



**CITY OF NORTH SALT LAKE  
CITY COUNCIL MEETING  
NOTICE & AGENDA  
SEPTEMBER 16, 2025**

Notice is given that the City Council of the City of North Salt Lake will hold a regular meeting on September 16, 2025 at City Hall, 10 East Center Street, North Salt Lake, Utah. A work session will be held at 6:00 pm followed by the regular session at 7:00 pm in the Council Chambers.

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

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

**WORK SESSION – 6:00 p.m.**

1. Discussion on the Action Item Related to Park Strip Improvement Requirements and Related Issues
2. Discussion on the Action Item Related to Telecommunications Limitations in Order to Regulate Aesthetics
3. Report on Liberty Fest 2025
4. Adjourn

**REGULAR SESSION – 7:00 p.m.**

1. Introduction by Mayor Brian Horrocks
2. Thought or Prayer and Pledge of Allegiance ~ Ted Knowlton
3. Citizen Comment
4. Council Reports
5. City Attorney Report
6. Mayor's Report
7. City Manager Report
8. Consideration of Resolution 2025-43R: A Resolution Approving the 2025 City Logo Design Plan
9. Consideration of Bid Award for Hatch Park Construction

10. Discussion of Proposed Center Street Park Strip Conditions and Review of Conceptual Landscaping Proposal for Center Street Between 400 West and 750 West
11. Consideration of a Design Build Concept for Proposed Landscaping on Eagleridge Drive
12. Public Hearing and Consideration of Resolution 2025-44R: A Resolution Amending the Adopted Standards and Specification Manuals for Public Infrastructure for Streets, Water, Storm Drain and Parks
13. Consideration of Resolution 2025-45R: A Resolution Accepting the Dedication of Public Right-Of-Way at the Intersection of 400 East and 2600 South
14. Consideration of Resolution 2025-46R: A Resolution Adopting a City Hall Facility Use Policy
15. Consideration of Resolution 2025-47R: A Resolution Approving an Interlocal Agreement Between the City of North Salt Lake and the Utah Department of Cultural and Community Engagement for the Use of the America250 Logo and Branding Related to the City's Semiquincentennial Activities
16. Consideration of Resolution 2025-48R: A Resolution Approving a Master Services Agreement with ETS for IT Services
17. Consideration of a Donation to the Bountiful Davis Arts Center
18. Approval of City Council Minutes of August 26, 2025 and September 2, 2025
19. Discussion of Action Items
20. Adjourn

### **CLOSED SESSION**

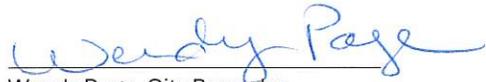
1. Possible closed session for the purpose of discussing the character professional competence, or physical or mental health of an individual; to discuss pending or reasonably imminent litigation; to discuss the purchase, exchange, sale, or lease of real property; or to discuss the deployment of security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

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

#### **Notice of Posting:**

I, the duly appointed City Recorder for the City of North Salt Lake, certify that copies of the agenda for the City Council meeting to be held **September 16, 2025** were posted on the Utah Public Notice Website: <https://www.utah.gov/pmnl/>, City's Website: <https://www.nslcity.org>, and at City Hall: 10 E. Center St. North Salt Lake.

Date Posted: September 15, 2025

  
Wendy Page, City Recorder



# Summary Guide of City Council Agenda Items for September 16, 2025

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

## Work Session – No Council Action Required

- a. Response to an action item related to City-owned and other park strips and general requirements for all park strips in the City.
- b. Response to an action item related to the City's ability to require underground telecommunications facilities from right-of-way franchisees.
- c. Report on Liberty Fest 2025 Events

## Regular Session

Item 4-7: City Council, City Attorney, Mayor and City Manager reports have been moved to the beginning of the Council agenda.

Item 8: Consideration of Resolution 2025-43R: Approving the 2025 City Logo Design Plan – Council action required.

- a. This item is a follow up from the previous Council meeting on March 18, 2025 when City staff presented the proposed logo redesign. The resolution formally adopts a plan document for the design and the many logo variations to be used in City communications, on street signs and City vehicles.

Item 9: Consideration of bid award for Hatch Park Construction – See memorandum for details.

Item 10: Update and discussion of Center Street park strip improvements between 400 West and 750 West – No Council action required.

- a. This is an update item for the Council - City staff has completed a preliminary concept plan and would like to go over the plan with the Council.

Item 11: Discussion and action on a design build concept for proposed Eagleridge landscaping – City Council motion required.

- a. Plans for Eagleridge Drive landscaping improvements are included with the written materials for this item. City staff seeks the Council's consideration of using a design build approach for the next project phases. This would save time without sacrificing quality of construction. There are minor changes needed to the attached plans, but City staff feels the plans are ready for a design build bidding process.

Item 12: Consideration of Resolution 2025-44R: Approving amendments to the City's standards and specifications manuals for streets, water, storm drain and parks – **Public Hearing** and Council action required.

- a. The standards and specification manuals for public infrastructure need to be amended and must be approved by the City Council. This item requires a public hearing prior to adoption.
- b. These documents contain details about equipment, construction methods, provisions and rules for how public infrastructure is to be installed in the City. These manuals need adjustment

from time to time so that City infrastructure keeps up with best practices or other changes needed to ensure safe and efficient operation of City infrastructure.

Item 13: Consideration of Resolution 2025-45R: Accepting public right-of-way related to the I-15 reconstruction project – Council action required.

- a. There is a parcel of property in the vicinity of 400 East and 2600 South that will be leftover after the completion of the I-15 expansion project. The City has already accepted several parcels at UDOT's request.
- b. This action approves an affidavit where the City consents to the donation of right-of-way and a deed which will be used to transfer ownership to the City.

Item 14: Consideration of Resolution 2025-46R: Approving the City Hall Facility Use Policy – Council action required.

- a. This item was reviewed at the last Council meeting (September 2). The resolution adopts a one-page policy statement that contains the permitted and prohibited uses of City Hall.

Item 15: Consideration of Resolution 2025-47R: Approving an Interlocal Agreement with the Utah Department of Cultural and Community Engagement for use of America250 Logo designs and branding materials – Council action required.

- a. The resolution approves an agreement between the City and State that allows for the City to use the State's America250 designs and logos for the City's Semiquincentennial events.

Item 16: Consideration of Resolution 2025-48R: Approving the Master Services Agreement with ETS for IT services – Council action required.

- a. This resolution extends and approves an agreement with ETS for IT services. The current 3-year agreement expired. The proposed agreement is for two years and has a base cost of \$79,342.



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## MEMORANDUM

**TO:** Honorable Mayor and City Council

**FROM:** Ken Leetham, City Manager  
Linda Horrocks, Communications Manager

**DATE:** September 16, 2025

**SUBJECT:** Resolution 2025-43R: A resolution approving the 2025 City Logo Design Plan

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### **PURPOSE**

The purpose of this item is to present the revised 2025 City Logo Design Plan, last reviewed on March 18, 2025, and request Council's approval by resolution.

### **BACKGROUND**

As a reminder, The City expanded the 2021 Town Center Branding and Wayfinding Plan, originally developed with VODA Landscape + Planning, into a citywide design scheme. Using the grant-funded work as a foundation, staff and in-house designers refined the plan in early 2025 to create a new logo and style guide for North Salt Lake, including logos, signage, colors, and overall identity—consistent with the core concepts previously approved by Council.

Revisions since March include consolidating committee and subgroup logo variations, narrowing typography to a single specification, and reducing business card and stationery designs to one version each. Pole banner options have also been reduced following Council feedback. The plan now shows one design for street signs, while two vehicle signage options remain under consideration.

The draft reviewed in March also contained sections on City furnishings, public art and wayfinding signage. Those items are not included in this logo design plan, but remain available in the March 2025 draft Branding Plan for reference.

### **PROPOSED MOTION**

I move that the City Council approve Resolution 2025-43R: A resolution approving the 2025 City Logo Design Plan.

**RESOLUTION NO. 2025-43R**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF  
NORTH SALT LAKE ADOPTING THE NORTH SALT LAKE  
2025 CITY LOGO DESIGN PLAN**

**WHEREAS**, the City of North Salt Lake has made significant changes to its City logo;  
and,

**WHEREAS**, the City has created a plan that establishes logos, artwork, colors, themes and other design elements for its logo and desires to formally adopt the plan entitled 2025 City Logo Design Plan.

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

Section 1. The 2025 City Logo Design Plan is hereby adopted and should now be used as described in the manual for its communication purposes.

Section 2. The City Council directs City staff to use the new logo in City communications and to stop using old logos in all of its communications.

This Resolution shall take effect upon passage.

**APPROVED AND ADOPTED** by the City of North Salt Lake, Utah, on this 16<sup>th</sup> day of September, 2025.

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 Clayton \_\_\_\_\_

Council Member Jackson \_\_\_\_\_

Council Member Knowlton \_\_\_\_\_

Council Member Van Langeveld \_\_\_\_\_



CITY OF  
**NORTH SALT LAKE**  
UTAH

2025  
CITY LOGO  
DESIGN  
PLAN





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# primary logo

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The primary use and application of the City of North Salt Lake logo should use the graphic(s) below. Presence of the full text with the logo should be used in a majority of applications. Color variations must stay within specified colors in this guide.



**CITY OF  
NORTH SALT LAKE**  

---

**UTAH**

**Stacked**



**CITY OF  
NORTH SALT LAKE**  

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**UTAH**

**Wide**

# secondary logos

Secondary logos for the City of North Salt Lake provide flexibility, allowing the brand to maintain consistency and recognition across various applications, especially when space or context limits the use of the primary logo. Color variations must stay within specified colors in this guide.



Note: All logos shown in this branding guide may be used as black and white versions, or black or white transparent versions. Examples shown below.



black background with white text/image



white background with black text/image



white background with transparent text/image



transparent background with white text/image



transparent background with black text/image



black background with transparent text/image



# wordmark options

Wordmark options may be used for incidentals and other elements of the City of North Salt Lake brand as needed.

Simplified logo variations reinforce brand recognition across different touchpoints including website favicons or product embellishments.



CITY OF  
NORTH SALT LAKE  
UTAH



CITY OF  
NORTH SALT LAKE  
UTAH



CITY OF  
NORTH SALT LAKE  
UTAH

# department logo variations



# committees and sub groups



# committees and sub groups (cont.)



# committees and sub groups (cont.)



*Liberty Fest*

font: Blacksword  
All other text is Texta

## Liberty Fest Acceptable Variations



# branding color specifications



Complementary Colors may be used for Department and Committee Flexibility



# type specifications

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The City’s primary typeface is Aptos which includes sans serif and serif options. Sans serif should be used for headings and body text. Serif variations are approved for formal/ceremonial applications and select headings.

Where Aptos may be unavailable, use Arial (sans) and Times New Roman (serif) as fallbacks. No other typefaces are approved for branded materials.

## Aptos

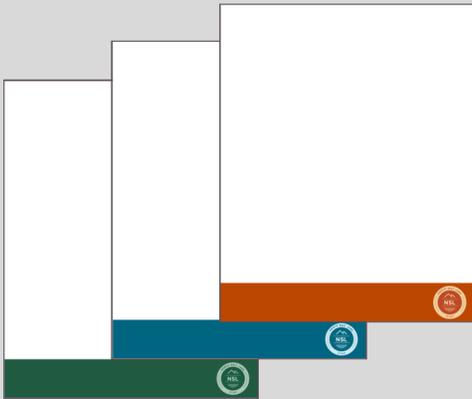
- Light
- light italic*
- Narrow
- Narrow-Bold**
- Narrow-Bold-Italic***
- Narrow-Italic*
- SemiBold
- SemiBold-Italic***
- Black**
- Black-Italic***
- Bold**
- Bold-Italic***
- Display
- Display-Bold**

## Aptos Serif

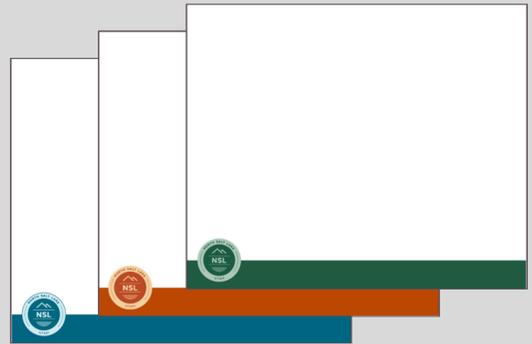
- Serif
- Serif-Bold**
- Serif-Bold-Italic***

# social media templates

## instagram



## facebook



## nextdoor & X



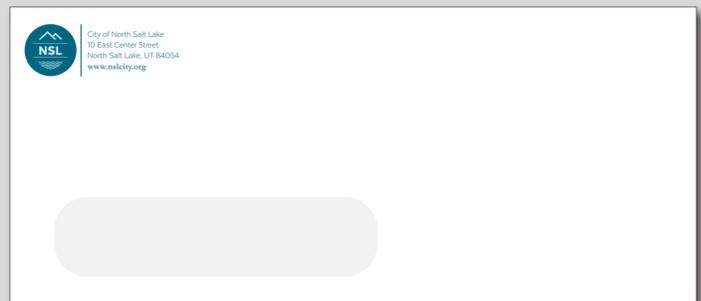
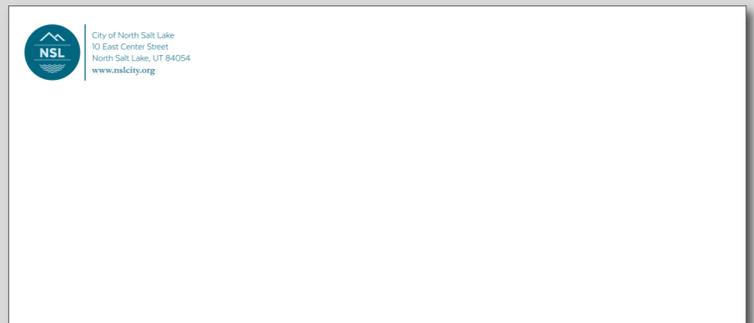
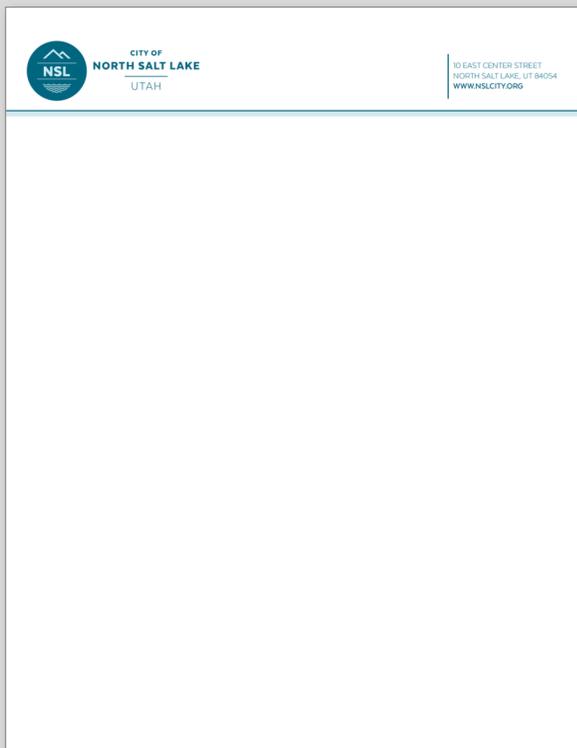
# printed items

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## business cards

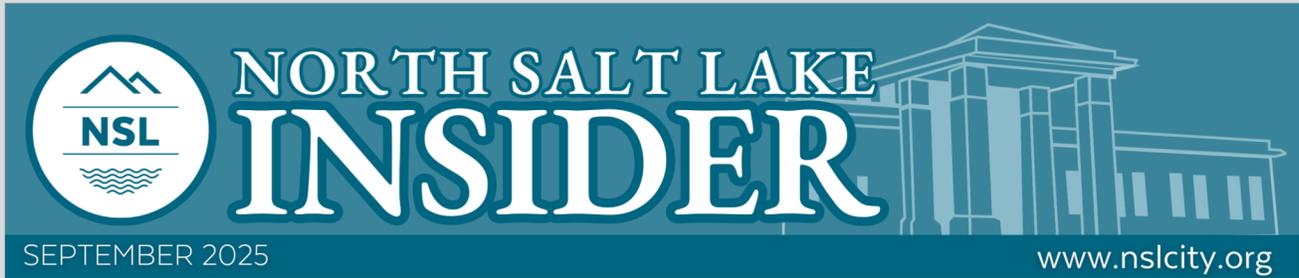


## letterhead and envelopes

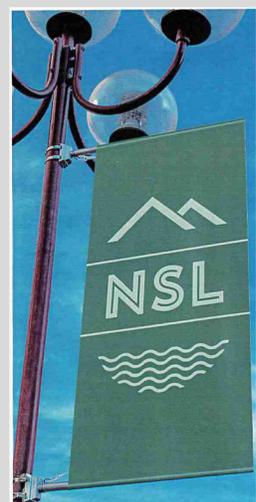
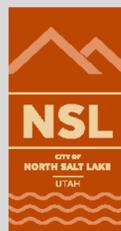
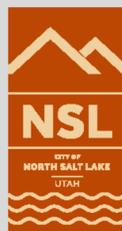
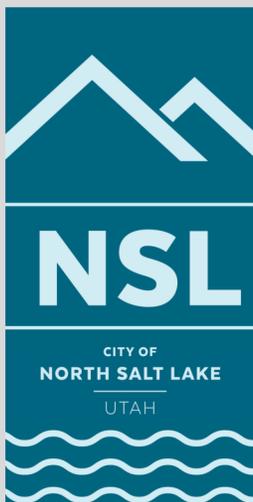


# printed items

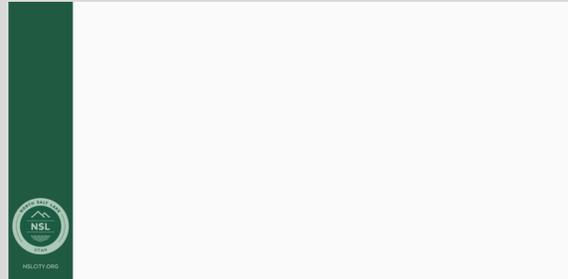
newsletter header



pole banners



# outdoor banners

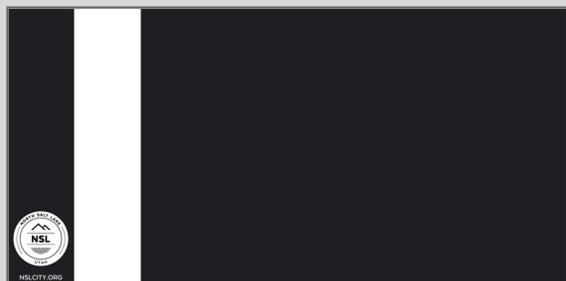
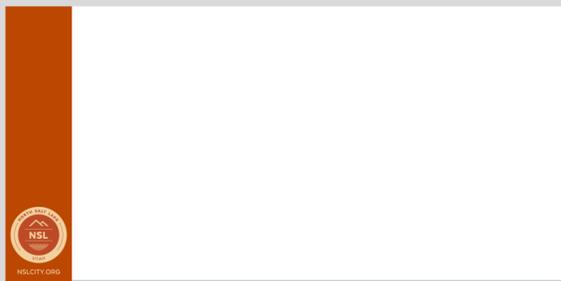


**EASTER EGG DASH**  
**APRIL 19, 2025**  
**9:00 AM HATCH PARK**

- BRING YOUR OWN BASKET
- CANDY & PRIZES
- EASTER BUNNY PHOTO OPS

**ARBOR DAY**  
*Tree Planting*

- **APRIL 26, 2025**
- **LOCATION TBD**
- **9:00 AM**



**2025 NORTH SALT LAKE FALL CLEAN UP**  
**OCTOBER 10-12**

- PUBLIC WORKS BLDG.
- 640 N. 400 W.
- FRI & SAT: 8 am - 8 pm
- SUN: 8 am - 5 pm
- NSL RESIDENTS ONLY
- NO HAZARDOUS WASTE
- CHECK WEBSITE FOR ACCEPTED ITEMS

**SOCCER**  
 BOYS & GIRLS TEAMS AGES 3-10

**REGISTER NOW!**

[www.nslcity.org/349/Recreation](http://www.nslcity.org/349/Recreation)

email: [Recreation@nslcity.org](mailto:Recreation@nslcity.org)  
 801-335-8712

# street signs



# vehicle signage

Note - circle logo versus bold NSL wordmark still to be determined.





