



CITY OF NORTH SALT LAKE

CITY COUNCIL MEETING NOTICE & AGENDA AUGUST 16, 2022

Posted August 15, 2022

Notice is given that the City Council of the City of North Salt Lake will hold a regular meeting on **August 16, 2022**. A work session will be a field trip to Eaglewood Village Fishing Pond. Meet at 6:00 pm in the public parking area in the northeast corner of the Eaglewood Village Apartment Complex located at 325 South Orchard Drive. Immediately following the field trip, the City Council will meet at City Hall, 10 East Center Street, North Salt Lake, Utah in regular session at 7:00 pm in the Council Chambers. Some members may participate electronically via Zoom. The public may attend in person for either session or via Zoom for the regular session; however, the electronic meeting option does not allow for participation during public hearings or comment periods. Please see instructions attached to this agenda to attend and view the meeting via Zoom.

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

WORK SESSION – 6:00 p.m.

1. Field Trip to the Eaglewood Village Fishing Pond – Meet at 6:00 p.m. in the Public Parking Area in the Northeast Corner of the Eaglewood Village Apartment Complex Located at 325 South Orchard Drive.
2. Adjourn

REGULAR SESSION – 7:00 p.m.

1. Introduction by Mayor Brian Horrocks
2. Thought or Prayer and Pledge of Allegiance ~ Councilmember Porter
3. Citizen Comment
4. Consideration of New City Positions of Assistant City Manager, Water Technician and Engineering Inspector
5. Consideration of Resolution 2022-29R: A Resolution Appointing Heidi Voordeckers as the City of North Salt Lake Finance Director
6. Consideration of Proposed Purchase of a Bobcat MT100 Mini Track Loader for the State Contract Price of \$38,091
7. Consideration of Proposed Purchase of a Ventrac 4520 Tractor from Turf Equipment and Irrigation for the State Contract Price of \$64,725
8. Consideration of Resolution 2022-30R: A Resolution Declaring Certain Equipment of the Public Works Department as Surplus Property
9. Discussion of Possible Juneteenth Observance
10. Review of Planning Commission Stipends and City Council Wages
11. Approval of City Council Minutes of August 2, 2022
12. Action Items

13. Council Reports
14. City Attorney Report
15. Mayor’s Report
16. City Manager Report
17. Adjourn

CLOSED SESSION

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

*This meeting has an option to attend Regular Session electronically via Zoom, with joining information below:
Topic: August 16, 2022 City Council Meeting – Regular Session
Time: August 16, 2022, 07:00 PM Mountain Time (US and Canada)*

*Join Zoom Meeting
<https://us02web.zoom.us/j/81054574041>*

Webinar ID: 810 5457 4041

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 15th day of August, 2022.

Dated this 15th day of August, 2022.





CITY OF NORTH SALT LAKE

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

Brian J. Horrocks
Mayor

Ken Leetham
City Manager

MEMORANDUM

TO: Honorable Mayor and City Council

FROM: Ken Leetham, City Manager

DATE: August 16, 2022

SUBJECT: Work Session Field Trip – Eaglewood Village Fishing Pond

You will see from the agenda, that we have planned a field trip for the work session. City staff has been working on various ideas to make improvements to the Eaglewood Village Fishing Pond. Our traditional planning methods have thus far resulted in some excellent plans, but also appear to be financially out of reach for the City at the moment. In our field trip, City staff would like to share with Council members a few ideas about improvements we've discussed and the methods we believe will be more affordable than previous plans.

So, please plan on meeting at the pond site at 6:00 p.m. and spending about 30 minutes there. We will return to City Hall prior to 7:00 so that we can still eat dinner before the regular session.



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Brian J. Horrocks
Mayor

Ken Leetham
City Manager

MEMORANDUM

TO: Honorable Mayor and City Council

FROM: Ken Leetham, City Manager

DATE: August 16, 2022

SUBJECT: City Manager Proposal of Organizational Changes

RECOMMENDATION

I recommend approval of the proposed organizational changes which include the creation of an Assistant City Manager position and authorization to hire one additional Water Technician and one additional Engineering Inspector.

BACKGROUND

For the past several weeks we have all been working together to hire a new City Engineer. On August 2 we completed that process by appointing Karyn Baxter as the City Engineer. You may recall that as a part of that process, I recommended to the Council that we adjust how engineering is performed in the City by eliminating one professional engineer position, performing less in-house design work and using consultants to design our capital projects. In addition, I proposed the hiring of an additional, and much more affordable, engineering inspector to perform inspections of construction projects. The City Engineer and Public Works Director are also supportive of these changes and we all believe that we will be able to accomplish more and at a needed faster pace.

Since the time those proposals were made, I also recommended further organizational changes during our last City Council work meeting on August 2. Those changes included the creation of an Assistant City Manager Position and a request to authorize hiring another Water Technician in the Water Division and a second Engineering Inspector. Further, the Assistant City Manager would oversee the Public Works and Engineering Departments and manage a new and aggressive infrastructure replacement and parks re-investment program for the City (see attached organization chart). In the work meeting, the Council received information about the City's immediate and long-term needs and objectives related to infrastructure replacement. I strongly believe the best way to meet those needs and accomplish those objectives is to make the proposed changes.

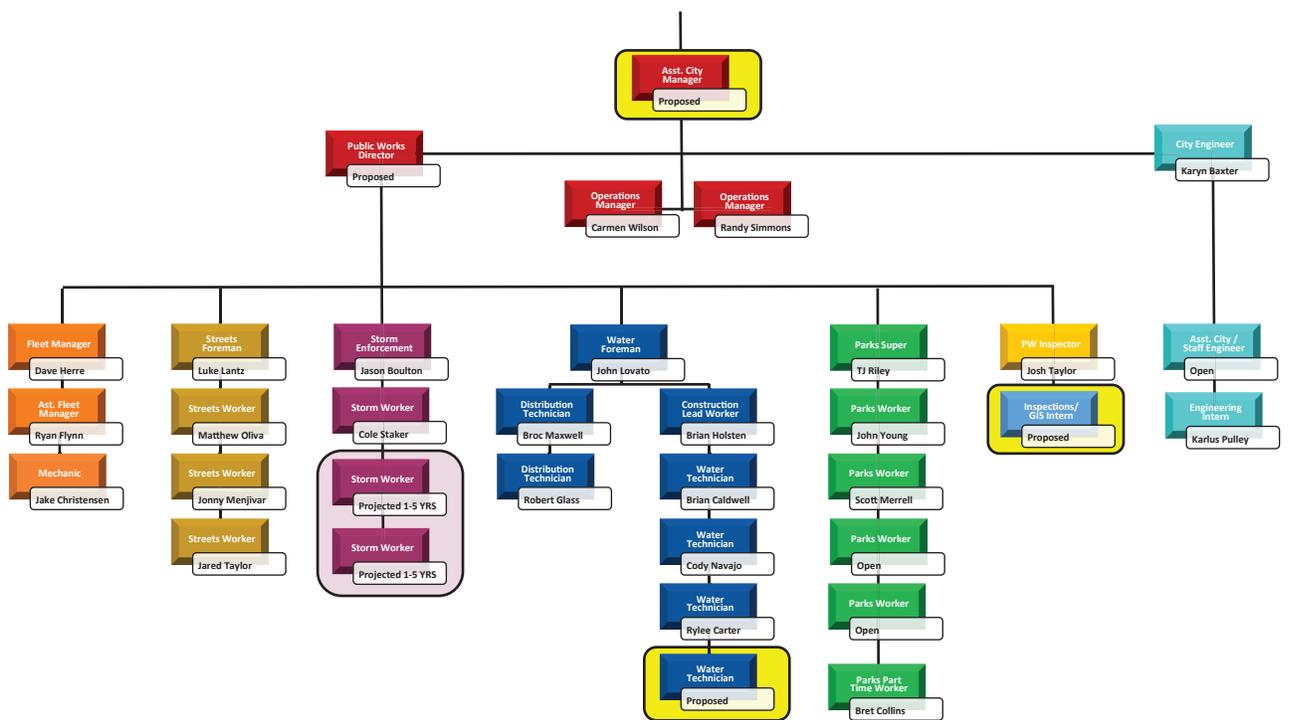
At the August 2 work meeting we also discussed the filling of the Public Works Director position that would be created by David Frandsen taking the Assistant City Manager position. Since that meeting, I have determined the best course of action is to perform a search for the best candidate, similar to how the City Engineer position was recently filled.

The net cost of these proposals could be up to approximately \$225,000. In my original presentation to the Council, I represented the cost to be an increase of between \$30-\$50,000. That cost estimate was based upon the idea of moving Jon Rueckert into the Public Works Director position and not filling his current position. If the City selects a different person to fill the Public Works Director spot, then it will have the additional costs of adding that position while keeping Jon in his position. At the meeting, I will provide a breakdown of those possible additional costs by fund so that the Council knows the impact of these proposals on different budgets, particularly the City's General Fund.

Finally, the City has assembled a talented group of executive employees to accomplish its goals and David Frandsen is a high performer among this group. He has changed the culture in the Public Works Department by implementing advanced training in all areas, measuring performance, tracking physical work performed, tracking and requiring attendance (sick leave, punctuality), managing overtime costs and creating innovative solutions to many of the City's challenges. David has a drive to learn, understand and share leadership and management principles with all of his employees. His department as a group have read many books, had frequent and regular management and leadership training and have collectively elevated the work ethic of the whole department. I believe David can continue to do that and the positive culture he created in Public Works will be beneficial to many other employees in the City's organization.

