

A Meeting of the Nibley City Council held at Nibley City Hall, 455 West 3200 South, Nibley, Utah, on Thursday, January 21, 2016.

The following actions were made during the meeting:

**Councilwoman Beus motioned to adopt Resolution 16-01: A resolution adopting the annual meeting schedule for the Nibley City Council, as presented on Thursday evening's. Councilmember Ramirez seconded the motion. The motion passed unanimously 5-0; with Councilwoman Beus, Councilmember Ramirez, Councilman Hansen, Councilman Jacobsen, and Councilman Bernhardt all in favor.**

**Councilman Jacobsen motioned to approve the site plan for Stander, Inc., a commercial site located at 2410 S. Heritage Drive, as presented. Councilman Bernhardt seconded the motion. The motion passed unanimously 5-0; with Councilman Jacobsen, Councilman Bernhardt, Councilman Hansen, Councilwoman Beus, and Councilmember Ramirez all in favor.**

**Councilman Jacobsen motioned to invite Matt Regan to bring the City Council a Letter of Intent for consideration to complete the Nibley City audit for the next two years. Councilmember Ramirez seconded the motion. The motion passed unanimously 5-0; with Councilman Jacobsen, Councilmember Ramirez, Councilman Hansen, Councilman Bernhardt, and Councilwoman Beus all in favor.**

**Councilwoman Beus motioned to adjourn to executive session to discuss Acquisition of Real Property and discussion regarding personnel pursuant to Utah Code 52-4-205. Councilmember Bernhardt seconded the motion. The motion passed unanimously 5-0; with Councilwoman Beus, Councilmember Bernhardt, Councilman Hansen, Councilman Jacobsen, and Councilmember Ramirez all in favor.**

**Councilman Jacobsen motioned to proceed with David Zook's 3% scheduled increase, effective April 1, 2015. Councilman Hansen seconded the motion. The motion passed unanimously 5-0; with Councilman Jacobsen, Councilman Hansen, Councilwoman Beus, Councilmember Bernhardt, and Councilmember Ramirez all in favor.**

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#### OFFICIAL MINUTES OF THE MEETING

Minutes were taken by Deputy City Recorder Cheryl Bodily

#### Opening Ceremonies

Mayor Dustin recognized Scouts from Troops 373 and 377; Brayden Wright, Leith Olsen, Seth Galloway, & Gabe Douglas. Scout Brayden Wright led the meeting in the Pledge of Allegiance.

### **Call to Order and Roll Call**

Mayor Shaun Dustin called the Thursday, January 21, 2016 Nibley City Council meeting to order at 6:33 p.m. Those in attendance included Mayor Shaun Dustin, Councilman Bryan Hansen, Councilman Larry Jacobsen, Councilwoman Kathryn Beus, Councilman Thomas Bernhardt, and Councilman Tim Ramirez. Mr. David Zook, the City Manager, Chad Wright, Nibley Recreation Director, Justin Maughn, Nibley Public Works Director, Shari Phippen, City Planner, and Stephen Nelson, Nibley City Treasurer were also in attendance.

### **Approval of agenda and the January 4, 2016 meeting minutes**

Councilman Jacobsen made a motion to approve the last meeting minutes and the evening's agenda. Councilmember Bernhardt seconded the motion.

Mayor Dustin asked that the Council shift a portion of the staff reports to the beginning of the meeting.

Councilman Jacobsen asked for general consent to allow staff reports after item 4 of the agenda. General consent was given.

The motion passed unanimously 5-0; with Councilman Jacobsen, Councilmember Bernhardt, Councilman Hansen, Councilwoman Beus, and Councilmember Ramirez all in favor.

### **Public Comment Period**

Mayor Dustin read the rules of the public comment period and gave direction to the public present.

Mayor Dustin opened the public comment period at 6:38 p.m. He described the open public comment period for the benefit of the public & Scouts present.

Corlyss Drinkard said she had noticed on the agenda that the City Council would be reviewing the performance of the City Manager. She said they had a "winner" with David and described her interactions with Mr. Zook. She concluded her statement with the words "leadership" and "grants."

Ron Hellstern echoed what Ms. Drinkard said about Mr. Zook. Mr. Hellstern described the opportunity for residents to plant trees along the Blacksmith Fork River and to contribute to the river restoration project. He said he had heard rumors about the Firefly Park area and asked that the City Council do what was agreed to by 100% of the Council and the public present that this area should be preserved as a nature park.