City of North Salt Lake  
10 East Center Street  
North Salt Lake, UT 84054  
Approved **9.16.25**



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## MEMORANDUM

**TO:** Honorable Mayor and City Council

**FROM:** Ken Leetham, City Manager

**DATE:** September 16, 2025

**SUBJECT:** Consideration of bid award for Hatch Park Construction

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### **BACKGROUND**

This item is on the City Council agenda as a placeholder and without sufficient backup information. We received some bids for initial construction work at Hatch Park (demolition, earthwork and grading), but we are not satisfied with the current state of the bids. This item may be delayed until the City's next Council meeting or it may be resolved prior to September 16. If we can obtain a resolution to the issues, I will send out written materials on this matter prior to the meeting.



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## MEMORANDUM

**TO:** Honorable Mayor and City Council

**FROM:** Jonathan Ruckert, Public Works Director

**DATE:** September 16, 2025

**SUBJECT:** Update on Center Street Tree Planting

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### **RECOMMENDATION**

None

### **BACKGROUND**

Staff has been working with G. Brown Design to develop beautification improvements along Center Street, between 400 West and approximately 750 West. Preliminary design drawings have been prepared, which outline the proposed placement of trees, shrubs, and streetlights within the area between the roadway and the asphalt trail. Staff is requesting feedback from the City Council on the design elements included in the proposed plan.

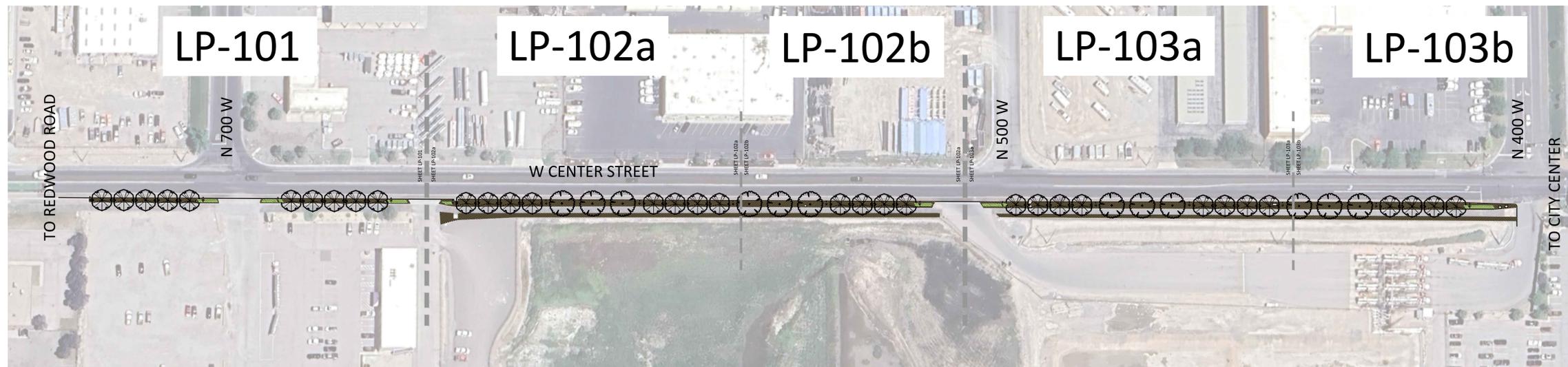
A soils analysis was conducted to evaluate the suitability of planting in this area. The report concluded that the site is favorable for sustaining landscape improvements; however, amendments to the existing soil will be necessary. The report further recommends providing supplemental irrigation to support future vegetation. G. Brown Design will utilize city standards in developing the irrigation system and streetlight improvements, which will be included in a more detailed plan set at a later stage.

### **PROPOSED MOTION**

No Action Required

■ PREPARED FOR:  
 North Salt Lake City

■ CONSULTANTS:



**NORTH SALT LAKE  
 CENTER STREET PARK STRIP  
 W CENTER STREET  
 NORTH SALT LAKE CITY, UT**

**SITE PREP NOTES**

- CONTRACTOR SHALL SECURE ALL PERMITS REQUIRED FOR THE WORK FROM ANY CITY DEPARTMENTS, UTILITY COMPANIES OR OTHER JURISDICTIONS AFFECTED BY WORK. CONTRACTOR TO COORDINATE AS REQUIRED FOR CITY TO PAY ANY ASSOCIATED PERMIT FEES. CONTRACTOR SHALL COMPLY WITH REQUIREMENTS OF ANY PERMITS OBTAINED BY OWNER (OBTAIN COPIES FROM OWNER PRIOR TO BEGINNING WORK).
- PRIOR TO COMMENCING ANY EXCAVATION WORK, THE CONTRACTOR SHALL NOTIFY ALL UTILITY COMPANIES IN ACCORDANCE WITH THE NOTIFICATION PROCEDURES PROMOTED BY RESPECTIVE UTILITY COMPANIES. THE "BLUE STAKES" TELEPHONE NUMBER IS 1-800-662-4111 (811).
- EXCAVATION REQUIRED WITHIN PROXIMITY OF EXISTING UTILITY LINES TO REMAIN SHALL BE DONE BY HAND. CONTRACTOR SHALL REPAIR ANY DAMAGE TO EXISTING UTILITY LINES OR STRUCTURES INCURRED DURING CONSTRUCTION OPERATIONS AT NO COST TO OWNER.
- REMOVE ALL EXISTING GRAVEL AND DISPOSE.
- CONTRACTOR TO USE CONSTRUCTION FENCING TO ENSURE PROJECT SITE IS SECURE AND SAFE. CONTRACTOR TO COORDINATE WITH OWNER FOR FINAL FENCE PLACEMENT.
- CONTRACTOR IS RESPONSIBLE FOR ANY DAMAGE OUTSIDE THE LIMIT OF WORK DUE TO HIS CONTRACT OPERATIONS AND SHALL REPAIR DAMAGED AREAS TO PRECONSTRUCTION CONDITIONS AT NO EXPENSE TO THE OWNER.
- ALL REFUSE, DEBRIS AND MISCELLANEOUS ITEMS TO BE REMOVED SHALL BE LEGALLY DISPOSED OF OFF-SITE BY CONTRACTOR. CONTRACTOR SHALL VIDEO OR TAKE PHOTOS OF SITE PRIOR TO CONSTRUCTION TO VERIFY RESPONSIBILITY OF ILLICIT FILL.
- CONTRACTOR SHALL LEGALLY DISPOSE OF OFF-SITE ITEMS REQUIRING REMOVAL TO THE FULL DEPTH INCLUDING BASE MATERIAL AND FOOTINGS OR FOUNDATIONS AS APPLICABLE.

**EROSION CONTROL NOTES**

- CONTRACTOR SHALL BE RESPONSIBLE TO OBTAIN STATE WATER QUALITY PERMITS AS REQUIRED PRIOR TO CONTRACTOR BEGINNING WORK INCLUDING BUT NOT LIMITED TO NOTICE OF INTENT (N.O.I.) AND STORM WATER POLLUTION PREVENTION PLAN (SWPPP). CONTRACTOR TO COORDINATE AS REQUIRED FOR CITY TO PAY ANY ASSOCIATED PERMIT FEES.
- CONTRACTOR SHALL BE RESPONSIBLE FOR EROSION AND SEDIMENT CONTROL (INCLUDING SILT FENCE, INLET PROTECTION, ETC.) AS REQUIRED TO MEET STATE WATER QUALITY REQUIREMENTS. CONTRACTOR TO COORDINATE AS REQUIRED FOR CITY TO PAY ANY ASSOCIATED PERMIT FEES.
- LAND DISTURBING ACTIVITIES SHALL NOT COMMENCE UNTIL APPROVAL TO DO SO HAS BEEN RECEIVED BY GOVERNING AUTHORITIES.
- THE GENERAL CONTRACTOR SHALL STRICTLY ADHERE TO THE APPROVED STORM WATER POLLUTION PREVENTION PLAN (SWPPP) DURING CONSTRUCTION OPERATIONS.
- NO LAND CLEARING OR GRADING SHALL BEGIN UNTIL ALL PERIMETER EROSION AND SEDIMENT CONTROL MEASURES HAVE BEEN INSTALLED.
- SEDIMENT AND EROSION CONTROL MEASURES SHALL BE INSPECTED AT LEAST ONCE EVERY SEVEN (7) DAYS AND WITHIN 24 HOURS OF A RAINFALL EXCEEDING 0.5 INCHES DURING A 24-HOUR PERIOD OR MORE FREQUENTLY IF REQUIRED BY GOVERNING NPDES GENERAL PERMIT. ALL MAINTENANCE REQUIRED BY INSPECTION SHALL COMMENCE WITHIN 24 HOURS AND BE COMPLETED WITHIN 48 HOURS OF REPORT.
- THIS PLAN SHALL NOT BE CONSIDERED ALL INCLUSIVE AS THE GENERAL CONTRACTOR SHALL TAKE ALL NECESSARY PRECAUTIONS TO PREVENT SOIL SEDIMENT FROM LEAVING THE SITE.
- GENERAL CONTRACTOR SHALL COMPLY WITH ALL STATE AND LOCAL ORDINANCES THAT APPLY.
- ADDITIONAL EROSION AND SEDIMENT CONTROL MEASURES SHALL BE INSTALLED IF DEEMED NECESSARY BY ON SITE INSPECTION.
- GENERAL CONTRACTOR SHALL BE RESPONSIBLE TO TAKE WHATEVER MEANS NECESSARY TO ESTABLISH SOIL STABILIZATION.
- SEDIMENT SHALL BE REMOVED FROM ANY SEDIMENT BASINS BEFORE IT IS 25% FULL AND FROM SILT FENCE BEFORE IT IS 33% FULL.

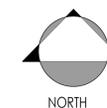
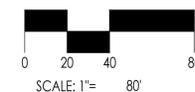
**DESIGN INTENT FOR IRRIGATION**

- DEEP ROOT WATERING SYSTEMS FOR TREES
- POINT SOURCE EMITTER WATERING FOR SHRUBS
- OPERATING PRESSURE OF 90 PSI
- POWER CONNECTION AND CONTROLLER WILL BE LOCATED BY EXISTING LIGHT POLE AT 400 W INTERSECTION

**WORK LIMIT LINE DESCRIPTION**

WORK LIMITS CAN BE DESCRIBED AS BACK OF EXISTING STREET CURB TO EXISTING ASPHALT PATH AND, WHERE APPLICABLE, EXISTING ASPHALT PATH TO EXISTING FENCELINE.

SEE SHEET LP-001 FOR SITE PREP AND EROSION CONTROL NOTES, AND LP-101 FOR PLANTING NOTES



**PRELIMINARY DESIGN - NOT FOR CONSTRUCTION**

■ REVISIONS:

△	-	-
△	-	-
△	-	-
△	-	-
△	-	-

■ STAMP

■ SHEET TITLE:

**OVERALL PLANTING PLAN AND SITE PREP NOTES**

■ DATE: 8-22-2025  
 ■ DRAWN BY: RLH  
 ■ CHECKED BY: MJW  
 ■ JOB NO.: U25-027

■ SHEET NO.:

**LP-001**

■ PREPARED FOR:  
 North Salt Lake City

■ CONSULTANTS:

**NORTH SALT LAKE  
 CENTER STREET PARK STRIP  
 W CENTER STREET  
 NORTH SALT LAKE CITY, UT**

■ REVISIONS:

△	-	_____
△	-	_____
△	-	_____
△	-	_____
△	-	_____

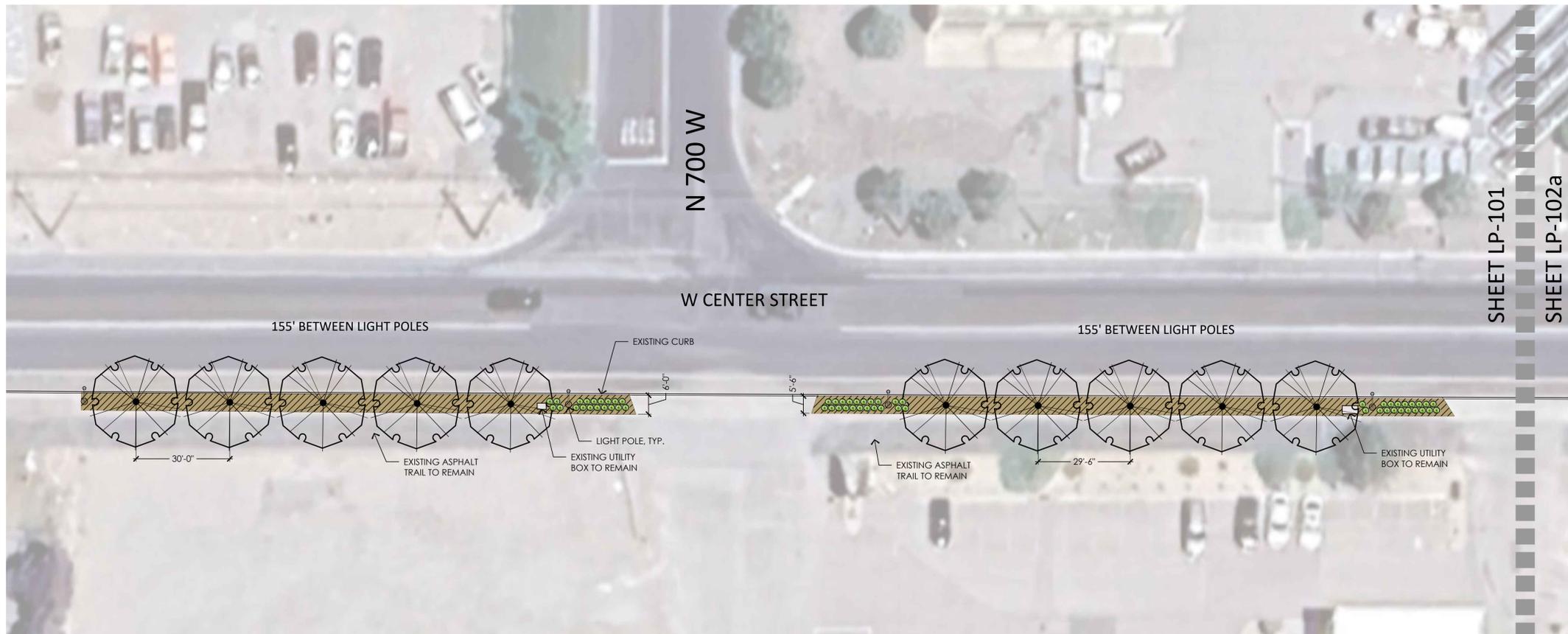
■ STAMP

■ SHEET TITLE:  
**PLANTING PLAN**

■ DATE: 8-22-2025  
 ■ DRAWN BY: RLH  
 ■ CHECKED BY: MJW  
 ■ JOB NO.: U25-027

■ SHEET NO:  
**LP-101**

**PRELIMINARY DESIGN - NOT FOR CONSTRUCTION**



**PLANTING NOTES**

1. THE BASE INFORMATION FOR THIS DRAWING WAS OBTAINED FROM OTHERS. THE CONTRACTOR IS RESPONSIBLE FOR VERIFYING THE DRAWING WITH ACTUAL FIELD CONDITIONS PRIOR TO BEGINNING ANY WORK AND IMMEDIATELY NOTIFYING THE LANDSCAPE ARCHITECT OF ANY DISCREPANCIES. IN THE EVENT THAT THE CONTRACTOR BEGINS WORK PRIOR TO VERIFYING AND COMPARING THE BASE INFORMATION WITH ACTUAL FIELD CONDITIONS, THEN ANY CHANGES OR ALTERATIONS TO THE WORK INVOLVED WITH THESE DRAWINGS DUE TO SUCH DISCREPANCIES WILL BE PERFORMED BY THE CONTRACTOR AT NO ADDITIONAL EXPENSE TO THE OWNER.
2. THE CONTRACTOR IS RESPONSIBLE FOR VERIFYING AND MARKING THE LOCATIONS OF ALL UTILITIES WITHIN THE LIMITS OF WORK PRIOR TO BEGINNING CONSTRUCTION, CONTACT THE OWNER, BLUE STAKES OF UTAH AT 811 OR 1-800-662-4111, AND ALL OTHER ENTITIES AS NECESSARY. IN THE EVENT THE CONTRACTOR BEGINS CONSTRUCTION WORK PRIOR TO VERIFYING AND STAKING ALL UTILITIES, AND DAMAGE TO UTILITIES OCCURS, THE DAMAGED UTILITIES WILL BE REPAIRED AND/OR REPLACED AT NO ADDITIONAL COST TO THE OWNER.
3. REFER TO LEGENDS, NOTES, DETAILS, AND SPECIFICATIONS FOR FURTHER INFORMATION.
4. ANY ALTERATIONS TO THESE ACTUAL PLANTING PLANS DURING CONSTRUCTION SHALL BE REPORTED TO THE LANDSCAPE ARCHITECT AND RECORDED ON "AS BUILT" DRAWINGS PER THE SPECIFICATIONS.
5. ALL PLANT MATERIAL SHALL CONFORM TO THE MINIMUM GUIDELINES ESTABLISHED BY THE AMERICAN STANDARD FOR NURSERY STOCK PUBLISHED BY THE AMERICAN NURSERY ASSOCIATION, INC..
6. ALL PLANTS TO BE BALLED AND BURLAPPED OR CONTAINER GROWN, UNLESS OTHERWISE NOTED ON THE PLANT LIST.
7. QUANTITIES INDICATED IN THE PLANT SCHEDULE ARE FOR CONVENIENCE ONLY. THE CONTRACTOR IS RESPONSIBLE TO VERIFY ALL QUANTITIES AND SHALL SUPPLY ALL PLANT MATERIAL IN QUANTITIES SUFFICIENT TO COMPLETE THE PLANTING DESIGN SHOWN ON THE PLANS REGARDLESS OF QUANTITIES INDICATED IN THE PLANT SCHEDULE.
8. ANY PROPOSED SUBSTITUTIONS OF PLANT SPECIES SHALL BE MADE WITH PLANTS OF EQUIVALENT OVERALL FORM, HEIGHT, BRANCHING HABIT, FLOWER, LEAF, COLOR, FRUIT AND CULTURE ONLY AS APPROVED BY THE LANDSCAPE ARCHITECT PRIOR TO INSTALLATION.
9. STAKE LOCATIONS OF ALL PROPOSED PLANTING FOR APPROVAL BY THE LANDSCAPE ARCHITECT PRIOR TO THE COMMENCEMENT OF PLANTING.
10. TREE PITS AND ALL PLANT BEDS SHALL RECEIVE 12" OF PLANTING SOIL MIX AS SPECIFIED. BACKFILL ALL PLANTING PITS WITH PLANTING SOIL MIX.
11. ALL OTHER PLANT BEDS AND TREE WELLS TO RECEIVE 6 INCHES (6") OF STONE MULCH TO MATCH HATCH PARK.
12. ALL PLANTING AREAS TO HAVE WEED BARRIER FABRIC PLACED BENEATH MULCH AS PER SPECIFICATIONS.
13. ALL EXISTING TREES TO REMAIN SHALL BE PROPERLY PROTECTED DURING CONSTRUCTION. REFER TO SPECIFICATIONS FOR FURTHER DETAIL.
14. PRUNE TREES IN ACCORDANCE WITH SPECIFICATIONS.

