



CITY OF NORTH SALT LAKE

CITY COUNCIL MEETING

NOTICE & AGENDA

August 1, 2023

Revised July 31, 2023

Notice is given that the City Council of the City of North Salt Lake will hold a regular meeting on **August 1, 2023** at City Hall, 10 East Center Street, North Salt Lake, Utah. A work session will be held at 6:00 pm followed by the regular session at 7:00 pm in the Council Chambers. Some members may participate electronically via Zoom. The public may attend in person or via Zoom; however, the electronic meeting option does not allow for participation during public hearings or comment periods. Please see instructions included in 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. Review of State Code Revisions Related to Public Notice and Subdivisions
2. Discussion and Consideration of Parking Matters and Possible Bike Lane on a Segment of 900 North Street
3. 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 a Request from Residents in The Views Subdivision for the City of North Salt Lake to Take Ownership and Maintenance Responsibility of Certain Subdivision Improvements*
5. Consideration of an Engagement Services Letter with Child Richards CPAs and Advisors for FY2023 External Audit Services in an Amount not to Exceed \$35,000
6. Consideration of **Resolution 2023-36R**: A Resolution Endorsing and Supporting an Application to the Federal Emergency Management Agency for the Building Resilient Infrastructure and Communities Grant (BRIC) for the Reconstruction of the Honey Well Pump House Building and Authorizing Matching Funds
7. Consideration of **Ordinance 2023-09**: An Ordinance Amending the North Salt Lake City Code, Titles 1 and 7 Related to Public Noticing
8. Consideration of Bid Award for Asphalt Trails in City Parks Project to Acme Construction Inc. in the Amount of \$242,222.36
9. Consideration of Equipment Purchase for School Zone and Crossing Signs at Areas Located Near Adelaide Elementary School in the Amount of \$39,969
10. Approval of City Council Minutes of July 18, 2023
11. Action Items

12. Council Reports
13. City Attorney Report
14. Mayor’s Report
15. City Manager Report
16. 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 electronically via Zoom, with joining information below:

Topic: August 1, 2023 City Council Meeting

Time: August 1, 2023, 06:00 PM Mountain Time (US and Canada)

Join Zoom Meeting: <https://us02web.zoom.us/j/83062858258>

Webinar ID: 830 6285 8258

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, certify that copies of the *revised* agenda for the **City Council** meeting to be held **August 1, 2023** were posted on the Utah Public Notice Website: <https://www.utah.gov/pmn/>, City’s Website: <https://www.nslcity.org>, and at City Hall: 10 E. Center St. North Salt Lake.

Date Posted: July 31, 2023


Wendy Page, City Recorder





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 1, 2023

SUBJECT: Work Session Items

You will notice on the agenda that there are two work session items. The first is an overview of Ordinance No. 2023-09 which amends most of the City's noticing requirements. During the 2023 Legislative Session, comprehensive changes were made to several municipal noticing requirements. Since this may be a lengthy ordinance affecting several areas of the City Code, we thought it would be important to spend a few minutes in the work meeting to go over the proposed changes. This Ordinance is noticed in the regular meeting for action by the City Council.

Second, we have had a request to increase the red curbing or no parking areas along the north side of 900 North. The proposal also includes the idea of a very localized bike lane. This proposal has been reviewed by the City's Development Review Committee and City staff would like to present the request and possible solution to the Council. This item may also include a motion by the Council supporting a solution, but it will be important to have a presentation and discussion first before taking any action.



CITY OF NORTH SALT LAKE FINANCE DEPARTMENT

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

Brian J. Horrocks
Mayor

Heidi Voordeckers
Finance Director

MEMORANDUM

TO: Honorable Mayor and City Council

FROM: Heidi Voordeckers, Finance Director

DATE: 8/1/2023

SUBJECT: Engagement Letter – External Audit Services

BACKGROUND

In accordance with the Uniform Fiscal Procedures Act for Cities, an external audit of the City's financial activities and statements is required to be conducted by an independent firm at the conclusion of each fiscal year. In instances where the City has received over \$750,000 in federal funding in the fiscal year, the audit must also include Single Audit procedures for the use of those funds.

SUMMARY

The attached letter identifies the scope of audit procedures proposed by Child Richards in conducting the fiscal year 2023 audit. The proposed cost is consistent with fees charged in recent years, which also required the addition of Single Audit services.

The City has engaged the services of Child Richards (formerly Wood Richards) since 2009, receiving excellent service from the firm. Accounting standards and best practice recommend replacing auditing firms every few years to maintain independence, therefore staff anticipates a competitive solicitation for audit services next Spring for the fiscal year 2024 audit.

ACTION

Staff recommends approval of the engagement of the firm Child Richards to conduct the City's Fiscal Year 2023 external audit in an amount not to exceed \$35,000.

Attachments:

- 1) Engagement letter from Child Richards dated July 14, 2023



July 14, 2023

To the Mayor and Council and Management of

City of North Salt Lake
10 E. Center St.
North Salt Lake, UT 84054

We are pleased to confirm our understanding of the services we are to provide City of North Salt Lake for the year ended June 30, 2023.

Audit Scope and Objectives

We will audit the financial statements of the governmental activities, business-type activities, each major fund, and the aggregate remaining fund information, and the disclosures, which collectively comprise the basic financial statements of City of North Salt Lake as of and for the year ended June 30, 2023. Accounting standards generally accepted in the United States of America (GAAP) provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement City of North Salt Lake's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to City of North Salt Lake's RSI in accordance with auditing standards generally accepted in the United States of America (GAAS). These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient appropriate evidence to express an opinion or provide any assurance.

The following RSI is required by GAAP and will be subjected to certain limited procedures, but will not be audited:

1. Management's Discussion and Analysis
3. Budgetary comparison to actual on the General Fund and Major Special Revenue Funds
4. Schedule of the Proportionate Share of the Net Pension Liability
5. Schedule of Contributions
6. Notes to the Required Supplementary Information

We have also been engaged to report on supplementary information other than RSI that accompanies City of North Salt Lake's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with GAAS, and we will provide an opinion on it in relation to the financial statements as a whole in a report combined with our auditor's report on the financial statements:

ROYCE J. RICHARDS, J.D., CPA | RYAN R. CHILD, CPA

1. Schedule of expenditures of federal awards.
2. Combining individual nonmajor fund financial statements.

The objectives of our audit are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and issue an auditor's report that includes our opinions about whether your financial statements are fairly presented, in all material respects, in conformity with GAAP, and report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment of a reasonable user made based on the financial statements. The objectives also include reporting on:

- Internal control over financial reporting and compliance with provisions of laws, regulations, contracts, and award agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.
- Internal control over compliance related to major programs and an opinion (or disclaimer of opinion) on compliance with federal statutes, regulations, and the terms and conditions of federal awards that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and Title 2 U.S. *Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance).

Auditor's Responsibilities for the Audit of the Financial Statements and Single Audit

We will conduct our audit in accordance with GAAS; the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996; and the provisions of the Uniform Guidance, and will include tests of accounting records, a determination of major program(s) in accordance with Uniform Guidance, and other procedures we consider necessary to enable us to express such opinions. As part of an audit in accordance with GAAS and *Government Auditing Standards*, we exercise professional judgment and maintain professional skepticism throughout the audit.

We will evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management. We will also evaluate the overall presentation of the financial statements, including the disclosures, and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of waste and abuse is subjective, *Government Auditing Standards* do not expect auditors to perform specific procedures to detect waste or abuse in financial audits nor do they expect auditors to provide reasonable assurance of detecting waste or abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is an unavoidable risk that some material misstatements or noncompliance may not be detected by us, even though the audit is properly planned and performed in accordance with GAAS and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements or on major programs. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. We will include such matters in the reports required for a Single Audit. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

We will also conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the government's ability to continue as a going concern for a reasonable period of time.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, tests of the physical existence of inventories, and direct confirmation of receivables and certain assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will also request written representations from your attorneys as part of the engagement.

We have identified the following significant risk(s) of material misstatement as part of our audit planning:

1. Management override of controls as a general overall risk.
2. Improper revenue recognition due to fraud.

We may, from time to time and depending on the circumstances, use third-party service providers in serving your account. We may share confidential information about you with these service providers but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures, and safeguards to protect the confidentiality of your personal information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider. Furthermore, we will remain responsible for the work provided by any such third-party service providers.

Our audit of financial statements does not relieve you of your responsibilities.

Audit Procedures—Internal Control

We will obtain an understanding of the government and its environment, including the system of internal control, sufficient to identify and assess the risks of material misstatement of the financial statements, whether due to error or fraud, and to design and perform audit procedures responsive to those risks and obtain evidence that is sufficient and appropriate to provide a basis for our opinions. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentation, or the override of internal control. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

As required by the Uniform Guidance, we will perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each major federal award program. However, our tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to the Uniform Guidance.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards, *Government Auditing Standards*, and the Uniform Guidance.

Audit Procedures—Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of City of North Salt Lake's compliance with provisions of applicable laws, regulations, contracts, and agreements, including grant agreements. However, the objective of those procedures will not be to provide an opinion on overall compliance, and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

The Uniform Guidance requires that we also plan and perform the audit to obtain reasonable assurance about whether the auditee has complied with federal statutes, regulations, and the terms and conditions of federal awards applicable to major programs. Our procedures will consist of tests of transactions and other applicable procedures described in the *OMB Compliance Supplement* for the types of compliance requirements that could have a direct and material effect on each of City of North Salt Lake's major programs. For federal programs that are included in the Compliance Supplement, our compliance and internal control procedures will relate to the compliance requirements that the Compliance Supplement identifies as being subject to audit. The purpose of these procedures will be to express an opinion on City of North Salt Lake's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to the Uniform Guidance.

Other Services

We will also assist in preparing the financial statements, schedule of expenditures of federal awards, and related notes of City of North Salt Lake in conformity with accounting principles generally accepted in the United States of America and the Uniform Guidance based on information provided by you. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statements, schedule of expenditures of federal awards, and related notes services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

You agree to assume all management responsibilities for the financial statements, schedule of expenditures of federal awards, and related notes, and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements, the schedule of expenditures of federal awards, and related notes and that you have reviewed and approved the financial statements, the schedule of expenditures of federal awards, and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

Responsibilities of Management for the Financial Statements and Single Audit

Our audit will be conducted on the basis that you acknowledge and understand your responsibility for (1) designing, implementing, establishing, and maintaining effective internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including internal controls over federal awards, and for evaluating and monitoring ongoing activities to help ensure that appropriate goals and objectives are met; (2) following laws and regulations; (3) ensuring that there is reasonable assurance that government programs are administered in compliance with compliance requirements; and (4) ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles; for the preparation and fair presentation of the financial statements, schedule of expenditures of federal awards, and all accompanying information in conformity with accounting principles generally accepted in the United States of America; and for compliance with applicable laws and regulations (including federal statutes), rules, and the provisions of contracts and grant agreements (including award agreements). Your responsibilities also include identifying significant contractor relationships in which the contractor has responsibility for program compliance and for the accuracy and completeness of that information.