PROPOSED MOTION

I move that the City Council approve the organizational changes proposed by the City Manager which include the creation of an Assistant City Manager position and authorization to hire one additional Water Technician and one additional Engineering Inspector.





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Brian J. Horrocks
Mayor

Ken Leetham
City Manager

MEMORANDUM

TO: Honorable Mayor and City Council

FROM: Ken Leetham, City Manager

DATE: August 16, 2022

SUBJECT: Resolution 2022-29R: A Resolution Appointing Heidi Voordeckers as the City of North Salt Lake Finance Director

RECOMMENDATION

I recommend approval of Resolution 2022-29R: A Resolution Appointing Heidi Voordeckers as the City of North Salt Lake Finance Director.

BACKGROUND

This item may seem redundant since Heidi Voordeckers has been the City's Finance Director since March 15, 2022. This resolution is needed because Heidi has been selected as the Utah League of Cities and Towns appointee to the State's Private Activity Bond Review Board. In order for her to be eligible to serve as a Board member, she must either be an elected or appointed official. We received confirmation from League representatives that the City Council may appoint her officially to her position thus qualifying her to serve on this important Board.

The Council's action will not change Heidi's status in any way. She continues to be an at-will and exempt employee as the head of the Finance Department.

The Private Activity Review Board manages the Private Activity Bond Program in the State of Utah. This program is funded by the Federal Government which allocates over \$37 billion nationwide for the purpose of providing capital in the form of bond issues used to invest primarily in housing projects. The State usually receives over \$325 million annually in this program which is managed through the Division of Housing and Community Development in the Department of Workforce Services. The Board meets five times per year and members are made up of mostly public officials with expertise in finance who oversee and approve private activity bond applications for qualifying housing projects.

For the Council's information, some of the City's executive staff are actively serving on State Boards and Commissions or in legislative appointments through the League of Cities and Towns. This is an excellent

way for the City to be represented and is important as we attempt periodically to have influence in regional and statewide issues of importance. In addition, the City strongly urges our executive staff members to be active in their respective professional chapters and to obtain leadership positions, if possible, in committees, chapters or other groups that meet on issues critical to municipal government. North Salt Lake has had success in influencing legislation and is frequently cited as an example of a community that is making progress in many key areas, particularly land use, housing, and active transportation. Those successes are made possible for many reasons, among them being the City's participation in organizations such as the one Heidi will be serving in.

PROPOSED MOTION

I move that the City Council approve Resolution 2022-29R: A Resolution Appointing Heidi Voordeckers as the City of North Salt Lake Finance Director.

RESOLUTION NO. 2022-29R

**A RESOLUTION OF THE GOVERNING BODY OF
THE CITY OF NORTH SALT LAKE APPOINTING
HEIDI VOORDECKERS AS THE NORTH SALT
LAKE FINANCE DIRECTOR**

WHEREAS, the City of North Salt Lake has a desire to participate in State and Regional boards, commissions, chapters, and legislative committees; and,

WHEREAS, formal and official appointment by the Governing Body is often required in order to participate in many of these State and Regional organizations; and,

WHEREAS, Heidi Voordeckers’ employment was previously approved by the City Council and she is currently serving as the City’s Finance Director; and,

WHEREAS, the Governing Body finds that it is in the City’s best interest to make a formal and official appointment of Heidi Voordeckers as the Finance Director.

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

Section 1. The City Council hereby appoints Heidi Voordeckers as the City’s Finance Director.

Section 2. This resolution, once adopted, shall become effective immediately upon passage.

APPROVED and ADOPTED by the City Council of the City of North Salt Lake this 16th day of August, 2022.

CITY OF NORTH SALT LAKE

By:

BRIAN J. HORROCKS
Mayor

ATTEST:

WENDY PAGE
City Recorder

City Council Vote as Recorded:

Council Member Watts Baskin _____
Council Member Gordon _____
Council Member Knowlton _____
Council Member Porter _____
Council Member Van Langeveld _____



NORTH SALT LAKE PUBLIC WORKS

10 East Center Street
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801-335-8700
www.nslcity.org

Brian J. Horrocks
Mayor
David Frandsen
Public Works Director

TO: Honorable Mayor and City Council
FROM: David Frandsen, Public Works Director
DATE: August 16, 2022
SUBJECT: Bobcat MT100 Mini Track Loader

STAFF RECOMMENDATION

The purchase of a Bobcat MT100 Mini Track Loader from Intermountain Bobcat for the State Contract Price of \$38,091.

BACKGROUND

These small loaders are valuable for a number of jobs, the primary use is for the Public Works wash bay to cleanout the debris after the water has settled out. Public Works has also rented them many times to clean out Deer Hollow basin and narrow trail maintenance. This bid also includes the attachment to do stump grinding. This price reflects the State of Utah Contract PA3043.

BUDGET

This equipment was budgeted for in 53-3114-45603.

POSSIBLE MOTION

I move the City Council approve the purchase of a Bobcat MT100 Mini Track Loader from Intermountain Bobcat for the State Contract Price of \$38,091.





Product Quotation

Quotation Number: 37586D037877

Date: 2022-08-08 18:42:56

Ship to	Bobcat Dealer	Bill To
City of North Salt Lake	Intermountain Bobcat - Salt Lake, West Valley City	City of North Salt Lake
North Salt Lake, UT 84054	2129 TECHNOLOGY PARKWAY WEST VALLEY CITY UT 84119 Phone: (801) 262-0208 Fax: (801) 293-2126 ----- Contact: Marc Joder Phone: 801-293-2112 Fax: 801-290-7412 Cellular: 801-209-2576 E Mail: mjoder@imbobcat.com	North Salt Lake, UT 84054

Description	Part No	Qty	Price Ea.	Total
MT100 Mini Track Loader	M0115	1	\$27,093.00	\$27,093.00
25 HP Tier IV Diesel Engine	Lift Arm Support			
Auxiliary Hydraulics	Neutral Start Interlocks			
Attachment Interface Bob-Tach(for approved attachments)	Parking Brake			
Built-In Tie Down & Crane/Lift Locations	ISO Pattern Joystick Travel Control			
Continuous Flow Shutoff Lever	Spark Arrestor Muffler			
Hydrostatic Drive Train	Tilt Lockout			
Counterweights - Includes (4) 30 pound weights	Tilt Steering			
Instrumentation:	Storage Cubby			
Hourmeter	Cup Holder			
Engine Temperature & Fuel Gauges				
Voltmeter and Warning Lights				
Lift Arm Lockout With Manual Bypass				
Bob-Tach Interface (MT100)	M0115-R02-C01	1	\$0.00	\$0.00
Wide Track	M0115-R09-C02	1	\$716.00	\$716.00
44" General Purpose Bucket	7114581	1	\$725.00	\$725.00
--- Bolt-On Cutting Edge, 44"	6729043	1	\$154.00	\$154.00
			Total for this Machine	\$28,688.00
Description	Part No	Qty	Price Ea.	Total
SG 30 Stump Grinder	7100641	1	\$5,495.00	\$5,495.00
--- Attachment Control Kit, Mini Track Loader	7275444	1	\$613.00	\$613.00
			Total for these items	\$6,108.00
Description	Part No	Qty	Price Ea.	Total
36" Industrial Grapple	7135737	1	\$2,154.00	\$2,154.00
			Total for these items	\$2,154.00
Total of Items Quoted				\$36,950.00
Freight Charges				\$1,141.00
Quote Total				\$38,091.00

Notes:

All prices subject to change without prior notice or obligation. This price quote supersedes all preceding price quotes.
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NORTH SALT LAKE PUBLIC WORKS

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www.nslcity.org

Brian J. Horrocks
Mayor
David Frandsen
Public Works Director

TO: Honorable Mayor and City Council
FROM: David Frandsen, Public Works Director
DATE: August 16, 2022
SUBJECT: Ventrac 4520 Tractor

STAFF RECOMMENDATION

The purchase of a Ventrac 4520 Tractor from Turf Equipment & Irrigation for the State Contract Price of \$64,725.

BACKGROUND

After years of service our John Deere tractor has reached its end of life and staff is proposing the purchase of a Ventrac 4520 Tractor. The Parks Department currently has a Ventrac machine and the accessory attachments will interchange with this new machine, this is not possible with the John Deere Tractor. This bid does include the snow blower, broom, spreader and V-blade attachments and will become an impactful tool in our snow removal fleet. These tractors are used year round by our Parks Department staff for slope and trail mowing, aeration, sod cutting and leaf pick up. Turf Equipment & Irrigation currently has one in stock and it would be advantageous to purchase one as soon as possible. The price reflects the State of Utah Contract MA2188 pricing.

BUDGET

This equipment was budgeted for in 10-5315-45603.

POSSIBLE MOTION

I move the City Council approve the purchase of a Ventrac 4520 Tractor from Turf Equipment & Irrigation for the State Contract Price of \$64,725.





Pricing Quote

Quote #: 63431-1005

Date Quoted: August 2, 2022
Quote Expires: September 1, 2022

Prepared For:

TJ Riley
North Salt Lake City

Prepared By:

Turf Equipment & Irrigation
Austin Petterborg
1630 S Gladiola Street
Salt Lake City, UT 84104
Phone: 208-351-4346

Thank you for the opportunity to quote the following Ventrac product(s) for your review. I have added the items that we feel would best serve your needs. Please feel free to contact me with any questions.

