



CITY OF NORTH SALT LAKE

CITY COUNCIL MEETING NOTICE & AGENDA FEBRUARY 20, 2024

Notice is given that the City Council of the City of North Salt Lake will hold a regular meeting on **February 20, 2024** at City Hall, 10 East Center Street, North Salt Lake, Utah. A work session will be held at 6:00 pm followed by the regular session at 7:00 pm in the Council Chambers.

Meetings of the City Council may be conducted via electronic means pursuant to Utah Code Ann. §52-4-207 as amended. In such circumstances, contact will be established and maintained via electronic means and the meetings will be conducted in accordance with the City's Electronic Meetings Policy.

The following items of business will be discussed; the order of business may be changed as time permits.

WORK SESSION – 6:00 p.m.

1. Discussion on Local Issues and 2024 Legislative Updates – Senator Todd Weiler and Representative Melissa Ballard
2. Adjourn

REGULAR SESSION – 7:00 p.m.

1. Introduction by Mayor Brian Horrocks
2. Thought or Prayer and Pledge of Allegiance ~ Councilmember Ted Knowlton
3. Citizen Comment
4. Presentation by Curtis Bennett on a City Kindness Initiative
5. Consideration of Appointment to the Health and Wellness Committee
6. Consideration of a Plat Amendment to Combine Lot 1817 of the Eaglepointe Estates Phase 18 Subdivision with Parcel Number 01-120-0084 and to Vacate the Public Utility Easements at 935 South Silvertree Lane, Deb Killpack & Matt Russell, Build Utah, Applicant
7. Consideration of Site Plan Approval for NSL Senergy at 480 West 900 North, Jim Ames, South Fork Property Management, Applicant
8. Discussion of City Council Budget Priorities for Fiscal Year 2025
9. Approval of City Council Minutes of February 6, 2024
10. Action Items
11. Council Reports
12. City Attorney Report
13. Mayor's Report

14. City Manager Report

15. Adjourn

CLOSED SESSION

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

City Council meetings are open to the public. If you need special accommodation to participate in the meeting, please call (801) 335-8709 with at least 24 hours' notice. Meetings are also broadcast live through the City's website www.nslcity.org and YouTube channel: <https://www.youtube.com/@nslutah4909/streams>

Notice of Posting:

I, the duly appointed City Recorder for the City of North Salt Lake, certify that copies of the agenda for the City Council meeting to be held **February 20, 2024** were posted on the Utah Public Notice Website: <https://www.utah.gov/pmn/>, City's Website: <https://www.nslcity.org>, and at City Hall: 10 E. Center St. North Salt Lake.

Date Posted: February 15, 2024


Wendy Page, City Recorder



Summary Guide of City Council Agenda Items for February 20, 2024

This document is provided as a way to briefly understand the most important content and purposes of the agenda items at the upcoming meeting. The packet of materials is large and detailed, and it is hoped that this summary guide will assist you as you study in preparation for this meeting.

Work Session Summary – no formal action required.

- a. Only item in work session for our discussions with Representative Melissa Ballard and Senator Todd Weiler.
- b. Links to Ballard and Weiler Legislative pages: <https://house.utleg.gov/rep/BALLAMG/>
<https://senate.utah.gov/sen/WEILET/>

Item #4: City Kindness Initiative – no formal action required

- a. Curtis Bennett, resident, has requested time in a Council meeting to present and discuss the City Kindness Initiative.

Item #5: Health and Wellness Committee Appointment – Council motion required.

- a. This is Councilmember VanLangeveld's appointment.
- b. She is proposing Collin Larsen to fill the vacancy created by the resignation of Valerie Walton.

Item #6: Plat Amendment for a proposed lot combination – Council motion required.

- a. This item combines Lot 1817 (EP Estates) with additional property through a plat amendment.
- b. This item also vacates a Public Utility Easement (PUE) in order to accommodate the new lot configuration. Because lot lines are adjusted, PUEs are frequently left in the middle of new lots and therefore have to be vacated.
- c. PC recommendation to CC of approval.

Item #7: Site Plan Approval for Senergy at 480 W 900 N – Council motion required.

- a. New 19,200 square foot warehouse in the MD Zone – storage and distribution of petroleum and lubrication products supporting trucking transportation.
- b. There is an existing building on this 8+acre site that will remain.
- c. Site Plans over 5 acres in size require CC approval.
- d. PC recommendation to CC of approval.

Item #8: City Council budget priorities for FY2025 – no formal action required.

- a. Council members should come to the meeting prepared to share their priorities for the upcoming fiscal year or any other priorities.



CITY OF NORTH SALT LAKE

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

Brian J. Horrocks
Mayor

Ken Leetham
City Manager

MEMORANDUM

TO: Honorable Mayor and City Council

FROM: Ken Leetham, City Manager

DATE: February 20, 2024

SUBJECT: Health & Wellness Committee Member Appointment

RECOMMENDATION

Councilmember Van Langeveld recommends the appointment of Collin Larson for Seat 3 to fill the vacancy left by Valerie Walton on the Health and Wellness Committee with a term ending 1/1/2025.

BACKGROUND

The Health and Wellness Committee was established by Resolution 2021-38R which states that each of the five Councilmembers of the City Council shall recommend one citizen committee member for appointment to the Committee. Such appointments will be made by a majority vote of the City Council. Valerie Walton has been serving on the Committee since March of 2022; however, voiced her desire to resign in January of this year. With a vacancy in Seat 3, Councilmember Van Langeveld reviewed applications and selected Collin Larson to fill the current vacancy with a term ending 1/1/2025 and recommends his appointment to the Health and Wellness Committee.

PROPOSED MOTION

I move the City Council approve the appointment of Collin Larson to the Health and Wellness Committee.

Attachments:

- 1) Current Roster
- 2) Collin Larson's Committee Application

NSL HEALTH & WELLNESS COMMITTEE

SEAT 1 (Non-Voting)

City Council Appointee (by Mayor)

Appointed

Terms

Lisa Baskin

1/1/22 - 2/15/22

Alisa Van Langeveld (appointed
3-15-22 in CC)

3/15/22 - 1/1/26

SEAT 3

Appointee by Council Member Alisa VanLangeveld

Appointed

Terms

Valerie Walton (appointed 3-15-
22 in CC) resigned 1/8/24

3/15/22 - 1/1/25

VACANT

2/20/24 - 1/1/25 filled
remaining term of Valerie

1/1/25 - 1/1/29

SEAT 5

Appointee by Council Member Knowlton (prior Horrocks)

Appointed

Terms

Corey Markisich

1/1/22 - 1/1/26

SEAT 2

Appointee by Council Member Tammy Clayton (prior Gordon)

Appointed

Terms

Janet Welsh

1/1/22 - 1/1/25

1/1/25 - 1/1/29

SEAT 4

Appointee by Council Member Suzette Jackson (prior Porter)

Appointed

Terms

Mary Kay Porter

1/1/22 - 1/1/26
resigned
November 2023

Jane Hall

1/1/24 - 1/1/26 filled remaining
term of Marv Kay

1/1/26 - 1/1/30

SEAT 6

Appointee by Council Member Lisa Baskin

Appointed

Terms

Rachel Butterfield

1/1/22 - 1/1/26 resigned June
2023

Mason Bennett

7/18/23-1/1/26 filled remaining
term for Rachel

Wendy Page

From: noreply@civicplus.com
Sent: Friday, February 2, 2024 11:44 AM
To: Wendy Page; Linda Horrocks
Subject: Online Form Submittal: Health and Wellness Committee Application

Health and Wellness Committee Application

The Health and Wellness Committee's role is to address physical and mental health, emergency preparedness, personal wellness, food and housing access issues, etc. for the residents of the City of North Salt Lake

Contact Information

First Name Collin Chase

Last Name Larson

Address1

[REDACTED]

Address2

Field not completed.

City

North Salt Lake

State

UT

Zip

84054

Phone Number

[REDACTED]

Email Address

collinlarsonnsl@gmail.com

Please explain why you are interested in serving as a member of the Health & Wellness Committee.