You are also responsible for making drafts of financial statements, schedule of expenditures of federal awards, all financial records, and related information available to us and for the accuracy and completeness of that information (including information from outside of the general and subsidiary ledgers). You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, identification of all related parties and all related-party relationships and transactions, and other matters; (2) access to personnel, accounts, books, records, supporting documentation, and other information as needed to perform an audit under the Uniform Guidance; (3) additional information that we may request for the purpose of the audit; and (4) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence. At the

conclusion of our audit, we will require certain written representations from you about the financial statements; schedule of expenditures of federal awards; federal award programs; compliance with laws, regulations, contracts, and grant agreements; and related matters.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements of each opinion unit taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants. You are also responsible for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements that we report. Additionally, as required by the Uniform Guidance, it is management's responsibility to evaluate and monitor noncompliance with federal statutes, regulations, and the terms and conditions of federal awards; take prompt action when instances of noncompliance are identified including noncompliance identified in audit findings; promptly follow up and take corrective action on reported audit findings; and prepare a summary schedule of prior audit findings and a separate corrective action plan. The summary schedule of prior audit findings should be available for our review on September 30, 2023.

You are responsible for identifying all federal awards received and understanding and complying with the compliance requirements and for the preparation of the schedule of expenditures of federal awards (including notes and noncash assistance received, and COVID-19-related concepts, such as lost revenues, if applicable) in conformity with the Uniform Guidance. You agree to include our report on the schedule of expenditures of federal awards in any document that contains, and indicates that we have reported on, the schedule of expenditures of federal awards. You also agree to [include the audited financial statements with any presentation of the schedule of expenditures of federal awards that includes our report thereon OR make the audited financial statements readily available to intended users of the schedule of expenditures of federal awards no later than the date the schedule of expenditures of federal awards is issued with our report thereon]. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the schedule of expenditures of federal awards in accordance with the Uniform Guidance; (2) you believe the schedule of expenditures of federal awards, including its form and content, is stated fairly in accordance with the Uniform Guidance; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the schedule of expenditures of federal awards.

You are also responsible for the preparation of the other supplementary information, which we have been engaged to report on, in conformity with U.S. generally accepted accounting principles (GAAP). You agree to include our report on the supplementary information in any document that contains, and indicates that we have reported on, the supplementary information. You also agree to [include the audited financial statements with any presentation of the supplementary information that includes our report thereon OR make the audited financial statements readily available to users of the supplementary information no later than the date the supplementary information is issued with our report thereon]. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the Audit Scope and Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions for the report, and for the timing and format for providing that information.

Engagement Administration

We understand that your employees will prepare all cash, accounts receivable, or other confirmations we request and will locate any documents selected by us for testing.

At the conclusion of the engagement, we will complete the appropriate sections of the Data Collection Form that summarizes our audit findings. It is management's responsibility to electronically submit the reporting package (including financial statements, schedule of expenditures of federal awards, summary schedule of prior audit findings, auditor's reports, and corrective action plan) along with the Data Collection Form to the Federal Audit Clearinghouse. We will coordinate with you the electronic submission and certification. The Data Collection Form and the reporting package must be submitted within the earlier of 30 calendar days after receipt of the auditor's reports or nine months after the end of the audit period.

We will provide copies of our reports to the City; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of Child Richards CPAs & Advisors and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to any regulators or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for the purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Child Richards CPAs & Advisors personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend or decide to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period requested by the regulator. If we are aware that a federal awarding agency or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

Ryan Child is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them. We expect to begin our audit on approximately July 15, 2023 and to issue our reports no later than November 30, 2023.

Our fee for services will be at our standard hourly rates. We estimate our fees to be \$33,000 and \$35,000. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

Reporting

We will issue a written report upon completion of our audit of City of North Salt Lake's financial statements. Our report will be addressed to the Mayor and Council of City of North Salt Lake. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the

nature of these circumstances, it may be necessary for us to modify our opinions, add a separate section, or add an emphasis-of-matter or other-matter paragraph to our auditor's report, or if necessary, withdraw from this engagement. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or issue reports, or we may withdraw from this engagement.

We will also provide a report (that does not include an opinion) on internal control related to the financial statements and compliance with the provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a material effect on the financial statements as required by *Government Auditing Standards*. The report on internal control and on compliance and other matters will state (1) that the purpose of the report is solely to describe the scope of testing of internal control and compliance, and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control on compliance, and (2) that the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The report will also state that the report is not suitable for any other purpose. If during our audit we become aware that City of North Salt Lake is subject to an audit requirement that is not encompassed in the terms of this engagement, we will communicate to management and those charged with governance that an audit in accordance with U.S. generally accepted auditing standards and the standards for financial audits contained in *Government Auditing Standards* may not satisfy the relevant legal, regulatory, or contractual requirements.

We appreciate the opportunity to be of service to City of North Salt Lake and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the attached copy and return it to us.

Very truly yours,

Child Richards CPAs & Advisors

RESPONSE:

This letter correctly sets forth the understanding of City of North Salt Lake.

Management signature: _____

Title: _____

Date: _____



CITY OF NORTH SALT LAKE

10 East Center Street
North Salt Lake, Utah 84054
(801) 335-8708 Voice
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www.nslcity.org

BRIAN J. HORROCKS
Mayor

KEN LEETHAM
City Manager

MEMORANDUM

TO: Honorable Mayor and City Council

FROM: Ali Avery, Long Range Planner

DATE: August 1, 2023

SUBJECT: Consideration of Resolution 2023-36R: A resolution authorizing the submittal of a FEMA BRIC grant for the reconstruction of the Honey Well Pump House and authorizing matching funds

RECOMMENDATION

City staff recommends approval of Resolution 2023-36R: A resolution authorizing the submittal of a FEMA BRIC grant application seeking funds for the reconstruction of the Honey Well Pump House and authorizing matching funds.

BACKGROUND

Over the past decade, subsidence has been observed on the western side of south Davis County due to the falling aquifer levels thought to be caused by receding water levels of the Great Salt Lake. The Honey Well pump station has been dramatically impacted by the subsidence, with settlement of more than 6 inches from the original elevation. The culinary water well extends significantly deeper than the subsidence depth, creating torsion on the piping and damaging the discharge head and equipment in the pump station, as well as structural damage to the floor and building. The building, originally constructed in 2002, needs to be reconstructed on approximately 70 foot deep driven piles to stabilize the facility against continued subsidence. Additionally, with the reconstruction of the building, the critical facility will meet current seismic standards, making it more resilient to potential earthquakes.

FEMA has a competitive grant program called "Building Resilient Infrastructure and Communities" (BRIC). The City has applied for this several times in the past, and this was the grant program that funded the Springhill Landslide project. City staff has consulted with the State, who administers the program for FEMA, and have identified the reconstruction of the Honey Well Pump Station to be a good project for this grant.

The grant application is to reconstruct the Honey Well Pump Station on 70 foot deep driven piles. The City received an estimate from a structural engineer for the building in addition to an estimate from the City Engineer for the piping and other miscellaneous work inside the building. The total project cost is \$1,345,000, the grant request is for \$941,500 (70%), and the City match is \$403,500 (30%). The required

minimum match is 25%, but the minimum match for a more competitive grant is 30%. These funds would be expended in 2023-2024.

The attached resolution is a requirement of submittal of our grant application for FEMA funding related to the reconstruction of the Honey Well Pump Station. You'll note that the resolution has three directive statements. First, it instructs the City staff to complete an application for the FEMA grant. Second, it instructs the City staff to set aside sufficient funds for the estimated 30% match required by the grant. Third, it authorizes the City Manager, or designee, to sign and submit the grant application.

The City submitted the same grant application for this project in 2022, but will not hear back about awards for that grant cycle until after applications are due for this upcoming grant cycle. The Benefit Cost Analysis that was performed for the original grant application is valid for two years, so City staff is proposing to submit the same application again for this grant cycle in the event that we are not awarded funds from the first application.

POSSIBLE MOTION

I move that the City Council approve Resolution 2023-36R authorizing the submittal of a FEMA BRIC grant application seeking funds for the reconstruction of the Honey Well Pump House, and authorizing matching funds.

Attachments

- 1) Resolution 2023-36R

RESOLUTION NO. 2023-36R

**A RESOLUTION OF THE GOVERNING BODY OF THE CITY OF
NORTH SALT LAKE ENDORSING AND SUPPORTING AN
APPLICATION TO THE FEDERAL EMERGENCY MANAGEMENT
AGENCY FOR THE BUILDING RESILIENT INFRASTRUCTURE
AND COMMUNITIES GRANT (BRIC) FOR THE
RECONSTRUCTION OF THE HONEY WELL PUMP HOUSE
BUILDING AND AUTHORIZING MATCHING FUNDS.**

WHEREAS, the aquifer on the west side of south Davis County is rapidly depleting as a result of climate change and extreme drought; and

WHEREAS, subsidence is occurring due to the aquifer depletion causing significant damage to the Honey Well Pump House building; and

WHEREAS, the damage caused to the structure has put the well and pump system at imminent threat for catastrophic failure; and

WHEREAS, it has been identified that reconstruction of the building with deep stabilizing piles will eliminate the threat of failure and make the structure more resilient to earthquakes; and

WHEREAS, the Utah Division of Emergency Management through the Federal Emergency Management Agency has a Building Resilient Infrastructure and Communities grant program designed to support communities through proactive investment in community resilience by pre-disaster action.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of North Salt Lake, Utah as follows:

Section 1.

1. City staff is hereby directed to complete a FEMA Building Resilient Infrastructure and Communities Grant application;
2. City staff is hereby directed to set aside up to \$403,500 (30%) from the City's General Fund for matching funds and whatever other funds needed to cover the cost of ineligible activities;
3. The City Manager, or designee, is hereby authorized to sign the grant application on behalf of the City.

Section 2. This resolution shall take effect upon passage.

APPROVED AND ADOPTED by the City of North Salt Lake, Utah, on this 1st day of August, 2023.

