

NORTH OGDEN CITY COUNCIL WORK SESSION MEETING MINUTES

February 2, 2021

The North Ogden City Council convened in a virtual meeting on February 2, 2021 at 6:01 p.m. at <https://us02web.zoom.us/j/83046580843> or by Telephone: US: +1 669 900 9128 or +1 253 215 8782 or +1 346 248 7799 or +1 646 558 8656 or YouTube: <https://www.youtube.com/channel/UCriqbePBxTucXEzRr6fclhQ/videos>. Notice of time, place, and agenda of the meeting was posted on the bulletin board at the municipal office and posted to the Utah State Website on January 28, 2020. Notice of the annual meeting schedule was published in the Standard-Examiner on December 13, 2020.

PRESENT:	S. Neal Berube	Mayor	
	Ryan Barker	Council Member	
	Blake Cevering	Council Member	arrived @ 6:10 pm
	Charlotte Ekstrom	Council Member	
	Cheryl Stoker	Council Member	arrived @ 6:22 pm
	Phillip Swanson	Council Member	

STAFF PRESENT:	Jon Call	City Manager/Attorney
	Dave Espinoza	Public Works Director
	Lorin Gardner	City Engineer
	Katie Gerard	City Recorder
	Jeremy Hindes	Police Lieutenant
	Susan Nance	Interim City Recorder
	Evan Nelson	Finance Director
	Dirk Quinney	Chief of Police
	Tiffany Staheli	Parks & Recreation Director

VISITORS:	Julie Anderson
	Brenda Ashdown
	Stefanie Casey
	Brent Chugg
	Susan Clements
	Jay D. Dalpiaz
	Susan Kilborn
	Rachelle Krohn
	B. Lucas
	Randall Winn

Mayor Berube called the meeting to order. Council Member Ekstrom offered the Invocation and led the audience in the Pledge of Allegiance.

CONSENT AGENDA

1. **READING OF DETERMINATION REGARDING CONDUCTING CITY COUNCIL PUBLIC MEETING WITHOUT ANCHOR LOCATION**

Mayor Berube provided a reading of the determination of substantial risk to health and safety associated with holding in-person meetings amidst the COVID-19 pandemic.

2. **CALL FOR CONFLICT OF INTEREST DISCLOSURE**

Mayor Berube asked if any Councilmember had any conflict of interest to disclose. No disclosures were made.

ACTIVE AGENDA

3. **PUBLIC COMMENTS**

Randy Winn, 2412 Barker Parkway, commented on the proposal to build a new Public Safety Building in the City of North Ogden; one aspect of option E that appealed to him is the amount of open space in the quad of the campus as there may come a time in the future when the City's administration building may not be adequate and this open space could be used for expansion of that building. He wondered if it would be appropriate to demolish the existing police station to allow for expansion of City Hall at this time, particularly the expansion of the Council Chambers.

4. **APPOINTMENT OF CITY RECORDER, KATIE GERARD**

Mayor Berube noted that after a competitive interview process, Katie Gerard has been selected to fill the position of City Recorder, which was vacated upon former Recorder Annette Spendlove's retirement. He indicated this is Ms. Gerard's first City Council meeting with North Ogden and he invited her to provide some information about her background.

Ms. Gerard stated she has 18 years of experience in the public realm, most recently being employed by Wasatch Front Regional Council (WFRC). She is excited to work in a City setting and has had experience in the past working with former Mayor Brent Taylor and several Council Members and she always felt the City of North Ogden was very welcoming. She is excited to be part of this community.

Council Member Ekstrom motioned to appoint Katie Gerard as the City Recorder for North Ogden City. Council Member Cevering seconded the motion.

Voting on the motion:

Council Member Barker	aye
Council Member Cevering	aye
Council Member Ekstrom	aye
Council Member Swanson	aye

The motion passed unanimously.

