



# CITY OF NORTH SALT LAKE

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## CITY COUNCIL MEETING NOTICE & AGENDA JANUARY 4, 2022

Posted December 30, 2021

Notice is given that the North Salt Lake City Council will convene **TUESDAY, JANUARY 4, 2022** for a swearing-in ceremony and reception at 6:00 pm in the Council Chambers at City Hall, 10 East Center Street, North Salt Lake, Utah. The regular meeting will begin at 7:00 pm in the Council Chambers. Some members may participate electronically. The following items of business will be discussed; the order of business may be changed as time permits.

### RECEPTION AND SWEARING-IN CEREMONY - 6:00 p.m.

1. Swearing-In of Newly Elected Officials (6:00 – 6:15 pm)
2. Reception and Welcome of Newly Elected Officials (6:15 – 6:45 pm)
3. Break before Regular Session

### REGULAR SESSION - 7:00 p.m.

1. Introduction by Mayor Brian Horrocks
2. Invocation and Pledge of Allegiance ~ Council Member Lisa Baskin
3. Citizen Comment
4. City Council Candidate Interviews:
  - a. Carol Cabanillas
  - b. Tammy Clayton
  - c. Conrad Jacobson
  - d. Ted Knowlton
  - e. Luisa Tupou
5. City Council Appointment to Fill the Remaining Two-Year Term Expiring December 31, 2023 vacated by Council Member Horrocks.
6. Swearing-in of Newly Appointed Council Member
7. Consideration of the Mayor's Appointment and Swearing-in of new City Recorder
8. Consideration of a Plat Amendment to Lot 1016R, Eaglepointe Estates Phase 10 at 674 East Country Court, Vacating a Public Utility Easement on the Rear Property Line, John Crocket, Applicant
9. Consideration of a Site Plan Amendment for Phillips 66 Butane Blending System at 245 East 1100 North, Andy Strine, Applicant
10. Consideration of **Resolution 2022-01R**: A Resolution Approving the 2022 City Council and Planning Commission Regular Meeting Schedules

11. Consideration of **Resolution 2022-02R**: A Resolution Appointing Mayor Horrocks to the South Davis Metro Fire Service Area Board
12. Appointment of Mayor Pro Tem for Calendar Year 2022 by City Council Motion
13. Approve City Council Minutes:
  - a. November 16, 2021
  - b. November 30, 2021
  - c. December 28, 2021
14. Mayor’s Report
15. City Attorney Report
16. City Manager Report
17. Adjourn

**CLOSED SESSION**

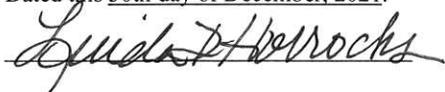
1. Possible closed session for the purpose of discussing pending or reasonably imminent litigation; to discuss the character professional competence, or physical or mental health of an individual; to discuss collective bargaining; or to discuss the purchase, exchange, sale, or lease of real property.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

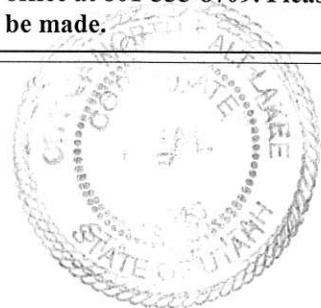
**The public is invited to attend all City Council meetings. If you need special accommodations to participate in the City Council meeting, please call the City office at 801-335-8709. Please provide at least 24 hours notice for adequate arrangements to be made.**

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 30th day of December, 2021.

Dated this 30th day of December, 2021.







# 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

Brian Horrocks  
Mayor

Ken Leetham  
City Manager

## MEMORANDUM

**TO:** Honorable Mayor and City Council

**FROM:** Ken Leetham, City Manager

**DATE:** January 4, 2022

**SUBJECT:** Appointment of a qualified North Salt Lake resident to fill the remainder of the City Council term vacated by Councilmember Horrocks

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Normally, the City staff makes a specific recommendation to the City Council for most items of business. In this case, the purpose of this memorandum is to give you a general overview of the process that must occur in order to fill the upcoming vacancy on the City Council. This seat expires on December 31, 2023 and so the appointed new Council member will serve for two years. After the remaining two year period ends, this Council seat will again be filled by municipal election.

For the Council's information, Section 20A-1-510, Utah Code, contains the process for filling this vacant seat (see attached). The City has properly advertised the vacancy for the required time period prior to the January 4 meeting. As you know, the City received applications from five (5) candidates all of whom have been verified as eligible to serve in this position. Their submitted information is attached to this memo.

State Code indicates that the City Council must conduct interviews of all candidates in an open meeting. Those interviews have been scheduled for 7:00 p.m. on Tuesday, January 4<sup>th</sup>. In preparation for those interviews, we have asked each candidate to prepare a brief presentation (5 minutes or less) as a part of their interview. The request for a presentation is also attached to this memo. I, together with Mayor-elect Horrocks, felt like this would be a good way to begin each interview and provide an equitable format for each candidate to address the City Council. After the completion of the interviews, the Council can deliberate and make a motion appointing a candidate to fill this term.

### **POSSIBLE MOTION**

I move to appoint \_\_\_\_\_ to fill the remainder of the term of the Council seat vacated by Brian Horrocks and expiring on December 31, 2023.

## **Request to Council Candidates for a Brief Presentation**

Dear Council Candidate,

As you prepare to meet with the City Council on January 4, 2022, the City asks that you please be prepared to make a short presentation at the beginning of your interview. Could you please prepare to speak for 5 minutes or less and share with us relevant information that will assist the Council in making their selection? That information might include some brief personal information about you, why you have an interest in being on the City Council, any objectives you might have should you be a member of the Council, your perceptions of the City of North Salt Lake and what issues or challenges are most important in your opinion and what contributions, in general, you believe you might make to the City as a Councilmember. During the interview, individual City Council members may have questions for you, but this kind of a brief presentation will be helpful in assisting the Council to choose the person that they wish to have fill the open Council seat.

Thank you in advance for your interest in serving and for taking the time and effort to participate in this process.

**Effective 5/9/2017**

**20A-1-510 Midterm vacancies in municipal offices.**

- (1)
  - (a) Except as otherwise provided in Subsection (2), if any vacancy occurs in the office of municipal executive or member of a municipal legislative body, the municipal legislative body shall appoint a registered voter in the municipality who meets the qualifications for office described in Section 10-3-301 to fill the unexpired term of the vacated office.
  - (b) Before acting to fill the vacancy, the municipal legislative body shall:
    - (i) give public notice of the vacancy at least two weeks before the municipal legislative body meets to fill the vacancy;
    - (ii) identify, in the notice:
      - (A) the date, time, and place of the meeting where the vacancy will be filled;
      - (B) the person to whom an individual interested in being appointed to fill the vacancy may submit the interested individual's name for consideration; and
      - (C) the deadline for submitting an interested individual's name; and
    - (iii) in an open meeting, interview each individual whose name is submitted for consideration, and who meets the qualifications for office, regarding the individual's qualifications.
  - (c)
    - (i) If, for any reason, the municipal legislative body does not fill the vacancy within 30 days after the day on which the vacancy occurs, the municipal legislative body shall fill the vacancy from among the names that have been submitted.
    - (ii) The two individuals having the highest number of votes of the municipal legislative body after a first vote is taken shall appear before the municipal legislative body and the municipal legislative body shall vote again.
    - (iii) If neither candidate receives a majority vote of the municipal legislative body at that time, the vacancy shall be filled by lot in the presence of the municipal legislative body.
- (2)
  - (a) A vacancy in the office of municipal executive or member of a municipal legislative body shall be filled by an interim appointment, followed by an election to fill a two-year term, if:
    - (i) the vacancy occurs, or a letter of resignation is received, by the municipal executive at least 14 days before the deadline for filing for election in an odd-numbered year; and
    - (ii) two years of the vacated term will remain after the first Monday of January following the next municipal election.
  - (b) In appointing an interim replacement, the municipal legislative body shall:
    - (i) comply with the notice requirements of this section; and
    - (ii) in an open meeting, interview each individual whose name is submitted for consideration, and who meets the qualifications for office, regarding the individual's qualifications.
- (3)
  - (a) In a municipality operating under the council-mayor form of government, as defined in Section 10-3b-102:
    - (i) the council may appoint an individual to fill a vacancy in the office of mayor before the effective date of the mayor's resignation by making the effective date of the appointment the same as the effective date of the mayor's resignation; and
    - (ii) if a vacancy in the office of mayor occurs before the effective date of an appointment under Subsection (1) or (2) to fill the vacancy, the council chair shall serve as acting mayor during the time between the creation of the vacancy and the effective date of the appointment to fill the vacancy.
  - (b) While serving as acting mayor under Subsection (3)(a)(ii), the council chair continues to:

- (i) act as a council member; and
- (ii) vote at council meetings.

Amended by Chapter 91, 2017 General Session

**Carol Cabanillas**  
923 N Rebridge Dr.  
North Salt Lake, UT 84054

December 8, 2021

Sherrie Pace  
Deputy City Recorder  
North Salt Lake City Hall  
10 E. Center Street  
North Salt Lake, UT 84054

Dear City Council:

Please accept this letter and the attached resume as an indication of my interest in being considered for the midterm vacancy on the council. I have been a resident in North Salt Lake for the past fifteen years. I have chosen to raise my family in this community and when considering moving once again, we chose to build and stay in North Salt Lake. My spouse served the people of North Salt Lake as a police officer for nine years retiring from our police department where he still volunteers as a reserve officer.

I have worked in the education field for over 18 years ranging from a teacher and coach up to a district administrator. I am passionate about working with students and families connecting them to needed resources. I would love to continue my work and use my talents in my own community. I feel strongly that our civic representatives should reflect the community they represent, and I feel like I am the right choice for this position.

As an educator I have worked with budgets, allocating resources to help support students and families. I believe that I have the skills needed to do the same for the city of North Salt Lake. I understand the importance of looking at data to identify areas of need as well as areas of success. I am a great team player and know when to take the lead and when to take a supporting role my counterparts. I have spent the past four years working with school safety, prevention programs and supporting families with wrap around services.

I have participated on the Board of USA Track and Field Utah since 2003. I have held positions ranging from secretary to the chair of long-distance running (LDR.) I have been a voting member on a national level representing the state of Utah as we vote on legislation and how our federation will be represented on an international level. I can bring what I have learned from these experiences and the skills I have learned when considering new rules and legislation for our city.

My family has a vested interest in the city of North Salt Lake. This is where we have chosen to raise our family and the community where we want to stay. I would like to step up and be an active member of the decision-making process to help keep North Salt Lake a family friendly community. I believe I am an excellent choice for the city council.



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## CABANILLAS, CAROL

923 N REDBRIDGE DR  
NSL, UT 84054

801-674-7335

[CAROLC99@HOTMAIL.COM](mailto:CAROLC99@HOTMAIL.COM)

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### OBJECTIVE

I am a passionate educator with eighteen years of experience in education ranging from classroom teacher to district administrator. I love working with my community and bringing a diverse perspective to the table.

### SKILLS & ABILITIES

Multitasking, Proficient in Microsoft suite, Google suite, Discovery, Master Scheduling, Organizational skills, Communication, Problem Solving, Teamwork, COVID testing

### LEADERSHIP

I am a member of the following district committees, Race & Equity Task Force, School Safety & Crisis Response Team. I am on the following committees: Internet Crimes Against Children (ICAC) Community Advisory Board, Utah Board of Juvenile Justice (UBJJ) Racial and Ethnic Disparities (RED) Advisory Committee.

## EXPERIENCE

### **ASSOCIATE DIRECTOR, PREVENTION & STUDENT PLACEMENT, GRANITE SCHOOL DISTRICT**

JUNE 2018-CURRENT

I process district conduct violations and cafe school violations. I chair the Safe School Hearing Committee. I was a member of the Sexual Harassment Investigation Committee for four years.

### **ASSISTANT PRINCIPAL, HUNTER HIGH SCHOOL, GRANITE SCHOOL DISTRICT**

JAN. 2014-JUNE 2018

I worked on the master schedule, athletic scheduling and supervision, talent development, teacher development and supporting students and families.

### **GANG PREVENTION SPECIALIST, PREVENTION & STUDENT PLACEMENT, GRANITE SCHOOL DISTRICT**

JULY 2012-DEC. 2012

As a specialist I worked specifically with the Gang Prevention and Intervention grant geared towards youth at risk for gang involvement. I wrote and managed the grant as well as all the programs and staff funded by the grant. I prepared and presented professional development for teachers who worked with grant programming.

### **TEACHER LEADER/SPECIALIST, EDUCATIONAL EQUITY, GRANITE SCHOOL DISTRICT**

JULY 2008-JULY 2012

Certified REACH & SIOP Trainer. I worked with our alternative language programs, English Language Learners (ELLs), trained teachers on how to work with ELLs and Professional Learning Communities (PLCs). I ran the MESA program for the district.

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**CABANILLAS, CAROL**

923 N REDBRIDGE DR  
NSL, UT 84054

801-674-7335

**SKILLS TO SUCCESS TEACHER, BENNION JUNIOR HIGH,  
GRANITE SCHOOL DISTRICT**

AUG. 2006-JULY 2008

Life skills teacher

**AP & SECOND YEAR SPANISH TEACHER, ALTA HIGH  
SCHOOL, JORDAN SCHOOL DISTRICT**

AUG. 2004-JULY 2006

Spanish teacher, Head Women's Cross-Country Coach &  
Women's Distance Coach in track and field

**ESL TEACHER, CEDAR RIDGE MIDDLE SCHOOL, CACHE  
SCHOOL DISTRICT**

AUG. 2003-JUNE 2004

English as a second language teacher

**EDUCATION**

**UTAH STATE UNIVERSITY,**

EDUCATIONAL ADMINISTRATION CERTIFICATE, FALL  
2010

**UNIVERSITY OF UTAH,**

M.ED, MAY 2007

**UTAH STATE UNIVERSITY,**

B.S. MAJOR SPANISH, MINOR ESL, MAY 2003

**REFERENCES**

**JOHN WELBURN, ASSISTANT SUPERINTENDENT,  
GRANTIE DISTRICT**

385-646-7500, [jhwelburn@graniteschools.org](mailto:jhwelburn@graniteschools.org)

**CRAIG STAUFFER, SCHOOL LEADERSHIP &  
IMPROVEMENT DIRECTOR, GRANTIE DISTRICT**

385-646-2267, [cstauffer@graniteschools.org](mailto:cstauffer@graniteschools.org)

**CLAY PEARCE, FORMER DIRECTOR OF PREVENTION &  
STUDENT PLACEMENT, GRANTIE DISTRICT**

801-419-7763, [clay-pearce@yahoo.com](mailto:clay-pearce@yahoo.com)



### **Application for North Salt Lake City Council Midterm Vacancy**

Name: Tammy Clayton

Date: December 27, 2021

Address: 524 East Sider Drive, North Salt Lake, Utah 84054

Email: claytonmom@comcast.net

Phone: 801.979.5568

Occupation: Treatment Coordinator – Bountiful Orthodontics

Education: High School Graduate, Woods Cross High School, Some College Courses at various universities

**Residency requirements:** I meet all the residency requirements for the city council vacancy.

I am a registered voter in North Salt Lake, I currently reside in NSL, and have been a resident for more than twelve consecutive months.

**Electoral experience:** This was my first municipal race, and though I wasn't an incumbent or had a well-known last name, I was able to secure 1,095 votes in the primary and placed 2<sup>nd</sup> position out of 5 candidates. In the general election, I increased my votes to 1,334 and finished 3<sup>rd</sup> place. My campaign really stuck a cord with the people of NSL, they believe in me and my message, though I wasn't elected, many people reached out to me and asked me to submit my name to be appointed to the open position. I have attached\* a signed petition from Facebook asking the Mayor to consider me to the city council vacancy position, I hope you will consider these factors when making your decision.

**Work and professional experience:** I started employment with Bountiful Orthodontics in July of 2009 and it is my plan to retire here. I have always had a strong work ethic. I am a firm believer of putting in a full day of work. I am not afraid of working hard and continuing until the

job is complete and finished. Each job experience that I have on my resume has at least 10 years of tenure. I only listed my present job at Bountiful Orthodontics. However, my previous employment with the LDS Church, Corporation of the President included six full-time years, and then part-time status for sixteen additional years; for a total of twenty-two years.

To be completely honest, this was all very new to me; but something I feel very passionate about. I want to make a difference and I feel being member of the NSL City Council is a place where I can.

**Please describe your interest and experience in civic and community activities:** I currently serve as the chair of the Parks and Arts Committee. I enjoy getting involved and helping others to see the benefits of what our city has to offer and take advantage of these opportunities.

