

Minutes of the meeting of the Logan Municipal Council convened in regular session on Tuesday, October 15, 2024, in the Logan Municipal Council Chambers located at 290 North 100 West, Logan, Utah 84321 at 5:30 pm. Logan Municipal Council Meetings are televised live as a public service on Channel 17 and the City of Logan YouTube channel at: https://www.youtube.com/channel/UCFLPAOK5eawKS_RDBU0stRQ

Council Members present at the beginning of the meeting: Chair Amy Z. Anderson, Vice Chair Mark A. Anderson, Councilmember Jeannie Simmonds, Councilmember Ernesto López, and Councilmember Mike Johnson. Administration present: Mayor Holly H. Daines, City Attorney Craig Carlston, Finance Director Richard Anderson, and City Recorder Teresa Harris.

Chair Amy Z. Anderson welcomed those present. There were approximately 15 in attendance at the beginning of the meeting.

OPENING CEREMONY:

James Boyd, CAPSA Chief Development Officer offered the opening ceremony and led the audience in the pledge of allegiance.

Mr. Boyd stated that October is Domestic Awareness Month. Last year 2,429 individuals were helped by direct services. He added that 1 in 3 women will be affected by domestic violence and 1 in 5 men in our State. Because victimization occurs behind closed doors, we often do not see it nor are we aware of it.

CAPSA is an emergency homeless shelter for victims of domestic and sexual violence. Our shelter is unique in the State of Utah because it is the only shelter that is a zero turn away shelter meaning no residents of Logan, Cache, or Rich County will be turned away if they qualify for services. Last year \$80,000 was spent on hotels to make sure no victim was turned away.

Also unique to our shelter is that CAPSA owns their own housing for individuals who don't qualify for housing due to mitigating circumstances. CAPSA owns 21 homes and helps individuals get back on their feet. Occupants can reside in these homes for up to two years. CAPSA also helps 20 families by subsidizing their rent within the community. Last year, CAPSA provided direct services to 1,452 individuals who were Logan residents.

The Council thanked CAPSA for all they do to support those in need. They added that as a community, we should strive to put CAPSA out of business by supporting programs that help reduce domestic violence.

Mr. Boyd also thanked the Logan City Police Department and their partnership with CAPSA, which is truly saving lives.

Meeting Minutes. Minutes of the Council meeting held on October 1, 2024 were reviewed and after further review by the Council, they will be amended with corrections and be presented again for approval at the November 05, 2024 Council meeting.

Meeting Agenda. Chair A. Anderson announced there is one public hearing scheduled for tonight's Council meeting.

ACTION. Motion by Councilmember Simmonds seconded by Vice Chair M. Anderson to approve tonight's October 1, 2024 agenda as presented and continue the minutes to November 5, 2024. Motion carried by roll call vote.

A. Anderson: Aye

M. Anderson: Aye

Johnson: Aye

López: Aye

Simmonds: Aye

Meeting Schedule. Chair A. Anderson announced that regular Council meetings are held on the first and third Tuesdays of the month at 5:30 p.m. The next regular Council meeting is Tuesday, November 5, 2024.

QUESTIONS AND COMMENTS FOR MAYOR AND COUNCIL:

Chair A. Anderson explained that any person wishing to comment on any item not otherwise on the agenda may address the City Council at this point by stepping to the microphone and giving his or her name and address for the record. Comments should be limited to not more than three (3) minutes unless additional time is authorized by the Council Chair. Citizen groups will be asked to appoint a spokesperson. This is the time and place for any person who wishes to comment on non-agenda items and items that are germane or relevant to the authority of the City Council. Items brought forward to the attention of the City Council will be turned over to staff to respond to outside of the City Council meeting.

Albert Wiebe, a resident of Logan/ Canyon Road expressed concerns regarding the removal of trees in regard to the required waterline project by the State. He suggested alternative routes for the waterline project be considered so as not to remove the existing trees in this area. He also expressed concerns regarding the possible widening of a residential road to improve traffic and add a sidewalk as part of the widening which he feels will cause increased traffic for the neighborhood. He asked if the council is planning to have a cost comparison of alternate routes for the project which he believes many residents would be interested in because of their concern about the impact of the project.

