

Minutes of the meeting of the Logan Municipal Council convened in regular session on Tuesday, May 19, 2020 at 5:30 pm in the Logan Municipal Council Chambers located at 290 North 100 West, Logan, Utah. Logan Municipal Council Meetings are televised live as a public service on Channel 17, City of Logan Facebook page: <https://www.facebook.com/cityoflogan> and KSL live at <https://live.ksl.com/>. No Public Meeting was held at City Hall.

Councilmember's present at the beginning of the meeting: Chair Amy Z. Anderson, Vice Chair Tom Jensen, Councilmember Mark A. Anderson Councilmember Jess W. Bradfield and Councilmember Jeannie F. Simmonds. Administration present: Mayor Holly H. Daines, Finance Director Richard Anderson and City Recorder Teresa Harris. Excused: City Attorney Kymber Housley.

OPENING CEREMONY:

Councilmember Jess Bradfield provided the opening ceremony and expressed his thoughts on COVID-19 and lessons learned. He also led the audience in the pledge of allegiance.

Meeting Minutes. Minutes of the Council meeting held on May 5, 2020 were reviewed and approved with two changes.

Meeting Agenda. Chair A. Anderson announced there are no public hearings scheduled for tonight's Council meeting. She requested that two additional items be added to the agenda. A report on the recent Audit Committee meeting and a report from Vice Chair Jensen on a recent RECAP meeting.

ACTION. Motion by Vice Chair Jensen seconded by Councilmember Bradfield to approve the May 5, 2020 minutes as amended and approve tonight's agenda.
Motion carried.

Meeting Schedule. Chair A. Anderson announced that regular Council meetings are held the first and third Tuesdays of the month at 5:30 pm. The next regular Council meeting is Tuesday, June 2, 2020 and as of today's guidelines this will be a public meeting. There will be strict enforcement of social distancing and a requirement for people to wear masks if they cannot guarantee that they can be 6 feet apart. Those planning to attend the meeting should bring a mask with them. There will also be a limited supply of masks available the night of the meeting.

QUESTIONS AND COMMENTS FOR MAYOR AND COUNCIL:

Chair A. Anderson announced that the Questions and Comments portion of the agenda is suspended until the Council can once again have in-person meetings. She indicated that comments or questions can be emailed to: teresa.harris@loganutah.org, who will distribute to the Mayor and Councilmembers.

MAYOR/STAFF REPORTS:

No items were presented.

COUNCIL BUSINESS:

Planning Commission Update – Councilmember Bradfield

Councilmember Bradfield reported on the Planning Commission meeting that was held on May 14, 2020. He reported there was an item presented by CAPSA and another titled the Homestead project which is the former meatpacking district, and both were approved by the Planning Commission. He said there were some sidewalk, blind spot, and greenspace concerns. There were also some phasing concerns from the Planning Commission because they were not going to implement Commercial until later on. Councilmember Bradfield feels the Council should have a discussion with the developer and try and urge them forward.

Councilmember Simmonds said in regard to phasing she spoke to the developer who stated it is economically based so he probably will not change his mind. She feels we should make every endeavor as a City to make the connection at 400 North sooner rather than later across the railroad tracks, to ease the transition for the safe routes to school.

Councilmember Bradfield added that we should also invest however we can in that area because they are going from a quiet little side street to a major road. The area he is referring to is 400 North between 600 West and Main Street.

Public Works Director Paul Lindhardt said there is no funding in the Capital Improvement Plan for work to be completed from 600 West to 800 West. Now that a project has come along, as part of their project they will be completing the western half from 700 West to 800 West. We now have funding for right-of-way requisition and to begin the process with the railroad to complete a design for the intersection. We will be looking for funding for the construction of that section and will hopefully incorporate a COG grant which will help expedite the project.

Vice Chair Jensen said he feels things can be managed along 400 North if enough stop signs are installed so its not a through route.

Chair A. Anderson reported on a recent Audit Committee meeting that was held. The State Auditors Office of Fraud Risk Assessment stated that in order for the City to be at the lowest level of risk, the Council is being asked to complete an online course that is designed to give elected and appointed officials a high level introduction to basic concepts related to local government financing and administration. Finance Director Rich Anderson will send the Council instructions on how to complete this online course which will take approximately 30 minutes. In completing this course, it will help reduce the City's risk rating and all five councilmembers need to complete the course in order for it to make a difference.

