



HARRISVILLE CITY

363 West Independence • Harrisville, Utah 84404 • (801) 782-4100

CITY COUNCIL MEETING AGENDA 363 West Independence Blvd September 11, 2018

MAYOR:

Michelle Tait

COUNCIL MEMBERS:

Grover Wilhelmsen
Gary Robinson
Ruth Pearce
Clark Beecher
Steve Weiss

"In accordance with the Americans with Disabilities Act, the City of Harrisville will make reasonable accommodations for participation in the meeting. Request for assistance can be made by contacting the City Recorder at 801-782-4100, providing at least three working days advance notice of the meeting."

7:00 P.M. CITY COUNCIL MEETING

Presiding: Mayor Michelle Tait

Mayor Pro Tem: Grover Wilhelmsen

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE & OPENING CEREMONY** [Council Member Beecher]
3. **CONSENT ITEMS**
 - a. Approve the minutes of August 28, 2018 as presented.
4. **BUSINESS ITEMS**
 - a. Discussion/possible action to approve Proposal for Consulting Services by "Elevate"; a business plan for Economic Development. [Doug Larsen]
 - b. Discussion/possible action to approve potential RAMP and CDBG Grant applications.
 - c. Capital Improvement Plan discussion.
5. **PUBLIC COMMENTS - (3 minute maximum)**
6. **MAYOR/COUNCIL FOLLOW-UP:**
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.
8. **ADJOURN**

DATE POSTED: September 6, 2018

BY: Jennie Knight, City Recorder

I, Jennie Knight, certify that I am the City Recorder of Harrisville City, Utah, and that the foregoing City Council agenda was faxed to the Ogden Standard Examiner, Weber County Library, and neighboring cities. The agenda was also posted at the following locations: City hall, on the City's website www.cityofharrisville.com and the State Public Meeting Notice website at <http://pmn.utah.gov>.

**MINUTES OF HARRISVILLE CITY
CITY COUNCIL MEETING
August 28, 2018 – 7:00 p.m.
363 West Independence Blvd
Harrisville, UT 84404**

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

Staff: Bryan Fife, Recreation Director, Jennie Knight, City Recorder, Rick Hill, Bailiff.

Visitors: Trevor Behunin, Jay Behunin, Nathaniel Hansen, Jacob Richey, Weston Hales, Hyrum Hales, Shayne Chambers, Jessica Chambers.

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 Pearce led the pledge of allegiance and conducted the opening ceremony.

3. Consent Items.

a. Approve the minutes of July 10, 2018 as presented.

MOTION: Council Member Weiss motioned to approve the minutes of July 10, 2018 as presented. Council Member Pearce seconded the motion. All Council Members voted aye. Motion passed.

4. Business Items.

a. Presentation of Book Exchange Eagle Scout Project

Trevor Behunin introduced himself and explained his Eagle Scout project and provided pictures; which is a book exchange where people can donate a book and take a book to read. Mayor Tait asked if he will be stocking the books. He responded that he has collected plenty of books and will continue to restock the books, if they run out. He is proposing the east side of the parking lot to locate his book exchange. Council Member Beecher asked if the book exchange will be placed on an elevated stand and if there will be a sign attached. Trevor said he will use two posts as a support and he is working on a sign. Council Member Beecher asked if the front is made of Plexiglas. Trevor confirmed yes. Mayor Tait asked how many hours this project has taken. Trevor's Dad said more than 50 hours of work. Council Member Robinson asked if there is a check out process or a system that takes requests. Trevor said he can consider requests. Council Member Beecher said these are typically successful.

Council Member Pearce suggested Trevor work with Bryan Fife or Sean Lambert regarding the placement of the book exchange. Bryan Fife said the east side of the

parking lot is where they push snow from the parking lot during the winter months. He thought maybe closer to the building might be better. Council Member Weiss suggested maybe the island. Council Member Robinson asked who will be monitoring the books and whether he is sending out flyers to notify people. Trevor said these typically self monitor. Council Member Beecher suggested including an article in the newsletter. Trevor asked if Council would be willing to notify him when the exchange needs to be refilled. Mayor and Council agreed to have Trevor work with Bryan Fife and Sean Lambert for the book exchange location.

b. Heritage Days Follow-Up Discussion

Bryan Fife said he is looking to get feedback on the Heritage Days celebration from Mayor and Council; things they liked and didn't like and what they would like to add. Council Member Beecher asked about attendance numbers. Bryan Fife admitted the numbers were not as great as we'd hoped. Trevor White, our MC, even commented the numbers were likely down due to the conflict with Plain City and their event with Ryan Shupe and the Rubberband the previous month. Overall the breakfast numbers were up, a few more than last year. Our challenge is drawing people back to the park after the break. We are currently working toward an event that will draw them back. In the past, there was a lot of money spent on advertising. We didn't spend much, if anything, on advertisement. We would like to increase that but hesitate whether this is the best place to put this money.