Dr. Gail B. Yost, a resident of Logan said it is imperative to remember the significance of Rosh Hashanah and Yom Kippur and shared the holidays significance.

Brandon Elwood, a resident of Logan/ Canyon Road requested the City Council reconsider the location of the proposed waterline project which he feels will have a detrimental effect on the neighborhood with the removal of 100-year-old ash trees.

Bill Bower, a resident of Logan expressed concerns about the City not being a safe and walkable community and recounted an experience that occurred on October 3rd. He reported this incident to the police department and felt that nobody cared and feels there is a real concern for pedestrian safety.

There were no further comments or questions for the Mayor or Council.

MAYOR/STAFF REPORTS:

Karen Clark, Library Director – Mayor Daines (23:39)

Mayor Daines recognized Library Director Karen Clark, for her 27 years of exemplary service. Ms. Clark will be retiring at the end of October. She served for 7 years as Library Director and twenty years as a librarian.

The Council thanked Ms. Clark for her many years of service and all her efforts in planning the new library.

CIGNA Healthy Workforce Designation – Mayor Daines

Mayor Daines recognized Human Resource Director Ambrie Darley and presented her with the CIGNA Healthy Workforce Designation. Mayor Daines stated that Ms. Darley and Heather Knowles who also works in the Human Resource Department work hard to promote a healthy working environment, and she thanked them for their efforts.

Ms. Darley thanked Ms. Knowles and for the support of a visionary team, which includes Mayor Daines, City Council, and the active participation of employees who support the activities. Ms. Darley expressed her gratitude, especially to the employees.

Logan City School District Update – Superintendent Frank Scofield (27:08)

Superintendent Frank Scofield addressed the Council for the yearly Logan School District report.

The goal of the Logan School District is to “Ensure all students leave our schools ready to create a positive future for themselves and their community.”

Enrollment Breakdown:

- 49 % Female students
- 51% Male students
- 57% Low income
- 46% Minority
- 18% English learner
- Languages spoken by students - Spanish, Marshallese, Tigrinya, Karen, French, Arabic, Somali, Vietnamese, Portuguese, Persian, Swahili, Samoan, Japanese, ASL, Urdu, Pushto, Karenni, Mandarin, Korean, Khmer, Burmese, Tagalog, Kanuma, Chinese, Amharic, Ukrainian, Thai, Russian, Navajo, Indonesian, Finnish, Bengali.

- 13% Have an IEP
- 384 students from out of the district

Student Achievements:

- Pre-kindergarten Entry and Exit Profile (PEEP) Scores
- K-2 Early Literacy Scores
- AP Honor Roll (Bronze level)
- Girls Doubles Tennis State Champions
- National Merit Scholar Semi-Finalists

6th Grader Supports:

Help students have a positive, reinforcing transition from 5th to 6th grade:

- 6th Grade Orientation
- All 6th grade-only classes moved to the 200 hallway.
- Increased student confidence/decreased anxiety
- Decreased parent anxiety
- Improved student attendance
- Only seven students with more than one week of attending tardy restitution.

Logan High School was just recognized last week as an AP Honor School – Bronze level. This is based on the total number of students taking an AP class. The number of students passing an AP exam, and the total number of AP exams that are passed.

Superintendent Schofield also stated that the former municipal pool located next to Mount Logan Middle School is being remodeled into an indoor sports facility. The cost to remodel and update the pool was simply out of budget. Chair A. Anderson asked if the students would be transported from Logan High School to the Mount Logan Middle School facility when needed

Mr. Scofield answered that buses won't be used, but there are a number of district vehicles that coaches can drive and transport students. The students also have the option of self-transportation. There is a viable future option for long-term planning for other upgrades which include turfing the baseball and softball fields.

Councilmember Simmonds requested an update on the Recreation Center.

Mr. Scofield responded there is a clear timeline of when the transition between the City and the School District will take place. Long term planning has also started to determine what programs will continue and which programs will not.

No further Mayor/Staff Reports were presented.

COUNCIL BUSINESS:

Planning Commission Update – Councilmember Simmonds ([46:12](#))

Councilmember Simmonds reported that the Warming Center came before the Planning Commission for the renewal of its conditional use permit. West Meadows, which is part of the Quayle subdivision came to request a resubmittal as there are still some issues being worked on such as canals, drainage, and so forth. Light & Power presented the proposed new substation to the Planning Commission.

