

Minutes of the Work Session of the Syracuse City Council, held on March 22, 2022 at 6:00 p.m., in a hybrid in-person/electronic format via Zoom, meeting ID 890 3292 5036, in-person in the City Council Conference Room at 1979 W. 1900 S., and streamed on the Syracuse City YouTube Channel in accordance with House Bill 5002, Open and Public Meetings Act Amendments, signed into law on June 25, 2020.

Present: Councilmembers: Lisa W. Bingham  
Dave Maughan  
Jordan Savage  
W. Seth Teague

Excused: Councilmember Paul Watson  
  
Mayor Mike Gailey  
City Manager Brody Bovero  
City Recorder Cassie Z. Brown

City Employees Present:  
Administrative Services Director Steve Marshall  
City Attorney Paul Roberts  
Public Works Director Robert Whiteley  
Parks and Recreation Director Kresta Robinson  
Fire Chief Aaron Byington  
Police Chief Garret Atkin  
Community and Economic Development Director Noah Steele  
Deputy City Recorder Marisa Graham

The purpose of the Work Session was to receive public comments; discuss request for fee waiver for use of Council Chambers – Larry Kerr, Cold War Veterans Group; discuss responses to Solid Waste Services Request for Proposal (RFP); discuss secondary water supply, season begin and end dates, and conservation; discuss culinary water supply; discuss potential amendments to various land use designations for water conservation purposes; receive an update regarding 2022 Utah Legislative Session; discuss Self-initiated Discuss potential amendments to Syracuse City Code Section 10.92 pertaining to the Mixed-Use Development (MXD) Zone; accept for first read proposed updates to Emergency Operations Plan (EOP); and receive Annual Training: Open and Public Meetings Act (OPMA), Municipal Officers Ethics Act, and Council Rules of Order and Procedure.

**Public comments**

Mayor Maughan stated that tonight’s meeting agenda provided instructions for residents to email their public comments to City Recorder Brown by 5:00 p.m. tonight in order for them to be read into the record of the meeting. He invited Ms. Brown to read any emailed public comments she received.

Ms. Brown read the following email sent by Jed Nelson:

“We are aware that Syracuse has a shortage of water. There has been a massive amount of new growth and yet we have not increased the amount of water storage. Then we are hit with low snowpack and we are in big trouble. The reservoirs are at all-time lows. I would like to see a requirement for all new construction to have limits set on the amount of green space allowed. The HOA’s that require grass should be changed. New businesses should also be limited (O’Reilly Auto Parts as an example ) . We should be requiring a percentage of water wise or desert scape landscaping on all new development. We were thrilled with the possibility to have the city remove the grass from our park strips as an incentive to cut water usage. However, we have called the city several times last year and this year, but we have not been able to add our name to the list. This is a great place to start, especially for us senior citizens! We want to do our part too. We have a great challenge ahead of us and I hope that we will be able to have the ability to water twice a week like last year. There were times that we didn’t have enough water to run our sprinklers. I am concerned that this will probably be worse this year with the continued growth. I don’t feel that once a week will keep things alive and may also encourage water waste on said water day. Pray for rain and lots of it!!!

Thank you!  
Jed Nelson”

Mayor Maughan then invited in-person public comments.

Brandt Thurgood shared his family’s thoughts and considerations relative to the potential development of land in the City. The Thurgood family attended a Planning Commission meeting during which the Commission heard from Ivory Homes regarding a proposed land swap next to Legacy Park. The five-acre parcel is just west of Grant’s Lane and is owned by Syracuse City due to an action in which they acquired it from the Thurgood family. The Thurgood family feels strongly that the parcel should be developed as an extension of Legacy Park as promised by the City when the transaction occurred. He

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presented a drawing created by the City at the time that Mike Moyes was the City Administrator; the drawing illustrated the City's plans for Legacy Park. This plan was presented to his grandmother, Alma Thurgood, who owned the land; she agreed to sell the land based upon the commitment from the City that the land would be used to extend Legacy Park. When his family heard that Ivory Homes was purchasing the rest of the land from the LDS Church, they were ecstatic, but when they learned of the idea of a land swap for the parcel sold by his grandmother, they were concerned that the land would not be developed as originally promised to them. He asked that the Council deny the land swap, which would allow Ivory Homes to use the property to build more homes.