Council Member Beecher asked about competing events. Bryan Fife said Roy Days has always been a competing event. We decided our event would be focused on supporting our residents. There are plenty of people to support our event. We will focus on what will draw them to our event. Mayor Tait expressed she enjoyed the evening concert and the layout. She would like to see that layout back again. We are currently working on when to have the appropriate break. Mayor and Council discussed the pros and cons of having breaks throughout the day. Jennie Knight explained the evening program ideas for next year's celebration. Bryan Fife explained the proposed free breakfast. Council Members gave feedback regarding their concerns with free events. Jennie Knight explained she has received feedback to include mostly free events. Council Member Pearce suggested including a free breakfast coupon in the newsletter to residents. Those without a coupon can pay the regular fee. Council Member Weiss suggested including more kids friendly activities.

Council Member Weiss suggested buying the griddles and grill rather than paying to rent them each year. He also suggested they could be rented out with bowery reservations. Council Member Weiss also commented on the participation of Bingo. Mayor and Council agreed they enjoyed the event and thanked Bryan Fife and Jennie Knight for their efforts.

Council Member Robinson asked if the parts have been received for the splash pad. Bryan Fife explained three parts were ordered but only two of the three worked. They have re-ordered the third part which is the most important piece for things to work independently from staff. The splash pad will close for the season on Thursday, August 30th. They will then fix the piece when received and winterize the splash pad once

things are functioning properly. Due to the dependency on staff, the splash pad has only been operating during business hours.

Council Member Robinson asked if the park issues have been addressed regarding the moss and weeds. Bryan Fife explained our new employee Robert DeVries has some experience with ponds; he previously worked on the Smith Family Park in Farr West City. There is a granular treatment and a chemical treatment for the pond. They must be careful not to affect the fish. The chemical is very expensive. They do need to go deeper with cleaning the moss. He recognizes this is unfishable currently as they try to figure this out. Bryan Fife said there are varieties of fish that eat the moss. Council Member Robinson said DNR has planted those types of fish in other ponds to help with moss problems. If those types are caught, they must be released. Bryan Fife said when DNR stocked the fish for the fishing tournament; they did mention types of fish that will eat that down.

Bryan Fife said they were completing the pond project with little to no monetary means. They will have to address the costs of treatment in the future. And also the potential of installing rocks on the south side.

5. Public Comments - (3 minute maximum)

Shane Chambers, 820 West Harrisville Road, said he came today to express his concern with parking issues on West Harrisville Road. The Townhomes on the Ogden side of the road have a red painted curb which creates a problem with people parking permanently in front of their house. They have witnessed three accidents so far. The "jog" in the road does not make sense to him. The housing needs somewhere to park but they are creating problems on the north side. They would like to keep the parking on their side but things need to change. These vehicles were parked over the winter months when the winter parking ordinance was in place. They showed pictures where cars are blocking their garbage pickup and also mail delivery. Neighbors have also experience blocked driveways by semi trucks along with other similar issues.

Nathaniel Hansen said there is increased traffic in front of the townhouses. He would like to have someone address the issue with turn lanes.

Mayor Tait said she will have staff look into this issue. She recommended these residents call the non emergency dispatch number to report cars that are not abiding by the parking regulations.

6. Mayor/Council Follow-Up:

Council Member Weiss reminded Council they are holding a staff barbeque on September 15th at 5:30pm. Mayor and Council discussed who will be available to attend this end of year picnic for city staff.

Mayor Tait reminded Council of training sponsored by the Utah League of Cities and Towns from September 12th through 14th.

7. Closed Executive Session: Utah State Code §52-4-205(1)(a): 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).

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

Council Member Weiss	Yes
Council Member Beecher	Yes
Council Member Pearce	Yes
Council Member Robinson	Yes

Motion passed 4-0.

Mayor and Council convened into a Closed Executive Session.

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

Council Member Weiss	Yes
Council Member Beecher	Yes
Council Member Pearce	Yes
Council Member Robinson	Yes

Motion passed 4-0.

8. Adjourn.

Mayor Tait declared the meeting adjourned at 8:26pm.