Vice Chair Jensen reported on the recent RE CAB meeting that he attended. The Board discussed the recapture of methane from our landfill.

Budget Workshops – Chair A. Anderson

Chair A. Anderson announced that a Council Budget Workshop will be held on Tuesday, May 26 beginning at 5:30 p.m. in the Logan Municipal Council Chamber. The Budget Workshop will be televised live as a public service on Channel 17, City of Logan Facebook page: <https://www.facebook.com/cityoflogan> and KSL live at <https://live.ksl.com/>. No Public Meeting will be held at City Hall.

July Meeting Schedule – Chair A. Anderson

Chair A. Anderson stated that typically, the Council does not have a meeting the first week of July because of the 4th of July holiday.

Councilmember Simmonds proposed cancelling the third Tuesday meeting instead which would be July 21.

After a discussion it was decided that both Council meetings in July will be held and no meetings will be cancelled.

No further Council items were presented.

ACTION ITEMS:

Chair A. Anderson announced there are no Action Items on tonight's Council agenda.

WORKSHOP ITEMS:

Budget Adjustments FY 2019-2021 appropriating: Two grants the Library received from the State of Utah (\$100 to provide Wi-Fi to patrons outside the Library when they are closed; \$1,000 for an online summer reading program for teens and children); \$5,932 reimbursable State funded police overtime shifts; \$10,892 funds received from the fireworks program – Resolution 20-21 – Richard Anderson, Finance Director

Finance Director Richard Anderson addressed the Council regarding the proposed budget adjustments.

The proposed resolution will be an action item and public hearing at the June 2, 2020 Council meeting.

FY 2020-2021 BUDGET PRESENTATIONS:

Overview of General Budgetary Issues – Richard Anderson, Finance Director

Finance Director Richard Anderson addressed the Council and referred to the Capital Improvement Projects (CIP) Scoreboard which measures how the City is doing in relation to what we are doing to our sustainable target level for CIP as compared to the proposed budget and then compared to the previous fiscal years. In the General Fund we are heading in the right direction and most of the increase in CIP Capital Funding is because of the Transportation Tax Funding. He also reviewed other funds in the CIP such as Water, Sewer Treatment, Light & Power, Environmental, Storm Water and Golf Course. He also reported on the Fund Balance and Target Reserves which are established by the City Council. The General Fund target is set at 18% although he proposed to Council that over a period of time, he would like to increase that percentage. The statutory maximum is 25% and he would like to move this percentage up slowly and increase the reserves in the General Fund. Now is not the right time but in the future, he will propose a resolution to the Council to increase the amount from 18% to 20%.

He referred to the Cemetery Perpetual Care Fund and stated that we still do not have quite what we need in this account. There is a plan to sell property and once that property is sold the amount in this account will go up substantially.

The Logan River Golf Course Fund is making progress but is still below their target level.

The Sewer Treatment Fund is below the target level and the reason is because we are using every amount we have available in order to build the \$150 million dollar Sewer Treatment Plant and this fund will be below the target level for the next several years. Once the Plant is completed, we will focus on restoring those reserves.

He referred to the 2020/2021 Budget Book which is comprised of a summary section which provides a summary for each of the funds and the City in total. The Budget Book is available on the Logan City Website at loganutah.org and at the Logan City Library.

Vice Chair Jensen referred to Real Property Tax under the Mayor's Proposed Budget and he noticed it was less and asked if we are anticipating a downfall in this fund.

Mr. Anderson responded not exactly but noted that last year the GEO Bond that was approved for the Aquatic Center, Skate Park, Mt. Logan Park, and other parks around the City 20 years ago was paid off. The public voted on this GEO Bond and agreed to pay for it with property taxes and when it was paid off the levy went away so the reduction in real property the Council sees is based on this being paid off.

Enterprise Transfers – Richard Anderson

Mr. Anderson stated at the June 2, 2020 Council meeting there will be a Transfers Public Hearing which is held every year. We transfer money from our Enterprise Funds including Electric, Environmental, Sewer Treatment to the General Fund to cover the

costs of operating the General Fund. Because we have so many non-taxable entities in Logan City, this is actually a good way to fund the General Fund because these entities help pay taxes and fees that support police, fire, public works, parks and recreation. Logan City is a high concentration of churches, federal, state, and local government, and other religious non-taxable entities that all reside within Logan but benefit the entire Valley. When people understand how transfers work and that they are established by Council and we are consistent in how we do them and they are incorporated into the rates, they gain more assurance of how transfers work.