QTY	Model #	Description	Unit Price	Total
1	4520Z (39.51215)	Ventrac Tractor: KN, 4520Z Kubota WG972-GL <i>Included Standard: Weight Transfer, SDLA Hand Controls, 4 Rear Weights, Front Fenders, Foot Pegs</i>	29,915.00	29,915.00
1	70.4161	Accessory: 12V FRONT Kit, 12V Front 4520	375.00	375.00
1	KW452 (70.2014)	Accessory: CAB Cab, KW452 for 4500/4520	8,215.00	8,215.00
1	70.2006-4	Accessory: Kit, Mirror	150.00	150.00
1	70.8162	Accessory: Kit, Cab Hazard Lights	495.00	495.00
1	70.8161	Accessory: Kit, Cab Strobe Light	375.00	375.00
1	70.8148	Accessory: Kit, Cab Windshield Washer	245.00	245.00
1	70.2006-6	Accessory: Kit, Defrost Fan	265.00	265.00
1	70.2014-51	Accessory: Kit, KW452 Heatr Install 4500/4520 Y&Z	350.00	350.00
1	KX480 (39.55428)	Attachment: SNOW BLOWER KX, KX480 48" Snowblower	5,975.00	5,975.00
1	70.8025	Accessory: Kit, 12V Actuator, HB/KX/LX	310.00	310.00
1	70.8219	Accessory: Kit, Deep Snow KX480	620.00	620.00
1	KJ520 (39.55401)	Attachment: BROOM KJ, KJ520 Broom	5,975.00	5,975.00
1	70.8211	Accessory: Kit, 12V Actuator KJ	395.00	395.00
1	SA250 (70.2013)	Accessory: SPREADER, DROP SA250 SA, SA250 Drop Spreader	6,095.00	6,095.00
1	70.4105	Accessory: 12-VOLT REAR PLUG Kit, 12V Rear 4500/4520	175.00	175.00
1	70.8149	Accessory: Kit, SA250 Hopper Ext	325.00	325.00
1	70.8140	Accessory: Kit, SA250 Install 4200/4500/4520	405.00	405.00
1	KV552 (39.55271)	Attachment: V-BLADE KV, KV552 V-blade	3,190.00	3,190.00
1	70.8047	Accessory: 6-INCH STRAIGHT EDGE EXTENSION KIT Kit, KV 6" Straight Edge Ext	530.00	530.00
1	70.8048	Accessory: POLYURETHANE CUTTING EDGE KIT Kit, KV Polyurethane Edge	345.00	345.00

TOTAL USD \$ 64,725.00



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Brian J. Horrocks
Mayor

David Frandsen
Public Works Director

MEMORANDUM

TO: Honorable Mayor and City Council

FROM: David Frandsen, Public Works Director

DATE: August 16, 2022

SUBJECT: Surplus Declaration and Authorization to Dispose of John Deere 4100 Tractor P-15

RECOMMENDATION

Approve Resolution 2022-30R declaring old equipment in the Public Works Department as surplus and authorizing the Public Works Director to dispose of such surplus property.

BACKGROUND

After years of service the City's John Deere tractor in the Public Works Department has reached its end of life. The Council is considering the purchase of a Ventrac 4520 tractor during its meeting on August 16. If the proposed purchase is approved, staff recommends the John Deere 4100 Tractor P-15 be declared as surplus and authorize the Public Works Director to dispose of such surplus property. In order to ensure the timely disposal of equipment that has reached its end of life, but also have the flexibility to retain equipment that still may be useful, the department is requesting the City Council declare the John Deere tractor as surplus and authorize it to be disposed of once the City no longer has a use for it or its replacement arrives.

PROPOSED MOTION

I move that the City Council approve Resolution 2022-30R declaring the John Deere 4100 Tractor P-15 as surplus and authorize the disposal of this property as described.

RESOLUTION NO. 2022-30R

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
NORTH SALT LAKE DECLARING CERTAIN EQUIPMENT IN
THE PUBLIC WORKS DEPARTMENT AS SURPLUS
PROPERTY AND AUTHORIZING THE PUBLIC WORKS
DIRECTOR TO DISPOSE OF SUCH SURPLUS PROPERTY**

WHEREAS, the City of North Salt Lake no longer has a need or use for certain equipment due to age, cost of maintenance, and/or being obsolete; and

WHEREAS, in accordance with State regulations, the City Council has determined to declare the John Deere 4100 Tractor P-15 as surplus and desires to dispose of it in the method as prescribed by current law.

NOW THEREFORE, BE IT RESOLVED by the Governing Body of the City of North Salt Lake does hereby approve the John Deere 4100 Tractor P-15 as surplus and that said property shall be disposed of according to State statutes, including disposal, sale or trade-in on new equipment.

BE IT FURTHER RESOLVED, by the City Council of the City of North Salt Lake that the Public Works Director, or his designee is authorized to undertake any and all actions to effect such sale, disposal, donation, or trade-in of the John Deere 4100 Tractor P-15.

This Resolution shall take effect upon passage.

APPROVED AND ADOPTED by the City of North Salt Lake, Utah, on this 16th day of August, 2022.

CITY OF NORTH SALT LAKE

By:

BRIAN J. HORROCKS

Mayor

ATTEST:

WENDY PAGE
City Recorder

City Council Vote as Recorded:

Council Member Watts Baskin _____
Council Member Gordon _____
Council Member Knowlton _____
Council Member Porter _____
Council Member Van Langeveld _____



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Brian J. Horrocks
Mayor

Ken Leetham
City Manager

MEMORANDUM

TO: Honorable Mayor and City Council

FROM: Ken Leetham, City Manager

DATE: August 16, 2022

SUBJECT: Discussion of Possible Juneteenth Observance

The Council has asked for a report on how public agencies observe the Juneteenth holiday. The Utah City Managers Association and the Utah Municipal Clerks Association have both been gathering research on this topic and the attached file is the combination of the efforts of both of those organizations. We have also reached out to several surrounding cities to obtain some additional information about practices related to Juneteenth and that information is also included in the attached data.

The City's current Personnel Policies and Procedures Manual indicates that the City will observe (close) any State holiday designated by the Governor as a State holiday. Earlier this year, the State Legislature passed a law that was also signed by the Governor designating Juneteenth as a State holiday. This year in North Salt Lake, the City had a very successful Juneteenth event at Legacy Park on June 27, but did not close the office or otherwise observe the legal holiday which occurred on June 20.

The purpose of this discussion item, as I understand the Council's instructions, is to re-visit the idea of closing the City offices in commemoration of this holiday. In this discussion, it may be helpful to understand a brief history of the City's paid holidays and observances. Currently, the City observes the following holidays:

New Year's Day	Pioneer Day
Dr. Martin Luther King, Jr. Day	Labor Day
President's Day	Veteran's Day
Memorial Day	Thanksgiving Day
Independence Day	Christmas Day

Prior to 2008, when the City changed to a four day work week, the City also observed Columbus Day. During the transition from the five day work week to four days, the City eliminated the Columbus Day observance. This change meant that the number of hours of holiday pay went from 96 hours annually with eleven holidays (8 hours each) to 100 hours with ten holidays (10 hours each).

If the Council desires to observe Juneteenth with a closure of City facilities or a paid holiday, then I do not think we should take away a current paid holiday from the employees. Likewise, I also do not believe the City accomplishes its observance goal by giving the employees a “floating” holiday, but then leaves City facilities open on the legal holiday.

This item has been placed on the Council agenda as a discussion item with future action anticipated at a later date as the Council directs.