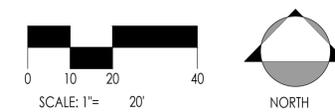
**PLANT SCHEDULE**

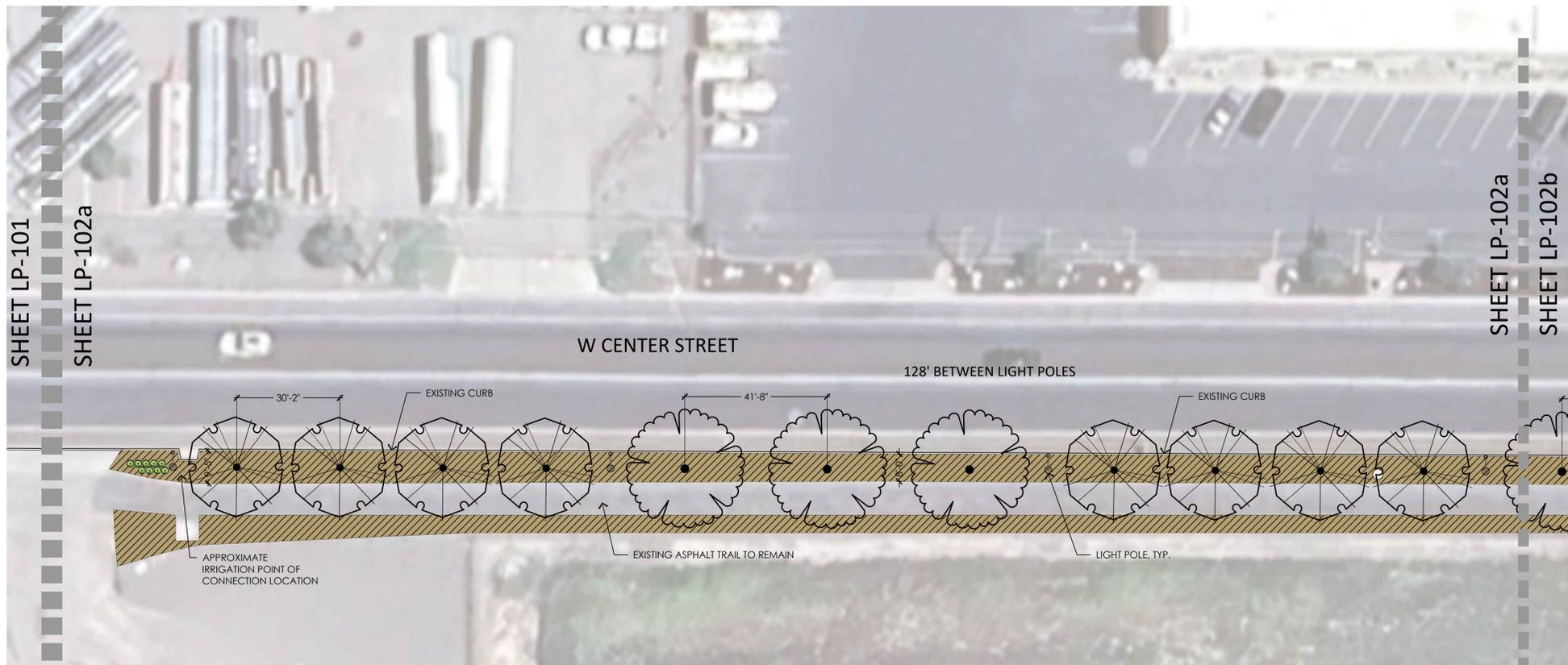
SYMBOL	CODE	BOTANICAL / COMMON NAME	CAL	QTY
<b>TREES</b>				
	GLE SHD	GLEDITSIA TRIACANTHOS INERMIS 'SHADEMASTER' THORNLESS SHADEMASTER HONEYLOCUST	2" CAL	34
	ZEL GRE	ZELKOVA SERRATA 'GREEN VASE' SAWLEAF ZELKOVA	2" CAL	12
<b>SHRUBS</b>				
	ARO OBB	ARONIA MELANOCARPA 'LOW SCAPE MOUND' LOW SCAPE MOUND CHOKEBERRY	5 GAL	140
<b>SURFACING</b>				
	SM TAN2	TAN CRUSHED STONE MULCH TAN STONE MULCH 4" DEPTH	2"-4" DIA.	20,600 SF

**LIGHTING PRODUCT SCHEDULE**

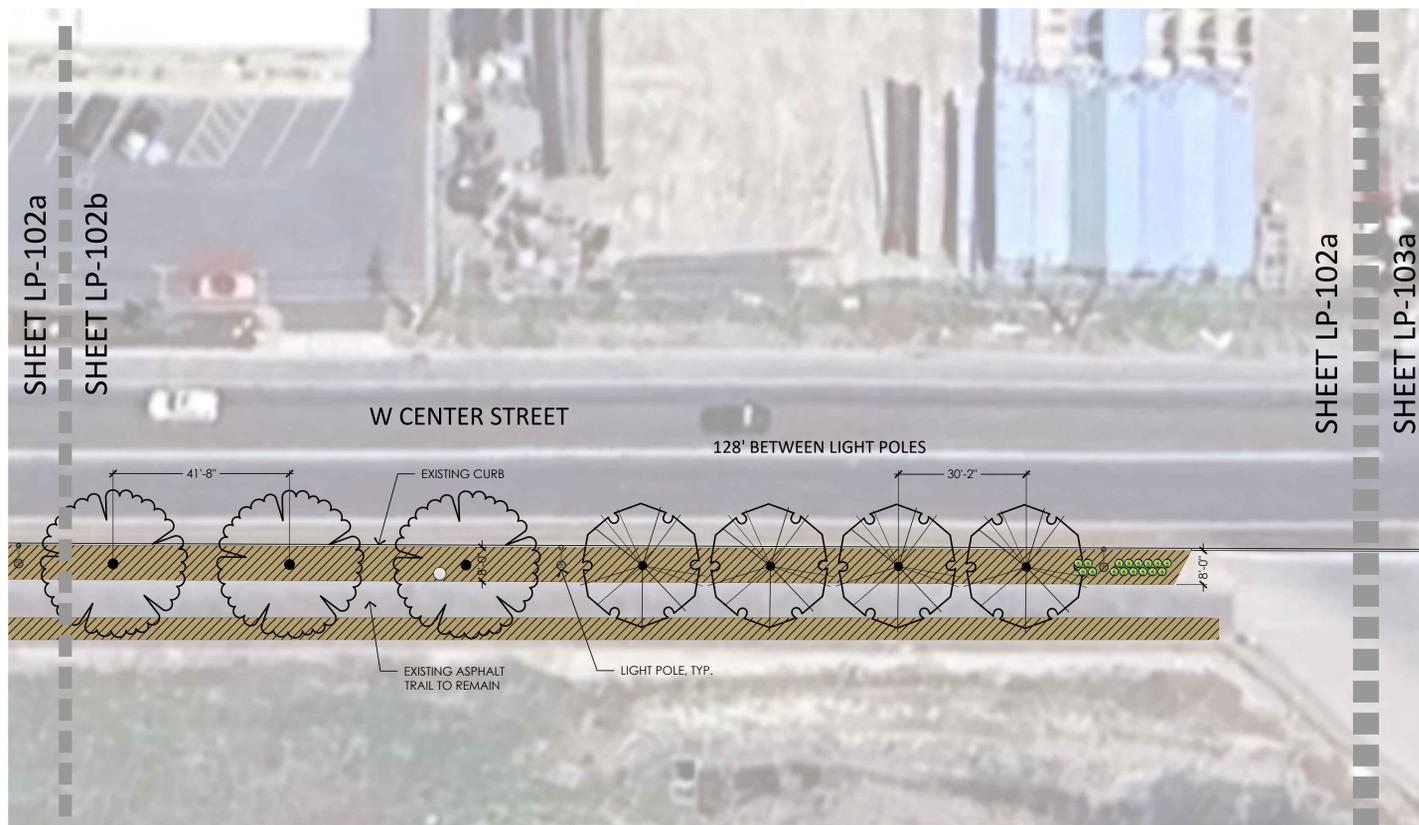
SYMBOL	DESCRIPTION	MODEL NO.	MANUFACTURER	AVAILABLE VIA.	FINISH	COLOR	COMMENTS	PROVIDED/INSTALLED
	STREET LIGHT POLE	T.B.D.	MOUNTAIN STATES LIGHTING	XAVIER MAESTAS 801.395.3169	T.B.D.	T.B.D.	SEE ELECTRICAL DRAWINGS	OFCl

SEE SHEET LP-001 FOR SITE PREP AND EROSION CONTROL NOTES, AND LP-101 FOR PLANTING NOTES





LP-102a



LP-102b

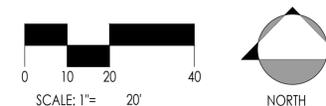
PLANT SCHEDULE

SYMBOL	CODE	BOTANICAL / COMMON NAME	CAL	QTY
<b>TREES</b>				
	GLE SHD	GLEDTISIA TRIACANTHOS INERMIS 'SHADEMASTER' THORNLESS SHADEMASTER HONEYLOCUST	2" CAL	34
	ZEL GRE	ZELKOVA SERRATA 'GREEN VASE' SAWLEAF ZELKOVA	2" CAL	12
<b>SHRUBS</b>				
	ARO OBB	ARONIA MELANOCARPA 'LOW SCAPE MOUND' LOW SCAPE MOUND CHOKEBERRY	5 GAL	140
<b>SURFACING</b>				
	SM TAN2	TAN CRUSHED STONE MULCH TAN STONE MULCH 4" DEPTH	2"-4" DIA.	20,600 SF

LIGHTING PRODUCT SCHEDULE

SYMBOL	DESCRIPTION	MODEL NO.	MANUFACTURER	AVAILABLE VIA.	FINISH	COLOR	COMMENTS	PROVIDED/INSTALLED
	STREET LIGHT POLE	T.B.D.	MOUNTAIN STATES LIGHTING	XAVIER MAESTAS 801.395.3169	T.B.D.	T.B.D.	SEE ELECTRICAL DRAWINGS	OFCI

SEE SHEET LP-001 FOR SITE PREP AND EROSION CONTROL NOTES, AND LP-101 FOR PLANTING NOTES



PREPARED FOR:  
North Salt Lake City

CONSULTANTS:

NORTH SALT LAKE  
CENTER STREET PARK STRIP  
W CENTER STREET  
NORTH SALT LAKE CITY, UT

REVISIONS:

△	-	_____	_____
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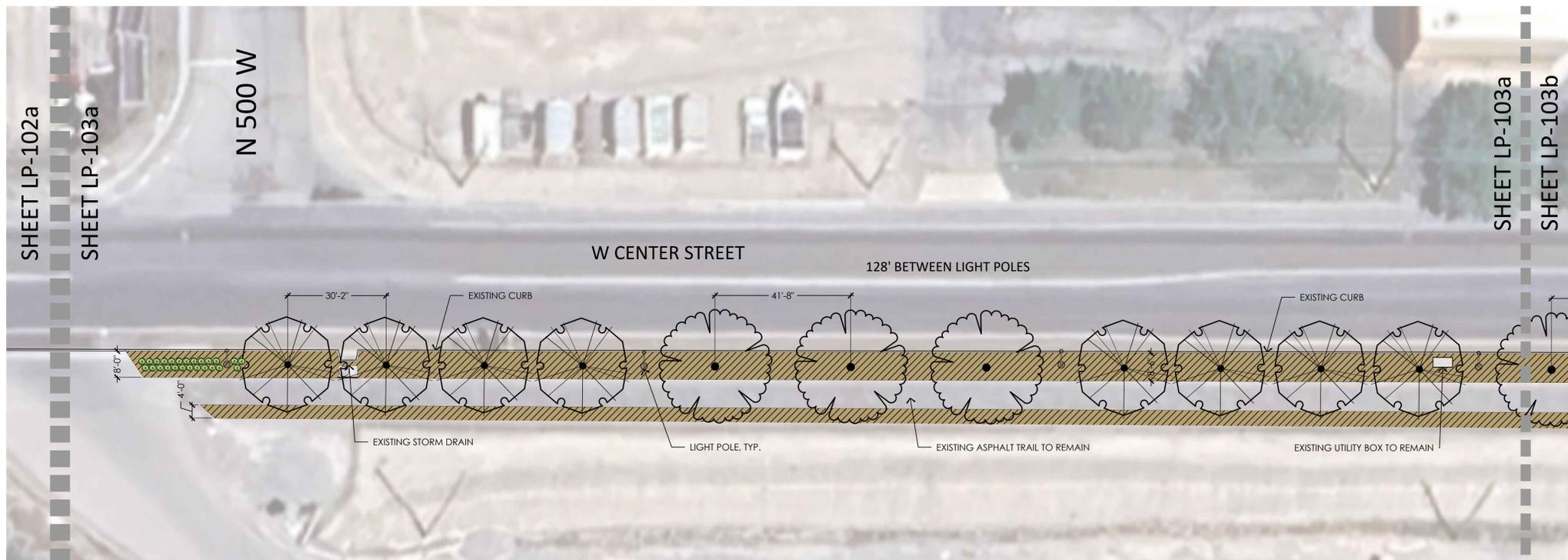
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SHEET TITLE:  
PLANTING PLAN

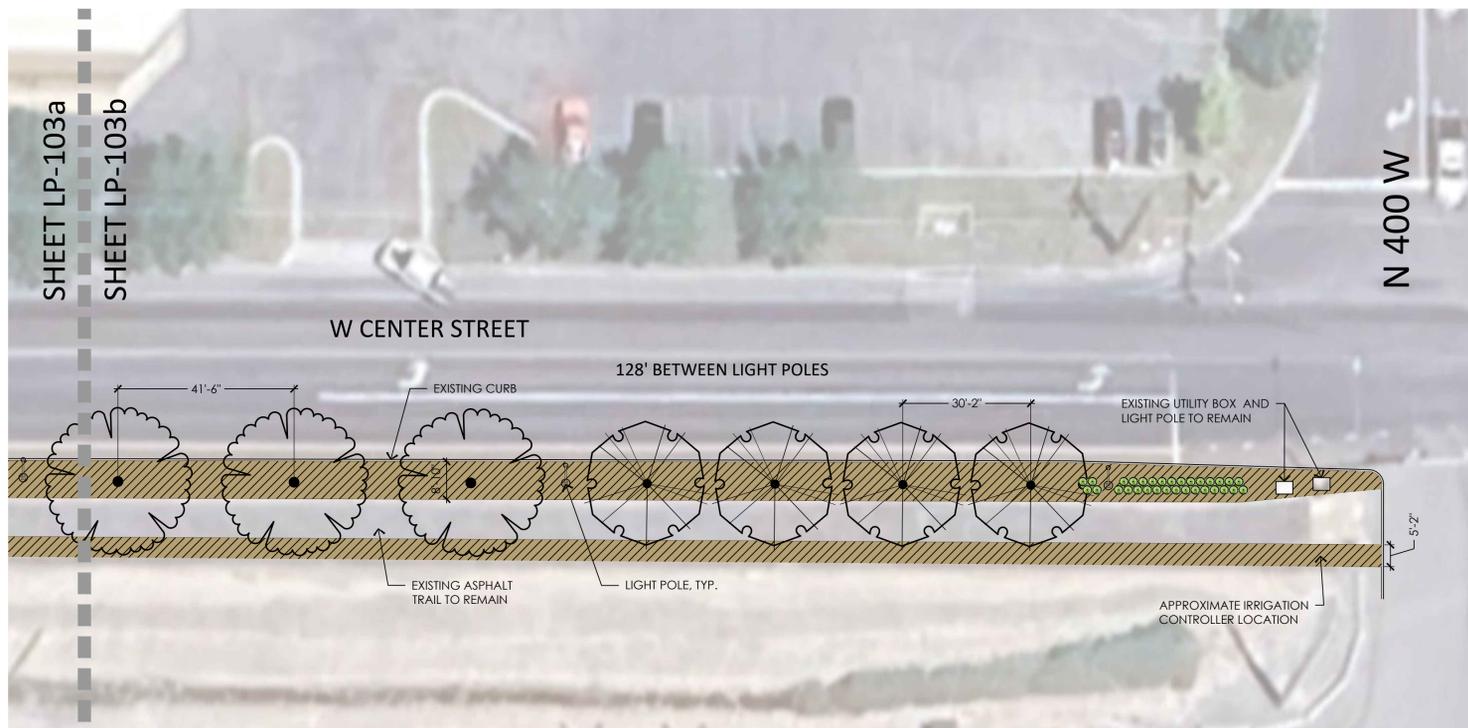
DATE: 8-22-2025  
DRAWN BY: RLH  
CHECKED BY: MJW  
JOB NO.: U25-027

SHEET NO:  
LP-102

PRELIMINARY DESIGN - NOT FOR CONSTRUCTION



LP-102a



LP-102b

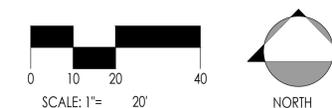
**PLANT SCHEDULE**

SYMBOL	CODE	BOTANICAL / COMMON NAME	CAL	QTY
<b>TREES</b>				
	GLE SHD	GLEDITSIA TRIACANTHOS INERMIS 'SHADEMASTER' THORNLESS SHADEMASTER HONEYLOCUST	2" CAL	34
	ZEL GRE	ZELKOVA SERRATA 'GREEN VASE' SAWLEAF ZELKOVA	2" CAL	12
<b>SHRUBS</b>				
	ARO OBB	ARONIA MELANOCARPA 'LOW SCAPE MOUND' LOW SCAPE MOUND CHOKEBERRY	5 GAL	140
<b>SURFACING</b>				
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**LIGHTING PRODUCT SCHEDULE**