I ran for city council and didn't make it I would love to contribute to the city in any capacity I can.

Please describe any professional or volunteer experience you have in any of the following areas:
physical and mental health, emergency preparedness, personal wellness, food and housing access, addiction

I volunteered for the NSL kids soccer program in 2022. I am a very active person you will constantly see me at EOS fitness in bountiful and sometimes at Muschin MMA in NSL

services or any other activities related to public health and general welfare.

What do you think are the greatest health and wellness challenges currently facing NSL residents?

Air Quality, Water Quality, Public Transportation, lack of Bike Lanes

Of all of the areas of proposed Committee work areas, which one interests you the most?

They all interest me.

Do you have any experience in marketing, branding, communications or public outreach and education? If so, please describe:

Yes I ran a political campaign last year.

Thank you for your application. If you have questions related to this application or committee, please contact us at nslstaff@nslcity.org.

Email not displaying correctly? [View it in your browser.](#)



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 Pace, Community Development Director
DATE: February 20, 2024
SUBJECT: Consideration of a plat amendment that vacates public utility easements and combines lot 1817 of Eaglepointe Estates Phase 18 Subdivision with parcel number 01-120-0084 located at 935 South Silvertree Lane

RECOMMENDATION

The Planning Commission recommends to the City Council the approval of the plat amendment to combine lot 1817 of the Eaglepointe Estates Phase 18 Subdivision with parcel number 01-120-0084 and to vacate the public utility easements located along the rear and side yard (south) lot lines at 935 South Silvertree Lane with no conditions.

BACKGROUND

The owner of lot 1817 of the Eaglepointe Estates located at 935 South Silvertree Lane purchased 0.0273 acres of adjacent property from Davis County School District that is now parcel number 01-120-0084. This plat amendment combines the existing lot with that parcel. There are plans to construct a pool house, pool, and retaining walls in the rear yard which has prompted the request to vacate the 7.5 foot south side yard setback and 10 foot rear yard setback that are part of the existing lot.

City ordinances require public utility easements to be located along rear property lines and every other side yard property line to provide utility access that may be necessary in the future but are unknown at the time of subdivision. The subject lot and the adjacent lots have been constructed and no use of the easements were necessary by the utility companies servicing the area. The City Engineer has reviewed the development in this area and has determined that the easements are not likely to be needed in the future by adjacent properties and has recommended approval of the vacation. Staff provided notice to utility companies servicing the area and have not received any responses in opposition of the proposed vacation. The Planning Commission held a public hearing on February 13, 2024 and no comments were received.

POSSIBLE MOTION

I move that the City Council approve the plat amendment to combine lot 1817 of the Eaglepointe Estates Phase 18 Subdivision with parcel number 01-120-0084 and to vacate the public utility easements located along the rear and side yard (south) lot lines at 935 South Silvertree Lane with no conditions.

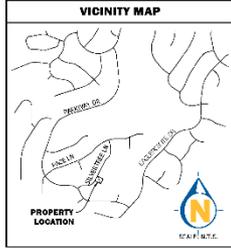
Attachments:

- 1) Aerial/Zoning Map
- 2) Plat

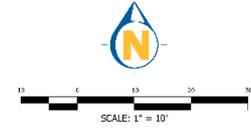
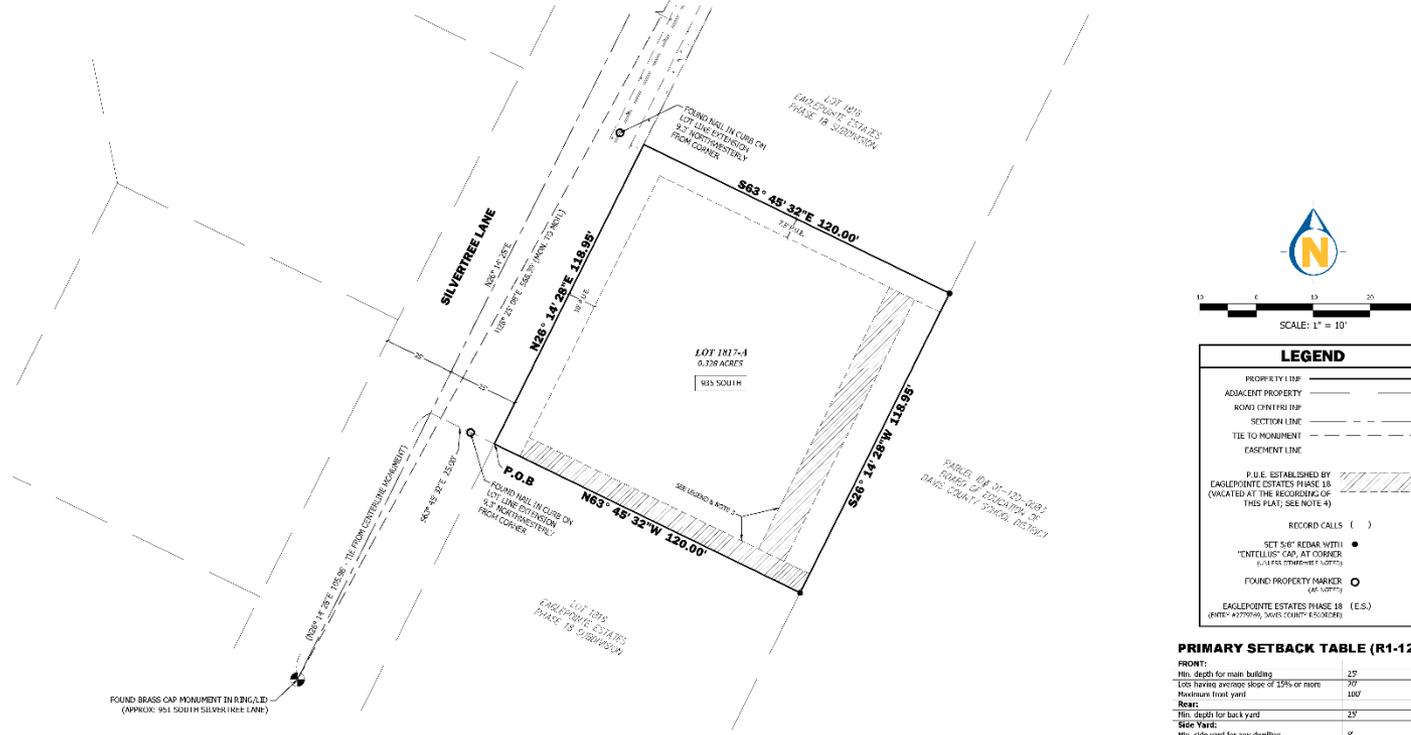
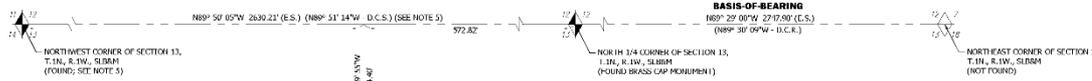


Plat Amendment
935 South Silvertree Lane
Aerial/Zoning





EAGLEPOINTE ESTATES PHASE 18 LOT 1817 AMENDED
 LOCATED IN THE NORTHWEST 1/4 OF SECTION 13, TOWNSHIP 1 NORTH, RANGE 1 WEST, SALT LAKE BASE AND MERIDIAN,
 CITY OF NORTH SALT LAKE, DAVIS COUNTY, UTAH
 FEBRUARY 2024



LEGEND

PROPERTY LINE	---
ADJACENT PROPERTY	---
ROW CENTERLINE	---
SECTION LINE	---
TIE TO MONUMENT	---
EASEMENT LINE	---
P.U.E. ESTABLISHED BY EAGLEPOINTE ESTATES PHASE 18 (VACATED AT THE RECORDING OF THIS PLAT; SEE NOTE 4)	▨
RECORDED CALLS ()	()
SET 5/8\"/>	
FOUND PROPERTY MARKER (6\"/>	

PRIMARY SETBACK TABLE (R1-12)

