



# CITY OF NORTH SALT LAKE

## CITY COUNCIL MEETING NOTICE & AGENDA AUGUST 18, 2020

Posted August 13, 2020

Notice is given that the North Salt Lake City Council will hold a regular meeting on **AUGUST 18, 2020** at 6:00 pm via electronic video conference. The following items of business will be discussed; the order of business may be changed as time permits.

### REGULAR SESSION - 6:00 p.m.

1. Introduction by Mayor Len Arave
2. Citizen Comment
3. Engineering Department Report
4. Approval of a proposal to provide Landscape Architectural and Master Planning Services for the Re-design of Hatch Park. G. Brown Design, Inc. in the amount of \$19,080.
5. Consideration of **Resolution 2020-23R**: A resolution amending the Consolidated Fee Schedule for certain fees and charges and adopting rules and policy guidelines for the Eaglewood Golf Course.
6. Consideration of an amendment to the General Development Plan for NSL City Center Phase 1 (25 East Center Street) and 2 to include an additional 1.55 acres, located at 71 North Hwy 89, Brighton Utah, applicant
7. Approve City Council Minutes of July 21, 2020 (no mtg. Aug. 4)
8. Action Items
9. Council Reports
10. Mayor's Report
11. City Attorney Report
12. City Manager Report
13. Adjourn

**CLOSED SESSION**

1. Possible closed session for the purpose of discussing pending or reasonably imminent litigation; to discuss the character professional competence, or physical or mental health of an individual; to discuss collective bargaining; or to discuss the purchase, exchange, sale, or lease of real property. *Utah Code 52-4-205*

This meeting will be held via Zoom. Members of the public are invited to listen to the meeting at the following link:

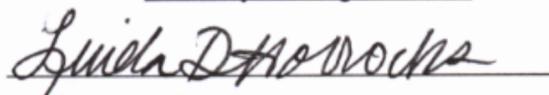
<https://us02web.zoom.us/j/88548316485?pwd=dXFJVGJiZ3dieS9jNHB2UER2aVZnUT09>

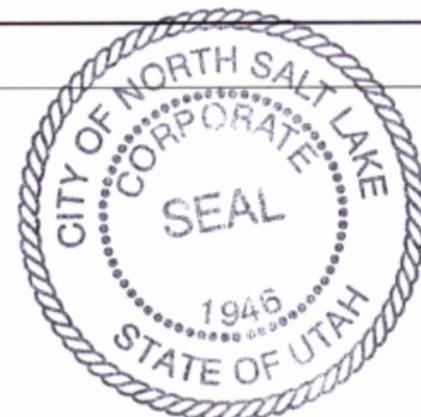
Questions for the governing body may be submitted ahead of time to [lindah@nslcity.org](mailto:lindah@nslcity.org).

Notice of Posting:

I, the duly appointed City Recorder for the City of North Salt Lake, hereby certify that the foregoing agenda was posted on the Utah Public Notice website, at city hall, and sent to the required newspapers this 13th day of August, 2020.

Dated this 13th day of August, 2020.







## CITY OF NORTH SALT LAKE

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10 East Center Street  
North Salt Lake, Utah 84054  
(801) 335-8700  
(801) 335-8719 Fax

Len Arave  
Mayor

Ken Leetham  
City Manager

### MEMORANDUM

**TO:** Honorable Mayor and City Council

**FROM:** Ken Leetham, City Manager

**DATE:** August 18, 2020

**SUBJECT:** Proposal for design services for Hatch Park

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#### **RECOMMENDATION**

I recommend approval of the attached proposal from G. Brown Design for design services related to the Hatch Park expansion project.

#### **BACKGROUND**

As the Council knows, the City has a desire to re-design Hatch Park to include all of the surrounding properties that we have purchased or plan to purchase in the future. I reached out to G. Brown Design for a process and cost estimate on this project and they have submitted the attached proposal. I would like to engage their services for this project and let them begin to work with the public and with the City's Parks, Trails, Arts and Recreation Committee to finalize the design for the park.

The cost estimate for this item is \$19,080. There are funds available in the Park Budget, though we will process a budget amendment if the Council approves this work.

#### **PROPOSED MOTION**

I move that the City Council authorize the City Manager to enter into a contract with G. Brown Design for design service related to the Hatch Park expansion project as proposed for \$19,080.

July 29, 2020



Ken Leetham  
City Manager  
City of North Salt Lake City  
10 East Center Street  
North Salt Lake, Utah 84054

**Re: REVISED Landscape Architectural /Master Planning Services for Hatch Park**

Dear Ken,

G Brown Design Inc. is pleased to provide this proposal for the Hatch Park Master Plan project located at 50 W Center St. North Salt Lake, UT. We understand our scope of work to include collaborating with the City to develop a Public Outreach Plan and Master Plan for the existing Hatch Park as well as integrate adjacent properties the City has acquired or plans to acquire into the plans. The programming of the project includes but is not limited to the following items: (2) baseball diamonds, an exterior pathway, public art, public meeting spaces/plazas, on street and off street parking, pavilion and play area, pickleball courts, and future building anticipated to have a footprint between 6,000-9,000 square feet in size. This building is anticipated to be a future library, senior center, community center. We will also coordinate with the City as appropriate for the project to ensure timely and accurate drawings. Based on this understanding of the scope of work, G Brown Design will provide the following services:

**Task 1: Project Kick Off & Site Inventory**

- 1.1 Attend Kick-Off Meeting
- 1.2 Coordination and information gathering
- 1.3 Visit project site to inventory existing site conditions
- 1.4 Review existing City park master plans, Town Center Branding Plan, site mapping, City codes, and other relevant information
- 1.5 Develop site analysis summary
- 1.6 Develop a site plan based on aerial imagery to be used as the background for planning and design

**Task 2: Initial Public Outreach and Programming Verification**

- 2.1 Coordination with City
- 2.2 Assist City in formulating survey questions and developing Public Outreach Action Plan
- 2.3 Review public feedback and develop summary of results
- 2.4 Attend meeting with City to review public outreach data and verify programming elements

**Task 3: Preliminary Master Plan Options**

- 3.1 Develop three color rendered master plan concepts exploring various programming and spatial layouts
- 3.2 Develop character image boards of proposed elements associated with the plan to help convey design intent
- 3.3 Attend meeting to present 3 rendered concepts to City Staff and Parks and Arts Committee and gather feedback

**Task 4: Preferred Master Plan Options**

- 4.1 Integrate City feedback and refine the design of two master plan options
- 4.2 Update character image boards associated with the two master plan options
- 4.3 Develop presentation level color rendering plans
- 4.4 Attend meeting to present 2 master plan options and associated image boards to City Council and gather feedback

**Task 5: Final Master Plan**

- 5.1 Integrate City Council feedback into the design and finalize the Master Plan
- 5.2 Gather current cost data and develop an Opinion of Probable Construction Costs associated with the Proposed Master Plan
- 5.3 Provide Final Master Plan and Opinion of Probable Construction Costs to City (as PDF files)

**Proposed Fee**

Task 1 Project Kick-Off & Site Inventory/Analysis	\$ 2,400
Task 2 Initial Public Outreach & Programming Verification	\$ 2,605
Task 3 Preliminary Master Plan Options	\$ 7,460
Task 4 Preferred Master Plan Options	\$ 4,605
<u>Task 5 Final Master Plan</u>	<u>\$ 2,010</u>
Proposed Total Design Fee	\$ 19,080

**Assumptions and Exceptions:**

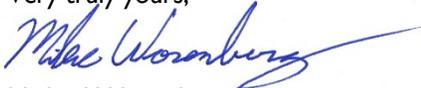
- 1. Site plan will be developed using available mapping and aerial imagery and is not intended for detailed design and construction.
- 2. City will manage public survey and associated software with our firm assisting in formulating questions and programming recommendations.
- 3. Signage and materials examples will be provided to convey general design intent. It is anticipated site materials and sign design concepts will be developed as part of a future detailed design phase.
- 4. Cost estimates do not include future senior Center/Community Center.
- 5. It is our understanding you have a flexible schedule for the project but would like the Master Plan completed by the end of this year (2020).

We have proposed a scope of services, together with a fee, that we believe are appropriate for this project. Please contact us if there are any items stated above that are not necessary, need revision, or require clarification. We would be happy to reevaluate and make changes as appropriate.

If you find this proposal acceptable, please sign below and return one copy to us authorizing us to begin work. Our work will be billed monthly based on percentage of work complete. Should you have any questions, please feel free to contact me by telephone at 801.575.6066 or by email at [mwonenberg@gbrowndesign.com](mailto:mwonenberg@gbrowndesign.com)

We look forward to working with you on this project. Thank you.

Very truly yours,



Michael Wonenberg  
Associate Principal



Mathew K. Winward  
President and Managing Principal

Accepted By: \_\_\_\_\_

Date: \_\_\_\_\_

Enclosure: Standard Terms of Agreement

## G BROWN DESIGN, INC. STANDARD TERMS OF AGREEMENT

### 1. STANDARD HOURLY RATES

Fees for service as described above are based on our standard hourly rates in effect. Rates are subject to adjustment:

Principal	\$ 115 – hour
Associate Principal	\$ 105 – hour
Senior Associate	\$ 95 – hour
Associate	\$ 85 – hour
Site Architect	\$ 75 – hour
Support Staff	\$ 45 – hour

### 2. PAYMENT FOR SERVICES

Payment for professional services and related expenses are due to G Brown Design, Inc. within 15 days of receipt of invoice. If fees are not paid within 30 days of invoice date, 1-1½ % per month interest may be charged on overdue balances.

### 3. SUBCONSULTANTS

Subconsultants may be added by the approval of the Client as required. An administrative fee of 10% will be added to Subconsultants' proposals for coordination.

### 4. ADDITIONAL SERVICES

Compensation for approved additional services, including additional meetings at the request of the Client, will be billed at our standard hourly rates plus expenses.

### 5. REIMBURSABLE COSTS

Reimbursable expenses are based on actual cost plus 10%. Reimbursable expenses include but are not limited to: shipping and mailing charges; plotting, blueprinting, and reprographic services; permitting and approval fees; testing; and travel expenses.

### 6. PERMITTING AND APPROVALS

Services for processing permits and approvals will be provided at our standard hourly rates on approval from the Client.

