

1. 7:00 P.M. Regular City Council Meeting

Documents:

[07-01-2020 AGENDA.PDF](#)
[2020-07-01 CC PACKET.PDF](#)

MEMORANDUM

TO: Mayor & City Council

FROM: Quinn Bennion, City Manager

RE: *Agenda Items for July 1, 2020 Council Meeting*

PUBLIC HEARING

1. **Vernal City General Plan (First Reading)** - Allen Parker

POLICY AND LEGISLATION

1. **Request for approval of the furniture bid for the Innovation Hub** – Quinn Bennion. The Innovation Hub is advancing closer to opening at the end of July. The furniture project was bid to include procurement and installation of office furniture. Funding will come from the rural co-working center grant awarded to the city last fall from GOED. Four bids were received. Staff recommends accepting the low bid of Northeastern Office Supply in Vernal.
2. **Request for approval of agreement for Prosecutor Legal Services** – Quinn Bennion. Michael Harrington serves as the City’s prosecutor. He proposes a two-year contract to reflect the drop in cases.
3. **Request for approval of agreement for Civil Legal Services** - Quinn Bennion. Dennis Judd serves as the City’s civil attorney. The annual agreement is included in the packet. The only change to the agreement is for the billing to cycle to be once a month instead of every 3 months.
4. **Request for approval of agreement for Indigent Legal Services** – Allen Parker.

MINUTES OF THE VERNAL CITY COUNCIL REGULAR MEETING HELD
JUNE 17, 2020 at 7:00 p.m. in the Vernal City Council room, 374 East Main, Vernal,
Utah 84078.

PRESENT: Councilmembers Nicholas Porter, Ted Munford, Travis Allan and Bert Clark and Mayor Doug Hammond. Councilmember Dave Everett was excused.

WELCOME: Mayor Doug Hammond welcomed everyone to the meeting.

INVOCATION OR UPLIFTING THOUGHT: The invocation was given by Councilmember Travis Allan.

PLEDGE OF ALLEGIANCE: The Pledge of Allegiance was led by Councilmember Ted Munford.

APPROVAL OF CITY COUNCIL REGULAR MEETING MINUTES OF JUNE 3, 2020: Councilmember Bert Clark moved to approve the minutes of June 3, 2020. Councilmember Nicholas Porter seconded the motion. The motion passed with Councilmembers Munford, Allan, Porter and Clark voting in favor.

REQUEST FOR SPONSORSHIP OF GRAD NIGHT FOR 2020 – KAM POPE: Kam Pope explained that usually grad night is held after graduation, however, with school being shut down with the pandemic a regular graduation was put on hold. The School District is planning a graduation in July or August so grad night will be held at the same time. He asked the Council to consider sponsoring the event with \$2000. Councilmember Travis Allan moved to sponsor grad night in the amount of \$2000. Councilmember Bert Clark seconded the motion. The motion passed with the following roll call vote:

- Councilmember Munford.....aye;
- Councilmember Allan.....aye;
- Councilmember Porter.....aye;
- Councilmember Clark.....aye.

PRESENTATION BY UTAH STATE UNIVERSITY (USU) –BOB PETERSON: Bob Peterson, representing Uintah Basin USU, explained that he wanted to let the City officials know how much they appreciate the support they have received over the years. He noted that technology has changed higher Ed over the years from Ednet to web based classes and now Zoom. Councilmember Clark reminded everyone that the City purchased the building on west Highway 40 so there would be a brick and mortar campus here in Vernal. Mr. Peterson acknowledged that gift from the City and stated they are appreciative for continued support. He noted that with the help of Bob Williams, Marc Bingham, the City, County and the State, Vernal has a nice campus now. One of the challenges is high school graduates can earn higher wages without a bachelors degree, but higher education is needed today. He stated that they can boast the highest number of scholarships in the State, and no other USU campus has the relationship this school does with elected officials. Quinn Bennion stated that USU is a tremendous asset to this community and plays a huge role in economic development. He asked if there is the

MINUTES OF THE VERNAL CITY COUNCIL REGULAR MEETING HELD June 17, 2020

46 possibility to getting athletics here like the Eastern Utah campus and what would be needed to
47 promote that idea. Bob Peterson stated that USU wanted the Eastern campus to be able to keep
48 their identity which included their sports program. He stated that he would bring it up with
49 James Taylor.

50
51 **PRESENTATION REGARDING THE POSSIBLE ADDITION OF BIKE LANES ALONG**
52 **SR-121 AS PART OF UDOT RESURFACING PROJECT – CIVCO ENGINEERING:** Brett
53 Reynolds, representing CIVCO Engineering, explained he wanted to update the City officials on
54 this issue after talking with the County. He noted that the Commissioners came to the same
55 conclusion as the City, although there is enough room to allow parking with a bike lane by the
56 walking park. The County’s concern was the major intersections and UDOT is still looking at
57 those. As a compromise, the State is considering installing bike route signs that would identify
58 Hwy 121 as a bike route. Councilmember Ted Munford agreed that would be a good
59 compromise for now. Brett Reynolds stated that if any work is done on that road in the future,
60 they will look at accommodating the trails master plan. Councilmember Nicholas Porter stated
61 this is a good first step. The Council thanked Mr. Reynolds for the update.

62
63 **DISCUSSION AND ADOPTION OF PROPERTY TAX RATE – ORDINANCE NO.**
64 **2020-04:** Mike Davis explained that the County figures the certified tax rate based on three
65 items – personal property, centrally assessed property and real property. The City receives
66 \$336,000 in property tax while the County received \$14 million. Councilmember Travis Allan
67 asked how much property tax the County received from City residents. The staff did not have
68 those figures. Quinn Bennion stated it is not as high as thought because of the oilfield equipment.
69 Mike Davis stated that the largest property tax collector is the School District at \$22 million.
70 Quinn Bennion stated he completed a study for Utah cities outside the Wasatch Front to see
71 where the City fell with property tax rates and Vernal is the 3rd lowest. Moab does not have a
72 property tax rate. Councilmember Travis Allan stated that the residents need to understand the
73 property tax rate is lower here than other places. Mike Davis stated that the certified rate will
74 give the City the same amount of tax as last year; minus any growth. *Councilmember Ted*
75 *Munford moved to approve Ordinance No. 2020-04 adopting the certified tax rate.*
76 *Councilmember Nicholas Porter seconded the motion. The motion passed with the following roll*
77 *call vote:*

78 *Councilmember Munford.....aye;*
79 *Councilmember Allanaye;*
80 *Councilmember Porteraye;*
81 *Councilmember Clark..... aye.*

82
83 **SALARY SCHEDULE FOR THE AIRPORT RESOLUTION NO. 2020-08:** Quinn Bennion
84 explained that the salary schedule has to be revised to add the airport employees. He noted that
85 the staff looked where these employees will fit in comparison with other similar City positions
86 and the airport manager position as compared to other airport managers in Utah and other areas
87 before coming up with a recommended range. If this range is approved, the next step is to
88 provide an offer letter to the three employees outlining wage, insurance benefits, probation etc.

