



# CITY OF NORTH SALT LAKE

## CITY COUNCIL MEETING NOTICE & AGENDA December 6, 2023

Notice is given that the City Council of the City of North Salt Lake will hold a regular meeting on **December 6, 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. Recognition of Councilmembers Natalie Gordon and Stan Porter
2. Consideration of Request by the Parks, Trails, Arts, and Recreation Advisory Board for Signage at Veterans Memorial Park and Hatch Park
3. Overview of Proposed Budget Amendments for Fiscal Year 2024
4. Monthly Financial Report for Period Ending October 31, 2023
5. Adjourn

### **REGULAR SESSION – 7:00 p.m.**

1. Introduction by Mayor Pro Tem Stan Porter
2. Thought or Prayer and Pledge of Allegiance ~ Councilmember Lisa Watts Baskin
3. Citizen Comment
4. Public Hearing and Consideration of Resolution 2023-46R: A Resolution Approving Budget Amendments for Fiscal Year 2023-2024
5. Consideration of Resolution 2023-43R: A Resolution Requesting Recertification of the North Salt Lake Justice Court
6. Consideration of a Motion to Approve the Mayor's Reappointment of Planning Commission Members: Seat #5, Ron Jorgensen and Seat #6, Ryan Holbrook
7. Consideration of a Proposed Amendment to the Scope of Work for Phase 1 of the 1100 North Grade Separation Project with Horrocks Engineers in an Amount Not to Exceed \$49,600
8. Acceptance of the City of North Salt Lake 2023 Municipal General Election Results as Prepared by the Davis County Clerk's Office
9. Consideration of an Amendment to the General Development Plan and Development Agreement for Lofts at North Salt Lake (Formerly Towne Plaza) Located at 120 East and 140 East Center Street, Proposing a Mixed Use Project Consisting of 2 Buildings with 7,900 sq. ft. of Retail Space and 79 Residential Apartments with a Maximum Height of 3 Stories, Brian Carlisle, Applicant
10. Consideration of a Class B Beer License for Green Chile House Located at 386 North Redwood Road, Francisco Portillo, Applicant

11. Consideration of Proposed Repair of Minor Earthwork at 745 South Parkway Drive in an Amount Not to Exceed \$30,000
12. Consideration of an Agreement for Consulting Services with BioWest for a Concrete Boat Ramp at Porter’s Landing in an Amount Not to Exceed \$39,825
13. Report on the South Davis Sewer District’s Proposed Tax Increase for 2024
14. Consideration of Support for a TLC Grant Application to Wasatch Front Regional Council for Town Center Urban Design Standards
15. Consideration of Resolution 2023-47R: 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
16. Consideration of Resolution 2023-48R: A Resolution Declaring Certain Vehicles as Surplus Property and Authorizing the Purchase of Three Vehicles in the Police Department
17. Consider a Motion to Adjourn into Closed Session for the Purpose of Discussing the Character, Professional Competence, or Physical or Mental Health of an Individual *Utah Code 52-4-205*

**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*

**RECONVENE IN REGULAR SESSION**

18. Consideration of Action, if any, Related to the 2023 Performance Bonus for the Golf Course General Manager
19. Approval of City Council Minutes of November 7, 2023
20. Action Items
21. Council Reports
22. City Attorney Report
23. Mayor’s Report
24. City Manager Report
25. Adjourn

*This meeting has an option to attend electronically via Zoom, with joining information below:*

*Topic: December 6, 2023 City Council Meeting*

*Time: December 6, 2023, 06:00 PM Mountain Time (US and Canada)*

*Join Zoom Meeting: <https://us02web.zoom.us/j/85196323036>*

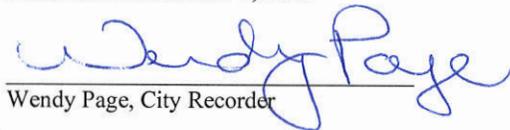
*Webinar ID: 851 9632 3036*

**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 agenda for the City Council meeting to be held **December 6, 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: December 4, 2023

  
Wendy Page, City Recorder





# CITY OF NORTH SALT LAKE

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

Brian J. Horrocks  
Mayor

Ken Leetham  
City Manager

## MEMORANDUM

**TO:** Honorable Mayor and City Council

**FROM:** Ken Leetham, City Manager

**DATE:** December 6, 2023

**SUBJECT:** Work Session Items

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There are several items we have included in the City Council work session for your review.

- 1) The first item on the agenda is to recognize and acknowledge both Natalie Gordon and Stan Porter for their City Council service. We will have dinner and a cake with an informal appreciation ceremony for them between 6:00 and 6:25.
- 2) This is a request by Camille Thorpe, member of the Parks, Trails, Arts and Recreation Advisory Board to have new monumentation or signage for two specific parts of the Town Center. Camille will request an upgrade to the monument for the Bamberger Rail Line currently located in Hatch Park and a monument or sign the Veterans Memorial Park. I have attached information submitted by Camille which includes possible language for the monuments and a photo of the existing Bamberger monument. The Council may take action on this request if desired, but if approved, the actual final designs and wording of the monuments would be approved at a later date.
- 3) There are some proposed budget amendments for the Council to consider. We would like to use a few brief minutes to have individual Department Heads explain their proposed budgetary changes to the Council. Tyler Abegglen has included a memorandum on this item (see attached) but will also take a moment in the Work Session to explain his staffing proposal. Action on this item is scheduled to occur in the regular meeting after conducting a public hearing on a resolution approving the proposed amendments.
- 4) The final proposed item of the work session is the monthly financial report by Heidi Voordeckers. No action is required on this item.

## **Veterans Memorial Amphitheater at City Hall, North Salt Lake, Utah**

This Veterans Memorial Amphitheater at City Hall honors the service and sacrifice of our community's veterans. Originally established in 2014 the amphitheater was completed as a meaningful tribute to those who bravely and faithfully served to protect our country and our community.

As you walk around the site notice the words and phrases inscribed in the stones. Words such as courage, sacrifice, loyalty and honor, along with 17 others, represent core attributes exemplified by our military men and women as they served our country

This memorial provides a beautiful gathering place for our community to come together and reflect on the devotion and dedication of our veterans.

May this site inspire you to give back to the community whether it be as a volunteer through public service to the City, or to the good work you do in your own neighborhood as you serve your neighbors.

(2014? – It was constructed in the fall of 2013 – see pictures)

Requested by everyone's neighbor Councilman Stan Porter

Stones donated by our neighbors at AMI / Amcor

Mason work by the best neighbor Ron Herd

Designed by a new neighbor Camille Thorpe

(Use same vendor for both memorial signs: Thomas and Sons/Ali)

## **Monument at Hatch Park on Main Street, City of North Salt Lake, UT**

Bamberger Railroad Station

The Beginning Days of North Salt Lake

For over half a century, the famous Bamberger Railroad ran past this site. The old train station, built in 1910, was comprised of several buildings, some of which can still be seen across Center Street from this park. The Station was named the "North Salt Lake Stop," and from that time forward, this area was known as North Salt Lake. The railroad tracks proceeded in a north-northeast direction from the station, crossing Main Street in front of this monument.

The railroad was founded in 1890 by Simon Bamberger, who later became governor of the State of Utah. By 1892, the rails passed extended into Bountiful. Soon thereafter, the company purchased a large swamp north of Farmington, drained it, which formed a lake, and they opened an amusement park there named Lagoon. (was it the railroad that developed and built Lagoon?) By 1908 the railway reached Ogden. Freight and passengers were carried along these lines until its shutdown in 1960.

Erected by David Martin, 1994, Eagle Scout Project









# CITY OF NORTH SALT LAKE

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

Brian J. Horrocks  
Mayor

Ken Leetham  
City Manager

## MEMORANDUM

**TO:** Honorable Mayor and City Council

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

**DATE:** December 6, 2023

**SUBJECT:** Eaglewood Golf Course Budget Adjustments – Assistant Kitchen Manager FT

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### **RECOMMENDATION**

Staff recommends the approval of Fiscal Year '24 Budget Adjustment for the Golf Course Operation. The budget amendment includes increases in expenses and revenues for The Grill, Turf Center, Event Center and Golf Course Operations. The overall adjustment balance is a positive \$405,000.

### **BACKGROUND**

The golf course, grill and event center operations have exceeded the expected revenue through the current period of the fiscal year. Additional revenue exceeding the current budget will most likely be exceeded in the major revenue categories. (Green Fees, Driving Range, Pro Shop Sales, Cart Rentals, Concessions, Catering) These proposed budget adjustments include the current year to date with estimated adjustments based on the previous fiscal year's expenses and revenues.

The grill operation can be operated as 12-month operation if staffing needs are met. The potential partnership with Discovery Gateway (Tubing) will bring a customer base to the grill operations in FY '25. Estimated to be \$45,000 for the remainder for FY '24. The request for an additional full time employee (Assistant Kitchen Manager) will offer several benefits to the grill operation.

- Consistency in staffing and training.
- Less comp time accrual for current FT employee (More working hours at facility).
- Less of a need for part time or seasonal employees during "low season".
- FT employee at facility daily (similar to golf operations).
- Consistent expectations of service and food quality.

### **PROPOSED MOTION**

Included with budget adjustment.



# 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:** 12/06/2023

**SUBJECT:** Monthly financial statements for the period ended October 31, 2023

### BACKGROUND

In accordance with the Uniform Fiscal Procedures Act for Cities, monthly financial reports shall be prepared and presented to the governing body of each City.

### SUMMARY

With the first four months of the fiscal year elapsed, revenue and expenditure trends are beginning to emerge. Tax revenues, which support more than 80% of general fund operations, are markedly flat when compared to growth for the same period (first four months of the year) in prior years. The chart below is indicative of the five-year trend. Although the FY 2024 budget contemplated minimal revenue growth, staff will continue to monitor collection to ensure they are on track with budget.

	General Fund YTD Tax Revenues	% Incr/(Decr) from prior year
October 2023	\$1,712,070	-.5%
October 2022	\$1,720,760	9.9%
October 2021	\$1,565,230	9.9%
October 2020	\$1,424,090	5.6%
October 2019	\$1,348,030	1.8%

### ACTION

There is no action required of the Council related to the presentation of the monthly financial reports.

Attachments:

- 1) Financial Summary for the period ended October 31, 2023
- 2) Revenues and Expenses with Comparison to Budget reports for the period ended October 31, 2023

City of North Salt Lake Monthly Financial Report

October 2023

**GENERAL FUND REVENUES**

	Budget			% of Budget	
	Current Year	YTD	Prior YTD	Current Year	Prior Year
Taxes	\$ 11,773,723	\$ 1,712,074	\$ 1,720,763	15%	15%
Licensing	235,000	2,736	3,708	1%	1%
Intergovernmental (1)	121,000	91,407	1,445,969	76%	3%
Charges for Services	845,600	220,583	300,599	26%	27%
Fines & Forfeitures	350,000	138,294	126,362	40%	40%
Misc. Income	499,198	51,310	49,531	10%	26%
<b>Total Revenues (2)</b>	<b>13,824,521</b>	<b>2,216,403</b>	<b>3,646,932</b>		

Top Ten Revenues	Budget			% of Budget	
	Current Year	YTD	Prior YTD	Current Year	Prior Year
Sales Tax	\$ 6,760,000	\$ 1,057,231	\$ 1,080,393	16%	17%
Property Taxes	3,062,723	115,993	118,504	4%	4%
MET Tax - Power	1,080,000	399,284	395,152	37%	34%
MET Tax - Gas	500,000	43,679	24,265	9%	5%
Justice Court Fines	350,000	138,294	126,362	40%	36%
Road Tax	1,554,550	226,783	205,913	15%	15%
Franchise - Telephone	100,000	25,871	23,550	26%	22%
Permit and Planning	240,000	35,484	70,022	15%	26%
<b>Total Top Ten (2)</b>	<b>\$ 13,647,273</b>	<b>\$ 2,042,618</b>	<b>\$ 2,044,162</b>		

**NOTES**

1 - Intergovernmental revenues appear to decline due to 2022 receipt of ARPA funds totaling \$1,239,604.  
 2 - When adjusted for 2022 grant fund, YTD revenue ahead of prior year by \$190,924.  
 3 - Impact Fees related to secondary water now being recognized in Fund 51 - Water.

**GENERAL FUND EXPENDITURES**

	Budget			% of Budget	
	Current Year	YTD	Prior YTD	Current Year	Prior Year
Legislative	\$ 309,200	\$ 102,053	\$ 57,528	33%	21%
Judicial	419,200	123,683	112,393	30%	29%
Administration	1,081,398	450,828	427,984	42%	39%
Buildings - City Ctr & PW	196,500	71,051	79,723	36%	48%
Planning & Development	1,061,470	248,598	246,953	23%	30%
Police	5,762,014	1,737,516	1,521,300	30%	28%
Fire - Contracted Service	1,775,000	887,201	836,424	50%	48%
PW - Streets & Engineering	1,904,400	646,417	582,019	34%	28%
Parks and Recreation	1,465,300	562,270	366,882	38%	31%
Transfers Out	705,000	235,000	1,032,976	33%	33%
<b>Total Expenditures</b>	<b>\$ 14,679,482</b>	<b>\$ 5,064,616</b>	<b>\$ 5,264,182</b>		

**CHANGE IN GENERAL FUND BALANCE**

	Budget			Current Year	Prior Year
	Including C Roads	Current Year	YTD		
Revenues	\$ 13,824,521	\$ 2,216,403	\$ 3,646,932	16%	23%
Expenditures	14,679,482	5,064,616	5,264,182	35%	32%
<b>Fund Balance Inc./ (Dec)</b>	<b>\$ (854,961)</b>	<b>(2,848,213)</b>	<b>\$ (1,617,251)</b>		

**IMPACT FEE REVENUES - ALL FUND TYPES**

Impact Fee Revenues	Budget			Current Year	Prior Year
	Current Year	YTD	Prior YTD		
Parks	\$ 96,600	\$ 11,000	\$ 33,000	11%	6%
Public Safety	11,025	1,225	3,675	11%	3%
Roads	81,630	8,077	28,350	10%	6%
Water	273,000	29,600	97,500	11%	9%
Secondary Water (3)	-	-	-	-	-
Storm Water	79,500	11,180	42,394	14%	35%
<b>Total Revenues</b>	<b>\$ 541,755</b>	<b>\$ 61,082</b>	<b>\$ 204,919</b>		

**Monthly Financial Report**

October 2023

**REVENUES**

**EXPENDITURES**

**SPECIAL REVENUE FUNDS**

	<u>Budget</u>			<u>% of Budget</u>		<u>Budget</u>			<u>% of Budget</u>	
	Current Year	YTD	Prior YTD	Current Year	Prior Year	Current Year	YTD	Prior YTD	Current Year	Prior Year
Redevelopment	2,676,750	\$ 122,833	\$ 33,323	5%	1666%	5,605,653	\$ 145,750	\$ 3,158	3%	63%
Housing	201,975	6,581	3,169	3%	2%	201,975	-	-	0%	0%
Local Building Authority	190,260	74,591	63,226	39%	33%	158,562	15,303	12,183	10%	6%

**DEBT SERVICE FUND**

	<u>Budget</u>			Current Year	Prior Year	<u>Budget</u>			Current Year	Prior Year
	Current Year	YTD	Prior YTD	Year	Year	Current Year	YTD	Prior YTD	Year	Year
Debt Service - RAP Tax	\$ 1,395,000	\$ 715,088	\$ 108,927	51%	18%	\$ 6,497,412	\$ 33,332	\$ 100,000	1%	18%

**CAPITAL IMPROVEMENT FUND**

	<u>Budget</u>			Current Year	Prior Year	<u>Budget</u>			Current Year	Prior Year
	Current Year	YTD	Prior YTD	Year	Year	Current Year	YTD	Prior YTD	Year	Year
Capital Projects	\$ 590,278	\$ 89,305	\$ 502,675	15%	36%	\$ 590,278	\$ 134,246	\$ -	23%	0%
Parks - Capital	6,290,328	188,207	145,227	3%	2%	7,341,734	260,639	33,332	4%	3%
Police - Capital	11,025	2,703	4,561	25%	4%	11,025	3,676	36,868	33%	33%
Roadway - Capital	5,316,197	554,547	707,289	10%	7%	12,259,301	712,001	164,157	6%	2%

**ENTERPRISE FUNDS**

	<u>Budget</u>			Current Year	Prior Year	<u>Budget</u>			Current Year	Prior Year
	Current Year	YTD	Prior YTD	Year	Year	Current Year	YTD	Prior YTD	Year	Year
Water - Oper	\$ 4,459,000	\$ 2,250,940	\$ 1,486,930	50%	39%	\$ 4,112,400	\$ 1,605,762	\$ 908,790	39%	26%
Water - Cap	1,862,485	70,314	132,846	4%	11%	4,217,675	582,937	400,589	14%	53%
Pressurized Irrigation - Foxboro (1)	-	-	179,718	0%	35%	-	-	72,477	0%	14%
Storm Water - Oper	1,128,000	374,085	322,222	33%	35%	819,300	201,157	194,406	25%	28%
Storm Water - Cap	457,360	22,562	50,647	5%	11%	1,665,825	32,328	10,882	2%	1%
Solid Waste	1,716,000	568,276	509,473	33%	35%	1,614,200	347,736	259,887	22%	18%
Golf - Operating	2,225,000	1,693,930	1,118,472	76%	55%	1,893,460	799,332	893,436	42%	51%
Golf - Cap and Debt	364,000	(2,580)	-	-1%	0%	1,058,818	265,210	859,594	25%	29%
Fleet	1,280,200	317,708	300,418	25%	33%	1,215,500	257,353	356,365	21%	39%

**NOTES**

1- Pressurized Irrigation Revenue and Expense has been transferred to Fund 51 - Water.

NORTH SALT LAKE CITY  
REVENUES AND EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 4 MONTHS ENDING OCTOBER 31, 2023

#10 GENERAL FUND

	PRIOR YTD	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>TAX REVENUE</u>						
10-1031-31101	PROPERTY TAX - GENERAL	94,636.84	70,786.91	87,641.49	2,915,723.00	2,828,081.51 3.0
10-1031-31102	PRIOR YEARS DELINQUENT	645.29	193.16	415.59	2,000.00	1,584.41 20.8
10-1031-31103	FEE IN LIEU OF PERS PROP TAXES	23,221.76	9,999.94	27,936.03	145,000.00	117,063.97 19.3
10-1031-31300	SALES AND USE TAX	1,080,393.03	554,571.78	1,057,230.80	6,760,000.00	5,702,769.20 15.6
10-1031-31303	ENERGY SALES AND USE - POWER	395,152.41	129,531.91	399,283.98	1,080,000.00	680,716.02 37.0
10-1031-31304	ENERGY SALES AND USE - GAS	24,264.89	24,159.79	43,678.78	500,000.00	456,321.22 8.7
10-1031-31305	TRANSIENT ROOM AND SHORT TERM	8,056.42	4,646.48	10,400.00	51,000.00	40,600.00 20.4
10-1031-31401	CABLE TAX	70,841.79	59,616.53	59,616.53	220,000.00	160,383.47 27.1
10-1031-31402	TELEPHONE TAX	23,550.36	14,632.34	25,870.60	100,000.00	74,129.40 25.9
	<b>TOTAL TAX REVENUE</b>	<b>1,720,762.79</b>	<b>868,138.84</b>	<b>1,712,073.80</b>	<b>11,773,723.00</b>	<b>10,061,649.20 14.5</b>
<u>LICENSES AND PERMITS</u>						
10-1032-32100	BUSINESS LICENSES AND PERMITS	3,708.25	936.25	2,736.00	235,000.00	232,264.00 1.2
	<b>TOTAL LICENSES AND PERMITS</b>	<b>3,708.25</b>	<b>936.25</b>	<b>2,736.00</b>	<b>235,000.00</b>	<b>232,264.00 1.2</b>
<u>INTERGOVERNMENTAL</u>						
10-1033-33101	CAPITAL GRANTS - FEDERAL	1,239,604.50	.00	.00	.00	.00 .0
10-1033-33201	OPERATING GRANTS - STATE	451.68	1,407.00	91,407.00	95,000.00	3,593.00 96.2
10-1033-33204	CONTRIBUTIONS FROM OTHER GOV	101,481.79	.00	.00	.00	.00 .0
10-1033-33205	STATE C ROAD	104,431.13	.00	.00	.00	.00 .0
10-1033-33207	STATE LIQUOR FUND ALLOTMENT	.00	.00	.00	26,000.00	26,000.00 .0
	<b>TOTAL INTERGOVERNMENTAL</b>	<b>1,445,969.10</b>	<b>1,407.00</b>	<b>91,407.00</b>	<b>121,000.00</b>	<b>29,593.00 75.5</b>
<u>CHARGES FOR SERVICES</u>						
10-1034-34201	FEES-RECREATION PROGRAMS	14,475.32	330.00	15,873.94	50,000.00	34,126.06 31.8
10-1034-34203	PARKING CITATIONS	.00	.00	( 1,940.00)	1,800.00	3,740.00 (107.8)
10-1034-34204	FEES POLICE	5,295.90	1,220.00	5,112.76	25,000.00	19,887.24 20.5
10-1034-34205	PLAN CHECK	43,652.34	9,935.62	33,059.02	170,000.00	136,940.98 19.5
10-1034-34206	ZONING & SUBDIVISION PLANNING	25,200.00	.00	25.00	30,000.00	29,975.00 .1
10-1034-34207	INFRASTRUCTURE INSPECTION	1,170.00	.00	2,400.00	40,000.00	37,600.00 6.0
10-1034-34208	PERMIT FEE - INSPECTION	130,180.83	22,174.02	65,418.66	345,000.00	279,581.34 19.0
10-1034-34301	LIBERTY FESTIVAL REVENUE	23,109.00	.00	70,099.62	70,000.00	( 99.62) 100.1
10-1034-34302	LIBERTY FEST CAR SHOW	5,000.00	.00	200.00	.00	( 200.00) .0
10-1034-34400	SALES AND SERVICE EXCAVATION	41,109.25	4,030.00	20,089.50	70,000.00	49,910.50 28.7
10-1034-34401	MATERIALS AND SUPPLIES SALES	.00	.00	1,103.55	2,000.00	896.45 55.2
10-1034-34409	SALES AND SERVICE PUBLIC WORKS	.00	.00	72.73	.00	( 72.73) .0
10-1034-34601	RENTS-PARKS AND BALL FIELDS	11,406.00	( 390.00)	3,412.00	25,000.00	21,588.00 13.7
10-1034-34650	RENTS - CELL TOWER SITES	.00	1,428.00	5,656.00	16,800.00	11,144.00 33.7
	<b>TOTAL CHARGES FOR SERVICES</b>	<b>300,598.64</b>	<b>38,727.64</b>	<b>220,582.78</b>	<b>845,600.00</b>	<b>625,017.22 26.1</b>

NORTH SALT LAKE CITY  
REVENUES AND EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 4 MONTHS ENDING OCTOBER 31, 2023

#10 GENERAL FUND

	PRIOR YTD	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>JUDICIAL REVENUE</u>						
10-1035-35100 COURT FINES & BAIL FORFEITURES	126,362.16	33,339.98	138,293.92	350,000.00	211,706.08	39.5
TOTAL JUDICIAL REVENUE	126,362.16	33,339.98	138,293.92	350,000.00	211,706.08	39.5
<u>MISCELLANEOUS</u>						
10-1037-36000 MISCELLANEOUS	5,719.15	349.16	1,079.46	20,000.00	18,920.54	5.4
10-1037-36100 INTEREST EARNINGS	33,925.08	8,738.37	37,509.73	90,000.00	52,490.27	41.7
10-1037-36200 DIVIDENDS - AWARDS	4,887.00	.00	10,482.00	20,000.00	9,518.00	52.4
10-1037-36300 CREDIT CARD USE FEE	4,675.73	747.28	2,238.53	12,000.00	9,761.47	18.7
TOTAL MISCELLANEOUS	49,206.96	9,834.81	51,309.72	142,000.00	90,690.28	36.1
<u>OTHER FINANCING SOURCES</u>						
10-1038-36700 CONTRIBUTIONS	323.66	.00	.00	25,000.00	25,000.00	.0
10-1038-37125 TRANSFERS FROM RDA	.00	.00	.00	130,998.00	130,998.00	.0
10-1038-37144 TRANSFERS FROM ROADS	.00	.00	.00	201,200.00	201,200.00	.0
10-1038-37990 FUND BALANCE - USE OF	.00	.00	.00	854,961.00	854,961.00	.0
TOTAL OTHER FINANCING SOURCES	323.66	.00	.00	1,212,159.00	1,212,159.00	.0
TOTAL FUND REVENUE	3,646,931.56	952,384.52	2,216,403.22	14,679,482.00	12,463,078.78	15.1
<u>GOVERNING COUNCIL</u>						
10-1101-41101 WAGE REGULAR EMPLOYEES	24,893.94	9,275.22	36,758.78	111,500.00	74,741.22	33.0
10-1101-41200 EMPLOYEE BENEFITS	16,601.26	5,046.23	20,573.81	63,000.00	42,426.19	32.7
10-1101-41201 EMPLOYEE ALLOWANCES	7.70	.00	.00	2,700.00	2,700.00	.0
10-1101-42100 PROF & TECHNICAL SERVICES	9,999.99	3,333.33	13,333.32	40,000.00	26,666.68	33.3
10-1101-42105 PROF & TECHNICAL SERVICES-ATTY	714.00	.00	.00	5,000.00	5,000.00	.0
10-1101-42109 ELECTIONS	.00	8,281.91	8,281.91	40,000.00	31,718.09	20.7
10-1101-42400 ADVERTISING AND PUBLIC NOTICES	.00	.00	48.77	1,000.00	951.23	4.9
10-1101-42900 TRAVEL, EDUCATION AND TRAINING	3,303.99	.00	2,875.00	10,000.00	7,125.00	28.8
10-1101-43400 TELECOMMUNICATION	900.00	225.00	900.00	.00	( 900.00)	.0
10-1101-45200 OPERATING SUPPLIES	1,107.17	.00	1,454.38	12,000.00	10,545.62	12.1
10-1101-45400 BOOKS, PUBLICATIONS, & SUBSCRI	.00	.00	17,826.83	24,000.00	6,173.17	74.3
TOTAL GOVERNING COUNCIL	57,528.05	26,161.69	102,052.80	309,200.00	207,147.20	33.0

NORTH SALT LAKE CITY  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 4 MONTHS ENDING OCTOBER 31, 2023

#10 GENERAL FUND

	PRIOR YTD	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>CHIEF ADMINISTRATIVE OFFICER</u>						
10-1103-41101	WAGE REGULAR EMPLOYEES	110,483.17	29,949.88	123,095.94	401,000.00	277,904.06 30.7
10-1103-41200	EMPLOYEE BENEFITS	46,743.01	13,802.27	56,111.10	182,000.00	125,888.90 30.8
10-1103-41201	EMPLOYEE ALLOWANCES	2,250.03	461.54	2,076.93	6,000.00	3,923.07 34.6
10-1103-42100	PROF & TECHNICAL SERVICES	.00	.00	356.32	3,000.00	2,643.68 11.9
10-1103-42400	ADVERTISING AND PUBLIC NOTICES	991.80	.00	156.71	.00	( 156.71) .0
10-1103-42900	TRAVEL, EDUCATION AND TRAINING	1,163.85	.00	2,259.79	6,000.00	3,740.21 37.7
10-1103-43400	TELECOMMUNICATION	759.26	217.78	787.35	3,060.00	2,272.65 25.7
10-1103-45211	INDIRECT COST ALLOCATION	( 49,333.32)	( 16,625.00)	( 66,500.00)	( 199,500.00)	( 133,000.00) ( 33.3)
10-1103-45400	BOOKS, PUBLICATIONS & SUBSCRIP	16,973.96	645.00	1,203.59	3,000.00	1,796.41 40.1
10-1103-45603	MACHINERY AND EQUIPMENT	.00	.00	.00	2,200.00	2,200.00 .0
	<b>TOTAL CHIEF ADMINISTRATIVE OFFIC</b>	<b>130,031.76</b>	<b>28,451.47</b>	<b>119,547.73</b>	<b>406,760.00</b>	<b>287,212.27 29.4</b>
<u>FINANCIAL</u>						
10-1104-41101	WAGE REGULAR EMPLOYEES	102,623.94	27,818.85	115,149.06	375,000.00	259,850.94 30.7
10-1104-41103	OVERTIME	1,124.95	.00	205.33	1,000.00	794.67 20.5
10-1104-41200	EMPLOYEE BENEFITS	49,338.00	13,788.39	54,978.16	171,000.00	116,021.84 32.2
10-1104-41201	EMPLOYEE ALLOWANCES	2,189.72	500.00	2,000.00	6,000.00	4,000.00 33.3
10-1104-42900	TRAVEL, EDUCATION AND TRAINING	1,032.25	.00	.00	4,200.00	4,200.00 .0
10-1104-43400	TELECOMMUNICATION	1,154.99	311.39	1,194.38	4,320.00	3,125.62 27.7
10-1104-45200	OPERATING SUPPLIES	.00	.00	64.42	.00	( 64.42) .0
10-1104-45211	INDIRECT COST ALLOCATION	( 89,000.00)	( 24,117.00)	( 96,468.00)	( 289,400.00)	( 192,932.00) ( 33.3)
10-1104-45400	BOOKS, PUBLICATIONS, & SUBSCRI	.00	.00	75.00	700.00	625.00 10.7
	<b>TOTAL FINANCIAL</b>	<b>68,463.85</b>	<b>18,301.63</b>	<b>77,198.35</b>	<b>272,820.00</b>	<b>195,621.65 28.3</b>
<u>ADMINISTRATIVE SUPPORT</u>						
10-1120-41205	TUITION REIMBURSEMENT	.00	.00	.00	2,000.00	2,000.00 .0
10-1120-42000	GEN & CONTRACTED SERVICES-IT	28,198.75	18,801.50	45,835.25	60,000.00	14,164.75 76.4
10-1120-42100	PROF & TECHNICAL SERVICES	14,328.69	10,195.96	27,061.17	70,000.00	42,938.83 38.7
10-1120-42105	PROF & TECHNICAL SERVICES-ATTY	13,304.50	3,116.00	11,595.00	30,000.00	18,405.00 38.7
10-1120-42110	BANK CHARGES	1,913.40	930.03	2,588.32	17,000.00	14,411.68 15.2
10-1120-42300	INSURANCE - RISK MANAGEMENT	175,524.75	.00	177,070.34	186,018.00	8,947.66 95.2
10-1120-45100	OFFICE SUPPLIES	804.65	514.71	2,604.77	17,000.00	14,395.23 15.3
10-1120-45202	EMPLOYEE APPRECIATION	4,624.91	.00	3,355.50	30,000.00	26,644.50 11.2
10-1120-45211	INDIRECT COST ALLOCATION	( 11,333.32)	( 4,392.00)	( 17,568.00)	( 52,700.00)	( 35,132.00) ( 33.3)
10-1120-48504	COMPUTERS & EQUIPMENT - IT	291.00	.00	746.54	38,000.00	37,253.46 2.0
10-1120-49011	INTERDEPARTMENTAL FLEET FUEL	( 28.34)	111.62	157.61	500.00	342.39 31.5
10-1120-49012	INTERDEPARTMENTAL FLEET R&M	639.64	133.00	532.00	1,600.00	1,068.00 33.3
10-1120-49013	FLEET PARTS AND SUPPLIES	19.60	12.60	103.77	2,400.00	2,296.23 4.3
10-1120-49014	INTERDEPARTMENTAL ANNUAL CAP	1,200.00	.00	.00	.00	.00 .0
	<b>TOTAL ADMINISTRATIVE SUPPORT</b>	<b>229,488.23</b>	<b>29,423.42</b>	<b>254,082.27</b>	<b>401,818.00</b>	<b>147,735.73 63.2</b>

NORTH SALT LAKE CITY  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 4 MONTHS ENDING OCTOBER 31, 2023

#10 GENERAL FUND

	PRIOR YTD	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PLANNING AND ZONING</u>						
10-1130-41101 WAGE REGULAR EMPLOYEES	97,475.97	25,742.57	96,787.78	354,000.00	257,212.22	27.3
10-1130-41102 TEMPORARY EMPLOYEES	3,468.50	1,321.25	7,240.00	7,500.00	260.00	96.5
10-1130-41103 OVERTIME	444.31	.00	.00	1,000.00	1,000.00	.0
10-1130-41200 EMPLOYEE BENEFITS	58,169.93	12,917.11	49,503.51	205,500.00	155,996.49	24.1
10-1130-41201 EMPLOYEE ALLOWANCES	2,076.93	461.54	2,076.93	6,500.00	4,423.07	32.0
10-1130-42000 GENERAL & CONTRACTED SERVICES	.00	.00	45.00	.00	( 45.00)	.0
10-1130-42106 PROF & TECH SERVICES-ECON DEV	.00	.00	.00	31,000.00	31,000.00	.0
10-1130-42900 TRAVEL, EDUCATION AND TRAINING	2,648.53	.00	1,609.50	4,500.00	2,890.50	35.8
10-1130-43400 TELECOMMUNICATION	820.00	251.34	959.23	2,665.00	1,705.77	36.0
10-1130-45200 OPERATING SUPPLIES	141.84	.00	59.70	500.00	440.30	11.9
10-1130-45400 BOOKS, PUBLICATIONS & SUBSCRIP	2,009.58	.00	3,884.15	6,000.00	2,115.85	64.7
10-1130-46010 GRANT - CONTRACT PAYMENTS	9,900.00	.00	.00	150,000.00	150,000.00	.0
10-1130-49011 INTERDEPARTMENTAL FLEET FUEL	92.17	.00	.00	800.00	800.00	.0
10-1130-49012 INTERDEPARTMENTAL FLEET R&M	211.03	.00	.00	.00	.00	.0
10-1130-49013 FLEET PARTS AND SUPPLIES	11.68	.00	.00	.00	.00	.0
<b>TOTAL PLANNING AND ZONING</b>	<b>177,470.47</b>	<b>40,693.81</b>	<b>162,165.80</b>	<b>769,965.00</b>	<b>607,799.20</b>	<b>21.1</b>
<u>GENERAL GOVERNMENT BUILDING</u>						
10-1140-42000 GENERAL & CONTRACTED SERVICES	35,490.12	4,030.02	48,361.77	85,000.00	36,638.23	56.9
10-1140-43100 WATER AND SEWERAGE	1,596.00	.00	1,596.00	3,800.00	2,204.00	42.0
10-1140-43200 NATURAL GAS	5,698.81	1,017.06	2,265.39	15,000.00	12,734.61	15.1
10-1140-43300 ELECTRICITY	22,836.80	4,887.53	15,403.13	44,000.00	28,596.87	35.0
10-1140-43400 TELECOMMUNICATION	5,296.81	1,513.11	5,713.02	17,000.00	11,286.98	33.6
10-1140-45200 OPERATING SUPPLIES	3,666.86	308.18	2,370.17	9,000.00	6,629.83	26.3
10-1140-45211 INDIRECT COST ALLOCATION	( 10,600.00)	( 2,633.00)	( 10,532.00)	( 31,600.00)	( 21,068.00)	( 33.3)
10-1140-45603 MACHINERY AND EQUIPMENT	560.00	.00	1,821.00	10,000.00	8,179.00	18.2
10-1140-49011 FLEET FUEL CHARGES	( 2.24)	.00	.00	.00	.00	.0
<b>TOTAL GENERAL GOVERNMENT BUIL</b>	<b>64,543.16</b>	<b>9,122.90</b>	<b>66,998.48</b>	<b>152,200.00</b>	<b>85,201.52</b>	<b>44.0</b>
<u>PUBLIC WORKS BUILDING</u>						
10-1142-42000 GENERAL & CONTRACTED SERVICES	5,541.67	949.40	5,544.24	22,000.00	16,455.76	25.2
10-1142-43100 WATER AND SEWERAGE	342.00	.00	342.00	2,500.00	2,158.00	13.7
10-1142-43200 NATURAL GAS	94.74	64.87	211.09	6,000.00	5,788.91	3.5
10-1142-43300 ELECTRICITY	2,448.01	1,321.97	2,769.51	12,000.00	9,230.49	23.1
10-1142-45200 OPERATING SUPPLIES	7,380.68	505.45	3,673.34	20,000.00	16,326.66	18.4
10-1142-45211 INDIRECT COST ALLOCATION	( 12,600.00)	( 2,767.00)	( 11,068.00)	( 33,200.00)	( 22,132.00)	( 33.3)
10-1142-45603 MACHINERY AND EQUIPMENT	11,973.20	.00	2,579.98	15,000.00	12,420.02	17.2
<b>TOTAL PUBLIC WORKS BUILDING</b>	<b>15,180.30</b>	<b>74.69</b>	<b>4,052.16</b>	<b>44,300.00</b>	<b>40,247.84</b>	<b>9.2</b>

NORTH SALT LAKE CITY  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 4 MONTHS ENDING OCTOBER 31, 2023

#10 GENERAL FUND

	PRIOR YTD	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT	
<u>BUILDING INSPECTION</u>							
10-1171-41101	WAGE REGULAR EMPLOYEES	41,195.91	12,151.34	49,533.30	159,000.00	109,466.70	31.2
10-1171-41103	OVERTIME	26.01	.00	108.23	2,000.00	1,891.77	5.4
10-1171-41200	EMPLOYEE BENEFITS	22,080.22	8,252.67	32,985.02	101,000.00	68,014.98	32.7
10-1171-42000	GENERAL & CONTRACTED SERVICES	2,982.50	170.00	170.00	15,000.00	14,830.00	1.1
10-1171-42900	TRAVEL, EDUCATION AND TRAINING	60.00	.00	522.76	1,600.00	1,077.24	32.7
10-1171-43400	TELECOMMUNICATION	298.89	64.74	247.34	1,405.00	1,157.66	17.6
10-1171-45400	BOOKS, PUBLICATIONS AND SUBSCR	206.13	.00	180.00	700.00	520.00	25.7
10-1171-49011	INTERDEPARTMENTAL FLEET FUEL	43.60	68.59	215.75	1,200.00	984.25	18.0
10-1171-49012	INTERDEPARTMENTAL FLEET R&M	1,389.40	308.00	1,232.00	3,700.00	2,468.00	33.3
10-1171-49013	FLEET PARTS AND SUPPLIES	.00	12.60	37.80	2,300.00	2,262.20	1.6
10-1171-49014	INTERDEPARTMENTAL ANNUAL CAP	1,200.00	300.00	1,200.00	3,600.00	2,400.00	33.3
	TOTAL BUILDING INSPECTION	69,482.66	21,327.94	86,432.20	291,505.00	205,072.80	29.7
<u>GENERAL GOVT NON OPERATING</u>							
10-1900-49140	TRANSFERS TO CAPITAL PROJECTS	413,200.00	.00	.00	.00	.00	.0
10-1900-49144	TRANSFERS TO ROAD CAPITAL	235,000.00	58,750.00	235,000.00	705,000.00	470,000.00	33.3
10-1900-49244	TRANSFERS TO ROAD CAPITAL-REST	384,776.00	.00	.00	.00	.00	.0
	TOTAL GENERAL GOVT NON OPERATI	1,032,976.00	58,750.00	235,000.00	705,000.00	470,000.00	33.3
<u>JUDICIAL</u>							
10-2030-41000	PERSONNEL SERVICES JUSTICE OF	19,078.76	4,769.69	19,078.76	64,200.00	45,121.24	29.7
10-2030-41101	WAGE REGULAR EMPLOYEES	39,809.76	11,154.76	46,439.30	142,000.00	95,560.70	32.7
10-2030-41103	OVERTIME	596.96	83.41	472.67	5,000.00	4,527.33	9.5
10-2030-41200	EMPLOYEE BENEFITS	23,318.62	5,901.34	24,912.03	81,000.00	56,087.97	30.8
10-2030-42100	PROF & TECHNICAL SERVICES	1,297.52	202.62	1,010.68	3,500.00	2,489.32	28.9
10-2030-42110	BANK CHARGES	4,039.68	927.29	3,684.95	13,000.00	9,315.05	28.4
10-2030-42900	TRAVEL, EDUCATION AND TRAINING	137.00	.00	229.95	1,500.00	1,270.05	15.3
10-2030-43400	TELECOMMUNICATION	747.52	207.12	792.11	2,500.00	1,707.89	31.7
10-2030-45100	OFFICE SUPPLIES	399.61	399.75	1,052.37	5,000.00	3,947.63	21.1
10-2030-45200	OPERATING SUPPLIES	468.48	.00	.00	2,000.00	2,000.00	.0
10-2030-45603	MACHINERY AND EQUIPMENT	.00	.00	.00	7,500.00	7,500.00	.0
10-2030-47100	JURY AND WITNESS PAYMENTS	499.50	.00	.00	2,000.00	2,000.00	.0
	TOTAL JUDICIAL	90,393.41	23,645.98	97,672.82	329,200.00	231,527.18	29.7
<u>JUSTICE COURT</u>							
10-2035-42107	PROF & TECHNICAL - DEFENDER	6,000.00	1,500.00	6,000.00	20,000.00	14,000.00	30.0
10-2035-42108	PROF & TECHNICAL - PROSECUTOR	11,000.00	3,852.00	15,993.00	60,000.00	44,007.00	26.7
10-2035-42111	ADMINISTRATIVE LIQUOR RELATED	5,000.00	1,158.00	4,017.00	10,000.00	5,983.00	40.2
	TOTAL JUSTICE COURT	22,000.00	6,510.00	26,010.00	90,000.00	63,990.00	28.9

NORTH SALT LAKE CITY  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 4 MONTHS ENDING OCTOBER 31, 2023

#10 GENERAL FUND

	PRIOR YTD	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>ANIMAL CONTROL AND REGULATION</u>						
10-2100-42000 GENERAL & CONTRACTED SERVICES	17,255.01	.00	.00	.00	.00	.0
TOTAL ANIMAL CONTROL AND REGUL	17,255.01	.00	.00	.00	.00	.0
<u>POLICE</u>						
10-2400-41101 WAGE REGULAR EMPLOYEES	683,669.63	190,293.51	778,391.41	2,525,000.00	1,746,608.59	30.8
10-2400-41103 OVERTIME	35,415.14	3,412.14	38,067.04	104,325.00	66,257.96	36.5
10-2400-41104 NSL LIVE OVERTIME	2,399.49	156.52	2,485.86	20,000.00	17,514.14	12.4
10-2400-41200 EMPLOYEE BENEFITS	437,327.57	123,597.33	511,567.87	1,539,000.00	1,027,432.13	33.2
10-2400-41202 EMPLOYEE ALLOWANCES - UNIFORM	13,015.90	1,298.01	5,378.65	38,000.00	32,621.35	14.2
10-2400-41205 TUITION REIMBURSEMENT	1,500.00	.00	1,500.00	6,000.00	4,500.00	25.0
10-2400-42100 PROF & TECHNICAL SERVICES	20,626.66	75.00	20,488.26	19,279.00	( 1,209.26)	106.3
10-2400-42101 PROF & TECHNICAL SERVICES-CAM	.00	.00	.00	56,000.00	56,000.00	.0
10-2400-42120 RENTAL OF EQUIPMENT & VEHICLES	1,815.00	.00	2,783.96	13,500.00	10,716.04	20.6
10-2400-42900 TRAVEL, EDUCATION AND TRAINING	2,324.75	631.50	5,237.75	30,000.00	24,762.25	17.5
10-2400-43400 TELECOMMUNICATION EMPLOYEES	7,445.44	2,578.47	7,836.39	28,000.00	20,163.61	28.0
10-2400-45100 OFFICE SUPPLIES	687.87	26.62	191.65	3,200.00	3,008.35	6.0
10-2400-45200 OPERATING SUPPLIES	1,429.30	96.45	1,972.78	9,000.00	7,027.22	21.9
10-2400-45260 K-9 EXPENDITURES	.00	.00	.00	4,350.00	4,350.00	.0
10-2400-45400 BOOKS, PUBLICATIONS AND SUBSCR	12,095.03	100.00	11,706.92	27,500.00	15,793.08	42.6
10-2400-45603 MACHINERY AND EQUIPMENT	8,504.07	10,800.45	14,033.04	90,000.00	75,966.96	15.6
10-2400-49011 INTERDEPARTMENTAL FLEET FUEL	9,830.85	7,518.82	23,960.82	94,500.00	70,539.18	25.4
10-2400-49012 INTERDEPARTMENTAL FLEET R&M	32,040.78	8,661.50	34,240.42	97,200.00	62,959.58	35.2
10-2400-49013 FLEET PARTS AND SUPPLIES	1,361.70	1,843.66	4,401.77	62,000.00	57,598.23	7.1
10-2400-49014 INTERDEPARTMENTAL ANNUAL CAP	66,080.00	16,483.00	65,932.00	197,800.00	131,868.00	33.3
TOTAL POLICE	1,337,569.18	367,572.98	1,530,176.59	4,964,654.00	3,434,477.41	30.8
<u>POLICE-CODE ENFORCEMENT</u>						
10-2401-49011 INTERDEPARTMENTAL FLEET FUEL	( 45.14)	.00	.00	.00	.00	.0
TOTAL POLICE-CODE ENFORCEMENT	( 45.14)	.00	.00	.00	.00	.0
<u>POLICE - NON-SWORN</u>						
10-2404-41101 WAGE REGULAR EMPLOYEES	75,138.46	19,953.12	82,206.00	262,000.00	179,794.00	31.4
10-2404-41102 TEMPORARY EMPLOYEES	23,395.00	14,355.00	36,405.00	146,160.00	109,755.00	24.9
10-2404-41103 OVERTIME	416.45	.00	20.76	.00	( 20.76)	.0
10-2404-41200 EMPLOYEE BENEFITS	49,705.41	13,290.84	53,958.45	177,500.00	123,541.55	30.4
TOTAL POLICE - NON-SWORN	148,655.32	47,598.96	172,590.21	585,660.00	413,069.79	29.5
<u>SPECIAL DETAIL SERVICES</u>						
10-2405-45000 SUPPLIES AND MATERIALS	1,318.56	.00	1,655.43	26,000.00	24,344.57	6.4
TOTAL SPECIAL DETAIL SERVICES	1,318.56	.00	1,655.43	26,000.00	24,344.57	6.4

