow the rate to decline slightly.
 - 272 • J Paulsen asked if we have a decrease in interest revenue for FY 2020.
 - 273 • R Snow said that we are projecting a decrease in interest revenue because the federal interest rate has
274 been lowered.
 - 275 • J Paulsen asked about the increase in administrative costs of about \$100,000.
 - 276 • R Snow said that it is due to insurance costs, new office equipment, an increase in salaries and wages,
277 budgeting the city manager for a full year, and an increase in travel costs so that Council members can
278 attend both League conferences.
 - 279 • J Paulsen asked about the FY19 transfer of \$1.3 million.
 - 280 • R Snow said that it was the amount of money transferred from the General Fund to capital projects funds
281 because we were exceeding the limit of unrestricted fund balance in the General Fund.
 - 282 • J Paulsen asked if R Stapley could address the increase in fleet expenditure.
 - 283 • R Stapley said that we had two 2001 snow plows that the previous Council wanted to replace. We
284 budgeted to replace one of the trucks each year over two years, but it took so long to get the first one
285 that we had to carry over the money into the next year. This is why it looks like the budget is doubled for
286 2020. It went from \$130,000 to \$260,000 to accommodate two truck purchases.
 - 287 • J Paulsen asked if the increase in cemetery fees [that were enacted last year] is funding the cemetery
288 expansion.
 - 289 • R Stapley said that we have completed the first phase of the cemetery expansion. We will do the next
290 phase in the 2023 budget.
 - 291 • S Bankhead said that the fees that we increased for burial services (grave opening and closing) are for
292 operation and maintenance. However, the fees that we increased for lot purchases go into the perpetual
293 care savings account that we can use for capital improvements such as the cemetery expansion.
 - 294 • B Speth asked about the Water Fund. It shows that we have received \$987,116 in revenue through
295 3/16/2020. The budgeted revenue is \$1,798,000 [for the entire fiscal year]. What explains this large
296 difference?
 - 297 • R Snow explained that \$500,000 of prior year fund balance was projected to be used in this budgeted
298 amount.
 - 299 • R Snow explained that the approximately \$2 million deficit is the capital expense for the new tank. We are
300 projecting using \$2 million of reserve fund balance for that.
 - 301 • B Speth asked if we are still considering whether to borrow money for that or take it from savings.
 - 302 • R Snow said that we are still considering. This projection is showing it coming from savings.
 - 303 • B Speth asked about the roughly 500,000 increase in sewer [revenue for FY2020].
 - 304 • S Bankhead said that it was set aside to begin the Southwest Sewer Expansion project. The project will
305 probably cost somewhere around \$1.3-1.5 million in total. We are working with land owners to get their
306 buy-in on the project. We are still discussing how the project will ultimately be financed.
 - 307 • B Speth asked about the storm water budget. Is some of that for the beautification at 400 E 1000 S and
308 some for purchasing more land for storm water facilities on 1000 South?
 - 309 • S Bankhead said that both of those projects are included in the budgeted amount. Another part of it is
310 finishing up the 500 North storm water line that connects developments on the east and west of 300 East.
 - 311 • B Speth asked about the 1000 South 400 East beautification expense. Is the developer required to
312 contribute to this?
 - 313 • Mayor Drew said that only the northeast corner is related to the developer. There is a retention pond
314 there.
 - 315 • R Stapley said that generally the detention ponds are on developer land and they are responsible for it.
316 However, this is a city-owned parcel. Currently, it is an eyesore. We have thought about doing some hydro
317 seed or some other landscaping. R Stapley would like to do a similar thing to what we did for the pond at
318 Hillcrest Park. We made a mow strip around it and added cobblestone and a sump [inside the pond].
 - 319 • S Bankhead said that the developer did fulfill his obligation for storm water involvement. He dedicated

