

Francis City Council Meeting
Thursday, September 11th, 2025, 6:00 p.m.
2317 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.gov

Staff: Mayor Jeremie Forman and Councilmembers Shana Fryer, Sam Hunter, Clayton Querry and Clint Summers. Administrative Office Assistant Rae Olson, City Recorder Suzanne Gillett, City Planner Katie Henneuse, and City Engineer Scott Kettle

Others Attending: Spencer Foster/MAG, Audra Devore, and Bryan Devore

1. Welcome, Call to Order and Pledge of Allegiance—The Mayor welcomed everyone to the September 11, 2025, meeting. Councilmember Summers lead in the Pledge of Allegiance. The Mayor would like to share something in regard to 911. He shared a thought from Theodore Roosevelt and then a moment of silence for 911.

2. Consent Agenda---**Approval of check register dated September 11th, 2025, and minutes from August 14th, 2025, and August 26th, 2025**---The Mayor asked if there were any questions on the check register or minutes. He explained there were quite a few checks for Frontier Days, but nothing major anywhere.

Councilmember Querry motioned to approve the invoice register dated September 11th, 2025, and approve the minutes dated August 14th, 2025, and August 26th, 2025. Councilmember Summers seconded the motion. The Mayor and all Councilmembers voted in favor.

3. Public Comment---The Mayor opened the public comment period.

Brian Devore thanked the Council for the code changes made and he also handed out some copies of a letter from the Attorney for Lambert Lane Village Association. He explained that they filed a Grama request and that no permits exist for the property on Parcel FT-610 in regard to the fill activity, grading, and other pre-construction development on property. He said this conflicts with statements made in a previous Council meeting. He read from the Attorney letter. He reviewed some of the questions asked in the letter. He would like to urge the Council to present a stop work order and make the developer remove the top soil he has brought in.

The public comment period closed.

4. Public Hearings---None

5. Discussion, Updates and Approval on Potential Action Items

A. Spencer Foster, MPA/Government Data Privacy Act---The Mayor introduced Spencer Forester from MAG and explained he is presenting tonight plus he has been helping with the City Policy and Procedure Manual.

Spencer gave a quick introduction and explained exactly what he did for MAG. He helps City's who don't have a City Manager. He is available for other projects as well. He loves the chance to come up here.

Government Data Privacy Act. Spencer presented a slide presentation (See attached). See Utah Code 63a-19. The law requires all agencies to take care of some things by the end of the year.

2025 Compliance means each agency has to complete a privacy program. This report is non-Gram-able. The only person who can ask for this is the data privacy office.

He then explained the List of GDPR Requirements for the law. We will have to adopt a privacy policy, and you do have to have annual training on this.

He explained that you have to appoint your leadership. You have to have a CAO and Records Officers. The records officer has to enter all of the data.

Building the program foundation will be done in 2026. Spencer explained the process.

We need to begin taking action, implement basic procedures, and create a personal data list.

Spencer asked everyone to listen to the eight-minute-long training session, assign leadership, and review privacy program report.

The State has said the compliance with this law will take between 5-10 years.

Spencer asked if there were any questions, and there were none.

B. Rap Grant---Planner Henneuse ran through a bunch of slides presented by Summit County (See attached). The grant finances things for recreational use. The application is open September 1st, 2025, and is due on September 30th, 2025.

Planner Henneuse wanted to point out how much money the County had this year and that So. Summit area would receive 18%. She then reviewed the scoring and how that all worked.

Planner Henneuse explained what she would like to request funding for. She stated the Wild Willow Park could be finished up with funding and also bleachers for the arena. She is not sure how things would score. Another idea is around the park, and she suggested pickle ball courts or lights on the soccer field. She explained the ideas that she had. She said maybe the siding on the building next door, and she

is not sure how it would score. Her last idea was to add to some of the trail connections. She explained those were her ideas and asked the Council for their ideas.

Councilmember Fryer liked the bleacher idea.

Engineer Kettle explained that a neighboring community asked for rodeo ground improvements and that they did not score very well.

Councilmember Hunter asked for clarification on things being completed and carrying money over.

Councilmember Query thought the building next door would be a good idea.

Planner Henneuse felt that they just request for one project because they could only get one project finished.

Councilmember Query feels they need to complete the park at Wild Willow. The rest of the Councilmembers agreed.

C. Appointment of Deputy Recorder---The Mayor explained we are just talking about this tonight. The thought is that we appoint Rae as the Deputy Recorder. He explained why it was necessary. There is some value in this, and it is open for discussion.

Councilmember Query thought it was a great idea.

Councilmember Hunter asked if Rae had even been asked. He was told yes, she had. He then said if she is good with it let's do it. The rest of the Councilmembers agreed.

D. Frontier Days Re-Cap---The Mayor said he felt that Frontier Days was very successful, and he turned the time over to Rae.

Rae had given a packet on the celebration to the Council; she reviewed the packet with them. She feels that we have a great foundation and a lot to build on. She feels they need to focus on getting Saturdays full. She would like to have a tentative schedule by January. As a whole she feels that things went really well.

She explained that the locals were grateful for the pre-sale. She would love to hear the Councils feedback and looks forward to another stellar year.

Mayor Forman thanked Rae as she took a ton off of everyone for Frontier Days and it is helpful to have someone focus on this.

Councilmember Query said the concessions were great.

Councilmember Hunter explained that the slide gate was hard to work, and people were upset that the tickets sold out.

The Mayor said if we grow the stands too quickly it may grow too fast.

Councilmember Hunter feels we need to look down the road and we will need to expand the concessions. He then talked about the plus one tickets. The Mayor said he is certain it is a problem at every rodeo.

There was some conversation on how packed the arena was on Saturday. There was talk on making seats smaller or make things comfortable.

Councilmember Summers said maybe the talent show should be taken off. There were only four or five contestants.

6. Council Business

A. Council Reports---None

B. Planner Reports--- Planner Henneuse explained that Steve Fitzgerald has a conditional use permit, and she explained what was going on and that they keep things going.

Foothills at Francis Gates, her and Scott have been talking with everyone involved up there and they had a complaint that they pushed some dirt across the property boundary line, and they have done things on the disturbance area on the lots and if they don't quit doing that they will present a stop work order on them.

Planner Henneuse suggested that they go to a closed session to discuss the letter brought up in the public comment period.

C. Engineer Reports---Engineer Kettle explained that the county through the COG is going to approve the use of Corridor Preservation funds to purchase the Hallam Road Extension through the City's property and those funds will be used to purchase the property adjacent to the sewer ponds.

Then he presented a road map on the Stewart Ranches road. The shoulder is falling apart, and he and Luke have discussed ways to protect the shoulders of the road. He wanted to know if the Council was ok with them proposing this. He was told yes.

He asked if Council had an issue with changing the construction standards. They will still have 30 feet. 26 asphalt and the other 4 feet concrete. (See attached) Drawback for the City is they will have to deal with the concrete.

D. Mayor Reports---None

7. (As Needed) Closed 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.

Councilmember Querry motioned to go into closed executive session to discuss pending or reasonably imminent litigation. Councilmember Hunter seconded the motion. The Mayor and all Councilmember voted in favor motion passed.

Councilmember Fryer motioned to return to regular session. Councilmember Summers seconded the motion. The Mayor and all Councilmembers voted in favor motion passed.

8. Adjourn---*Councilmember Fryer motioned to adjourn. Councilmember Hunter seconded the motion. The Mayor and all Councilmembers voted to adjourn.*

Mayor Jeremie Forman

City Recorder Suzanne Gillett