### 7. ADJUSTMENT OF FEES

This contract may be renegotiated as changes occur in scope or duration of the contract. These terms shall be subject to change annually for work not yet performed.

### 8. BASE INFORMATION

It is agreed that the Client will furnish accurate base information and reference plans required for work in electronic format (AutoCAD R 2000 or higher) without cost to G Brown Design, Inc.

### 9. COST ESTIMATES

G Brown Design, Inc. makes no representation concerning the cost figures made in connection with maps, plans, specifications, or drawings other than that all cost figures are professional estimates only and G Brown Design, Inc. shall not be responsible for fluctuations in cost factors.

### 10. SOIL TESTING AND RESEARCH

Client shall provide the services of a Soils Engineer or other Consultant when such services are reasonably deemed necessary by G Brown Design, Inc. and the Client or the governing agency. Services may include reports, test borings, test pits, soil bearing values, percolation tests, ground corrosion and resistivity tests, and any other necessary operations for determining subsoil, water conditions, with appropriate professional interpretation thereof.

G Brown Design, Inc. make no representations concerning soil conditions and is not responsible for any liability that may arise out of the making or failure to make soil surveys, or sub-surface tests, or general soil testing.

### 11. FIELD INTERPRETATION OF PLANS

Client shall report promptly in writing to G Brown Design, Inc. any fault or defect in our services or non-conformance during design and construction with the documents prepared pursuant to this contract. G Brown Design, Inc. shall not be responsible for field interpretation of plans or problems related thereto if G Brown Design, Inc. is not requested to provide substantial on-site observation of construction.

### 12. OWNERSHIP OF DOCUMENTS

Unless otherwise agreed in writing, all original documents, plans, bids, estimates, contracts, specifications and other documents prepared by G Brown Design, Inc. as instruments of services shall remain the property of G Brown Design, Inc. The Client agrees that all documents and other work furnished to the Client or its agents shall be utilized solely for the intended purposes of the scope of services for this project only. The Client agrees to hold harmless and indemnify G Brown Design, Inc. against all damages, claims, and losses, including defense costs, arising out of any re-use of documents, plans and specifications without G Brown Design, Inc.'s written authorization.

### 13. TERMINATION OR SUSPENSION OF SERVICES

Services may be terminated at any time upon 7 days written notification by either party, with fees payable to date of termination in accordance with services rendered and work completed. In the event of termination or suspension of services or abandonment of the project, payment shall be made to G Brown Design, Inc. for all services performed to the date of termination, including all reimbursable expenses and charges for additional services incurred.

If the project is suspended for more than 2 months or more than once during the contract period, or abandoned in whole or part and resumed after such suspension or abandonment, G Brown Design, Inc.'s compensation shall be subject to renegotiation.

### 14. RE-START

If the Project is stopped for a period greater than 60 days, a re-start fee of 10% of total fee will be required to compensate us for the necessary premium time and re-mobilization of staff and materials. Depending on the duration of the stoppage, an additional adjustment may be necessary to cover wage increases and general escalation.

### 15. CONSTRUCTION SERVICES

G Brown Design, Inc. is not responsible for the means, methods, or sequences of construction, or for the safety of workers or others at the construction site. Construction observation services are neither exhaustive nor continuous and consist of periodic visits to the project site intended only to determine whether construction is in substantial conformance with construction documents.

G Brown Design, Inc. is not responsible for the performance or non-performance of the construction contractor or subcontractors, construction defects, whether labor or material, construction flaws or delays.

### 16. EFFECTIVE DATE

This Agreement will become effective upon G Brown Design, Inc.'s receipt of authorization to proceed. This Proposal is subject to renegotiation if authorization is not received within 30 days.

### 17. ENTIRE AGREEMENT

The Client's engagement of G Brown Design, Inc. to perform services hereunder shall represent the Client's acceptance of the terms and conditions contained herein, which constitutes the entire understanding between G Brown Design, Inc. and the Client and supersedes any previous communications, representation, or agreements by either party, whether oral or written. The terms and conditions contained herein take precedence over the Client's additional or different terms and conditions that may be contained in any purchase order, or other document forwarded by the Client to G Brown Design, Inc. Unless otherwise agreed to in writing, the Client's engagement of G Brown Design, Inc. is limited to this Agreement.

No change of any of the terms or conditions herein shall be valid or binding on either party unless in writing and signed by an authorized representative of each party. If any of the provisions hereof are invalid under any applicable statute or rule of law, such provisions are, to that extent, deemed omitted, but the other terms and conditions shall remain otherwise in effect and binding upon the parties hereto.

Neither party may assign its interest in this Agreement to any other person without the express written consent of the other party. This Agreement constitutes the complete and sole Agreement between the parties with respect to the Project, and may be amended only by a written document signed by both parties.

**G BROWN DESIGN INC**  
SITE AND LANDSCAPE ARCHITECTS

610 East South Temple Street, Ste 50  
Salt Lake City, Utah 84102  
p. 801.575.6066 f. 801.575.6166  
www.gbrowndesign.com



## CITY OF NORTH SALT LAKE

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10 East Center Street  
North Salt Lake, Utah 84054  
(801) 335-8700  
(801) 335-8719 Fax

Len Arave  
Mayor

Ken Leetham  
City Manager

### MEMORANDUM

**TO:** Honorable Mayor and City Council

**FROM:** Tyler Abegglen, Eaglewood Golf Course General Manager

**DATE:** August 18, 2020

**SUBJECT:** New Golf Course Policy and - Consolidated Fee Schedule Amendment for Range Fees at Eaglewood – Resolution No. 2020-23R

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#### **RECOMMENDATION**

I recommend approval of the attached Eaglewood Golf Course Policy Manual and changes to the Range Fee schedule as outlined related to the golf course operations.

#### **BACKGROUND**

The three actions in this resolution are proposed steps in the process to improve golf course operations.

- A formal golf course policy manual will help regulate, monitor and enforce items of business at Eaglewood. Many of the items contained in the policy manual simply clarify existing policies while others are new and would benefit the golf course operation.

By clarifying the policies, it keeps all full-time and part-time staff consistent on all operations as well as assisting in training.

- The inclusion of a \$10 Large basket of range balls could potentially increase the range revenue. Simply by offering a higher priced item will encourage some patrons to purchase the \$10 basket rather than the \$8.

Small - \$5 (Stays the Same)

Medium - \$8 (Stays the same other than changing the name from Large to Medium)

Large - \$10 (Addition of a new size)

- The proposed \$10 spectator cart fee is included in the golf policy manual. The approval of this proposed fee would help with consistency between events and charges.

**PROPOSED MOTION**

I move that the City Council approve Resolution No. 2020-23R: a resolution amending the Consolidated Fee Schedule for certain fees and charges and adopting rules and policy guidelines for Eaglewood Golf Course.

**RESOLUTION NO. 2020-23R**

**A RESOLUTION AMENDING THE CONSOLIDATED FEE SCHEDULE FOR CERTAIN FEES AND CHARGES AND ADOPTING RULES AND POLICY GUIDELINES FOR THE EAGLEWOOD GOLF COURSE**

**WHEREAS**, the City of North Salt Lake has a desire to formalize many of its policies related to the daily management and operations of the Eaglewood Golf Course; and,

**WHEREAS**, the City established the Golf Course Oversight Committee and hired a General Manager for the Golf Course; and,

**WHEREAS**, the General Manager, with the support and recommendation of the Golf Course Oversight Committee, has created the attached policy document and proposed some minor changes to the City’s Adopted Consolidated Fee Schedule.

**NOW THEREFORE BE IT RESOLVED** by the Governing Body of the City of North Salt Lake as follows:

1. The attached document (Exhibit “A”) shall be known as the Eaglewood Golf Course Operations Policies and is hereby adopted.
2. The City’s Consolidated Fee Schedule is hereby amended to include the following changes:
  - a. A cart fee of \$10 for spectators
  - b. Addition of a Large Range Basket (\$10)
3. This resolution shall become effective immediately upon passage.

**PASSED and ADOPTED** this 18<sup>th</sup> day of August 2020.

ATTEST:

\_\_\_\_\_  
Leonard K. Arave, Mayor

\_\_\_\_\_  
Linda D. Horrocks, City Recorder

City Council Vote as Recorded:

<u>Name</u>	<u>Vote</u>
Lisa Baskin	_____
Natalie Gordon	_____
Brian Horrocks	_____
Ryan Mumford	_____
Stan Porter	_____



**EAGLEWOOD GOLF COURSE POLICY MANUAL  
CITY OF NORTH SALT LAKE**

**1.20. EAGLEWOOD GOLF COURSE POLICY MANUAL – EXHIBIT A**

**1.20.10. General Conditions**

- 1.20.10.020. Rates and Fees**
- 1.20.10.030. Reservations Events and Outings**
- 1.20.10.040. Driving Range**
- 1.20.10.050. Course Opening/Closing**
- 1.20.10.060. Power Carts**
- 1.20.10.070. Spectators or Caddies**
- 1.20.10.080. Pets**
- 1.20.10.090. Stray Ball**

**1.20.20. Specific Conditions of Use**

- 1.20.20.010. Terms and Conditions of Use**

**1.20.30. Code of Conduct**

- 1.20.30.010. Conduct Goals**
- 1.20.30.020. Conduct Rules**

**1.20.40. Employee Golf**

- 1.20.40.010. Golf Privileges**
- 1.20.40.011. PGA and GCSAA Golf Privileges.**
- 1.20.40.012. Lifetime Public Servant Policy.**
- 1.20.40.020. Volunteer/Marshal**
- 1.20.40.030. Employee Dress**
- 1.20.40.040. Employee Discounts**

**1.20.10. General Conditions**

**1.20.10.020. Rates and Fees.**

All Rates and Fees for Eaglewood Golf Course are set annually, or as needed, by the North Salt Lake City Council.

Weekend rates and course use restrictions apply to Friday, Saturday, Sunday and all recognized Federal Holidays.

Rain Checks are to be applied on a prorated basis based on the number of holes played and issued through the ForeUp point of sale system.

**1.20.10.030. Reservations Events and Outings.**

Tee times may be reserved 7 days in advance for the general public. Groups of 12 or more may reserve tee times up to 2 weeks in advance. For groups of 32 or more a deposit of \$500 will be taken to reserve their time.