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89 *Councilmember Ted Munford moved to approve Resolution No. 2020-08 amending the City salary*
90 *schedule to add the airport employees. Councilmember Nicolas Porter seconded the motion.*
91 *The motion passed with the following roll call vote:*

- 92 *Councilmember Munford.....aye;*
- 93 *Councilmember Allanaye;*
- 94 *Councilmember Porteraye;*
- 95 *Councilmember Clark.....aye.*

96
97 **ADOPTION OF FY2021 BUDGET - ORDINANCE NO. 2020-05:** Mike Davis explained that
98 the certified tax rate is not included in this budget so the Council will need to approve that
99 revenue in the budget reopener. Also, there will be changes to the beginning fund balance once
100 the voluntary separation agreements are completed and funded. The tricky part is those
101 employees that are leaving have vacation and sick leave hours that will be cashed out. He noted
102 the financial benefit to the City will not be seen until FY2022. Also, the airport is a new fund
103 being added to this budget. *After further discussion, Councilmember Ted Munford moved to*
104 *adopt the FY2021 Budget with the changes mentioned. Councilmember Bert Clark seconded the*
105 *motion. The motion passed with the following roll call vote:*

- 106 *Councilmember Munford.....aye;*
- 107 *Councilmember Allanaye;*
- 108 *Councilmember Porteraye;*
- 109 *Councilmember Clark.....aye.*

110
111 **DISCUSSION ABOUT SMALL BUSINESS GRANT PROGRAM WITH UTAH**
112 **COUNTY, NAPLES CITY AND BALLARD TO ASSIST BUSINESSES WITH**
113 **INTERRUPTIONS DUE TO COVID-19 PANDEMIC FUNDED WITH CARES ACT**
114 **FUNDS:** Quinn Bennion stated that Ballard, Naples City, Uintah County and Vernal City will be
115 offering grants to small businesses using CARES Act funding. The City costs for COVID-19
116 will be covered first, then the rest of the first allotment will be used to help struggling businesses.
117 The hope is this will boost the local economy. The amount that can be requested will range
118 from \$1000 to \$10,000. Councilmember Ted Munford asked what determines the amount.
119 Quinn Bennion stated there is a priority list with a point system. The criteria includes a
120 decreased customer count, no other grant funding, and a high employee loss. Councilmember
121 Ted Munford asked if they are required to have a current business license. Quinn Bennion stated
122 there will be a few exceptions such as a home based business that is not required to have a
123 license. There was some discussion to require these businesses to have a license without paying a
124 fee. Also, the businesses will be given a 1099 at the end of the year. The Council thanked Mr.
125 Bennion for the update.

126
127 **DISCUSSION REGARDING WATER SHUTOFF NOTICES:** Quinn Bennion explained
128 that at the beginning of COVID-19, the decision was made to halt shut off notices for those
129 unable to pay their bill as many people were losing their employment. Now, two months later,
130 the City has under 20 households that are 1 month past due and have 3 properties that have been
131 placed on a reduced flow meter. That type of meter still provides water at a reduced rate

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132 making it harder to take a shower which encourages the user to pay the bill. He asked the
133 Council when they would like shut off notices to be sent. Councilmember Ted Munford asked
134 if arrangements can be made to pay their bill if they get behind. Mike Davis stated they do
135 have options. Councilmember Travis Allan stated with the amount of unemployment people
136 are getting this should not be an issue now, but down the road it may be a concern. Mike
137 Davis agreed. After further discussion, the consensus was to send the reminders out and start
138 collecting delinquent accounts.

139
140 **REQUEST FOR APPROVAL OF AMENDMENTS TO THE VERNAL CITY**
141 **PERSONNEL POLICIES AND PROCEDURES, CATEGORIES OF APPOINTMENTS -**
142 **RESOLUTION NO. 2020-07:** Quinn Bennion explained that the personnel policy needs to be
143 **modified** to clarify the definition of a full-time employee to comply with federal regulations.
144 Councilmember Bert Clark stated there are also changes to the volunteer fire department.
145 Quinn Bennion agreed he is recommending that volunteers do not receive benefits. He stated
146 that the District is paying for those benefits, not the City. *Councilmember Nicholas Porter moved*
147 *to approve Resolution No. 2020-07 as presented. Councilmember Ted Munford seconded the*
148 *motion. The motion passed with the following roll call vote:*

149 *Councilmember Munford.....aye;*
150 *Councilmember Allan.....aye;*
151 *Councilmember Porter.....aye;*
152 *Councilmember Clark.....aye.*

153
154 **ADMINISTRATIVE REPORTS**

155
156 Rodeo:

157 Quinn Bennion stated that the rodeo has received the green light to be held and will be selling
158 tickets. Because this is one of the only rodeos still operating, they have received an incredible
159 number of participants signing up. They will be handing bandanas for everyone to wear and will
160 only have reserved seating.

161
162 Sewer Rates:

163 Councilmember Bert Clark stated that the Sewer Management Board is looking at increasing the
164 sewer rates by 32 cents per household per month to replenish the replacement fund. Quinn
165 Bennion asked when the increase will go into effect. Councilmember Clark stated it has not been
166 decided yet.

167
168 Property Tax:

169 Mike Davis stated that the Council questioned earlier what the property tax amount is that the
170 County received from City properties. He stated he computed the tax rate with the value and
171 that amount equals \$2.2 million dollars.

172
173 Water leak:

174 Allen Parker stated that a significant water leak was found around 500 South and 500 East from

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175 a line that was not on the map and had been shut down. The hope is that leak will correct a lot
176 of the water loss.