**Please describe why you want to be a member of the city council:**

I would like to help with the important decisions going forward that will benefit all of the residents. To assist with smart and manageable growth going forward. Help maintain the beautiful, family friendly parks and trails, and be able to use these year round. I would like to be a voice for all the NSL residents; on the west and the east sides, and also those in the central part of the city, too. I will work hard to be educated and informed to help protect tax-payers money while making budget decisions for the city.

I have always loved our city, but while running for city council I found I loved it; even more. I know so much more about this city. I am very happy living in North Salt Lake. I want everyone to love it like I do. I feel after these several months of attending city council meetings, I have a better understanding of how the city works and functions.

**Please describe what you believe are North Salt Lake's biggest challenges:** Some of the biggest challenges is the ongoing growth, and having people understand the decisions that are being made. I feel that I can help communicate what is happening and help residents have a better understanding of what is being built and why. I feel it is important to inform residents where their money is being spent, rather than people assuming and not knowing, and then being frustrated.

**Endorsements:**

Having worked closely with Tammy Clayton for over 12 years I can honestly say she is amazing! Tammy is one of the most honest, ethical, genuine individuals I have ever met. I trust her implicitly with any and all responsibilities and know that she will always get the job done no matter how much effort or work is required. Everyone loves Tammy! She is not only friendly and kind she is genuine and sincere and people instantly trust her. I have never had occasion to doubt her integrity or character. Tammy is also passionate and loyal. Once she believes in something she will not stop working to make it better. I have seen that in our practice and I know she will bring that same passion and commitment to the City of North Salt Lake. She will work tirelessly to ensure the work is done correctly, without regard for her personal time or circumstances. If you want a job done and done correctly, you put Tammy Clayton on it!

I recommend Tammy Clayton for North Salt Lake City Council without reservation. I trust her to listen to us as citizens, to respect our opinions, and then to do what is best for our city and neighborhoods. I know that she is not only personable and kind but she is completely trustworthy and dependable. I cannot think of a better person representing the city I live in.

Joseph P. Feller, DMD, MS

Bountiful Orthodontics

I heartily endorse the candidacy of Tammy Clayton for City Council of North Salt Lake. I've known Tammy for many years and can attest to her fine character. She thrives on serving others and building relationships. She is honest, hard-working, intelligent, efficient, and enthusiastic. She clearly loves the City, having been a resident most of her life. She currently donates her time as chairman of the NSL Parks & Arts board. Brenda Mumford, Former NSL City Council Member

If we lived in NSL right now we would vote for Tammy Clayton for city council. Here's why:

- Tammy has lived in and served in this community her whole life - she is "fully invested" in North Salt Lake and the great people who live there;
- Tammy is a wonderful advocate for young people. She will work to see that NSL will always be a great place to raise a family;
- Tammy is motivated, tireless and engaging in all she does;
- Tammy is someone you can trust to do the right thing - even when that may not be popular;
- Tammy is a good friend to everyone she knows - and everyone could use another good friend.
- Some of our kids, grandkids and very best friends live in NSL and we know they will be well represented with Tammy on the Council.

We support Tammy Clayton's candidacy for North Salt Lake City Council and encourage all our friends to vote for her!

David R & Sylvia N Webster

Residence:  
174 W 3375 S  
Bountiful, UT

I, Tammy Clayton, having met all the residency requirements for the position, do formally submit my application for the Midterm Vacancy on the North Salt Lake City Council.

Signature: Tammy Clayton Date: Dec. 27, 2021

Name

Tammy Clayton  
Kim Naegle  
Tyler Jones  
Shannel Naegle  
LINDSEY MARTINEAU  
Sarah Sorensen  
Leisa Savage  
Natalie Bradford  
Jerrica Pond  
Camree Jones  
Annette Knudson  
Jessica Watkins  
Michael Stanger  
Margo Munanui  
Wendy Moosman  
Mike Busdicker  
Monica Miles  
Steve Fultz  
Sandra Wood  
Jennifer Gatherum  
Deborah Acevedo  
Cheryl Bohner  
Kevin Bunnell  
Jennie Stevens  
Kyle Cardenas  
Nailah Cannon  
Alma Ivory  
Greg Frazier  
Amie Brierley  
Kristi Cable  
Marcia Thompson  
Bridger Clayton  
Elise Hutchinson  
Cheryl Tarbet  
Alisa Ramos  
Susan Peay  
Christiana Bredthauer  
Katie McKay  
Dennis Heaps  
Josh Miles  
Ashley Cottle  
Douglas Jackson  
Stacey Cottle  
Becky Hirschi  
Kelli Anderson  
Sophie Graves

Justin Wilhite  
Jessica Yamada  
Mindy Marx  
Mandy Callahan  
Callahan Brandon  
Laura Paskett  
Michael Paskett  
Margaret Millward  
Susan Carpenter  
Meiheriban Maihaiti  
Barbara Stevens  
Eliss Curtis  
Paula Sheridan  
Haylee Gunnerson  
Laura Mills  
Alyssa Hewitson  
Ana Cardon  
Micheal Johnson  
Lincoln Le Sueur

# Tammy Clayton

Treatment Coordinator

(801) 979-5568

[claytonmom@comcast.net](mailto:claytonmom@comcast.net)

## SUMMARY

I have been working as a treatment coordinator with Bountiful Orthodontics for over twelve years. I have many responsibilities and feel that I am an integral part of the team. It is important to me to give 110% to all I do, and have found that I continue to learn and grow in my position. I love my job, and feel very lucky to have a place to go every day that I enjoy and the patients have now become lifelong friends.

## WORK EXPERIENCE

Bountiful Orthodontics, Bountiful, Utah - *Treatment Coordinator*

July 2009 - Present

- An orthodontic expert helping patients understand their orthodontic treatment experience
- Explain orthodontic treatment expectations to patients of all ages
- Make all patients feel welcome and comfortable
- Provide cost estimates for patients and provide payment options
- Have directly helped Bountiful Orthodontics experience substantial growth over 12+ years
- Coordinated quarterly and annual marketing events that hundreds of patients attend regularly
- Interview potential new employees
- Maintain and upkeep IT equipment as needed on site, and with off site contractors
- Office manager duties as needed and expected

NSL Parks & Arts Board - Appointed April 2019 - Chair June 2019 - Present

- This position is to help with the parks, trails and arts activities for the city. While I have had this opportunity, I have assisted with other board members to have had: two successful Halloween drive-thru events, a spring kite festival, provide service at the Freedom Festival, ribbon cutting ceremony and hiked the 2nd section of the Wild Rose Trail, a member of the 75th Christmas /Holiday Celebration committee, and was on the planning committee for tentative renovation of Hatch Park

## EDUCATION

University of Utah - various classes

Salt Lake Community College - various classes

LDS Business College - various classes

Graduate: Woods Cross High School

## SKILLS

Loyal, Dependable

Organization

Hardworker

Team Player/Builder

Leadership/Unity

Adaptable

Conrad Jacobson  
10 S Oakwood Drive  
North Salt Lake, UT 84054  
801-859-5670  
cjacobs1899@gmail.com

Sherrie Pace  
Deputy City Recorder  
City of North Salt Lake

Submission of Interest in Vacant Council Position

Sherrie,

Please include me among candidates requesting consideration for the vacant City Council position. I understand that I need to be in attendance at 7:00 PM at the 1.4.22 meeting of the City Council in order to be considered, and I will be present at that time to provide any additional information that the Council may desire from me. I have included a brief resume.

Thank you,



Conrad Jacobson

# Conrad Jacobson

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10 S. Oakwood Drive  
North Salt Lake  
Utah 84054-1517

Phone: 801-859-5670  
E-mail: [cjacobs1899@gmail.com](mailto:cjacobs1899@gmail.com)

## Objective

Selection for vacant seat on the North Salt Lake City Council

## Qualifications

15 years experience in City of North Salt Lake government: 10 years City Council, 5 years City Planning Commission (3 years as Chair)

35-year resident of North Salt Lake—January 1987 to present

## Work History

2005 to 2006, Special Agent in Charge, Salt Lake City Field Office, US Office of Personnel Management (OPM)

Directed operations and investigations in the intermountain west (Utah, Idaho, and parts of Wyoming, Montana, Washington, Oregon) of government investigative agency (background investigations for clearances and positions of trust for U.S. military personnel, civilian employees of U.S. government, and civilian contractors. Managed up to 30 investigative and office staff to accomplish mission.

1987 to 2005, Special Agent in Charge, Salt Lake City Field Office, Defense Investigative Service (DIS), US Department of Defense.

Duties as above (In 2005 operations merged with OPM to include investigations for other Federal agencies).

1984 to 1987, Senior Resident Agent, DIS, Great Lakes Naval Training Center, Illinois

Duties as above, managing an office with 5 investigators and one secretary.

1979 to 1984, Special Agent, DIS, Detroit Field Office.

Field agent, conducting investigations as assigned in the Detroit Metro area, with temporary duty assignments in other locations as assigned.

## Education

1968, BA, Weber State College, Ogden Utah, German Language and Literature/Political Science

1972, MA, University of Mississippi, Oxford, MS, German Language and Literature

1973, Ludwig-Maximilians-Universitaet, Munich, Germany, Fulbright Fellowship

1973 to 1979, Michigan State University, PhD coursework, Diploma for Advanced Graduate Studies

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**Ted Knowlton**

329 Elm  
North Salt Lake, UT 84054  
(801) 425-3534  
ted@wfrfc.org

19 December 2021

**Sherrie Pace**

North Salt Lake City

Dear Ms. Pace,

This letter is in application for the open City Council position posted in [nslcity.org](http://nslcity.org). I am applying for a few reasons - I love my city, I am well qualified, and I want to make a difference. I hope you will carefully consider my candidacy as you make this important decision.

I love North Salt Lake! There is so much to love about our city - the diversity of places and neighborhoods we offer from the hills to the valley. Our central location within the metropolitan area. The beauty of our setting between the lake and the mountains. Perhaps most importantly I love the people that serve our city. NSL has a deep rooted culture of respect, collaboration, and a willingness to take steps to improve the quality of life of existing and future residents. This is rare! I want to be a part of these things and I believe I can nurture and improve our quality of life collaboratively with you.

I am well-qualified. I have served for eight years on the Planning Commission including three years as the chair. During that time I have studied our issues, heard from hundreds of residents, worked with many landowners and developers. Of critical importance is the experience I've had working closely with the rest of the commission. I have a reputation as someone that involves others and that is respectful of opinions that may differ from my own. As a commission we work through issues, talk them out, and sometimes "agree to disagree". I have a lot to do with our healthy way of operating. Before serving on the planning commission I helped write our general plan collaboratively with staff and other consultants. My career is in city and regional transportation planning. I have a chance through my career to see how other communities are working to meet their challenges. I would bring these ideas forward to our city council to collaboratively explore with you how to nurture NSL's quality of life.

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Ultimately I am applying for the vacant position because I want to make a difference. As you know North Salt Lake can continue to become even more prosperous, neighborly, and beautiful. I believe It can be an even better place for people of all incomes. I would be one of many working together on the council and I love that. But I will actively bring forward my own ideas to be part of the mix.

An alert reader might ask “well then why didn’t you run for city council in the last election”? The basic fact is that I had firmly decided to run for council but I came to this conclusion in the months after this election cycle began. I just wasn’t there in my decision-making process in time for the last cycle. You can’t go back in time, only move forward.

I look forward to discussing my qualifications with you in the January council meeting. I know this Mayor and Council well and I am so impressed with the thoughtfulness and energy you each bring to public service. You all know that serving your city is not for the glory, it is to quietly make things better. I know that all of you bring that commitment and I thank you for it. Best of lucking in making this council appointment decision.

Sincerely,

A handwritten signature in black ink that reads "Ted Knowlton". The signature is written in a cursive, flowing style.

**Ted Knowlton**

# TED M. KNOWLTON, AICP

---

329 Elm, North Salt Lake, Utah 84054  
Email: Knowlton.Ted@gmail.com  
Cell: 801-425-3534

## PROFESSIONAL EXPERIENCE

- 2012-Present **DEPUTY DIRECTOR, Wasatch Front Regional Council, Salt Lake City, UT**  
Manages staff of 15, overseeing long range planning, analytics and modeling, and community and economic development activities, including:
- Utah's Unified Transportation Plan.** Led the WFRC portion of the development of the interagency 2015 Unified Plan. Utah's Unified Transportation Plan is the first comprehensive statewide transportation plan product in the United States.
  - Transportation and Land Use Connection.** Launched the Transportation and Land Use Connection program that assists local governments in addressing challenging and regionally-beneficial planning needs.
  - Real Estate Market Model.** Oversaw the launch of the Real Estate Market Model, an integrated land use / transportation growth forecasting tool.
  - Comprehensive staff reorganization** - Lead.
  - Regional Transportation Plan.** Reorganized the process for the development of the long range transportation plan.
- 2008-2012 **DIRECTOR, INTERMOUNTAIN WEST REGION, The Planning Center | DC&E, Murray, UT**  
(now Placeworks, placeworks.com). Representative experience includes:
- North Salt Lake General Plan – Project Lead.** Lead the development of a comprehensive update to the city's general plan. <http://ut-northsaltlake2.civicplus.com/162/Plans-Ordinances>
  - Salt Lake Electrical Plan – Project Lead.** An unprecedented collaboration between a major utility company and local governments to integrate long-term land-use plans with future electrical network requirements developed through eight months of facilitated stakeholder meetings. Project culminated in (1) a map of preferred infrastructure locations; (2) a list of criteria for siting new infrastructure that reflects the committee's concerns and issues; and (3) a planning workbook and model general plan text to guide local planning organizations in infrastructure planning.
  - Wasatch Choices 2040 Vision Update - Project Lead.** The update to the socio-economic projections to 2040 consistent with WFRC's Regional Growth Principles for Transportation.
  - Compact for a Sustainable Ventura County, California – Phase II Project Lead.** An effort to develop an inter-jurisdictional Compact that establishes principles to guide transportation investments, growth, and open space policy approaches.
  - Life On State, Utah - Project Lead.** Established a vision and implementation strategy for the original highway running the length of Salt Lake County. Project integrated urban design concepts, economic development, parks and open space, transit-supportive land use, innovative intersections and right-of-way configurations.

2002-2008

**PLANNING DIRECTOR, Envision Utah, Salt Lake City, UT**

Representative experience includes:

**Envision Missoula, Phase I Lead.** Involved 500 citizens and stakeholders in the development of a landmark vision to act as the basis for the county's long-range transportation plan. The project involved development of land use scenarios and facilitation of two major rounds of public meetings. Envision Missoula played a key role in focusing efforts on an agreed-upon set of smart-growth principles, and created strong political momentum to broadly implement these ideas.

**Downtown Rising, Project Manager.** A vision for Downtown Salt Lake City noted for its partnership between Salt Lake Chamber and Salt Lake City.

**Vision Dixie, Project Manager.** A land use and transportation scenario planning process in the St. George, Utah area. The project operated amidst a highly contentious controversy surrounding the eventual fate of the many public lands in Washington County. Vision Dixie is a model for how to carry out a regional vision in an area that is just transitioning from rural to urban.

**Wasatch Choices 2040, Project Lead.** This was a joint project involving WFRC and MAG that culminated in a four county land use and transportation vision. The vision scenario is now the official land use basis for the Salt Lake region's official Long Range Transportation plan, an outcome that is a first in Utah and one of the first nationwide.

**Mountain View Corridor "Growth Choices" Vision, Project Lead.** Project involved working with stakeholders from 16 jurisdictions to develop a joint vision for the future of land use and transportation. The Growth Choices vision is one of the first alternative land use concepts to be given official status in a major transportation EIS in the United States.

**Sandy Historic District Plan, Project Lead.** The plan was successfully adopted by Sandy City Council after two previous failed planning attempts in the neighborhood.

1999-2002

**SENIOR PLANNER, Fregonese Calthorpe Associates, Portland, Oregon.**

Representative experience includes:

**Chicago Metropolis 2030 Plan - Project Manager.** This update to Daniel Burnham's Chicago Plan of 1909 won the National American Planning Association's most prestigious award, the Burnham award.

**Blueprint Denver - Project Manager.** This was the first citywide land-use and transportation plan in the city and county of Denver since 1958. Blueprint Denver is the primary mechanism to implement the city's comprehensive plan. The project included a comprehensive strategy to revise the Denver zoning code.

**Fregonese Calthorpe's Redevelopment Potential Model, Co-author.** This nationally recognized method of estimating redevelopment potential uses a pro-forma based real-estate analysis. The FCA model incorporates the effects of underlying regulations on redevelopment potential, demonstrating to policy leaders the effects of potential regulatory changes on development patterns in a community. The model now underpins the ET+ GIS tool used by Envision Utah and the Wasatch Choices 2040 Consortium.

**Envision Utah Urban Planning Tools for Quality Growth, Project Manager.** One of the principal authors for the Envision Utah documents "Urban Planning Tools for Quality Growth" and "Model Codes and Analysis Tools for Quality Growth."