- 320 that property to the city. In the past, we usually incorporated the ponds into someone's lot, or had the
321 developer stabilize them with a seed mix.
- 322 • B Speth asked if the City maintains this pond.
 - 323 • R Stapley said that this one is the responsibility of the City to maintain. Most of the ponds are on people's
324 property, but the city does maintain quite a few. Almost all of those are currently weed patches.
 - 325 • B Speth asked if there is any plan to allow overflow into Mr Thompson's property from the pond at 400 E
326 1000 S.
 - 327 • R Stapley said that the overflow runs into some sumps and eventually ends up in Millville. We may need
328 to improve the system to accommodate extra flows that head toward Millville.
 - 329 • B Speth asked about the item that says "Piping for year-round wells" in the storm water and water funds.
 - 330 • R Stapley said that if we decide to use a well in the winter months, it has been our plan to pipe the
331 discharge from that well to a location that is suitable, since the canals are not suitable during the winter
332 months. Also, there are spring problems on 100 South that come from the 200 East area. We could
333 potentially use the same piping that we used for the well discharge to solve this winter storm water
334 problem.
 - 335 • J Sealy asked about the park expenses and why they are higher in 2020 than in 2021.
 - 336 • S Bankhead said that part of that is because we are hoping to have RAPZ revenue come in so that we can
337 build new pickle ball courts. We only received a partial award in the past, and we are hoping to receive
338 the rest of it.
 - 339 • J Paulsen said that it looks like the pickle ball expense is in the 2021 budget, not the 2020 budget.
 - 340 • R Snow said that we budgeted for it in 2020, but it will probably not be spent this year. It will also be in
341 the budget for 2021. Because construction happens in the middle of the year, we sometimes don't know
342 exactly which fiscal year it will fall under. We won't take it out of the 2020 budget, but rather we will have
343 it on both budgets.
 - 344 • J Sealy asked if the additional pickle ball money [that we may receive from RAPZ] is included in the
345 budget.
 - 346 • R Snow said that it is not. We don't budget for [future] grants. We budget conservatively.
 - 347 • J Sealy asked where the property acquisition expense [for a new park] shows up in the budget. R Snow
348 said that it would come from the capital projects fund (fund 45).
 - 349 • C Kirk said that most of her questions have already been answered. She thanked the staff and Ryan Snow
350 for the detailed budget. She felt that R Snow has proved his value as a city manager. B Speth agreed.
 - 351 • K Eck would like us to do a cemetery master plan. She asked if this is too much to add to the budget.
 - 352 • R Snow said that he will add it. It may cost about \$15-20,000.
 - 353 • K Eck said that she would like that. She is passionate about improving the cemetery, including having half-
354 plots for babies. She has been told that this needs to wait for the Master Plan. She would like to be on the
355 subcommittee for the master plan.
 - 356 • Mayor Drew said that we should think about how many years' supply of spaces we have. The Master Plan
357 would look beyond current city-owned property.
 - 358 • K Eck would like the Master Plan to happen while she is still on the Council. Also, we should make an area
359 for cremations. We are running out of space and we should act soon.
 - 360 • R Snow said that in the city he previously worked at, they did a cemetery master plan and included a
361 columbarium. This is a place for cremations.
 - 362 • C Kirk and B Speth were also in favor of a cemetery master plan.
 - 363 • B Speth asked if there is any chance that we could acquire the property north of the cemetery.
 - 364 • Mayor Drew said that we have discussed acquiring it from River Heights. It is River Heights City property.
 - 365 • B Speth said that he would support anything that we could do to acquire that property. Our community is
366 not getting smaller, and we will need it.
 - 367 • Mayor Drew said that River Heights wanted to put a road through the property and use the north half as a
368 park. They would reserve the south half for Providence to use for the cemetery. The neighbors were not
369 happy with the idea of burials and the friends and family of the deceased disturbing the quiet of their
370 neighborhood. He hasn't heard back from River Heights, but he will follow up with them.
 - 371 • R Snow said that if we are looking at acquiring property, we should do a master plan within the next year.
372 He will put it in the budget.