5. DISCUSSION ON CHERRY DAYS PARADE ROUTE

Parks and Recreation Director Staheli reported that in 2019, in consideration of the upcoming construction at the intersection of 2600 N and Washington Boulevard, the City Council, with the input of City staff and resident feedback made the decision to temporarily change the parade route for one year during construction at the intersection. Staff and resident Cherry Days coordinators have had some continuing concerns with the current parade route aside from the upcoming construction:

- The road (400 E) hill coming down to 2600 N is quite steep and poses some difficulty for certain parade vehicles (carriages, city train, brakeless entries).
- With the width of Washington Boulevard and the UDOT barricades in the middle of the road in multiple sections from 2600 North to the south can cause difficulty and may cause the need to split the parade every other entry, onto either side of the road.
- The width of Washington Blvd. has caused traffic management issues in trying to keep people from going out into the road. Staff and Council have had complaints from residents and those watching the parade because the depth of spectators can get to be 20-30 people deep in places. Those who have saved seats behind the street curbs have been upset by those who walk up before the parade starts and stand in the road in front of the curbs, and in front of those who have saved seats or those who have been sitting in their selected location for the duration of the morning. Even though we have a great police presence at the parade each year, utilizing their motorcade, patrolling the length of the parade route, the length of the parade and the amount of people present has proven extremely difficult to enforce by keeping spectators behind the fog lines on the road.
- Concerns have been raised for years about the safety of the parade and the ability to work with entries to manage or eliminate candy/prize distribution. Regulations have been in place for many years that prohibit entries from distributing/throwing candy and prizes from their entries, but that has been difficult to enforce during the parade. Entries have been required to distribute items via carts or wagons by walking along the side of the road. With the large number of spectators, this has posed a problem with people coming up to and surrounding the distributing entries.
- Washington Boulevard south of 2600 North is a State road and requires permitting for closure through the Utah Department of Transportation.

Ms. Staheli noted some of the concepts that were discussed regarding the temporary new route:

- With a new route, significant communication efforts will need to be made to share the message of the change with residents.
- Most of the road is much less steep than the current route.
- The temporary new route is a much narrower road (2 lanes vs 5 lanes) and the intent was that a narrower road would help keep spectators on and behind the curb rather than in the roadway just due to the narrowness of the road. This would help decrease the depth of spectators and address some of the resident concerns that we have had with others sitting in front of them and obstructing their view.
- The narrowness of the temporary route would help with safety as items being distributed from the entries could easily get to and behind the curb.
- The temporary new route is on a city-owned road which can be closed at the discretion of the North Ogden Police department without obtaining a permit.
- The temporary new route has 6 city-owned parking locations at parks or city buildings either on or within 3 city blocks of the parade route.
- The temporary new route is longer than the existing route to allow people to spread out more throughout the route. This will help with spectator depth mentioned above.
- The end of the new/temporary route is at a location within blocks of the Cherry Days festivities allowing for parade entrants who are also participating at the festival in the park easy access to the park.

She then presented a map illustrating the proposed temporary parade route that will be followed during construction. The parade would start at the intersection of 2600 North and Mountain Road and will end at 500 East 2600 North; this is a 1.5-mile route, which is slightly longer than the former 1.36-mile route. There are several City owned properties along the route that can be used for parking or parade viewing. With the decision to temporarily move the parade route during construction, which was planned for the 2020 calendar year, staff have been working diligently and have made significant efforts to reach out to residents, changing the parade route on the website, updating the parade route on the participation applications, utilizing flyers and distributions in the utility bill mailed to residents, posting notices in the Connection magazine distributed to all residents, emails sent out to all parade participants from previous years, and hand-delivered notices to many residents along the parade route in order to provide clear communication about the temporary change. Staff is of the opinion that many residents are aware of the temporary change and that the construction provides a good opportunity to test out a new route to see the effect of the changes and if there is a benefit and improvement to the safety of North Ogden's celebrations that should be continued. If the difference is not significant, staff is prepared to return to the current/existing route.