177
178 **ADJOURN:** There being no further business; *Councilmember Nicholas Porter moved to adjourn.*
179 *Councilmember Bert Clark seconded the motion. The motion passed with a unanimous vote and*
180 *the meeting was declared adjourned.*

181
182 _____
Mayor Doug Hammond

183 ATTEST:
184
185 _____
186 Roxanne Behunin, Deputy Recorder

(S E A L)

AWAITING FORMAL APPROVAL

MINUTES OF THE VERNAL CITY COUNCIL REGULAR MEETING HELD JUNE 24, 2020

M¹**INUTES OF THE VERNAL CITY COUNCIL REGULAR MEETING HELD ,**
²**2020** at 7:00 p.m. in the Vernal City Council room, 374 East Main, Vernal, Utah 84078.
³

4
5 **PRESENT:** Councilmembers Nicholas Porter, Dave Everett, Bert Clark and Mayor Doug
6 Hammond.

7
8 **WELCOME:** Mayor Doug Hammond welcomed everyone to the meeting.

9
10 **ACKNOWLEDGMENT AND APPROVAL OF SPECIAL MEETING:** *Councilmember*
11 *Bert Clark moved to acknowledge and approve the special meeting. Councilmember Nicolas*
12 *Porter seconded the motion. The motion passed with Councilmembers Porter, Everett and Clark*
13 *voting in favor.*

14
15 **PUBLIC HEARING FOR FY2020 BUDGET REOPENER #2 – ORDINANCE NO. 2020-06**

16 – **MIKE DAVIS:** Mike Davis reviewed the revenue and expenses of the budget reopener with
17 the Council. There were two changes that were made. One was the general sales tax which
18 decreased from 3.6 million to 3.2 million. The second was the highway tax which decreased from
19 1.3 million to 1.1 million. Mr. Davis explained that he figured in some Cares Act money coming
20 in; however, there was none, so he zeroed it out. There were some small changes in the court fees
21 under charges for services. Mr. Davis indicated that under contributions and transfers, there is a
22 fund balance that is at 1 million dollars and that is the worst case scenario. Mr. Bennion
23 confirmed that this was for the FY2020 that is closing out. Mr. Davis stated that April's numbers
24 came in the same as the prior year which was not expected. However, year to date, the budget is
25 still down \$40,000. Highway tax was down \$80,000. Mr. Davis explained that in the 1.3 million
26 is where they are expecting to lose more in the next two months. Councilmember Bert Clark
27 asked if the City still receives their portion of the fuel tax that was passed by legislation. Mr.
28 Davis stated yes, that is the .3 highway tax. Mr. Davis stated if you look at the year to date, there
29 is 7.7 million, and he has predicted 10.4 million for May and June which is being optimistic.
30 Councilmember Bert Clark asked if there were any loans being paid off for CIB. Mr. Davis stated
31 that will come next year. Mr. Bennion asked if the City is going to defer one of the loans for
32 2021. Mr. Davis explained that it has become more work than he anticipated including contacting
33 the other loans, redoing the bond documents, working with lawyers and pushing the City into the
34 open market. Mr. Davis indicated that it is not as simple as just saying you want to defer a loan.
35 The bonds are all mixed together. Mr. Bennion mentioned that the use of beginning fund balance
36 was higher than he thought it would be.

37
38 Mr. Davis asked to go through all the expenses first. Mr. Davis indicated that the biggest increase
39 was the City attorney. Mr. Bennion mentioned that the increase is due to personnel issues.
40 Councilmember Bert Clark asked what the \$5,000 is for under Innovation Hub. Mr. Bennion
41 explained that the money was to cover two things for the Innovation Center. One is for the
42 general expenses that might occur there, and the other is to pay the two part-time helpers hired by
43 the County. After the grant was accepted for this project, \$5,000 was placed in there for

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44 miscellaneous costs such as printers and equipment. Mr. Davis explained that they are not doing
45 the road paint striping; therefore, that line item has been decreased. The chip and seal remains in
46 the budget. Councilmember Bert Clark asked if there were bids on the chip and seal. Mr.
47 Bennion mentioned that the chip and seal is through the Transportation District, and there were
48 bids. Troy Ostler told the Transportation District that he will begin the City projects including
49 Vernal and Naples in the middle of July. Mr. Davis stated that he is still contemplating whether
50 the City will pay for this project this year or next year depending on how the funds go.

51
52 Councilmember Bert Clark noted on the street lighting that it is at \$260,000 and asked about the
53 reductions with the removal of some of the lights. Mr. Davis indicated that will not be shown
54 until next year, and this includes the one-time payment for removing the lights. Councilmember
55 Bert Clark asked Mr. Bennion if he could have Rocky Mountain Power come out and give a
56 presentation to the Council. Councilmember Bert Clark mentioned that one year, Rocky
57 Mountain Power reimbursed the City \$25,000 in just outages. The Council agreed that the way
58 the lights were removed and nicely capped, it is hardly noticeable. Councilmember Bert Clark
59 indicated that some of the neighbors noticed in a positive way and people are still out walking as
60 usual. Mr. Davis explained that on the total expenditures, the City spent 9 million year-to-date
61 and in the budget there is 10.5 million. Mr. Davis explained that out of the 1.5 million, the City
62 probably will spend \$500,000 to \$600,000 for payroll and benefits; therefore, hopefully, leaving
63 \$500,000 to \$700,000 of expenses that will not be spent.

64
65 Councilmember Bert Clark asked for an update on the small neighborhood park on Robinwood
66 Lane on shutting it down since the lights were run over and there was damage done. Mr. Bennion
67 was unaware of any damage. Mr. Bennion indicated that he has talked to several people in the
68 neighborhood, and the consensus was that the park is rarely used. Councilmember Bert Clark
69 mentioned that the homeowner's had an agreement to maintain that little area park; however, the
70 City ended up having to take it over. Mr. Bennion stated that the Mayor and Council should
71 consider repurposing the park or doing something else with it, because it is not worth the amount
72 of money and time spent to maintain it. Councilmember Bert Clark asked if the tree trimming
73 under parkways has to be done every year. Mr. Bennion stated that there is a \$2,000 a year
74 contract to keep the trees cleaned up and trimmed which is well worth it. Mr. Bennion stated that
75 the City is hoping the sales tax stays up like the months of April and May and that the expenditures
76 are down. Mr. Davis reported that the main local stores are higher than normal. Councilmember
77 Bert Clark mentioned that the big ticketed item stores are out of product such as the RV's and
78 ATV's. The outdoor recreation items seem to be selling quickly. Councilmember Bert Clark
79 stated that he is not sure if this has anything to do with the stimulus package that was sent out.
80 Mayor Doug Hammond opened the public hearing for the FY2020 Budget Reopener #2. There
81 being no comment, Mayor Hammond closed the public hearing. *Councilmember Dave Everett*
82 *moved to approve Ordinance No. 2020-06 for the FY2020 Budget Reopener #2. Councilmember*
83 *Bert Clark seconded the motion. The motion passed with the following roll call vote:*