Agency	YES	NO	Undecided	Comments
Alpine		x	x	Most likely will be added as a paid holiday
American Fork		x		Will not add as holiday this year. But will swap this one for a different holiday for 2023
Beaver		x		
Blanding	x			
Bluffdale			x	waiting to see what the state does
Bountiful		x		
Brian Head Town			x	
Brigham City	x			Added Juneteenth as a 13th paid holiday
Cache County	x			Recently adopted Juneteenth as a paid holiday.
Cedar City			x	Undecided as of 03-18-22
Cedar Hills		x		We will hold off this year, readdress next year.
Centerville	x			Taking the State's lead
Central Davis Sewer			x	Waiting to see if the state adds it as a state holiday.
Clearfield City	x			Added Juneteenth as a 13th paid holiday
Clinton	x			Added Juneteenth as a 13th paid holiday
Cottonwood Heights	x			
Davis County			x	
Draper	x			Amended personnel policy by resolution
Eagle Mountain		x		Was presented to add, but the Council decided to add the day after Thanksgiving as a paid holiday instead.
Enoch	x			
Enterprise		x		Will not add
Farmington	x			Added as a paid holiday; did not take a holiday away to make addition.
Fillmore			x	Policy states that they follow the state holiday schedule, will wait to see what the state does
Gunnison		x	x	Will revisit next year
Granville	x			Will follow State schedule
Heber City	x			Added Juneteenth (12 total paid holidays)
Herriman	x			Taking to the CC in the next few weeks to recommend observing the holiday - currently 12 paid holidays
Highland	x			Reassigned floating holidays to Juneteenth and Veteran's Day. 11 paid holidays.
Holladay	x			Added Juneteenth; eliminated "floating holiday." Observe on 19th of June; if on Sat, then Fri off, if on Sun,
Ivins	x			
Kaysville		x		We are not adding at this time with no plans to reassess at this time.
Laverkin	x			Added Juneteenth as a paid holiday
Layton	x			Added as additional holiday.
Lehi	x			Traded one of the days we have off at Thanksgiving for Juneteenth.
Lindon		x		
Logan	x			Has since been adopted. Added Juneteenth as a paid holiday nor has holiday been removed to make room for
Mapleton	x			Added as an additional holiday - didn't take a holiday away to make the addition
Midvale	x			
Millcreek				
Millville	x			Added as an additional holiday - didn't take a holiday away to make the addition
Moab	x			Added as an additional holiday - didn't take a holiday away to make the addition
Morgan	x			City Council approved. Added as an additional holiday.
Murray	x			Approved. Employees will lose a floating holiday.
North Logan	x			City Council approved - now has 13 recognized holidays
North Ogden	x			Updated Personnel Policy, effective now
North Salt Lake		x		We have decided to recognize the day with a celebration event on 6/20, but we're not presently adding a
Ogden	x			We are adding it as a holiday.
Orem		x		
Park City	x			Added as a paid holiday
Parowan	x			Added as a paid holiday 6/9/2022
Payson	x			Added as an additional holiday
Perry	x			
Pleasant Grove	x			City will recognize it
Pleasant View	x			This has been adopted via Resolution (I'm happy to share a copy with anyone if helpful).
Price	x			Will adopt now that the state has adopted it
Providence		x		Was brought up and a motion to approve was made, but it received no second. The council might bring it up
Provo	x			Added as an additional holiday, did not take away to make the addition
Riverdale	x			Taking to Council on April 5th to recommend observing as a holiday
Riverton			x	
Roy City	x			Added - Now has 13 recognized holidays
Salt Lake City	x			Paid holiday, recognized
Sandy		x		Not currently proposed.
Santa Clara	x			
Santaquin City			x	Updated 5/25/2022 Still Undecided - The City Council left the decision in the Mayor's hands for this year. The
Saratoga Springs	x			Approved May 3, 2022 - 11 recognized holidays per year.
Sevier County			x	Waiting to see what the state decides.
South Jordan	x			13 but one less day of PTO
South Ogden	x			Approved by City Council as a recognized holiday 03-15-2022
South Salt Lake	x			Approved by City Council as a recognized paid holiday 3/2022 now has 13 recognized holidays
South Weber	x			policy is to adopt all federal holidays
Spanish Fork	x			Approved by City Council as a paid holiday 06-07-2022
Smithfield City	x			Adding for 2023
Springdale	x			Added - they have 14 paid holidays now
Springville	x			Added Juneteenth as an additional floating holiday. It is now included as a choice of 2 of 3 floating holidays.
St. George	x			Added as additional holiday, gave 8 additional hours to employee's PTO bank
State of Utah	x			Governor Cox already made it a State holiday
Summit County	x			Added as a permanent Holiday annually
Syracuse	x			Planning to add, waiting for council approval, scheduled for vote on June 14
Tooele City	x			Approved by City Council as a recognized paid holiday
Tooele County				
Tremonton	x			
Utah County				
Unified Fire Authority			x	
Unified Police Authority		x		
Utah County	x			Waiting for Commission approval.
Vernal		x		will not be pursuing this year. will look at next year.
Vineyard	x			added as another holiday
Wasatch County	x			It is their understanding that most counties will recognize the holiday
Washington City	x			approved
Washington Terrace	x			Add as a paid holiday
West Bountiful	x			Swapped it for the day after Thanksgiving
West Jordan	x			Total of 14 paid holidays substituted one of our two floating holidays and replaced with Juneteenth.
West Point	x			Added as an additional holiday, bringing total to 13.
West Valley City	x			Took off Christmas Eve - 11 paid holidays
Woods Cross	x			Adopted a resolution recognizing it as a holiday and changed Columbus Day to a floating holiday.
Willard City	x			added Juneteenth as another holiday
Panguitch	x			Approved as a holiday. Gave up harvest day for Juneteenth. 14 Paid Holidays
Springdale	x			Approved by Town Council as a recognized holiday
Hildale	x			Approved by Town Council as a recognized holiday
Mt. Pleasant City		x		will not be pursuing this year. will look at next year.
Greater Salt Lake Municip	x			Approved by the board as a recognized holiday
Ephraim				
Centerfield	x			
Spring City		x		Will not approve this year. Will look at it moving forward.
Virgin	x			

Count 73 17 13



CITY OF NORTH SALT LAKE

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

Brian J. Horrocks
Mayor

Ken Leetham
City Manager

MEMORANDUM

TO: Honorable Mayor and City Council

FROM: Ken Leetham, City Manager

DATE: August 16, 2022

SUBJECT: Review and Discussion of Planning Commission and City Council Stipends

The Council has asked for an item on the agenda to review and discuss stipends for the Planning Commission and City Council. We have attached some information from several cities in Salt Lake, Davis and Weber Counties which shows Planning Commission, Mayor and Councilmember wages and stipends.

I have highlighted North Salt Lake and the other four cities of Bountiful, Centerville, West Bountiful and Woods Cross for ease of your review since we often compare ourselves against those four communities.

We have not drawn any conclusions about this information, but hope that this provides a good basis for the Council to have the desired discussion about this issue.

City	Mayor - Annual \$	Mayor	CC - Annual \$	CC	PC per Meeting	PC	Other	Received from:
South Salt Lake	N/A	annual full-time salary	\$ 20,400.00	\$1700/month	\$ 70.00	\$70/meeting	*mayor is full-time, strong mayor government	Ariel Andrus @ andrus@sslc.com
Layton	\$ 25,899.90	996.15/pay period (26 per year)	\$ 17,396.08	\$669.08/pay period (26 per year)	\$ 40.00	\$40/meeting	Parks & Rec \$15 per meeting/RAMP Commission \$20 per meeting	Kim Read/Jamie Seninger
Syracuse	\$ 22,433.00	\$22,433/year	\$ 12,205.00	\$12,205/year	\$ 50.00	\$50/meeting		Cassie Brown
Riverdale	\$ 21,694.08	\$1807.84/month	\$ 8,769.12	\$730.76/month	\$ 25.00	\$50/month		Michelle Marigoni
Bountiful	\$ 21,600.00	\$1300 salary & \$500 vehicle allowance/month	\$ 10,200.00	\$650 salary & \$200 vehicle allowance/month	\$ 50.00	\$50/meeting	Power Commission \$150 per person per quarter	Shawna Andrus
Farmington	\$ 19,801.20	\$1,650.10/month	\$ 10,545.36	\$878.78/month	\$ 35.00	\$35/meeting	Historical Preservation Commission \$200/month	DeAnn Carlile & Shannon Harper
North Salt Lake	\$ 19,200.00	\$1,600/month	\$ 8,400.00	\$700/month	\$ 50.00	\$50/meeting		Wendy Page
Brigham City	\$ 19,117.11	\$19,117.11/annual	\$ 7,838.04	\$7,838.04/annual	\$ -	The PC and other volunteer	The mayor and council members also have the option of a City-	Christina Boss @ cboss@bcutah.org
Clearfield	\$ 18,000.00	\$1500/month	\$ 8,880.00	\$740/month	\$ 50.00	\$50/meeting		Nancy Dean
Kaysville	\$ 18,000.00	\$18,000/year	\$ 9,600.00	\$9,600/year	N/A			Cassie Brown - benchmark info
Clinton City	\$ 15,000.00	\$1250/month	\$ 7,500.00	\$625/month	\$ 60.00	Chair \$75 & others \$60/meeting	amounts are also tied to increases for COLA and they received 401k benefits	Lindsay Aflvai
Farr West	\$ 14,400.00	\$1200/month	\$ 4,200.00	\$350/month	N/A			Jennifer Robinson
Centerville	\$ 14,400.00	\$1,200/month	\$ 7,500.00	\$625/month	\$ 35.00	Chair \$50 & others \$35/meeting		Cathy Brightwell
West Bountiful	\$ 14,280.00	\$13,080/year + \$50 per meeting	\$ 7,716.00	\$7116/annual + \$25 per meeting	\$ 50.00	Chair \$66 & others \$50/meeting	none of the committees are compensated, although city council	Casey Arnold
West Point	\$ 13,546.56	\$13,546.56/year	\$ 6,773.28	\$6773.28/year	\$ 50.00	Chair \$75 & others \$50/meeting		
Woods Cross	\$ 12,000.00	\$12,000/year	\$ 6,000.00	\$6,000/year	\$ 50.00	\$50/meeting	YCC Chair \$2,400 annually; YCC Advisors (2) \$1,200 annually	Annette Hansen
North Ogden	\$ 12,000.00	\$1,000/month	\$ 6,000.00	\$500/month	\$ 50.00	\$100/month		Susan Nance forwarded to Katie Gerard
Sunset	\$ 10,480.80	\$830/month + \$43.40 expense allowance	\$ 6,160.80	\$470/month + expense allowance	\$ 30.00	Chair \$40 & others \$30/meeting		Nicole Supp
Roy	\$ 10,000.00	\$10,000/year	\$ 9,000.00	\$9,000/year	N/A			Cassie Brown - benchmark info
South Weber	\$ 9,600.00	\$800/month	\$ 3,600.00	\$300/month	\$ 60.00	\$180/quarter	M, CC, PC also get membership to the family activity center	Lisa Smith
Total	\$ 311,452.65		Total \$ 178,683.68		Total \$ 755.00			
Average	\$ 16,392.24		Average \$ 8,934.18		Average \$ 47.19	per meeting		
Average of Top 3	\$ 23,342.33		Average of Top 3 \$ 16,667.03		Average of Top 3 \$ 63.33			

Syracuse City: salary for our Mayor and Councilmembers, along with the benchmark info we found to decide what our wage would be this year

Position	Current Annual Wage	New Annual Wage
Mayor	\$14,940	\$22,433
City Council	\$8,400	\$12,205