FROM:	TO:
Min. depth for main building	25'
Lot's existing average slope of 25% or more	20'
Maximum front yard	100'
Front	
Min. depth for back yard	25'
Side Yard:	
Min. side yard for any dwelling	8'
Total width of the two required side yards	20'

SURVEYOR'S CERTIFICATE

I, AARON L. TRAMBIT, A PROFESSIONAL LAND SURVEYOR, CERTIFY THAT I HOLD LICENSE NO. 9897117-2261 IN ACCORDANCE WITH TITLE 58, CHAPTER 25, OF THE PROFESSIONAL ENGINEERS AND PROFESSIONALS LAW AND HAVING PROMPTLY AND ACCURATELY ACTED, THAT MY RECENT SURVEY OF THE PROPERTY DESCRIBED HEREON HAS BEEN COMPLETED, IN ACCORDANCE WITH UTAH CODE SECTION 17-21-17, AND THAT I HAVE VERIFIED ALL MEASUREMENTS. I CERTIFY THAT BY THE AUTHORITY OF THE COURSE, I HAVE PLACED MONUMENTS ON THE GROUND, AS REPRESENTED ON THIS PLAT, AND THAT THE PROPERTY SHOWN ON THIS PLAT AND DESCRIBED HEREWITH SHALL BE SUBDIVIDED INTO A LOT HEREINAFTER TO BE KNOWN AS EAGLEPOINTE ESTATES PHASE 18 LOT 1817 AMENDED.



AARON L. TRAMBIT, P.L.S. UT #9897117-2261

BOUNDARY DESCRIPTION

PART OF THE NORTHWEST QUARTER OF SECTION 13, TOWNSHIP 1 NORTH, RANGE 1 WEST, SALT LAKE BASE & MERIDIAN, DAVIS COUNTY, UTAH FURTHER DESCRIBED AS FOLLOWS:
 BEGINNING AT THE NORTHWEST CORNER OF LOT 1818 OF EAGLEPOINTE ESTATES PHASE 18, A SUBDIVISION RECORDED AS ENTRY #2779769 IN THE OFFICE OF THE DAVIS COUNTY RECORDER, SAID CORNER IS NORTH 26° 15' 20\"/>

(NOTATE THE ABOVE DESCRIPTION 00° 00' 00\"/>

OWNER'S DEDICATION

WE, THE UNDERSIGNED OWNERS OF THE ABOVE-DESCRIBED LAND, HAVING CAUSED THE SAME TO BE SUBDIVIDED INTO A LOT TO BE KNOWN AS EAGLEPOINTE ESTATES PHASE 18 LOT 1817 AMENDED, DO HEREBY DEDICATE FOR THE PUBLIC USE OF THE PUBLIC ALL PARCELS OF LAND SHOWN ON THIS PLAT AS INTENDED FOR PUBLIC USE, AND DO WARRANT TO THE CITY THAT THE SAME ARE FREE OF ALL ENCUMBRANCES THAT COULD INTERFERE WITH THEIR USE AS HEREBY DEDICATED.

IN WITNESS WHEREOF WE HAVE HEREUNTO SET OUR HANDS THIS _____ DAY OF _____, 20____.

JAROM JOHNSON CHRISTINA JOHNSON

ACKNOWLEDGEMENT

ON THIS _____ DAY OF _____, 20____, THESE APPEARED BEFORE ME, THE UNDERSIGNED NOTARY PUBLIC, JAROM JOHNSON AND CHRISTINA JOHNSON, WHO DULY ACKNOWLEDGED TO ME THEY SIGNED IT FREELY AND VOLUNTARILY AND FOR THE PURPOSE THEREIN INTENDED.

NOTARY PUBLIC: _____
 RESIDENCE: _____
 MY COMMISSION EXPIRES: _____

NOTES

- APPROVAL OF THIS SUBDIVISION PLAT BY NORTH SALT LAKE CITY DOES NOT CONSTITUTE ANY REPRESENTATION AS TO THE ADEQUACY OF SUBSURFACE SOIL CONDITIONS OVER THE LOCATION OR DEPTH OF GROUND WATER TABLE.
- NOTES FROM EAGLEPOINTE ESTATES PHASE 18 (ENTRY #2279769, DAVIS COUNTY RECORDS) ARE APPLICABLE TO THIS PLAT.
- THE PURPOSE OF THIS PLAT IS TO CONSOLIDATE THE LOT AND THE ADDITIONAL 10-FOOT TRACT (TAX ID 01-220-0087) AND VACATE THE HATCHED PUBLIC UTILITY EASEMENTS (P.U.E.), THE ORIGINAL PLATS INCLOSED ARE VACATED AT THE RECORDING OF THIS PLAT.
- THIS SUBDIVISION IS BASED ON A RECORDED SURVEY FILED AS 428412 IN THE OFFICE OF THE DAVIS COUNTY SURVEYOR.
- THE BRASS CAP MONUMENT AT THE NORTHWEST CORNER OF SECTION 13 WAS FOUND IN A DAMAGED, UNRELIABLE CONDITION. THE SECTION LINE BEARING SHOWN HEREON IS THE RECORD BEARING FROM THE EAGLEPOINTE ESTATES PHASE 18 PLAT.

Entellus
 1470 South 600 West
 Woods Cross, UT 84010
 Phone 801 298 2226
 www.Entellus.com
 HDSLC #21992 002272200 JK 2024/02/04, 7:43

CITY COUNCIL'S APPROVAL
 PRESENTED TO THE CITY COUNCIL OF THE CITY OF NORTH SALT LAKE, UTAH, ON THIS _____ DAY OF _____, 20____, AT _____, WHEREBY THIS SUBDIVISION WAS APPROVED AND ACCEPTED.
 CITY RECORDER ATTEST:
 MAYOR: _____

RECOMMENDED FOR APPROVAL
 RECOMMENDED THIS _____ DAY OF _____, 20____.

 CITY OF NORTH SALT LAKE ENGINEER

RECOMMENDED FOR APPROVAL
 RECOMMENDED THIS _____ DAY OF _____, 20____.

 CHAIR:
 PLANNING COMMISSION CHIEF OF THE CITY OF NORTH SALT LAKE:

RECOMMENDED FOR APPROVAL
 RECOMMENDED THIS _____ DAY OF _____, 20____.

 CITY OF NORTH SALT LAKE ATTORNEY

DAVIS COUNTY RECORDER
 ENTRY NO. _____ FILED FOR RECORD AND RECORDS THIS _____ DAY OF _____, 20____.
 AT _____ IN BOOK _____ OF _____
 COUNTY RECORDER:
 BY: _____ DEPUTY



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 Pace, Community Development Director
DATE: February 20, 2024
SUBJECT: Consideration of Site Plan approval for NSL Senergy, 480 West 900 North

RECOMMENDATION

The Planning Commission recommends to the City Council the approval of the requested site plan for NSL Senergy located at 480 West 900 North with no conditions.

BACKGROUND

The subject 8.16 acre property is zoned Manufacturing-Distribution (MD) and has one existing 12,000 sq. ft. office building with a service and wash bay. According to the applicant, two businesses operate out of this location for a common enterprise. Teton Transportation specializes in the transportation of petroleum products (delivery of gas and diesel fuel to customers such as gas stations). Senergy supplies lubricants and fuels to industrial businesses throughout the intermountain area. They currently have a terminal in Provo, UT and Black Foot, ID.

This site plan adds a new 19,200 sq. ft. warehouse building to be used by Senergy for the storage and distribution of lubricants. General warehousing/storage facilities and local freight trucking are permitted uses in the MD zone.

City code 10-20-5 requires that site plan applications for properties that are 5 acres or more in size must be reviewed by the Planning Commission and City Council.

REVIEW

There are two existing drive approaches along the 630 feet of frontage that are 45 and 32 feet in width. The site plan indicates that these drive approaches will not be modified regarding location and size. The existing parking lot is asphalt that will remain and only a small section will be disturbed as part of this construction. The parking lot striping must be added in accordance with the site plan prior to receiving a Certificate of Occupancy on the proposed structure. Parking required is a total of 35 spaces (Office-4, Warehouse-31) and 74 spaces are proposed with 3 ADA spaces.