Mayor Dustin closed the public comment period at 6:43.

### **Council and Staff Reports**

Shari Phippen gave the City Council an update of the General Plan process. She said she expected the full draft by the end of the week.

Justin Maughn updated the City Council on the progress on the new city well.

Chad Wright reported on Nibley City's Recreation department. He introduced himself and discussed empowering through recreation. Mr. Wright reported on the Nibley City "Boo"nanza, the Holiday Open House, the Live Nativity, the Nibley Gnome, and summarized additional work he had taken part in. He shared a draft of recreating guiding principles.

Councilmember Ramirez asked Mr. Wright to elaborate on his ideas for an ice rink. Councilman Jacobsen asked Mr. Wright what constrained the city from doing recreation programs? Mr. Wright discussed making things affordable, managing risks, volunteers, and reaching out beyond standard recreation. Councilman Hansen asked Mr. Wright to put some consideration into the Community Garden, the Morgan Farm, and a petting zoo. Councilwoman Beus discussed the sentiments she had heard from volunteers and wanted to discuss how they could encourage volunteers and overcome the sentiment. The Council discussed that Mr. Wright's job was to coordinate volunteers and to offer support to the volunteers.

### **Discussion and Consideration of Resolution 16-01: A resolution adopting the annual meeting schedule for the Nibley City Council**

Mayor Dustin referred to the proposal that was included in the meeting packet. Mayor Dustin said he and staff had discussed moving City Council meetings to Wednesday nights which would make the building available on Thursday nights. The Council discussed the pros and cons and their availability to move City Council meetings to Wednesday nights.

Councilwoman Beus made a motion to adopt Resolution 16-01: A resolution adopting the annual meeting schedule for the Nibley City Council, as presented on Thursday evening's. Councilmember Ramirez seconded the motion. The motion passed unanimously 5-0; with Councilwoman Beus, Councilmember Ramirez, Councilman Hansen, Councilman Jacobsen, and Councilman Bernhardt all in favor.

### **Discussion and Consideration of a Site Plan for Stander, Inc., a commercial site located at 2410 S. Heritage Drive**

Steven Mansfield the architect with Milieu Design and Brady Stowers with Iron Wood Construction were present at the meeting.

Ms. Phippen said, in the past, when a site plan has been for a single, small building, the opinion and direction of the City Council & Planning and Zoning Commission had been that a concept presentation could be waived and that preliminary and final site

plan could be done as one approval. She said that was why this proposal was coming to the Council as a single item.

Ms. Phippen said Stander, Inc was a company that made home care products that assist seniors and others with limited mobility to maintain independent living. They were moving their business out of Logan and into Nibley, and had purchased property near CampSaver. Ms. Phippen displayed the proposed sight. Ms. Phippen said the applicants were proposing to build a 30,000 square-foot building, which was about the same size as CampSaver. Ms. Phippen described the primary building materials for the project. She said these products were compatible with Nibley's Commercial Design Standards. Ms. Phippen described fenestration and the required fenestration. She said the proposed building was sufficient to meet Nibley City ordinance. Ms. Phippen described colors, rooflines, and screening of mechanical and service areas.

Ms. Phippen said the Planning and Zoning Commission passed a recommendation to approve the building materials and design for this site at their January 13, 2016 meeting.

Ms. Phippen then began describing the site plan and landscaping; including parking, trees, grasses, and shrubbery. Mayor Dustin expressed his concern with xeriscaping and was concerned that this would be a weed patch. Mr. Stowers described the developer's intent for the property and what he felt the intent was for the landscaping on the property. Mayor Dustin suggested the City Council add a requirement that the site be cleared of construction debris and leveled. Ms. Phippen said this was already required in order for the building permit to be issued.

Ms. Phippen said it was staff's opinion and recommendation that the parking be deemed compliant with City code. She said the Planning Commission determined the site plan and building design were compliant with all relevant City standards and codes and passed a motion recommending approval of the site plan and building design.

Councilwoman Beus asked to know the plan to ensure the developer followed through with their landscaping design and retention/detention. Ms. Phippen said city staff wanted to start doing a development agreement with a landscaping schedule. She said she was not sure of the details. She said penalties could be written into the agreement or building occupancy could be withheld until landscaping requirements are completed.