ATTEST:

MICHELLE TAIT
Mayor

JENNIE KNIGHT
City Recorder
Approved this 11th day of September, 2018

29 June 2018

Mr. William Morris
Harrisville City Manager and General Counsel
363 West Independence Blvd
Harrisville, Utah 84404
Submitted via Email: bmorris@cityofharrisville.com

Revised Proposal for Consulting Services
Harrisville City Business Plan for Economic Development

Project Scope:

L E V8 Consulting understands Harrisville City (client) is interested in evolving an existing business plan that will facilitate planned and measurable direction under the Economic Development umbrella. The exercise of economic development is a capacity process that incorporates:

- ✓ Understanding *who you are* as a community.
- ✓ Articulating your *readiness* for change.
- ✓ Identifying *opportunities*.
- ✓ Implementing and expanding methods to *achieve opportunities*.

L E V8 Consulting is pleased to provide this proposal in a segmented structure that will emulate the aforementioned processes. Segment reports will include relevant data, charts, graphs and related information in addition to a summary articulating key points and recommended areas of focus.

Scope of Work:

Segment 1.0: Understanding Harrisville City | Who are we.

The following data and information points will provide a foundation of understanding and be the basis for an integrated Economic Development Business Plan:

- *Update city background brief, purpose statement and identification of unique attributes*
- *Update population and housing analysis*
- Area | Region location quotients and industry clusters
- Age analysis
- *Update income analysis*
- Commute to major work centers
- *Update talent mix (educational attainment)*
- *Phase one revenue mix and identification of areas of concern*
- Business mix | Business value
- Land available for development
- Improved real estate available for development

Segment 2.0: Identifying existing and needed assets to enable wanted preservation and anticipated change:

- Evaluation of General/Master Plan
- Evaluation of Transportation and Active Transportation Plan
- Infrastructure capabilities

Segment 2.5: Opportunity identification and evaluation:

- Community Strengths | Weakness
- Business Wants | Business Needs (targets)
- Supply chain gaps | Opportunities
- Community threats
- Development sites
- *Phase two revenue mix and diversity opportunities*

Segment 3.0: Incorporate and Implement:

- Combine segmented information into final Business Plan for Economic Development
- Strategies for existing business retention and expansion
- Strategies to achieve new business targets
- Harrisville City Business and Economic Development Resource Board
- Policies and procedures to enable and evolve plan success

Proposed Fee & Terms:

Segment 1.0 | \$3,000
Segment 2.0 | \$3,000
Segment 2.5 | \$7,000
Segment 3.0 | \$7,000

Billable hourly rate @ \$125.00. Fee(s) are structured as “not-to-exceed”. Progress billing applicable - client should anticipate invoices monthly unless progress/performance direct otherwise. Segment 1.0 pricing valid through 8.1.2018. Pricing for segments 2.0, 2.5 and 3.0 valid through 01.01.2019.

We look forward to the opportunity of working on this valuable project, and greatly appreciate your business.

Sincerely,



Douglas S. Larsen
L E V8 Consulting (a division of Apple Eye LC)

Agreed To:

Segments included with this agreement:

By:

Date

**HARRISVILLE CITY
CAPITAL INVESTMENTS PLAN 2013-2014**



Adopted by the City Council on October 22, 2013

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HARRISVILLE CITY CAPITAL INVESTMENTS PLAN 2013-2014

Section 1 - Community Profile

A. Purpose and Introduction.

The purpose of the Capital Investments Plan is to identify municipal capital projects needed within the corporate limits of Harrisville City. This plan will serve to provide information on completed, planned, and proposed municipal capital projects, and as an aid to seek grants and other appropriate funding to complete such projects. This plan covers capital projects completed, planned over the next year, and also planned over five (5) years. It is understood that the projects specified in this Plan integrated into the regional Consolidated Plan prepared by the Wasatch Front Regional Council.

B. Vision Statement.

The vision of Harrisville City is to create and maintain a happy and healthy community. In achieving this vision. The City seeks to promote efficient local governmental services and an effective infrastructure. The City is dedicated to keep local tax burdens at a minimum. The following elements are recognized as be essential in achieving the vision of the City:

- Regional Role. Harrisville City takes interests in regional matters through involvement in county and regional organizations to improve transportation, education, human services, utilities, public health and safety, and the environment.
- Community Leadership. Harrisville City is committed to a democratic system of representation of its citizens through its elected and appointed officials. Active citizen participation is encouraged for in civic events and issues is essential to our representative self-government.
- Land Use . Harrisville City seeks to implement policies aimed at preserving and enhancing the community. Such policies are advanced by effective land use regulations, the subdivision ordinance, architecture and building design standards, trails and open space management, sensitive lands regulations, community forestry and gardening, along with other appropriate policies that enhance the environment.
- Central Business District. The Harrisville Central Business District is designed to foster business and support the local tax base. The district identifies areas for business opportunities to develop at a scale compatible with a range of retail, office, and commercial uses. In this process, ongoing attention to urban design principles, pedestrian needs, traffic considerations, and green spaces is essential.
- Community Services. Harrisville City encourages cultural and municipal services for a diverse community population. Affordable and flexible programs will be for offered for parks, recreation, trails, forestry and gardening, and cultural enjoyment as being part of a healthy community.
- Infrastructure. Harrisville City will continue to operate and maintain a quality infrastructure of roads, storm water facilities, and sewer collection services while the community must recognize that delivery of these services now takes place in an arena of limited resources and heightened competition for tax revenues. Local

