

Garland City Corporation Public Hearing on Budgets and City Council Meetings June 26, 2025

Members Present:

Jeanette Atkinson
Sharla Nelson
Tena Allen
Linda Bourne, Mayor
Kristal Edwards, Recorder

Members Absent:

John Losee
Josh Munns

Public Hearing Budgets

Mayor Bourne called the Budget Public Hearing for June 26, 2025, to order at 5:00 p.m. at the Garland City Building. Mayor Bourne opened the meeting up for public comments and discussion.

Emergency Preparedness Director, Lanette Sorensen, noted that she would like clarification on whether or not her budget would roll over for peer support. A discussion ensued.

Council Member Nelson inquired if Tiffanie Smith, Treasurer, was able to locate the donations intended for Council Member Atkinson from the previous council meeting. Tiffanie reported that she was unable to find any records of those funds. She noted that moving forward, the bookkeeping and donation tracking will be handled more efficiently.

Lanette inquired about \$55 donation that she had received from Stick Horse. A brief discussion ensued.

Mayor Bourne expressed her appreciation for everyone's patience regarding the recent budget changes and offered her apologies for the disruption. She noted that it was her question to the city accountant during the April 18th meeting with the accountant that brought to light the city's existing debt and misrecorded monies.

Police Lieutenant, Skyler Gailey, expressed that if the police department has leftover funds from their vehicle budget, he would be willing to reallocate those funds to peer support.

The meeting was adjourned at 5:21 p.m. by consensus of the Council.

City Council Meeting

Mayor Bourne called the June 26, 2025, City Council Meeting to order at 5:31 p.m. at the Garland City Building. Council Member Atkinson offered a prayer, and the Pledge of Allegiance was led by Council Member Nelson.

Council Member Atkinson motioned to approve the agenda. Council Member Nelson seconded the motion, with all council members present voting in favor of the motion. Motion approved.

Council Member Nelson motioned to approve the minutes for June 4, 2025. Council Member Atkinson seconded the motion, with all council members present voting in favor of the motion. Motion approved.

Council Member Nelson motioned to approve the minutes for June 9, 2025. Council Member Allen seconded the motion, with all council members present voting in favor of the motion. Motion approved.

Open Comments

There were no open comments.

Old Business

Discussion and Possible Action on 2025-2026 Budgets

A discussion ensued regarding the 2025-2026 budgets. Council Member Nelson inquired about the street bond, and Tiffanie provided clarification on the income and expenditure amounts from the budget report. Tiffanie noted that she is working with the city's accountant to include additional journal entries for restricted funds.

Discussion and Possible Action on Public Works Director

Council Member Nelson motioned to table the Public Works Director. Council Member Allen seconded the motion, with all council members present voting in favor of the motion. Motion approved.

New Business

City Recorder Oath of Office

Tiffanie Smith administered the Oath of Office to Kristal Edwards for City Recorder.

Discussion and Possible Action on Contract for Election Services

A brief discussion ensued regarding the election contract received from the County for the 2025 election. Council Member Nelson motioned to accept the election services contract between Box Elder County and Garland City. Council Member Allen seconded the motion, with all council members present voting in favor of the motion. Motion approved.

Discussion and Possible Action on LB Land Holdings Annexation

Valerie Claussen, City Planner, reported that the Boundary Commission meeting was held on June 25, 2025, and passed the island for the LB Land Holdings Annexation. She noted that the next step is for the council to review and ratify the Boundary Commission's decision. Council Member Nelson motioned to ratify the Box County Boundary Commission's May 12, 2025, decision to approve the annexation requested by LB Land Holdings located at 13200 North 6000 West (Parcel No. 06-054-0095). Council Member Atkinson seconded the motion, with all council members present voting in favor of the motion. Motion approved.

Discussion and Possible Action on Ashlee Meadows West Factory Street Frontage Road Improvements

Paul Taylor, Interim City Engineer, reported that he provided Capener & Company with a proposed agreement to pay for infrastructure along West Factory Street for the Ashlee Subdivision. He reported that documentation was absent from the previous city engineer. Bradon Capener noted that there were mostly verbal arrangements made with the previous engineer and agreed to Paul's proposed agreement amount of \$44,467.50. Council Member Nelson motioned to accept the Ashelee Meadows Phase 1 Completion proposed agreement of \$42,350 in addition to the 5% increase of \$2,117.50, intended to cover cost increases and any items that may have been required but were unknown at the time the amount was originally discussed, for a total amount of \$44,467.50. Council Member Allen seconded the motion, with all council members present voting in favor of the motion. Motion approved.

Discussion on West Factory Street

Paul reported that the engineering of a section of the sidewalk around 830 West Factory Street is causing access issues. He noted that there is no documentation from the previous engineer regarding any modifications made to the area. In addition, he stated that the 5-foot safety railing is included in the estimated cost of \$25,000 to correct the issue and is hopeful to use impact fees for eligible items. A project timeline is currently pending from the contractor.