Board and Committee Reports – Vice Chair M. Anderson and Councilmember Simmonds

Vice Chair M. Anderson reported that he attended the Integrated Resource Plan Presentation and noted that although there is a price difference for renewable energy, it is not a large price difference. He said there were multiple meetings regarding the Crockett Watershed project, and he visited with community members who may be impacted as a result.

Vice Chair M. Anderson invited the community to check out the Cache Visitors Bureau who does a great job letting the community know what is going on in the valley.

Councilmember Simmonds reported that she also attended the Integrated Resource Plan Presentation. She attended the Wilson neighborhood meeting where they discussed the waterline project along Canyon Road. Part of the new waterline project and proposed new water tank is for the purpose of fire suppression which is mandated by the State for sufficient storage capacity to handle a fire emergency.

Councilmember Simmonds also reported that the CMPO (Cache Metropolitan Planning Organization) met and reviewed the financial audit which was approved. HWY 89 from Brigham to Logan was discussed. The Council of Governments discussed allocation and project alternatives, the Council will vote on funding allocation Monday, October 21, 2024. There is an exchange of funds between State and local governments as sometimes it is easier for federal projects to be completed at a local level vs. at a State level. The Water Board discussed the sewage treatment plan and the biosolids plan.

No further Council Business items were presented.

ACTION ITEMS:

Certification of 1000 West Airport Properties Annexation Petition – Consideration of an annexation petition filed by Steven C. Taylor on behalf of RC Smithfield LLC, Above Tree Line Properties LLC, George L. Talbot Trust and Knowles Development LLC. Property located on the East side of 1000 West at approximately 2200 North, consisting of approximately 57.99 acres – Russ Holley, Planner ([53:22](#))

Planner Russ Holley addressed the Council regarding the proposed annexation.

Mr. Holley explained that Steven C. Taylor, on behalf of RC Smithfield LLC, Above Tree Line Properties LLC, George L. Talbot Trust, and Knowles Development LLC, has submitted a formal annexation petition for property located on the east side of 1000 West at approximately 2200 North, consisting of approximately 57.99 acres and identified as TIN: 04-066-0007 (RC Smithfield LLC), 04-066-0008 (Above Tree Line Properties, LLC), 04-066-0011 & 04-066-0009 (George L. Talbot TR), and 04-076-0008 & 04-076-0009 (Knowles Development LLC).

Once an annexation petition has been submitted to the City according to UCA 10-2-405, the Municipal Council needs to either accept the petition for further consideration or reject the petition due to specific deficiencies. If the annexation petition is accepted by the Council, the City Recorder will certify the petition and then it will be referred to Community Development for distribution to city agencies, affected entities, and the Planning Commission for review & recommendations. Staff recommended the Municipal Council accept the annexation petition.

The proposed annexation request has tentatively been scheduled on the Planning Commission's November 14, 2024 hearing agenda, the Council's November 19, 2024 workshop agenda, and the Council's December 3, 2024 hearing agenda.

If the Council rejects the petition, staff will then follow the process outlined in UCA 10-2-405(3)(a)&(b) and direct the applicant to address any deficiencies with their annexation petition and then have them resubmit once corrected.

Councilmember Simmonds inquired why the area would be zoned as Industrial Park (IP) vs. Airport on the Future Land Use Plan (FLUP).

Mr. Holley responded that the area on the East was rezoned to Industrial Park a few years ago.

Councilmember Johnson requested confirmation that the proponents have requested the change to an IP zone.

Mr. Holley confirmed that this is the case, the proponents have requested the change to an IP zone.

Chair A. Anderson requested confirmation that this evening the rezone is not being discussed, just the topic of annexation.

Mr. Holley confirmed that only the annexation is being discussed and not the rezone.

Councilmember Simmonds requested an explanation as to why all of the properties represented are not owned by the proponent.

Mr. Holley explained this is a common method for a single proponent to represent various property owners. The owners will sign an application granting the proponent the ability to represent them.

Councilmember Johnson requested clarification that no public hearing is needed.

Mr. Holley stated that tonight is the Certification of the Annexation, and no public hearing is required.

Vice Chair M. Anderson inquired if there are sufficient utility services in the area.