Employee Pay for Performance – Richard Anderson

Mr. Anderson stated that the City was hoping to provide employee wage increases this year however, that was not realistic when seeing that some of our local businesses were shut down and not knowing where revenues were going because of COVID-19. It is proposed in the Mayor's budget that we move a 401K match of 2.5% from benefits to wages. This is not an increase in overall compensation, but it does give employees the option to use the 2.5% in their current wage if needed or for them to elect to put the 2.5% into their 401K. If an employee who was contributing to their own 401K were to take this increase and change their 2.5% contribution to 5% by in large, everything would remain exactly the same. The difference is that now the option is in the employee's hands and in their control.

Parks and Recreation – Russ Akina, Director

Parks and Recreation Director Russ Akina addressed the Council and gave his 2020-2021 budget presentation. He announced that on May 20 the Recreation Center will reopen at its normal hours and there will be some areas of the building that will remain closed as per the Bear River Health Department. The playgrounds and covered pavilions in City parks will reopen on May 20 and will be sanitized. City ballfields will open on June 1. Most summer playground programs in the City parks have been cancelled or delayed until July 1.

Mr. Akina stated that the Parks and Recreation Department has three different funds which are the General Fund, Recreation Center Fund which is a joint fund between the School District and the City for the operation of the Logan Recreation Center. The third is the Golf Course Fund. They also have several different grant programs and they change year to year.

Capital Projects for the Department include refurbishing a service road in the Logan Cemetery and there are still 3-4 roads left to complete. Also to be completed are infill drainage improvement for the softball fields at the Sports Complex, Cemetery irrigation improvements, match funding for the Logan River Blue Trail, match funding for the Logan Middle Canal Trail and funding for lighting for the pickleball courts at Bridger Park.

Mr. Akina stated seven RAPZ projects were submitted for 2020 totaling \$460,000. In regard to rolling stock he proposed equipment replacement for the parks, cemetery, and

the golf course. Areas of concern and with COVID-19, the Parks and Recreation Department is having to rethink a lot of things they do. They are also having problems finding contractors for certain types of things they need done such as landscape irrigation. The Parks Department has a crew but there is more work than they can handle so they are looking for ways to help with this workload.

Mr. Akina said points of interest are the Parks Trail and Open Space Comprehensive Master Plan is underway and will have a draft this Fall. The Cemetery will also have a draft Master Plan in the future. He received word from the Utah Outdoor Recreation Grant that the full request of \$148,400 for the Logan River Blue Trail was awarded.

Mr. Akina expressed his thanks to the Mayor and Council for their support to the Parks and Recreation Department.

Community Development – Mike DeSimone, Director

Community Development Director Mike DeSimone addressed the Council and gave his 2020-2021 budget presentation. Community Development's proposed budget is \$1,951,819 and they have 15 full-time staff and 3 part-time staff. This year they received a CDBG allotment of \$509,822. Their departments include Administration whose responsibilities are department oversight, administrative support, and city receptionist.

Building Safety's responsibilities include building permits, inspection services, development review and code compliance. The value of new construction from 2019 has gone up dramatically. In 2018 the value of new construction was \$85,228,053 and in 2019 went up to \$210,529,581 and building permits have also increased.

Neighborhood Improvement's responsibilities include code enforcement, business licensing, landlord licensing and vacant building regulation. Over 4,000 licenses were processed in 2019 and over 700 complaints were managed.

Planning's responsibilities include development review, permitting, long range planning and neighborhood planning.

CDBG's responsibilities include overseeing the CDBG program, liaison with local nonprofits and coronavirus response funding.

Mr. DeSimone encouraged the Council to review the Community Development Monthly Update that is emailed to them and also the Quarterly update that is also emailed.