Julie Thurgood Johnson stated she lives in Brigham City, but she spent her childhood in Syracuse and lived on Grants Lane after she was married. She discussed her youth growing up in Syracuse City and noted that her grandparent's dairy is now known as Legacy Park. Technically, the park's name is David A. and Mary Alma Thurgood Legacy Park and her uncle paid \$20,000 for the sign that bears their names; a portion of the park land was donated to ensure the use of her grandparents' names for the park. She noted that Mr. Moyes spent countless hours at her uncle's home trying to talk him into various deals. Twenty years ago, beautiful fields in Syracuse were lost to houses and the population has grown; when she comes to Syracuse now, there is very little that reminds her of her childhood. She discussed her family's history in Syracuse City and concluded that her family has given a great deal to the City in an effort to preserve their legacy for future generations. Her grandmother has been dead for 18 months; she lived to be 100 and spent most of her life in Syracuse. Before she died, she thought she had sold – or gifted – a portion of her family's inheritance to facilitate the extension of Legacy Park and to benefit the people of the City. She believed the land would end up looking like the rendering she was presented with; now that she is dead, she finds the City's timing unsettling. If her grandmother and uncle had intended for there to be more houses in that area, they could have developed the land on their own. Syracuse does not need more houses; Syracuse needs to honor the commitment to improving the open space upon which the agreement with her grandmother was based. If the City plans to build more homes on the land, her family should have the opportunity to buy back the land and develop it in a way that they feel will honor their grandmother.

Brent Weaver stated his property abuts the property sold to the City by Alma Thurgood; he purchased his home with the understanding that homes would not be built behind him. Alma Thurgood is a wonderful woman with a great deal of integrity and she sold her property with the understanding that it would be developed as an extension of Legacy Park. She communicated to him several times that the park land would eventually abut his property. In all of the Parks and Recreation Plans he has reviewed from Syracuse City, the extension of Legacy Park has been shown to abut his property. He asked the Council to have the same integrity as Ms. Thurgood and her family had; he expects the City to honor that integrity.

Richard Thurgood stated he is the oldest son of Grant and Alma Thurgood and he negotiated the deal with Mr. Moyes to purchase the property. When the land was purchased, his mother was guaranteed that the land would eventually be a City park. This plan also solved the problem the City was facing relative to proper water drainage. He asked that the Council honor the promise that was made to his mother. He is aware that the land was paid for using park funds and it has been identified for development in the Parks Master Plan. He stated those plans should remain and the land should not be sold for development of more homes.

Pamela Kemp stated that she is relatively new to Utah, and she moved to Syracuse in 2008; she bought her home from Bob and Marie Cella. Ms. Cella worked for the City at the time that she was selling her home and she assured her that the land behind her home was included in the plans for extending Legacy Park. She stated there should be people still working for the City that were here in 2008 that can attest to the commitments made to herself and other residents. She stated that the City should honor the commitments made in the past. She noted that she has already had a dispute with the City since moving to the home; the City was trying to force her and other homeowners in the Parkwood neighborhood to change the drainage systems on their homes. The residents had to hire a lawyer to get Syracuse to uphold the original approvals for the drainage systems on the homes and she hopes that it will not be necessary to hire a lawyer for this situation.

**Discussion of request for fee waiver for use of Council Chambers – Larry Kerr, Cold War Veterans group.**

Larry Kerr representing the Utah Cold War Veterans Foundation approached and provided information about the Foundation and their efforts to honor veterans who served in the armed forces from 1945 to 1991 in what has been called the 'invisible war'. A medal has been created to honor these veterans and the Foundation continues to raise money to pay for the medals and certificates presented to veterans. The Foundation has relied upon the help of local municipalities to host medal ceremonies; Syracuse City has allowed the Foundation to use the City Hall Council Chambers free of charge for the past three years and the Foundation is seeking approval to continue to hold ceremonies in that location.

The Council discussed the request and indicated their willingness to hold a public hearing during the April 12 business meeting to consider approval of the fee waiver.

**Discussion regarding responses to Solid Waste Services Request for Proposal (RFP).**

A staff memo from the Administrative Services Director explained the City currently contracts with Robinson Waste Services for all curbside solid waste and green waste services. The solid waste contract is set to expire on March 31, 2022. A request for proposal (RFP) was sent out at the request of the City Council, which yielded two proposals from Robinson Waste and Ace Disposal. The cost proposed by Robinson Waste is \$515,476.80 per year and the cost proposed by Ace Disposal is \$639,462.24 per year. The Council will need to review the bid summary and determine which bidder they would like to award the contract to.