1995-1997

**PLANNING ASSISTANT, Park City Municipal Planning Department, Park City, Utah.**

## PRESENTATIONS

- April 2019 **Solving Traffic: Wrong Problem, Wrong Results**, Panelist  
National American Planning Association conference  
San Francisco, CA
- August 2018 **Collaboration in Transportation Planning Best Practices**, Speaker  
Peer Exchange with the Nebraska Department of Transportation  
Lincoln, Nebraska
- July 2018 **Air Quality and Our Growth Choices**,  
Utah State Legislature Clean Air Caucus  
Salt Lake City, UT
- April 2018 **Mega-Corridor Planning for an Uncertain Future**, Panelist  
National American Planning Association conference  
New Orleans, LA
- January 2018 **Webinar: Transportation Planning Information Exchange**, Speaker  
Sponsored by Federal Highway Administration and Federal Transit Administration
- January 2017 **Mid-America Regional Council Scenario Planning Workshop**, Keynote Speaker  
Kansas City, MO
- October 2016 **Scenario Planning Lessons from Utah**, Keynote Speaker  
Idaho state planning conference  
Boise, ID
- March 2016 **Implementing a Sustainable Future for Southern Nevada and Regional Collaboration in the West: Salt Lake City & Denver Comparison**  
Rocky Mountain Land Use Institute  
University of Denver, Denver, CO
- October 2009 **The San Diego Foundation Visioning Project**, Panelist  
Regional and Intergovernmental Planning Division Expert Panel on Regional Planning  
San Diego, CA
- April 2008 **Regional Visioning: Yesterday, Today and Tomorrow**, Featured Speaker and Moderator  
National American Planning Association conference  
Las Vegas, NV
- April 2006 **Evaluating Brownfields for Housing**, Panelist  
National American Planning Association conference  
San Antonio, TX
- April 2006 **Nebraska/Iowa Metroplex Indicators Conference**, Keynote Speaker  
Lincoln, Nebraska
- September 2005 **Scenario Visioning and Demonstration Workshop**, Featured Speaker and Facilitator  
Sponsored by the North Front Range MPO  
Fort Collins, CO
- September 2005 **Executive Seminar, Coordinating Transportation and Land Development**, Speaker  
National Cooperative Highway Research Program,  
Irvine, California

## SERVICE

20017-present **Chapter President, American Planning Association Utah**  
2015-2016 **Chapter Vice President, American Planning Association Utah**

20018-present **Planning Commission Chair, North Salt Lake City**  
20013-present **Planning Commissioner, North Salt Lake City**

2007-present **Adjunct Professor, University of Utah, Salt Lake City, Utah**

### Courses Taught

- Introduction to Transportation Planning
- Urban and Environmental Theory and Practice
- Metropolitan and Regional Planning
- Sustainability Planning
- Public Involvement

## EDUCATION, CERTIFICATION

2007 **American Institute of Certified Planners (AICP)**  
2003 **Masters of Urban and Regional Planning, Portland State University**  
1996 **Bachelor of Urban Planning, University of Utah**

## AWARDS

2019 **Distinguished Alumni**  
College of Architecture + Planning, University of Utah

2017 **Utah Street Connectivity Guide**  
ITE Project of the Year for the Street Connectivity Study

2011 **Salt Lake County Electrical Plan**  
Outstanding Planning Award: Unique Contribution, APA Utah Chapter

2010 **Life On State**  
Outstanding Planning Award: Unique Contribution, APA Utah Chapter

2009 **Envision Missoula**  
AMPO National Award for Outstanding Achievement in Metropolitan Transportation Planning

2009 **Mountain View Corridor EIS "Growth Choices"**  
Exemplary Human Environment Initiatives, Federal Highways

2006 **Wasatch Choices 2040**  
Utah Governor's Quality Growth Award for Excellence

# Luisa Tupou

(801) 425-0701

[eleitino@gmail.com](mailto:eleitino@gmail.com)

To Whom It May Concern;

I am excited to apply for the City Council position for the great city of North Salt Lake. I have previously ran in the most recent Primary Election for City Council. I have been passionate since I was a child about civic engagement having assisted on multiple campaigns as an organizer and a canvassing volunteer for current City Councilman Jake Fitisemanu in West Valley City and also assisting on multiple campaign runs for Senator Luz Escamilla. In addition-I work on the Utah Pacific Islander Civic Engagement Coalition which has been invaluable in learning how to advocate for bills that serve the community. I work on bills tied to air quality, equity, equal rights housing, fair pricing for insulin for individuals impacted by diabetes and many other policies that start in a grass roots efforts and pick up backing from city and state representatives.

My educational background is in Community Policy from the University of Utah. My undergraduate degree focused on the well-being of households in communities and how they are impacted by marketplace and community issues at a local, national and international level by examining perspectives of businesses, consumers, government and community organizations. My Master's Degree focused on learning styles and teaching styles and how to most effectively find connections between a teacher and a learner in business, school and governmental areas. I believe skills learned in this line would assist with learning through the many things a city councilwoman would need to know.

Professionally I work as a Senior Compliance Analyst and believe in the details of the staying compliant. I enjoy studying and learning how laws apply in a real world company. I am studious, meticulous, and inquisitive and seek to identify discrepancies. I am detail oriented and look forward to using this experience in this position.

I also truly believe being a woman of color and younger would serve the city council to provide a different perspective. I believe I can add more sensitivity to a growing and changing community and serve to engage a younger generation in North Salt Lake.

I hope to be considered for the City Council position and if there are any questions or concerns please let me know.

Kind Regards,

Luisa Auva'a Tupou

# LUISA TUPOU

## PROFILE

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Servant-leader experienced in developing, implementing and evaluating curriculum and content in business and educational settings. Detail oriented financial planning and goal orientated management.

## SKILLS & ABILITIES

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Eye for detail, hardworking, reliable, willingness to learn, positive attitude, charismatic

## EXPERIENCE

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1/2019 – Present      Equity Real Estate      Salt Lake City Utah  
*Realtor*

- Experienced with Cost market analysis
- Wholesale, Preforeclosure, Foreclosure Specialist
- SLBOR active
- Specialty in zoning and property use regulation

12/2018 – Present      Progexion      Salt Lake City Utah  
*Senior Compliance Analyst*

- Ensure the right controls, risk monitoring, and mitigations are operating effectively and meet regulatory requirements and industry best practices.
- Work closely with compliance officer to develop remediation plans to resolve control weaknesses identified Identify emerging risk areas, recommend and perform ad hoc testing as necessary
- Working knowledge of: Consumer protection laws, Credit Repair Organizations Act, Telephone Consumer Protection Act, Telemarketing Sales Rule, Fair Credit Reporting Act, GLBA and related privacy acts, EFTA and NACHA rules

02/2016 – 12/2018      Western Governors University      Salt Lake City, UT  
*Counselor*

- Implemented trainings to address gap analysis for student enrollment in Business and IT college
- Developing and Implementing cultural awareness and sensitivity when enrolling students of ethnic backgrounds
- Researching difference in college ready students seeking to enroll
- Assisting in the enrollment and progression of students in Masters IT programs and Graduate Business Programs

10/2009 – 12/2015      Galileo Processing      Salt Lake City, UT  
*Manager*

• ELEITINO@GMAIL.COM

77 S ORCHARD DRIVE • NORTH SALT LAKE, UT 84054 • 801-425-0701

- Feedback and engagement with customer base submitting BBB complaints, implementing systems to track response and success
- Assisting in building out trainings for agent one on ones with mid level management reviewing metrics and quality expectations
- Managing the back end issues of card processing errors and tracking and monitoring fraud on card holder accounts
- Assisting with multiple prepaid card platforms and building out agent scripting

EDUCATION

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Graduated 2016      University of Utah      Salt Lake City, Utah  
*Bachelor of Arts*

- Coursework including Consumers and Community, Statistics, Financial Skills, Wealth Building, Retirement Planning, Early Childhood Education, Ethnic Studies, Human Development, Community Relations, Tax Planning, Research Methods, Economics

Graduated 2018      Western Governors University      Salt Lake City, Utah  
*Masters of Science*

- Coursework including Curriculum theory, Learning theories, Educational Psychology, and Curriculum Evaluation.

COMMUNICATION

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- Marketing Training for Compliance and legal guidelines

COMMUNITY AND LEADERSHIP

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-University of Utah      *Associate Instructor*      Westside Leadership

-Census2020      *Census Worker*      Utah Pacific Islander Civic Engagement Coalition

-Covid Community Partnership Program      *Community Health Worker*



# 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

Brian Horrocks  
Mayor

Ken Leetham  
City Manager

## MEMORANDUM

**TO:** Honorable Mayor and City Council

**FROM:** Ken Leetham, City Manager

**DATE:** January 4, 2022

**SUBJECT:** Consideration of the Mayor's appointment of a City Recorder

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The City has completed its search for a new City Recorder. At the time of this writing, Mayor-elect Horrocks and I are finalizing a conditional hiring proposal with the recommended candidate. We expect to be able to share information about the recommended candidate with the City Council prior to the meeting. We had several qualified applicants and I believe that the Council will be pleased with the level of expertise and capability of the final candidate.

The City Recorder is a position appointed by the Mayor, with the advice and consent of the City Council.

### POSSIBLE MOTION

I move that the City Council give its consent to the Mayor's appointment of \_\_\_\_\_ as the City Recorder of North Salt Lake.



# CITY OF NORTH SALT LAKE COMMUNITY & ECONOMIC DEVELOPMENT

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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:** January 4, 2022  
**SUBJECT:** Plat Amendment to lot 1016R, Eaglepointe Estates Phase 10 Subdivision at 674 East Country Court

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### **RECOMMENDATION**

The Planning Commission recommends approval of the plat amendment for lot 1016R of the Eaglepointe Estates Phase 10 Subdivision located at 674 East Country Court.

### **BACKGROUND**

Several years ago, property owners on Country Court installed landscape improvements to the rear portions of their properties extending their landscape onto property owned by the City. The City Council met with the applicants and approved the sales of the encroachments. The former property owners of lot 1016R, who installed the landscaping, sold the lot and home to the current owners prior to completing the transaction with the city. A purchase agreement with the current owners of lot 1016R was finalized on December 1, 2021 for a total of 4,672 sq. ft. of land. The existing deed restriction on the city property which restricts use of the land for park/open space purposes has been released through the use of an agreement and new recording.

There is an existing public utility easement along the rear lot line of the original property boundary that must be vacated in order for the applicant to utilize the added area. The vacation requires notification of all utility companies that may have an interest in the easement and a public hearing to vacate said easement. The city has received letters from each of the utility companies releasing their interest. There is an 8 foot public utility easement running along the western lot line that will be extended to the new rear lot line with the plat amendment.

### **POSSIBLE MOTION**

I move that the City Council approve the plat amendment for lot 1016R of the Eaglepointe Estates Phase 10 Subdivision located at 674 East Country Court.

### Attachments

- 1) Aerial/Zoning Map
- 2) Amended Plat

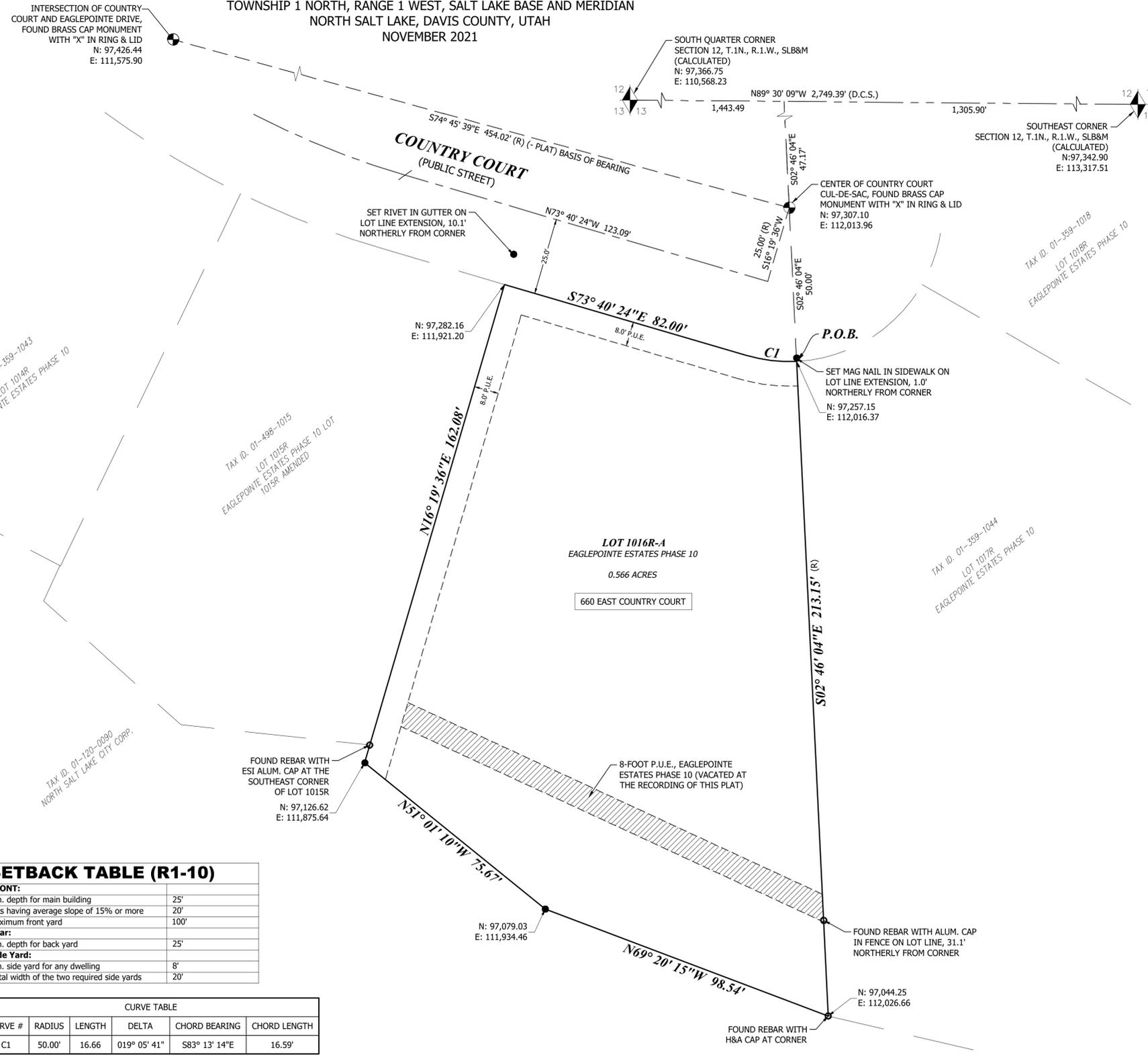


# Plat Amendment Eaglepointe Estates Ph. 10 – Lot 1016R Zoning/Aerial



**EAGLEPOINTE ESTATES PHASE 10 LOT 1016R AMENDED**

LOCATED IN THE NORTHEAST QUARTER OF SECTION 13,  
TOWNSHIP 1 NORTH, RANGE 1 WEST, SALT LAKE BASE AND MERIDIAN  
NORTH SALT LAKE, DAVIS COUNTY, UTAH  
NOVEMBER 2021



**SURVEYOR'S CERTIFICATE**

I, AARON L. INABNIT, A PROFESSIONAL LAND SURVEYOR, CERTIFY THAT I HOLD CERTIFICATE NO. 9182497 IN ACCORDANCE WITH TITLE 58, CHAPTER 22, OF THE PROFESSIONAL ENGINEERS AND PROFESSIONAL LAND SURVEYORS LICENSING ACT, THAT AN ACCURATE SURVEY OF THE PROPERTY DESCRIBED HEREON HAS BEEN COMPLETED, IN ACCORDANCE WITH UTAH CODE SECTION 17-23-17, AND THAT I HAVE VERIFIED ALL MEASUREMENTS. I CERTIFY THAT BY THE AUTHORITY OF THE OWNERS, I HAVE PLACED MONUMENTS ON THE GROUND, AS REPRESENTED ON THIS PLAT, AND THAT THE PROPERTY SHOWN ON THIS PLAT AND DESCRIBED HEREWIT SHALL BE SUBDIVIDED INTO A LOT HEREAFTER TO BE KNOWN AS EAGLEPOINTE ESTATES PHASE 10 LOT 1016R AMENDED.

