



PERRY CITY COUNCIL MEETING AGENDA

Thursday, July 10, 2025

City Council Chambers, 1950 South Highway 89 (south entrance)

To view Zoom live meeting visit:

<http://www.perrycityut.gov/whats-new.htm.htm>

This is an “Electronic Meeting” Web/Teleconferencing may be used by officials to participate.

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. Action on public hearings will always be later in the same meeting or at a subsequent meeting. Every agenda item shall be a discussion and/or action item, unless otherwise indicated.

Approx. 7:00 PM – Regular City Council Meeting

1. Call to Order

2. Procedural Issues

- A. Conflicts of Interest Declaration(s), If Any

3. Public Hearings

Rules: (1) Please Speak Only Once (Maximum of 3 Minutes) per Agenda Item; (2) Please Speak in a Courteous and Professional Manner; (3) Do Not Speak to Specific Member(s) of the City Council, Staff, or Public (Please Speak to the Mayor or to the Council as a Group); (4) Please Present Possible Solutions for All Problems Identified; and (5) No Decision May Be Made During this Meeting if the Item Is Not Specifically on the Agenda (with Action on Public Hearings, if any, later in the Meeting)

- A. Resolution 2025-14 Water Conservation Plan
- B. Resolution 2025-15 Amending the Fiscal Year 2025-2026 Budget

4. Action Items

- A. Resolution 2025-14 Water Conservation Plan
- B. Resolution 2025-15 Amending the Fiscal Year 2025-2026 Budget
- C. Resolution 2025-16 Animal Shelter Agreement

5. Discussion Items

- A. Fourth of July

6. Minutes & Council/Mayor Reports (Including Council Assignments)

No Council Action May be Taken if an Item is not specifically on the Agenda

- A. Approval of Consent Items
 - June 26, 2025 City Council Meeting Minutes
 - June 26, 2025 RDA Meeting Minutes
- B. Mayor’s Report
- C. Council Reports
- D. Staff Comments
- E. Planning Commission Report

7. Closed Session (if needed)

- A. Discussion of the purchase, exchange, lease, or sale of real property, when public discussion would disclose the value of the property or prevent the authority from completing the transaction on the best possible terms.
- B. Strategy session to discuss the character, professional competence, or physical or mental health of an individual.
- C. Strategy session to discuss collective bargaining.
- D. Strategy session regarding pending, or reasonably imminent litigation.
- E. Strategy session to discuss the deployment of security personnel, devices, or systems.
- F. Discussion of investigative proceedings regarding allegations of criminal misconduct.

8. Approx. 8:30 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: Perry City Hall; Centennial Park, Perry City Park; and was emailed to the Ogden Standard-Examiner, Box Elder News Journal; and posted on the State Public Meeting Notice Website on this 8th day of July, 2025. Any individual requiring auxiliary services should contact the City Offices at least 3 days in advance (435-723-6461).

Shanna S. Johnson, City Recorder

RESOLUTION XX
Water Conservation Plan
Month 2025

BE IT HEREBY RESOLVED, by the City Council of Perry City Corporation, State of Utah, as follows:

WHEREAS, Perry City Corporation has a Water Conservation Plan (in accordance with U.C.A. 73-10-32) that establishes conservation planning efforts identifying water supply inventory for both present and future water requirements and establishes implementation procedures;

WHEREAS, the City Engineer has reviewed and updated the Water Conservation Plan,

WHEREAS, the City Council has reviewed the City Engineer's recommendations,

WHEREAS, a public hearing was held on [insert date].

NOW THEREFORE BE IT RESOLVED, Perry City hereby adopts the **2025 Water Conservation Plan**, for the geographic City boundary. The plan was updated by Brett M. Jones, City Engineer.

PASSED AND ADOPTED by the City Council of Perry City Corporation, on [insert date].

MAYOR: Kevin G. Jeppsen

ATTEST:

Shanna Johnson, City Recorder



Water Conservation Plan

2025

Prepared By:



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SECTION 1 - SYSTEM PROFILE

SERVICE AREA

Perry City serves all areas within the City boundaries, approximately 8 square miles (See Map 1). The City currently provides culinary water to approximately 6,051 people through 1,792 connections. This water is intended for indoor, sanitary, and commercial uses. Water for outdoor and landscaping needs is provided and managed by Pineview Water Systems, Three Mile Creek Irrigation Company, and the Perry Irrigation Company.

Table 1.1 below lists each type of connection and the total number of each for 2024.

Table 1.1 - Number of Connections

Connection Type	Total
Residential / Domestic	1,736
Commercial	43
Institutional	10
Industrial	3
Unmetered	0
	1,792

SUPPLY

Perry City obtains its water from four wells and one spring. The City does not contract with any outside agency for supplemental water. The City is currently finalizing the construction of a fifth well to aid in ensuring enough supply through 2060.

City ordinances do not allow culinary water to be used for irrigation unless irrigation service is unavailable. Secondary or irrigation water is supplied and managed by Pineview Water Systems, Three Mile Creek Irrigation Company, and the Perry Irrigation Company and is not included as part of this Plan.

Table 1.2 below shows a breakdown of the 2024 production diverted at each source type.

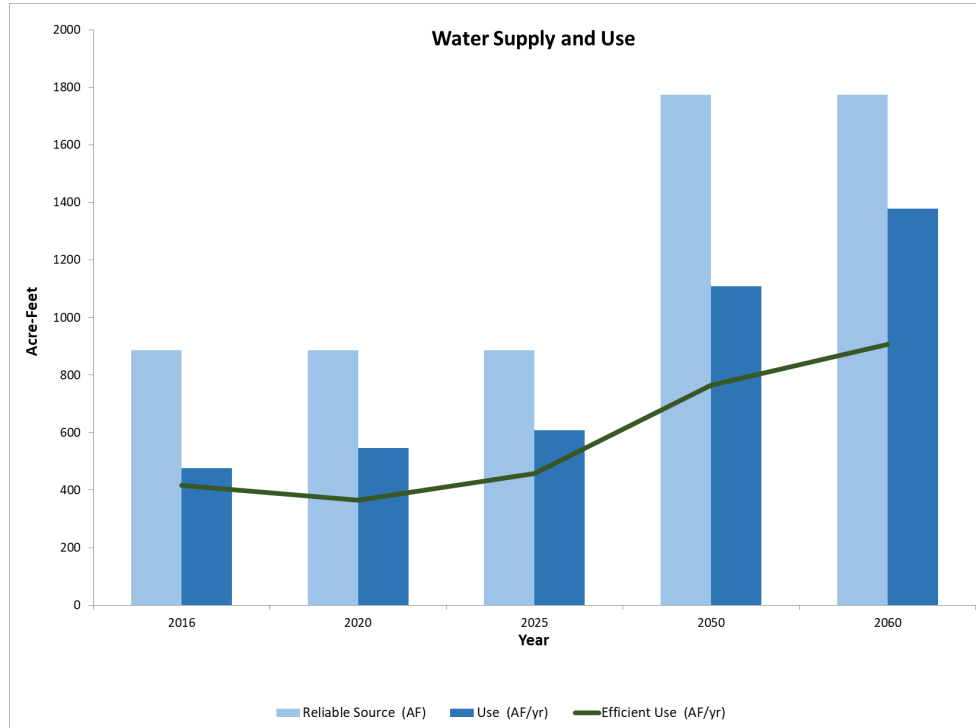
Table 1.2 - Existing Water Sources Used

Source Used	Volume (Acre-Feet)	Total (Acre-Feet)
Wells	640.60	640.60
Springs	78.33	78.33
Sold	0	0
		718.93



