



MINUTES
Oakley City Council
Regular Meeting 7:00 PM

March 23, 2022

Anchor Location: 960 West Center Street, Oakley UT

In Attendance:

City Administration: Mayor Zane Woolstenhulme, Councilmembers: Joe Frazier, Dave Neff, Steve Wilmoth. Councilmembers Kelly Kimber and Tom Smart (absent)

City Staff: City Recorder, Amy Rydalch; City Treasurer, Tristin Leavitt; Public Works Director, Kendell Staples.

Others in Attendance: County Councilmember Glenn Wright; Emily Quinton, Summit County; Heather Christopherson, Ulrich & Associates; Jenette Sargent, Member of the Public.

1. Mayor Woolstenhulme Opened the meeting. **Mayor Woolstenhulme** led the Pledge of Allegiance and **Recorder Rydalch** offered the invocation.

2. PUBLIC COMMENT FOR ITEMS NOT LISTED ON THE AGENDA:

NONE

3. APPROVAL OF THE CONSENT CALENDAR:

- a. Appointment of the Planning Commission as the "Interim Appeals Authority:**
- b. Contract for Retainment of Financial Advisor – Lewis Young & Robertson**
- c. Contract for Bolt Store Rodeo Sponsorship and Apparel Agreement**
- d. Invoice Register 2/23/2022 thru 3/21/2022**
- e. Monthly Financial Report**
- f. City Council meeting Minutes 5/12/2021 and 3/9/2022**

Councilmember Frazier motioned to approve the consent calendar items. **Councilmember Neff** seconded the motion. **All voted in favor. Consent Calendar items approved.**

41 **4. Presentation, Discussion and Possible Adoption of Resolution 2022-01 A Resolution of the**
42 **Oakley City Council Approving an Interlocal Cooperation Agreement Among Public Entities**
43 **Regarding the Community Renewable Energy Program.**
44

45 **Presenters: County Councilmember Glenn Wright & Summit County sustainability Director,**
46 **Emily Quinton.**
47

48 **Councilmember Wright** summarized the renewable energy program and the County's election to
49 participate. The desire is to have Oakley City participate as well should Council decide. **Director**
50 **Quinton** discussed the state legislation that has made this program possible, the ability of
51 communities to come together and benefit from economies of scale for renewable energy. She
52 explained that a group of communities will pool resources to acquire renewable energy sources
53 as defined under the law, i.e., solar, wind, hydro, and battery. The task that needs to be decided
54 tonight is whether Oakley City wants to participate in the effort to move forward with the
55 program. The best guess expectation is that consumer bills will be approximately 2% higher
56 when participating in renewable energy sources. The noticing requirements about participation
57 in this project are significant. The community should be well informed. The next step toward
58 community participation is for Oakley City to enter into an Interlocal Cooperative Agreement this
59 will give the City a voice on the board. There is a commitment of funds related to the elected
60 continued participation to fund the City's percentage of costs for noticing etc. of approximately
61 \$1,040. The approved resolution is not committing the city to the full program but simply to
62 move forward in the process. There will be future action that will need to be taken for full
63 participation as the program unfolds.
64

65 **Councilmember Wright** stated that if the Resolution is approved the City will need to appoint
66 two representatives a voting member and an alternate.
67

68 **Councilmember Neff** expressed concern in trying to determine whether the City should
69 participate or not when the exact sources and availability of the energy are unknown. He also
70 asked for clarification on how the differentiation of users who participate in the program and
71 those who do not will be accounted for.
72

73 **Councilmember Wright** explained that the communities will be working together to buy these
74 sources of energy. Those sources all go into the grid. The differentiation will be handled through
75 accounting. He stated that the program is speeding up the process for Rocky Mountain Power to
76 move more of their grid to renewable sources. The current Rocky Mountain Power Grid is
77 approximately 60% fossil fuel dependent. They will be taking that dependence down to about
78 27% by 2030. The renewable energy program helps them move the dial closer sooner.

79 **Councilmember Frazier** asked when they anticipate the new renewable energy rate to begin?
80

81 **Councilmember Wright** gave his best estimate as 2023. Waiting on the Public Service
82 Commission to complete their study and publish the proposed rate. Expect that to be sometime
83 in July 2022.

84
85 **Councilmember Wilmoth** asked for clarification on participation for consumers. If City opts in
86 this means city residents are automatically in and must opt out if they choose.

87
88 This position was confirmed but it was stated that this was not what needed to be decided
89 tonight. There will be future public hearings after the rate is published and the city can receive
90 input before making a final participation decision.

91
92 **Mayor Woolstenhulme** put forward a recommendation to approve the resolution as explained.

93
94 **Councilmember Neff** made a motion to adopt Resolution 2022-01 to Approve entering an Interlocal
95 Agreement Among Public Entities Regarding the Community Renewable Energy Program.

96 **Councilmember Frazier** seconded the motion.

