

Notice of Agenda  
Of a Special Meeting of the  
City Council of Perry City, Utah  
Thursday, August 20, 2015 7:00 P.M.

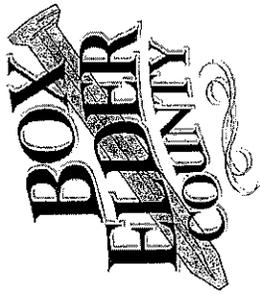
THE COUNCIL OF PERRY CITY, UTAH WILL MEET AS A BOARD OF CANVASSERS IN A SPECIAL CITY COUNCIL MEETING ON AUGUST 20, 2015 AT 7:00 P.M. IN THE CITY COUNCIL CHAMBERS, 3005 SOUTH 1200 WEST, TO CANVASS THE RESULTS OF THE AUGUST 11, 2015 PRIMARY ELECTION.

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Susan K. Obray  
Perry City Recorder

The foregoing agenda was posted in three locations at the Perry City Offices, as well as at the Dale Young Park and main Perry City Park, and was faxed to the Ogden Standard-Examiner and emailed to Box Elder News Journal on this 13<sup>th</sup> day of August, 2015.

PERRY CITY DOES NOT DISCRIMINATE ON THE BASIS OF RACE, COLOR, NATIONAL ORIGIN, SEX, RELIGION, AGE OR DISABILITY IN EMPLOYMENT OR THE PROVISION OF SERVICES. IF YOU ARE PLANNING TO ATTEND THIS PUBLIC MEETING AND, DUE TO A DISABILITY, NEED ASSISTANCE IN UNDERSTANDING OR PARTICIPATING IN THE MEETING, PLEASE NOTIFY THE CITY EIGHT OR MORE HOURS IN ADVANCE OF THE MEETING AND WE WILL TRY TO PROVIDE WHATEVER ASSISTANCE MAY BE REQUIRED. THE PERSON TO CONTACT FOR ASSISTANCE IS SUSAN K. OBRAY, CITY RECORDER, AT 723-6461.



# CLERK'S OFFICE

Marla R. Young  
County Clerk

**COUNTY OFFICIALS**  
Ryan Tingey, COMMISSIONER  
Stan Summers, COMMISSIONER  
Jeff Scott, COMMISSIONER  
Rodney D. Bennett, ASSESSOR  
Stephen R. Hadfield, ATTORNEY  
Tom Kotter, AUDITOR  
Marla R. Young, CLERK  
Kevin R. Christensen, JUSTICE COURT JUDGE  
Chad Montgomery, RECORDER  
J. Lynn Yeates, SHERIFF  
Shaun Thornley, TREASURER

## 2015 PERRY CITY MUNICIPAL PRIMARY ELECTION

Total Registered Voters:	2494
Total Ballots cast:	596
Total percentage voted:	23.90
Ballots counted on election night:	577
Percentage counted on election night:	23.14
Ballots received after August 11 which were timely post marked and counted:	2
Ballots post marked after August 11 and not counted:	0

There were 286 absentee ballots mailed. There were 149 ballots returned with nine (9) of those ballots being returned as undeliverable.

There were 20 provisional ballots. (Provisional Ballot Report follows):

After counting the valid ballots and provisional ballots, the percentage of ballots counted was 8.93 percent.

## PROVISIONAL BALLOT REPORT

Provisional ballots counted:	16
Provisional ballots not counted:	4
Not registered	

Marla R. Young

Box Elder County Clerk

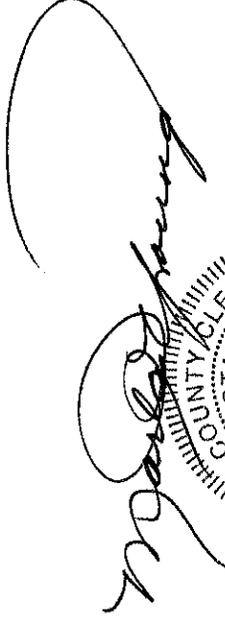
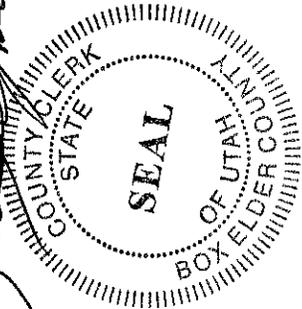


# Disposition of Absentee Ballots

Municipal Primary (08/11/2015)

Districts Included: Perry City Council

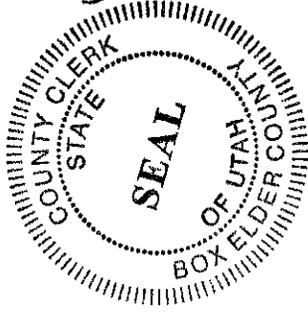
	Military	International	FPCA	FPCA, Mil, International	FPCA, Military	FPCA, International	Military, International	Military, International	Total
									Absentee
Ballots Sent	0	0	0	0	0	0	0	1	286
Ballots Returned	0	0	0	0	0	0	0	0	149
Ballots Counted	0	0	0	0	0	0	0	0	140

Election Summary Report  
 Municipal Primary Election  
 August 11, 2015  
 Summary For Perry, All Counters, All Races  
 ZERO REPORT

Registered Voters 2494 - Cards Cast 0 0.00% Num. Report Precinct 4 - Num. Reporting 0 0.00%

PERRY CITY COUNCILMEMBER		Total
Number of Precincts	4	
Precincts Reporting	0	0.0 %
Times Counted	0/2494	0.0 %
Total Votes	0	
ALISON WILLIAMS	0	N/A
TOBY K. WRIGHT	0	N/A
JERRY NELSON	0	N/A
STEVEN PETTINGILL	0	N/A
BILL PRICE	0	N/A
LYNN O. RAYMOND	0	N/A
JAMES TAYLOR	0	N/A
NATHAN T. TUELLER	0	N/A
LAWRENCE GUNDERSO	0	N/A



*Margaret Young*  
 Zero Report  
 before election

Election Summary Report  
Municipal Primary Election

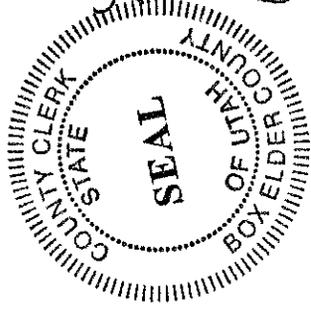
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Page:1 of 1

August 11, 2015  
Summary For Perry, All Counters, All Races  
ELECTION NIGHT UNOFFICIAL RESULTS

Registered Voters 2494 - Cards Cast 577 23.14%

Num. Report Precinct 4 - Num. Reporting 4 100.00%

PERRY CITY COUNCILMEMBER	Total
Number of Precincts	4
Precincts Reporting	4 100.0 %
Times Counted	577/2494 23.1 %
Total Votes	1650
ALISON WILLIAMS	240 14.55%
TOBY K. WRIGHT	185 11.21%
JERRY NELSON	215 13.03%
STEVEN PETTINGILL	180 10.91%
BILL PRICE	15 0.91%
LYNN O. RAYMOND	64 3.88%
JAMES TAYLOR	398 24.12%
NATHAN T. TUELLER	205 12.42%
LAWRENCE GUNDERSOJ	148 8.97%



*Margaret Young*  
*Election Night*  
*Results*

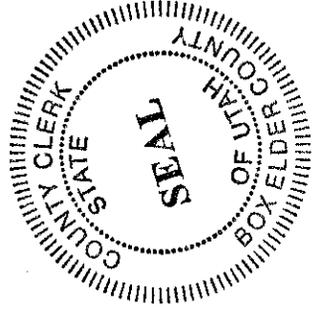
Election Summary Report  
Municipal Primary Election  
August 11, 2015  
Summary For Perry, All Counters, All Races  
OFFICIAL RESULTS

Date:08/17/15  
Time:08:37:05  
Page:1 of 1

Registered Voters 2494 - Cards Cast 596 23.90%

Num. Report Precinct 4 - Num. Reporting 4 100.00%

PERRY CITY COUNCILMEMBER		Total
Number of Precincts	4	100.0 %
Precincts Reporting	4	100.0 %
Times Counted	596/2494	23.9 %
Total Votes	1704	
ALISON WILLIAMS	241	14.14%
TOBY K. WRIGHT	195	11.44%
JERRY NELSON	219	12.85%
STEVEN PETTINGILL	184	10.80%
BILL PRICE	16	0.94%
LYNN O. RAYMOND	69	4.05%
JAMES TAYLOR	412	24.18%
NATHAN T. TUELLER	216	12.68%
LAWRENCE GUNDERSOI	152	8.92%



*M. Parson*  
Official Results  
City Clerk

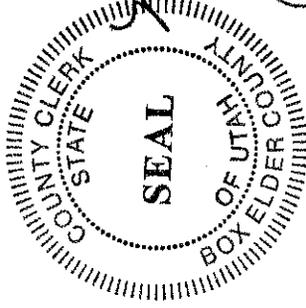
Election Summary Report  
Municipal Primary Election  
August 11, 2015  
Summary For Perry 01, All Counters, All Races  
OFFICIAL RESULTS

Date: 08/17/15  
Time: 08:37:40  
Page: 1 of 1

Registered Voters 603 - Cards Cast 154 25.54%

Num. Report Precinct 1 - Num. Reporting 1 100.00%

PERRY CITY COUNCILMEMBER		Total
Number of Precincts	1	100.0 %
Precincts Reporting	1	25.5 %
Times Counted	154/603	
Total Votes	451	
ALISON WILLIAMS	42	9.31%
TOBY K. WRIGHT	84	18.63%
JERRY NELSON	35	7.76%
STEVEN PETTINGILL	24	5.32%
BILL PRICE	2	0.44%
LYNN O. RAYMOND	44	9.76%
JAMES TAYLOR	86	19.07%
NATHAN T. TUELLER	92	20.40%
LAWRENCE GUNDERSO	42	9.31%