Mayor Berube stated that it is his understanding that many of the issues that have been identified for the route along Washington Boulevard will still be present even after the 2600 North/Washington Boulevard intersection project is completed and it is likely that

this temporary route could become the permanent route for the Cherry Days parade. He then stated that Administration will closely monitor the COVID-19 situation in the community as the Cherry Days celebration approaches, to determine what events can be held in-person. This led to high level discussion among the Mayor and Council regarding their feelings about the proposed parade route and events that can be held in-person while observing social distancing guidelines. Several Council Members commented on their feeling that the proposed parade route will create more of a 'hometown' feel for the parade; however, there was concern about the ability of parade spectators to spread out given that 2600 North is not as wide as Washington Boulevard. At the conclusion of the discussion, Mayor Berube concluded the Council supports the proposal. Ms. Staheli thanked the Mayor and Council for their consideration of this issue and for their support.

6. DISCUSSION ON PUBLIC SAFETY BUILDING

Police Chief Quinney provided an overview on the history of the process the City has followed over the past few years to evaluate the City's needs in terms of public safety. Administration hired JRCA Architects to assist with the needs assessment for the project and they were very thorough in the review and evaluation of current facilities. They presented a report last spring that provided detailed information regarding current level of service based upon the existing Police Department and their proposal for a new facility that will meet the City's needs at build out. Their proposal is for a facility that the Police Department can grow into over the coming years, though it does not have a great deal of empty or unused space at the onset. He reviewed a spreadsheet provided in the JRCA study document that illustrates space needs throughout the facility, including a kitchenette space, waiting area and fitness area. He stated that if the City funds the construction of an adequate fitness area, he will commit to equip it with necessary items. He then provided a comparison of the square footage distribution in the existing facility with that of the proposed facility, showing that office spaces are not being increased and the same is true for public restroom areas.

Mayor Berube then invited the Council to ask Chief Quinney questions about the proposal. Council Member Ekstrom commented on the need to build a facility that is adequate to meet the department's needs and will also be an inviting place for police officers to come to work and will support positive department morale. Chief Quinney stated that he feels the current plans will support morale and that it will also be functional at present as well as 20 years in the future.

Council Member Swanson asked how the plan for the building has been created by JRCA and if it will allow for growth or expansion as the City grows. Chief Quinney stated the areas in which the Department will grow most are patrol and investigations. There may also be the possibility of adding an Assistant Chief position and a Records Clerk or two. The current patrol room is 260 square feet and the new facility will provide an additional 136 square feet. However, as patrol grows, there is the option to expand by up to 504 square feet. Council Member Swanson asked if the space dedicated to evidence processing and storage in the new facility will be adequate. Chief Quinney stated that the

current amount of space dedicated to evidence processing is a countertop that is eight square feet in size. This area is exposed and near a door that leads outside the facility, which is problematic for many reasons. The JRCA proposal indicated the amount dedicated to evidence processing will increase by 62 square feet and this will provide adequate space for processing hazardous materials and moving them to a storage space.

Council Member Cevering thanked Chief Quinney and City Administration for their proper vetting of this project and the actual needs in the facility.

Mayor Berube then asked Mr. Call to summarize the possible next steps for the Council to take in terms of proceeding with this project. Mr. Call stated that it does not sound as if the Council is opposed to the project scope as it has been presented; it is also necessary to consider whether to proceed with trying to acquire adjacent property that will allow for future expansion of the facility. Additionally, the funding mechanism for the project must be determined, but that is difficult to do until a formal plan for the project is created in order to calculate the price per square foot of the facility. This can be accomplished by hiring an architect or contractor, or both. The City could perform a competitive RFP process to hire an architect or a contractor that will operate under a design-build project scope. Mayor Berube stated he feels the City should pursue the option to purchase adjacent property to allow for future expansion and he asked if there are any objections from the Council; no objections were voiced.

Mayor Berube then facilitated discussion among the Council regarding funding options for the project including issuing a general obligation (GO) bond or revenue bond. He also said that it will be necessary for the Council to determine repayment sources of either type of bond. He stated he believes the City will have adequate revenues this year to proceed with property acquisition and design of the project without adjusting property taxes in the City. The Council's discussion concluded with support for pursuing design of the project in order to understand costs of the project before proceeding with a decision regarding the appropriate funding source. Mr. Call indicated that Administration could proceed with evaluating the costs for a design estimate as opposed to a fully engineered set of plans for the project and that before the Council agrees to the project, they would review that design estimate in an open meeting for the sake of full transparency.