As illustrated in graph 1.1 below, the City's water supply verses projected use provides a sufficient amount of water through the year 2060.

Graph 1.1 - Water Supply and Use



FUTURE WATER SOURCES & COST PROJECTION

The Perry City Capital Facilities and Impact Fee Analysis, completed in 2024, indicates that the City has enough capacity for water supply. Based on the residential, commercial, and institutional growth projections the build-out population will be 29,680 or 9,275 Equivalent Residential Units (ERUs). Additional water will be required to maintain the current level of service beyond 2060. This is mainly due to summer peaking requirements and Perry's specific well management needs. The reliable source reflected in the foregoing table assumes that some of the City's wells drop in production during summer months and recharge during winter months. The best usage estimate currently shows a demand of about 1,378 acre-feet per year in 2060. With the addition of the fifth well; which has been drilled and tested; it is anticipated that the City has adequate sources to provide water until that time. The City is also continuing to update and repair the infrastructure throughout the system to minimize system losses.

As noted previously, the City has sufficient water rights and sources to support anticipated growth through 2060. Conservation of these resources will help the supply to last over a longer period of time and/or allow additional water supply for additional users. By delaying or eliminating the need for additional water, the City can save a significant amount of money, as well.



WATER MEASUREMENT & BILLING

Meters: All of the connections to the water system are metered and read using the automated system. This is a fixed-base system that can be read at any time, but in general, meters are read monthly as part of utility billing. Table 1.3 below shows the percentage of the City's metered connections as of December 2024.

Table 1.3 – Metered Connections

Connection Type	Percentage of System	Reading Frequency	Calibration Schedule	Replacement Schedule
Residential	97%	Daily	Per Manufacturer	As Needed
Commercial	>1%	Daily	Per Manufacturer	As Needed
Industrial	>1%	Daily	Per Manufacturer	As Needed
Institutional	>1%	Daily	Per Manufacturer	As Needed

SYSTEM WATER LOSS CONTROL

Table 1.4 below shows the population, annual use, and percentage loss in relation to used source.

Table 1.4 – Annual Information*

Year	Population	Annual Use (AF)	Return	Percentage Loss
2009	4,500	575.03	No Return In System	36.48%
2010	4,500	570.81		66.74%
2011	1,500	0.00		100%
2012	0	0.00		0%
2013	5,100	567.74		23.24%
2014	0	80.05		100%
2015	4,566	0.59		100%
2016	4,630	479.90		0.75%
2017	4,717	560.07		17.16%
2018	4,828	698.17		9.10%
2019	4,971	673.20		6.13%
2020	5,250	546.15		32.43%
2021	5,555	477.60		37.13%
2022	5,900	442.24		40.88%
2023	6,060	477.76		35.73%
2024	6,051	490.69		31.75%

*There are errors in data reporting in various years between 2011 and 2016. Data used in the above table is taken directly from what was reported to the State of Utah. The City has worked since 2016 to remedy and prevent additional reporting errors.



The City monitors the amount of water taken at each of its sources. The amount of water produced from year to year from the wells and springs will vary depending on groundwater and snowpack conditions. The largest discrepancy in the available source verse the source used can be contributed to leaks, tank overflows/spills, meter reading errors and software reporting problems.

Water loss is controlled by:

SCADA System: Each storage reservoir is connected to the City's SCADA system that provides continual monitoring of water storage. In the event there are issues with the pressure or levels of water, the City's designated employees are immediately alerted and able to quickly resolve the issue.

Independent Audit: In addition to this, the City conducts an annual audit of the amount of water billed verse the amount of water used. This ensures the water being used is being paid for and usage is accurately being tracked. This audit is in addition to the City's annual fiscal budget audit.

New Development: All new developments are required to follow Title 14, Subdivisions, of the City Code and follow the adopted Public Works Standards for Development, Design, and Construction. As part of the approval process, the City Engineer checks the available water sources and distribution system to ensure adequacy and responsible use of Perry's water resource. If a proposed development meets the requirements of the water distribution model and planned water source use, then the development is allowed to proceed through the approval process. During construction of the development, City staff oversees and inspects the water system to ensure the installation meets City Standards.

INCREASING RATE STRUCTURE

The following table outlines the current water rate schedule associated with the City's various connections adopted by Resolution on July 1, 2025. To continue to encourage conservation, these rates have been significantly increased. Beginning in Fiscal Year 2022, there has been an automatic three percent (3%) base rate increase implemented annually.

Table 1.5 - Water Rate Schedule (As of 2025)

Connection	\$ Base Rate / Month	Allotment (Gal)	Additional Fee / 1,000 Gal
Resident With Secondary Water	\$20.09	0-10,000	Included in Base
		10,001 – 20,000	\$0.95
		20,001 +	\$2.00
Resident Without Secondary Water	\$20.09	0-15,000	Included in Base
		15,001 – 30,000	\$0.95
		30,001 +	\$2.00



WATER USE

Potable Water: Table 1.6 below shows the water inflow verses the water outflow for each type of use between 2005 and 2024.

