Fountain Green City Council Meeting

March 19, 2026 – 7:00 PM
Fountain Green City Hall, 375 N State
Attendance – Kerry Farnsworth, Vaughn Jacobsen, Rich Walker, Kim Johnson, and Jacob Littlefield.
Presiding – Mayor Willard Wood
Prayer - Vaughn Jacobsen

Public Comment. Jerime Ivory expressed appreciation for Shaelynn (Johnson) Paulson for her efforts organizing the Miss Fountain Green pageant. The event highlights the talents of young participants and is supported by many volunteers contributing their time and effort. Jerime encouraged Council members and the public to attend and support the event.

No additional public comments were made.

1. Approval of Minutes.

Council reviewed prior meeting minutes.

- A minor typo was noted.
- Correction requested: Contractor's name for cement work.
- The January OPMA (Open and Public Meetings Act) work meeting were also included.

Motion: Rich Walker motioned to approve the minutes from the OPMA work meeting held January 22, 2026 and the February 19, 2026 city council minutes.
Second: Kim Johnson
Vote:
Kerry – Yes
Vaughn – Yes
Rich – Yes
Kim – Yes
Jacob – Yes
Motion passed unanimously.

2. Lamb Day Conex Container.

Jerime Ivory reported concerns regarding the placement of the Lamb Day Conex storage container.
Issues Identified:

- The pad was not properly compacted or leveled.
- Significant unevenness observed (approximately a quarter bubble off level using a 4-foot level).
- Northeast corner is not fully supported; container is resting unevenly on its corners.
- Site preparation did not meet expected standards despite prior confirmation it was ready.

Jerime expressed concern about long-term stability and appearance and indicated additional work is required, including leveling and potential use of cinder blocks and equipment.
Council Discussion:

- The container is already installed; relocation is not practical.
- Council acknowledged the issue and agreed it needs to be corrected.

Action:

- Council will inspect the site.
- City will assist in correcting and leveling the Conex to an acceptable standard.

Additional Item: Lease Agreement
Discussion regarding whether a lease agreement is needed for the Conex placement.

- Council agreed a lease similar to the Irrigation Company Agreement would be appropriate.

- Office Staff will prepare a lease agreement using the existing irrigation company template.

3. Lions Club Easter Egg Hunt & Memorial Breakfast.
Easter Egg Hunt-

- **Date:** Saturday, April 4, 2026
- **Time:**
  - Egg hiding begins at 9:00 AM
  - Event begins at 10:00 AM
- Activities include:
  - Age-grouped egg hunts
  - Refreshments and baked goods

Memorial Day Breakfast-
Jerime spoke regarding the upcoming Memorial Breakfast, noting it as a valued community event that provides an opportunity for residents to gather, socialize, and strengthen community connections.
He emphasized:

- The quality of the event, venue, and food
- The importance of community involvement
- Appreciation for Fountain Green's veterans

Facility Reservation Request-
The Lions Club requested use of park bowery facilities:

- **East Bowery:** April 4, 2026 (Easter Egg Hunt)

- **North Bowery:** Memorial Day (Memorial Breakfast)

Jerime will contact the City Office to formally reserve both locations.

4. American Legion – Memorial Day Program & Veterans Memorial Discussion.

Memorial Day Cemetery Program-
A representative (Greg Johnson) from the American Legion discussed plans for the annual Memorial Day program at the cemetery.

- Coordinator: Scott Rindlisbacher
- Includes reading names of veterans and honoring those buried in the cemetery
- Sound equipment will be provided independently

Veterans Recognition Background

- Tradition began after World War I by Howard Allred, marking veterans' graves
- Responsibility later passed to Gordon Williams, then to the current organizer
- Currently, approximately 231 veterans are honored in the cemetery
- Ceremony includes flag placement and reading of names, typically completed within one hour

Additional Notes:

- Veterans span from early conflicts (including the Black Hawk War era) to present
- Some buried in the cemetery are not originally from Fountain Green but have family ties
- American Legion conducts services across multiple cemeteries: Fountain Green, Moroni, Wales, Freedom, and Chester

Proposal: Veterans Memorial
Discussion was held regarding the creation of a Veterans Memorial in Fountain Green.