NORTH SALT LAKE CITY  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 4 MONTHS ENDING OCTOBER 31, 2023

#10 GENERAL FUND

		PRIOR YTD	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>DISPATCH AND COMMUNICATIONS</u>							
10-2600-42000	GENERAL & CONTRACTED SERVICES	16,546.86	16,546.86	33,093.72	185,700.00	152,606.28	17.8
	TOTAL DISPATCH AND COMMUNICATI	16,546.86	16,546.86	33,093.72	185,700.00	152,606.28	17.8
<u>FIRE</u>							
10-2900-42000	GENERAL & CONTRACTED SERVICES	836,423.50	.00	887,201.00	1,775,000.00	887,799.00	50.0
	TOTAL FIRE	836,423.50	.00	887,201.00	1,775,000.00	887,799.00	50.0
<u>ENGINEERING AND DESIGN</u>							
10-3300-41101	WAGE REGULAR EMPLOYEES	20,803.41	2,807.20	11,551.92	36,500.00	24,948.08	31.7
10-3300-41102	TEMPORARY EMPLOYEES	5,850.50	408.00	4,944.00	18,000.00	13,056.00	27.5
10-3300-41103	OVERTIME	.00	.00	.00	1,000.00	1,000.00	.0
10-3300-41200	EMPLOYEE BENEFITS	5,398.62	1,285.79	5,501.54	14,000.00	8,498.46	39.3
10-3300-42000	GENERAL & CONTRACTED SERVICES	1,400.00	1,750.00	1,750.00	13,000.00	11,250.00	13.5
10-3300-42100	PROF & TECHNICAL SERVICES	1,877.50	.00	( 1,600.00)	17,000.00	18,600.00	( 9.4)
10-3300-42900	TRAVEL, EDUCATION AND TRAINING	40.45	.00	78.00	3,500.00	3,422.00	2.2
10-3300-43400	TELECOMMUNICATION	246.93	142.73	473.61	2,000.00	1,526.39	23.7
10-3300-45100	OFFICE SUPPLIES	230.01	.00	.00	1,500.00	1,500.00	.0
10-3300-45200	OPERATING SUPPLIES	12.04	.00	.00	.00	.00	.0
10-3300-45400	BOOKS, PUBLICATIONS AND SUBSCR	1,000.00	.00	1,175.33	1,500.00	324.67	78.4
10-3300-45603	MACHINERY AND EQUIPMENT	.00	.00	53.94	3,000.00	2,946.06	1.8
10-3300-49011	INTERDEPARTMENTAL FLEET FUEL	102.22	321.28	879.65	2,400.00	1,520.35	36.7
10-3300-49012	INTERDEPARTMENTAL FLEET R&M	2,496.99	383.00	1,532.00	4,600.00	3,068.00	33.3
10-3300-49013	FLEET PARTS AND SUPPLIES	( 58.04)	654.80	1,278.77	2,800.00	1,521.23	45.7
10-3300-49014	INTERDEPARTMENTAL ANNUAL CAP	2,480.00	608.00	2,432.00	7,300.00	4,868.00	33.3
	TOTAL ENGINEERING AND DESIGN	41,880.63	8,360.80	30,050.76	128,100.00	98,049.24	23.5
<u>STREETS ADMINISTRATION</u>							
10-3501-41101	WAGE REGULAR EMPLOYEES	78,425.46	19,027.47	76,636.88	233,500.00	156,863.12	32.8
10-3501-41102	TEMPORARY EMPLOYEES	.00	.00	5,892.00	25,000.00	19,108.00	23.6
10-3501-41103	OVERTIME	1,823.14	536.72	2,991.86	25,000.00	22,008.14	12.0
10-3501-41200	EMPLOYEE BENEFITS	46,509.41	12,900.03	51,835.70	133,500.00	81,664.30	38.8
10-3501-41202	EMPLOYEE ALLOWANCES - UNIFORM	2,081.46	328.34	1,977.81	5,000.00	3,022.19	39.6
10-3501-42900	TRAVEL, EDUCATION AND TRAINING	2,220.55	300.00	931.43	5,500.00	4,568.57	16.9
10-3501-43400	TELECOMMUNICATION	1,547.54	408.24	1,514.94	5,000.00	3,485.06	30.3
10-3501-45100	OFFICE SUPPLIES	2,883.64	.00	2,527.67	3,500.00	972.33	72.2
10-3501-45200	OPERATING SUPPLIES	350.58	11.99	727.40	2,500.00	1,772.60	29.1
10-3501-45400	BOOKS PUBLICATIONS	195.19	.00	.00	3,000.00	3,000.00	.0
10-3501-49011	INTERDEPARTMENTAL FLEET FUEL	1,947.11	3,555.39	11,650.75	40,000.00	28,349.25	29.1
10-3501-49012	INTERDEPARTMENTAL FLEET R&M	88,799.70	15,541.00	62,104.00	184,800.00	122,696.00	33.6
10-3501-49013	FLEET PARTS AND SUPPLIES	3,883.14	7,803.33	26,176.38	100,000.00	73,823.62	26.2
10-3501-49014	INTERDEPARTMENTAL ANNUAL CAP	94,000.00	22,401.00	89,604.00	268,800.00	179,196.00	33.3
	TOTAL STREETS ADMINISTRATION	324,666.92	82,813.51	334,570.82	1,035,100.00	700,529.18	32.3

NORTH SALT LAKE CITY  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 4 MONTHS ENDING OCTOBER 31, 2023

#10 GENERAL FUND

	PRIOR YTD	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>STREETS &amp; HWY - RESTRICTED TAX</u>						
10-3502-41101	WAGE REGULAR EMPLOYEES	38,386.48	6,227.97	27,228.60	84,000.00	56,771.40 32.4
10-3502-41103	OVERTIME	.00	.00	.00	1,000.00	1,000.00 .0
10-3502-41200	EMPLOYEE BENEFITS	12,806.88	2,692.14	11,397.76	50,200.00	38,802.24 22.7
10-3502-42120	RENTAL OF EQUIPMENT & VEHICLES	9,500.00	3,951.00	13,451.00	15,000.00	1,549.00 89.7
10-3502-45200	OPERATING SUPPLIES	4,924.66	114.83	114.83	15,000.00	14,885.17 .8
10-3502-45502	ROAD REPAIR MATERIAL	3,298.55	1,143.47	3,695.95	12,000.00	8,304.05 30.8
10-3502-45600	REPAIR AND MAINTENANCE	845.63	.00	2,275.00	24,000.00	21,725.00 9.5
	<b>TOTAL STREETS &amp; HWY - RESTRICTE</b>	<b>69,762.20</b>	<b>14,129.41</b>	<b>58,163.14</b>	<b>201,200.00</b>	<b>143,036.86 28.9</b>
<u>SIDEWALKS AND CROSSWALKS</u>						
10-3503-45501	CONSTRUCTION MATERIAL	20,317.50	10,253.03	30,722.92	65,000.00	34,277.08 47.3
	<b>TOTAL SIDEWALKS AND CROSSWALK</b>	<b>20,317.50</b>	<b>10,253.03</b>	<b>30,722.92</b>	<b>65,000.00</b>	<b>34,277.08 47.3</b>
<u>STREET CLEANING &amp; SNOW REMOVA</u>						
10-3505-45503	SALT AND SAND	.00	.00	.00	60,000.00	60,000.00 .0
10-3505-45603	MACHINERY AND EQUIPMENT	.00	.00	.00	30,000.00	30,000.00 .0
	<b>TOTAL STREET CLEANING &amp; SNOW R</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>90,000.00</b>	<b>90,000.00 .0</b>
<u>ENGINEERING, DESIGN, &amp; STUDIES</u>						
10-3506-42100	PROF AND TECHNICAL SERVICES	6,439.33	4,249.54	5,007.28	25,000.00	19,992.72 20.0
	<b>TOTAL ENGINEERING, DESIGN, &amp; STU</b>	<b>6,439.33</b>	<b>4,249.54</b>	<b>5,007.28</b>	<b>25,000.00</b>	<b>19,992.72 20.0</b>
<u>STREET LIGHTING &amp; TRAF CONTROL</u>						
10-3507-43300	ELECTRICITY	16,556.19	5,711.97	17,104.21	75,000.00	57,895.79 22.8
10-3507-45600	REPAIR AND MAINTENANCE	16,829.39	3,584.62	15,836.09	70,000.00	54,163.91 22.6
10-3507-45602	STREET STRIPING	76,186.84	16,101.17	116,491.99	135,000.00	18,508.01 86.3
10-3507-45604	OTHER ASSETS-SIGNAGE	9,380.35	38,239.04	38,470.04	80,000.00	41,529.96 48.1
	<b>TOTAL STREET LIGHTING &amp; TRAF CO</b>	<b>118,952.77</b>	<b>63,636.80</b>	<b>187,902.33</b>	<b>360,000.00</b>	<b>172,097.67 52.2</b>

NORTH SALT LAKE CITY  
EXPENDITURES WITH COMPARISON TO BUDGET  
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#10 GENERAL FUND

	PRIOR YTD	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PARKS ADMINISTRATION</u>						
10-5301-41101	WAGE REGULAR EMPLOYEES	74,183.10	24,040.97	111,253.12	352,000.00	240,746.88 31.6
10-5301-41102	TEMPORARY EMPLOYEES	7,902.63	779.38	7,052.52	40,000.00	32,947.48 17.6
10-5301-41103	OVERTIME	9,203.66	1,499.46	6,071.57	20,000.00	13,928.43 30.4
10-5301-41200	EMPLOYEE BENEFITS	49,993.15	16,326.83	70,763.06	246,000.00	175,236.94 28.8
10-5301-41201	EMPLOYEE ALLOWANCES	299.96	.00	.00	.00	.00 .0
10-5301-41202	EMPLOYEE ALLOWANCES - UNIFORM	1,008.24	451.17	1,853.25	5,500.00	3,646.75 33.7
10-5301-42000	GENERAL & CONTRACTED SERVICES	40,778.66	.00	39,161.16	130,000.00	90,838.84 30.1
10-5301-42100	PROF & TECHNICAL SERVICES	8,668.40	4,131.20	8,889.25	19,000.00	10,110.75 46.8
10-5301-42900	TRAVEL, EDUCATION AND TRAINING	1,122.60	75.00	1,014.29	7,500.00	6,485.71 13.5
10-5301-43400	TELECOMMUNICATION	1,002.39	374.93	1,739.45	3,000.00	1,260.55 58.0
10-5301-45100	OFFICE SUPPLIES	538.38	.00	625.76	3,000.00	2,374.24 20.9
10-5301-49011	INTERDEPARTMENTAL FLEET FUEL	2,991.72	1,159.58	4,167.06	8,500.00	4,332.94 49.0
10-5301-49012	INTERDEPARTMENTAL FLEET R&M	4,371.45	825.00	3,300.00	9,900.00	6,600.00 33.3
10-5301-49013	FLEET PARTS AND SUPPLIES	499.96	306.36	6,070.36	20,000.00	13,929.64 30.4
10-5301-49014	INTERDEPARTMENTAL ANNUAL CAP	7,440.00	2,725.00	10,900.00	32,700.00	21,800.00 33.3
	TOTAL PARKS ADMINISTRATION	210,004.30	52,694.88	272,860.85	897,100.00	624,239.15 30.4
<u>PARK FACILITIES</u>						
10-5304-42202	GROUNDS CARE	14,491.41	8,055.53	35,957.36	78,000.00	42,042.64 46.1
10-5304-43100	WATER AND SEWERAGE	28,394.52	6,003.68	48,196.92	100,000.00	51,803.08 48.2
10-5304-43200	NATURAL GAS	106.94	18.93	55.75	3,500.00	3,444.25 1.6
10-5304-43300	ELECTRICITY	14,472.02	1,426.98	4,206.95	18,000.00	13,793.05 23.4
	TOTAL PARK FACILITIES	57,464.89	15,505.12	88,416.98	199,500.00	111,083.02 44.3
<u>SPECIAL EVENTS</u>						
10-5305-45201	PARKS AND ARTS BOARD	326.04	300.00	300.00	14,000.00	13,700.00 2.1
10-5305-45202	5K RUN	.00	.00	.00	5,000.00	5,000.00 .0
10-5305-45203	LIBERTY FEST CELEBRATION	41,562.61	( 7,410.35)	131,716.17	125,000.00	( 6,716.17) 105.4
10-5305-45204	SENIOR LUNCH BUNCH	234.43	49.00	1,945.94	11,000.00	9,054.06 17.7
10-5305-45205	YOUTH COUNCIL AND SCHOLARSHIP	974.10	851.95	1,067.15	17,500.00	16,432.85 6.1
10-5305-45208	MISC. COUNCIL EVENTS	16.11	.00	4,632.09	10,000.00	5,367.91 46.3
	TOTAL SPECIAL EVENTS	43,113.29	( 6,209.40)	139,661.35	182,500.00	42,838.65 76.5
<u>PARKS PROGRAMS</u>						
10-5310-41101	WAGE REGULAR EMPLOYEES	3,816.00	.00	2,736.00	.00	( 2,736.00) .0
10-5310-41102	TEMPORARY EMPLOYEES	22,064.75	1,388.00	24,319.70	55,000.00	30,680.30 44.2
10-5310-41200	EMPLOYEE BENEFITS	2,326.15	131.17	( 652.39)	8,200.00	8,852.39 ( 8.0)
10-5310-45200	OPERATING SUPPLIES	16,315.57	2.49	29,910.39	25,000.00	( 4,910.39) 119.6
	TOTAL PARKS PROGRAMS	44,522.47	1,521.66	56,313.70	88,200.00	31,886.30 63.9

NORTH SALT LAKE CITY  
EXPENDITURES WITH COMPARISON TO BUDGET  
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#10 GENERAL FUND

	PRIOR YTD	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PARK AREAS</u>						
10-5315-45200 OPERATING SUPPLIES	3,536.91	653.92	3,623.60	25,000.00	21,376.40	14.5
10-5315-45603 MACHINERY AND EQUIPMENT	7,894.82	517.09	1,186.17	59,000.00	57,813.83	2.0
10-5315-48300 INFRASTRUCTURE	345.00	.00	207.00	14,000.00	13,793.00	1.5
TOTAL PARK AREAS	11,776.73	1,171.01	5,016.77	98,000.00	92,983.23	5.1
TOTAL FUND EXPENDITURES	5,264,182.21	942,308.69	5,064,616.46	14,679,482.00	9,614,865.54	34.5
NET REVENUE OVER EXPENDITURES	( 1,617,250.65)	10,075.83	( 2,848,213.24)	.00	2,848,213.24	.0

NORTH SALT LAKE CITY  
REVENUES AND EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 4 MONTHS ENDING OCTOBER 31, 2023

#20 REDEVELOPMENT - EAGLEWOOD

	PRIOR YTD	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>EAGLEWOOD OPERATING REVENUE</u>						
20-5071-31105 RDA INCREMENT-EAGLEWOOD	.00	.00	.00	630,000.00	630,000.00	.0
20-5071-36100 INTEREST EARNINGS	.00	7.00	27.00	.00	( 27.00)	.0
TOTAL EAGLEWOOD OPERATING RE	.00	7.00	27.00	630,000.00	629,973.00	.0
TOTAL FUND REVENUE	.00	7.00	27.00	630,000.00	629,973.00	.0
<u>EAGLEWOOD OPERATING EXPENSE</u>						
20-5074-47010 DEVELOPER REIMBURSEMENT	.00	.00	.00	598,500.00	598,500.00	.0
TOTAL EAGLEWOOD OPERATING EXP	.00	.00	.00	598,500.00	598,500.00	.0
<u>EAGLEWOOD NON OPERATING</u>						
20-5078-49110 TRANSFER TO GEN FUND	.00	.00	.00	31,500.00	31,500.00	.0
TOTAL EAGLEWOOD NON OPERATIN	.00	.00	.00	31,500.00	31,500.00	.0
TOTAL FUND EXPENDITURES	.00	.00	.00	630,000.00	630,000.00	.0
NET REVENUE OVER EXPENDITURES	.00	7.00	27.00	.00	( 27.00)	.0

NORTH SALT LAKE CITY  
REVENUES AND EXPENDITURES WITH COMPARISON TO BUDGET  
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#21 REDEVELOPMENT - REDWOOD RD

	PRIOR YTD	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>REDWOOD RD OPERATING REVENUE</u>						
21-5071-31107	RDA INCREMENT - REDWOOD	.00	.00	.00	1,417,500.00	1,417,500.00 .0
21-5071-36100	INTEREST EARNINGS	28,225.34	28,895.50	114,418.18	50,000.00 ( 64,418.18)	228.8
	TOTAL REDWOOD RD OPERATING RE	28,225.34	28,895.50	114,418.18	1,467,500.00	1,353,081.82 7.8
<u>REDWOOD NON OPERATING REVENUE</u>						
21-5072-37990	FUND BALANCE - USE OF	.00	.00	.00	3,356,751.75	3,356,751.75 .0
	TOTAL REDWOOD NON OPERATING R	.00	.00	.00	3,356,751.75	3,356,751.75 .0
	TOTAL FUND REVENUE	28,225.34	28,895.50	114,418.18	4,824,251.75	4,709,833.57 2.4
<u>REDWOOD OPERATING EXPENSE</u>						
21-5074-47010	DEVELOPER REIMBURSEMENT	.00	.00	.00	115,000.00	115,000.00 .0
	TOTAL REDWOOD OPERATING EXPE	.00	.00	.00	115,000.00	115,000.00 .0
<u>REDWOOD NON OPERATING EXPENDITURES</u>						
21-5078-47011	PRINCIPAL	.00	.00	.00	295,000.00	295,000.00 .0
21-5078-47012	INTEREST	.00	.00	.00	78,750.00	78,750.00 .0
21-5078-47013	FEES	.00	697.50	697.50	2,500.00	1,802.50 27.9
21-5078-49110	TRANSFER TO GEN FUND	.00	.00	.00	70,875.00	70,875.00 .0
21-5078-49127	TRANSFER TO HOUSING FUND	.00	.00	.00	141,750.00	141,750.00 .0
21-5078-49132	TRANSFER TO DEBT SERVICE	.00	33,333.00	133,332.00	400,000.00	266,668.00 33.3
21-5078-49990	FUND BALANCE - CONTRIBUTION TO	.00	.00	.00	363,625.00	363,625.00 .0
21-5078-51611	FOXBORO PARK PROJECT	3,158.25	6,182.47	11,720.27	3,356,751.75	3,345,031.48 .4
	TOTAL REDWOOD NON OPERATING	3,158.25	40,212.97	145,749.77	4,709,251.75	4,563,501.98 3.1
	TOTAL FUND EXPENDITURES	3,158.25	40,212.97	145,749.77	4,824,251.75	4,678,501.98 3.0
	NET REVENUE OVER EXPENDITURES	25,067.09	( 11,317.47)	( 31,331.59)	.00	31,331.59 .0

NORTH SALT LAKE CITY  
REVENUES AND EXPENDITURES WITH COMPARISON TO BUDGET  
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#22 REDEVELOPMENT - HWY 89

		PRIOR YTD	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>HWY 89 OPERATING REVENUE</u>							
22-5071-31108	RDA INCREMENT-HWY 89	.00	.00	.00	572,250.00	572,250.00	.0
22-5071-36100	INTEREST EARNINGS	( 88.00)	139.00	969.00	.00	( 969.00)	.0
	<b>TOTAL HWY 89 OPERATING REVENUE</b>	<b>( 88.00)</b>	<b>139.00</b>	<b>969.00</b>	<b>572,250.00</b>	<b>571,281.00</b>	<b>.2</b>
	<b>TOTAL FUND REVENUE</b>	<b>( 88.00)</b>	<b>139.00</b>	<b>969.00</b>	<b>572,250.00</b>	<b>571,281.00</b>	<b>.2</b>
<u>HWY 89 OPERATING EXPENSE</u>							
22-5074-47010	DEVELOPER REIMBURSEMENT	.00	.00	.00	429,188.00	429,188.00	.0
	<b>TOTAL HWY 89 OPERATING EXPENSE</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>429,188.00</b>	<b>429,188.00</b>	<b>.0</b>
<u>HWY 89 NON OPERATING</u>							
22-5078-49110	TRANSFER TO GEN FUND	.00	.00	.00	28,613.00	28,613.00	.0
22-5078-49127	TRANSFER TO HOUSING FUND	.00	.00	.00	57,225.00	57,225.00	.0
22-5078-49990	FUND BALANCE - CONTRIBUTION TO	.00	.00	.00	57,224.00	57,224.00	.0
	<b>TOTAL HWY 89 NON OPERATING</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>143,062.00</b>	<b>143,062.00</b>	<b>.0</b>
	<b>TOTAL FUND EXPENDITURES</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>572,250.00</b>	<b>572,250.00</b>	<b>.0</b>
	<b>NET REVENUE OVER EXPENDITURES</b>	<b>( 88.00)</b>	<b>139.00</b>	<b>969.00</b>	<b>.00</b>	<b>( 969.00)</b>	<b>.0</b>

NORTH SALT LAKE CITY  
REVENUES AND EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 4 MONTHS ENDING OCTOBER 31, 2023

#25 REDEVELOPMENT AGENCY FUND

	PRIOR YTD	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>RDA OPERATING REVENUE</u>						
25-5071-36100 INTEREST EARNINGS	5,186.00	1,889.00	7,419.00	7,000.00	( 419.00)	106.0
TOTAL RDA OPERATING REVENUE	5,186.00	1,889.00	7,419.00	7,000.00	( 419.00)	106.0
TOTAL FUND REVENUE	5,186.00	1,889.00	7,419.00	7,000.00	( 419.00)	106.0
<u>RDA NON OPERATING</u>						
25-5078-49990 FUND BALANCE - CONTRIBUTION TO	.00	.00	.00	7,000.00	7,000.00	.0
TOTAL RDA NON OPERATING	.00	.00	.00	7,000.00	7,000.00	.0
TOTAL FUND EXPENDITURES	.00	.00	.00	7,000.00	7,000.00	.0
NET REVENUE OVER EXPENDITURES	5,186.00	1,889.00	7,419.00	.00	( 7,419.00)	.0

NORTH SALT LAKE CITY  
REVENUES AND EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 4 MONTHS ENDING OCTOBER 31, 2023

#27 HOUSING

	PRIOR YTD	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>HOUSING OPERATING REVENUE</u>						
27-5021-36101 INTEREST EARNINGS RESTRICTED	3,169.00	1,676.00	6,581.00	3,000.00	( 3,581.00)	219.4
TOTAL HOUSING OPERATING REVEN	3,169.00	1,676.00	6,581.00	3,000.00	( 3,581.00)	219.4
<u>HOUSING NON OPERATING REVENUE</u>						
27-5023-37125 TRANSFERS FROM RDA	.00	.00	.00	198,975.00	198,975.00	.0
TOTAL HOUSING NON OPERATING RE	.00	.00	.00	198,975.00	198,975.00	.0
TOTAL FUND REVENUE	3,169.00	1,676.00	6,581.00	201,975.00	195,394.00	3.3
<u>HOUSING NON OPERATING</u>						
27-5026-49990 FUND BALANCE - CONTRIBUTION TO	.00	.00	.00	201,975.00	201,975.00	.0
TOTAL HOUSING NON OPERATING	.00	.00	.00	201,975.00	201,975.00	.0
TOTAL FUND EXPENDITURES	.00	.00	.00	201,975.00	201,975.00	.0
NET REVENUE OVER EXPENDITURES	3,169.00	1,676.00	6,581.00	.00	( 6,581.00)	.0

NORTH SALT LAKE CITY  
REVENUES AND EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 4 MONTHS ENDING OCTOBER 31, 2023

#28 LOCAL BUILDING AUTHORITY

	PRIOR YTD	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>LBA OPERATING REVENUE</u>						
28-2803-34600 RENTS AND LEASES OTHER	28,793.46	6,019.75	37,417.50	89,760.00	52,342.50	41.7
28-2803-36100 INTEREST EARNINGS	1,100.73	1,088.24	3,841.52	500.00	( 3,341.52)	768.3
28-2803-37141 TRANSFERS FROM PARK CAPITAL	33,332.00	8,333.00	33,332.00	100,000.00	66,668.00	33.3
TOTAL LBA OPERATING REVENUE	63,226.19	15,440.99	74,591.02	190,260.00	115,668.98	39.2
TOTAL FUND REVENUE	63,226.19	15,440.99	74,591.02	190,260.00	115,668.98	39.2
<u>LBA OPERATING EXPENSE</u>						
28-5075-42100 PROF & TECHNICAL SERVICES	6,416.50	1,507.99	10,595.96	16,000.00	5,404.04	66.2
28-5075-42300 INSURANCE - RISK MANAGEMENT	1,613.86	.00	1,699.13	1,500.00	( 199.13)	113.3
28-5075-43000 UTILITIES - RENTAL PROPERTIES	3,252.25	471.71	3,007.99	10,000.00	6,992.01	30.1
28-5075-45600 REPAIR AND MAINTENANCE	.00	.00	.00	8,500.00	8,500.00	.0
28-5075-51619 HATCH PARK EXP	900.00	.00	.00	.00	.00	.0
TOTAL LBA OPERATING EXPENSE	12,182.61	1,979.70	15,303.08	36,000.00	20,696.92	42.5
<u>LBA NON - OPERATING EXPENSE</u>						
28-5076-47011 PRINCIPAL	.00	.00	.00	105,000.00	105,000.00	.0
28-5076-47012 INTEREST	.00	.00	.00	15,062.00	15,062.00	.0
28-5076-47013 FEES	.00	.00	.00	2,500.00	2,500.00	.0
28-5076-49990 FUND BALANCE - CONTRIBUTION TO	.00	.00	.00	31,698.00	31,698.00	.0
TOTAL LBA NON - OPERATING EXPEN	.00	.00	.00	154,260.00	154,260.00	.0
TOTAL FUND EXPENDITURES	12,182.61	1,979.70	15,303.08	190,260.00	174,956.92	8.0
NET REVENUE OVER EXPENDITURES	51,043.58	13,461.29	59,287.94	.00	( 59,287.94)	.0

NORTH SALT LAKE CITY  
REVENUES AND EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 4 MONTHS ENDING OCTOBER 31, 2023

#32 DEBT SERVICE FUND (RAP TX)

	PRIOR YTD	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>DEBT SERVICE TAX REVENUE</u>						
32-5321-31309 RECREATION, ARTS, & PARKS TAX	105,639.71	53,363.41	101,896.29	695,000.00	593,103.71	14.7
TOTAL DEBT SERVICE TAX REVENUE	105,639.71	53,363.41	101,896.29	695,000.00	593,103.71	14.7
<u>DEBT SERVICE NON OPERATING REV</u>						
32-5322-36100 INTEREST EARNINGS	3,287.61	122,706.08	479,859.75	300,000.00	( 179,859.75)	160.0
32-5322-37125 TRANSFERS FROM RDA FUND	.00	33,333.00	133,332.00	400,000.00	266,668.00	33.3
32-5322-37990 FUND BALANCE - USE OF	.00	.00	.00	5,102,412.00	5,102,412.00	.0
TOTAL DEBT SERVICE NON OPERATI	3,287.61	156,039.08	613,191.75	5,802,412.00	5,189,220.25	10.6
TOTAL FUND REVENUE	108,927.32	209,402.49	715,088.04	6,497,412.00	5,782,323.96	11.0
<u>DEBT SERVICE NON OPERATING EXP</u>						
32-5328-47011 PRINCIPAL	.00	.00	.00	633,000.00	633,000.00	.0
32-5328-47012 INTEREST	.00	.00	.00	755,412.00	755,412.00	.0
32-5328-47013 FEES	.00	.00	.00	9,000.00	9,000.00	.0
32-5328-49141 TRANSFERS TO PARK CAPITAL	100,000.00	8,333.00	33,332.00	5,100,000.00	5,066,668.00	.7
TOTAL DEBT SERVICE NON OPERATI	100,000.00	8,333.00	33,332.00	6,497,412.00	6,464,080.00	.5
TOTAL FUND EXPENDITURES	100,000.00	8,333.00	33,332.00	6,497,412.00	6,464,080.00	.5
NET REVENUE OVER EXPENDITURES	8,927.32	201,069.49	681,756.04	.00	( 681,756.04)	.0

NORTH SALT LAKE CITY  
 REVENUES AND EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 4 MONTHS ENDING OCTOBER 31, 2023

#40 CAPITAL IMPROVEMENT FUND

	PRIOR YTD	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>CAPITAL FUND NON OPERATING REV</u>						
40-3042-36100 INTEREST EARNINGS	52,607.00	21,558.00	85,629.00	132,000.00	46,371.00	64.9
40-3042-37110 TRANSFERS FROM GENERAL FUND	413,200.00	.00	.00	.00	.00	.0
40-3042-37143 TRANSFERS FROM PUBLIC SAFETY	36,868.00	919.00	3,676.00	11,025.00	7,349.00	33.3
40-3042-37990 FUND BALANCE - USE OF	.00	.00	.00	447,253.00	447,253.00	.0
TOTAL CAPITAL FUND NON OPERATIN	502,675.00	22,477.00	89,305.00	590,278.00	500,973.00	15.1
TOTAL FUND REVENUE	502,675.00	22,477.00	89,305.00	590,278.00	500,973.00	15.1
<u>CAPITAL FUND NON OPERATING EXP</u>						
40-3048-49141 TRANSFER TO PARKS	.00	134,245.81	134,245.81	590,278.00	456,032.19	22.7
TOTAL CAPITAL FUND NON OPERATIN	.00	134,245.81	134,245.81	590,278.00	456,032.19	22.7
TOTAL FUND EXPENDITURES	.00	134,245.81	134,245.81	590,278.00	456,032.19	22.7
NET REVENUE OVER EXPENDITURES	502,675.00	( 111,768.81)	( 44,940.81)	.00	44,940.81	.0

NORTH SALT LAKE CITY  
REVENUES AND EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 4 MONTHS ENDING OCTOBER 31, 2023

#41 PARK DEVELOPMENT FEES FUND

	PRIOR YTD	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PARKS CAPITAL REVENUE</u>						
41-5301-33201 OPERATING GRANTS - STATE	.00	.00	.00	498,950.00	498,950.00	.0
41-5301-34701 IMPACT PARK	33,000.00	4,400.00	11,000.00	96,600.00	85,600.00	11.4
41-5301-36100 INTEREST EARNINGS	2,660.00	2,424.00	9,626.00	1,500.00	( 8,126.00)	641.7
41-5301-36101 INTEREST EARNINGS RESTRICTED	9,567.00	( 18.00)	3.00	3,000.00	2,997.00	.1
TOTAL PARKS CAPITAL REVENUE	45,227.00	6,806.00	20,629.00	600,050.00	579,421.00	3.4
<u>PARKS CAPITAL REV NONOPERATING</u>						
41-5302-37132 TRANSFER FROM DEBT SERVICE-RA	100,000.00	8,333.00	33,332.00	5,100,000.00	5,066,668.00	.7
41-5302-37140 TRANSFERS FROM CAPITAL PROJEC	.00	134,245.81	134,245.81	590,278.00	456,032.19	22.7
41-5302-37990 FUND BALANCE - USE OF	.00	.00	.00	1,051,406.00	1,051,406.00	.0
TOTAL PARKS CAPITAL REV NONOPE	100,000.00	142,578.81	167,577.81	6,741,684.00	6,574,106.19	2.5
TOTAL FUND REVENUE	145,227.00	149,384.81	188,206.81	7,341,734.00	7,153,527.19	2.6
<u>PARKS CAP EXP NON OPERATING</u>						
41-5318-49128 TRANSFERS TO LBA	33,332.00	8,333.00	33,332.00	100,000.00	66,668.00	33.3
TOTAL PARKS CAP EXP NON OPERAT	33,332.00	8,333.00	33,332.00	100,000.00	66,668.00	33.3
<u>PARKS CAPITAL TRAILS</u>						
41-5336-52317 TOWN CTR I-15 TRAIL	.00	.00	.00	627,000.00	627,000.00	.0
41-5336-57980 FOXBORO PARK TRAIL	.00	.00	.00	181,718.00	181,718.00	.0
41-5336-57990 LEGACY PARK TRAIL	.00	134,108.89	134,245.81	408,650.00	274,404.19	32.9
TOTAL PARKS CAPITAL TRAILS	.00	134,108.89	134,245.81	1,217,368.00	1,083,122.19	11.0
<u>PARKS CAPITAL PARK AREAS</u>						
41-5356-51619 HATCH PARK	.00	.00	.00	5,000,000.00	5,000,000.00	.0
41-5356-51620 EAGLEWOOD COVE DETENTION BASI	.00	.00	.00	100,000.00	100,000.00	.0
41-5356-51800 ANNUAL REPAIR & REPLACE -TBD	.00	.00	93,061.25	782,616.00	689,554.75	11.9
41-5356-52330 CONCRETE BOAT RAMP	.00	.00	.00	141,750.00	141,750.00	.0
TOTAL PARKS CAPITAL PARK AREAS	.00	.00	93,061.25	6,024,366.00	5,931,304.75	1.5
TOTAL FUND EXPENDITURES	33,332.00	142,441.89	260,639.06	7,341,734.00	7,081,094.94	3.6
NET REVENUE OVER EXPENDITURES	111,895.00	6,942.92	( 72,432.25)	.00	72,432.25	.0

NORTH SALT LAKE CITY  
 REVENUES AND EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 4 MONTHS ENDING OCTOBER 31, 2023

#43 POLICE FACILITIES FUND

	PRIOR YTD	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PUBLIC SAFETY NON OPERATING RE</u>						
43-2002-34701 IMPACT POLICE	3,675.00	490.00	1,225.00	11,025.00	9,800.00	11.1
43-2002-36101 INTEREST EARNINGS RESTRICTED	886.00	374.00	1,478.00	.00	( 1,478.00)	.0
TOTAL PUBLIC SAFETY NON OPERATI	4,561.00	864.00	2,703.00	11,025.00	8,322.00	24.5
TOTAL FUND REVENUE	4,561.00	864.00	2,703.00	11,025.00	8,322.00	24.5
<u>PUBLIC SAFETY NON OPERATING EX</u>						
43-2008-49140 TRANSFERS TO CAPITAL PROJECT	36,868.00	919.00	3,676.00	11,025.00	7,349.00	33.3
TOTAL PUBLIC SAFETY NON OPERATI	36,868.00	919.00	3,676.00	11,025.00	7,349.00	33.3
TOTAL FUND EXPENDITURES	36,868.00	919.00	3,676.00	11,025.00	7,349.00	33.3
NET REVENUE OVER EXPENDITURES	( 32,307.00)	( 55.00)	( 973.00)	.00	973.00	.0

NORTH SALT LAKE CITY  
REVENUES AND EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 4 MONTHS ENDING OCTOBER 31, 2023

#44 ROADWAY DEVELOPMENT FUND

	PRIOR YTD	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>ROAD CAPITAL NON OPERATING REV</u>						
44-3502-33201 CAPITAL GRANTS - STATE GVRNMT	.00	.00	.00	2,849,517.00	2,849,517.00	.0
44-3502-33203 TRANSPORTATION FUEL TAX	.00	51,410.79	98,574.67	668,750.00	570,175.33	14.7
44-3502-33205 STATE C ROAD	.00	.00	128,208.10	885,800.00	757,591.90	14.5
44-3502-34701 IMPACT ROAD	28,350.00	3,780.00	8,077.08	81,630.00	73,552.92	9.9
44-3502-36100 INTEREST EARNINGS	38,675.00	11,556.00	48,334.00	70,500.00	22,166.00	68.6
44-3502-36101 INTEREST EARNINGS RESTRICTED	20,488.00	9,268.00	36,353.00	55,000.00	18,647.00	66.1
44-3502-37110 TRANSFERS FROM GENERAL FUND	235,000.00	58,750.00	235,000.00	705,000.00	470,000.00	33.3
44-3502-37111 TRANSFERS FROM GEN FUND C ROA	384,776.00	.00	.00	.00	.00	.0
44-3502-37990 FUND BALANCE - USE OF	.00	.00	.00	6,943,104.42	6,943,104.42	.0
<b>TOTAL ROAD CAPITAL NON OPERATI</b>	<b>707,289.00</b>	<b>134,764.79</b>	<b>554,546.85</b>	<b>12,259,301.42</b>	<b>11,704,754.57</b>	<b>4.5</b>
<b>TOTAL FUND REVENUE</b>	<b>707,289.00</b>	<b>134,764.79</b>	<b>554,546.85</b>	<b>12,259,301.42</b>	<b>11,704,754.57</b>	<b>4.5</b>
<u>ROAD CAPITAL OPERATING EXPENSE</u>						
44-3504-49110 TRANSFERS TO GENERAL FUND	.00	.00	.00	201,200.00	201,200.00	.0
<b>TOTAL ROAD CAPITAL OPERATING EX</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>201,200.00</b>	<b>201,200.00</b>	<b>.0</b>
<u>ROAD REPAIR AND REPLACEMENT</u>						
44-3505-51301 ANNUAL SEAL COAT C ROAD	5,750.00	.00	.00	620,000.00	620,000.00	.0
44-3505-51901 MAIN ST (I-15 TO 1000 N)	.00	5,400.00	5,400.00	386,000.00	380,600.00	1.4
44-3505-52014 EAGLEWOOD LOOP SO ROCKWOOD	19,241.27	.00	.00	.00	.00	.0
44-3505-52114 75 E, 125 E & 175 E RECONSTRUCT	750.00	89,040.71	89,040.71	108,568.00	19,527.29	82.0
44-3505-52115 LACEY WAY (MARIA, GARY, NANCY)	.00	430.00	293,121.93	316,116.00	22,994.07	92.7
44-3505-52116 EAGLEWOOD DR(ORCH- EAGLERIDG	41,163.11	.00	.00	791,985.00	791,985.00	.0
44-3505-52124 RECONSTRUCT US 89 TO CTR	.00	.00	.00	75,222.00	75,222.00	.0
44-3505-52144 400 WEST STR RECONSTRUCTION	.00	.00	.00	1,450,000.00	1,450,000.00	.0
44-3505-52201 EAGLERIDGE DR OVERLAY	1,190.00	.00	.00	.00	.00	.0
44-3505-52245 475 N & CLOVERDALE	.00	350.00	99,962.65	230,000.00	130,037.35	43.5
44-3505-52253 MTNVIEW/SKYVIEW/WILDFLOWER/SE	.00	10,783.60	10,783.60	229,868.00	219,084.40	4.7
44-3505-52302 PRKWY DR/CANYON LN/EGLPASS/RI	.00	202,994.72	204,095.74	294,367.00	90,271.26	69.3
44-3505-52303 SIDER DR/175 N/550 E/575 E	.00	.00	6,026.70	328,325.00	322,298.30	1.8
44-3505-52315 400 WEST - CTR TO 500 N	.00	.00	.00	1,500,000.00	1,500,000.00	.0
44-3505-52322 WDCRST, TNGL, SUNFLWR RD	.00	.00	.00	215,000.00	215,000.00	.0
44-3505-52323 4000 SOUTH	.00	.00	.00	100,000.00	100,000.00	.0
44-3505-52325 DORTHEA & BERNICE RECONSTR	.00	.00	.00	260,000.00	260,000.00	.0
44-3505-52347 ELM AVE RECONSTRUCTION	.00	.00	3,129.10	.00	( 3,129.10)	.0
<b>TOTAL ROAD REPAIR AND REPLACEM</b>	<b>68,094.38</b>	<b>308,999.03</b>	<b>711,560.43</b>	<b>6,905,451.00</b>	<b>6,193,890.57</b>	<b>10.3</b>

NORTH SALT LAKE CITY  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 4 MONTHS ENDING OCTOBER 31, 2023

#44 ROADWAY DEVELOPMENT FUND

	PRIOR YTD	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT	
<u>ROAD CAPITAL PROJECTS</u>							
44-3506-51714	BUS SHELTERS	16,105.00	.00	.00	.00	.0	
44-3506-51727	1100 NO RR CROSS WIDEN (60-80)	7,950.00	.00	.00	191,953.42	.0	
44-3506-51803	1100 NORTH BRIDGE	64,527.76	.00	.00	4,466,435.00	.0	
44-3506-51822	TREE PLANTING CTR ST PH 1	.00	.00	.00	75,000.00	.0	
44-3506-52005	REDWOOD RD SIDEWALK- WEST CO	7,479.78	.00	.00	83,262.00	.0	
44-3506-52324	SIGNAL 400 W & 1100 N	.00	440.96	440.96	336,000.00	.1	
	TOTAL ROAD CAPITAL PROJECTS	96,062.54	440.96	440.96	5,152,650.42	5,152,209.46	.0
	TOTAL FUND EXPENDITURES	164,156.92	309,439.99	712,001.39	12,259,301.42	11,547,300.03	5.8
	NET REVENUE OVER EXPENDITURES	543,132.08	( 174,675.20)	( 157,454.54)	.00	157,454.54	.0

NORTH SALT LAKE CITY  
REVENUES AND EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 4 MONTHS ENDING OCTOBER 31, 2023

WATER FUND

	PRIOR YTD	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>IRRIGATION CHARGES FOR SERVICE</u>						
51-3121-34405	METERED PRODUCTS	.00	17,997.13	250,796.17	330,000.00	79,203.83 76.0
51-3121-34407	METERED PRODUCTS - CITY METER	.00	3,320.75	16,047.60	44,000.00	27,952.40 36.5
51-3121-36000	MISCELLANEOUS	.00	.00	6,500.00	.00 ( 6,500.00)	.0
TOTAL IRRIGATION CHARGES FOR S		.00	21,317.88	273,343.77	374,000.00	100,656.23 73.1
<u>WATER CHARGES FOR SERVICE</u>						
51-3901-34405	METERED PRODUCTS	1,421,174.62	281,575.63	1,877,836.79	3,850,000.00	1,972,163.21 48.8
51-3901-34407	METERED PRODUCTS - CITY METER	58,512.60	9,024.31	101,724.14	165,000.00	63,275.86 61.7
51-3901-36000	MISCELLANEOUS	7,242.54	1,150.00	( 1,964.94)	70,000.00	71,964.94 ( 2.8)
TOTAL WATER CHARGES FOR SERVI		1,486,929.76	291,749.94	1,977,595.99	4,085,000.00	2,107,404.01 48.4
<u>WATER NON OPERATING REVENUE</u>						
51-3902-33101	CAPITAL GRANTS - FEDERAL 86.56	.00	.00	.00	1,463,985.00	1,463,985.00 .0
51-3902-34701	IMPACT WATER	97,500.00	16,250.00	29,600.00	273,000.00	243,400.00 10.8
51-3902-36000	MISCELLANEOUS	596.84	28.14	2,273.53	14,000.00	11,726.47 16.2
51-3902-36100	INTEREST EARNINGS	32,219.00	7,305.00	26,964.00	90,000.00	63,036.00 30.0
51-3902-36101	INTEREST EARNINGS RESTRICTED	2,530.00	2,489.00	11,476.00	21,500.00	10,024.00 53.4
51-3902-37990	FUND BALANCE - USE OF	.00	.00	.00	4,695,956.00	4,695,956.00 .0
TOTAL WATER NON OPERATING REV		132,845.84	26,072.14	70,313.53	6,558,441.00	6,488,127.47 1.1
TOTAL FUND REVENUE		1,619,775.60	339,139.96	2,321,253.29	11,017,441.00	8,696,187.71 21.1
<u>IRRIGATION OPERATING EXPENSE</u>						
51-3124-40570	COST OF SALES	.00	.00	89,496.00	190,000.00	100,504.00 47.1
51-3124-41101	WAGE REGULAR EMPLOYEES	.00	9,233.80	37,064.47	115,000.00	77,935.53 32.2
51-3124-41103	OVERTIME	.00	1,284.90	4,309.39	8,000.00	3,690.61 53.9
51-3124-41200	EMPLOYEE BENEFITS	.00	6,804.91	26,621.75	70,500.00	43,878.25 37.8
51-3124-42100	PROF & TECHNICAL SERVICES	.00	106.00	2,104.08	10,000.00	7,895.92 21.0
51-3124-42110	BANK CHARGES	.00	465.01	1,659.09	7,500.00	5,840.91 22.1
51-3124-43300	ELECTRICITY	.00	65.48	219.96	5,000.00	4,780.04 4.4
51-3124-43400	TELECOMMUNICATION	.00	105.80	411.08	1,500.00	1,088.92 27.4
51-3124-45100	OFFICE SUPPLIES	.00	158.20	636.37	3,000.00	2,363.63 21.2
51-3124-45211	INDIRECT COST ALLOCATION	.00	1,435.00	5,740.00	17,200.00	11,460.00 33.4
51-3124-45600	REPAIR AND MAINTENANCE	.00	.00	.00	7,000.00	7,000.00 .0
51-3124-45603	MACH & EQUIP - METER REPLACE	.00	.00	.00	45,000.00	45,000.00 .0
TOTAL IRRIGATION OPERATING EXPE		.00	19,659.10	168,262.19	479,700.00	311,437.81 35.1