Chief Quinney thanked the Council for their attention to this matter and thanked the Mayor and Council Members who have taken the time to visit and tour the existing storage facility. He noted he is willing to provide a tour for those who have not yet been able to visit the facility.

7. DISCUSSION ON CURRENT FISCAL YEAR BUDGET 2020-2021

City Manager/Attorney Call stated that the purpose of this discussion is to provide the Council with an opportunity to review some items which were removed during the budget process last spring in anticipation of a reduced sales tax collection. Staff have recommendations on ways to spend the potential increase in sales taxes along with some

of the savings we have seen during the first 7 months of the fiscal year. For sales taxes we have received our allotment from the state for July through November (5 months) we are currently \$495,370 ahead of projections for the current year. That amount is enough to eliminate the budgeted use of the City's rainy-day fund of \$360,000 and provide for the opportunity to save additional funds as well as allocate funds to additional purposes. The question posed to the council was which expenditures should be included back into this year's budget and which items should still be deferred for a future decision. Staff recommends the following items be considered and brought back to the Council meeting on February 9, 2021 for an official budget amendment. Some items below are connected (new officer, additional police vehicle, new officer equipment) and others are spread across a few GL Accounts. The staff will have additional details on those individual GL accounts after the Council provides some direction on the items to be included in the budget amendment.

- Salary Adjustments \$94,166.67
- Building Permit Software \$20,000
- Planning Director \$41,000
- Police Laptops (5 @ \$2200) \$11,000
- Police Vehicles \$43,000
- Police Vehicles \$43,000
- Full Time Officer \$24,000
- Vehicle New Officer \$53,640
- Equipment New officer \$15,500
- Police Equipment Maintenance \$1,800
- Parks Tree Removal \$4,500
- Playground Maintenance \$2,500
- Parks Building Maintenance \$3,000

Mayor Berube and Mr. Call then facilitated a high-level discussion among the Council regarding the proposed budget adjustments included on the list to determine which items should be presented for formal consideration and action during the February 9 meeting. Mayor Berube pointed out that the majority of the expenditures are aimed at maintaining or improving quality of life in the City and are also based upon growth. Council Members expressed their gratitude to Mayor Berube and the City's Administrative Staff for their efforts at planning ahead to determine the needs of the City based upon growth. They indicated they were comfortable with the list of proposed budget adjustments.

Mayor Berube noted the salary adjustments of \$94,166.67 are intended to address those who did not receive a market salary adjustment last year and are now being paid a wage that is under market for their position. Mr. Call noted that approximately \$30,000 of the approximate \$94,000 will be dedicated to salary adjustments in the Police Department.

8. PUBLIC COMMENTS

Julie Anderson, 940 E. 2600 N., referenced the parade route discussion and stated she does not think that it is long enough. Also, staging at the gravel pit/posse grounds could be problematic and she wondered who will be responsible to clean up after the horses that are involved in the parade. She is concerned about the traffic coming from Mountain Road to 2600 North as she feels that people will use that road to get around the parade, but that there will be no outlet and they will be frustrated. There will also be frustration with the on-street parking along roads surrounding the parade route and the locations where Cherry Days events will be held. She asked if those living along 2600 North and other surrounding streets can take measures to keep people from parking on their front lawn. Finally, she is concerned about the horses that will be walking down 2600 North; the road is not as steep as Washington Boulevard, but it is also not as wide and the horses could become skittish when they become confused by larger crowds and kids entering the streets to retrieve candy. She stated she is mostly concerned about the safety of children and the horses participating in the parade. She then concluded by discussing the dog park; the curb needs to be repainted to keep people from parking on the street. She thanked the Council for taking care of City workers financially and she noted she also supports the Public Safety project as presented by Chief Quinney.

Susan Clements, 668 E. 3125 N., also addressed the Cherry Days parade route. She noted there is construction going on near the intersection of 2600 North and 1050 East that likely will not be completed before July and that could be problematic. Also, she hopes that all residents living along 2600 North will be notified of the parade route so they can make appropriate plans.

