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**Minutes of the North Logan City  
City Council  
Held on February 25, 2015  
At the North Logan City Library, North Logan, Utah**

The meeting was called to order by Mayor Lloyd Berentzen at 6:30 p.m.

Council members present were: Nancy Potter, John Bailey, Roger Anderson, Damon Cann and Kristen Anderson.

Others present were: Christina, Candace Weeks, Trenton Simmons, Benjamin Swenson, Jackson Brough, Jack Sorensen, Burke Sorensen, Dale Baker, Terri Baker, Natalie Johnson, Jordan Hunt, Jon Anderson, B \_\_\_\_\_ L \_\_\_\_\_ (illegible), Greg Larson, Saia Hola, Diana Cannell, Craig Mueller, Bruce Lee, Brian Cannell, Dylan Evans, Jon Keller, Jordan Oldham, Alan Luce, Lydia Embry, Cordell Batt, Scott Bennett, Jeff Jorgensen and Marie Wilhelm.

The Pledge of Allegiance was led by Boy Scout Troop 349.

An invocation was given by Damon Cann.

**Adoption of Agenda**

*Nancy Potter made a motion to adopt the agenda as presented. Roger Anderson seconded the motion. A vote was called and the motion passed unanimously with Nancy Potter, John Bailey, Roger Anderson, Damon Cann and Kristen Anderson voting in favor.*

**Approval and Follow-up of Minutes of December 10, 2014 City Council Meeting Minutes, and Executive (Closed) Session Minutes**

*These two sets of minutes were approved as presented.*

**Follow-up**

Nothing at this time.

**Review of Action Items**

Jeff Jorgensen reviewed the action items list with the council.

Mayor Berentzen asked about the current list of phone numbers for staff and elected officials, which Jeff addressed. The City emails were also discussed, which Scott Bennett explained. Kristen Anderson said she thought there had been previous discussion about not using personal emails on the City website.

Damon Cann said Google has a contract with a state of Utah that allows for any City that chooses to do so, to use Google services for no additional charge to the City; but he said he thought he also remembers that the state signed that contract after North Logan City had already signed a commitment with our current email provider. He commented further.

Scott Bennett said that we use the email service that we do because it is where we host our website.

Kristen Anderson recommended then, for the city to look into using Google services. Mayor Berentzen asked staff to look into that, which Jeff said we would.

Mayor Berentzen mentioned that he will not be at the next three meetings, i.e., March 11<sup>th</sup> and 25<sup>th</sup>, and April 8<sup>th</sup>. He said he would be out of town for those meetings. He said that the Baileys will also be out of town for the April 8<sup>th</sup> meeting, and wanted to make sure there were three council members for that meeting, which was further discussed; and it was determined that there will in fact be a quorum for that meeting.

**New Business**

**Consider an ordinance making revisions to Chapter 12C-1001 - Permitted and Conditional Uses in Zones. Specifically the change will allow Nursing Care Facility as a permitted use in the CCA (City Center Adjacent) zone.**

Cordell discussed the situation with this item, and said this item, as well as number three [the

58 next item after this one on the agenda] went through public hearings, and that there was only one  
59 comment at each meeting. He said at this point, we are ready to move forward with the  
60 ordinance. He said this allows nursing care facilities to be a permitted use in the CCA zone,  
61 which is very similar to the already permitted assisted care use in the zone. He explained further.

62

63 *Roger Anderson made a motion to approve ordinance 15-01 as presented. John Bailey*  
64 *seconded the motion. A vote was called and the motion passed unanimously with Kristen*  
65 *Anderson, Roger Anderson, Damon Cann, John Bailey and Nancy Potter voting in favor.*

66

67 Consider approval of a concept plan for a mixed-use development, specifically a Continuing Care  
68 Retirement Community (Assisted Living/Rehabilitation & Skilled Nursing & Memory Care) with a  
69 commercial component, located at approximately 2200 North and 400 East (southwest corner) in  
70 the (CCA) City Center Adjacent and (DT) Downtown zone.