NORTH SALT LAKE CITY  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 4 MONTHS ENDING OCTOBER 31, 2023

WATER FUND

	PRIOR YTD	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>WATER OPERATING EXPENSE</u>						
51-3904-40570	COST OF SALES	88,463.41	.00	427,806.72	820,000.00	392,193.28 52.2
51-3904-41101	WAGE REGULAR EMPLOYEES	177,100.38	54,791.16	221,260.05	693,000.00	471,739.95 31.9
51-3904-41102	TEMPORARY EMPLOYEES	.00	.00	.00	25,000.00	25,000.00 .0
51-3904-41103	OVERTIME	14,579.17	5,275.16	17,663.54	35,000.00	17,336.46 50.5
51-3904-41200	EMPLOYEE BENEFITS	110,505.56	36,101.51	142,035.25	399,500.00	257,464.75 35.6
51-3904-41201	EMPLOYEE ALLOWANCES	1,149.31	461.54	2,076.93	6,000.00	3,923.07 34.6
51-3904-41202	EMPLOYEE ALLOWANCES - UNIFORM	3,706.38	773.60	4,409.45	9,000.00	4,590.55 49.0
51-3904-42100	PROF & TECHNICAL SERVICES	63,347.02	18,326.32	37,804.95	100,000.00	62,195.05 37.8
51-3904-42110	BANK CHARGES	23,785.67	5,812.67	20,738.66	75,000.00	54,261.34 27.7
51-3904-42120	RENTAL OF EQUIPMENT & VEHICLES	.00	.00	11,148.97	41,000.00	29,851.03 27.2
51-3904-42202	GROUNDS CARE	2,124.48	8,620.28	43,647.18	60,000.00	16,352.82 72.8
51-3904-42300	INSURANCE - RISK MANAGEMENT	41,166.26	.00	42,307.05	42,000.00	( 307.05) 100.7
51-3904-42400	ADVERTISING AND PUBLIC NOTICES	150.00	.00	.00	.00	.00 .0
51-3904-42900	TRAVEL, EDUCATION AND TRAINING	5,715.45	.00	5,515.00	14,000.00	8,485.00 39.4
51-3904-43200	NATURAL GAS	156.45	55.45	166.34	3,500.00	3,333.66 4.8
51-3904-43300	ELECTRICITY	124,796.39	54,243.54	151,304.04	375,000.00	223,695.96 40.4
51-3904-43400	TELECOMMUNICATION	4,246.03	1,307.24	5,317.08	12,000.00	6,682.92 44.3
51-3904-45000	SUPPLIES AND MATERIALS	39,815.18	11,830.40	20,881.42	100,000.00	79,118.58 20.9
51-3904-45023	CHEMICALS AND TESTING	31,616.22	6,546.73	39,642.28	75,000.00	35,357.72 52.9
51-3904-45100	OFFICE SUPPLIES	11,246.70	1,856.50	8,206.72	35,000.00	26,793.28 23.5
51-3904-45200	OPERATING SUPPLIES/TOOLS	11,561.74	2,247.90	3,133.22	25,000.00	21,866.78 12.5
51-3904-45211	INDIRECT COST ALLOCATION	118,000.00	33,264.00	133,056.00	399,200.00	266,144.00 33.3
51-3904-45400	BOOKS, PUBLICATIONS AND SUBSCR	1,904.60	58.00	2,137.93	5,500.00	3,362.07 38.9
51-3904-45603	MACH & EQUIP - METERS REPLACE	7,905.68	9,606.27	81,088.61	200,000.00	118,911.39 40.5
51-3904-49011	FLEET FUEL CHARGES	3,425.93	1,655.21	4,428.96	25,000.00	20,571.04 17.7
51-3904-49012	FLEET REPAIR & MAINTENANCE	22,116.29	1,917.00	7,668.00	23,000.00	15,332.00 33.3
51-3904-49013	FLEET PARTS AND SUPPLIES	206.13	1,793.40	4,055.50	35,000.00	30,944.50 11.6
	<b>TOTAL WATER OPERATING EXPENSE</b>	<b>908,790.43</b>	<b>256,543.88</b>	<b>1,437,499.85</b>	<b>3,632,700.00</b>	<b>2,195,200.15 39.6</b>
<u>WATER OPS REPAIR &amp; REPLACE PRJ</u>						
51-3905-42100	PROF & TECHNICAL SERVICES	7,810.00	.00	.00	13,000.00	13,000.00 .0
51-3905-51722	EQUALIZATION 350 E AND MORTON	.00	.00	.00	205,065.00	205,065.00 .0
51-3905-51815	5200 PUMP BLSGD #1 RETROFIT	.00	.00	.00	80,000.00	80,000.00 .0
51-3905-51816	PRV VAULT & VALVE REPLACEMENT	2,112.15	167,220.15	170,879.27	250,000.00	79,120.73 68.4
51-3905-52114	75 E 125 E & 175 E REPLACEMENT	27,103.03	390.00	2,512.14	137,500.00	134,987.86 1.8
51-3905-52115	LACEY WAY WL REPLACEMENT	250,821.69	.00	220.00	30,329.00	30,109.00 .7
51-3905-52117	NO FRONTAGE RD WILSON TO CC	13,702.36	.00	.00	.00	.00 .0
51-3905-52118	PRV VAULT & VALVE REPLACE FY22	56,292.53	37,314.00	37,314.00	37,314.00	.00 100.0
51-3905-52124	MAIN ST WATERLINE US 89 TO CTR	.00	.00	.00	31,388.00	31,388.00 .0
51-3905-52245	475 N & CLOVERDALE	.00	11,109.72	50,170.81	189,658.00	139,487.19 26.5
51-3905-52253	MTNVIEW/SKYVIEW/WILDFLOWER/SE	.00	240,307.32	249,832.18	338,330.00	88,497.82 73.8
51-3905-52301	N PRK VILLAGE WATERLINE	.00	.00	.00	275,000.00	275,000.00 .0
51-3905-52315	400 W (500 N TO 1100 N)	.00	.00	.00	847,670.00	847,670.00 .0
51-3905-56105	CNTR ST WATERLINE UPPERCROSS	.00	.00	.00	157,112.00	157,112.00 .0
51-3905-56110	MAJOR REPAIRS MISC	.00	.00	.00	50,000.00	50,000.00 .0
51-3905-56112	WATER DAMAGE - ROAD REPAIR	986.05	671.00	1,135.00	45,000.00	43,865.00 2.5
	<b>TOTAL WATER OPS REPAIR &amp; REPLA</b>	<b>358,827.81</b>	<b>457,012.19</b>	<b>512,063.40</b>	<b>2,687,366.00</b>	<b>2,175,302.60 19.1</b>

NORTH SALT LAKE CITY  
EXPENDITURES WITH COMPARISON TO BUDGET  
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WATER FUND

	PRIOR YTD	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>WATER CAPITAL PROJECTS</u>						
51-3906-51631	1,875.00	.00	.00	.00	.00	.0
51-3906-52138	.00	.00	.00	74,780.00	74,780.00	.0
51-3906-52213	.00	3,448.50	3,448.50	200,000.00	196,551.50	1.7
51-3906-52242	.00	.00	.00	1,633,985.00	1,633,985.00	.0
51-3906-52315	.00	.00	.00	1,260,000.00	1,260,000.00	.0
51-3906-52322	.00	.00	.00	450,000.00	450,000.00	.0
<b>TOTAL WATER CAPITAL PROJECTS</b>	<b>1,875.00</b>	<b>3,448.50</b>	<b>3,448.50</b>	<b>3,618,765.00</b>	<b>3,615,316.50</b>	<b>.1</b>
<u>WATER NON OPERATING EXPENSE</u>						
51-3908-45603	22,656.14	.00	.00	50,000.00	50,000.00	.0
51-3908-47011	.00	.00	.00	180,910.00	180,910.00	.0
51-3908-47012	17,554.70	.00	14,992.04	30,000.00	15,007.96	50.0
51-3908-47013	1,550.00	.00	.00	5,000.00	5,000.00	.0
51-3908-48500	.00	21,006.25	55,881.25	333,000.00	277,118.75	16.8
<b>TOTAL WATER NON OPERATING EXP</b>	<b>41,760.84</b>	<b>21,006.25</b>	<b>70,873.29</b>	<b>598,910.00</b>	<b>528,036.71</b>	<b>11.8</b>
<b>TOTAL FUND EXPENDITURES</b>	<b>1,311,254.08</b>	<b>757,669.92</b>	<b>2,192,147.23</b>	<b>11,017,441.00</b>	<b>8,825,293.77</b>	<b>19.9</b>
<b>NET REVENUE OVER EXPENDITURES</b>	<b>308,521.52</b>	<b>( 418,529.96)</b>	<b>129,106.06</b>	<b>.00</b>	<b>( 129,106.06)</b>	<b>.0</b>

NORTH SALT LAKE CITY  
REVENUES AND EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 4 MONTHS ENDING OCTOBER 31, 2023

#52 PRESSURIZED IRRIG WTR FUND

	PRIOR YTD	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>IRRIGATION CHARGES FOR SERVICE</u>						
52-3121-34405	METERED PRODUCTS	162,312.61	.00	.00	.00	.0
52-3121-34407	METERED PRODUCTS - CITY METER	9,223.51	.00	.00	.00	.0
52-3121-36000	MISCELLANEOUS	400.00	.00	.00	.00	.0
	TOTAL IRRIGATION CHARGES FOR S	171,936.12	.00	.00	.00	.0
<u>PRESSURIZED IRRIGATION NON OPE</u>						
52-3122-36100	INTEREST EARNINGS	7,092.00	.00	.00	.00	.0
52-3122-36101	INTEREST EARNINGS RESTRICTED	690.00	.00	.00	.00	.0
	TOTAL PRESSURIZED IRRIGATION NO	7,782.00	.00	.00	.00	.0
	TOTAL FUND REVENUE	179,718.12	.00	.00	.00	.0
<u>IRRIGATION OPERATING EXPENSE</u>						
52-3124-41101	WAGE REGULAR EMPLOYEES	32,048.48	.00	.00	.00	.0
52-3124-41103	OVERTIME	3,541.06	.00	.00	.00	.0
52-3124-41200	EMPLOYEE BENEFITS	22,591.66	.00	.00	.00	.0
52-3124-42100	PROF & TECHNICAL SERVICES	2,092.08	.00	.00	.00	.0
52-3124-42110	BANK CHARGES	2,301.84	.00	.00	.00	.0
52-3124-43300	ELECTRICITY	224.70	.00	.00	.00	.0
52-3124-43400	TELECOMMUNICATION	494.29	.00	.00	.00	.0
52-3124-45100	OFFICE SUPPLIES	1,016.07	.00	.00	.00	.0
52-3124-45211	INDIRECT COST ALLOCATION	8,166.64	.00	.00	.00	.0
	TOTAL IRRIGATION OPERATING EXPE	72,476.82	.00	.00	.00	.0
	TOTAL FUND EXPENDITURES	72,476.82	.00	.00	.00	.0
	NET REVENUE OVER EXPENDITURES	107,241.30	.00	.00	.00	.0

NORTH SALT LAKE CITY  
REVENUES AND EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 4 MONTHS ENDING OCTOBER 31, 2023

#53 STORM WATER UTILITY FUND

	PRIOR YTD	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>STORM CHARGES FOR SERVICES</u>						
53-3111-34200 FEES	322,222.31	93,696.13	374,084.63	1,128,000.00	753,915.37	33.2
TOTAL STORM CHARGES FOR SERVI	322,222.31	93,696.13	374,084.63	1,128,000.00	753,915.37	33.2
<u>STORM NON OPERATING REVENUE</u>						
53-3112-34701 IMPACT STORM WATER	42,394.18	3,252.64	11,180.40	79,500.00	68,319.60	14.1
53-3112-36100 INTEREST EARNINGS	4,826.00	2,424.00	8,893.00	3,500.00	( 5,393.00)	254.1
53-3112-36101 INTEREST EARNINGS RESTRICTED	3,427.00	598.00	2,489.00	2,000.00	( 489.00)	124.5
53-3112-37200 PROCEEDS FROM BORROWING	.00	.00	.00	302,360.00	302,360.00	.0
53-3112-37300 GAIN ON DISPOSAL OF CAP ASSET	.00	.00	.00	70,000.00	70,000.00	.0
53-3112-37990 FUND BALANCE - USE OF	.00	.00	.00	598,821.00	598,821.00	.0
TOTAL STORM NON OPERATING REV	50,647.18	6,274.64	22,562.40	1,056,181.00	1,033,618.60	2.1
TOTAL FUND REVENUE	372,869.49	99,970.77	396,647.03	2,184,181.00	1,787,533.97	18.2
<u>STORM OPERATING EXPENSE</u>						
53-3114-41101 WAGE REGULAR EMPLOYEES	67,335.00	19,774.43	80,271.32	257,000.00	176,728.68	31.2
53-3114-41103 OVERTIME	4,222.29	163.63	2,461.11	10,000.00	7,538.89	24.6
53-3114-41200 EMPLOYEE BENEFITS	36,104.81	10,844.83	43,801.74	131,500.00	87,698.26	33.3
53-3114-41201 EMPLOYEE ALLOWANCES	777.74	164.17	555.13	2,500.00	1,944.87	22.2
53-3114-41205 TUITION REIMBURSEMENT	.00	.00	.00	2,000.00	2,000.00	.0
53-3114-42100 PROF & TECHNICAL SERVICES	7,360.38	4,337.20	7,042.57	25,000.00	17,957.43	28.2
53-3114-42110 BANK CHARGES	3,069.12	1,627.55	5,806.83	9,500.00	3,693.17	61.1
53-3114-42120 RENTAL OF EQUIPMENT & VEHICLES	1,149.15	.00	.00	4,000.00	4,000.00	.0
53-3114-42160 CLEANING AND CAMERA INSPECTIO	.00	.00	.00	150,000.00	150,000.00	.0
53-3114-42300 INSURANCE - RISK MANAGEMENT	1,291.14	.00	1,643.65	2,000.00	356.35	82.2
53-3114-42900 TRAVEL, EDUCATION AND TRAINING	2,128.84	.00	1,962.10	4,000.00	2,037.90	49.1
53-3114-43400 TELECOMMUNICATION	977.09	235.84	899.38	3,500.00	2,600.62	25.7
53-3114-45000 SUPPLIES AND MATERIALS	1,592.00	.00	.00	4,000.00	4,000.00	.0
53-3114-45100 OFFICE SUPPLIES	2,065.47	476.36	2,049.08	6,500.00	4,450.92	31.5
53-3114-45200 OPERATING SUPPLIES	52.97	.00	66.68	1,000.00	933.32	6.7
53-3114-45211 INDIRECT COST ALLOCATION	20,800.00	6,173.00	24,692.00	74,100.00	49,408.00	33.3
53-3114-45400 BOOKS, PUBLICATIONS & SUBSCRIP	3,654.60	.00	7,307.93	8,000.00	692.07	91.4
53-3114-45600 REPAIR AND MAINTENANCE	27,754.29	2,398.30	5,540.35	50,000.00	44,459.65	11.1
53-3114-45603 MACHINERY AND EQUIPMENT	46.94	.00	1,100.00	45,000.00	43,900.00	2.4
53-3114-49011 FLEET FUEL CHARGES	3,715.89	1,083.99	2,497.32	15,000.00	12,502.68	16.7
53-3114-49012 FLEET REPAIR & MAINTENANCE	10,287.98	1,225.00	4,920.00	14,700.00	9,780.00	33.5
53-3114-49013 FLEET PARTS AND SUPPLIES	20.00	2,337.60	8,540.19	.00	( 8,540.19)	.0
TOTAL STORM OPERATING EXPENSE	194,405.70	50,841.90	201,157.38	819,300.00	618,142.62	24.6

NORTH SALT LAKE CITY  
EXPENDITURES WITH COMPARISON TO BUDGET  
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#53 STORM WATER UTILITY FUND

	PRIOR YTD	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>STORM CAPITAL PROJECTS</u>						
53-3116-45600 REPAIR AND MAINTENANCE	.00	.00	.00	40,000.00	40,000.00	.0
53-3116-48400 CONSTRUCTION	4,622.88	.00	.00	.00	.00	.0
53-3116-48502 VEHICLES	.00	.00	.00	372,360.00	372,360.00	.0
53-3116-52022 DRAINAGE PROJECT @ HOLE #14	6,259.40	.00	.00	.00	.00	.0
53-3116-52119 CONSTITUTION WAY CANYON IMP 1	.00	.00	.00	300,000.00	300,000.00	.0
53-3116-52213 EWGC HOLE 7 & 11, LAKE ENLRGMN	.00	.00	.00	569,765.00	569,765.00	.0
53-3116-52253 MTNVIEW/SKYVIEW/WILDFLOWER/SE	.00	30,000.00	30,000.00	30,000.00	.00	100.0
<b>TOTAL STORM CAPITAL PROJECTS</b>	<b>10,882.28</b>	<b>30,000.00</b>	<b>30,000.00</b>	<b>1,312,125.00</b>	<b>1,282,125.00</b>	<b>2.3</b>
<u>STORM NON OPERATING EXPENSE</u>						
53-3118-47010 PRINCIPAL-DEVELOPER REIMBURSE	.00	.00	.00	20,000.00	20,000.00	.0
53-3118-47011 PRINCIPAL	.00	.00	.00	28,100.00	28,100.00	.0
53-3118-47012 INTEREST	.00	.00	2,327.96	4,656.00	2,328.04	50.0
<b>TOTAL STORM NON OPERATING EXP</b>	<b>.00</b>	<b>.00</b>	<b>2,327.96</b>	<b>52,756.00</b>	<b>50,428.04</b>	<b>4.4</b>
<b>TOTAL FUND EXPENDITURES</b>	<b>205,287.98</b>	<b>80,841.90</b>	<b>233,485.34</b>	<b>2,184,181.00</b>	<b>1,950,695.66</b>	<b>10.7</b>
<b>NET REVENUE OVER EXPENDITURES</b>	<b>167,581.51</b>	<b>19,128.87</b>	<b>163,161.69</b>	<b>.00</b>	<b>( 163,161.69)</b>	<b>.0</b>

NORTH SALT LAKE CITY  
REVENUES AND EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 4 MONTHS ENDING OCTOBER 31, 2023

#54 SOLID WASTE UTILITY FUND

	PRIOR YTD	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>SOLID WASTE CHARGES FOR SERV</u>						
54-3101-34403 SERVICES - SANITATION	399,372.48	112,173.63	446,742.85	1,347,000.00	900,257.15	33.2
54-3101-34404 SERVICES - RECYCLING	107,535.56	29,601.53	118,113.17	363,000.00	244,886.83	32.5
TOTAL SOLID WASTE CHARGES FOR	506,908.04	141,775.16	564,856.02	1,710,000.00	1,145,143.98	33.0
<u>SOLID WASTE NON OPERATING REV</u>						
54-3102-36100 INTEREST EARNINGS	2,565.00	895.00	3,420.00	6,000.00	2,580.00	57.0
TOTAL SOLID WASTE NON OPERATIN	2,565.00	895.00	3,420.00	6,000.00	2,580.00	57.0
TOTAL FUND REVENUE	509,473.04	142,670.16	568,276.02	1,716,000.00	1,147,723.98	33.1
<u>SOLID WASTE OPERATING EXPENSE</u>						
54-3104-41101 WAGE REGULAR EMPLOYEES	16,245.56	4,041.44	16,902.43	53,500.00	36,597.57	31.6
54-3104-41102 TEMPORARY EMPLOYEES	5,295.00	.00	.00	4,000.00	4,000.00	.0
54-3104-41103 OVERTIME	372.39	80.24	555.91	1,000.00	444.09	55.6
54-3104-41200 EMPLOYEE BENEFITS	9,705.97	2,331.20	9,520.63	31,500.00	21,979.37	30.2
54-3104-42000 GENERAL & CONTRACTED SERVICES	175,885.80	46,048.47	232,296.99	1,160,000.00	927,703.01	20.0
54-3104-42100 PROF & TECHNICAL SERVICES	1,944.06	212.00	1,968.06	4,000.00	2,031.94	49.2
54-3104-42110 BANK CHARGES	4,987.32	2,325.07	8,295.47	13,000.00	4,704.53	63.8
54-3104-43400 TELECOMMUNICATION	172.96	2.26	9.04	1,000.00	990.96	.9
54-3104-45100 OFFICE SUPPLIES	2,116.20	595.56	2,395.66	5,000.00	2,604.34	47.9
54-3104-45200 OPERATING - SEASONAL, BULKY	2,322.72	9,194.53	13,599.80	30,000.00	16,400.20	45.3
54-3104-45211 INDIRECT COST ALLOCATION	8,100.00	2,060.00	8,240.00	24,700.00	16,460.00	33.4
54-3104-48500 MACHINERY & EQUIPMENT CAPITAL	.00	( 26,316.44)	.00	40,000.00	40,000.00	.0
TOTAL SOLID WASTE OPERATING EX	227,147.98	40,574.33	293,783.99	1,367,700.00	1,073,916.01	21.5
<u>SOLID WASTE NON OPERATING EXP</u>						
54-3108-49990 FUND BALANCE - CONTRIBUTION TO	.00	.00	.00	101,800.00	101,800.00	.0
TOTAL SOLID WASTE NON OPERATIN	.00	.00	.00	101,800.00	101,800.00	.0
<u>RECYCLING OPERATION EXPENSE</u>						
54-3204-42000 GENERAL & CONTRACTED SERVICES	32,133.78	17,820.66	53,309.22	220,000.00	166,690.78	24.2
54-3204-45100 OFFICE SUPPLIES	604.76	159.91	643.26	1,500.00	856.74	42.9
54-3204-48500 MACHINERY & EQUIPMENT CAPITAL	.00	( 14,706.22)	.00	25,000.00	25,000.00	.0
TOTAL RECYCLING OPERATION EXPE	32,738.54	3,274.35	53,952.48	246,500.00	192,547.52	21.9
TOTAL FUND EXPENDITURES	259,886.52	43,848.68	347,736.47	1,716,000.00	1,368,263.53	20.3
NET REVENUE OVER EXPENDITURES	249,586.52	98,821.48	220,539.55	.00	( 220,539.55)	.0

NORTH SALT LAKE CITY  
REVENUES AND EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 4 MONTHS ENDING OCTOBER 31, 2023

#55 GOLF COURSE FUND

	PRIOR YTD	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>GOLF COURSE REVENUE</u>						
55-5500-34200 FEES GREEN	546,677.97	115,201.72	649,130.55	1,000,000.00	350,869.45	64.9
55-5500-34201 FEES DRIVING RANGE	57,416.70	10,258.97	69,652.58	95,000.00	25,347.42	73.3
55-5500-34202 TOURNAMENT FEE	.00	.00	.00	20,000.00	20,000.00	.0
55-5500-34203 PUNCH PASSES	6,552.87	2,516.10	7,536.44	.00	( 7,536.44)	.0
<b>TOTAL GOLF COURSE REVENUE</b>	<b>610,647.54</b>	<b>127,976.79</b>	<b>726,319.57</b>	<b>1,115,000.00</b>	<b>388,680.43</b>	<b>65.1</b>
<u>GOLF COURSE RENTAL</u>						
55-5501-34205 FEES - EVENTS	.00	4,174.21	4,174.21	.00	( 4,174.21)	.0
55-5501-34402 CONCESSIONS - CATERING	( 4,392.81)	21,699.02	146,583.12	.00	( 146,583.12)	.0
55-5501-34406 PRO SHOP SALES	150,000.24	55,487.05	216,380.68	275,000.00	58,619.32	78.7
55-5501-34407 LESSONS	1,279.00	.00	1,480.00	.00	( 1,480.00)	.0
55-5501-34408 CONCESSIONS - PRO SHOP	7,790.74	783.04	6,054.78	30,000.00	23,945.22	20.2
55-5501-34409 CONCESSIONS - GRILL	10,742.87	22,357.85	137,248.39	100,000.00	( 37,248.39)	137.3
55-5501-34600 RENTS AND LEASES EQUIPMENT	7,202.40	1,795.00	13,519.00	.00	( 13,519.00)	.0
55-5501-34601 RENTS - SIMULATORS	22,668.80	5,730.21	6,930.21	60,000.00	53,069.79	11.6
55-5501-34602 RENTS AND LEASES CARTS	282,038.18	60,128.86	322,471.75	500,000.00	177,528.25	64.5
55-5501-34603 RENTS AND LEASES BANQUET	22,405.00	19,700.00	99,500.00	80,000.00	( 19,500.00)	124.4
55-5501-34604 RENTS & LEASES CLUBHOUSE COM	6,200.00	1,550.00	6,200.00	25,000.00	18,800.00	24.8
55-5501-34605 RENTS & LEASES MOBILE TOWERS	.00	.00	.00	40,000.00	40,000.00	.0
55-5501-36000 MISCELLANEOUS	1,889.89	311.45	7,068.31	.00	( 7,068.31)	.0
<b>TOTAL GOLF COURSE RENTAL</b>	<b>507,824.31</b>	<b>193,716.69</b>	<b>967,610.45</b>	<b>1,110,000.00</b>	<b>142,389.55</b>	<b>87.2</b>
<u>GOLF COURSE NON OPERATING</u>						
55-5502-36100 INTEREST EARNINGS	.00	1,775.00	5,545.00	.00	( 5,545.00)	.0
55-5502-36101 INTEREST EARNINGS RESTRICTED	( 1,638.85)	( 2,118.79)	( 8,124.79)	( 2,000.00)	6,124.79	(406.2)
55-5502-37200 PROCEEDS FROM BORROWING	.00	.00	.00	335,000.00	335,000.00	.0
55-5502-37300 GAIN ON DISPOSAL OF CAP ASSET	.00	.00	.00	31,000.00	31,000.00	.0
55-5502-37990 FUND BALANCE - USE OF	.00	.00	.00	679,478.00	679,478.00	.0
<b>TOTAL GOLF COURSE NON OPERATI</b>	<b>( 1,638.85)</b>	<b>( 343.79)</b>	<b>( 2,579.79)</b>	<b>1,043,478.00</b>	<b>1,046,057.79</b>	<b>( .3)</b>
<b>TOTAL FUND REVENUE</b>	<b>1,116,833.00</b>	<b>321,349.69</b>	<b>1,691,350.23</b>	<b>3,268,478.00</b>	<b>1,577,127.77</b>	<b>51.8</b>

NORTH SALT LAKE CITY  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 4 MONTHS ENDING OCTOBER 31, 2023

#55 GOLF COURSE FUND

	PRIOR YTD	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>GOLF COURSE CLUBHOUSE OPERAT</u>						
55-5584-40570	COST OF SALES	71,224.26	3,264.84	76,435.49	180,000.00	103,564.51 42.5
55-5584-41101	WAGE REGULAR EMPLOYEES	128,201.11	20,370.87	69,700.39	311,000.00	241,299.61 22.4
55-5584-41102	TEMPORARY EMPLOYEES	45,904.63	7,908.87	83,020.27	85,000.00	1,979.73 97.7
55-5584-41103	OVERTIME	.00	.00	264.38	2,500.00	2,235.62 10.6
55-5584-41200	EMPLOYEE BENEFITS	62,646.44	12,473.46	51,621.98	182,000.00	130,378.02 28.4
55-5584-41201	EMPLOYEE ALLOWANCES	4,301.36	923.08	4,853.86	11,960.00	7,106.14 40.6
55-5584-42000	GENERAL & CONTRACTED SERVICES	178,892.73	3,356.49	12,351.19	15,000.00	2,648.81 82.3
55-5584-42110	BANK CHARGES	29,218.05	4,266.98	39,087.24	45,000.00	5,912.76 86.9
55-5584-42202	GROUNDS CARE	2,207.68	660.72	13,589.88	23,000.00	9,410.12 59.1
55-5584-42300	INSURANCE - RISK MANAGEMENT	26,948.07	.00	27,816.69	28,000.00	183.31 99.4
55-5584-42400	ADVERTISING AND PUBLIC NOTICES	9,223.32	3,916.22	14,872.92	35,000.00	20,127.08 42.5
55-5584-42900	TRAVEL, EDUCATION AND TRAINING	663.77	.00	2,226.74	2,000.00	( 226.74) 111.3
55-5584-43100	WATER AND SEWERAGE	1,288.54	111.20	1,473.93	4,500.00	3,026.07 32.8
55-5584-43200	NATURAL GAS	( 140.31)	330.93	1,036.85	6,500.00	5,463.15 16.0
55-5584-43300	ELECTRICITY	3,619.71	1,827.19	5,756.42	16,000.00	10,243.58 36.0
55-5584-43400	TELECOMMUNICATION	1,705.67	471.16	2,564.25	6,500.00	3,935.75 39.5
55-5584-45100	OFFICE SUPPLIES	4,665.51	.00	831.14	6,000.00	5,168.86 13.9
55-5584-45200	OPERATING SUPPLIES	27,281.84	1,359.56	16,216.62	50,000.00	33,783.38 32.4
55-5584-45205	EVENTS CNTR OPERATING SUPPLIES	3,659.19	.00	.00	.00	.00 .0
55-5584-45211	INDIRECT COST ALLOCATION	17,800.00	7,602.00	30,408.00	91,200.00	60,792.00 33.3
55-5584-45400	BOOKS, PUBLICATIONS AND SUBSCR	.00	.00	.00	1,000.00	1,000.00 .0
55-5584-49011	FLEET FUEL CHARGES	6,542.45	.00	7,989.97	20,000.00	12,010.03 40.0
55-5584-49012	FLEET REPAIR & MAINTENANCE	1,084.94	149.70	2,877.91	3,000.00	122.09 95.9
	<b>TOTAL GOLF COURSE CLUBHOUSE O</b>	<b>626,938.96</b>	<b>68,993.27</b>	<b>464,996.12</b>	<b>1,125,160.00</b>	<b>660,163.88 41.3</b>
<u>GOLF COURSE GREENS OPERATING</u>						
55-5585-41101	WAGE REGULAR EMPLOYEES	78,948.40	19,397.55	73,510.97	255,000.00	181,489.03 28.8
55-5585-41102	TEMPORARY EMPLOYEES	34,191.54	9,490.25	56,005.00	60,000.00	3,995.00 93.3
55-5585-41103	OVERTIME	.00	.00	220.51	500.00	279.49 44.1
55-5585-41200	EMPLOYEE BENEFITS	47,269.72	13,507.15	53,789.81	160,000.00	106,210.19 33.6
55-5585-41201	EMPLOYEE ALLOWANCES	.00	.00	.00	1,000.00	1,000.00 .0
55-5585-42000	GENERAL & CONTRACTED SERVICES	605.00	106.00	312.00	5,000.00	4,688.00 6.2
55-5585-42120	RENTAL OF EQUIPMENT & VEHICLES	.00	.00	.00	1,000.00	1,000.00 .0
55-5585-42900	TRAVEL, EDUCATION AND TRAINING	.00	20.00	20.00	1,000.00	980.00 2.0
55-5585-43100	WATER AND SEWERAGE	39,406.47	6,158.72	69,470.90	118,800.00	49,329.10 58.5
55-5585-43200	NATURAL GAS	62.66	31.40	85.48	2,000.00	1,914.52 4.3
55-5585-43300	ELECTRICITY	7,004.79	2,502.17	8,529.62	25,000.00	16,470.38 34.1
55-5585-43400	TELECOMMUNICATION	963.37	254.34	993.11	2,500.00	1,506.89 39.7
55-5585-45100	OFFICE SUPPLIES	.00	.00	.00	500.00	500.00 .0
55-5585-45200	OPERATING SUPPLIES	36,819.63	3,708.65	54,253.71	90,000.00	35,746.29 60.3
55-5585-45400	BOOKS, PUBLICATIONS & SUBSCRIP	412.00	.00	.00	1,000.00	1,000.00 .0
55-5585-49011	FLEET FUEL CHARGES	14,862.39	204.35	11,274.16	20,000.00	8,725.84 56.4
55-5585-49012	FLEET REPAIR & MAINTENANCE	5,671.52	.00	.00	20,000.00	20,000.00 .0
55-5585-49013	FLEET PARTS AND SUPPLIES	279.77	1,407.87	5,870.31	.00	( 5,870.31) .0
55-5585-58177	TREES	.00	.00	.00	5,000.00	5,000.00 .0
	<b>TOTAL GOLF COURSE GREENS OPER</b>	<b>266,497.26</b>	<b>56,788.45</b>	<b>334,335.58</b>	<b>768,300.00</b>	<b>433,964.42 43.5</b>

NORTH SALT LAKE CITY  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 4 MONTHS ENDING OCTOBER 31, 2023

#55 GOLF COURSE FUND

	PRIOR YTD	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>GOLF COURSE CAFE OPERATING</u>						
55-5586-40570 COST OF SALES	.00	12,768.22	92,073.36	40,000.00	( 52,073.36)	230.2
55-5586-41101 WAGE REGULAR EMPLOYEES	183.68	15,365.37	48,627.48	100,000.00	51,372.52	48.6
55-5586-41102 TEMPORARY EMPLOYEES	72.00	15,355.50	44,605.00	50,000.00	5,395.00	89.2
55-5586-41103 OVERTIME	.00	( 387.03)	436.48	500.00	63.52	87.3
55-5586-41200 EMPLOYEE BENEFITS	24.17	4,733.97	16,559.75	56,200.00	39,640.25	29.5
55-5586-42400 ADVERTISING AND PUBLIC NOTICES	.00	.00	39.00	5,000.00	4,961.00	.8
55-5586-43400 TELECOMMUNICATION	.00	45.00	220.00	.00	( 220.00)	.0
55-5586-45200 OPERATING SUPPLIES	34.83	1,284.48	15,947.52	7,500.00	( 8,447.52)	212.6
<b>TOTAL GOLF COURSE CAFE OPERATI</b>	<b>314.68</b>	<b>49,165.51</b>	<b>218,508.59</b>	<b>259,200.00</b>	<b>40,691.41</b>	<b>84.3</b>
<u>GOLF COURSE EV CNTR OPERATING</u>						
55-5587-41102 TEMPORARY EMPLOYEES	.00	8,609.11	8,609.11	30,000.00	21,390.89	28.7
55-5587-41200 EMPLOYEE BENEFITS	.00	864.30	864.30	4,000.00	3,135.70	21.6
55-5587-44240 ADVERTISING AND PUBLIC NOTICES	.00	650.00	1,783.12	5,000.00	3,216.88	35.7
55-5587-45205 EVENTS CNTR OPERATING SUPPLIES	.00	2,870.75	6,514.57	18,000.00	11,485.43	36.2
<b>TOTAL GOLF COURSE EV CNTR OPE</b>	<b>.00</b>	<b>12,994.16</b>	<b>17,771.10</b>	<b>57,000.00</b>	<b>39,228.90</b>	<b>31.2</b>
<u>GOLF COURSE NON OPERATING</u>						
55-5588-47011 PRINCIPAL	.00	.00	.00	100,000.00	100,000.00	.0
55-5588-47012 INTEREST	.00	.00	.00	93,538.00	93,538.00	.0
55-5588-47013 FEES	.00	852.50	852.50	.00	( 852.50)	.0
55-5588-47016 LEASE PAYMENT	.00	.00	.00	65,000.00	65,000.00	.0
55-5588-48200 BUILDINGS - CLUB HOUSE	28,877.43	6,536.50	6,876.76	465,280.00	458,403.24	1.5
55-5588-48201 BUILDINGS - CONTRACTOR	832,437.45	.00	.00	.00	.00	.0
55-5588-48202 BUILDINGS - TURF CENTER	.00	.00	7,707.00	.00	( 7,707.00)	.0
55-5588-48400 CONSTRUCTION - GROUNDS IMPROV	1,536.75	.00	5,387.47	.00	( 5,387.47)	.0
55-5588-48401 CONSTRUCTION - IRRIGATION	550.77	.00	.00	.00	.00	.0
55-5588-48500 MACHINERY & EQUIPMENT CAPITAL	( 3,808.28)	.00	25,878.00	335,000.00	309,122.00	7.7
<b>TOTAL GOLF COURSE NON OPERATI</b>	<b>859,594.12</b>	<b>7,389.00</b>	<b>46,701.73</b>	<b>1,058,818.00</b>	<b>1,012,116.27</b>	<b>4.4</b>
<b>TOTAL FUND EXPENDITURES</b>	<b>1,753,345.02</b>	<b>195,330.39</b>	<b>1,082,313.12</b>	<b>3,268,478.00</b>	<b>2,186,164.88</b>	<b>33.1</b>
<b>NET REVENUE OVER EXPENDITURES</b>	<b>( 636,512.02)</b>	<b>126,019.30</b>	<b>609,037.11</b>	<b>.00</b>	<b>( 609,037.11)</b>	<b>.0</b>

NORTH SALT LAKE CITY  
REVENUES AND EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 4 MONTHS ENDING OCTOBER 31, 2023

#61 FLEET FUND

	PRIOR YTD	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>FLEET MANAGEMENT OPERATING RE</u>						
61-1151-34900 INTERDEPARTMENTAL CHARGES	122,635.00	28,292.00	113,168.00	339,500.00	226,332.00	33.3
61-1151-34904 ANNUAL CAPITAL CHARGES	172,400.00	42,517.00	170,068.00	510,200.00	340,132.00	33.3
TOTAL FLEET MANAGEMENT OPERAT	295,035.00	70,809.00	283,236.00	849,700.00	566,464.00	33.3
<u>FLEET MANAGEMENT NON OPERATI</u>						
61-1152-36100 INTEREST EARNINGS	4,883.00	2,314.00	8,584.00	15,000.00	6,416.00	57.2
61-1152-37200 PROCEEDS FROM BORROWING	.00	.00	.00	375,000.00	375,000.00	.0
61-1152-37300 GAIN ON DISPOSAL OF CAPITAL AS	.00	25,887.50	25,887.50	40,500.00	14,612.50	63.9
61-1152-37400 INSURANCE RECOVERY	500.00	.00	.00	.00	.00	.0
TOTAL FLEET MANAGEMENT NON OP	5,383.00	28,201.50	34,471.50	430,500.00	396,028.50	8.0
TOTAL FUND REVENUE	300,418.00	99,010.50	317,707.50	1,280,200.00	962,492.50	24.8
<u>FLEET MANAGEMENT OPERATING</u>						
61-1154-41101 WAGE REGULAR EMPLOYEES	51,489.05	13,455.28	55,136.66	171,000.00	115,863.34	32.2
61-1154-41103 OVERTIME	482.30	160.47	530.40	2,000.00	1,469.60	26.5
61-1154-41200 EMPLOYEE BENEFITS	35,989.22	9,785.34	39,087.44	119,500.00	80,412.56	32.7
61-1154-41202 EMPLOYEE ALLOWANCES - UNIFORM	566.64	.00	57.50	2,000.00	1,942.50	2.9
61-1154-42900 TRAVEL, EDUCATION AND TRAINING	1,559.55	.00	2,100.30	4,000.00	1,899.70	52.5
61-1154-43400 TELECOMMUNICATION	374.72	134.63	487.34	1,000.00	512.66	48.7
61-1154-45000 SUPPLIES AND MATERIALS	13,458.48	5,085.05	13,099.46	25,000.00	11,900.54	52.4
61-1154-45200 OPERATING SUPPLIES	1,785.85	.00	.00	.00	.00	.0
61-1154-45603 MACHINERY AND EQUIPMENT	16,705.13	98.85	2,249.97	15,000.00	12,750.03	15.0
TOTAL FLEET MANAGEMENT OPERAT	122,410.94	28,719.62	112,749.07	339,500.00	226,750.93	33.2
<u>FLEET MANAGEMENT NON OPERATI</u>						
61-1158-47012 INTEREST	.00	.00	.00	3,500.00	3,500.00	.0
61-1158-47016 LEASE PAYMENT	.00	.00	.00	65,000.00	65,000.00	.0
61-1158-48502 VEHICLES	233,954.45	.00	144,603.56	807,500.00	662,896.44	17.9
61-1158-49990 FUND BALANCE - CONTRIBUTION TO	.00	.00	.00	64,700.00	64,700.00	.0
TOTAL FLEET MANAGEMENT NON OP	233,954.45	.00	144,603.56	940,700.00	796,096.44	15.4
TOTAL FUND EXPENDITURES	356,365.39	28,719.62	257,352.63	1,280,200.00	1,022,847.37	20.1
NET REVENUE OVER EXPENDITURES	( 55,947.39)	70,290.88	60,354.87	.00	( 60,354.87)	.0



# 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:** December 6, 2023

**SUBJECT:** Consideration of Resolution 2023-46R, A Resolution approving and adopting amendments to the fiscal year 2023~2024 General Fund, Capital Projects Fund, Storm Utility Fund, Golf Fund, and Fleet Fund Budgets

### RECOMMENDATION

Staff recommends the City Council approve Resolution 2023-46R, authorizing amendments to the fiscal year 2023-2024 budget.

### BACKGROUND

Pursuant UCA 10-6-127 and 10-6-128, municipal budgets may be modified by resolution of the City Council up until the final day of the fiscal year. Amendments incorporating increases in expenditures/appropriations require that a public hearing be held prior to resolution adoption. All budget appropriations lapse at the end of the fiscal year, except for appropriations for Capital Projects, which may be transferred to the new budget year.

### REVIEW

The requested budget changes include budgetary appropriations for previously approved revenues and expenditures as well as new expenditure requests, as detailed below:

#### Previously authorized projects:

- Public Safety Radio Grant approved 10.17.23 CC meeting – Grant revenues totaling \$27,000 and Equipment expenditures totaling \$28,500
- New 1 Ton dump w/Plow (Parks) approved in FY 2024 vehicle request – Original amount of \$105,000 - Request for an increase of \$15,400 to fund additional hydraulic equipment.

#### New requests:

- Increase Storm utility capital projects for maintenance at the Eaglepointe landslide site – \$30,000 (funded by a transfer from the Capital Project Fund)

- Increase Golf Course revenues and expenditures to match projections.
  - Revenues: Green fees, Driving Range, Carts, Pro Shop, etc. - \$675,000
  - Expenditures: Pro shop merchandise, seasonal wages, operating supplies - \$200,000
  
- Increase Events Center revenues and expenditures to match projections.
  - Revenues: Catering and rentals - \$210,000
  - Expenditures: Cost of sales, seasonal wages, advertising, operating supplies - \$130,000
  
- Addition of new full-time position at the golf course grill – Assistant Kitchen Manager
  - Wages and Benefits for remainder of fiscal year - \$50,000

The total requested amendments represent a net increase to fund balance totaling \$463,100. Additional details related to the budget amendment may be found in the tables listed in the budget resolution as well as the attached Exhibit A.

### **POSSIBLE MOTION**

I move the City Council approve Resolution 2023-46R: A Resolution Adopting an Amendment to Adjust the Fiscal Year 2023~2024 General Fund, , Capital Projects Fund, Storm Utility Fund, Golf Fund, and Fleet Fund Budgets

#### Attachments

- 1) Resolution 2023-46R
- 2) Resolution 2023-46R, Exhibit A

**RESOLUTION NO. 2023-46R**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NORTH SALT LAKE APPROVING AND ADOPTING AMENDMENTS TO THE FISCAL YEAR 2023~2024 GENERAL FUND, CAPITAL PROJECTS FUND, STORM UTILITY FUND, GOLF FUND, AND FLEET FUND BUDGETS**

**WHEREAS**, the City of North Salt Lake has considered the adoption of an amendment to increase the 2023~2024 budgets for the General Fund, Capital Projects Fund, Storm Utility Fund, Golf Fund, and Fleet Fund and finds that it is in the best interest of the citizens and the City as a whole to adopt the aforesaid budgets; and

**WHEREAS**, a public hearing was properly noticed and held on Wednesday December 6, 2023 for public comment concerning the adoption of said budgets; and

**WHEREAS**, such action is authorized by statute.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of North Salt Lake, Utah that the amendments as set forth in Exhibit “A” which is attached hereto and incorporated herein by this reference, are hereby authorized and approved as follows:

<b>By Amendment Type:</b>	<b>Increase/(Decrease) in CITY-WIDE Fund Balance</b>
<b>New Capital Expenditures</b>	(\$30,000)
<b>Increase in Existing Capital Expenditures</b>	(\$15,400)
<b>Net Increase in Existing Governmental Revenues and Expenditures</b>	\$3,500
<b>Net Increase in Existing Proprietary Revenues and Expenditures</b>	\$505,000
<b>Total Fund Balance Increase/(Decrease)</b>	<b>\$463,100</b>

<b>By Fund:</b>	<b>Increase/(Decrease) in Fund Balance</b>
<b>General Fund</b>	\$3,500
<b>Capital Projects Fund</b>	(\$30,000)
<b>Storm Utility Fund</b>	-
<b>Golf Fund</b>	\$505,000
<b>Fleet Fund</b>	(\$15,400)
<b>Total Fund Balance Increase/(Decrease)</b>	<b>\$463,100</b>

Immediately after its adoption, this resolution shall be signed by the appropriate officers of the City of North Salt Lake, shall be recorded in the official records of the City of North Salt Lake, and shall take immediate effect.