*Paula Young*  
Official Results  
by Precinct

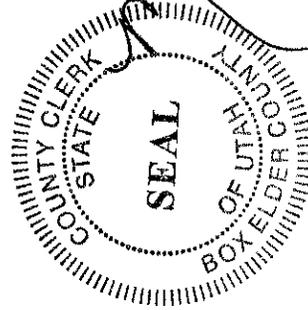
Election Summary Report  
Municipal Primary Election  
August 11, 2015  
Summary For Perry 02, All Counters, All Races  
OFFICIAL RESULTS

Date:08/17/15  
Time:08:37:41  
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Registered Voters 480 - Cards Cast 139 28.96%

Num. Report Precinct 1 - Num. Reporting 1 100.00%

PERRY CITY COUNCILMEMBER		Total
Number of Precincts	1	100.0 %
Precincts Reporting	1	29.0 %
Times Counted	139/480	
Total Votes	395	
ALISON WILLIAMS	76	19.24%
TOBY K. WRIGHT	32	8.10%
JERRY NELSON	50	12.66%
STEVEN PETTINGILL	40	10.13%
BILL PRICE	4	1.01%
LYNN O. RAYMOND	7	1.77%
JAMES TAYLOR	117	29.62%
NATHAN T. TUELLER	41	10.38%
LAWRENCE GUNDERSO	28	7.09%



*Paul J. Young*  
Official Results  
by Precinct

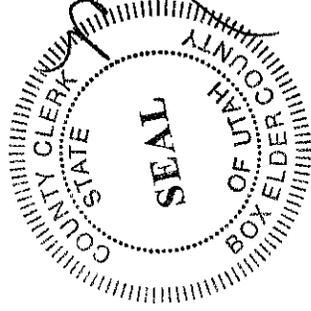
Election Summary Report  
Municipal Primary Election  
August 11, 2015  
Summary For Perry 03, All Counters, All Races  
OFFICIAL RESULTS

Date: 08/17/15  
Time: 08:37:41  
Page: 1 of 1

Registered Voters 718 - Cards Cast 149 20.75%

Num. Report Precinct 1 - Num. Reporting 1 100.00%

PERRY CITY COUNCIL MEMBER		Total
Number of Precincts	1	100.0 %
Precincts Reporting	1	20.8 %
Times Counted	149/718	
Total Votes	428	
ALISON WILLIAMS	71	16.59%
TOBY K. WRIGHT	48	11.21%
JERRY NELSON	36	8.41%
STEVEN PETTINGILL	37	8.64%
BILL PRICE	5	1.17%
LYNN O. RAYMOND	15	3.50%
JAMES TAYLOR	123	28.74%
NATHAN T. TUELLER	55	12.85%
LAWRENCE GUNDERSO	38	8.88%



*Carolee Young*  
Official Results  
Precinct

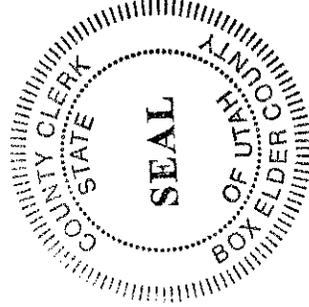
Election Summary Report  
Municipal Primary Election  
August 11, 2015  
Summary For Perry 04, All Counters, All Races  
OFFICIAL RESULTS

Date:08/17/15  
Time:08:37:41  
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Registered Voters 693 - Cards Cast 154 22.22%

Num. Report Precinct 1 - Num. Reporting 1 100.00%

PERRY CITY COUNCILMEMBER		Total
Number of Precincts	1	100.0 %
Precincts Reporting	1	22.2 %
Times Counted	154/693	
Total Votes	430	
ALISON WILLIAMS	52	12.09%
TOBY K. WRIGHT	31	7.21%
JERRY NELSON	98	22.79%
STEVEN PETTINGILL	83	19.30%
BILL PRICE	5	1.16%
LYNN O. RAYMOND	3	0.70%
JAMES TAYLOR	86	20.00%
NATHAN T. TUELLER	28	6.51%
LAWRENCE GUNDERSO	44	10.23%



*Ward Young*  
*Official Results*  
*by Precinct*

## **Thursday, August 20, 2015**

### **PERRY CITY COUNCIL MEETING AGENDA**

The Perry City Council will hold a meeting on the Thursday identified above, starting at approximately 7:15 PM after a 7:00 PM Board of Canvassers Meeting in the City Council Room at 3005 South 1200 West in Perry. 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. 7:15 PM – Regular Meeting**

##### **1. Call to Order and Opening Ceremonies**

- A. Invocation – Mayor Cronin
- B. Pledge of Allegiance – Jana Nelson
- C. Review and Adopt the Agenda

##### **2. Procedural Issues**

- A. Conflicts of Interest Declaration(s), If Any
- B. Pass out Warrants to Council Members (and Possible Discussion)
- C. Business License(s):
  - None

##### **3. Approx. 7:30 PM – Public Hearing and/or Public Comments (No Vote Needed)**

**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; (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); and (6) Comments must be made in person or in writing (with your name being stated for the record).

- A. Public Comments

##### **4. Approx. 7:40 PM – Action Items (Roll Call Vote)**

- A. Approval of the Warrants
- B. Resolution 15-15 to Amend Policies Related to the Three Mile Creek Shooting Sports Complex
- C. Resolution 15-16 to Accept Amended Standard Operating Procedures for the Three Mile Creek Shooting Sports Complex
- D. Financial Request of \$861.36 for Taylors Cove Waterline Upsize
- E. Motion to Approve Engineering Work Related to the Updating of Perry City Public Works Standards

##### **5. Discussion Item**

- A. Employee Benefit Request
- B. Selection of Perry City to be Spotlighted on a T.V. Series

##### **6. Approx. 8:20 PM – 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**

- July 23, 2015 City Council Meeting Minutes
- August 6, 2015 City Council Meeting Minutes

**B. Todd Christensen:** Mayor Pro-Tem, Information Technology, Telecommunications, UTOPIA, WWTP

**C. Peter Gerlach:** Streets, Street Lights/Signs, Transportation/UTA, Youth Council, Emergency Services/First Responders

**D. Jana Nelson:** Flood Control Board, Culinary Water, Mosquito Abatement, Cemetery Location

**E. Esther Montgomery:** Parks & Trails, Community Outreach, Fourth of July Co-Chair, Storm Water

**F. Brady Lewis:** Police/Night Out Against Crime, Economic Development, Planning Commission

**G. Mayor Cronin:** Chief Executive Officer, Fourth of July Chairman, Emergency Services Coordinator, City Ambassador

**H. Staff Comments**

**I. Items for Next City Newsletter**

7. **Approx. 9:10 PM-Executive Session** (if needed)
8. **Approx. 9:30 PM – Adjournment** (next regular meeting on Thurs., September 3, 2015 at 7:00 PM,)

**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 at the Perry City Offices, as well as at the Dale Young Park and main Perry City Park, and was faxed to the Ogden Standard-Examiner and emailed to Box Elder News Journal on this 13<sup>th</sup> day of August, 2015. Any Individual requiring auxiliary services should contact the City Offices at least 3 days in advance (435-723-6461).

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Shanna S. Johnson, Chief Deputy Recorder

Report Criteria:  
Detail report.  
Paid and unpaid invoices included.

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
<b>Mountain States Supply</b>								
425	Mountain States Supply	4252	locator and transmitter	08/05/2015	2,936.72	2,936.72	08/05/2015	
Total Mountain States Supply:					2,936.72	2,936.72		
<b>Municipal Code Online, Inc.</b>								
11922	Municipal Code Online, Inc.	08/05/2015	annual subscription	07/31/2015	2,500.00	2,500.00	08/05/2015	
Total Municipal Code Online, Inc.:					2,500.00	2,500.00		
<b>Zions Bank</b>								
11510	Zions Bank	08/05/2015	Utopia	07/31/2015	9,329.24	9,329.24	08/05/2015	
Total Zions Bank:					9,329.24	9,329.24		
Grand Totals:					14,765.96	14,765.96		

Dated: \_\_\_\_\_

Mayor: \_\_\_\_\_

City Council: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

City Recorder: \_\_\_\_\_

## **Resolution 15-15**

### **Amending the Policies and Procedures for the Three Mile Creek Shooting Sports Complex**

WHEREAS, the mayor and city council of Perry City being responsible for Perry City property and equipment; and

WHEREAS, the mayor and city council of Perry City in order to prevent liability, provide for safe and efficient use, and protect the property and equipment of Perry City has established policies and procedures for the Three Mile Creek Shooting Sports Complex; and

WHEREAS, as the Three Mile Creek Shooting Complex grows and changes there becomes a need to amend the policies and procedures pertaining thereto; and

WHEREAS, the mayor and city council having discussed the amendments to the policies and procedures and having the Three Mile Creek Shooting Sports Complex board review said amendments; and

WHEREAS, the mayor and city council now desire to establish a few amendments to the policies and procedures; and

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF PERRY AS FOLLOWS:**

**Section 1. Adoption of Amendments to the Policies and Procedures of the Perry City Shooting Sports Complex.**

The Perry City Council adopts the policies and procedures as attached hereto.

**Section 2. Severability.** If any section, part, or provision of this Resolution or the amended policies and procedures is held invalid or unenforceable, such invalidity or unenforceability shall not affect any other portion of this Resolution or the amended policies and procedures, and all sections, parts and provisions of this Resolution and the amended policies and procedures shall be severable.

**Section 3. Effective Date and Implementation of This Resolution.** This Resolution and the amended policies and procedures shall become effective immediately upon its passage. The Mayor and Council are authorized to further implement the intent of this Resolution.