- 373 • K Eck asked about the Zollinger Park playground upgrade and why it was scheduled for 2021-2022. She
374 thought that it was supposed to have been budgeted for already.
- 375 • S Bankhead explained that we anticipated using our [RAPZ population allocation] for the Zollinger Park
376 playground equipment. However, when we received the 2019 award to complete the softball diamond
377 project, we were given [\$40,000 in award and \$71,000 from population allocation] to use toward the
378 project. In order to complete the softball field project, which was already in process, we had to use the
379 [population allocation] money for the softball field project.
- 380 • K Eck said that she is not okay with the fact that money was used to complete the softball field at Uptown
381 Park instead of the playground equipment at Zollinger Park. She thought that we had agreed to do the
382 playground equipment. We should have stopped building at the softball field if we didn't receive enough
383 money.
- 384 • S Bankhead said that the problem was that we didn't find out until we were in mid-construction [at the
385 softball field].
- 386 • K Eck said that maybe we should start construction on the playground equipment, and take the necessary
387 money from another project, such as the Uptown Park bleacher improvements. S Bankhead said that we
388 can consider that if the Council would like.
- 389 • J Paulsen said that this relates to his concern about the City subsidizing certain sports. He feels that if
390 there are improvements that need to be made for a specific sport, the [fees that we receive] from that
391 sport should cover the improvements. He agrees that the bleachers [at Uptown Park] should be replaced,
392 but feels that this should be covered by the fees from the sports that use them. He understands why K Eck
393 is concerned.
- 394 • K Eck said that she thought we had already picked out the playground equipment for Zollinger Park.
395 Instead, money was used for a very controversial [project] at Uptown Park. She asked the Council to be
396 aware of this situation and ask questions about it.
- 397 • R Snow said that the Council can adjust the priorities on the budget. They can move some items forward
398 to nearer years or others items back to future years. He is hearing that we should probably do the
399 playground equipment in 2021 instead of the year after that. If there is anything else in the budget for
400 which the Council would like to adjust the priority, he would like to know. The current priorities are what
401 came out of his discussions with the leaders of city departments, etc.
- 402 • K Eck brought up the park at 400 South (Jay's Well). We were told that if we didn't put sprinklers in there,
403 we could use that money to install exercise equipment. She doesn't see where in the budget that money
404 went to.
- 405 • B Speth said that we should move the playground equipment project into this next year's budget since it
406 was delayed before. We should give it priority over the dog park or whatever other project we need to in
407 order to get the money for it.
- 408 • K Eck said that we should prioritize the playground equipment over the bleacher improvements at
409 Uptown Park.
- 410 • C Kirk said that emotions about Uptown Park run deep with many people in Providence, especially people
411 who have children at the elementary school. She would also like to see us avoid putting money into that
412 park specifically for one sport. She feels that Zollinger Park should have been updated before the light
413 project at Uptown Park.
- 414 • J Sealy agreed. She would have prioritized Zollinger Park over the light project.
- 415 • S Bankhead said that this was discussed [by the Council] when the RAPZ money was granted and we were
416 already in the middle of the lighting project. We do have some money budgeted in this year's budget that
417 could go toward that playground. Shane Hansen (city staff) did have the playground equipment picked
418 out, and he got some bids on it.
- 419 • K Eck wanted the new members of the Council to know that we already had lights that worked at that
420 park.
- 421 • C Kirk said that she feels that this type of discussion is why we should prioritize the Parks and Recreation
422 Master Plan.
- 423 • R Snow said that we can get that Plan started the first part of the next fiscal year in July.

425 **Item No. 3. Resolution 014-2020 – 2020 Budget Adjustments:** The Providence City Council will consider for
426 adoption a resolution adjusting the 2020 Budgets for the General Fund, Capital Project Fund, and Storm Water