Councilmember Bernhardt asked for further information on the truck spaces shown on the plan. He was concerned that the road was not wide enough. Mr. Stowers said there were two loading docks and a ramp for trailers to back down into. Ms. Phippen said the engineer had reviewed the application and didn't have a concern as to whether or not the site would be able to accommodate the trucks. Councilman

Jacobsen suggested Mr. Stowers consult with their client to see if this was enough space to meet their needs.

Councilmember Ramirez asked how they enforced landscaping; i.e. if a tree died, etc. Ms. Phippen recalled that there was nothing in the design guidelines about replacing landscaping. Councilman Jacobsen questioned whether there was this type of requirement in the guidelines. Mayor Dustin asked Ms. Phippen to add this discussion into the ordinance review under the new General Plan guidelines. Councilman Jacobsen discussed the storm water retention basins and said he felt they should require trees in the retention/detention basins. He said they shouldn't exclude tree calculations from these areas and said they should put trees in water basins until shown otherwise; he felt this was the best place to put trees.

Councilman Jacobsen made a motion to approve the site plan for Stander, Inc., a commercial site located at 2410 S. Heritage Drive, as presented. Councilman Bernhardt seconded the motion. The motion passed unanimously 5-0; with Councilman Jacobsen, Councilman Bernhardt, Councilman Hansen, Councilwoman Beus, and Councilmember Ramirez all in favor.

### **Discussion of Cache Valley South Corridor Development Plan**

Mayor Dustin gave a summary of the background discussion that led to this plan. Ms. Phippen had a PowerPoint presentation to accompany her presentation on the South Corridor Development Plan.

Mayor Dustin asked for a five (5) minutes recess at 8:12 p.m. The meeting resumed at 8:16 p.m.

Mayor Dustin said he would like to discuss this until 8:35 p.m. and then determine whether they would like to continue the discussion.

Ms. Phippen began her presentation by discussing the background of the South Corridor Development Plan. She then reviewed the following topics: primary objective, key ideas proposed by the SCDP, nodal development, highway 89/91 cross-sections, trail concepts, 300'-500' landscape buffers, and issues and concerns with the SCDP including those of Gerald Knight, Nibley Mayor when the SCDP was drafted.

Councilman Jacobsen said he was surprised Mayor Knight remembered all of this stuff, "cause he was gettin' kind of old." The City Council discussed how the SCDP could be construed as "Logocentric." Mayor Dustin asked if they should negotiate with Logan and work out a reasonable solution or if they got more by sticking to their guns and having Logan appear around Nibley? Mayor Dustin discussed Nibley's current fiscal position and what he foresaw down the road. He said he foresaw more dangers of not working with Logan than he did with seeing if they could make the SCDP work. Councilman Jacobsen said he felt they didn't have a hope of adopting the SCDP; there were too many communities involved. He said they

would make major progress if there were an agreement between Nibley and Logan on an annexation plan.

### **Discussion and Consideration of a Request for Proposals for Auditing Services**

Stephen Nelson said the city council discussed conducting a competitive recruitment for auditing services on May 7, 2015 and directed to staff to bring a Request for Proposals (RFP) to the Council for fiscal year 2015/16. He said staff had drafted an RFP in order to conduct a competitive recruitment for auditing services with the goal being to select an auditor or auditing firm that met the standards expected by the city and which would provide a competitive price. Mr. Nelson said the RFP was from a template taken from the State website which had been edited by himself, Mr. Zook, and the City attorney.

The drafted RFP was previously provided in the “Box” in the City Council meeting packet. Mr. Nelson summarized the items in the RFP.

Mr. Nelson said city staff would like the direction of the council; staff was ready to issue the RFP for auditing services with direction from the Council. Mayor Dustin asked about the possibility that the RFP precluded the city’s current auditor from submitting his name because he had already been auditing for the city for two years. Mr. Nelson said they could negotiate the length of the contract; the Length of Contract section retained the right to negotiate the terms of the contract. Mayor Dustin said he had brought this before the City Council with reservations and gave his full support to the current city auditor. Mr. Zook said there legally wasn’t a limit on how frequently they needed to change auditors and he summarized common business practices.

Mr. Nelson showed a spreadsheet of several communities that were similar to Nibley in size and the amount that had been spent for their auditing services. He noted the average was approximately \$13,000. Councilmember Bernhardt asked if Mr. Nelson knew if the cities on the spreadsheet had offered an RPF. Mr. Nelson said he didn’t know and Mr. Zook said he would assume from his interactions that they hadn’t.

