

Garland City Corporation

City Council Meetings

May 27, 2025

Members Present:

Jeanette Atkinson
Sharla Nelson
Tena Allen
John Losee
Linda Bourne, Mayor
Kristal Edwards, Deputy Recorder

Virtual:

Josh Munns

City Council Meeting

Mayor Bourne called the May 27, 2025, City Council Meeting to order at 6:00 p.m. at the Garland City Building. Council Member Nelson offered a prayer, and the Pledge of Allegiance was led by Mayor Bourne.

Council Member Atkinson motioned to approve the agenda. Council Member Nelson seconded the motion, with all council members present voting in favor of the motion. Motion approved.

New Business

Discussion and Possible Action on 2023-2024 Audit Report

Garland City's accountant, Heather Christopherson, presented the council with an Annual Financial Statement along with the Auditors' report for the year ending June 30, 2024. She provided an overview of the city's financial report from 2017 to the current. She delivered a detailed update on current debt within the sewer fund and the overall status of the general fund. She highlighted areas where funds are currently restricted and offered recommendations for improvement. She suggested that the city enhance financial transparency and decision-making by producing more detailed financial reports for council review and implementing clearer coding for each budget line item. A small discussion ensued.

Discussion and Possible Action on 25-26 Tentative Budget

Tiffanie Smith, Treasurer, delivered a detailed, tentative preliminary budget for the 25-26 fiscal year. She expressed her concerns that the capital projects debt is a high priority to be aware of. She reported that she will review April's billing, which will include the 10% increase in sewer and water rates, to have a clearer understanding of where the sewer and water rates will be and what initiatives we can take to begin to pay off the debts. In addition, she reported that public works has resolved more water meters that were not reading, which will help bring in more revenue for the city. A discussion ensued regarding the status of the utility master plan studies that must be conducted to facilitate growth within the city. The city needs a master plan study for water, sewer, and storm drains, parks & trails, and transportation/streets which is estimated to cost \$500,000. There are a couple of grant opportunities to help decrease the costs of the studies. Council Member Atkinson motioned to adopt the tentative 2025 budget. Council Member

Nelson seconded the motion, with Council Members Allen, Losee, Nelson, and Atkinson voting in favor of the motion, and Council Member Munns opposed. The motion passed by majority vote.

Discussion on updating the City's Annexation Policy

Valerie Claussen, City Planner, reported that the annexation policy was revised on May 7, 2025. She is reviewing the changes and updating the city's policy to ensure compliance with state code. Once the policy has been reviewed and approved by the Planning Commission, she will send the policy for the council to review.

Discussion and Possible Action on 950 West Factory Street Annexation Petition

Valerie reported that the city has received an annexation petition for the property located at 950 West Factory Street. In addition, she noted that Box Elder County sent its notice to the city and some residents. Valerie outlined the next steps for the council to approve or deny the petition. Lastly, she noted that she's been in communication with Bryce Goodin of Visionary, the petitioner, who was present at the meeting. They anticipate residential development under R4 zoning. Bryce stated that the estimated timeframe is approximately 18 months, as the city needs to complete the necessary master utility studies. He expressed that he is willing to collaborate with the city on zoning and planning for the area. Council Member Losee motioned to accept the 950 West Factory Street annexation petition. Council Member Nelson seconded the motion, with all council members present voting in favor of the motion. Council Member Munns was no longer virtually in attendance. Motion approved.

Discussion on Three-Year Court History

Laurie Wise, Court Clerk, presented the three-year court history report and the court income collected/retained from 2007 to 2021, including an overview of the court's costs to the city within the court's budget. She opened up the meeting for questions. Council Member Nelson questioned if the city employs a public defender, and Laurie explained that the court must have a public defender and prosecutor who are funded from a separate line item from the city's budget.

Discussion on Court Interlocals

Mayor Bourne reported that she and Laurie had met with Anne Hansen and Suzanne, Clerk, of Box Elder County Justice Court. They reviewed the interlocal agreement. Currently, the Garland City Court is paying the state percentage. If the court went interlocal with the county or Tremonton, funds would be split 50/50 for citations. For the county's agreement, it states that they would charge \$6,000 a year, which would include a public defender, prosecutor, and the judge. Tremonton's agreement was a prosecutor's fee of \$135 per hour for case work, and the public defender would be \$150 per case, \$75 for each additional charge, and \$140 per hour for any further services. A discussion ensued. Mayor Bourne advised the council to review the agreements and reports in preparation for a possible action vote at the next council meeting.

Discussion and Possible Action on PO#8841

Mayor Bourne reported that PO#8841 is for the upcoming Firemen's Association Training. Council Member Nelson asked who would be in attendance. A brief discussion followed. It was noted that some spouses of the firemen are added to the list along with additional activities outside of the convention, and that the budget for this PO does not have enough to cover the cost requested. Council Member Losee motioned to table the Annual Firemen Association Training purchase order 8841 until we have more information. Council Member Nelson seconded the motion, with all council members present voting in favor of the motion. Motion approved. Andy McBride, joined the meeting virtually to provide further discussion and clarification on the attendees and the actual cost of the convention.

Discussion and Possible Action on PO#8583 Water Meters

Mayor Bourne reported that Core & Main advised that the price of water meters will be rising due to the 7% increase in tariffs. Public Works needs additional water meters to replace non-reading meters. Travis Atkinson, Public Works Interim, provided an overview of the purchase order and how many meters, meter boxes, and antennas are needed. A small discussion ensued. Council Member Atkinson motioned to approve PO# 8583 for new water meters and equipment. Council Member Nelson seconded the motion, with all council members present voting in favor of the motion. Motion approved.

Council Member Atkinson motioned to adjourn at 8:17 p.m. Council Member Losee seconded the motion, with all council members present voting in favor of the motion. Motion approved.

The undersigned, duly acting and appointed Deputy Recorder for Garland 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.

Kristal Edwards, Deputy Recorder