

Tuesday, August 1, 2023

PERRY CITY COUNCIL WORK SESSION AGENDA

This is an “Electronic Meeting” Web/Teleconferencing will be used to participate

Go to www.perrycity.org for meeting access instructions

The Perry City Council will hold its annual council retreat meeting as an electronic meeting via web/teleconference on the Tuesday identified above, starting at approximately 6:00 PM. Members of the public at the Public Meeting may view the meeting via Zoom using a link and instructions on the web page at: <https://www.perrycity.org/whats-new.htm.htm>. Agenda items may vary depending on length of discussion, cancellation of scheduled items, or agenda alteration. Numbers and/or times are estimates of when agenda items will be discussed. Every agenda item shall be a discussion (only) item, unless otherwise indicated.

- 1. Approx. 6:00 PM - Call to Order**
Call to Order and Welcome – Mayor Kevin Jepps
- 2. Discussion Items:**
 - A.** City Hall Open House
 - B.** The Lodge Event Center Rental Fees
- 3. Approx. 7:00 PM Adjournment**

Certificate of Posting

The undersigned duly appointed official hereby certifies that a copy of the foregoing agenda was sent to each member of the City Council and was posted in three locations: the Perry City Offices, Centennial Park, Perry City Park; and was faxed/mailed to the Ogden Standard-Examiner, Box Elder News Journal; and posted on the State Public Meeting Notice Website on this 28th day of July, 2023. Any individual requiring auxiliary services should contact the City Offices at least 3 days in advance (435-723-6461).

Shanna S. Johnson, City Recorder



City Hall Open House Planning

PERRY CITY WORK SESSION

AUGUST 1, 2023



Agenda

- Open House Planning
 - Council Input
- Event Center Rates
- Other Discussion



Council Member Ostler – Thoughts & Notes



EVENT DETAILS

- Date & Time
- Tours
 - Guides: 1-2 City Council members
 - Route
 - Frequency
 - Certain areas off limits?
- Invitees
 - Residents
 - Local Business
 - County Commission
 - Media Outlets
 - ULCT
 - How and when to invite?

PRESENTATION, FOOD & SWAG

- Youth City Council Role
- Presentation and Signage?
 - History of Building
 - How to decorate the foyer areas, including main level on in middle of building
 - Ask Bob or Brett Jones for data on recent City Hall “comps”...trying to show that Perry City costs were lower
- Food
 - Food Trucks?
- S.W.A.G.
- Press release announcing the new building

Council Member Young



Have Balloon art in Foyer areas from local company, We Do Balloons

Council Member Young



- Display pictures of construction, history & Remodel of the Lodge
- Possibly have the Braegger's assist with history portion of tour