- 84 *Councilmember Councilmember Porteraye;*
85 *Councilmember Councilmember Clarkaye;*
86 *Councilmember Everett aye.*

MINUTES OF THE VERNAL CITY COUNCIL REGULAR MEETING HELD JUNE 24, 2020

REQUEST FOR APPROVAL OF FLOORING BID FOR INNOVATION CENTER –

QUINN BENNION: Quinn Bennion explained that they are continuing to move forward on the construction of the Innovation Center. Mr. Bennion indicated that there were a couple of bids coming in the next few weeks. This current bid is for the flooring which includes 7,000 square feet of tile and carpet. Mr. Bennion reported that there were three local bids that came in and one was lower than the other two and is appropriate. Councilmember Bert Clark asked if the lowest flooring bid is the same grade and quality of flooring. Mr. Bennion affirmed that the bid specs were detailed with certain quality. Councilmember Dave Everett asked if samples were submitted. Mr. Bennion stated yes. Basin Appliance was considerably lower than anticipated. The grade of the carpet is similar as to the carpet here at the City Hall in grey, black and white. Mr. Bennion stated that they are looking at promo carpets where someone has ordered custom carpet; however, did not use it. This helps in saving a lot of money. They have to grab them quickly as they go fast. Mr. Bennion indicated that they plan to start installing the flooring as soon as they can get it in. Hopefully, the middle of July at the latest. Mr. Bennion stated that they are anticipating opening by the end of July. They will be painting this next week. Mr. Bennion mentioned that the next bid to approve will be the furniture at the July 1st meeting. Then the next bid will be the seal coat in the parking lot and the alternate for painting. Councilmember Dave Everett asked about the process of the furniture bidding. Mr. Bennion mentioned that they handed out the bid information to local firms. They have received a few calls from Colorado. Councilmember Dave Everett brought up Todd at Northeastern Office Supply. Mr. Bennion indicated that Northeastern Office Supply will be placing a bid and has been great to work with. *Councilmember Nicholas Porter moved to approve the flooring bid from Basin Appliance in the amount of \$26,634 for the Innovation Center. Councilmember Dave Everett seconded the motion. The motion passed with the following roll call vote:*

- Councilmember Councilmember Porteraye;*
- Councilmember Councilmember Clarkaye;*
- Councilmember Everett aye.*

REQUEST FOR APPROVAL OF A SMALL BUSINESS GRANT PROGRAM WITH UTAH COUNTY TO ASSIST BUSINESSES WITH INTERRUPTIONS DUE TO COVID-19 PANDEMIC FUNDED WITH CARES ACT FUNDS – QUINN BENNION:

Quinn Bennion explained that this topic was discussed in detail at the last meeting, and it is important that the grant program is approved officially. The grant for the Cares Act Funds is almost ready to launch. It could be Friday or Monday. Mr. Bennion stated that Ted Munford and his team did an awesome job with the online process. Mr. Bennion explained that the businesses can submit an application by paper, email or online. Councilmember Nicholas Porter asked if the online submission is currently live. Mr. Bennion explained that you can go to the website now to look at it; however, he mentioned to not submit anything yet. The website is uintahbusinessgrant.org. Mr. Bennion indicated that the website has all the instructions, and the preferred way to submit an application is online. After the application is submitted, it will be emailed. A W-9 will be required to be attached to receive payment, so that a 1099 can be sent at the end of the year. Mayor Doug Hammond asked if the grant is up to \$10,000. Mr. Bennion stated yes, it can be between \$1,000 to \$10,000. *Councilmember Bert Clark moved to approve*

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130 *the small business grant program with Uintah County to assist businesses with interruptions due*
131 *to COVID-19 pandemic funded with Cares Act Funds. Councilmember Nicolas Porter seconded*
132 *the motion. The motion passed with the following roll call vote:*

- 133 *Councilmember Councilmember Porteraye;*
- 134 *Councilmember Councilmember Clarkaye;*
- 135 *Councilmember Councilmember Everett..... aye.*

136

137 **REQUEST FOR APPROVAL OF EXEMPT EMPLOYEES – RESOLUTION NO. 2020-04**

138 **– QUINN BENNION:** Quinn Bennion explained that this resolution is a follow up from several
139 meetings ago to modify the exempt employee schedule for those employees who are salary and not
140 hourly. Added to the list is a Public Works Director which may not actually happen and is still
141 being decided. The City Recorder is currently Mr. Bennion; however, in the future that may be a
142 different arrangement. Also added is a Street Superintendent, Water/Sewer Superintendent, and
143 an Airport Manager. *Councilmember Bert Clerk moved to approve Resolution No. 2020-04 for*
144 *exempt employees. Councilmember Dave Everett seconded the motion. The motion passed with*
145 *the following roll call vote:*

- 146 *Councilmember Councilmember Porteraye;*
- 147 *Councilmember Councilmember Clarkaye;*
- 148 *Councilmember Councilmember Everett..... aye.*

149

150 **ADJOURN:** There being no further business; *Councilmember Dave Everett moved to adjourn.*
151 *Councilmember Nicholas Porter seconded the motion. The motion passed with a unanimous vote*
152 *and the meeting was declared adjourned.*