Table 1.6 –Water Use

Year	INFLOW				OUTFLOW				Un-meter ed	Total (AF)	% Diff.
	Total (AF)	Res	Com	Ind	Inst.	Whole -sale	Other Uses				
2005	612.25	409.57	70.62	5.13	3.22	0	0	0	488.54	20.21%	
2006	Not Reported										
2007	694.13	0	0	0	0	0	0	0	0	100%	
2008	661.99	460.33	108.63	3.36	2.71	0	0	0	575.03	13.14%	
2009	905.23	460.33	108.63	3.36	2.71	0	0	0	575.03	36.48%	
2010	1716.15	406.37	55.24	0	9.21	0	0	0	570.81	66.74%	
2011	923.52	0	0	0	0	0	0	0	0	100%	
2012	0	0	0	0	0	0	0	0	0	0%	
2013	739.63	469.54	89	0	9.21	0	0	0	567.74	23.24%	
2014	2073**	42.71	7.98	2.29	27.10	0	0	0	80.05	96.14%	
2015	7.12**	0.48	0.12	0	0	0	0	0	0.59	91.71%	
2016	480.50	414.30	61.38	0	1.23	0	0	0	476.90	0.75%	
2017	676.11	420.44	138.10	0	1.53	0	0	0	560.07	17.16%	
2018	768.08	543.19	153.44	0	1.53	0	0	0	698.17	9.10%	
2019	717.14	564.86	41.65	54.73	11.96	0	0	0	673.20	6.13%	
2020	808.27	499.22	16	13.98	16.95	0	0	0	546.15	32.43%	
2021	759.70	425.57	21.98	28.25	1.81	0	0	0	477.60	37.13%	
2022	747.99	353.53	32.39	52.67	3.65	0	0	0	442.24	40.88%	
2023	743.31	345.77	85	38.76	8.23	0	0	0	477.76	35.73%	
2024	718.93	383.12	49.22	17.55	40.80	0	0	0	490.69	31.75%	

*Information obtained from Utah Division of Water Rights Water Records/Use Information

**Amount reported in gallons (assumed), converted to AF.

The data reflected above, as reported to the Division of Water Rights, obviously shows discrepancies and large swings in inflow and outflow data. This analysis shows an average loss (deficiency) of 37.94% per year in the distribution system between 2005 and 2024. However, when the four years' worth of reporting that contained errors (2006, 2007, 2011, 2012) are removed, the average percentage loss improves slightly to 37.2% per year.

In the 2020 Conservation Plan, one of the goals was to reconcile reporting issues. The City has audited all the existing connections' billing classifications to ensure correct reporting of usage. They have also created a Standard Operating Procedure for ensuring correct reporting for the annual Water Survey. This progress is evidenced by the more accurate inflow/outflow reported between 2020 and 2024, with an average loss in this time period being 35.58% annually.



The goal of the City is to continue to improve the amount of loss as additional improvements are made to the water infrastructure. Some of the improvement over time can be attributed to improvements in the infrastructure as well as improved efficiency. Water unaccounted for generally comes from system leaks, fire hydrant use, and meter errors.

Non-potable Water: The City does not provide or monitor non-potable water (secondary) as this is provided through and monitored by the Pineview Water Systems, Three Mile Creek Irrigation Company, and the Perry Irrigation Company.

USE - GALLONS PER CAPITA PER DAY

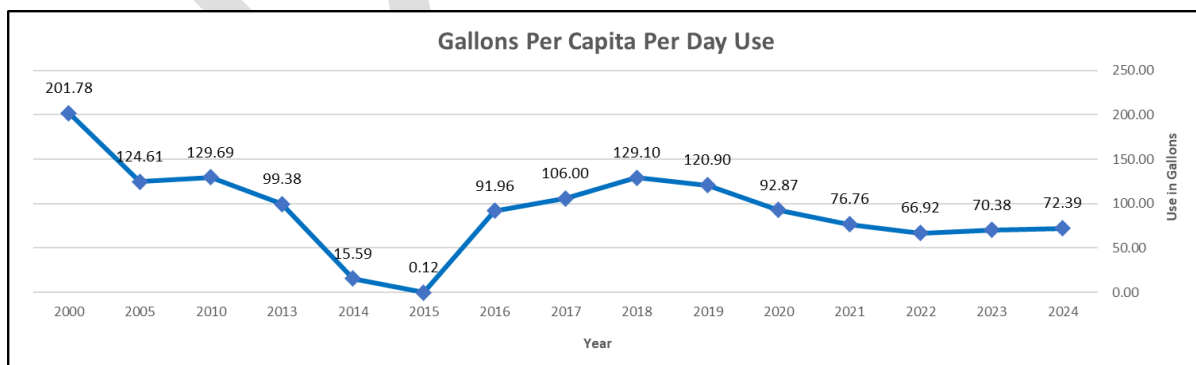
Table 1.7 below outlines the gallons per capita per day in 2024.

Table 1.7 –Water Use

2024 Total GPCD	
Residential	56.52
Commercial	7.26
Institutional	6.02
Industrial	2.59
Total	72.39

Graph 1.2 below illustrates the Gallons per Capita Per Day Use trend, indicating an overall decrease in water use and increase in conservation. It is evident, due to reporting changes, that data in 2014 and 2015, was not accurately reported. 2011 and 2012 were deleted from the graph as no data was reported for these years.

Graph 1.2 – Gallons Per Capita Per Day Use



SECTION 2 – CONSERVATION PRACTICES

CURRENT CONSERVATION

Perry City places a high value on the conservation of water and is already practicing the following:

- The City has SCADA system on three reservoirs and four wells to monitor and control components of the water system.
- Perry City utilizes radio-read meters. This allows the City to obtain meter readings as needed (typically read once a month) and detect possible leaks on each service as well as obtain accurate data for the water budget.
- The City has automated the watering of all their parks and park strips. This helps the City to avoid overwatering these areas. This also allows the City to water these areas at night when watering is most effective.
- The City provides water conservation education and public outreach through:
 - Providing conservation tips on City's Website.
 - Information in City's Newsletter.
 - Providing a copy of the Annual Consumer Confidence Report with a utility bill.
- The City maintains memberships in supporting organizations such as American Water Works Association, Water Environment Federation and The Rural Water Association that educate their personnel and keep up to date on source protection, public education and current regulations.
- The City requires the use of secondary water for all outdoor uses, where available.
- The current water pricing and billing system was updated and adopted by resolution on July 1, 2022. The new pricing and billing are adequate to cover expenses in the water enterprise account and is tiered so as to discourage excessive water use. The rate also includes an automatic annual three percent (3%) increase to ensure the fund can accommodate future needs.
- The City continues to complete infrastructure projects identified in the Capital Improvement Plan.

CONTACT

Mayor, Kevin Jeppsen & All Members of the City Council

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Perry, UT 84302

kjeppsen@perrycityut.gov

Public Works Director, Zach Allen

1950 South HWY 89

Perry, UT 84302

zallen@perrycityut.gov

EVALUATION OF EXISTING CONSERVATION EFFORTS

In the 2020 Water Conservation Plan, the City established four goals based upon the issues identified. The goals and status of each are provided below:

Goal 1 – Increase Reporting Accuracy: Over the past five years, the City has had substantial data entry issues and staff turnover. Based on the reports submitted to the Division of Water Rights, it is apparent that use may not have been reported accurately, and data entry used to obtain usage has not been consistent. It is believed that the overall amount of water used is correct in recent years, but in the past years may not be. Over the next five years, the City will work to create a standard for labeling users with the appropriate category and entering user data consistently. This will provide more accurate reporting of where water is being used.