SYMBOL	DESCRIPTION	MODEL NO.	MANUFACTURER	AVAILABLE VIA.	FINISH	COLOR	COMMENTS	PROVIDED/INSTALLED
	STREET LIGHT POLE	T.B.D.	MOUNTAIN STATES LIGHTING	XAVIER MAESTAS 801.395.3169	T.B.D.	T.B.D.	SEE ELECTRICAL DRAWINGS	OFCI

SEE SHEET LP-001 FOR SITE PREP AND EROSION CONTROL NOTES, AND LP-101 FOR PLANTING NOTES



■ PREPARED FOR:  
North Salt Lake City

■ CONSULTANTS:

**NORTH SALT LAKE  
 CENTER STREET PARK STRIP  
 W CENTER STREET  
 NORTH SALT LAKE CITY, UT**

■ REVISIONS:

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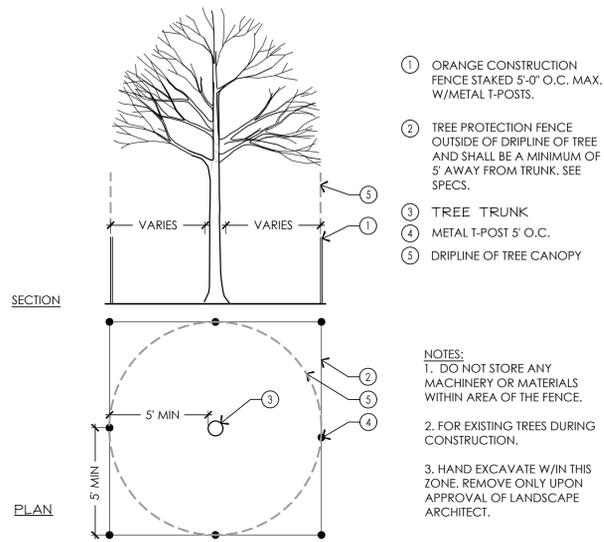
■ STAMP

■ SHEET TITLE:  
**PLANTING PLAN**

■ DATE: 8-22-2025  
 ■ DRAWN BY: RLH  
 ■ CHECKED BY: MJW  
 ■ JOB NO.: U25-027

■ SHEET NO.:  
**LP-103**

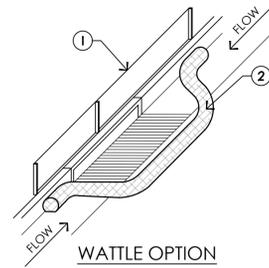
PRELIMINARY DESIGN - NOT FOR CONSTRUCTION



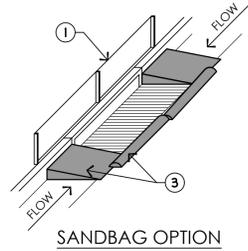
- ① ORANGE CONSTRUCTION FENCE STAKED 5'-0" O.C. MAX. W/METAL T-POSTS.
- ② TREE PROTECTION FENCE OUTSIDE OF DRIPLINE OF TREE AND SHALL BE A MINIMUM OF 5' AWAY FROM TRUNK. SEE SPECS.
- ③ TREE TRUNK
- ④ METAL T-POST 5' O.C.
- ⑤ DRIPLINE OF TREE CANOPY

- NOTES:
1. DO NOT STORE ANY MACHINERY OR MATERIALS WITHIN AREA OF THE FENCE.
  2. FOR EXISTING TREES DURING CONSTRUCTION.
  3. HAND EXCAVATE W/IN THIS ZONE. REMOVE ONLY UPON APPROVAL OF LANDSCAPE ARCHITECT.

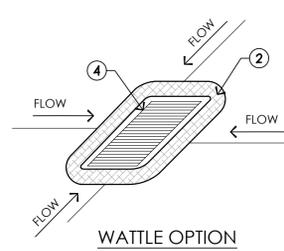
**1 TREE PROTECTION**  
NTS



- ① SILT FENCE REQUIRED BEHIND CURB AT BOX UNTIL LAND BEHIND CURB IS STABILIZED
- ② 8" DIA. EARTH SAVER WEIGHTED WATTLE OR EQUAL
- ③ EARTH SAVER SEDIMENT SAVER OR EQUAL FILLED WITH 1/2 CF 3/4" GRAVEL, ZIPPER SIDE FACING AWAY FROM INLET
- ④ FILTER FABRIC WRAPPED COMPLETELY AROUND GATE



SANDBAG OPTION

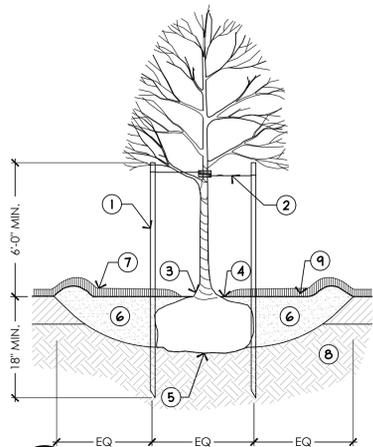


WATTLE OPTION

- NOTES:
1. PLACE WATTLES OR GRAVEL BAGS TIGHT AGAINST CURB TO PREVENT SEDIMENT-LADEN WATER FROM GETTING BETWEEN CURB AND WATTLE/BAG.
  2. PLACE WATTLES OR GRAVEL BAGS SUCH THAT FLOW DOES NOT OVERTOP CURB OR ROAD CENTERLINE.
  3. INSPECT INLET PROTECTION AFTER EVERY LARGE STORM EVENT AND AT LEAST BI-WEEKLY, OR PER SWPPP REQUIREMENTS, WHICHEVER IS MORE STRINGENT, TO ENSURE THAT SEDIMENT CONTROL IS MEETING ITS DESIGN INTENT. MAINTAIN AND/OR REPLACE AS NEEDED.
  4. REMOVE SEDIMENT ACCUMULATED WHEN IT REACHES 50% OF GRAVEL BAG OR WATTLE HEIGHT.
  5. CONTRACTOR MAY SUBMIT AN ALTERNATIVE METHOD OF INLET PROTECTION. THE ALTERNATIVE METHOD SHALL BE APPROVED BY THE CITY INSPECTOR AND THE ENGINEER OF RECORD.
  6. BEFORE PLACEMENT OF CURB, STABILIZATION OF LAND BEHIND CURB, AND/OR PAVING, MAINTAIN TOP OF INLET AT 6" ABOVE GRADE, AND SURROUND WITH SILT FENCE FOR SEDIMENTATION AROUND BOX. MAINTAIN SILT FENCE BEHIND BOX UNTIL LAND BEHIND CURB IS STABILIZED.

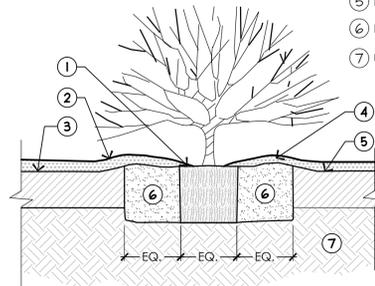
**2 SAG INLET PROTECTION**  
NTS

- NOTES:
1. INSTALL TREE PLUMB
  2. FOR ALL FALL PLANTING, WRAP TRUNK TO LOWEST BRANCH. REMOVE THE FOLLOWING SPRING.



- ① 2" DIA. (ROUND) FIR POSTS; 2 PER TREE; ALL POSTS SHALL BE PLUMB AND HAVE SAME HEIGHT ABOVE FINISH GRADE
- ② TREE TIE - SEE SPECS FOR TYPE AND ATTACHMENT.
- ③ TOP OF ROOTBALL SHALL BE 1"-2" ABOVE FINISHED GRADE
- ④ ROOT FLARE SHALL BE EXPOSED; MULCH SHOULD NOT BE WITHIN 4" OF TREE TRUNK
- ⑤ PLACE ROOTBALL ON UNDISTURBED SUBSOIL. CUT AND REMOVE WIRE BASKET AND BURLAP/OTHER WRAPPING MATERIALS.
- ⑥ EXCAVATE HOLE TO DIAMETER 3X WIDER THAN ROOTBALL. BACKFILL WITH PLANTING SOIL MIX
- ⑦ TYPE & MULCH. DEPTH AS SPECIFIED
- ⑧ UNDISTURBED SUBGRADE
- ⑨ 5' DIA. DEPRESSED WATERING BASIN

**3 DECIDUOUS TREE WITH STAKING**  
NTS



- ① PLACE TOP OF ROOTBALL FLUSH WITH FINISHED GRADE
- ② MULCH TYPE & DEPTH AS SPECIFIED
- ③ PLANTING SOIL MIX (SEE SPECS)
- ④ BERM TO FORM DEPRESSED WATERING BASIN
- ⑤ FINISHED GRADE
- ⑥ PLANTING SOIL MIX (SEE SPECS)
- ⑦ UNDISTURBED SUBGRADE

- NOTES:
1. PLACE BALL ON UNDISTURBED SUBGRADE. REMOVE AND DISCARD WRAPPING MATERIAL.
  2. SETTLE PLANT BY FILLING PLANTING PIT WITH WATER USING HOSE OR BUCKET.
  3. MULCH SHOULD NOT BE WITHIN 4" OF TRUNK.
  4. REMOVE WATERING BASIN PRIOR TO END OF MAINTENANCE PERIOD.

**4 SHRUB**  
NTS

■ PREPARED FOR:  
North Salt Lake City

■ CONSULTANTS:

NORTH SALT LAKE  
CENTER STREET PARK STRIP  
W CENTER STREET  
NORTH SALT LAKE CITY, UT

■ REVISIONS:

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■ STAMP

■ SHEET TITLE:  
DEMO AND PLANTING  
DETAILS

■ DATE: 8-22-2025  
■ DRAWN BY: RLH  
■ CHECKED BY: MJW  
■ JOB NO.: U25-027

■ SHEET NO:  
LP-501

PRELIMINARY DESIGN - NOT FOR CONSTRUCTION



## MEMORANDUM

**TO:** Honorable Mayor and City Council

**FROM:** Ken Leetham, City Manager

**DATE:** September 16, 2025

**SUBJECT:** Approval of a design build approach for construction of improvements on Eagleridge Drive

---

### **RECOMMENDATION**

City staff recommends that the Council discuss and authorize a design build approach for the construction of Eagleridge Drive improvements.

### **BACKGROUND**

The attached drawings show the design of Eagleridge Drive improvements. City staff has recommended some minor changes to these plans (tree species, for example), but the plans are essentially what we are intending to build in this project. You'll notice the plans have irrigation detail, general tree and wall locations, and the addition of street lights. These are not final construction plans and City staff would like to have a discussion at this point in plan preparation as to how to best proceed to get some of the work completed as soon as possible.

We believe the best way to proceed on this project is to use the existing plans (with minor corrections) as a way to go through a design build process with an acceptable contractor. The process includes competitive bidding, but not the formality of creating large construction documents and the notices that typically takes several weeks or months to complete. Specifically, we would reach out to contractors with these plans and indicate that the project is design build. Contractors then work to create designs as construction moves along. City staff would approve plan details as the project proceeds, including oversight of materials used, on-sight inspections and all other needed activities to insure the project is constructed properly. The Council will also still select the contractor and estimated costs for whatever work we do.

### **PROPOSED MOTION**

I move that the City Council authorize City staff to proceed with the proposed Eagleridge Drive Landscaping Improvement project using a design build method which includes the City Council awarding any future bids for project construction.

# Eagle Ridge Drive Phase 1

## PROJECT VICINITY MAP



N Eagle Ridge Drive  
North Salt Lake, UT 84054

## PROJECT LOCATION



## PROJECT RENDERING



## PROJECT TEAM

### OWNER

**North Salt Lake City**  
David Fransen  
10 East Center St.  
North Salt Lake, UT 84054  
801.335.8684  
davidf@nslcity.org

### ELECTRICAL ENGINEER

**Resolute**  
Rich Bradley  
4225 Lake Park Blvd, Suite 275  
West Valley, Utah 84120  
801.532.2196  
rich@bnaconsulting.com

### PRIME - LANDSCAPE ARCHITECT

**Terracon**  
David Harris  
6952 S High Tech Dr. Suite B  
Midvale, Utah 84047  
801.746.4457  
dave.harris@terracon.com

## SHEET LIST

Sheet Number	Sheet Name
L000	COVER SHEET
L001	GENERAL NOTES
DE100	DEMOLITION PLAN
DE101	DEMOLITION PLAN
DE102	DEMOLITION PLAN
DE103	DEMOLITION PLAN
DE104	DEMOLITION PLAN
LM100	LAYOUT & MATERIALS OVERVIEW
LM101	LAYOUT & MATERIALS
LM102	LAYOUT & MATERIALS
LM103	LAYOUT & MATERIALS
LM104	LAYOUT & MATERIALS
LM200	LAYOUT & MATERIALS WALL ENLARGEMENTS
LM201	LAYOUT & MATERIALS WALL ENLARGEMENTS
LM500	LAYOUT & MATERIALS DETAILS
LI100	IRRIGATION PLAN OVERVIEW
LI101	IRRIGATION PLAN
LI102	IRRIGATION PLAN
LI103	IRRIGATION PLAN
LI104	IRRIGATION PLAN
LI500	IRRIGATION PLAN DETAILS



### Terracon

LANDSCAPE ARCHITECTURE  
Salt Lake City Office  
6952 South High Tech Dr. Suite B  
Midvale, UT 84047  
(801) 545-8500

### Resolute

LIGHTING ENGINEERING  
181 E 5000 S  
Suite 200  
Murray, UT 84107  
(801) 532-2196

**NOT FOR  
CONSTRUCTION**

UNLESS A PROFESSIONAL SEAL WITH SIGNATURE AND DATE IS AFFIXED, THIS DOCUMENT IS PRELIMINARY AND IS NOT INTENDED FOR CONSTRUCTION, RECORDING PURPOSES, OR IMPLEMENTATION.

Project Number JU247011

Project Manager Dave Harris

Designed By Grant Hardy

APR John Griffin

### REVISIONS

#	DATE	DESCRIPTION
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**Eagle Ridge Drive Phase 1**  
Eagle Ridge Drive  
North Salt Lake, UT 84054

THE DESIGN SHOWN AND DESCRIBED HEREIN (INCLUDING ALL TECHNICAL DRAWINGS, GRAPHIC REPRESENTATIONS, AND MODELS THEREOF) ARE PROPRIETARY AND CAN NOT BE COPIED, REPRODUCED, OR COMMERCIALLY EXPLOITED IN WHOLE OR IN PART WITHOUT THE SOLE AND EXPRESS WRITTEN PERMISSION FROM TERRACON CONSULTING, INC.

TERRACON PROVIDED QUANTITIES ARE CALCULATED BASED ON THE 3D MODEL PROVIDED. CONTRACTORS ARE RESPONSIBLE FOR VERIFYING THE DESIGN AND PROVIDING THEIR OWN CALCULATIONS AND AREAS FOR THE PURPOSES OF COST ESTIMATING, BIDDING.

THE CLIENT AND/OR THE CLIENT'S CONTRACTOR IS RESPONSIBLE FOR OBTAINING OR PROVIDING THE NECESSARY CONSTRUCTION PERMIT FOR CITY CODE COMPLIANCE.

