

**TREMONTON CITY CORPORATION
CITY COUNCIL MEETING
JUNE 4, 2024**

Members Present:

Wes Estep
Jeff Hoedt
Bret Rohde
Lyle Vance—excused
Blair Westergard
Lyle Holmgren, Mayor
Linsey Nessen, City Recorder

CITY COUNCIL WORKSHOP

Mayor Holmgren called the June 4, 2024 City Council Workshop to order at 6:00 p.m. The meeting was held in the City Council Meeting Room at 102 South Tremont Street, Tremonton, Utah. Those in attendance were Mayor Holmgren, Councilmembers Estep, Hoedt, Rohde, and Westergard, and City Recorder Nessen. The following Department Heads were also present: Police Chief Dustin Cordova (arrived at 6:25 p.m.), Fire Chief Brady Hansen (arrived at 6:05 p.m.), City Planner Jeff Seedall, and Main Street Manager Sara Mohrman. Also in attendance was Finance Director Curtis Roberts. Councilmember Vance was excused.

1. Final Budget Discussion

Director Roberts said last Council workshop we went through the budget. Let me know if you have questions or concerns before adoption of the final budget in two weeks. We are waiting for the final property tax numbers, which will be the certified tax rate. Our budget anticipates staying with that and not proposing an increase.

Director Roberts then focused on expenses. For the police department, Chief Cordova presented his proposal of a step scale pay rate for officers to bring that in line with Brigham City and Box Elder County. That cost is about \$210,000, which includes a full-time equivalent for animal control. Also, for the recorder position we are understaffed. We are proposing to add one full-time person to help with recorder duties, finances and HR. This will help us keep up with the growing needs of the City. Garbage collection is a new fund to help us better track those fees and expenses. Things will be easier to differentiate because they will not be mixed into the General Fund. There will be a transfer of roughly 80% of the sales tax and we are putting that away for future capital needs.

Councilmember Hoedt asked where the funds come from for an FTE. Director Roberts said a chunk of this is coming from the overall revenues to the City, not specific to this position. Property taxes are subsidizing our needs in the streets department. A lot of road and public work projects are being paid for by property taxes. We now have this source of revenue, the Rural Transportation Infrastructure Fund, that will pay for the costs of the streets department, which frees up property taxes to be used in other areas. It is allocating

revenues to appropriate sources. Councilmember Hoedt said cash accounts have over \$31 million. How much of that is going into the budget? Director Roberts said that goes across all funds. I will get that information to you. A cash balance is one-time money that can go to one-time expenses. That is not an ongoing source. When we are looking at the budget I focus more on our ongoing revenues and expenses. If I bring too many one-time things into it then things start dwindling. This is why we use the Capital Project Fund to put money away for those one-time expenditures. The General Fund is for ongoing operations that we can keep balanced. We may have cash on hand but want to make sure that goes toward one-time expenditures and not ongoing funding of a position. Councilmember Hoedt said I will have a couple amendments to offer for consideration. I am trying to figure out the levels of flexibility we have in different funding sources to know what can be accommodated. Director Roberts said I would love to get those as early as possible. The more we can get into that final the less we are trying to pencil through to get the final ready to go. Councilmember Hoedt asked about a recreation community events planner. I am interested in having that position filled. Is the money already there or would that require changes? Parks and Recreation could use it. I am also with Habitat for Humanity and wondered if there is potential for utilization of a portion of the budget for moderate income housing. Director Roberts said that money is in the RDA in Fund 72. That money is entirely at the Council's discretion. Recorder Nessen showed the compensation plan and explained that they do not have an FTE allocated for Parks and Recreation, it would be the addition of an FTE, which is not currently budgeted for. Councilmember Hoedt said between all the events we have going on and future ones we want to add, I think it warrants a position. Director Roberts said we can see what that would amount to and come up with a projection for the next presentation.