Status: The City has audited all the existing connections' billing classifications to ensure correct reporting of usage. They have also created a Standard Operating Procedure for ensuring correct classification and reporting for the annual Water Survey. This progress is evidenced by the more accurate inflow/outflow reported between 2020 and 2024.

Goal 2 – Water Rate Update. Over the next five years, the City will implement a water rate increase that is consistent with State requirements and the needs of the City's overall water system.

Status: In 2020, the City conducted an extensive water rate study to determine the financial needs of the system. This Study included reviewing current and projected future needs of operation costs; completing identified capital improvements to address existing deficiencies; and system replacement and facilities maintenance between 2020 and 2026. Because the required rate increase up front was significant, the City elected to (1) adopt a lower initial rate increase, (2) change the tiered structure of gallons allowed to one that is more conservation focused, and (3) include an automatic annual rate increase of three percent (3%) to ensure the fund can continue to grow. The rate increase will help the City be able to budget and plan for needed system improvements.



Goal 3 - Reduce the City's Per Capita Water Use Rate By 5% by 2024: The water use rate is currently 122 gallons per capita per day (gcpd). The goal is to bring this down approximately 5% to 116 gcpd. The savings will be measured in acre-feet and will be analyzed every five years by using the data that is submitted to the Division of Water Rights.

Overall Status: In 2024, the City's Per Capita Water Use was 72.39 gcpd. This is a 40% decrease in total water use per capita per day. This can largely be attributed to increased accuracy in data reporting and user classification.

This goal will be implemented by:

1. Implementation of Goals established in this report.

Status: The City is actively working to implement each goal established.

2. Read and collect data on City-owned property water use (meters read monthly).

Status: All City-owned facilities have had meters added and each meter is read monthly.

3. Completing a yearly auditing of 1% of all meters to ensure properly functioning.

Status: The City has increased the annual budget for meter replacements. On a monthly basis, the Public Works Department audits a section of meters to ensure proper functioning. Meters are replaced as needed. To ensure the continued proper functioning of all City meters, this will be a continuous goal for the City.

4. Run "zero consumption" report every other month and investigate and resolve found issues.

Status: The City runs a "zero consumption" report every other month and investigates and resolves issues found.

Goal 4 – Increase Public Awareness & Education Efforts: Currently, the City only utilizes the City's website to provide information about water conservation. Over the next five years, the City plans to provide bi-annual flyers/information with the monthly utility bill utilizing existing messages from Slow the Flow, DWR's Conserve Utah, and WaterSense. In addition to this, the City plans to promote the use of weather based smart timers and provide information for how to obtain these tools.

Status: This goal has not been fully implemented by the City. Some messaging has been distributed, but not to the extent outlined in the goal. The City will incorporate this goal into the new best management practices and implementation plan.



NEW BEST MANAGEMENT PRACTICES & IMPLEMENTATION PLAN

Goal 1 – Reduce the City’s Per Capita Water Use Rate by 5% over the next five years. The water use rate is currently 72.39 gallons per capita per day (gcpd) and will be reduced to 68.77 gcpd by 2030. The savings will be measured in acre-feet and will be analyzed annually by using the data that is submitted to the Division of Water Rights. The goal will be implemented as the City continues to implement system improvement projects, rate structures, and public education and outreach.

Note: The City’s gallons per capita per day is 72.39 which is 30% under the established Box Elder County Regional Water Conservation Goal of 249 gcpd and 35% under the Statewide Goal of 202 by 2030. The City also considered the overall percentage decrease of 18% proposed by the State; however, this does not seem realistic for the five-year timeframe for which this goal has been established.

PUBLIC INFORMATION, EDUCATION, & PROGRAMS

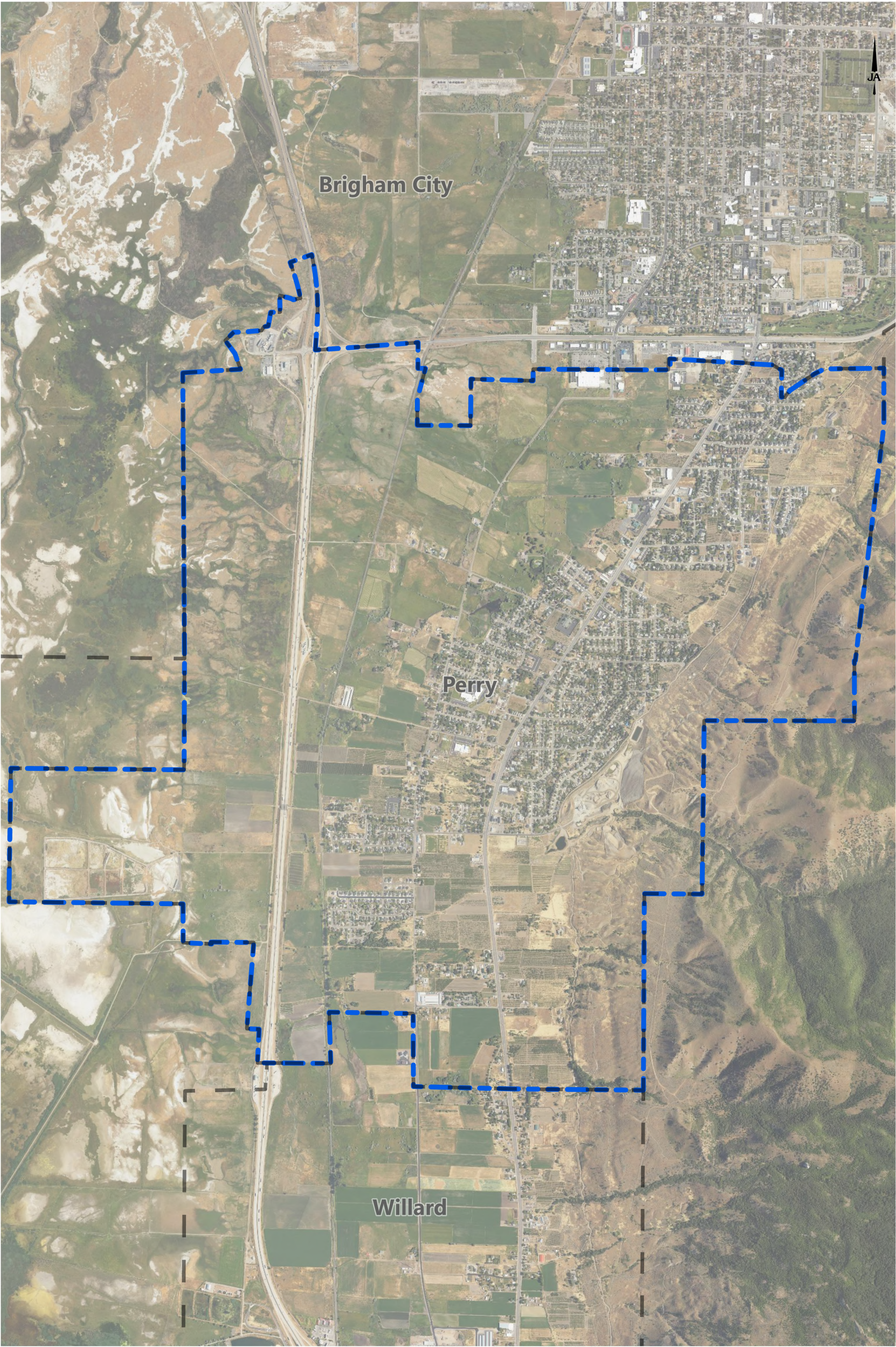
The City currently provides regular information to residents and educates them on wise watering practices through the City’s website and social media platforms.