71 Consider resolutions adopting changes to the city's parks and other facilities' reservation policies  
72 and related changes to the city's Master Fee Schedule.

73 Cordell Batt explained that this had already been reviewed by the City Council, and explained the  
74 project briefly in that it is an assisted living/rehabilitation and skilled nursing care facility; and  
75 further explained the location and various particulars of the project. He said there were no  
76 objections to the project; and said the biggest concern is that egress and access points along  
77 2200 North are considered carefully, especially in relationship to where we have traffic coming  
78 out of Towne Center Villas, as well as the Main Street location for the City Center, which was  
79 discussed further.

80 Cordell addressed various questions from the council, including the parking situation, and access  
81 situation, which Cordell said will be closely reviewed. He also said that this will be coming back  
82 before the City Council, giving them the opportunity for more feedback and input.

83 Damon Cann suggested discussing access issues with the developer, before he comes to a  
84 meeting expecting final approval. Damon suggested other potential access situations.

85 Access was discussed further. Mayor Berentzen recommended that because this is such a large  
86 development; as Cordell gets information from the developer, maybe the developer or Cordell  
87 could meet with some of the council in order for the council to get more direct feedback, before  
88 we get to the next stage.

89 Damon asked about the City code in relation to commercial versus residential, which Cordell  
90 addressed.

91 Damon asked about the line for differentiating the zones and whether that line needed to be  
92 moved in a rezone. Cordell explained the situation and said it was never intended to be a finite  
93 line of an exact number of feet, and commented further. Damon discussed this further with  
94 Cordell.

95 Per a question from Damon, Cordell said that the Public Works comments, as well as any other  
96 items or concerns, will be reviewed carefully; and also mentioned that the City Council will have  
97 input on the development agreement that will be part of this.

98 Cordell further described the review and approval process this will go through.

99 The façade and exterior design in relation to City Center code was also brought up by Kristen  
100 Anderson and Damon Cann; and Damon discussed further details and asked if those regulations  
101 were going to work for this project, and commented further about his concerns on this.

102 This was discussed further. Mayor Berentzen said he would like a meeting to take place before  
103 this is brought back before the City Council, so that some of these concerns could be addressed.

104

105 *Nancy Potter made a motion to approve the concept plan with the condition that the access is*  
106 *further reviewed to potentially include two accesses, instead of three. Damon Cann seconded*  
107 *the motion.*

108 *Kristen Anderson made a friendly amendment to include the condition that the City and the*  
109 *developers come to an agreement regarding the exterior materials that will be used.*

110 *While Damon Cann said he supported Kristen's friendly amendment, Nancy Potter disagreed,*  
111 *and said that will come in the next, development phase of the agreement, and does not need to*  
112 *be included in the motion for the concept plan phase.*

113 *Mayor Berentzen said the motion would stand as originally stated, with the idea that the design*