There will be a maximum of 8 employees on highest shift at this location. This is not a property that will be regularly visited by guests and does not have a retail component. The area between the street and the fence is approximately 22,000 sq. ft. of trees, grass, and weeds, equaling about 6% of the property being landscaped. The minimum required landscape percentage is 15%, except where reduced by the

Planning Commission in support of water conservation efforts and when enhanced landscaping is concentrated within the front setback. No more than 5% of the lot or 5,000 sq. ft., whichever is less, may be landscaped with sod/lawn. The applicant is proposing to install a rock mulch product with a drip system to support the existing trees.

Building: The proposed building meets all required setbacks and lot coverage regulations in the MD zone. The building has two bay doors facing 900 North. City code 10-6-16 requires adequate screening of trucks by a masonry wall not less than six feet (6') in height that matches the architecture of the structure. The Planning Commission granted an exception to this requirement based upon the structure being setback approximately 175 feet from the front property line, the nature of the use and location, as well as the mature street trees.

ARCHITECTURAL REVIEW

The City's non-residential building design standards aim to improve the quality of construction and architectural aesthetics in non-residential areas of the City. The standards call for all buildings that are visible from a public right of way comply with the standards for roof variation, vertical and horizontal articulation, and high quality materials. The proposed structures meet the architectural design guidelines and is compliant with code.

POSSIBLE MOTION

I move that the City Council approve the requested site plan for NSL Senegy located at 480 West 900 North with no conditions.

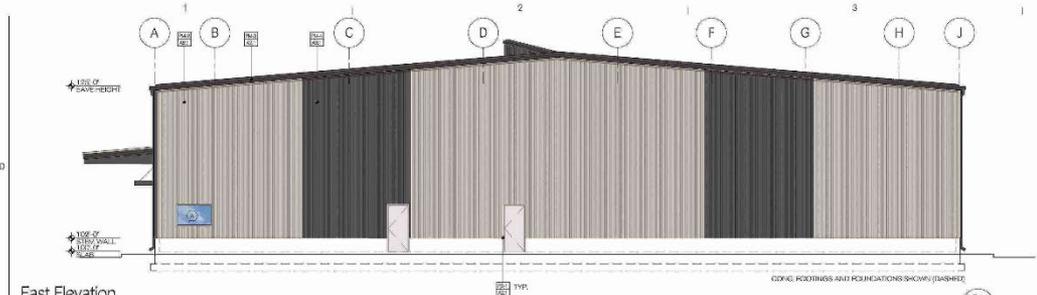
Attachments

- 1) Zone /Aerial Map
- 2) Site Plan
- 3) Building Elevations



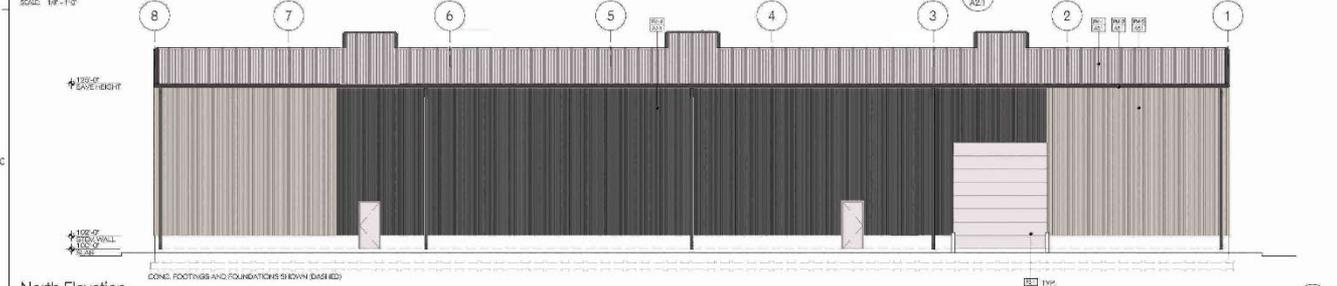
Site Plan NSL Senenergy Aerial





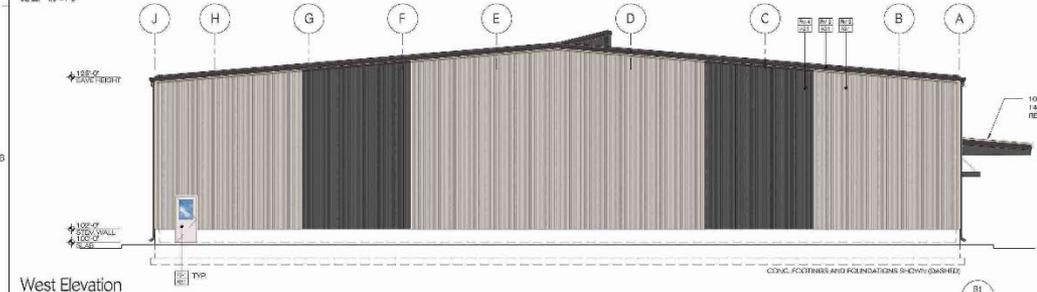
East Elevation

SCALE: 1/8" = 1'-0"



North Elevation

SCALE: 1/8" = 1'-0"



West Elevation

SCALE: 1/8" = 1'-0"



South Elevation

SCALE: 1/8" = 1'-0"

EXTERIOR FINISH SCHEDULE						
SYN	DESCRIPTION	MANUFACTURER	PRODUCT NUMBER	DIVISION	COLOR	NOTES
1	PRE-FINISHED METAL ROOFING	CO BUILDING SYSTEMS INC.	99-0A	PER MANUFACTURER ERECTION DRAWINGS	POLAR WHITE	
2	PRE-FINISHED METAL SIDING	CO BUILDING SYSTEMS INC.	99-0A	PER MANUFACTURER ERECTION DRAWINGS	ASH GRAY	
3	PRE-FINISHED METAL SIDING	CO BUILDING SYSTEMS INC.	99-0A	PER MANUFACTURER ERECTION DRAWINGS	CHARCOAL GRAY	
4	PRE-FINISHED METAL SIDING	CO BUILDING SYSTEMS INC.	99-0A	PER MANUFACTURER ERECTION DRAWINGS	CHARCOAL GRAY	
5	PRE-FINISHED METAL SIDING	CO BUILDING SYSTEMS INC.	99-0A	PER MANUFACTURER ERECTION DRAWINGS	CHARCOAL GRAY	
6	PRE-FINISHED METAL SIDING	CO BUILDING SYSTEMS INC.	99-0A	PER MANUFACTURER ERECTION DRAWINGS	CHARCOAL GRAY	
7	PRE-FINISHED METAL SIDING	CO BUILDING SYSTEMS INC.	99-0A	PER MANUFACTURER ERECTION DRAWINGS	CHARCOAL GRAY	
8	PAINTED					MATCH POLAR WHITE

NO.	REVISED	DATE

North Salt Lake Warehouse
SENERGY PETROLEUM
 480 West 900 North,
 North Salt Lake, Utah



Gary Hunt, Architect PC
 Architecture / Planning
 2506 W. 910 S., Stearns, Utah 84305
 Mobile: 360.720.1922
 e-mail: gary@gharch.com



Project
Exterior Elevations

NO. 2023-16
 DATE 08/21/23
 SHEET 18 OF 18

A2.1



CITY OF NORTH SALT LAKE

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

Brian J. Horrocks
Mayor

Ken Leetham
City Manager

MEMORANDUM

TO: Honorable Mayor and City Council

FROM: Ken Leetham, City Manager

DATE: February 20, 2024

SUBJECT: Item #8: Discussion of City Council Budget Priorities for FY2025

This item is something the City Council completes every year in the weeks and months preceding the adoption of our annual budget. This is an informal opportunity for each of you to identify and share what projects, initiatives, ideas or other desires, short or long-term you may have. As I indicated in our last meeting, please don't feel like you're limited to the fiscal year only. Long-term thoughts, programs, systems or initiatives are also important to get out too.