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 _____



CITY OF NORTH SALT LAKE COMMUNITY & ECONOMIC DEVELOPMENT

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

MEMORANDUM

TO: Honorable Mayor and City Council
FROM: Sherrie Pace, Community Development Director & Wendy Page, City Recorder
DATE: August 1, 2023
SUBJECT: Consideration of **Ordinance 2023-09** amending City Code related to public notice

RECOMMENDATION

City Staff recommends to the City Council the approval of **Ordinance 2023-09**, an ordinance amending the North Salt Lake City Code, Titles 1 & 7 related to public notice regulations with the following finding:

1. The proposed amendments comply with State Code amendments from the 2023 Legislative Session, SB43 pertaining to public notice requirements.

BACKGROUND

During the 2023 State Legislative Session, Senate Bill 43 was approved amending various State Code sections relating to noticing requirements for public bodies. Essentially SB43 removed the necessity of posting certain notices in newspapers and also established two classes of notices as follows:

Class A Notice: Posted at City Hall, on the City website, and on the Utah public notice website.

Class B Notice: In addition to the postings required as a Class A notice, direct mailed notice to affected entities and property owners, as applicable in respective State Code sections.

REVIEW

The proposed amendments are as follows:

1-5-7: removes the requirement to post in a newspaper and specifies the notice is a Class A notice for posting a summary of ordinances upon adoption.

1-6-2: adds the State Code requirements for a public hearing with notice of 7 days to set the compensation for elective and statutory offices of the City.

1-11-5: removes the requirements for newspaper posting for competitive bids.

1-14-2: removes definition for reasonable notice being published in a newspaper.

1-14-3: adds notice of hearing as Class A notice for 14 days for disposal of real property over 1 acre in size or \$250,000 value.

7-5A-6: adds 10 day notice as a Class A notice for Natural Resources Extraction Permit (new gravel permit).

7-5A-7: adds 10 day notice as a Class A notice for revocation of Natural Resources Extraction Permit.

Title 10 changes to notices will be covered in updates to the Subdivision ordinance and will require public hearing and recommendation from the Planning Commission.

POSSIBLE MOTION

I move that the City Council approve **Ordinance 2023-09**, an ordinance amending the North Salt Lake City Code, Titles 1 & 7 related to public notice regulations with the following finding:

1. The proposed amendments comply with State Code amendments from the 2023 Legislative Session, SB43 pertaining to public notice requirements.

Attachments

- 1) ORD 2023-09
- 2) Exhibit A

ORDINANCE NO. 2023-09

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF
NORTH SALT LAKE AMENDING TITLES 1 AND 7 OF THE
CITY CODE RELATED TO PUBLIC NOTIFICATIONS**

WHEREAS, the City of North Salt Lake is an incorporated city in Davis County, Utah; and

WHEREAS, the 2023 Utah State Legislature amended various sections of the State Code including section 63G-30-102 related to posting requirements for various public meetings, hearings, other public actions of a municipality; and

WHEREAS, the City Council finds that it is in the public interest that the North Salt Lake City Code, Titles 1 and 7 related to public notices be amended at this time in conformance with State Code.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of North Salt Lake, Utah, as follows:

Section 1. Code Amendment. Pursuant to Utah Code 63G-30-102, Titles 1 and 7, of the City Code is hereby amended as attached in Exhibit A.

Section 2. Severability. If any section, part or provision of this Ordinance is held invalid or unenforceable, such invalidity or unenforceability shall not affect any other portion of this Ordinance, and all sections, parts and provisions of this Ordinance shall be severable.

Section 3. Effective Date. This Ordinance shall become effective upon publication or posting.

PASSED AND ADOPTED by the City Council of the City of North Salt Lake, Utah, this 1st day of August, 2023.

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 _____

TITLE 1: ADMINISTRATION

CHAPTER 5: MAYOR AND CITY COUNCIL

1-5-7: ORDINANCES AND RESOLUTIONS; PROCEDURES:

D. Publication And Posting Of Ordinances:

1. Before an ordinance may take effect, the legislative body of the city adopting an ordinance, except an ordinance enacted under Utah Code Annotated sections 10-3-706 through 10-3-710, shall:
 - a. Deposit a copy of the ordinance in the office of the city recorder; and
 - b. ~~(1) Publish a short summary of the ordinance as a class A notice as provided by Utah Code Annotated sections 10-3-711 and 63G-30-102, as amended, at least once:~~
 - ~~(A) In a newspaper published within the city; or~~
 - ~~(B) If there is no newspaper published within the city, in a newspaper of general circulation within the city; or~~
 - ~~(2) Post a complete copy of the ordinance in three (3) public places within the city.~~

CHAPTER 6: OFFICERS AND EMPLOYEES

1-6-1: APPOINTMENTS; CITY RECORDER AND CITY TREASURER; VACANCIES:

- A. City Recorder, City Treasurer Appointment: On or before the first Monday in February following a municipal election, the mayor, with the advice and consent of the city council, shall appoint a qualified person to each of the offices of city recorder and city treasurer.
- B. City Recorder Ex Officio City Auditor: The city recorder is ex officio the city auditor and shall perform the duties of that office.
- C. Vacancies: The mayor, with the advice and consent of the city council, may also appoint and fill vacancies in all offices provided for by law or ordinance.
- D. Continuation In Office: All appointed officers shall continue in office until their successors are appointed and qualified. (2012 Code)

1-6-2: COMPENSATION:

- A. Specified: The elective and statutory officers of the city shall receive such compensation for their services as the city council may fix by ordinance; adopting compensation or compensation schedules enacted after public hearing. Notice of the time, place, and purpose of the meeting shall be published, for at least seven (7) days before the day of the meeting as a class A notice as provided by Utah Code Annotated sections 10-3-818 and 63G-30-102, as amended. The provisions of Utah Code Annotated section 10-3-818 are adopted herein and incorporated by reference.
- B. Two Or More Positions: Whenever any person serves in two (2) or more positions either as officers or employees of this city, unless otherwise specifically provided in the employment agreement or by ordinance, the person shall receive the salary or compensation of the office or employment paying the greater amount.

ORD 2023-09

EXHIBIT A

- C. Benefits: In addition to their salary, the elected city officials shall receive all benefits, contributions and taxes paid by the city which the city is required by law to pay. (Ord. 97-1, 2-18-1997; amd. 2012 Code)

CHAPTER 11: PROCUREMENT OF SUPPLIES, MATERIALS, EQUIPMENT AND CONTRACTUAL SERVICES; DISPOSAL OF PUBLIC PROPERTY

1-11-5: COMPETITIVE BIDDING REQUIREMENTS:

Except as hereinafter provided, purchases of supplies, equipment and the letting of contracts shall follow one of the following procedures:

- A. Formal Contract Procedure: Except as otherwise provided herein, purchases of supplies, equipment or contractual services of an estimated value of fifty thousand dollars (\$50,000.00) or more shall be by written contract with the lowest responsible bidder pursuant to the procedure hereinafter prescribed:

1. Notice of inviting bids shall include a general description of the improvements, supplies, materials and equipment or services to be acquired, shall state where plans and specifications and other information may be secured, and shall state the time and place for opening bids. Public notices shall be posted in accordance with Utah Code Annotated sections 63G-6a-111 and 63G-61-112, as amended. Notices inviting bids shall be published at least twice in a newspaper of general circulation and also posted on a public website.

~~(1)~~

CHAPTER 14: DISPOSAL OF SIGNIFICANT PARCEL OF REAL PROPERTY

1-14-1: AUTHORITY:

The city shall have the authority to sell, lease, convey or otherwise dispose of real and personal property for the benefit of the city, as provided by Utah Code Annotated section 10-8-2(1)(a)(iii) 10-8-2, as amended. (Ord. 06-13, 10-10-2006)

1-14-2: DEFINITIONS:

As used in this chapter:

~~REASONABLE NOTICE: Publication in a newspaper of general circulation within the city at least fourteen (14) days prior to the hearing.~~

SIGNIFICANT PARCEL OF REAL PROPERTY: A parcel of one acre or more in size, or a parcel having a current value of more than two hundred fifty thousand dollars (\$250,000.00). (Ord. 06-13, 10-10-2006)

1-14-3: NOTICE; HEARING:

Before disposing of a significant parcel of real property owned by the city, notice of the proposed disposition as a class A notice, as provided by Utah Code Annotated sections 10-8-2(4) and 63G-30-102, as amended, at least fourteen (14) days before the public hearing to allow an opportunity for public comment on the proposed disposition. a public hearing for public comment shall be held by the city council. Notice of the public hearing shall be provided in accordance with the provisions of this chapter. (Ord. 06-13, 10-10-2006)

TITLE 7: PUBLIC WAYS AND PROPERTY

CHAPTER 5: EXCAVATIONS:

ARTICLE A: MINERAL EXTRACTION

7-5A-6: REVIEW PROCEDURE:

C. Review Of Final Plans:

1. Information Required: After review by the Development Review Committee, the excavator or owner shall then provide the information required by the forms provided by the Community Development Department for a site plan approval and a natural resources extraction permit, including maps, drawings and plans required by this article. Within fourteen (14) days following receipt of the final application, the Community Development Director shall distribute copies of the application and accompanying plans and statements to other interested County, City and State agencies, and shall ask for comments and recommendations.
2. Public Hearing: Within a period of not more than forty five (45) days of receipt of the natural resources extraction permit and site plan application, the Planning Commission shall ~~call for schedule~~ a public hearing and provide at a minimum ten (10) days of notice as a class A notice, as provided by Utah Code Annotated section 63G-30-102, as amended. ~~through proper notice as prescribed by law to consider the final application.~~ Following the public hearing, the Planning Commission shall review the application and shall make written recommendations to the City Council who shall have final approval or disapproval of the application.