Men's and Ladies Events are competitive events administered by the General Manager or designee. The players shall pay a tournament entry fee and compete for golf shop credit. Some events may require a green fee to be paid.

Outings are events administered by an outside entity. The outside entity will complete a Tournament Contract and collect the appropriate fees from the players. The outside entity will pay a greens fee for **all** players as well as any gift certificates, merchandise or credits.

**1.20.10.040. Driving Range.**

A player must hit from designated areas on the range. A player may not re-hit balls he/she or anyone else has hit unless approved by the Golf Professionals. Range balls and baskets may not be taken off the driving range or onto any other part of the golf course. Anyone found in violation of the range rules will be prohibited from future use of the driving range.

**1.20.10.050. Course Opening/Closing.**

The golf course may be closed for designated tournaments, outings, inclement weather, City events or course maintenance at the discretion of the Golf Professionals or their designee. The golf course may delay opening to the general public due to tournaments, outings, maintenance, inclement weather or frost. The re-opening of the golf course is at the discretion of the Golf Professionals or their designee.

**1.20.10.060. Power Carts.**

Power carts are to be operated by those individuals who are in possession of a valid driver's license. No carts are permitted on the greens, tees, or aprons. Carts must stay on the cart path near the tees and greens. A 90-degree rule may be implemented throughout the golf season. All carts must obey the informational and directional signs placed throughout the golf course. All carts shall not enter any area that is roped or chained off. Anyone found in violation of the power cart rules may be asked to leave and may be prohibited from future use of the power carts.

**1.20.10.070. Spectators or Caddies.**

Spectators or Caddies are permitted on the course at the discretion of the Golf Professionals. A cart fee is \$10 will be charged for spectator carts.

**1.20.10.080. Pets.**

Pets are not allowed at Eaglewood Golf Course. Instances of a support or service animal may be approved if proper documentation is provided and approved by the General Manager.

**1.20.10.090. Stray Ball.**

Eaglewood Golf Course and the City of North Salt Lake are not responsible for any damage done by a customer or any stray ball struck by a customer either on

the golf course or driving range. The customer is responsible for any damage done by his/her golf ball, including damage done to homes or property surrounding the golf course, cars or pedestrians and other surrounding areas.

#### **1.20.20. Specific Conditions of Use.**

##### **1.20.20.010. Terms and Conditions of Use.**

Any person, by virtue of purchasing a greens fee, or obtaining any other means of access to the Golf Course, consents to the following terms and conditions of use:

- Eaglewood is operated for the purpose of golf. During the golf operating hours and season the golf course shall not be used for any purpose other than golf. Running, walking, jogging, and other non-golf activities shall be allowed in non-golf operating hours and season. Those participating in non-golf activities shall stay on cart paths, stay clear of any golf course maintenance, and clean up after any pets. When asked to leave the golf course property, by staff, it will be for the cause of operating the golf course and to ensure their safety. No person shall be entitled to play at Eaglewood Golf Course or be on or about the course without first having registered in the PRO SHOP.
- All players must wear proper attire. Denim is ok as are t-shirts. Only golf shoes with soft spikes are allowed, no metal spikes. No bare feet, no soccer, baseball, or football cleats allowed. Shirt must be worn at all times. The PRO SHOP or the Golf Professionals or their designee may deny any patron access to the course if their attire is considered inappropriate or offensive.
- All play will start from the first tee unless otherwise directed by the Golf Professionals or PRO SHOP. All play will continue in a sequential manner.
- All players, with the exception of those with reserved tee times, shall be served on a first come first served basis. Golfers may be grouped by PRO SHOP PERSONNEL into twosomes, threesomes or foursomes as deemed appropriate. Fivesomes may be allowed at the discretion of the PRO SHOP but only when doing so will not substantially impair the play of others or maintenance functions.
- Power carts are to be rented on a per person per ride basis. This allows for single riders in a cart. At no time shall a player who has not paid for a cart rental ride in a cart, even for short distances. Players found to be doing this will be required to pay a cart rental fee regardless of the amount of actual use. The PRO SHOP will group the players into the fewest carts possible to conserve battery and or gas use, and wear and tear to the golf course and golf carts. The customer is responsible to pay for any and all damage done to the cart while in their possession.

- It is the responsibility of the players to repair their ball marks on the greens, to replace their divots on tees, fairways, and rough, to rake footprints and club marks on the bunkers, and to otherwise maintain the course in good playing condition.
- Players are expected to keep pace on the golf course. Slow play will not be allowed. 18 holes should be played in 4:00 – 4:15 hours or less.
- In the event the MARSHALL / PRO SHOP, Golf Professionals or their designee concludes that a match, group or individual is holding up play and said group or individual refuses (or is unable) to speed up play, the match or group may be directed to leave the golf course, pick up at their current location and close the gap to the group in front, or to allow other groups to play through.
- No person shall fail, neglect or refuse to comply with, or refuse to obey the lawful directive of any designated employee of Eaglewood Golf Course or other authorized personnel, or fail, neglect, or refuse to comply with or obey any instruction, direction, rules, regulation, warning, or prohibition, written, printed, or displayed on the golf course.
- No person shall sell or offer for sale any object, merchandise, food, beverage, or service at the golf course except with the written permission of the General Manager.
- The current General Manager and their assistants or designees are the only people authorized to teach or instruct players at or on the golf course. All others must have written or verbal permission from the staff before giving lessons for a fee.
- Alcohol Policy – No outside alcohol or coolers are allowed on Eaglewood Golf Course Property. Beverages may be purchased from the licensed grill operator prior to and during the round. Spectators that bring outside alcohol onto the course will have them confiscated or placed in their vehicle.

**1.20.30. Code of Conduct.**

**1.20.30.010. Conduct Goals.**

It is the goal of the City of North Salt Lake and Eaglewood Golf Course to provide an enjoyable golf experience for the golfing public. It is required that all patrons, and members of the public conduct themselves in a manner consistent with this goal and so as to not interfere with the reasonable enjoyment of the facility by others. Proper decorum is required at all times.

#### **1.20.30.020. Conduct Rules.**

The General Manager or their designee may, based on the severity of conduct, direct any patron or member of the public to leave the golf course property for the remainder of the day for conduct which is not in the best interest of the Eaglewood Golf Course, including, but not limited to, any offense set forth below. Further, the General Manager may, based on the severity and/or repeated nature of the conduct, SUSPEND or EXPEL any patron, or member of the public for conduct not in the best interest of Eaglewood Golf Course, including, but not limited to, any of the offenses set forth below.

- Failure to abide by the rules and regulations set forth herein;
- The use of abusive, vulgar or inappropriate language or behavior toward PRO SHOP PERSONNEL, STARTER, RANGER, CONCESSIONS, MAINTENANCE STAFF, or members of the public including other patrons on the golf course.
- Failure to follow the directives of PRO SHOP PERSONNEL, RANGERS OR STARTERS.
- Flagrant and intentional disregard for golf course signage.
- Endangering the welfare of any person.
- Destruction of City property.
- Unauthorized use or destruction of the personal property of the North Salt Lake City or others.
- Theft.
- Intentional damage to the golf course, or any improvements thereto, in excess of that which is expected in the normal course of play.
- The operation of a golf cart in an unsafe and/or destructive manner.
- Fighting.
- Littering.
- Violation of rules relating to the use of alcohol on the golf course.
- Use of illegal drugs while on the premises.
- Entering onto the course without first checking in with the PRO SHOP and paying the PRO SHOP PERSONNEL for greens fees or cart fees.
- Cheating or Dishonest behavior during any League or Association based event.
- Any other violation of local, state or federal law.

#### **1.20.40. Employee Golf.**

##### **1.20.40.010. Golf Privileges.**

All Eaglewood Golf Course employees shall receive free golf, carts and range balls on a space available basis. Golf Course employees shall not attempt to play during busy peak times such as holidays and busy weekend days. Golf Course employee play will be determined by the PRO SHOP STAFF. An employee must be on the schedule and currently working to participate in any golf privileges.

Playing privileges may be revoked at any time by the General Manager for any reason.

Guests and family of Seasonal / Part time employees **must pay** for the designated cost for green fees and cart fees that a public patron would pay during that time.

Non-Golf Course, Full-Time City employees, Mayor, members of the City Council and Golf Oversight Committee shall receive free golf (no greens fees) and range balls, but shall be required to pay for their cart fees, if applicable. Free golf greens fees apply during off-peak times only and shall not apply on weekends (defined as Saturday and Sunday after 2:00). If an employee wishes to play during those peak weekend times they must pay the normal green fee. These discounts are non-transferable and are for the use of the employee or member and not for friends, family or any other party, unless such use occurs in connection with official City business that is conducted at the Golf Course (Council of Governments meetings, Northern Utah City Managers meetings, City-sponsored events, other VIPs when accompanied by City personnel, potential clients or businesses, etc.)

**1.20.40.011. PGA and GCSAA Golf Privileges.**

PGA and GCSAA members will be allowed to play Eaglewood on a standard reciprocity agreement between those members and their facilities. Those members will be allowed to play and hit range balls during non-peak times and availability. These privileges will be available unless the Eaglewood Professional staff feels those privileges are being taken advantage of at the course. This only applies to Full-Time and current members of each association, part time employees and other staff members will be required to pay the regular fee. Members and their immediate family members may be required to pay a cart fee during peak times.

It will be required that the Director or Head Golf Professional of any facility call and make arrangements through the other professionals. This does not apply to part time or volunteer employees at other courses.

**1.20.40.012. Lifetime Public Servant Policy.**

A lifetime pass may be awarded to members of the city council and employees for their service to North Salt Lake. The lifetime pass privileges will include green fees only and will be valid M-F anytime. Not valid Saturday, Sunday or Holidays. This award is for that individual only and not transferable to anyone. The award for their lifetime pass will be determined by the following:

Mayor and City Council Members – 8 Years of service on City Council, Mayor or a combination of the two.

City Employee – 20 Years of service as a Full Time Employee.

**1.20.40.020. Volunteer/Marshal.**

All volunteers/marshals will be given a voucher good for 9 holes with a cart for each 2-2.5 hours worked. This voucher may be used during off-peak times or when playing with other paying customers. Those vouchers are **non-transferable.**

**1.20.40.030. Employee Dress.**

A professional and business image must be presented to the customers we serve. All clothing should be in good condition, not torn, ragged, or extremely faded. Collared shirts and dress type pants (no jeans) are required for all pro shop staff. Shorts are OK for cart staff as well as an issued Eaglewood uniform staff shirt. Shoes must also be worn by cart staff. No sandals, flip flops, basketball shorts, leggings or the type are permitted.