CITY ORDINANCES & STANDARDS IN PLACE

The following ordinances and standards have been adopted and are currently in place:

- Water Management Plan, 2014
- Public Work Standards for Development, Design, & Construction were updated and adopted in April 2025
 - Incorporates the Manual of Standard Plans, published by Utah LTAP Center, Utah State University (commonly known as APWA)
 - Includes information for Low Impact Developments (using rainwater, collecting rain water, etc.)
- City Code, Title 14 Subdivision Regulations





Esri, Maxar, Earthstar Geographics, and the GIS User Community



DESIGNED JTS
DRAWN JTS
CHECKED BMJ

SCALE:
1" = 2,000'
DATE:
6/3/2025

JA JONES & ASSOCIATES
CONSULTING ENGINEERS
6080 Fashion Point Dr, South Ogden, UT 84403
(801) 476-9767

PERRY CITY CORPORATION
WATER CONSERVATION PLAN
SERVICE AREA MAP

SHEET:
1
OF 0 SHEETS
0

**PERRY CITY
RESOLUTION 2025-15**

**A RESOLUTION OF PERRY CITY, UTAH, ADOPTING AN AMENDMENT TO
THE FISCAL YEAR 2025-2026 BUDGET FOR PERRY CITY, UTAH, FISCAL
YEAR ENDING: JUNE 30, 2026.**

WHEREAS, Perry City (“City”) is a municipal corporation duly existing under the laws of the state of Utah;

WHEREAS, Title 10, Chapter 6 of the *Utah Code Annotated* establishes the “Uniform Fiscal Procedures Act for Utah Cities” and requires a public hearing before the adoption of the final budget for the upcoming Fiscal Year or amendment of the current Fiscal Year budget;

WHEREAS, the City adopted its Fiscal Year budget previously and desires to amend that budget according to the terms of the amended budget presented herein, with the referenced changes;

WHEREAS, the City has provided the required notice for the proposed amendment, and a public hearing was scheduled on July 10, 2025, as required by state law;

WHEREAS, the Perry City Council finds that this amendment to the Fiscal Year 2025-2026 Budget is in the best interest of the health, safety, and welfare of the City;

NOW, THEREFORE, be it resolved by the City Council as follows:

Section 1. Budget Amendment.

That the City Council amends the Budget for FY 2025-2026 in accordance with the attached budgetary forms attached hereto and incorporated herein by this reference, with the changes noted therein.

Section 2. Compliance and Submission.

That staff is authorized to make any modification to said Amended Budget to conform with the submission requirements of state law, and file a copy with the State Auditor.

Section 3. Effective Date.

This Resolution shall be effective immediately upon passage and approval.

PASSED AND ADOPTED by the City Council on this ___th day of July, 2025.

KEVIN JEPPSEN, Mayor

VOTING:

Tueller	Absent
Wright	Yea ___ Nay ___
Ostler	Yea ___ Nay ___
Walker	Yea ___ Nay ___
Young	Yea ___ Nay ___

ATTEST:

SHANNA JOHNSON, City Recorder

EXHIBIT A

BUDGET AMENDMENT TO 2024-2025 BUDGET (#1)

	Additional	Current Budget	Amended Budget
WATER FUND			
REVENUE			
USE OF AVAILABLE CASH	128,271.00	0	128,271.00
EXPENSES			
MAJOR IMPROVEMENTS & CAPITAL OUTLAY – MT. VIEW CULINARY WATER IMPROVEMENTS	128,271.00	0	\$ 128,271.00

**PERRY CITY
RESOLUTION 2025-16**

ANIMAL SHELTER AGREEMENT

**A RESOLUTION OF PERRY CITY, UTAH, ADOPTING AN ANIMAL
SHELTER AGREEMENT WITH ELLIE’S PET HOTEL; AND
EFFECTIVE DATE.**

WHEREAS, Perry City (“City”) is a municipal corporation duly organized and existing under the laws of the state of Utah;

WHEREAS, the City is no longer able to use the services of other agencies for animal shelter;

WHEREAS, Willard City has entered a contract with Ellie’s Pet Hotel to provide shelter services and the City desires to do the same;

WHEREAS, the public benefits from the City having access to shelter services for animal control;

WHEREAS, the City desires to adopt the Animal Shelter Services Agreement with Ellie’s Pet Hotel;

NOW, THEREFORE, BE IT RESOLVED by the City Council of Perry City, Utah, that the Animal Shelter Services Agreement attached hereto as Exhibit “A” and incorporated herein by this reference is hereby adopted for the purposes contained therein, and the Mayor is authorized to execute the same. This Resolution is effective immediately upon passage and approval or at the earliest date as may be provided under State Law.

PASSED AND APPROVED by the Perry City Council this ____ day of July, 2025.

Mayor

ATTEST:

City Recorder

**ANIMAL SHELTER SERVICES AGREEMENT
BY AND BETWEEN
PERRY CITY AND ELLIE’S PET HOTEL**

This Animal Shelter Services Agreement (“Agreement”) is made and entered into this the last date entered below by and between Perry City, a Utah municipal corporation (“City”), and Ellie’s Pet Hotel, a private animal care provider located at The Lodge, 8195 S Hwy 89, Willard, Utah, hereinafter referred to as “Shelter” or “Ellie’s” and collectively referred to as the “Parties” to this Agreement.