153

154 _____
Mayor Doug Hammond

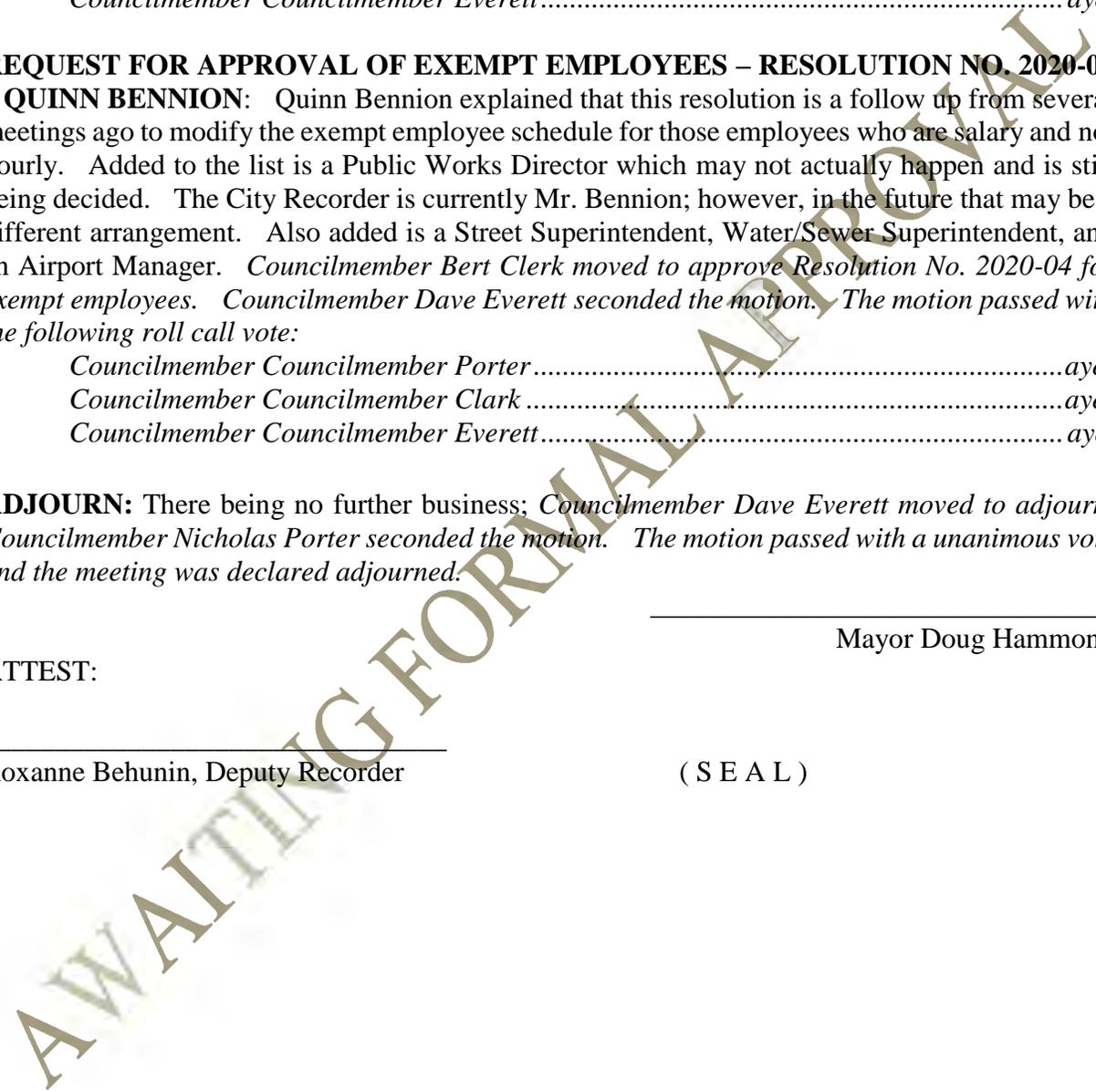
155 ATTEST:

156

157 _____

158 Roxanne Behunin, Deputy Recorder (S E A L)

159



Vernal City General Plan, 2020 Update Summary of Proposed Changes v.1

The currently-adopted Vernal City General Plan was developed almost ten years ago. The goal of the 2020 update was to make content updates that will:

1. Comply with current state statutes,
2. Update and revise the socioeconomic information and assumptions,
3. Update the moderate income housing section,
4. Incorporate the newly-adopted trails plan,
5. Develop a new section emphasising complete streets.

The original files were corrupted in places, so significant formatting changes were made throughout the document.

Items in the plan’s text that are highlighted in yellow need to be discussed by the Planning Commission.

SIGNIFICANT EDITS	ISSUES TO DISCUSS
<p>X - Cover, Index, Executive Summary</p> <ul style="list-style-type: none"> • New cover file. • Major reformatting. • Moved glossary of terms to a new appendix. <p>→ <i>work in-progress: page numbering on table of contents</i></p>	<ul style="list-style-type: none"> • Need to update “who was involved” names.
<p>1 - Background and Introduction</p> <ul style="list-style-type: none"> • Removed the “organization of the plan document” section (redundant material). • Added a current building footprint graphic. • Modified or removed some of the decorative photos and made formatting revisions. <p>→ <i>work in-progress: Update some of the tables, and then move most of the current “Demographics and Population” material to a new appendix (G). Add new “Socioeconomics” material.</i></p>	<ul style="list-style-type: none"> • “Vernal City is Running Out of Land – Accommodating Future Growth in Vernal” (p.1-16)
<p>2 - Land Use</p> <ul style="list-style-type: none"> • Replaced the future land use map with the 2015 version. • Referenced annexation policy plan. 	<ul style="list-style-type: none"> • “Unfortunately, there has been little or no coordination between the various efforts to date.” (~p.21)

<ul style="list-style-type: none"> • New policy intended to protect the potential for airport expansion. • Updated minor text elements (i.e. discussing new city hall). • Formatting improvements. (Note: this file was severely corrupted). 	<ul style="list-style-type: none"> • “The Vernal Regional Airport is sufficient for existing needs.” (p.38)
<p>3 - Sensitive Lands and Natural Systems</p> <ul style="list-style-type: none"> • Significant formatting. Elimination of some decorative photos. • Deleted redundant discussion of TDR (transfer of development rights). 	<ul style="list-style-type: none"> • “There is no language in the current code which protects agricultural land.” (p.3-4) • Move the report on different strategies to conserve land to an appendix?
<p>4 - Parks and Recreation</p> <ul style="list-style-type: none"> • Updated and moved the section on trails issues to Chapter 7. • Updated demographic information. • Reformatting, loss of some photos. 	<ul style="list-style-type: none"> • Does the City want to convert table 4-1 into a prioritized list?
<p>5 - Economic Development</p> <ul style="list-style-type: none"> • Developed support language for Basin rail project. <p>→ <i>work in-progress: Update economic data, and move most of the raw data to the new Appendix G.</i></p>	
<p>6 - Infrastructure, Capital Facilities, and Funding</p> <ul style="list-style-type: none"> • Reformatting. 	<ul style="list-style-type: none"> • Does the City have new utility system maps they could place in the general plan?
<p>7 - Transportation</p> <ul style="list-style-type: none"> • Moved trails content from previous Chapter 4, updated content and policies. • Included new Future Transportation Map (7-1). • Incorporate complete streets priorities from PC workshop and survey. <p>→ <i>work in-progress: Incorporate trails master plan findings. Develop renderings for complete streets.</i></p>	<ul style="list-style-type: none"> • “Currently, Vernal City does not have a trails master plan.” (p.15) • Does the PC support the new goal and implementation measures regarding complete streets? (p.24-25)