**1.20.40.040. Employee Discounts.**

All City Employees, members of the City Council, and Golf Oversight Committee members will receive a discount on all regular priced items. These discounts can be used for personal use, or gifts. No discount is available for an employee to purchase an item and sell or trade to another. The discount will be 30% off of soft goods and 15% off of hard goods. There is no employee discount for a discounted item. If an employee uses any amount of credits toward a purchase the maximum discount received is 10% either soft or hard goods. \*Some items with low margins may be limited on the amount of discount to be applied and could be lower than 30%.

Example:

Soft Good: Travis Mathew Hat - Cost \$17.50/Retail \$35/Employee Cost \$24.50.  
Hard Good: Maverick Driver- Cost \$369/Retail \$500/Employee Cost \$425.

**1.20.40.050. Employee Compartment & Ethics**

All employees, volunteers or any other persons that may represent Eaglewood Golf Course will behave with the highest degree of professionalism and ethical standards when interacting with the public and with each other and agree to follow adopted policies, as applicable, within the City's Personnel Policies and Procedures Manual. Behavioral and ethical standards include, but are not limited to, the following:

- 1) Showing a genuine interest and attention to customers. Never ignoring, but greeting quickly and always treating customers with a smile, a friendly attitude and a courteous demeanor. Treating others, including co-workers, with courtesy at all times, even when customers or co-workers may not be courteous.

- 2) Answering customer's questions clearly and with language free from technical jargon, slang or profanity. Always giving accurate, thorough and complete answers. Answering and returning phone calls in a timely manner.
- 3) Never making up information, lying or otherwise giving out false information. If an answer unknown, Course representatives shall obtain the answer by making a call or otherwise finding out the correct information for the customer.
- 4) Dressing neatly and appropriately and having a clean and professional hygienic appearance at all times.
- 5) Maintaining an appropriate level of professionalism by stating facts, not becoming too personal, while at the same time being friendly, using given names, if known, and keeping relationships appropriate in all situations.
- 6) Maintaining patience and never losing one's temper or responding with anger or frustration. Keeping all verbal and non-verbal communications professional, upbeat and respectful.
- 7) Following the City's policies relating to how to deal with minors, viewing or engaging in any pornography or other inappropriate materials of a sexual or crude nature. Employees, volunteers and Course representatives shall not engage in behavior that creates a hostile work environment or any other behaviors which create a quid pro quo circumstance all as outlined in the City's Personnel Policy Manual.
- 8) No employees, volunteers or Course representatives will ever steal funds or merchandise from the Golf Course, including giving discounts or free services to anyone.
- 9) The giving of discounts or free services without the knowledge or permission of the General Manager is highly unethical, may be criminal in nature, and will be grounds for immediate termination of employment with the Golf Course. Eaglewood Golf Course and the City have zero tolerance for this type of unethical behavior and consider such acts to be theft of public property and/or resources.



# CITY OF NORTH SALT LAKE COMMUNITY & ECONOMIC DEVELOPMENT

---

10 East Center Street, North Salt Lake, Utah 84054  
(801) 335-8700  
(801) 335-8719 Fax

## MEMORANDUM

**TO:** Honorable Mayor and City Council  
**FROM:** Sherrie Llewelyn, Community Development Director  
**DATE:** August 18, 2020  
**SUBJECT:** Consideration of Amendment to the General Development Plan for NSL City Center at 25 East Center Street to include an additional 1.55 acres located at 71 North Hwy 89

---

### RECOMMENDATION

The Planning Commission recommends approval to the City Council the proposed amendment to the general development plan for NSL City Center located at 25 East Center Street to include the property located at 71 North Hwy 89 with the following conditions to be included in the amended development agreement:

1. Updated lighting plan, including any additional street lights along Hwy 89 per the standard and specification manual;
2. Programming details for common area, including appropriate amenities;
3. All previous conditions and design standards within the development agreement shall be required for the new phase;
4. Subject to approval of the final rezone and amendment of the development agreement.

### BACKGROUND

The Planning Commission recommended approval of the NSL City Center General Development Plan (GDP) on June 12, 2018. The City Council approved the GDP on June 19, 2018. The plan included the commercial office building as presently built and 56 for sale town homes units under construction. The original site was 3.65 acres. Brighton Utah Development has acquired the rights to purchase the property located at 71 North Hwy 89 (Chaparral Fire Protection, Inc.). Brighton has requested a rezone of the property to P-District and an amendment to the GDP to include an additional 29 town home units and layout for 6 units from the original plan.

Recommendation on the P-District rezone will be schedule following approval of the amended General Development Plan by the City Council.

### REVIEW

The proposed amended GDP will include an additional 1.55 acres, bringing the site total to 5.2 acres. An additional 9 units will front Hwy 89 north of the existing units. The setback, sidewalk improvements

and park strip will match the existing built units. An additional 20 feet of right of way will be dedicated along Hwy 89 for future expansion with Bus Rapid Transit. A pedestrian path way and landscape will be provided between the buildings with 21' in width to accommodate landscaping on either side. The walkway is currently proposed at 4', staff would recommend this width be increased to 5'.

Staff requested the applicant adhere to the new draft subdivision ordinance and maintain a 15' property boundary from all units to provide adequate space for private rear yards, pedestrian circulation, and visual aesthetic separation.

Of the new 29 units and the relocated 6 units from the first phase, 27 units have full length driveways. An additional 13 guest parking spaces will be added to the site and each unit will have a garage. The total parking for the revised GDP is proposed as follows:

<b>Ph. 1 Residential Base</b>	56 Units	2.25/unit	1 Cov. /unit	Base:	126
<b>Res. Provided</b>			<b>Garage</b>	<b>Driveway</b>	<b>Total</b>
2 Bedroom	22 Units	spaces/unit	44	16	60
3 Bedroom	34 units	spaces/unit	68	50	118
				Provided:	<b>178</b>
<b>Ph. 2 Residential Base</b>	29 Units	2.25/unit	1 Cov. /unit	Base:	66
<b>Res. Provided</b>			<b>Garage</b>	<b>Driveway</b>	<b>Total</b>
2 Bedroom	12 Units	spaces/unit	24	12	36
3 Bedroom	17 units	spaces/unit	34	22	66
Guest Surface					13
		3.96 spaces per unit		Provided:	<b>115</b>

Improvements to the landscaping areas are estimated at an additional 0.5 acres (30%). Total landscaping is approximately 27% for the whole project. A central lawn area may potentially be programmed with a fenced dog area or other amenity to be determined.

The proposed architecture will have the same dark brick, stucco and metal, with a modern architecture style. The site has good pedestrian circulation throughout the development with additional access to Highway 89. The proposed amended GDP conforms to the goals of the adopted Town Center Master Plan.

**POSSIBLE MOTION**

I move that the City Council approve the proposed amendment to the general development plan for NSL City Center located at 25 East Center Street to include the property located at 71 North Hwy 89 with the following conditions to be included in the amended development agreement:

1. Updated lighting plan, including any additional street lights along Hwy 89 per the standard and specification manual;
2. Programming details for common area, including appropriate amenities;
3. All previous conditions and design standards within the development agreement shall be required for the new phase;
4. Subject to approval of the final rezone and amendment of the development agreement;

#### Attachments

- 1) Aerial/Zoning Map
- 2) Site Plan
- 3) Landscape Plan



N Main St

Hatch Park

Main Street

1

2

3

4

5

6

7

8

Center Street

North Salt Lake City Hall

Commercial Building

© 2020 Google

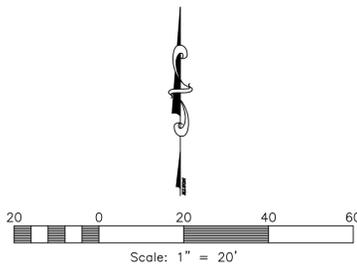
Highway 89

S Main St

Imagery Date: 6/15/20



**VICINITY MAP**  
NOT TO SCALE



**LEGEND**

- = SECTION CORNER
- = BOUNDARY LINE
- = PROPOSED BUILDING
- = ADJOINING PROPERTY
- = EASEMENTS
- = SECTION TIE LINE
- = EXISTING FENCELINE
- = PUBLIC UTILITY EASEMENT
- = PROPOSED FIRE HYDRANT
- = EXISTING FIRE HYDRANT
- = EXISTING STRUCTURE (TO BE REMOVED)
- = PROPOSED BUILDING