7-5A-7: REVOCATION OR MODIFICATION OF PERMIT:

The Planning Commission shall submit for revocation or modification any natural resources extraction permit issued for cause and in the following manner:

- A. Notice Of Failure To Comply: A notice shall be served on the owner or the permittee by the Community Development Director or designee specifying the failure to comply with the requirements of the conditions set forth in the natural resources extraction permit or City ordinances, or State law, requiring him to appear before the Planning Commission at a designated date and hour to show cause why said permit should not be revoked or modified. Notice of the hearing shall be provided a minimum of ten (10) days prior to the date of the hearing as a class A notice, as provided in by Utah Code Annotated section 63G-30-102, as amended.
- B. Public Hearing: Upon the date set for hearing, the Planning Commission shall hear all charges and other testimony relating to the matter under consideration. The Planning Commission shall then decide to either continue, revoke, modify or refer to the City Attorney for further action as described in section 7-5A-2 of this article.
- C. Modification Of Permit Plans: Modification of the natural resources extraction permit plans may be initiated either by the Community Development Director, City Engineer, or by the permittee where it is merely sought to affect minor revisions in the approved grading plan, schedule of proposed operation, proposed reuse plan or landscape plan. Consideration of such revisions need not require a public hearing;

ORD 2023-09

EXHIBIT A

provided, that in the judgment of the Planning Commission, the proposed revisions would not constitute significant changes; and providing also, that the permittee has not expressly requested that a public hearing be held. (Ord. 2018-04, 4-17-2018)

7-5A-9: APPEALS TO CITY COUNCIL:

Appeals from any decision of the Planning Commission with respect to a natural resources extraction permit may be directed to the City Council within thirty (30) days and in the manner prescribed for in the zoning ordinances. Upon the hearing of such appeal, the City Council may by motion, affirm, reverse or modify in whole or in part, any determination of the Planning Commission. (Ord. 2018-04, 4-17-2018)

7-5A-13: PROVISION OF SURETY:

E. Forfeiture Of Surety: If the operator fails or refuses to carry out the necessary land reclamation as outlined in the approved operation and reclamation plans, the Planning Commission may, after notice and hearing, declare any surety filed for this purpose forfeited, or in case of a corporate bond, file suit against the owner and its bonding company. The City shall also have the right to file suit against the defaulting permittee for costs of rehabilitation and reasonable attorney fees. (Ord. 2018-04, 4-17-2018)



NORTH SALT LAKE ENGINEERING

10 East Center Street
North Salt Lake, Utah
84054
(801) 335-8722
karvnb@nslcity.org

BRIAN J. HORROCKS
Mayor

KARYN BAXTER, PE
City Engineer

MEMORANDUM

TO: Honorable Mayor & City Council
FROM: Karyn Baxter, City Engineer
DATE: August 1, 2023
SUBJECT: Bid Award for Asphalt Trails in City Parks

RECOMMENDATION

Staff recommends awarding the Asphalt Trails in City Parks project to Acme Construction, Inc., for the price of \$242,222.36.

BACKGROUND

This project consists of new asphalt trails in three separate City parks. Work will include the relocation of sprinkler lines for some portions of the trails, regrading as required, and installation of a new 8 ft wide asphalt path. There will also be electrical conduit placed for the future addition of path lighting.

Legacy Park will have a new trail along the north and east sides of the park, which will tie into the existing sidewalk along the parking lot area. This will create a loop around the perimeter of the large playfields. With the new 965 LF trail, it creates a loop that is 0.38 miles long.

Foxhollow Park will have a new trail along the north fence line, connecting to the sidewalk on the east side of Foxboro Elementary. This new path will be 450 LF, and will connect with existing sidewalks to form a loop around the perimeter of Foxhollow Park that will approximately 0.25 miles long. This path will also provide a path to the school for students coming from the sidewalk on Foxhollow Drive that will avoid the drop off and pick up traffic on the front and side of the elementary school.

Mathis Park will have a new trail that loops to connect to the existing Parkway Trail along US Highway 89. This trail is planned to accommodate the future improvements planned for this park, and was included in this bid package for reduced construction costs. This trail will be approximately 435 LF of new trail, with a total loop distance of 0.13 miles.

Work will be completed by middle of October, with landscape restoration being done during fall weather. Special conditions are included in the contract for the contractor to protect the public and especially children during construction, as they are within actively used City parks.

The City received three bids and they are shown below:

<u>Contractor</u>	<u>Price</u>
Acme	\$242,222.36
Black Forest Paving	\$269,371.00
Post Construction	\$269,931.00

Existing budget for this project is \$590,278.

POSSIBLE MOTION

I move to award the Asphalt Trails in City Parks project to Acme Construction, Inc., for the price of \$242,222.36.

Attachment: Map of Park Trails

- A) Legacy Park Trail Map
- B) Foxhollow Park Trail Map
- C) Mathis Park Trail Map

Figure A. Legacy Park Trail

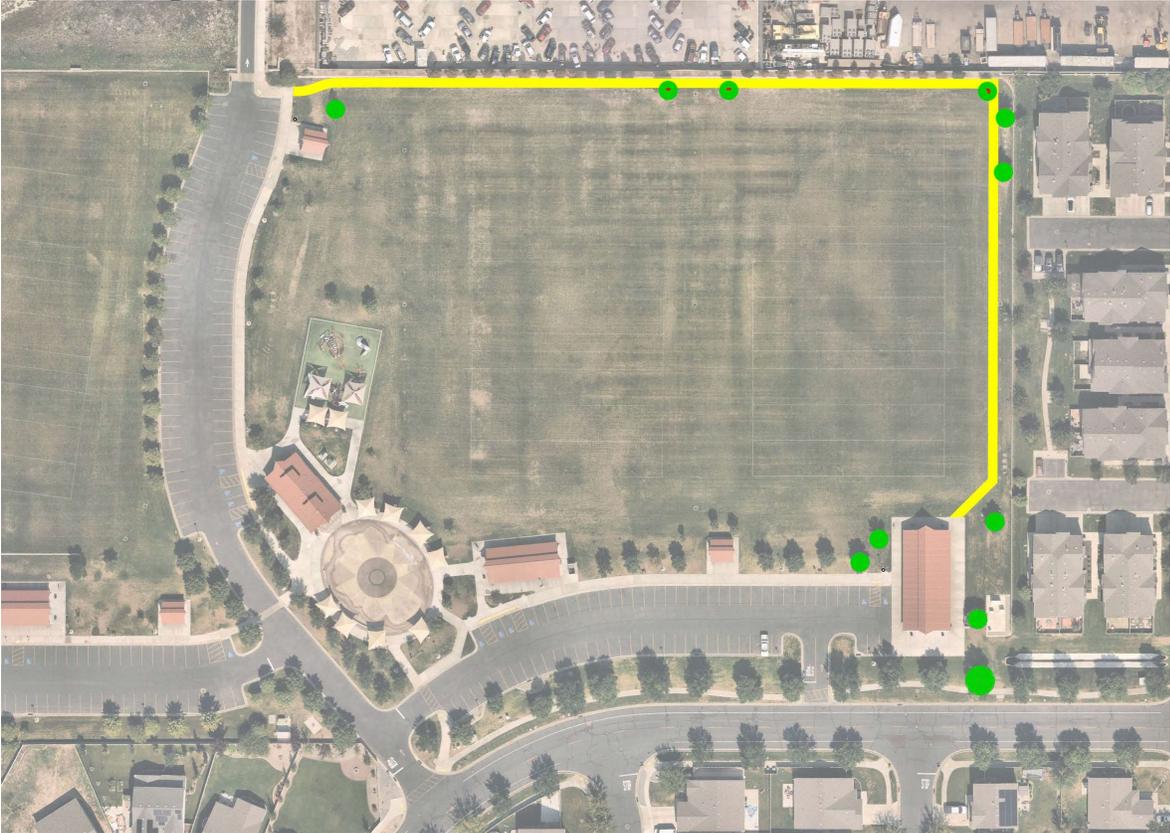
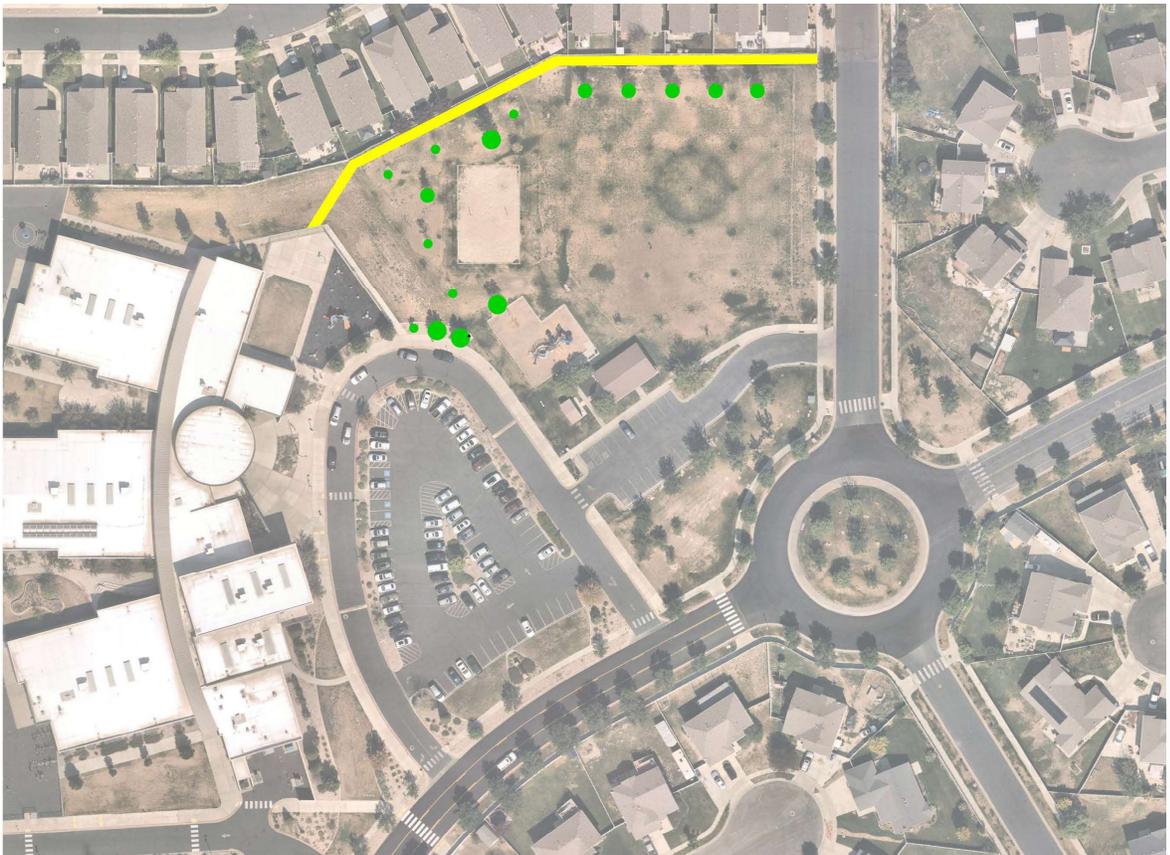


Figure B. Foxhollow Park Trail





NORTH SALT LAKE ENGINEERING

10 East Center Street
North Salt Lake, Utah
84054
(801) 335-8722
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BRIAN J. HORROCKS
Mayor

KARYN BAXTER, PE
City Engineer

MEMORANDUM

TO: Honorable Mayor & City Council
FROM: Karyn Baxter, City Engineer
DATE: August 1, 2023
SUBJECT: School Zone and Pedestrian Crossing Safety Signs

RECOMMENDATION

Staff recommends authorizing the purchase of new school zone and pedestrian crossing safety signs in the amount of \$39,969.