**APPROVED AND ADOPTED** by the City of North Salt Lake, Utah, on this 6<sup>th</sup> day of December 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 \_\_\_\_\_

**EXHIBIT A**  
**BUDGET AMENDMENT HEARING - December 6, 2023**

FUND/DEPT	ACCOUNT #	ACCOUNT TITLE	CURRENT BUDGET	BUDGET ADJUSTMENT	TOTAL BUDGET	REASON
<b>FUND 10 - GENERAL FUND</b>						
Police	10-1033-33101	CAPITAL GRANTS - FEDERAL	-	(27,000)	(27,000)	Increase in revenues for Radio Grant approved 10.17.23
Police	10-2400-45603	MACHINERY AND EQUIPMENT	90,000	28,500	118,500	Increase in revenues for Radio Grant approved 10.17.23
Parks	10-5315-45603	MACHINERY AND EQUIPMENT	59,000	(5,000)	54,000	Reduce for equipment purchase that came in under budget.
				<b>3,500</b>	<b>NET INCREASE/(DECREASE) IN FUND BALANCE</b>	
<b>FUND 40 - CAPITAL PROJECTS FUND</b>						
	40-3048-NEW	TRANSFER TO STORM UTILITY FUND	-	30,000	30,000	Funding for additional work on Eaglepoint Landslide.
				<b>(30,000)</b>	<b>NET INCREASE/(DECREASE) IN FUND BALANCE</b>	
<b>FUND 53 - STORM UTILITY FUND</b>						
	53-3112-NEW	TRANSFER FROM CAPITAL PROJECTS FUND	-	(30,000)	(30,000)	Funding for additional work on Eaglepoint Landslide.
	53-3116-45600	REPAIR AND MAINTENANCE	40,000	30,000	70,000	Additional maintenance in Eaglepoint Landslide area.
				-	<b>NET INCREASE/(DECREASE) IN FUND BALANCE</b>	
<b>FUND 55 - GOLF</b>						
	55-5500-34200	FEES GREEN	(1,000,000)	(200,000)	(1,200,000)	Increase play as well as increased rates for 2024.
	55-5500-34201	FEES DRIVING RANGE	(95,000)	(50,000)	(145,000)	Projected revenue with previous years Spring revenue.
	55-5501-34402	CONCESSIONS - CATERING	-	(225,000)	(225,000)	Increase in Events Center catering revenues.
	55-5501-34406	PRO SHOP SALES	(275,000)	(100,000)	(375,000)	Projection calculation previous year remaining revenue.
	55-5501-34409	CONCESSIONS - GRILL	(100,000)	(150,000)	(250,000)	Increase in Grill projected revenues.
	55-5501-34602	RENTS AND LEASES CARTS	(500,000)	(100,000)	(600,000)	Increase in play along with previous years projections.
	55-5501-34603	RENTS AND LEASES BANQUET	(80,000)	(60,000)	(140,000)	Increase in Events Center venue sales.
	55-5584-40570	COST OF SALES	180,000	50,000	230,000	Increase in merchandise purchase for anticipated increase in pro-shop sales.
	55-5584-41102	TEMPORARY EMPLOYEES	85,000	50,000	135,000	Increase in employees and wages.
	55-5584-42400	ADVERTISING AND PUBLIC NOTICES	35,000	15,000	50,000	Increase in advertising with all divisions.
	55-5584-45100	OFFICE SUPPLIES	6,000	10,000	16,000	Need for computer equipment for Event Center and Simulator spaces.
	55-5584-45200	OPERATING SUPPLIES	50,000	10,000	60,000	Increase in Clubhouse operating expenditures.
	55-5584-49012	FLEET REPAIR & MAINTENANCE	3,000	5,000	8,000	Increase in golf cart parts to keep carts looking new.
	55-5585-41102	TEMPORARY EMPLOYEES	60,000	30,000	90,000	Increase in temporary employees due to increased cost of season starting wages.
	55-5585-45200	OPERATING SUPPLIES	90,000	20,000	110,000	Increase in Greens operating costs.
	55-5585-49012	FLEET REPAIR & MAINTENANCE	20,000	(5,000)	15,000	Increase in Greens operating costs.
	55-5585-49013	FLEET PARTS AND SUPPLIES	-	10,000	10,000	Increase in Greens operating costs.
	55-5585-58177	TREES	5,000	5,000	10,000	Increase in Greens operating costs.
	55-5586-40570	COST OF SALES	40,000	80,000	120,000	Increase in food costs for Grill based on end of year projections.
	55-5586-41101	WAGE REGULAR EMPLOYEES	100,000	25,000	125,000	Addition of full-time assistant kitchen manager position.
	55-5586-41102	TEMPORARY EMPLOYEES	50,000	20,000	70,000	Increase in temporary employees due to increased cost of season starting wages.
	55-5586-41200	EMPLOYEE BENEFITS	56,200	25,000	81,200	Increase in benefits related to new position (funded for the second half of FY 2024).
	55-5586-42400	ADVERTISING AND PUBLIC NOTICES	5,000	10,000	15,000	Push for more digital advertising for Grill.
	55-5586-45200	OPERATING SUPPLIES	7,500	20,000	27,500	Increase based on projected need through the end of FY 2024.
				<b>505,000</b>	<b>NET INCREASE/(DECREASE) IN FUND BALANCE</b>	
<b>FUND 61 - FLEET</b>						
	61-1158-48502	VEHICLES	807,500	15,400	822,900	Increase in Parks truck purchase for addition of hydraulic system for spreader.
				<b>(15,400)</b>	<b>NET INCREASE/(DECREASE) IN FUND BALANCE</b>	
<b>TOTAL ALL FUNDS</b>				<b>463,100</b>	<b>NET INCREASE/(DECREASE) IN FUND BALANCE</b>	



# CITY OF NORTH SALT LAKE

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

Brian J. Horrocks  
Mayor

Ken Leetham  
City Manager

## MEMORANDUM

**TO:** Honorable Mayor and City Council

**FROM:** Ken Leetham, City Manager

**DATE:** December 6, 2023

**SUBJECT:** Consideration of Resolution No. 2023-43R: A Resolution Requesting Recertification of the North Salt Lake Justice Court

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### **RECOMMENDATION**

I recommend approval of Resolution No. 2023-43R: A Resolution Requesting Recertification of the North Salt Lake Justice Court.

### **BACKGROUND**

As you know, the City operates a Municipal Justice Court. Our court is authorized by the State of Utah in Utah Code Section 78A, Chapter 7 and is subject to oversight by the State Judicial Council. Section 103 of this part of the Utah Code also requires that our justice court be recertified every four years in order to establish that the Court meets the minimum requirements for the operation of a municipal justice court.

Attached to this memorandum is a letter from the City Attorney who is required to offer an opinion as to our feasibility to operate a justice court. Also, you have the recertification request and safety plan which all have to be approved and submitted in order for the City to continue to operate our justice court.

You'll note that we operate a Class II court which has between 200-300 cases per year. Currently, the City has one full-time Court Supervisor, Jodi Adamson, and two part-time Court Clerks, Suzi Combi and Kathy Ruggiero. Judge David Miller serves as our judge in the Court.

Finally, both Jodi Adamson and David Miller will attend the meeting to present this request and answer any questions you may have about the Court.

**PROPOSED MOTION**

I move that the City Council approve Resolution No. 2023-43R: A Resolution Requesting Recertification of the North Salt Lake Justice Court.

**RESOLUTION NO. 2023-43R**

**A RESOLUTION REQUESTING THE RECERTIFICATION OF THE  
CITY OF NORTH SALT LAKE JUSTICE COURT**

**WHEREAS**, the provisions of U.C.A 78A-7-103 require that Justice Courts be recertified at the end of each four-year term; and

**WHEREAS**, the term of the present Court shall expire in January 2024; and

**WHEREAS**, the members of the City Council have received an opinion letter from Todd Godfrey, City Attorney, which sets forth the requirements for the operation of a Justice Court and feasibility of continuing to maintain the same; and

**WHEREAS**, the members of the City Council have determined that it is to the best interests of the City of North Salt Lake to continue to provide for a Justice Court;

**NOW THEREFORE BE IT RESOLVED**, the City Council hereby requests recertification of the North Salt Lake City Justice Court by the Justice Courts Standards Committee and the Utah Judicial Council.

**BE IT FURTHER RESOLVED** that the City Council of the City of North Salt Lake hereby affirm their willingness to continue to meet all requirements set forth by the Judicial Council for continued operation of the North Salt Lake Justice Court for the next four-year term of court, except as to any requirements waived by the Utah Judicial Council.

**APPROVED AND ADOPTED** by the City of North Salt Lake, Utah, on this 6<sup>th</sup> day of December, 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 \_\_\_\_\_

**COURT CERTIFICATION AFFIDAVIT**

**Justice Court: North Salt Lake Justice Court**

**Judge: David L Miller**

**Address: 10 E Center Street**

**North Salt Lake, UT 84054**

**Telephone: 801-335-8640**

**Court's Website: [www.nslcity.org](http://www.nslcity.org)**

**Level of Court (Circle one): II**

**Average Case Filings Per Month: 250**

**Daily Court Hours: M-TH 7:00am – 5:30am**

**F 8:00am – 12:00pm**

**Number of Full-time Clerks: 1**

**# Hours Worked Per Week Per Clerk: 40**

**Number of Part-time Clerks: 2**

**# Hours Worked Per Week Per Clerk: 25 and 20**

**This form is divided into two parts. Section I contains those requirements that are statutory and cannot be waived. Section II contains minimum requirements established by the Judicial Council, and those requirements may be waived pursuant to the procedure set forth in the Instructions to Applicant included with this Application for Recertification.**

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**Comes now Judge David L Miller,**

**Justice Court Judge for North Salt Lake,**

**and, except as specifically noted below, certifies as follows:**

## SECTION I

**THE FOLLOWING ITEMS ARE STATUTORY AND CANNOT BE WAIVED.  
CERTIFICATION WILL NOT BE GRANTED UNLESS EACH REQUIREMENT IS MET.**

Please indicate Yes or No to each of the following:

1. All official court business is conducted in a public facility. Y
2. Court is open daily. Y
3. The hours of court operation are posted conspicuously. Y
4. The judge and the clerk attend court at regularly scheduled times based on the level of the court. Y
5. The judge is compensated at a fixed rate, within the statutory range. Y
6. The responsible governmental entity provides and compensates sufficient clerical personnel necessary to conduct the business of the court. Y
7. The responsible governmental entity assumes the expenses of the travel of the judge for purposes of required judicial education. Y
8. The responsible governmental entity assumes the expenses of the travel of each clerk for the purposes of attending training sessions conducted by the Judicial Council. Y
9. The responsible governmental entity provides the Court with:
  - a. Sufficient prosecutorial support Y
  - b. Funding for attorneys for indigent defendants, as appropriate Y
  - c. Sufficient local law enforcement officers to attend court as provided by statute Y
  - d. Security for the court as provided by statute Y
  - e. Witness and juror fees Y
  - f. Appropriate copies of the Utah Code, the Justice Court Manual, state laws affecting local governments, local ordinances and other necessary legal reference materials Y
10. Fines, surcharges and assessments which are payable to the state are forwarded as required by law. Y

11. **Court is held within the jurisdiction of the court, except as provided by law (78A-7-212).**  
Y
12. **All required reports and audits are filed as required by law or Rule of the Judicial Council.**  
Y
13. **A record of all court proceedings is maintained by an appropriate digital recording system.**  
Y

## SECTION II

**Section II contains minimum requirements established by the Judicial Council, and those requirements may be waived or an extension granted pursuant to the procedure set forth in the Instructions to Applicant included with this Application for Recertification.**

Please indicate YES or NO to each of the following:

1. A clerk is available each day to conduct court business, including hearings as required by the judge, for the number of hours required for the classification of the court. Y
2. Hours during which a clerk is available are posted on the court's website. Y
3. The judge is available to conduct court business as needed. Y
4. The judge performs all duties required and exercises ultimate responsibility for the administration of justice as an independent branch of government. Y
5. All court hearings are conducted in a designated courtroom, by remote transmission, or in another location authorized by the Presiding Judge. Y
3. Minimum furnishings in the courtroom include:
  - a. Desk and chair for the judge Y
  - b. A six-inch riser Y
  - c. Desk and chair for the court clerk Y
  - d. Chairs for witnesses Y
  - e. Separate tables and appropriate chairs for plaintiffs and defendants Y
  - f. A new Utah State flag that will be on display no later than March 9, 2024 Y
  - g. A United States flag Y
  - h. A separate area and chairs for at least four jurors Y
  - i. A separate area with appropriate seating for the public Y
  - j. An appropriate room for jury deliberations Y
  - k. An appropriate area or room for victims and witnesses which is separate from the public Y
  - l. A judicial robe Y

- m. A gavel Y
  - p. Necessary forms and supplies Y
  - q. Office space for the judge Y
  - r. Office space for the court clerk Y
  - s. Secure filing cabinets Y
  - t. Appropriate office supplies Y
  - u. A cash register or secured cash box for each clerk performing cashiering duties Y
  - v. At least one computer with word processing software and internet access Y
  - w. Access to a scanner and copy machine Y
4. The court shall provide interpreters as required by Rule 3-306.04 of the Code of Judicial Administration. Y
  5. Does the applicant have a law enforcement department? Y
  6. If the applicant does not have a law enforcement department, identify the law enforcement agency which will provide law enforcement services for the applicant: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
  7. A court security plan has been submitted for approval as required by Rule 3-414 of the Code of Judicial Administration. Y
  8. The court electronically reports to the Driver License Division, the Bureau of Criminal Identification and the Administrative Office of the Courts as required. Y
  9. Clerks' education hours shall be reported to the Administrative Office of the Courts on an annual basis. Y
  10. The appointment of the clerk(s) assigned to serve the court are subject to the judge's approval, who may participate in the interview and personnel evaluation process for the clerk(s) at his or her discretion. Y
  11. Court staff are current with all certification requirements required by the Board of Justice Court Judges from the month after starting with the court through September 30, 2023. Y

12. Any interlocal agreement relating to court operations shall be submitted to the Administrative Office of the Court with the city's application for recertification. Y
13. The court accepts credit and debit cards through a system that integrates with CORIS. Y
14. The court has access to UCJIS. Y
15. An audio recording system that complies with the description below maintains a digital recording of all court proceedings. Y

For Class I and Class II justice courts, the system must:

- Be a stand-alone unit that records and audibly plays back the recording;
- Index, back-up and archive the recording and enable the record to be retrieved;
- Have at least four recording channels;
- Have a one-step "on" and "off" recording function;
- Have conference monitoring of recorded audio;
- Have external record archiving from the unit with local access; and
- Be capable of being integrated with the court's public address system.

For Class III and Class IV justice courts, the system must, at a minimum:

- Be a stand-alone unit that records and audibly plays back the recording;
- Index, back up and archive the recording and enable the record to be retrieved; and
- Have at least two recording channels.

16. If the court is a Class I court:
- a. Judge is employed on a full-time basis \_\_\_\_
  - b. Dedicated courtroom which meets the master plan guidelines adopted by the Judicial Council \_\_\_\_
  - c. Court has a jury deliberation room \_\_\_\_
  - d. Judge's chambers, clerk's office, and courtroom are in the same building \_\_\_\_
  - e. Judge has his or her own private chambers \_\_\_\_
  - f. Clerk's office is separate from any other entity \_\_\_\_
  - g. Court is open during normal business hours \_\_\_\_

17. If the court is a Class II court:

a. Court is open (check one)

XXX 201-300 average monthly filings: at least 4 hours/day

\_\_\_ 301-400 average monthly filings: at least 5 hours/day

\_\_\_ 401-500 average monthly filings: at least 6 hours/day

b. Trial calendar is set at least weekly Y

c. Courtroom configuration is permanent Y

d. Courtroom, judge's chambers, and clerk's office are within the same building Y

e. Judge has his or her own private chambers Y

18. If the court is a Class III court:

a. Trial calendar is set at least twice per month \_\_\_

b. Court is opened (check one):

\_\_\_ 61-150 average monthly filings: at least 2 hours/day

\_\_\_ 151-200 average monthly filings: at least 3 hours/day

19. If the court is a Class IV court:

a. Trial calendar is set at least monthly \_\_\_

b. Court is open at least 1 hour per day \_\_\_

20. **If you have responded with a "no" to any item in Section II above, you must request a waiver or extension below and justify that request. If waiver or extension of any requirement is requested, please specify each requirement and indicate factors which demonstrate a need for the waiver or extension. For any requested extension, please include the requested extension period. (To receive a waiver or extension of any requirement, the information requested in this section must be provided. Remember that statutory requirements cannot be waived or extended).**

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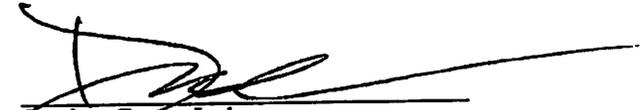
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I am familiar with the minimum operational standards for this court, and except as noted above, those standards are currently met or exceeded. During the current term of the court, I have met with the appropriate governing body of the city to review the budget of the court, review compliance with the minimum requirements and operational standards, and discuss other items of common concern.

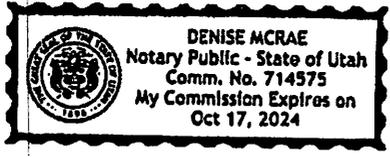
DATED this 3<sup>rd</sup> day of November, 2023.

  
Justice Court Judge

I declare under criminal penalty of the State of Utah that the foregoing is true and correct.

Executed on this 3 day of November, 2023.







# CITY OF NORTH SALT LAKE

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## Local Security Plan for the North Salt Lake Justice Court

### 1. INTRODUCTION:

The general goal of the court security system is to establish appropriate protection for the court, staff, general public, property, and the judicial process as a whole.

In accordance with Rule 3-414 of the Utah Code of Judicial Administration, this security plan has been developed to establish procedures that will be followed by the staff of the North Salt Lake City Justice court and the North Salt Lake Police Department.

All court employees will receive training on a yearly basis. They will be instructed on the entire security plan. The North Salt Lake Police Department who are assigned to bailiff or provide security for the court will also be trained yearly on this plan and security measures required herein.

Common sense is needed to determine the most practical method in dealing with court security. A cooperative effort between the court and police department is the key to good court security.

### 2. PHYSICAL FACILITIES:

All persons in custody shall be kept in the jury box, restrained by restraining devices (hand cuffs), or supervised at all times by the North Salt Lake Police Department while in court unless otherwise specifically ordered by the judge.

The east entrance into the courtroom shall be used for transportation of prisoners to court. This shall keep them separate from the general public.

Separate waiting areas shall be provided for defense witnesses, plaintiff or prosecution witnesses, and jurors.

The following areas are designated as "secure areas".

- The judge's chambers
- Courtroom areas
- Employee offices
- Prosecution hallway/offices
- Jury deliberation room
- Jury assembly area
- Attorney/client room

### **3. BAILIFF:**

A North Salt Lake Police Officer shall be present in court during all live in person court sessions and serve as bailiff.

The bailiff shall maintain a clear line of sight of all courtroom participants and shall be between individuals who are in custody and courtroom exits.

Prior to exercising the authority of their office, bailiffs shall satisfactorily complete the basic course at a certified peace officer training academy or pass a waiver examination and be certified. Bailiffs shall complete 40 hours of annual training as established by the Division of Peace Officer Standards and Training. Bailiffs shall receive annual training on the elements of the court security plan, emergency medical assistance and the use of firearms.

Court bailiffs shall be of suitable physical and mental condition to ensure that they are capable of providing a high level of security for the court and to ensure the safety and welfare of individuals participating in court proceedings. Bailiffs shall be capable of responding appropriately to any potential or actual breach of security.

The appointment or designation of a particular bailiff is subject to the concurrence of the presiding judge.

The court bailiff shall be supervised by the North Salt Lake Police Department and perform duties in compliance with directives of the Police Department.

Court bailiff responsibilities shall include but are not limited to the following:

The bailiff shall prevent persons in custody from having physical contact with anyone other than the members of the defense counsel's team.

The bailiff shall observe all persons entering the courtroom, their movement and their activities. The bailiff shall control access to the bench and other restricted areas.

The bailiff shall search the interior of the courtroom and restricted areas prior to the arrival of any other court participants. Similar searches shall be conducted following recesses to ensure the room is clear of weapons, explosives, or contraband.

Bailiff's shall wear the official uniform of the North Salt Lake Police Department by whom they are employed. Bailiffs shall comply with the directives of the judge or commissioner with respect to security related activities and shall perform other duties incidental to the efficient functioning of the court which do not detract from security functions.

Activities wholly unrelated to security or function of the court, including personal errands, shall not be requested nor performed.

Bailiffs shall perform responsibilities provided for in the local court security plan.

#### **4. WEAPONS**

Weapons and miscellaneous items which can be used as weapons shall be regulated as provided in this rule.

No person may possess an explosive device in a courthouse or a secure area of a courthouse. Except as specifically permitted by these rules, no person may possess a firearm, ammunition, or dangerous weapon in a courthouse or a secure area of a courtroom.

Persons authorized to possess a firearm or other weapon:

The following officers may possess a firearm and ammunition in a courthouse or a secure area of a courthouse if the firearm is issued by or approved by the officer's appointing authority and if possession is required or permitted by the officer's appointing authority and the local security plan:

1. "law enforcement officer" as defined in Section 53-10-103
2. "correctional officer" as defined in Section 53-10-104
3. "special function officer" as defined in Section 53-10-105
4. "federal officer" as defined in Section 53-10-106

A judge or law enforcement official as defined in Section 53-5-711 may possess in a courthouse or a secure area of a courthouse a firearm and ammunition for which the judge or law enforcement official has a valid certificate of qualification issued under Section 53-5-711.

A person permitted under subsection (a), (b), or (c) to possess a firearm nevertheless shall not possess a firearm in a courthouse or a secure area of a courthouse if the person is appearing at the courthouse as a party to litigation. A person possessing a firearm in a courtroom shall notify the bailiff or judge.

If permitted by the local security plan, a court employee or volunteer may possess in a courthouse or a secure area of a courthouse an otherwise legal personal protection device other than a firearm. An employee or volunteer shall not possess a personal protection device while appearing as a party to litigation. An employee or volunteer shall not possess a firearm while on duty.

All firearms permitted under this security plan:

And carried upon the person shall be concealed unless worn as part of a public law enforcement agency uniform:

Shall remain in the physical possession of the person authorized to possess it and shall not be placed in a drawer, cabinet, briefcase or purse unless the person has physical possession of the briefcase or purse or immediate control of the drawer or cabinet or the drawer or cabinet is locked: and

Shall be secured in a holster with a restraining device, unless otherwise approved by the Police Department.

Firearm training requirements:

To re-qualify for a certificate issued under Section 53-5-711 a judge shall annually complete with a passing score a range qualification courses for judges and law enforcement officials established by the Department of Public Safety or a course established by any law enforcement agency of the state of Utah or its political subdivision for the requalification of its officers.

The cost of firearms, ammunition, initial qualification, and any other equipment, supplies or fees associated with a certificate of qualification issued under Section 53-5-711 shall be the responsibility of the judge and shall not be paid from city funds.

## **5. SECURITY DEVICES AND PROCEDURES**

**Metal detectors:** The use of metal detectors or other screening devices shall be operated only by law enforcement agencies.

**Physical search:** Searches of persons in or about the courthouse or courtroom shall be conducted at the discretion of the law enforcement agency responsible for security when the local law enforcement agency has reason to believe that the person to be searched is carrying a weapon or contraband into or out of the courthouse or when the court so orders.

**Emergency communication system:** An emergency communications system should be installed in the courtroom, judge's chamber, and clerks' offices. The system should be capable of alerting the law enforcement agency responsible for security of a disturbance situation by panic button, direct telephone line, or walkie-talkie. The system should be designed to identify the exact location of the emergency and the circumstances of the emergency to ensure that law enforcement may respond in a timely manner with sufficient capability to control the situation.

**Extra security:** In anticipated high risk situations or a highly publicized case, the law enforcement agency responsible for security should, on its own initiative or in response to an order of the court, provide extra security including additional personnel, controlled access, etc.

## **6. PRISONERS AND TRANSPORTATION**

The court normally sees the prisoners by video.

The court clerk shall provide timely notice to transportation officers of required court appearances and cancellations of appearances for individuals in custody. The court shall consolidate scheduled appearances whenever practicable and otherwise cooperate with transportation officers to avoid unnecessary court appearances.

The federal, state, county or municipal agency with physical custody of a person whose appearance in court is required is responsible for transportation of that person to and from the courtroom.

The transportation officer shall:

Remain present at all times during court appearances;

Be responsible for the custody of such persons;

Support the court bailiff in the preservation of peace in the courtroom;

Provide advance notice of the transportation of any extraordinary security requirements to the law enforcement agency responsible for court security, to the judge, and to the bailiff;

Return the person in custody to the proper place of confinement.

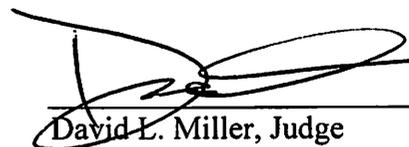
## **7. COORDINATION, TRAINING & OTHER RESPONSIBILITIES**

The Chief of Police shall coordinate all law enforcement activities within the courthouse necessary for implementation of the security plan and for response to emergencies.

The Chief of Police shall cooperate with the court in the development, amendment and implementation of a local security plan.

The Chief of Police shall provide local law enforcement personnel with training provided in this rule; and shall provide building and perimeter security.

Adopted this 1<sup>th</sup> day of November, 2023



David L. Miller, Judge



HAYES  
GODFREY  
BELL  
LAWYERS

*Hayes Godfrey Bell, P.C.*  
*(Mazuran and Hayes 1992-2014)*

2118 East 3900 South, Ste. 300  
Holladay UT 84124  
■ (801) 272-8998

November 29, 2023

Mayor Brian J. Horrocks  
City of North Salt Lake  
10 East Center Street  
North Salt Lake City, UT 84054

Dear Mayor and Council:

As part of the certification process for your Justice Court I have been asked to render an opinion as to the requirements for your court and the feasibility of your maintaining the court. In rendering this opinion, I have reviewed the operation of your Court during the past, spoken with the Court Supervisor and other staff concerning the operation of the Court and its case load and have reviewed the requirements of both statute and rule for the operation of the Court.

Statutes of the State of Utah require the following standards be met in the operation of a Justice Court:

1. All official court business shall be conducted in a courtroom, including remote transmissions, as permitted by the Judicial Council, or in another location authorized by the Presiding Judge. (Utah Code § 78A-7-213).
2. Each court shall be opened and judicial business shall be transacted every day as provided by law (Utah Code § 78A-7-213), although the judge is not required to be present during all hours that the court is open.
3. The hours that the court will be open shall be posted conspicuously at the court and in the local public buildings (Utah Code § 78A-7-213).
4. The judge and the clerk of the court shall attend the court at regularly scheduled times (Utah Code § 78A-7-213).
5. The City, as the entity which created the Justice Court must provide and compensate a judge and clerical personnel to conduct the business of the court at a fixed rate within the statutory range (Utah Code § 78A-7-206).
6. The court shall provide interpreters as required by Rule 3-306.04 of the Code of Judicial Administration.
7. The City must assume the expenses of travel, means, and lodging for the judge of that court to attend required judicial education and training (Utah Code § 78A-7-205).

8. The City must assume the cost of travel and training expenses of clerical personnel at training sessions conducted by the Judicial Council (Utah Code § 78A-7-103).
9. The City must provide a sufficient staff of public prosecutors to attend the court and perform the duties of prosecution (Utah Code § 78A-7-103).
10. The City must provide adequate funding for attorneys where persons are indigent as provided by law (Utah Code § 78A-7-103).
11. The City must provide sufficient local law enforcement officers to attend court when required and provide security for the court (Utah Code § 78A-7-103).
12. Witnesses and jury fees as required by law shall be paid by the City. (Utah Code 10-7-76).
13. Any fine, surcharge, or assessment which is payable to the State shall be forwarded to the State as required by law (Utah Code § 78A-7-120 and § 78A-7-121).
14. The City must pay the judge of that court a fixed compensation within the range provided for by statute. (Utah Code § 78A-7-206).
15. Court shall be held within the jurisdiction of the court, except as provided by law. (Utah Code § 78A-7-212).
16. The City must provide and keep current for the court a copy of the Utah Code, the Justice Court Manual, state laws affecting local governments, Utah Court Rules Annotated, local ordinances, and other necessary legal reference material (Utah Code § 78A-7-103).
17. All required reports and audits shall be filed as required by law or by rule of the Judicial Council pursuant to Utah Code Section § 78A-7-215.
18. All Justice Courts must use a common case management system and disposition reporting system as specified by the Judicial Council. (Utah Code § 78A-7-213)
19. All Justice Courts must record all proceedings with a digital audio recording device and maintain the audio recordings for one year. (Utah Code § 78A-7-103)

In addition to those requirements which are directly imposed by statute, Utah Code Section §78A-7-103 directs the Judicial Council to promulgate minimum requirements for the creation and certification of Justice Courts. Pursuant to statute, the Judicial Council has adopted the following minimum requirements:

1. That the Court be opened for at least one hour each day that the court is required to be open as provided by law.
2. That the judge be available to attend court and conduct court business as needed.

3. That the minimum furnishings for a courtroom include: a desk and chair for the judge (on a six inch riser), a desk and chair for the court clerk, chairs for witnesses, separate tables and appropriate chairs for plaintiffs and defendants, a Utah State flag, a United States flag, a separate area and chairs for a least four jurors, a separate area with appropriate seating for the public, and appropriate room for jury deliberations, and an appropriate area or room for victims and witnesses which is separate from the public.

4. A judicial robe, a gavel, current bail schedules, a copy of the Code of Judicial Administration, and necessary forms and supplies.

5. Office space for the judge and clerk. The office space shall include a desk for the judge and a desk for the clerk, secure filing cabinets for the judge and the clerk, a telephone for the judge and a telephone for the clerk, appropriate office supplies to conduct court business, a cash register or secured cash box, a typewriter or word processor, and access to a copy machine.

6. A clerk must be present during the time the court is open each day and during court sessions, as required by the judge.

7. The entity must have at least one peace officer.

8. A court security plan must be submitted consistent with C.J.A. Rule 3-414.

9. Each Court must have at least one computer with access to the internet, and appropriate software and security/encryption technology to allow for electronic reporting and access to Driver License Division and the Bureau of Criminal Identification, as defined by the reporting and retrieval standards promulgated by the Department of Public Safety. Monthly reports must also be electronically submitted to the Administrative Office of the Courts monthly. A justice court must use the case management system as specified by the Judicial Council. (Utah Code § 78A-7-213)

10. Each Court shall report required case disposition information to DLD, BCI and the Administrative Office of the Courts electronically, as described in number 9 above.

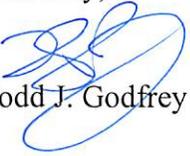
11. Clerks education hours shall be reported to the Administrative Office of the Courts on an annual basis.

12. The appointment of the clerk(s) assigned to serve the court are subject to the judge's approval, who may participate in the interview and personnel evaluation process for the clerk(s) at his or her discretion.

In addition to these base requirements there are additional requirements depending on the average number of cases filed in the Court per month. I am informed that you have more than 201 cases a month but less 500 per month (approximately 250 per month). It appears to me that your Court is a Class II Court. The requirements a Class II Court must be open at least 4 hours per day and a trial calendar must be held at least weekly. In addition, the Judge must be available when needed; have his own chambers; and have the courtroom, chambers and clerk's office with the same building.

I have reviewed your past operation of the Court and believe that it has been in compliance with State Law. It is also my opinion that it is feasible for you to continue to maintain the Court in compliance with applicable law.

Sincerely,



Todd J. Godfrey



# CITY OF NORTH SALT LAKE COMMUNITY & ECONOMIC DEVELOPMENT

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

## MEMORANDUM

**TO:** Honorable Mayor and City Council  
**FROM:** Sherrie Pace, Community Development Director  
**DATE:** December 6, 2023  
**SUBJECT:** Consideration of Mayor Horrocks' re-appointment of Ron Jorgensen and Ryan Holbrook to the Planning Commission for second terms

---

### **RECOMMENDATION**

City staff supports Mayor Horrocks' re-appointment of Ron Jorgensen and Ryan Holbrook to the Planning Commission, seats 5 & 6, for a second term from January 1, 2024 to January 1, 2028.

### **BACKGROUND**

Commissioner Jorgensen was appointed to seat 5 for a term that began January of 2020 to January 2024 by Mayor Arave. Commissioner Holbrook was appointed to seat 6 to fill the remainder term vacated by now Councilmember VanLangeveld by Mayor Horrocks. The Commissioners have been exemplary members of the Planning Commission during their terms. Commissioner Jorgensen has agreed to accept an appointment to a second term and Commissioner Holbrook has agreed to accept an appointment to his first full term. City Code allows Planning Commissioners to serve no more than 2 consecutive terms.

### **POSSIBLE MOTION**

I move that the City Council approve Mayor Horrocks' re-appointment of Ron Jorgensen and Ryan Holbrook to the Planning Commission to seats 5 & 6 respectively for the term of January 1, 2024 to January 1, 2028.

### Attachments

- 1) Current Planning Commission Terms/Appointments

Seat 1	
Term Period	
12/06/2011-12/06/2014	Robert Drinkall
1/20/2015-1/20/2018	Robert Drinkall
1/1/2018-1/1/2022	Brandon Tucker
<b>1/1/2022-1/1/2026</b>	<b>Brandon Tucker</b>
1/1/2026-1/1/2030	

Seat 2	
Term Period	
10/01/2013-10/01/2016	Lisa Baskin
10/1/2016-1/1/2018	Lisa Baskin
1/1/2018-1/1/2022	Bill Ward
<b>1/1/2022-1/1/2026</b>	<b>Bill Ward</b>
1/1/2026-1/1/2030	

Seat 3	
Term Period	
10/22/2014-10/22/2017	Kent Kirkham
10/22/2017-1/1/2021	Kent Kirkham
<b>1/1/2021-1/1/2025</b>	Ted Knowlton (1/1/2021-1/4/2022) <b>Irene Stone</b> (1/4/2022-1/1/2025)
1/1/2025-1/1/2029	

Seat 4	
Term Period	
1/7/2014-1/7/2017	Stephen Garn
1/7/2017- 1/1/2021	Stephen Garn
<b>1/1/2021-1/1/2025</b>	<b>Katherine Maus</b>
1/1/2025-1/1/2029	

Seat 5	
Term Period	
10/9/2012-10/09/2015	Ted Knowlton
10/9/2015-1/1/2020	Ted Knowlton
<b>1/1/2020-1/1/2024</b>	<b>Ron Jorgensen</b>
1/1/2024-1/1/2028	<b>Ron Jorgensen</b>

Seat 6	
Term Period	
2/2/2016-1/1/2020	Leslie Mascaro (2/2/2016-6/5/2018); Natalie Gordon (6/5/2018- 1/1/2020)
<b>1/1/2020-1/1/2024</b>	Alisa VanLangeveld (1/1/2020-1/1/2022) <b>Ryan Holbrook</b> (1/1/2022-1/1/2024)
1/1/2024-1/1/2028	<b>Ryan Holbrook</b>

Seat 7	
Term Period	
N/A	Ryan Mumford
1/1/2018-1/1/2019	Breanna Larson
1/1/2019-1/1/2023	Breanna Larson
<b>1/1/2023-1/1/2027</b>	<b>Breanna Larson</b>



# CITY OF NORTH SALT LAKE

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

Brian J. Horrocks  
Mayor

Ken Leetham  
City Manager

## MEMORANDUM

**TO:** Honorable Mayor and City Council

**FROM:** Ken Leetham, City Manager

**DATE:** December 6, 2023

**SUBJECT:** Consideration of a proposed amendment to the Scope of Work for Phase 1 of the 1100 North Grade Separation Project with Horrocks Engineers in an amount not to exceed \$49,600

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### RECOMMENDATION

I recommend approval of the proposed amendment to the Scope of Work for Phase 1 of the 1100 North Grade Separation Project with Horrocks Engineers in an amount not to exceed \$49,600.

### BACKGROUND

You may recall that we recently approached Horrocks Engineers, our project consultant, for the purpose of preparing the attached proposal. The proposed work will study in more detail an expanded project that includes a grade separation on 1100 North over all railroad corridors at this location rather than just the UP and UTA mainline corridors. The request by Union Pacific to include the Woods Cross Industrial Lead in the separation project almost doubles the size of the span needed to cross all three railroad lines.

Before the City Council authorized a full design and additional millions of dollars in project funds, you asked City staff to engage in a process of being able to understand the right-of-way impacts, number and locations of affected properties, conceptual cost estimates and the type of structure needed for the expanded project. The proposed contract amendment with Horrocks Engineers should provide additional answers the Council needs in order to make a final decision.

The total proposed cost of this work is \$49,600 and the City has funds available in this project to complete the work. The work would be done by mid February, 2024.

**PROPOSED MOTION**

I move that the City Council approve the proposed amendment to the Scope of Work for Phase 1 of the 1100 North Grade Separation Project with Horrocks Engineers in an amount not to exceed \$49,600.

**To:** Ken Leetham, City Manager  
**From:** Lee Cabell, Deputy Project Manager  
**Date:** November 20, 2023  
**Subject:** **1100 North Grade Separation – Phase 1 Scope of Work Modification**

**Memorandum**

**Introduction**

The existing contract between the City of North Salt Lake (City) and Horrocks for the subject project is a two-phased contract. The scope of work (SOW) for Phase 1 is for the environmental clearance of the project in the form of a State Environmental Study (SES) and preliminary design through the Plan-in-Hand (PIH) level. Phase 2, which is to be negotiated at the completion of Phase 1, is for the final design of the alternative cleared through the SES process and construction support. The core assumptions in this work are that the project would involve a single grade-separation of the UTA/UPRR tracks, the WCIL track would remain an at-grade crossing, the rail spur to Ergon Asphalt would be relocated to connect from the south, and the Main St/1100 N intersection would be relocated to the west to better accommodate the UPRR/UTA grade separation. This SOW was also based on the results of the 1100 North Feasibility Study prepared by Horrocks in 2019.

During the SES stakeholder coordination process with UPRR, they stated that they would not allow the project to proceed unless it also included a grade separation of the WCIL track. This, of course, significantly changes the scope, magnitude, and cost of the project. As such, additional work is now required to develop and evaluate alternatives that address the feasibility and cost of grade separating both sets of tracks. This effort was not included in the original Phase 1 contract SOW.

The purpose of this Phase 1 contract modification, therefore, is to include the additional work required to evaluate the feasibility of grade separating both crossings and to arrive at a new alternative that will be carried through the SES, final design, and construction, should an acceptable alternative and subsequent funding be found.

**Phase 1 SOW Summary of Changes**

The work required to complete the double grade-separated evaluation includes changes to the following SOW activities in the original contract:

- Activity 5Z1 – Project Management (assume 28 team hours)
  - Hold additional internal team meetings with staff (4 meetings anticipated)
  - Hold additional meetings with the City to review and refine concepts (3 meetings anticipated)

- Hold a meeting with UPRR to review the recommended concept and obtain preliminary approval to move forward (1 meeting anticipated)
  - Continue monthly invoicing and project reporting
- Activity 3P1 – Implement Public Involvement Plan (assume 16 team hours)
  - Prepare for and attend a City Council work meeting to present the results of the evaluation so a decision can be made on how the City would like to proceed (1 meeting anticipated)
- Activity 2R1 – Model Initial Roadway Design (assume 200 team hours)
  - Perform additional roadway and railroad design required to determine the extent and magnitude of impacts and associated costs
  - Perform additional access evaluations to determine how to provide access to affected properties
  - Perform additional right-of-way evaluations to determine extent and magnitude of right-of-way impacts
  - Prepare a concept-level cost estimate to determine the probable construction cost of the selected concept
  - Prepare scroll plots, drawings, exhibits, visualizations, and technical memos as needed to present the information to the City for review and consideration
- Activity 1S1 – Identify Preliminary Structure Type (assume 50 hours)
  - Perform additional structure design work to identify the type, size, and location of the structure required to span the WCIL track
- Activity 3U1 – Identify Potential Utility Conflicts (assume 16 hours)
  - Perform additional utility evaluations to determine the extent and magnitude of utility impacts

The following assumptions apply to the Phase 1 SOW changes:

- Primary goal is to develop an option to grade separate both the UTA/UPRR and WCIL tracks. Secondary goal is to maintain access to Main St and 1100 W from 1100 N.
- No geotechnical investigations or analysis, traffic analysis, spur track design, or drainage design will be necessary for the additional work.
- Horrocks will perform all of the additional evaluation work. No additional work will be required from our subconsultants at this time.

### **Schedule**

The additional work will be completed within the first two weeks of February 2024. This would allow the presentation to the City Council to be scheduled for their last meeting in February 2024 to give time for the new council to be in place and get up to speed with the project. This schedule can be adjusted, if needed.

## **Costs**

We estimate that it will take 310 hours of total team member effort to perform the additional work required to evaluate the feasibility of the double grade-separation and develop a concept design that can be advanced. This estimated cost of this effort, based on our contract prices, is \$49,600 calculated as:

- 310 hours (total team effort) at \$160/hour (average hourly team member cost) = \$49,600

From a contractual standpoint, at the end of October 2023, the Horrocks team has spent approximately \$500,000 of the \$2.26 Million allocated for the Phase 1 work leaving approximately \$1.76 M remaining in the contract. As such, there are existing funds available to include this extra work without increasing the Phase 1 contract amount at this time. However, this will take away from monies originally programmed to advance the SES clearance and PIH design of the single grade-separated concept. Depending on the final alternative selected and the magnitude and extent of the impacts and changes, a future modification may be required to complete the full Phase 1 SOW for the double grade-separated concept. Once the magnitude of these changes is understood through the completion of this additional work, a reassessment of the Phase 1 contract can be performed to determine the appropriate amount for a future contract modification, if required.



# CITY OF NORTH SALT LAKE

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

Brian J. Horrocks  
Mayor

Ken Leetham  
City Manager

## MEMORANDUM

**TO:** Honorable Mayor and City Council  
**FROM:** Wendy Page, City Recorder  
**DATE:** December 6, 2023  
**SUBJECT:** 2023 Municipal General Election Canvass

---

The official results of the 2023 Municipal General Election, held on November 21, 2023, will be provided by Davis County right before the City Council meeting on Wednesday, December 6<sup>th</sup>. Submitted results will include absentee/by-mail, election day, and provisional ballots. The canvass totals will not be available until the morning of the 6<sup>th</sup> to allow the required time to process by-mail ballots and address ballots that have been cast which have been held for verification of signatures. Voters with ballots that have been held will be contacted by the County. Further, voters may correct their ballots at the County offices until 5 p.m. on Monday, December 4, 2023 to be included in the final count and canvass totals.

As the 2023 Election Official for the City of North Salt Lake Municipal General Election, I recommend to the City Council the acceptance of the 2023 Municipal General Election results as prepared by the Davis County Clerk's Office.

### **Possible Motion:**

I move that the City Council, acting as the City of North Salt Lake's Canvassing Board, accept the 2023 Municipal General Election results as presented.

### **Attachments:**

- 1- Certification of Election by Board and City Recorder
- 2- Certificates of Election
- 3- Election Tabulation Report (will be delivered electronically via email on 12/6/2023 once submitted by County Clerk's Office)

**Mayor**

Brian J. Horrocks

**City Council**

Lisa Watts Baskin

Natalie Gordon

Ted Knowlton

Stan Porter

Alisa Van Langeveld



**City Manager**

Ken Leetham

**Assistant City**

**Manager**

David Frandsen

**City Recorder**

Wendy Page

**CITY OF  
NORTH SALT LAKE**  
10 East Center Street  
North Salt Lake, UT 84054

# Certificate of Election

We, the undersigned Board of Canvassers for the City of North Salt Lake, Davis County, State of Utah, do hereby certify the following vote totals for the 2023 Municipal General Election held November 21, 2023, as appears from the official canvassed returns of said election as filed, and of record in the office of City Recorder of the City of North Salt Lake:

Tammy Clayton –  
Ted M. Knowlton –  
Suzette Jackson –

Leslie Clark –  
Peter Wirthlin –  
Collin Larson –

We further declare elected Mrs. Clayton, Mr. Knowlton, and Mrs. Jackson to the position of City Council for North Salt Lake to begin their 4-year term as elected officials on January 1, 2024.

Dated this 6<sup>th</sup> day of December 2023,

Board of Canvassers:

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

\_\_\_\_\_  
Ted Knowlton, City Council

\_\_\_\_\_  
Lisa Watts Baskin, City Council

\_\_\_\_\_  
Stan Porter, City Council

\_\_\_\_\_  
Natalie Gordon, City Council

\_\_\_\_\_  
Alisa Van Langeveld, City Council

IN WITNESS WHEREOF, I have set my hand and caused to be affixed my official seal this 6<sup>th</sup> day of December 2023.

\_\_\_\_\_  
Wendy Page  
City of North Salt Lake Election Officer/City Recorder

# Certificate of Election

STATE OF UTAH

COUNTY OF DAVIS

CITY OF NORTH SALT LAKE

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§

I, the undersigned, City Recorder in and for the City of North Salt Lake, Davis County, State of Utah, do hereby certify that **Ted M. Knowlton** was duly elected for the office of **City Council Member** at a General Election held at said City, on Tuesday, the 21<sup>st</sup> day of November, 2023, as appears from the official returns of said election as filed and of record in the office of the City Recorder of North Salt Lake.

*IN WITNESS WHEREOF, I have hereunto set my hand and caused to be affixed my official seal this 6<sup>th</sup> day of November, 2023.*

---

Wendy Page  
City Recorder/Election Official

Ted M. Knowlton  
329 Elm  
North Salt Lake, UT 84054

# Certificate of Election

STATE OF UTAH  
COUNTY OF DAVIS  
CITY OF NORTH SALT LAKE } §

I, the undersigned, City Recorder in and for the City of North Salt Lake, Davis County, State of Utah, do hereby certify that **Tammy Clayton** was duly elected for the office of **City Council Member** at a General Election held at said City, on Tuesday, the 21<sup>st</sup> day of November, 2023, as appears from the official returns of said election as filed and of record in the office of the City Recorder of North Salt Lake.

*IN WITNESS WHEREOF, I have hereunto set my hand and caused to be affixed my official seal this 6<sup>th</sup> day of November, 2023.*

---

Wendy Page  
City Recorder/Election Official

Tammy Clayton  
524 East Sider Drive  
North Salt Lake, UT 84054

# Certificate of Election

STATE OF UTAH

COUNTY OF DAVIS

CITY OF NORTH SALT LAKE



§

I, the undersigned, City Recorder in and for the City of North Salt Lake, Davis County, State of Utah, do hereby certify that **Suzette Jackson** was duly elected for the office of **City Council Member** at a General Election held at said City, on Tuesday, the 21<sup>st</sup> day of November, 2023, as appears from the official returns of said election as filed and of record in the office of the City Recorder of North Salt Lake.

*IN WITNESS WHEREOF, I have hereunto set my hand and caused to be affixed my official seal this 6<sup>th</sup> day of November, 2023.*

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Wendy Page  
City Recorder/Election Official

Suzette Jackson  
1158 Eaglewood Loop  
North Salt Lake, UT 84054



# CITY OF NORTH SALT LAKE COMMUNITY & ECONOMIC DEVELOPMENT

---

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

## MEMORANDUM

**TO:** Honorable Mayor and City Council  
**FROM:** Sherrie Pace, Community Development Director  
**DATE:** December 6, 2023  
**SUBJECT:** Consideration of a proposed amendment to the Towne Plaza General Development Plan for Lofts at North Salt Lake & Development Agreement

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### RECOMMENDATION

The Planning Commission recommends to the City Council the denial of the requested amendment to the Towne Plaza General Development Plan for Lofts at North Salt Lake with the following findings regarding the request:

1. The proposed amendment is in accordance with the North Salt Lake Town Center Master Plan;
2. The proposed amendment is necessary, due to changed or changing market conditions for office space; and
3. The Planning Commission also recognizes that the provision for some residential use of this site is likely necessary due to the changed market demand for office and retail space, however solutions to the existing conditions on 130 East/Center Street are also necessary as part of the approval process and those solutions require policy decisions by the City Council which must be addressed and include the following:
  - a. Traffic congestion on 130 East which is affected by:
    - i. the allowance of on street parking on both sides of the street;
    - ii. elementary school pickup from parents parking on the street after school, as adequate pickup area is not being provided on the school property;
    - iii. thru traffic from adjacent neighborhoods;
    - iv. lack of HOA parking control and enforcement of CCRs rules regarding maximum vehicles/townhome.
  - b. School crossing safety on Center Street at 130 East needs to be addressed which may include a cross-walk and crossing guard;
  - c. The proposed off-street parking may be too low or unit density too high. The Planning Commission recommends the Safety Committee, City Council, and the RDA consider the possibility of a public-private partnership to establish public parking areas in the Town Center, which could include partnering with this development proposal to expand the parking structure to provide additional overflow parking for the new residential units and the existing townhomes. Additional developer driven solutions for other off-site parking should also be considered, to include parking of oversized vehicles and trucks.