1. Scope of Services & Financial Agreement. Ellie’s agrees to provide the following services to the City subject to the provisions outlined herein:
 - a. Logging procedures, record keeping, and handling of financial transactions related to the animal’s boarding.
 - b. Boarding will consist of adequately sized kennels in a climate-controlled facility, food, water, human interaction, play/outside time, and waste disposal.
 - c. Boarding will be limited to dogs.
 - d. Boarding will be at a rate of \$22 per day per dog, with no minimum or maximum time duration.
 - e. Facilitating the adoption or disposal of a dog will not be the responsibility of Ellie’s.
 - f. Ellie’s does not provide any services such as euthanasia, disposal, vaccinations, medical services, or sterilization procedures without City approval. If services of this nature are required, the City is to be responsible for transport and expenses associated with the animal for such services.
 - g. Ellie’s shall make their facility reasonably available for City Police Officers to kennel stray animals, including on weekends and holidays. Ellie’s will provide a lock box with a key at the back entrance of the facility (The Lodge, 8195 S Hwy 89, Willard), along with the appropriate paperwork for the intake of the animal.
 - h. The City shall only be billed for animals surrendered by authorized City officials. City residents may not surrender their animals to Ellie’s.
 - i. Ellie’s will not accept cats, livestock, wildlife, or animals held for cruelty or neglect pending prosecution of the owner.
 - j. If an animal is not claimed within the statutory period provided in state law, then that animal is property of the City and subject to adoption, or other handling as appropriate based upon the condition of the animal.

Ellie's may handle any adoption procedure and collect fees for the same at its discretion.

- k. An owner shall reimburse Ellie's for any fees related to the care and boarding of the animal while in custody. Ellie's shall have the owner sign a release agreement upon release of an animal back to the owner and collect the fees for the same. If an owner fails to pay, then the City is responsible for such fees and may collect the same from the owner.
 1. In the event of an animal bite, the animal shall be quarantined and tested for a minimum ten (10) days or as otherwise provided by law subject to the owner paying the cost for the same.
2. **Billing.** Ellie's shall issue a monthly billing to the City for boarding services. Ellie's shall include an itemized billing with each monthly bill detailing services provided by them to City. City agrees to remit payment within thirty (30) days of the invoice date.
 3. **Transportation of Animals.** The City shall be responsible for transporting animals to and from Ellie's Pet Hotel. Ellie's is not responsible for City pickup or field transport services. Ellie's shall assume sole liability for the animals while in their care and shall indemnify, defend, and hold City, its employees, agents, volunteers, and officials harmless from any liability arising under this Agreement.
 4. **Amendment.** This Agreement may be amended at any time by mutual written agreement signed by both Parties.
 5. **Default.** In the event either Party defaults under the terms of this Agreement, the defaulting Party shall be liable to the other Party for its attorney's fees and costs, whether or not a suit is filed.
 6. **Indemnification.** City agrees to at all times protect, indemnify, defend, and hold harmless Ellie's Pet Hotel, its agents, officers, employees, and subcontractors from and against any and all claims, demands, judgments, expenses, and liabilities resulting from City's negligence. Nothing in this Agreement is interpreted as a waiver of the City's governmental immunity as provided by law.
 7. **Term.** The term of this Agreement is effective as of July 1, 2025, and shall remain in effect through June 30, 2026. Thereafter, this Agreement shall automatically renew on an annual basis unless terminated in writing by either Party with at least sixty (60) days' advance notice to the other prior to the expiration of the current term.

8. Signatures. In witness whereof, the Parties have executed this Agreement as of the date first written above.

FOR PERRY CITY:

By: _____

Name: _____

Title: _____

Date: _____

ATTEST:

City Recorder

FOR ELLIE'S PET HOTEL:

By: _____

Adam Madden, Owner

Date: _____

PERRY CITY COUNCIL MEETING
PERRY CITY OFFICES
JUNE 26, 2025

7:01 PM

OFFICIALS PRESENT: Mayor Kevin Jeppsen, Council Member Toby Wright, Council Member Dave Walker, Council Member Ashley Young, and Council Member Blake Ostler (7:03 PM)

OFFICIALS ABSENT: None

CITY STAFF PRESENT: City Administrator Bob Barnhill, Finance Director Shanna Johnson, Public Works Director Zach Allen, Chief of Police Scott Hancey, and Deputy Recorder Misty Moesser

OTHERS PRESENT: Mark Murphy

ON-LINE: None

ITEM 1: CALL TO ORDER

Mayor Jeppsen welcomed everyone and called the City Council meeting to order.

ITEM 2: PROCEDURAL ISSUES

A. Conflict of Interest Declaration

None

ITEM 3: PRESENTATIONS

A. Fiscal Year 2025 Budget Amendment

Finance Director Shanna Johnson presented the fiscal year 2025 budget amendment. She explained that she had adjusted the budget to trend for both revenues and expenses, with a small buffer to close out the year. She shared that the compliance level for unrestricted fund balance is 5% to 35%, and without adjustments, it would have been at 47%. The amendment aimed to move revenues and expenses to trend and bring the unrestricted fund balance down to 28%.

Ms. Johnson highlighted key changes, including:

- Adding \$55,000 to the parks budget for tree maintenance based on arborist recommendations
- Transfers (\$551,506) to the City Hall Capital Project Fund for landscaping, with about 70% being grant money
- Additional transfers to parks equipment and improvements (\$37,482), public works facility (\$92,482), and gun range improvements (\$92,482)
- Total transfers of \$773,952
- Total fund balance to be appropriated: \$898,654.45

She noted that these changes would bring the current fiscal year unrestricted fund balance in the general fund to 28% and the fiscal year 2026 unrestricted fund balance to 21%, well within the compliance limits.

Ms. Johnson also mentioned a proposed amendment in the sewer fund, moving \$16,500 for line repairs from the current fiscal year to fiscal year 2026, resulting in a total of \$33,000 for that line item in FY2026.

B. Fiscal Year 2026 Proposed Final Budget

Ms. Johnson presented the fiscal year 2026 proposed final budget. Key points included:
General Fund:

- Budget proposed at \$6,318,390, a 5% increase from FY2025
- Increased by \$460,000 since the tentative budget due to street projects and landscaping adjustments
- Includes increased compensation, fire contract increase, and an additional police vehicle
- Transfers to capital projects, debt service fund, and restricted uses totaling \$228,760

Enterprise Funds:

- Water Fund: \$752,242 (8.3% increase)
- Storm Drain Fund: \$186,319 (22.8% decrease)
- Garbage Fund: \$445,750 (8.3% increase)
- Sewer Fund: \$1,612,528 (13.8% increase)
- Fleet Lease Fund: \$192,013

Revenues:

- General Fund: \$6,318,390, includes using \$340,354 in unrestricted fund balance
- No tax increase included
- Sewer Fund: \$1,612,533, including a 3.2% rate increase
- Water Fund: \$650,858, including a 25% rate increase (or \$5.43)
- Storm Drain Fund: \$153,904, no rate increase planned
- Garbage Fund: \$445,750, no rate increase planned

Ms. Johnson noted that the water rate increase is planned to occur over 3 years to reach the suggested rate of about \$35, depending on operational needs and capital savings.