Key Points:

- Fountain Green currently lacks a formal veterans memorial
- Suggested location: City property west of the "flag pole" area
- Goal: Modest monument similar in scale to nearby communities (e.g., Moroni)
- Community members (including Linda Christensen and Shelith Jacobson) have expressed interest

Requests to Council:

- City support/endorsement of the project
- Potential assistance with grant opportunities
- Consideration of land allocation

Council Discussion & Direction:

- Suggested coordination with Mark Coombs, who is currently helping the city write grants
- Council expressed willingness to support the effort
- Proposed initial step: City commitment of land for the memorial
- Item to be placed on next month's agenda for further discussion
- Organizers to gather additional information and coordinate with interested parties

5. Water Wise Discussion.

- Presenters asked to be removed from the agenda.

6. Safe Sidewalks Project.

Garrick (Jones & DeMille) presented proposed sidewalk alignments and requested Council's approval to proceed with design.

300 West Sidewalk-

- Begins at the elementary school, connecting to existing sidewalk
- Runs between solar panels and existing fence within city right-of-way
- Fence to be relocated west of the sidewalk
- Continues north to roadway with pedestrian ramp
- Extends through park block

Tree Preservation & Design Considerations-

- Sidewalk routed to avoid tree root systems
- Elevation adjustments will be made using road base beneath concrete
- Efforts will prioritize preservation of existing trees

400 West Sidewalk-

- Alignment designed to connect directly with school access gate
- Ensures safe and logical pedestrian access point

Drainage & Elevation-

- Swell will remain between road and sidewalk for drainage
- Gradual slope from road to sidewalk
- Cross-section design available in plans (Sheet TS-01)

Next Steps-

- Submission to UDOT scheduled for **April 9 (PS&E – Plans, Specifications & Estimates)**
- Minor adjustments still possible, but major changes discouraged after submission

Roadway Elevation and Drainage (300 West & 400 West)-
The Council reviewed the proposed elevation design between the top of the sidewalk and the asphalt roadway. It was explained that a drainage swell will remain between the sidewalk and roadway along 300 West to effectively carry stormwater runoff.

Council discussion included concerns regarding the vertical transition from the roadway to the sidewalk. It was clarified that the grade will follow a 3:1 slope ratio (three feet horizontal to one foot vertical), as detailed in the project plans (Typical Section No. 2, Sheet TS-01).

On 400 West, the alignment has been adjusted to remain behind the existing trees on the park side to preserve current on-street parking conditions.

Grant Considerations-
The Council discussed implications of not proceeding with the project. It was noted that significant engineering costs have already been incurred. Additionally, declining the associated grant could negatively impact the City's eligibility and reputation for future grant funding opportunities. The Council acknowledged the importance of maintaining a positive standing with grant agencies.

Motion: Kerry Farnsworth motioned to approve the project as presented in the current plans and specifications.
Seconded Kim Johnson.
Vote:
Kerry – Yes
Vaughn – Yes
Rich – Yes
Kim – Yes
Jacob – Yes
Result: Motion passed unanimously.

Pickleball Court Project Update
Garrick provided an update on the Park Improvement (pickleball courts) Project, noting that construction is progressing rapidly. Existing concrete has been removed, revealing that no proper road base had been installed beneath the slab. The previous installation consisted of concrete placed directly on dirt with minimal reinforcement.

To address this, the new slab elevation has been raised approximately three inches to allow for proper road base installation. A gradual slope will then be constructed to prevent any tripping hazard.

Reinforcement has been placed and is being prepared for the concrete pour, which is scheduled for Monday.

Surface Protection-
Emphasis was made about the importance of keeping the new concrete surface clean following

the pour to ensure proper application of the court surfacing. Temporary measures, including fencing, will be used to limit access and prevent damage.

Drainage Consideration-
There is a low point ("belly") identified in the adjacent existing concrete that may allow water to pond near the new court. It was recommended that a small drain be installed in the affected area, connecting to an existing drainage line to the west.