1 CITY OF NORTH SALT LAKE
2 CITY COUNCIL MEETING-WORK SESSION
3 ANCHOR LOCATION: CITY HALL
4 10 EAST CENTER STREET, NORTH SALT LAKE
5 AUGUST 2, 2022

6
7 **DRAFT**
8

9 Mayor Horrocks welcomed those present at 6:04 p.m.

10
11 PRESENT: Mayor Brian Horrocks
12 Councilmember Lisa Watts Baskin
13 Councilmember Natalie Gordon
14 Councilmember Ted Knowlton
15 Councilmember Stan Porter
16 Councilmember Alisa Van Langeveld
17

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

23 OTHERS PRESENT: Dee Lalliss, resident.
24

25 1. PRESENTATION OF POSSIBLE REORGANIZATION OF CITY DEPARTMENTS
26

27 Ken Leetham reported on his recommendations to the City Council on the possible
28 reorganization of City departments. He said these concepts had previously been shared in budget
29 meetings and long range planning discussions. He mentioned the theme of this reorganization
30 would be to keep up with the expanding needs of the City including aging infrastructure (water,
31 stormwater, roads, and parks), improve team building, communication and effectiveness, firmly
32 entrench the long range view into our organization, increase growth and leadership of
33 employees, long term preparedness (retiring staff), water sustainability, and expand the culture of
34 high performance. He presented the proposed changes to the City's organizational chart with
35 David Frandsen as the Assistant City Manager, Jon Rueckert as the Public Works Director,
36 Karyn Baxter as the City Engineer, and Carmen Wilson and Randy Simmons as Operations
37 Managers. Mr. Leetham explained position changes that would require Council approval
38 included the Public Works Director, Assistant City Manager, City Engineer, Inspections/GIS
39 Intern, and an additional Water Technician. Mr. Leetham explained there was already a full time
40 Public Works Inspector, Josh Taylor, and a part time employee, Logan Simmons, that he
41 recommended be a full time inspector. He also mentioned the addition of another Water
42 Technician to be part of a four person team for construction projects. There was also an open
43 position for the Assistant City/Staff Engineer as the previous employee resigned.

44 Ken Leetham focused on aging infrastructure and provided the following recommended annual
45 expenditures: \$1.8 million in water line replacement, \$1 million in stormwater improvements,
46 \$1.2 million in road preservation/repair, and \$400 in park reinvestment. He mentioned that
47 having David Frandsen as the Assistant City Manager would be beneficial in carrying out these
48 aggressive capital facility plans. He noted the capital facilities construction was not keeping up
49 with the implementation of these plans with the current structure, which meant either paying for
50 more expertise or structural changes to increase efforts to carry out these plans. He stated
51 consultants would also be used for more design work. He indicated projects that he would like to
52 see faster progress included the Hatch Park redesign, Tunnel Springs, Foxboro Wetlands Park,
53 Eaglepointe Landslide, and comprehensive tree planting. He acknowledged the Council was
54 willing to fund these projects; however, it took staff effectiveness to finish them including
55 putting coalitions of staff members together.

56
57 Mr. Leetham said other needed benefits of the proposed changes included improving team
58 building, communication, and effectiveness through teams that bring Public Works and
59 Engineering together, and collaboration with Finance and City management. He reported other
60 goals included firmly entrenching a long range view into the organization by building processes
61 that keep a focus on long term, constant evaluation by tracking, projecting, and budgeting,
62 capital facility plans, annual reporting to the Council and the public, and increased growth and
63 leadership of employees. He also focused on long term preparedness with a focus on retiring
64 staff and the efforts needed to keep the City moving ahead without losing momentum and water
65 sustainability including continued progress in water conservation, condition of sources, wells,
66 contracts, etc., and correct practices, as well as a culture of high performance.

67
68 Councilmember Van Langeveld asked if a new public works admin would be needed if Carmen
69 Wilson became an Operations Manager and what that new role would entail. Ken Leetham
70 replied Carmen had and would expand her duties.

71
72 David Frandsen explained the duties of the Operations Manager included billing, work orders,
73 project management, phone calls, entering data, etc. He said they were building inventory for
74 projects, which helped to determine job costs and had been using Carmen's experience from her
75 previous employment to do this. Mr. Frandsen said compared to the job duties of the current
76 Operations Manager their duties overlapped and Carmen was already performing many of the
77 same tasks.

78
79 Councilmember Porter asked if staff was aware of the proposed changes and their reaction if so.
80 David Frandsen replied they were told today and were excited about the plans for growth.

81
82 Ken Leetham said the next steps would be the appointments of the Assistant City Manager and
83 Public Works Director and approval of the Water Technician and Engineering Inspector
84 positions on August 16th.

85

86 Councilmember Gordon spoke on her experience on the Parks Committee with Jon Rueckert six
87 years ago and his struggles with communication and involvement. She asked if Ken and David
88 felt he was ready to be the Public Works Director and if the prior concerns had improved. Ken
89 Leetham replied he felt Jon had made significant improvement and supported the
90 recommendation from David Frandsen.

91
92 David Frandsen said he started with the City six years ago and that while Jon was introverted and
93 may come off as cocky or smug that he was very growth oriented, hands on, and could build
94 anything. He mentioned that Jon was working on his people and leadership skills and felt that
95 overall Jon was one of the best City employees.

96
97 Councilmember Gordon asked if Jon Rueckert possessed the necessary skills to lead the Public
98 Works Department as well as David had. David Frandsen replied affirmatively and said that the
99 credit for the department's success was not just him but the employees as well. He said Jon had
100 helped to develop all of the systems including tracking and leadership training and felt the
101 employees respected him.

102
103 Mayor Horrocks commented on watching Jon Rueckert over the last six years and how he was
104 the "go to guy" for help with events, etc. and said overall he was impressed with him.

105
106 Councilmember Gordon asked about Jon Rueckert's leadership skills. Ken Leetham said if Jon
107 needed improvement in leadership skills that this would be an incremental step as David
108 Frandsen would still be operating out of the Public Works Department. He said Jon had the
109 ability to be successful under this proposal and all of the changes would be measured and
110 evaluated.

111
112 Councilmember Van Langeveld asked if Jon Rueckert would be accepted for this role if the
113 position was open to external applicants. She suggested opening the position to external
114 applicants or allowing Jon Rueckert to operate in the role with a provisional timeframe to be
115 reevaluated in six months.

116
117 Ken Leetham reported on the preliminary cost estimate, which showed an increase of \$30,000 to
118 \$50,000 and said a more concrete number would be presented at the next Council meeting.

119
120 Councilmember Porter was supportive of the proposed changes and felt there was a good plan in
121 place.

122
123 Councilmember Gordon said she trusted Ken and David and felt the proposed organization
124 would be good for the City.

125
126 Councilmember Van Langeveld expressed concern with not filling the Assistant Public Works
127 position. She asked what current responsibilities Jon Rueckert had that he would continue to do

128 and what would be given to other employees. David Frandsen replied that the Operations
129 Managers had been and would be responsible for many tasks that were previously handled by
130 Public Works Director and the Assistant Director.

131
132 Councilmember Knowlton commented the proposed plan made sense structurally and he was
133 impressed with what David and his team had done. He asked if this would reduce the
134 management focus for some departments and what this meant for Ken's focus as the City
135 Manager. Ken Leetham responded this would mean added results, more support, ability to
136 accomplish projects faster such as the parks, infrastructure, etc., continued progress, and a focus
137 on staff. He said with David as the Assistant City Manager that this would free up time for him
138 to focus on finishing projects more effectively and to continue to help the City grow.

139
140 Councilmember Van Langeveld said she was eager to see these projects completed more rapidly.

141
142 Councilmember Gordon suggested adding a dog park to the list of aging infrastructure and
143 projects.

144
145 2. ADJOURN

146
147 Mayor Horrocks adjourned the meeting at 6:55 p.m. to begin the regular session.

148 CITY OF NORTH SALT LAKE
149 CITY COUNCIL MEETING-WORK SESSION
150 ANCHOR LOCATION: CITY HALL
151 10 EAST CENTER STREET, NORTH SALT LAKE
152 AUGUST 2, 2022

153
154 **DRAFT**

155
156 Mayor Horrocks welcomed those present at 7:08 p.m. Ted Knowlton offered the thought and led
157 those present in the Pledge of Allegiance.

158
159 PRESENT: Mayor Brian Horrocks
160 Councilmember Lisa Watts Baskin
161 Councilmember Natalie Gordon
162 Councilmember Ted Knowlton
163 Councilmember Stan Porter
164 Councilmember Alisa Van Langeveld
165

166 STAFF PRESENT: Ken Leetham, City Manager; Karyn Baxter, City Engineer; David Frandsen,
167 Public Works Director; Heidi Voordeckers, Finance Director; Jayme Blakesley, City Attorney;
168 Sherrie Pace, Community Development Director; Wendy Page, City Recorder; Ali Avery, Long
169 Range Planner.

170
171 OTHERS PRESENT: Dee Lalliss, Rulon Crosby, residents.

172
173 1. CITIZEN COMMENT
174

175 Dee Lalliss commented that he regularly attended the Planning Commission and City Council
176 meetings and felt there was a need to revisit the City's Master Plan. He suggested the Council
177 and Commission should review the plan every five years and determine what needed to be
178 changed. Mr. Lalliss said previously the plan was for mainly commercial on Redwood Road and
179 how instead this had evolved into a mix of residential and retail. He suggested a public hearing to
180 review the City's Master Plan with a review of current and future needs such as a dog park,
181 Foxboro Wetlands, trails, and Hatch Park with input from the residents.