BACKGROUND

Pedestrian safety is an ongoing concern at locations where pedestrians, and especially children, may be at risk. Existing school zone crossings in North Salt Lake currently provide increased safety by designating school zones which decrease speed to 20 MPH by using signs with flashing beacons. The current school signs on Orchard Drive were updated in 2019 with new signs that also include radar detection that provide drivers with current speeds and flash when the current speed limit is exceeded. These signs are programmed to turn on and off automatically and the police department can also download speed data from the signs that provide traffic counts and speed records.

While most other crosswalks in the City are located at signal lights, stop signs, or intersections, there are locations which have been identified as being at higher risk to pedestrians. These locations are on roads where drivers do not stop as they are located mid-block on high-traffic roads.

SCHOOL ZONE FOR ADELAIDE ELEMENTARY

Adelaide Elementary School was previously located in the unincorporated Davis County and was annexed into the City of North Salt Lake in January 2023. There are two school crossings located at the intersection of 800 West and 3600 South. There is no school zone designated for these crosswalks. In order to improve safety for the children crossing 800 West, it is recommended that the City create a school zone at this location.

CROSSWALK SAFETY IMPROVEMENTS

There are two locations with significant safety concerns. It is recommended that rectangular rapid flashing beacons (RRFBs) be installed to provide increased safety for pedestrians. RRFB's are activated with a push button and have flashing lights that warn vehicles that there is someone in the crosswalk.

Studies done by the US Department of Transportation Federal Highways Administration show that RRFBs improve pedestrian safety by increasing yield rates to 72-96% at crosswalks.

The first is located at approximately 45 West Center Street, where there is an existing crosswalk from the south side of the street to Hatch Park. Center Street has very high traffic counts, and as this location is not located at an intersection, locating RRFBs at this location will increase awareness that the crosswalk is in use. This location will have three signs, one on each side of the road and one located in the center median.

The second location is on Eagleridge Drive at the southern intersection with Eaglewood Loop. The walking path on the west side of the road ends at this location, with no way for pedestrians to continue south without crossing the road or walking on the road itself. The sidewalk from this point to the south is located on the opposite side of the road, creating a natural location for pedestrians to cross. There will be a new crosswalk painted at this location, but the grade of the road creates limited visibility for vehicles to see pedestrians in the crosswalk. Locating RRFB's at this location will warn drivers of the crosswalk they may not otherwise be able to see. Due to the sight restrictions, the installation of advance warning RRFBs at this location may be required.

DISCUSSION

The selected school zone crossing signs will be compatible with the existing traffic data collection program the City purchased in 2019. Due to the specialized nature of these signs, and the programming required, it is preferable to purchase signs from the same manufacturer. As these signs will be located where no signs previously existed, the proposal includes solar panels to power the lights without the need for a wired power connection.

<u>Crossing Location</u>	<u>Price</u>
Adelaide Elementary School Zone	\$ 13,230
Center Street at Hatch Park	\$ 12,238
Eagleridge Drive at Eaglewood Loop	\$ 8,219
Optional Advance Warning RRFB's	<u>\$ 6,282*</u>
Total purchase cost	\$ 39,969

Additional cost will be two standard traffic poles for the school zone signs and concrete bases for all poles. The installation will be done by the NSL Streets Department. The Optional Advance Warning RRFB's will not be included in the initial order (marked with * above), but are included in the total cost as they may be necessary. A budget request will be required and will be included in the next budget amendment.

POSSIBLE MOTION

I move that the City Council authorize the purchase of new school zone and pedestrian crossing safety signs for the amount of \$39,969 from Gades Sales Co.

Attachments:

- A) Adelaide Elementary School Zone Sign location map
- B) Center Street crosswalk to Hatch Park location map
- C) Eagleridge Drive crosswalk at Eaglewood Loop map

Figure A. Adelaide Elementary School Zone Sign location map



Figure B. Center Street crosswalk to Hatch Park location map



Figure C. Eagleridge Drive crosswalk at Eaglewood Loop map



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 JULY 18, 2023

6
7 **DRAFT**
8

9 Mayor Horrocks welcomed those present at 6:06 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 via Zoom
16 Councilmember Alisa Van Langeveld
17

18 STAFF PRESENT: Ken Leetham, City Manager; Craig Black, Police Chief; Jon Rueckert,
19 Public Works Director; Karyn Baxter, City Engineer; Brad Christopherson, City Attorney;
20 Sherrie Pace, Community Development Director; Heidi Voordeckers, Finance Director; Tyler
21 Abegglen, Golf Course Manager; Wendy Page, City Recorder.
22

23 OTHERS PRESENT: Suzette Jackson, Dee Lalliss, Tammy Clayton, Collin Larson, residents.
24

25 1. MONTHLY FINANCIAL REPORT FOR PERIOD ENDING MAY 31, 2023
26

27 Heidi Voordeckers reported on the period ending May 31, 2023 with 92% of the fiscal year
28 elapsed. She said 81.6% of revenues had been collected with 86.7% of expenses spent. She
29 pointed out tax revenues were up \$605,279 and court revenues were also up \$48,415. She
30 mentioned impact fee revenues were delayed and the current year to date was \$107,310 versus
31 the prior year to date of \$932,085. Ms. Voordeckers answered Councilmember Gordon's question
32 related to the delay of impact fee collections and said they were delayed as development was not
33 occurring but was planned.
34

35 Heidi Voordeckers said the June 2023 financials would be presented in September after all fiscal
36 year 2023 revenues were recorded. She anticipated the General Fund would close with a slight
37 increase to the fund balance. She noted the full financial report was available in the meeting
38 packet. Ms. Voordeckers commented that staff continued to look for options to provide more
39 information regarding tiered water usage on the monthly utility bill. She said while the data was
40 available and easy to retrieve from the financial system, there was not enough space available on
41 the billing document to include the additional grid and fields required to display the information.
42 Staff recommended that the monthly bill be updated to include language that customers may
43 contact utility billing for specific usage information or billing breakdowns.

44 Councilmember Gordon requested that staff continue to look for ways to include the usage
45 information on the bill as it would potentially encourage conservation for residents.

46

47 2. UPDATE ON RECENT COMMUNICATIONS WITH UDOT REGARDING I-15 EIS
48 PROJECT

49

50 Sherrie Pace provided an update on a recent meeting with the Utah Department of Transportation
51 (UDOT) related to the I-15 EIS project and its impact on Hatch Park. She showed an overhead
52 view of the area with the proposed area to be widened. She said between the property line and
53 the current barrier on I-15 there was a row of trees that would be impacted. She stated UDOT
54 would try to preserve as many trees as possible but fill would be required for the widening and
55 would necessitate removal of some existing trees. She also showed images of the existing trees
56 that would remain and those that would be impacted.

57

58 Councilmember Gordon commented that she would love to see additional trees planted in the
59 area to replace the trees that would be removed.

60

61 Councilmember Knowlton asked about noise mitigation with the proposed I-15 widening.
62 Sherrie Pace answered UDOT was still assessing this and would address it in their September
63 report.

64

65 Ken Leetham commented that staff had asked them to consider noise mitigation at Hatch Park.

66

67 Councilmember Baskin asked what could be done to mitigate noise. Councilmember Knowlton
68 replied walls could be a solution.

69

70 Mayor Horrocks commented that sometimes walls may cause adverse noise effects. Ken
71 Leetham said that if UDOT proposed walls that would be a potential issue to consider.

72

73 3. CONSIDERATION OF GOLF COURSE PUBLIC USE POLICIES AND PUBLIC
74 OUTREACH

75

76 Ken Leetham said this item was a request for a motion by the Council to address issues that the
77 golf course had dealt with for many years. He explained these issues had increased and become
78 more acute. He suggested the Council authorize a program to work with the public in achieving
79 proper use of the golf course with less vandalism and more safety.

80

81 Tyler Abegglen reported that last year the City sent a letter to the homeowners around the golf
82 course highlighting the issues. He mentioned these issues included individuals on the golf course
83 interfering with golf play, animals on the course, vandalism, residents installing gates, stairs,
84 paths, etc. onto the course, and residents using the course without paying. He said there was a
85 liability and operating issue with non-paying individuals on the course.

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Mayor Horrocks commented that he had received calls from residents and said a part of this would be education to let residents know it was no longer acceptable.

Councilmember Baskin said it was theft, trespass, and breaking the law with unleashed dogs. She said it was a campaign to educate and also asked about code enforcement. Chief Black replied that trespass was something that could be enforced but reasonable notification must be given. He mentioned this notification could include signs and fencing to show it was not open public use even though it was a public facility.

Councilmember Baskin asked if repeat offenders would be arrested. Chief Black responded that a citation could be issued and trespassing was a Class B misdemeanor. He said there had been several individuals that continued to violate direct notice from golf staff and would have his support in receiving a citation.

Councilmember Baskin asked about destruction of property. Chief Black responded citations would be issued for destruction/damage of property. He said this was the same for City parks and a citation would be issued for willful destruction.

Tyler Abegglen commented that there were at least 30 signs at the golf course but some individuals seemed to ignore signage posted.

Mayor Horrocks asked about placing locks on gates that opened onto the golf course. Ken Leetham said the Golf Committee had discussed these issues and said that the notification letter stated that any residents who constructed paths, steps, or other improvements on the course property would have those things removed by the City.

Councilmember Gordon said fencing would be a good idea. Tyler Abegglen commented that he would bring fencing costs back for Council review in August. He said Bountiful Ridge Golf Course has fencing which gives the appearance of a private facility.

Ken Leetham said staff would bring this item back for discussion in August. He spoke on the importance of the City's four million dollar investment in the golf course and the need to be consistent in protecting the course and the City's facilities.

Councilmember Van Langeveld asked if staff could issue a citation similar to a homeowners association (HOA). Tyler Abegglen replied that staff had cards to hand out with the golf course policy but generally the police department was called to handle repeat offenders.

Councilmember Van Langeveld suggested code that specified a warning first followed by citations for follow up violations. Brad Christopherson, City Attorney, said that this could be

127 done but said it was more practical to have a black and white ordinance that allowed for
128 discretion and was handled by the City or prosecuting attorney.

129
130 Councilmember Van Langeveld said the golf course was a public asset that was not used by the
131 full public and suggested an annual open house for the public with free food, tours, etc. Tyler
132 Abegglen said there had been discussion to have more community events at the golf course. He
133 was in favor of an open house to educate the residents.