The proposed solution would require minimal additional concrete removal (approximately a 2' x 2' section) and is not expected to significantly impact the project budget. The Council agreed to review cost estimates before making a final decision.

Fencing Discussion-
The Council discussed options for fencing around the pickleball courts. Considerations included:

- Whether to maintain fencing around the facility
- Optimal fence placement to prevent climbing or unauthorized access
- Positioning fencing closer to the bowery posts or directly under the eaves for improved security

Council Members expressed appreciation for the visible progress on the project.

7. Training & Administrative Updates.
Shay presented the following:

Growth Summit Training-
Shay distributed informational flyers for the upcoming Growth Summit training event scheduled for **May 6**. The event will be held entirely in person. Registration is currently open, with a deadline set for one month prior to the event. Council Members were encouraged to register using the QR code provided.

Legislative Update – WUI Adoption-
He informed the Council that recent legislative action now requires municipalities to adopt the **2024 WUI Code**, replacing the previously adopted 2006 version.

It was noted that the update process will be straightforward, requiring replacement of references to the 2006 code with the 2024 version while maintaining the existing maps and framework. Shay can provide an updated ordinance for consideration at the next meeting.

Codification Services Discussion-
The Council reviewed options for codifying and publishing the City Code online. The following providers were discussed:

- **American Legal** – Higher initial implementation cost with ongoing annual subscription
- **CivicPlus** – Moderate implementation and subscription costs with self-publishing options
- **CivicLink** – Lowest cost option with self-publishing capabilities and local support

Shay recommended **CivicLink** or **CivicPlus** as preferred options, noting that CivicLink is widely used among nearby communities and offers the most cost-effective solution.

The item will be placed on a future agenda for formal consideration.

CIB Project List Reminder-
He reminded the Council that the deadline to submit projects for the **Community Impact Board (CIB)** list is **May 1**. Inclusion on this list is required to be eligible for funding applications throughout the year.

Currently, the City has one project listed:

- Sewer System Improvement Project

Council discussed the possibility of adding additional projects, including roadway improvements (e.g., 900 West and related extensions). Shay advised that while detailed cost estimates are not required, projects should reflect realistic intentions for future funding applications.

Administrative Code Enforcement Fees-
Shay confirmed that the draft for the administrative code enforcement program, including fee adjustments, has been updated per Council feedback and is included on the current agenda for review.

Impact Fee Discussion-
The Council reviewed concerns regarding previously adopted impact fees. It was noted that:

- Current fees were adopted as a flat rate, without differentiation between residential and commercial uses.
- The supporting impact fee study recommends varying fees based on property use, as commercial developments typically create greater impact.

It was advised that while changes are not legally required, revising the fee structure to align with the study would improve accuracy and fairness.

The Council discussed initiating the process to amend the fee schedule, which may include notice and/or a public hearing depending on the scope of changes. This item may be scheduled for a future meeting.

8. Cemetery Committee Formation & Moratorium.

The Council discussed ongoing cemetery planning efforts and the need for further evaluation of:

- Grave site layout and expansion
- Perpetual care funding
- Access routes and spacing (breezeways)
- Operational and cost considerations

A committee was proposed and accepted, consisting of:

- Jake Littlefield
- Laura Beegley
- Kurt Nielsen

The committee will:

- Review all cemetery-related issues
- Develop recommendations for Council consideration
- Physically mark proposed accessways on-site for evaluation
- Coordinate a site visit and potential equipment testing (e.g., vault truck access)

An initial report is expected at the next Council meeting, with a broader work session to follow.

Cemetery Plot Sale Moratorium-
The Council considered a temporary moratorium on the sale of cemetery plots to allow time for evaluation and planning.

Motion: Vaughn Jacobsen motioned to adopt Resolution No. 2026-00 (amended to No. 2026-0319), with the following changes:

- **Sixth Paragraph - Establish a 60-day moratorium on the sale of new cemetery plots**
- **Eighth Paragraph – No Cemetery plots in the Fountain Green Cemetery will be sold for 60 days following this adoption.**
- **Nineth Paragraph - Allow the sale of up to two plots per request, provided that: At least one plot is for immediate need.**

Seconded: Rich Walker
Vote:
Kerry – Yes
Vaughn – Yes
Rich – Yes
Kim – Yes
Jacob – Yes
Result: Motion passed unanimously.

