

**MINUTES OF HARRISVILLE CITY  
CITY COUNCIL MEETING  
September 11, 2018 – 7:00 p.m.  
363 West Independence Blvd  
Harrisville, UT 84404**

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**Present:** Mayor Michelle Tait, Council Member Grover Wilhelmsen, Council Member Ruth Pearce, Council Member Clark Beecher, Council Member Steve Weiss. [Council Member Gary Robinson is excused]

**Staff:** Bill Morris, City Administrator, Max Jackson, Police Chief, Rick Hill, Bailiff, Jennie Knight, City Recorder, Mark Wilson, Police Sergeant.

**Visitors:** The Averill Family, Douglas Larsen.

**7:00 P.M. CITY COUNCIL MEETING**

**1. Call to Order.**

Mayor Tait called the meeting to order and welcomed all visitors.

**2. Opening Ceremony.**

Council Member Beecher led the pledge of allegiance and conducted the opening ceremony.

**3. Consent Items.**

- a. Approve the minutes of August 28, 2018 as presented.

**MOTION: Council Member Pearce motioned to approve the minutes of August 28, 2018 as presented. Council Member Wilhelmsen seconded the motion. All Council Members voted aye. Motion passed.**

**4. Business Items.**

**a. Discussion/possible action to approve Proposal for Consulting Services by “Elevate”; a business plan for Economic Development.**

Doug Larsen, from Elevate Consulting Services, followed up on his first proposal in June. He took the direction received from Council and made adjustments and submitted a new proposal. This four segment proposal includes a business plan and community development. He reviewed the information from Better City that was prepared a few years ago; updating that information to build on through this new proposal. The first segment is data gathering and thinking about the community. A proposed vision statement and goal statement include what is defined for a long term outlook; addressing the questions of who we want to be in the future.

The business plan is a key piece. The city should develop a definition for economic development which includes a unified idea so they can communicate the shared idea with residents.

This would be a unified idea so when Council is talking to residents about the shared ideas. The project scope, understanding who we are is included in the first segment; also the readiness and willingness for change. These are not always popular things. Making decisions on a well put together plan for 5 to 10 years down the road. The decisions Council makes now, may not come to fruition for many years. Of importance is identifying opportunities for the city as well. Either through a well planned general plan or a strategic plan.

Segment one is who we are, updating and building on the better city information. We have a lot of traffic coming through the city as commute traffic to major work centers. We have a good income level. He would like to know how many residents live in our city and also talk about creating projects, and different types of development, not just related to revenue. There is business value to see what things are popping up naturally. Council should be taking inventory of vacant land and improved real estate and define what a development site really is.

Segment two is identifying existing and needed assets to enable preservation and anticipated changes. Segment 2.5 is an opportunity identification and evaluation. Segment three is incorporating and implementing the phases, including applications for building permits and business licenses. Business License applications would include a thank you for coming into Harrisville.

Doug Larsen reviewed the proposal costs associated with each segment and will identify a return on the investment. But this would be years out.

Council Member Beecher asked if Council approves all four segments, and what is the time frame for completion. Doug Larsen responded six to nine months or most of a year. After segment one is complete, he would be attending the council meetings to gather and share thoughts. Adjustments will be made along the way which could take some time.

Mayor Tait asked how she and the Council can be more involved. Doug Larsen explained the importance of a business retention plan. He suggested Council go to businesses such as HHI and setup a luncheon, making sure we are providing value for the businesses we currently have in our city; including an understanding of the work force and employee base of these businesses. Building relationships with department of workforce services, Ogden Tech College can also show support to local businesses. He emphasized the importance of providing value and the tax rate conversation with our businesses by knowing what the future on the community side of things will look like. He complimented the Main Park, and other areas around the park. This is important for businesses to know we are focusing on these things.

Additionally the transportation plan, including the WFRC plan, will help business understanding of preserving corridors, etc. The city must approach with pieces of value to these businesses regarding who they are. There may be room for phases in the future that meet the development sites. Mayor and Council must have information about these sites and be prepared to answer questions regarding potential development of these sites; even using cheat sheets to help with this. If the process is hurried, things

are forgotten. Council must practice to understand what each business brings to the community.

Council Member Wilhelmsen asked about whether our residential size is enough to support more commercial development. Doug Larsen admitted he is unsure as of now. He believes we should develop the right business culture. He also suggested the Council consider what will happen if/when Wal-Mart leaves the area; having a recovery plan in place if one of the major pieces goes away along with identifying the right pieces. Having a long term outlook can also protect the agricultural heritage and future developments. A large portion of this will include a plan for future housing, determining the right types of housing will help.

Doug Larsen also warned against chasing big box stores. He believes they have a place, but should not be the center point. Council Member Wilhelmsen commented the last phase is actually recruiting businesses. Doug Larsen confirmed as we prepare a strategy we include who we would like to contact. Boyer is a good place to have a conversation. Another thing to consider is looking at commercial office space which provides revenue diversification. Weber County and Ogden City have both experience this result. Harrisville City offers commuters through Highway 89 and access to both BDO and Ogden Industrial Park. Another direction is health care. These types of offices tend to cluster around each other. The city could be willing to invest some in these things through Community Reinvestment Committees.

Staff recommended approving segment one of the proposal, having a joint meeting with planning commission for a work session and implement the other segments at a later time, maybe even after the new budget is passed. The general plan could be modified in conjunction with segment one. Mayor Tait expressed that is a good plan. Council Member Pearce asked how much of segment one is included in the general plan with regard to what Rural Community has prepared. Bill Morris responded that Rural Community Consultants were following the state requirements for the general plan. Segment one incorporated some of the information from Better City and made a price adjustment. Also with the potential of the golf course going into redevelopment, there will be some cross over during this process to meld ideas in the general plan.