182
183 Dee Lalliss also mentioned properties that were not being maintained and the need for more code
184 enforcement.
185
186
187

188 2. CONSIDERATION OF RESOLUTION 2022-25R: A RESOLUTION APPROVING AN
189 ACCESS AGREEMENT BETWEEN THE CITY OF NORTH SALT LAKE AND
190 RULON CROSBY

191
192 Ken Leetham reported on the letter provided by Rulon Crosby related to an access issue for his
193 personal property through City owned parcels. He said the City Attorney had prepared an
194 agreement to grant the requested access with some reasonable terms and conditions. He
195 explained the proposed Resolution would approve the access agreement between the City and
196 contained provisions that required Mr. Crosby to give the City 24 hour notice before he entered
197 the property. He stated the City property would remain gated and Mr. Crosby would be given a
198 key to open the gate. He mentioned according to the agreement Mr. Crosby's use of the property
199 would be occasional and for his personal use only. The duration of the agreement would be
200 twenty five (25) years.

201
202 Ken Leetham said there was one error in the agreement. He noted one paragraph stated the
203 duration of the agreement would be twenty five years or as long as Rulon Crosby resided in the
204 home, whichever was shorter, and this verbiage would need to be added to Section 7 of the
205 agreement as well.

206
207 Rulon Crosby commented he was happy with the agreement. He clarified that his property was
208 essentially a flag lot and said he accessed his property from Lacey Way. Mr. Crosby explained it
209 was difficult to access the utilities and all parts of his property unless he was able to use the
210 City's property. He spoke on the limitation of 25 years or as long as he resided in the home and
211 asked if this access could be extended to his wife. Ken Leetham replied the terms stated that the
212 access would be granted until Mr. Crosby moved from the property and expected that access
213 would be extended to his wife as long as she continued to reside on the property.

214
215 Rulon Crosby also said he would be removing the debris that was on the property line as soon as
216 the access was granted and wanted to give his 24 hour notice that he would be accessing the
217 property for this purpose.

218
219 **Councilmember Knowlton moved that the City Council approve Resolution No. 2022-25R:**
220 **approving an access agreement between the City of North Salt Lake and Rulon Crosby.**
221 **Councilmember Porter seconded the motion. The motion was approved by Council**
222 **Members Baskin, Gordon, Knowlton, Porter, and Van Langeveld.**

223
224
225
226
227
228

229 3. CONSIDERATION OF RESOLUTION 2022-26R: A RESOLUTION APPROVING A
230 PILOT OPERATING AGREEMENT WITH BIRD RIDES INC. FOR THE
231 OPERATION OF A STAND-UP ELECTRIC SCOOTER SHARING SYSTEM
232 WITHIN THE CITY FOR BIRD SCOOTERS
233

234 Sherrie Pace reported on the proposal from Bird Rides Inc. to operate an electric scooter sharing
235 program. She indicated the Planning Commission reviewed and approved of a conditional use
236 permit that was conditional based upon City Council approval of the pilot operating agreement.
237 She mentioned the agreement had been reviewed and approved by the Commission and staff
238 including the City Attorney. She reviewed the suggested changes which included stipulation that
239 education for scooter users was the responsibility of the company, legal language regarding
240 applicable provisions of law, termination for convenience (60 day notice), recognition of
241 Governmental Immunity Act of Utah, an insurance limit of \$4,000,000 aggregate, and a
242 communication notice.
243

244 Sherrie Pace showed a map of several locations where the scooters could be placed as identified
245 by the Development Review Committee (DRC). She said these locations could be revised per the
246 agreement. She acknowledged the Planning Commission approved the conditional use permit
247 with conditions subject to City Council approval of the pilot operating agreement including
248 operating in conformity with the agreement and operations plan and coordination with City staff
249 on deployment locations, a suitable and properly zoned commercial location for charging, and
250 City Attorney review with inclusion of termination clause. Ms. Pace explained there would be a
251 Fleet Manager that would be responsible for charging the vehicles at a commercial location. She
252 reviewed other basics of the operation plan which included monitoring the scooters remotely,
253 field inspections, relocating scooters during the day for maximum rentals, and 24/7 customer
254 service. She said the purpose of the pilot program was to determine if the operation was a good
255 fit in the City. She mentioned some of the items that would be monitored during the pilot
256 program were the designated spots, issues with scooters being ridden on sidewalks and if they
257 should be allowed on the sidewalks, safety, and areas where scooters would be allowed.
258

259 Sherrie Pace said this pilot program would be useful for future transit analysis.
260

261 Councilmember Knowlton asked about the proposed scooter locations and the length of the pilot
262 program. Sherrie Pace replied staff worked with Bird Scooters on the scooter locations and said
263 the pilot program would be one year and could be extended for another year.
264

265 Councilmember Porter asked if the scooters would be stored during the winter months. Sherrie
266 Pace responded that they would most likely be stored during poor weather but could be available
267 during the colder months.
268

269 Mayor Horrocks commented he had seen similar scooter programs in downtown Salt Lake and
270 felt that they were basically a good thing but said people would ride the scooters on the
271 sidewalks.

272
273 Councilmember Baskin suggested there be a newsletter item about the scooters and a
274 recommendation to wear helmets while riding.

275
276 Jayme Blakesley said that one of the requirements in the agreement was an affirmative
277 responsibility for Bird Scooters to inform riders of the safety protocols.

278
279 Councilmember Van Langeveld asked about liability in the event that someone did ride the
280 scooters on an uneven sidewalk, which caused them to crash if the City could be liable. Jayme
281 Blakesley replied potentially the City could be liable for something like that.

282
283 Councilmember Van Langeveld asked about liability if the scooters were left in the road and
284 then damaged by snowplows. Jayme Blakesley said in that scenario it would probably be the
285 responsibility of Bird Scooters. He said liability in Utah included shared responsibilities.

286
287 Councilmember Van Langeveld mentioned another scenario where someone was riding a scooter
288 in the street and was hit by a car. Jayme Blakesley replied this was why the agreement required
289 Bird Scooter to be responsible for showing riders where they could and could not ride and safety
290 protocols.

291
292 Councilmember Van Langeveld asked about the electronic fence and where the boundaries were.
293 Sherrie Pace responded all of the scooters were geo-fenced which meant the scooters would not
294 work outside of the City limits.

295
296 Councilmember Baskin questioned if Code Enforcement would handle the scooters as a nuisance
297 if they were continuously not picked up. Sherrie Pace replied affirmatively.

298
299 Councilmember Van Langeveld asked if Bird Scooters was working with Bountiful and Woods
300 Cross. Sherrie Pace responded that they were.

301
302 Mayor Horrocks asked if the scooters had the capability to work on steeper streets like Lacey
303 Way. Sherrie Pace replied her understanding was that the scooters would work on these streets
304 but may not go as fast depending on the slope of the hill, weight of the rider, speed, etc.

305
306 Councilmember Baskin went on record to say that the mother in her felt this was a bad idea.

307
308 Councilmember Gordon asked for Councilmember Knowlton's thoughts on scooter use in a City
309 that was promoting walkability. She said she did not like the scooters. Councilmember Knowlton
310 said he was a fan because they helped people travel without a car and promoted public transit

311 use. He felt they created interest in micro-mobility and helped communities determine how to
312 make their cities better for similar uses.

313
314 Councilmember Van Langeveld suggested a review of the City's bike safety during the pilot
315 program. Councilmember Knowlton said active transportation was to be an item on the City
316 Council's agenda for review.

317
318 Councilmember Porter related a story of his mother-in-law using an electric scooter to get around
319 the City and how some residents may complain to the City about the condition of the roads and
320 sidewalks after using the Bird Scooters.

321
322 Councilmember Van Langeveld asked if staff had received safety information from Bird
323 Scooters. Sherrie Pace replied the number of incidents was very small and said this information
324 could be sent to the Council.

325
326 Councilmember Gordon asked about the anticipated revenue amount as the City would receive
327 \$0.05 per ride. Sherrie Pace replied it was hard to say what the revenue would be as the demand
328 was unknown.

329
330 Councilmembers Van Langeveld and Baskin expressed having safety and liability concerns.

331
332 Mayor Horrocks expressed his opinion that the scooters were annoying but felt this could be a
333 good thing for the City. He said the first time something bad happened the City could cancel the
334 contract. Sherrie Pace clarified that the cancellation would require a 60 day notice.

335
336 Councilmember Gordon said her concern was the condition of how the scooters were ridden. She
337 suggested further discussions about active transportation and suggested making active bike lanes
338 or parking on one side of the road.

339
340 **Councilmember Knowlton moved that the City Council approve Resolution 2022-26R,**
341 **authorizing the Pilot Operating Agreement with Bird Rides, Inc. for the operation of a**
342 **Stand-up Electric Scooter sharing system with the conditions recommended by the**
343 **Planning Commission. Councilmember Porter seconded the motion.**

344
345 Councilmember Van Langeveld commented that she appreciated Councilmember Knowlton's
346 expertise and asked him about safety and liability. Councilmember Knowlton replied that
347 residents had a choice to use their own scooter, a bicycle, etc. and this was a private rental for
348 residents to use. He said if the City presented unsafe conditions, then those shortcomings needed
349 to be fixed.