The Council discussed allowing temporary on-site markers (stakes and ribbons) to remain visible for a period of time so residents can better understand proposed cemetery layout changes and potential impacts to adjacent plots.

9. Utility Billing System Update.

Jim Beagley reported that the previously identified billing issue has been successfully resolved. After evaluating multiple solutions, the issue was corrected by adjusting the email distribution settings within the system. Billing notifications are now functioning properly, and no further action is required.

Website ADA / WCAG Compliance-
He also reported that the City's website is currently not compliant with Web Content Accessibility Guidelines (WCAG) as required under the Americans with Disabilities Act (ADA).

Key compliance issues include:

- Color contrast and background requirements
- Proper heading structures for screen readers
- Descriptive link text for accessibility navigation

Jim noted that:

- The homepage has already been updated to meet compliance standards
- Approximately 15 additional pages require review and correction
- Estimated total time for full compliance: 20–25 hours

It was further explained that non-compliance exposes the City to legal risk, as organizations are actively identifying and pursuing ADA accessibility violations.

He will prepare a proposal to complete the remaining updates.

Council Direction-
The Council expressed support for proceeding and requested a proposal with a not-to-exceed amount of approximately $2,500 for completing ADA compliance updates. The proposal will be presented at a future meeting for approval.

10. Cell Tower Lease Buyout Discussion.

The Council reviewed a buyout proposal from APC Towers regarding the City's existing cell tower lease.

Current Lease Terms:

- $1,400/month base rent
- $250/month per additional tenant
- 10-year lease term

Council discussion included:

- Estimated total revenue of approximately **$198,000 (base)** to **$268,000 (with projected tenants)** over the lease term
- Uncertainty regarding future tenant growth
- Potential industry disruption from emerging technologies such as satellite-based communication systems

Staff noted that the buyout offer matches projected long-term revenue, raising questions about future market conditions.

Motion: Kerry Farnsworth motioned to authorize the Mayor and Council Member Vaughn Jacobsen to negotiate with APC Towers for a potential increased buyout amount and bring a proposal back to the Council for consideration.
Seconded: Rich Walker
Vote:
Kerry – Yes
Vaughn – Yes
Rich – Yes
Kim – Yes
Jacob – Yes
Result: Motion passed unanimously.

11. Land Disposition – 8th West & 1st North.

The Council revisited prior discussions regarding the potential sale of surplus City-owned property located near 8th West and 1st North.

Key points discussed:

- Previous informal decision to offer parcels to adjacent property owners
- No formal sale or public notice has occurred to date
- Potential opportunity to **exchange a portion of the land** to secure needed access for City infrastructure (water tank, cell tower, etc.)
- Remaining land could then be publicly noticed and sold

It was noted that:

- Some adjacent property owners have already expressed interest
- One potential buyer may have the ability to subdivide the property, creating additional value

Council emphasized the importance of:

- Acting in the City's best interest
- Maintaining fairness to interested parties
- Following proper public notice procedures

Council Direction-
The Council provided consensus to:

- Pursue discussions with adjacent property owners regarding a potential land exchange
- Evaluate options for access improvements
- Return with additional information and recommendations for formal action at a future meeting

12. Police Services Discussion – North Valley Police Proposal.

The Mayor reported on a recent meeting with the mayors of Fairview, Mount Pleasant, and Moroni regarding participation in the newly formed police department.

Key points of the proposal include:

- Annual cost of approximately $130,000, comparable to the City's current contract with the County Sheriff
- Increased coverage from approximately 5 hours per day to 10 hours per day
- Inclusion of animal control and ordinance enforcement **services**
- Access to an additional officer support when needed

Council discussion highlighted:

- The benefit of increased law enforcement presence without significant cost increase
- The importance of maintaining support for existing code enforcement efforts
- Potential risks associated with transitioning to a newer department without a long operational history
- The importance of reviewing a formal contract, including terms such as escalation clauses and service expectations

Fire Department leadership indicated that the change would not significantly impact fire or EMS operations, as coordination on emergency scenes would remain consistent regardless of law enforcement provider.