Issue Date 09/03/25

Project Status 30% CD

COVER SHEET

**L000**

## GENERAL NOTES

- NOTHING CONTAINED IN THE CONTRACT DOCUMENTS SHALL CREATE, NOR SHALL BE CONSTRUED TO CREATE, A CONTRACTUAL RELATIONSHIP BETWEEN THE LANDSCAPE ARCHITECT AND THE CONTRACTOR OR SUBCONTRACTOR.
- THE OWNER AND THEIR REPRESENTATIVE ARE NOT RESPONSIBLE FOR CONSTRUCTION MEANS, METHODS, TECHNIQUES, SEQUENCES, OR FOR SAFETY PRECAUTIONS OR PROGRAMS UTILIZED IN CONNECTION WITH THE WORK. THE OWNER AND THEIR REPRESENTATIVE SHALL NOT BE RESPONSIBLE FOR THE CONTRACTOR'S FAILURE TO CARRY OUT THE WORK IN ACCORDANCE WITH THE CONTRACT DOCUMENTS.
- THE CONTRACTOR SHALL PROVIDE LABOR, MATERIALS, AND EQUIPMENT NECESSARY TO INSTALL THE WORK INDICATED ON THE CONSTRUCTION DOCUMENTS. THE CONTRACTOR SHALL BE RESPONSIBLE FOR CAREFUL SITE INSPECTION, DETAILED REVIEW OF THE PLANS, SEQUENCING, AND COORDINATION WITH OTHER CONTRACTORS ON SITE PRIOR TO INSTALLATION OF WORK. DISCREPANCIES SHALL BE BROUGHT TO THE ATTENTION OF THE OWNER IN WRITING IMMEDIATELY. EQUIPMENT AND MATERIALS NOT SHOWN OR SPECIFIED ON THE PLANS BUT REQUIRED TO COMPLETE THIS INSTALLATION SHALL BE SUPPLIED BY THE CONTRACTOR AS A PART OF THIS CONTRACT WORK AT NO ADDITIONAL COST TO THE OWNER.
- THE CONTRACTOR SHALL COMPLY WITH LOCAL, STATE, AND FEDERAL LAWS, CODES, AND REGULATIONS APPLICABLE TO THE WORK COVERED BY THESE PLANS AND SPECIFICATIONS. THIS INCLUDES, BUT IS NOT LIMITED TO, STORM WATER POLLUTION PREVENTION PLAN PERMITTING AND COMPLYING WITH LOCAL CODES GOVERNING DUST CONTROL, HOURS OF OPERATION, AND SAFETY MEASURES.
- THE CONTRACTOR IS RESPONSIBLE FOR OBTAINING AND COMPLYING WITH PERMITS REQUIRED TO COMPLETE THE WORK COVERED BY THESE PLANS.
- THE CONTRACTOR SHALL VERIFY THE EXISTING SITE CONDITIONS AND INSTALLATION CONDITIONS.
- THE CONTRACTOR SHALL LOCATE SURVEY MARKERS, INCLUDING BENCH MARKS AND PROPERTY LINES, IN ORDER THAT THE EXACT LINES OF CONSTRUCTION LIMITS MAY BE DETERMINED.
- THE CONTRACTOR SHALL PROTECT EXISTING OR TEMPORARY TOPOGRAPHIC TRAVERSE POINTS AND BENCHMARKS UNTIL THE CONSTRUCTION BENCHMARKS AND BASELINES ARE ESTABLISHED AND REFERENCED BY THE CONTRACTOR. PROJECT CONTROL POINTS, WHICH MAY BE LOST OR DESTROYED, SHALL BE REPLACED AT THE CONTRACTOR'S EXPENSE.
- THE CONTRACTOR SHALL VERIFY BUILDING SETBACK LINES, RIGHT-OF-WAY LINES, EASEMENT LINES, VISIBILITY LINES, ETC. IN THE FIELD. THE CONTRACTOR SHALL REPORT DISCREPANCIES TO THE OWNER IN WRITING PRIOR TO CONSTRUCTION.
- THE CONTRACTOR SHALL CONFIRM BOUNDARY LOCATION WITH THE OWNER. NEED FOR WORK OUTSIDE THE LIMIT OF WORK BOUNDARY SHALL BE CONFIRMED BY THE OWNER PRIOR TO PERFORMING WORK OUTSIDE THE LIMIT OF WORK BOUNDARY.
- PRIOR TO COMMENCEMENT OF WORK, THE CONTRACTOR SHALL BE RESPONSIBLE FOR BECOMING FAMILIAR WITH THE LOCATIONS OF UTILITIES, PIPES, AND STRUCTURES. THE OWNER ASSUMES NO RESPONSIBILITY FOR THE UTILITIES OR STRUCTURES NOT SHOWN, OR NOT IN THE LOCATION SHOWN, ON THE DRAWINGS. THE CONTRACTOR SHALL VERIFY THE EXACT LOCATION OF UTILITIES PRIOR TO CONSTRUCTION. THE CONTRACTOR SHALL TAKE SOLE RESPONSIBILITY FOR COSTS INCURRED DUE TO DAMAGES TO SAID UTILITIES CAUSED AS A RESULT OF THE CONTRACTOR'S WORK. 48 HOURS PRIOR TO START OF CONSTRUCTION, THE CONTRACTOR SHALL CONTACT **BLUE STAKE (1-800-662-4111)** TO VERIFY LOCATIONS AND DEPTHS OF UNDERGROUND UTILITIES THAT MAY BE AFFECTED BY THIS WORK. THE CONTRACTOR SHALL USE EXTREME CAUTION WHEN WORKING OVER OR NEAR EXISTING GAS MAINS, SEWER LINES, WATER LINES, COMMUNICATION LINES, AND ELECTRICAL LINES. PERFORM EXCAVATION IN THE VICINITY OF UNDERGROUND UTILITIES WITH CARE AND IF NECESSARY, BY HAND. THE CONTRACTOR BEARS FULL RESPONSIBILITY FOR THIS WORK AND DISRUPTION OR DAMAGE TO UTILITIES SHALL BE REPAIRED IMMEDIATELY AT NO EXPENSE TO THE OWNER. IF UNDERGROUND OR ABOVE GROUND CONSTRUCTION IS LOCATED AS TO SIGNIFICANTLY HINDER INSTALLATION OR FUNCTION OF THE WORK, THE OWNER SHALL BE NOTIFIED IMMEDIATELY. IF NEED THE CONTRACTOR IS RESPONSIBLE FOR HIRING A PRIVATE UTILITY LOCATOR FOR AREAS NOT COVERED BY BLUE STAKES.
- THE CONTRACTOR SHALL VERIFY CONDITIONS AT THE JOB SITE AND NOTIFY THE OWNER OF DIMENSIONAL ERRORS, OMISSIONS, OR DISCREPANCIES BEFORE BEGINNING OR FABRICATING WORK. DO NOT SCALE DRAWINGS. CONTRACTOR IS RESPONSIBLE TO OBTAIN CLARIFICATION BEFORE PROCEEDING FURTHER WITH OTHER RELATED WORK. DISCREPANCIES FOUND BETWEEN PLAN DIMENSIONS AND ACTUAL FIELD CONDITIONS SHALL BE REPORTED TO THE OWNER. WRITTEN DIMENSIONS SHALL GOVERN OVER SCALED DIMENSIONS.
- PROVIDED QUANTITIES ARE CALCULATED BASED ON THE CURRENT 3D MODEL. PROGRESS. THE CONTRACTOR IS RESPONSIBLE FOR REVIEWING THE DESIGN AND PROVIDING THEIR OWN CALCULATIONS AND AREAS FOR THE PURPOSES OF COST ESTIMATING / BIDDING. IN CASE OF DISCREPANCIES THE CONTRACTOR SHALL NOTIFY THE OWNER OF DISCREPANCIES FOR DIRECTION BEFORE PROCEEDING.
- TAKE PRECAUTIONARY MEASURES NECESSARY TO PROTECT EXISTING IMPROVEMENTS FROM DAMAGE. SUCH IMPROVEMENTS OR STRUCTURES DAMAGED BY THE CONTRACTOR'S OPERATIONS SHALL BE REPAIRED OR RECONSTRUCTED SATISFACTORILY TO REQUIRED STANDARDS OF THE OWNER AT NO EXPENSE TO THE OWNER.
- THE CONTRACTOR SHALL FINE GRADE AREAS DISTURBED DURING CONSTRUCTION. AREAS OUTSIDE THE LIMIT OF WORK BOUNDARIES DAMAGED OR DISTURBED DURING CONSTRUCTION SHALL BE RESTORED TO THEIR ORIGINAL CONDITION AT THE CONTRACTOR'S EXPENSE.
- THE CONTRACTOR IS RESPONSIBLE FOR THE REMOVAL AND DISPOSAL OFF SITE OF CLEARED VEGETATION, DEBRIS, CONSTRUCTION WASTE AT AN APPROPRIATE OFF-SITE FACILITY. CONTRACTOR TO GIVE OWNER FIRST RIGHT OF REFUSAL BEFORE REMOVAL.
- THE JOB SITE, AT THE COMPLETION OF THE CONSTRUCTION AND PRIOR TO FINAL REVIEW, SHALL BE CLEARED OF DEBRIS OR SPOIL FROM CONSTRUCTION ACTIVITIES.
- MATERIALS REQUIRED SHALL BE OF A GRADE AND QUALITY SPECIFIED AND CONSISTENT WITH ACCEPTED INDUSTRY STANDARDS.
- PROVIDE OWNER WITH WARRANTY INFORMATION, INSTRUCTION MANUALS, AND OTHER PRODUCT INFORMATION FOR NEW EQUIPMENT OR MACHINERY INSTALLED PRIOR TO THE REQUEST FOR SUBSTANTIAL COMPLETION REVIEW BY THE OWNER OR THEIR REPRESENTATIVE.
- IT IS THE CONTRACTORS RESPONSIBILITY TO REVIEW AND COORDINATE THE WORK OF ALL SUB-CONTRACTORS, TRADES AND SUPPLIERS WITH THE REQUIREMENTS OF THE CONTRACT DOCUMENTS BEFORE COMMENCING CONSTRUCTION, AND TO ASSURE THAT ALL PARTIES ARE AWARE OF ALL REQUIREMENTS, REGARDLESS OF WHERE THE REQUIREMENTS OCCUR IN THE CONTRACT DOCUMENTS, WHICH MIGHT AFFECT THE WORK OF THAT PARTY.
- AS PART OF THE CONTRACTOR'S RESPONSIBILITY TO COORDINATE THE WORK OF ALL SUB-CONTRACTORS, TRADES AND SUPPLIERS, THE CONTRACTOR SHALL ENDEAVOR TO IDENTIFY AND NOTIFY THE ARCHITECT OF ANY CONFLICTS BETWEEN THE WORK OF DIFFERENT PARTIES AT THE EARLIEST POSSIBLE DATE SO AS TO ALLOW REASONABLE AND ADEQUATE TIME FOR THE CONFLICT TO BE RESOLVED WITHOUT DELAYING THE WORK. ALL DEVIATIONS FROM THAT WHICH IS REQUIRED BY THE CONTRACT DOCUMENTS MUST BE APPROVED IN ADVANCE BY THE OWNER AND THE DESIGN PROFESSIONAL RESPONSIBLE FOR THE AFFECTED WORK.
- CONTRACTOR TO REQUEST ALL INSPECTIONS AT LEAST 48 HOURS IN ADVANCE OF PERFORMING ANY WORK UNLESS OTHERWISE NOTED ON THIS SHEET OR PER CITY REQUIREMENTS.
- THE CONTRACTOR IS RESPONSIBLE FOR IMPLEMENTING TREE PROTECTION MEASURES ACCORDING TO THE PROVIDED DETAIL. -SEE "TREE PROTECTION" DETAIL ON THIS SHEET.

## NOTES FOR BIDDERS

- THE GENERAL CONTRACTOR IS RESPONSIBLE FOR OVERSEEING ALL SUB-CONTRACTOR TRADES TO ENSURE THAT THEY ARE LICENSED AND QUALIFIED TO PERFORM AND INSTALL THE WORK REQUIRED.
- THE COVER SHEET CONTAINS A LIST OF DRAWINGS WHICH COMPRISE A FULL SET OF DRAWINGS FOR THIS PROJECT. ANY CONTRACTOR, SUBCONTRACTOR, VENDOR OR ANY OTHER PERSON PARTICIPATING IN OR BIDDING ON THIS PROJECT SHALL BE RESPONSIBLE FOR ALL INFORMATION CONTAINED IN THE CONTRACT DOCUMENTS. IF ANY PERSON, PARTY OR ENTITY ELECTS TO SUBMIT BIDS FOR ANY PORTION, OR ALL, OF THIS PROJECT, THAT PERSON, PARTY OR ENTITY SHALL BE RESPONSIBLE FOR ANY AND ALL INFORMATION CONTAINED IN THESE CONTRACT DOCUMENTS, INCLUDING, BUT NOT LIMITED TO, ANY SUBSEQUENT ADDENDUMS OR CLARIFICATIONS THAT MAY BE ISSUED.
- EVERYTHING CALLED FOR IN THESE DOCUMENTS SHALL BE "NEW" AND PROVIDED BY THE CONTRACTOR, SUBCONTRACTOR, VENDOR OR ANY OTHER PERSON PARTICIPATING IN OR BIDDING ON THIS PROJECT UNLESS NOTED OTHERWISE AS EXISTING (EXST), NOT IN CONTRACT (NIC) OR FOR REFERENCE ONLY. FURNISHINGS SHOWN DASHED SHALL BE FOR REFERENCE ONLY.

## 3D VIEW GENERAL NOTES

- THREE DIMENSIONAL VIEWS SHOWN IN THIS SET OF DRAWINGS ARE PROVIDED TO HELP EXPLAIN THE OVERALL CONCEPT AND INTENT OF THE SITE AND BUILDING DESIGN AND ARE TO BE USED FOR REFERENCE ONLY UNLESS SPECIFIC DOCUMENTATION INFORMATION IS CALLED OUT IN THAT VIEW.
- BIDDERS ARE NOT TO USE THESE VIEWS TO DETERMINE COMPONENT TYPES, QUANTITIES, ASSEMBLY METHODS OR ANY OTHER INFORMATION WHICH RELATE TO CONSTRUCTION COST.

## LAYOUT NOTES

- LAYOUT AND VERIFY DIMENSIONS PRIOR TO CONSTRUCTION. BRING DISCREPANCIES TO THE ATTENTION OF THE OWNER AND THE OWNER'S REPRESENTATIVE.
- WRITTEN DIMENSIONS TAKE PRECEDENCE OVER SCALE. DO NOT SCALE DRAWINGS.
- WHERE DIMENSIONS ARE CALLED AS "EQUAL," SPACE REFERENCED ITEMS EQUALLY, MEASURED TO THEIR CENTER LINES.
- MEASUREMENTS ARE TO FACE OF BUILDING, WALL OR THE FIXED SITE IMPROVEMENT - PRIORITIZE ALIGNMENTS OVER DIMENSIONS UNLESS OTHERWISE NOTED.
- INSTALL INTERSECTING ELEMENTS AT 90 DEGREE ANGLES TO EACH OTHER UNLESS OTHERWISE NOTED.
- PROVIDE EXPANSION JOINTS WHERE CONCRETE FLATWORK MEETS VERTICAL STRUCTURES SUCH AS WALLS, CURBS, STEPS AND BUILDING ELEMENTS.
- EXPANSION JOINTS IN WALKWAYS SHALL BE LOCATED AS PER PLAN - ALIGNMENTS TO SITE ELEMENTS ARE KEY.
- ALL RADI OF WALKWAY INTERSECTIONS SHALL BE AS NOTED ON PLAN.

## ABBREVIATIONS

&	AND	N	NORTH
@	AT	NTS	NOT TO SCALE
ALT	ALTERNATE	OC	ON CENTER
APPROX	APPROXIMATE	OZ	OUNCE
AVG	AVERAGE	PED	PEDESTRIAN
BLDG	BUILDING	PL	PROPERTY LINE
BOW	BOTTOM OF WALL (TOP OF FOOTING)	P.O.	POINT OF
CF	CUBIC FOOT	POC	POINT OF CURVATURE
CJ	CONTROL JOINT	POT	POINT OF TANGENCY
CL	CENTER LINE	PVMT	PAVEMENT
CM	CENTIMETER	PVR	PAVER
CONC	CONCRETE	QTY	QUANTITY
CU	CUBIC	ROW	RIGHT OF WAY
CY	CUBIC YARD	S	SOUTH
DEG	DEGREE	SF	SQUARE FOOT
DEMO	DEMOLISH / DEMOLITION	SM	SIMILAR
DEPT	DEPARTMENT	SPEC	SPECIFICATION (S)
DIA	DIAMETER	SQ	SQUARE
DIM	DIMENSION	STRUC	STRUCTURE (AL)
E	EAST	SY	SQUARE YARD
EJ	EXPANSION JOINT	T	THICKNESS
EQ	EQUAL	TBD	TO BE DETERMINED
EST	ESTIMATE	TEMP	TEMPORARY
EXIST	EXISTING	T.O.	TOP OF
EXP	EXPANSION / EXPOSED	TOC	TOP OF CURB
IN	INCH	TOPO	TOPOGRAPHY
INFO	INFORMATION	TOW	TOP OF WALL
IRR	IRRIGATION	TOF	TOP OF FLOOR
JT	JOINT	TYP	TYPICAL
LA	LANDSCAPE ARCHITECT	VAR	VARIES
LB / LBS	POUND (S)	VOL	VOLUME
LN	LINEAR	W	WEST
LF	LINEAR FOOT / FEET	W	WIDTH
MAX	MAXIMUM	W	WITH
MECH	MECHANICAL	W/O	WITHOUT
MIN	MINIMUM		
MISC	MISCELLANEOUS		

## REFERENCE SYMBOL LEGEND

### VIEW TITLES



### NORTH ARROW



### VIEW REFERENCE



### CALL OUT



### REVISION TAG



### SECTION (PLAN)



### SECTION (DETAIL)



### SLOPE ARROW



### TYPE MARK TAG

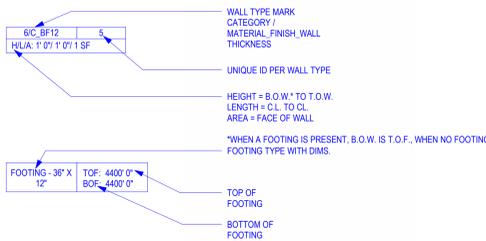


### LEGEND

LIST OF ALL TYPE MARK TAGS IN THE PROJECT CATEGORIZED BY ELEMENT TYPE



### WALL & FOOTINGS



## LEGEND

### 01 HORIZONTAL SURFACES (PAVEMENT, RAMPS, AND CURBS)

TYPE MARK	NAME	DETAIL
1AG	CRUSHED STONE AGGREGATE	3LMA500
1PV-A-EX	ASPHALT-EXISTING	
1PV-C-AR	CONCRETE - ADA RAMP	1LMA500
1PV-C-EX	CONCRETE - EXISTING	
1V-EX	VEGETATION - EXISTING	

### 02 SITE WALLS

TYPE MARK	NAME	DETAIL
SW-EX	RETAINING WALL - EX	
SW-S-RT	RETAINING WALL - STONE	2LMA500

### 03 SITE LIGHTING

Type Mark	NAME	Count	Detail
3LP	400W Halogen - 27V	11	
		11	

## Plant Schedule

Family Thumbnail	Botanical Name	Common Name	Size	Count
Trees				
	SALIX ALBA 'SILVER COLUMN'	WHITE WILLOW 'SILVER COLUMN'	-	136
				136

## Groundcover Schedule

Family Thumbnail	Type Mark	Botanical Name	Common Name	Detail
Ground Covers				
	1/BN	BIONATIVE WHEATGRASS AGROPHYRON SPP.	BIONATIVE GRASS FROM BIOGRASS	

### NOTE:

- GRADING IS FROM AN ONLINE RESOURCE AND IS NOT A SURVEY. A SURVEY WILL NEED TO BE PROVIDED FOR A MORE IN-DEPTH AND ACCURATE GRADING PLAN.
- CONTRACTOR TO STRINGLINE WALL LOCATIONS AND HEIGHTS FOR LA APPROVAL BEFORE CONSTRUCTION.



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Project Number JU247011

Project Manager Dave Harris  
Designed By Grant Hardy  
APR John Griffin

### REVISIONS

#	DATE	DESCRIPTION
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Eagle Ridge Drive Phase 1  
Eagle Ridge Drive  
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Issue Date 09/03/25

Project Status 30% CD 5/11/25

## GENERAL NOTES

L001



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Project Manager Dave Harris

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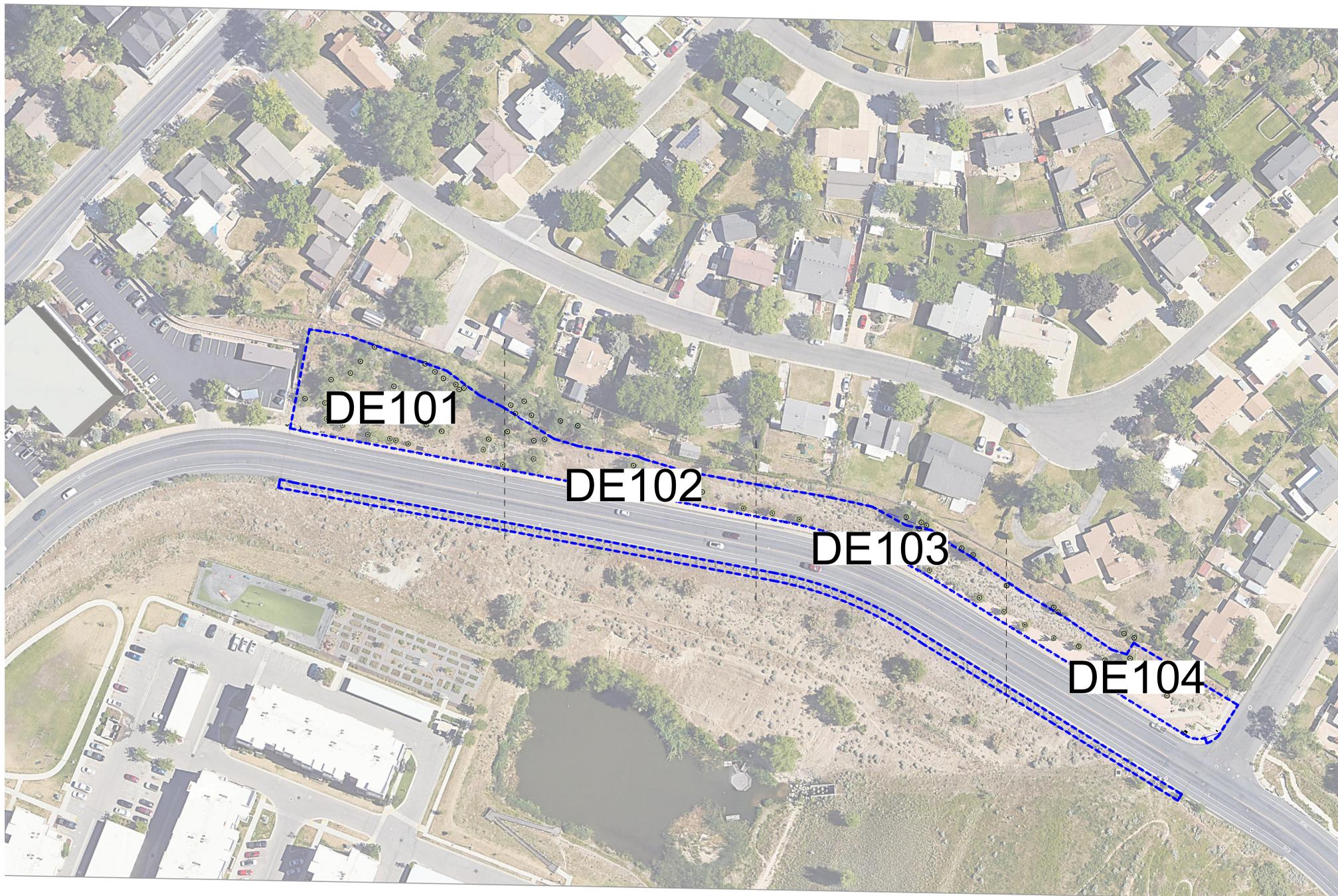
APR John Griffin