PASSED AND ADOPTED by the City Council of Perry City, Utah, this \_\_\_\_ day of August, 2015.

**PERRY CITY**

BY \_\_\_\_\_  
Mayor Karen Cronin

ATTEST:

\_\_\_\_\_  
City Recorder

COUNCIL MEMBERS: VOTING

	Aye	Nay
CHRISTENSEN	_____	_____
GERLACH	_____	_____
MONTGOMERY	_____	_____
LEWIS	_____	_____
JANA NELSON	_____	_____

## **THREE MILE CREEK SHOOTING SPORTS COMPLEX POLICIES**

### **Perry City Policy Regarding Three Mile Creek Shooting Sports Complex (TMCSSC) and Range Safety Officers**

#### **Chief Range Safety Officer (CRSO)**

1. Responsible for recruiting, interviewing, coordinating a background check on the prospective Range Safety Officers, and the training of all Range Safety Officers in conjunction with the Chief of Police.
2. Will be responsible for the scheduling of Range Safety Officers.
3. Reports to the Chief of Police or the Mayor, as directed by the Mayor.
4. Must be approved annually by the Mayor.
5. The CRSO may choose to delegate duties to an Assistant CRSO

#### **Range Safety Officers (RSO), Benefits, Guideline**

1. Screening potential volunteers is essential to maintaining high standards at Three Mile Creek Shooting Sports Complex. Screening will include an interview, a background check, and the prospective RSO must successfully complete the required RSO Training. Any fees, if applicable, for the background check will be paid by the individual and will be reimbursed by Perry City after the Range Safety Officer's first 24 hours of volunteer service are completed. (When possible the background check will be processed in-house so that fees can be kept at a minimum).
2. All Range Safety Officers must be approved annually by the Mayor in order to be considered representatives of Perry City and to qualify for coverage by Perry City's insurance policy with the Utah Local Trust.
3. The Range Safety Officer benefit of personal usage of the TMCSSC will be available after a minimum of 12 volunteer hours have been completed.
4. Range Safety Officers are expected to:
  - volunteer a total of at least 24 hours in a season in shifts of a minimum of 4 hours,
  - be available to help with special events,
  - must have a personal cell phone for use in an emergency situation while on duty as a RSO

- RSO must maintain operational control of range, maintain a professional demeanor and a command presence at all times, and pay attention to firing line (minimize talking & visiting)
  - Follow all Standard Operating Procedures and the Perry City Policies related to the TMCSSC.
5. Range Safety Officers will select calendar dates at the time of training during the month of April in which they will commit to volunteer at the range during the April to June timeframe and then during the month of June commit to times in the July to September timeframe. If the RSO cannot fulfill the original dates committed, he/she will coordinate and swap dates with another RSO and notify the Chief Range Safety Officer of the change.
  6. Before the on-duty Range Safety Officers open the TMCSSC in the mornings or after the on-duty RSOs close in the evenings, a member of the Police Dept. will lock or unlock a very large, keyed lock. The Chief of Police, Perry City Police officers, CRSO, Mayor, and a few key City personnel will be the only persons with a key to this lock. If the on-duty RSOs arrive for a morning shift and the gate is locked they can call the Chief of Police or CRSO to open the gate or arrange to have the gate opened.

When the on-duty RSOs leave in the evening they still need to lock and/or unlock the regular lock that is used all of the time. The on-duty RSOs cannot just walk away from the gate and plan for the Duty Officer to lock the gate behind them.

7. At least one on duty Range Safety Officer is to always be on the firing line when the red range flag is flying (range in use).
8. Range Safety Officers and all other volunteers affiliated with the TMCSSC must act with integrity, professionalism, and follow the Perry City Employee Ethics and Conduct Policy at all times. Although the RSOs are not employees they are acting as representatives of Perry City and the Three Mile Creek Shooting Sports Complex. The RSO shall understand that his/her authority is limited to those expressly stated in this policy.
9. Volunteers who fail to follow a professional code of conduct, standard operating procedures, these governing policies, or who overstep their

limited authority may be suspended or dismissed upon review and determination of range management, and/or the Mayor.

10. Shooter Liability Waivers: The Three Mile Creek Shooting Sports Complex is owned, operated and administrated by the Perry City Corp. As such, all shooters must sign the approved annual Waiver of Liability. It is the responsibility of the Range Safety Officer to see that all shooters sign or have signed the annual Waiver of Liability before starting to shoot. Waivers are to be filed and kept on-site at the TMCSSS.
11. Closure of the TMCSSC can only be authorized by direction of the Mayor or the Chief of Police who have authority over the TMCSSC as a city facility.

#### **Other Volunteers:**

From time to time it may be necessary to utilize other volunteers at the TMCSSC. Each of these volunteers must be approved by the Mayor in writing and trained for the specific duties they are being asked to fulfill.

#### **Range Officers Benefits and Guidelines**

1. Range Safety Officers may schedule to use the TMCSSC on days that the facility is not open to the public or have other events or activities scheduled. All operating procedures and Perry City policies must be followed.
2. The Range Safety Officer must schedule private use of the range 48 hours in advance with the CRSO or the Assistant to the CRSO.
3. A Range Safety Officer must have a minimum of 12 volunteer hours complete before private use of the range is granted.
4. The Range Safety Officer must check out a key from the Perry City Office located at 3005 S 1200 W to the gate lock to have access and private use of the TMCSSC, then return the key back to the Perry City Office. If the RSO finishes shooting after the Perry City Office business hours the RSO shall drop the key in the city "Drop Box" by the front doors of the office prior to the end of the day.
5. There will be no more than five guests per range officer on days that the range is not open for public shooting.

6. Guests must be accompanied at all times by the Range Safety Officer, and are never to be left alone at the range.
7. The range is to be used for personal use only. No business is to be conducted at the range or on the range property. (Exclusion for paying businesses).

DRAFT

# Three Mile Creek Shooting Range

## **WAIVER, RELEASE, INDEMNIFICATION, HOLD HARMLESS, AND ASSUMPTION OF RISK AND LIABILITY AGREEMENT**

I, \_\_\_\_\_,  
Print Name of Participant

Wish to engage in firearms shooting at Three Mile Creek Shooting Range, Perry City, Utah 84302.

This being the case, I understand that engaging in these activities may be hazardous, with accompanying risks of personal injury, death, and/or loss or damage to my property. In consideration of my participation in such shooting activities, I, on my own behalf, and that of my heirs, successors, representatives, administrators and assigns, hereby:

1. Waive and completely release any and all, past, present or future claims, causes of action, suits, rights, damages, costs, expenses or obligations or demands of any kind whatsoever, I, or anyone on my behalf might have against Three Mile Creek Shooting Range, Perry City, the Perry City Police Department, its parent, affiliates, subsidiaries or successors, and their respective officers, directors, servants, employees, volunteers, range masters, agents, representatives, and contractors (together TMCSR), for any loss, damage, personal injury, death and/or loss or damage to my property resulting from my participation in such shooting activities;
2. Agree to indemnify, defend, and hold harmless TMCSR, from any and all claims by any person, firm, corporation or others, for any damages, loss or claims, of any nature, arising in any way out of my participation in such shooting activities; and
3. Assume all risks associated with such activities and all responsibility for medical expenses, costs and/or other obligations and other losses or injuries to me or in which I may become involved, by reason of my participation in such shooting activities at the aforementioned facility or event.
4. I further certify that I am over eighteen [18] years of age and have read and understand this Waiver of Liability and have executed this instrument voluntarily on this date.

(In the alternative, minors must be accompanied by a responsible adult, and have a parent, or legal guardian sign this form.)

SIGNED THIS \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_\_.

---

**Signature** of the Participant  
(or of the Parent/Legal Guardian, if the Participant is a Minor)

---

**Printed Name** of the Participant  
(or of the Parent/Legal Guardian, if the Participant is a Minor)

**MY COMMITMENT TO SAFE GUN HANDLING:**

Anyone who uses a firearm has a responsibility to themselves and others to use the firearm safely.

I acknowledge that I am familiar with the basic rules of firearm safety and that those basic rules have been explained to me. I agree to follow all of the basic rules of firearm safety at all times during my use and handling of any firearms.

The safe use of firearms dictates that I understand and agree to follow all of these instructions:

- I WILL TREAT EVERY FIREARM AS IF IT WERE LOADED.
- I WILL ALWAYS KEEP THE FIREARM POINTED IN A SAFE DIRECTION.
- I WILL NOT PLACE MY FINGER ON THE TRIGGER OR IN THE TRIGGER GUARD UNLESS AND UNTIL I AM READY TO FIRE.
- I WILL ALWAYS WEAR APPROPRIATE EYE AND EAR PROTECTION.
- I WILL NEVER PASS THE FIREARM TO ANYONE WITHOUT OPENING AND KEEPING OPEN THE CYLINDER OR THE ACTION TO VERIFY THAT IT IS UNLOADED.
- I WILL ALWAYS FOLLOW THE COMMANDS OF THE RANGE OFFICER.

I understand these basic rules of firearms safety and I agree to follow them at all times.

\_\_\_\_\_ Initials (of Participant or Parent)

Accepted by Range Master \_\_\_\_\_ Date \_\_\_\_\_  
(This waiver is valid for One (1) Year from the above date.)

# **Perry City Cash Handling Policy – Three Mile Creek Shooting Sports Complex**

## **PURPOSE & SCOPE**

- The following policies and procedures govern the handling, receipting, depositing and reporting of City Cash collected at the Three Mile Creek Shooting Sports Complex. The term “City Cash” applies to currency, coin, checks, money orders, credit and debit card payments, electronic payments and other negotiable instruments payable in money to the City for use of and donation to the Three Mile Creek Shooting Sports Complex.
- The scope of the policies and procedures include but are not limited to responsibilities of departments, volunteers, and cash handlers citywide. The procedures provide guidelines for training, cash receipt handling, receipting, depositing, reporting and corrective actions.
- These policies and procedures are specific to the Three Mile Creek Shooting Sports Complex and are to be used in conjunction with Perry City’s Cash/Payment Handling Standards.