97
98 **Councilmember Neff – Aye**

99 **Councilmember Frazier – Aye**

100 **Councilmember Wilmoth – Aye**

101
102 **Resolution 2022-01 Adopted.**

103
104 **5. Presentation: 2021 Oakley City Financial Report- Heather Christopherson, Ulrich and Associates**

105
106 **Mayor Woolstenhulme** introduced Heather Christopherson who is the external auditor for
107 Oakley City and referred the Council to the Financial Statements for the discussion.

108
109 **Ms. Christopherson** presented the audit for fiscal 2021. Did not find anything material. She
110 referred to the statement of net position that shows capital assets, debt, governmental activities,
111 business activities of the City. Statement of activities is useful to see the costs to fund that
112 particular function or service as well as the revenues generated by specific function. The balance
113 sheet is as of a specific date June 30, 2022. She pointed out the adjustment to class C road funds
114 to reflect prior year spending. The unassigned fund balance is verified to be under 35% of
115 general revenues. The City is in compliance with this testing.

116
117 **Mayor Woolstenhulme** asked about hypothetical transfers between funds. It is his
118 understanding that the general fund can transfer funds to any other fund but wants clarification
119 on other governmental and enterprise interfund transfers. He then cited the example of the
120 rodeo fund transferring money to the general fund each year for the bond payment which puts
121 the rodeo fund in the red. He asked if instead of transferring those funds from the rodeo fund to
122 the general fund for the debt service could the capital improvement fund make that bond

123 payment since the general fund had contributed residual funds to the capital account and the
124 rodeo debt was land and capital improvement related. **Ms. Christopherson** stated that under
125 some circumstances that type of transfer may be possible, but that specific example could be
126 problematic based upon language in the existing bond documents. The capital fund is a savings
127 account for the City's capital improvement plan. It is where the City accumulates funding for
128 future capital improvement expenditures. If that plan changes the spending needs to be
129 appropriated by Council. She cautioned about transferring monies between enterprise funds and
130 governmental funds. The business type activities are intended to be funded by user fees. When
131 a transfer comes from a business type fund to the general fund it implies that the city is charging
132 too much for the services in the business type fund.

133
134 **Ms. Christopherson** then directed the council through the balance sheet and income statement
135 including changes in the fund balance. The income statements were also reviewed for the
136 enterprise funds. She pointed out the net position of the water fund being \$2.3 million of which
137 the majority is in equity or capital assets. The sewer fund has been borrowing from the water
138 fund to meet its obligations and is presenting with a funds owing to the water fund of \$446,000.
139 This indicates that the sewer fund is not self-sustaining. The rodeo fund is also negative. Factors
140 that influence this is the fiscal year timing and when to account for revenues and expenses for
141 the event and the annual bond payment.

142
143 **Councilmember Neff** expressed concern for the sewer fund and wanted to know what needed to
144 be done to rectify the debt owed to the water fund.

145
146 General discussion that there is an additional problem in the water fund relying on property tax
147 revenues that are pledged toward water debt. Both utility funds should be self-sustaining
148 including debt. **Mayor Woolstenhulme** is proposing that the City have a thorough analysis done
149 of both systems to evaluate how to get these systems financially independent. **Recorder Rydalch**
150 pointed out to Council that even though water rates were increased in fiscal 2022 water usage is
151 significantly down which is indicating that water revenues are not actually increasing.

152
153 **Ms. Christopherson** directed the council to the state compliance findings at the back of the
154 report. Comments are directed to timeliness of minutes, posting, exceeding budgeted spending,
155 accounting for estimates for utility costs from general fund. Reviewed corrected findings.

156
157 **Ms. Christopherson** was asked by the Mayor about an internal audit committee and offered
158 perspective on the focus of the committee. She stated typically they review internal controls,
159 regulations and financial reporting. The internal audit can also be used for more specific
160 purposes as well i.e., rodeo ticket sales etc. to identify areas of improvement. Often times the
161 committee will involve appointed community members with significant financial knowledge to be
162 involved on the audit committee.

Councilmember Frazier motioned to accept the 2021 Financial Audit Report. **Councilmember Neff** seconded the motion. **All voted in favor. Motion Carried.**

6. Public Hearing: Ordinance 2022-01 Discharge of Firearms and Dangerous Weapons within Oakley City Limits.

Mayor Woolstenhulme opened the Public Hearing for comment on the proposed ordinance.

Receiving none, **Mayor Woolstenhulme** closed the public hearing. He then asked Councilmembers for further discussion. No further discussion.

Councilmember Frazier motioned to adopt Ordinance 2022-01 Discharge of Firearms and Dangerous Weapons within Oakley City Limits. **Councilmember Wilmoth** seconded the motion.