Public Works – Paul Lindhardt, Director

Public Works Director Paul Lindhardt addressed the Council and gave his 2020-2021 budget presentation. He stated the Public Works Department includes GIS, Engineering, Facilities, Fleet/Shops, Streets/Storm Water, Water/Wastewater. These divisions have 83 full-time employees and during the summer months they have 15 to 25 seasonal employees. They have 160 miles of sewer line that are maintained, water has 210 miles

of pipe and over 10,000 connections for each of those. There is 145,000 miles of street that is maintained, 5,015 street signs, 216 miles of sidewalk that is maintained and over 600 vehicles that are maintained throughout all City departments.

Update/Accomplishments FY 2020

- 1400 North 600 West Intersection
- 1800 North (850 West to 1000 West)
- 100 West, 600 South – Hwy 89/91
- Airport Road Rehab
- Center Street, Main – 100 West
- 1200 North waterline replacement
- Hillcrest Booster upgrades
- Sewer Lining and Grouting Projects
- CCCOG Grant Applications (1000 North, Main-200 West and 400 North Right of Way

Capital Projects - 1400 North, 550 West to 850 West

- Railroad Crossing
- Traffic Signal
- 60” Storm Drain
- Added NL Sewer trunk line
- \$7.3M Total, \$2.7M from CCCOG

1800 North, 600 West – 1000 West

- Property Acquisition
- Railroad Crossing
- Traffic Signal
- Connection to 1000 West
- ~\$5M Total, \$1.7M from CCCOG

Crockett Well Rehabilitation

- Rebuild the City’s most productive culinary well
- New building and piping infrastructure
- Replace chlorine injection system
- Improve SCADA system and security controls
- ~\$1.0M

Fire Flow Improvements FY 2020

- 25 total projects in Master Plan (~\$2.3M)
- 8-10 Projects in FY2020
- 3-4 years of projects

Sewer Rehabilitation Projects

- New grouting equipment
- Sewer lining projects
- New technology in-house

Service Center Roof and Seismic Upgrades

- Roof has been delayed for years
- Storage of critical equipment
- ~\$2M - \$7M

Vice Chair Jensen said he is impressed with all of the details that the Public Works Department handles and thanked Mr. Lindhardt for all he does for the City.

Fire – Chief Brad Hannig

Fire Chief Brad Hannig addressed the Council and gave his 2020-2021 budget presentation. He reviewed the organizational structure of the fire department and said the recent consolidation with North Logan Fire will add additional responsibilities to the department and additional employees. The consolidation will take place on July 1.

Chief Hannig reported that in 2019 the department responded to 5,395 total incidents of which 854 were fire and 4,541 were EMS. This is a 6.2% increase from 2018.

Funding Sources outside of the Logan City General Fund

- Medical Standby for special events (football and basketball games, marathons, bike races and rodeos) - Approximately \$30K annually.
- Airport standby coverage – Approximately \$5-6K
- Wildland deployments (seasonal \$40-150K)
- Contract for services (Providence \$460K and River Heights currently \$33K, College & Young Ward and Logan Canyon \$90K)
- Ambulance 911 transport and interfacility transfer revenue \$2.4-2.8 million)
- Grants (applied for SAFER grant \$594,055)

Fire Department Budgets

- Administration
- Suppression
- Fire Prevention
- Training and Haz Mat
- All unchanged for 2020
- Ambulance – Add additional \$20,000 to Ambulance vehicle maintenance
- North Logan - \$895,000 new contract (Budget \$869,305)

Capital/Rolling Stock

- EPA Grant (UDAQ) – replaced 3 of the engines (50% matching grant up to \$921,000).
- Targeted Air Shed Grant

- Emission and Cost Benefit Evaluation – Utah Division of Air Quality
 - Reducing emissions 95.3% PM2.5 per unit
 - Annual Health Benefits reduction to Cache \$960,000
 - 7.1% reduction in fuel due to technology improvements

Chief Hannig thanked Mayor Daines and the Council for their support. He also thanked Rich Anderson for the creative way to help City employees with their wages and 401K this year.

OTHER CONSIDERATIONS:

Vice Chair Jensen said he has received complaints from residents in the Cliffside area regarding speeding coming from Mt. Logan Park through the neighborhood and down Mountain Road. He asked the Mayor if increased enforcement from the police department could take place in this area.

There were no further items to be considered by the Council.

ADJOURNED. There being no further business to come before the Council, the Logan Municipal Council meeting adjourned at 7:15 pm.

Teresa Harris, City Recorder