Mr. Marshall reviewed his staff memo. The Council reviewed the proposal comparison and Councilmember Savage inquired as to the expected amount of money the City will pay each year for the fuel surcharge included in Robinson Waste's proposal. A representative of Robinson Waste indicated that the calculation of the fuel surcharge will be determined as the contract is negotiated, but he is recommending a ten-year lookback period to identify the average fuel charge for the past decade, with the proposal to base the fuel surcharge on that average. If the Council approves that method, the expected annual fuel surcharge cost would be approximately \$20,000.

Councilmember Bingham inquired as to the proposed contract term, to which Mr. Marshall answered five years with optional extension periods.

The Council concluded they were comfortable taking action to award the solid waste services agreement during the April 12 business meeting.

### **Discussion regarding secondary water supply, season begin and end dates, and conservation.**

A staff memo from the Public Works Director explained the drought monitor in Utah this month is D2 Severe Drought. Last year the majority of Utah was in D3 Extreme Drought. Drought conditions are based upon precipitation, soil moisture, surface water supply, and snowpack. Echo reservoir is 39 percent full as of March 15th. Last year on that date it was 39 percent full. East Canyon is 59 percent full last year at this time it was 69 percent full. Water suppliers are initiating discussions on drought reductions and a shortened season for this irrigation season. Weber Basin is expecting a 60 percent reduction in wholesale irrigation water delivery as well as a 40 percent reduction for agriculture deliveries and a 10 percent reduction in culinary water delivery. The water delivery will begin mid-May and end mid-September. Davis & Weber is expecting reductions and will determine what the drought reductions will be in the next few weeks. Last year Syracuse experienced a combined 46 percent reduction in irrigation water and used the full allotment. The 2021 secondary water season was summarized in council meeting on September 28, 2021. Syracuse City Code 4.25.130 describes measures that the council can establish during drought conditions. SCC 4.25.140 describes water conservation plans from large property owners. The memo then offered the following considerations for the Council:

- Public information could be handled by: Utility bill notice, Magazine article, Website article.
- Weekly watering guide from the Division of Water Resources could be shared by social media.
- Watering only between 6:00 PM and 10:00 AM, with exceptions to establish new plantings, attended spot watering with a hose, and sprinkler system maintenance.
- Excess watering due to water pooling on neighbor properties, streets and storm drains is prohibited.
- Neglect of repairs 15 days after notification can be enforced.
- Escalating enforcement can be initiated, which includes 1. Notification, 2. \$200 fine, 3. \$500 fine, 4. \$1000 fine and termination for remainder of the season.
- Water conservation plans can be required each year from large-area properties (3 acres or greater). This could be enforced by turning the water off until the plan is submitted to the city. This would typically include schools, parks, churches, businesses, and HOA's. Because agriculture, sewer district, and the golf course does not receive water from Syracuse City's pressurized system, they are excluded from this requirement.

Additionally, staff needs direction from the Council regarding the following discussion points:

- When will the water season begin and end? The city is starting to get questions about this and putting information out early will help with those planning landscapes and sprinkler installations.
- What water restrictions will we have? Last year was successful with allowing users to pick two days out of five to water. Mandatory two days of no watering based on geographical area. Consider one day a week of watering in May and September, then two days a week June, July, and August.
- Water enforcement is essential for a successful program. Will enforcement stay the same as last year?
- A resolution can be prepared for consideration at next council meeting based upon this discussion.

Mr. Whiteley reviewed his staff memo and facilitated high level discussion among the Council regarding the discussion points and opportunities for educating residents regarding water conservancy and things they can do on their own property to conserve water. He introduced Neil Briggs, President of West Branch Irrigation Company; the City's water is conveyed through that Company's pipeline. Mr. Briggs is also a farmer in Syracuse and is very familiar with water issues in the community. The Council heard from Mr. Briggs regarding water conditions in the State and the impact the drought is

having on crop growth. The properties served by the Davis/Weber Canal system are in a good position as the company holds senior rights to the water in the area. The Council ultimately provided direction to start the secondary season on May 15 and end on September 15. From May 15 until Memorial Day, water users can water one day per week, two days per week from Memorial Day to Labor Day, and back to one day per week from Labor Day to the end of the season. The Council also supported the watering map to be included as an exhibit to the resolution to be adopted regarding the water season; they also expressed support for enforcement efforts identified in the staff memo.