The Planning Commission had one member absent from the meeting. The first motion made was to recommend approval of the project with conditions, as drafted in the DRC recommendation. The motion failed by a vote of 3 in favor and 3 opposed. The second motion (above) passed with a vote of 4 in favor

and 2 opposed, with the consensus of the Planning Commission being to forward the request to the Council for the final policy decision as to whether the development agreement should be amended to allow additional residential development. It should be noted that the Planning Commission included the first two findings above in support the proposed amendment, but felt they are outweighed by the third finding, unless solutions are found for the parking and traffic issues with regard to 130 East.

## **BACKGROUND**

The City Council entered into a development agreement with David Curtis and National Commercial Properties on June 16, 2015 for the Towne Plaza project located at 130 East Center Street. The General Development Plan for the project included 52 townhomes and 2 commercial office/retail buildings (2 stories). The east building would be 2 stories containing 22,000 sq. ft. of office space. The west building would be 2 stories with 8,300 sq. ft. of commercial/retail on the main level and 8,300 sq. ft. of office space on the second level. The construction of the townhomes has been completed.

### ***Existing Development Agreement:***

The 2015 development agreement had the purpose of implementing the urban design elements contained in the Town Center Master Plan to create a walkable town center with urban type residential development near the center. A partnership between the City, the RDA, and the developer established the street cross section for 130 East and Center St. to install redesigned street and pedestrian improvements. The reduced street width was specifically designed to discourage the use of 130 East as a through street and instead create a pedestrian friendly street that was to be utilized for the residential access to the townhomes and the commercial buildings. Exhibit F of the development agreement details the following principles:

- A mix of residential and commercial uses that support walking and creation of “destination” within the Town Center
- A more traditional feel with sense of history and timelessness
- On street parallel parking
- 15’ sidewalk with 10’ adjacent to the buildings for pedestrian activities and 5’ adjacent to the curb with stamped concrete, street lights, street trees with grates, seating, planter boxes, etc.

### ***Recent Property Status:***

The remaining commercial property has been transferred to Lofts North Lake, LLC which is a partnership of the developers Jesse Curtis, JCI Inc. and Brian Carlisle, HMS Development. The development agreement runs with the land and the new LLC assumes the responsibility of fulfilling the terms of the agreement. The new developer has requested an amendment to the development agreement, including the General Development Plan, and changing the project name for the remainder of the project to The Lofts at North Salt Lake.

The Planning Commission has reviewed 3 previous versions of the proposed amendment. The first on March 14, 2023 which was denied, included an additional 1.3 acres to the east and requested 280 residential units in three 6-story buildings with 13,000 sq. ft. of retail. The second proposal reviewed on June 13, 2023 was tabled for additional revision, it removed the additional property to the east, reduced the building height to 3 stories and contained 98 residential units and 7,900 sq. ft. of retail. On September 12, 2023 the Planning Commission and City Council held a joint work session to discuss a third proposal, which included 86 residential units and 8,900 sq. ft. of retail. No formal action was taken on the third proposal. At that meeting the following topics were discussed:

- Affordable housing and missing middle housing
  - The Jr. (studio) one bed units rent meeting the 80% Area Median Income (AMI)
  - Potential for deed restrictions related to affordable housing
- Parking
  - Minimum of 1 covered space for each unit on the same property as the unit
  - Shared uncovered parking with commercial
  - Potential overflow parking for townhomes
  - Management of parking via lease terms & development agreement
  - Management of unit occupancy via lease terms & development agreement
- Retail
  - Construction of retail concurrent with residential units
  - Type of retail, including restaurant space
  - Retail must remain retail
- Greenspace
  - More open space, outdoor areas, landscaping desired
- Architecture, scale and slope adaptation
  - Meet the intent of the Town Center Master Plan
  - Walkable design
- Street Parking
  - Time limited parking management
  - Elementary School pickup issues
  - Jaywalking
  - 130 East street designed as a local street not a through street

**Current Proposal:**

The proposed General Development Plan has been revised as follows:

- 79 units (Previous proposals: 280 units; 98 units; and 86 units)
  - West Bldg. (22 units)
    - 16 Jr. one-bedroom
    - 6 two-bedroom
  - East Bldg. (57 units)
    - 44 Jr. one-bedroom
    - 3 one-bedroom
    - 10 two-bedroom
  - Total-60 Jr. one-bedroom units, 3 one-bedroom units, and 16 two-bedroom units
- The proposed retail in the west building has been reduced from 8,900 sq. ft. to 8,000 sq. ft. This reduction reflects the reduced foot print of the building and the addition of an outdoor patio area for a restaurant
- The ground floor story of the west building is stepped in story height to allow street level pedestrian entrances to the businesses and can accommodate 4-5 commercial tenants
- Center Street Cross Section-*The Planning Commission expressed their desire to extend the bike lane behind the curb all the way to Orchard Dr. if approved by the City Council for this development.*
  - Bike lane moved behind curb (5')
  - Mixed use pedestrian area (13')
  - Proposed Center Street 2 hour parking (west)-5 spaces
  - Proposed Center Street 15-30 minute loading/delivery parking (east)-2 spaces

- Parking-Total 142 stalls (87 covered/55 surface)
  - The current development agreement for Towne Plaza contains the CCRs as an exhibit. The CCRs state that guests of the townhome residents may use the retail parking lot between the hours of 6 p.m. and 1 a.m., unless the parking is needed for regular or special event use by the retail tenants and provided the HOA maintains liability insurance.
  - Proposed Parking Conditions:
    - Each unit will have at minimum 1 covered stall assigned to the unit included in monthly lease without additional charge.
    - Tenants of the one-bedroom units shall be limited by lease agreement to a single vehicle.
    - A total of 142 parking stalls shall be provided and allocated as outlined in the table below.
    - Provision for off street loading areas in both the west and east parking areas.
    - Utilization of the 32 commercial spaces for residential use by the tenants and residents of the townhomes after normal business hours until 7 a.m. including weekends.

<b>West Bldg.</b>		<b>(28 Covered/38 Surface=66 Stalls)</b>	
<b>Unit Type</b>	<b>Number of units/ Comm. sq. ft.</b>	<b>Parking Stalls Provided</b>	<b>Ratio</b>
Jr. 1-bedroom	16	16 covered	1.55/du
2-bedroom	6	6 covered	
Residential Guest/Tenant Overflow		12 (6 covered/6 surface)	
Commercial/Retail Parking <i>(Shared with residential for overnight/weekend)</i>	8,000 sq. ft. (rate 1/250 sq. ft.)	32 Surface	1/250
<b>East Bldg.</b>		<b>(59 Covered/17 Open=76 Stalls)</b>	
Jr. 1-bedroom	44	44 covered	1.39/du
Reg. 1-bedroom	3	3 covered	
2-bedroom	10	10 covered	
Residential Guest/Overflow		19 (2 covered/17 surface)	
<b>Total Parking Provided</b>		<b>142 stalls</b>	<b>1.80/du</b>

- Density  
The developer has asked for a comparison of the density of the project, including parking, to other development approvals that consider the bedroom count as opposed to the total unit count/acre. Below is a table that summarizes summary:

	<b>Unit Density (du/ac)</b>	<b>Bedroom Density (bedroom/ac)</b>	<b>Parking Ratio (per du)</b>	<b>Parking Ratio (per bedroom)</b>
Williamsburg	41.6	66.5	1.89	1.19
Village Station	33.1	59.1	1.66	0.93
Eaglewood Lofts Ph. 1	23.8	40.3	2.07	1.23
Eaglewood Lofts Ph. 2	13.6	24.4	2.23	1.24
Mirella	23.4	46.8	2.25	1.13
<b>Proposed Lofts at NSL</b>	<b>49.1</b>	<b>57.1</b>	<b>1.80</b>	<b>1.49</b>

- Amenities:
  - An outdoor/rooftop gathering area has been designated on the third floor of the east building overlooking the intersection of 130 East and Center St.
  - The area between the parking area of the west building and the townhomes to the south has been designated as a dog run and is approximately 10 feet wide and 138 feet long.
  - A fitness center is proposed on the second floor of the east building for the use of the tenants.
- Landscaped/open areas increased from 10,000 to 13,000 sq. ft. (approximately) including the dog run and dining patio, the on-street landscaping (street trees and planter boxes) is not included in the estimate. The developer and the City's Redevelopment Agency have existing agreements in place for the installation of the streetscape amenities. The landscaping must meet the standards for the water efficient landscape ordinance limit of 5,000 sq. ft. of sod.
- Architecture:
  - The proposed buildings are 3 stories in height and are a mix of modern and traditional styles.
  - The roof lines are intended to mimic the roof lines of the existing townhomes to the south with peaked roof structures which will allow vaulted ceilings for units on the third floor.
- Height
  - The visual impact of the height of the proposed buildings is mitigated by the site's natural slope. From the location of the closest townhome on 130 East the fall from south to north is approximately 8 feet. There is an additional fall in slope from east to west as well.
  - The height of the closest townhome is approximately 36 feet from street level to roof peak. The height of the west building at the corner of 130 East is approximately 41 feet to the peak of the roof structures. Thus, with the fall in elevation of approximately 8 feet the finished roof height of the proposed building would be approximately the same with no added visual impact greater than the current townhomes.

## **REVIEW**

The Development Review Committee made a favorable recommendation to the Planning Commission for the proposed amendment. The split decision by the Planning Commission is attributed to the current parking/traffic issues on 130 East and Center Street, the lack of confidence in the proposed parking ratios, and one member who felt the density of the development was too high for the site. The Commission felt strongly that the application should be forwarded to the Council for consideration, as possible solutions or policy decisions regarding 130 East can only be made by the City Council.

The DRC recommendation to the Planning Commission was for the approval of the amended Towne Plaza General Development Plan for the Lofts at North Salt Lake. Some of the originally recommended findings/conditions have been modified based upon feedback from the public hearing and commission discussion and are provided below.

The DRC previously studied the parking issue on 130 East and made a recommendation to the City Council that parking continue to be allowed on both sides of the street. This recommendation acknowledges that 130 East is not intended to be a cut-through street between Center and Orchard. Also, it was felt that restricting parking to one side of the street only could result in the public driving faster through the area than they currently do. Finally, it is strongly recommended that the Town Plaza HOA enforce the existing parking restrictions that residents must park in garages and driveways and only have two cars. It is believed that the existing development has sufficient off-street parking for each unit if CCRs are followed or enforced.

DRC Proposed Findings:

1. The proposed amendment is in accordance with the North Salt Lake Town Center Master Plan;
2. The proposed amendment is necessary due to changed or changing market conditions for office space;
3. The Jr. one-bedroom units, which due to the smaller size, will provide market rental rates that meet the moderate income housing standard for individuals with household income of 80% AMI or less as specified in the City's Moderate Income Housing Plan.

DRC Proposed Conditions:

1. Tenants of the one-bedroom units shall be limited by lease agreement to a single vehicle;
2. Each unit will have at minimum 1 covered stall assigned to the unit and be included in monthly lease without additional charge;
3. Parking for the commercial area shall be provided at a rate of 1 space/250 sq. ft. and shall be open for tenant and guest use, including the townhome residents, during non-business hours;
4. A recommendation that the City restrict on Center street parking in front of the west building to a maximum 2 hour limit and 15-30 minute loading zone in front of the east building;
5. The cross section for Center Street be modified so as to provide the bike lane behind the curb as shown on the proposed site plan;
6. Off street loading areas for deliveries and tenant moving be provided for both buildings;
7. The amenities shown on the plan shall be provided including the roof top gathering area, on site fitness center, fenced dog park, outdoor patio for commercial restaurant use (if applicable) or for other tenant use;
8. All landscaping shall be installed in accordance with Chapter 22, Water Efficient Landscaping Standards;
9. The ground floor story of the west building shall be stepped across the slope so that individual units maintain pedestrian access at the same elevation of the sidewalk as shown on the architectural renderings; and
10. The architecture of the buildings shall be provided in the style, materials and colors as shown on the architectural renderings, with a maximum height of 50 feet measured from final grade.

**POSSIBLE MOTION**

I move that the City Council approve the amendment to the Towne Plaza General Development Plan and development agreement be modified for the proposed Lofts at North Salt Lake with the following findings and conditions:

Findings:

1. The proposed amendment is in accordance with the North Salt Lake Town Center Master Plan;
2. The proposed amendment is necessary due to changed or changing market conditions for office space;
3. The Jr. one-bedroom units, which due to the smaller size, will provide market rental rates that meet the moderate income housing standard for individuals with household income of 80% AMI or less as specified in the City's Moderate Income Housing Plan.

Conditions:

The development agreement be modified with the following terms for the developer:

1. Tenants of the one-bedroom units shall be limited by lease agreement to a single vehicle;

2. Each unit will have at minimum 1 covered stall assigned to the unit and be included in monthly lease without additional charge;
3. Parking for the commercial area shall be provided at a rate of 1 space/250 sq. ft. and shall be open for tenant and guest use, including the Towne Plaza residents, during non-business hours;
4. The cross section for Center Street be modified so as to provide the bike lane behind the curb as shown on the proposed site plan;
5. Off street loading areas for deliveries and tenant moving be provided for both buildings;
6. The amenities shown on the plan shall be provided including the roof top gathering area, on site fitness center, fenced dog park, outdoor patio for commercial restaurant use (if applicable) or for other tenant use;
7. All landscaping shall be installed in accordance with Chapter 22, Water Efficient Landscaping Standards;
8. The ground floor story of the west building shall be stepped across the slope so that individual units maintain pedestrian access at the same elevation of the sidewalk as shown on the architectural renderings;
9. The architecture of the buildings shall be provided in the style, materials and colors as shown on the architectural renderings, with a maximum height of 50 feet measured from final grade;
10. The street trees along 130 East will be replaced and the landscape water shall be repaired/installed by the developer to the street trees and street lights for the provision of hanging baskets, such water connection shall be made to the HOA common area landscape system and landscape system for the new landscaping.

The development agreement be modified with the following terms for the City:

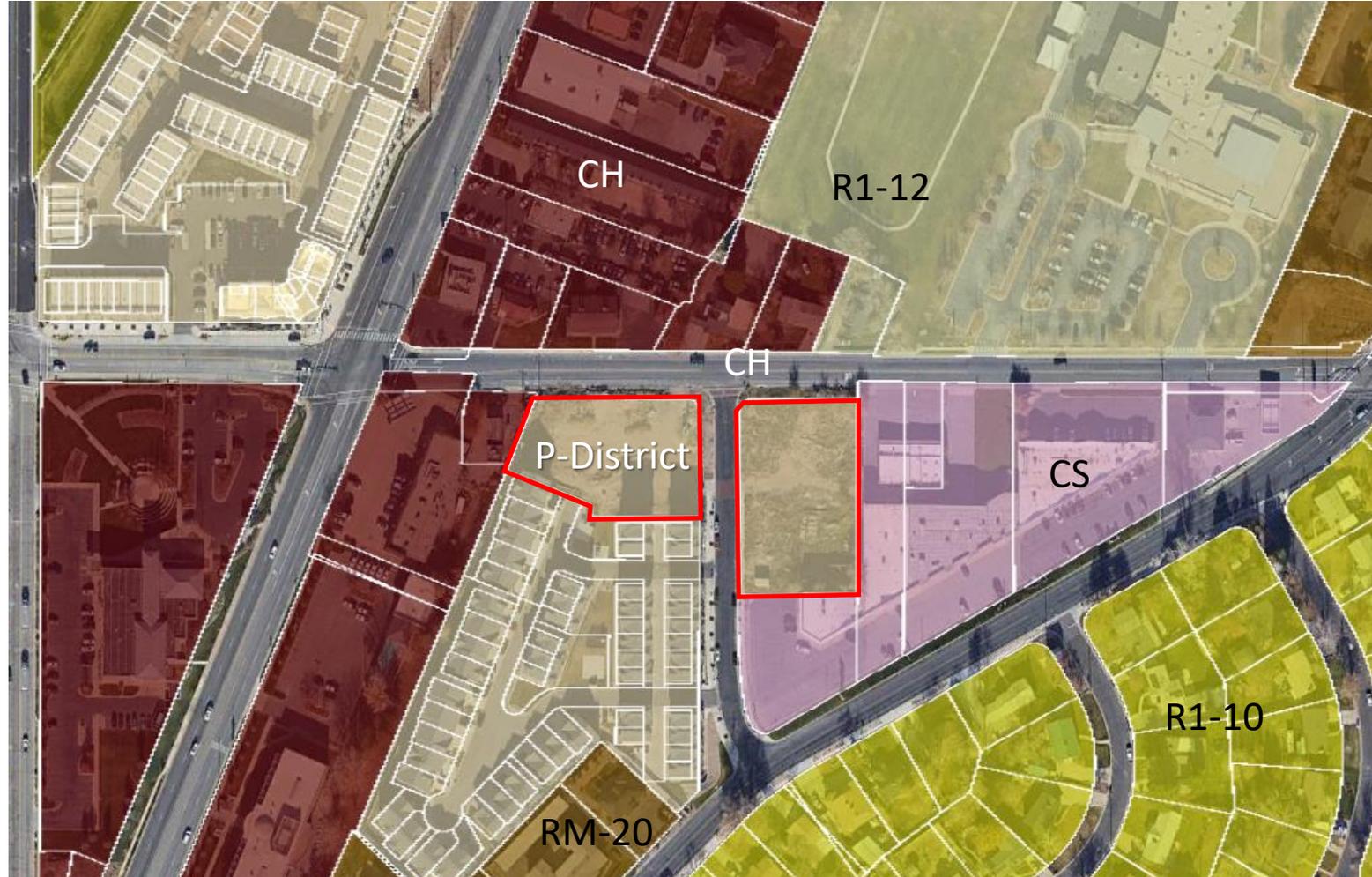
1. The City will restrict Center Street parking in front of the west building to a maximum 2 hour limit and 15-30 minute loading zone in front of the east building;
2. The City will monitor and consider future modifications in relation to parking management of 130 East including but not limited to: limiting parking to one side of the street, widening, one-way traffic, time limitations, parking meters, or other measures that may be recommended by the City's safety committee, City Engineer, or a City hired traffic consultant.

#### Attachments

- 1) Aerial/Zoning Map
- 2) Town Center Master Plan-Land Use Map
- 3) Original General Development Plan/Site Plan
- 4) Proposed Site Plan
- 5) Floor Plan
- 6) Architectural Renderings



General Development Plan Amendment  
Towne Plaza (Ph.2)-Lofts at North Lake  
130 East Center  
Aerial/Zoning





# Town Center Master Plan







# Towne Plaza General Development Plan East Building





# Towne Plaza General Development Plan West Building





# Proposed Lofts at North Salt Lake General Development Plan Retail Level Site Plan



LOFTS NORTH SALT LAKE

PROJECT NUMBER: [ ]  
REVISION NUMBER: [ ]

DATE: [ ]  
DRAWN BY: [ ]  
CHECKED BY: [ ]  
PROJECT: [ ]

**RETAIL LEVEL SITE PLAN**  
1/16" = 1'-0"





# Proposed Lofts at North Salt Lake General Development Plan 2<sup>nd</sup> Level Site Plan



**LEVEL 2 SITE PLAN**  
1/16" = 1'-0"



LOFTS NORTH SALT LAKE

PROJECT NUMBER: \_\_\_\_\_  
REVISION NUMBER: \_\_\_\_\_

DATE: \_\_\_\_\_  
DRAWN BY: \_\_\_\_\_  
CHECKED BY: \_\_\_\_\_

SHEET A2



# Proposed Lofts at North Salt Lake General Development Plan 3<sup>rd</sup> Level Site Plan



Building A								
Jr 1 Bed Small	Jr 1 Bed	1 Bedroom C	2 Bedroom End	Total Units	Covered Stalls	Carport Stalls	Open Stalls	Total Stalls
Retail - 8,000 SF								
1					19			28
2	2	6	0	3	11		9	10
3	2	6	0	3	11			
4	4	12	0	6	22	19	9	38
Building B								
Jr 1 Bed Small	Jr 1 Bed	1 Bedroom	2 Bedroom End	Total Units	Covered Stalls	Carport Stalls	Open Stalls	Total Stalls
1	4	8	1	2	15	21	8	17
2	8	8	1	4	21		30	30
3	8	8	1	4	21			
	20	24	3	10	57	21	38	17
Combined								
Totals	24	36	3	16	79	40	47	55
	30%	46%	4%	20%				

**LEVEL 3 SITE PLAN**  
1/16" = 1'-0"



LOFTS NORTH SALT LAKE

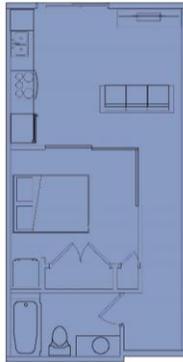
PROJECT NUMBER  
REVISION NUMBER

SHEET A3



Proposed Lofts at North Salt Lake  
General Development Plan  
Unit Type Floor Plans

477 SF



JR 1B

539 SF



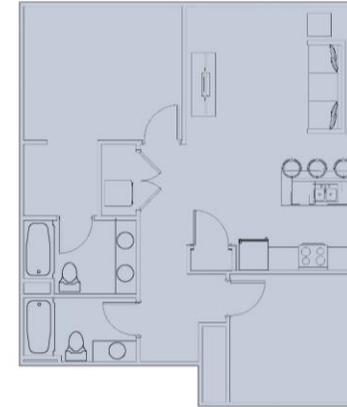
JR 1B LG

814 SF



1B CORNER

971 SF



2B END



**UNIT TYPES**

NTS























# CITY OF NORTH SALT LAKE COMMUNITY & ECONOMIC DEVELOPMENT

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

## MEMORANDUM

**TO:** Honorable Mayor and City Council  
**FROM:** Sherrie Pace, Community Development Director  
**DATE:** December 6, 2023  
**SUBJECT:** Consideration of a Class B Beer License for Green Chile House at 386 North Redwood Rd.

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### RECOMMENDATION

City staff has reviewed the application and finds it to be in compliance with City and State regulations. The Development Review Committee recommends approval of the application for a Class B Beer License for Green Chile House at 386 North Redwood Road.

### BACKGROUND

Green Chile House is located at 386 North Redwood Road. The restaurant is owned by Francisco Portillo and opened a few months ago. The Alcoholic Beverage Service Commission issues licenses to restaurants for on premise consumption of beer when served with a meal. DABS requires local consent of such licenses. The North Salt Lake City Code, Section 3-2-3 classifies the proposed use as a Class B license, which entitles the licensee to sell beer in original containers for consumption on the premises only where served in connection with the sale of meals. The following regulations apply:

1. Posting a faithful observance bond of \$2,000, which bond is payable to the City if the applicant violates City ordinances related to beer sales;
2. Submission of Health Department permit;
3. \$300 application fee.

The State of Utah regulates proximity to community locations, such as churches, schools, public park, public playground, and libraries. The restaurant may not be located within 300 feet, measured by ordinary pedestrian travel of a community location or 200 feet measured in a straight line. There are no community locations within this proximity. The application has been referred to the Police Department for review.

### POSSIBLE MOTION

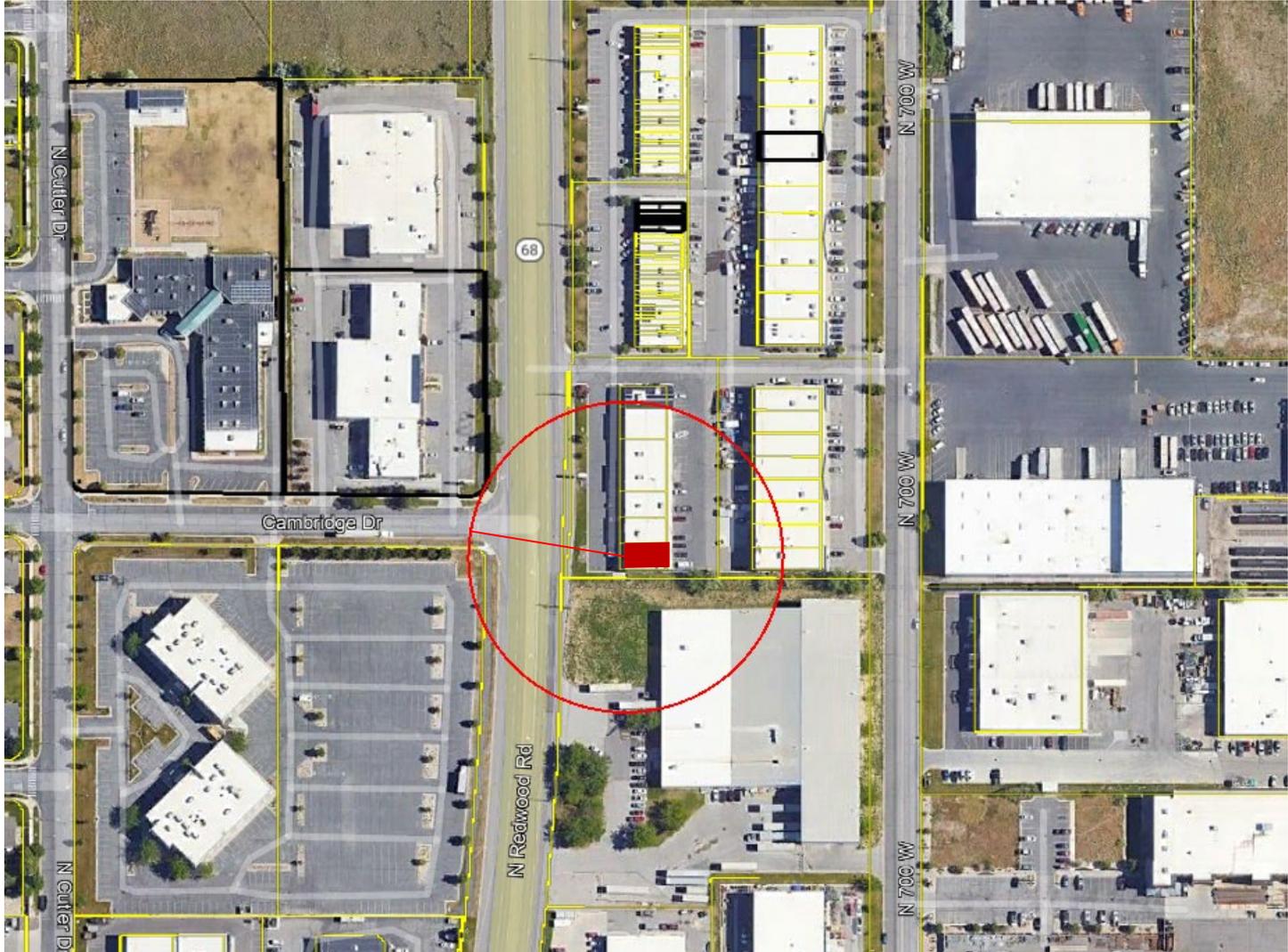
I move that the City Council approve a Class B Beer License for Green Chile House at 386 North Redwood Road.

Attachments

- 1) Aerial Map



Beer License  
Green Chile House 386 North Redwood Road  
200 Foot Community Location Radius





## NORTH SALT LAKE ENGINEERING

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

**BRIAN J. HORROCKS**  
Mayor

**KARYN BAXTER, PE**  
City Engineer

### MEMORANDUM

**To:** Honorable Mayor & City Council  
**From:** Karyn Baxter, City Engineer  
**Date:** December 6, 2023  
**Subject:** Consideration of Repairs to Hillside above 745 S Parkway Drive

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### RECOMMENDATION

Staff recommends authorizing the repairs to the hillside above 745 S Parkway Drive for an estimated cost of \$30,000.

### BACKGROUND

The hillside above 745 S Parkway Drive is part of the area affected by the landslide between Eaglepointe Drive and Parkway Drive. This slope was stabilized with a buttress above the landscaping at the Colosimo home, with regrading of the upper area of this slope done with the landslide mitigation project that was completed in 2021. This area of the hillside has a steeper slope than other areas within the remediation area due to the geographic constraints of the Colosimo property. Approximately 25 feet from the buttress on the Colosimo property is a known spring that has visible flows in the spring annually and has been observed to flow substantial amounts of water.

The native materials in this hillside are subject to destabilization when saturated, which is a compounding risk with the steep slope. As a result, a subdrain was designed and installed as part of the Eagleridge Landslide mitigation design by GeoSyntec. This drain was intended to collect the water from the existing seep and divert it into the new drainage system.

### CURRENT

On March 21, 2023, a slump was visible on this hillside area above the Colosimo home. The homeowner contacted the City and requested a site visit to determine if a risk was present. After visiting the site, a follow-up was done the following day with the City's geotechnical consultant from GeoStrata. The slump was determined to be surface slippage caused by saturated ground conditions from the historic winter snowmelt, compounded by increased flow from the natural seep.

While similar in appearance to the large landslide event that occurred in this area, the current soil movement was not indicative of any deep movement or issues with overall slope stability. However, because the soil is now left with an even steeper "face" where the soil has slumped, it is certain that the soil that has slid down will continue to do so, creating an even larger slump which could lead to additional surficial stability issues. In order to effectively prevent

enlargement of the problem, and to restabilize the slope, the existing soil will need to be placed back in it's prior location with additional stabilization measures employed.

### **PROPOSED SOLUTION**

We propose to use GeoStrata, who performed the design work for the Colosimo buttress and hillside stabilization in 2017 in coordination with Gilson Engineering. GeoStrata is extremely familiar with this slope, the overall landslide mitigation plan, and the site-specific conditions at the Colosimo property.

A plan has been determined to stabilize the hillside and restore the slope, which consists of the following:

1. GeoStrata has provided a standard detail showing the general intent of the cross section
2. Pride Constructors has been retained to do the work on a "time and materials" basis
3. GeoStrata will provide on-site observation and direction so that the correct depth of removal, keyway for stabilization, and placement of the subdrain extension can be field-set
4. On-site material will be replaced with additional stabilization measures as the material is removed and replaced from the slump area.

The anticipated total cost of the project is a total of \$30,000, including the geotechnical consultant and contractor. Work will begin as soon as weather permits, ideally during the first half of December. With an experienced and proactive contractor, daily visits from GeoStrata to provide guidance on placement and depth of the gravel, drain, and recompacted material, this will allow for restoration of the slope. This project will be funded by the Storm Drain Capital Projects fund and is reflected in the budget amendment on the agenda for this meeting.

### **POSSIBLE MOTION**

I move that the City Council authorize repairs to the hillside above 745 S Parkway Drive in an amount not to exceed \$30,000.

#### Attachments

- 1) Photographs of slump area
- 2) Plan view of hillside with topography from landslide mitigation project

Photos of hillside above Colosimo Home



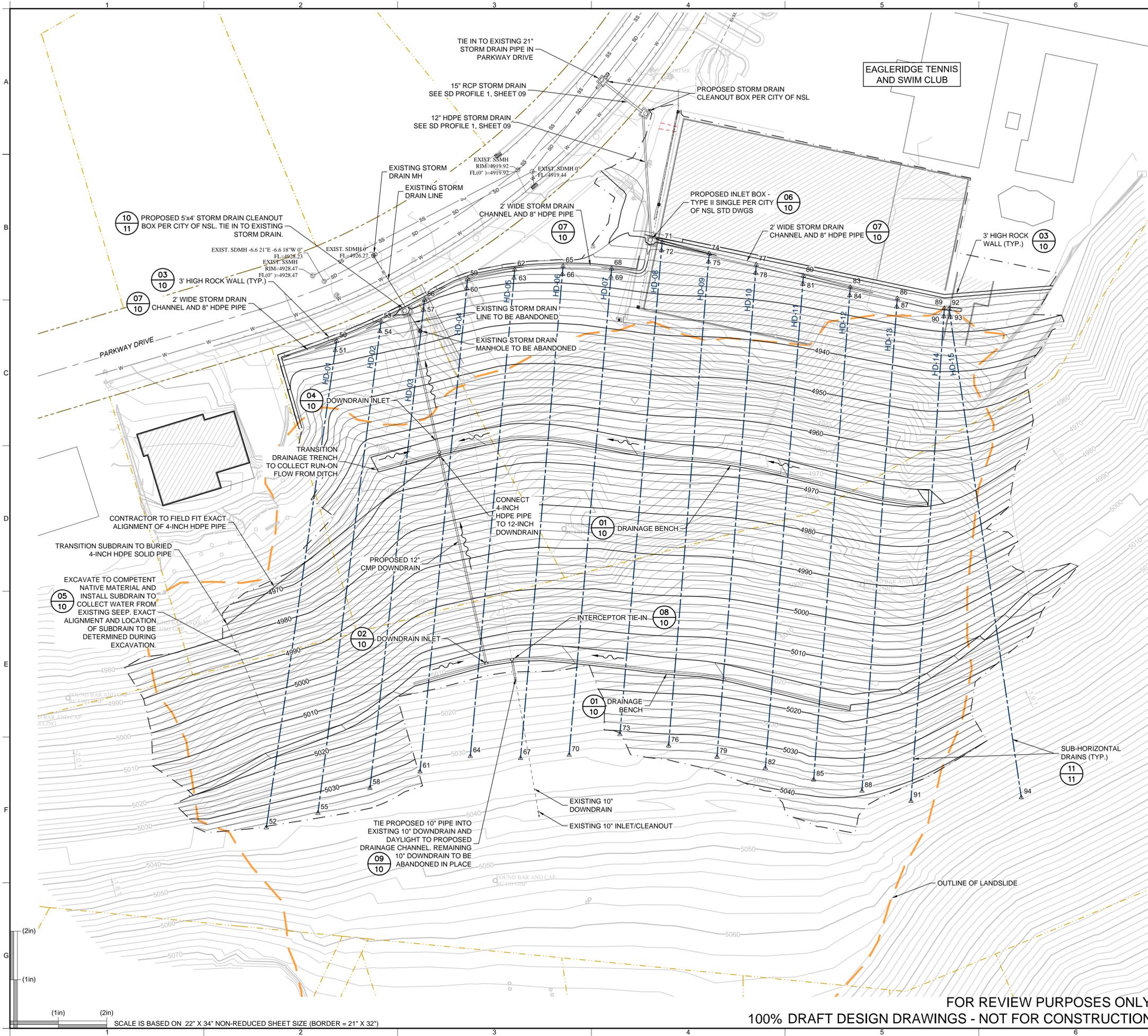
May 21, 2023



April 18, 2023



November 29, 2023



**LEGEND**

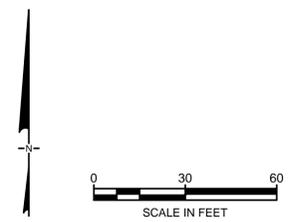
- 4930 — 2020 EXISTING GROUND MAJOR CONTOUR (5')
- 4930 — 2020 EXISTING GROUND MINOR CONTOUR (1')
- 4930 — PROPOSED GROUND MAJOR CONTOUR (5')
- 4930 — PROPOSED GROUND MINOR CONTOUR (1')
- X — X — EXISTING FENCE
- EXISTING STRUCTURE
- - - - - RIGHT-OF-WAY LINES
- - - - - PARCEL LINES
- - - - - APPROXIMATE OUTLINE OF LANDSLIDE
- DIRECTION OF FLOW
- - - - - SUB-HORIZONTAL DRAINS

**NOTES**

1. EXISTING TOPOGRAPHY BASED ON TOPOGRAPHIC SURVEY PERFORMED BY WARD ENGINEERING GROUP IN FEBRUARY.
2. EXISTING TOPOGRAPHY IS BASED ON EXISTING BRASS MONUMENT ON THE CENTERLINE OF PARKWAY DRIVE, SOUTH OF LOT 514. THE ELEVATION IS 4911.97, CERTIFIED BY THE CITY OF NORTH SALT LAKE.
3. 15-INCH RCP STORMDRAIN TRENCH AND BACKFILL SHALL BE IN ACCORDANCE WITH CITY OF NSL STANDARD SPECIFICATIONS. ASPHALT PATCH AND CONCRETE REPAIR SHALL BE IN ACCORDANCE WITH CITY OF NORTH SALT LAKE STANDARD SPECIFICATIONS.

**HORIZONTAL DRAIN CONTROL POINTS**

PT	NORTH	EAST	ELEV	PT	NORTH	EAST	ELEV
50	3461303.22	1528762.97	4931.66	73	3461060.30	1528938.40	4985.00
51	3461297.52	1528762.14	4934.32	74	3461357.23	1528993.67	4918.41
52	3461002.64	1528719.45	4970.00	75	3461352.19	1528993.25	4920.92
53	3461315.15	1528790.53	4929.42	76	3461053.21	1528968.52	4970.00
54	3461309.25	1528789.77	4932.29	77	3461350.41	1529022.79	4919.01
55	3461014.10	1528751.70	4955.00	78	3461345.37	1529022.39	4921.53
56	3461328.54	1528817.36	4926.36	79	3461046.32	1528998.48	4955.00
57	3461322.50	1528816.68	4929.24	80	3461343.53	1529051.99	4919.64
58	3461027.09	1528783.63	4970.00	81	3461338.48	1529051.60	4922.16
59	3461341.43	1528844.04	4924.49	82	3461039.37	1529028.43	4970.00
60	3461335.91	1528843.51	4927.16	83	3461336.49	1529081.01	4920.22
61	3461040.40	1528814.90	4985.00	84	3461331.44	1529080.63	4922.73
62	3461347.40	1528873.27	4923.69	85	3461032.27	1529058.36	4985.00
63	3461342.30	1528872.80	4926.23	86	3461329.54	1529110.10	4920.87
64	3461046.74	1528845.77	4970.00	87	3461324.49	1529109.74	4923.39
65	3461349.50	1528903.17	4922.93	88	3461025.26	1529088.22	4970.00
66	3461344.50	1528902.74	4925.45	89	3461323.44	1529139.25	4921.47
67	3461048.93	1528877.18	4955.00	90	3461318.45	1529138.91	4923.97
68	3461347.95	1528933.25	4922.42	91	3461019.12	1529118.59	4955.00
69	3461342.97	1528932.81	4924.91	92	3461323.15	1529142.23	4921.53
70	3461047.49	1528906.93	4970.00	93	3461318.06	1529142.98	4924.06
71	3461364.29	1528964.56	4917.79	94	3461021.29	1529186.90	4970.00
72	3461359.24	1528964.12	4920.31				



REV	DATE	DESCRIPTION	DRN	APP
<b>TITLE: DRAINAGE PLAN</b>				
<b>PROJECT: REPAIR PLANS FOR THE EAGLERIDGE LANDSLIDE</b>				
<b>SITE: CITY OF NORTH SALT LAKE, UTAH</b>				
THIS DRAWING MAY NOT BE ISSUED FOR PROJECT TENDER OR CONSTRUCTION, UNLESS SEALED.		DESIGN BY: -- DRAWN BY: JA CHECKED BY: -- REVIEWED BY: -- APPROVED BY: --	DATE: APRIL 2020 PROJECT NO.: SW0273A FILE: SW0273A 08 DRAINAGE DRAWING NO.: <b>08</b> OF <b>12</b>	

**FOR REVIEW PURPOSES ONLY**  
**100% DRAFT DESIGN DRAWINGS - NOT FOR CONSTRUCTION**

P:\CADD\EAGLE RIDGE - SW0273A\PLANS\SET\SW0273A 08 DRAINAGE.DWG Last Edited by: J.Amos on 4/29/20

SCALE IS BASED ON 22" X 34" NON-REDUCED SHEET SIZE (BORDER = 21" X 32")



# 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:** Ali Avery, Long Range Planner

**DATE:** December 6, 2023

**SUBJECT:** Consideration of an Agreement for Consulting Services with Bio-West, Inc. for the design of and permitting for a concrete boat ramp at Porter's Landing Boat Takeout.

### RECOMMENDATION

Staff recommends approval of an Agreement for Consulting Services with Bio-West, Inc. for the design of and permitting for a concrete boat ramp at Porter's Landing Boat Takeout.

### BACKGROUND

When Porter's Landing Boat Takeout was constructed in 2016, it was the first formal takeout installed along the Jordan River. The original boat ramp was made of crusher fines over the top of gravel. When exiting their boats, boaters would then sink into the material and it was difficult and messy to use the boat ramp. A few years ago, flexible grid mats were placed on top of the crusher fines, which did provide some additional traction to boaters. However, while improving the performance of the ramp for boaters, it dramatically increased the maintenance burden on the City. Because there is not a hard surface beneath the grid mats, the mats have to be lifted, thoroughly cleaned, and re-installed at least every month, year-round, taking several hours to complete each time.

Since its construction, some lessons have been learned about the design of these facilities on the river as other put-ins and take-outs have been constructed. A water trail master plan was drafted that included best practices for construction of ramps along the river, and a conceptual drawing for the boat ramp at Porter's Landing was used in that draft plan (Attachment 1). The plan calls for the re-alignment of the boat ramp to reduce the amount of debris and build-up that occurs on the ramp and also for the installation of a concrete boat ramp. That ramp may also have a flexible grid mat included on it to provide more traction for boaters, and that would be determined when an engineered design was completed. The concrete ramp in addition to a re-alignment should solve the maintenance problem that the City is having, and provide a better user experience for boaters using the takeout. The maintenance needs for a concrete ramp (even with the flexible grid mat) would be reduced significantly and would mostly consist of power washing as needed.

In July 2022, the City entered into a contract with the Utah Office of Outdoor Recreation for grant funding for the conversion of the boat ramp at Porter's Landing Boat Takeout to concrete through the Recreation

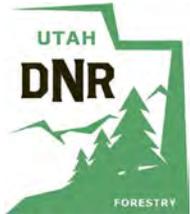
Restoration Infrastructure (RRI) program. The total cost of the project (construction, design, and permitting) was estimated at \$141,750. The construction was estimated to cost \$115,500. The City was awarded \$57,750 (50% of construction cost) in RRI funding, \$2,500 through the Jordan River Commission Small Grant, and agreed to provide City matching funds in the amount of \$55,250. The design and permitting costs were estimated at \$26,250 at the time. Since then, the cost of services for design and permitting has gone up and Bio-West is requesting \$39,825. City staff recommends Bio-West for this project, as they have been the consulting firm designing the majority of the boat ramps along the Jordan River in Salt Lake County and they were also the consultant responsible for drafting the Jordan River water trail master plan, so they are very familiar with the challenges and best practices along the river.

**POSSIBLE MOTION**

I move that the City Council approve an Agreement for Consulting Services with Bio-West, Inc. for the design of and permitting for a concrete boat ramp at Porter's Landing Boat Takeout.

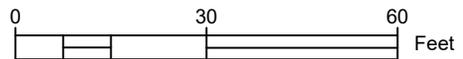
Attachments:

- 1) Concept Plan
- 2) Agreement No. 2023-30A



**JORDAN RIVER WATER TRAIL MASTER PLAN**  
**PROPOSED BOAT LAUNCHES**  
**SITE 35: PORTER'S LANDING, NORTH SALT LAKE**

DATE: October 31, 2019



**BIO-WEST, INC.  
AGREEMENT FOR CONSULTING SERVICES**

THIS AGREEMENT is by and between the City of North Salt Lake, 10 East Center Street, North Salt Lake, Utah 84054, hereinafter called “the CLIENT,” and BIO-WEST, Inc. (BIO-WEST), 1063 West 1400 North, Logan, Utah, 84321; hereinafter called BIO-WEST, who agree as follows:

1. DECLARATIONS. The CLIENT DESIRES TO ENGAGE BIO-WEST to provide consulting services that may include environmental, technical, and other related services in connection with CLIENT’S project (LOCATION) described as follows:

Porters Landing Boat Ramp Project, Davis County, Utah

BIO-WEST has submitted a fee schedule to CLIENT, a copy of which is attached and made a part hereof for services, which fee schedule is acceptable to CLIENT.

2. SCOPE OF WORK. BIO-WEST shall provide consulting services that may include environmental, technical, and other related services for the above-referenced LOCATION in accordance with a work plan provided by BIO-WEST as described in the attached Scope of Work and Fee Schedule and the “Terms and Conditions” made a part of this agreement.

3. COMMENCEMENT AND COMPLETION. The work covered by this Contract shall commence on or before the first day of December, 2023, and shall be completed on or before the last day of May, 2024, both dates inclusive.

4. AUTHORIZATION. This agreement is not binding upon BIO-WEST until it is signed by a duly authorized officer.

EXECUTED THIS 6th day of December, 2023.

By \_\_\_\_\_  
Client (print or type) Title

By \_\_\_\_\_  
Client (signature)

By \_\_\_\_\_  
BIO-WEST, Inc. (signature) Title

**BIO-WEST, INC.**  
**TERMS AND CONDITIONS TO AGREEMENT FOR SERVICES**

**ARTICLE 1. SERVICES**

BIO-WEST will:

- 1.1 Act for the CLIENT in a professional manner, using the degree of care and skill ordinarily exercised by and consistent with the standards of competent consultants practicing in the same fields and a similar locality of LOCATION.
- 1.2 Provide only those services that, in the opinion of BIO-WEST, lie within the technical or professional areas of expertise of BIO-WEST and which BIO-WEST is adequately staffed and equipped to perform.
- 1.3 Perform all technical services under the general direction of a corporate principal and in substantial accordance with the basic requirements of the appropriate standards designated by the CLIENT.
- 1.4 Consider all reports to be the confidential property of CLIENT and distribute reports only to those persons, organizations, or agencies specifically designated in writing by the CLIENT or authorized representative, or as required by law.
- 1.5 Retain all pertinent records relating to the services performed for a period of 3 years following submission of the report. During this period, the records will be made available to the CLIENT at all reasonable times.
- 1.6 Submit copies of a complete preliminary draft of the report for review and comment by the CLIENT prior to the preparation and submittal of the final draft of the report.
- 1.7 Submit the report at the conclusion of the study and cover in reasonable detail each area outlined in the Exhibits.