350
351 **The motion was approved by Council Members Gordon, Knowlton, Porter, and Van**
352 **Langeveld. Council Member Baskin voted in opposition to the motion.**

353 4. CONSIDERATION OF RESOLUTION 2022-28R: A RESOLUTION AUTHORIZING
354 PHASE 4 OF THE FOXBORO OPEN SPACE WETLANDS RESTORATION AND
355 HABITAT ENHANCEMENTS PROJECT FOR BIO-WEST, INC., UP TO \$129,199.48
356

357 Ken Leetham reported that the City secured funding for the Foxboro Wetlands project through
358 the 2021 sales tax revenue bond. He indicated the City’s consultant, Bio-West, had been
359 coordinating with the U.S. Army Corps of Engineers (USACE) on a permit for construction. He
360 mentioned the permit has been issued and Bio-West has satisfied the terms of their original
361 contract with the City involving the design and permitting for the project. He noted this
362 Resolution would address one of the conditions of the permit to prepare a wetlands mitigation
363 monitoring plan. Mr. Leetham acknowledged staff had reviewed the draft plan and provided
364 comments to Bio-West on the first draft. He mentioned additional items that were not part of this
365 Resolution but that were of note for the project included a second condition from the USACE for
366 a deed restriction on the property and the need of an additional water supply for the Park. He
367 stated the second part of Phase 4 related to Bio-West was the preparation of construction bidding
368 documents for the City to go out to bid for a contractor. He explained Bio-West would also
369 administer, support, and provide inspections and weekly meetings related to construction. He
370 indicated the total cost for the contract was \$129,199.48 and this cost was included in the bond
371 amount.

372
373 Councilmember Porter commented that he thought water would be supplied from the Davis
374 County storm drain system. Ken Leetham replied there was some water supplied by the storm
375 drain and staff would further review this. He said another likely source was the South Davis
376 Sewer District.

377
378 **Councilmember Van Langeveld moved that the City Council approve Resolution 2022-28R**
379 **authorizing the City Manager, or designee, to enter into a contract with Bio-West, Inc. for**
380 **construction administration and continued work on the Foxboro Wetlands project.**
381 **Councilmember Gordon seconded the motion.**

382
383 Councilmember Porter recommended adding not to exceed the contract amount of \$129,199.48
384 into the motion.

385
386 **Councilmember Van Langeveld amended her motion to include “not to exceed the contract**
387 **amount of \$129,199.48.” Councilmember Gordon seconded the amended motion. The**
388 **motion was approved by Council Members Baskin, Gordon, Knowlton, Porter, and Van**
389 **Langeveld.**

390
391
392
393

394 5. CONSIDERATION OF STIPENDS FOR THE CITY'S COMMISSIONS, BOARDS,
395 COMMITTEES, AND YOUTH CITY COUNCIL ADVISORS
396

397 Ken Leetham spoke on the need to be fair to the volunteers and formalize this by policy. He said
398 all of the boards and commissions had different responsibilities and levels of engagement. Mr.
399 Leetham explained that the Youth City Council were involved year round, the Planning
400 Commission reviewed information outside of meeting hours, etc. and how every board was
401 different. He said there was a per meeting method that made sense, or the Council could do a per
402 month fee or by level of duty.

403
404 Councilmember Porter said these were voluntary positions but those volunteers had some
405 expenses like childcare, transportation, etc. He was in favor of a stipend and suggested per
406 meeting.

407
408 Councilmember Gordon requested a \$200 a month stipend for both Youth City Council advisors
409 for a total of \$400.

410
411 Councilmember Van Langeveld was in favor of reimbursement per meeting and said that events
412 should count as meetings for the Parks and Arts Board Members.

413
414 Ken Leetham commented that staff would work with the committee chairs on meeting and event
415 attendance and cancellations of meetings. He spoke on ways the committee chairs could take
416 more responsibility for agenda preparation and long range planning.

417
418 **Councilmember Gordon moved that the City offer a stipend to Planning Commission**
419 **members of \$50 per meeting with attendance recorded, Planning Commission Chair \$67.50**
420 **per meeting with attendance recorded, Parks Trails Arts & Recreation Advisory Board of**
421 **\$50 per meeting including events with attendance recorded, Health & Wellness Committee**
422 **of \$50 per meeting with attendance recorded, Golf Course Oversight Committee would**
423 **receive free participation in the golf punch pass program, and Youth City Council advisors**
424 **would receive \$200 per advisor per month.**

425
426 Councilmember Knowlton asked how many meetings the Youth City Council advisors attended
427 per month. Councilmember Gordon replied four to five meetings per month. She explained the
428 YCC advisors did not regularly work with staff or meet at City Hall so it would be difficult to
429 track attendance.

430
431 **Councilmember Van Langeveld seconded the motion.**

432
433 Councilmember Knowlton asked if everyone should be compensated at the same level.
434 Councilmember Van Langeveld commented that some committee members put in more hours

435 such as the Parks and Arts Board members while there was a higher level of expertise required of
436 Planning Commissioners.

437

438 Councilmember Gordon commented the Youth City Council Advisors were regularly in
439 attendance at City events with the Youth City Council and did not get paid for their attendance.
440 She said the \$200 per month per person was more than fair when taking this into consideration.

441

442 Councilmember Baskin clarified that the Parks and Arts Board would receive \$50 per meeting
443 and \$50 per event that they attended. She acknowledged the Parks and Arts Board and the Health
444 & Wellness Committee met once per month.

445

446 **Councilmember Gordon amended her motion to include \$50 per event for the Health &**
447 **Wellness Committee.**

448

449 Councilmember Knowlton commented that many cities paid their Planning Commissioners more
450 than \$50 per meeting.

451

452 Councilmember Baskin suggested \$50 per meeting to all the volunteers on the Boards and
453 Committees.

454

455 Councilmember Gordon recommended that Planning Commissioners be excluded and
456 consideration be given to providing them with a salary.

457

458 **Councilmember Gordon amended her motion that the Parks, Trails, Arts & Recreation**
459 **Advisory Board receive \$50 per meeting including events, Health & Wellness Committee**
460 **receive \$50 per meeting including events, Golf Course Oversight Committee receive**
461 **participation in the golf punch pass program, and Youth City Council Advisors receive**
462 **\$200 per advisor per month. Councilmember Van Langeveld seconded the amended**
463 **motion.**

464

465 The Council discussed whether the Golf Course Oversight Committee members should receive a
466 stipend or \$50 if they volunteered at an event. The consensus of the Council was that the Golf
467 Course Oversight Committee would just receive the golf punch pass.

468

469 **The motion was approved by Council Members Baskin, Gordon, Knowlton, Porter, and**
470 **Van Langeveld.**

471

472 The City Council discussed the Planning Commission stipend. Ken Leetham said staff could
473 research what other cities paid their Commissioners and City Council members.

474

475 6. CONSIDERATION OF RESOLUTION 2022-27R: A RESOLUTION DECLARING
476 CERTAIN CAMERA EQUIPMENT IN THE POLICE DEPARTMENT AS SURPLUS
477 PROPERTY
478

479 Chief Black reported on equipment that was no longer usable by the Department. He explained
480 that in April 2022, the City entered into a subscription type agreement with
481 Motorola/Watchguard who provided hardware, software, and storage services for in-car and
482 body worn camera needs. He stated this agreement provided on-going support, repair and
483 replacement of these cameras as well as video storage and software needs. He indicated all
484 equipment used by the Department no longer worked with those support systems and there was
485 no trade-in value with Watchguard. He recommended sending this equipment to other public
486 agencies or public auction or have it destroyed. He noted all sensitive data would be removed off
487 the equipment's storage software.
488

489 **Councilmember Porter moved that the City Council approve Resolution 2022-27R**
490 **declaring the camera equipment detailed in Exhibit "A" as surplus and authorize the**
491 **disposal of this property as described. Councilmember Gordon seconded the motion. The**
492 **motion was approved by Council Members Baskin, Gordon, Knowlton, Porter, and Van**
493 **Langeveld.**
494

495 7. CONSIDERATION OF CITY MANAGER'S PROPOSED HIRING
496 RECOMMENDATIONS FOR CITY ENGINEER
497

498 **Councilmember Gordon moved to accept the City Manager's recommendation of Karyn**
499 **Baxter as the City Engineer. Councilmember Van Langeveld seconded the motion.**
500

501 Councilmember Knowlton commented that the Hiring Committee's decision was unanimous on
502 selecting Karyn Baxter.
503

504 **The motion was approved by Council Members Baskin, Gordon, Knowlton, Porter, and**
505 **Van Langeveld.**
506

507 8. APPROVAL OF CITY COUNCIL MINUTES
508

509 The City Council minutes of July 19, 2022 were reviewed and approved.
510

511 **Councilmember Porter moved to approve the City Council meeting minutes of July 19,**
512 **2022 as written. Councilmember Van Langeveld seconded the motion. The motion was**
513 **approved by Council Members Baskin, Gordon, Knowlton, Porter, and Van Langeveld.**
514
515
516

517 9. ACTION ITEMS

518

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

520

521 Councilmember Baskin asked staff to work with Bountiful City on a solution to the Wood
522 Museum property.

523

524 10. COUNCIL REPORTS

525

526 Councilmember Knowlton reported that he spoke with Bountiful City Councilmember Kate
527 Bradshaw, who was an avid mountain biker, and said they had been working on their trails. He
528 said they were interested in discussing connectivity and trails, which he felt could be a good start
529 to a collaborative relationship. He provided a tentative date of September 3rd for having a joint
530 meeting. The consensus of the Council was to see if another date would be better since that was a
531 holiday weekend.

532

533 Councilmember Knowlton spoke on the comprehensive tree plan and a climate shift. He said
534 many communities were being aggressive with tree planting while also focusing on water
535 conservation and suggested the City could pursue this. Councilmember Gordon suggested using
536 an arborist to determine the best trees to plant.