## **AUDIENCE**

- These policies and procedures apply to all City departments, divisions, employees, and volunteers that handle cash transactions for the Three Mile Creek Shooting Complex.

## **SECURITY AND SAFETY MEASURES**

- Access to cash handling and storage areas should be physically restricted to authorized City personnel and volunteers. Where possible cash deposit preparation areas should be both physically and visually restricted to authorized City personnel or volunteers.
- When not in use, all cash and related items must be stored in a locked cash box that is located in a secure area. The Cash box must be kept locked at all times except when access by authorized personnel is needed. Never leave an unlocked cash box unattended, even during business hours.
- The funds secured in the cash box or vault overnight, over weekend, or over a long holiday, must be kept to the \$50 cash on hand balance. Excess funds must be deposited at the City in the secure lock box (next to the main entrance).

## **ACCEPTING CHECKS**

- All checks should be written to Perry City.
- The numerical amount on the check should be always verified against the written amount.
- All payments made by check are required to be made out for the exact amount due, with no cash back given.

- Any refunds will need to be authorized by the Chief of Police or the Mayor and processed through the Perry City offices.
- Preprinted name, address and phone number should be verified. If some of the information is missing, the customer should be asked to write it on the check. The customer should be asked to provide a day time phone number.
- Make sure all checks are signed.
- On some checks over a certain amount there may be two signatures required, make sure to verify that two signatures are present if required.
- If the check's authenticity is in question, a picture ID, preferably a valid driver's license, should be verified and a driver's license number should be written on the front of the check.
- The date on the check should be verified.

#### **Payments with debit or credit cards**

- Not accepted at the Range at this time.
- Payment with credit/debit card will be accepted at the City office during regular operating hours for annual passes only.

#### **Cash Register Balancing**

- The Three Mile Creek Shooting Sports Complex will utilize a Range Participant Log each day which will serve as a Payment Register (see attached).
- At the beginning of each shift the cash box balance should be verified against Range Participant Log/Payment Register from the prior shift and noted at the top of the current shift's Range Participant Log.
- If there are any discrepancies between the cash box and what is logged please contact the Chief Range Safety Officer or Chief of Police immediately.
- During the Range Safety Officer's shift each participant should be logged on the Range Participant Log/Payment Register as follows:
  - Print Participant Name;
  - Mark the appropriate check box for "Individual Pass" or "Family Pass". If family pass is selected, please indicate which participants are included in the family (not to exceed 5);
  - Range Safety Officer is to Initial or Sign the "Payment Received by" box.
- At the end of each shift the Range Safety Officer will add up the participant values from the Range Participant Log/Payment Register (refer to the fee schedule set by Perry City Resolution for Individual and Family pass rates);
- The Range Safety Officer will then count all checks, currency, and coins in the cash box;
- The two values (payment register & cash box) should match, if not please contact the Chief Range Safety Officer or Police Chief immediately.
- Any discrepancy over \$50.00 that cannot be resolved by the Chief of Police within 24 hours will result in the responsible Range Safety Officer being suspended until the issue is resolved in a favorable manner for Perry City.
- The Range Safety Officer will log the end balance and report this to the next Range Safety Officer on duty for verification.
- At the end of the day the last two Range Safety Officers on duty will tally all participant values and verify this against the cash box. The final total will be logged on the last page of the Range Participant Log.

- The log and all checks, currency, and coins collected for the day will be placed in a sealed envelope and deposited in the secure lock box at the City offices (3005 S. 1200 W.) by the main entrance.
- \$50 in change is to remain at the Range in a locked cash box, which will be placed in the East room of the training building located at the Range.
- The training building must be locked prior to the Range Safety Officer leaving the premises.

#### **Audit**

- Periodical audits of all City cashier drawers and/or cash boxes will be performed by the Finance Director and/or the Treasurer.
- The Range Participant Log/Payment Register will be pulled for that day.
- The cash drawer/cash box will be pulled and counted back to the starting cash.
- Cash and checks will be counted, and compared to the Participant Log/Payment Register.

#### **CORRECTIVE ACTION**

- Violations of this policy will be handled based upon severity and will be addressed as follows:
  - **First offense:** Warning and mandatory training on financial policy.
  - **Second offense:** Personnel or Volunteer may be relieved of cash handling duties; and may be removed from all duties.
  - **Major/Criminal offense:** Will be dealt with in accordance of the law; and Personnel or Volunteer will be relieved of all duties.



## **Resolution 15-16**

### **Accept the Amended Standard Operating Procedures for the Three Mile Creek Shooting Sports Complex**

WHEREAS, the mayor and city council of Perry City being responsible for Perry City property and equipment; and

WHEREAS, the mayor and city council of Perry City have appointed persons that constitute the Three Mile Creek Shooting Sports Complex board responsible for the creation and approval of standard operating procedures for the Three Mile Creek Shooting Sports Complex; and

WHEREAS, as the Three Mile Creek Shooting Complex grows and changes there becomes a need to amend the standard operating procedures pertaining thereto; and

WHEREAS, the mayor and city council having received from the Three Mile Creek Shooting Sports Complex board amended policies and procedures; and

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF PERRY  
AS FOLLOWS:**

**Section 1. Approval of Amendments to the Standard Operating Procedures for the Perry City Shooting Sports Complex.**

The Perry City Council gives their consent and approval of the amended policies and procedures adopted by the Three Mile Creek Shooting Sports Complex board as are attached hereto.

**Section 2. Severability.** If any section, part, or provision of this Resolution or the amended standard operating procedures is held invalid or unenforceable, such invalidity or unenforceability shall not affect any other portion of this Resolution or the amendments to the standard operating procedures, and all sections, parts and provisions of this Resolution and the amendments to the standard operating procedures shall be severable.

**Section 3. Effective Date and Implementation of This Resolution.** This Resolution and the amendment to the standard operating procedures shall become effective immediately upon its passage. The Mayor and Council are authorized to further implement the intent of this Resolution.

PASSED AND ADOPTED by the City Council of Perry City, Utah, this \_\_\_\_ day of August, 2015.

**PERRY CITY**

BY \_\_\_\_\_  
Mayor Karen Cronin

ATTEST:

\_\_\_\_\_  
City Recorder

COUNCIL MEMBERS: VOTING

	Aye	Nay
CHRISTENSEN	_____	_____
GERLACH	_____	_____
MONTGOMERY	_____	_____
LEWIS	_____	_____
JANA NELSON	_____	_____

**THREE MILE CREEK SHOOTING SPORTS COMPLEX**

“Standard Operating Procedures”

Range Safety Officer Training

Revised July 2015

2015 W. 3100 S. Perry, Utah

Latitude 41degrees 27'08.48 N

Longitude 112 degrees 03'51.69 W

**Range Management Contact Information:**

<b>Perry City Mayor</b>	<b>Karen Cronin</b>	<b>435-225-0039</b>
<b>Chief of Police</b>	<b>Dale Weese</b>	<b>435-237-3217</b>
<b>Chief Range Safety Officer</b>	<b>Eric Halter</b>	<b>801-791-1837</b>

**Additional Contacts:**

<b>Assistant to the CRSO</b>	<b>Kelly Harju</b>	<b>435-230-2938</b>
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**General Operations**

1. Hours of operation:
  - a) Fridays and Sundays 9 am – 5 pm
  - b) Saturdays: First and third Saturday of the month 1 pm – 5 pm  
second, fourth, fifth Saturday of the month 9 am – 5 pm
  - c) Closed first week of Duck Hunt
  - d) During the months of October through April the range is open weather permitting and based on RSO double coverage availability.
2. Public shooting: Open to all
  - a) ADA compliant to 200 yards; beyond 200 yards RSO must help disabled persons with targets
3. Fees: Refer to Fee Schedule set by Perry City Resolution.

**Acronyms:**

Range Safety Officer – RSO

Chief Range Safety Officer – CRSO

Three Mile Creek Shooting Sports Complex – TMCSSC

National Rifle Association - NRA

## **Range Operations**

1. **Flags:** The safety red range flag is always flown when range is in use. The US flag is flown when appropriate. Such determining factors could be rain, strong wind or a short event.
2. **Hunter Education:** While every effort will be made to schedule Hunter Education qualifications around the public shooting times, there may be times when those qualifications delay the start of public shooting. The Hunter Education Program takes precedence over most activities, not including long-term scheduled events such as scheduled matches.
3. **Range Safety Officer Presence:** A minimum of two Range Safety Officers shall be present when the range is open to the public (Fridays, Saturdays and Sundays). When possible 3 RSOs will be on-duty during public shoot. If only one RSO is present he/she will notify the Chief Range Safety Officer or the Chief of Police. The Chief of Police will provide temporary assistance at the range until an additional RSO responds to the range.
4. **Foul Weather:** Because of the geography of the range it is sensitive to foul weather conditions. Particularly rain and/or standing water. Range Safety Officers will make a “field call” if foul weather will interrupt safe shooting, damage the range from mud or “rutting” the roads, or damaging the infield. Lightning could also create an unsafe shooting environment. If, in the RSOs opinion, these conditions exist, the RSO will contact the Chief of Police, Head Range Safety Officer, or the Mayor.
5. **Range Control:** Range Safety Officers are to be aware that control of the range is NOT restricted to the firing line. Having control of the range includes all service roads south of the red range flag pole, firing line, parking lot, infield, outfield (down range), target lines and all range equipment. RSOs are to be in “control” of the Three Mile Creek Shooting Sports Complex at all times.
6. **Range Safety Officers** will be given the combination to the lock on the lock box containing key to panel gates. (Remember to put key back in lock box!) Before the on-duty Range Safety Officers open the TMCSSC in the mornings or after the on-duty RSOs close in the evenings, a member of the Police Dept. will lock or unlock a very large, keyed lock. The Chief of Police, Perry City Police officers, CRSO, Mayor, and a few key City personnel will be the

only persons with a key to this lock. If the on-duty RSOs arrive for a morning shift and the gate is locked they can call the Chief of Police or CRSO to open the gate or arrange to have the gate opened.