Discussion and Possible Action on Misrasi Concrete Bid

Council Member Atkinson reported that she received a bid from Misrasi Concrete about two weeks ago, with an anticipation start date in July. The morning of June 26, 2025, Misrasi Concrete was outside the city building with all of their equipment ready to begin the project. A discussion ensued. Council Member Nelson motioned to approve the Misrasi Concrete bid, as it was the only bid received, noting that this bid has been completely covered within the budget and that the work has already begun today. Council Member Atkinson seconded the motion, with all council members present voting in favor of the motion. Motion approved.

Discussion and Possible Action on July City Council Date

Mayor Bourne reported that the city council will be cancelled on July 2nd due to the council meeting being held on June 26, 2025. In addition, she reported that the Children's Theater will be using the armory for the play on July 16th and that the city council meeting will need to be moved. A discussion ensued regarding the city council date for July. The council decided that the July city council meeting will be held on July 9, 2025.

County Court Interlocal Agreement

Mayor Bourne reported that there are still a few things that need to be updated within the Interlocal Resolution. Council Member Nelson motioned to table the County Court Interlocal Agreement. Council Member Allen seconded the motion, with all council members present voting in favor of the motion. Motion approved.

Introduction and Adoption of Ordinances & Resolutions

Ordinance, O-25-02

Council Member Nelson motioned to accept Ordinance, O-25-02, determining the rate of tax for the 2025 tax year and levying taxes upon all real and personal property within Garland City, Box Elder County, Utah. Council Member Atkinson seconded the motion. Mayor Bourne called for a roll call vote:

Council Member Allen – yes
Council Member Atkinson – yes
Council Member Nelson – yes
Council Members Losee and Munns were absent.

Ordinance O-25-02 passed.

Resolution, R-25-04

Council Member Atkinson motioned to adopt Resolution R-25-04, the employer 2025-2026 fiscal year elections for the Utah Retirement System Plans. Council Member Allen seconded the motion. Mayor Bourne called for a roll call vote:

Council Member Allen – yes
Council Member Atkinson – yes
Council Member Nelson – yes
Council Members Losee and Munns were absent.

Resolution R-25-04 passed.

Resolution, R-25-06

Council Member Atkinson motioned to adopt Resolution Number R-25-06 to adopt the 2025-2026 fiscal year General Fund budget in the amount of \$ 3,111,006.00. Council Member Nelson seconded the motion. Mayor Bourne called for a roll call vote:

Council Member Allen – yes
Council Member Atkinson – yes
Council Member Nelson – yes
Council Members Losee and Munns were absent.

Resolution R-25-06 passed.

Resolution, R-25-07

Council Member Atkinson motioned to accept Resolution Number R-25-07 adopting the 2025-2026 fiscal year Capital Projects Fund budget in the amount of \$658,090.00. Council Member Nelson seconded the motion. Mayor Bourne called for a roll call vote:

Council Member Allen – yes
Council Member Atkinson – yes
Council Member Nelson – yes
Council Members Losee and Munns were absent.

Resolution R-25-07 passed.

Resolution, R-25-08

Council Member Atkinson motioned to adopt Resolution Number R-25-08, a resolution adopting the 2025-2026 fiscal year Enterprise Fund budget for a total amount of \$1,445,000.00. Council Member Nelson seconded the motion. Mayor Bourne called for a roll call vote:

Council Member Nelson – yes
Council Member Atkinson – yes
Council Member Allen – yes
Council Members Losee and Munns were absent.

Resolution R-25-08 passed.

Resolution, R-25-09

Council Member Nelson motioned to approve the Redevelopment Resolution R-25-09, the Redevelopment Budget for 2025-2026 in the amount of \$10,000.00. Council Member Allen seconded the motion. Mayor Bourne called for a roll call vote:

Council Member Nelson – yes
Council Member Atkinson – yes
Council Member Allen – yes
Council Members Losee and Munns were absent.

Resolution R-25-09 passed.

Resolution, R-25-10

Council Member Atkinson motioned to accept Resolution Number R-25-10, a resolution adopting the 2025-2026 fiscal year Firemen's Reserve Fund budget in the amount of \$6,750.00. Council Member Allen seconded the motion. Mayor Bourne called for a roll call vote:

Council Member Atkinson – yes
Council Member Nelson – yes
Council Member Allen – yes
Council Members Losee and Munns were absent.

Resolution R-25-10 passed.

Resolution, R-25-11

Council Member Atkinson motioned to adopt Resolution Number R-25-11, a resolution adopting the 2025-2026 fiscal year Charity Theater Fund budget in the amount of \$12,000.00. Council Member Allen seconded the motion. Mayor Bourne called for a roll call vote:

Council Member Atkinson – yes
Council Member Nelson – yes
Council Member Allen – yes
Council Members Losee and Munns were absent.

Resolution R-25-11 passed.

Resolution, R-25-12

Council Member Allen motioned to adopt Resolution Number R-25-12 to amend the 2024-2025 fiscal year General Fund budget in the amount of \$7,171,817.00. Council Member Nelson seconded the motion. Mayor Bourne called for a roll call vote:

Council Member Nelson – yes
Council Member Atkinson – yes
Council Member Allen – yes
Council Members Losee and Munns were absent.