537

538 Councilmember Gordon asked that an agenda item be added on September 6th to swear in the
539 new Youth City Council leaders and recognize former Youth City Council Mayor Spencer
540 Marks and his mother.

541

542 Councilmember Van Langeveld reported the Health & Wellness Committee would be
543 participating in the Night Out Against Crime on Thursday August 4th at Legacy Park. She was in
544 favor of reviewing the City's Master Plan per resident Dee Lalliss' comments and asked that this
545 be a future work session item.

546

547 Councilmember Van Langeveld also mentioned Juneteenth as a potential paid staff holiday and
548 said many cities substituted celebrating Columbus Day with Juneteenth instead.

549

550 Councilmember Van Langeveld spoke on her recent travel to Mexico and the differences there in
551 public works projects, zoning, and policing. She mentioned how all facets of the City combined
552 to create a safe and wonderful feeling.

553

554 11. CITY ATTORNEY'S REPORT

555

556 Jayme Blakesley had nothing to report.

557

558

559 12. MAYOR'S REPORT

560

561 Mayor Horrocks reported Dal Wayment with the Sewer District had retired after 37 years. He
562 spoke on the September 11th Day of Service and said he had been contacted by the church
563 leadership in his area regarding their service project.

564

565 Mayor Horrocks mentioned several large holes on Foxhill Drive that had been there for several
566 months.

567

568 Karyn Baxter said this was a Rocky Mountain Power project associated with replacing the lines
569 along Eaglewood Drive for new transformer boxes. She said the subcontractor was waiting for
570 approval from the Bureau of Land Management and she was actively pursuing the solution.

571

572 Mayor Horrocks reported Doctor Moench, President of Utah Physicians for a Healthy
573 Environment, was attempting to ban all pesticides and sprays for mosquito abatement.

574

575 Mayor Horrocks spoke on property taxes and wondered if anyone could provide an explanation
576 on how they worked. Ken Leetham replied this was something Heidi Voordeckers could provide
577 at a future date.

578

579 Councilmember Porter suggested this explanation could be in a City newsletter as well.

580

581 Heidi Voordeckers said the amount of new revenue the City was allowed to collect every year
582 was revenue for new growth. She continued this new growth reset the base related to the new
583 mill levy. She gave the example of collecting \$1,000 and then \$100 for new growth so the mill
584 levy would be adjusted to allow the City to now collect \$1,100 in property taxes. She stated taxes
585 would increase to collect that additional \$100 as new taxpayers were paying property tax which
586 should offset some of the cost but it was all in proportion to how much a property value had
587 increased compared to a neighbors.

588

589 Mayor Horrocks commented he appealed his taxes one year and was told to obtain an appraisal,
590 which generally cost several hundred dollars.

591

592 13. CITY MANAGER'S REPORT

593

594 Ken Leetham reported on the upcoming Night Out Against Crime and the Health & Wellness
595 Fair on Thursday August 4th.

596

597 14. ADJOURN

598

599 Mayor Horrocks adjourned the meeting at 8:47 p.m.

600

601 *The foregoing was approved by the City Council of the City of North Salt Lake on Tuesday*
602 *August 16, 2022 by unanimous vote of all members present.*

603

604

605

606 _____
Brian J. Horrocks, Mayor

_____ *Wendy Page, City Recorder*

Action Items for August 16, 2022

Item	Staff	Description
New		
1	Sherrie/Linda	Newsletter article about bird scooters, including safety information (helmets). <i>Assigned to CD staff to write article, will be printed in the newsletter shortly before implementation of scooters. (8/3/22)</i>
2	Sherrie	Inventory and evaluation of safe and unsafe locations for bikes, scooters, pedestrians within one year or August 1, 2023. <i>Ali is reviewing active transportation plan and will monitor scooter conflicts and make recommendations on safety improvements. (8/3/2022)</i>
3	Wendy/Ken	Review of Planning Commission and City Council wages. <i>Survey conducted of Davis County cities and others of similar populations or neighboring NSL. Scheduled for review during August 16 Council meeting (8/10/2022)</i>
4	Ken/Sherrie	Make contact with Bountiful to determine what, if anything can be done about the Wood Museum and the attractive nuisance it presents.
5	Sherrie	Review process for evaluating the City's master plans. Report back in a work session. <i>Ali will prepare a review of Goals and Objectives in each plan and prepare a report, as well as a schedule for updates of the city plans for a future work session in September (8/3/22)</i>
6	Heidi	Provide an overview of property tax to the City Council followed by newsletter education about property taxes.
7	Ken	Staff to research Juneteenth Holiday practices in other cities and governmental units and report back to the City Council. <i>Scheduled for the August 16 Council meeting (8-11-22)</i>
8	Wendy	September 6 CC meeting to include swearing in of youth city councilmembers and recognition of past members. Work with Councilmember Gordon to get names, titles and detailed information. <i>Placeholder on September 6, 2022 agenda and list of information requested (8/9/22)</i>
Current		
1	Linda	(7/19/22) UTA will send a link for more information related to the UTA On Demand service starting in August for South Davis County for the City's newsletter.
2	Sherrie	(7/19/22) Staff to review the unincorporated county areas and what it would take to make them part of the City. <i>CD Department has set an August meeting with County to discuss and formulate a strategy. (8/3/22)</i>
3	Ken	(6/21/22) Agenda item for Juneteenth to potentially determined as a holiday for City staff. <i>Staff performing research on what other communities are doing with this holiday and will present findings to the City Council in a future meeting. (7/18/22)</i>
4	Ken/David	(5-17-22) Staff will look into alternatives for the fishing pond such as a stationary dock or a trail. <i>Staff will reach out to designer to see if anchored dock could be a cheaper option. (5/18/22)</i>
5	Ken	(5-17-22) Work with Council Member Knowlton to update items requested in the past to the action items list: water wise landscaping plan; active transportation implementation assessment and report back; General Plan implementation assessment report back to City Council; coordinate meeting with neighboring city councils.
6	Ken	(5-17-22) Staff to review alternatives for uses of City-owned properties at City Hall parcels and Hatch Park; develop process for making decisions.
7	Craig	(4-19-22) Staff to review truck restricted route on Center Street including whether tickets should be issued. <i>Staff will prepare a recommendation for the City Council on use of Center Street as a truck route. (5/12/22)</i>

8	David, Sherrie	(4-19-22) Staff to revisit the City's conservation landscaping plan in the fall. Also potentially amend the General Plan to address alternative landscaping (drought tolerant) in the City. <i>Landscape ordinance adopted, General Plan will be updated with comprehensive update of General Plan to be programed and scheduled soon. (8/3/22)</i>
9	Ken	(4-19-22) Staff to follow-up with Woods Cross on the dog park and then report back to the Council. <i>Staff has made the request to the City and is waiting for a response from Woods Cross. (4/27/22)</i>
10	Sherrie/Linda	(4-5-22) Staff to work with UTA on notifying the public of the changes that would occur in August (including discontinuation of Foxboro routes/removal of signage) <i>UTA Change day was August 8th and staff has assisted in public outreach.</i>
11	Sherrie	(4-5-22) Research resolutions to the parking issues on Buckingham Drive including speaking with Coventry HOA on garage parking requirements <i>Sherrie is contacting HOA (04/11/2022)</i>
12	Ken	(3/15/22) Employee training related to phishing, fraud, malware/ransomware, etc. <i>Ken to arrange this training with ETS. Some phishing training has been done with City Hall staff (4/12/22)</i>
13	Sherrie/Ken	(3/15/22) Review cemetery possibilities including land in (or outside of) the City. <i>Sherrie to schedule meeting with Planner to discuss options (4/12/22)</i>
14	Sherrie	(3-1-22) Staff to review disproportionate and other fees related to businesses like gas stations (cost of local consent licenses and State liquor sales license). <i>Staff to prepare memo (5/10/22)</i>
15	Ken	(1-18-22) Prepare and present plans for the remainder of the TIF collection periods for Redwood Road and Highway 89 CDA project areas. <i>Staff will prepare a report for this item together with detailed financial estimates for the two project areas. (Updated 1/20/22)</i>
16	Ken	(1-4-22) Options for emergency preparedness training for staff including windstorms, landslides, etc. <i>Staff is exploring solutions with Davis County (4/12/22)</i>
17	Tyler, Ken	(9-7-21) Council Member Porter asked about golf course damage that occurs at Gary Way near the golf course and adopting official policy related to this. <i>Was reviewed by the City Council on the 11/6/21 CC meeting. Staff is continuing to work on a solution.</i>
18	City Engineer	(5-18-21) Staff to research solutions for maintaining commuter trail along the frontage road to SLC. <i>Staff feels the best solution is to require Lakeview Rock Products to meet all SWPPP regulations, so no dirt is deposited along the Frontage Road. (5/10/22)</i>
19	Sherrie	(2-16-21) Assignment to amend the Park and Recreation Element of the City's General Plan so that it includes Hatch Park, Tunnel Springs Expansion and Capital Projects and repairs. <i>An RFP is being prepared to complete the amendment.</i>
20	Ken	(2-16-21) Staff to prepare policy (or review current policy) related to tree removal particularly when related to sidewalk damage. <i>Staff is working on a follow-up report to the City Council.</i>
21	David, Ken	(3-1-22) Review the park reservation cleaning deposit next year to see if it was effective in relation to damage/cleaning-Staff to provide a study by the end of 2022. <i>Staff to report back to Council in November following the 2022 season. (4/12/22)</i>