When asked about transfers, Director Roberts said \$100,000 will be transferred to fund future vehicle purchases, \$500,000 will help fund parks, and another \$100,000 is going for overall capital projects. Another \$358,000 will fund the fire department for operational needs and \$164,000 is going to Parks and Recreations for operational needs. \$675,000 is going to the downtown RDA for improvements. Mayor Holmgren asked where we are at in that RDA with this infusion of cash. Director Roberts said right now that fund has budgeted to spend \$400,000 in improvements. There is other money for wayfinding signs and a facade grant. Pending what happens with the downtown park, that decision still needs to be made, we could put money in there so there would be funding available. The transfer coming in helps fund those projects. Right now we have about \$1.4 million. This budget is going to spend down about \$300,000. That will be close to \$1 million. We could have some expenses between now and the end of the year. I never like to spend everything up. We could comfortably spend another \$500,000.

The Council then discussed hiring an emergency manager. Director Roberts said that would be based on a couple options. Right now, we do have a department for emergency management in the General Fund. Currently it does not have any funding. The other option is to slide it over to fire and EMS. We would consult the chief first. They further discussed the history of that position. Director Roberts said given direction we can see if we can find money for that. It is definitely something to consider. Mayor Holmgren asked if they could also look into adding more mowing and edging to the cemetery.

Director Roberts said hopefully you had a chance to review the enterprise funds—they have a bit more uniqueness to them because their capital stays in their own funds. The budget works for this year. I am concerned about the water fund so we may have to have more discussion this fall and into next spring about rates. Councilmember Hoedt said while this is a final budget there really is no such thing as a final because we amend it throughout the year. There are always opportunities for amendments. Director Roberts said you are right we can make amendments to various things, but the personnel and capital become really critical from a specific standpoint. This is very time sensitive in alleviating some of the pressures of people working and making sure we can live within the property tax we have. While we can amend it, we still want to do as good a job as possible so we are not coming back to the Council too much. The Council thanked him and Recorder Nessen for their time.

Susie Witt from Habitat for Humanity presented to the Council. I would like to discuss how we can work together on moderate-income housing. We work on critical home repairs in Box Elder County. We have two projects in Tremonton, but the problem with the program is that they only do roof repairs, window replacement, attic insulation and knob and tube wiring. That is all they pay for. It is a great program and people are so excited, however, they have other repairs, but this funding is not available for them. We would love to help in that way. If we had funding from the city, we would be able to do those other things. Land acquisition is also difficult. We would love some help with that. Mayor Holmgren asked if any of our strategies for affordable housing would help with this. Planner Seedall said by the State Code we have to pick three strategies. The challenge is that a lot of them do not fit Tremonton. Councilmember Hoedt said I am not aware of anything that has been effective. I have talked to people from around the State and they do not know of effective strategies. The State has not really held anybody accountable to come up with them because the ones they have do not seem to be very effective. One benefit I am aware of is having an affiliation with Habitat for Humanity for construction. That matches State requirements for moderate income housing. This would be an effective strategy. This year we have a balance of \$746,000 for that intent. It looks like we have just been putting money in there and it is not really being effectively utilized to create moderate income housing. Director Roberts clarified how the RDA fund works. The RDA is still holding funds so the structure of that is there, and you could adopt another project area inside of that. The project area that was underneath it had a requirement to set aside 20% of the property tax increment for low to moderate income housing and that is the balance sitting there.

Planner Seedall said I get calls often from landowners wanting to know what the City is doing with property it owns. One example is 28.3 acres along 2000 West. Mayor Holmgren said we are holding on to it for the right entity to come along that has the biggest impact and benefit for the City. That is something that can be discussed. If we were to start carving it up, I think we would lose opportunity.

2. Review of the agenda items identified on 7:00 p.m. City Council Agenda
3. ***CLOSED SESSIONS: No closed session was held at this time.***

- a. *Strategy session to discuss the purchase of real property when public discussion of the transaction would disclose the appraisal or estimated value of the property under consideration or prevent the public body from completing the transaction on the best possible terms; and/or*
- b. *Strategy session to discuss the character, professional competence or physical or mental health of an individual; and/or*
- c. *Strategy sessions to discuss pending or reasonably imminent litigation; and/or*
- d. *Discussions regarding security personnel, devices or systems*

The meeting adjourned at 6:55 p.m. by consensus of the Council.