134
135 Councilmember Baskin was also in favor of a public open house. She asked the Council to
136 support the idea of informing the public of what was not permitted.

137
138 **Councilmember Baskin moved that the City Council authorize staff and the Golf Course**
139 **Committee in collaboration to begin an education campaign about issues regarding golf**
140 **course use and misuse. Councilmember Van Langeveld seconded the motion.**

141
142 Councilmember Van Langeveld suggested an amendment to have the golf course public open
143 house.

144
145 **Councilmember Baskin amended her motion to include the golf course public open house.**
146 **Councilmember Porter seconded the amended motion. The motion was approved by**
147 **Councilmembers Baskin, Gordon, Knowlton, Porter, and Van Langeveld.**

148
149 4. APPROVAL OF CITY COUNCIL MINUTES

150
151 The City Council minutes of June 20, 2023 were reviewed and approved.

152
153 Mayor Horrocks asked if the minutes should be revised because item number three on the work
154 session was tabled until July 18, 2023 but was not included on the current agenda. Ken Leetham
155 suggested a note could be added to reflect that this item would be brought back to the City
156 Council for consideration once the agreement with the prosecutors has been finalized.

157
158 Councilmember Baskin asked that language be added to the minutes reflecting her concerns
159 about homeless issues. She recommended line 127 in the draft minutes be amended from "*She*
160 *also reported that there were ten king size mattresses deposited along Victory Road*" to "*She*
161 *also spoke about her concern regarding unhoused people who periodically reside along Victory*
162 *Road. She noted that the other day someone apparently dumped about ten old and used king-size*
163 *mattresses along Victory Road presumably for their use.*"

164
165 **Councilmember Knowlton moved to approve the minutes of June 20, 2023 as amended.**
166 **Councilmember Van Langeveld seconded the motion. The motion was approved by**
167 **Councilmembers Baskin, Gordon, Knowlton, Porter, and Van Langeveld.**

168

169 5. ACTION ITEMS

170

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

172

173 Councilmember Knowlton asked about the status of the current action item related to urban
174 design services for the Town Center and Form Based Code. Ken Leetham replied that an RFP for
175 services had not yet been prepared but would be completed in the next 30 days. He mentioned
176 this request would be for a firm to assist with the sites around Center Street and Orchard Drive.
177 He noted there were property owners/developers anxious to have projects approved and the firm
178 would provide alternative ideas for the property.

179

180 Councilmember Knowlton requested a work meeting on the direction of the Town Center area
181 and what options made sense including land use and urban design regulations, Form-Based
182 Code, etc.

183

184 Councilmember Van Langeveld requested training related to resources for unhoused individuals.
185 She commented that Woods Cross supposedly waived utility fees for disabled veterans and asked
186 about the potential to implement something similar in the City.

187

188 Councilmember Porter said that the City previously had a program for the immediate family of
189 active military that were deployed. He noted this included a reduced or free water service. Heidi
190 Voordeckers replied that she could follow up with Woods Cross. She acknowledged the City did
191 have a deferred or reduced payment for active military with three or four households currently
192 participating.

193

194 Councilmember Knowlton asked about current action item seven related to a joint bike lane pilot
195 program with Bountiful. Sherrie Pace responded that staff were waiting for Bountiful to adopt
196 their active transportation plan as part of their General Plan update.

197

198 Councilmember Knowlton then asked about current item fifteen related to tree planting and the
199 potential for a tree planting program on private land. Ken Leetham said that a tree planting
200 program was new action item four.

201

202 Ken Leetham said the bike lane pilot program was a great item to discuss with Bountiful's City
203 Council. Staff would prepare an agenda for a joint meeting with Bountiful to include this and any
204 other topics of joint interest.

205

206 6. ADJOURN

207

208 Mayor Horrocks adjourned the meeting at 6:54 p.m. to begin the regular session.

209

CITY OF NORTH SALT LAKE
CITY COUNCIL MEETING-REGULAR SESSION
ANCHOR LOCATION: CITY HALL
10 EAST CENTER STREET, NORTH SALT LAKE
JULY 18, 2023

DRAFT

Mayor Horrocks welcomed those present at 7:08 p.m. Tammy Clayton offered the invocation and Mason Bennett led those present in the Pledge of Allegiance.

PRESENT: Mayor Brian Horrocks
Councilmember Lisa Watts Baskin
Councilmember Natalie Gordon
Councilmember Ted Knowlton
Councilmember Stan Porter via Zoom
Councilmember Alisa Van Langeveld

STAFF PRESENT: Ken Leetham, City Manager; Craig Black, Police Chief; Jon Rueckert, Public Works Director; Karyn Baxter, City Engineer; Brad Christopherson, City Attorney; Sherrie Pace, Community Development Director; Heidi Voordeckers, Finance Director; Wendy Page, City Recorder; Stacey Steckler, Assistant City Treasurer.

OTHERS PRESENT: Suzette Jackson, Dee Lalliss, Tammy Clayton, Collin Larson, Brinton family, Shane Ballard, Landon Ballard, Peter Wirthlin, Brynne Burgess, Audrey Beebe, Enos Beebe, Eric Beard, Mason Bennett, Charbel Salloum, Jason Burgess, Kristi Burgess, Peyton Otis, residents.

1. CITIZEN COMMENT

Collin Larson, resident, commented he was a candidate for City Council and suggested the ordinance regarding political signage in park strips and public spaces should be revised. He explained that while he understood the concern for aesthetics, felt it was a restriction of free speech and deprived residents of information about the candidates.

Dee Lalliss, resident, thanked the sponsor of the Liberty Fest fireworks. He spoke on the other events including the car show and commended the City on a job well done.

2. PRESENTATION OF YOUTH CITY COUNCIL SCHOLARSHIP AWARDS TO PEYTON OTIS, MAYOR; MACKENZIE BRINTON, CITY MANAGER; LANDON BALLARD, RECORDER, SHANE BALLARD, ACTIVITIES COMMITTEE CHAIR;

251 CHARBEL SALLOUM, LEADERSHIP COMMITTEE CHAIR; AND BRYNNE
252 BURGESS, PUBLICITY COMMITTEE CHAIR

253
254 Councilmember Gordon invited the Youth City Council advisors, Audrey and Enos Beebe, to
255 join her in awarding the certificates and scholarships.

256
257 Enos Beebe commented that they were proud of the Youth City Council (YCC) and felt that the
258 YCC met often and provided a lot of service in the community.

259
260 Audrey Beebe said Brynne Burgess served as the Publicity Committee Chair and was being
261 awarded a \$200 scholarship. Charbel Salloum served as the Leadership Committee Chair and
262 was awarded a \$200 scholarship. Shane Ballard served as the Activities Committee Chair and
263 was awarded a scholarship of \$200. Landon Ballard served as Recorder and was awarded a \$200
264 scholarship. Mackenzie Brinton served as City Manager and was awarded a \$400 scholarship.
265 Peyton Otis served as Mayor and was awarded a scholarship of \$800.

266
267 Councilmember Gordon thanked the City Manager and Mayor for their support of the Youth City
268 Council and encouraged the continuation of the program. Mayor Horrocks commented that they
269 were a great group of kids and did a lot of good in the community.

270
271 3. CONSIDERATION OF THE APPOINTMENT OF MASON BENNETT TO THE
272 HEALTH AND WELLNESS COMMITTEE

273
274 Councilmember Baskin said it was a pleasure to nominate Mason Bennett to serve on the Health
275 and Wellness Committee. She said Mason has a Bachelor's degree in Psychology with an
276 emphasis in clinical psychology. She noted he has also worked as a technician at the Utah State
277 Hospital working with the mentally ill. She stated Mason was currently completing a Master's
278 degree in Health Science and worked as a writer for a medical education company. She added he
279 has served in the army in the medical reserve corps and received an award for his service during
280 the pandemic.

281
282 **Councilmember Baskin moved to accept the appointment of Mason Bennett to the Health**
283 **and Wellness Committee. Councilmember Van Langeveld seconded the motion. The motion**
284 **was approved by Councilmembers Baskin, Gordon, Knowlton, Porter, and Van Langeveld.**

285
286 4. CONSIDERATION OF THE APPOINTMENT OF STACEY STECKLER AS THE CITY
287 TREASURER AND SWEARING IN OF CITY TREASURER

288
289 Ken Leetham reported Stacey Steckler had been performing several duties of the City Treasurer
290 position. He indicated currently the City Manager was appointed as City Treasurer but did not
291 perform many direct or specific finance roles. He stated it has been determined that Stacey's

292 duties were consistent with the City Treasurer responsibilities and would include responsibility
293 for managing the City's funds, tracking daily cash and deposits, and reporting.

294
295 **Councilmember Knowlton moved that the City Council appoint Stacey Steckler as the City**
296 **Treasurer. Councilmember Gordon seconded the motion. The motion was approved by**
297 **Councilmembers Baskin, Gordon, Knowlton, Porter, and Van Langeveld.**

298
299 Mayor Horrocks performed the swearing in of Stacey Steckler.

300
301 5. PUBLIC HEARING AND CONSIDERATION OF RESOLUTION 2023-35R: A
302 RESOLUTION ADOPTING THE CITY'S 2023 WATER CONSERVATION PLAN

303
304 Karyn Baxter reported on the 2023 Water Conservation Plan and said per Utah State Code this
305 plan must be submitted to the Division of Water Resources every five years. The plan contained
306 existing and proposed water conservation measures that outlined how the City and the end
307 culinary water user would conserve water and reduce its per capita water consumption to provide
308 adequate water supplies for future needs. She stated in March 2021 the City retained Bowen
309 Collins & Associates to prepare an update to the City's Water and Storm Master Plans. She
310 shared a drawing with the projected differences in water demand with and without conservation.
311 She mentioned the projected culinary water requirements were based on historical water demand
312 and projected out to 2065. She acknowledged 8or 2030 it was projected the total water demand
313 would be 6,000 acre feet which resulted in a deficit of 1,400 acre feet which was 1,100 with
314 conservation. She noted in 2065 the deficit would be 3,400 acre feet or 1,375 acre feet with
315 conservation.