**FOR REVIEW**

AARON L. INABNIT, P.L.S. UT #9897117-2201

**BOUNDARY DESCRIPTION**

PART OF THE NORTHEAST QUARTER OF SECTION 13, TOWNSHIP 1 NORTH, RANGE 1 WEST, SALT LAKE BASE AND MERIDIAN, DAVIS COUNTY, UTAH, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHWEST CORNER OF LOT 1017R OF THE EAGLEPOINTE ESTATES PHASE 10 SUBDIVISION, ON FILE AT THE DAVIS COUNTY RECORDER'S OFFICE AS ENTRY NO. 2100623 IN BOOK 3859 AT PAGE 473, SAID CORNER IS SOUTH 2°46'04" EAST 50.00 FEET FROM A BRASS CAP MONUMENT IN THE CENTER OF THE COUNTRY COURT CUL-DE-SAC, SAID MONUMENT BEING NORTH 89°30'09" WEST 1,305.90 FEET ALONG THE SECTION LINE AND SOUTH 2°46'04" EAST 47.17 FEET FROM THE NORTHEAST CORNER OF SAID SECTION 13, AND RUNNING THENCE SOUTH 02°46'04" EAST 213.15 FEET ALONG THE WESTERLY LINE OF SAID LOT, AND EXTENSION THEREOF; THENCE NORTH 69°20'15" WEST 98.54 FEET; THENCE NORTH 51°01'10" WEST 75.67 FEET TO THE EXTENSION OF THE EASTERLY LINE OF LOT 1015R OF SAID SUBDIVISION; THENCE NORTH 16°19'36" EAST 162.08 FEET ALONG THE EASTERLY LINE OF SAID LOT, AND THE EXTENSION THEREOF, TO THE SOUTHERLY RIGHT-OF-WAY LINE OF COUNTRY COURT; THENCE SOUTH 73°40'24" EAST 82.00 FEET ALONG SAID SOUTHERLY LINE TO A 50.00-FOOT RADIUS CURVE TO THE LEFT; THENCE EASTERLY 16.66 FEET ALONG THE ARC OF SAID CURVE AND SAID SOUTHERLY LINE THROUGH A CENTRAL ANGLE OF 19°05'41", CHORD BEARS SOUTH 83°13'14" EAST 16.59 FEET, TO THE NORTHWEST CORNER OF SAID LOT 1017R AND TO THE POINT OF BEGINNING.

CONTAINING 24,675 SQUARE FEET OR 0.566 ACRES.

**OWNER'S DEDICATION**

WE, THE UNDERSIGNED OWNERS OF THE ABOVE-DESCRIBED LAND, HAVING CAUSED THE SAME TO THE SUBDIVIDED INTO A LOT TO BE KNOWN AS EAGLEPOINTE ESTATES PHASE 10 LOT 1016R AMENDED, DO HEREBY DEDICATE FOR THE PERPETUAL 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 HEREIN DEDICATED.

IN WITNESS WHEREOF WE HAVE HEREUNTO SET OUR HANDS THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_.

JOHN H. CROCKETT, TRUSTEE  
CFT 2001 TRUST, DATED MARCH 17, 2001

CARRIE H. CROCKETT, TRUSTEE  
CFT 2001 TRUST, DATED MARCH 17, 2001

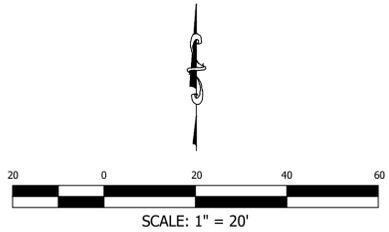
**TRUST ACKNOWLEDGMENT**

ON THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_ THERE PERSONALLY APPEARED BEFORE ME, JOHN H. AND CARRIE H. CROCKETT, TRUSTEES OF THE CFT 2001 TRUST, DATED MARCH 17, 2001, WHO BEING DULY SWORN, DID SAY THAT THEY ARE TRUSTEES OF SAID TRUST AND THAT THE FOREGOING INSTRUMENT WAS SIGNED ON BEHALF OF SAID TRUST AND THAT IT IS WITHIN THE TRUSTEE'S AUTHORITY TO EXECUTE THE SAME.

NOTARY PUBLIC: \_\_\_\_\_  
RESIDENCE: \_\_\_\_\_  
MY COMMISSION EXPIRES: \_\_\_\_\_

**NOTES**

- THE STATE PLANE BEARING ALONG THE CALCULATED SECTION LINE IS NORTH 89°10'06" WEST (DAVIS COUNTY SURVEYOR), CALCULATED USING NAD 1983 STATE PLANE COORDINATES FROM THE UTAH NORTH ZONE.
- 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 OF DEPTH OF GROUND WATER TABLE.
- NOTES FROM EAGLEPOINTE ESTATES PHASE 10 (ENTRY #2100623, D.C.R.) ARE APPLICABLE TO THIS PLAT.
- THE PURPOSE OF THIS PLAT IS TO ADJUST THE REAR PROPERTY LINE AND ITS CORRESPONDING PUBLIC UTILITY EASEMENT (P.U.E.). THE ORIGINAL P.U.E. ALONG THE REAR LINE OF THIS LOT IS VACATED BY THIS PLAT.



**LEGEND**

PROPERTY LINE \_\_\_\_\_  
ADJACENT PROPERTY \_\_\_\_\_  
ROAD CENTERLINE \_\_\_\_\_  
SECTION LINE \_\_\_\_\_  
TIE TO MONUMENT \_\_\_\_\_  
EASEMENT LINE \_\_\_\_\_

RECORD CALLS ( )

SET 5/8" REBAR WITH ENTELLUS CAP AT CORNER (UNLESS OTHERWISE NOTED) ●

FOUND PROPERTY MARKER (AS NOTED) ○

**SETBACK TABLE (R1-10)**

<b>FRONT:</b>	
Min. depth for main building	25'
Lots having average slope of 15% or more	20'
Maximum front yard	100'
<b>Rear:</b>	
Min. depth for back yard	25'
<b>Side Yard:</b>	
Min. side yard for any dwelling	8'
Total width of the two required side yards	20'

**CURVE TABLE**

CURVE #	RADIUS	LENGTH	DELTA	CHORD BEARING	CHORD LENGTH
C1	50.00'	16.66	019° 05' 41"	S83° 13' 14"E	16.59'

1470 South 600 West  
Woods Cross, UT 84010  
Phone 801.298.2236  
www.Entellus.com  
PROJECT #2015001 11/30/2021, ALI

**CITY COUNCIL'S APPROVAL**

PRESENTED TO THE CITY COUNCIL OF NORTH SALT LAKE, UTAH, ON THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_, AT WHICH TIME THIS SUBDIVISION WAS APPROVED AND ACCEPTED.

CITY RECORDER ATTEST: \_\_\_\_\_  
MAYOR: \_\_\_\_\_

**RECOMMENDED FOR APPROVAL**

RECOMMENDED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
NORTH SALT CITY ENGINEER

**RECOMMENDED FOR APPROVAL**

RECOMMENDED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_,  
BY THE PLANNING COMMISSION OF NORTH SALT LAKE CITY.

CHAIRMAN: \_\_\_\_\_  
PLANNING COMMISSION OF NORTH SALT LAKE CITY.

**RECOMMENDED FOR APPROVAL**

RECOMMENDED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
NORTH SALT LAKE CITY ATTORNEY

**DAVIS COUNTY RECORDER**

ENTRY NO. \_\_\_\_\_ FEE PAID \_\_\_\_\_  
FILED FOR RECORD AND RECORDED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_  
AT \_\_\_\_\_ IN BOOK \_\_\_\_\_ OF \_\_\_\_\_  
COUNTY RECORDER: \_\_\_\_\_  
BY: \_\_\_\_\_ DEPUTY



# CITY OF NORTH SALT LAKE COMMUNITY & ECONOMIC DEVELOPMENT

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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:** January 4, 2022  
**SUBJECT:** Site Plan Amendment for Phillips 66 Butane Blending System, 245 East 1100 North

---

### RECOMMENDATION

The Planning Commission recommends approval of the site plan amendment for Phillips 66 Butane Blending System located at 245 East 1100 North with the following condition(s):

1. The chain link fence along 1100 North will be brought into compliance with City code section 10-1-33.

### BACKGROUND

Phillips 66 is located at 245 East 1100 North which is in the Manufacturing-Distribution (MD) zone. Sunoco Partners, the applicant, has applied for a site plan amendment that will add a butane blending system to the property. The new butane blending system will consist of a 90,000 gallon liquid propane/gas storage vessel that is approximately 11 feet in diameter and 133 feet long, a truck offloading station, a pump, an enclosure to house the analyzer and electrical equipment, and connected piping with several small equipment skids.

The above-ground tank and structure will be a minimum of 185 feet from the front fence line. The new butane blending system will increase the imperviousness of the property by 2,788 sq. ft. and increase the gravel areas by 8,102 sq. ft. for a total of 10,890 sq. ft. of area to be affected.

The applicant has noted that the requested site improvements will increase truck traffic by an estimated 1 to 3 additional trucks during blend season (September 16<sup>th</sup> to April 30<sup>th</sup>) and up to 6 trucks during peak blend season (September 16<sup>th</sup> to September 30<sup>th</sup> and April 1<sup>st</sup> to April 30<sup>th</sup>). The proposed operation has been reviewed by the Fire Marshall and city engineering staff and no adverse impacts are anticipated from the site improvements and additions.

The existing fence surrounding the property and adjacent to 1100 North is constructed of chain link. City code 10-1-33 regulates that fencing along Center Street, Redwood Road, Cutler Drive, or 1100 North shall not be chain link. In these situations, chain link fencing is permitted only on the side and rear property lines if the property is not adjacent to a residential zone. Such chain link fencing shall not extend beyond the front façade of the building. The existing fence on the subject property, along 1100

North, is chain link with barbed wire on top. While this fence is considered legal nonconforming, the Planning Commission is recommending that this site plan amendment application spur that this fence be brought into compliance with the current code.

The subject property is within a Drinking Water Source Protection (DWSP) area. The Assistant City Engineer, Karyn Baxter, has reviewed the proposed project and is satisfied with the plans.

**POSSIBLE MOTION**

I move that the City Council approve of the site plan amendment for Phillips 66 Butane Blending System located at 245 East 1100 North with the following condition(s):

1. The chain link fence along 1100 North will be brought into compliance with City code section 10-1-33.

**Attachments**

- 1) Zoning Map
- 2) Aerial Map
- 3) Existing Conditions Plan
- 4) Site Plan
- 5) Enclosure Elevations

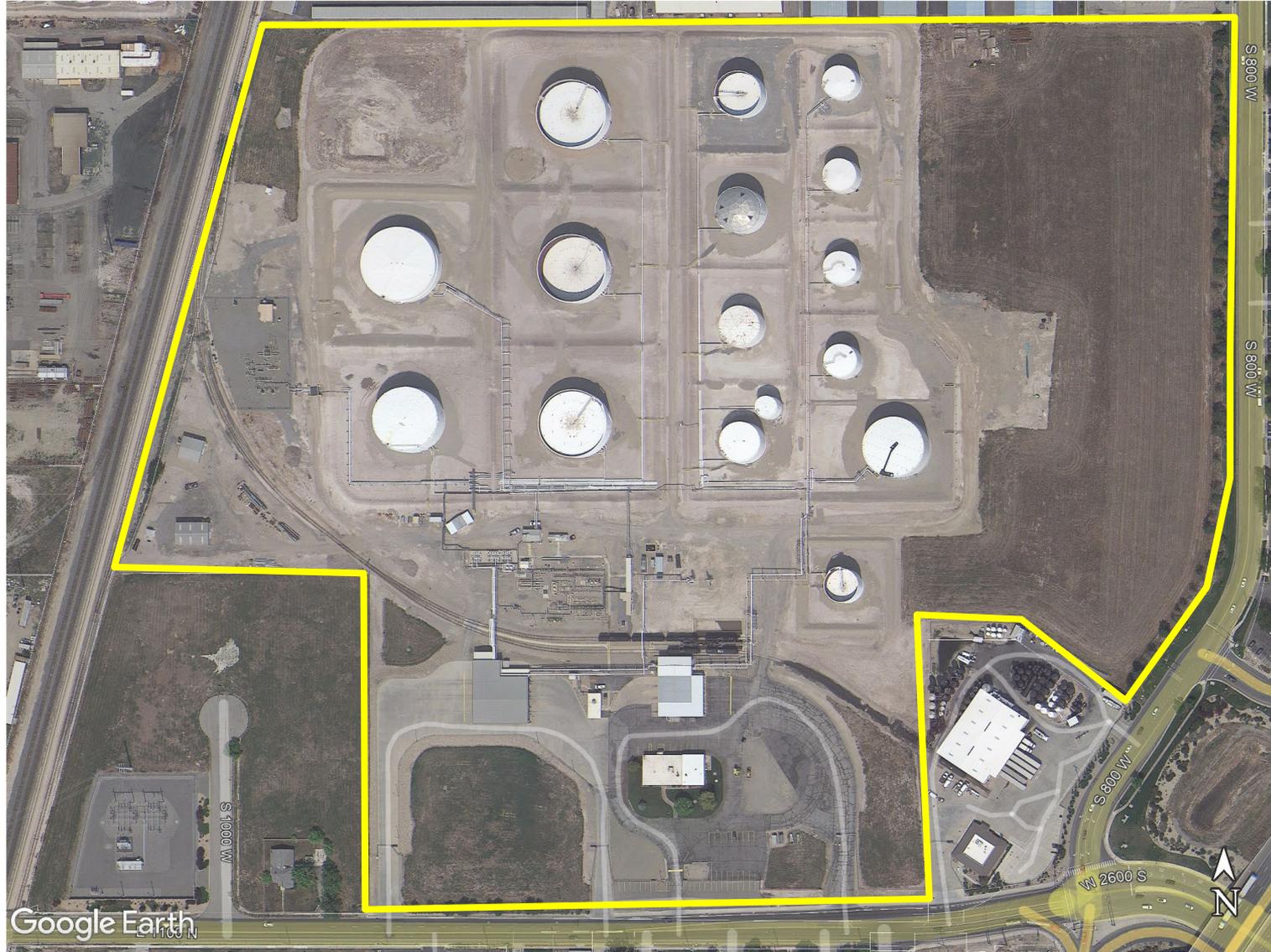


# Phillips 66 Butane Blending System 245 East 1100 North Zoning Map

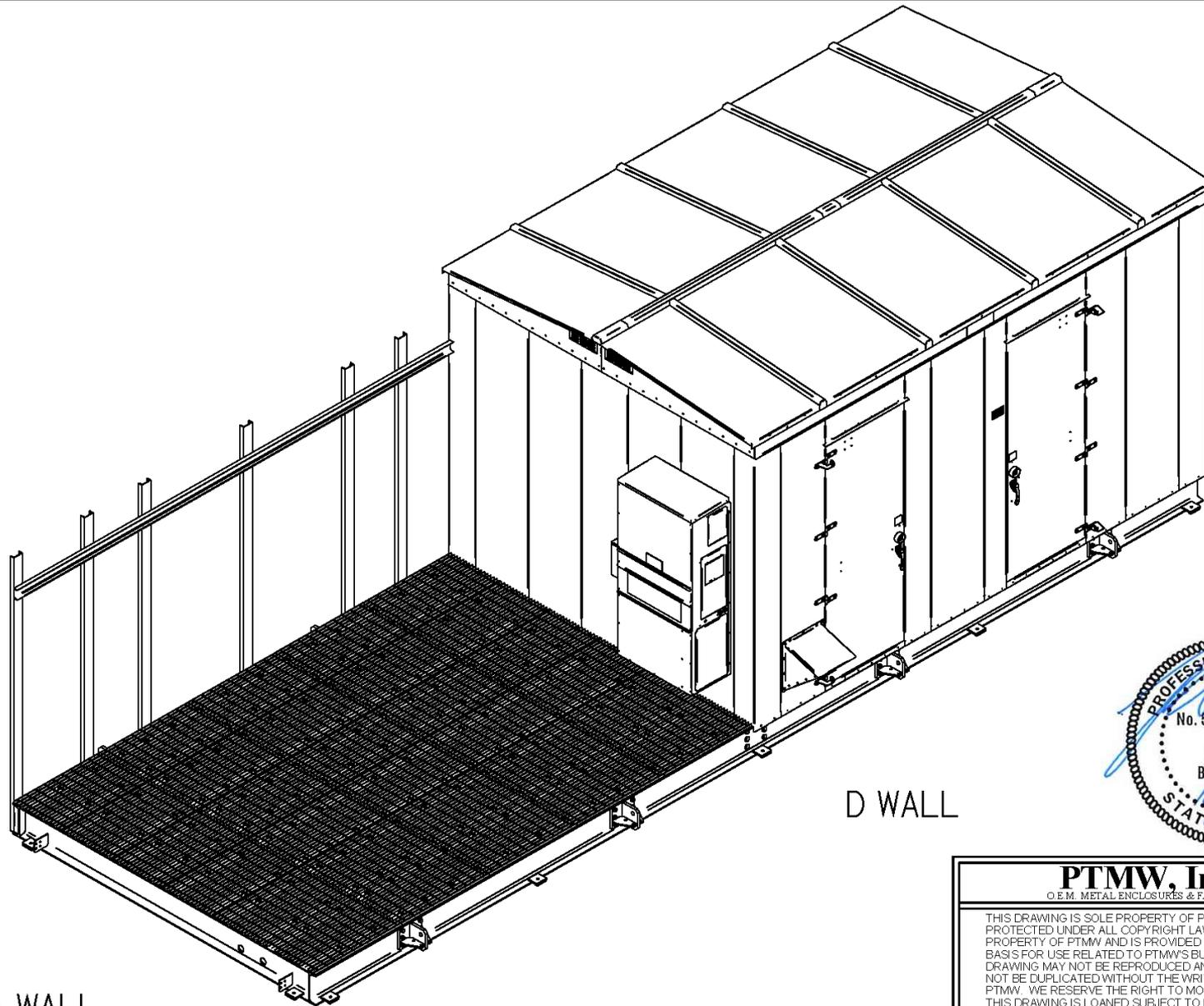




# Phillips 66 Butane Blending System 245 East 1100 North Aerial Map







A WALL

D WALL

ISO D & A WALLS



<b>PTMW, Inc.</b> <small>O E M. METAL ENCLOSURES &amp; FABRICATION</small>	
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11'-6" X 17 SUNOCO GEN 4 W/ 16'-6" PLATFORM	
90001336 A	SHEET 4 OF 18

**RESOLUTION NO. 2022-01R**

**NOTICE OF ANNUAL MEETING SCHEDULES FOR THE  
CITY COUNCIL AND PLANNING COMMISSION  
OF THE CITY OF NORTH SALT LAKE, DAVIS COUNTY, UTAH  
CALENDAR YEAR 2022**

**WHEREAS**, the City Council of the City of North Salt Lake, Davis County, Utah, hereby gives notice to the public of the regular meeting schedules of the City Council and Planning Commission for the calendar year 2022.