**ARTICLE 2. CLIENT'S RESPONSIBILITIES**

The CLIENT (or authorized representative) will:

- 2.1 Provide BIO-WEST full information regarding the characteristics, history, and operations on LOCATION, including structure(s), existing underground utilities and facilities, legal and regulatory background, and other information necessary for the proper performance of BIO-WEST. BIO-WEST will not be liable for damages or injury arising from damage to existing underground utilities, structures, hazardous wastes, or other materials that are not called to BIO-WEST's attention and correctly shown on the plans furnished. The

CLIENT agrees to defend, indemnify, and save BIO-WEST harmless from all claims, suits, losses, costs, and expenses, including reasonable attorney's fees, as a result of personal injury, death, or property damage occurring with respect to BIO-WEST's performance of its work and resulting to or caused by contact with subsurface or latent objects, structures, lines, or conduits where the actual or potential presence and location thereof were not revealed to BIO-WEST by the CLIENT.

- 2.2 Furnish right of entry onto LOCATION for BIO-WEST to make necessary field studies. BIO-WEST will endeavor to minimize damage to the land but makes no guarantee to restore the site to its original condition unless a separate agreement is made for such restoration, in which case BIO-WEST shall add the cost of restoration to the fee for LOCATION.
- 2.3 Designate in writing those persons, organizations, or agencies to be contacted in the event conditions are revealed during the execution of BIO-WEST's study that would require possible alteration of the study.
- 2.4 The CLIENT shall pay all costs incurred by BIO-WEST in defending itself against the claim, including but not limited to personnel-related costs, attorney's fees, court costs, and other claim-related expenses, in the event that the CLIENT makes a claim against BIO-WEST, at law or otherwise, for any alleged error, omission, or other act arising out of the performance of BIO-WEST's services, and the CLIENT fails to prove such claim upon final adjudication.

**ARTICLE 3. GENERAL CONDITIONS**

- 3.1 BIO-WEST, by the performance of services covered hereunder, does not in any way assume, abridge, or abrogate any of those duties, responsibilities, or authorities with regard to LOCATION customarily vested in any other agencies or authorities.
- 3.2 BIO-WEST shall not be responsible for acts or omissions of any party or parties involved on LOCATION or the failure of any contractor or subcontractor to operate in accordance with recommendations contained in any correspondence or verbal recommendation issued by BIO-WEST.
- 3.3 This agreement may be terminated by either party by sending 30 day written notice. If this agreement is terminated by CLIENT, BIO-WEST shall be paid in full for all services performed through the termination date, plus five percent (5%) of all sums for work not yet performed as liquidated damages, and the client shall be provided with a complete report of the results of tests and analysis conducted prior to termination following receipt of payment.
- 3.4 Neither the CLIENT nor BIO-WEST may delegate, assign, or transfer their duties or interest in this agreement without the written consent of the other party.

**ARTICLE 4. INSURANCE**

4.1 A. BIO-WEST shall maintain the following insurances during the term of this Contract:

<u>TYPE OF COVERAGE</u>	<u>POLICY LIMITS</u>
Workers' Compensation:	Workers' Compensation Statutory Employers' Liability \$1,000,000
Commercial General Liability:	\$1,000,000 combined single limit, bodily injury and property damage, each occurrence.  \$2,000,000 combined single limit, general aggregate.
Business Automobile Liability:	\$1,000,000 combined single limit, bodily injury and property damage.
Professional Liability:	\$1,000,000 per occurrence on a claims-made basis.

If the CLIENT desires additional coverage, any additional premium is to be paid by the CLIENT.

4.2 Upon reasonable request, BIO-WEST shall furnish the CLIENT with satisfactory evidence that all insurance required to be carried by it hereunder is in full force and effect and such insurance will not be canceled or materially altered prior to the expiration of 30 days following delivery to the CLIENT of notice of any such cancellation or alteration.

**ARTICLE 5. WARRANTY AND LIMITATION OF PROFESSIONAL LIABILITY**

5.1 THE ONLY WARRANTY OR GUARANTEE MADE BY BIO-WEST IN CONNECTION WITH SERVICES PERFORMED UNDER THIS AGREEMENT IS THAT SUCH SERVICES ARE PERFORMED WITH THE CARE AND SKILL ORDINARILY EXERCISED BY MEMBERS OF THE PROFESSION PRACTICING UNDER SIMILAR CONDITIONS AT THE SAME TIME AND IN THE SAME OR SIMILAR LOCALITY. NO OTHER WARRANTY, EXPRESSED OR IMPLIED, IS MADE OR INTENDED BY RENDITION OF CONSULTING SERVICES OR BY FURNISHING ORAL OR WRITTEN REPORTS OF THE FINDINGS MADE.

5.2 Tests and inspections: The CLIENT shall cause all tests and inspections of the site, materials, and work performed by BIO-WEST or others to be timely and properly

performed in accordance with the plans, specifications, and contract documents and BIO-WEST's recommendations. No claims for loss, damage, or injury shall be brought against BIO-WEST by the CLIENT or any third party unless all tests and inspections have been so performed and unless BIO-WEST's recommendations have been followed. The CLIENT agrees to indemnify, defend, and hold BIO-WEST, its officers, employees, and agents harmless from any and all claims, suits, losses, costs, and expenses, including, but not limited to, court costs and reasonable attorney's fees, in the event that all such tests and inspections are not so performed or BIO-WEST's recommendations are not so followed, except to the extent that such failure is the result of the negligence, willful or wanton act, or omission of BIO-WEST, its officers, agents, or employees, subject to the limitation contained in paragraph 5.1.

- 5.3 Responsibility: BIO-WEST's work shall not include determining, supervising, or implementing the means, methods, techniques, sequences, or procedures of construction. BIO-WEST shall not be responsible for evaluating, reporting, or affecting job conditions concerning health, safety, or welfare. BIO-WEST's work or failure to perform same shall not in any way excuse any contractor, subcontractor, or supplier from performance of its work in accordance with the contract documents. BIO-WEST has neither right nor duty to stop the contractor's work.
- 5.4 Employee's/witness fees: BIO-WEST's employees shall not be retained as expert witnesses except by separate, written agreement. The CLIENT agrees to pay BIO-WEST's legal expenses, administrative costs, and fees pursuant to BIO-WEST's then current fee schedule for BIO-WEST to respond to any subpoena. The CLIENT agrees not to hire BIO-WEST's employees except through BIO-WEST. In the event the CLIENT hires a BIO-WEST employee, the CLIENT shall pay BIO-WEST an amount equal to one-half of the employee's annualized salary, without BIO-WEST waiving other remedies it may have.
- 5.5 Any exploration, testing, surveys, and analyses associated with the work will be performed by BIO-WEST for the CLIENT's sole use to fulfill the purpose of this service agreement, and BIO-WEST is not responsible for interpretation by other of the information developed.
- 5.6 The CLIENT recognizes that failure of federal, state or local governmental entity to approve part or all of a plan may require additional analysis and/or revisions.
- 5.7 BIO-WEST's liability for damages due to professional negligence will be limited to a sum not to exceed the fee paid to BIO-WEST for this project.
- 5.8 The CLIENT further agrees to notify any contractor and subcontractor who may perform work in connection with any design, report, or study prepared by BIO-WEST of such limitation of professional liability for design defects, errors, omissions, or professional negligence, and to require, as a condition precedent of their performing their work, a like

indemnity and limitation of liability on their part as against BIO-WEST.

**ARTICLE 6. PAYMENT**

- 6.1 The CLIENT will pay BIO-WEST for services and expenses in accordance with the attached fee schedule. At BIO-WEST's option, invoices will be presented at the completion of its work or monthly and will be paid within 30 days of receipt by the CLIENT or authorized representative. The CLIENT agrees to pay a finance charge of 1.5 percent per month on past-due accounts. Should either party hereto bring suit in court to enforce any term of this agreement, it is agreed that the prevailing party shall be entitled to recover costs, expenses, and reasonable attorney's fees. Payments more than 30 days past due shall, unless remedied within 10 days of notice to the CLIENT, excuse BIO-WEST from further performance thereunder and shall obligate the CLIENT to immediately pay all sums (including accrued interest), plus 5 percent of all sums of work not yet performed as liquidated damages.
- 6.2 BIO-WEST shall be paid in full for all services under this agreement, including any unforeseen need for BIO-WEST's services exceeding original contract requirements. Payment for such services shall be made irrespective of any claim by the CLIENT for compensation for additional work conducted. Any such claim shall in no respect delay payment of fees for services performed by BIO-WEST.

**ARTICLE 7. INDEPENDENT CONTRACTOR**

- 7.1 It is understood and agreed that BIO-WEST shall perform the work according to its own means and methods, and shall be an independent contractor. All persons employed by BIO-WEST in connection with the work shall be BIO-WEST employees or consultants, subject only to its orders and supervision and shall be paid directly by it. Neither the CLIENT nor its agents, servants, or employees shall have the right to direct, supervise, or control the manner or method in which the work is performed, except as otherwise expressly provided herein. The CLIENT reserves the right upon itself and its agents to inspect the work, however, for the purpose of determining whether the work is being performed in conformity with the Contract Documents.

**ARTICLE 8. ASSIGNMENT AND SUBCONTRACTING**

- 8.1 This contract shall be binding on and inure to the benefit of the parties hereto and their respective successors and assigns; provided, however, that BIO-WEST shall not assign, transfer, let, or sublet, in whole or in part, the work under this Contract without written notice to the CLIENT and the agreement in writing of each such subcontractor to perform its work in conformity with the terms of the Contract Documents that apply to such work, and BIO-WEST shall be fully responsible for the acts and omissions of such subcontractors.

**ARTICLE 9. NO WAIVER**

9.1 Failure on the part of BIO-WEST or the CLIENT to timely enforce any condition or provision of the Contract shall not be deemed to be a waiver of such condition or provision, except to the extent that the same is expressly waived or consented to in writing by the party entitled to enforcement thereof.

**ARTICLE 10. JURISDICTION**

10.1 The parties agree that the courts of Cache County, Utah, shall (at the election of BIO-WEST) have original, exclusive jurisdiction of disputes arising hereunder.

**ARTICLE 11. EXTENT OF AGREEMENT**

11.1 The agreement, including these terms and conditions, represents the entire agreement between the CLIENT and BIO-WEST, and supersedes all prior negotiations, representations, or agreements, written or oral. The agreement may be amended only by written instrument signed by the CLIENT and BIO-WEST.

EXECUTED THIS 6th day of December, 2023.

By \_\_\_\_\_  
Client (print or type) Title

By \_\_\_\_\_  
Client (signature)

By \_\_\_\_\_  
BIO-WEST, Inc. (signature) Title

# **Porters Landing Boat Ramp: Design Development, Environmental Permitting, and Construction Administration North Salt Lake City, Utah.**

Scope of Work and Fee Schedule: 21 November 2023

## **BIO-WEST Project Team Approach**

BIO-WEST has developed a project team approach in response to North Salt Lake City's (City) request for design development, environmental permitting, and construction administration work on the Porters Landing Boat Ramp Project in Davis County, Utah. The project consists of one concrete surface carry-in boat launch location at the existing Porters Landing Trailhead. Specific design elements and amenities include the boat launch ramp, boat ramp approach, river bank stabilization work, and landscape revegetation.

### **Task 1: Facilitate Project Coordination and Meetings**

The BIO-WEST Project Team will facilitate regular project management meetings, monthly or as necessary, with appropriate City staff to discuss fieldwork findings, address project issues, develop design drawings, and coordinate project schedules. At the initiation of this task, BIO-WEST Project Team members will hold a kickoff meeting with the City to establish lines of communication, exchange project-specific information, discuss agency jurisdictions, and confirm project outcomes and expectations. In addition, a firm timeline for specific project tasks will be set to complete the project on time and within the established budget. Project updates will be given on a regular basis, as needed, to ensure good communication on scheduling project activities. Project management activities, such as coordination with BIO-WEST Project Team members, budget tracking, and invoicing, are included in this task. This task also includes effort for coordinating and facilitating up to four (4) scheduled meetings with City staff.

### **Task 2: Perform Site Inventory and Analyses**

This task includes all effort necessary to become knowledgeable about the project, initiate coordination with appropriate stakeholders, and complete project fieldwork. It is the intent of this task to obtain relevant project information from the City, perform any necessary field verification and site analysis activities, and complete the required environmental reporting. Our resource specialists will use submeter-accurate GPS units to record important site information related to streambanks, riparian-wetlands and upland vegetation, locations and types of invasive plant species, unique wildlife habitats, recreational amenities, and utility infrastructure conditions. Individual Project Team members will spend up to one day at the project site to verify the accuracy of existing information and to gather appropriate site data. This information will be used to supplement existing GIS and CAD data sets provided by the City in order to guarantee the accuracy and quality of the information presented in the environmental permit applications

and construction documents. While on site, BIO-WEST staff will also complete the necessary jurisdictional wetland surveys and threatened/endangered species surveys to help secure the required City, County, State and Federal permits for the project. This task also includes preparing letter reports for aquatic resources, threatened and endangered species, and hydraulic analyses.

The project wildlife biologist will conduct a review of literature from state and federal sources to identify Davis County specific TES species and their habitat requirements. Sources of information will include the Natural Heritage Program, Utah Division of Wildlife Resources Conservation Data Center, and the U.S. Fish and Wildlife Service. Once the literature review has been completed, a site visit will be conducted to determine whether suitable or potentially suitable TES species habitat exists within project corridor. Information to be collected while conducting the site visit include the locations where direct observations of TES species are made, location of suitable or potentially suitable habitat patches, and other wildlife species commonly found using habitat available within the project corridor. A letter report will then be prepared to describe the methods used, findings, and conclusions regarding the presence or absence of TES species within the project area. The report will also describe existing habitat and wildlife species common to the project area including those observed during the site visit. If TES species were seen during the site visit or suitable habitat was found within the project area, a map documenting the location of all observations will be included in the letter report.

BIO-WEST's professional wetlands scientist will visit the project site to identify the potential environmental constraints that will dictate the boater access ramp location. The wetland scientist will perform a project site inspection to delineate the boundaries of any jurisdictional wetlands and waters of the United States according to current USACE requirements which includes establishing sample points, completing data forms, estimating vegetation status, excavating soil pits, and describing soil profiles. For the aquatic resources report, the methods used, findings, and conclusions regarding the presence or absence of jurisdictional wetlands within the project area will be described. The report will also describe existing plant species common to the project area including those observed during the site visit. If any jurisdictional wetlands or Waters of the US were identified within the project area during the site visit, a map documenting the location of all jurisdictional wetlands or Waters of the US will be included in the letter report.

BIO-WEST watershed sciences staff will collect hydraulic design information necessary for securing future environmental permits for the project. This task involves the following: coordination with project design team members; acquiring existing and available hydrographic survey and monitoring data; collecting new in-channel, stream bank, and floodplain survey data; providing a detailed hydraulic analysis memorandum; further describing the geomorphic setting of the proposed boater access ramp area, including current conditions; and modeling existing and future water elevations and hydraulic conditions at the site to fulfill project permitting requirements. Recommendations for bank stabilization measures on the Jordan River will include: toe rock sizing, shear stress estimates along streambanks, and flow stage based on percent exceedance to provide guidance as to toe rock height and stream bank height(s). For the hydraulic flow modelling report, floodplain analysis work will include the development of a 1-D HEC-RAS model to determine water surface elevations during flood events before and after

project implementation. Collection and incorporation of flow information from USGS gauge stations is also included in this task. The HEC-RAS model will then be used to assess the predicted 100-year flood water surface elevations as a result of implementing the proposed boat ramp and any associated streambank revetment.

### **Task 3: Prepare Schematic Design**

The BIO-WEST Project Team will create a schematic design of the proposed boat access ramp to effectively communicate design intent and to resolve potential barriers to the ramp design and location. Our project team will initially walk the project site to ascertain environmental, physical, and other items that may potentially impact the proposed boat ramp location, permit approval process, and/or construction costs (see Task 2). Various boat ramp alternatives will be analyzed and evaluated by criteria that will include safety, connectivity, accessibility, and aesthetics. This analysis will help ensure that the project meets water trail user needs, fits within the context of the area, addresses adjacent property owner concerns, and minimizes environmental impacts. The schematic design will be developed to the 30% design completion stage for construction plans and details.

### **Task 4: Secure Environmental Permits**

Under this task, BIO-WEST will provide completed permit applications for a North Salt Lake City Floodplain Development Permit, a Utah Forestry Fire and State Lands General Permit, and a USACE 404 / UDWR Stream Alteration Joint Permit Application. Once site inventory and data compilation activities are complete, the Project Team will coordinate with permitting agency staff to ensure that all hydraulic calculations needed to secure future permit approvals are completed. Detailed cross-section plots of the Jordan River at the proposed boat launch site will be prepared and analyzed with respect to hydrologic streamflow patterns to inform stabilization and revegetation design details. Up front coordination with these agencies will be important to ensure that any potential concerns or requirements are met. BIO-WEST Project Team members will prepare permit application materials and complete follow-up correspondence as needed to address agency concerns.

### **Task 5: Prepare Construction Documents**

Under this task the BIO-WEST Project Team will create all construction drawings and technical specifications necessary to effectively communicate design intent and construction requirements to potential contractors. It is anticipated that the construction documents package will include a layout plan, grading plan, revegetation plan, construction details, cross sections, summaries of materials, technical specifications, and an architect's cost estimate. All plans and details will be prepared in AutoCAD (version Civil 3D 2022) format. Draft construction documents will be prepared and delivered in Adobe Acrobat ready format. These preliminary construction documents will be compiled and presented to City staff at the 60 percent completion stage. Following a 60 percent design review, the construction documents will be organized into a complete bid set and delivered to City staff for a 90 percent review. All comments from the 60 percent review will have been addressed and incorporated into the 90 percent review construction documents, as appropriate.

Following the 90 percent design review, the construction drawings, summary of materials, and technical specifications will be organized into a bid package ready for bidding. The bid package will be organized so that construction bidding may be awarded as an entire package to one contractor. The package will be itemized into specific areas of construction development (e.g., clearing and grubbing, planting, surfacing) that will allow line-item adjustments for City staff to exercise phasing or deleting of certain elements, as necessary. The BIO-WEST Project Team will provide the City with an electronic copy (in AutoCAD and Adobe Acrobat formats) of all final design drawings, construction documents, and technical specifications (in Microsoft Word format).

### **Task 6: Perform Construction Administration Services**

The performance of regular site inspections and participation in construction progress meetings are included in this task. The purpose of the site inspections will be to routinely observe, monitor, and evaluate works in progress and identify and solve potential problems. The BIO-WEST Project Team representative will maintain thorough documentation of each site visit and will submit regular site reports to City staff on a weekly basis or as directed. The BIO-WEST Project Team representative will respond within 24 hours to an unscheduled request for a site visit. Based on site observations, the BIO-WEST Project Team representative will receive, review, evaluate, recommend, and certify the Contractor's Applications for Payment. Any change orders will be prepared by the BIO-WEST Project Team representative and provided to City staff, as necessary. At the completion of project construction, the BIO-WEST Project Team will provide City staff with a comprehensive set of as-built drawings in electronic format as specified.

## **BIO-WEST Project Team Assumptions**

The BIO-WEST Project Team scope of work, schedule, and fees are based on the following assumptions:

- Access to the project corridor will be unrestricted and no permission will be required prior to conducting the site visits and field work.
- The City will provide site information including but not limited to: property lines, existing utilities, existing right-of-ways and easements, and existing topographic survey information for the project area.
- The presence of suitable and/or potentially suitable habitat is sufficient to determine whether TES species occurrence within the project corridor is possible.
- This statement of work assumes no jurisdictional wetlands, T & E species habitat, or cultural resource sites will be affected by the project. This statement of work does not include any wetland permitting activities (e.g., pre-construction notification, nationwide permit, individual permit).

- The BIO-WEST Project Team representative will attend no more than 4 virtual meetings with City staff (i.e., Kickoff Meeting, Site Visit Meeting, 60% Review Meeting, and 90% Review Meeting).
- The BIO-WEST Project Team representative will attend no more than 8 weekly or as scheduled construction site visits.

## BIO-WEST Project Team Schedule and Fees

The BIO-WEST Project Team has developed a project schedule that will assure the earliest possible delivery while guaranteeing a supreme work product. The BIO-WEST Project Team proposes to meet at least monthly, either in person or via telephone, with City staff over the duration of the project. Monthly project progress reports will be prepared and submitted to City staff. Figure 1 shows the BIO-WEST Project Team’s proposed monthly schedule by task for this project. The BIO-WEST Project Team anticipates a construction budget for the project that does not exceed \$160,000.

**Figure 1. Proposed Work Schedule for the Porters Landing Boat Ramp Project.**

PROJECT TASK	DATE					
	December 2023	January 2024	February 2024	March 2024	April 2024	May 2024
Task 1: Facilitate Project Coordination and Meetings	[Blue bar spanning Dec 2023 to May 2024]					
Task 2: Perform Site Inventory and Analyses	[Blue bar]					
Task 3: Prepare Schematic Design		[Blue bar]				
Task 4: Secure Environmental Permits			[Blue bar]	[Blue bar]		
Task 5: Prepare Construction Documents			[Blue bar]	[Blue bar]		
Task 6: Perform Construction Administration Services					[Blue bar]	[Blue bar]

BIO-WEST proposes a not-to-exceed fixed services fee of approximately \$39,825 (see Figure 2) for the scope of work as outlined above and including the stated assumptions. BIO-WEST will invoice the City monthly according to the percentage of work completed.

**BIO-WEST, Inc.**  
COMPOSITE FEE SCHEDULE

15-Aug-23

Porters Landing Boat Ramp  
Design Development, Environmental Permitting, and Construction Documents

**LABOR:**

Position	Employee	Rate	Tasks						Total Hours	Cost
			1	2	3	4	5	6		
Principal / Project Manager	C. Sands	\$ 174.56	40	8	4	8	8	12	80	\$ 13,964.80
Landscape Architect	S. Davenport	\$ 117.91	12	8	16	8	32	24	100	\$ 11,791.00
Wildlife / Wetland Scientist	B. Thomas	\$ 137.81		8		4			12	\$ 1,653.72
Hydrologist	M. Majerova	\$ 107.19		32		8			40	\$ 4,287.60
CADD / GIS Specialist	A. Crookston	\$ 88.81		32		8	12	8	60	\$ 5,328.60
Administrative Assistant	J. Golden	\$ 73.50	2	2	2	2	2	2	12	\$ 882.00
<b>Total Hours</b>			54	90	22	38	54	46	304	
<b>Total Labor</b>			\$8,544.32	\$9,861.24	\$2,731.80	\$4,606.00	\$6,382.32	\$5,782.04		<b>\$37,907.72</b>

**OTHER DIRECT COSTS:**

Equipment Rental		\$	300.00							\$ 300.00
Printing / Copying		\$	25.00	\$	25.00	\$	25.00	\$	25.00	\$ 150.00
Mileage @ \$0.655/mi		\$	419.20	\$	209.60			\$	838.40	\$ 1,467.20
<b>Total Other Direct Costs:</b>		\$	444.20	\$	534.60	\$	25.00	\$	863.40	<b>\$ 1,917.20</b>

**TOTAL COST:**

**\$8,988.52    \$10,395.84    \$2,756.80    \$4,631.00    \$6,407.32    \$6,645.44    \$39,824.92**

- Task 1 - Facilitate Project Coordination and Meetings
- Task 2 - Perform Site Inventory and Analyses
- Task 3 - Prepare Schematic Design
- Task 4 - Secure Environmental Permits
- Task 5 - Prepare Construction Documents
- Task 6 - Perform Construction Administration Services



# CITY OF NORTH SALT LAKE

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

Brian J. Horrocks  
Mayor

Ken Leetham  
City Manager

## MEMORANDUM

**TO:** Honorable Mayor and City Council

**FROM:** Ken Leetham, City Manager

**DATE:** December 6, 2023

**SUBJECT:** Report on the South Davis Sewer District Proposed Property Tax Increase

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This item is a statutorily required reporting item that we must bring to the City Council. You will see from the attached letter from the South Davis Sewer District that they are proposing a property tax increase. Because the District is a Special Service District, it must report its proposed increase to the Governing Bodies who have Board members serving on the District's Governing Board.

No action is required on this item, but the District requested that it be presented to you through the attached letter at your meeting.



**South Davis Sewer District**

*Mailing Address:*  
PO Box 140111 • Salt Lake City, Utah 84114-0111  
*Phone* (801) 295-3469 • *Fax* (801) 295-3486

*Office Location:*  
1800 West 1200 North • West Bountiful, Utah 84087-2501

---

September, 2023

Dear South Davis Sewer Customer,

We deeply regret that it is necessary to propose an increase in the property taxes that you pay to the South Davis Sewer District beginning in 2024. For the average home valued at approximately \$556,000, this will be an increase of \$48.01 per year or \$4.00 per month. Your individual increase will vary based on the actual assessed value of your property. We chose to increase the property tax rather than raising rates again because it eases the burdens on our lower income customers and neighbors. A truth-in-taxation hearing will be held December 7, 2023 at 6:00 PM, before finalizing this proposed property tax increase.

It is important to understand why, after decades of having the lowest sewer rates and property taxes in the state, our district is forced to increase rates and property taxes so often. This is the result of the Utah Division of Water Quality requiring us, along with all other wastewater treatment facilities throughout the state, to meet increasingly stringent limits for ammonia as well as a new limit for phosphorus. It is also important to note that the Utah Division of Water Quality is delegated the authority by the Environmental Protection Agency (EPA) to enforce Federal Clean Water Act laws in Utah.

We have no choice but to comply with these new limits because if we do not, we will be assessed very heavy fines and could even have the permits required to operate the treatment plants revoked. The District has always tried to do more with less; however, these new, unfunded mandates cannot be met by our decades old but well maintained treatment plants without significant and costly upgrades. Recent rate and tax increases have funded improvements at the District's South Plant in North Salt Lake. This proposed tax increase will go toward bonds that will fund the estimated \$60 million in required upgrades at the District's North Plant in West Bountiful. Please be assured that we undertook a comprehensive analysis of alternatives and selected the most economical one for construction.

Unfortunately, further tax or rate increases will be necessary in coming years to complete this construction; however, rather than raising rates all at once, we have deemed it best to only collect the actual amount required for each year's construction thereby leaving more money in the pockets of our customers during the coming year. If you have further questions or concerns, we are more than happy to discuss them with you. You can reach us at 801-295-3469 during regular business hours (Monday through Friday from 8:00 a.m. to 4:30 p.m.). In addition, since these upgrades are unfunded mandates imposed on us by the EPA and the Utah Division of Water Quality, you may wish to contact your state legislators as well as your members of the United States Congress about your concerns.

Thank you for the opportunity to serve you and our community.

Matthew J. Myers, P.E.  
General Manager



# CITY OF NORTH SALT LAKE COMMUNITY & ECONOMIC DEVELOPMENT

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

## MEMORANDUM

**TO:** Honorable Mayor and City Council

**FROM:** Ali Avery, Long Range Planner

**DATE:** December 6, 2023

**SUBJECT:** Consideration of a letter of support for a grant funding application to Wasatch Front Regional Council through the Transportation and Land Use Connection program for the creation of Town Center urban design standards.

### RECOMMENDATION

Staff recommends approval of the letter of support for a grant funding application to Wasatch Front Regional Council through the Transportation and Land Use Connection program for the creation of Town Center urban design standards.

### BACKGROUND

As you are aware, City staff has been working for several years on drafting urban design standards for the Town Center through a Form-Based Code. The Form-Based Code (FBC) was being adapted from a template provided by Wasatch Front Regional Council (WFRC). As work progressed on the project, it became increasingly apparent that the Form-Based Code template is too comprehensive for the scope or scale of North Salt Lake's Town Center which has physical constraints and limited developable parcel depth along the Highway 89 corridor.

City staff has also published an RFP for the General Plan update, which is expected to begin in January 2024. Within the General Plan, there will be broad urban design recommendations for the Town Center, among other areas of the City. It is expected that a consultant could use those broad recommendations as a starting point for creating detailed architectural and urban design standards for the Town Center which would then be adopted into City Code. Additionally, parcel specific demonstrations will be included in the design guidelines with recommendations on appropriate building massing, open space, and appropriate parking requirements.

City staff submitted a letter of intent to WFRC for funding for Town Center Urban Design Standards through their TLC funding program, and the City has been invited to make a formal application, which is due on December 7<sup>th</sup>. As part of that application submittal, a letter of support from the Mayor is required (see Attachment 1). The project is estimated to cost \$100,000 and the City is requesting \$75,000 in grant funding with a local match of \$25,000.

**POSSIBLE MOTION**

I move that the City Council approve the letter of support for a grant funding application to Wasatch Front Regional Council through the Transportation and Land Use Connection program for the creation of Town Center urban design standards.

Attachments:

- 1) Letter of support



# CITY OF NORTH SALT LAKE

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

**Brian J. Horrocks**  
Mayor

**Ken Leetham**  
City Manager

December 6, 2023

Wasatch Front Regional Council  
295 North Jimmy Doolittle Road  
Salt Lake City UT 84116

Dear Ms. Townsend,

The City of North Salt Lake is applying for funds for the Transportation and Land Use Connection (TLC) Program through Wasatch Front Regional Council (WFRC). The proposed project is to hire a consultant to draft urban design standards for the city's Town Center that will then be adopted into code.

The City currently faces an onslaught of development and redevelopment pressure in this area, thus the City wishes to ensure that the Town Center develops in a way that is cohesive and attractive. The goal is to adopt the architectural and urban design standards into City Code to formalize design requirements for the Town Center and ensure that it develops in a sustainable way.

The finished product will be reflective of the community's vision for the Town Center in North Salt Lake, and will successfully implement the goals of the Town Center Master Plan. The City is willing to commit to a 25% financial match of \$25,000 towards this important project. Thank you for your consideration of our application.

Sincerely,

Brian J. Horrocks  
Mayor



# CITY OF NORTH SALT LAKE

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10 East Center Street  
North Salt Lake, Utah 84054  
(801) 335-8708 Voice  
(801) 335-8719 Fax  
[www.nslcity.org](http://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:** December 6, 2023

**SUBJECT:** Consideration of Resolution 2023-47R: 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 2023-47R: 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, ground 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 \$1,008,750 (75%), and the City match is \$336,250 (25%). The required minimum match for this grant is 25%. The City Council approved this application in August 2023

with a 30% City match, and since then city staff has learned that an increased local match amount no longer increases the competitiveness of the grant application. So, the attached resolution simply puts the City match back down to the required minimum 25% of the total project cost, for a cost savings to the City of \$67,250. 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 25% 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 did not receive an award. 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.

### **POSSIBLE MOTION**

I move that the City Council approve Resolution 2023-47R 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 2023-47R

**RESOLUTION NO. 2023-47R**

**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; and

**WHEREAS**, the City Council approved this grant application on August 1<sup>st</sup>, 2023 but city staff has since learned that increasing the local match percentage from the required 25% does not improve the competitiveness of the grant application any longer.

**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 \$336,250 (25%) 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 6<sup>th</sup> day of December, 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

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

**Brian J. Horrocks**  
Mayor

**Ken Leetham**  
City Manager

December 6, 2023

Kathy Holder  
State Hazard Mitigation Officer  
4315 S. 2700 W.  
2<sup>nd</sup> Floor Suite 2200  
Taylorsville UT 84129

To whom it may concern,

As Mayor of the City of North Salt Lake, I am authorized to write a letter of support and commitment to our application for \$1,008,750 (75%) in Building Resilient Infrastructure and Communities (BRIC) funds for the Honey Well Pump Station Reconstruction. The City, through an action of the City Council, has set aside the matching funds of \$336,250 (25%). These funds will be available on January 1, 2024. This makes the total cost of the project \$1,345,000.

The reconstruction of the Honey Well Pump Station is a critical project that will have impacts city-wide. The project will help the City to become more resilient to climate change accelerated drought and potential earthquake events. It is extremely important that the City be able to provide uninterrupted culinary water service to its residents, especially during a disaster.

North Salt Lake is willing to endorse and support this grant even though it means committing a significant amount of public funds to meet the required match. The City's governing body is willing to make this commitment of a public expenditure to help mitigate the risk to the health, safety, and welfare of its residents.

I am very appreciative of the FEMA program and staff who have been cooperative and supportive of our efforts. I thank you in advance for your consideration of our application.

Sincerely,

Brian J. Horrocks  
Mayor



# CITY OF NORTH SALT LAKE

## Police Department



BRIAN J. HORROCKS

Mayor

KEN LEETHAM

City Manager

10 East Center Street, North Salt Lake, Utah 84054 • (801)335-8650 Fax: (801)335-8679

CRAIG BLACK

Chief of Police

**To:** Honorable Mayor and City Council of North Salt Lake

**From:** Craig Black, Chief of Police

**Date:** December 6, 2023

**Re:** Surplus and Purchase of Police Vehicles

### Recommendation

The police department is requesting authorization to surplus three (3) vehicles and purchase three (3) Dodge Durango SUV's for use in the patrol division.

### Background

As part of the FY 2024 budget, the police department requested and was approved to purchase four (4) vehicles for use in the patrol division and detective divisions. One of the purchases was actually budgeted and approved for the FY '23, but due to supply chain issues was not able to be ordered until earlier this year. That vehicle has been purchased and is now in service in the detective division. Due to issues in the Ford supply chain, we have been informed that the Ford Explorer Hybrid SUV's are not available for order or purchase this year, and next year is unclear. For this reason we are requesting to purchase Dodge Durango's. These vehicles will be assigned to Patrol Division. The three vehicles being requested as surplus are as follows:

	Year	Make	Model	Type	Mileage	VIN
1	2017	Ford	Explorer	SUV	102,200	1FM5K8AT5HGB16106
2	2017	Ford	Explorer	SUV	108,129	1FM5K8ARXHGD59172
3	2018	Toyota	Camry	SUV	124,733	4T1B21HK6JU509515

Using the State Contract pricing authorized dealers, the vehicles will be delivered through the Young Automotive Group.

The cost of the purchase and equipping of these vehicles was included in the current FY 2024 budget.

This does not include equipping the vehicles with the standard emergency equipment from Premier Installations.

The price of each Durango is \$41,329

Total Purchase Cost is \$123,987

**Possible Motion**

I move that the City Council approve Resolution 2023-48R: A resolution of the City Council of the City of North Salt Lake declaring certain vehicles as surplus property and authorizing the purchase of three vehicles in the Police Department.

**RESOLUTION NO. 2023-48R**

**A RESOLUTION OF THE CITY COUNCIL OF THE  
CITY OF NORTH SALT LAKE DECLARING  
CERTAIN VEHICLES AS SURPLUS PROPERTY AND  
AUTHORIZING THE PURCHASE OF THREE  
VEHICLES IN THE POLICE DEPARTMENT**

**WHEREAS**, the City of North Salt Lake no longer has a need or use for certain vehicles within the Police Department due to age, high mileage, cost of maintenance, and being obsolete; and

**WHEREAS**, in accordance with State regulations, the City Council has determined to declare three Police Department vehicles as surplus property and desires to dispose of them in the method as prescribed by current law; and

**WHEREAS**, the City Council desires to approve the purchase of three new vehicles in the Police Department and finds that it is necessary to the success of the City's public safety responsibility to purchase the subject vehicles at the present time.

**NOW THEREFORE, BE IT RESOLVED**, the City Council of the City of North Salt Lake does hereby approve the following:

Section 1. The three vehicles identified in Exhibit A as surplus property are hereby declared surplus property and that said property shall be disposed of according to State statutes, including disposal, sale or trade-in on new equipment.

Section 2. City staff is hereby authorized to purchase three Dodge Durango vehicles to be used as patrol vehicles for a price of \$41,329 each and as approved in the City's adopted FY24 Budget.

This Resolution shall take effect upon passage.

**APPROVED AND ADOPTED** by the City of North Salt Lake, Utah, on this 6<sup>th</sup> day of December, 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 \_\_\_\_\_

## Exhibit A

The following vehicles are proposed to be declared as surplus property:

	<b>Year</b>	<b>Make</b>	<b>Model</b>	<b>Type</b>	<b>Mileage</b>	<b>VIN</b>
1	2017	Ford	Explorer	SUV	102,200	1FM5K8AT5HGB16106
2	2017	Ford	Explorer	SUV	108,129	1FM5K8ARXHGD59172
3	2018	Toyota	Camry	SUV	124,733	4T1B21HK6JU509515

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 NOVEMBER 7, 2023

6  
7 **DRAFT**  
8

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

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

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

23 OTHERS PRESENT: Dee Lalliss, Leslie Clark, Tammy Clayton, Peter Wirthlin, Suzette  
24 Jackson, residents.  
25

26 1. PRESENTATION AND DISCUSSION REGARDING ACTIVE TRANSPORTATION,  
27 SIDEWALK STANDARDS, BIKE LANES, AND SCOOTERS  
28

29 Karyn Baxter reported that the old sidewalk standards were four foot width, four foot park strip  
30 width, and the property line was one foot behind the sidewalk. She noted the current sidewalk  
31 standards were four foot sidewalk width, five foot park strip width, and the property line was at  
32 the back of the sidewalk. The ADA requirements were a minimum five foot sidewalk width or  
33 three feet width with a passing space every 200 feet (this could include driveways as passing  
34 space). She explained that technically the City was compliant but did not meet the requirements  
35 for grants or government funding as the sidewalks were not five feet wide. She indicated  
36 technical considerations for new standards were the ADA standards (five foot width), UDOT  
37 standards (four foot sidewalk and park strip widths, standard detail for adjacent sidewalk drive  
38 approach), and additional standards such as ramps for adjacent sidewalk and multiple widths.  
39

40 Ms. Baxter acknowledged staff recommendations for potential new sidewalk standards included  
41 matching existing conditions for replacement sidewalk, five foot minimum width for new  
42 sidewalks and four foot minimum width (with five foot preferred), as well as sidewalk width by

43 zone. She continued mixed use path/sidewalk width of eight to twelve feet and defined by  
44 location were also recommendations of staff.

45  
46 Karyn Baxter shared a map of sidewalk locations including existing and areas without sidewalks  
47 but did not include the annexation area. She spoke on replacement sidewalk which would match  
48 existing conditions and would be four feet in width with four foot park strips. She mentioned  
49 replacement sidewalk was typically done in individual sections due to damage or failure  
50 (generally age related). Ms. Baxter explained it would be impractical to replace single sections in  
51 wider widths and showed an image of how this would create unsafe conditions.

52  
53 Staff recommended new sidewalk in residential areas be five feet wide with four foot park strips  
54 (preferably five feet wide) and met current width requirements. Right of way widths would be  
55 standard width to provide nine feet from back of curb to the property line and exchanged the  
56 wider park strip for wider sidewalk. Karyn Baxter explained the two alternatives for new  
57 residential sidewalk including Alternative 1 with four feet of sidewalk with passing space,  
58 passing zones could be toward the road, met ADA width requirements, maintained park strip  
59 width, and would not require wider ROW. Alternative 2 increased right of way width, allowed  
60 for five foot sidewalk, and maintained park strip width. She mentioned this would apply mainly  
61 to new roads particularly through redevelopment.

62  
63 Councilmember Van Langeveld asked in regard to prioritizing a wider park strip. Karyn Baxter  
64 replied that staff suggested a five foot sidewalk which would leave room for a four foot park  
65 strip. She explained that a four foot park strip would allow for tree space, buffer for pedestrians  
66 and vehicles, and aesthetics.

67  
68 Councilmember Gordon mentioned replacement sidewalks matching existing conditions and the  
69 option to include the passing zone every 200 feet. Karyn Baxter responded that the proposed  
70 standard would not be done universally as driveways would accommodate that passing zone.

71  
72 Karyn Baxter reported on the proposed sidewalk by zone and showed a table with examples  
73 based on street type for widths of frontage, pedestrian clear zone, and boulevard/furnishing zone.  
74 She suggested the standards be developed based on the type of use and location in the City and  
75 could include standards for frontage, pedestrian, furnishings (benches, trash cans, street lights,  
76 etc.), and landscaping or vegetated buffer. She stated staff could prepare recommendations for  
77 review and adoption by the City Council.

78  
79 Karyn Baxter provided information on the mixed use path (also known as multi-use, shared use,  
80 or shared path) which was typically asphalt and suggested several locations including Redwood  
81 Road, Center Street, and trails in parks. The mixed use sidewalk would be utilized in urban  
82 environments, commercial areas, and redevelopment areas. She showed examples of what these  
83 paths could include such as frontage, pedestrian, sidewalk, bicycle, and street buffer/furnishings.

84

85 Councilmember Knowlton mentioned active transportation accommodations. Karyn Baxter  
86 responded that these accommodations would be identified and gave the example of a corridor  
87 agreement with UDOT for US Highway 89. She continued this included cross sections on a map,  
88 identifying the right of way width, including all transportation elements (BRT, bike routes/lanes,  
89 pedestrian access), and varied cross section by location. She spoke on different needs in different  
90 areas of town including the addition of a ten foot multi-use path from 350 North to 1000 North  
91 (west side of US89), a mixed use approach with wider sidewalks in the Town Center area, and  
92 separated paths on Eagleridge Drive and other areas.

93  
94 Karyn Baxter reported on areas with work in progress including Center Street development with  
95 a proposal for 130 East Center, a sidewalk project for Orchard Drive (through a grant), separated  
96 bike lane on south side of street, and a connection to existing sidewalk with ability to adjust in  
97 future. She spoke on the previous plan for the separated bike lane pilot on Orchard Drive with a  
98 temporary bike lane, kickoff event with social media, track usage, and connection to an existing  
99 trail or destination, and working with Bountiful or Woods Cross. She stated staff was now  
100 suggesting a buffered bike lane with a clear designated bike lane with minimal paint and proper  
101 signage, social media outreach, and then monitoring parking activity, public input, and bike lane  
102 usage. Ms. Baxter said the temporary bike lane pilot with candlestick barrier and temporary  
103 signage was \$25,000. She indicated the second option with the painted buffer bike lane with  
104 actual signage would be about \$22,200.

105  
106 Councilmember Van Langeveld asked if there would be space for crosshatching. Karyn Baxter  
107 said there would not be enough room for the cross hatching and shared an example of what the  
108 proposed bike lane would look like.

109  
110 Councilmember Knowlton asked about the option of a wider buffered bike lane on only one side  
111 of the street. Karyn Baxter responded that staff could review this and the pilot study would help  
112 to determine if residents wanted this. She indicated her preference would be to have the buffered  
113 bike lanes flow with traffic on both sides of the street.

114  
115 Mayor Horrocks questioned meeting the ADA requirements for sidewalks. Karyn Baxter replied  
116 that anything more than standard street maintenance would require the need to install ADA  
117 ramps. She said the sidewalks and streets were steeper than an ADA ramp could be and the City  
118 did their best to make the ramp locations meet the ADA requirements.

119  
120 Todd Godfrey commented that they advised their clients to meet the requirements in terms of  
121 major reconstruction and sidewalks in heavily sloped areas. He noted new roads would require  
122 the five foot sidewalks.

123  
124 Karyn Baxter spoke on the difference between separated and buffered bike lanes, issues with  
125 maintenance for public works such as snow plowing or street sweeping, and safety.

126

127 Councilmember Knowlton said this was a well thought out pilot program but spoke on current  
128 bike use on that street, parking on the street, and a skepticism for painted buffer and comfort  
129 level. He acknowledged this felt like the right next step.

130  
131 Sherrie Pace reported on the contract with Lime Scooters which was approved in February and  
132 began in April/May through October 31<sup>st</sup> with 3,000 total trips. She said the average trip was one  
133 mile, the average rental was ten minutes, and 22 scooters were deployed each day in the City.  
134 She explained the scooters were geofenced and could travel from the City to Salt Lake County.  
135 She noted Lime Scooters did not yet have an agreement with Bountiful or Woods Cross. Ms.  
136 Pace said that South Davis Metro Fire did not have any scooter related incidents. She mentioned  
137 the City's Police Chief reported one user accident with a scooter in Hatch Park.

138  
139 Mayor Horrocks commented that the use of scooters on sidewalks was prohibited in Salt Lake  
140 City. Sherrie Pace replied that the City could choose to allow scooter use on sidewalks or not.

141  
142 Chief Black responded that he did not think scooters belonged on the sidewalk or on Highway  
143 89. He said if there was an ordinance against riding scooters on the sidewalk the police  
144 department would enforce it.

145  
146 Sherrie Pace said the proposal was to increase sidewalk widths to ten feet in the Town Center  
147 area to accommodate pedestrians and scooters. She mentioned an example could be to have a  
148 pedestrian zone against the building, then planter boxes, and then a bike path which could also be  
149 used by scooters. She indicated this could be tied to the zone or a geographic area. She stated if  
150 the Council would like to implement something like this, staff could work with the developer of  
151 the proposed Lofts at North Salt Lake as a pilot project.

152  
153 Councilmember Van Langeveld asked for more data on where the scooters were being used.

154  
155 Councilmember Gordon commented that scooters were often parked in the bike lane in her  
156 neighborhood. She asked that the developer consider the multi-use sidewalk in the Lofts at North  
157 Salt Lake development. Councilmember Knowlton also supported the multi-use sidewalk.

158  
159 Councilmember Knowlton was also in favor of the Highway 89 trail and said it necessitated  
160 crossing the road which meant that area needed to be elevated for pedestrians for safety at that  
161 intersection.

162  
163 2. DISCUSSION ON TOWN CENTER URBAN DESIGN OPTIONS AND GENERAL  
164 PLAN RFP UPDATE

165  
166 Sherrie Pace reported that the General Plan RFP was published on the State website today. She  
167 indicated there would be a pre-submittal meeting on November 14<sup>th</sup> with interested contractors.  
168 She stated proposals would be due December 15<sup>th</sup> with staff review on December 18<sup>th</sup>. She said

169 staff would then narrow it down to one or two consultants with the recommendation for the City  
170 Council in January.

171  
172 Councilmember Van Langeveld asked that there be a section of the General Plan focused on  
173 health and wellness.