CITY COUNCIL MEETING

Mayor Holmgren called the June 4, 2024 City Council Meeting to order at 7:00 p.m. The meeting was held in the Tremonton City Council Meeting Room at 102 South Tremont Street, Tremonton, Utah. Those in attendance were Mayor Holmgren, Councilmembers Estep, Hoedt, Rohde, and Westergard, and City Recorder Nessen. The following Department Heads were also present: Police Chief Dustin Cordova, Fire Chief Brady Hansen, City Planner Jeff Seedall, and Main Street Manager Sara Mohrman. Also in attendance was Finance Director Curtis Roberts. Councilmember Vance was excused.

1. Opening Ceremony:

Mayor Holmgren informed the audience that he had received no written or oral request to participate in the Opening Ceremony. He asked anyone who may be offended by listening to a prayer to step out into the lobby for this portion of the meeting. The prayer was offered by Director Roberts and the Pledge of Allegiance was led by student Lily Wilson.

2. Introduction of guests: Mayor Holmgren welcomed those in attendance, including a group of students.

3. Declaration of Conflict of Interest: None.

4. Approval of Agenda:

Motion by Councilmember Estep to approve the agenda of June 4, 2024. Motion seconded by Councilmember Westergard. Vote: Councilmember Estep - aye, Councilmember Hoedt - aye, Councilmember Rohde - aye, Councilmember Vance - absent, Councilmember Westergard - aye. Motion approved.

5. Approval of minutes – May 21, 2024

Motion by Councilmember Hoedt to approve the minutes of May 21, 2024. Motion seconded by Councilmember Estep. Vote: Councilmember Estep - aye, Councilmember Hoedt - aye, Councilmember Rohde - aye, Councilmember Vance - absent, Councilmember Westergard - aye. Motion approved.

6. Years of Service Awards

a. Dan Nelson, Fire Department Shift Captain – 10 years

Chief Hansen read through a bio and they thanked Captain Nelson for his service.

7. Citizenship Awards to Elementary and Intermediate Students

Mayor Holmgren said this is a tradition to invite students who have been identified by their principals and teachers as those who have shown exemplary behavior in their schools. You are our future leaders who are going to take charge down the road. We appreciate you and your ability to be good citizens and to be honest and safe. Former Councilmember Connie Archibald helped with the presentation since she and Councilmember Estep were the ones to get this program started. Mrs. Archibald said thank you for being here, it is a real honor. Parents thank you for raising your children to be respectful, responsible and safe. That is what we are honoring tonight. We have had children in this room every month this year and it has been great to honor these kids. They read through their names, presented them with a gift card and took a picture.

8. Public comments:

Randy Christensen said I am also with Habitat for Humanity. I am the board president. What I have seen is tremendous. The difference that Habitat for Humanity makes in the lives of those they help by building a home or rehabilitating one, it is a great honor to be part of that. I know the city has RDA money available for low to moderate income housing, which is what we are requesting. We are requesting \$400,000 to be able to turn it back into use for citizens. We are trying to take those funds and use those within the city of Tremonton to help citizens who need those rehabs or to have a home built. We have a tremendous opportunity and should take advantage of that. I encourage you to do so. Thank you.

John McClellan, member of the American Legion, said we are having a Flag Day event at Midland Square on Friday, June 14 at 7 p.m., to change the flags. We have speakers and a children's choir. We want to make note of that and get it out to the public so people can join us while we change the flags and honor our veterans.

Michael Soholt, an assistant coordinator for Toys for Tots, said we are looking for people to volunteer their time, as well as potentially a place to operate this year. We are looking for an area that is about 1000 square feet so we can organize the toys and better match them to the children's likes. Otherwise, we have a bunch of boxes and just grab the first toy off the top and throw it in the bag. Anybody who knows someone or has a place, preferably donated, would be greatly appreciated. A woman with him said since we are a non-profit, if the location is donated it can be a tax write-off. I am the coordinator and he is my assistant. Our busy season kicks off October 1, but that is when we start getting all the applications and start sorting the toys. The sooner we can get the location, the sooner we can set up and start taking care of things. We do not just help with Christmas. If a house burns down, we can step in and give the family clothes and toys to the children. We also help children who have been removed from a family. When it is back to school, if the parents are having trouble, we can buy the backpacks and school supplies. Having a facility helps us take care of all those other needs.