Councilmember Savage referenced public comments regarding the drought and the City's 'flip the strip' program; he asked if residents can still sign up to be part of that program. Mr. Whiteley stated that the City's crews that have been performing that work are booked for the remainder of the year, but people can still be added to a list to have the work completed in the next few years.

Councilmember Bingham asked if residents will be allowed to plant gardens this year and water them with a hose. Mr. Whiteley answered yes; the current policy indicates that attended spot watering is allowed. The Council expressed support for residents planting gardens on their property and indicated they would like the City to create a webpage on the website that provides residents with information about drought tolerant fruit and vegetables and tools they can use to reduce water usage.

### **Discussion regarding culinary water supply.**

A staff memo from the Public Works Director explained the drought this year will affect the culinary water supply. Weber Basin is expecting a 10 percent reduction in culinary water delivery. In 2020 and 2021 Syracuse used 100 % of the culinary water allotment. Water allotments that are exceeded are subject to a surcharge from Weber Basin. The surcharge amount will double the price for water volumes that exceed the drought reduced allotment. If Syracuse uses the full 100 percent water allotment this year, the surcharge will amount to \$270,000. The Water Conservation Plan describes best management practices for culinary water conservation that involve public education and water billing review for excessive volumes. Staff needs direction from the Council on the following discussion points:

- How will the city handle the water reduction?
- Water billing review is already a practice that has been in place for several years.
- Public education is on the city website but could be increased with more media.
- Water allotments for each rate grouping could be modified with a 10% reduction to the nearest thousand gallons. This could encourage conservation to the end user.
- If desired, the rate structure could be adjusted for excessive water use to help the city cover any potential surcharge from the water supplier.
- Please provide staff with your ideas and directions.
- If there are any changes to the current services and procedures, a resolution can be prepared for consideration at a future council meeting based upon this discussion

Mr. Whiteley reviewed his staff memo. The Council revisited the concept of developing a webpage on the City website to communicate to residents the methods they can employ to save culinary water; this led to discussion of an appropriate increase in culinary water rates intended to encourage the reduction of culinary water consumption. They supported an adjustment to the tiered rate structure by reducing the maximum of water usage in each tier by 10 percent. They also considered certain surcharges per 1,000 gallons of water used, with Mayor Maughan concluding that more discussion of the matter is needed, and he asked staff to make adjustments to the rate structure based upon the feedback provided tonight in preparation for continued discussion during the April 26 work session meeting.

### **Discussion regarding potential amendments to various land use designations for water conservation purposes**

A staff memo from the Community and Economic Development Department discussed the goal of qualifying City residents for a waterwise landscaping conversion incentive program sponsored by the Weber Basin Water Conservancy District, and to of course be good stewards of the limited water supply, staff have conducted a review of the City's existing landscaping requirements. Staff found the City ordinances are relatively silent on water conservation measures in relation to development standards. After review of the ordinances, staff learned:

- The City doesn't require lawn in park strips but also doesn't prohibit it.
- The City doesn't require lawn in landscaping but also doesn't limit it by percentage
- The City doesn't require lawn in buffer areas but also doesn't limit it either.
- The City doesn't limit or require lawn in parking areas
- The City doesn't require drip irrigation
- The City doesn't require mulch in landscape beds
- The City doesn't require irrigation valves zoned grouped by areas with similar water needs
- The City doesn't require irrigation controllers with rain delay

- The City doesn't limit HOA's from requiring lawn in front yard or park strip
- The City doesn't limit HOA's from requiring a certain percent of lawn areas.
- The City doesn't require indoor plumbing fixtures to be water sense

CED Director Steele and City Manager Bovero reviewed proposed ordinance text amendments that would reduce water use for existing and new development and address some, if not most, of the items the District has recommended. The goal of this discussion is to decide if the text amendments are palatable and determine whether to refer the matter to the Planning Commission for a recommendation. The Council debated each of the items included in the bulleted list, concluding to send the entire list to the with the addition of the consideration of including language that encourages residents to use smart controllers in their irrigation timer systems. Mayor Maughan asked that, before referring the matter to the Planning Commission, Administration meet with representatives of the District to determine if the proposed text amendments would help to qualify residents for their waterwise landscaping conversion incentive program.