427 Fund.

428 **Motion to approve Item No. 3. Resolution 014: — C Kirk, second — J Sealy**

429 **Vote:**

430 **Yea: K Eck, C Kirk, J Paulsen, J Sealy, B Speth**

431 **Nay:**

432 **Abstained:**

433 **Excused:**

434 Comments:

- 435 • S Bankhead explained the budget adjustment. We adjusted the amount of pass-through money that we
436 send to the county (103190 & 104370). We received more property tax than we anticipated. We also
437 started receiving a new transit tax that we didn't anticipate. We have also received more interest than we
438 anticipated.
- 439 • S Bankhead explained that we are proposing a small increase in Administration: Salaries and Wages due to
440 the city manager position. We are also proposing a small increase in Travel and in Memberships and
441 Subscriptions. The travel increase was due to attendance at conferences by members of the Council and
442 city staff. The Memberships and Subscriptions increase was partly due to new subscriptions and partly
443 due to our memberships going up in price due to population increase.
- 444 • S Bankhead explained that we are asking for a small increase in professional services. We upgraded some
445 computer hardware and software. We sped up the timeframe on some of those upgrades due to remote
446 work requirements.
- 447 • S Bankhead said that we spent more on education programs than we anticipated because of increased
448 attendance at League of Cities and Towns meetings, etc.
- 449 • S Bankhead explained that the attorney fees shown here are only for the general fund. This includes the
450 justice court, including indigent services, as well as administrative projects. It does not include attorney
451 work done for the enterprise funds. We calculated this based on anticipated expense for the next few
452 months.
- 453 • S Bankhead explained that we went over on our budget for asphalt preventative surface treatment. We
454 had some surface treatment expenses that were reimbursed to us by the developers. We still have to
455 show it as an expense. This was the reason for the over budget amount on this line item.
- 456 • S Bankhead explained the increase in GL No. 108262. We usually run a competitive baseball league that
457 subsidizes some other programs. Unfortunately, we had to refund the money because we couldn't run
458 the league [due to COVID-19]. This money came in as revenue and will now be refunded.
- 459 • J Paulsen asked about the \$122,700 in extra revenue that we received above what we had budgeted for.
- 460 • S Bankhead said that this is partly intentional. We budget conservative, which will help us this year with
461 the uncertainty about May and June revenue. There is also more interest revenue that we have not
462 introduced into the budget yet. She wanted to figure out over the next few weeks where we would
463 recommend allocating that revenue before introducing it.
- 464 • Mayor Drew explained that these adjustments to the budget typically happen every year as we approach
465 the end of the year. It is a normal process. They happen once we know what our revenues will actually be.
- 466 • J Paulsen asked why we have budgeted for an increase in expense equal to the excess revenue we
467 received.
- 468 • S Bankhead explained that we are required to balance our budget in the general fund. However, we are
469 also required to have a minimum balance of 5% of the total revenue for the current year in the fund at
470 the end of the year, and no more than 25%. In the general fund, whenever we introduce revenue into the
471 budget, we also introduce an expense, so that the budget zeros out. Excess money gets moved to the
472 capital projects fund.
- 473 • R Snow explained that if we have excess revenue and we don't have an expense to match it, that money
474 goes to capital projects. It is typical to make adjustments near the end of the fiscal year so that everything
475 balances. This is how government accounting works.
- 476 • C Kirk asked what happened to the extra money (\$5,000) that was budget for the 400 South Park (Jay's
477 Well). A lot of traffic goes by there, and she has heard complaints from citizens about that park.
- 478 • S Bankhead said that we originally got a price for grading on that project. We budgeted the project to
479 include the exercise equipment that K Eck mentioned. There ended up being large debris that needed to
480 be moved and it increased the amount for the project. The excavation went over by around \$6,000.