1 CITY OF NORTH SALT LAKE
2 CITY COUNCIL MEETING-WORK SESSION
3 ANCHOR LOCATION: CITY HALL
4 10 EAST CENTER STREET, NORTH SALT LAKE
5 FEBRUARY 6, 2024
6

7 **DRAFT**
8

9 Mayor Horrocks welcomed those present at 6:07 p.m.
10

11 PRESENT: Mayor Brian Horrocks
12 Councilmember Lisa Watts Baskin
13 Councilmember Tammy Clayton
14 Councilmember Suzette Jackson
15 Councilmember Ted Knowlton
16 Councilmember Alisa Van Langeveld
17

18 STAFF PRESENT: Ken Leetham, City Manager; David Frandsen, Assistant City Manager; Jon
19 Rueckert, Public Works Director; Craig Black, Police Chief; Karyn Baxter, City Engineer; Todd
20 Godfrey, City Attorney; Sherrie Pace, Community Development Director; Heidi Voordeckers,
21 Finance Director; Wendy Page, City Recorder.
22

23 OTHERS PRESENT: Dee Lalliss, Sandy McCleve, Elizabeth Miller, Michael Miller, Carolyn
24 Jacobson, Conrad Jacobson, Collin Larson, residents; Mike Wonenberg, G. Brown Design.
25

26 1. MONTHLY FINANCIAL REPORT FOR PERIOD ENDING DECEMBER 31, 2023
27

28 Heidi Voordeckers reported on Special Revenue and Enterprise Fund year to date revenue
29 comparisons for December 2023. She stated changes in the Water Fund for Water Operations
30 included year to date revenue of \$2.7 million compared to \$1.9 for the prior year. She explained
31 that this would include the \$200,893 from combining “Pressurized Irrigation” Fund with the
32 Water Fund and the net change would be a 30% increase in water revenues from the previous
33 year. She noted expenses were \$11,000 less compared to last year which showed the effects of
34 water conservation efforts.
35

36 Ms. Voordeckers also mentioned that there was a slight increase in solid waste due to the
37 annexation area residents. She finished with a review of Golf Course Operations with revenues
38 up \$640,000 with \$400,000 of that related to the event center, restaurant, and other operational
39 fees for an increase of 23% from last year.
40

41 Ms. Voordeckers stated for the fiscal year expenditures there was an increase in spending for the
42 Capital Improvement Funds including Parks (trail projects) at \$429,613 and Roadway (road
43 projects) at \$1.7 million which was part of the Capital Improvement Plan. She also noted that

44 expenditures for Water were \$2.3 million compared to \$2 million in the previous fiscal year. The
45 full financial report was included in the packet materials.

46
47 Mayor Horrocks mentioned the Justice Court and asked if this included revenues from West
48 Bountiful as well. Heidi Voordeckers confirmed it did include revenues from West Bountiful and
49 that the court was finally beginning to break even again after COVID and was \$30,000 above in
50 revenues compared to the last fiscal year.

51
52 Ken Leetham commented that historically municipal courts did not make money and that
53 contracting with West Bountiful was a benefit to both cities.

54

55 2. DISCUSSION ON FISCAL YEAR 2025 BUDGET

56

57 Ken Leetham reported on the upcoming budget meeting with a focus on the cycle of revenues
58 and expenses for the City. He provided an overview on the evolution of communities and the
59 aspects of the different stages including rapid growth of many cities along the Wasatch Front,
60 low/moderate growth (existing, new, and redevelopment), and sustainable/built out (no growth,
61 aging cities).

62

63 Councilmember Baskin arrived at 6:35 p.m.

64

65 Mr. Leetham explained that the City was mainly in the phase of low/moderate growth which
66 included the following:

67

- 68 • strong but leveling tax revenues
- 69 • significant infrastructure maintenance (parks, open space, utilities)
- 70 • full staffing costs for all departments
- 71 • low impact fee revenues (but new infrastructure was not required as much)
- 72 • public financing (bonds for renovations, new trail connections, active transportation, etc.)
- 73 • continued strategic planning (land use, transportation, parks, open space)
- 74 • infrastructure replacement costs (maintenance costs growing)

75

76 He spoke on unique aspects of the City including:

77

- 78 • stable and diverse tax revenues (industrial park)
- 79 • growing infrastructure maintenance (parks, open space, utilities)
- 80 • strong management and City Council response to revenue needs
- 81 • excellent cash reserves and capital savings
- 82 • no impact fee revenues (few new infrastructure needs)
- 83 • identified funding sources for major projects
- 84 • excellent strategic planning

- 85 • manageable near term challenges
- 86 • some growth but moving towards sustainable/build out phase

87

88 Mr. Leetham said it was important for the Council to review some revenues enhancement for the
89 long term (this could include property tax increases). He reviewed the budget meeting process
90 including City Council priorities (planned for 2/20/24 Council meeting). He asked that the
91 Council bring priorities to discuss at the February 20th Council meeting.

92

93 Mayor Horrocks suggested reviewing the budget and then creating a five year plan as there
94 would be several large projects for the 2024/2025 fiscal year including the Hatch Park
95 redevelopment.

96

97 Councilmember Knowlton asked about the infrastructure replacement needs by year and what
98 percentage was due for replacement and in what year to help forecast expenditures. Ken Leetham
99 said it would be important for staff to present this information to the City Council.

100

101 Councilmember Baskin mentioned the upcoming comprehensive General Plan update and said
102 that after review she did not see a category for infrastructure. Ken Leetham replied that the
103 General Plan was an adopted plan that was a high level strategy for land use planning which then
104 produced analysis for roadways and traffic circulation, but specific infrastructure was planned
105 using Capital Facility Plans which impact fees were based on. He said the General Plan was
106 broad and not specific while the Capital Facility Plans would dictate what was planned now and
107 in the next three to five years.

108

109 Councilmember Knowlton mentioned communities with stagnant/stable growth and how much
110 revenue came from land use. He asked that the General Plan update show revenue on a per acre
111 basis. Ken Leetham replied that this could be discussed with Landmark Design after they were
112 awarded the comprehensive General Plan update. He also mentioned that a Town Center Market
113 study was nearly complete and would be reviewed with the Council. He explained that study has
114 some economic data in it.

115

116 Ken Leetham said that staff priorities for the budget meeting included:

117

- 118 • Council directives (active transportation, beautification, economic development)
- 119 • staff recommendations (City signage/branding, increased tree planting, sidewalk repair
120 and maintenance, plan for City buildings)
- 121 • new revenue choices (transportation utility fee, public safety fee)
- 122 • areas where spending could be reduced (Council choices, reduced levels of service)
- 123 • needed capital projects and funding choices
- 124 • staffing needs
- 125 • compensation approvals when the budget is adopted.

126 3. DISCUSSION ON PROPOSED USE OF BUDGETED FUNDS FOR TREE PLANTING

127

128 Ken Leetham shared a map that was part of the current General Plan which showed where tree
129 planting was proposed throughout the City. He stated this included street trees on Center Street
130 and Highway 89. He explained how the Center Street area is not a viable location for tree
131 planting at this time and suggested using funds for tree planting in another area.

132

133 Councilmember Van Langeveld asked about planting trees in the park strip across the road from
134 the previously proposed area. Ken Leetham replied that the Council could make the decision to
135 plant trees there or in another specified location. He said there was \$75,000 in the budget for tree
136 planting plus \$10,859 from donation made by Chevron.

137

138 David Frandsen proposed tree planting along Eagle Ridge Drive and showed the location on a
139 map. He explained that it was a steep area that made maintenance difficult and showed examples
140 of tree planting that could be done there. He reported this project would include low maintenance
141 trees, irrigation, lighting on both sides of the street, a welcome/Eaglewood sign, and rock
142 terraces.

143

144 Councilmember Jackson commented on the need for landscaping with rock to maintain a better
145 look as no sod would be placed under the trees. David Frandsen responded that staff had
146 consulted with EPG Design to provide landscape architecture services and shared an estimate for
147 services.

148

149 Councilmember Clayton spoke on how fixing this area could help beautify the City and asked
150 about adding a water feature. David Frandsen said there was not a water source but could work
151 with EPG on options.