Bill Roosma said I am here to complain about trailers again. I talked to Chief Cordova who is taking care of things. I would like to see law enforcement be more proactive, meaning they do not need to be phoned to do something about this. Having RVs parked on the side on the street is an obstruction. It interferes with your line of sight and is dangerous to kids and drivers. I talked to Sergeant Horspool, who made it sound like the State makes up the laws regarding trailers and you guys are stuck with that. I do not like that. We need our local leaders to change those laws. I think 24 hours on the street is too long for a trailer. It is ridiculous. People need to be able to park their RV in front of their house when they are loading or unloading and cleaning. I do not have a problem with that. I believe that the law should stipulate that if you have a trailer in front of your house, there should be an adult present around the trailer at all times to prevent children from running into the street. From a safety standpoint, I think that should be required. They are on the lookout to make sure kids do not run in the street and get hurt. If enforced, people are going to be less likely to leave their trailers there. The first time can be a warning, but after that you have to have fines for all offenses. Eventually, you have to tow the trailer. You have to have consequences or people are not going to follow the rules.

9. New Council Business:

- a. Discussion and consideration of adopting Resolution No. 24-30 appointing Bill Cobabe as City Manager and approving the terms and conditions of a City Manager Agreement between Tremonton City and Bill Cobabe

Councilmember Estep said after meeting him, he is going to be a good fit.

Motion by Councilmember Estep to adopt the resolution. Motion seconded by Councilmember Hoedt. Roll Call Vote: Councilmember Estep - aye, Councilmember Hoedt - aye, Councilmember Rohde - aye, Councilmember Vance - absent, Councilmember Westergard - aye. Motion approved.

- b. Discussion and consideration of adopting Resolution No. 24-31 appointing Bill Cobabe as a member of the Utah Telecommunication Open Infrastructure Agency (UTOPIA) Board of Directors and appointing Linsey Nessen as an alternate member of the UTOPIA Board of Directors

Motion by Councilmember Westergard to adopt the resolution. Motion seconded by Councilmember Rohde. Roll Call Vote: Councilmember Estep - aye, Councilmember Hoedt - aye, Councilmember Rohde - aye, Councilmember Vance - absent, Councilmember Westergard - aye. Motion approved.

- c. Discussion and consideration of adopting Resolution No. 24-32 amending Resolution No. 23-56, a consultant agreement between Hemmco, LLC, and Tremonton City for lobbying services on state and local government relations and appropriations with the Utah Legislature and State Government agencies

Mayor Holmgren said we are working on another \$1 million grant. Two years ago, we had a water line failure, which required serious adjustments in East Tremonton. That was fixed, but those lines are old. We are proposing to take those two lines and abandon them and make one large, 16-inch line, that would

replace them. We do not like culinary water failures. We are applying for another grant through this company. If they do capture the grant, we pay 10% (\$100,000). This is the same as he has done on all others. If he is not successful, then we will pay one month, per the contract, but then it dissolves after that. We want to continue this and get money for this next opportunity. At this point the city has benefited \$3 million.

Motion by Councilmember Rohde to adopt the resolution. Motion seconded by Councilmember Estep. Roll Call Vote: Councilmember Estep - aye, Councilmember Hoedt - aye, Councilmember Rohde - aye, Councilmember Vance - absent, Councilmember Westergard - aye. Motion approved.

10. Consent Agenda
 - a. Adoption of April Warrant Register
 - b. Adoption of April Financial Statements

Motion by Councilmember Estep to approve the Consent Agenda. Motion seconded by Councilmember Westergard. Vote: Councilmember Estep - aye, Councilmember Hoedt - aye, Councilmember Rohde - aye, Councilmember Vance - absent, Councilmember Westergard - aye. Motion approved.

11. Calendar Items and Previous Assignment
 - a. Review of calendar

June 14 is Flag Day and Hay Days is in July.

- b. Unfinished Business/Action Items: None.

12. Reports & Comments:
 - a. City Administration Reports and Comments
 - b. Development Review Committee Report and Comments

Planner Seedall said we are finalizing the development agreement with Jack in the Box.

- c. City Department Head Reports and Comments

Chief Hansen said I discovered there are some unexpended funds and a grant opportunity with the State of Utah. A company is transitioning from being a division of the Department of Health and Human Services to the Department of Public Safety. As they move, they cannot move their money with them so they have some unexpended grant funds that they will rapidly award. If I have your blessing, I will apply for a \$100,000 ambulance grant. I think we have a pretty good shot. If awarded it will be a fairly rapid process.