- 481 • R Stapley said that this is roughly correct. Various elements of that project were more expensive than we
- 482 anticipated.
- 483 • Mayor Drew explained that we had considered doing a zeroscape project at that location. The
- 484 landscaper's estimate was double what we had anticipated. We have a well there. Because of that, there
- 485 are limitations with that we can do on that park. We can't fertilize grass or put herbicide on it. We settled
- 486 for a type of grass that doesn't require mowing and that naturally goes through a cycle of drying out.
- 487 • K Eck said that she was a committee chairman over parks when she was first elected. She remembers that
- 488 we still had money left over on that park even after the excavation.
- 489 • S Bankhead said that we have collected significantly more impact fee money than we had anticipated. We
- 490 may be able to use this money to fast track a parks master plan. We can also adjust the budget again and
- 491 include money for the exercise equipment. S Bankhead said that staff was frustrated with how quickly the
- 492 grass turned brown and looked like weeds. This year we will be trying to water that park without a
- 493 sprinkler system to help it appear more inviting. Because this is a new park, we can use impact fee money
- 494 on it if the Council would like.
- 495 • K Eck asked if we can use the impact fee money for a dog park.
- 496 • S Bankhead said that we were going to use some of the impact fee money for that this year. However, the
- 497 location has not been determined. We felt that maybe we should wait until the park master plan is done.
- 498 There is \$15-20,000 in this year's budget for fencing a dog park. We have spoken about doing the park to
- 499 the west of the townhomes on Spring Creek Parkway.
- 500 • K Eck said that we also have land west of Alma Leonhardt Park that would be good for a dog park. K Eck
- 501 asked when we have to use impact fee money.
- 502 • S Bankhead said that we have to use the money within 6 years. K Eck asked if we are keeping track of it to
- 503 make sure that we use it in time. S Bankhead said that we are. We will use most of our impact fee money
- 504 if we acquire the new land for a park that we have been discussing.
- 505 • K Eck said that we should have a plan B in case we are not successful in acquiring that property.
- 506 • Mayor Drew said that there is another property in the south of the City that we could acquire as a backup
- 507 plan. K Eck felt that we might need another backup plan.
- 508 • S Bankhead said that the parks master plan will help us see where good placement for future parks would
- 509 be. This will help us know where to use the impact fee money.
- 510 • C Kirk asked if the previous Council had decided on the area for the dog park.
- 511 • K Eck said that it had not been decided. She feels that the Spring Creek area is where a dog park is most
- 512 needed because of the higher density housing.
- 513 • B Speth was concerned about the attorney fees. He felt that the increase was excessive.
- 514 • S Bankhead said that in the 2019 budget, we had attorney fees of about \$21,000 that were for the justice
- 515 court. We moved the justice court attorney fees into administration for a combined attorney budget of
- 516 \$40,000. The reason for that was that we would be spending that attorney money even if we didn't have
- 517 our own justice court.
- 518 • R Snow said that from all funds, we paid \$83,700 for attorney fees in 2016, \$67,000 in 2017, \$85,000 in
- 519 2018, \$86,000 in 2019, our budget was \$95,000 in 2020 and we are budgeting \$100,000 for 2021. Some of
- 520 that is due to the increase in indigent defense. We have been consistent in the \$80-90,000 range for the
- 521 last five years.
- 522 • J Paulsen spoke about the excess money that we bring in, and the need to have expenses to match it. He
- 523 said that although we budget conservatively on revenues, it doesn't seem like we budgeted
- 524 conservatively on expenses since we overspent in some categories and had to use the excess revenues to
- 525 cover it.
- 526 • R Snow said that we have about 500 line items, and about 10 of them are projected to go over their
- 527 budgeted amount. This is a relatively small number of items. R Snow explained that the interest revenue
- 528 that we haven't applied to the budget is being used as a bit of plug figure to make it balance out. Our
- 529 revenue will exceed our expenses when it is applied. In the end, our budget has to be balanced. Our
- 530 revenue and expenses do not. If our revenue exceeds our expenses, we will have a net change in position,
- 531 and we will transfer that to capital projects funds, etc. The budget itself has to be balanced to zero.
- 532 • J Paulsen asked about the \$240,000 decrease in the construction capital projects fund.
- 533 • S Bankhead said that we are refining the budget. The previous council wanted to move ahead with three

- 534 projects: 100 South and both of the Spring Creek Crossings. We put a lump of \$700,000 into Construction-
535 Improvements, and didn't know at that time how much of that money would go to engineering, property
536 acquisition or other budget categories. We are adjusting it now that we have more information.
- 537 • B Speth said that it is good that the city has budgeted conservatively. If we had not, we would be in
538 trouble right now.
 - 539 • Mayor Drew explained that because we budgeted conservatively, we are lowering our tax rate so that we
540 collect the same amount of property tax, rather than keeping the rate the same and collecting more.
 - 541 • S Bankhead noted a typo. In the column for GL number under the Storm Water Fund, we have a dollar
542 amount rather than the GL number in one of the cells.
 - 543 • S Bankhead explained that the storm water adjustment we would like to make is for the 300 E-500 N
544 connection. We knew the project would cost more than the originally budgeted \$50,000, but we didn't
545 know how much more. We would like to bring forward \$125,000 in prior year revenue to bring the budget
546 for this item to \$175,000.