When the on-duty RSOs leave in the evening they still need to lock and/or unlock the regular lock that is used all of the time. The on-duty RSOs cannot just walk away from the gate and plan for the Duty Officer to lock the gate behind them

7. All equipment is to be kept in an orderly fashion. If the range runs out of necessary supplies, the RSO is to notify the CRSO.
8. No alcoholic beverages or illegal drugs are allowed on the premises of the Three Mile Creek Shooting Sports Complex . No persons in suspicion of being under the influence of alcohol, illegal drugs or impaired by prescription drugs will be allowed to handle a firearm at the TMCSSC.

### **Firing Line Operations**

1. Firing Line Safety, specifically Firearms Safety, is the single most important thing at the Three Mile Creek Shooting Sports Complex.
2. The Three Mile Creek Shooting Sports Complex will follow the four fundamental Firearms Safety Rules established by the NRA:
  - Always keep the gun pointed in a safe direction.
  - Always keep your finger off the trigger until ready to shoot.
  - Always keep the gun unloaded until ready to use.
  - Always be aware of your target and beyond.
3. Shooting at the Three Mile Creek Shooting Sports Complex is a privilege not a right. Failing to follow any of the four Fundamental Firearms Safety Rules, other designated range rules, Perry City Policies, or the command of any Range Safety Officer on duty, may result in immediate ejection from the range by the RSO or member of the range management, without refund or reimbursement.
4. Public shooting at the range is open to all shooters, regardless of their residence after the liability waiver is signed and on file with Perry City (See attached Liability Waiver.) Minors under the age of 18 must have a liability waiver on-file with Perry City which is signed by their legal

guardian and they must be accompanied by an adult in order to be able to shoot.

5. The shooter is responsible for all garbage, empty brass and general clean-up of their shooting station. The RSO is to hold the shooters responsible for the cleanliness of their station.
6. All shooters will check in with an on-duty RSO upon arrival.
7. The RSOs on duty must maintain operational control of range, maintain a professional demeanor and a command presence at all times, and pay attention to firing line (minimize talking & visiting).
8. The RSO will be responsible for the collection of daily use fees and the timely deposit of those fees in the Perry City drop box per Perry City Policy.
9. Firing Line Commands: A RSO will use a clear, concise, loud and articulated voice when issuing Firing Line Commands (see document; “Range Commands” for the command structure).
10. A RSO shall immediately call a “General Cease Fire” if an unsafe practice or condition is observed. ANY shooter may also call an “Emergency Cease Fire” if an unsafe practice or condition is observed.
11. Cease Fire Command: When the command to cease fire is given, all shooters will immediately open their bolt, make the action safe, and step back from the line.
12. Firing Line Ingress and Egress: NO ONE is to enter or exit the firing line from the front of the range firing line over the rock retaining wall. All individuals will use the side and back ramps.
13. Firearms Permitted on the Main Firing Line: Most firearms are permitted on the Main Firing Line. Examples of such are .22 rimfire, pistol, center fire rifle, muzzle loaders etc. It is the intent to allow most legal firearms to be fired at the range -- this includes the use of sound compensators (silencers).

14. Firearms NOT permitted on the Main Firing Line: Two classes of firearms are restricted until prior approval from the Chief of Police or the Chief Range Safety Officer is obtained -- shotguns and automatic weapons.
  - a. Shotguns: If a shooter would like to “pattern” a shotgun, arrangements may be made to accommodate the shooter to the north of the firing line.
  - b. Automatic Weapons: Arrangements may be made to accommodate a shooter wanting to shoot an automatic weapon on a one-to-one shooter-to-Range Safety Officer ratio basis while maintaining a minimum of two Range Safety Officers on the main firing line. These requests must be made at least 24 hours in advance and approved by the Chief of Police. If there are not enough Range Safety Officers to accommodate the shooter, contact the Chief Range Safety Officer.
15. Ammunition NOT allowed on the firing line: Tracer Rounds, cracker shells or exploding projectiles, armor piercing or steel core bullets. Other Ammunition (to be used on paper targets only) can be used as approved by a RSO.
16. Clay Pigeon Shooting: There will be NO clay pigeon shooting from the Main Firing Line. If there is a group that would like to shoot clay pigeons at the range, a member of the group should contact the Chief of Police or Chief Range Safety Officer at least 48 hours in advance, permission will be based on approval by Chief of Police or Mayor. Clay pigeon shooting must be done from the location designated at the time of approval and must be fired in a north-westerly direction. These restrictions are in place because of the down range debris and the unpredictable trajectories of the clay pigeon.
17. Injury Accident: In the event an injury accident occurs on the Firing Line, the
  - a. Range Safety Officer will call an immediate “General Cease Fire”
  - b. Make sure that the bolts in all weapons on the line are open and the chambers are empty.
  - c. Assess the nature of the injury accident.
    - i. If emergency medical treatment is needed, a Range Safety Officer is to call 911 and dispatch EMS to the range. Determination will need to be made whether helicopter or ambulance is required. Helicopter landing zone is north of main firing line.

- ii. A Range Safety Officer may attempt to render General First Aid to the victim if the accident allows this and the victim consents. Utah's Good Samaritan statute holds the responder harmless.
  - d. If possible, A Range Safety Officer will try to gather an accounting of the event that occurred. A Range Safety Officer will attempt to preserve any evidence (NOT gather, but KEEP SAFE) so that the Police Department can conduct an investigation. A Range Safety Officer will leave a witness statement from witnesses if feasible.
- 18. Fast draw/hip-shooting/shooting from the holster is prohibited: The practice of drawing a pistol or revolver from a holster and firing is strictly prohibited. This does not include Law Enforcement Officers under the direction of a certified Law Enforcement Firearms Instructor during an approved live fire exercise.
- 19. Range Commands: All range commands will be uniform and will follow the "Range Commands" structure. Permission to fire will not be given unless this protocol is followed.
- 20. Yellow (painted) Firing Line: Only the shooter may be forward of the yellow (painted) firing line during a firing sequence. An exception to this rule would be if the shooter is receiving direct, personal instruction or assistance from a non-shooter.
- 21. Red (painted) Firing Line: No person is to be forward of the Red (painted) Firing Line at any time unless directly authorized by a RSO.

## Target Line Operations for Public Shooting

1. Changing of Targets: Because the Three Mile Creek Shooting Sports Complex does not have a live target pit, a General Cease Fire command must be given before targets can be changed (see document "Range Commands" for the command structure).
2. Approved Targets: Only paper targets are to be used on the target backers at the target line. The use of any other target, particularly, glass, pop cans, jumping targets, clay pigeons, etc. is strictly forbidden. "Zombie" or "fantasy" targets are forbidden at the TMCSSC. Exploding targets of any kind are forbidden at the TMCSSC. Only steel targets that are first approved by the Chief of Police or the Chief Range Safety Officer will be used at the range.
3. Steel Targets: Steel targets are NEVER to be closer than 25 yards from the firing line.
  - a) Steel targets painted black are to be shot with .22 rimfire ONLY (no .17 HMR).
  - b) Steel targets painted white may be shot with any caliber firearm as long as the bullet is not a restricted bullet, i.e., tracer, armor piercing, steel cored or coated, etc...
4. Target Line Distances: Target lines with the appropriate berms have been set up at the 50, 100, 150 and 200 yard lines. Unless otherwise permitted, all shooting is to take place at those yardages. Under no circumstances are steel targets to be shot at a distance of less than 25 yards.
5. Targets that are owned by Perry City (Range) are not to be moved or taken off premise.
6. Shooters Down Range: A Range Safety Officer will ensure that the range is clear of shooters down range BEFORE the command to commence firing is given; in accordance to the document; "Range Commands". Also, shooters will have a natural tendency to "doddle" during the target change sequence. This will obviously greatly extend the time between firing relays. The RSO will take care to see that no time is wasted down range at the target lines.
7. Cross Shooting: Cross Shooting occurs when a shooter shoots from a shooting station at one end of the range, to a target line situated in front of

the shooting stations at the other end of the range. Effectively crossing all the other “lines of fire”.

a) Cross shooting is strictly prohibited.

b) The Range Safety Officer will make every effort to see that shooter is shooting at a target directly in front of the shooter’s station. In general, the target lines were set up as follows:

- 1) shooting stations 1-4 shoot at the 50 yard line
- 2) shooting stations 5-12 shoot at the 100 yard line
- 3) shooting stations 13-16 shoot at the 150 yard line
- 4) shooting stations 17-20 shoot at the 200 yard line

### **Range Opening Procedure**

1. Unlock and open gates to range
2. Hang Red Range Flag
3. Hang wind flag
4. Check perimeter of range
5. Check target frames/backers repair/replace if needed
6. General clean up and organization of downrange
7. Set up and test sound system
8. Hang American flag
9. Count money

### **Range Closing Procedure**

1. General clean up of downrange
2. General clean up of Main Firing Line and Range Safety Officer Station
3. Take down American flag
4. Take down red range flag
5. Reconcile the cash box per the Perry City Policy.
6. Return equipment, sound system, file box and money, etc. to building.
7. Lock building
8. Lock gates
9. Check perimeter of range take down wind flags
10. Lock gates to range
11. Return key to lock box
12. Immediately drop the Daily Income Envelope in the City Drop Box located at the Perry City Office located at 3005 S 1200 W, Perry UT.