**NOW, THEREFORE BE IT RESOLVED**, all City Council and Planning Commission meetings will be held at the North Salt Lake City Hall, in the Council Chambers, 10 East Center Street, with the City Council commencing at 7:00 p.m., and the Planning Commission at 6:30 p.m., unless otherwise posted. If any meeting is canceled or rescheduled, public notice will be given of such new meeting date. Meetings at times other than as specified shall be held by the City Council or Planning Commission as circumstances require. The dates for holding regular meetings shall be as follows:

REGULAR CITY COUNCIL MEETING DATES

JANUARY 4	JUNE 21
JANUARY 18	JULY 19
FEBRUARY 1	AUGUST 2
FEBRUARY 15	AUGUST 16
MARCH 1	SEPTEMBER 6
MARCH 16	SEPTEMBER 20
APRIL 5	OCTOBER 4
APRIL 19	OCTOBER 18
MAY 3	NOVEMBER 1
MAY 17	NOVEMBER 15
JUNE 7	DECEMBER 6

REGULAR PLANNING COMMISSION MEETING DATES

JANUARY 11	JULY 12
JANUARY 25	JULY 26
FEBRUARY 8	AUGUST 9
FEBRUARY 22	AUGUST 23
MARCH 8	SEPTEMBER 13
MARCH 22	SEPTEMBER 27
APRIL 12	OCTOBER 11
APRIL 26	OCTOBER 25
MAY 10	NOVEMBER 8
MAY 24	NOVEMBER 22
JUNE 14	DECEMBER 13
JUNE 28	

All meetings of the City Council are open to the public unless closed pursuant to Section 52-4-204, Utah Code. A written agenda of each open meeting will be posted on the City's website at

[www.nslcity.org](http://www.nslcity.org) and at the North Salt Lake City Hall, 10 East Center Street, in North Salt Lake, Utah no later than 5:30 p.m. on the regular business day preceding such meeting.

**EFFECTIVE DATE.** This resolution shall become effective immediately upon passage.

**PASSED AND ADOPTED** by the City Council of the City of North Salt Lake this 4<sup>th</sup> day of January, 2022.

CITY OF NORTH SALT LAKE:

\_\_\_\_\_  
Brian J. Horrocks, Mayor

ATTEST:

\_\_\_\_\_  
City Recorder

City Council Vote as Recorded:

<u>Name</u>	<u>Vote</u>
Lisa Baskin	_____
Natalie Gordon	_____
Stan Porter	_____
Alisa VanLangeveld	_____
(Vacant)	_____

**Certificate of Posting:**

I, the duly appointed recorder for the City of North Salt Lake, hereby certifies that the foregoing Notice of Annual Meeting Schedules, Resolution No. 2022-01R was passed by the governing body on the date shown above, and that copies were posted as required by Utah State Code.

Recorded this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

\_\_\_\_\_  
City Recorder



# CITY OF NORTH SALT LAKE

---

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

Brian Horrocks  
Mayor

Ken Leetham  
City Manager

## MEMORANDUM

**TO:** Honorable Mayor and City Council

**FROM:** Ken Leetham, City Manager

**DATE:** January 4, 2022

**SUBJECT:** Consideration of Resolution 2022-02R: A Resolution Appointing Mayor Horrocks to the South Davis Metro Fire Service Area Board

---

### **RECOMMENDATION**

I recommend approval of Resolution 2022-02R: A Resolution Appointing Mayor Horrocks to the South Davis Metro Fire Service Area Board.

### **BACKGROUND**

The South Davis Metro Fire Service Area (SDMFSA) Board is the Governing Board of the Service Area and is made up of the mayors of the five member municipalities and one representative appointed by Davis County. The member municipalities are: Bountiful, Centerville, North Salt Lake, West Bountiful and Woods Cross. The proposed resolution appoints Mayor Horrocks to SDMFSA Board.

### **POSSIBLE MOTION**

I move that the City Council approve Resolution 2022-02R: A Resolution Appointing Mayor Horrocks to the South Davis Metro Fire Service Area Board.

**RESOLUTION NO. 2022-02R**

**A RESOLUTION OF THE GOVERNING BODY OF THE  
CITY OF NORTH SALT LAKE APPOINTING A  
REPRESENTATIVE AS A MEMBER OF THE SOUTH DAVIS  
METRO FIRE SERVICE AREA BOARD**

WHEREAS, the City of North Salt Lake is a member of the South Davis Metro Fire Service Area; and

WHEREAS, each member municipality of the South Davis Metro Fire Service Area has the power to appoint one member to the Board of the Area; and

WHEREAS, the City Council now desires to appoint Brian J. Horrocks, Mayor, as a representative to the South Davis Metro Fire Service Area Board; and

WHEREAS, such action is authorized by statute.

NOW THEREFORE, be it resolved by the City Council of the City of North Salt Lake, Utah as follows:

Section 1. MEMBER APPOINTED. The City of North Salt Lake Mayor is hereby appointed to serve as the North Salt Lake representative to the Board of the South Davis Metro Fire Service Area, which term shall be deemed and ratified to have commenced on January 4, 2022.

Section 2. COPY OF RESOLUTION TO BE PROVIDED TO DISTRICT. A copy of this resolution, once adopted, shall be provided to the South Davis Metro Fire service Area.

Section 3. EFFECTIVE DATE. This resolution shall take effect January 4, 2022.

Passed and approved by the City of North Salt Lake, this 4th day of January, 2022.

CITY OF NORTH SALT LAKE

By \_\_\_\_\_  
Brian J. Horrocks, Mayor

ATTEST:

By \_\_\_\_\_  
City Recorder

City Council Vote as Recorded:  
Council Member Baskin \_\_\_\_\_  
Council Member Gordon \_\_\_\_\_  
Council Member Porter \_\_\_\_\_  
Council Member VanLangeveld \_\_\_\_\_  
Council Member (Vacant) \_\_\_\_\_

1  
2 CITY OF NORTH SALT LAKE  
3 CITY COUNCIL MEETING-WORK SESSION  
4 NOVEMBER 16, 2021

5 **DRAFT**

6  
7 Mayor Arave called the meeting to order at 6:00 p.m.

8  
9 PRESENT: Mayor Len Arave  
10 Council Member Lisa Watts Baskin  
11 Council Member Natalie Gordon (via telephone)  
12 Council Member Brian Horrocks  
13 Council Member Stan Porter  
14

15 STAFF PRESENT: Ken Leetham, City Manager; Paul Ottoson, City Engineer; David Frandsen,  
16 Public Works Director; Janice Larsen, Finance Director; Craig Black, Police Chief; Brad  
17 Christopherson, City Attorney; Tyler Abegglen, Golf Course General Manager; Sherrie Pace,  
18 Community Development Director; Linda Horrocks, City Recorder; Traci Jump, Deputy City  
19 Recorder; Ali Avery, Long Range Planner.  
20

21 OTHERS PRESENT: Kate Werrett, Lewis Young Robinson & Birmingham; Michael Lichfield,  
22 SNJ; Tammy Clayton, Alisa Van Langeveld, Dee Lalliss, residents; Scott Barney, Dorothy  
23 Owen, Sharon Pohlmon, Patti Jensen, G. Jensen, Dennis Bangerter, Jackie Bangerter, Salt Lake  
24 residents; Jack Ray.  
25

26 1. 2021 ANNUAL REDEVELOPMENT AGENCY REPORT-LEWIS YOUNG  
27 ROBINSON & BIRMINGHAM  
28

29 Sherrie Pace reported that Lewis Young Robinson & Birmingham (LYRB) prepared the annual  
30 report for the Redevelopment Agency update.  
31

32 Kate Werrett addressed the Council and stated that the Redevelopment Agency was required to  
33 submit an annual report related to the different project areas and that the report had historically  
34 been due November 1<sup>st</sup> but going forward would now be due on June 30<sup>th</sup>. She said this report  
35 would be submitted electronically to the Go Utah database by LYRB. The first project area Ms.  
36 Werrett reviewed was the 92 acre Eaglewood Village CDA which, she said, had six years  
37 remaining and lifetime revenue for the project to date had been approximately \$2 million. She  
38 stated that the types of development in the project included mixed use, residential, office, and  
39 retail.  
40

41 Ms. Werrett then addressed the Redwood Road CDA and said \$950,000 had been received last  
42 year with \$2.9 million over the lifetime of the project to date. She reported that Amazon opened  
43 a facility in this project area last year, which provided 100 new jobs, Foxboro Marketplace had

44 tenants in all but one of their pads, and a 120-unit multi-family complex was completed last  
45 summer.

46  
47 Kate Werrett spoke on the Orbit RDA, which did not trigger when it was initially set to start. She  
48 said there were several options including canceling this RDA or working with the taxing entities  
49 to create new interlocal agreements. She explained that as this RDA was not triggered due to the  
50 developer not meeting the requirements, that it may be prudent to look for different development  
51 opportunities in that area.

52  
53 Mr. Werrett reported that the Highway 89 CDA included some areas of unincorporated Davis  
54 County, which meant that there were three taxing areas. The revenue was \$364,000 this year,  
55 which was less than expected but common due to the COVID pandemic. Development included  
56 townhomes approved at the City Center, apartments, and Golden West Credit Union to be  
57 completed in 2022.

58  
59 Mr. Werrett then reported on Senate Bill SB6001 that allowed the Redevelopment Agency to  
60 extend the life of different project areas that were impacted negatively by COVID. She said if  
61 the City felt that any of the CDA areas were impacted that a resolution could be created detailing  
62 the hardship such as slowed development or impacts for a developer including increased  
63 construction costs. The City could then extend the requested CDA areas for two years.

64  
65 Ms. Werrett explained that the request for an extension was not a requirement but an option for  
66 the City. This resolution would need to be written and approved by December 31, 2021 if the  
67 City wanted the two-year extension.

68  
69 Ken Leetham recommended that the City participate and said several developers were willing to  
70 provide the necessary letters. He suggested a special meeting be held on November 30<sup>th</sup> to  
71 approve this resolution.

72  
73 Council Member Horrocks asked if there was a reason to continue the Orbit CDA. Ken Leetham  
74 replied that Orbit did not have any interest in performing as planned. He suggested reviewing the  
75 area particularly regarding investments in roadways and other ways to incentivize redevelopment  
76 there.

77  
78 Ken Leetham explained that the trigger date had already passed so this area would continue as an  
79 EDA dependent on a new plan and the participating taxing entities.

80  
81 2. PRESENTATION OF ANNUAL REPORT REGARDING THE CITY'S MODERATE  
82 INCOME HOUSING PLAN

83  
84 Ali Avery reported that per State code the City was required to adopt a moderate income housing  
85 plan. The City adopted a plan in 2020, which would be reviewed annually and updated every five

86 years. The City would also report annually to the State and Wasatch Front Regional Council  
87 regarding progress towards meeting the goals found in the adopted plan. She said that the City's  
88 plan had ten strategies along with several goals. Ms. Avery spoke on an issue related to the  
89 requirement for the submission of the five-year projection data per a projection calculator on the  
90 State's website which was not functioning. The State advised staff to submit last year's numbers  
91 in addition to the report and any internal data. She said the internal data that staff had available  
92 was building permits from the housing plan the City adopted last year. This plan stated that by  
93 2030 the City would need an additional 725 housing units with 70 units for low income  
94 households which was less than or equal to 30% of the area median income (AMI).

95  
96 Ali Avery explained that 45 of the low income housing units would need to be affordable to low  
97 income which was 30-50% AMI and 112 units affordable to moderate income which was 50-  
98 80% AMI. This year 72 housing units were built in the City but none of those units were targeted  
99 with a rent or purchase price affordable to individuals making 80% or lower than the County's  
100 median family income. However, the City had made progress for moderate housing in several  
101 ways including the approval of 13 accessory dwelling units (ADU), the potential for affordable  
102 units at the Williamsburg development, and referrals to Davis County Housing Authority for  
103 assistance through their housing programs. She said in 2020 there were 33 active Section 8  
104 housing vouchers in the City and 40 vouchers in 2021. In 2021, there were four first-time  
105 homebuyers that received down payment assistance through the housing authority, one  
106 emergency home repair grant, and one roofing repair grant. Ms. Avery commented that one item  
107 of interest was that two housing voucher holders lived in ADUs.

108  
109 Council Member Horrocks spoke on commercial real estate and how new Class A buildings  
110 would attract tenants from older Class B buildings, etc. and how this compared to residential  
111 units. He said he would not expect any of the new apartment buildings to fall into the below 80%  
112 category but by creating this new housing it would affect older units and potentially push down  
113 rents in a normal market. Ali Avery replied that this was addressed in the plan as natural attrition  
114 of housing which meant that older housing would become more affordable as new housing was  
115 developed. She spoke on other methods that could be reported to the State if new units were not  
116 being built in the City such as the use of RDA funds to deed restrict some new units or allowing  
117 ADUs, etc.

118  
119 Ali Avery said that the City Council did not need to take any action other than reviewing the  
120 report that would be submitted to the State by December 1st.

121  
122 Mayor Arave explained that the State would potentially become stricter regarding affordable  
123 housing so the more strategies the City had to address this issue the better. He said this would  
124 also help when applying for applicable grants. Ali Avery replied that she felt the plan was  
125 sufficient as they had ten strategies (many more than required) and that the City's plan was used  
126 as a template for other cities.

127 Ken Leetham addressed the comments made by Council Member Horrocks related to market  
128 rents and how the City was in a unique position. He said that in time the City would have over a  
129 million dollars in housing funds that could be used for down payment assistance, rental  
130 assistance, or other tailored programs to help LMI residents.

131

132 3. APPROVAL OF CITY COUNCIL MINUTES

133

134 The City Council minutes of October 19, 2021 were reviewed and approved.

135

136 **Council Member Porter moved to approve the minutes of October 19, 2021. Council**  
137 **Member Baskin seconded the motion. The motion was approved by Council Members**  
138 **Baskin, Gordon, Horrocks and Porter.**

139

140 4. ACTION ITEMS

141

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

143

144 Mayor Arave asked about the current action item related to Stericycle. He asked if Stericycle  
145 would be leaving the City soon as they were a waste transport facility, which he did not believe  
146 was allowed in that zone.

147

148 Ken Leetham clarified that once Stericycle removed their incineration operation they desired to  
149 continue as a drop-off/transfer station and this was authorized under the current zoning or the  
150 overlay zone. Sherrie Pace replied that it was clear from the overlay zoning language passed in  
151 2012 that the transfer of medical waste was a permitted use.

152

153 5. COUNCIL REPORTS

154

155 Council Member Horrocks commented that former mayor Jake Simmons passed away. He also  
156 reported City resident Skyler Ramseyer was crowned Mrs. Utah for 2022.

157

158 Council Member Horrocks said that there was a home at the bottom of the 14<sup>th</sup> fairway, that  
159 continually has a spring running down the driveway and asked about the status of the project that  
160 would be addressing that water. Ken Leetham replied that staff had discussed this issue and the  
161 storm drain project to correct the issue would go out for bid over the winter. He said that staff  
162 would also be looking at a decorative water feature at the prior request of the Council.