114 *issues will be considered before we move into the detailed phases of this development.*  
115 *A vote was called and the motion passed unanimously with Kristen Anderson, Roger Anderson,*  
116 *Damon Cann, John Bailey and Nancy Potter voting in favor.*  
117  
118 Discuss scheduling and use of outdoor recreation fields at Elk Ridge Park including rough drafts  
119 of proposed revisions to reservation policies for Parks and Recreation facilities. (Diana Cannell)  
120 Diana Cannell said her group was there to express gratitude to North Logan City for making it  
121 possible for them to have a place to play Lacrosse. She said they have 170 Lacrosse players  
122 registered, and of those, 60 are North Logan City residents, as are some of the coaches; some of  
123 whom she brought to the meeting, as well as some who made statements, and presented a  
124 poster to the City Council.  
125  
126 Jordan Oldham reviewed the reservation policies for the Parks and Recreation facilities, with the  
127 council. Per a question from Mayor Berentzen, Jordan said staff's recommendation is to have a  
128 two-hour block schedule, as it is the most effective, which he further explained, including other  
129 related details. Per a question from Jeff Jorgensen, Jordan said it is "up to" a two hour block, but  
130 can be for less.  
131 Jordan discussed the previous policy, which had a "reservation fee" that was separate from a  
132 "use fee". He said the reservation fee was for \$10, and was taken at the time the reservation was  
133 made, and was nonrefundable, and explained further. He said that was put back into this policy  
134 in the master fee schedule, as well in the "notes" section of the draft, where it is also explained.  
135 Jeff asked about having some kind of allowance for someone to be able to cancel their  
136 reservation due to an emergency or something, and commented further.  
137 Mayor Berentzen agreed, and said it would be better if Jordan or Alan were not under the  
138 pressure of having to make that determination, and that it could be made by someone else.  
139 Jordan explained that it is written into the policy that those decisions for reducing or refunding  
140 fees are to be done at the discretion of the City Administrator.  
141 The council further discussed how to manage cancellations, including how to potentially refill  
142 spots that open up from those cancellations.  
143 The discussion continued. Jordan explained that the schedules are posted at the various  
144 facilities/fields, so people can work around them. Mayor Berentzen discussed the potential of  
145 having people being able to call in to see if a cancellation occurred, and being able to use that  
146 spot, and therefore simply replacing that reservation.  
147 The discussion on managing cancellations and reservations continued. Jeff discussed this  
148 further, including having a waiting list. John Bailey said he was in support of having a waiting list,  
149 and commented further.  
150 Mayor Berentzen complimented Jordan on the "amazing job" he has done with this, particularly  
151 because it has been so difficult to work out.  
152 Mayor Berentzen also said he would like to see two hour block limits on the grass fields, and  
153 asked how difficult that would be.  
154 Alan Luce said that would not be difficult, and is something they have considered for quite a  
155 while, and commented further; including that they are giving an hour "break" on the grass fields  
156 between reservations. This was discussed further.  
157 Damon Cann commented, and suggested that it might be better to start off being more restrictive  
158 with field times, and then have room to relax some of those rules if necessary.  
159 Alan commented that the policy will likely change over time; and said we have limited fields, and  
160 are absorbing other cities' recreation needs. He said what will loosen that up is when Meadow  
161 View goes in, which will provide more fields; and said the policy will be much more relaxed at that  
162 point. He commented further.  
163 The discussion continued, including information about our costs versus other cities. Damon  
164 reiterated starting out strict and opening things up later.  
165 Jeff commented that the people putting the schedules together have been doing it for years, and  
166 we should defer to their expertise, and commented further.  
167  
168 Saia Hola said he is a rugby coach in North Logan, and explained that they established here

169 because the kids did not want to play on the south side of the valley. He said he was frustrated  
170 that they went to Elk Ridge Park to practice that day, and all the fields, including the grass and  
171 baseball fields, were being used. He suggested North Logan City keeping one field open for  
172 people to practice on because right now, he said, Lacrosse is using everything. He commented  
173 further.

174 Jordan Oldham said the fields aren't [officially] open until April 15<sup>th</sup>. He said Meadow View is  
175 currently closed, which is why there is so much more of an impact at Elk Ridge Park. He also  
176 said they opened Elk Ridge Park up early this year because of the [good] weather. He said the  
177 park is not open for reservations; but is open for use, on a first come, first served basis at Elk  
178 Ridge, and said we are the only city fields in the valley that are open at all.

179 There was further discussion about trying to make a field available for other teams to practice on.  
180

181 Terry Baker, the Executive Director of Northern Utah United Infinity Soccer, asked about the  
182 scheduling of the fields, and said they utilize the Elk Ridge Park fields quite often; and said they  
183 love this park. She said she is the scheduler for almost all of the soccer in the valley and said  
184 she wanted an understanding of the scheduling, and commented further, including regarding the  
185 two-hour block with the hour "break" block in middle.