Councilwoman Beus talked about people she had reached out to for information on hiring an auditor. She said the auditor needed to be hired by the board, or the City Council, and she had discovered that they didn’t necessarily need to issue an RPF. Councilwoman Beus agreed that she wanted to ensure that the process was consistent. Mr. Zook reminded the City Council of how the current auditor was hired. Mayor Dustin said he suggested they extend the services of Nibley’s current auditor for a further two years and free staff’s time. Councilwoman Beus said she just wanted to be sure they did the process correctly. Mr. Zook said city staff could bring back the current auditor’s Letter of Engagement for the approval of the City Council. Mayor Dustin said he would request city staff bring the Letter of Engagement back to the City Council for consideration.

Councilman Jacobsen made a motion to invite Matt Regan to bring the City Council a Letter of Intent for consideration to complete the Nibley City audit for the next two years. Councilmember Ramirez seconded the motion. The motion passed unanimously 5-0; with Councilman Jacobsen, Councilmember Ramirez, Councilman Hansen, Councilman Bernhardt, and Councilwoman Beus all in favor.

Councilman Jacobsen agreed that Councilwoman Beus was doing the right thing and had brought up an important “checks and balance.” Councilman Jacobsen reviewed the RFP and purchasing policy for the benefit of Councilman Bernhardt and Councilmember Ramirez.

### **City Council and Staff Reports—Continued**

Mayor Dustin reported on the sewer.

Mayor Dustin reported that Nibley City had been in discussing engineering services. He said their current engineer was retiring.

Councilwoman Beus mentioned the traffic when Logan Coach was getting out. She was concerned with the amount of kids on the road because they are just getting out of school. Mayor Dustin said this would continue to be an issue as long as they had a 20 acres parcel that is zoned commercial in the middle of a residential zone. Mr. Zook said Nibley City would have a new deputy and that he would reach out to him with this concern. Councilmember Bernhardt suggested putting the flashing speed limit sign along the road.

Councilman Bernhardt discussed the flint water crisis. He said he appreciated how open Nibley City was about their water.

Councilmember Ramirez discussed 800 West traffic. He said it was a very open road and sometimes speeding wasn't the problem; vehicles weren't even speeding so he didn't know if tickets would be a deterrent. Mayor Dustin asked Mr. Maughn to bring a calculation of how much it would be to raise the sidewalks on 800 West.

Mr. Zook said the city had installed a cubical for the city's Sheriff's presence.

Mr. Zook reported on a meeting with Ms. Phippen, himself, and planner from USU.

Mr. Zook reported the animal and business licensing was currently due and asked the City Council to remind their neighbors.

Mr. Zook reported on improvements to Nibley's cyber security.

Mr. Zook reported on a bus stop by the new high school. He described the location. He said the CVTD was also interested in constructing a bike shelter in Nibley.

Mr. Zook discussed a grant being submitted through UDOT for the trail along the river.

Mr. Zook said the County had hired a county-wide trails coordinator. He said Nibley City had gotten him up-to-speed with their trails plan. Mr. Zook reported on more trails funds.

Mr. Zook reported on employee sexual harassment and workplace violence training.

Councilwoman Beus made a motion to adjourn to executive session to discuss Acquisition of Real Property and for discussion regarding personnel pursuant to Utah Code 52-4-205. Councilmember Bernhardt seconded the motion. The motion passed unanimously 5-0; with Councilwoman Beus, Councilmember Bernhardt, Councilman Hansen, Councilman Jacobsen, and Councilmember Ramirez all in favor.

I hereby affirm that the sole purpose for closing the January 21, 2016 City Council meeting and for moving to a closed, executive session meeting was to discuss the purposes described under Subsection 52-4-205(1)(a),(1)(f).

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Shaun Dustin, Mayor

### **Adjourn to Closed Session**

The meeting adjourned to executive session at 9:42 p.m.

This meeting returned from executive session at 10:22 p.m. and resumed at 10:23 p.m.

### **Report on Closed Session and Discussion of City Manager Salary**

Mayor Dustin assessed that the City Manager's annual review and performance were exemplary and recommended the City Council proceed with the scheduled 3% increase as scheduled, effective April 1, 2015 given that the discrepancy between the schedule and the date was his doing.

Councilman Jacobsen made a motion to proceed with David Zook's 3% scheduled increase, effective April 1, 2015. Councilman Hansen seconded the motion.

Councilwoman Beus discussed the averages the City Council had discussed with auditing service but noted the discrepancies of how much Nibley paid it's City Manager compared to other city managers. Councilmember Ramirez said he had never seen a City Manager do as much as he did and be so open. He said he was worth every penny.