WEST QUARTER CORNER OF SECTION 1, TOWNSHIP 1 NORTH, RANGE 1 WEST, SALT LAKE BASE AND MERIDIAN, U.S. SURVEY. CALCULATED

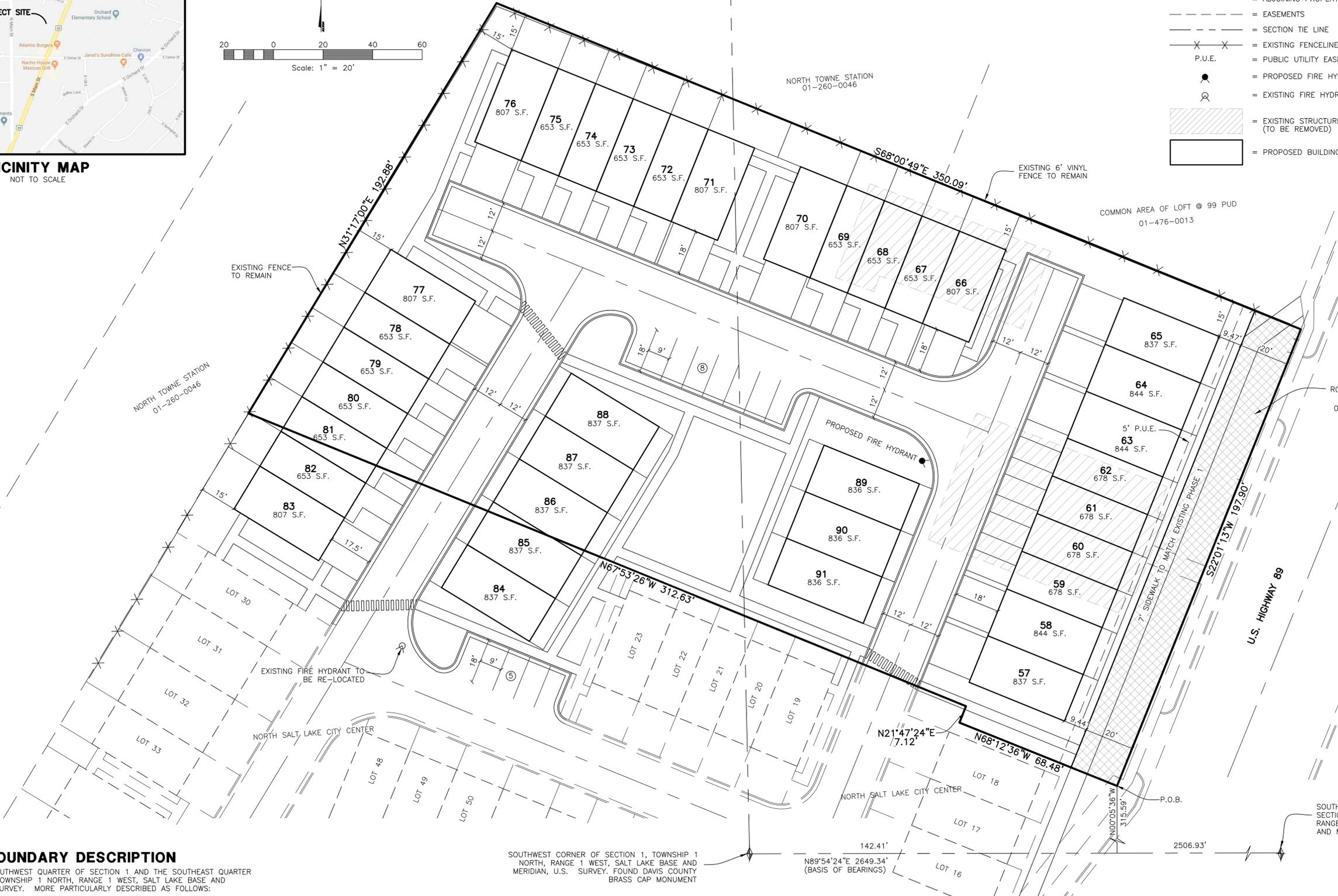
NORTH TOWNE STATION 01-260-0046

EXISTING 6" VINYL FENCE TO REMAIN

COMMON AREA OF LOFT @ 99 PUD 01-476-0013

ROAD DEDICATION 3959 S.F. 0.091 ACRES

SOUTH QUARTER CORNER OF SECTION 1, TOWNSHIP 1 NORTH, RANGE 1 WEST, SALT LAKE BASE AND MERIDIAN, U.S.



**BOUNDARY DESCRIPTION**

PART OF THE SOUTHWEST QUARTER OF SECTION 1 AND THE SOUTHEAST QUARTER OF SECTION 2, TOWNSHIP 1 NORTH, RANGE 1 WEST, SALT LAKE BASE AND MERIDIAN, U.S. SURVEY. MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT A POINT, SAID POINT BEING N89°54'24"E 142.41 FEET AND N00°05'36"W 315.59 FEET FROM THE SOUTHWEST CORNER OF SAID SECTION 1; THENCE N68°12'36"W 68.48 FEET; THENCE N21°47'24"E 7.12 FEET; THENCE N67°53'26"W 312.63 FEET; THENCE N31°17'00"E 192.88 FEET; THENCE S68°00'49"E 350.09 FEET; THENCE S22°01'13"W 197.90 FEET TO THE POINT OF BEGINNING.

CONTAINING 70224 SQUARE FEET OR 1.612 ACRES MORE OR LESS.

SOUTHWEST CORNER OF SECTION 1, TOWNSHIP 1 NORTH, RANGE 1 WEST, SALT LAKE BASE AND MERIDIAN, U.S. SURVEY. FOUND DAVIS COUNTY BRASS CAP MONUMENT

N89°54'24"E 2649.34' (BASIS OF BEARINGS)

**Developer:**

Brighton Homes  
Taylor Spendlove  
45 E. Center Street #103  
North Salt Lake City, UT. 84054  
(801) 397-9755

**North Salt Lake - City Center Phase 2**

North Salt Lake City, Davis County, Utah

**Reeve & Associates, Inc.**  
5160 S. 1500 W., RIVERDALE, UTAH 84405  
TEL: (801) 821-3100 FAX: (801) 821-2666 www.reeve-assoc.com  
LAND PLANNERS • CIVIL ENGINEERS • LAND SURVEYORS  
TRAFFIC ENGINEERS • STRUCTURAL ENGINEERS • LANDSCAPE ARCHITECTS

REVISIONS	DATE	DESCRIPTION
	7-29-20	LAYOUT REVISED

**North Salt Lake - City Center Phase 2**  
PART OF THE SOUTHWEST QUARTER OF SECTION 1 AND THE SOUTHEAST QUARTER OF SECTION 2, TOWNSHIP 1 NORTH, RANGE 1 WEST, SALT LAKE BASE AND MERIDIAN, U.S. SURVEY  
NORTH SALT LAKE CITY, DAVIS COUNTY, UTAH



**Project Info.**

Engineer:	N. Reeve
Designer:	C. Gave
Begin Date:	7-7-20
Name:	NORTH SALT LAKE CITY CENTER PHASE 2
Number:	6440-21

Sheet	<b>1</b>
	Sheets

# PLANT TABLE

## TREES

Symbol	Scientific Name	Common Name	Size
	Acer platanoides 'Columnar'	Columnar Norway Maple	2" cal.
	Acer platanoides 'Crimson Sentry'	Crimson Sentry Maple	2" cal.
	Carpinus betulus 'Fastigiata'	Pyramidal European Hornbeam	2" cal.
	Acer freemanii 'Jeffersred'	Autumn Blaze Maple	2" cal.
	Malus 'Spring Snow'	Spring Snow Crabapple	2" cal.
	Pinus nigra	Austrian Pine	6' Ht
	Prunus cerasifera 'Thundercloud'	Thundercloud Flowering Plum	2" cal.
	Pyrus calleryana 'Chanticleer'	Chanticleer Flowering Pear	2" cal.

## SHRUBS

Symbol	Scientific Name	Common Name	Size
	Buxus microphylla 'Winter Gem'	Winter Gem boxwood	5 gal.
	Cornus sericea 'Insanti'	Insanti Dwarf Dogwood	5 gal.
	Euonymus alatus 'Compacta'	Dwarf Burning Bush	5 gal.
	Pinus mugo 'Pumilio'	Dwarf Mugo Pine	5 gal.
	Prunus x cistena 'UCONNPC001'	Darkstar Purple Sand Cherry	5 gal.
	Potentilla fruticosa 'Gold Drop'	Gold Drop Cinquefoil	5 gal.
	Spiraea japonica 'Magic Carpet'	Magic Carpet Spirea	5 gal.

## Ornamental Grasses

Symbol	Scientific Name	Common Name	Size
	Calamagrostis 'Karl Foerster'	Karl Foerster Grass	5 gal.

## PERENNIALS

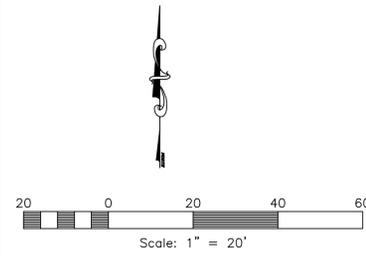
Symbol	Scientific Name	Common Name	Size
	Hemerocallis 'Stella de Oro'	Stella de Oro Daylily	1 gal.
	Iris pallida 'Variegata'	Variegated Sweet Iris	1 gal.
	Sedum 'Autumn Joy'	Autumn Joy Sedum	1 gal.

## OTHER

Symbol	Description	Size/Type
	Turf Grass - Sod	Sod
	Kentucky Bluegrass Mix - 3 Species Minimum	
	Crushed Gravel Mulch - Match Previous Phase	2" Minus
	Place mulch over 5 ounce Professional weed barrier cloth in all planting beds. Contractor to provide samples to owner for approval prior to delivery.	3" Depth
	Concrete Mow Strip	6"x6"
	Landscape Boulders	3"-5" Diameter



3/28/2019 10:06:40 AM G:\6440 Brighton Homes\21 - NELC City Center - Phase 2\Landscape\Concept Landscape - dwg



**Reeve & Associates, Inc.**  
 LAND PLANNERS • CIVIL ENGINEERS • LAND SURVEYORS  
 ARCHITECTS • STRUCTURAL ENGINEERS • LANDSCAPE ARCHITECTS



REVISIONS	DATE	DESCRIPTION
	2020.7.7	NP - CONCEPT LANDSCAPE
	2020.7.21	NP - CONCEPT REVISIONS
	2020.7.29	NP - CONCEPT REVISIONS

**North Salt Lake - City Center Phase 2**  
 Conceptual Landscape Plan



**Project Info.**  
 Landscape Architect: Nathan C. Peterson  
 Drafter: N. Peterson  
 Begin Date: 2020  
 Name: NSL - City Center Phase 2  
 Number: 6440-21

Sheet **1**  
 L1 Sheets

1 CITY OF NORTH SALT LAKE  
2 CITY COUNCL MEETING-REGULAR SESSION  
3 JULY 21, 2020  
4

5 **DRAFT**  
6

7 This meeting was held electronically via Zoom. The host site was located at 10 East Center  
8 Street in North Salt Lake.  
9

10 Mayor Arave called the meeting to order at 6:04 p.m.  
11

12 PRESENT: Mayor Len Arave  
13 Council Member Lisa Watts Baskin  
14 Council Member Natalie Gordon  
15 Council Member Brian Horrocks  
16 Council Member Ryan Mumford  
17 Council Member Stan Porter joined the meeting at 6:36  
18

19 STAFF PRESENT: Ken Leetham, City Manager; Paul Ottoson, City Engineer; David Frandsen,  
20 Public Works Director; Janice Larsen, Finance Director; Craig Black, Police Chief; David  
21 Church, City Attorney; Sherrie Llewelyn, Community Development Director; Linda Horrocks,  
22 City Recorder; Andrea Bradford, Minutes Secretary.  
23

24 OTHERS PRESENT: Camille Thorpe, Dee Lalliss, Sara Ebert, Abbey Ebert, Anabelle Ballard,  
25 Alina Ballard, residents; Nick Tarbet, Paul Nielson, David Copeland.  
26

27 1. CITIZEN COMMENT  
28

29 Camille Thorpe, 80 North Main, commented on the lighting fixtures at 150 North and Main  
30 Street. She spoke on legislation that encouraged shielded lights and suggested that the City adopt  
31 this legislation.  
32

33 Mayor Arave commented that he thought the City already had a night sky ordinance that  
34 pertained to street lights. Sherrie Llewelyn replied that the City had a Dark Sky ordinance, which  
35 required new developments to have cutoff style lights. She commented that it sounded like this  
36 was the Hepworth development and would visit the site to review the lighting there.  
37

38 Dee Lalliss commented on the extra Saturday garbage pickup and the early hour by which  
39 residents needed to have their cans at the curb. He felt that the early pickup time may result in  
40 issues and asked if the pickup time could be moved to a later time on Saturday or even Monday  
41 morning.  
42

43 Mayor Arave asked staff to follow up with Ace Recycling and Disposal about potentially moving  
44 the Saturday pickup time. Ken Leetham replied that as the entire City had to be serviced in one  
45 day that it may be difficult for them to change the day and time of the extra pickup. He said he  
46 would talk with Ace to see if there was room in the schedule.