### **2022 Utah Legislative Session Update**

A staff memo from the City Attorney explained the 2022 General Legislative Session adjourned and passed bills are either being signed or awaiting the governor's signature. Most bills are effective on May 4. Staff will provide updates on bills that impact the City over the next few months. Discussion regarding HB 242 and secondary water metering requirements occurred earlier in the meeting. This legislative update will focus on four bills that ULCT tracked, and which may require the City to adjust its practices or ordinances as follows:

- HB 303 – Local Land Use Amendments
- HB 146 – Local Licensing Amendments
- HB 462 – Utah Housing Affordability Amendments
- HB 151 – Retail Facility Incentive Payments Amendments

Mr. Roberts reviewed his staff memo and provided a high-level overview of the implications of each of the for bills listed above.

- HB 303:
  - Modifies provisions related to when a person may challenge an annexation in District Court;
  - Modifies noticing requirements after a municipality receives a request for disconnection;
  - Provides specific notice requirements related to a municipality's proposed modification to the text of the municipality's zoning code;
  - Modifies notice requirements related to an amendment to public improvements in subdivision or development;
  - Removes a prohibition on imposing a land use regulation under certain circumstances;
  - Modifies the authority of a municipality to require the development of a moderate-income housing as a condition of approval of a land use regulation;
  - Modifies evidence requirements related to a noncomplying structure or a nonconforming use;
  - Authorizes a municipality or a county to determine if combining lots constitutes a subdivision amendment;
  - Modifies the requirements for preparation of a subdivided plat by a surveyor;
  - Modifies provisions related to determining when a land use decision is illegal;
  - Creates a process to establish an agreed boundary between landowners when a boundary is disputed or uncertain.
- HB146
  - Modifies the general authority of a municipality and a county related to business licenses;
  - Modifies a municipality's and a county's regulation and business licensing authority over food truck businesses, including the regulation and business licensing authority over a food truck business that has previously obtained a business license in another political subdivision;
  - Modifies health and safety inspection requirements for food truck businesses;
  - Modifies the authority of a political subdivision related to the licensing of a business, including a business that rents all-terrain vehicles;
- HB462
  - Modifies provisions related to affordable housing and the provision of services related to affordable housing.
- HB 151
  - Prohibits a public entity from making, or entering into an agreement to make, certain incentive payments related to retail facilities after a specified date, with specified exceptions;
  - Requires a public entity that makes certain payments related to retail facilities during a fiscal year to submit a report or notification to the Governor's Office of Economic Opportunity (office);

- Requires the office to review a public entity's report to determine whether certain incentive payments comply with this bill;
- Allows a public entity to appeal a determination by the office that certain incentive payments had been made in violation of this bill;
- Allows the office to notify the state auditor after a specified date if a public entity fails to submit a report or fails to make efforts to recoup misused funds within a certain time;
- Allows the state auditor to initiate an audit or investigation if the state auditor receives notice from the office regarding a public entity.

Mr. Roberts concluded by discussing some potential ordinance amendments the City will need to consider in order to be compliant with the new legislation. He added that there were many more bills adopted in the session and Administration will perform a more comprehensive update in a future meeting.

### **Discuss possible boundary adjustment with West Point City.**

A staff memo from the Community and Economic Development (CED) Department explained Mark Sandberg owns property north of the existing Trails Edge subdivision located approximately 400 S and 3300 West. He desires to develop that property as well as some of the adjacent property residentially. A portion of the property is currently in West Point. The property in West Point is approximately 1.3 acres. Because of the West Davis Corridor and 193 expansion project, the subject property has been bifurcated as the only West Point City area on the south side of 193 and cannot be accessed except for through Syracuse City roads. Syracuse staff has met with West Point staff and has drawn a draft boundary line that was acceptable to both parties. The sketch map is included in this report. The adjusted boundary would enlarge Syracuse on the south of 193 to capture the proposed development and on the north of 193, they asked for the golf course land, the power corridor and a small strip between the highway and south edge of the golf course. This would result in about 15 acres going to West Point and the 1.3 acres to Syracuse. Most of the 15 acres is encumbered, as it is under a power corridor, has a city trail, has difficult access, and is mostly already developed as golf course. West Point wanted it since Schneider's Bluff is in their city and the adjacent trail is West Point City owned and maintained as well. It is doubtful that the land holds high potential for development in the immediate future unless the entire golf course were to be redeveloped. The process for a boundary adjustment is slightly different from an annexation. The first step in the process would be for both cities to make resolutions of their desire to adjust the city boundaries. Per State law, a series of Council actions, notices, and public hearings are required for the boundary adjustment to occur. Attached is an outline of the proposed timeline. The first step in the process would be to survey the property and prepare a plat identifying the boundary adjustment. Additionally, staff will identify whether any special service districts serve West Point, but not Syracuse. Once these steps are complete, both the Syracuse City Council and West Point City Council may adopt a resolution of intent to adjust their respective municipal boundaries.