REVISIONS

# DATE DESCRIPTION

**REFERENCE NOTES SCHEDULE**

SYMBOL	CODE	DESCRIPTION	QTY
<b>DEMO</b>			
	D-101	CLEAR AND GRUB. REMOVE MAJOR WEEDS AND PREP FOR HYDROSEED. PROTECT IN PLACE HEALTHY VEGETATION. SEE SPECS.	52,965 SF
	D-102	DEMO EXISTING TREES	22
<b>PROTECT SCHEDULE</b>			
	PR-101	PROTECT IN PLACE EXISTING LIGHT POLE	1
	PR-102	PROTECT IN PLACE EXISTING UTILITIES	
	PR-103	PROTECT IN PLACE EXISTING SIGNAGE	2
	PR-104	PROTECT IN PLACE EXISTING TREES	27
	PR-105	PROTECT IN PLACE EXISTING SIDEWALK	
	PR-106	PROTECT IN PLACE EXISTING ROADWAY	



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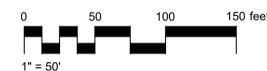
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**DEMOLITION  
PLAN OVERVIEW**

**DE100**





**REFERENCE NOTES SCHEDULE**

SYMBOL	CODE	DESCRIPTION	QTY
<b>DEMO</b>			
	D-101	CLEAR AND GRUB. REMOVE MAJOR WEEDS AND PREP FOR HYDROSEED. PROTECT IN PLACE HEALTHY VEGETATION. SEE SPECS.	52,965 SF
	D-102	DEMO EXISTING TREES	22
<b>PROTECT SCHEDULE</b>			
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	PR-103	PROTECT IN PLACE EXISTING SIGNAGE	2
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	PR-105	PROTECT IN PLACE EXISTING SIDEWALK	
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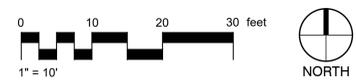
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**DEMOLITION PLAN**

**DE101**

Address: Docs: EPC Central Folder 2024/Eagle Ridge.vrt



**REFERENCE NOTES SCHEDULE**

SYMBOL	CODE	DESCRIPTION	QTY
<b>DEMO</b>			
	D-101	CLEAR AND GRUB. REMOVE MAJOR WEEDS AND PREP FOR HYDROSEED. PROTECT IN PLACE HEALTHY VEGETATION. SEE SPECS.	52,965 SF
	D-102	DEMO EXISTING TREES	22
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	PR-106	PROTECT IN PLACE EXISTING ROADWAY	

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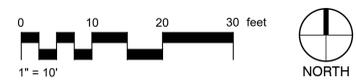
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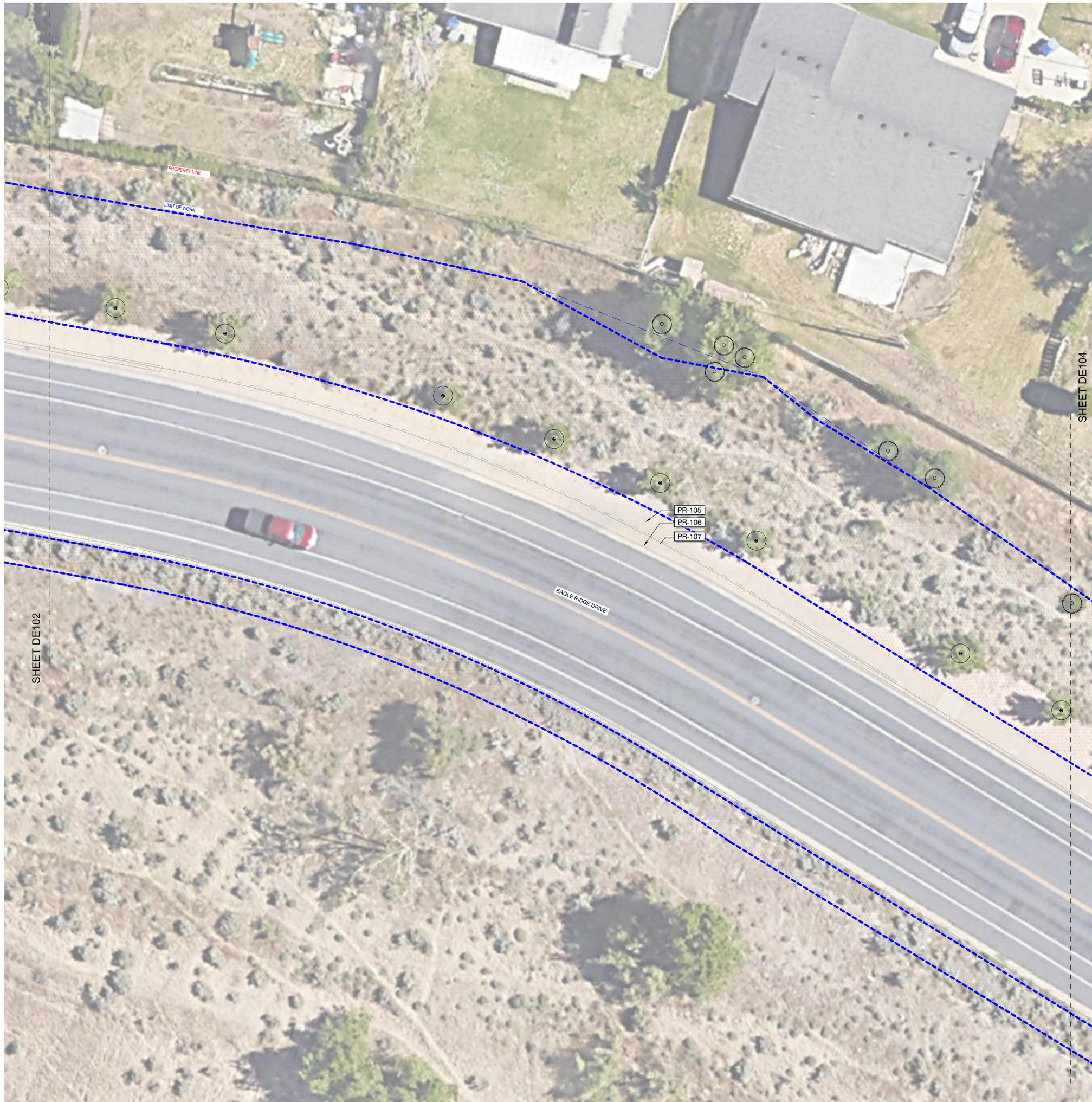
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 Project Status 30% CD



**DEMOLITION PLAN**

**DE102**

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**REFERENCE NOTES SCHEDULE**

SYMBOL	CODE	DESCRIPTION	QTY
<b>DEMO</b>			
	D-101	CLEAR AND GRUB. REMOVE MAJOR WEEDS AND PREP FOR HYDROSEED. PROTECT IN PLACE HEALTHY VEGETATION. SEE SPECS.	52,965 SF
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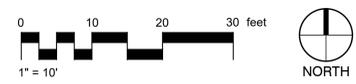
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Issue Date 09/03/25  
 Project Status 30% CD



**DEMOLITION PLAN**

**DE103**



**REFERENCE NOTES SCHEDULE**

SYMBOL	CODE	DESCRIPTION	QTY
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<b>PROTECT SCHEDULE</b>			
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Issue Date 09/03/25  
 Project Status 30% CD

**DEMOLITION PLAN**

**DE104**

Address: Docs\EPG Central Folder\2024\Eagle Ridge.vrt



**LEGEND**

**01 HORIZONTAL SURFACES (PAVEMENT, RAMPS, AND CURBS)**  
ASPHALT, AGG-AGGREGATE, C-CONCRETE, G-GRASS, P-PAVING AREA, PCC-PRECAST CONCRETE, PL-PLAYGROUND, PVP-PAVER, TURP-ARTIFICIAL TURF GRASS

TYPE MARK	NAME	DETAIL
1IAG	CRUSHED STONE AGGREGATE	2LM500
1IPV-A-EX	ASPHALT-EXISTING	
1IPV-C-AR	CONCRETE - ADA RAMP	1LM500
1IPV-C-EX	CONCRETE - EXISTING	
1V-EX	VEGETATION - EXISTING	

**02 SITE WALLS**  
AL-ALUMINUM, BLR-BLOCKER, C-CONCRETE, CMH-CONCRETE MASONRY UNIT, GRN-GRASS, MSH-MASONRY METAL, PCC-PRECAST CONCRETE, RAM-RAMMED EARTH, STL-STEEL, STN-STONE

TYPE MARK	NAME	DETAIL
SW-EX	RETAINING WALL - EX	
SW-S-RT	RETAINING WALL - STONE	3LM201

**03 SITE LIGHTING**  
LIGHTING FIXTURE

Type Mark	NAME	Count	Detail
3ILP	400W Halogen - 277V	11	
		11	

**Plant Schedule**

Family Thumbnail	Botanical Name	Common Name	Size	Count
Trees	SALIX ALBA 'SILVER COLUMN'	WHITE WILLOW 'SILVER COLUMN'	-	136
			-	136

**Groundcover Schedule**

Family Thumbnail	Type Mark	Botanical Name	Common Name	Detail
Ground Covers	1/BN	BIONATIVE WHEATGRASS AGROPYRON SPP.	BIONATIVE GRASS FROM BIOGRASS	

**NOTE:**  
 1. GRADING IS FROM AN ONLINE RESOURCE AND IS NOT A SURVEY. A SURVEY WILL NEED TO BE PROVIDED FOR A MORE IN-DEPTH AND ACCURATE GRADING PLAN.  
 2. CONTRACTOR TO STRINGLINE WALL LOCATIONS AND HEIGHTS FOR LA APPROVAL BEFORE CONSTRUCTION.

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Project Number: JU247011  
 Project Manager: Dave Harris  
 Designed By: Grant Hardy  
 APR: John Griffin

**REVISIONS**

#	DATE	DESCRIPTION

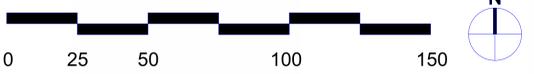
**Eagle Ridge Drive Phase 1**  
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Issue Date: 09/03/25  
 Project Status: 30% CD



**LAYOUT & MATERIALS OVERVIEW**

**LM100**



## LEGEND

### 01 HORIZONTAL SURFACES (PAVEMENT, RAMPS, AND CURBS)

TYPE MARK	NAME	DETAIL
1/AG	CRUSHED STONE AGGREGATE	2/LM500
1/PV-A-EX	ASPHALT-EXISTING	
1/PV-C-AR	CONCRETE - ADA RAMP	1/LM500
1/PV-C-EX	CONCRETE - EXISTING	
1/V-EX	VEGETATION - EXISTING	

### 02 SITE WALLS

TYPE MARK	NAME	DETAIL
5/W-EX	RETAINING WALL - EX	3/LM201
5/W-S-RT	RETAINING WALL - STONE	

### 03 SITE LIGHTING

Type Mark	NAME	Count	Detail
3/LP	400W Halogen - 277V	11	
		11	

### Plant Schedule

Family Thumbnail	Botanical Name	Common Name	Size	Count
Trees				
	SALIX ALBA 'SILVER COLUMN'	WHITE WILLOW 'SILVER COLUMN'	-	136
				136

### Groundcover Schedule

Family Thumbnail	Type Mark	Botanical Name	Common Name	Detail
Ground Covers				
	1/BN	BIONATIVE WHEATGRASS AGROPYRON SPP.	BIONATIVE GRASS FROM BIOGRASS	

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Project Number: JU247011  
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 Designed By: Grant Hardy  
 APR: John Griffin

### REVISIONS

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Issue Date: 09/03/25  
 Project Status: 30% CD

LAYOUT & MATERIALS  
**LM101**



## LEGEND

### 01 HORIZONTAL SURFACES (PAVEMENT, RAMPS, AND CURBS)

TYPE MARK	NAME	DETAIL
1/AG	CRUSHED STONE AGGREGATE	2/LM500
1/PV-A-EX	ASPHALT-EXISTING	
1/PV-C-AR	CONCRETE - ADA RAMP	1/LM500
1/PV-C-EX	CONCRETE - EXISTING	
1/V-EX	VEGETATION - EXISTING	

### 02 SITE WALLS

TYPE MARK	NAME	DETAIL
5/W-EX	RETAINING WALL - EX	
5/W-S-RT	RETAINING WALL - STONE	3/LM201

### 03 SITE LIGHTING

Type Mark	NAME	Count	Detail
3/LP	400W Halogen - 277V	11	
		11	

### Plant Schedule

Family Thumbnail	Botanical Name	Common Name	Size	Count
Trees				
	SALIX ALBA 'SILVER COLUMN'	WHITE WILLOW 'SILVER COLUMN'	-	136
				136

### Groundcover Schedule

Family Thumbnail	Type Mark	Botanical Name	Common Name	Detail
Ground Covers				
	1/BN	BIONATIVE WHEATGRASS AGROPYRON SPP.	BIONATIVE GRASS FROM BIOGRASS	

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Project Number JU247011

Project Manager Dave Harris

Designed By Grant Hardy

APR John Griffin

#### REVISIONS

#	DATE	DESCRIPTION
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Eagle Ridge Drive  
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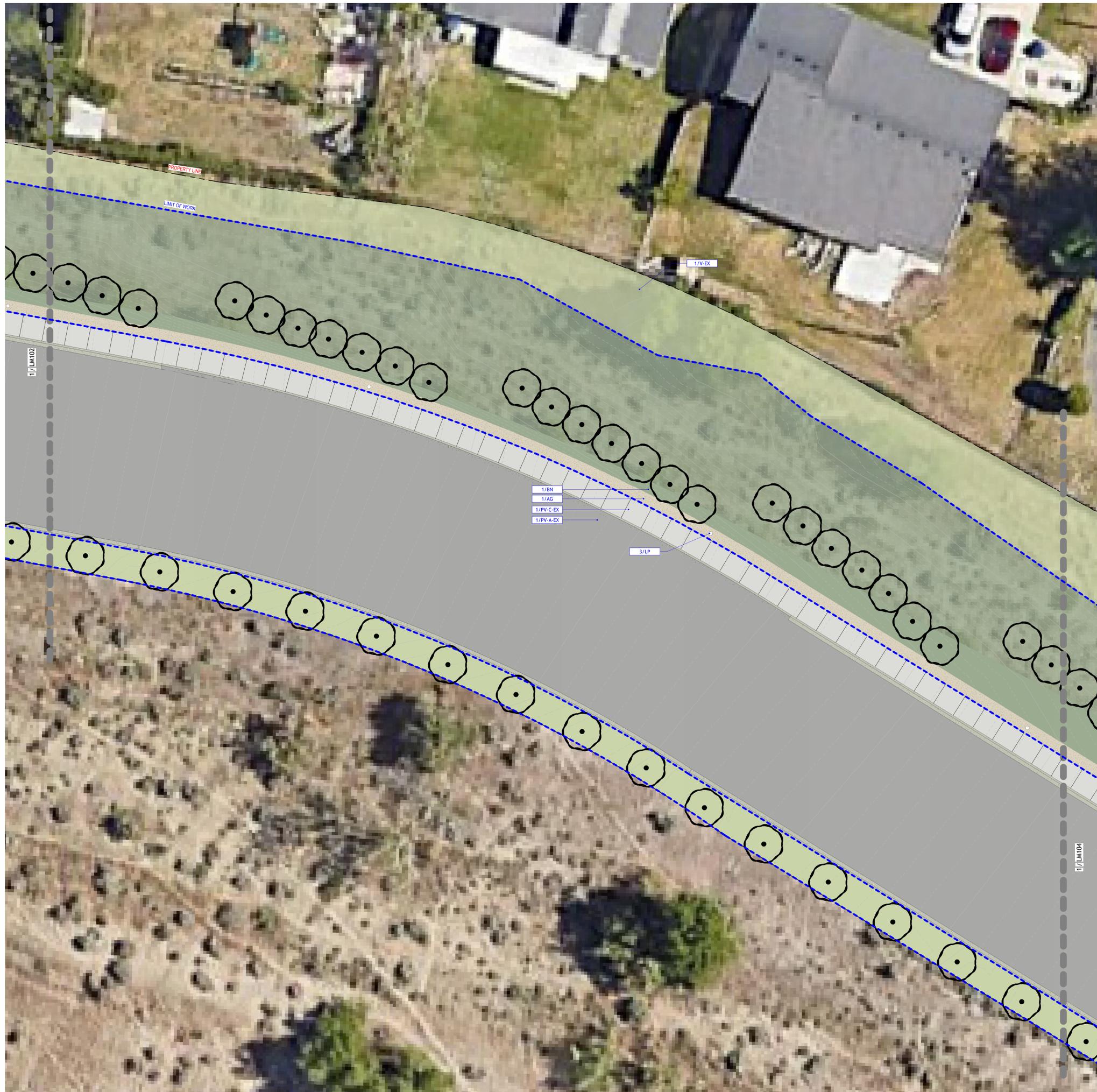
Issue Date 09/03/25

Project Status 30% CD

LAYOUT & MATERIALS

**LM102**





## LEGEND

### 01 HORIZONTAL SURFACES (PAVEMENT, RAMPS, AND CURBS)

TYPE MARK	NAME	DETAIL
1/AG	CRUSHED STONE AGGREGATE	2/LM500
1/PV-A-EX	ASPHALT-EXISTING	
1/PV-C-AR	CONCRETE - ADA RAMP	1/LM500
1/PV-C-EX	CONCRETE - EXISTING	
1/V-EX	VEGETATION - EXISTING	

### 02 SITE WALLS

TYPE MARK	NAME	DETAIL
SW-EX	RETAINING WALL - EX	
SW-S-RT	RETAINING WALL - STONE	3/LM201

### 03 SITE LIGHTING

Type Mark	NAME	Count	Detail
3/LP	400W Halogen - 277V	11	

### Plant Schedule

Family Thumbnail	Botanical Name	Common Name	Size	Count
Trees				
	SALIX ALBA 'SILVER COLUMN'	WHITE WILLOW 'SILVER COLUMN'	-	136
				136

### Groundcover Schedule

Family Thumbnail	Type Mark	Botanical Name	Common Name	Detail
Ground Covers				
	1/BN	BIONATIVE WHEATGRASS AGROPYRON SPP.	BIONATIVE GRASS FROM BIOGRASS	

