

**Francis City Council Meeting  
Thursday, May 9<sup>th</sup>, 2024, 6:00 p.m.  
2319 So. Spring Hollow Rd. Francis, Utah**

**The meeting will be streamed via Francis City YouTube Channel  
<https://www.youtube.com/channel/UC-9wahpEELShvGQZShXGIXg>  
You can also comment by email to [comments@francisutah.org](mailto:comments@francisutah.org)**

**Staff:** Councilmembers Sam Hunter, Shana Fryer, Clayton Querry and Clint Summers, City Engineer Scott Kettle, City Planner Katie Henneuse and City Recorder Suzanne Gillett

**Excused:** Mayor Jeremie Forman

**Others Attending:** None

**1. Welcome, Call to Order and Pledge of Allegiance---**Councilmember Hunter welcomed everyone to the meeting and explained that Mayor Forman is out of town so he would be conducting. He then led in the Pledge of Allegiance.

**2. Consent Agenda---Approval of invoice register dated May 9<sup>th</sup>, 2024, and minutes from April 11<sup>th</sup> and May 2<sup>nd</sup>, 2024---** Engineer Kettle explained that the \$322,740.58 was paid to Webster Construction on the new City Building.

Councilmember Fryer asked if they were paying Webster Construction in increments, and she was told yes.

*Councilmember Fryer made a motion to accept the check register and the minutes of April 11<sup>th</sup> and May 2<sup>nd</sup>, 2024. Councilmember Querry seconded the motion; all present voted in favor; motion passed.*

**3. Public Comment---**There was no public in attendance.

**4. Public Hearings**

**A. Foothills at Francis Gate Plat Amendment---**Planner Henneuse explained they approved the Foothills at Francis Gate annexation back in December. With that they said they could have 5 lots that were already in the City then another lot in the annexation agreement so a total of 6 lots. So, this is subdividing those 6 lots with a plat amendment. All the lots meet the City Code for the zones they are in. They will need 150 feet of road frontage minimum, and everything meets with the City Code. So, to her it looks good.

The Planning Commission has reviewed and is sending to the City Council a positive recommendation.

Engineer Kettle explained that since they moved the access from HWY 35 to Foothill Drive, they asked them to widen the road so there is a turning lane, other than that they need to do the water and sewer.

Councilmember Fryer asked if the frontage would be off High Country Lane, and she was told yes.

Councilmember Hunter opened and closed the public hearing as there was no one in attendance.

***Councilmember Querry motioned to accept the Foothills at Francis Gate Plat Amendment. Councilmember Fryer seconded the motion. Councilmembers Hunter, Fryer, Querry and Summers all voted in favor; motion carried.***

**B. Local Government Officers Compensation---**Councilmember Hunter turned the time over to Recorder Gillett to explain what this was about.

Recorder Gillett explained that the Utah State Legislature made changes in the last legislative session. SB 91 Local Government Officers Compensation Amendments. She reviewed what the changes were and that we had to have a separate public hearing from the budget to go over compensation for executive municipal officers which include City or Town manager or chief administrative officers such as recorder and treasurer, City Attorney, City Engineer, department heads or chiefs and assistant department heads. (See attached SB91 Local Government Officers Compensation Amendments).

Councilmember Querry asked if they were approving the 8% for employees. He was told up to 8% for appointed officials as stated above.

Councilmember Hunter opened the public hearing and as there was no one in attendance he closed the public hearing.

Councilmember Querry asked, so this is basically what we are doing is approving a raise of up to 8% to put in the budget. He was told yes, anything up to 8%.

***Councilmember Summers made a motion to accept up to an 8% increase in compensation for employees. Councilmember Querry seconded the motion. Councilmembers Hunter, Fryer, Querry and Summers all voted in favor; motion carried.***

## **5. Discussion, Updates and Approval on Potential Action Items**

**A. Francis Commons---**Planner Henneuse explained that the Francis Commons subdivision is off Scenic Heights Road. She shared pictures on the screen. Phases 4 & 5 are part of the townhomes. Each Phase has 12 townhomes.

She explained that the Planning Commission reviewed this item and found that it was good and is passing on with a positive recommendation. Planner Henneuse feels that it meets the code, and her recommendation would be to approve it. She explained that Engineer Kettle had a staff report on this.

Engineer Kettle explained that the water and sewer were all installed with Phase1 so basically building the alley access between the homes would need to be improved.

Councilmember Fryer feels that the businesses should be put in first and the homes last as was promised, but that is beating a dead horse.

Planner Henneuse stated that she is glad she is not the only one that remembered it that way,

Councilmember Hunter felt that they all remembered it that way as well.