Resolution R-25-12 passed.

Resolution, R-25-13

Council Member Nelson motioned to approve Resolution Number R-25-13, a resolution amending the 2024-2025 fiscal year Enterprise Fund budget in the amount \$1,581,195. Council Member Atkinson seconded the motion. Mayor Bourne called for a roll call vote:

Council Member Allen – yes
Council Member Atkinson – yes
Council Member Nelson – yes
Council Members Losee and Munns were absent.

Resolution R-25-13 passed.

Mayor and City Council Reports and Comments

Mayor Bourne reported that there had been an issue with a previous bid with the previous City Engineer, from a \$60,000 grant and the city had matched it with \$20,000. She reported that if we do not physically have the money, the projects will not begin. There were engineering fees from CEC that cost \$40,000, which resulted in about \$30,000 remaining to complete an \$80,000 project. Paul reported that he is hopeful the city can use impact fees and estimates the total cost of the project will be about \$50,000.

Mayor Bourne expressed her appreciation to all of the entities that submitted a Letter of Support for the TAP Grant.

Mayor Bourne reported that Les Olson will be integrating all the city's website and emails from .org to .gov. Additionally, she reported that she will be conducting employee evaluations next week.

Mayor Bourne reported the outcome of the condemnation hearing for the property on West Factory Street. The property owner agreed to remove the truck and weeds from the site and to list the property for sale. The sale contract shall include a provision stating that the house must either be taken down or that the new owner must have a structural engineer assess the structure within 90 days of purchase.

Mayor Bourne reported that closed bids are due on June 27th at 9 am and bids will be opened at 10 am for the 400 East property.

Mayor Bourne reported that the Library Frosty Fest will be held on the first Friday in December.

Lastly, Mayor Bourne reported that she would like the council to consider a date to hold a Meet the Candidate night for this election year.

Council Member Allen

Council Member Atkinson reported that the youth council and veterans' group would like to start a service project for veterans in the community. They would like to be involved and have a Veterans Appreciation ceremony during the 2026 Wheat & Beet Days. She reported that she has received three suggestions for the Wheelon award. A discussion ensued. She reported that she is still seeking vendors and accepting parade applications for Wheat & Beet Days.

Council Member Losee is absent. Mayor Bourne reported that the library fundraiser will be held in August and the cook shack will be open from 5-9 pm.

Council Member Munns is absent. Council Member Nelson asked for an update on the 100 West road repair that was supposed to be completed by June 20th. Mayor Bourne reported that the project will be completed on June 27th by CB Asphalt.

Council Member Nelson did not have any reports.

Financial Review – Approval of Payroll and Accounts Payable

Council Member Atkinson motioned to approve the coding for payroll and accounts payable. Council Member Nelson seconded the motion, with all council members present voting in favor of the motion. Motion approved.

Requests for Future Agenda Items

- Wheat & Beet Day Parade
- Date for Meet the Candidate Night
- 1400 South Sidewalk
- Mayor & Council Compensation
- Fines & Fee Schedule

Council Member Atkinson motioned to adjourn at 7:25 p.m. Council Member Nelson seconded the motion, with all council members present voting in favor of the motion. Motion approved.

The meeting was adjourned at 7:25 p.m. by consensus of the Council.

City Council Work Session

Mayor Bourne called the work session for June 26, 2025, to order at 7:29 p.m. at the Garland City Building. The following Department Heads were present: Emergency Preparedness Director Lanette Sorensen and Public Works Interim Director Travis Atkinson.

Travis reported that public works is down to 50 non-reading meters and will be resolved once those 50 meters have been identified. He reported that the sewer press is running three times a week, and while this is still a work in progress, the tanks are the clearest they've been. Lastly, he reported that the back of the city building is being cleaned up by the public works team. Mayor Bourne expressed her sincere appreciation to everyone working diligently to resolve ongoing issues and help make the city more efficient and up-to-date.

Fines & Fees Schedule

Tiffanie reported that she has created the fines & fee schedule draft and will send the final copy for the council to review. She recommended that the council review each fee and provide feedback before the next council meeting. A discussion ensued.

Garbage Rate Increase

Mayor Bourne reported that there is a garbage rate increase from Econo Waste. A small discussion ensued regarding whether to match the rate increase from Econo Waste at \$0.72 or to increase up to \$0.75.

Department Head Reports

There were no additional library reports.

There were no park & rec reports.

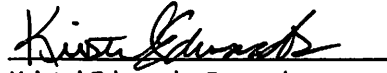
There were no additional public works reports.

There were no additional emergency preparedness reports.

There were no police reports.

There were no fire reports.

The undersigned, duly acting and appointed Recorder for Garland City Corporation, hereby certifies that the foregoing is a true and correct copy of the minutes for the Public Hearing and City Council Meeting held on the above-referenced date.

A handwritten signature in black ink, appearing to read "Kristal Edwards", written over a horizontal line.

Kristal Edwards, Recorder