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Project Number JU247011

Project Manager Dave Harris

Designed By Grant Hardy

APR John Griffin

#### REVISIONS

#	DATE	DESCRIPTION
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**Eagle Ridge Drive Phase 1**  
Eagle Ridge Drive  
North Salt Lake, UT 84054

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Issue Date 09/03/25

Project Status 30% CD

LAYOUT & MATERIALS

**LM103**





**LEGEND**

**01 HORIZONTAL SURFACES (PAVEMENT, RAMPS, AND CURBS)**  
1/ASPHALT, 2/ASPH-AGGREGATE, 3/CONCRETE, 4/CONCRETE, 5/CONCRETE, 6/CONCRETE, 7/CONCRETE, 8/CONCRETE, 9/CONCRETE, 10/CONCRETE, 11/CONCRETE, 12/CONCRETE, 13/CONCRETE, 14/CONCRETE, 15/CONCRETE, 16/CONCRETE, 17/CONCRETE, 18/CONCRETE, 19/CONCRETE, 20/CONCRETE, 21/CONCRETE, 22/CONCRETE, 23/CONCRETE, 24/CONCRETE, 25/CONCRETE, 26/CONCRETE, 27/CONCRETE, 28/CONCRETE, 29/CONCRETE, 30/CONCRETE, 31/CONCRETE, 32/CONCRETE, 33/CONCRETE, 34/CONCRETE, 35/CONCRETE, 36/CONCRETE, 37/CONCRETE, 38/CONCRETE, 39/CONCRETE, 40/CONCRETE, 41/CONCRETE, 42/CONCRETE, 43/CONCRETE, 44/CONCRETE, 45/CONCRETE, 46/CONCRETE, 47/CONCRETE, 48/CONCRETE, 49/CONCRETE, 50/CONCRETE, 51/CONCRETE, 52/CONCRETE, 53/CONCRETE, 54/CONCRETE, 55/CONCRETE, 56/CONCRETE, 57/CONCRETE, 58/CONCRETE, 59/CONCRETE, 60/CONCRETE, 61/CONCRETE, 62/CONCRETE, 63/CONCRETE, 64/CONCRETE, 65/CONCRETE, 66/CONCRETE, 67/CONCRETE, 68/CONCRETE, 69/CONCRETE, 70/CONCRETE, 71/CONCRETE, 72/CONCRETE, 73/CONCRETE, 74/CONCRETE, 75/CONCRETE, 76/CONCRETE, 77/CONCRETE, 78/CONCRETE, 79/CONCRETE, 80/CONCRETE, 81/CONCRETE, 82/CONCRETE, 83/CONCRETE, 84/CONCRETE, 85/CONCRETE, 86/CONCRETE, 87/CONCRETE, 88/CONCRETE, 89/CONCRETE, 90/CONCRETE, 91/CONCRETE, 92/CONCRETE, 93/CONCRETE, 94/CONCRETE, 95/CONCRETE, 96/CONCRETE, 97/CONCRETE, 98/CONCRETE, 99/CONCRETE, 100/CONCRETE

TYPE MARK	NAME	DETAIL
1/AG	CRUSHED STONE AGGREGATE	2/LM500
1/PV-A-EX	ASPHALT-EXISTING	
1/PV-C-AR	CONCRETE - ADA RAMP	1/LM500
1/PV-C-EX	CONCRETE - EXISTING	
1/V-EX	VEGETATION - EXISTING	

**02 SITE WALLS**  
AL-ALUMINUM, BLR-BLOCKER, C-CONCRETE, CMH-CONCRETE MASONRY UNIT, GRN-GRABON, MH-MASONRY METAL, PCO-PRECAST CONCRETE, RAM-RAMMED EARTH, STL-STEEL, STN-STONE

TYPE MARK	NAME	DETAIL
SW-EX	RETAINING WALL - EX	3/LM201
SW-S-RT	RETAINING WALL - STONE	

**03 SITE LIGHTING**  
LIGHTING-OUTLET

Type Mark	NAME	Count	Detail
3/LP	400W Halogen - 277V	11	

**Plant Schedule**

Family Thumbnail	Botanical Name	Common Name	Size	Count
	SALIX ALBA 'SILVER COLUMN'	WHITE WILLOW 'SILVER COLUMN'	-	136

**Groundcover Schedule**

Family Thumbnail	Type Mark	Botanical Name	Common Name	Detail
	1/BN	BIONATIVE WHEATGRASS AGROPYRON SPP.	BIONATIVE GRASS FROM BIOGRASS	

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Project Number JU247011  
 Project Manager Dave Harris  
 Designed By Grant Hardy  
 APR John Griffin

REVISIONS

#	DATE	DESCRIPTION
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**Eagle Ridge Drive Phase 1**  
 Eagle Ridge Drive  
 North Salt Lake, UT 84054

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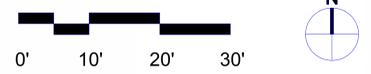
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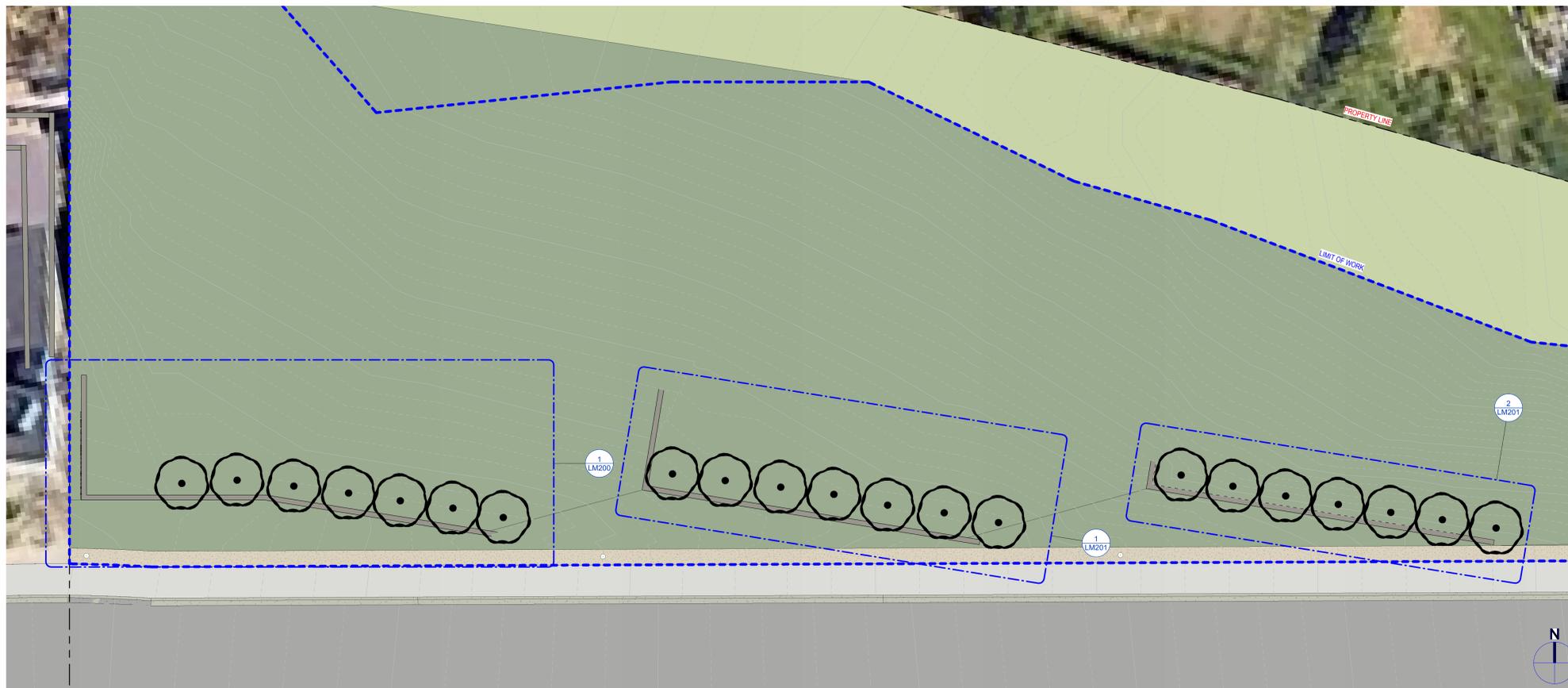
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Issue Date 09/03/25  
 Project Status 30% CD

LAYOUT & MATERIALS

**LM104**





### LEGEND

#### 01 HORIZONTAL SURFACES (PAVEMENT, RAMPS, AND CURBS)

TYPE MARK	NAME	DETAIL
1/AG	CRUSHED STONE AGGREGATE	2/LM500
1/PV-A-EX	ASPHALT-EXISTING	
1/PV-C-AR	CONCRETE - ADA RAMP	1/LM500
1/PV-C-EX	CONCRETE - EXISTING	
1/V-EX	VEGETATION - EXISTING	

#### 02 SITE WALLS

TYPE MARK	NAME	DETAIL
SW-EX	RETAINING WALL - EX	
SW-S-RT	RETAINING WALL - STONE	3/LM201

#### 03 SITE LIGHTING

Type Mark	NAME	Count	Detail
3/PL	400W Halogen - 277V	11	
		11	

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REVISIONS

#	DATE	DESCRIPTION

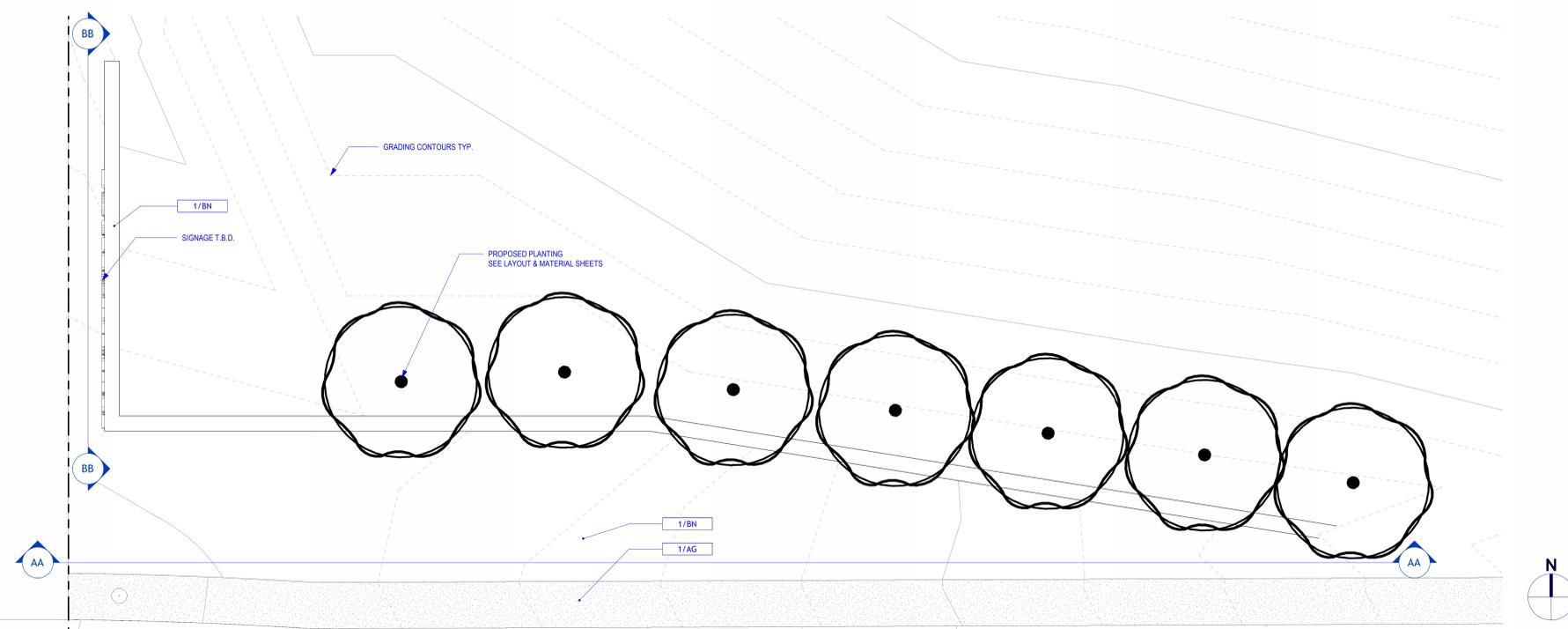
### Plant Schedule

Family Thumbnail	Botanical Name	Common Name	Size	Count
Trees				
	SALIX ALBA 'SILVER COLUMN'	WHITE WILLOW 'SILVER COLUMN'	-	136
				136

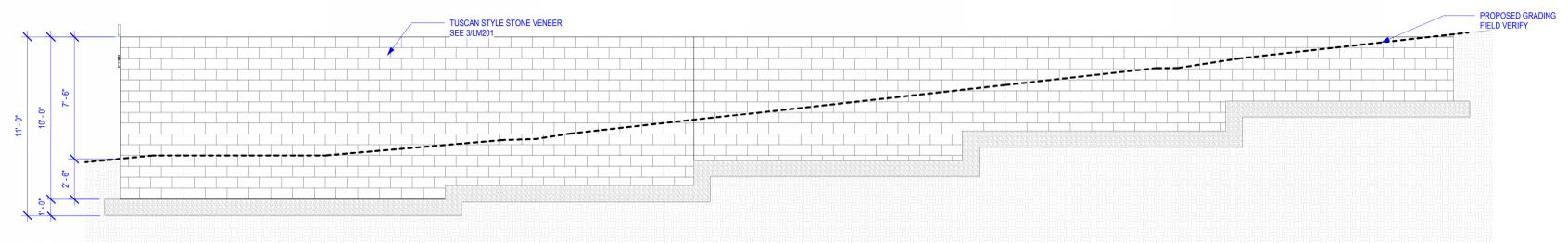
### Groundcover Schedule

Family Thumbnail	Type Mark	Botanical Name	Common Name	Detail
Ground Covers				
	1/BN	BIONATIVE WHEATGRASS AGROPYRON SPP.	BIONATIVE GRASS FROM BIOGRASS	

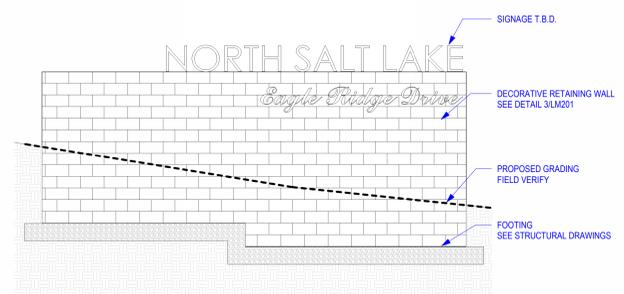
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  - CONTRACTOR TO STRINGLINE WALL LOCATIONS AND HEIGHTS FOR LA APPROVAL BEFORE CONSTRUCTION.



PLAN VIEW



ELEVATION AA



ELEVATION BB

**Eagle Ridge Drive Phase 1**  
Eagle Ridge Drive  
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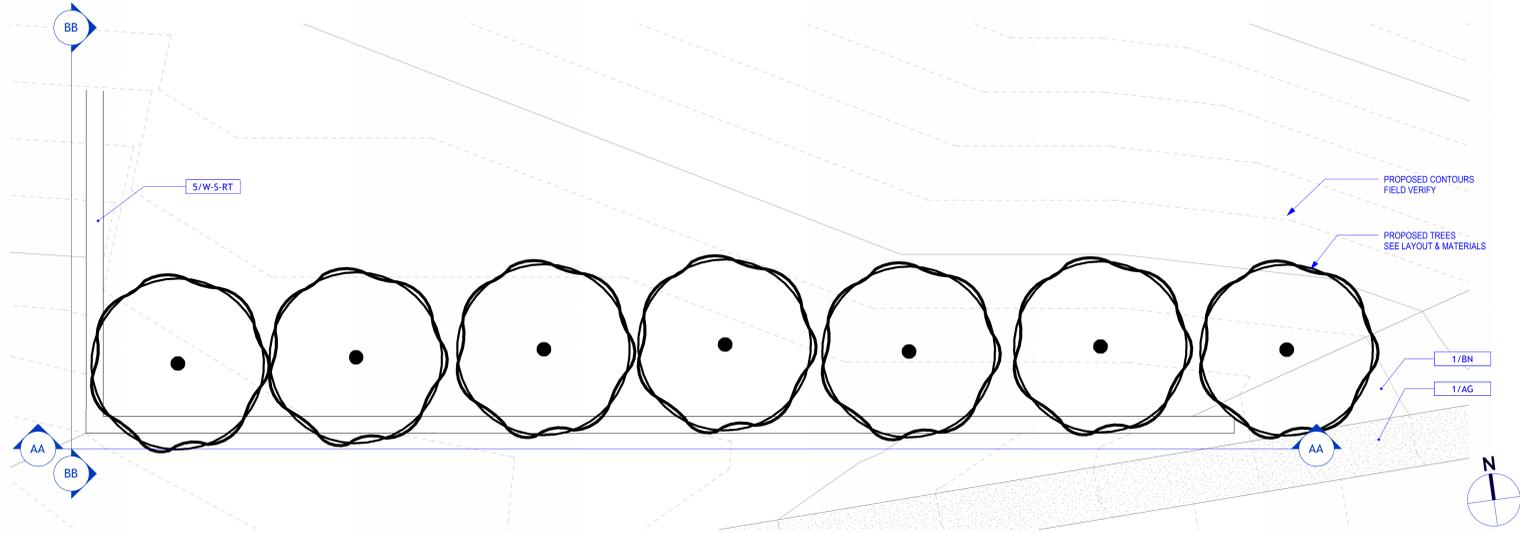
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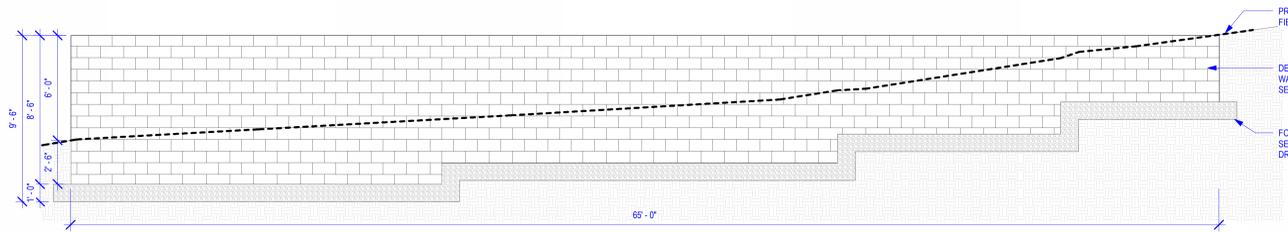
Issue Date: 09/03/25  
Project Status: 30% CD