## **Range Commands**

1. To START firing sequence (visually confirm no one is down range or in front of firing line):

**Shooters to the line. The line is now hot. You may commence firing.**

2. To STOP firing sequence:

**Cease Fire. Cease Fire. Shooters open your bolt, make your action safe, install your Open Bolt Indicator (OBI), and step behind the yellow line or remove your firearm from the firing line.**

3. To permit shooters Down Range (visually confirm the line is clear and safe):

**Shooters, you may proceed downrange to inspect or replace targets.**

## **Additional Shooters**

Additional shooters may approach the line with gear and firearm, only during a **FIRE** sequence **AND** after first checking in with Range Safety Officer.



What steps were taken to preserve the scene (photos, equipment, witness statements, etc...):

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Witness Name: \_\_\_\_\_ Statement Attached: \_\_\_Yes/\_\_\_No  
Address: \_\_\_\_\_  
Phone #: \_\_\_\_\_

Witness Name: \_\_\_\_\_ Statement Attached: \_\_\_Yes/\_\_\_No  
Address: \_\_\_\_\_  
Phone #: \_\_\_\_\_

Witness Name: \_\_\_\_\_ Statement Attached: \_\_\_Yes/\_\_\_No  
Address: \_\_\_\_\_  
Phone #: \_\_\_\_\_

Witness Name: \_\_\_\_\_ Statement Attached: \_\_\_Yes/\_\_\_No  
Address: \_\_\_\_\_  
Phone #: \_\_\_\_\_

Witness Name: \_\_\_\_\_ Statement Attached: \_\_\_Yes/\_\_\_No  
Address: \_\_\_\_\_  
Phone #: \_\_\_\_\_

Witness Name: \_\_\_\_\_ Statement Attached: \_\_\_Yes/\_\_\_No  
Address: \_\_\_\_\_  
Phone #: \_\_\_\_\_

Incident report completed by:

Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

Signature: \_\_\_\_\_



## **Range Development Projects**

1. Metal workshop with three bays to south west of building
2. Expand parking lot to the east
3. Add rain gutter to west side of canopy
4. Earth work
5. Addition of clay pigeon shooting area
6. Power to building
7. Log siding to cover building
8. Water to building
9. Twenty foot extension to front of bays 19 and 20 for chronograph use

**ENGINEER'S ESTIMATE**

**TAYLORS COVE SUBDIVISION: Waterline Upsize Cost Share**

Date: March 26, 2015

Project: Taylors Cove Subdivision Future 12" Waterline for Future Water Tank

Participants: Perry City Corporation / Wendy Jensen

~ Estimate of Perry City cost share to increase diameter from standard 8" to 12"



WATERLINE WORK		PLAN QUANTITY	8" WATERLINE (Developer's Responsibility)			12" WATERLINE COST			DIFFERENCE (City Responsibility)	
ITEM	DESCRIPTION	QUA.	UNIT	UNIT COST	UNIT	TOTAL	UNIT COST	UNIT	TOTAL	
<b>PHASE 1 ONLY</b>										
1	Furnish & install C-900 waterline including miscellaneous fittings	297	l.f.	\$24.24	l.f.	\$7,199.28	\$35.12	l.f.	\$10,430.64	\$3,231.36
2	Furnish & install Gate/Butterfly Valve	1	ea.	\$1,340.41	ea.	\$1,340.41	\$1,551.53	ea.	\$1,551.53	\$211.12
3	Furnish & install water service lateral saddle	4	ea.	\$360.00	ea.	\$1,440.00	\$478.74	ea.	\$1,914.96	\$474.96
4	Furnish & install fire hydrant tee & associated thrust block	0	ea.	\$750.00	ea.	\$0.00	\$1,028.65	ea.	\$0.00	\$0.00
5	Furnish & install waterline connection reducers	3	ea.	\$850.00	ea.	\$2,550.00	\$1,500.24	ea.	\$4,500.72	\$1,950.72
				<b>Total Cost - Phase 1</b>		<b>\$12,529.69</b>			<b>\$18,397.85</b>	<b>\$5,868.16</b>
<b>REMAINING PHASES</b>										
1	Furnish & install C-900 waterline including miscellaneous fittings	1,006	l.f.	\$24.24	l.f.	\$24,385.44	\$35.12	l.f.	\$35,330.72	\$10,945.28
2	Furnish & install Gate/Butterfly Valve	3	ea.	\$1,340.41	ea.	\$4,021.23	\$1,551.53	ea.	\$4,654.59	\$633.36
3	Furnish & install water service lateral saddle	14	ea.	\$360.00	ea.	\$5,040.00	\$478.74	ea.	\$6,702.36	\$1,662.36
4	Furnish & install fire hydrant tee & associated thrust block	2	ea.	\$750.00	ea.	\$1,500.00	\$1,028.65	ea.	\$2,057.30	\$557.30
5	Furnish & install waterline connection reducers	1	ea.	\$850.00	ea.	\$850.00	\$1,500.24	ea.	\$1,500.24	\$650.24
				<b>Total Cost - Remaining Phases</b>		<b>\$35,796.67</b>			<b>\$50,245.21</b>	<b>\$14,448.54</b>
				<b>TOTAL ALL PHASES</b>		<b>\$48,326.36</b>			<b>\$68,643.06</b>	<b>\$20,316.70</b>

NOTE: Estimated waterline costs shown are from the subdivision utility contractor, Ormond Construction. They have been compared to City Projects bid in Perry and Brigham City between August and December of 2014. They include the total cost difference (labor & materials) in diameter including pipe, fittings, service connections, fire hydrants, and connections to existing piping.

**MOTION:** Council Member Montgomery made a motion to grant final approval of Taylor's Cove Subdivision Phase 2. Council Member Gerlach seconded the motion.

**ROLL CALL:** Council Member Christensen, Yes                      Council Member Montgomery, Yes  
Council Member Gerlach, Yes                                      Council Member Nelson, Yes  
**Motion Approved.** 4 Yes, 0 No.

**F. APPROVAL OF FUNDING FOR PARTICIPATION IN THE UPSIZE OF THE TAYLOR'S COVE WATER MAIN**

Brett Jones said we are looking at a potential water tank above the Taylors Cove development. He said that this would require that a 12" (inch) water line be installed; therefore the City can save some money by piggybacking this project with the line already being installed by the developer. He explained the city would pay for the upsize of the water line from 8" to 12". Brett advised that the cost for this upsized waterline in phase 1 will be \$4,567.68 and will cost \$19,455.34 for all phases of the development. He recommended approving funding for the upsize of the waterline in all phases and then allow staff to ensure the improvements are inspected and complete prior to making payment. Mayor Cronin confirmed that this project would be impact fee eligible and that it is included in our Capital Facilities Plan. Brett agreed stating that this will also save the City a lot of money. Mayor Cronin said we can allocate the funding, set the money aside and then reimburse the funds as the work is completed.

**MOTION:** Council Member Nelson made a motion to grant approval of funding in the amount of \$19,455.34 needed for Perry City's participation in the upsize of the Taylor's Cove Water Main. Council Member Montgomery seconded the motion.

**ROLL CALL:** Council Member Christensen, Yes                      Council Member Montgomery, Yes  
Council Member Gerlach, Yes                                      Council Member Nelson, Yes  
**Motion Approved.** 4 Yes, 0 No.

**ITEM 5: PRESENTATIONS**

**G. WILLARD SPUR UPDATE BY JERR NELSON**

Jerry Nelson and Bruce Howard gave a presentation regarding the Willard Spur and Phosphorous/Nutrient Treatment in relation to the Perry-Willard Wastewater Treatment Plant. See attached presentation.

**ITEM6: DISCUSSION ITEMS**

**A. ORDINANCE 15-H FIRE SERVICES BILLING PROCEDURES**

Mayor Cronin stated that currently per ordinance we have the ability to bill out for fire services, however there are some details that are not really specified in the current ordinance and Malone Molgard has written another ordinance that will give the City the ability to collect for fire services and gives the City the authority to charge penalties for unpaid fire bills, and to go to collections if needed. She said that this is currently in draft Ordinance form. Council Member Christensen said that the city just passes along fees charged by Brigham City Fire and this is just trying to solidify the billing process that has been taking place for years.

Malone advised that section 1 and 2 of this draft ordinance are already part of the Perry City Code. Section 3, 4, and 5 are being added.

1 PERRY CITY COUNCIL MEETING  
2 PERRY CITY OFFICES  
3 July 23, 2015

7:00 PM

4  
5 OFFICIALS PRESENT: Mayor Karen Cronin presided and conducted the meeting. Esther  
6 Montgomery, Peter Gerlach, and Jana Nelson

7 OFFICIALS EXCUSED: Todd Christensen, and Brady Lewis

8  
9 CITY STAFF PRESENT: Greg Westfall, City Administrator  
10 Malone Molgard, City Attorney  
11 Susan K. Obray, City Recorder

12  
13 OTHERS PRESENT: Officer Steven Downey, Lawrence Gunderson, Nelson Phillips, Jerry  
14 Nelson, Debbie Nelson

15 **ITEM 1: CALL TO ORDER**

16 Mayor Cronin called the meeting to order.

17 **A. INVOCATION**

18 Council Member Montgomery offered the invocation.

19 **B. PLEDGE OF ALLEGIANCE**

20 Greg Westfall led the audience in the Pledge of Allegiance.

21 **C. REVIEW AND ADOPT THE AGENDA**

22 **MOTION:** Council Member Gerlach made a motion to approve the agenda. Council Member  
23 Montgomery seconded the motion.