163

164 6. ADJOURN

165

166 Mayor Arave adjourned the meeting at 6:36 p.m. to begin the regular session.

167

CITY OF NORTH SALT LAKE  
CITY COUNCIL MEETING-WORK SESSION  
NOVEMBER 16, 2021

**DRAFT**

Mayor Arave called the meeting to order at 7:00 p.m. Council Member Lisa Baskin offered the invocation and led those present in the Pledge of Allegiance.

PRESENT: Mayor Len Arave  
Council Member Lisa Watts Baskin  
Council Member Natalie Gordon (via telephone/excused at 9:00 p.m.)  
Council Member Brian Horrocks  
Council Member Stan Porter

STAFF PRESENT: Ken Leetham, City Manager; Paul Ottoson, City Engineer; David Frandsen, Public Works Director; Janice Larsen, Finance Director; Craig Black, Police Chief; Brad Christopherson, City Attorney; Tyler Abegglen, Golf Course General Manager; Sherrie Pace, Community Development Director; Linda Horrocks, City Recorder; Traci Jump, Deputy City Recorder; Ali Avery, Long Range Planner.

OTHERS PRESENT: Jonathan Badger, Lee's Marketplace; Janet Welsh, Wes Welsh, Steven Moosman, Angie Keeton, Rachel Butterfield, Daniel Thompson, Dee Lalliss, Alisa Van Langeveld, Tammy Clayton, residents; Tyler Heath; Heather Limon, Dalon Hinckley, Cross E Ranch; Paul Westenskow, Cushman & Wakefield; Steve McCutchan, Dave Tolman, XCEL Development; Michael Lichfield, SNJ; Scott Barney, Dorothy Owen, Sharon Pohlmon, Patti Jensen, G. Jensen, Dennis Bangerter, Jackie Bangerter, Eric Orme Salt Lake/unincorporated residents; Jack Ray, Rudy Reclamation and Northpoint Reclamation; Paxton Guymon, York Howell & Guymon.

1. CITIZEN COMMENT

Steven Moosman commented that he resided on Gary Way and was here to address Resolution 2021-48R related to property damage that occurred on Gary Way due to proximity to Eaglewood Golf Course. He said earlier this year a golf ball hit one of his vehicles and in prior years the City would cover these types of damages. When he called the City for the most recent incident he was directed to the insurance company which denied his claim. Mr. Moosman explained that after reaching out to the City a second time that the claim was then paid after three estimates were obtained. He said he had over 30 golf ball impacts to the roof of his home and how this was a continued issue. Mr. Moosman expressed concern with the proposed resolution as it limited the frequency of claims to twice a year and the damages to \$500 and how previous incidents at his home had exceeded those amounts.

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Mayor Arave said that this resolution would be tabled to allow the City attorney more time for review.

2. PUBLIC HEARING AND CONSIDERATION OF RESOLUTION 2021-42R: A  
RESOLUTION APPROVING AMENDMENTS TO THE CITY OF NORTH SALT  
LAKE ANNEXATION POLICY PLAN

Sherrie Pace reported that the last time the City’s annexation policy plan was updated had been in 2003. The current policy was only two pages in length and standards had since changed. She said the annexation policy plan was a guiding document with a set of criteria and considerations to be reviewed when an annexation petition was received. State code required that input be received from affected entities including service districts, neighboring cities and counties, utilities, etc. A public meeting to receive comments from affected service districts was held in September, which has been included in the draft plan. As part of the update the plan also included statements of criteria that the City Council and Planning Commission would use to evaluate future annexations. These criteria included the character of the community, the need for municipal services, the plans for extension of services, the estimate of tax consequences to the property owners within the annexation area, and the interests of affected entities. Guidelines from State code included attempting to avoid gaps or overlays in expansion areas, consideration of population growth in 20 years, current and projected costs of infrastructure and services to those areas, consideration of the need for additional property or area in the City for residential/commercial/industrial development, statements to why agricultural areas would be included in annexation areas, boundaries drawn along local districts to eliminate islands or peninsulas of unincorporated areas, consolidate any overlap of services, and equitable distribution of community resources.

Sherrie Pace showed the draft annexation area plan expansion areas, which included Areas A, B, and C. These areas were already included in the existing plan with no changes to the boundaries. The Planning Commission reviewed these areas and discussed removing a portion of Area A, which included the State OHV park and Area C which contained forest service property. The Commission determined that the OHV park would remain as it could be redeveloped in the future and retaining Area C in the plan would allow the City some influence in U.S. Forest Service plans in that area. She showed Area A which consisted of mainly Chevron and the State OHV Park. Annexation Area B included the unincorporated between the City and Bountiful. She said this area was not part of Bountiful’s annexation plan. Annexation Area C was mainly U.S. Forest Service property with a parcel owned by Salt Lake City for watershed protection.

Ms. Pace said the plan requirements also included growth projections for the next 20 years and presented her projections. She projected a current population of 23,430 residents based upon the 2000 census, as the 2020 census data was not yet available, and building permits per housing type. It was estimated that by 2041 the City’s population would be 29,918 excluding any

252 annexation. Additional information included the amount of open space in the City, land allocated  
253 to residential, commercial, public, open space, and industrial uses. The plan also considered  
254 housing by type with 55% single family, 22% apartments, and then mobile homes, condos,  
255 townhomes, and duplex/triplex. A land analysis was also included, which showed the  
256 percentages of land by volume that was allotted to each use (residential, commercial, etc.).  
257

258 Sherrie Pace reported that the annexation policy plan also included a proposal for annexation  
259 Area D, which was brought to the City by local property owners including Cross E Ranch and  
260 Dave Tolman (Misty River/River Ranch). Annexation Area D was original part of the main  
261 document; however, the Planning Commission requested that it be separated into a separate  
262 document as an addendum to the plan. She explained that the City Council had an update to  
263 Areas A, B, and C and an amendment to include the proposed annexation Area D. Ms. Pace  
264 showed a map with the proposed Area D, which was located across the Jordan River in Salt Lake  
265 County.  
266

267 Mayor Arave asked if any of Area D was part of the nature reserve. Sherrie Pace replied that it  
268 did not include the nature reserve, which was on the east side of the Jordan River.  
269

270 Sherrie Pace showed an outline of the boundaries for both Cross E Ranch and River Ranch on  
271 the map of the proposed annexation Area D. She explained that it was just an approximate  
272 boundary to give a general idea.  
273

274 Mayor Arave clarified that by approving Area D that the City was not actually annexing any  
275 property but just allowing for future consideration to annex those areas. Sherrie Pace replied  
276 affirmatively and said that in order for a property owner to submit a petition for annexation that  
277 area would need to be part of the City's annexation policy plan.  
278

279 Sherrie Pace presented a population chart that provided a population estimate if Areas D and B  
280 were annexed. The population would be 37,000 if these areas were annexed into the City. On  
281 August 9<sup>th</sup> the Planning Commission prepared the annexation policy plan, on August 17<sup>th</sup> the  
282 developer of River Ranch discussed the project with the City Council, on August 24<sup>th</sup> the  
283 Planning Commission held a public meeting that began a ten day period for input from affected  
284 public entities, on September 28<sup>th</sup> a public hearing was held during the Planning Commission  
285 meeting and several modifications to the plan were made, and on October 12<sup>th</sup> the Planning  
286 Commission made a recommendation to the City Council. The Planning Commission voted four  
287 to three in favor of forwarding the annexation plan to the City Council excluding Area D. The  
288 Commission was split on whether Area D should or should not be included in the annexation  
289 policy plan and expressed that while they liked the proposed development, the issue remained  
290 that it was located in Salt Lake County.  
291

292 Steve McCutchan, XCEL Development, commented on the Planning Commission's  
293 recommendation. He said there was a lot of discussion and the main issues for the Commission

294 was the annexation of property that was located in Salt Lake County as well as schools. Mr.  
295 McCutchan said that one discussion point was if Area D could be incorporated into Davis  
296 County. He said this was not realistic because both Davis and Salt Lake counties would have to  
297 agree to the annexation of 400 acres. Steve McCutchan commented that the Draper City mayor,  
298 Troy Walker, met with Council Members Horrocks and Baskin as Draper City contained  
299 property in both Salt Lake and Utah counties. Mayor Walker suggested that it was doable and  
300 that Draper would assist in the process. He said the other prominent issue was schools and where  
301 those students in the annexed area would go. Mr. McCutchan said that at this time the only  
302 schools with space were those in Salt Lake's Granite school district. A discussion was also had  
303 about building a charter school and the quality of this type of school. He said there were already  
304 two charter schools in Foxboro including Wasatch Peak, which was highly rated.

305  
306 Steve McCutchan also spoke on the discussion around the impact of 2200 West. He said there  
307 was a proposal in Salt Lake City to build a 6.2 million square foot manufacturing/business park  
308 on the west side of 2200 West. Mr. McCutchan suggested that the City, Salt Lake City, and Salt  
309 Lake County continue to work together to construct and maintain the road. He then spoke on  
310 financial reports prepared by Bob Springmeyer as well as the Lewis Young study and how River  
311 Ranch would make over \$24 million in revenue above the associated expenses. These reports did  
312 not include any income the City would receive from Cross E Ranch. Another aspect of these  
313 reports was the economic benefit of River Ranch to the commercial area, particularly Redwood  
314 Road, of the City. He said they estimated that \$8.8 million would be spent annually by residents  
315 of River Ranch principally in Redwood Road businesses.

316  
317 Steve McCutchan commented on affordable housing and the opportunity to build homes in River  
318 Ranch that would be market rate affordability. He then read a statement made by one of the  
319 Planning Commissioner which said that allowing Area D to the plan would give the landowners  
320 the opportunity to refine their proposal and respond to the issues that have been conceptually  
321 identified. Mr. McCutchan said they were just asking for the opportunity to submit an application  
322 to begin the review process.

323  
324 Dave Tolman, XCEL Development, spoke on the opportunity to create a community that was  
325 close to major employment centers in the Salt Lake City area with the ability to utilize existing  
326 transportation corridors. He said there was also the ability to build a market rate affordable  
327 project and provide utility access for Cross E Ranch. Mr. Tolman asked that Area D be added to  
328 the City's annexation policy plan for future review.

329  
330 Heather Limon, Cross E Ranch, asked for the chance to petition for annexation and that the  
331 process would not end tonight.

332  
333 **At 7:42 p.m. Mayor Arave opened the public hearing.**  
334

335 Denise Payne, 2848 North 2200 West, commented that she would be affected by the potential  
336 annexation. She said Cross E Ranch was a great place and wished they could obtain sewer and  
337 water access. Ms. Payne said she had concern about the proposed charter school and the affect on  
338 other schools in the area, traffic including 2200 West, water availability issues, and additional  
339 pollution. She asked the City Council to come view the area to see the existing issues.

340

341 Michael Lichfield commented that he was the attorney representing the landowners in  
342 unincorporated Salt Lake County that were north of the proposed Area D. He asked that the City  
343 Council consider a broader annexation policy plan, which would include areas along the western  
344 border of the City and north of Area D. Mr. Lichfield said State law required an annexation  
345 policy plan be in place before a petition for annexation could be considered. He said his clients  
346 had no development plans but would like to see additional areas included in the proposed  
347 annexation area for the purpose of future consideration. Mr. Lichfield said Area C was a prime  
348 example of this and that having these areas as part of the plan allowed for future conversations  
349 and that this type of planning was beneficial.

350

351 Scott Barney, 48 West Broadway, encouraged the City Council to include Area D in the  
352 annexation policy plan. He spoke on his relationship with Dave Tolman and explained that he  
353 had been the economic development lead for Millard County. Mr. Barney said that development  
354 could not be avoided and should be supported and guided. He felt that the City could handle  
355 being part of two counties.

356

357 Paxton Guymon, York Howell & Guymon, commented that he was representing the group that  
358 was applying for annexation of Area D. He said the only question was whether the City would  
359 expand their annexation policy map to include Area D. Mr. Guymon said by adding Area D that  
360 nothing would happen except for allowing entities to petition for annexation in the future. He  
361 explained that if the City did not include Area D then landowners in that area would not have the  
362 opportunity to file for annexation. Allowing Area D to be included in the policy plan did not  
363 mean a project would be approved or that any development would occur. Mr. Guymon suggested  
364 including Area D to the annexation policy plan as this would allow the City to keep their options  
365 open.

366

367 Jonathan Badger, Lee's Marketplace, thanked the City for the great relationship over the last five  
368 years. He spoke about difficulties being a business owner on Redwood Road. Mr. Badger then  
369 talked about growth and that Utah was growing at a rate of 18.6%, which was the highest in the  
370 U.S. right now. He said that the City needed to focus on how to grow and by annexing Area D,  
371 which would consist of families that it would be beneficial for the community. Mr. Badger said  
372 businesses pay for much of the infrastructure and as one of the biggest businesses in the City that  
373 Lee's wanted to be a support. He spoke on current issues they were facing including staffing,  
374 COVID expenses, more customers, and obtaining product. Mr. Badger asked the City to approve  
375 annexation of Area D as it was the right type of development.

376

377 Angie Keeton, 1065 Windsor Drive, spoke on her perspective as a Foxboro resident and  
378 commented that Dave Tolman and Steve McCutchan had been very responsive to the community  
379 and had provided many details on the possibilities. She felt that the Planning Commission  
380 separating Area D from the other areas was a good idea as one development should not drive the  
381 viability of the annexation. Ms. Keeton also mentioned the avigation easement per the airport,  
382 which alleviated some concerns but said the City needed to change hindsight to forethought. This  
383 included spacing between certain uses, impacts to the neighborhood, support for commercial on  
384 Redwood Road, and other lessons learned from the Foxboro development.

385  
386 Sharon Pohlman, 1987 West Sir Charles Drive, commented that this proposed development  
387 seemed very close to the airport and the potential noise impacts.

388  
389 Dennis Bangerter commented that he lived near 3000 North and mentioned some of the  
390 considerations for the potential annexation including the roadways including Center Street and  
391 water access issues.

392  
393 Dorothy Owen said she was the chair of the West Point Community Council. She said the City  
394 should learn from the past and consider the difficulties of this proposed development. Ms. Owen  
395 said that this project would need to be done in conjunction with Salt Lake County, Davis County,  
396 the school districts, etc. She spoke on her experience with other projects such as the Swaner  
397 property, the prison, and the inland port and how this project would not be at the top of the other  
398 entities list, which would make things more difficult. Ms. Owen suggested that the City should  
399 focus on options for saving Cross E Ranch as it was an important part of the community.

400  
401 Jack Ray said he was a representative for Rudy Reclamation and Northpoint Reclamation, which  
402 owned 3,700 acres adjacent to the proposed annexation area. He commented that both entities  
403 opposed the annexation of Area D. Rudy Reclamation was formed over 100 years ago and had  
404 worked to diligently preserve their property. Mr. Ray stated that he had attended many meetings  
405 related to the annexation policy plan and said that the Planning Commission voted not to  
406 recommend the inclusion of Area D. He said some of the reasons were related to schools, county  
407 lines, and the character of the local community. Mr. Ray said Salt Lake City's master plan for the  
408 unincorporated areas emphasized preservation and conservation for this area and that this desire  
409 should be taken into consideration. He said expanding Area D may damage this unique area and  
410 suggested not including Area D in the City's annexation plan.

411  
412 Dalon Hinckley, Cross E Ranch, asked that the City include Area D, as he would prefer to be a  
413 part of the City if the area was going to be annexed.

414  
415 Patti Jensen, 3286 North 2200 West, spoke on the potential annexation and the issues in that area  
416 including mosquitos, a high water table, school issues, road/traffic issues, and noise from the  
417 airport.

418

419 Eric Orme stated he was a property owner in Area D and how this area had not previously been a  
420 priority. He said the potential to be part of the City would be beneficial to the residents in the  
421 unincorporated area especially for municipal services. Mr. Orme commented that this area was  
422 already a part of the City in that they shopped at local businesses and that annexation would  
423 allow the City to have a say in the development.

424

425 **At 8:26 p.m. Council Member Porter moved to close the public hearing. Council Member**  
426 **Horrocks seconded the motion. The motion was approved by Council Members Baskin,**  
427 **Gordon, Horrocks and Porter.**

428

429 Council Member Porter thanked those who participated in the public hearing and said that many  
430 of the comments seemed to be against the proposed development. He explained that adding Area  
431 D to the City's annexation policy plan would just provide the opportunity to consider the  
432 development in the future. Council Member Porter said he did not see an issue in including Area  
433 D as there were options that could be explored related to schools, etc. but warned the developer  
434 that if Area D was included in the plan that it did not guarantee approval.