<p>Appendix A - Newspaper Notes</p> <ul style="list-style-type: none"> • No change (updated header/footer). 	<ul style="list-style-type: none"> • None
<p>Appendix B - Workshop Notes</p> <ul style="list-style-type: none"> • No change (updated header/footer). 	<ul style="list-style-type: none"> • None
<p>Appendix C - Visual Preference Survey Notes</p> <ul style="list-style-type: none"> • No change (updated header/footer). 	<ul style="list-style-type: none"> • None
<p>Appendix D - Plan Alternatives</p> <ul style="list-style-type: none"> • No change (updated header/footer). 	<ul style="list-style-type: none"> • None
<p>Appendix E - Moderate Income Housing</p> <ul style="list-style-type: none"> • Created a new moderate income housing plan (to replace Appendix E in its entirety). This plan was submitted to the state earlier to help it comply with the requirements of SB34. 	<ul style="list-style-type: none"> • None
<p>Appendix F - Glossary of Terms</p> <ul style="list-style-type: none"> • Basic formatting of content from Chapter X. 	<ul style="list-style-type: none"> • None
<p>Appendix G - Socioeconomic Data</p> <p>→ <i>work in-progress: New element of the plan consisting of updated materials found previously in Chapter 1 and 5.</i></p>	



Furnishings for Innovation Center
June 29, 2020
4:50 P.M.

IN ATTENDANCE: Quinn Bennion
Micheal Davis
Jenny Brailsford

Administration
Finance Director
Finance Dept

BIDS:

Interior Alliance	\$	29,167.00
North Eastern Utah Office Supply	\$	27,512.00
Western Living Home Furnishings	\$	57,570.00
Pro Space Interiors	\$	51,579.51

FURNITURE BID INNOVATION CENTER

	Quantity	NORTHEASTERN		INTERIOR ALLIANCE		PRO SPACE		WESTERN LIVING	
1 Chairs for event/meeting room	40	\$94.00	\$3,760.00	\$180.00	\$7,200.00	\$172.80	\$6,912.00	\$205.00	\$8,200.00
2 Chairs for event/meeting room	10	\$94.00	\$940.00	\$160.00	\$1,600.00	\$171.36	\$1,713.60	\$205.00	\$2,050.00
3 Chairs for two conference rooms	20	\$164.00	\$3,280.00	\$243.00	\$4,860.00	\$339.84	\$6,796.80	\$390.00	\$7,800.00
4 Folding tables for event /training room	12	\$289.00	\$3,468.00	\$270.00	\$3,240.00	\$854.50	\$10,254.00	\$680.00	\$8,160.00
5 Desks for open space / offices	6	\$585.00	\$3,510.00	\$402.00	\$2,412.00	\$712.50	\$4,275.00	\$1,370.00	\$8,220.00
6 Desks for open space / offices	6	\$585.00	\$3,510.00	\$389.00	\$2,334.00	\$679.50	\$4,077.00	\$1,540.00	\$9,240.00
7 Stools for open space desks / offices	20	\$159.00	\$3,180.00	\$131.00	\$2,620.00	\$318.72	\$6,374.40	\$230.00	\$4,600.00
8 Stools for open space	6	\$128.00	\$768.00	\$106.00	\$636.00	\$124.32	\$745.92	\$150.00	\$900.00
9 Desks for open space	8	\$549.00	\$4,392.00	\$449.00	\$3,592.00	\$476.67	\$3,813.36	\$1,050.00	\$8,400.00
10 Casters for #9 deskk open space	8	\$88.00	\$704.00	\$85.00	\$680.00	\$88.89	\$711.12	\$0.00	\$0.00
Installation			XXXX		XXXX		\$3,500.00		
Delivery			XXXX		XXXX		\$2,406.31		
			<u>\$27,512.00</u>		<u>\$29,174.00</u>		<u>\$51,579.51</u>		<u>\$57,570.00</u>

CUSTOMER – VERNAL CITY
 VENDOR – NORTHEASTERN UTAH OFFICE SUPPLY
 32 WEST MAIN, VERNAL, UTAH 84078 P.O.C. TODD SHINER
 (435) 789-1782, FAX (435) 789-1134
 LAST UPDATE: 6/29/2020
 EMAIL: Northeasternofficesupply@gmail.com

SEALED BID FOR FURNITURE FOR THE INNOVATION HUB

LINE	QTY	DESCRIPTION	EACH	BID AMOUNT
1	40	CHAIRS FOR EVENT/MEETING ROOM	\$94.00	\$3,760.00
		FLIP-UP NESTING CHAIR, BLACK, MESH BACK W/ARMS, FOUR-LEG W/CASTERS, 5-YR WARRANTY		
2	10	CHAIRS FOR EVENT/MEETING ROOM	\$94.00	\$940.00
		FLIP-UP NESTING CHAIR, BLACK, MESH BACK W/OUT ARMS, FOUR-LEG W/CASTERS, 5-YR WARRANTY		
3	20	CHAIRS FOR TWO CONFERENCE ROOMS	\$164.00	\$3,280.00
		CONTEMPORARY CUSHIONED, MID-BACK SLIM PROFILE CHAIR W/CASTERS, CHROME ACCENTS, PADDED ARMS, 5-YR WARRANTY, COLOR-RED(3), WHITE (3), CAMEL (14)		
4	12	FOLDING TABLES FOR EVENT/TRAINING ROOM	\$289.00	\$3,468.00
		GRAY TOP, 72X30 WITH FLIP-DOWN AND NEST T-LEG BASE, CASTERS, PRIVACY PANEL, BLACK BASE, 5-YR WARRANTY		
5	6	DESKS FOR OPEN SPACE/OFFICES	\$585.00	\$3,510.00
		2-STAGE HEIGHT ADJUSTABLE TABLE BASE, ELECTRIC, BLACK BASE, RANGE 27"-47"W/ 72X30 TABLE TOP, GRAY TOP, 5-YR WARRANTY		
6	6	DESKS FOR OPEN SPACE/OFFICES	\$585.00	\$3,510.00
		2-STAGE HEIGHT ADJUSTABLE TABLE BASE, ELECTRIC, BLACK BASE, RANGE 27"-47"W/ 60X30 TABLE TOP, GRAY TOP, 5-YR WARRANTY		
7	20	STOOLS FOR OPEN SPACE DESKS/OFFICES	\$159.00	\$3,180.00
		STOOL CHAIR, FIVE STAR BASE W/CASTERS, ADJUSTABLE FOOT RING, ADJUSTABLE HEIGHT, BLACK MESH BACK W/ADJUSTABLE T-ARMS, 5-YR WARRANTY		
8	6	STOOLS FOR OPEN SPACE	\$128.00	\$768.00
		INDUSTRIAL STOOL, LEATHER PADDED SEAT, SILVER/PEWTER, 22"-27" HEIGHT, LIMITED LIFE-TIME WARRANTY		
9	8	DESKS FOR OPEN SPACE/OFFICES	\$549.00	\$4,392.00
		INDUSTRIAL PACKING TABLE, MAPLE COLOR WITH SQUARE EDGE, 36X72, ADJ LEGS, 30"-37", GRAY BASE 14"BOTTOM SHELF, LIMITED LIFE-TIME WARRANTY U-LINE OR EQ.		
10	8	CASTERS FOR #9 DESKS FOR OPEN SPACE	\$88.00	\$704.00
		PACKING TBL CASTERS FOR 36" LEGS, LOCK, SWIVEL, 2 SLEEVES P/BASE		