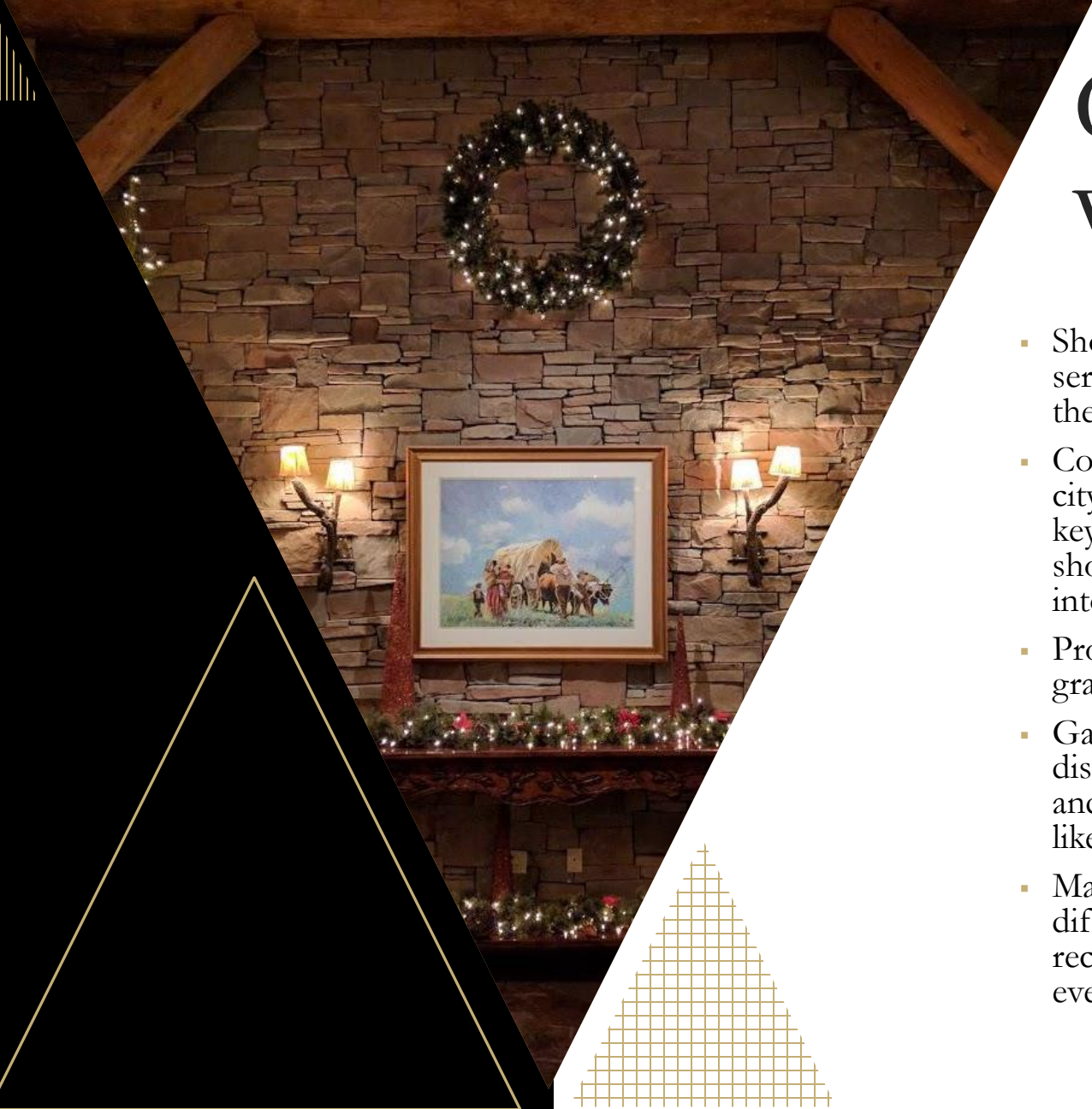
Council Member Young

- Refreshments from local business



- Invite News & Journal & Chamber of commerce





Council Member Walker

- Showcase the events hall (the upstairs) and show its possibilities by serving snacks and drinks. Provide information on how to reserve the venue for their own events
- Compile a video showing the history of the City Hall (and the city). Show its development / evolution over the decades. Highlight key people who may have contributed to it or worked there. Also show the history of the Lodge and explain how the two have merged into one venue
- Provide games / activities and prizes for children out back or on grassy areas. Activities could include a bounce house, corn hole, etc.
- Gather artwork from local residents, or people with ties to Perry and display them. I have contacted Gary Case, who is a talented painter, and he has agreed to display some of his artwork if the city would like it.
- Make sure that the open house has a tour flow, where people see different parts of the building in a specific order and are able to receive supporting information in order. Culminate upstairs in the event hall.



Council Member Wright

- City Council there to welcome people
- Take Citizens on tour
- Have a list of 4th of July Community Awards i.e. Mayors Award, Citizen of the year, Grand Marshall etc. like shown in this picture.

Council Member Wright



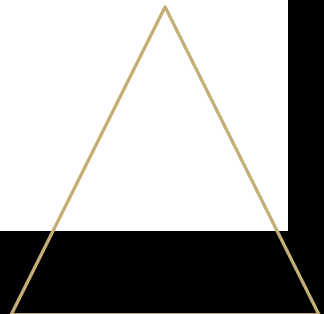
Display boxes and other wall of honor examples



EVENT CENTER

AT THE LODGE

	Non-resident	County Resident	Perry City Resident
Mon-Thur 10am-3pm	\$ 500	\$ 350	\$ 250
Mon-Thur 5pm-10pm	\$ 600	\$ 400	\$ 300
Fri-Sat 10am-3pm	\$ 800	\$ 600	\$ 400
Fri-Sat 5pm-10pm	\$ 1,000	\$ 750	\$ 500
Notes			
Deposit: \$500			
Employees: daytime reservation free, evening 50% (once per year)			
No alcohol			
Cancellations: two week prior - free, less than two weeks - 75% refund			
Customers will call or email to obtain details and verify availability			



City Hall Maintenance

2023 Maintenance Projection		
New City Hall Maintenance Estimates	Annual Cost	Long Term
Cleaning (1x per week)	40000	
General Maintenance (weekly maintenace checks, building repairs, changing of lights, filters, and maintaining all mechanical either employee or contract)	25,000	
Mowing & weed control	8920	
Flower beds planting & weeding	1000	
Elevator Maintenane	4680	30,000
Parking Maintenance	11000	55000
	90600	



Other Discussion

- Building Exterior
- Basic weed barrier landscaping side and back
- Weeding and grooming of front flower beds
- Artwork at facility
- Other