Council Member Wilhelmsen asked more about the city investment options, specifically what this means and the potential costs to set a foundation for a business to come in. Doug Larsen said this will be site dependent. Development would generate revenue that would pay for those costs. He used examples of having a place ready for development. Proper planning would be to use future revenue, not existing revenue. Having the city writing checks does not create prudent public policy. These projects should generate their own value. Bill Morris explained community development areas are based on the tax generated from the project, not tax coming out of resident's pockets, just delaying the revenue from tax collection.

**MOTION: Council Member Weiss motioned to approve segment one in the amount of \$3,000 of the Elevate Proposal. Council Member Beecher seconded the motion.**

**A Roll Call Vote was taken.**

<b>Council Member Weiss</b>	<b>Yes</b>
<b>Council Member Beecher</b>	<b>Yes</b>
<b>Council Pearce</b>	<b>Yes</b>
<b>Council Member Wilhelmsen</b>	<b>Yes</b>

**Motion passed 4-0.**

**b. Discussion/possible action to approve potential RAMP and CDBG Grant applications.**

Bill Morris explained this is the time to talk about grant applications. We have applied for a RAMP grant to address the parking issue at Millennium Park. This is a \$300,000 project. We have been competing with Farr West who has received money for the Smith Family Park in recent years. He is seeking permission from Council to apply for this grant again. Also CDBG grants are community development block grants. These are administered through HUD for small cities. This is a federal grant working through the Department of Workforce Services. We will apply for an ADA project to bring the Public Works building up to code.

**c. Capital Improvement Plan discussion.**

Bill Morris explained the grant the city received a few years ago to upgrade City Hall. The bathrooms and access ramp were both upgraded and the building is now up to standard. In order to be eligible for these grants the projects must be included in our plan. Low income neighborhoods also use these. Funds can be used to make sure sewer and water lines are in good shape. Requirements include surveying an area where 51% must comply with the moderate income housing requirements to improve the water, sewer, and sidewalks in the area.

He suggested Council take some time over the course of the next month to include some new projects. The last page is sort of a wish list where short and long term projects are listed. These may not be readily accomplished. New projects include a cemetery, new city complex, creating a central business district, and redevelopment and reconstruction at the park. We should be reviewing these each year and including things we would like to apply for grants.

Mayor Tait suggested new playground equipment. Council Member Wilhelmsen suggested moving the pathway plan project up to a medium project. He also asked if upgrading the playground equipment could include the water park, which gets more costly every year. Council Member Pearce asked if the cabin needs anything to be ADA compliant. Bill Morris responded he thought this had been completed in the past. Council Member Pearce asked about ADA compliance for City Hall. Bill Morris clarified

this was installed and we are compliant. He said the minimum grant application is for \$30,000.

Council Member Wilhelmsen asked if flashing speed signs could be placed around the city, possibly on 1100 North. Bill Morris explained what he is seeing as a prosecutor, these signs are often being used to calculate the speed of street racing. These defendants move from place to place. Council Member Weiss suggested installing flashing yield and stop signs.

**5. Public Comments - (3 minute maximum)**

No public comments were offered.

**6. Mayor/Council Follow-Up:**

Council Member Weiss informed Council the staff dinner has been postponed. Mayor and Council agreed to hold a City Christmas party on December 4<sup>th</sup>, 2018 at 6:00 p.m. at the Harrisville Cabin.

Mayor Tait reminded Council the ULCT training begins tomorrow. Council Members Pearce and Robinson will attend Thursday.

Council Member Wilhelmsen gave a Mosquito Abatement update.

Council Member Weiss said the grills which were discussed at the Heritage Days follow-up meeting have been purchased.

- 7. CLOSED EXECUTIVE SESSION:** Utah State Code §52-4-205(1)(a) & §52-4-205(1)(f) : The Council may consider a motion to enter into Closed Executive Session for the purpose of discussion of character, professional competence, or physical or mental health of individual(s) and discussion regarding deployment of security personnel, devices, or systems.

**MOTION: Council Member Weiss motioned to close the public meeting and enter a Closed Executive Session. Council Member Wilhelmsen seconded the motion. A Roll Call vote was taken.**

<b>Council Member Wilhelmsen</b>	<b>Yes</b>
<b>Council Member Pearce</b>	<b>Yes</b>
<b>Council Member Clark Beecher</b>	<b>Yes</b>
<b>Council Member Steve Weiss</b>	<b>Yes</b>

**Motion passed 4-0.**

Mayor and Council convened into a Closed Executive Session.

**MOTION: Council Member Pearce motioned to close the Closed Executive Session and reopen the public meeting. Council Member Weiss seconded the motion. A Roll Call vote was taken.**

<b>Council Member Wilhelmsen</b>	<b>Yes</b>
<b>Council Member Pearce</b>	<b>Yes</b>
<b>Council Member Clark Beecher</b>	<b>Yes</b>
<b>Council Member Steve Weiss</b>	<b>Yes</b>

**Motion passed 4-0.**

**8. Adjourn.**

Mayor Tait declared the meeting adjourned at 8:28pm.

**ATTEST:**

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**MICHELLE TAIT**  
Mayor

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**JENNIE KNIGHT**

City Recorder

Approved this 9<sup>th</sup> day of October, 2018