Roll Call Vote:

Councilmember Frazier	Aye
Councilmember Neff	Aye
Councilmember Wilmoth	Aye
Councilmember Smart	Absent
Councilmember Kimber	Absent

Ordinance 2022-01 Adopted

7. Information Item – Young Guns Rodeo Event

Recorder Rydalch reported that this is a new event coming to the complex the middle of July. Both Public Works Director and Event Specialist Bliss have been working with Mr. Lucia to coordinate the event. They are interested in having this be a multi-year relationship. It is affiliated with the Days of 47 rodeo. 150-200 participants each day. It is a non-ticketed event. The City has reached out to the Mayor of Kamas prior to committing our facility to ensure we had the support of Kamas City as it is similar timing to the Fiesta Days Celebration. She reviewed the negotiated event fees totaling \$16,500. Still awaiting the executed contract. Civic Club will be running the concessions.

General discussion regarding demand on staff for the event, the sale of additional shavings, and stall cleaning.

8. Speed Issues Weber Canyon Road – Scratched due to absence of Councilmember Kimber who requested the agenda item.

9. Information Item: Flood Awareness Month

203
204 **Mayor Woolstenhulme** wants to make Council aware that as the season for high water is here,
205 sandbagging materials are available through the County if needed.
206

207 **10. Mayor's Report**

- 208 a. **Food Pantry** – Mayor was approached recently about the possibility of a space for a
209 local food pantry. The food pantry in Kamas no longer has a location available. The
210 Mayor would like to accommodate the food pantry. They are interested in utilizing the
211 old Scout Room as a pantry. **Recorder Rydalch** presented the logistics of housing the
212 pantry in either the Scout Room or Cultural Hall/Stage area. The advantage of those
213 locations is that the pantry could be available after hours and weekends without
214 compromising the City offices. The entrance would be on the West side of the City
215 building by the deck. Deliveries come every Wednesday. There are improvements that
216 would need to be done to accommodate them. They are willing to spend \$600-\$1,000 a
217 month in a lease. **Mayor** is inclined to offer the space as a community service. Asked for
218 Council's input. Councilmembers asked about hours of operation, restroom access, and
219 staff considerations. Hours of operation are to be during Oakley City business hours, no
220 staffing demands from City staff. Staff has concern regarding loss of Cultural Hall space
221 for rodeo staging and public hearings. Also concerns regarding the donation area and
222 how to manage drop-off outside of business hours. **Councilmember Wilmoth** stated it
223 makes more sense for this to be housed in Kamas, why Kamas City not assisting the
224 pantry. Seems like considerable accommodation will need to be made to house the
225 pantry and wonders how this fits into long-term plans for the City Center. **Mayor**
226 believes it is good will and any concerns that have been expressed can be addressed
227 through a lease agreement. **Councilmember Frazier** asked that the term of the lease be
228 kept shorter in nature so that there is a period to evaluate before renewing the lease.
229
- 230 b. **POS System** – City has received two donations from the Kamas Valley Gun Club and
231 Kamas Valley Lions Club of \$1,000 each toward the POS system for concessions at the
232 rodeo.
233
- 234 c. **Food Truck Commitments for 2022 Rodeo:** Corn Dog Company, Denise's Home Plate,
235 Yoli's Taco's, Dipping Dots, Funnel Cakes, and Wildfire Smokehouse.
236
- 237 d. **Pickleball Courts:** construction expected to begin mid-May.
238
- 239 e. **COG Meeting:** House Bill 96 passed. Requires every City appoint an emergency
240 manager and adopt an emergency plan by end of year. The County has an individual
241 that they
242
- 243 f. **Celebration Report** needs to be presented at our next meeting to make sure everything
244 is on schedule and bases are covered.

- 245
- 246 g. **Spring Clean-up: Councilmember Wilmoth and Frazier** reported that Kamas spends
- 247 \$18-\$20k on their spring clean-up. **Mayor Woolstenhulme** reported that Tod
- 248 Wadsworth may have an interest in assisting with the Clean-up. Asked **Councilmember**
- 249 **Wilmoth** to reach out to Mr. Wadsworth. Discussion of coordination and what type of
- 250 service to offer to public, time frame, and how to keep cost of clean-up down.
- 251
- 252 h. **Water utilization: Mayor Woolstenhulme** reported on the City's water usage year over
- 253 year. Total water savings of forty-five million gallons. Discussion of well time
- 254

255 **11. Review of Action Items**

256 **City Recorder Rydalch** reviewed items for Councilmembers and Staff to follow up on.

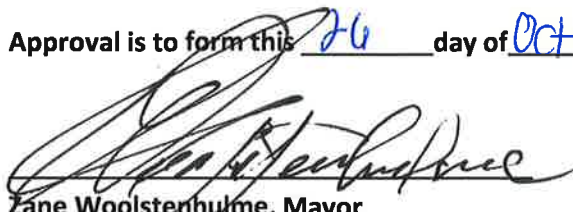
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258 **12. ADJOURNMENT**

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260 Approval is to form this 26 day of October, 2022

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262 

263 **Zane Woolstenhulme, Mayor**

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Amy Rydalch, City Recorder