planning should continue to emphasize the Transportation Plan relating to various arterial and collector streets, and alternative transportation such as trails and pathways.

- Residential Land Use. Harrisville City is principally a single-family residential community that provides a good mix of housing and lot sizes. A large portion of the housing stock in the community is within the range of moderate income households. The community continues to enhance its image as a safe, affordable, and livable residential community. Supporting these efforts city officials should maintain the integrity of the Future Land Use Plan and its policies. The community should also seek ways of enhancing the quality of life through open space preservation, pedestrian trails, and well-designed and functional public and semi-public facilities.
- Population. Harrisville City supports and fosters a diverse population of approximately 5,567 residents according to the 2010 Census. The community is conscience that services and facilities must be updated with changes in age, income, lifestyle, and diversity.

C. Brief History.

Harrisville City has was settled by early Mormon pioneers. An incident in September 1850, resulted in the killing of Shoshone Indian Chief Terikee which caused unrest throughout Weber County and forced the perpetrator Urban Stewart to leave the settlement. In 1851 Martin Henderson Harris, for whom Harrisville was named, built a log home west of Four Mile Creek and others soon followed. Harrisville was divided in 1890, and the westerly part of the settlement became Farr West. On April 9, 1962, Harrisville became an incorporated township. After permission was granted for a special census count, Harrisville was made a third-class city 30 January 1964. The population of the new city was 867. Harrisville City has welcomed new residential developments with citizens who have come here to share the quality of life and pleasant atmosphere of the area. Today Harrisville is a fifth class city with a 2010 population of 5,567.

D. General Land Area.

Harrisville City is 2.7 square miles of land area is bounded by the neighboring cities of Ogden, North Ogden, Pleasant View and Farr West. The Four Mile, Six Mile and Dixon Creeks flow through the City. There are areas of high ground water potential, wetlands and flood plain areas, and areas of wildlife habitation.

E. Housing for Homeless.

There is no significant homeless population in Harrisville City. They city supports the programs offered by local non-profit organizations and Ogden City.

Section 2 - Capital Investments Plan

A. Brief Summary of Projects Pending or Completed within the Last Year.

Project and Description - One Year Plan Complete	Cost	Status
Chip & slurry sealing schedule	\$50,000.00	Complete
City Main Park – Phase 2	\$100,000.00	Complete
1100 North Storm Water Project	\$100,000.00	Complete
1100 West Street Overlay	\$100,000.00	Complete
TOTAL COSTS	\$350,000.00	

B. One Year Projects, Summary, Cost Estimates, and Priority.

Project and Description - One Year Plan	Est. Cost	Priority	Class
Chip & slurry seal schedule	\$50,000.00	High	3
Park Redevelopment – Phase #3 and #4.	\$250,000.00	High	3
Reconfigure intersection of Larsen Lane and Washington Blvd.	\$150,000.00	High	3
ADA Improvements for City Hall.	\$50,000.00	High	3
Update impact fees and business license study.	\$30,000.00	High	3
TOTAL COSTS	\$530,000.00		

Class 1 = housing needs.

Class 2 = economic needs. Class 3 - community needs

C. Five and Ten Year Projects, Summary, Cost Estimates and Priority.

Project and Description - Five Year Plan	Est. Cost	Priority	Class
Reconfigure walkway/curb from Main Park to Franklin Circle	\$50,000.00	Low	3
Develop first portion of trail along canal right-of-way	\$250,000.00	Low	3
Ben Lomond Golf Course.	\$9,000,000.00	Low	3
Pathway plan projects adopted August 10, 2010	\$1,000,000.00	Low	3
Storm water capital facilities plan.	\$8,000,000.00	Medium	3
Central Business District economic development.	\$250,000.00	Medium	2
Various road, curb, gutter, sidewalk projects.	\$1,000,000.00	Medium	3
TOTAL COSTS	\$19,550,000.00		

Class 1 = housing needs.

Class 2 = economic needs. Class 3 - community needs