152

153 Councilmember Van Langeveld said that she would want to see the full \$75,000 used for trees
154 and not using a landscaping design service. She was also concerned about deprioritizing a site on
155 the west side for a site on the east side of the City.

156

157 Mayor Horrocks commented that he assumed the Chevron donation was a yearly donation.
158 David Frandsen replied that Chevron was potentially donating all of the trees for the dog park
159 which was located on the west side of the City.

160

161 Councilmember Jackson asked about compensation in the form of landscaping and soil
162 rehabilitation on the Center Street property with poisoned soil. Ken Leetham said staff would
163 meet with Big West Oil to discuss their weed control methods and the chemicals being used on
164 the property.

165

166 Councilmember Knowlton was in favor of low water landscape, spending some funds on good
167 landscape design, and finding the best location for tree planting this year. David Frandsen said

168 that the hillside location on the east side would be a good location to have a landscape plan, add
169 irrigation, and then incorporate more trees as funds allowed.

170

171 Councilmember Baskin said that there had been several previous Arbor Day projects on the west
172 side of the City. She was in favor of the Eagle Ridge Drive project as it was the gateway to the
173 City and had been neglected. Councilmember Baskin proposed that the Council continue to
174 dedicate \$75,000 for trees as an ongoing budget item. She said the proposed dog park was on the
175 west side of the City and would have trees planted as part of that project.

176

177 Councilmember Van Langeveld was in favor of a continual budget item for tree planting. She
178 asked if there was concern that 20% of the funds would be used for landscape design.

179 Councilmember Baskin explained that due to the terrain, location, and need for lighting this
180 project would be more complicated than just tree planting.

181

182 David Frandsen explained that any projects involving irrigation required designs/plans before
183 being able to obtain bids.

184

185 Councilmember Van Langeveld asked about the replacement plan for dead trees. David Frandsen
186 replied that staff assessed the trees and replaced the dead trees.

187

188 Councilmember Jackson spoke on beautifying the entrances to the City including Redwood
189 Road, Center Street, and the new I-15 entrance. She asked that these be added to the priority list.

190

191 4. ADJOURN

192

193 Mayor Horrocks adjourned the meeting at 7:21 p.m. to begin the regular session.

CITY OF NORTH SALT LAKE
CITY COUNCIL MEETING-REGULAR SESSION
ANCHOR LOCATION: CITY HALL
10 EAST CENTER STREET, NORTH SALT LAKE
FEBRUARY 6, 2024

DRAFT

Mayor Horrocks welcomed those present at 7:34 p.m. Suzette Jackson offered the thought and led those present in the Pledge of Allegiance.

PRESENT: Mayor Brian Horrocks
Councilmember Lisa Watts Baskin
Councilmember Tammy Clayton
Councilmember Suzette Jackson
Councilmember Ted Knowlton
Councilmember Alisa Van Langeveld

STAFF PRESENT: Ken Leetham, City Manager; David Frandsen, Assistant City Manager; Jon Rueckert, Public Works Director; Craig Black, Police Chief; Karyn Baxter, City Engineer; Todd Godfrey, City Attorney; Sherrie Pace, Community Development Director; Heidi Voordeckers, Finance Director; Wendy Page, City Recorder.

OTHERS PRESENT: Dee Lalliss, Sandy McCleve, Elizabeth Miller, Michael Miller, Carolyn Jacobson, Conrad Jacobson, Collin Larson, residents; Mike Wonenberg, G. Brown Design.

1. CITIZEN COMMENT

Dee Lalliss, resident, was in favor of spending money on tree planting but asked the City to be mindful of where the trees were planted. He mentioned narrow park strips and road salt and suggested that shrubs and rocks were better than trees in those areas.

2. CONSIDERATION OF AMENDMENTS TO THE HATCH PARK CONCEPT PLAN

David Frandsen reported on the Committee and the creation of the Hatch Park plan. He spoke on the process of coming up with creative ideas and the need to create a place for all residents to gather as well as a sense of identity for the City. He mentioned ideas included a place for events (farmers market, art shows, retail, parades, concerts, etc.), plaza space, historical ties, focal point, outdoor seating, water feature, art, and recreation space.

Mike Wonenberg, G. Brown Design, said he was the project manager and landscape architect for Hatch Park. He commented that parks were a legacy and that Hatch Park would provide the core

236 the City was lacking. Mr. Wonenberg shared a concept plan and pointed out the various aspects
237 including a play field/detention pond, water conservation boundary, focal point, water feature,
238 sound mitigation, pavilion, restrooms, maintenance building, several sports courts, playground,
239 retail space, bike path, etc. He also showed the areas where events such as a farmers market or
240 car show could occur.

241
242 Councilmember Van Langeveld asked that consideration be given to provide space for food truck
243 parking and a stage. She also asked about the sports fields and how they would be used. David
244 Frandsen said the sports fields could be managed to allow for recreation leagues.

245
246 Councilmembers made other suggestions including event spaces that could be rented, a
247 concession building near the sports fields, and aspects of the water feature including depth,
248 safety and if it would be interactive.

249
250 **Councilmember Baskin moved to approve the amendments to the Hatch Park concept plan**
251 **as presented today. Councilmember Jackson seconded the motion. The motion was**
252 **approved by Councilmembers Baskin, Clayton, Jackson, Knowlton, and Van Langeveld.**

253
254 3. CONSIDERATION OF BID AWARD AND RESOLUTION 2024-04R: A
255 RESOLUTION AUTHORIZING A CONTRACT WITH HOGAN & ASSOCIATES
256 CONSTRUCTION, INC., FOR HATCH PARK RENOVATION AND EXPANSION
257 CONSTRUCTION MANAGEMENT/GENERAL CONTRACTOR SERVICES

258
259 **Councilmember Van Langeveld moved that the City Council approve Resolution 2024-04R:**
260 **a resolution authorizing a contract with Hogan & Associates Construction, Inc. for**
261 **construction management/general contractor services related to the Hatch Park renovation**
262 **and expansion project. Councilmember Knowlton seconded the motion. The motion was**
263 **approved by Councilmembers Baskin, Clayton, Jackson, Knowlton, and Van Langeveld.**

264
265 Ken Leetham reported on the process for the Hatch Park project which included creation of
266 conceptual plans, hire the designer (G. Brown Design), select a construction manager/general
267 contractor (Hogan & Associates), design the final project, create and agree to guaranteed
268 maximum price, and begin construction. He then reviewed the proposed fee schedule for Hogan
269 & Associates with a design services fee of \$20,000, a performance and payment of bonds at
270 \$150,000, a construction management fee of \$450,000, and a construction supervision monthly
271 fee of \$21,000 for a total of \$1.29 million.

272
273
274
275

276 4. CONSIDERATION OF BID AWARD AND RESOLUTION 2024-05R: A
277 RESOLUTION AUTHORIZING A CONTRACT WITH LANDMARK DESIGN AS A
278 CONSULTANT FOR CITY’S COMPREHENSIVE GENERAL PLAN UPDATE
279

280 Sherrie Pace reported that a Selection Committee was created comprised of staff, the Mayor, and
281 several Planning Commissioners. She indicated this Committee reviewed six design firms and
282 voted on various components and qualifications. She stated the Committee determined that
283 Landmark Design would be the best design firm for the project. Ms. Pace mentioned the contract
284 for those design services was included in the packet; however, the following language was newly
285 added to the scope of services section: “The following items shall be in addition to the scope
286 outlined in Exhibit A:

- 287 (a) The consultant shall be present at a minimum of two City sponsored events to
288 solicit input on the update;
- 289 (b) Neighborhood meetings/focus groups shall include a minimum of four (4) groups,
290 specifically the neighborhoods of Foxboro, Mid-Town, and East Side and City businesses;
- 291 (c) Deliverables shall include a citizen’s guide to the General Plan for publication on
292 the City website; and
- 293 (d) Submission of the General Plan and all maps in an editable format (InDesign,
294 Word, GIS files).”
295