316
317 Ms. Baxter continued the Water Conservation Plan included areas requiring change or action.
318 The first category was conservation and public awareness practices which included the creation
319 of a water shortage and drought plan, assigning a staff member as the Water Education and
320 Public Outreach Coordinator, and the updated Water Conservation Plan every five years. The
321 second category was public education efforts through classes, social media, free audits, etc. The
322 third category included rebates, incentives, and rewards through the promotion of Weber Basin
323 Water Conservancy District (WBWCD) rebates such as the Flip Your Strip program. The fourth
324 category was ordinances and standards with the water efficient landscaping ordinance, the
325 proposal of additional City ordinances regarding water conservation and the evaluation of current
326 water rate structure to further incentivize conservation. The next category was improvements to
327 the physical system through the AWWA Water Audit program, conservation of public landscapes,
328 and conversion to automatic metering infrastructure. Ms. Baxter explained overall the 2023
329 Water Conservation Plan required a responsibility towards water resiliency and stability with
330 goals for using existing water supplies more efficiently, maximize existing water conveyance and
331 storage facilities, and developing an additional water block with Weber Basin Water.

332

333 Mayor Horrocks mentioned the aquifer. Karyn Baxter replied that the Frida Well was transferred
334 from culinary to the secondary water system due to PCE levels. She noted this well could be
335 transferred back for culinary uses. She acknowledged the aquifer was a shared source and spoke
336 on different factors such as springs, demand, shared use, rain/snow, and other preparations.

337
338 Councilmember Knowlton said one measure of success was total water usage and asked if the
339 objective was aquifer recharge what the difference impacts were with landscaping versus inside
340 usage. Karyn Baxter responded that indoor water use was considered 100% consumptive while
341 outdoor water returned approximately 30% of the water back to the system. She noted the issue
342 was those who used culinary water for landscaping. She said it was necessary to restrict outdoor
343 use, such as overhead sprinklers, and mentioned that all conservation practices could be
344 beneficial.

345
346 Councilmember Van Langeveld asked about the Water Education and Public Outreach
347 Coordinator. Karyn Baxter replied that she would provide the content and Linda Horrocks, the
348 Communications Coordinator, would distribute the content.

349
350 Councilmember Baskin commented that the Water Conservation Plan and implementation was
351 one of the most important things the City Council would do.

352
353 **Mayor Horrocks opened the public hearing at 7:52 p.m.**

354
355 Dee Lalliss, resident, spoke on his water usage and said all lawns were not equal. He spoke on
356 public education topics related to trees, gardens, lawns, and water conservation.

357
358 **Mayor Horrocks closed the public hearing at 7:58 p.m.**

359
360 **Councilmember Van Langeveld moved the City Council approve Resolution 2023-35R: A**
361 **Resolution Adopting the 2023 Water Conservation Plan. Councilmember Baskin seconded**
362 **the motion. The motion was approved by Councilmembers Baskin, Gordon, Knowlton,**
363 **Porter, and Van Langeveld.**

364
365 Mayor Horrocks mentioned the water conference at Utah State University and drought resistance
366 lawn. He asked if this information was available to the public. Karyn Baxter replied that the USU
367 extension services was available for residents and could be included in the public outreach. She
368 spoke on a grass seed program for Utah and other ways for conservation beyond rocks/dirt.

369
370 Councilmember Knowlton asked about options at the golf course. Karyn Baxter responded that
371 staff was still reviewing options for the fairways. She said recent water conservation efforts at
372 the golf course have reduced water consumption by over 30%.

373

374 Councilmember Baskin commented that efforts had been made to conserve at the golf course.
375 She said comparison photographs were taken of area golf courses which showed the City's
376 course was the brownest.

377
378 6. CONSIDERATION OF A PLAT AMENDMENT FOR EAGLEWOOD COVE PHASE
379 13, COMBINING LOTS 1302 AND 1303 AND VACATING A PUBLIC UTILITY
380 EASEMENT, LOCATED AT 715 AND 699 SOUTH TANGLEWOOD LOOP

381
382 Sherrie Pace reported that the property owner of lots 1302 and 1303 in Eaglewood Cove Phase
383 13 desired to combine the lots into one single building lot. She noted a public utility easement
384 (PUE) existed along the shared property line between the two lots. She stated the amended lot
385 would relocate the PUE to the side property line. She reported the Planning Commission held a
386 public hearing on June 27, 2023 for the proposed amendment and no public comment was
387 received.

388
389 Councilmember Baskin questioned how large the proposed home would be. Sherrie Pace replied
390 that homes in the area were 8,000 to 10,000 square feet.

391
392 **Councilmember Knowlton moved that the City Council approve the plat amendment for**
393 **Eaglewood Cove, Phase 13, vacating a public utility easement and combining lots 1302 &**
394 **1303, located at 715 South Tanglewood Loop with no conditions. Councilmember Van**
395 **Langeveld seconded the motion. The motion was approved by Councilmembers Baskin,**
396 **Gordon, Knowlton, Porter, and Van Langeveld.**

397
398 7. CONSIDERATION OF RESOLUTION 2023-33R: A RESOLUTION REVISING THE
399 CITY'S 2023 ANNUAL MEETING SCHEDULE

400
401 Wendy Page reported the City Council approved the City's annual meeting schedule in January
402 2023. She noted the schedule took into consideration primary and general election and
403 canvassing dates for 2023. She explained due to the special congressional election in US
404 Congressional District 2, HB 2001 enacted new 2023 election dates as follows: Primary Election,
405 September 5, 2023 and General Election, November 21, 2023. She mentioned Davis County set
406 the canvass dates in compliance with the new legislation and those dates would be Tuesday,
407 September 21st and Wednesday, December 6th.

408
409 Ms. Page stated the proposed revised dates for City Council meetings would be the addition of
410 an August 15th meeting, cancelation of the August 29th meeting, cancellation of the September 5th
411 meeting, the addition of a November 7th meeting, the cancelation of the November 21st meeting,
412 and the change from December 5th to December 6th.

413
414 **Councilmember Gordon moved the City Council approve Resolution 2023-33R: a**
415 **resolution revising the City's annual meeting schedule for 2023. Councilmember Van**

416 **Langeveld seconded the motion. The motion was approved by Councilmembers Baskin,**
417 **Gordon, Knowlton, Porter, and Van Langeveld.**

418

419 8. CONSIDERATION OF RESOLUTION 2023-34R: A RESOLUTION APPROVING
420 THE UTILIZATION OF TAX INCREMENT FUND FROM THE COMMUNITY
421 DEVELOPMENT PROJECT AREAS (CDA) OF THE HIGHWAY 89 CDA PROJECT
422 AREA AND THE REDWOOD ROAD CDA PROJECT AREA FOR PURPOSES OF
423 FUNDING A PORTION OF THE HATCH PARK PROJECT

424

425 Heidi Voordeckers reported this was in response to the action from the Redevelopment Agency
426 meeting on June 20th and the approval of a resolution which approved the Hatch Park project as
427 meeting the criteria for a beneficial improvement to public infrastructure per Title 17C of Utah
428 Code. She noted this allowed the project to be funded by tax increment for two project areas of
429 Redwood Road and Highway 89.

430

431 Councilmember Gordon asked for clarification between CDA and CRA for the project areas. Ken
432 Leetham clarified that these project areas were classified as community development areas
433 (CDA). He said CRA or community reinvestment areas was the title for project areas in current
434 State statutes; however, the City's project areas were called CDA's since that was the title of the
435 project areas in State Code at the time they were created.

436

437 **Councilmember Gordon moved the Council approve Resolution 2023-34R: A Resolution**
438 **approving the utilization of tax increment fund from the community development project**
439 **areas (CDA) of the Highway 89 CDA Project Area and the Redwood Road CDA Project**
440 **Area to be used for purpose of funding a portion to the Hatch Park project.**

441 **Councilmember Knowlton seconded the motion. The motion was approved by**
442 **Councilmembers Baskin, Gordon, Knowlton, Porter, and Van Langeveld.**

443

444 9. CONSIDERATION OF BID AWARD FOR ANNUAL STREET STRIPING 2023
445 PROJECT IN THE AMOUNT OF \$131,671.05

446

447 Karyn Baxter reported that each year City staff received bids for painting, striping, and marking
448 City streets. She noted these included centerlines, shoulder, bike lanes, crosswalks, stop bars, etc.
449 She stated this year the project would include repainting red curbing, which was generally done
450 every three to five years. She indicated the City received two bids with All Star Striping as the
451 low bid at \$131,671.05. Ms. Baxter mentioned the budget for this project was \$100,000 but
452 construction prices have significantly increased and approximately \$15,000 was needed to
453 repaint the red curb this year. She continued funding for this project would come from the 2024
454 budget, which was \$100,000.00. She acknowledged a budget adjustment of \$35,000 was
455 necessary and proposed it be included in a future budget amendment.

456

457 Councilmember Baskin asked about the future budget amendment and a potential timeline for
458 when this should be completed. Heidi Voordeckers replied the amendment would need to be
459 made before the funds were committed or expended.

460
461 Councilmember Van Langeveld asked if there was a formal request process for red curb. She
462 requested red curbing on 900 North to Skipton Drive in Foxboro. Karyn Baxter replied that the
463 Safety Committee reviewed these requests.

464
465 Mayor Horrocks asked in regard to the Highway 89 project continuing until October. He asked
466 about street repair not being completed until the project was done. Karyn Baxter answered the
467 US-89 project was a Weber Basin Water project and the road was not a City road, so they were
468 working in coordination with the City.

469
470 **Councilmember Baskin moved the City Council award the annual street striping 2023**
471 **project to All Star Striping for the price of \$131,671.05 with the understanding that the**
472 **budget would need to be amended. Councilmember Porter seconded the motion. The**
473 **motion was approved by Councilmembers Baskin, Gordon, Knowlton, Porter, and Van**
474 **Langeveld.**

475
476 10. CONSIDERATION OF BID AWARD FOR EAGLEWOOD DRIVE STREET
477 RECONSTRUCTION (FOXHILL TO EAGLERIDGE DRIVE) PROJECT IN THE
478 AMOUNT OF \$437,261

479
480 Karyn Baxter reported this project was the completion of Eaglewood Drive from Foxhill to
481 Eagleridge Drive. She noted the lower section of Eaglewood Drive was completed in 2022 from
482 Orchard Drive to Foxhill. She mentioned the upper section remained in poor condition and was
483 in need of a full asphalt replacement. She indicated staff had received three bids with Black
484 Forest Paving as the low bidder at \$403,461. She said the alternative price of \$437,261 was for
485 asphalt with fiber additive which would increase the longevity of the road and was preferred for
486 higher traffic roads.

487
488 Councilmember Baskin questioned the status of lower Eaglewood Drive with asphalt regarding
489 insurance. Heidi Voordeckers replied that the final documentation was sent to the insurance
490 adjuster, and she hoped to receive an update on the claim next week.