186 Mayor Berentzen addressed this and said their intention is to not have the fields blocked for large  
187 periods of time, and explained further, including that at times, coaches come in and schedule  
188 independently, and asked Mrs. Baker if she should actually be the scheduling point person. They  
189 discussed this further. Mrs. Baker further commented on which fields are being used. She  
190 suggested that people find green space, such as another park or school for practices; but not to  
191 use the park spaces that have goals set up, simply for practice.

192 Mayor Berentzen addressed this, and said that as we move forward, we want to be a good  
193 community player and keep the residents in mind, and that they get the greatest benefit, since  
194 they are the payers.

195 Mrs. Baker said she was told that her organization would not be allowed to play on North Logan  
196 fields, because they would be competing with North Logan recreation programs, and wanted to  
197 ask if that was the case, particularly since they are offering programs to North Logan City  
198 residents.

199 Mayor Berentzen said that has not been determined yet.

200 Mrs. Baker commented further and the conversation continued.

201 Jordan discussed the City's priority list and said that these issues are covered in the policies  
202 document. He said North Logan City would allow a "competing program" to come in and compete  
203 with our recreation programs; but if so, they would be charged higher use fees for fields because  
204 it detracts from the City-sponsored programs that we are trying to provide to the residents, and  
205 commented further.

206 Mayor Berentzen said that he felt that ultimately, the number of fields that North Logan City will  
207 have, will "outstrip" the demand that North Logan has, and commented further, including  
208 regarding the costs.

209 Terry Baker reiterated that she has been told that her organization would *not* be able to rent field  
210 space. Mayor Berentzen said that is not what he understands, but these items will be addressed  
211 by the council, and that these policies will be a "living document"; and also said there is not an  
212 intent to not allow her organization to schedule the fields.

213 Kristen Anderson said she has received feedback from North Logan resident, Vicky Cardon, who  
214 coaches a small competitive soccer team with North Logan City residents; and who said that she  
215 has scheduled games, and her games have been moved to other locations, right before games  
216 were to start, and commented further.

217 Jordan said there are a lot of policies in place now to help prevent that sort of thing from  
218 happening.

219

220 *Kristen Anderson made a motion to adopt all three resolutions with the revisions to reservation*  
221 *policies for the Parks and Recreation facilities as recommended by staff, and keeping in mind that*  
222 *the City Council can adjust items, as deemed necessary, as discussed. Damon Cann seconded*  
223 *the motion.*

224

225 John Bailey asked about the Master Fee Schedule; and Jordan explained that people only have  
226 to pay a use fee if they *reserve* it; otherwise it is first come, first served. It was clarified that the  
227 reservations are posted by the field, so that if someone had a reservation for the field, it would be  
228 clear, which Jordan confirmed was the case.

229  
230 *A vote was called and the motion passed unanimously with Nancy Potter, John Bailey, Roger*  
231 *Anderson, Damon Cann and Kristen Anderson voting in favor.*

232

233 **Reports from city officers, boards, and committees**

234 Jordan Oldham mentioned the free skate night at Eccles Ice Arena, taking place on Thursday,  
235 March 5<sup>th</sup>, from 6:00 p.m. to 8:00 p.m.

236

237 Scott Bennett mentioned the application on line that girls can turn in to the City for the Royalty  
238 Pageant. Per a question from Roger Anderson about the age requirement, Jordan said it is for  
239 juniors in high school. Scott also mentioned a Farmer's Market sign-up form on the City's  
240 website, to let the City know of the interest in it.

241

242 Adam Winger discussed the desire at the Library to create a study/conference room in the library,  
243 which he further discussed. He also discussed the inclusion of a type of window for that room,  
244 that when accessed, can turn into a "privacy window"; and can also serve as a whiteboard, as  
245 well as a projection screen. He explained this further, including how this could work to save  
246 licensing fees for projecting movies outside the library building.