296 Ms. Pace acknowledged staff recommended entering into the contract with Landmark Design for
297 the amount of \$145,035.
298

299 Councilmember Baskin asked if the public outreach meetings were set in stone. Sherrie Pace
300 replied that the dates and intervals between meetings were flexible.
301

302 Councilmember Van Langeveld asked about the timeline for the project. Sherrie Pace clarified
303 that the General Plan would be completed and ready to adopt by February 2025.
304

305 Councilmember Baskin mentioned the indemnification clause in the contract and concern that it
306 was not sufficient. Todd Godfrey commented that he was concerned with the proposed language
307 as well.
308

309 **Councilmember Baskin moved to approve Resolution 2024-05R: a resolution authorizing a**
310 **contract with Landmark Design as the consultant for the City’s comprehensive General**
311 **Plan update with the condition that paragraph 8 will be amended regarding**
312 **indemnification to the satisfaction of both parties. Councilmember Jackson seconded the**
313 **motion. The motion was approved by Councilmembers Baskin, Clayton, Jackson,**
314 **Knowlton, and Van Langeveld.**
315

316 Ted Knowlton mentioned the schedule included in the packet showed leadership briefings in
317 June and December. He suggested the City Council and other stakeholders may want to meet

318 earlier in the process. Councilmember Baskin agreed. Sherrie Pace suggested a joint City
319 Council and Planning Commission work session to provide direction to Landmark Design on the
320 General Plan update at the onset of the project.

321
322 5. CONSIDERATION OF RESOLUTION 2024-02R: A RESOLUTION ADOPTING THE
323 CITY'S STORM WATER DESIGN MANUAL
324

325 Karyn Baxter reported on the adoption of a storm drain design manual operating under the Utah
326 Pollutant Discharge Elimination System (UPDES) which was issued to the State from the
327 Federal Government. She explained that municipal storm water systems were covered by the
328 general permit for discharge. She noted specific requirements for discharge included
329 construction, industrial activities, and municipal separate storm sewer systems (MS4s). Ms.
330 Baxter stated these MS4s were required to regulate certain activities that discharge to their storm
331 system including construction site storm water runoff control and long term storm water
332 management in new development and redevelopment. She indicated the storm drain design
333 manual would provide information to following City ordinances and UPDES requirements. She
334 mentioned the manual would assist in the design of storm water management facilities for
335 businesses, subdivisions, multifamily housing, roads, etc.

336
337 Karyn Baxter explained the design process for new development, what the storm drain manual
338 would provide: uniform calculation methods, City specific data for use in calculations (with
339 historic rainfall intensity data from NOAA), clarified process under the UPDES and City code,
340 and streamlined providing this information to consulting engineers as well as the review process
341 by staff.

342
343 Councilmember Van Langeveld asked about the purpose of these guidelines. Karyn Baxter
344 responded that these guidelines provided information related to water retention, environmental
345 contaminants, recharging the aquifer, providing water to the Great Salt Lake, and meeting
346 Federal and State guidelines.

347
348 The Council asked questions related to retention, redevelopment, enforcement of State rules,
349 calculating hydrology (Manning's Coefficient), streamlining the process, and the purpose of
350 these guidelines for retention including the 80% detention requirement which was a State
351 requirement.

352
353 **Councilmember Jackson moved that the City Council approve Resolution 2024-02R: a**
354 **resolution adopting the City's Storm Water Design Manual. Councilmember Knowlton**
355 **seconded the motion. The motion was approved by Councilmembers Baskin, Clayton,**
356 **Jackson, Knowlton, and Van Langeveld.**

357
358
359

360 6. APPROVAL OF CITY COUNCIL MINUTES

361

362 The City Council minutes of January 16, 2024 were reviewed and approved.

363

364 Councilmember Baskin requested the following five amendments to the minutes:

365 (1) Change the approval of the motion on lines 175, 197, and 216 to reflect that she was not
366 present during that portion of the meeting or for the votes on those items

367 (2) Update the word *“this”* on line 183 to be lowercase

368 (3) Revise line 230 by deleting the word *“eliminating”* and replacing it with the word
369 *“preventing”*

370 (4) Amend line 271 from *“Legislature would dictate the majority of the General Plan”* to
371 *“Legislature would like to dictate more items to be placed in our General Plan”*

372 (5) Amend line 302 from *“if the final process was applied to commercial and residential*
373 *subdivisions”* to *“if and why Sherrie Pace included the preliminary and final application*
374 *procedures as drafted to apply the final process to commercial and residential subdivisions”*

375

376 **Councilmember Baskin moved to approve the January 16, 2024 minutes as amended.**

377 **Councilmember Jackson seconded the motion. The motion was approved by**

378 **Councilmembers Baskin, Clayton, Jackson, Knowlton, and Van Langeveld.**

379

380 7. ACTION ITEMS

381

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

383

384 Councilmember Baskin asked about current item three related to working with Google Fiber on
385 connectivity in the Eaglewood Drive/Deer Hollow Circle neighborhood. Karyn Baxter replied
386 that Google thought they completed the crossing and installed the fiber through Deer Hollow
387 Circle. She noted when they tried to make the connection, they did not have a crossing on
388 Eaglewood Drive which has been paved. She explained that to cut through the road they would
389 need approval from the Council and a recommendation from the City Engineer. Ms. Baxter
390 mentioned Google Fiber would decline to offer service in certain areas as the City requires
391 specific road treatments (such as boring). She said she strongly discouraged the Council from
392 allowing Google to do micro trenching on new streets. She stated City standards were
393 intentionally difficult for utility companies to cut roads as a way of maintaining a viable
394 maintenance program for all streets.

395

396 Councilmember Baskin spoke on telephone landlines and said Google Fiber has removed those
397 landlines which had implications for funding for dispatch and 9-1-1 services.

398

399 Councilmember Van Langeveld asked for an action item for two Health and Wellness Committee
400 members to attend a work session. Ken indicated staff would provide those dates available.

401

402 Councilmember Baskin requested a report on current item 16 related to the park reservation
403 cleaning deposit and if this was effective.

404

405 8. COUNCIL REPORTS

406

407 Councilmember Knowlton reported that UDOT was developing the plan for the Utah Trail
408 Network and information on the projects to be funded would be released soon. He said Highway
409 89 through the City was being considered.

410

411 Councilmember Jackson thanked staff for quickly resolving an issue for a resident. She reported
412 on the Parks and Arts meeting.

413

414 Councilmember Van Langeveld said she and the Mayor would be visiting local schools to talk
415 about the golf course, other City resources, and a kindness program. She mentioned the potential
416 to change City ordinances for Committees to allow non-voting members to participate.

417

418 Councilmember Clayton reported on the Youth City Council event providing service to residents.
419 She also spoke on a tour of City Hall and said it was very eye opening.

420

421 9. CITY ATTORNEY'S REPORT

422

423 Todd Godfrey had nothing to report.

424

425 10. MAYOR'S REPORT

426

427 Mayor Horrocks reported that he received a call from Center of Hope Food Bank seeking help in
428 finding a new location and an opening on the Board of Directors. He spoke on finding a new
429 Board Member and location for the food bank.

430

431 Mayor Horrocks spoke on mosquito abatement and said there were seven West Nile cases and no
432 deaths compared to 50 deaths in Colorado. He said a new drone was purchased that could carry
433 80 pounds of product for mosquito abatement.

434

435 Mayor Horrocks mentioned the railing at the golf course near the 15th green was rusted.

436

437 Mayor Horrocks spoke on the upcoming board meeting for Wasatch Front Integrated Waste and
438 some concerns in the County.

439

440 11. CITY MANAGER'S REPORT

441

442 Ken Leetham reported on the Legislative session including land use proposals and bills in
443 conjunction with the League of Cities and Towns. He mentioned HB280 which would charge a

444 tax to all public water providers in the State but would not guarantee funds for the cities. He
445 stated SB91 would require a separate public hearing annually for appointed official's
446 compensation. He indicated SB172 would allow for gravel pit expansion for any territory
447 adjacent to a sand or gravel mine. He noted HB289 was related to disputes between local
448 government and a landowner and detailed the potential court requirements.