Director Roberts said we wrapped up quickly on the budget. I have notes for adjustments. We may have some difficult decisions as we line up these additional expenses. If you have more suggestions, please send them to Recorder Nessen.

Currently, there is more money in expenses than in revenues. We were in my comfort zone, but these additions would push that. These expenses would be another \$350,000, in addition to the \$170,000 we were already over. We are looking at being short about half a million dollars. That is way beyond my comfort zone. Look at the budget and provide your recommendations.

Main Street Manager Mohrman said July 6, is our Fourth of July Farmers Market from 10 a.m. to 2 p.m. We always invite councilmembers and City staff to participate. We do a watermelon eating contest and give out free hot dogs. It is a really great opportunity to get involved with the community in a fun, personal way.

- d. Council Reports and Comments
 - 1. Town Hall Follow-Up and Next Steps
 - 2. Report on what it takes to get an exemption of the proximity laws for beer licenses from the State – Jeff Hoedt

Councilmember Hoedt said I read an article that distressed me a little. Data collection experts at Smart Survey predict that if growth continues at its current pace the average Utah home will come with a price tag of more than \$1.1 million by the year 2030. I know Tremonton is not as expensive as other areas but it is still a bit scary. Several articles came from a lot of different angles making the same point. Also, I was asked to look at the proximity laws for beer licenses or other alcohol licenses in the State. I went to Salt Lake City and met with staff from the Department of Alcoholic Beverage Services. They said that is not allowable and that there are no waivers or exemptions. The proximity law is as it is written (200 feet direct line or 300 feet walking distance). That question was in relation to churches. We are fine with changing the definition of a public park. We do have two churches downtown, which could impact the rest of downtown, making it difficult for another beer license.

Councilmember Westergard said I stopped by the Farmer's Market and it was a great experience. The trees on the west side need to be trimmed. I will not be there on July 6, that is my family time. I thought it was another positive experience though.

Councilmember Rohde said what are we going to do with the steering committee? Mayor Holmgren said as soon as you and Councilmember Vance get back, we can get that going. We have several individuals wanting to be a part of that. We want to get this group put together so we can take the information from the town hall meetings and move forward. They would meet and come back with suggestions or a proposal for the Council to consider. We want to get moving because we do not know how long they will hold this grant. Councilmember Rohde said I talked to Councilmember Vance and he agreed that Councilmember Hoedt had

some really good ideas in putting together a steering committee. He should review that process and get a non-biased committee put together so we can make some good decisions.

Councilmember Estep said I want to remind everybody that the 1000 North project has started. Go slow and be patient. Sooner or later, we are going to shut that road off. Also, kudos to our water department for the water break we had over on the bridge. They put water back in it today. Public Works does a lot of good things nobody even knows about. I see that in public works because I work there, but I also see it in the fire and police departments, and in our City offices. We have a committed group of people here. People who really care about our city. The Memorial Day program was great. We have a great community, and we are just going to keep trudging forward.

Mayor Holmgren said we would like to thank everybody for coming out this evening.

13. ***CLOSED SESSIONS: No closed session held at this time.***

- a. Strategy session to discuss the purchase of real property when public discussion of the transaction would disclose the appraisal or estimated value of the property under consideration or prevent the public body from completing the transaction on the best possible terms; and/or*
- b. Strategy session to discuss the character, professional competence or physical or mental health of an individual; and/or*
- c. Strategy sessions to discuss pending or reasonably imminent litigation; and/or*
- d. Discussions regarding security personnel, devices or systems*

14. Adjournment.

Motion by Councilmember Estep to adjourn the meeting. Motion seconded by Councilmember Hoedt. Vote: Councilmember Estep - aye, Councilmember Hoedt - aye, Councilmember Rohde - aye, Councilmember Vance - absent, Councilmember Westergard - aye. Motion approved.

The meeting adjourned at 7:58 p.m.

The undersigned duly acting and appointed Recorder for Tremonton City Corporation hereby certifies that the foregoing is a true and correct copy of the minutes for the City Council Meeting held on the above referenced date. Minutes were prepared by Jessica Tanner.

Dated this _____ day of _____, 2024.

Linsey Nessen, City Recorder