47  
48 Council Member Horrocks commented that the City had been utilizing the Second Saturday  
49 pickup for several years, but added that many people were still unaware that this service was  
50 offered

51 Mayor Arave asked staff to review how utilized and effective the Saturday pickup was.

52

53 2. PRESENTATION OF YOUTH CITY COUNCIL LEADERSHIP SCHOLARSHIPS BY  
54 COUNCIL MEMBER GORDON

55

56 Council Member Gordon reported that there were three outgoing seniors who would be receiving  
57 scholarships per their service on the Youth City Council. She first introduced Abby Ebert who  
58 would be receiving a \$500 scholarship for serving as Youth City Manager.

59

60 Abby Ebert thanked the City and said she would be attending Brigham Young University (BYU)  
61 in the fall.

62

63 Council Member Gordon said that Cameron Marks was not present but would be receiving a  
64 scholarship for serving as the Youth City Council (YCC) City Manager for the 2019-2020 year.

65

66 Council Member Gordon then introduced Anabelle Ballard, who had served as the YCC Mayor  
67 and would be receiving a \$1,000 scholarship.

68

69 Anabelle Ballard commented that she would also be attending BYU in the fall and would major  
70 in biology.

71

72 Council Member Gordon commented that some of the best students in the City participated in  
73 the YCC. Mayor Arave thanked the Anabelle and Abby for their service.

74

75 3. CONSIDERATION OF RESOLUTION 2020-20R: A RESOLUTION APPROVING  
76 AN AGREEMENT FOR SERVICES WITH LEWIS YOUNG ROBERTSON AND  
77 BURNINGHAM (LYRB) TO UPDATE THE CITY OF NORTH SALT LAKE  
78 ANNEXATION POLICY PLAN (AGR 2020-27A)

79

80 Mayor Arave commented that Salt Lake County voted to approve the process to allow the  
81 potential annexation to move forward with the City.

82

83 Sherrie Llewelyn reported that a six to three vote during the Salt Lake City meeting allowed the  
84 North Point annexation petition to move forward. She explained that this approval allowed the  
85 developer to bring the petition for annexation before the City but did not guarantee anything.

86  
87 Mrs. Llewelyn showed the current annexation policy plan area, which was adopted in 2003. Area  
88 A included Chevron, Area B included the unincorporated area between the City and Bountiful,  
89 Area C included forest service property, and Area D was composed of some of the proposed  
90 North Point annexation area. She said that for the City to be able to consider the current  
91 annexation proposal, the area would need to be included in the annexation policy plan.

92  
93 Sherrie Llewelyn explained that per code there would need to be an in-depth analysis including  
94 the tax impact and services for the area such as sewer, water, etc. She said the developer asked  
95 that the City consider updating the annexation area and would provide reimbursement of the  
96 cost. The City then approached Lewis Young Robertson and Burningham (LYRB) with the  
97 request to create a proposal. The proposed cost for that portion of the study would be \$15,000.  
98 Staff also met with Davis County who would like the City to consider annexation of Area B as  
99 well. LYRB provided a revised estimate for the update of the plan and the addition of Areas A, B  
100 and C for the additional cost of \$7,400 for a total of \$22,650 for the entire plan. The developer  
101 would reimburse the City \$15,250 for the addition of Area D.

102  
103 Council Member Baskin asked why the unincorporated area still remained independent. Mayor  
104 Arave replied that the City and Bountiful had incorporated some portions of that area. He  
105 explained that part of the reason there was leftover unincorporated area was due to some  
106 residents that previously fought the annexation.

107  
108 Ken Leetham commented that there was a push to get these unincorporated areas added into  
109 cities throughout the State. He said staff would work with Davis County on a long term strategy  
110 to address this.

111  
112 Mayor Arave asked about Bountiful's annexation area. Sherrie Llewelyn replied that Bountiful  
113 had already annexed their portion and the remaining unincorporated area should be part of North  
114 Salt Lake.

115  
116 Ken Leetham commented that the City would not want to annex Area C as it consisted of forest  
117 service property.

118  
119 **Council Member Horrocks moved that the City Council approve Resolution 2020-20R and**  
120 **authorized the City Manager to execute Agreement 2020-27A, engaging the services of**  
121 **Lewis Young Robertson & Burningham to update the City's Annexation Policy Plan and**  
122 **Map, subject to approval of and execution of Agreement 2020-28A related to**  
123 **reimbursement of proportional costs associated with the proposed North Point Annexation**  
124 **Area. Council Member Mumford seconded the motion. The motion was approved by**

125 **Council Members Baskin, Gordon, Horrocks and Mumford via Zoom chat. Council**  
126 **Member Porter was excused.**

127  
128 4. CONSIDERATION OF RESOLUTION 2020-21R: A RESOLUTION APPROVING  
129 AN AGREEMENT FOR REIMBURSEMENT OF COSTS ASSOCIATED WITH THE  
130 UPDATE OF THE NORTH SALT LAKE ANNEXATION POLICY PLAN, WITH  
131 THE SPONSOR OF THE PROPOSED NORTH POINT ANNEXATION AREA (AGR-  
132 28A)

133  
134 Sherrie Llewelyn reported that there was specific language in the contract for the proposed  
135 update to the annexation policy plan, which would not bind the City to approving the annexation.  
136 Lewis Young Robertson and Burningham (LYRB) would need to deposit \$15,250 with the City.

137  
138 Council Member Horrocks expressed some hesitation in taking the developer's money when City  
139 had not decided to move forward with the annexation.

140  
141 Sherrie Llewelyn responded that the biggest portion of the study was related to Area B where the  
142 proposed annexation area was located. She explained that the North Point annexation area was  
143 larger and would have a greater impact, which resulted in more analysis. Mrs. Llewelyn said the  
144 developers were aware that paying for their portion of the study did not guarantee approval of the  
145 annexation.

146  
147 Ken Leetham said that he would consider the deposit as similar to an application fee. The study  
148 was designed around State statute, which required this types of analyses to be performed. He  
149 asked if the Council felt that the City should pay the cost for the study or feel beholden to the  
150 developer.

151  
152 Council Member Baskin suggested that the motion include language that stated the City was not  
153 guaranteeing approval of the North Point annexation per approval of the study.

154  
155 Ken Leetham commented that the developer was well aware of the arrangement and he was not  
156 concerned that the developer would misunderstand. He said City staff had been clear with them  
157 that the City Council would deny a land use plan they did not like.

158  
159 **Council Member Baskin moved that the City Council approve Resolution 2020-21R and**  
160 **authorized the City Manager to execute Agreement 2020-28A with Xcel Development, for**  
161 **reimbursement of costs associated with the study to update the City's Annexation Policy**  
162 **Plan related to the analysis for inclusion of the North Point Annexation Area. In addition,**  
163 **there is no implied approval of the proposed annexation and Lewis Young Robertson and**  
164 **Burningham have been approved for \$22,650 for their study subject to approval of the**  
165 **reimbursement agreement. Council Member Horrocks seconded the motion. The motion**

166 **was approved by Council Members Baskin, Gordon, Horrocks, Mumford and Porter via**  
167 **Zoom chat.**

168

169 5. CONSIDERATION OF BID AWARD FOR THE CENTENNIAL DRIVE WATER  
170 LINE REPLACEMENT PROJECT IN THE AMOUNT OF \$325,998 TO  
171 CONSTRUCTION MATERIAL RECYCLING

172

173 Paul Ottoson reported that there have been several leaks in the water line along Centennial Way  
174 over the past few years. Many of the leaks occurred where the main line connected to the lateral.  
175 Several of those leaks occurred last year, which resulted in the replacement of approximately  
176 6,000 square feet of asphalt. He said that the existing pipe was not very good and the current  
177 standards were for thicker pipe.

178

179 This project would replace the existing main line, the laterals to all the homes fronting  
180 Centennial Way, and the fire hydrants. Staff received six bids with Construction Material  
181 Recycling as the low bidder at \$325,998. There was a wide range of bids from \$325,998 to  
182 \$828,563. Mr. Ottoson explained the disparity and said that the construction industry was very  
183 busy right now and some companies were still bidding high. He said that the budget for the  
184 project was \$460,000.

185

186 Paul Ottoson then showed a map of the site and outlined the project area. He said that the  
187 location varied along different sides of the road but the contract specified that the road must  
188 remain open to local traffic. The contractor would be required to give 48-hours' notice of water  
189 shutoff to the area to allow residents to make arrangements. Staff recommended awarding the  
190 project to Construction Material Recycling after vetting their references.

191

192 Council Member Horrocks commented that this low bid would help the department to get back  
193 on track per the budget as they had several projects that had come in over budget.