\$27,512.00

NORTHEASTERN UTAH OFFICE SUPPLY WILL BUILD, ASSEMBLE, DELIVER, SETUP AND REMOVE ALL TRASH WITH NO ADDITIONAL CHARGES. THERE ARE NO FREIGHT FEES INVOLVED IN BID.

TAX \$0.00
 TOTAL \$27,512.00

*No - freight fee
 per phone
 6-30-2019*

Vernal City, Utah
Sealed Bids for Furniture at the Innovation Hub

- I have not colluded or coordinated my submittal with another submitter to this bid.
- All information presented in the Bid Proposal Sheet or alternate form submitted by the above named company is true and accurate.
- The above named company can and will provide the materials and the work as described on Attachment A, if selected to do so.

I understand that the bid amount presented below will not necessarily be the final contractual fee amount and that the fee amount to be included in the agreement between the Vendor and the City will be negotiated based on a final scope of work. The bid is lump sum.

Signature: Todd Stinner Date: 6-29-20

Company Officer Name / Title: TODD STINNER, CO-OWNER

City Acceptance of the Bid Proposal and Award of the Project

Signature: _____ Date: _____

Quinn Bennion / City Manager

AGREEMENT

THIS AGREEMENT is made this 30th day of June, 2020, by and between **VERNAL CITY** and **ALLRED, BROTHERRSON & HARRINGTON PC, DBA: HARRINGTON, BEECH AND DILLMAN LAW** (hereinafter referred to as "Attorney").

WHEREAS, Vernal City is desirous of entering into a written agreement with "Attorney" whereby "Attorney" will provide prosecutor legal services for Vernal City for each of the fiscal years ending June 30, 2021, and 2022.

WHEREAS, it is the desire of the parties to formalize their relationship;

NOW, THEREFORE, IT IS AGREED AS FOLLOWS:

- 1. CITY PROSECUTOR.** "Attorney" hereby agrees to act as City Prosecuting Attorney, with Michael Harrington serving as the Chief Prosecutor, with Cameron Beech and Jarell Dillman as secondary prosecutors, providing prosecuting legal services for and in behalf of Vernal City and shall maintain a licensed law practice with premises in the geographical boundaries of the Ashley Valley within Uintah County. "Attorney" shall not be an employee of Vernal City.
- 2. CITY PROSECUTOR DUTIES.** The "Attorney" shall provide the following legal services:
 - A. Pursue all necessary prosecutions in the Vernal City Justice Court and appeals there from for violations of City ordinances and draft pleadings relating thereto.
 - B. Provide legal advice and training to the Vernal City Police Department in its enforcement of all City ordinances.
 - C. Provide all necessary clerical support and office facilities in order to perform duties as stated above.

D. In situations where a conflict of interest may occur in the performance of these duties, "Attorney" shall immediately notify the City of such conflicts and advise the City as to available options in remedying such conflicts.

3. CITY OBLIGATION. The City agrees to pay for the services of the "Attorney" as follows:

A. Fiscal year starting July 1, 2020: The City will pay "Attorney" compensation at the rate of FIVE THOUSAND (\$5,000.00) DOLLARS per month.

B. Fiscal year starting July 1, 2021: The City will pay "Attorney" compensation at the rate of ONE THOUSAND THREE HUNDRED EIGHTY THREE (\$1,383.00) DOLLARS per month plus the average number of monthly cases handled during the 2020 year times ONE HUNDRED (\$100) DOLLARS per case. The number of cases for 2020 will be computed by March, 2021.

C. The City agrees to pay all reasonable and necessary costs incurred by "Attorney" in the fulfillment of his duties, including but not limited to, filing costs, service costs, witness costs, deposition costs, travel costs at Vernal City per diem rates, research costs, telephone, copying and other costs as pre-approved by the City Manager.

D. The City agrees to name "Attorney" as an insured in its comprehensive general liability policy for all acts of his duties as outlined in Section 2 of this agreement.

E. The City shall provide a continuing education payment or reimbursement of up to one thousand (\$1000.00) dollars each year for "Attorney" to be used in transportation, costs, tuition, and fees associated with seminars and training related to Vernal City prosecution services.

4. TERM. The term of this agreement shall be for the period of July 1, 2020 and terminating June 30, 2022: subject, however, to prior termination as hereinafter provided or extended as hereinafter provided. The terms of this contract will be reviewed in June, 2022. Any time after

May 1, 2022 and prior to June 30, 2022, this agreement may be renegotiated by both parties providing for an extended period beyond June 30, 2022 by formal action of the Vernal City Council and concurrence of such action in writing by "Attorney". However, if the parties hereto cannot agree as to the terms and conditions of a renegotiated agreement, this agreement shall be considered terminated after June 30, 2022.

5. PAYMENT. Payment for services, pursuant to this agreement, shall be made by the City on the tenth day of each month that services will be provided. The City agrees to make reimbursement for costs and expenses promptly upon being billed.

6. TERMINATION.

A. Upon written approval of both parties, this agreement may be terminated for any reason seen fit by both parties agreeing to such.