Council Members expressed general support for further exploration, with emphasis on:

- Obtaining and reviewing a formal contract
- Ensuring a professional transition that preserves a positive relationship with the County Sheriff's Office
- Avoiding actions that could limit future service options

Council Direction-

The Council provided consensus for the Mayor to:

- Obtain a formal contract proposal from North Sanpete Police
- Continue discussions with partnering cities
- Report back with detailed information for further consideration

13. Fire Department Report.

Chief Robinson reported that neighboring communities have already experienced multiple wildland fire incidents this season, while Fountain Green has not yet had any.

Concerns were noted regarding:

- Dry conditions increasing fire risk

- Recent small fire activity caused by careless ignition (e.g., lighter use in dry grass)

The Fire Department is actively:

- Promoting public awareness and prevention efforts
- Participating in ongoing training, including EMT certification programs
- Maintaining readiness for increased seasonal fire activity

Community Event Reminder-
He reminded the Council of the upcoming Food Truck event scheduled. Attendance has remained strong, and continued community support was encouraged.

14. Planning & Zoning Report.

Council Member Rich Walker provided a report on the Fountain Green Planning and Zoning Commission meeting held on March 12.

Items Reviewed:

- Two subdivision applications (Rod Hanson and Kyle Johansen)
  - Recommendations will be forwarded to the City's engineering consultant
- Three building permits approved:
  - Two new residential homes
  - One agricultural farm stand structure

Council Members expressed appreciation for the Planning & Zoning Commission's work and professionalism.

15. 2025 Annual Planning Commission Report.

The Planning and Zoning Commission presented the annual 2025 Planning and Zoning report, outlining activity and actions taken throughout the year.

Council expressed appreciation to the Planning and Zoning Commission for their work and noted their efficiency and professionalism in handling applications and reviews.

Subdivision Ordinance and Notification Procedure-
Mark Woods (Planning Commission Chair) explained that, due to updates in the subdivision ordinance, the City Council no longer plays a direct role in subdivision approvals. All subdivision applications are now reviewed and acted upon by the Planning and Zoning Commission in accordance with the ordinance.

To maintain transparency, it was proposed that the City provide the Council with a **notification letter** whenever a subdivision is approved. This notification is intended for informational purposes only and does not require Council action or input.

The process was clarified as follows:

- Planning and Zoning reviews and recommends approval of subdivisions
- The recommendation is forwarded to the City's engineering consultant (Sunrise Engineering) for processing
- The City Council is informed of approvals through written notice
- This structure maintains separation between Planning and Zoning responsibilities and Council authority as required by the ordinance

He confirmed that communications with the engineering firm are ongoing and that the subdivision review process is currently in progress. Minor discrepancies in communication between consultants were noted and are being addressed.

16. Farm Stand Permit – 389 South State.

The Council reviewed a recommendation from the Planning & Zoning Commission to approve a **farm stand structure** located at 389 South State.
Details:

- Structure to be used for the sale of locally grown produce and goods
- Located within a commercial zone, requiring Council approval
- Applicant will also obtain a standard business license (annual renewal required)

Motion: Rich Walker motioned to approve the farm stand as recommended by the Planning Commission.
Seconded: Kerry Farnsworth
Vote:
Kerry – Yes
Vaughn – Yes
Rich – Yes
Kim – Yes
Jacob – Yes
Result: Motion passed unanimously.

General Inquiry (Zoning Information Access)-
A Council Member inquired about locating setback requirements on the City website. It was explained that zoning and building standards are already available online, though accessibility and readability improvements are currently being addressed as part of ADA compliance updates.

Planning & Zoning – Application Access-
A brief discussion was held regarding public access to Planning & Zoning materials on the City website. Applications and documents can be found under City Services → Planning & Zoning. It was noted that physical copies are also available at the City Office if needed.

