

**Garland City Corporation
City Council Meetings
December 4, 2024**

Members Present:

Tena Allen
Jeanette Atkinson
John Losee
Linda Bourne, Mayor
Sharlet Anderson, City Recorder
Kristal Edwards, City Deputy Recorder

Members Absent:

Josh Munns
Sharla Nelson

City Council Work Session

Mayor Bourne called the December 4, 2024, work session to order at 7:02 p.m. at the Garland City Building. The following Department Heads were also present: Library Director Linda King, Parks & Rec Director Shannon King, and Public Works Director Skylar Hachmeister.

Department Head Reports

Linda King reported they were having a gingerbread house contest happening from December 2nd through 13th. She provided an update from the community Christmas tree event stating that 10 trees were received and prizes were handed out. She reported information on a 3D printing workshop, story-time events, kids and adult Spanish classes, and that the rock around the library is close to completion.

Shannon King presented the proposed Park and Armory Rental Agreement for the bowery, restrooms, and ball diamond. The proposal is subject to a vote to determine if agreements can be implemented by January 1st, 2025. He reported that the water line connectors will happen this week for the new EMS building. In addition, he reported current and upcoming sports registration and information on the upcoming Bear River Baseball bash, dates are not yet confirmed. A discussion ensued regarding pre-emergent for park spraying.

Skylar Hachmeister reported that the West Factory Street project is almost complete. He mentioned there are a couple of sewer samples needed for testing. A discussion ensued regarding meter issues and standards for builders. City Recorder Sharlet Anderson reported new garbage cans are arriving this week and that the old cans will go back to be recycled.

Frosty Fest

Council Member Atkinson provided an update and feedback that was received regarding the citywide Christmas party that was held on December 2nd at the park. A small discussion ensued.

Fire Engine Push In

Mayor Bourne suggested alternate dates for the fire engine push-in. Fire Chief Steve Harrington will review and provide Mayor Bourne with additional dates.

The meeting was adjourned at 8:03 p.m. by consensus of the Council.

City Council Meeting

Mayor Bourne called the December 4, 2024, City Council Meeting to order at 8:05 p.m. at the Garland City Building. Council Member Atkinson offered a thought and prayer and the Pledge of Allegiance was led by Mayor Bourne.

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

Council Member Allen motioned to approve the November 20, 2024, city council minutes. Council Member Losee seconded the motion with all council members present voting in favor of the motion. Motion approved.

Open Comments

Sandy Roundy expressed her concern about a previous incident in her neighborhood. Mayor Bourne advised that she would follow up with Sandy after the city council meeting adjourned.

Ordinances and Resolutions

Council Member Losee motioned to approve Ordinance, O-24-10-2024 City Council Meeting Schedule. Council Member Atkinson seconded the motion. Mayor Bourne called for a roll call vote. Council Member Allen voted yes, Council Member Atkinson voted yes, and Council Member Losee voted yes. Council Member Munns and Nelson were absent. Ordinance approved.

New Business

Discussion and Possible Action on City App.

Mayor Bourne provided app cost information and how the city plans to utilize the app for the community. The app would be a customizable and centralized tool for all departments. Council Member Losee is not ready to approve the app until we have a cost analysis and breakdown of the current procedures compared to the cost and benefits of the app. Council Member Atkinson motioned to table the City App until the next council meeting with all council members present voting in favor of the motion. Motion approved.

Discussion and Possible Action on Public Works Director and Treasurer/HR Manager Job Descriptions.

Council Member Atkinson motioned to approve the Public Works Director and Treasurer/HR Manager job descriptions. Council Member Losee seconded the motion with all council members present voting in favor of the motion. Motion approved.

Deputy City Recorder Oath of Office

City Recorder Anderson administered the Oath of Office to Kristal Edwards, for Deputy Recorder/Utility Clerk.

Discussion and Possible Action to Surplus Old Fire Engine

Fire Chief Harrington reported he reviewed old vehicles and costs as a reference to the surplus of the old fire engine. Funds would go into the general fund account. Council Member Atkinson motioned to approve the surplus of the old fire engine. Council Member Losee seconded the motion with all council members present voting in favor of the motion. Motion approved.

Mayor and City Council Reports and Comments

Mayor Bourne stated that the CDBG hearing will be held on December 18th, 2024, and that the grant will need to be turned in by January 31st, 2025. She stated that the mosquito abatement budget was approved on December 3rd, 2024.

Council Member Allen did not have any new reports.

Council Member Atkinson reported that the youth council is preparing to send out questionnaire surveys for emergency preparedness. The deadline for the residents in the designated area to complete and submit the survey will be December 15th, 2024. Atkinson advised that the city property on 4th East needs to be cleaned. In addition, Atkinson reported planning for the city days will begin in January.

Council Member Losee provided appreciation to the Library and Parks & Rec department.

Council Member Munns was not in attendance but had submitted images for review. Mayor Bourne reported on the images which were from the West Factory Street project and the ditch project along West Factory. Mayor Bourne provided an update on the boring under the railroad tracks and will follow up with City Engineer Todd Freeman to advertise for the bid. A small discussion ensued.

Council Member Losee mentioned installing yellow crosswalk signs near the middle school due to crossing hazards.

Mayor Bourne reported no police update in Council Member Nelson's absence.

Financial Review – Approval of Payroll and Accounts Payable

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

Requests for Future Agenda Items

Mayor Bourne requested that the Park and Armory Rental Agreement be voted on at the next council meeting, virtual meeting be held regarding the City App, and the city property on 400 East.

Council Member Losee proposed to follow up with Utopia.

Collection agency for Library and outstanding utility bills.

Council Member Atkinson motioned to adjourn at 9:11 p.m. Council Member Losee seconded the motion with all council members present voting in favor of the motion.

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



Kristal Edwards, City Deputy Recorder