B. In the event that "Attorney" discontinues practicing law in the City of Vernal, State of Utah, then this agreement shall terminate upon thirty (30) days written notice to the City indicating that said "Attorney" intends to terminate the practice of law in Vernal, Utah.

C. This agreement may be immediately terminated by Vernal City for cause in the event that "Attorney" fails to substantially perform his duties as outlined herein.

7. MODIFICATION. No waiver or modification of this agreement or of any covenant, condition or limitation herein contained shall be valid unless in writing and duly executed by the party to this agreement.

8. SUCCESSORS. It is mutually agreed and covenanted that the provisions of this agreement shall be binding on the successors of Vernal City, its City Council, Mayor and other City officials.

IN WITNESS WHEREOF, the parties hereto have set their hands and seals the day and year first above written.

VERNAL CITY:

Doug Hammond, Mayor

ATTEST:

Quinn Bennion, City Recorder

(S E A L)

PROSECUTING ATTORNEY:

Attorney Signature

AGREEMENT

THIS AGREEMENT is made this 30th day of June, 2020 by and between **VERNAL CITY** and **Dennis Judd** (hereinafter referred to as "Judd").

WHEREAS, Vernal City is desirous of entering into a written agreement with "Judd" whereby "Judd" will provide civil legal services for Vernal City; and,

WHEREAS, it is the desire of the parties to formalize their relationship;

NOW, THEREFORE, IT IS AGREED AS FOLLOWS:

1. CIVIL CITY ATTORNEY. "Judd" hereby agrees to act as legal counsel for Vernal City, thereby providing civil legal services for and in behalf of Vernal City and shall maintain a licensed law practice with premises in the geographical boundaries of the Ashley Valley within Uintah County. "Judd" shall not be an employee of Vernal City.

2. LEGAL SERVICES PROVIDED. "Judd" shall provide the following legal services to Vernal City:

- A. Review and rewrite, as necessary, Vernal City criminal and civil ordinances.
- B. Act as legal advisor to City officials regarding City civil matters and draft civil legal documents.
- C. Act as attorney for Vernal City on civil litigation when Vernal City is not covered by liability insurance.
- D. Provide all necessary clerical support and office facilities in order to perform duties as stated above. It is hereby agreed by and between the parties that all the duties as set forth herein, shall be directed through the Vernal City Manager or by assignment from the Mayor and City Council acting as a quorum.

E. In situations where a conflict of interest may occur with different officers or departments of Vernal City, "Judd" shall act primarily as attorney for the Vernal City Council and will not act as attorney for any of the officers or departments with whom the conflict exists and shall not give any advice or counsel to the same relating to the conflict.

F. Further, in situations when a conflict of interest may occur in the performance of these duties, "Judd" shall immediately notify Vernal City of such conflict and advise Vernal City as to the available options to remedy such conflicts.

G. While "Judd" acts as legal counsel for Vernal City in civil matters, "Judd" will not represent any governmental entity or other political subdivision of the State of Utah, excepting those as shown on Attachment I of this agreement, without prior consent of the Vernal City Council.

3. CITY OBLIGATION. The City agrees to pay for the services of the "Judd" as follows:

A. Vernal City will pay "Judd" compensation at the rate of ONE THOUSAND FIVE HUNDRED (\$1,500.00) DOLLARS per month and provide compensation at the rate of fifteen (\$15) dollars per hour for secretarial time preparing and working on Vernal City documents and projects. In addition, at the conclusion of every month for the term of this agreement, Vernal City shall compensate "Judd" at the rate of one hundred (\$100.00) dollars per hour for all hours worked over fifteen (15) hours per month. Billings prepared by "Judd" showing hours worked shall be reviewed and approved by the Vernal City Manager prior to payment.

B. Vernal City agrees to pay all reasonable and necessary costs incurred by "Judd" in the fulfillment of his duties, including filing costs, service costs, witness costs, deposition

costs, travel and transportation costs at Vernal City per diem rates, research costs, telephone, copying and other costs as pre-approved by the City Manager.

C. Vernal City agrees to name "Judd" as an insured in its comprehensive general liability policy for all acts associated with his duties as outlined in Section 2 of this agreement.

D. The City shall provide a continuing education payment or reimbursement of up to two-thousand (\$2000.00) dollars a year to "Judd" to be used in transportation, costs, tuition and fees associated with seminars and training related to Vernal City legal services.

4. TERM. The term of this agreement shall be for a period of July 1, 2020 and terminating after June 30, 2021, subject, however, to prior termination as hereinafter provided or extended as hereinafter provided. Any time after May 1, 2021 and prior to June 30, 2021, this agreement may be renegotiated by both parties providing for an extended period beyond June 30, 2021 by formal action of the Vernal City Council and concurrence of such action in writing by "Judd". However, if the parties hereto cannot agree as to the terms and conditions of a renegotiated agreement, this agreement shall be considered terminated after June 30, 2021.

5. PAYMENT. Payment for services, pursuant to this agreement, shall be made by the City on the tenth day of each month that services will be provided. The City agrees to make reimbursement for costs and expenses promptly upon being billed.

6. TERMINATION.

A. Upon written approval of both parties, this agreement may be terminated for any reason seen fit by both parties agreeing to such.

B. In the event that "Judd" discontinues practicing law in the City of Vernal, State of Utah, then this agreement shall terminate upon thirty (30) days written notice to the City indicating that said "Judd" intends to terminate the practice of law in Vernal, Utah.

C. This agreement may be immediately terminated by Vernal City for cause in the event that "Judd" fails to substantially perform his duties as outlined herein.

7. MODIFICATION. No waiver or modification of this agreement or of any covenant, condition or limitation herein contained shall be valid unless in writing and duly executed by the party to be charged therewith.

8. SUCCESSORS. It is mutually agreed and covenanted that the provisions of this agreement shall be binding on the successors of Vernal City, its City Council, Mayor and other City officials.

IN WITNESS WHEREOF, the parties hereto have set their hands and seals the day and year first above written.

VERNAL CITY:

Doug Hammond, Mayor

ATTEST:

Quinn Bennion, City Recorder

(S E A L)

Dennis Judd

**Governmental Entity or Other Political Subdivision
Represented by Dennis Judd**

1. Naples City Attorney
2. Daggett County Boundary Commission - Legal Counsel
3. Daggett County Road District
4. Dutch John Town
5. Uintah Transportation Special Service District