547
548
549 **Legislative Business Item(s):**

550 **Item No. 1. Ordinance No. 2020-004 – Disconnection.** The Providence City Council will consider for approval an
551 ordinance granting a Request for Disconnection filed by Steve Simmons and Howard Creed for a 0.40-acre property
552 located just south of 700 South in the general area of 330 West.

553 **Motion to approve ordinance 2020-004: — B Speth, second — J Paulsen**

554 **Vote:**

555 **Yea: K Eck, C Kirk, J Paulsen, J Sealy, B Speth**

556 **Nay:**

557 **Abstained:**

558 **Excused:**

559 **Comments:**

- 560 • J Sealy asked about the documentation provided. It references city covering the costs of disconnection.
561 Are the applicants seeking to recoup costs for the process? Do we know that the costs will be?
- 562 • S Bankhead said that there will be the cost to create the legal description and the survey costs.
- 563 • Mayor Drew asked how much we are expecting it to cost. S Bankhead expected that it would cost a few
564 thousand dollars.
- 565 • B Speth felt that this issue was not the fault of the two applicants. The courts have come down on the side
566 of the applicants. The cost should be borne by someone else, whether by the City or the one who brought
567 the land into the City in the first place.
- 568 • Mayor Drew said that the County abandoned all claim to the property, and so the judge had to rule on the
569 side of the applicants. This means that the County should probably pay for it, but we will probably lose
570 that argument.
- 571 • R Snow said that the only finances we have control of are the City's. Staff expected that the City would
572 cover the costs unless the Council insisted that the applicants pay for it.
- 573 • S Bankhead said that we have sufficient money in the "Streets" line item under Professional and Technical
574 Services that we could use to pay for it. This property was acquired with the intent for it to be a road.
- 575 • Mayor Drew said that for an amount of this size, we don't need to amend the motion to make the City
576 pay for the costs. City staff has already decided to absorb the costs.
- 577 • J Sealy said that we should try to make sure that the property is platted so that it is restored to how it was
578 originally.

579
580 **Administrative Business Items:**

581 **Item No. 4. Discussion – Special Election:** The Providence City Council will discuss the process to call a special
582 election.

- 583 • Mayor Drew explained that this is being brought up due to a referendum that was filed on a Council
584 decision last year. State code said that this referendum would go onto the next municipal election ballot
585 (rather than the one that was upcoming at the time) since it was submitted after January 30th in a
586 municipal election year. However, state code allows the Council to call for a special election to put it on

- 587 the ballot sooner. At this point, we can either choose to ask the county to put it on the general election
 588 ballot or wait until next year when there is a municipal election.
- 589 • J Paulsen said that we would probably get more participation on this in a municipal election than in a
 590 general election. In a general election, it could get lost in a long list of items on the ballot. He is also not
 591 interested in having the city pay for a special election. He would prefer to wait for the municipal election.
 - 592 • B Speth said that we usually get a lot better turnout in a year where there is a presidential election, but he
 593 also sees J Paulsen's point about it getting lost. He asked if the developer is okay waiting until the
 594 municipal election.
 - 595 • Mayor Drew said that he is not sure. It is a Council decision and not up to the developer.
 - 596 • C Kirk said that she would prefer to do the referendum at the general election rather than at the
 597 municipal election because it will have better voter turnout and less special interest groups.
 - 598 • K Eck agreed. We will have better voter turnout in the General Election.
 - 599 • Mayor Drew asked if we get better turnout at a general election than at a municipal election.
 - 600 • S Bankhead said that general elections usually have better turnout as a general rule, but Providence has
 601 high voter turnout in most of our elections. She explained that if we put it on the general election ballot, it
 602 is called a special election because Providence would be adding our own question onto the general
 603 election ballot that is already being distributed by the County.
 - 604 • S Bankhead said that we can make this happen, but we need the final decision 65 days before the election
 605 day. We would need a resolution by August 31st. S Bankhead said that the County and Lieutenant
 606 Governor's office strongly advised combining the ballots with the general election ballot rather than
 607 mailing our own ballot.
 - 608 • J Paulsen said that if we wait until the municipal election next year, most of the first phase of the
 609 development [the part that was not subject to a referendum] will be done, and people will be able to
 610 decide whether they want more of that or not.
 - 611 • J Sealy agreed. We should wait until people can see what has happened so that they can make a decision
 612 based on the results.
 - 613 • B Speth is fine with waiting if that is what the majority wants to do.
 - 614 • C Kirk would like this to be on the next Council agenda.
 - 615 • Mayor Drew noted that there was an item about selling a piece of land across from the cemetery that did
 616 not get on the agenda. S Bankhead said that we will put it on the next agenda.