***Councilmember Summers made a motion to accept Francis Commons Phase 4 & 5 Final Plat. Councilmember Fryer seconded the motion. Councilmembers Hunter, Fryer, Querry and Summers all voted in favor; motion carried.***

**B. Budget Discussion**---Council reviewed the amended budget and the financial statements. Councilmember Hunter asked if there were any major changes that jumped out and he was told no.

Recorder Gillet just wanted to know if there was anything they would like added or changed and for figures of things they may need.

Councilmember Hunter asked if they wanted to make a motion to set June's meeting for their budget hearing.

Councilmember Querry asked if this was next year's budget. Recorder Gillett explained that no, this year's amended budget. She explained that at the next Council meeting they would go over this year's Amended Budget and next year's Tentative Budget.

***Councilmember Querry made a motion that we set the June 13th, 2024, Council meeting to approve the Amended Budget 2023-2024 and the Tentative Budget 2024-2025. Councilmember Summers seconded the motion. Councilmembers Hunter, Fryer, Querry and Summers all voted in favor; motion carried.***

**C. Rodeo Contract**---Councilmember Hunter reviewed the Contracts for the Rodeo and Barebacks, Broncs and Bulls. He explained that the Council had to make a motion to approve the Mayor to sign the contracts.

The Council discussed the costs and compared them with last year's contract, and they felt like everything was in line. They also discussed all the items that the City oversaw according to the contract.

***Councilmember Fryer motioned that Mayor Forman could sign the Circle J Rodeo Contracts. Councilmember Querry seconded the motion. Councilmember Hunter, Fryer, Querry and Summers all voted in favor; motion carried.***

**D. Frontier Days---**Councilmember Summers explained they were still working on trying to get more people for the committees.

Councilmember Fryer explained that Joe Forman and his wife will be running the concessions.

Councilmember Hunter will work on the Mass Gathering permit, and the Council discussed vendors.

Councilmember Query asked about ticket sales and how we were doing that. There was discussion on what the best way to handle things with the tickets would be. Councilmember Query asked if we were getting any more grants.

Planner Henneuse explained what had gone on with the Restaurant Tax Grant and the amount that we had received.

Councilmember Query asked if we were doing another survey and Planner Henneuse explained it was helpful, but she did not feel that we needed to do it again.

Councilmember Summers asked about getting the small flags and plaques. He was told to get the numbers and cost to Recorder Gillett for the budget.

Councilmember Query wanted to make sure that the City budgeted for shirts for Frontier Days.

Councilmember Fryer informed Council that the Queen contest is on May 18<sup>th</sup>, 2024. She explained what had gone on with ordering items for the Queen contest and the Barrell Racing getting all mixed up. She ended up purchasing buckles for the Jackpot.

## **6. Council Business**

**A. Council Reports---**Councilmember Fryer asked about the locks on the bathroom over at the pump track park. Engineer Kettle explained how the locks would work, they are programable locks.

Councilmember Query explained that he noticed that some dirt bikes had been on the pump track. Planner Henneuse explained that the neighbors are taking ownership of what is going on. She is working with a couple of neighbors that have sent videos, so it is being monitored.

The Council discussed problems that had gone on and wondered if they should make an Ordinance with a fine for dirt bikes at the pump track park.

**B. Planner Reports---**Planner Henneuse explained they all should have gotten an email from Alakazam for the Okta program. She asked them to please follow the instructions that they give you and get your devices updated.

Another grant applied for is the Utah Outdoor Recreation Grant. She applied for around \$144,000 and we received the full amount that we applied for. Hopefully, that will finish the Wild Willow park. She then explained what had been going on in the parks with the grants.

Councilmember Hunter explained that he had three big clients in California that had been hacked. He is concerned about our SCADA system and being hacked. He said the FBI is looking into these things in California, so we all need to be aware of what is going on.

Planner Henneuse explained that the City is taking some steps to cover themselves and she does not want to say too much in an open meeting, but they are working on it. She explained all the daily emails she gets on the threats.

**C. Engineer Reports---**Engineer Kettle explained the City building is going up. He is working with Widdison on the water. Foothills are moving on, they are still blasting and some neighbors in the County have complained, and they are now getting emails when they will be blasting.

**D. Mayor Reports---**Mayor Forman was out of town.

***Councilmember Fryer motioned to adjourn. Councilmember Hunter seconded the motion. All voted in favor; motion passed. Meeting adjourned.***

**7. (As Needed)** Closed Executive Session to Discuss Pending or Reasonably Imminent Litigation, Purchase, Exchange, or Lease of Property and/or the Character, Professional Competence or Physical or Mental Health of an Individual.

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Mayor Jeremie Forman

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City Recorder Suzanne Gillett