Councilman Hansen thanked said Mr. Zook fort the work he had done. He said he made Nibley look good and was a great asset to the city.



Councilman Jacobsen told Mr. Zook he was doing a great job and enjoyed the way he interfaced with the county and the rest of the state. He said he knew that Nibley had a great reputation because of his influence.

Mayor Dustin said he respectfully disagreed with Councilwoman Beus.

Councilmember Bernhardt discussed his father who was a City Manager. He said he felt they might underappreciate or underestimate the number of hours that were put in.

Mayor Dustin asked Deputy Recorder Bodily to enter Mr. Zook's accomplishments and goals into the meeting minutes.

### **Department Goals for 2016**

#### **Parks Department**

1. Update Parks Master Plan
2. Complete plan for and begin construction of Firefly Park
3. Complete plan for and begin construction of trail by high school
4. Complete plan for and begin construction of Veterans Park
5. Begin construction of tennis courts at Heritage Park (pending funding)

#### **Streets Department**

1. Reconstruct Nibley Park Avenue between 12th West and 12th West
2. Apply Asphalt Preservation Treatment to more roads
3. Construct sidewalks on 2600 S, 3200 S, 250 West, 640 West
4. Adopt final plan for 3200 S Realignment
5. Signalize 2600 S/SR 165 intersection
6. Complete 2600 S Bridge
7. Update Transportation Plan to reflect new bridge and road standards
8. Street/sidewalk inspection program

#### **Water Department**

1. Construct new well and water lines
2. Develop and implement plan for contaminated spring
3. Establish a backflow inspection program

#### **Sewer Department**

1. Prepare and Adopt a Sanitary Sewer Management Plan
2. Complete evaluation of what to do on south end sewer/sewer treatment with Logan

#### **Stormwater Department**

1. Implement newly adopted Stormwater Master Plan
  - a. Develop low-impact stormwater design standards
2. Construct stormwater facilities at Public Works Yard

**Public Works**

1. Establish new construction standards and design criteria
2. Implement forms and processes for new development that will follow what the subdivision ordinance requires, and that developers and contractors can follow and understand
3. Establish a high level of quality control and inspection for City infrastructure being constructed

**Planning Department**

1. Complete General Plan Update
2. Complete Downtown Plan
3. Prepare and adopt new ordinances based on new plans
4. Adopt a Home Occupation Business Ordinance
5. Update Fee Schedules

**Recreation**

1. Prepare a City Recreation Plan
2. Add new, innovative events that strengthen community connections
3. Improve field scheduling
4. Add new youth and adult recreation and fitness programs
5. Develop a long-range plan for Morgan Farm

**Administrative**

1. Update Purchasing Policy
2. Establish new contracts for City Engineer, City Attorney, and Auditor
3. Complete Spring Contamination Insurance Claim
4. Establish Wellness Program for Employees
5. Establish Sheriff Substation in City Hall
6. Evaluate Court Options
7. Update Utility Billing Policy
8. Improve Budget document
9. Improve performance metrics system for employees
10. Get a zip code

**Emergency Preparedness**

1. Improve emergency power capabilities – hookups for generators at City Hall, Schools, Churches
2. Additional Emergency Training for Staff
3. Update Emergency Preparedness Plan
4. Adopt APWA Mutual Aid Agreement
5. Conduct an emergency drill

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**Nibley City Accomplishments Since Last Review****Parks Department**

1. Secured approximately \$1,000,000 in funding for Firefly Park

- a. Purchased 20-acres for Park Expansion
- 2. 250W/Nelson Wellsite Park Completed
- 3. Secured \$372,000 CMAQ funds for river/high school trail
- 4. Completed Disc Golf Course and sidewalks
- 5. Secured \$40,000 RAPZ grant for Heritage Park
- 6. Finished new baseball field at Heritage Park
- 7. Planted hundreds of trees
- 8. New mower
- 9. Sealed Heritage Park Parking Lot

### **Streets Department**

- 1. Secured \$140,000 TAP grant for 800 West Trail
- 2. Secured \$200,000 grant for 2600 South intersection
- 3. UDOT agreement to install pedestrian crossing at SR165
- 4. Sealed more than half of streets
- 5. Completion of 3200S Realignment Study
- 6. New Heritage Elementary School sidewalk
- 7. New ADA ramps and multiple sidewalk repairs
- 8. Replaced more than 100 signs