617
 618 **Legislative Items:**

619 **Item No. 2. Ordinance No. 2020-005 – Vacate PUE.** The Providence City Council will consider for approval an
 620 ordinance granting a petition to vacate a public utility easement (PUE) located between Lots 25 and 26 of the
 621 Country Garden Estates II Subdivision, in the general area of 335 Garden Dr. Providence, UT

622 **Motion to approve Ordinance No. 2020-005: — J Sealy, second — B Speth**

623 **Vote:**

624 **Yea: K Eck, C Kirk, J Paulsen, J Sealy, B Speth**

625 **Nay:**

626 **Abstained:**

627 **Excused:**

628 **Comments:**

- 629 • B Speth asked if the utility companies have given approval for the vacation of this easement.
- 630 • S Bankhead said that they have been notified of the public hearing. We have not received comment from
 631 them. They will be included on the amended plat. To the best of her knowledge, there are no utilities in
 632 this easement.
- 633 • J Paulsen asked if the detention pond will still be there once the lots are joined.
- 634 • S Bankhead said that it will. This vacation does not have any impact on previous agreements for the
 635 detention pond.
- 636 • R Stapley said that his suggestion is that this property have a typical storm water agreement so that the
 637 owners would have the maintenance responsibility, but the City could still come in to take care of the
 638 pipes, grates, catch basins, etc., if necessary. According to the current plat, the pond is the responsibility
 639 of the City.

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- S Bankhead said that we could have that discussion with the property owners, but we probably can't force them to take that on as part of the combining of these lots. C Wooley agreed.
 - Mayor Drew asked if the city has an interest in the maintenance of the pond. R Stapley said that we do. In our typical storm water agreement, the owner has the initial responsibility, but the City is able to fix problems if we need to. We can tell them to stop if they are doing something that would interfere with the functionality of the pond.
 - J Sealy asked if we can deal with the issue R Stapley brought up when the owner submits their application for building a house. R Stapley said that they will probably want to landscape the pond and will need permission from him. If they don't interfere with the functionality of it, he will probably let them put grass in and take care of it.

650

651 **Council Reports:** Items presented by the City Council members will be presented as informational only; no formal

652 action will be taken. The City Council may act on an item, if it arose subsequent to the posting of this agenda and

653 the City Council determines that an emergency exists.

654

655 Brent Speth:

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- B Speth noted that the state has moved from Red to Orange [in its phased response to COVID-19]. We need to still be aware, practice social distancing, wear masks when we visit businesses, etc. COVID-19 is still here. There are still new cases in Utah. We need to be careful.
 - B Speth asked if there is any interest in having the Historic Preservation Commission maintain a history on the Coronavirus Pandemic. This is a historical event that has affected various aspects of our lives.
 - J Sealy agreed that we should document it.
 - K Eck said that much of it is probably already documented online.
 - C Kirk said that it makes it personal when you bring it to your hometown. They could get some stories [from residents]. There is value in that.
 - B Speth said that he will bring it up with the Commission.
 - S Bankhead said that the Historic Preservation Commission generally works with consultants. The Commission doesn't usually do the work. Fortunately, USU has helped us on some of these projects [for free]. Would the Council be willing to budget so that the Commission could work with a consultant on this if USU didn't want to do it for free?
 - C Kirk said that it probably isn't worth spending a lot of money on.
 - B Speth said that we could use the stake histories [from local units of The Church of Jesus Christ of Latter-day Saints].