17. Subdivision Fee Schedule.

The Council discussed the need to adopt a Subdivision Fee Schedule, noting that no fees are currently being collected for subdivision applications.

Staff recommended:

- Establishing a fee schedule based on comparable municipalities
- Ensuring the City can recover administrative and review costs

18. Public Works Report.

Curt Nielsen provided the following updates:

- **Cemetery Activity:**
    - Three burials in the past month
    - Eight burials year-to-date
- **Water System:**
    - Meters read and ongoing installations (40 meter sets recently completed)
    - Additional meters and antenna equipment ordered
    - Two new water and sewer connections completed
- **Sewer System:**
    - Sampling and inspections completed
    - Existing chart recorder repaired; noted as outdated (1992 model)
    - Future upgrade to digital monitoring system recommended
- **Cemetery Improvements:**
    - Work has begun on cemetery upgrades
    - Sod installation scheduled (approx. 2,400 sq. ft.)
- **Park & Irrigation:**
    - Park restrooms and irrigation system scheduled to be activated ahead of typical timeline
    - Weed control and seasonal maintenance to begin
- **Pickleball Court & Surrounding Areas:**
    - Final grading and soil preparation completed
    - Areas prepared for sod installation
- **Water Infrastructure:**
    - Installation of a new water meter at the old fired station
    - Concrete work scheduled for multiple related projects
- **Cemetery Building Project:**
    - Setback issues resolved with County (grandfathered condition)
    - Plans submitted; awaiting final approval
    - Project planning ongoing, including demolition and site preparation
- **Tree Removal:**
    - A hazardous tree near the ballfield backstop identified for removal
    - Removal to be coordinated with equipment availability

Playground Safety & Improvements-

The Council discussed safety concerns regarding the City playground:

- A damaged tunnel component poses a safety hazard
- Previous incident reported involving a child injury
- Temporary repairs have been made but are not considered sufficient

Additional concerns identified:

- Deteriorating railroad ties
- Missing or damaged swings
- Aging and worn equipment

Council Direction-

- Remove or secure the damaged tunnel component immediately
- Research replacement options (noting potential difficulty due to equipment age)
- Obtain pricing for new swings
- Explore funding opportunities (e.g., grants such as CIB or CDBG) for larger playground improvements

The Council acknowledged that playground upgrades may require significant investment but emphasized the importance due to high community usage.

19. Approval of City Bills.

The City's bills were reviewed, including two additional invoices that were not in the packet.

Michelle clarified:

- Some delayed invoices were due to incorrect email routing and have now been corrected
- All expenses align with the current budget year

Motion: Vaughn Jacobsen motioned to approve payment of the City bills, including additional invoices presented from EPS.
Seconded: Rich Walker
Vote:
Kerry – Yes
Vaughn – Yes
Rich – Yes
Kim – Yes
Jacob – Yes
Result: Motion passed unanimously.

General Discussion-
Minor discussion followed regarding equipment costs, maintenance needs, and ongoing Subdivision and Fee Schedule Discussion

The Council resumed discussion regarding the draft Subdivision and General Fee Schedule.

Laura presented updates to the fee schedule, noting that it is reviewed and updated annually. Key revisions included alignment with previously adopted administrative code enforcement fees and minor updates to formatting and structure.

Planning & Zoning / Land Use Fees-
Several changes were made to subdivision-related fees:

- The following fees were removed:
    - Subdivision preliminary application fee
    - Subdivision final application fee
    - Subdivision inspection fee
- New subdivision fees were established as follows:
    - Simple Lot Subdivision (10 lots or fewer): $100
    - Major Subdivision (11 lots or more): $140

In addition, applicants will be responsible for engineering review fees, which will be billed by the City after being invoiced by the engineering firm. The City will collect a deposit and reconcile actual costs upon completion of review.

Council discussed concerns regarding the lack of a defined estimate for engineering fees. Fees will vary by application and cannot be precisely determined in advance.

Meter Fee Adjustments-
Laura reported that current meter fees do not fully recover City costs.