ITEM 4: PUBLIC HEARINGS

A. Resolution 2025-12 Adopting a Fiscal Year 2025 Budget Amendment

B. Ordinance 25-J Culinary Water Rate Increase

The public hearings were held together and opened at 7:16PM.

No public comments were made.

The public hearings were closed at 7:16PM.

ITEM 5: ACTION ITEMS

A. Resolution 2025-06 Adopting a Fiscal Year 2025-2026 Budget

Council members discussed the proposed budget, with Council Member Walker expressing concern about the reduction in the parks equipment fund. It was clarified that the reduction was due to moving funds to the current fiscal year (2025) instead of 2026. The council also discussed the upcoming parks master plan and the need to allocate funds accordingly once it is completed.

Mayor Jeppsen mentioned the increased spending on tree maintenance going forward based on recent findings.

MOTION: Council Member Wright made a motion to approve Resolution 2025-06 Adopting the Fiscal Year 2025-2026 Budget. Council Member Walker seconded the motion.

ROLL CALL: Council Member Walker, Yes
Council Member Ostler, Yes
Council Member Wright, Yes
Council Member Young, Yes
Council Member Tueller, Yes

Motion Approved. 5 Yes, 0 No

B. Resolution 2025-12 Adopting a Fiscal Year 2024-2025 Budget Amendment

Council members held a discussion pertaining to the funds going toward tree maintenance in the future.

MOTION: Council Member Walker made a motion to approve Resolution 2025-12 Adopting Fiscal Year 2024-2025 Budget Amendment. Council Member Tueller seconded the motion.

ROLL CALL: Council Member Walker, Yes
Council Member Ostler, Yes
Council Member Wright, Yes
Council Member Young, Yes
Council Member Tueller, Yes

Motion Approved. 5 Yes, 0 No

C. Resolution 2025-13 Contract for Election Services

Ms. Johnson explained that the resolution was for an interlocal agreement with the county for election services. She noted that most cities contract with the county for these services, as encouraged by the state. She explained that the agreement includes new language regarding the chain of custody for ballots, requiring two people to process ballots at all times.

Ms. Johnson provided details on the cost, which is \$8,156 based on the number of registered voters. She also mentioned that future elections might have higher costs due to changes in voting methods.

MOTION: Council Member Tueller made a motion to approve Resolution 2025-13 Contracting Services for Election Services . Council Member Wright seconded the motion.

ROLL CALL: Council Member Walker, Yes
Council Member Ostler, Yes
Council Member Wright, Yes
Council Member Young, Yes
Council Member Tueller, Yes

Motion Approved. 5 Yes, 0 No

D. Ordinance 25-E Special Residential Facilities

City Administrator Bob Barnhill presented Ordinance 25-E regarding special residential facilities. He explained that these facilities include those for the elderly, people with disabilities, and youth facilities. Mr. Barnhill emphasized that these groups fall under protected classes and cannot be prohibited or overly restricted.

Key points of the ordinance included:

- Limitations on facility size (not to exceed 3,500 square feet for new construction)
- Requirement to be on a separate independent lot, not within 1,000 feet of a similar facility
- Compliance with state licensing and regulations

MOTION: Council Member Walker made a motion to approve Ordinance 25-E Special Residential Facilities. Council Member Young seconded the motion.

ROLL CALL: Council Member Walker, Yes
Council Member Ostler, Yes
Council Member Wright, Yes
Council Member Young, Yes
Council Member Tueller, Yes

Motion Approved. 5 Yes, 0 No

E. Ordinance 25-G Accessory Buildings

Mr. Barnhill presented Ordinance 25-G regarding accessory buildings. The ordinance aimed to address recent issues with large accessory buildings imposing on neighbors. Key changes included:

- Separating height limitations for primary and accessory buildings
- Setting a 25-foot height limit for accessory buildings (reduced from 35 feet)
- Maintaining a 50-foot height allowance for legitimate agricultural buildings in agricultural zones

Council members discussed the proposed changes and their potential impact on ADUs and other structures.

MOTION: Council Member Tueller made a motion to approve Ordinance 25-G Accessory Buildings. Council Member Walker seconded the motion.

ROLL CALL: Council Member Walker, Yes
Council Member Ostler, Yes
Council Member Wright, Yes
Council Member Young, Yes
Council Member Tueller, Yes

Motion Approved. 5 Yes, 0 No

F. Ordinance 25-H Multi-Family Housing Regulations

Mr. Barnhill presented Ordinance 25-H regarding multi-family housing regulations. The ordinance aimed to strengthen landscaping requirements and enforcement mechanisms. Key changes included:

- Clarifying landscape requirements to include irrigated areas installed with sod or artificial turf
- Strengthening language regarding violations for non-compliance with landscaping requirements
- Addressing the state's conflicting push for water-wise landscaping and limitations on enforcement

Council members discussed the changes and their applicability to multi-family and commercial properties.

MOTION: Council Member Ostler made a motion to approve Ordinance 25-H Multi-Family Housing . Council Member Wright seconded the motion.

ROLL CALL: Council Member Walker, Yes
Council Member Ostler, Yes
Council Member Wright, Yes
Council Member Young, Yes
Council Member Tueller, Yes

Motion Approved. 5 Yes, 0 No

G. Ordinance 25-I Zone Change Request from IC to IC & Industrial Mix Use Located at 910 W 1600 N and 950 W 1600

This item was withdrawn from the agenda by the requester.

H. Ordinance 25-J Culinary Water Rate Increase

Council members discussed the proposed water rate increase and the creation of a restricted fund for water system replacement. Council Member Ostler suggested creating a restricted account and having staff propose an amount to be allocated to it by the end of the first quarter of the fiscal year.

MOTION: Council Member Tueller made a motion to approve Ordinance 25-J Culinary Water Rate Increase. Council Member Walker seconded the motion.

ROLL CALL: Council Member Walker, Yes
Council Member Ostler, Yes
Council Member Wright, Yes
Council Member Young, Yes
Council Member Tueller, Yes

Motion Approved. 5 Yes, 0 No

I. Ordinance 25-K Sewer Rates

Ms. Johnson presented Ordinance 25-K and explained that the ordinance included a 3.2% rate increase, moving the rate from \$50.50 to \$52.12. This increase was based on projections for hiring a plant manager and an additional employee. She noted that there might be a need for an additional rate increase depending on the final hiring decisions.