674

675 Carrie Kirk:

- 676
- C Kirk had nothing to report.

677

678 Jeanell Sealy:

- 679
- J Sealy said that the library is operating as of Monday. You have to call in in advance to pick up books.

680

681 Kristina Eck:

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- K Eck said that we have decided to do the City Celebration on the 18th and 19th of September. We will have a movie in the park and live music on the 18th in the evening. On the 19th, we will have a pancake breakfast, a fun run, and a parade and activities at Zollinger Park.
 - K Eck said that she would like to look at the ordinance for Multi Family High and consider requiring more open space. She brought up Providence Gateway and asked that the Council drive through and see how little open space there is. K Eck said that she would like to see much more of Multi Family Medium than Multi Family High. Maybe we should just get rid of Multi Family High.
 - Mayor Drew said that we can just choose not to rezone to Multi Family High.
 - K Eck felt that if we took the zone away, developers would not request it and push for it.
 - Mayor Drew said that if we require more open space, unit price may go up.
 - K Eck said that she has not seen this in her professional work [as a realtor]. What she has seen is

692 developers getting a higher profit margin when the unit density goes up.
693 • J Sealy said that just because you change the number of units per acre doesn't mean you will get more
694 green space. The units could be bigger and take up more space. She is in favor of having more green
695 space. It is an amenity that those residents need.
696

697 Josh Paulsen

698 • Nothing to report.
699

700 Mayor Drew

701 • Mayor Drew said that he met with three other Cache Valley mayors, three County Council members, the
702 County CEO, Rep Casey Snider, and the Director of the Bear River Health Department. The group was
703 talking about what it would take to move our county from "Orange" to "Yellow" [in the governor's phased
704 response to COVID-19]. The Governor's response is a one-size-fits-all approach. In [Cache County], we
705 have had 45 cases, and 36 of those cases are resolved. We have had no deaths.
706 • Mayor Drew said that the Governor is allowing counties and health departments to petition to move to a
707 different risk level sooner. The County Council met in an emergency session and unanimously petitioned
708 the governor to go to yellow as soon as possible. The Governor said in a press conference that it is likely
709 [the State] will go to yellow by May 15. However, the chief epidemiologist for the state of Utah, Angela
710 Dunn, said that they are looking at the daily numbers before they make a determination.
711 • Mayor Drew said that the number of domestic violence calls, suicides, etc., in Cache County has increased
712 during the COVID-19 restrictions.
713

714 **Executive Session Notice:**

715 The Providence City Council may enter into a closed session to discuss pending or reasonably imminent litigation as
716 allowed by Utah Code 52-4-205(1)(c).

717 The Providence City Council may enter into a closed session to discuss professional competence or other factors
718 allowed by Utah Code 52-4-205(1)(a).

719 The Providence City Council may enter into a closed session to discuss land acquisition or the sale of real property
720 Utah Code 52-4-205(1) (d) and (e).
721

722 **Motion to enter executive session to discuss litigation: — J Sealy, second — J Paulsen**

723 **Vote:**

724 **Yea:** K Eck, C Kirk, J Paulsen, J Sealy, B Speth

725 **Nay:**

726 **Abstained:**

727 **Excused:**

728 Entered executive session at approximately 10:10 PM
729

730 **Motion to close the executive session: — J Sealy, second — C Kirk**

731 **Vote:**

732 **Yea:** K Eck, C Kirk, J Paulsen, J Sealy, B Speth

733 **Nay:**

734 **Abstained:**

735 **Excused:**

736 Executive session closed at approximately 11:13 PM
737

738 **Motion to close the meeting: — K Eck, second — J Sealy**

739 **Vote:**

740 **Yea:** K Eck, C Kirk, J Paulsen, J Sealy, B Speth

741 **Nay:**

742 **Abstained:**

743 **Excused:**

744 Meeting adjourned at approximately 11:13 PM.

745 Minutes prepared by Jesse Bardsley

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751 _____
John Drew, Mayor

Skarlet Bankhead, City Recorder

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DRAFT