174  
175 Ms. Pace spoke on the Town Center urban design and the Form-Based Code. She said that staff  
176 had conclude the Form-Based Code template was not the right fit for the City due to issues  
177 related to building massing, setbacks, and shallow parcels in this small area. She stated staff  
178 would work with a consultant to draft urban design guidelines on siting, blocks, massing  
179 recommendations, height, articulation, pedestrian spaces, materials, etc. She noted staff had  
180 submitted a letter of interest for the TLC Grant through Wasatch Front Regional Council  
181 (WFRC) and would apply for funds for architectural guidelines and site specific demonstrations  
182 for redevelopment along Highway 89 and Town Center regulations.

183  
184 Councilmember Knowlton questioned if these guidelines would then be codified and staff  
185 administered for easy use by a developer or landowner. Sherrie Pace replied affirmatively.

186  
187 Councilmember Baskin clarified that the City would no longer be implementing a Form-Based  
188 Code as it did not fit the geographic layout. Sherrie Pace responded that this was correct.

189  
190 Councilmember Gordon asked about placing a moratorium until the standards were adopted.  
191 Sherrie Pace clarified that a moratorium would only last 180 days and did not affect anything  
192 that already had an application in process or development agreement such as the 130 East  
193 project.

194  
195 Sherrie Pace reported that staff was working on the subdivision ordinance update which included  
196 street right of way widths and sidewalks and trails as well as Capital Facilities Plan for Active  
197 Transportation implementation, and integration of profile and standards into specifications  
198 manual and City ordinances.

199  
200 Councilmember Van Langeveld asked about sidewalk repairs particularly related to park strip  
201 trees and roots. Ken Leetham replied that generally homeowners had the responsibility to make  
202 repairs but said the City Council needed to determine a solid policy in the future.

203  
204 3. ADJOURN

205  
206 Mayor Horrocks adjourned the meeting at 7:01 p.m. to begin the regular session.

207

CITY OF NORTH SALT LAKE  
CITY COUNCIL MEETING-WORK SESSION  
ANCHOR LOCATION: CITY HALL  
10 EAST CENTER STREET, NORTH SALT LAKE  
NOVEMBER 7, 2023

**DRAFT**

Mayor Horrocks welcomed those present at 7:13 p.m. Ted Knowlton offered the thought and 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  
Councilmember Alisa Van Langeveld

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

OTHERS PRESENT: Dee Lalliss, Leslie Clark, Tammy Clayton, Peter Wirthlin, Suzette Jackson, Camille Thorpe, residents.

1. CITIZEN COMMENT

Dee Lalliss, resident, spoke on bike lanes and suggested polling residents to see how many actually rode bikes on Orchard Drive/US-89, how wide the bike lanes should be, and on what streets bike lanes should be located before money was spent on implementing bike lanes. He also spoke on the electrical vehicle charging stations at City Hall and electric vehicle owners utilizing them for free.

2. SPECIAL RECOGNITION-PEHP AWARD TO THE CITY'S PUBLIC WORKS STAFF

Ken Leetham spoke on the culture in the Public Works Department and how it was different from what was typically found in other cities. He said the City's Public Works Department had an atmosphere of performance and high achievement along with an emphasis on quality of life for the employees. Mr. Leetham said David Frandsen had introduced performance measurement when he was hired which included competitions, high standards, and trainings on physical and mental health, personal finances, wellbeing, and retirement. He said David had greatly enhanced

250 the lives of his Public Works employees for the better and he and his staff had been recognized  
251 recently by PEHP for these achievements.

252  
253 David Frandsen reported that he started the Life Focus Series several years ago which included  
254 financial advising, stress management, and more. He said PEHP came to present to employees  
255 during a Life Focus and recognized this group was different and requested to learn more. He  
256 shared a little about the culture in North Salt Lake and PEHP has since asked staff to speak at  
257 several conferences and help other cities implement similar programs. Mr. Frandsen said in  
258 addition to the certificate there was a cash award of \$8,600. He mentioned that part of the reason  
259 this program had been so successful was due to employee motivation.

260  
261 Ken Leetham commented that as the culture had changed over the years, he observed that David,  
262 Jon, and Randy delegated leadership responsibilities which allowed other employees to become  
263 skilled supervisors and leaders. He said this program would be implemented in other departments  
264 in the City.

265  
266 Councilmember Van Langeveld said that many times residents only interacted with Public Works  
267 staff when they were upset and suggested that these employees could be highlighted on social  
268 media to allow for positive interactions.

269  
270 3. MONTHLY FINANCIAL REPORT FOR PERIOD ENDING SEPTEMBER 30, 2023

271  
272 Heidi Voordeckers reported that there were no new trends as far as revenues or expenditures. She  
273 explained the City was currently experiencing a sales and use tax audit which occurred every  
274 five to ten years for the period from September 30, 2020 through July 31, 2023, a URS  
275 compliance audit which occurred every four years for the period from November 13, 2019  
276 through August 26, 2023 and an annual external audit for July 1, 2022 through June 30, 2023.  
277 She said there was some underreported revenue related to sales tax from 2020-2021 with a  
278 payment due of \$3,500.

279  
280 She stated the URS compliance audit had some pay codes that were not reporting as eligible for  
281 retirement contributions. She said the URS audit in 2019 resulted in \$10,000 in back  
282 contributions. Ms. Voordeckers reported she had presented the budget summary document to the  
283 Senior Lunch Bunch in October.

284  
285 4. CONSIDERATION OF ORDINANCE 2023-14: AN ORDINANCE AMENDING  
286 CERTAIN ADMINISTRATIVE PROCESSES OF TITLE 8, CHAPTER 1, SECTION  
287 3(B) OF THE CITY'S CODE RELATED TO DELINQUENCY AND  
288 DISCONTINUATION OF SERVICE FOR WATER UTILITIES

289  
290 Heidi Voordeckers reported on an amendment to the Water Utility Ordinance in Section 8-1-  
291 3(B): Delinquency, Discontinuation of Service. She said currently one of the processes to collect

292 on delinquent accounts was to shut off water after 65 days or three months. She explained the  
293 biggest issue with the wording of the ordinance was date restrictions which specified that water  
294 would be shut off between the 5<sup>th</sup>-12<sup>th</sup>. Ms. Voordeckers said staff preferred to do water shutoffs  
295 on Wednesday to allow residents two days before the weekend to resume water services at a \$50  
296 reconnection fee rather than a \$150 weekend or after hour reconnection fee.

297  
298 Ms. Voordeckers said the proposed amendments would accomplish removing date restrictions in  
299 the shut off process and allow more flexibility for staff and residents, clarify when an account  
300 was considered delinquent, and defined how utility customer payment plans were authorized by  
301 shifting the approval of utility customer payment plans from the Finance Director and City  
302 Manager to the Finance Director and City Treasurer to expedite the collection process. She noted  
303 this would streamline collections and realign it with the Treasury function allowing the City  
304 Manager to step in if a dispute arose.

305  
306 **Councilmember Porter moved that the City Council approve Ordinance 2023-14: An**  
307 **Ordinance Amending Certain Administrative Processes in Section 8-1-3(B), Delinquency;**  
308 **Discontinuation of Service, of the City of North Salt Lake’s Water Utility Code.**  
309 **Councilmember Van Langeveld seconded the motion. The motion was approved by Council**  
310 **Members Baskin, Gordon, Knowlton, Porter, and Van Langeveld.**

311  
312 5. CONSIDERATION OF RESOLUTION 2023-44R: A RESOLUTION AMENDING THE  
313 CITY’S COMPREHENSIVE FEE SCHEDULE RELATED TO BUILDING PERMIT  
314 REVIEW DEPOSITS AND CREDIT CARD CHARGES

315  
316 Sherrie Pace reported that the current comprehensive fee schedule required a \$500 plan check  
317 deposit for building permit applications for new construction (this did not include remodels or  
318 additions). She said the \$500 fee was appropriate for single family construction where the plan  
319 review portion of the building permit fee ranged between \$500-\$1,000 and partially covered the  
320 cost of the review if the application was withdrawn or the permit was not purchased. She  
321 continued additionally, the plan review fee for solar permits was usually under \$500 which  
322 caused an accounting issue as plan review fees and permit fees were accounted for in separate  
323 GL accounts and required additional administrative work. She indicated the \$500 deposit was not  
324 adequate for commercial or multi-family apartments as it only covered a fraction of the plan  
325 review costs and often required additional specialty plan review. She gave the example of the  
326 review for the Kum and Go Gas Station which took several months and cost \$6,018. She  
327 acknowledged this project was cancelled and the cost of review time was well over \$500. She  
328 noted multi-family/multi-story apartment building plans were also sent to a contract plans  
329 reviewer which could also result in substantial plan review fees if a project was cancelled.

330  
331 Ms. Pace stated the proposed plan review deposit would be 75% of the estimated plan review  
332 which could easily be estimated during application with the proposed square footage of the  
333 building. She said it was also recommended that the plan review deposit for solar permits be

334 reduced to \$100 to eliminate the need for accounting adjustments and transfers between GL  
335 accounts. She added one additional correction was to move the credit card convenience fee to 8.2  
336 Miscellaneous Fees as credit cards could be used to pay for other applications such as  
337 subdivisions or site plans and not just building permits.

338

339 Councilmember Gordon asked if other cities had similar policies. Sherrie Pace replied  
340 affirmatively.

341

342 Councilmember Van Langeveld asked about the Kum and Go property. Sherrie Pace responded  
343 that Maverik acquired the property and may sell or build on the property.

344

345 **Councilmember Van Langeveld moved that the City Council approve Resolution 2023-44R**  
346 **amending the Comprehensive Fee Schedule as presented. Councilmember Porter seconded**  
347 **the motion. The motion was approved by Council Members Baskin, Gordon, Knowlton,**  
348 **Porter, and Van Langeveld.**

349

350 6. CONSIDERATION OF RESOLUTION 2023-45R: A RESOLUTION APPROVING  
351 THE CITY'S POLICY STATEMENTS RELATED TO RETIREMENT BENEFITS FOR  
352 ELECTED AND APPOINTED OFFICIALS

353

354 Ken Leetham reported that the City recently went through a Utah Retirement Systems (URS)  
355 audit which revealed the need to establish written and approved policies for how elected and  
356 appointed officials participated in Tier II retirement benefits. He explained the proposed  
357 resolution indicated Tier I and II elected officials may participate in URS 401k and 457k  
358 retirement plans but not in a pension program, certain Tier II appointed officials (full-time  
359 employees) may participate in the URS pension program, and all other Tier II appointed officials  
360 (not full-time employees) may not participate in the URS pension program. He said Tier II  
361 appointed officials that were eligible to participate in the URS plan included the City Manager,  
362 Assistant City Manager, City Recorder, City Treasurer, Chief of Police, Assistant Chief of Police,  
363 Public Works Director, Community Development Director, Director of Finance, City Engineer,  
364 and Golf General Manager.

365

366 Mr. Leetham clarified that the City Council could change the policy and make elected officials  
367 eligible for pension benefits; however, the City would then need to make contributions for  
368 current and past elected officials. He said staff has not analyzed this option and did not have a  
369 cost estimate for how much funding that would require.

370

371 **Councilmember Baskin moved that the City Council approve Resolution No. 2023-45R**  
372 **approving the City's policy statements related to retirement benefits for elected and**  
373 **appointed officials. Councilmember Porter seconded the motion. The motion was approved**  
374 **by Council Members Baskin, Gordon, Knowlton, Porter, and Van Langeveld.**

375 7. CONSIDERATION OF PROPOSED CITY COMMENTS FOR THE I-15 EIS PUBLIC  
376 COMMENT PERIOD  
377

378 Ken Leetham reported that the Utah Department of Transportation (UDOT) was going through a  
379 final public comment period on the I-15 EIS project. Those comments were due by November  
380 13, 2023. Staff has assembled a list of comments and would like Council consideration. These  
381 comments included:

382  
383 1) A repeat of the request to include the Center Street off-ramp in the I-15 EIS project.  
384

385 2) Sidewalk on the south side of 2600 South is impacted and must be replaced. The City  
386 would also like to maintain its ten (10) foot wide required landscaping buffer between  
387 sidewalks and parking lots.  
388

389 3) The southbound off-ramp at 2600 South will vacate a significant portion of 800 West  
390 and we want to request that UDOT consider landscaping or other beautification of that  
391 location since it is an entry point for North Salt Lake and Woods Cross.  
392

393 4) Overland Drive sidewalk will be removed in this project. We want the sidewalk  
394 replaced since it was installed with a Safe Routes grant and serves a low income  
395 residential neighborhood. This  
396 location is in front of the mobile home park and south of 2600 South Street.  
397

398 5) The new trail along US89 should be replaced at an elevation that prevents gravel and  
399 debris from accumulating on the trail.  
400

401 6) In locations where driveways and streets cross trail segments, the City would like to  
402 have the trail get priority through the use of alternative surface treatment.  
403

404 Mayor Horrocks asked about the intersection at 2600 South and Wildcat and more traffic being  
405 directed to this intersection. Ken Leetham replied that the City liked this alternative but was in  
406 conflict with Woods Cross as they were opposed and wanted the Wildcat Way/800 West  
407 intersection reconfigured.  
408

409 Chief Black commented that 2600 South and Wildcat Way was the number one intersection for  
410 accidents in the City. He said that UDOT would make the final decision but urged the Council to  
411 include this information to encourage UDOT to reduce the likelihood of left hand and through  
412 turns from 500 East to Wildcat Way.  
413

414 Councilmember Porter mentioned a proposed trail which intersected property that the City had  
415 planned for commercial development.  
416

417 Ken Leetham asked for additional comments and said that the aforementioned eight items would  
418 be included in a letter to UDOT that would be signed by the Mayor.

419  
420 Councilmember Baskin commented that a statement anticipating cooperation with Salt Lake City  
421 would be beneficial.

422  
423 Mayor Horrocks asked about suggesting that the freeway would be elevated at Center Street. He  
424 asked if this should be added to the list of comments. Ken Leetham replied that staff had made  
425 this comment and UDOT had prepared several ideas for separating Center Street. Horrocks  
426 Engineering had reviewed this and did not have solid solutions yet. He said that rail separation at  
427 Center Street could be added to the list.

428  
429 **Councilmember Baskin moved to approve the identified comments on the EIS study**  
430 **including:**

- 431
- 432 **1) A repeat of the request to include the Center Street off-ramp in the I-15 EIS**  
433 **project.**
  - 434  
435 **2) Sidewalk on the south side of 2600 South is impacted and must be replaced. The**  
436 **City would also like to maintain its ten (10) foot wide required landscaping buffer**  
437 **between sidewalks and parking lots.**
  - 438  
439 **3) The southbound off-ramp at 2600 South will vacate a significant portion of 800**  
440 **West and we want to request that UDOT consider landscaping or other**  
441 **beautification of that location since it is an entry point for North Salt Lake and**  
442 **Woods Cross.**
  - 443  
444 **4) Overland Drive sidewalk will be removed in this project. We want the sidewalk**  
445 **replaced since it was installed with a Safe Routes grant and serves a low income**  
446 **residential neighborhood. This location is in front of the mobile home park and**  
447 **south of 2600 South Street.**
  - 448  
449 **5) The new trail along US89 should be replaced at an elevation that prevents gravel**  
450 **and debris from accumulating on the trail.**
  - 451  
452 **6) In locations where driveways and streets cross trail segments, the City would like**  
453 **to have the trail get priority through the use of alternative surface treatment.**
  - 454  
455 **7) Mention of a proposed trail which intersected property that the City had planned**  
456 **for commercial development.**
- 457

458 **8) Include information that the intersection at Wildcat Way and 2600 South had the**  
459 **highest number of accidents in the City and encouraged UDOT to reduce the**  
460 **likelihood of left hand and through turns from 500 East to Wildcat Way.**

461  
462 **9) Inclusion of a statement anticipating cooperation with Salt Lake City.**

463  
464 **Councilmember Knowlton seconded the motion. The motion was approved by Council**  
465 **Members Baskin, Gordon, Knowlton, Porter, and Van Langeveld.**

466  
467 8. CONSIDERATION OF ORDINANCE 2023-15: AN ORDINANCE AMENDING TITLE  
468 1, CHAPTER 6, SECTION 6(G) OF THE CITY'S CODE REGARDING THE  
469 SEVERANCE PAY OF CITY MANAGERS

470  
471 Ken Leetham reported that the City Attorney prepared this ordinance based on Council  
472 instructions.

473  
474 Councilmember Baskin, who had previously discovered the errors in the ordinance, was in favor  
475 of the revision to the amendment and said it was legally impossible as previously written. She  
476 also said the new paragraph did not include the salary which was more accurate.

477  
478 **Councilmember Van Langeveld moved that the City Council approve Ordinance No. 2023-**  
479 **15: An Ordinance of the City Council of the City of North Salt Lake Amending City Code**  
480 **Regulations Regarding the Severance Pay of City Managers. Councilmember Porter**  
481 **seconded the motion. The motion was approved by Council Members Baskin, Gordon,**  
482 **Knowlton, Porter, and Van Langeveld.**

483  
484 9. CONSIDERATION OF RESOLUTION 2023-42R: A RESOLUTION APPROVING AN  
485 AMENDMENT TO AGREEMENT NUMBER 2016-52A, EMPLOYMENT  
486 AGREEMENT BETWEEN THE CITY OF NORTH SALT LAKE AND KENNETH J.  
487 LEETHAM

488  
489 **Councilmember Gordon moved that the City Council approve Resolution No. 2023-42R: A**  
490 **resolution approving an amendment to agreement number 2016-52A, Employment**  
491 **Agreement between the City of North Salt Lake and Kenneth Johnson Leetham.**  
492 **Councilmember Porter seconded the motion. The motion was approved by Council**  
493 **Members Baskin, Gordon, Knowlton, Porter, and Van Langeveld.**

494  
495 10. APPROVAL OF CITY COUNCIL MINUTES

496  
497 The City Council minutes of October 17, 2023 were reviewed and approved.

498

499 Councilmember Baskin requested that her comments on line 93 be amended from  
500 *“Councilmember Baskin asked if this project was necessary and suggested a citywide public poll*  
501 *for a general obligation bond.”* to *“Councilmember Baskin asked if this project was critical and*  
502 *suggested a citywide public poll to ask residents if they would be willing to consider bonding.”*

503  
504 **Councilmember Van Langeveld moved that the City Council approve meeting minutes**  
505 **from October 17, 2023 work session and City Council meeting as amended.**  
506 **Councilmember Baskin seconded the motion. The motion was approved by Council**  
507 **Members Baskin, Gordon, Porter, and Van Langeveld.** Councilmember Knowlton abstained  
508 from voting.

509  
510 Councilmember Baskin asked if it was necessary for those who were not in attendance at the  
511 meeting to refrain from voting on the minutes. Todd Godfrey responded it was not legally  
512 necessary but it was a common practice for council members to refrain from voting.

513  
514 11. ACTION ITEMS

515  
516 The action items list was reviewed. Completed items were removed from the list.

517  
518 12. COUNCIL REPORTS

519  
520 Councilmember Knowlton asked David Frandsen and Tammy Clayton for help with the Parks  
521 and Arts meeting report. He thanked the City Council candidates and residents who were in  
522 attendance at tonight’s City Council meeting. He spoke on the Wasatch Choice workshop and  
523 asked for feedback particularly on the Utah trail network including routing from Davis County to  
524 Salt Lake County via Highway 89 to Beck Street.

525  
526 Councilmember Baskin mentioned that there were individuals at the meeting who wanted to use  
527 eminent domain for trails. She said that per Utah Code this was not allowed and personally felt it  
528 should not be allowed.

529  
530 The Council had a discussion about eminent domain for trails or sidewalks and when it should be  
531 allowed such as for safety issues. Todd Godfrey commented that per State statute the right of  
532 eminent domain may not be exercised on behalf of the following uses: trails, paths or other ways  
533 for walking, hiking, bicycling, equestrian use or other recreational uses or whose primary  
534 purpose is as a footpath, equestrian trail, bicycle path, or walkway.

535  
536 David Frandsen reported that Woods Cross would be participating in the dog park at 50% and the  
537 trail was installed. He said the Parks and Arts Board would meet Tuesday to plan for 2024.

538

539 Councilmember Gordon expressed her interest in having a discussion on the four days/ten hours  
540 per day work week and see if it was still meeting the needs of residents. Councilmember Baskin  
541 was in favor of discussing this item also.

542  
543 Councilmember Van Langeveld thanked the Parks and Arts Board for all of the yearly events,  
544 particularly the Halloween event.

545  
546 13. CITY ATTORNEY'S REPORT

547  
548 Todd Godfrey had nothing to report.

549  
550 14. MAYOR'S REPORT

551  
552 Mayor Horrocks reported that the Recreation District had a truth in taxation hearing last night.  
553 He said there was a good discussion and the proposed tax increase was rejected. There would be  
554 another meeting with a proposal for a lower amount.

555  
556 Councilmember Gordon asked about the proposed expansion at Hatch Park and the pool at the  
557 Bountiful Rec Center. Mayor Horrocks replied that the expansion was not being considered at  
558 this point. He said the ongoing maintenance at the pool was very expensive and there were other  
559 issues that needed to be resolved.

560  
561 Mayor Horrocks asked what the City's procedures were for street light repair. Jon Rueckert  
562 replied that staff checked street lights four times per year in October, December, February, and  
563 April and then sent a list for repairs to be completed.

564  
565 Mayor Horrocks reported on the Meet the Candidates Night, planning for mandatory recycling  
566 through Wasatch Integrated Waste Management, and a devastating fire at the Wardle home in  
567 Bountiful. He mentioned a speaker from the League of Cities and Towns convention, Tim  
568 Shriver and the Unite Project/Dignity index, and provided handouts to the Council.

569  
570 15. CITY MANAGER'S REPORT

571  
572 Ken Leetham reported that the next City Council meeting would be on Wednesday December 6<sup>th</sup>.  
573 Upcoming events included a Veterans Program in Bountiful City on November 11<sup>th</sup> and the  
574 City's Winter Lights Fest on November 27<sup>th</sup>.

575  
576 16. ADJOURN INTO CLOSED SESSION

577  
578 **At 8:50 p.m. Councilmember Gordon moved to go into closed session to discuss the**  
579 **purchase, exchange, sale, or lease of real property. Councilmember Baskin seconded the**

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

582

583 17. RECONVENE INTO REGULAR SESSION

584

585 **At 9:13 p.m. Councilmember Gordon moved to go out of closed session and into the regular**  
586 **session. Councilmember Baskin seconded the motion. The motion was approved by Council**  
587 **Members Baskin, Gordon, Knowlton, Porter, and Van Langeveld.**

588

589 18. ADJOURN

590

591 Mayor Horrocks adjourned the meeting at 9:14 p.m.

592

593 *The foregoing was approved by the City Council of the City of North Salt Lake on Wednesday*  
594 *December 6, 2023 by unanimous vote of all members present.*

595

596

597

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

\_\_\_\_\_ *Wendy Page, City Recorder*

### Action Items for December 6, 2023

Item	Staff	Description	Staff Responses
<u>New</u>			
1	Sherrie	(11-7-23) Request for more data on where the Lime Scooters were being used (targeted area or spread out).	
2	Jon	(11-7-23) Street light repairs (Mont Clair, 900 North between Redwood and Fox Hollow, Springwood Drive).	<i>(11/28/2023) Notes from the open work task for light located on the Southwest corner of 900N and Cutler Dr said this light has underground power issues we are trying to troubleshoot. The other lights have open work task to be repaired, a list has been sent to Hunt Electric.</i>
<u>Current</u>			
1	Ken	(10-17-23) Prepare information for future review with the City Council on grade separation project including traffic use, costs, comparison study showing safety and traffic implications, third option of Councilmember Porter, impact of new I-15 study, impact of large overpass on neighborhood, cost estimate from Horrocks Engineering for a design and environmental study of the longer bridge plan.	<i>(11/30/23) The City Council will review a proposed contract with Horrocks Engineers at their meeting on 12/3/23 which should provide answers to questions about expanded bridge impacts.</i>
2	Ken	(9-19-23) Settling near the front door of City Hall and potential issues with retaining wall.	<i>(11-30-23) Hughes Construction recommended sealing at concrete joints and Ken has ordered work to be done.</i>
3	Jon/Heidi	(8-15-23) Provide update on software/system to allow customers to see water usage to aid conservation efforts and provide tiered usage on the paper utility bill also in the interim.	
4	Ken/David/Heidi	(8-1-23) Considerations for public art in the City including Hatch Park, potential for a public survey on what would be desired, research on grants, consideration in next year's budget, help from residents, etc.	<i>(9/14/23) This item will be included in our work with the selected design team for the Hatch Park project.</i>
5	Ken/CM Baskin	(6-20-23) Tree planting program work session discussion (8-1-23). Development of City's tree planting program. Staff to provide a report by the end of the year.	<i>(7/12/23) A representative of Holladay City will schedule a date when they can present their program to the City Council.</i>
6	Ken	(3-7-23) Staff to identify any items that would qualify for the Community Funding Projects that Congressman Stewart advised Mayor Horrocks about.	<i>(3/16/23) Staff met with Stewart representatives and had an additional training meeting on this program. We will work to prepare the City for the 2024 Grant cycle.</i>
7	Ken/Wendy	(3-7-23) Staff to prepare a policy related to City Hall rental/use.	<i>(3/16/23) Staff is reviewing city hall use policies and will propose a written policy statement in a future Council meeting.</i>

8	Safety Committee	(9/6/22) Inventory of public safety weaknesses around the City's elementary schools. Identification of problem areas and recommendations for resolving pedestrian and other active transportation issues. (2-7-23) Seek WFRC funding for safety plan surrounding local elementary schools.	<i>(2/16/23) Sherrie is checking with WFRC to see if there is funding assistance available for completion of safety plans around NSL elementary schools. (12/28/22) Safety Committee met on this 11/1/22. A meeting with interested CC members was scheduled. Committee met with Councilmember Van Langeveld on this item 12/15/22.</i>
9	Sherrie & PW/Parks Dept.	<b>Combined Action Items:</b> (Various Dates) Park strips & City owned property. Review city code for park strip landscape requirements, propose alternatives for vegetation requirements (trees) & evaluate city owned park strips and properties for recommendation on conversion to water wise landscape & review compliance notifications and processes. (3-21-23) Look into increasing tree plantings on City owned land.	<i>(5/11/23) Work Session scheduled for May 16.</i>
10	Ken	(5-17-22) Staff to review alternatives for uses of City-owned properties at City Hall parcels and Hatch Park; develop process for making decisions.	<i>(12/28/22) Project report back should be in Spring, 2023. City staff will also be attending training on "Your Land, Your Plan" on January 9 to learn of the benefits of that program.</i>
11	Ken	(1-4-22) Options for emergency preparedness training for staff including windstorms, landslides, etc.	<i>(4/12/22) Staff is exploring solutions with Davis County.</i>
12	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>
13	David, Ken	<b>Long range monitoring item:</b> (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>(3/21/23) Public Works has built a work order system for tracking, reviewing and documenting damages and associated costs made to pavilions and will report back to council at the end of the 2023 season because there was not enough data at the end of 2022.</i>
<b>Future Agenda Item Discussion Requests</b>			
1		(11-7-23) Future discussion on policy and responsibility for sidewalk repairs including damage from street/park strip trees.	
2		(11-7-23) A future discussion item related to Wasatch Choice and the Utah Trail network opportunity from Davis County to Salt Lake County.	
3		(11-7-23) A future discussion item to determine if the four day/ten hours a day work week for City staff was still meeting resident needs.	
4	Sherrie	(10/3/23) Future work session item to discuss parking (restrictions, shared parking, time of day, on street, etc.)	

5	Ken (Alisa VL)	(8-15-23) Plan for a work session discussion on the wellbeing survey results and any action to be implemented (including any recommendations from the Health & Wellness Committee)	<i>(9-27-23) Staff to present survey results to the Health &amp; Wellness Committee and then schedule this in a CC work meeting.</i>
6	Ken	(6-20-23) Potential City Council discussion on cyber security.	<i>(7/12/23) A work meeting for this item will be held in September or October as schedules allow.</i>
7	Todd	(6-20-23) City Attorney to discuss first amendment, equal protection, and use of public facilities (time, place, manner restrictions).	<i>(7/12/23) This item will be scheduled for January 2024 after the new City Council is in place.</i>
<b>Completed</b>			
1	Sherrie	(7/18/23) Work session to discuss Town Center options (options for land use and urban design regulations).	<i>(9/14/23) Work session will be scheduled for Nov. 7</i>
2	Sherrie/Karyn	(7/18/23) Discussion on sidewalk widths and possible revisions needed.	<i>(9/14/23) Work session will be scheduled for Nov. 7</i>
3	Sherrie	(3-7-23) & (3-21-23) 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. Staff to make recommendations for implementing bike lane pilot program on Orchard Drive, Eagleridge Drive, and potential for 1100 North as well.	<i>(9/14/23) the estimated cost of a pilot program on Orchard Dr. is \$30K. Bountiful has not responded to request. Staff will discuss at a future Work Session (Nov. 7) to determine if the Council would like to have this presented for the next fiscal year budget.</i>
4	Sherrie	<b>Long range monitoring item:</b> (8/3/22) Inventory and evaluation of safe and unsafe locations for bikes, scooters, pedestrians within one year or August 1, 2023.	<i>(9/14/23) Work session scheduled Nov. 7 regarding scooter conflicts and making recommendations on safety improvements.</i>

## Ballot Reconciliations General 2023

	Time and Date (ctrl+alt+shift+semicolon)	11/7/2023	11/8/2023	11/9/2023	11/13/202	11/16/202	11/20/202	11/21/202	11/22/202	12/5/2023
<b>Total Voters and Undeliverables</b>	Active Registered Voters as of Registration Deadline	182670								
	Ballots Returned Undeliverable	2508								
<b>Ballots Received From Voters</b>	Mail/Absentee/UOCAVA	15354	21534	28031	31206	39080	42420	50110	55778	55944
	Early Voting					3	5	5	5	5
	Election Day							851	878	878
	<b>Total Ballots Received From Voter for Processing</b>	<b>15354</b>	<b>21534</b>	<b>28031</b>	<b>31206</b>	<b>39083</b>	<b>42425</b>	<b>50966</b>	<b>56661</b>	<b>56827</b>
<b>Ballots Counted</b>	Mail Ballots	15241	17686	21367	30945	38794	42119	49772	54995	55170
	Early Voting (Regular)							5	5	5
	Early Voting (Curbside)									
	Early Voting (Provisional)									
	Election Day Polls (Regular)							851	848	848
	Election Day Polls (Curbside)									
	Election Day Polls (Provisional)								3	27
<b>Total Ballots Counted or Processed</b>	<b>15241</b>	<b>17686</b>	<b>21367</b>	<b>30945</b>	<b>38794</b>	<b>42119</b>	<b>50628</b>	<b>55851</b>	<b>56050</b>	
<b>Ballots Rejected and Resolved</b>	By Mail Ballots Initially Rejected	226	325	441	495	622	673	773	1277	1413
	Provisional Ballots Initially Rejected								30	30
	By Mail Ballots Resolved	120	159	204	234	336	373	436	494	639
	Provisional Ballot Resolved								27	27
	By Mail Ballots Not Resolved	106	167	237	261	286	300	337	783	774
	Provisional Ballots Not Resolved								3	3
<b>Reconciliation</b>	Voters with Credit for Voting in VISTA	15248	21367	27794	30945	38797	42125	50626	55875	56050
	Ballots with Vote History in VISTA but not Counted	7	3681	6427		3	6	1	24	
	Ballots not processed									
	Reconciliation of Ballots Counted to Vote History	Balanced	Balanced	Balanced	Balanced	Balanced	Balanced	3	Balanced	Balanced
	Reconciliation of Ballots Recieved/Counted/Rejected	Balanced	Balanced	Balanced						
	Notes							Vote History from polling locations does not match number of ballots cast. 3 more ballots counted than vote histories,3 are unflagged provisionals from Clinton Rec. All qualified to be counted, when histories are updated, totals will be balanced		



# Canvass - Audit Certification Report

County: Davis

Election: 2023 General

## Paper Ballot Audit Summary

1. Number of paper ballots processed: 56050
2. Number of ballots audited: 668
3. List the contests on the ballot that were audited:

All Contests

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Were there any differences between the tabulation software and the votes marked on the paper ballots?

Yes  No (\*If YES, please attach an explanation of any inconsistencies)

## DRE Machine Audit Summary (complete only if applicable)

1. Number of voting machines used in the election: \_\_\_\_\_
2. Number of polling places used for the election: \_\_\_\_\_
3. Number of voting machines audited: \_\_\_\_\_
4. Were tamper-evident seals affixed to all journal tape canisters?  Yes  No  
(\*If no, please attach copies of the journal tape logs for the applicable canisters)
5. Did all machine serial numbers match when the canisters were installed and removed?  Yes  No  
(\*If no, please attach copies of the journal tape logs for the applicable canisters)
6. Did any tape seals on the journal tape canisters show evidence of tampering?  Yes  No  
(\*If yes, please attach copies of the logs for the applicable canisters)
7. Were there any differences between the machine results and hand-counted results for any audited machine?  Yes  No \*If yes, please attach copies of the hand count logs for the applicable canisters)

## Signature Affidavit Audit Summary

Total number of signature affidavits audited: 552

Did the signature audit reveal any inconsistencies between a signature's initial verification and the audit?  
 Yes  No (\*If YES, please attach an explanation of any inconsistencies)

**Clerk Certification – to be completed before the canvass**

Yes  No I certify that I have reviewed the number of vote histories recorded in VISTA and they closely match the number of ballots cast in my county during this election.

Number of ballots counted: 56,050

Number of vote histories: 56,050

Difference: 0

Explain any differences:

Yes  No I certify that I have properly maintained the voter list in accordance with state and federal laws (20A-3a-404(2)).

Yes  No I complied with the requirements of the software validation rule R623-7: "before using any voting equipment, and before each election, the election officer shall verify that the firmware version on any voting equipment matches the firmware version that is certified by the EAC."

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County Clerk Signature: 

Date: 12-5-23



# Davis County Post-Election Auditors Certification Report

Election: General Election 2023

I certify that proper legal public notice was given for the Post-Election Audit. This audit was conducted at 61 South Main Street, Farmington, Utah 84025 on the 1<sup>st</sup> day of December, 2023; all laws, policies and procedures were followed as currently constituted; and that the following information is true and correct.

Signature of County Clerk: *[Handwritten Signature]* Date: 12-1-23

We the undersigned election auditors certify that we were present during and participated in this post-election audit. We certify that we reviewed the original paper ballots, associated electronic images and tabulation of all ballots identified for audit, we confirmed that the electronic count matched the original marks made by the voter, and that all electronic tabulations accurately reflected the intent of the voter as marked on each ballot and that if any differences were identified, they have been listed on the Audit Summary Report.

As an appointed election auditor, I certify that I attended the Post-Election Audit and verified the information listed above to be accurate.

Signature of Election Auditor *[Handwritten Signature]*

Signature of Election Auditor \_\_\_\_\_



# Davis County Pre-Election Test and Audit Report

Election: 2023 General

## Pre-Election Test Summary

1. Number of paper ballots processed on DS450: 6,456
2. Number of paper ballots processed on DS200: 20
3. Number of Express Vote Ballots Processed: 25
4. Were all contests included in the test? Yes
5. Did all equipment accurately detect over votes? Yes
6. Did all equipment accurately detect under votes? Yes
7. Did the results match the expected results of the test? Yes

Notes:

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## Firmware Validation

Hardware	Certified Firmware Version	Current Firmware Version
Electionware PC	6.3.0.0	6.3.0.0
DS450	4.2.0.0	4.2.0.0
DS200	3.0.0.0	3.0.0.0
ExpressVote	4.2.1.0	4.2.1.0

Were there any differences between the certified firmware version and the current firmware version?  Yes  No

## Certification

I certify that I was present and or participated in the Pre-Election Test and Audit and that the information included in this certification is accurate.

County Clerk: [Signature]

Board of Canvass Representative: [Signature]

Statistics								North Salt Lake City Council					
PRECINCT	REGISTERED VOTERS	BALLOTS CAST	Voter Turnout	Early Vote	Election Day	By Mail	Provisional	Vote for up to Three					
								TED M. KNOWLTON	COLLIN LARSON	PETER WIRTHLIN	TAMMY CLAYTON	LESLIE CLARK	SUZETTE JACKSON
NS01:I-S-	608	167	27.47%	0	1	166	0	84	70	49	65	91	45
NS02:I-S-	552	156	28.26%	0	3	153	0	83	49	24	101	56	44
NS03:I-S-	508	98	19.29%	0	6	92	0	36	32	14	46	49	38
NS04:I-S-	626	184	29.39%	0	3	181	0	104	69	53	91	84	42
NS05:I-S-	460	106	23.04%	0	0	106	0	54	34	33	40	51	36
NS06:I-S-	458	135	29.48%	0	6	129	0	61	46	38	47	86	24
NS07:I-S-	576	153	26.56%	0	3	150	0	68	44	47	85	55	53
NS07:IDSA	94	21	22.34%	0	0	21	0	5	3	4	8	9	13
NS07:IDSB	18	3	16.67%	0	0	3	0	3	0	1	2	1	2
NS07:IDSC	1	0	0%	0	0	0	0	0	0	0	0	0	0
NS07:UDS-	1	0	0%	0	0	0	0	0	0	0	0	0	0
NS08:I-S-	600	182	30.33%	0	3	179	0	95	56	73	112	53	54
NS09:I-S-	270	46	17.04%	0	1	45	0	24	16	10	19	21	12
NS10:IDS-	494	205	41.50%	0	5	200	0	69	28	53	156	107	117
NS11:IDS-	428	133	31.07%	0	3	130	0	50	29	36	88	43	47
NS12:IDS-	440	203	46.14%	0	5	198	0	92	34	50	135	50	49
NS13:I-S-	512	278	54.30%	0	4	274	0	157	62	92	172	95	106
NS14:I-S-	679	295	43.45%	0	4	291	0	184	45	89	193	71	123
NS15:IDS-	496	126	25.40%	0	0	126	0	59	27	42	74	48	34
NS16:I-S-	574	193	33.62%	0	3	190	0	108	44	53	98	56	76
NS17:I-S-	592	261	44.09%	0	3	258	0	148	59	68	177	75	90
NS18:I-S-	513	230	44.83%	0	5	225	0	116	34	58	122	42	149
NS19:I-S-	673	258	38.34%	0	11	247	0	162	70	84	124	67	93
NS20:I-S-	691	223	32.27%	0	1	222	0	113	50	64	119	55	97
TOTAL	182670	56050	30.68%	5	851	55170	24	1875	901	1035	2074	1265	1344

Davis Canvass Statistics		
General Election - November 21, 2023		
Section 1 Ballot Statistics		
1A	30.68%	Voter Turnout
1B	182670	Active voters (as of voter registration deadline)
1C	55131	Number of Counted Ballots (Mail or Drop Box)
1D	853	Number of counted ballots (In-person)
1E	39	Number of ballots that were returned electronically (UOCAVA/disability)
1F	27	Number of counted ballots (Provisional)
1G	56050	Total number of ballots counted
1H	Yes	Does total ballots counted match the number of voters given vote history in VISTA?
1I		If no, what is the difference
1L	Explain:	
Section 2: Challenged and Uncounted Ballot Statistics		
2A	220	Number of envelopes with a signature that does not match the voter's signature
2B	33	Number of unsigned envelopes
2C	20	Number of challenged ballots for other curable reasons
2D	912	Total number of curable ballots that were challenged (cured and not cured combined)
2E	273	Total number of curable that were not cured
2F	29.93%	Percentage of curable ballots that were not cured
2G	7	Total number of ballots where the voter submitted a disability affidavit*
Section 3: Rejected ballot statistics (ballots that cannot be cured)		
3A	487	Number of ballots that were returned after the postmark deadline
3B	14	Number of ballots rejected for other non-curable reasons
3C	501	Total number of rejected that were not curable
3D	1.35%	Percentage of ballots that were returned as undeliverable (% of ballots sent)
Section 4: Provisional ballot statistics		
4A	30	Number of provisional ballots issued
4B	27	Number of provisional ballots counted
4C	3	Total Number of provisional ballots not counted
4D	1	Already Voted
4E	2	Insufficient ID
4F	0	Unsigned
4G	0	Incomplete Form
4H	0	Other
4I	90.00%	Percentage of provisionals that were counted
4J	17	Number of provisional ballots that are same-day registration
Section 5: County Clerk Certification		
Brian McKenzie	I certify that the information contained in this report is true and accurate.	
Davis County		

<b>Municipal General Election November 21, 2023 Summary of By-Mail and Provisional Ballots Not Counted</b>	Total ballots not counted	Already Voted	Fleeing Voter	No Proof of Identity	No Proof of Residency	Moved from County	Signed by someone other than voter	Deceased	Past Election	No Signature	Signature did not match	Empty Evnelope	Not Timely
North Salt Lake By-Mail	63			3						5	19		36
North Salt Lake Provisional	0												
<b>Total of Ballots Not Counted</b>	<b>63</b>	<b>0</b>	<b>0</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>5</b>	<b>19</b>	<b>0</b>	<b>36</b>

STATISTICS

	TOTAL
Registered Voters - Total	10,863
Ballots Cast - Total	3,656
Voter Turnout - Total	33.66%

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North Salt Lake City Council

Vote For 3

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	TOTAL
TAMMY CLAYTON	2,074
TED M. KNOWLTON	1,875
SUZETTE JACKSON	1,344
LESLIE CLARK	1,265
PETER WIRTHLIN	1,035
COLLIN LARSON	901



*City of*  
NORTH SALT LAKE

CITY COUNCIL  
Work Session

December 6, 2023  
6:00 p.m.

PARKS SIGNAGE REQUEST  
VETERANS MEMORIAL PARK  
HATCH PARK

# FY24 BUDGET AMENDMENTS OVERVIEW

EARTHWORK REPAIR  
745 South Parkway Dr.

# 745 S Parkway Dr.

Earth movement:  
March 2023

Visits by:

- City personnel
- Geotech consultants
- USGS



# 745 S Parkway Dr.

Determined to be “surficial  
slippage”

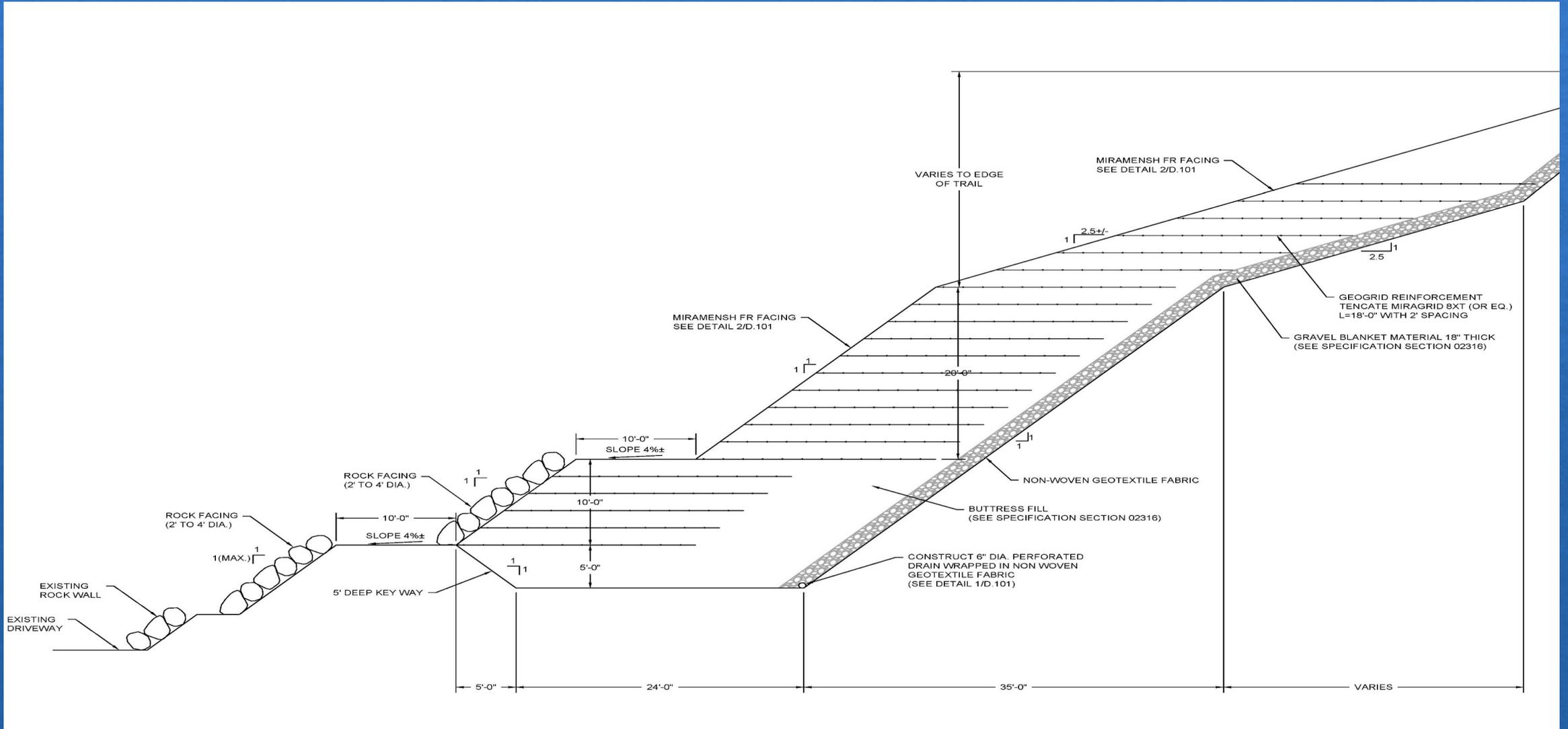
Not an indication of landslide  
recurrence  
(deep slippage plane)

Very steep slope will continue  
to erode and slump will  
enlarge due to erosion and  
lack of stabilization.