449
450 Councilmember Baskin mentioned HB489 which required a candidate running in a nonpartisan
451 race to list on the ballot whether they are a republican or democratic.

452
453 12. ADJOURN

454
455 Mayor Horrocks adjourned the meeting at 9:46 p.m.

456
457 *The foregoing was approved by the City Council of the City of North Salt Lake on Tuesday*
458 *February 20, 2024 by unanimous vote of all members present.*

459
460
461
462 _____
Brian J. Horrocks, Mayor

_____ *Wendy Page, City Recorder*

Action Items for February 20, 2024

Item	Staff	Description	Staff Responses
<u>New</u>			
1	Sherrie	(2-6-24) Request that the General Plan update show some analysis in the Land Use Element of revenue per acre basis.	
2	David	(2-6-24) Staff to further investigate and reach out to Big West Oil related to soil conditions of park strip on the south side of Center Street adjacent to BWO property.	
3	All Staff	(2-6-24) Request to add entrances to the City to the beautification / tree planting priority list (Redwood Road, Center Street, new I-15 entrance)	<i>(2/15/24) This item will be added to the City Council priority list for FY25 budget projects.</i>
4	Tyler	(2-6-24) Railing at the golf course near the 15 th green is rusted.	
<u>Current</u>			
1	Sherrie	(1-16-24) Request for a Planning Commission update as part of the City Council meeting packet especially for items that would previously have come to the Council for review.	
2	Sherrie / Karyn	(1-2-24) Staff to provide maps and inventory of City Owned properties, particularly those over one acre and list parcels that could potentially be put to a different use.	<i>(01/09/2024) CD department is working with all departments and will provide a google earth map layer that shows the city owned properties.</i>
3	Ken	(1-2-24) Staff to research additional cell towers or options in the Eaglewood Golf Course area including moving the existing cell tower near the clubhouse to the flagpole area and the ordinance related to smaller cellular towers.	<i>(2/15/24) Ken reached out to Crown Castle re: the existing cell tower near the clubhouse to determine options. Ongoing discussions.</i>
4	Karyn	(1-2-24) Staff to work with Google Fiber on connectivity in the Eaglewood Drive/Deer Hollow Circle neighborhood.	
5	Karyn	(1-2-24) Staff to follow-up on potholes along Eagleridge Drive.	
6	Jon	(11-7-23) Street light repairs (Mont Clair, 900 North between Redwood and Fox Hollow, Springwood Drive).	<i>(11/28/2023) Notes from the open work task for light located on the Southwest corner of 900N and Cutler Dr said this light has underground power issues we are trying to troubleshoot. The other lights have open work task to be repaired, a list has been sent to Hunt Electric.</i>
7	Jon	(8-15-23) Provide update on software/system to allow customers to see water usage to aid conservation efforts.	

8	Heidi	(8-15-23) Continue research on ability to print tiered water usage on the paper utility bill also in the interim.	<i>(12-27-23) Working with Freedom mailing on various layout options with intent to launch for March 2024 billing cycle.</i>
9	Ken/David/Heidi	(8-1-23) Considerations for public art in the City including Hatch Park, potential for a public survey on what would be desired, research on grants, consideration in next year's budget, help from residents, etc.	<i>(9/14/23) This item will be included in our work with the selected design team for the Hatch Park project.</i>
10	Ken	(3-7-23) Staff to identify any items that would qualify for the Community Funding Projects that Congressman Stewart advised Mayor Horrocks about.	<i>(3/16/23) Staff met with Stewart representatives and had an additional training meeting on this program. We will work to prepare the City for the 2024 Grant cycle.</i>
11	Ken/Wendy	(3-7-23) Staff to prepare a policy related to City Hall rental/use.	<i>(3/16/23) Staff is reviewing city hall use policies and will propose a written policy statement in a future Council meeting.</i>
12	Safety Committee	(9/6/22) Inventory of public safety weaknesses around the City's elementary schools. Identification of problem areas and recommendations for resolving pedestrian and other active transportation issues. (2-7-23) Seek WFRC funding for safety plan surrounding local elementary schools.	<i>(2/16/23) Sherrie is checking with WFRC to see if there is funding assistance available for completion of safety plans around NSL elementary schools. (12/28/22) Safety Committee met on this 11/1/22. A meeting with interested CC members was scheduled. Committee met with Councilmember Van Langeveld on this item 12/15/22.</i>
13	Sherrie & PW/Parks Dept.	Combined Action Items: (Various Dates) Park strips & City owned property. Review city code for park strip landscape requirements, propose alternatives for vegetation requirements (trees) & evaluate city owned park strips and properties for recommendation on conversion to water wise landscape & review compliance notifications and processes. (3-21-23) Look into increasing tree plantings on City owned land.	<i>(5/11/23) Work Session scheduled for May 16.</i>
14	Ken	(5-17-22) Staff to review alternatives for uses of City-owned properties at City Hall parcels and Hatch Park; develop process for making decisions.	<i>(12/28/22) Project report back should be in Spring, 2023. City staff will also be attending training on "Your Land, Your Plan" on January 9 to learn of the benefits of that program.</i>
15	Ken	(1-4-22) Options for emergency preparedness training for staff including windstorms, landslides, etc.	<i>(4/12/22) Staff is exploring solutions with Davis County.</i>
16	Ken	(2-16-21) 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>
17	David, Ken	Long range monitoring item: (3-1-22) Review the park reservation cleaning deposit next year to see if it was effective in relation to damage/cleaning-Staff to provide a	<i>(3/21/23) Public Works has built a work order system for tracking, reviewing and documenting damages and associated costs made to pavilions and will report back to</i>

		study by the end of 2022. (2-6-24) Councilmember Baskin requested this report be provided in an upcoming meeting.	<i>council at the end of the 2023 season because there was not enough data at the end of 2022.</i>
Future Agenda Item Discussion Requests			
1	Sherrie	(2-6-24) Schedule a join Council / Planning Commission work session to provide direction to Landmark Design on the General Plan update and be involved from the beginning.	
2	Wendy	(2-6-24) Staff to work with Health and Wellness Committee to provide dates for attending a Council work session for the annual report and invite other guests to present specific topics of interest.	<i>(2/15/24) Staff is working with Councilmember Van Langeveld on potential dates for guest(s) to present to the City Council in work session related to Health & Wellness.</i>
3	Sherrie	(1-16-24) Work session to review zoning, available properties in the City, and an overview of the General Plan process.	
5	Sherrie	(1-2-24) Work session related to Code changes for the Rip the Strip Program and regulations for street trees.	
6	David/Linda	(12-6-23) Signage for Veterans Memorial Park and Hatch Park (Bamberger marker) back to City Council for review at future meeting.	
7	Sherrie	(11-7-23) A future discussion item related to Wasatch Choice and the Utah Trail network opportunity from Davis County to Salt Lake County.	
8	Ken	(11-7-23) A future discussion item to determine if the four day/ten hours a day work week for City staff was still meeting resident needs.	
9	Sherrie	(10/3/23) Future work session item to discuss parking (restrictions, shared parking, time of day, on street, etc.)	
10	Ken/CM Van Langeveld	(8-15-23) Plan for a work session discussion on the wellbeing survey results and any action to be implemented (including any recommendations from the Health & Wellness Committee)	<i>(9-27-23) Staff to present survey results to the Health & Wellness Committee and then schedule this in a CC work meeting.</i>
11	Ken	(6-20-23) Potential City Council discussion on cyber security.	<i>(7/12/23) A work meeting for this item will be held in September or October as schedules allow.</i>
12	Todd	(6-20-23) City Attorney to discuss first amendment, equal protection, and use of public facilities (time, place, manner restrictions).	<i>(7/12/23) This item will be scheduled for January 2024 after the new City Council is in place.</i>
13	Ken/CM Baskin	(6-20-23) Tree planting program work session discussion (8-1-23). Development of City's tree planting program. Staff to provide a report by the end of the year.	<i>(7/12/23) A representative of Holladay City will schedule a date when they can present their program to the City Council.</i>