435

436 Council Member Baskin expressed appreciation for the preparation and the valid points that were  
437 made. She said the ideas of agribusiness and housing was compelling along with the interests  
438 including economic, educational, environmental, housing availability and affordability, and the  
439 options to control this development. Council Member Baskin commented that there was no  
440 reason not to move forward with including Area D in the annexation policy plan for further study  
441 of the possibilities.

442

443 Council Member Gordon said that the comment that had made the biggest impact to her was the  
444 Salt Lake County resident who said that they were not a priority to SL County and if the area  
445 was annexed they would become a City priority. She said she was elected by the current citizens  
446 who were not getting everything they currently needed, so she was not ready to place her priority  
447 elsewhere. Council Member Gordon said her vote would be not to add any out-of-county areas to  
448 the annexation policy plan.

449

450 Council Member Horrocks said he appreciated the comments and the time spent related to this  
451 issue. He felt it was a complex issue and could understand points from both sides. Council  
452 Member Horrocks disclosed that he managed warehouses located on 2200 West. He said that he  
453 had been present in discussions with Mayors Wilson (Salt Lake County mayor) and Mendenhall  
454 (Salt Lake City mayor) who were against the annexation. Council Member Horrocks spoke about  
455 issues related to county lines and school districts and that these could possibly be resolved, but  
456 with some difficulty. He said he was sympathetic to Lee's Marketplace and the need for growth  
457 in the area which may be partly assuaged by growth in Woods Cross. Other concerns included  
458 the cost to the City in providing services, the need to review costs for the residential areas, water  
459 needs, future resident complaints about the airport, mosquitos, and issues with Salt Lake and  
460 2200 West. Council Member Horrocks mentioned the needs of the current City and its residents

461 and said he did not believe this annexation would benefit the City enough to pursue this  
462 annexation.

463  
464 Mayor Arave said that many times the cost of urban sprawl was underestimated and with the  
465 need for housing, this project would contribute toward filling that need. He spoke on issues such  
466 as air quality, water resources, and the residents in the unincorporated areas. Mayor Arave  
467 compared Foxboro to the proposed annexation Area D and how Foxboro was a wonderful  
468 addition to the City. He felt that Area D could also be a benefit to the City and was supportive of  
469 further review particularly as development of the area would support businesses such as Lee's  
470 and residents in the unincorporated area.

471  
472 Council Member Gordon commented that this was a very important decision that would affect  
473 the future of the City in a multitude of ways. She said one of the questions was if more area in  
474 Salt Lake County should be included and felt that this item should be tabled until there was a full  
475 City Council.

476  
477 **Council Member Gordon moved to table Resolution 2021-42R. Council Member Horrocks**  
478 **seconded the motion.**

479  
480 Council Member Porter commented that it was unfair to table to item at this point after the  
481 Council had expressed what their vote would be.

482  
483 Council Member Horrocks said that there was merit to having a full Council and also that he  
484 would not have a vote in the future at that point.

485  
486 Council Member Baskin mentioned that there were outstanding issues with Salt Lake County  
487 jurisdictionally within the City boundaries. She said tabling this item did not gain anything and  
488 that it was time to make a decision.

489  
490 **The motion was approved by Council Members Gordon and Horrocks. Council Members**  
491 **Baskin, Porter and Mayor Arave (breaking the tie) voted in opposition to the motion.**

492  
493 **Council Member Baskin moved that the City Council approve Resolution 2021-42R: a**  
494 **Resolution approving amendments to the City of North Salt Lake Annexation Policy Plan**  
495 **with the following findings:**

496  
497 **Findings:**

- 498     **1) The proposed amendment is in accord with the comprehensive general plan, goals**  
499     **and policies of the City;**  
500     **2) The proposed amendment is in accord with State Statute 10-2-401.5 regarding the**  
501     **preparation of an Annexation Policy Plan;**

502           **3) The proposed plan establishes guidelines and criteria for consideration of future**  
503           **annexation petitions; and**

504           **4) The proposed plan requires detailed fiscal analysis specific to a proposed**  
505           **development to be considered with future annexation petitions.**

506   **Conditions:**

507           **1) The proposed amendment will include the proposed Addendum-Annexation Area**  
508           **D;**

509           **2) The plan is amended with corrections provided to staff; and**

510           **3) The criteria be added to the plan, that annexations to be considered, should be**  
511           **within Davis County.**

512

513   Council Member Baskin spoke on her revision to condition three and said that the annexation  
514   area should be in Davis County but did not have to be. Mayor Arave clarified that the preference  
515   was that the property should be in Davis County but this was not a requisite.

516

517   **Council Member Porter seconded the motion.**

518

519   Sherrie Pace said there was some text in the document that would need to be changed to reflect  
520   what was stated in Council Member Baskin’s motion. She asked if staff was authorized to make  
521   those changes. Council Member Baskin replied that the plan could be amended with corrections  
522   provided to staff.

523

524   **The motion passed with votes in favor by Council Members Baskin and Porter and Mayor**  
525   **Arave. Council Members Gordon and Horrocks voted in opposition to the motion.**

526

527           3. PUBLIC HEARING AND CONSIDERATION OF RESOLUTION 2021-43R: A  
528           RESOLUTION AMENDING THE CITY OF NORTH SALT LAKE 2021-2022 FISCAL  
529           YEAR BUDGETS

530

531   Janice Larsen reported on amendments to the 2021-2022 fiscal year budget. This included  
532   amendments to the General Fund with a recommendation for an increase in the budgeted revenue  
533   by \$60,000 related to transportation tax received, which was higher than budgeted. These would  
534   be restricted funds, which would be transferred to the Road Capital Project Fund to fund  
535   additional projects. The second amendment would be related to the Redevelopment Agency and  
536   new debt issued for construction of the Foxboro Wetlands Park. The proposed budget  
537   adjustments included the proceeds, costs and debt payments related to that issuance. There was  
538   also an expenditure adjustment for the Park project. Changes in the Housing Fund were related to  
539   the grant revenue that was received in Fiscal year 2021 but was not expended. A budget  
540   adjustment was proposed for the expenditure of these funds in the current year. In the Capital  
541   Project Fund a transfer out from the General Fund to the Capital Fund was approved in  
542   September. An offsetting transfer in was proposed in the current budget adjustment as this was  
543   an oversight in September. An adjustment was also recommended for the City Hall Council

544 chamber audio system in the amount of \$26,000. In the Road Capital Project Fund, a transfer in  
545 from the General Fund was recommended in the Road Capital Project Funds. Several new road  
546 capital projects were recommended including the replacement of a current waterline and road rep  
547 air in conjunction with the construction of a project along US-89 with Weber Basin Water  
548 Conservancy. This would reduce the cost for the City as Weber Basin would share the cost of the  
549 excavation and road repair. This project would impact the Road Fund and the Water Fund so  
550 staff recommended the US-89 road project in the current year, the reconstruction of 150 North  
551 would be rescheduled to a future fiscal year. In the Water Fund the budget increase would be for  
552 the US-89 to Center Street water line and delaying the replacement of the water line on 150  
553 North. Staff also recommended a budget adjustment for the cost of repairing Hole #13 at the golf  
554 course for damage due to a water leak. A new project was also being added for PRV at  
555 Eaglewood Drive to match the timing of a road project at that location. A third project was being  
556 added to move valves and meters off property owned by Big West Oil to property owned by the  
557 City as the refinery has restrictions to access of the valves and meters located on their property.  
558

559 Other amendments were for the Storm Water Fund including a French drain system that was  
560 required to ensure stability of the road where a natural spring was found and to the Golf Course  
561 Fund for new debt issued for construction of the Foxboro Wetlands Park with an adjustment for  
562 proceeds, costs, and debt payments related to this issuance as well as an expenditure adjustment  
563 for the Golf Course Club House and Grounds Capital projects.  
564

565 Mayor Arave asked for the current balance in the Water Fund and what it would be after the \$4  
566 million was used. Janice Larsen replied that at the beginning of the year there was \$5 million in  
567 unrestricted cash but there could be less due to water restrictions and as Big West Oil had drilled  
568 their own well which resulted in lower revenues. She said her estimate was \$1 million in impact  
569 fee revenue and \$2 million in unrestricted cash. Ms. Larsen said staff met every month and  
570 would watch the unrestricted cash before projects went out for bid.  
571

572 Mayor Arave asked about the outstanding amount for bonds. Janice Larsen responded that she  
573 did not have that information on hand but estimated approximately \$2 million.  
574

575 Ken Leetham commented that when staff reviewed the existing bonds recently it was  
576 approximately \$2 million.  
577

578 Council Member Baskin asked what the total budget adjustment amount would be. Janice Larsen  
579 replied that she did not have the total amount but recommended viewing the adjustment by fund.  
580

581 Ken Leetham explained that these budget amendments were mainly comprised of projects  
582 discussed in previous meetings.  
583

584 Mayor Arave asked about debt payments for the new bond and when the first payment would be  
585 due. Ken Leetham replied that staff would research this.

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**At 9:05 p.m. Mayor Arave opened the public hearing. There were no public comments, and at 9:06 p.m. Council Member Porter moved to close the public hearing. Council Member Baskin seconded the motion. The motion was approved by Council Members Baskin, Horrocks and Porter. Council Member Gordon was excused.**

**Council Member Baskin moved to approve Resolution 2021-43R: a Resolution amending the City of North Salt Lake 2021-2022 Fiscal Year Budget. Council Member Porter seconded the motion.**

Ken Leetham said he had the schedule for the bond payment and that a bond payment was due in this fiscal year, which was reflected in the amendment.

**The motion was approved by Council Members Baskin, Horrocks and Porter. Council Member Gordon was excused.**

4. APPROVAL OF CONECPTUAL DESIGN FOR EAGLEWOOD CLUB HOUSE  
RENOVATION

Tyler Abegglen reported that he was seeking approval on the design concepts for the renovation of the Eaglewood Clubhouse. He presented the architectural renderings for the exterior and requested approval to go out for bid for construction. Mr. Abegglen said that there would not be any structural changes to the building other than the café extension with an outdoor covered patio and a new façade, fireplace, and faux timbers on the ceiling, and other upgrades to the event center. The Golf Committee recommended approval of the design to the City Council.

Council Member Porter asked if the building inspector had reviewed these plans. He asked that the building inspector be involved in the process now before it went out for bid. Tyler Abegglen replied that the building inspector had not yet reviewed the plans. He said the inspector would be more involved once a contractor had been selected.

Council Member Horrocks asked if the architect would be involved in construction management. Tyler Abegglen replied that per the contract the architect would be involved in the initial conversations with the contractor as well as any requests for information.

Mayor Arave asked that the front desk and downstairs operations be more connected going forward.

**Council Member Horrocks moved to approve the concept plan for Eaglewood Clubhouse renovation to apply for RFP. Council Member Baskin seconded the motion. The motion was approved by Council Members Baskin, Horrocks and Porter. Council Member Gordon was excused.**

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Tyler Abegglen said he would send the plans to the City’s building inspector for review now.

5. CONSIDERATION OF CITY COUNCIL APPOINTMENTS TO THE HEALTH AND WELLNESS COMMITTEE

The Mayor requested that the agenda be reordered to accommodate those who were present for the Health and Wellness Committee appointments.

Ken Leetham reported that Janet Welsh was Council Member Gordon’s appointment.

Council Member Porter said his appointment was Mary Kay Porter.

Council Member Horrocks commented that his nomination was Corey Markisich who worked in the public health sector.

Council Member Baskin nominated Rachel Butterfield.

Mayor Arave commented on a recent survey performed by Communities Who Care for 6<sup>th</sup> to 12<sup>th</sup> grade students. He shared some of the results of the surveys and said that 1 in 20 sixth graders had attempted suicide with one who had succeeded as well as 1 in 5 five tenth graders who were self-harming.

Mayor Arave suggested that his appointment be filled by the new Council Members and asked if someone would be willing to serve until then. Council Member Baskin volunteered to serve as Mayor Arave’s nominee until a new member was appointed.

**Council Member Porter moved to accept the recommendations made by the City Council. Council Member Horrocks seconded the motion. The motion was approved by Council Members Baskin, Horrocks and Porter. Council Member Gordon was excused.**

6. CONSIDERATION OF RESOLUTION 2021-49R: A RESOLUTION OF THE CITY COUNCIL ACTING AS THE MUNICIPAL BOARD OF CANVASSERS CONDUCTING AND APPROVING THE CANVASS AND ELECTION RESULTS FOR THE NOVEMBER 2, 2021 MUNICIPAL GENERAL ELECTION AS PREPARED BY THE DAVIS COUNTY CLERK/AUDITOR’S OFFICE

Sherrie Pace reported on the official results of the 2021 municipal general election, which was held on November 2, 2021. She said that these were the final numbers as submitted by the County Clerk’s office. The final counts included in the canvass were 56 ballots, which were not counted including 39 ballots that were not timely, 12 ballots that did not have signatures that matched, 3 ballots with no signatures, 1 ballot of a resident that was no longer residing in the

670 County, and 1 person who did not provide proof of identity. The County Clerk's office did try to  
671 contact those voters, minus those that were not timely, to correct their ballots.

672

673 **Council Member Horrocks moved that the City Council, acting as the City of North Salt**  
674 **Lake's Canvassing Board, accept the 2021 General Municipal Election Canvass as**  
675 **presented. Council Member Porter seconded the motion. The motion was approved by**  
676 **Council Members Baskin, Horrocks and Porter. Council Member Gordon was excused.**

677

678 7. CONSIDERATION OF RESOLUTION 2021-44R: A RESOLUTION ADOPTING THE  
679 DAVIS COUNTY PRE-DISASTER MITIGATION PLAN 2021 UPDATE

680

681 Ali Avery reported that in March 2021 the City Council agreed to participate in updating the  
682 Davis County Pre-Disaster Mitigation Plan, which was updated every five years. The adoption of  
683 the plan by Davis County, FEMA, and participating cities was a requirement by FEMA in order  
684 to qualify for post and pre disaster funding. She said the City had utilized this funding in the past  
685 for the Springhill Landslide. Ms. Avery explained that currently the City had an application  
686 under review by FEMA for the purchase and installation of generators to support the culinary  
687 water facilities, including wells and pump houses, in the event of a power outage. The potential  
688 award of that funding was contingent on the adoption of this plan. The plan addressed specific  
689 community hazards such as earthquake, flooding, landslides, severe weather, and wildfires. In  
690 the plan were strategies to mitigate any damage that might occur due to those natural hazards.  
691 The Development Review Committee (DRC) has reviewed the plan and agreed with the  
692 strategies specified.

693

694 Council Member Baskin said that when her brother was mayor of Logan that staff would  
695 perform training related to public outreach and the division of responsibilities. She asked if this  
696 was included in the proposed plan. Ali Avery replied that one of the strategies in the plan was the  
697 creation of an emergency management plan.

698

699 Council Member Horrocks commented that the City participated in the Great Shakeout each year  
700 to test out communication in a disaster situation. Ken Leetham replied affirmatively.

701

702 Council Member Baskin recommended that the Mayor or whoever was in charge of public  
703 outreach be trained for disaster situations.

704

705 Mayor Arave suggested that more thought be given to the emergency preparedness coordinator  
706 position.

707

708 Ali Avery said the plan included updating the emergency operations plan.

709

710 **Council Member Porter moved that the City Council adopt Resolution 2021-44R adopting**  
711 **the Davis County Pre-Disaster Mitigation Plan 2021 Update, as required by the Federal**  
712 **Disaster Mitigation and Cost Reduction Act of 2000 with the following findings:**

713

714 **Findings:**

715 **1) The Disaster Mitigation and Cost Reduction Act of 2000 requires all jurisdictions to**  
716 **be covered by a Pre-Disaster Hazard Mitigation Plan to be eligible for Federal**  
717 **Emergency Management Agency post-disaster funds; and**

718 **2) The proposed plan meets the requirements of the federal act to mitigate long-term**  
719 **risk to people and property in the City from the impacts of future hazards and**  
720 **disasters.**

721

722 **Council Member Horrocks seconded the motion. The motion was approved by Council**  
723 **Members Baskin, Horrocks and Porter. Council Member Gordon was excused.**

724

725 **8. CONSIDERATION OF RESOLUTION 2021-45R: A RESOLUTION AUTHORIZING**  
726 **THE CITY MANAGER, OR DESIGNEE, TO SUBMIT APPLICATIONS TO**  
727 **WASATCH FRONT REGIONAL COUNCIL SOLICITING FUNDS FOR A TOWN**  
728 **CENTER MARKET STUDY, REDWOOD ROAD SIDEWALK CONNECTIONS,**  
729 **AND CENTER STREET WIDENING AND SIDEWALK CONSTRUCTION**  
730 **PROJECTS**

731

732 Ali Avery reported that in September 2021 staff submitted letters of intent to Wasatch Front  
733 Regional Council (WFRC) for three projects including the Town Center Market Study through  
734 the Transportation and Land Use Connection Grant, the Redwood Road sidewalk connections  
735 through the Transportation Alternatives Program, and the Center Street widening & sidewalk  
736 construction through the Surface transportation program.