# 745 S Parkway Dr.

Steep slope in this section due to physical restraints of property

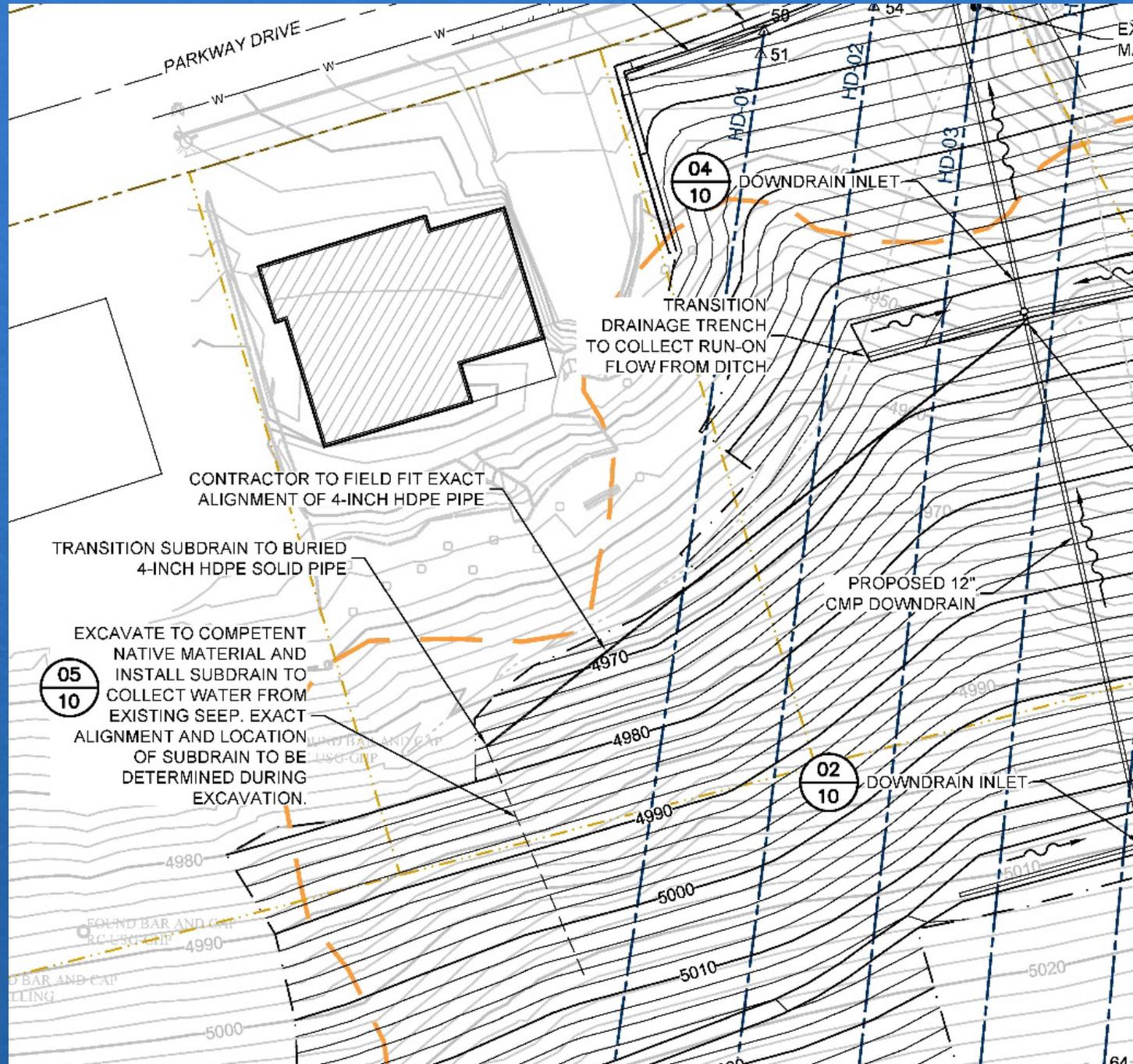


# 745 S Parkway Dr.

Fine-grained soils

Known seep at the bottom of this location

Very wet winter, saturated soils created slump



# 745 S Parkway Dr.

## Plan:

- Remove material from slump
- Dig keyway for stability
- Extend drainage and add additional gravel for collection
- Reinstall native with stabilization
- Design & onsite direction by GeoStrata
- Contractor is Pride Constructors

Total Cost:       \$30,000



GOLF OPERATION  
Employee Request



## Golf Operation Request for an additional Full Time Employee – Assistant Kitchen Manager

### Upcoming Challenges for the Grill Operation in 2024:

- 19 of the 87 Event center bookings used in-house catering for 2023.
- Justin Field (Kitchen Manager).
  - Averaged 48.22 HOURS Per Week (February – August)
  - Accrued in total 332 Comp Time HOURS.
- Potential Gateway Parks Partnership.
  - (7 Days a week – 12 hours a day).
  - 84 HOURS of Operation.
- The Grill has become an all season operation.
  - Events, Simulators, Regular Customers and Gateway Parks.
- Overlap of Seasonal Employees at higher wage.



## Hiring an additional FT employee:

- Lessen employee overlap.
  - Less Temporary Wages for The Grill.
  - More experienced personnel.
  - Less oversight for day to day employee tasks.
  - Less year over year training of staff.
  - Ownership from a Full-Time employee.
  - Full-Time employee on site for the majority of hours.
  - Lower Temporary/Seasonal employee wages by 20%.
  - Lower overall food waste.
  - Increase customer service experience. (Consistency)
  - More working hours for Justin (Under 150 Comp Time Hour Accrual)
  - Coverage on potential events for 2024.
  - Gateway Parks collaboration and elevated food and beverage experience.
- 
- \$20-\$23 an hour starting wage plus benefits.

MONTHLY FINANCIAL REPORT  
OCTOBER 2023

# October 2023 Financial Report

## ❖ Sales tax revenues showing signs of slowing:

General Fund YTD Revenues	SALES TAX	% Incr/(Decr) from prior year
October 2023	\$1,712,070	-.5%
October 2022	\$1,720,760	9.9%
October 2021	\$1,565,230	9.9%
October 2020	\$1,424,090	5.6%
October 2019	\$1,348,030	1.8%

## ❖ Overall dependence on Sales Tax Revenues to fund general government operations remains high:

General Fund Annual Revenues	PROPERTY TAX	SALES TAX
FY 2023	\$3,166,400	\$6,706,900
FY 2022	\$3,102,100	\$6,331,800
FY 2021	\$3,026,300	\$5,480,800
FY 2020	\$2,969,800	\$4,693,900
FY 2019	\$2,885,300	\$4,482,100



*City of*  
NORTH SALT LAKE

CITY COUNCIL  
Meeting

December 6, 2023  
7:00 p.m.

# CITIZEN COMMENT

PUBLIC HEARING  
RESOLUTION 2023-46R  
BUDGET AMENDMENTS FY24

Consideration  
of Resolution  
2023-46R,  
Adopting  
amendments  
to the FY 2024  
Budgets

By Amendment Type:	Increase/(Decrease) in CITY-WIDE Fund Balance
New Capital Expenditures - Storm	(\$30,000)
Increase in Existing Capital Expenditures - Fleet	(\$15,400)
Net Increase in General Fund Revenue/Expenditures	\$3,500
Net Increase in Golf Fund Revenue/Expenditures	\$505,000
<b>Total Fund Balance Increase/(Decrease)</b>	<b>\$463,100</b>

EXHIBIT A BUDGET AMENDMENT HEARING - December 6, 2023						
FUND/DEPT	ACCOUNT #	ACCOUNT TITLE	CURRENT BUDGET	BUDGET ADJUSTMENT	TOTAL BUDGET	REASON
<b>FUND 10 - GENERAL FUND</b>						
Police	10-1033-33101	CAPITAL GRANTS - FEDERAL	-	(27,000)	(27,000)	Increase in revenues for Radio Grant approved 10.17.23
Police	10-2400-45603	MACHINERY AND EQUIPMENT	90,000	28,500	118,500	Increase in revenues for Radio Grant approved 10.17.23
Parks	10-5315-45603	MACHINERY AND EQUIPMENT	59,000	(5,000)	54,000	Reduce for equipment purchase that came in under budget.
				<b>3,500</b>		<b>NET INCREASE/(DECREASE) IN FUND BALANCE</b>
<b>FUND 40 - CAPITAL PROJECTS FUND</b>						
	40-3048-NEW	TRANSFER TO STORM UTILITY FUND	-	30,000	30,000	Funding for additional work on Eaglepoint Landslide.
				<b>(30,000)</b>		<b>NET INCREASE/(DECREASE) IN FUND BALANCE</b>
<b>FUND 53 - STORM UTILITY FUND</b>						
	53-3112-NEW	TRANSFER FROM CAPITAL PROJECTS FUND	-	(30,000)	(30,000)	Funding for additional work on Eaglepoint Landslide.
	53-3116-45600	REPAIR AND MAINTENANCE	40,000	30,000	70,000	Additional maintenance in Eaglepoint Landslide area.
				-		<b>NET INCREASE/(DECREASE) IN FUND BALANCE</b>
<b>FUND 55 - GOLF</b>						
	55-5500-34200	FEES GREEN	(1,000,000)	(200,000)	(1,200,000)	Increase play as well as increased rates for 2024.
	55-5500-34201	FEES DRIVING RANGE	(95,000)	(50,000)	(145,000)	Projected revenue with previous years Spring revenue.
	55-5501-34402	CONCESSIONS - CATERING	-	(225,000)	(225,000)	Increase in Events Center catering revenues.
	55-5501-34406	PRO SHOP SALES	(275,000)	(100,000)	(375,000)	Projection calculation previous year remaining revenue.
	55-5501-34409	CONCESSIONS - GRILL	(100,000)	(150,000)	(250,000)	Increase in Grill projected revenues.
	55-5501-34602	RENTS AND LEASES CARTS	(500,000)	(100,000)	(600,000)	Increase in play along with previous years projections.
	55-5501-34603	RENTS AND LEASES BANQUET	(80,000)	(60,000)	(140,000)	Increase in Events Center venue sales.
	55-5584-40570	COST OF SALES	180,000	50,000	230,000	Increase in merchandise purchase for anticipated increase in pro-shop sales.
	55-5584-41102	TEMPORARY EMPLOYEES	85,000	50,000	135,000	Increase in employees and wages.
	55-5584-42400	ADVERTISING AND PUBLIC NOTICES	35,000	15,000	50,000	Increase in advertising with all divisions.
	55-5584-45100	OFFICE SUPPLIES	6,000	10,000	16,000	Need for computer equipment for Event Center and Simulator spaces.
	55-5584-45200	OPERATING SUPPLIES	50,000	10,000	60,000	Increase in Clubhouse operating expenditures.
	55-5584-49012	FLEET REPAIR & MAINTENANCE	3,000	5,000	8,000	Increase in golf cart parts to keep carts looking new.
	55-5585-41102	TEMPORARY EMPLOYEES	60,000	30,000	90,000	Increase in temporary employees due to increased cost of season starting wages.
	55-5585-45200	OPERATING SUPPLIES	90,000	20,000	110,000	Increase in Greens operating costs.
	55-5585-49012	FLEET REPAIR & MAINTENANCE	20,000	(5,000)	15,000	Increase in Greens operating costs.
	55-5585-49013	FLEET PARTS AND SUPPLIES	-	10,000	10,000	Increase in Greens operating costs.
	55-5585-58177	TREES	5,000	5,000	10,000	Increase in Greens operating costs.

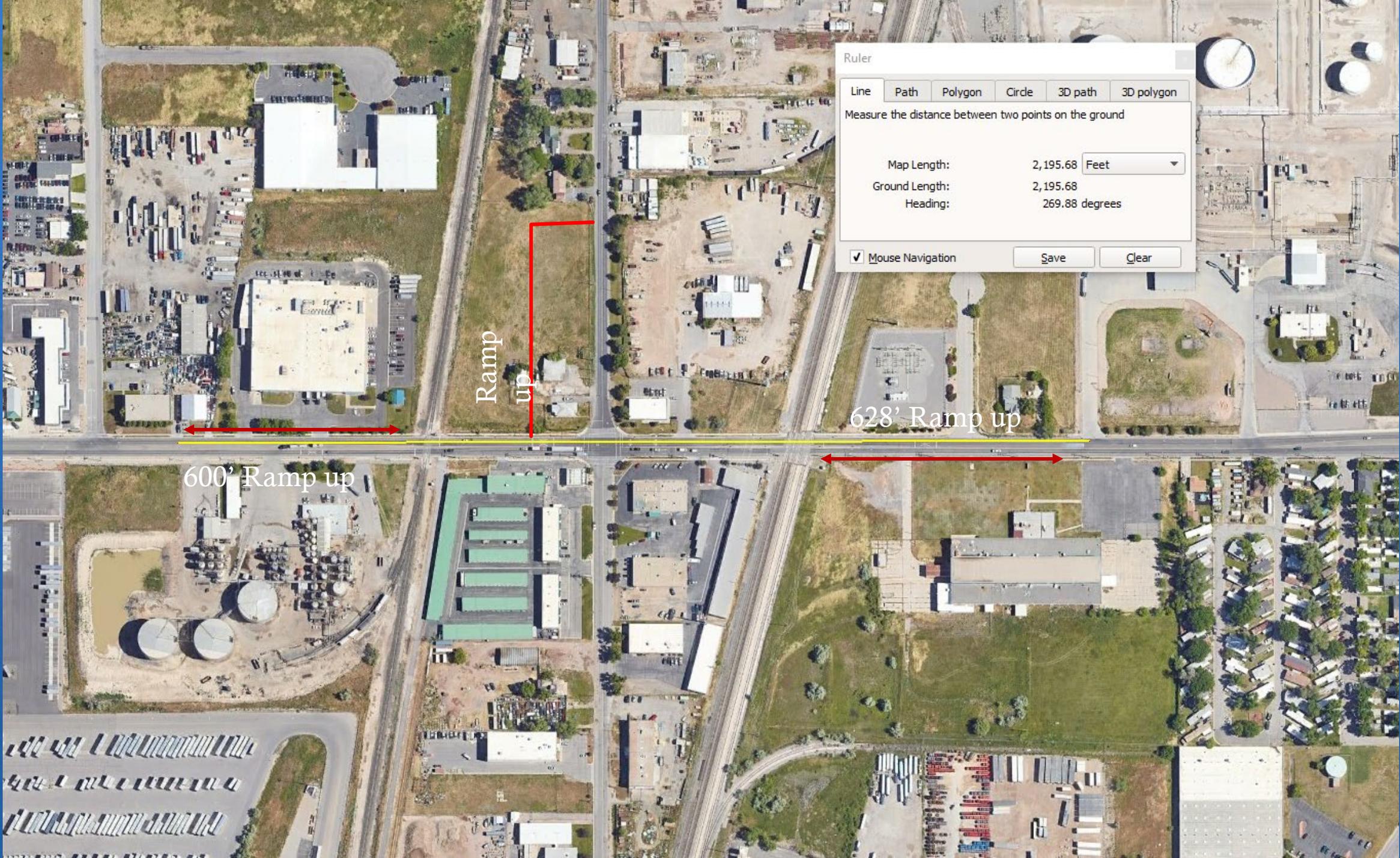
EXHIBIT A						
BUDGET AMENDMENT HEARING - December 6, 2023						
FUND/DEPT	ACCOUNT #	ACCOUNT TITLE	CURRENT	BUDGET	TOTAL	REASON
			BUDGET	ADJUSTMENT	BUDGET	
	55-5586-40570	COST OF SALES	40,000	80,000	120,000	Increase in food costs for Grill based on end of year projections.
	55-5586-41101	WAGE REGULAR EMPLOYEES	100,000	25,000	125,000	Addition of full-time assistant kitchen manager position.
	55-5586-41102	TEMPORARY EMPLOYEES	50,000	20,000	70,000	Increase in temporary employees due to increased cost of season starting wages.
	55-5586-41200	EMPLOYEE BENEFITS	56,200	25,000	81,200	Increase in benefits related to new position (funded for the second half of FY 2023).
	55-5586-42400	ADVERTISING AND PUBLIC NOTICES	5,000	10,000	15,000	Push for more digital advertising for Grill.
	55-5586-45200	OPERATING SUPPLIES	7,500	20,000	27,500	Increase based on projected need through the end of FY 2024.
				<b>505,000</b>		<b>NET INCREASE/(DECREASE) IN FUND BALANCE</b>
<b>FUND 61 - FLEET</b>						
	61-1158-48502	VEHICLES	807,500	15,400	822,900	Increase in Parks truck purchase for addition of hydraulic system for spreader.
				<b>(15,400)</b>		<b>NET INCREASE/(DECREASE) IN FUND BALANCE</b>
<b>TOTAL ALL FUNDS</b>				<b>463,100</b>		<b>NET INCREASE/(DECREASE) IN FUND BALANCE</b>

RESOLUTION 2023-43R  
NORTH SALT LAKE COURT  
RECERTIFICATION

REAPPOINTMENT  
PLANNING COMMISSION  
Ron Jorgensen & Ryan Holbrook

Seat 1		Seat 2	
Term Period		Term Period	
12/06/2011-12/06/2014	Robert Drinkall	10/01/2013-10/01/2016	Lisa Baskin
1/20/2015-1/20/2018	Robert Drinkall	10/1/2016-1/1/2018	Lisa Baskin
1/1/2018-1/1/2022	Brandon Tucker	1/1/2018-1/1/2022	Bill Ward
1/1/2022-1/1/2026	Brandon Tucker	1/1/2022-1/1/2026	Bill Ward
1/1/2026-1/1/2030		1/1/2026-1/1/2030	
Seat 3		Seat 4	
Term Period		Term Period	
10/22/2014-10/22/2017	Kent Kirkham	1/7/2014-1/7/2017	Stephen Garn
10/22/2017-1/1/2021	Kent Kirkham	1/7/2017- 1/1/2021	Stephen Garn
1/1/2021-1/1/2025	Ted Knowlton (1/1/2021-1/4/2022) Irene Stone (1/4/2022-1/1/2025)	1/1/2021-1/1/2025	Katherine Maus
1/1/2025-1/1/2029		1/1/2025-1/1/2029	
Seat 5		Seat 6	
Term Period		Term Period	
10/9/2012-10/09/2015	Ted Knowlton		
10/9/2015-1/1/2020	Ted Knowlton	2/2/2016-1/1/2020	Leslie Mascaro (2/2/2016-6/5/2018); Natalie Gordon (6/5/2018- 1/1/2020)
1/1/2020-1/1/2024	Ron Jorgensen	1/1/2020-1/1/2024	Alisa VanLangeveld (1/1/2020-1/1/2022) Ryan Holbrook (1/1/2022-1/1/2024)
1/1/2024-1/1/2028	Ron Jorgensen	1/1/2024-1/1/2028	Ryan Holbrook
Seat 7			
Term Period			
N/A	Ryan Mumford		
1/1/2018-1/1/2019	Breanna Larson		
1/1/2019-1/1/2023	Breanna Larson		
1/1/2023-1/1/2027	Breanna Larson		

CONSIDERATION  
1100 NORTH BRIDGE  
Scope of Work  
Horrock Engineers



Ruler

Line Path Polygon Circle 3D path 3D polygon

Measure the distance between two points on the ground

Map Length: 2,195.68 Feet

Ground Length: 2,195.68

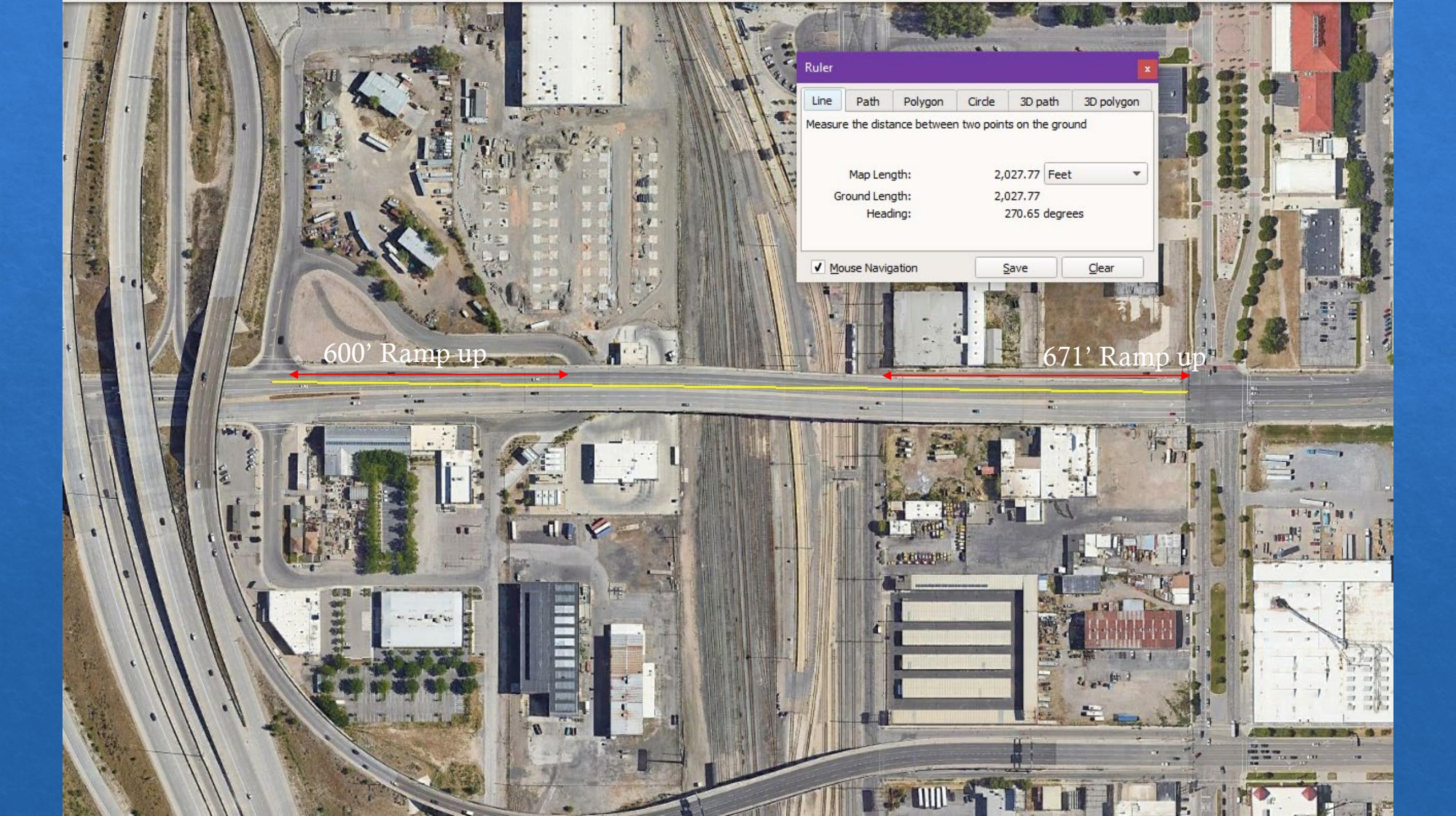
Heading: 269.88 degrees

Mouse Navigation Save Clear

600' Ramp up

Ramp up

628' Ramp up



600' Ramp up

671' Ramp up

Ruler

Line Path Polygon Circle 3D path 3D polygon

Measure the distance between two points on the ground

Map Length: 2,027.77 Feet

Ground Length: 2,027.77

Heading: 270.65 degrees

Mouse Navigation Save Clear



© 2023 Google

Google Earth









© 2022 Google

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© 2022 Google

Goog

ELECTION CANVASS  
2023 Municipal General Election Results

# NSL General Election Results

Summary Results Report  
2023 Municipal General

OFFICIAL RESULTS

Davis County

## STATISTICS

	TOTAL
Registered Voters - Total	10,863
Ballots Cast - Total	3,656
Voter Turnout - Total	33.66%

Summary Results Report  
2023 Municipal General

OFFICIAL RESULTS

Davis County

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North Salt Lake City Council

Vote For 3

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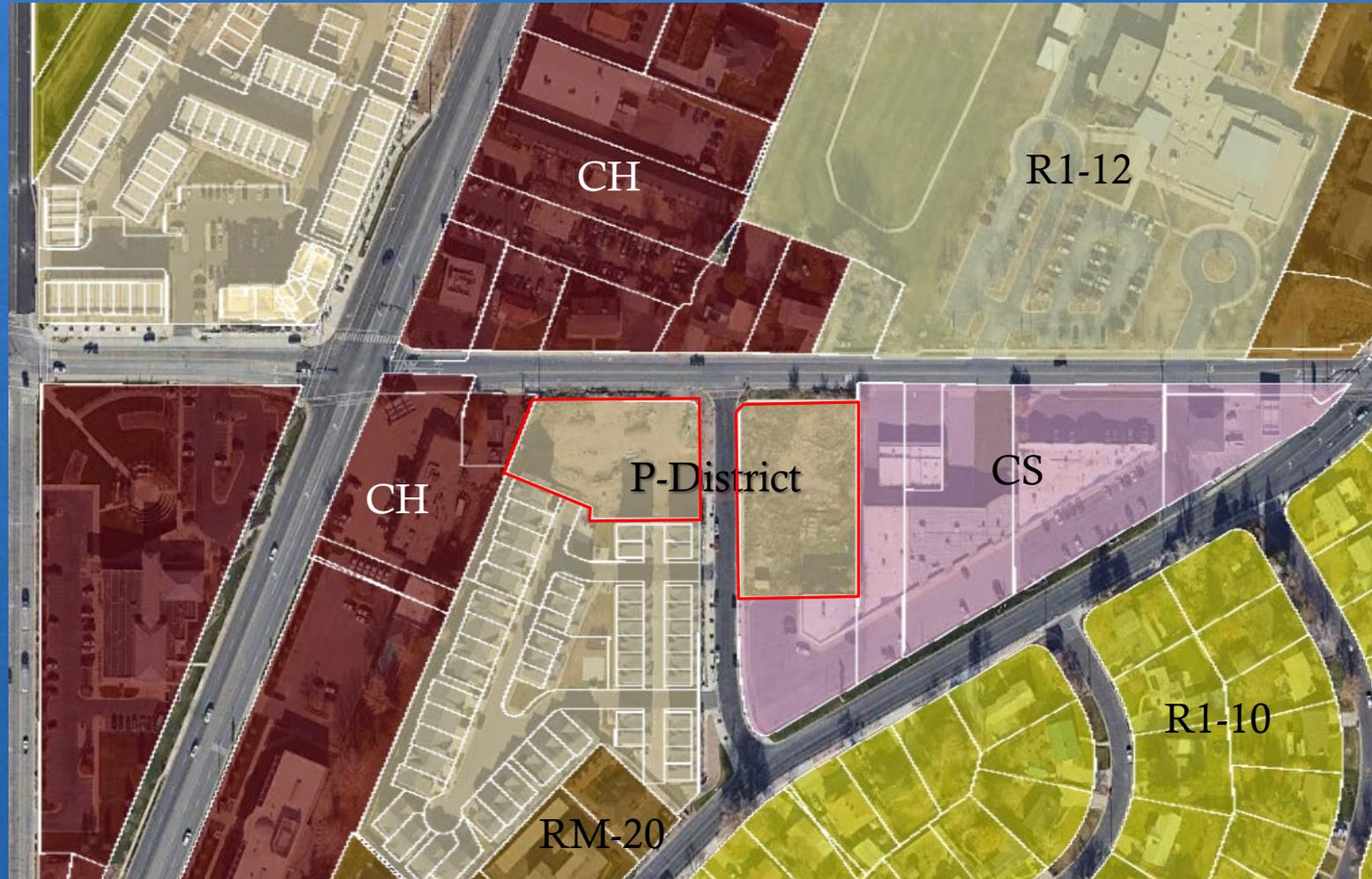
	TOTAL
TAMMY CLAYTON	2,074
TED M. KNOWLTON	1,875
SUZETTE JACKSON	1,344
LESLIE CLARK	1,265
PETER WIRTHLIN	1,035
COLLIN LARSON	901

<b>Municipal General Election November 21, 2023 Summary of By-Mail and Provisional Ballots Not Counted</b>	Total ballots not counted	Already Voted	Fleeing Voter	No Proof of Identity	No Proof of Residency	Moved from County	Signed by someone other than voter	Deceased	Past Election	No Signature	Signature did not match	Empty Envelope	Not Timely
North Salt Lake By-Mail	63			3						5	19		36
North Salt Lake Provisional	0												
<b>Total of Ballots Not Counted</b>	<b>63</b>	<b>0</b>	<b>0</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>5</b>	<b>19</b>	<b>0</b>	<b>36</b>

# CONSIDERATION

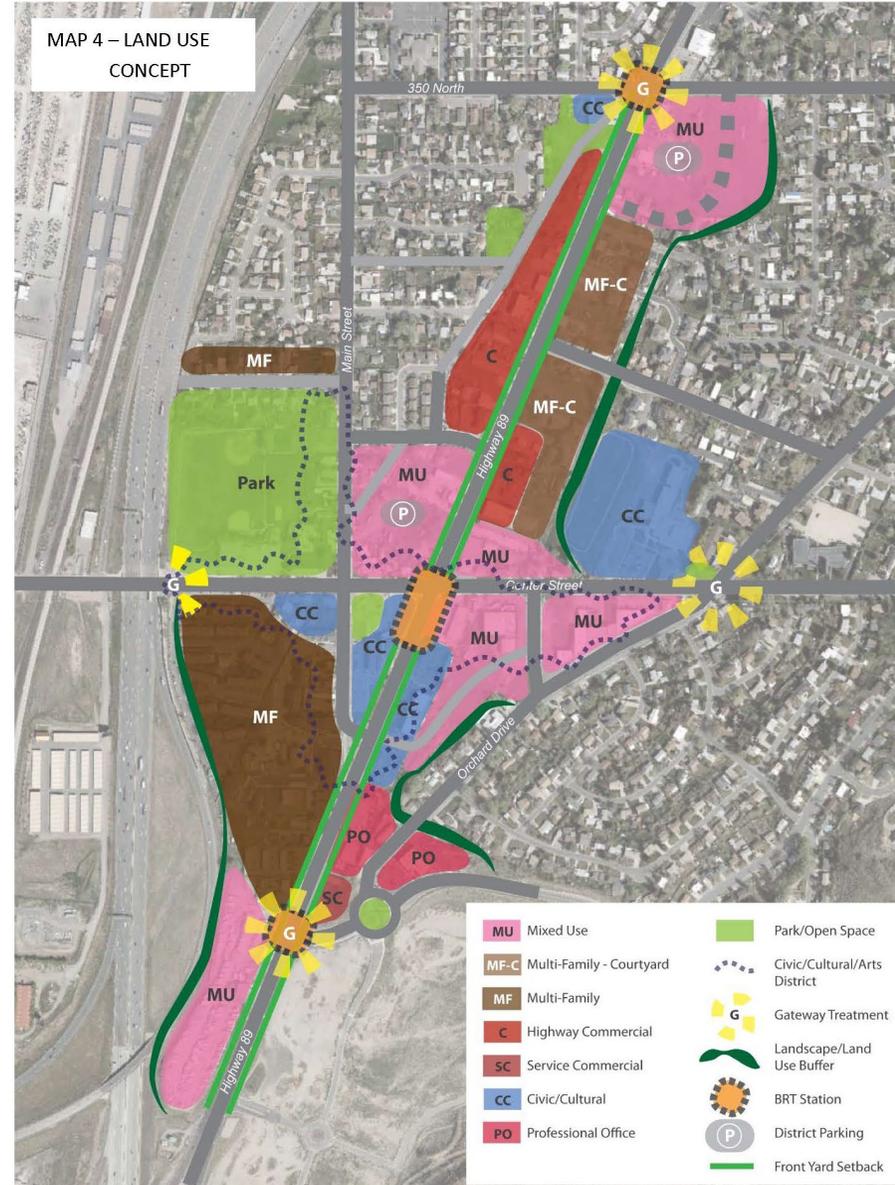
General Development Plan & Development  
Agreement Amendment  
Lofts at North Salt Lake  
(Towne Plaza)

General Development Plan Amendment  
Towne Plaza (Ph.2)-Lofts at North Salt Lake  
120 & 140 East Center  
Aerial/Zoning

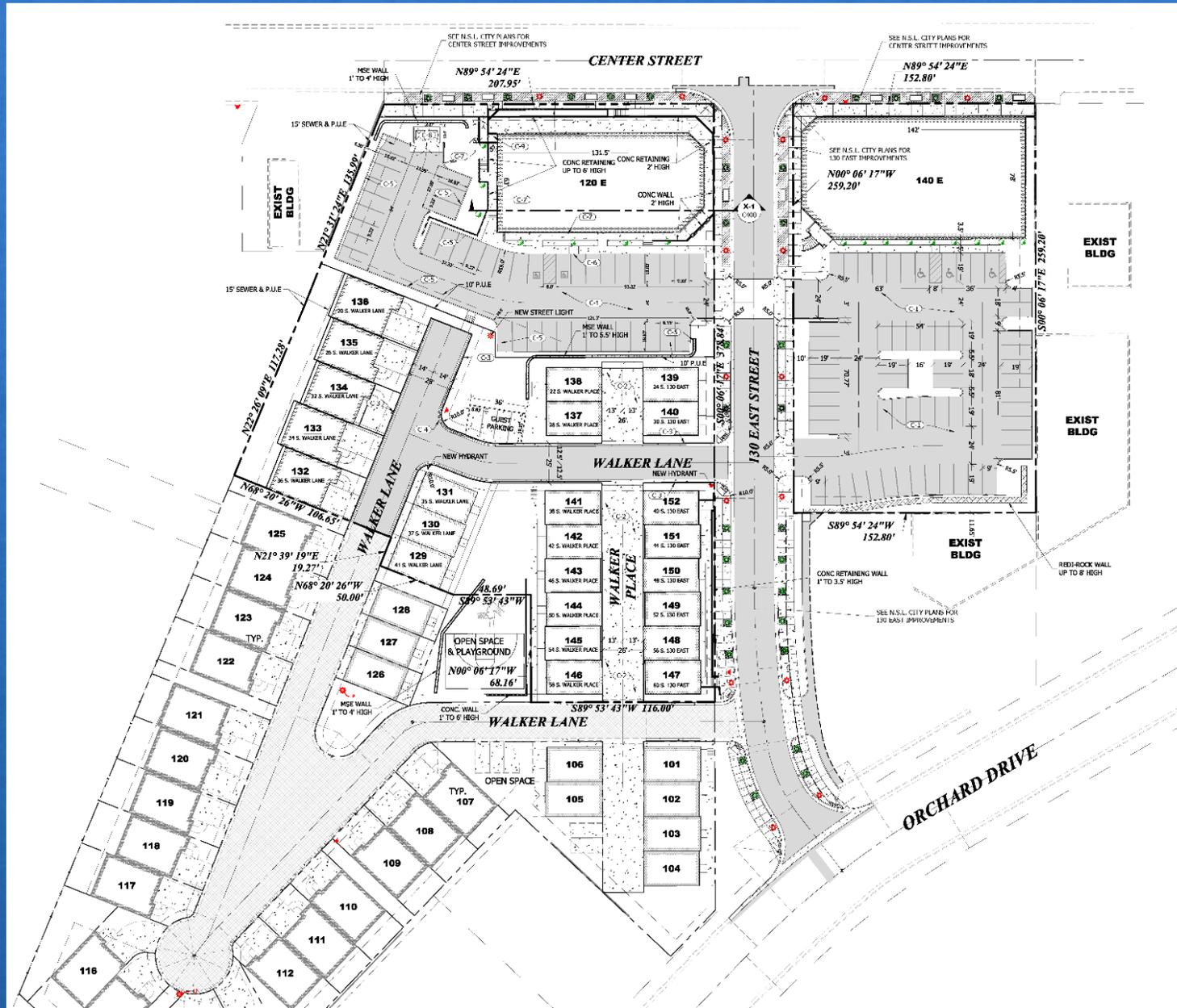


# Town Center Master Plan

MAP 4 – LAND USE  
CONCEPT



# Towne Plaza General Development Plan



# Towne Plaza General Development Plan



# Proposed: Lofts at North Salt Lake General Development Plan



# Proposed Lofts at North Salt Lake



**RETAIL LEVEL SITE PLAN**



# Proposed Lofts at North Salt Lake



Building A									
	Jr 1 Bed Small	Jr 1 Bed	1 Bedroom C	2 Bedroom End	Total Units	Covered Stalls	Carport Stalls	Open Stalls	Total Stalls
1			Retail - 8,000 SF			19		28	47
2	2	6	0	3	11		9	10	19
3	2	6	0	3	11				
	4	12	0	6	22	19	9	38	66
Building B									
	Jr 1 Bed Small	Jr 1 Bed	1 Bedroom	2 Bedroom End	Total Units	Covered Stalls	Carport Stalls	Open Stalls	Total Stalls
1	4	8	1	2	15	21	8	17	46
2	8	8	1	4	21		30		30
3	8	8	1	4	21				
	20	24	3	10	57	21	38	17	76
Combined									
Stalls	24	36	3	16	79	40	47	55	142
	30%	46%	4%	20%					

**LEVEL 2 SITE PLAN**



# Proposed Lofts at North Salt Lake

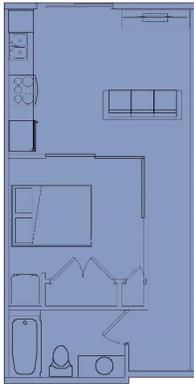


Building A									
	Jr 1 Bed Small	Jr 1 Bed	1 Bedroom C	2 Bedroom End	Total Units	Covered Stalls	Carport Stalls	Open Stalls	Total Stalls
1			Retail - 8,000 SF			19		28	47
2	2	6	0	3	11		9	10	19
3		6	0	3	11				
	4	12	0	6	22	19	9	38	66
Building B									
	Jr 1 Bed Small	Jr 1 Bed	1 Bedroom	2 Bedroom End	Total Units	Covered Stalls	Carport Stalls	Open Stalls	Total Stalls
1	4	8	1	2	15	21	8	17	46
2	8	8	1	4	21		30		30
3	8	8	1	4	21				
	20	24	3	10	57	21	38	17	76
Combined									
Totals	24	36	3	16	79	40	47	55	142
	30%	46%	4%	20%					

**LEVEL 3 SITE PLAN**

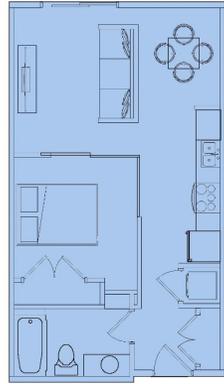


477 SF



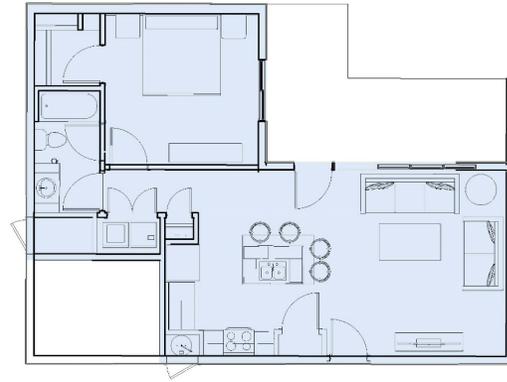
JR 1B

539 SF



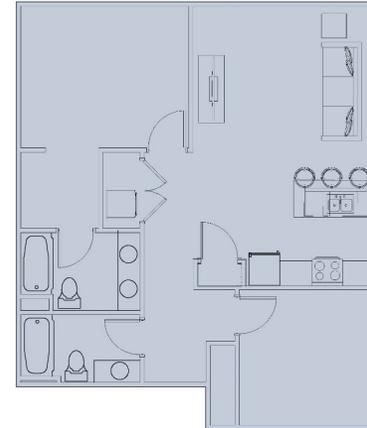
JR 1B LG

814 SF



1B CORNER

971 SF



2B END



**UNIT TYPES**

NTS



# Proposed: Lofts at North Salt Lake General Development Plan



Proposed: Lofts at North Salt Lake General Development Plan



Proposed: Lofts at North Salt Lake General Development Plan



# Proposed: Lofts at North Salt Lake General Development Plan



# Proposed: Lofts at North Salt Lake General Development Plan



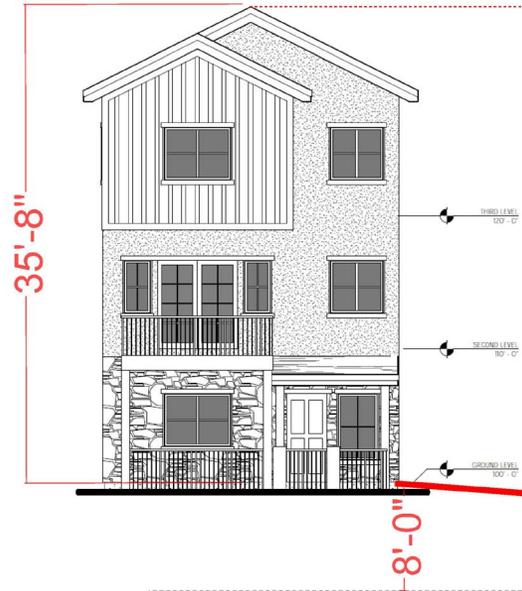








# Proposed: Lofts at North Salt Lake General Development Plan

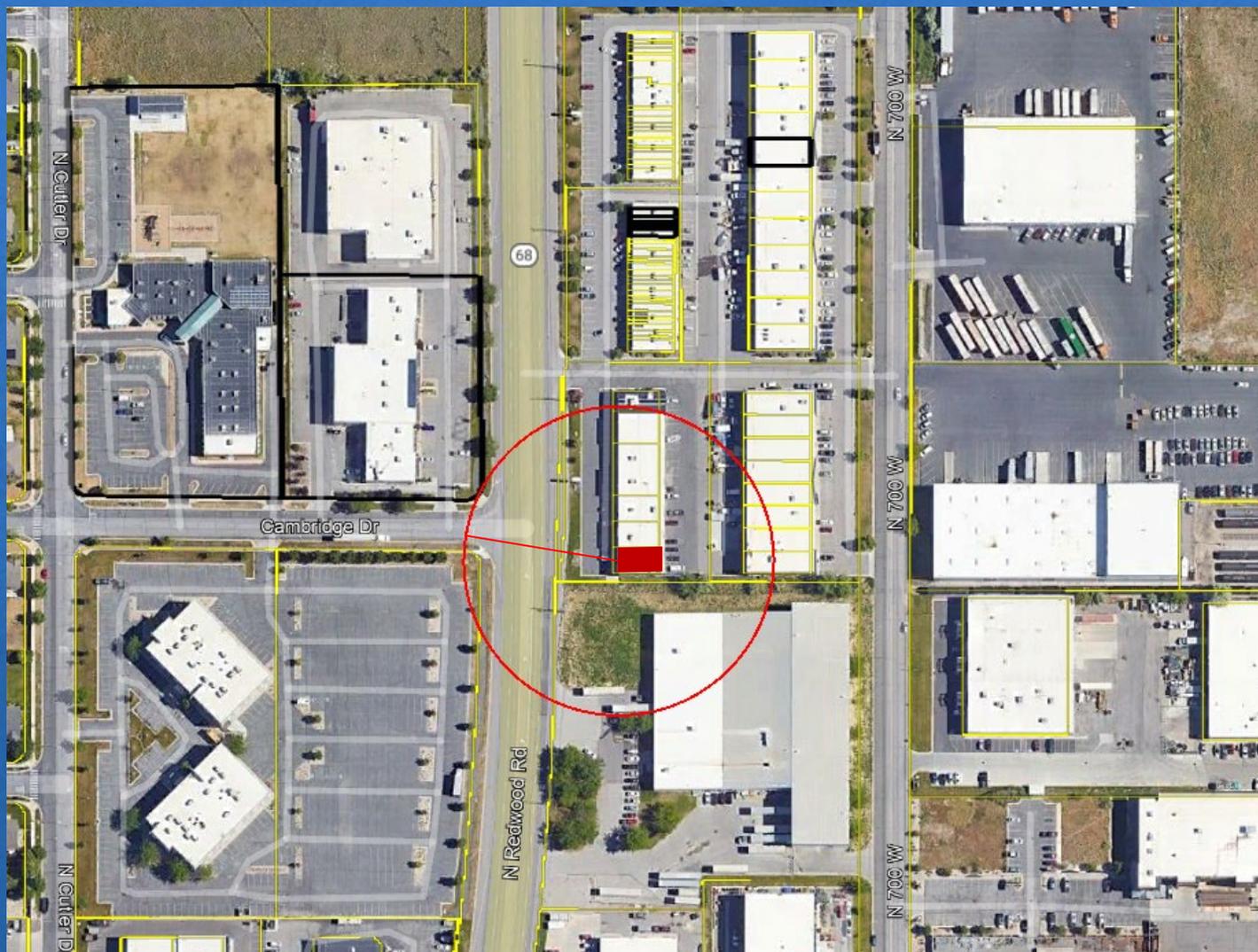


Slope of 130 East Street to Center Street



CONSIDERATION  
CLASS B BEER LICENSE  
Green Chile House  
386 North Redwood Road

Beer License  
Green Chile House 386 North Redwood Road  
200 Foot Community Location Radius



CONSIDERATION  
Earthwork Repair  
745 South Parkway Dr.

# 745 S Parkway Dr.

## Plan:

- Remove material from slump
- Dig keyway for stability
- Extend drainage and add additional gravel for collection
- Reinstall native with stabilization
- Design & onsite direction by GeoStrata
- Contractor is Pride Constructors

Total Cost:       \$30,000



CONSIDERATION  
Consulting Services  
Porter's Landing Concrete Boat Ramp  
BioWest



**JORDAN RIVER WATER TRAIL MASTER PLAN**  
**PROPOSED BOAT LAUNCHES**  
**SITE 35: PORTER'S LANDING, NORTH SALT LAKE**

DATE: October 31, 2019



# REPORT

## South Davis Sewer District Proposed Tax Increase 2024

CONSIDERATION  
WFRC TLC Grant Application  
Town Center Urban Design Standards

CONSIDERATION  
RESOLUTION 2023-47R  
FEMA Grant

Honey Well Pump House Building

CONSIDERATION  
RESOLUTION 2023-48R  
Surplus Property

CONSIDERATION  
Closed Session

CONSIDERATION  
2023 Performance Bonus

# APPROVAL OF MINUTES

November 7, 2023

# ACTION ITEMS

# COUNCIL REPORTS

# CITY ATTORNEY REPORT

# MAYOR'S REPORT

# CITY MANAGER REPORT

ADJOURN