24 **ROLL CALL:** Council Member Montgomery, Yes            Council Member Nelson, Yes  
25 Council Member Gerlach, Yes  
26 **Motion Approved.** 3 Yes, 0 No.

27  
28 **ITEM 2: PROCEDURAL ISSUES**

29 **A. CONFLICT OF INTEREST DECLARATION**

30 None.

31 **B. PASS OUT WARRANTS TO COUNCIL MEMBERS (AND POSSIBLE**  
32 **DISCUSSION)**

33 Susan Obray passed out the warrants.

34 Council Member Montgomery asked what the warrant for Dust busters/Dust Guard is. Mayor  
35 Cronin stated this is oil sprayed on dirt roads to keep dust down.

36 **C. BUSINESS LICENSE(S)**

1 • NS Auto

2 Mayor Cronin stated this business is owned by Nathan Sumko. She reported the business will have  
3 visiting clientele and is located at 1998 S Hwy 89. She said she is not sure what building it is. Susan  
4 Obray said it is a little white building located in front of Crash Works. Mayor Cronin said that we  
5 may want to address the issue of visiting clientele she said that she met with the Fire Marshall earlier  
6 this week and he suggested that all businesses with visiting clientele have a current fire inspection  
7 performed by the Fire Marshall prior to issuance or renewal of a business license. Council Member  
8 Montgomery asked if there is a cost associated with the inspection service. Mayor Cronin said that  
9 we currently have a contract with the Fire Marshall and the inspections would be included in the  
10 contract. She suggested that if the Council does grant the business license they make this contingent  
11 upon a successful fire inspection. Council Member Gerlach asked if we would need to add this  
12 requirement for business license renewals. The Mayor said yes. She said that if the City does not  
13 require the fire inspections for businesses with visiting clientele and there is a fire issue, it could open  
14 the City up to liability. Council Member Montgomery asked if these inspections would also be  
15 required for home businesses. Mayor Cronin said that they would need to research the requirement  
16 for home businesses. Council Member Montgomery asked if the fire inspection would include  
17 inspection of the parking availability. She said that is the only other question she has regarding this  
18 current business license application for NS Auto. Malone Molgard said that the Fire Marshall would  
19 be looking to ensure the business has adequate extinguishers, fire exits, etc. but parking would be  
20 something separate the Council would need to research. Mayor Cronin said that usually we request  
21 the person making application be present at the meeting. She said we could table the application until  
22 the next meeting and ask the applicant attend. The council looked at the lot on Google maps, but was  
23 unable to identify the number of parking stalls. Council Member Montgomery asked that staff  
24 contact the applicant and request that he attend the next City Council meeting. No action was taken at  
25 this time.

26 • Fiercely Free Company

27 Mayor Cronin reported that this is an Etsy shop providing online sales with no visiting clientele.  
28 Council Member Montgomery said there have been a lot of business applications recently that are  
29 Etsy shops. Mayor Cronin said this is the equivalent of an online quilted bear (or craft store).

30  
31  
32 **MOTION:** Council Member Montgomery made a motion to approve the business license for  
33 Fiercely Free Company. Council Member Nelson seconded the motion.

34 **ROLL CALL:** Council Member Montgomery, Yes Council Member Nelson, Yes  
35 Council Member Gerlach, Yes

36 **Motion Approved.** 3 Yes, 0 No.

37  
38 **ITEM 3: APPROX. 7:15PM- PUBLIC HEARING AND/OR PUBLIC COMMENTS (NO**  
39 **VOTE NEEDED)**

40 **A. PUBLIC HEARING TO RECEIVE COMMENTS REGARDING THE SALE OF**  
41 **REAL PROPERTY LOCATED AT THE CITY CENTER SUBDIVISION AND**  
42 **POINTE PERRY COMMERCIAL AREA**

43 Mayor Cronin advised that the parcel numbers for sale are listed in the public hearing notice.

44  
45 **MOTION:** Council Member Nelson made a motion to open a public hearing to receive  
46 comments regarding the sale of real property located at the City Center Subdivision and Pointe  
47 Perry Commercial Area. Council Member Montgomery seconded the motion.

48 **ROLL CALL:** Council Member Montgomery, Yes Council Member Nelson, Yes  
49 Council Member Gerlach, Yes



**B. MOTION TO AUTHORIZE THE SALE OF REAL PROPERTY LOCATED AT THE PERRY CITY CENTER SUBDIVISION AND POINTE PERRY COMMERCIAL AREA**

Mayor Cronin advised that the parcels are currently set at the County. She said we can sale these as is or we can regroup them. She said that she has had some people contact her with interest in some of the parcels. She said that the parcels were pretty small and if we were to maybe take two and group them to be larger in size we may get a little more interest. She said we have the flexibility to do whatever is in the best interest of the City in order to get the property sold. She reported that the City is working with Coldwell Banker to get the commercial property at Pointe Perry sold. Council Member Gerlach asked if this is an ordinance. Mayor Cronin said no that an Ordinance allowing the sale of the land (and setting procedure to do so) was approved at the last meeting; this action would be to authorize the sale of the land.

**MOTION:** Council Member Montgomery made a motion to authorize the Sale of Real Property in the City Center Subdivision and Pointe Perry Commercial Area. Council Member Gerlach seconded the motion.

**ROLL CALL:** Council Member Montgomery, Yes            Council Member Nelson, Yes  
                                 Council Member Gerlach, Yes  
**Motion Approved.** 3 Yes, 0 No.

**C. ORDINANCE 15-F FLAG LOT ORDINANCE**

Mayor Cronin advised that the Flag Lot Ordinance was forwarded from the Planning Commission with their recommendation for approval. She turned some time over to Greg Westfall and Susan Obray to discuss any further details regarding the Ordinance. Greg said the main focus of the Ordinance was that the City was getting a lot of flag lots which would benefit some things but made other things very difficult. The goal of this is to allow flag lots when they are needed and beneficial and eliminate unneeded or problematic flag lots. He said the other reason for the Ordinance was to outline things like who needed to own the road adjacent to the flag lot, which would be need to be the property owner of the flag lot. It outlines what the front of flag lot is and defines setbacks from there.

Mayor Cronin advised that paragraph 3 discusses a City Council public hearing which is optional. The requirements for public hearing have been met at the Planning Commission level. She said that if the Council believes they have had adequate public feedback this paragraph would be deleted from the Ordinance. Mayor Cronin said that this allows flag lots as a last resort, one thing to keep in mind is it is difficult for the City to maintain infrastructure (such as waterlines) on flag lots.

Council Member Montgomery stated she was impressed with the Ordinance and could not think of a single thing that the Planning Commission didn't think of in drafting the Ordinance. Council Member Gerlach agreed stating it seems very thorough.

Mayor Cronin asked if Lawrence Gunderson (Planning Commissioner) had any other information he would like to add. He said that they want flag lots need to be the exception to the rule. Perry City needs to keep all land useful and easy to maintain. He said there will still be times when flag lots will need to be considered. Mayor Cronin expressed appreciation for all the



1 be checked out from the City. Mayor Cronin said another issue is the use of the Range as a  
2 benefit to the Range Safety Officers (RSO). She said we currently have 72 trained Range Safety  
3 Officers and we are having a hard time getting 2 RSOs to man the range. She said the question  
4 is do we have people signing up to be RSOs just to get the benefit of use of the range without  
5 putting forth the volunteer hours. She said both Chief Weese and the Head Range Safety Officer  
6 wanted the amount of hours required to receive the benefit of use of the range defined. Council  
7 Member Gerlach asked if there are Range Safety Officers getting trained in order to bring Scout  
8 groups. Mayor said we have not had any issues with this. The issue is that people are not  
9 volunteering time but getting free use of the range. She said the recommendation is that the  
10 volunteer needs to provide a minimum of 12 hours of volunteer service prior to getting the  
11 benefit of use.

12  
13 Mayor Cronin advised that policies are separate from Standard Operating Procedures (SOPs).  
14 She explained that SOPs are reviewed and set by the Three Mile Creek Range Board. Policies  
15 are set by the City Council. She said that she is not saying that they will not go before the board  
16 for review but they are not required to go through the Board. She said that the Head Range  
17 Safety Officer, Eric Halter, Chief Weese, Shanna Johnson, Greg Westfall, Malone Molgard,  
18 Susan Obray and herself have worked together on the policies. She said most of the changes are  
19 coming from Eric and the Chief and what they would like to be more clearly defined. Mayor  
20 Cronin said that the Chief would like these changes approved sooner than later so that he has the  
21 backing to run the range as needed.

22

## 23 **B. UTOPIA UPDATE**

24 Mayor Cronin reported that about a year and a half ago there was a company by the name of  
25 White Cloud that came in and proposed putting a tower behind the City building to broadcast a  
26 Wi-Fi signal throughout the City for subscription and use. Greg Westfall stated that Ryan  
27 Hodges of White Cloud contacted the City and said that they have been waiting to move forward  
28 in an effort to see what would happen with the Macquarie proposal, but they are ready to move  
29 forward with the installation of the first tower. He said that they are putting together preliminary  
30 plans as to where this will be installed. This will provide service to about 30-35% of the  
31 community at this time. He said they would work shortly after this installation to install an  
32 additional tower on the east side of the City. He said that the two towers should provide 80%  
33 coverage to the community. He said that they plan to install the first towers in 30-60 days and  
34 should have the second tower installed in approximately 6 months. He said that we will be able  
35 to utilize the towers for other antennas such as those for public safety. Mayor Cronin said that  
36 the City Council already approved these towers in the past so unless the City wants to retract  
37 this, we should be good to go.