Susan Kilborn, 3370 N. 400 E., noted she spent eight years as a Council Member in Citrus Heights, California, which has a population of nearly one million. Also, in Utah she spent two terms as a Parish Council Member for St. James Catholic Church. During those terms there was a great deal of building involved and she spoke to the need for the City to be forward thinking when considering projects such as the Public Safety facility. The project should take into account the projected growth of the community to ensure that it is not necessary to rebuild or expand the facility again in the near future. She then asked if there has been any thought paid to cancelling Cherry Days for 2021 and using the money that would have been spent on that event to improve safety in the community; the pandemic may still be an issue and 'every penny counts' when considering a project like the Public Safety facility. She asked if the City has assigned any individual or committee to pursue grant programs that could be used for the project. Also, the City currently has two 'money pits': the amphitheater and North Shore Aquatic Center. She asked if anyone was doing anything during the off-season to promote utilization of the facilities to generate revenue. She then noted there is an agency at Hill Air Force Base called the Defense Logistic Agency Redistribution Center; all federal agencies turn their surplus properties into the Center and the City can apply for donations of items from the center before they are sold at public auction. The City could possibly get items that could be used in the Public Safety facility and she indicated she would be willing to investigate

that for North Ogden. She said that there may be residents or businesses in the community that would make donations of services or products that could be used in the project. Finally, she inquired as to the purpose of the Events Coordinator position and why they are paid \$80,000 per year.

Mayor Berube stated that the Police Chief is examining all grant opportunities for the Public Safety project; he is also pursuing other service or supply donation requests.

9. **COUNCIL/MAYOR/STAFF COMMENTS**

Mayor Berube stated that he would like to get back on a schedule for Council Members to report on the operations of the Departments of the City they have been assigned to.

Council Member Stoker referenced the discussion about the Public Safety project and she encouraged residents to take the time to visit the existing facility to get an understanding of why it is not meeting the needs of the City at present and in the future. She then asked Mr. Call if an inspector was assigned to inspect the duplex that she asked about several meetings ago. Mr. Call answered yes and indicated he will provide her with a report outside of this meeting. Council Member Stoker thanked City department heads and staff for the great service they provide to the City.

Mayor Berube noted he and Mr. Call had the opportunity to visit with property owners living along Cold Water Creek, responsive to discussions about changing the flow of the creek. He stated that the flow has not yet been changed, but it was helpful for he and Mr. Call to gain a personal understanding of the changes the developer is proposing.

Mr. Call reported that two Police Officers recently responded to a call of a loose cow on Washington Boulevard saying that they were put in harm's way in a very uncommon situation. They were able to get the cow back to its home safely but suffered some bumps and bruises and some damage to equipment. He added that there is a COVID-19 testing facility in the parking lot of the Aquatic Center and that as soon as the vaccine becomes widely accessible to the general population of the City, that location will likely be used as a vaccine distribution facility. Staff is coordinating with those who manage the facility to ensure that its operation will not interfere with the Aquatic Center when it is open for the season. He concluded by reporting that the Venture Academy will rent the Barker Park Amphitheater for graduation in June saying they understand that they will be required to follow COVID-19 protocols.

Mayor Berube noted that given the minimal snow pack this winter, water run-off is very low this year. Public Works employees have made an effort to move water around the City to respond to this, saying this is a very important service and he hopes that moisture will increase in the spring months.

10. **ADJOURNMENT**

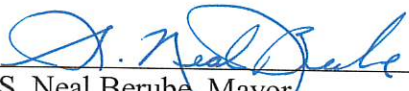
Council Member Stoker motioned to adjourn the meeting. Council Member Barker seconded the motion.

Voting on the motion:

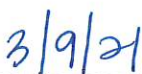
Council Member Barker	aye
Council Member Cevering	aye
Council Member Ekstrom	aye
Council Member Stoker	aye
Council Member Swanson	aye

The motion passed unanimously.

The meeting adjourned at 8:11 p.m.


S. Neal Berube, Mayor


Katie Gerard
City Recorder


Date Approved