### **Water Department**

- 1. Successfully handled spring contamination event
- 2. Negotiated agreement re water rights for new well
- 3. Installed new chlorinator at Nelson Well
- 4. Completed construction of 12-inch main line along Johnson Road
- 5. Created and calibrated water model
- 6. Created routine well house cleaning and maintenance schedule
- 7. Repaired dozens of small leaks
- 8. Repaired one major water main break
- 9. Installed dozens of new water meters
- 10. Upgraded water meter reading equipment
- 11. Coordinated project with utility billing staff to identify lost revenue, and repaired 30 meters
- 12. Increased output of Nelson Well by utilizing VFD controls
- 13. Pressure Reducing Valves were adjusted to operate distribution system more efficiently
- 14. Improved SCADA alarming and notification
- 15. Repaired dozens of fire hydrants
- 16. Extended water line in 700 West and installed fire hydrant on dead end
- 17. Installed water main and service at Recycle Site

### **Sewer Department**

- 1. Completed Sewer Master Plan
- 2. Helped negotiate agreement with Logan and other cities re wastewater treatment
- 3. South-end Sewer Study completed
- 4. Two new employees obtained sewer certification

5. Created routine sewer lift station cleaning and maintenance schedule
6. Video inspected 11 miles of sewer pipe
7. Combined water and sewer departments

### **Stormwater Department**

1. Completed Stormwater Master Plan
2. Settled Lawsuit with Canal Company
3. Installed new drain to fix drainage issue at Nibley Park
4. Landscaped Ashbury ponds
5. Multiple system repairs

### **Public Works**

1. Recruited and hired awesome new director
2. Negotiated agreement with school district for bridge, road and trail property trade
3. Relocated Recycle Site
4. Served as interim Public Works Director for half of 2014
5. Purchased all new backhoes
6. Revised Traffic Control Ordinance
7. Multiple safety improvements – air monitors, fall protection, traffic control, PPEs, etc.

### **Planning**

1. Hired consultants for General Plan Update and Downtown Plan
2. Secured \$10,000 CMPO planning grant for General Plan Update
3. Prepared info sheets for various land use processes
4. Updated Animal Control Ordinance
5. Updated Subdivision Ordinance
6. Updated Noise Ordinance
7. New Cell Tower Ordinance
8. Improved weed compliance program

### **Economic Development**

1. Secured three grants from EDC Utah for training and marketing
2. Created Economic Development brochure and website
3. Attended Economic Development Training
4. Held Business Workshop for Nibley Businesses

### **Recreation**

1. Hired new recreation director
2. Developed draft recreation plan
3. Added new events and activities

### **Admin**

1. Finished the year with \$350,000 General Fund Surplus

2. Reviewed and revised organizational structure, duties, functions, job descriptions etc.

- a. Established written job descriptions for all employees
  - b. Conduct annual reviews of descriptions with employees
  - c. Combined/shifted some functions
  - d. Hired new, bilingual office specialist/court clerk
3. Established regular training for staff, especially in customer service
4. Participate in necessary trainings
- a. HR, Safety, Financial, Mgmt., Open Meetings, GRAMA, Elections, sewer, water, roads, park and rec, planning/land use, economic development, etc.
5. Implemented new software for permit management, stormwater, and dog and business licensing
6. Established online facility reservation, scheduling and payment system
7. Created a policy/procedure manual for staff
8. Renegotiated Gas and Cable franchise agreements
9. Implemented Employee Assistance Program
10. Revamped City Code/Codification with new platform
11. Scanned thousands of documents
12. New policy for appointing new councilmembers
13. New Ordinance for sale of real property
14. New Military Discount Ordinance
15. Developed Cash Handling Policy
16. Improved website
17. Developed new City Council Agenda Item Report

### **Emergency Preparedness**

1. Implemented Community Alert System
2. Emergency Training for Staff
3. Adopted UT WARN Mutual Aid Agreement
4. Secured emergency supplies for City
5. Issued 72-hour kits to all employees
6. Installed redundant emergency radio systems
7. Presented at State PIO Conference

The motion passed unanimously 5-0; with Councilman Jacobsen, Councilman Hansen, Councilwoman Beus, Councilmember Bernhardt, and Councilmember Ramirez all in favor.

There was general consent to adjourn the meeting at 10:30 p.m.

Attest: \_\_\_\_\_  
Deputy City Recorder