Mr. Holley replied that there is a deficiency in services which will have to be installed and/or routed to the area. This will be dependent on the size of the project and the need for services.

Chair A. Anderson requested confirmation that the proposed annexation meets the basic criteria.

Mr. Holley confirmed that the proposal meets the criteria.

City Attorney Craig Carlston explained that the Council does not vote to certify an annexation. After a period of notice, there will be a public hearing, and the annexation will return to the Council for consideration.

PUBLIC HEARING - Budget Adjustments FY 2024-2025 appropriating: \$6,750 donations toward a Public Works training event - Resolution 24-40– Richard Anderson ([1:01:40](#))

At the October 1, 2024 Council meeting, Finance Director Richard Anderson addressed the Council regarding the proposed budget adjustment.

Chair A. Anderson opened the meeting to a public hearing.

There were no comments and Chair A. Anderson closed the public hearing.

ACTION. Motion by Councilmember Johnson seconded by Councilmember Simmonds to approve Resolution 24-40 as presented. Motion carried by roll call vote.

A. Anderson: Aye

M. Anderson: Aye

Johnson: Aye

López: Aye

Simmonds: Aye

No further action items were presented.

WORKSHOP ITEMS:

Budget Adjustment FY 2024-2025 appropriating: \$40,860 funds received for police overtime shift reimbursements; \$78,750 funds the Police Department received from the State of Utah for mental wellness screenings and mental health resources for officers; \$162,875 funds the Fire Department received from the State of Utah to provide first responders with mental health support and resources – Resolution 24-42 – Richard Anderson ([1:03:50](#))

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

Chair A. Anderson asked if the mental wellness funds are per quarter or per year.

Mr. Anderson answered the funds are for as long as they last, which may last for up to a year or more.

Councilmember Johnson inquired as to why the Fire Department received almost double the funding for mental wellness than the Police Department.

Mr. Anderson responded the State determines how much funding goes to each department.

Fire Chief Nate Thompson added that additional funding was granted by the committee which made the determination for the extra funding as Dispatch was added as part of the grant application.

The proposed resolution will be an action item and public hearing at the November 5, 2024, Council meeting.

Consideration of a proposed resolution establishing a Credit Card Convenience Fee – Resolution 24-41 – Richard Anderson ([1:06:31](#))

Finance Director Richard Anderson addressed the Council regarding the proposed resolution. He explained that the City of Logan takes credit card payments for various City services. The Finance Department has administratively established a limit on credit card payments for the purpose of controlling credit card fees and customers have expressed a willingness to pay a credit card convenience fee for those transactions in excess of the limit. Mr. Anderson proposed that a credit card convenience fee for credit card payments over the administratively determined payment limit be established as follows: Credit Card Convenience Fee = 3 %.

Chair A. Anderson asked if the three percent fee is just for credit card payments over the administrative limits or for any credit card usage.

Mr. Anderson replied that going forward the 3% will apply to any transaction made with a credit card for over \$3,000. Currently, there is a \$3,000 administrative limit on credit card transactions with the City.

Councilmember Johnson inquired if the 3% fee would affect utility bills.

Mr. Anderson answered the 3% fee will not affect utility bills under \$3,000 but over \$3,000 the convenience fee will be applied. He did caution that with time and as credit card fees grow, the City will have to evaluate whether to continue to cover credit card fees for any amount.

Chair A. Anderson asked who determines the administrative limit.

Mr. Anderson responded that the finance department determines the administrative limit in regard to fees.

Councilmember Johnson expressed concern that the wording of the resolution doesn't specify that the fee would only be applied to bills over the administrative limit. The proposed resolution will be an action item and public hearing at the November 5, 2024, Council meeting.

No further workshop items were presented.

OTHER CONSIDERATIONS:

Vice Chair M. Anderson said any business owner within Logan City can apply for a library card as long as a business card is included. He invited business owners to apply and use the library which is a valuable resource.

Councilmember Johnson reminded the community of the upcoming election on November 5, 2024 and invited the community to vote.

Chair A. Anderson added that October 29, 2024 is the last day to register and receive a ballot by mail. In-person voting will be held on October 29-November 1, 2024.

No further items were discussed.

There being no further business, the Logan Municipal Council adjourned at 6:50 p.m.

Esli Morales, Deputy City Recorder