A review of meter costs and installation fees resulted in the following adjustments:

- **3/4-inch water meter:**
    - Increased from $390 to $450
- **1-inch water meter:**
    - Increased from $390 to $650

These changes were made to align fees with actual costs and ensure the City does not incur losses on meter installations.

Motion: Vaughn Jacobsen motioned to raise the meter fees as presented.
Seconded: Rich Walker
Vote:
Vaughn – Yes
Rich – Yes
Kim – Yes
Jacob – Yes
Kerry – Yes
Result: Motion passed unanimously.

Winter Water Rate Clarification-
Discussion was held regarding winter water rates. Clarification followed:

- A winter water discount has been applied
- The current structure provides approximately a **35% discount (65% of standard rates)**
- The policy was previously established for a two-year period and has since remained in practice.

Council expressed interest in clearly documenting the winter water rate structure in the fee schedule for public clarity. This item will be incorporated into the updated schedule for future approval.

Action on Fee Schedule-
Due to outstanding items, including:

- Final clarification of subdivision-related engineering fees
- Inclusion of updated documentation for winter water rates
- Formatting updates to the draft document

The Council determined that final adoption of the entire fee schedule will be deferred until the next meeting.

Staff will prepare a finalized version of the fee schedule incorporating all revisions for Council consideration and approval at that time.

20. Miscellaneous.

The Council resumed miscellaneous discussion items.

Planning Commission and Council briefly revisited the subdivision process and engineering fees. It was noted that applicants will first submit applications to the City, after which the City will coordinate with the engineering firm. The engineering fees will be determined on a case-by-case basis, billed to the City, and subsequently passed through to the applicant. The process will be evaluated through initial applications serving as case studies to better understand actual costs.

Cemetery Bridge Project (Bid Results and Discussion)-
The Mayor reported on the results of the cemetery bridge project bids.

- Bids were opened the previous day.
- Two bids were received:
    - Harward and Reese
    - Brotherson's Excavation

Harward and Reese submitted the lowest bid and demonstrated strong familiarity with the scope of the project. Their total bid, including engineering and associated fees, is approximately $323,000.

The project is funded through a grant of approximately **$330,000**, which includes contingency ("slush") funds for unforeseen expenses.

Demolition Consideration-
Discussion was held regarding whether the City could perform demolition work in-house to reduce costs. The demolition portion of the project is estimated at approximately **$17,000.**

Council members discussed:

- Potential savings if the City performs demolition internally
- Availability of City staff and equipment
- Risks associated with demolition, including proximity to a nearby power line
- The possibility of engaging local contractors or rental equipment to complete the work more safely and efficiently

It was noted that due to the presence of infrastructure and the complexity of the demolition area, this portion of the project may present safety risks and require specialized equipment and/or contractor expertise.

Council directed staff to:

- Obtain additional bids or estimates from local contractors for demolition work
- Evaluate costs associated with equipment rental as an alternative
- Further assess whether City-performed demolition would be cost-effective and safe

The demolition phase is anticipated to begin after Memorial Day, with materials staged on-site until that time.

Project Timeline-

- Construction materials will remain staged on-site until after Memorial Day
- Demolition and construction activities are expected to commence following that date
- Coordination with contractors will continue as the project approaches mobilization

Vaughn Jacobsen motioned to move into closed session to discuss an individual's character. Seconded by Jacob Littlefield. All in favor. Motion carried.

Jacob Littlefield motioned to open the closed session beginning at 9:45 p.m. Seconded by Rich Walker. All in favor. Motion carried.
Roll Call: Kerry Farnsworth, Vaughn Jacobsen, Rich Walker, Kim Johnson, and Jacob Littlefield
Staff: Curt Nielson and Michelle Walker

Kim Johnson motioned to adjourn the closed session and return to the general session. Seconded by Jacob Littlefield. All in favor. Motion carried.

Rich Walker motioned to adjourn the general session. Seconded by Vaughn Jacobsen. All in favor. Motion carried.

Meeting Adjourned at 10:10 p.m.

Michelle Walker, City Recorder

FOUNTAIN GREEN CITY
INCORPORATED
JANUARY
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CORPORATE SEAL