MOTION: Council Member Walker made a motion to approve Ordinance 25-K Sewer Rates. Council Member Tueller seconded the motion.

ROLL CALL: Council Member Walker, Yes
Council Member Ostler, Yes
Council Member Wright, Yes
Council Member Young, Yes
Council Member Tueller, Yes

Motion Approved. 5 Yes, 0 No

ITEM 6: DISCUSSION ITEMS

A. Fourth of July

Ms. Johnson provided an update on the Fourth of July celebrations. She highlighted the following:

- Events will take place from July 1-4
- Over \$8,000 in donations received, plus a \$1,000 grant from the tourism board
- Awards dinner on July 1
- Various activities during the week including a DJ dance, ice cream social, fireworks, and a parade
- Bingo event, Ms. Johnson reminded the council to submit a bingo prize
- Announcement of award winners:
 - Grand Marshal: Nathan and Melba Wheeler
 - Mayor's Award: Norman Nelson (posthumous)
 - Boyd White Service Award: Andrew Ulsh
 - Citizen of the Year: Leonard Barton

- Business of the Year: Peachy Kleen

Ms. Johnson reminded council members about their participation in the parade and asked for help with the bingo event.

ITEM 7: MINUTES & COUNCIL/MAYOR REPORTS (INCLUDING COUNCIL ASSIGNMENTS)

A. Approval of Consent Items

- June 12, 2025, City Council Meeting Minutes

MOTION: Council Member Tueller made a motion to approve the consent items. Council Member Walker seconded.

All Council Members were in favor.

Motion Approved.

B. Mayor's Report

Mayor Jeppsen reported on attending the ribbon-cutting ceremony for Pronghorn Bicycles. He mentioned that the event was successful and included food from Maddox. Mayor Jeppsen also noted that the Chamber of Commerce was preparing for a formal ribbon-cutting ceremony for Heritage Auto in the near future.

C. Council Reports

Council Member Walker reported on receiving three proposals for the Mountain View Bike Park construction. He mentioned that the proposals were being evaluated by various staff members and invited other council members to participate in the evaluation process if interested.

Council Member Tueller thanked everyone involved in the budget process and the sewer treatment plant operations. He highlighted the collaboration between Perry and Willard in addressing staffing challenges at the sewer plant. He also expressed excitement about the ongoing landscaping work in the city parking lot.

D. Staff Comments

None

E. Planning Commission Report

None

ITEM 8: CLOSED SESSION

None needed.

ITEM 9: ADJOURNMENT

MOTION: Council Member Tueller made a motion to adjourn the meeting.

313 **Motion Approved. All Council Members were in favor.**

314

315 The meeting adjourned at 8:34PM.

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320 Kevin Jeppsén, Mayor

Shanna Johnson, City Recorder

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323

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325

326 Misty Moesser, Deputy Recorder

DRAFT

PERRY CITY REDEVELOPMENT AGENCY MEETING
PERRY CITY OFFICES
JUNE 26, 2025

8:35 PM

OFFICIALS PRESENT: Mayor Kevin Jeppsen, Board Member Toby Wright, Board Member Blake Ostler, and Board Member Ashley Young, Board Member Tueller and Board Member Dave Walker

OFFICIALS ABSENT: None

CITY STAFF PRESENT: City Administrator Bob Barnhill, Finance Director Shanna Johnson. and Deputy Recorder Misty Moesser

OTHERS PRESENT: None

ITEM 1: Call to Order

Mayor Jeppsen called the meeting to order.

ITEM 2: Action Item

A. Resolution 2025-01 Adopting a Fiscal Year 2025-2026 Budget

Finance Director Shanna Johnson presented the fiscal year 2025-2026 budget, noting that there had been no changes since the board reviewed it at the tentative budget. She explained that the budget included property tax increment and sales tax increment, with total revenues of \$489,584, including new revenue of \$229,802 and beginning fund balance to be appropriated of \$259,782.

Ms. Johnson clarified that the plan was not to spend the beginning balance, but rather to use new funds for annual administration fees and contribute \$226,802 to Perry City to reimburse development costs covered by the city. The total expenditures would be \$229,802, leaving the beginning fund balance as savings for future development.

Board Member Ostler inquired about the decision to leave the fund balance. Ms. Johnson explained that this approach would allow the RDA to reimburse tax increment back to the City next year to pay back the city for development costs. She emphasized that after full reimbursement, the RDA would no longer be able to transfer funds back to the City and would need to keep the sales tax revenues and property tax increment within the development area, unless the board was able to do something different regarding the tax increment agreements.

MOTION: Board Member Walker made a motion to adopt Resolution 2025-01 Fiscal Year 2025-2026 RDA Budget. Board Member Tueller seconded the motion.

ROLL CALL: Board Member Young, Yes
Board Member Ostler, Yes
Board Member Wright, Yes
Board Member Walker, Yes
Board Member Tueller, Yes

Motion Approved. 5 Yes, 0 No

ITEM 3: Consent Items

51 **A. May 8, 2025 RDA Meeting Minutes**

52 Board Member Ostler asked about a previous RDA resolution (2025-01) from the May 22, 2025
53 agenda. Ms. Johnson clarified that May 22, 2025 was when they held the public hearing, which was
54 able to be conducted during the city council agenda without a separate RDA meeting. She further
55 explained that the tentative budget for the RDA was adopted on May 8th in an RDA meeting.
56

57 Council Member Ostler pointed out an error on the May 8, 2025 RDA meeting minutes. Ms. Johnson
58 acknowledged the error in the minutes regarding the resolution number, confirming that it should
59 be 2025-01. She clarified that the May 8th action was acknowledging receipt of the budget, not
60 passing that resolution, and that the actual budget passage was occurring in the current meeting.
61

62
63 **MOTION:** Board Member Wright made approve consent items with the changes discussed.
64 Board Member Tueller seconded the motion.
65

66 **ALL board members were in favor.**
67 **Motion passed.**
68

69 **ITEM 4: Adjournment**

70 **A. Motion to Adjourn**

71
72 **MOTION:** Board Member Walker motioned to adjourn the meeting.
73

74 **Motion Approved.** All Board Members were in favor.
75

76 The meeting adjourned at 8:44 PM.
77
78

79 _____
80 Shanna Johnson, City Recorder
81

_____ Kevin Jeppsen, Mayor
82

83 _____
84 Misty Moesser, Deputy Recorder