38

39 Mayor Cronin reported that Macquarie is still around and have asked if we would be willing to  
40 give them time to get things in order to get their proposal on the ballot in 2016. She said the  
41 member cities conveyed that as long as they are not running up the meter in costs, we are good to  
42 give them the time they need. She said the other path that is being pursued is called the 'Sweet  
43 Spot' model. This is where the areas they felt would have the most build out would be built out  
44 first and as they build out things bubble to the top. She said right now Perry City is about 3<sup>rd</sup> or  
45 4<sup>th</sup> on this model. She said that they have run a Utopia line up 2450 South and up to the hut  
46 located at Perry Park. She said in talking with Wayne Pyle of Utopia he thinks there are some

1 things they may be able to do to expedite coverage in our City. She said the question being  
 2 asked is would this be with the higher connection fee or with the lower fee to encourage people  
 3 to sign up. She said with the current number of subscribers they are breaking even, where a year  
 4 ago they were in a deficit and cities with subscribers were helping with the costs of operations.  
 5 Council Member Gerlach said that report was very helpful as they had not heard anything  
 6 regarding Macquarie in a while. Mayor Cronin said what she thinks happened is that Macquarie  
 7 could see that their deal was losing steam and they wanted to go back and add a few things to it.  
 8 Mayor Cronin said that she was on the review panel and on this panel she held very strong to the  
 9 fact that the people need to be able to vote on the proposal. She said that Mayor Stevenson went  
 10 along with this so from the elected officials standpoint you either place this on the ballot or there  
 11 is no deal. So in order for Macquarie to prepare for this they have asked for more time. She said  
 12 the Macquarie proposal is not dead yet. She said that the Sweet Spot mode may be offered as  
 13 soon as 6-9 months from now according to Wayne Pyle. Council Member Montgomery asked if  
 14 there is any information on cost of connection or monthly fees. Mayor Cronin said not yet.  
 15 Malone Molgard said he talked with Brigham.net people today and they said that for \$90 a  
 16 month he could get 100 Meg internet and phone and that would include the connection. He said  
 17 he currently pays this for Comcast and he only gets 5 Meg. Mayor Cronin said that they are  
 18 working on setting the best fees possible and also looking to utilize some of the monies obtained  
 19 through the RUS settlement to assist in these efforts.

20

21 **C. POINTE PERRY UPDATE**

22 Mayor Cronin reported that she has met with the Coldwell Banker representative and businesses  
 23 that may be a good fit for the area. She said the representative that we are working with is the  
 24 same representative that negotiated the deal for Scheels and for Station Park west of Lagoon.  
 25 She said that he has a lot of networking that will be to the City’s advantage.

26

27 **ITEM 6: MINUTES & COUNCIL MAYOR REPORTS (INCLUDING COUNCIL**  
 28 **ASSIGNMENTS)**

29 **A. APPROVAL OF CONSENT ITEMS**

- 30 • **JUNE 4, 2015 CITY COUNCIL WORK SESSION MINUTES**
- 31 • **JUNE 4, 2015 RDA MEETING MINUTES**
- 32 • **JUNE 4, 2015 CITY COUNCIL MEETING MINUTES**
- 33 • **JUNE 18, 2015 CITY COUNCIL MEETING MINUTES**
- 34 • **JULY 1, 2015 COUNCIL MEETING MINUTES**

35 Mayor Cronin said that she had forwarded some changes to the minutes, most of them  
 36 grammatical, but some of them changing the substance:

- 37 • One of the drafts stated that Box Elder School District had an increase of 29% in its  
 38 insurance, but that was Cache School District.
- 39 • Another change is on the June 18<sup>th</sup> City Council Meeting - Page 11, Line 37: it reads  
 40 “Mayor Cronin stated that it would be \$36,000 in taxes that Perry would need to pay” she  
 41 said that what she meant to say is that there is \$36,000 in taxes that would be deferred.

42 Council Member Montgomery gave some grammatical changes to Susan, but she did not find  
 43 anything of substance.

44

1 **MOTION:** Council Member Montgomery made a motion to approve the meeting minutes for  
2 June 4, 2015 City Council Work Session , RDA and City Council Meetings along with the June  
3 18, 2015 City Council Meeting Minutes with the recommended changes as noted.

4 **DISCUSSION:** Council Member Gerlach asked if it would be possible to vote on the June 4<sup>th</sup>  
5 and 18<sup>th</sup> minutes separately as he was not here on June 4<sup>th</sup>. Mayor Cronin said that would only  
6 leave 2 voting and a motion would not pass. Council Member Nelson said this would also be the  
7 case on June 18<sup>th</sup> as she was not in attendance at this meeting.

8 **Motion failed due to lack of a second.**

9  
10 Mayor Cronin advised that action regarding the meeting minutes will be tabled until the next  
11 meeting.

12  
13 **B. TODD CHRISTENSEN:** Absent.

14  
15 **C. PETER GERLACH:** Nothing reported.

16  
17 **D. JANA NELSON:** Nothing reported.

18  
19 **E. ESTHER MONTGOMERY:** reported that there are some new bookshelves in the hallway  
20 outside of the City Council Chambers. She said that they are a result of a partnership  
21 initiated back in May with the Promontory School of Expeditionary Learning. She said  
22 what is coming is we are creating a free bring one take on community library. Promontory  
23 School of Expeditionary Learning has access to a grant from Deseret Industries and she was  
24 the officiator of the grant and was able to negotiate this partnership and bring this asset to  
25 the City. She said that this will be ready to roll as soon as she loads the shelves with the  
26 books she has obtained. Jerry Nelson asked if people can bring in and donate books.  
27 Council Member Montgomery said yes, although space is limited. She said that the  
28 shelving has been donated by the City. Mayor Cronin thanked Council Member  
29 Montgomery for her efforts in bringing this to the City.

30  
31 **F. BRADY LEWIS:** Absent.

32  
33 **G. MAYOR CRONIN:** reported that last year Perry City put in for grant funding for a trail  
34 that would connect into Willard at the end of 1200 West. She said that this would have not  
35 only put in the trail but also a road. She said that this grant was submitted through the  
36 Wasatch Front Regional Council (WFRC) and our project was ranked #2, but there was  
37 some last minute political jockeying and we ended up 4th. She said that if the top three  
38 projects do not use all funding we would receive funding. She reported that we have a  
39 meeting on August 5<sup>th</sup> to meet with BRAG and the WFRC to see if there are other funding  
40 opportunities for the project. She said it would take about \$200,000 to complete the project  
41 if the City would like to fund this ourselves. She said we are actively working the project,  
42 but would prefer to do this through grants. She stated being 4<sup>th</sup> on the list usually positions  
43 us well for the next round of funding. Council Member Montgomery asked if the City is  
44 still looking at funding through the County for land acquisition on 900 West. Mayor Cronin  
45 advised that the city budgeted money for land acquisition in our FY2016 budget and we will  
46 start working this after the Tour of Utah is complete.

1 Mayor Cronin reported that the Tour of Utah will take place on August 4<sup>th</sup>. She said this is  
2 one of the top 5 premier bike races in the U.S. and will feature riders coming right off of the  
3 Tour de France. She said it is a 7 day bike race and our Stage of the race will be on day 2.  
4 She explained that the riders will begin in Tremonton and travel north through Perry and  
5 onto Ogden. She invited the community out to the Perry Park to help cheer the riders on.  
6

7 **H. STAFF COMMENTS:** Greg Westfall reported that during the Tour of Utah there will be  
8 some road closures and he will be visiting business to explain the closures. He said that  
9 there will be 20 minutes that the bikers will be coming through and the roads and business  
10 parking lots along Highway 89 will be closed at that time. He said the City will be  
11 encouraging people to come out and cheer riders on. He said that Perry City will be handing  
12 some noise makers out, and the City will be hosting activities at the park and will be  
13 handing out creamies or popsicles. He said once the Tour of Utah has come through we will  
14 transition into the National Night Out Against Crime.  
15

16 Susan Obray reported that the National Night Out Against Crime will include the CERTS  
17 Team, First Responders, We will have a pump truck to squirt the kids, Smokey the Bear,  
18 The National Safety Pup, New Hope Crisis Center, Perry City Police, face painting, a bike  
19 rodeo, and there will be a lot of drawings including two bikes and helmets.  
20

21 Greg Westfall said the events will be held at the Perry City Park. Mayor Cronin said the  
22 Tour of Utah will be held along Highway 89. Mayor Cronin said that the CERTS group will  
23 be helping to block off roads and she encouraged the Council Members to help if they are  
24 available.  
25

26 **I. ITEMS FOR NEXT NEWSLETTER**

- 27 • None.
- 28

29 **ITEM 7: APPROX. 8:05 PM EXECUTIVE SESSION**

30 **MOTION:** Council Member Montgomery moved to close the Public Meeting and open an  
31 Executive Session to discuss character and fitness of an individual and potential litigation.  
32 Council Member Gerlach seconded the motion.

33 **ROLL CALL:** Council Member Montgomery, Yes                      Council Member Gerlach, Yes  
34                      Council Member Nelson, Yes  
35                      **Motion Approved.** 3 Yes, 0 No.  
36

37 The Regular Public meeting closed at approximately 8:05pm.  
38

39 **MOTION:** Council Member Nelson moved to close the Executive Session and return to the  
40 Public Meeting. Council Member Montgomery seconded the motion.

41 **ROLL CALL:** Council Member Montgomery, Yes                      Council Member Gerlach, Yes  
42                      Council Member Nelson, Yes  
43                      **Motion Approved.** 3 Yes, 0 No.  
44

45 The Regular Public meeting reopened at approximately 8:35pm.

1 **ITEM 8: APPROX. 9:15 PM-ADJOURNMENT**

2 **MOTION:** Council Member Nelson made a motion to adjourn the meeting. Council Member  
3 Montgomery seconded the motion.

4 **Motion Approved.** All in favor.

5

6 Meeting adjourned at 8:35pm.