247 Adam also discussed the potential implementation of a self-check-out program, with RFI (Radio  
248 Frequency Identification) tags, which he detailed further. He also discussed the costs, and said  
249 bar-codes would no longer be used for the collections. He said the man-hours to keep track of  
250 the collections and make sure they are organized, would be reduced significantly.

251 He continued to discuss other programs, including a movie viewing program at the library after  
252 hours.

253 He also discussed a potential program in which library cards can function as much more than  
254 library cards, including as a pre-paid debit card which could be used to pay fines, which would  
255 allow a much higher collection rate for fines. The fees for implementing this program were briefly  
256 discussed.

257 He said they are also trying to start a program called "buy it now", which would allow a patron to  
258 submit a purchase request for a book, if when they look it up, the library doesn't have it. He said  
259 typically when a book isn't available, people will purchase it from another place. He said this  
260 service would make a gateway to that, and would make a price comparison right there in the  
261 computer, and people can order it, with a percentage of the revenue coming back to the library.  
262 He said he will have more information on this next week.

263

264 Nancy Potter said there is a meeting on March 26<sup>th</sup> at 6:00 p.m. at the Cache County building  
265 regarding the urban deer herd, and recommended that the City Council members attend in order  
266 to know what the county's plan is.

267 John Bailey asked how many deer we have been able to relocate since beginning of our program;  
268 and Jeff said he had heard approximately ten deer, and explained further. He said some of them  
269 have been caught in the trap and then people have then let them go, which he further explained.

270 The council continued to discuss this further.

271

272 Nancy Potter asked when we are going to do something about the trailer park.

273 Mayor Berentzen said it is his understanding that James Swink has to do a defined letter that  
274 North Logan City could follow, and he has not done that yet. Jeff said his understanding is that  
275 the county is now going to keep the land that was theirs previously (that was discussed as  
276 previously going to North Logan City), and it is going to be the county that will be responsible for  
277 evicting them.

278 Mayor Berentzen said we can start to prosecute and commented further.

279 The conversation continued.

280 Damon Cann said he agreed that we should take them to court and commented further.

281 Mayor Berentzen and Jeff Jorgensen explained the issues we have continued to have with them.  
282 Mayor Berentzen discussed meeting with the appropriate representatives to do something  
283 against them jointly with the county  
284

285 Executive session (closed) to discuss real estate issues.

286 *Damon Cann made a motion to close the meeting and move into Executive Session for the*  
287 *purpose of discussing real estate and pending litigation issues. Nancy Potter seconded the*  
288 *motion. A vote was called and the motion passed unanimously with Nancy Potter, John Bailey,*  
289 *Roger Anderson, Damon Cann and Kristen Anderson voting in favor. This occurred at 8:21 p.m.*  
290

291 Minutes for this portion of the meeting are written under separate cover.  
292

293

294 *Damon Cann made a motion to open the meeting and move out of Executive Session and return*  
295 *to the regular City Council meeting. John Bailey seconded the motion. A vote was called and the*  
296 *motion passed unanimously with Nancy Potter, John Bailey, Roger Anderson, Damon Cann and*  
297 *Kristen Anderson voting in favor. This occurred at 8:54 p.m.*  
298

299

300

301 *Damon Cann made a motion to adjourn the meeting. John Bailey seconded the motion. A vote*  
302 *was called and the motion passed unanimously with Nancy Potter, John Bailey, Roger Anderson,*  
303 *Damon Cann and Kristen Anderson voting in favor.*  
304

305

306

307 The meeting adjourned at: 8:54 p.m.  
308

309

310

311 Approved by City Council:

May 27, 2015

312

313

314 Transcribed by Marie Wilhelm

315

316 Recorded by

  
\_\_\_\_\_  
Scott Bennett/City Recorder