194

195 **Council Member Horrocks moved that the City Council award the Centennial Way Water**  
196 **Line Replacement Project to Construction Material Recycling for the price of \$325,998.00.**  
197 **Council Member Mumford seconded the motion. The motion was approved by Council**  
198 **Members Baskin, Gordon, Horrocks, Mumford and Porter via Zoom chat.**

199

200 6. CONSIDERATION OF RESOLUTION 2020-19R: A RESOLUTION APPROVING  
201 AN AGREEMENT BETWEEN DAVIS COUNTY AND THE CITY OF NORTH  
202 SALT LAKE RELATED TO THE CITY'S PARTICIPATION IN THE DAVIS  
203 COUNTY SMALL BUSINESS GRANT PROGRAM AND AUTHORIZING THE  
204 MAYOR TO SIGN THE APPROVED AGREEMENT (AGR 2020-29A)

205

206 Ken Leetham reported on the Coronavirus Aid, Relief, and Economic Security (CARES) Act  
207 federal funding which was recently passed by Congress. He said the distribution of funds was

208 being done through the Governor’s Office of Economic Development. The City’s total allocation  
209 of funds was approximately \$1,851,923, which would be distributed in three equal payments or  
210 “tranches.” The first scheduled tranche of \$617,308 was estimated to be received on July 17<sup>th</sup>  
211 Mr. Leetham then explained that Davis County had approached each city with the idea of using  
212 some of the CARES Act funding to participate in a Countywide Small Business Grant Program.  
213 This program was created by the County and they requested that each of the 15 cities in the  
214 County contribute 50% of their CARES Act Funding. The County also proposed to share 50% of  
215 its funding for an estimated total of \$10 million, which would be distributed to businesses  
216 throughout the County that had 49 employees or less with qualified Coronavirus expenses. He  
217 said that the City reached out to its businesses and encouraged them to participate in the  
218 program. The County has received 462 applications countywide and 53 applications from  
219 businesses in the City.

220  
221 Ken Leetham explained that 50% of the City’s first tranche would be \$308,654 and the overall  
222 need would be \$885,000, which would equal a distribution of 35% from the City and 65% from  
223 the County. He suggested that a change be made to the agreement to state that the City “may  
224 participate up to 50%” of their first tranche to clarify that the entire 50% was not being  
225 committed.

226  
227 Mr. Leetham presented a table showing the fifteen cities within the County and their  
228 participation status in the program. He said Clinton, South Weber, and Clearfield had decided  
229 not to participate.

230  
231 Council Member Horrocks asked if there was any insight on why these cities were not  
232 participating. Ken Leetham replied that he spoke to Clearfield and they believed they would use  
233 100% of their distribution.

234  
235 Mayor Arave commented that the belief was that the CARES Act funds could potentially be used  
236 for payroll expenses for police departments.

237  
238 Ken Leetham said that it may be possible to use the City’s CARES Act funds for public safety  
239 payroll expenses between March 2020 through the end of the year. He said due to revised  
240 regulations public safety payroll expenses may qualify so the agreement with the County was  
241 altered to make the City’s commitment to the program voluntary and that the City would only  
242 participate for North Salt Lake businesses if the County was willing to participate with an equal  
243 contribution.

244  
245 Ken Leetham then said staff had determined that the City’s estimated COVID-19 related  
246 expenses were \$230,000 including supplies for the next twelve months. This also included  
247 equipment used for sanitizing and cleaning, new equipment in the Council room to assist in  
248 conducting accessible online meetings, and the installation of hands-free doors and plumbing in  
249 public parks. These estimates also included sharing revenues with the Fire and Recreation

250 Districts for their COVID-19 expenses. He said the question was whether payroll expenses for  
251 police, fire and emergency services would be covered. Mr. Leetham said that the City did not  
252 need to make a decision today and staff would continue to research this question.  
253 Council Member Horrocks questioned if the splash pad fence would qualify for this funding.  
254 Ken Leetham replied that he did not include the cost of the fencing in the \$230,000 estimate but  
255 felt that the fence may qualify if staff was also provided to monitor the capacity at the splash  
256 pad.

257  
258 Council Member Porter asked what types of businesses had applied. Ken Leetham responded  
259 that several manufacturing businesses were interested and explained that these were businesses  
260 with less than 49 employees. He commented that he had been asked to serve on the committee  
261 that would review and make recommendations on these applications.

262  
263 Council Member Mumford asked if the safety partitions for employees was covered. Ken  
264 Leetham replied that the partitions were part of the \$230,000 estimate and he would be meeting  
265 with the contractor tomorrow.

266  
267 Council Member Mumford also asked if the golf course cleaning was included. He also asked if  
268 FMLA was covered. Ken Leetham replied that the cleaning equipment and supplies for the  
269 course were covered. He said that staff had tracked the FMLA hours at less than \$8,000 but the  
270 cost had not yet been added to the estimate.

271  
272 Council Member Mumford commented that as there were many businesses, particularly in the  
273 food industry, that were hurting he felt the City should participate. He said the remaining funds  
274 should then go towards public safety. Council Member Horrocks was in agreement.

275  
276 **Council Member Mumford moved that the City Council adopt Resolution 2020-19R: a**  
277 **resolution approving an agreement between Davis County and the City of North Salt Lake**  
278 **related to the City's participation in the Davis County Small Business Grant Program and**  
279 **authorizing the Mayor to sign the approved agreement. Council Member Horrocks**  
280 **seconded the motion.**

281  
282 Ken Leetham asked that the motion include the change to the agreement that the City “may  
283 participate up to 50% of the first tranche of CARES Act funds.”

284  
285 **Council Member Mumford amended the motion to include the change that the City “may**  
286 **participate up to 50% of the first tranche of CARES Act funds.” Council Member**  
287 **Horrocks seconded the motion. The motion was approved by Council Members Baskin,**  
288 **Gordon, Horrocks, Mumford and Porter.**

289  
290 7. UPDATE ON UDOT TEHCNICAL PLANNING ASSISTANCE GRANT  
291

292 Ken Leetham reported that the City had the opportunity to obtain funding through the UDOT  
293 Technical Assistance Grant. This funding could be used to create a traffic circulation strategy for  
294 a portion of the Town Center including addressing problems along Main Street and Center Street  
295 as well as Highway 89 and Center Street. One potential option was the possibility to dead-end  
296 Main Street and how to evaluate whether this was a viable solution. He suggested that the City  
297 apply for funding to obtain a traffic consultant to review this issue including the possibility of  
298 temporarily closing off Main Street and evaluating the impact. Mr. Leetham said there were  
299 several issues including high volumes of traffic, congestion, speeding, and trucks making left  
300 turns onto Center Street, which resulted in problems at the four way stop.

301

302 Ken Leetham said that UDOT had encouraged the City to expand the scope of the grant to the  
303 entire Town Center. He commented that there were concerns with the roundabout at Eaglewood  
304 and Highway 89 and funding would allow the City to explore other alternatives in that location.  
305 Mr. Leetham said there was approximately \$9,000 available with a match from the City. He also  
306 mentioned that staff would like to study future bus rapid transit (BRT) locations with UDOT and  
307 this would provide the perfect opportunity to further that discussion.

308

309 Ken Leetham commented that this funding and study would help the City to finalize the  
310 questions of how to improve pedestrian and bicycle circulation in the Town Center as well as  
311 planned walkway improvements. He felt that this would be a good catchall study for the Town  
312 Center area.

313

314 Council Member Mumford asked for the opinion of the police chief on closing a portion of Main  
315 Street. Chief Black replied that there were legitimate complaints for the Main Street corridor. He  
316 said the department had written over 100 tickets on Main Street since 2015 but this did not  
317 mitigate the speeding problem as only one third of those were issued to residents. Chief Black  
318 said the majority of drivers were passing through on their way to work, etc. He felt strongly  
319 about the benefits to closing Main Street off Highway 89 especially if the City wanted to  
320 promote Hatch Park as a walkable area.

321

322 Council Member Mumford suggested that the study include vacating the land at the end of Main  
323 Street and allowing for the small parcel of unusable land to be useable again.

324

325 8. APPROVE CITY COUNCIL MINUTES

326

327 **Council Member Gordon moved to approve the minutes of the City Council Special Session**  
328 **from June 30<sup>th</sup> as presented as well as the City Council minutes from July 7<sup>th</sup> as presented.**  
329 **Council Member Porter seconded the motion. The motion was approved by Council**  
330 **Members Baskin, Gordon, Horrocks, Mumford and Porter.**

331

332 9. ACTION ITEMS

333

334 The action items list was reviewed. Completed items were removed from the list.

335

336 10. COUNCIL REPORTS

337

338 Council Member Mumford reported that the chair of the Parks and Arts Board was moving and a  
339 new chair would need to be appointed. He said the next events included NSL Reads in  
340 September and the Halloween fun run in October.

341

342 Council Member Mumford said that he also received comments from his neighbors that they  
343 were unaware of the second Saturday pickup.

344

345 Council Member Mumford reported that there were no recent odor complaints but the problem  
346 was not fixed yet. He said there were still smell events but it seemed like South Davis Sewer felt  
347 like the problem was resolved.

348

349 Mayor Arave commented that the trickling filter was installed and modifications were being  
350 made by the Sewer District. He also thought the problem was taken care of. Council Member  
351 Mumford replied that he would talk to his neighbors but felt like the City should advertise that if  
352 there were still issues that the time and location be reported to South Davis.

353

354 Ken Leetham said that he did not think that the consultant's study was completed. Mayor Arave  
355 responded that the primary issue was thought to be the trickling filter so if there were still odor  
356 issues the City needed to follow up with South Davis.

357

358 Council Member Baskin asked when the City Council would provide feedback on the branding  
359 and wayfinding signage. She commented that she did not like the gateway signage with the  
360 sideways wording. She asked about the timeline for providing comments. Sherrie Llewelyn said  
361 that feedback needed to be provided right away as the consultant was bringing the package for  
362 approval in August. She asked that any comments be sent to her and she could provide direct  
363 contact information for the consultant as well. Mrs. Llewelyn also suggested a meeting could be  
364 setup with the consultant and any Council members that were interested.

365

366 Council Member Horrocks commented that he liked the sideways signage. Council Member  
367 Baskin responded that the sideways wording looked like freemason symbols.

368

369 Council Member Baskin reported that she met with the police chief and appreciated the  
370 conversation. She said the Chief sent her the Interpol training to review and suggested implicit  
371 bias training for the Council.