Mr. Steele reviewed his staff memo and presented a map to orient the Council to the location of the property subject to the possible boundary adjustment. He presented several boundary adjustment options that have been discussed by Syracuse and West Point staff and solicited feedback from the Mayor and Council regarding their preferred option. The Council expressed support for preserving as much acreage as possible, which could eventually be developed upon completion of the West Davis Corridor project in the area, but indicated they also support clear boundary lines. The indicated at this point, they are not willing to give up the entire acreage that is part of the Schneider's Bluff Golf Course, but they asked staff to revisit the matter with West Point staff to get more information about long range plans for the golf course property.

### **Planning item: Self-initiated Discuss potential amendments to Syracuse City Code Section 10.92 pertaining to the Mixed-Use Development (MXD) Zone.**

A staff memo from the Community and Economic Development (CED) Department explained the goal of this discussion is to give direction to staff as to which elements of the ordinance are desired to be amended. Then the item will be sent to Planning Commission for a public hearing and recommendation. After Planning Commission review, the item is sent back up to City Council for additional review during another work session and then to a vote. Other options are to continue the discussion to the next City Council work session prior to sending to Planning Commission or to decide to not make an amendment at this time. On February 22, 2022 City Council inconclusively discussed the following potential amendments: remove the picture from the ordinance, adjusting the commercial to residential ratio, removing the partner site option, restricting the zone to be located along state highways, tightening the distance for in-lieu open space fee receiving sites, increasing the buffer landscaping requirements, ensuring proper long-term maintenance, and adding water wise landscaping requirements.

CED Director Steele reviewed his staff memo and facilitated continued discussion of the MXD zone amendments they are interested in pursuing; there was a focus on 'partner sites' for MXD projects; adjusting certain commercial restrictions if a developer secures a larger commercial user for a MXD project; drive-throughs for commercial uses; and

avoidance of an ‘apartments only’ zone; Mr. Steele stated he will refer the matter, with the items discussed by the group, to the Planning Commission for a recommendation to the City Council.

**Parks and Recreation Department Quadrennial review.**

This item was removed from the agenda.

**Introduce for first read: proposed updates to Emergency Operations Plan.**

A memo from the City Manager explained the City’s current EOP was adopted in 2014. Since then, the management staff has reviewed the plan and desired to make significant changes to make it more usable during times of emergency. This new plan has been created to help achieve that goal. The plan is considered a protected document due to personal contact information and sensitive security information contained in it. The memo summarized key improvements in the new Plan

- **Based on a “plug-and-play” Concept:** In the event that top managers are not available during an emergency, the new plan makes it easier for the next person in command to find and understand their key functions during the emergency.
- **Assistance in Understanding Jargon:** The new plan was built in Word that includes pop-up explanations of lesser-known terms and acronyms.
- **Focus on Response & Recovery:** Pre-planning and mitigation efforts were discussed in the previous EOP. Since these issues were placed in the county-wide pre-disaster mitigation plan, this new plan eliminates those elements to avoid duplication and make the document more user friendly during an emergency.
- **Updated Contact Info:** Key internal and external contacts have been updated and verified.

The goal of the discussion is to review the plan and address any questions or issues, then decide whether to place it on the April 12 agenda for adoption or continue reviewing it.

Mr. Bovero reviewed the memo and received direction from the Council to include an action item on the April 12 agenda to consider adopting the updated Plan.

**Annual Training: Open and Public Meetings Act (OPMA), Municipal Officers Ethics Act, and Council Rules of Order and Procedure.**

City Attorney Roberts used the aid of a PowerPoint presentation to provide the annually required training regarding the Open and Public Meetings Act (OPMA) and the Municipal Officers Ethics Act.

City Recorder Brown also facilitated a review of the Council Rules of Order and Procedure.

The meeting adjourned at 9:25 p.m.

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Dave Maughan  
Mayor

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Cassie Z. Brown, MMC  
City Recorder

Date approved: May 10, 2022