491
492 Mayor Horrocks asked about roads buckling and if this new enhanced asphalt was the cause.
493 Karyn Baxter responded concrete buckling was due to rapid heat fluctuation. She said the fiber
494 additive would not increase the asphalt's likelihood of failure due to temperature increases.

495
496 **Councilmember Baskin moved the City Council award the Eaglewood Drive Street**
497 **Reconstruction (Foxhill to Eagleridge Drive) Project to Black Forest Paving for the price of**
498 **\$437,261. Councilmember Porter seconded the motion. The motion was approved by**

499 **Councilmembers Baskin, Gordon, Knowlton, Porter, and Van Langeveld.**

500

501 11. COUNCIL REPORTS

502

503 Councilmember Van Langeveld reported on the positive coverage in the Davis Journal for the
504 City's cultural events. She commented the remaining events would be the Asian/Pacific Islander
505 night on August 28th and the Spanish Heritage night on September 18th.

506

507 Councilmember Van Langeveld said she received an email from a resident regarding a home
508 being used as transitional/halfway house on Oldham Drive. She asked if this use would be
509 allowed in that neighborhood. Sherrie Pace replied that per the State no licensing had been
510 requested for that location. Staff had not received any requests for permits but was monitoring
511 the site.

512

513 Councilmember Gordon asked if the City could refuse a halfway house in a residential zone.
514 Sherrie Pace said there were certain types of residential housing facilities that were protected
515 classes. She noted the concerned resident had contacted the State and reported to her the Parole
516 Board had no intention of starting or approving any additional halfway houses at this time.

517

518 Councilmember Van Langeveld asked about revisiting the sign ordinance in the City with a
519 designated space where any signs could be placed particularly public spaces. She also specified
520 dates for when campaign signs could be put up or removed. Councilmember Porter commented
521 that the State would not allow signs on State roads.

522

523 Councilmember Knowlton commended staff on the Liberty Fest events and the time spent. He
524 asked about sidewalk width standards and the potential for modifications to these standards.

525

526 12. CITY ATTORNEY'S REPORT

527

528 Brad Christopherson spoke on the discussion about a halfway house. He said there were certain
529 types of housing that were permitted such as a rehab facility, but it was dependent on the
530 circumstances. Mr. Christopherson said he would need more information to provide a legal
531 opinion.

532

533 13. MAYOR'S REPORT

534

535 Mayor Horrocks reported that he participated in the Handcart Days Parade in Bountiful. He
536 mentioned that it was a fun event, and many City residents were in attendance.

537

538 Councilmember Van Langeveld suggested inviting the Youth City Council or other
539 Board/Committee members to participate in the parade.

540

541 Mayor Horrocks said there was an open house on August 2nd to discuss a tax increase for the
542 South Davis Fire District. He stated the District's truth in taxation hearing would be held August
543 7th.

544
545 Mayor Horrocks said overall Liberty Fest was a great event this year. He mentioned an incident
546 with youth throwing firecrackers into a crowd and burning several individuals.

547

548 14. CITY MANAGER'S REPORT

549

550 Ken Leetham reported that the RFP for design services for the Hatch Park remodel had been
551 published. He indicated a meeting with landscape designers was held last week and was well
552 attended. He noted the submittals for the design services would be received by August 3rd.

553

554 Mr. Leetham said the RFP for the general contractor and construction manager would also be
555 published soon.

556

557 Councilmember Gordon asked for an update on the gravel pit pond and the dog park. Ken
558 Leetham responded that a contractor would provide drawings for the gravel pit pond in the next
559 several weeks. He added David Frandsen was working with Woods Cross on the dog park.

560

561 15. ADJOURN

562

563 Mayor Horrocks adjourned the meeting at 8:46 p.m.

564

565 The foregoing was approved by the City Council of the City of North Salt Lake on Tuesday
566 August 1, 2023 by unanimous vote of all members present.

567

568

569

570

571 _____
Brian J. Horrocks, Mayor

_____ Wendy Page, City Recorder

Action Items for August 1, 2023

Item	Staff	Description
New		
1	Sherrie	(7/18/23) Work session to discuss Town Center options (options for land use and urban design regulations). <i>Work session will be scheduled for September. (7/25/2023)</i>
2	Heidi	(7/18/23) Staff to research whether Woods Cross offers assistance (waived utility fees) to disabled veterans and what a similar City program might look like.
3	Ken/Wendy	(7/18/23) Staff/Mayor to setup a joint meeting with Bountiful's City Council. Staff to prepare a potential agenda including joint bike lane program.
4	Ken	(7/18/23) Potential for discussion on revisiting the sign ordinance to allow signage on public property and date restrictions for campaign signs.
5	Sherrie/Karyn	(7/18/23) Discussion on sidewalk widths and possible revisions needed. <i>Work session will be scheduled upon completion of analysis. (7/25/2023)</i>
Current		
1	Ken	(6/20/23) Repairs at Eaglewood Village pond. Staff will work on receiving bids/proposals from contractors to complete the work. <i>Staff will reach out to additional contractors in this project during the month of August, 2023. (7/12/23)</i>
2	Ken	(6-20-23) Potential City Council discussion on cyber security presentation by Assurity. <i>A work meeting for this item will be held in September or October as schedules allow. (7/12/23)</i>
3	Ken/CM Baskin	(6-20-23) Tree planting program work session discussion. <i>Representative of Holladay City will schedule a date when they can present their program to the City Council. (7/12/23)</i>
4	Todd	(6-20-23) City Attorney to discuss first amendment, equal protection, and use of public facilities (time, place, manner restrictions). <i>This item will be scheduled for January, 2024 after the new City Council is in place. (7/12/23)</i>
5	Ken	(5/30/23) Schedule a joint meeting with the mayors/council from Bountiful and Woods Cross. <i>Working with Mayors and staff to coordinate a joint meeting. (6/15/23)</i>
6	Karyn	(5/30/23) Follow-up on undermining of residential fencing on Parkway Drive. <i>Staff has formally notified the developer that the retaining wall must be restored immediately, with a completion deadline of August 12 (60 days after the proposed construction plan was approved). Construction will be completed by then, at which time the fences, sprinklers, and landscaping will be restored. (7/13/23)</i>
7	Sherrie/Linda	(5/16/23) Landscaping/xeriscape presentation shared on the City's website (new conservation page). <i>Currently being drafted. Links to the water efficient landscape ordinance, street trees, land use permit application, and flip your strip are currently found on the Comm. Development page: https://www.nslcity.org/100/Community-Development (6/14/2023)</i>
8	Wendy/Karyn	(5/16/23) Potentially hold a ribbon cutting/food truck night to celebrate the new Legacy Park Trail. <i>Construction will likely begin in September, with anticipated completion in October. Staff will monitor the progress and can coordinate a ribbon cutting event as completion approaches. (7/13/23)</i>
9	Sherrie	(3-7-23) See if there is an interest from Bountiful City in working with NSL jointly on extending the bike lane pilot program on Orchard Drive to Boulton Elementary and the Rec Center on 200 West. (3-21-23) <i>Staff investigated a grant for this pilot program, but the minimum grant award is \$100K. and the estimated cost of a pilot program on Orchard Dr. is only \$30K. Bountiful is not currently prepared to participate, but may be prepared and possibly willing to partner for the next grant cycle. (7/12/2023)</i>

10	DRC	(3-7-23) Staff to make recommendations for implementing bike lane pilot program on Orchard Drive, Eagleridge Drive, and potential for 1100 North as well (5-2-23). <i>See above.</i>
11	Ken	(3-7-23) Staff to identify any items that would qualify for the Community Funding Projects that Congressman Stewart advised Mayor Horrocks about. <i>Staff met with Stewart representatives and has had an additional training meeting on this program. We will work to prepare the City for the 2024 Grant cycle. (3/16/23)</i>
12	Ken/Wendy	(3-7-23) Staff to prepare a policy related to City Hall rental/use. <i>Staff is reviewing city hall use policies and will propose a written policy statement in a future Council meeting. (3/16/23)</i>
13	Heidi	(2-14-23) Resident requested a newsletter or similar outreach showing a chart or report for city revenues and expenses with incoming funds from sales tax, property tax, etc. <i>Staff will prepare a budget summary for the August newsletter, and also present a budget overview to the Senior Lunch Bunch (tentatively scheduled for the October meeting). (6/15/23)</i>
14	Ken	(1-21-23) Include in the Hatch Park Design Project an inventory of existing trees and a detailed plan to keep existing trees as much as possible, particularly on the west side of the park and any areas where large mature trees exist.
15	Safety Committee	(9/6/22) Inventory of public safety weaknesses around the City's elementary schools. Identification of problem areas and recommendations for resolving pedestrian and other active transportation issues. (2-7-23) Seek WFRC funding for safety plan surrounding local elementary schools. <i>Safety Committee met on this on November 1. A meeting with interested CC members was scheduled. Safety Committee met with Councilmember VanLangeveld on this item on December 15, 2022. (12/28/22) Sherrie is checking with WFRC to see if there is funding assistance available for completion of safety plans around NSL elementary schools. (2/16/23)</i>
16	Sherrie & PW/Parks Dept.	<i>Combined Action Items:</i> (Various Dates) Park strips &: City owned property Review city code for park strip landscape requirements, propose alternatives for vegetation requirements (trees) & evaluate city owned park strips and properties for recommendation on conversion to water wise landscape & review compliance notifications and processes. (3-21-23) Look into increasing tree plantings on City owned land. <i>Work Session scheduled for May 16. (5/11/23)</i>
17	Ken	(5-17-22) Staff to review alternatives for uses of City-owned properties at City Hall parcels and Hatch Park; develop process for making decisions. <i>Project report back should be in Spring, 2023. City staff will also be attending training on "Your Land, Your Plan" on January 9 to learn of the benefits of that program (12/28/22)</i>
18	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>
19	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>
20	Tyler	<i>Long range monitoring item:</i> (1-3-23) Staff to present an analysis on the 20% resident discount at the Eaglewood Event Center versus 10% or 15% discount, events on weekdays versus weekends, and day versus night rentals. <i>Golf Department will report back on analysis in 2024. (1/10/2023)</i>
21	David, Ken	<i>Long range monitoring item:</i> (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>Public Works has built a work order system for tracking, reviewing and documenting damages and associated costs made to pavilions and will report back to council at the end of the 2023 season because there was not enough data at the end of 2022. (3/21/23)</i>

22	Sherrie	Long range monitoring item: (8/3/22) Inventory and evaluation of safe and unsafe locations for bikes, scooters, pedestrians within one year or August 1, 2023. <i>Ali is reviewing the active transportation plan and will monitor scooter conflicts and make recommendations on safety improvements. (8/3/2022)</i>
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