372

373 Council Member Baskin then asked about touring the Wasatch Integrated Waste and Resource  
374 Recovery facilities. Ken Leetham replied that he would setup a tour for those interested.

375

376 Council Member Gordon commented that she was in agreement with Council Member Baskin on  
377 the signage and felt the wording should be vertical and not horizontal.

378  
379 Council Member Gordon asked if staff could research the potential cost in offering a green waste  
380 program through Ace. She also asked that staff reach out to ecclesiastical leaders and the senior  
381 lunch bunch about the curbside can service for the elderly and disabled.

382  
383 Council Member Porter commented on the odor issue with South Davis Sewer and asked if City  
384 employees, including the police on patrol, could report on any incidents as well.

385  
386 11. MAYOR'S REPORT

387  
388 Mayor Arave had nothing to report.

389  
390 12. CITY ATTORNEY'S REPORT

391  
392 David Church had nothing to report.

393  
394 13. CITY MANAGER'S REPORT

395  
396 Ken Leetham reported that the City had all the release of claim documents from the parties  
397 involved in the Eaglepointe landslide litigation. He said the funding for the repairs would be  
398 obtained soon and staff was meeting with the affected property owners and the contractor. Staff  
399 would meet with the contractor every week and repairs would begin on July 27<sup>th</sup>.

400  
401 David Church asked if the contractor had signed the contract. Ken Leetham replied that he would  
402 make sure the City had a signed contract soon.

403  
404 Ken Leetham reported that he had a proposal for the Hatch Park redesign and would like to have  
405 it reviewed by the Parks and Arts Board as soon as possible. He said G Brown Design would  
406 bring the proposal before the City Council.

407  
408 Ken Leetham spoke on the implicit bias training and said staff was researching product as it was  
409 different from the training the police department received. He suggested that the City Council,  
410 Planning Commission, and staff receive this training.

411  
412 Council Member Porter asked about the poles and the demolition at the tennis facility. Ken  
413 Leetham replied that there was a plan for the removal of the poles due to the underground  
414 tension. He said the Tennis Club wanted to salvage and redesign portions of the property. Mr.  
415 Leetham said there would be a revised site plan for expansion of the existing tennis court, the  
416 rearrangement of the parking lot, and the redesign of the property.

417

418 Sherrie Llewelyn commented that she would follow up with the developer for the Hepworth  
419 project, as well as Camille Thorpe, regarding the street lighting as it should be directed  
420 downward.

421

422 14. ADJOURN

423

424 Mayor Arave adjourned the meeting at 7:42 p.m.

425

426

427

428

429

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Mayor

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City Recorder

### Action Items for August 18, 2020

Item	Staff	Description
<b>New</b>		
1	David	Staff to contact Ace Recycling and Disposal about potentially changing the Second Saturday pickup to a later time on Saturday or a different day of the week. (Continue to advertise.) Staff to review the effectiveness of the Saturday pickup. <i>Staff will reach out to Ace on this issue, but it will be difficult to start later in the day since this involves picking up the entire City in one day.</i>
2	Linda Ken Craig	Notice to residents that if odor issues were still occurring to report the day/time/location to South Davis Sewer? Potential for staff (police on patrol) to also report if possible. <i>Notice was posted to the Foxboro FB page.</i>
3	Ken	Staff to follow up with South Davis Sewer/Dal Wayment to address status and any new issues/odor complaints. <i>Staff has reached out to the District in an effort to learn what follow-up is planned as a result of the final sampling results.</i>
4	Sherrie	Provide contact information for consultants and setup a meeting to review the wayfinding and branding for the Town Center. (CM Baskin and Ken Leetham asked to attend)
5	Craig Ken	Potential for implicit bias training for City Council, Planning Commission, and staff. <i>Craig and Ken are working on this; looking at training possibly this fall.</i>
6	Linda	Setup a tour of the Wasatch Integrated Waste and Resource Recovery facilities for those interested. <i>Doodle Poll sent to Council to get available dates.</i>
7	David	Staff to research the cost of offering a green waste program through Ace.
8	Linda	Staff to reach out to ecclesiastical leaders and the senior lunch bunch members about the curbside can service for the elderly and disabled. <i>Linda has collected current contact information and will send info.</i>
<b>Current</b>		
1	Sherrie Ken	Staff to work with Barry Bryson regarding becoming a service provider for Eduroam with Utah Education and Telehealth Network. Also potential for a presentation from UETN about Eduroam. <i>Staff met with representatives of Eduroam on August 5 and is now evaluating their proposal.</i>
2	Sherrie	Staff to reach out to the LDS Church to discuss vacant property located at Amberly and Norfolk Drive. (Also, request was made to review potential change to development agreement to allow for a 55+ community). <i>This parcel is in compliance with all property maintenance codes. Kyle Hamblin, Church Real Estate Div. stated the property is currently being evaluated for intent of future use. It takes a few months. He asked we check back in November 2020. (7/22/2020)</i>
3	Craig, Ken Sherrie	Staff to follow up with car lot at the diagonal on (800 West?) and Highway 89 to ensure they do not park cars on the street. <i>A report is being prepared for the Council's review on this item.</i>
4	Paul, Janice, Ken	Staff to monitor contractor pricing related to road projects and report back to City Council on any savings/decrease in pricing for the potential to go out for bid/perform road projects now. <i>This analysis is being done and will be presented to the City Council in July and continually monitored and updated. 6-2-20 Staff is not seeing a discount at this point, but will continue to monitor.</i>
5	David, Linda	Reschedule service projects -- including Purge the Spurge at Wild Rose Trail (with YCC and residents help). <i>Staff will evaluate the feasibility of projects depending on COVID-19 restrictions.</i>
6	David, Sherrie	Staff to prepare policy (or review current policy) related to tree removal particularly when related to sidewalk damage. <i>Staff is working on a follow-up report to the City Council.</i>
7	Paul	Ken Leetham suggested staff review the arterial roadways with heavy traffic to determine if increased standards were required.
8	David	Staff to create a to do list for park projects this year with the help of the Parks and Arts Board and Ken Leetham

9	Ken/Linda	Provide information on leash law and fines to City Council (potentially through social media as well?) <i>Title 5, Chapter 4, Paragraph G(3) of the City Code reads: "Dogs in Parks or Playgrounds: No person shall permit any dog to enter or remain on city property, including public parks, trails, open space, or playgrounds without a leash, except for the Foxboro Legacy Park, where dogs are strictly prohibited. It shall be unlawful for a pet owner, or custodian, to leave pet waste in any of the above-mentioned locations except within an appropriate trash or waste receptacle."</i>
10	CD Dept.	Staff to work with Bountiful Veterans Park Foundation to reach out to the community to obtain the names of veterans in the community that would like to be honored on the memorial wall at the park. Staff to also work with Stan Porter and the PTAR Board to plan for next phases of possible improvements in the City's Veterans Memorial Park. <i>Ali has received the name list from Bountiful and is researching grant opportunities. (UPDATED 5/26/2020)</i>
11	Sherrie, Ken	Mayor Arave requested setting up a community wellness committee by ordinance so that we could make efforts similar to Centerville related to wellness in the community. <i>NAMI free on-line mentalhealth support group during COVID-19. Sign up: <a href="https://form.jotform.com/200846724854158">https://form.jotform.com/200846724854158</a> NAMI Mentor hotline 9am-4:15 pm M-F. (801) 323-9900 or (877) 230-6264. (updated 5/26/2020)</i>
12	Linda	Coordinate an afternoon time with UTA and Council for Frontrunner/UVX tour to Provo. <i>Linda has contacted Hal Johnson – He is coordinating with Beth Holbrook and will get back to us on potential dates. (Postponed until after COVID-19 restrictions.)</i>
13	Tyler, Julie McLachlan	Look at the possibility of expanding a recreation program up at the golf course. Clinics, lessons, paid classes/workshops, etc. <i>This idea will be included in the new proposals related to the golf course and efforts to increase revenues.</i>
14	Sherrie, DRC	Council requested zoning recommendations from staff for two parcels on the east side of Orchard Drive north of Center Street, Odell Lane, and the RM-20-zoned neighborhood on the west side of Orchard Drive south of Center Street. <i>The DRC has reviewed the parcels and is currently considering options for rezoning the property.(3/5/20)</i>
15	Ken, David Church	Staff (David Church) to review current law related to annexation of unincorporated areas and to send an email to Senator Weiler ASAP (for the current legislative session) if the current law is not sufficient for the City's needs. <i>Sherrie has provided a memo to Ken (3/5/20)</i>
16	Sherrie Ken etc.	Get number for Jeremy Holt at LDS Hospital from Mayor re: partnering with NSL on mental illness outreach. Also, the Council discussed the possibility of staff preparing outreach/educational information in the newsletter and on the City's website some sources of help for suicide and mental illness. Council also discussed working with LDS Hospital, League of Cities and Towns, creating a citizen committee/group, hosting an educational class, and preparing a packet related to mental illness. <i>Ken has spoken with a non-profit group who may host a social services open house in NSL.</i>
17	Ken	Staff would prepare a proposal related to small insurance claims and a fund to pay for these types of items in-house rather than submitting them through insurance.
18	David Ken	Staff to work with Woods Cross to improve their dog park and discuss potential for a new dog park in the area. <i>City Staff is reviewing other communities' dog parks and preparing a recommendation for the City Council. Woods Cross City has tentatively indicated a willingness to participate.</i>
19	Ken Craig	Staff to work on emergency preparedness reporting and coordination with Davis County rather than NSL – and whether it should be organized and run by South Davis Fire. <i>Staff is working with surrounding communities and Fire District to evaluate staffing needs and possible employee sharing</i>
20	Paul David Ken	Various assignments related to water and water planning including: collection of water usage data by area, analysis and recommendation related to water conservation rate structure, and long-range planning for water needs. <i>Staff proposal to engage a 3<sup>rd</sup> party to perform water comprehensive plan in FY 2021 Budget.</i>
21	Linda Ken	CM Porter asked for recognition/formalization of the City's History Committee on a future agenda. <i>Staff reviewing history committees of other cities and will draft resolution.</i>
22	Linda	Staff to arrange a tour of Wasatch Resource Recovery Plant for interested City Council members and staff. <i>Scheduled for early April. Now postponed until after COVID-19 passes.</i>