737

738 The estimated cost for the Town Center market study would be \$30,000 with staff proposing to  
739 request \$20,000 from WFRC with a \$9,900 City match. The estimated cost for the Redwood  
740 Road sidewalk connections would be \$283,300 with a request of \$226,640 from WFRC with  
741 \$56,600 City match. The Center Street widening project cost would be approximately \$555,900  
742 with a request of \$472,515 from WFRC with a \$83,385 City match.

743

744 **Council Member Baskin moved that the City Council approve Resolution 2021-45R**  
745 **authorizing the City Manager, or designee, to submit applications to Wasatch Front**  
746 **Regional Council soliciting funds for a Town Center Market Study, Redwood Road**  
747 **Sidewalk Connections, and Center Street Widening & Sidewalk Construction projects, and**  
748 **authorizing matching funds. Council Member Horrocks seconded the motion. The motion**  
749 **was approved by Council Members Baskin, Horrocks and Porter. Council Member**  
750 **Gordon was excused.**

751 9. CONSIDERATION OF RESOLUTION 2021-47R: A RESOLUTION APPROVING  
752 AGREEMENTS 2021-35A WITH JORDAN RIVER FOUNDATION RELATED TO  
753 THE DONATION OF INTERPRETIVE SIGNAGE ALONG THE JORDAN RIVER  
754 TRAIL

755

756 Ali Avery reported that staff was contacted by representatives from Salt Lake County and the  
757 Jordan River Foundation (JRF) with an opportunity to assist with the design of interpretive  
758 signage along the Jordan River Trail. The JRF desired to donate the design, fabrication, and  
759 installation of the signage in exchange for the City's maintenance of the signs going forward.  
760 City staff met with representatives onsite to determine the locations and potential themes of the  
761 signage. It was determined that one to two signs would be appropriate with one to highlight the  
762 trail's proximity to the Legacy Nature Preserve. She then showed examples of the possible  
763 signage along the trail.

764

765 Mayor Arave asked if there was signage on other parts of the trail. Ali Avery replied that  
766 traditionally the main trail had more traffic but surprised at the amount of use on the City's  
767 section of the trail.

768

769 **Council Member Porter moved that the City Council adopt RES 2021-47R authorizing the**  
770 **City Manager, or designee, to enter into an agreement with Jordan River Foundation for**  
771 **the donation of interpretive signage along the Jordan River Trail with the following**  
772 **findings:**

773

774 **Findings:**

775 1) **The City of North Salt Lake has a continued interest in the improvement of the**  
776 **Jordan River Trail.**

777 2) **The Jordan River Foundation will incur costs in installing interpretive signage**  
778 **along the Jordan River Trail.**

779 3) **The City will provide continued maintenance of the signage.**

780

781 **Council Member Baskin seconded the motion. The motion was approved by Council**  
782 **Members Baskin, Horrocks and Porter. Council Member Gordon was excused.**

783

784 10. CONSIDERATION OF RESOLUTION 2021-46R: A RESOLUTION AMENDING  
785 THE CITY OF NORTH SALT LAKE PERSONNEL AND POLICY MANUAL  
786 RELATED TO SICK LEAVE CONVERSION FOR RETIRING PERSONS AND  
787 COMP TIME ACCURALS

788

789 Janice Larsen reported that the last approval of the Employee Handbook was in 2008. She  
790 explained that the City had grown and many of the practices and laws had changed since that  
791 time. Ms. Larsen said that this resolution reflected some of those changes and that review of the  
792 handbook resulted in reorganization. The first change made by staff was to section 13 regarding

793 employment classification. She explained that there was only one part-time employee who had  
794 benefits so it made sense to place a letter in that employee's file and remove the classifications  
795 from the handbook. This meant removing section 13-2(C) and combining sections (D) and (E).  
796 References to the eliminated classifications would be removed from other sections of the  
797 handbook.

798

799 Another change would be the addition of a further definition of employees as either General  
800 Employees or Sworn Officers. Ms. Larsen stated that Sworn Officers had different rules under  
801 the Fair Labor Standards Act.

802

803 An additional change was made to section 13 related to the work week and operating hours to  
804 reflect the change to a four-day work week and ten-hour day.

805

806 Council Member Baskin asked about the success of the four-day work week. Mayor Arave  
807 replied that he had not heard of any complaints with City Hall being closed on Fridays.

808

809 Council Member Horrocks commented that there were benefits to having staff available at City  
810 Hall before and after normal work hours. As well as benefits to staff on commuting one less day  
811 per week.

812

813 Janice Larsen said that there was also an employee available to take calls on Friday for utility  
814 billing. She also said that most services were accessible online for residents as well.

815

816 Council Member Baskin asked about employees working the full ten hours day. Janice Larsen  
817 explained that the majority of employees clocked in/out each day.

818

819 Janice Larsen reported on the next change, which was the removal of the specific FLSA exempt  
820 positions. Other changes included overtime which was redefined to clarify hours worked and  
821 department head approval prior to working overtime as well as adjustment to the sworn officers  
822 work period to earn overtime after 80 hours in a 14 day period rather than 86 hours in a 14 day  
823 period. Changes were also made to compensatory time with the goal to reduce the number of  
824 compensatory hours earned and reduce large balances carried over from one year to the next as  
825 this resulted in an increase in the cost to the City if the hours were cashed out after the employee  
826 received a COLA or step increase. She spoke on golf course employees as the course was closed  
827 several months of the year and very busy during the spring and summer months. Ms. Larsen also  
828 explained how overtime, callback pay, on call, stipends and special pay would work for the  
829 police department and public works. Additional changes included the removal of references to  
830 time sheets and signatures and a new section to reflect the use of an electronic timekeeping  
831 system with electronic approval by the employee and department supervisor/head.

832

833 Janice Larsen then reported on changes to Section 19 related to sick leave including addressing  
834 sick leave abuse and the conversion of sick leave at retirement.

835 **Council Member Porter moved to adopt Resolution 2021-46R. Council Member Horrocks**  
836 **seconded the motion. The motion was approved by Council Members Baskin, Horrocks**  
837 **and Porter. Council Member Gordon was excused.**

838

839 11. CONSIDERATION OF RESOLUTION 2021-48R: A RESOLUTION ESTABLISHING  
840 A POLICY STATEMENT AND POSITION RELATED TO PROPERTY DAMAGE  
841 THAT OCCURS ON GARY WAY DUE TO PROXIMITY TO EAGLEWOOD GOLF  
842 COURSE AND ESTABLISHING CRITERIA FOR HOW CERTAIN COSTS FOR  
843 QUALIFYING DAMAGE MAY BE REIMBURSED

844

845 Mayor Arave commented that this item should be further reviewed by the City Attorney. He  
846 asked for a motion to table this item.

847

848 **Council Member Porter moved to table Resolution 2021-48R. Council Member Baskin**  
849 **seconded the motion. The motion was approved by Council Members Baskin, Horrocks**  
850 **and Porter. Council Member Gordon was excused.**

851

852 12. CONSIDERATION OF NEW PUBLIC WORKS VEHICLE PURCHASES

853

854 David Frandsen reported that these five vehicles were recommended for replacement and met the  
855 15-point system criteria that reviewed age, mileage, and maintenance costs. These vehicles were  
856 also reviewed by the Fleet Committee. He said that the proposed vehicles were 13-17 years old  
857 and the reason for the delay in replacement was that newer vehicles were not available. All five  
858 vehicles were part of the preliminary budget for this year including three Ford F-150 trucks and  
859 two Chevrolet Colorado trucks. Mr. Frandsen said these were the basic models with cloth seats  
860 and vinyl floors with the trailer tow package and spray in bed liner.

861

862 Mr. Frandsen stated that staff recommended the surplus of four of the five vehicles and retain the  
863 one Colorado to be utilized by the part-time inspector who managed the Google Fiber project.

864

865 **Council Member Horrocks moved that the City Council approve the purchase, under State**  
866 **contract, of three (3) Ford F-150 trucks from Ken Garff Ford for \$38,365.22 each and two**  
867 **(2) Chevrolet Colorado trucks from Ken Garff for \$30,191.55 and also approve the surplus**  
868 **of vehicles, G01, W12, P5 and SW1 listed above. Council Member Baskin seconded the**  
869 **motion. The motion was approved by Council Members Baskin, Horrocks and Porter.**  
870 **Council Member Gordon was excused.**

871

872 13. MAYOR'S REPORT

873

874 Mayor Arave reported that the Sewer District and Recreation District were still working on  
875 issues.

876

877 14. CITY ATTORNEY'S REPORT

878

879 Brad Christopherson had nothing to report.

880

881 15. CITY MANAGER'S REPORT

882

883 Ken Leetham proposed a special meeting be held on November 30<sup>th</sup> to meet some deadlines  
884 including the National Opioid Settlement, as well as the CDA extensions. He also announced  
885 City Council orientation dates for Alisa Van Langeveld on November 29<sup>th</sup>.

886

887 Ken Leetham reported on four waterline breaks on Lacey Way and the seriousness of the issues  
888 there. He showed the segment on a map and said one bid had been received at this time to  
889 reconstruct the lines. Mr. Leetham recommended that the City Council authorize staff to repair  
890 this section of the project as soon as possible as it was an emergency situation. He said that staff  
891 would send the cost estimates to the City Council and requested authorization to award the  
892 project to the lowest bidder.

893

894 Council Member Baskin asked that a discussion be held to address the situation at Foxboro  
895 Elementary and public outreach.

896

897 16. ADJOURN

898

899 Mayor Arave adjourned the meeting at 10:08 p.m.

900

901 *The foregoing was approved by the City Council of the City of North Salt Lake on Tuesday*  
902 *December 28, 2021 by unanimous vote of all members present.*

903

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906 

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*Linda Horrocks, City Recorder*

1 CITY OF NORTH SALT LAKE  
2 CITY COUNCIL MEETING-SPECIAL SESSION  
3 NOVEMBER 30, 2021  
4

5 **DRAFT**  
6

7 Mayor Arave called the meeting to order at 5:30 p.m.  
8

9 PRESENT: Mayor Len Arave  
10 Council Member Lisa Watts Baskin  
11 Council Member Natalie Gordon  
12 Council Member Brian Horrocks  
13 Council Member Stan Porter  
14

15 STAFF PRESENT: Ken Leetham, City Manager; Sherrie Pace, Community Development  
16 Director; Linda Horrocks, City Recorder.  
17

18 1. CONSIDERATION OF RESOLUTION NO. 2021-50R: A RESOLUTION OF THE  
19 GOVERNING BODY OF THE CITY OF NORTH SALT LAKE AUTHORIZING  
20 PARTICIPATION IN THE NATIONAL OPIOID SETTLEMENT AGREEMENT  
21

22 Council Member Baskin commented that she contacted the Attorney General's office regarding  
23 the allocation of these funds. Ken Leetham replied that the settlement funds would be put toward  
24 programs for education, opioid addiction recovery, and other social services through the State  
25 and County governments. The League of Cities and Towns informed staff that unless the City  
26 had a current related program that they would not receive a direct payment.  
27

28 Ken Leetham stated that the purpose of the funds would also include some new restrictions on  
29 the actual distribution of opioid medication. The meant there would be new regulations for  
30 doctors and health insurance providers related to when opioids could be dispensed to patients. He  
31 said the State would get an additional \$120 million if 86% of the cities participated.  
32

33 **Council Member Horrocks moved that the City Council approve Resolution 2021-50R: a**  
34 **Resolution of the Governing Body of the City of North Salt Lake authorizing participation**  
35 **in the National Opioid Settlement Agreement. Council Member Baskin seconded the**  
36 **motion. The motion was approved by Council Members Baskin, Gordon, Horrocks and**  
37 **Porter.**

38           2. ADJOURN

39

40 Mayor Arave adjourned the meeting at 5:36 p.m. to begin the Redevelopment Agency meeting.

41

42 *The foregoing was approved by the City Council of the City of North Salt Lake on Tuesday*  
43 *January 4, 2021 by unanimous vote of all members present.*

44

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*Linda Horrocks, City Recorder*

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CIT OF NORTH SALT LAKE  
CITY COUNCIL MEETING-SPECIAL SESSION  
DECEMBER 28, 2021

**DRAFT**

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

Mayor Arave called the meeting to order at 6:01 p.m.

PRESENT: Mayor Len Arave  
Council Member Lisa Watts Baskin joined at 6:09pm  
Council Member Natalie Gordon  
Council Member Brian Horrocks  
Council Member Stan Porter

STAFF PRESENT: Ken Leetham, City Manager; Tyler Abegglen, Golf Course General Manager.

1. CONSIDERATION OF RESOLUTION NO. 2021-51R: A RESOLUTION OF THE GOVERNING BODY OF THE CITY OF NORTH SALT LAKE ESTABLISHING VOTER PARTICIPATION AREAS AS REQUIERD BY UTAH STATE CODE

Ken Leetham reported that the State of Utah passed legislation which required governmental entities to establish Voter Participation Areas following each redistricting by the State Legislature based upon population data. These changes to the Election Code were made to ensure that signatures gathered in support of placing a referendum and/or initiative on the ballot represented a broad range of residents.

Mr. Leetham showed a map of the City that was divided into four areas labeled A-D. He explained that as Davis County conducted the City's elections and maintained current voter information, they have put together proposed areas that met the State's criteria of "four contiguous and compact voter participation areas of substantially equal population." Each area consisted of 5,000 to 6,000 residents.

Ken Leetham explained that if a referendum was undertaken in the community, then signatures from 11.5% of the residents from each area with 75% overall were required to qualify for an item to be included on the ballot. He said that the City needed to adopt the four areas shown on the map.

Council Member Porter clarified that for example if he wanted to do a referendum, he would need signatures from 11.5% from each of the four areas shown on the map. Ken Leetham replied

44 affirmatively and said these four areas were put together by Davis County and all 15 cities in the  
45 County would be adopting similar voter participation areas.

46

47 **Council Member Porter moved that the City Council approve Resolution No. 2021-51R: a**  
48 **resolution of the governing body of the City of North Salt Lake establishing voter**  
49 **participation areas as required by Utah State code. Council Member Gordon seconded the**  
50 **motion. The motion was approved by Council Members Gordon, Horrocks and Porter.**  
51 **Council Member Baskin was excused.**

52

53 2. CONSIDERATION OF A MOTION TO AUTHORIZE THE PURCHASE OF GOLF  
54 SIMULATOR EQUIPMENT IN THE AMOUNT OF \$117,530.00

55

56 Tyler Abegglen reported on the purchase of a golf simulator to be placed in the unoccupied  
57 office space in the event center. He explained that the premium TrackMan System would allow  
58 for individual practice, lessons, group outings, leagues, and activities. The Trackman System was  
59 a national brand used by many PGA Tour professionals. He said the proposed \$117,530 would  
60 include installation of all simulator equipment and station as well as training on the use and  
61 setup.

62

63 **Council Member Baskin arrived at 6:09 p.m.**

64

65 Mr. Abegglen commented that this purchase was part of the planned renovation of the clubhouse.  
66 He explained that there was a price increase for the system at the first of 2022 and if the order  
67 was placed now the equipment would be available in March/April and ready for summer use.

68

69 Council Member Horrocks asked if staff had reached out to contact True Golf as was  
70 recommended by the City's Hearing Officer. Tyler Abegglen responded affirmatively and said  
71 True Golf was comparable in price but felt the TrackMan System was state of the art and would  
72 be more appealing for events, tournaments, etc.

73

74 Council Member Horrocks asked if the TrackMan System included the ability to play the Pebble  
75 Beach Golf Course. Tyler Abegglen replied that Pebble Beach was an additional cost so staff  
76 would review the cost versus the demand.

77

78 Tyler Abegglen then showed a video of the TrackMan Indoor Golf Simulator.

79

80 Mayo Arave asked if there was a putting simulator option. Tyler Abegglen replied that the  
81 system would track putting.

82

83 **Council Member Horrocks moved that the City Council approve the Eaglewood Golf**  
84 **simulator purchase and authorize the funding of this project in the amount of \$117,530.00**

85 **to TrackMan System. Council Member Gordon seconded the motion. The motion was**  
86 **approved by Council Members Baskin, Gordon, Horrocks and Porter.**

87

88 3. CITY MANAGER REPORT

89

90 Ken Leetham had nothing to report.

91

92 4. ADJOURN

93

94 Mayor Arave adjourned the meeting at 6:17 p.m.

95

96 The foregoing was approved by the City Council of the City of North Salt Lake on Tuesday  
97 January 4, 2022 by unanimous vote of all members present.

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100 \_\_\_\_\_  
Linda Horrocks, City Recorder