LAYOUT & MATERIALS WALL ENLARGEMENTS

**LM200**

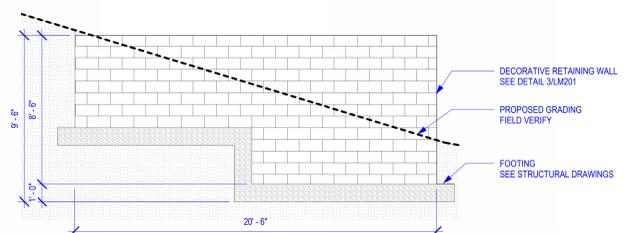


PLAN VIEW

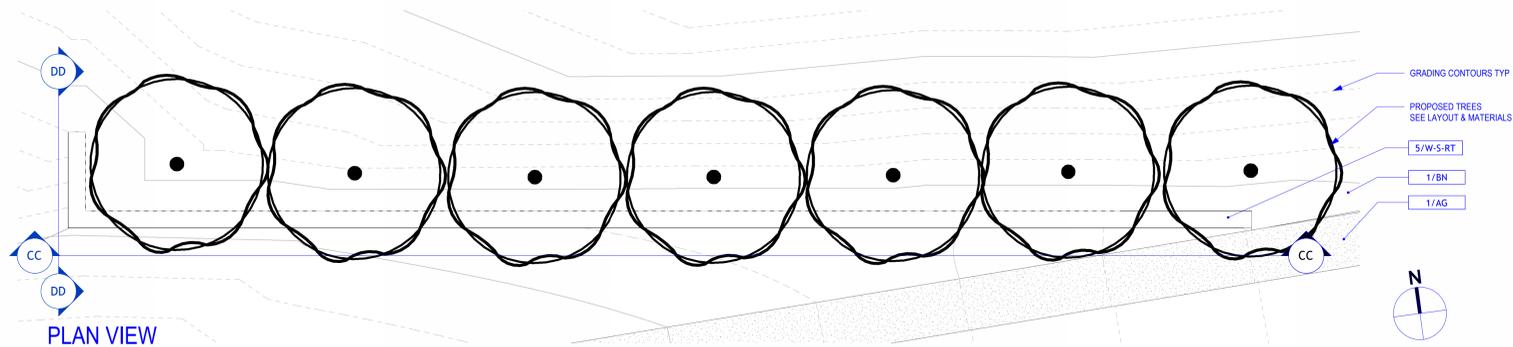


ELEVATION AA

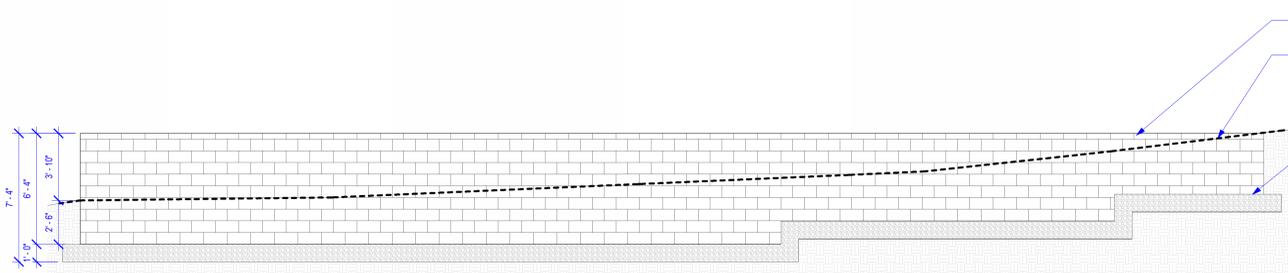
1 WALL ENLARGEMENTS - Callout 2  
1/4" = 1'-0"



ELEVATION BB

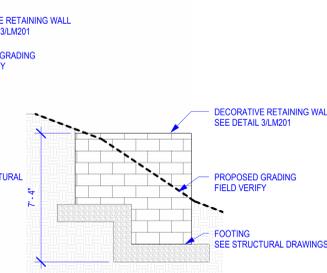


PLAN VIEW

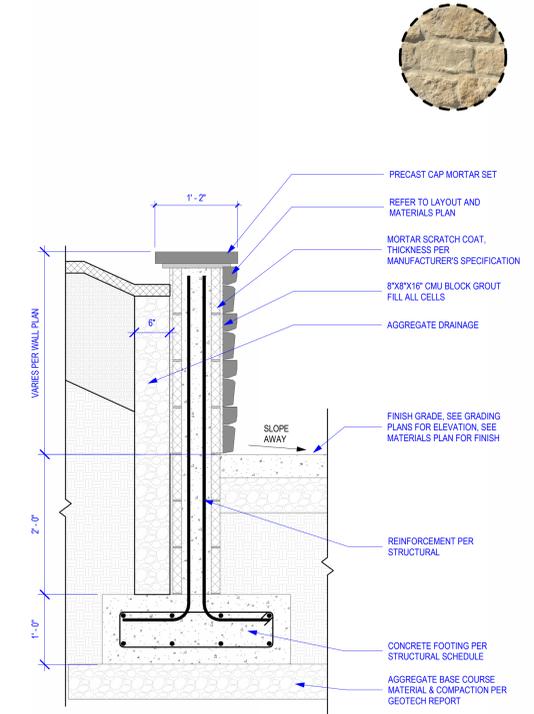


ELEVATION AA

2 WALL ENLARGEMENTS - Callout 3  
1/4" = 1'-0"



ELEVATION BB



3 WALL 14" WITH STONE VENEER RETAINING  
1" = 1'-0"

LEGEND

01 HORIZONTAL SURFACES (PAVEMENT, RAMPS, AND CURBS)			
TYPE MARK	NAME		DETAIL
1/AG	CRUSHED STONE AGGREGATE		2/LM500
1/PV-A-EX	ASPHALT-EXISTING		
1/PV-C-AR	CONCRETE - ADA RAMP		1/LM500
1/PV-C-EX	CONCRETE - EXISTING		
1/V-EX	VEGETATION - EXISTING		

02 SITE WALLS			
TYPE MARK	NAME		DETAIL
5/W-EX	RETAINING WALL - EX		3/LM201
5/W-S-RT	RETAINING WALL - STONE		

03 SITE LIGHTING			
Type Mark	NAME	Count	Detail
3/PL	400W Halogen - 277V	11	
		11	

Plant Schedule

Family Thumbnail	Botanical Name	Common Name	Size	Count
Trees				
	SALIX ALBA 'SILVER COLUMN'	WHITE WILLOW 'SILVER COLUMN'	-	136
				136

Groundcover Schedule

Family Thumbnail	Type Mark	Botanical Name	Common Name	Detail
Ground Covers				
	1/BN	BIONATIVE WHEATGRASS AGROPHYRON SPP.	BIONATIVE GRASS FROM BIOGRASS	

NOTE:  
1. GRADING IS FROM AN ONLINE RESOURCE AND IS NOT A SURVEY. A SURVEY WILL NEED TO BE PROVIDED FOR A MORE IN-DEPTH AND ACCURATE GRADING PLAN.  
2. CONTRACTOR TO STRINGLINE WALL LOCATIONS AND HEIGHTS FOR LA APPROVAL BEFORE CONSTRUCTION.



**Terracon**  
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Salt Lake City Office  
6525 South High Tech Dr., Suite B  
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181 E 5500 S  
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Project Number JU247011  
Project Manager Dave Harris  
Designed By Grant Hardy  
APR John Griffin

REVISIONS

#	DATE	DESCRIPTION
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**Eagle Ridge Drive Phase 1**  
Eagle Ridge Drive  
North Salt Lake, UT 84054

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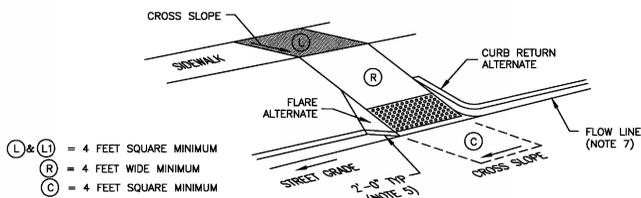
Issue Date 09/03/25  
Project Status 30% CD

LAYOUT & MATERIALS WALL ENLARGEMENTS

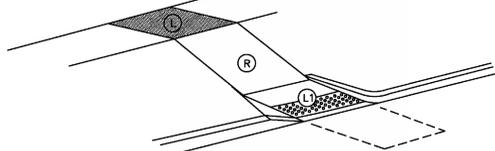
LM201

## LANDING AT SIDEWALK LEVEL

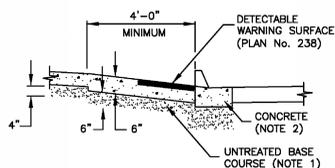
- NARRATIVE:**
- SITE CONDITIONS WILL VARY. CONFIGURATION OF RAMP AND LANDING MAY BE CHANGED, BUT THEY MUST MEET DIMENSIONS AND SLOPES SHOWN HERE.
  - GRADE BREAKS AT ENDS OF RAMP MUST BE PERPENDICULAR TO THE DIRECTION OF PEDESTRIAN TRAVEL.
  - USE OF FLARES, CURB WALLS, ETC., ARE AT ENGINEER'S DISCRETION.
  - LENGTH OF ANY RAMP NOT REQUIRED TO EXCEED 15 FEET.



EXAMPLE 1



EXAMPLE 2



### MATERIALS

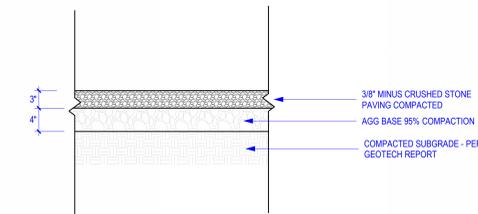
	RUNNING SLOPE	CROSS SLOPE
LANDING (L)	STREET GRADE	1:48 (2%)
(L1)	1:48 (2%)	STREET GRADE
RAMP (R)	1:12 (8.33%)	STREET GRADE
CLEAR SPACE (C)	1:20 (5%)	STREET GRADE

CROSS SLOPE IS PERPENDICULAR TO DIRECTION OF PEDESTRIAN TRAVEL. RUNNING SLOPE IS IN THE DIRECTION OF PEDESTRIAN TRAVEL.

### MAXIMUM SLOPES

### NOTES

- PROVIDE 5X5 MOCK-UP FOR OWNER & LA APPROVAL.
- ANY ADJUSTMENTS TO BE APPROVED BY LA



## Tangent curb cut assembly

Plan No. 236

Drawing 1 of 3

August 2006

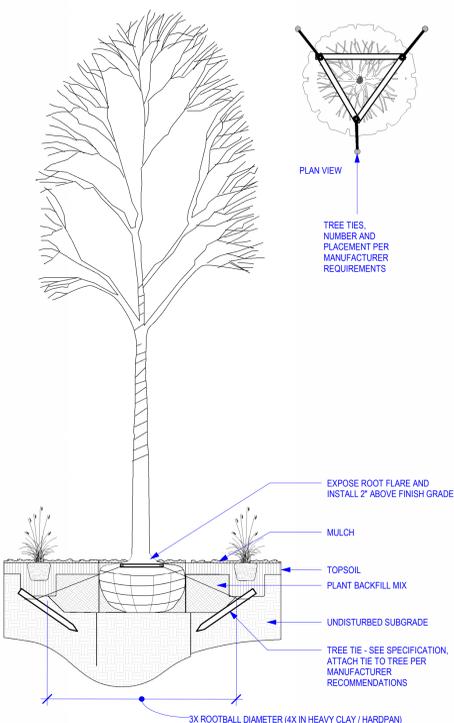
61

### 1 ADA TANGENT CURB CUT 1" = 1'-0"

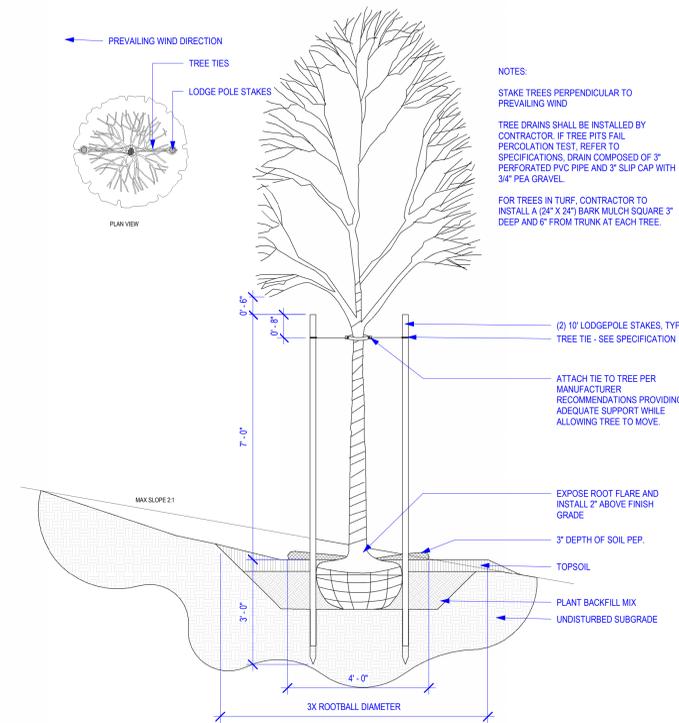
### NOTES

- STAKE TREES PERPENDICULAR TO PREVAILING WIND
- TREE DRAINS SHALL BE INSTALLED BY CONTRACTOR. IF TREE PITS FAIL PERCOLATION TEST, REFER TO SPECIFICATIONS. DRAIN COMPOSED OF 3" PERFORATED PVC PIPE AND 3" SLIP CAP WITH 3/4" PEA GRAVEL.
- FOR TREES IN TURF, CONTRACTOR TO INSTALL A (24" X 24") BARK MULCH SQUARE 3" DEEP AND 6" FROM TRUNK AT EACH TREE.

### 2 AGGREGATE - CRUSHED STONE 1" = 1'-0"



### 3 DECIDUOUS TREE IN PLANTING BED 1/2" = 1'-0"



### 4 DECIDUOUS TREE ON SLOPE 1/2" = 1'-0"

### NOTES

- STAKE TREES PERPENDICULAR TO PREVAILING WIND
- TREE DRAINS SHALL BE INSTALLED BY CONTRACTOR. IF TREE PITS FAIL PERCOLATION TEST, REFER TO SPECIFICATIONS. DRAIN COMPOSED OF 3" PERFORATED PVC PIPE AND 3" SLIP CAP WITH 3/4" PEA GRAVEL.
- FOR TREES IN TURF, CONTRACTOR TO INSTALL A (24" X 24") BARK MULCH SQUARE 3" DEEP AND 6" FROM TRUNK AT EACH TREE.

## LEGEND

### 01 HORIZONTAL SURFACES (PAVEMENT, RAMPS, AND CURBS)

TYPE MARK	NAME	DETAIL
1/AG	CRUSHED STONE AGGREGATE	2/LM500
1/PV-A-EX	ASPHALT-EXISTING	
1/PV-C-AR	CONCRETE - ADA RAMP	1/LM500
1/PV-C-EX	CONCRETE - EXISTING	
1/V-EX	VEGETATION - EXISTING	

### 02 SITE WALLS

TYPE MARK	NAME	DETAIL
SW-EX	RETAINING WALL - EX	
SW-S-RT	RETAINING WALL - STONE	3/LM201

### 03 SITE LIGHTING

Type Mark	NAME	Count	Detail
3/PL	400W Halogen - 277V	11	
		11	

## Plant Schedule

Family Thumbnail	Botanical Name	Common Name	Size	Count
Trees	SALIX ALBA 'SILVER COLUMN'	WHITE WILLOW 'SILVER COLUMN'		136
				136

## Groundcover Schedule

Family Thumbnail	Type Mark	Botanical Name	Common Name	Detail
Ground Covers	1/BN	BIONATIVE WHEATGRASS AGROPYRON SPP.	BIONATIVE GRASS FROM BIOGRASS	

### NOTE

- GRADING IS FROM AN ONLINE RESOURCE AND IS NOT A SURVEY. A SURVEY WILL NEED TO BE PROVIDED FOR A MORE IN-DEPTH AND ACCURATE GRADING PLAN.
- CONTRACTOR TO STRINGLINE WALL LOCATIONS AND HEIGHTS FOR LA APPROVAL BEFORE CONSTRUCTION.



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Project Number JU247011

Project Manager Dave Harris  
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APR John Griffin

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Eagle Ridge Drive  
North Salt Lake, UT 84054

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Issue Date 09/03/25

Project Status 30% CD

LAYOUT & MATERIALS DETAILS

LM500

## GENERAL IRRIGATION NOTES

1. THE IRRIGATION CONTRACTOR SHALL BECOME THOROUGHLY FAMILIAR WITH THE SPECIFICATIONS FOR THIS AND RELATED WORK PRIOR TO CONSTRUCTION.
2. INSTALL POP-UP TYPE SPRINKLER HEADS INSTALLED IN LAWN AREAS SO THAT TOP OF SPRINKLER HEAD IS FLUSH WITH ADJACENT SIDEWALK OR CURB.
3. SET SPRINKLER HEADS PERPENDICULAR TO FINISH GRADE OF AREA TO BE IRRIGATED UNLESS OTHERWISE INDICATED ON DRAWINGS.
4. WHEN VERTICAL OBSTRUCTIONS (FIRE HYDRANTS, TREES, LIGHTS, ETC.) INTERFERE WITH SPRAY PATTERN OF SPRINKLER HEADS SO AS TO PREVENT PROPER COVERAGE, ADJUST SPRINKLER SYSTEM BY INSTALLING A QUARTER CIRCLE, HALF CIRCLE, OR ADJUSTABLE CIRCLE SPRINKLER HEAD ON EACH SIDE OF OBSTRUCTION SO AS TO PROVIDE PROPER COVERAGE. CONTRACTOR TO NOTIFY OWNER'S REPRESENTATIVE PRIOR TO MAKING ANY ADJUSTMENTS.
5. SPRINKLER SYSTEM DESIGN IS BASED ON MINIMUM OPERATING PRESSURE AND MAXIMUM FLOW DEMAND SHOWN ON IRRIGATION DRAWINGS AT EACH POINT-OF-CONNECTION. VERIFY WATER PRESSURE PRIOR TO CONSTRUCTION. REPORT DIFFERENCES BETWEEN WATER PRESSURE INDICATED ON DRAWINGS AND ACTUAL PRESSURE READING AT IRRIGATION POINT-OF-CONNECTION TO OWNER'S AUTHORIZED REPRESENTATIVE IN THE EVENT PRESSURE DIFFERENCES ARE NOT REPORTED PRIOR TO START OF CONSTRUCTION. CONTRACTOR ASSUMES FULL RESPONSIBILITY FOR REVISIONS.
6. 120 VOLT ELECTRICAL POWER OUTLET AT THE CONTROLLER WILL BE PROVIDED BY GENERAL CONTRACTOR. MAKE FINAL HOOK-UP FROM ELECTRICAL OUTLET TO AUTOMATIC CONTROLLER. ALL WORK TO BE COMPLETED IN ACCORDANCE WITH CURRENT N.E.C.
7. THIS DESIGN IS DIAGRAMMATIC. PIPING, VALVES, ETC. MAY BE SHOWN WITHIN PAVED AREAS OUR OUTSIDE THE PROJECT PROPERTY LINE ARE FOR DESIGN CLARIFICATION ONLY AND SHALL BE INSTALLED IN PLANTING AREAS AND INSIDE THE PROPERTY TO AVOID CONFLICTS BETWEEN SPRINKLER SYSTEM, PLANTING AND ARCHITECTURAL FEATURES. NO VALVE BOXES SHALL BE PLACED WITHIN TURF AREAS.
8. FLUSH AND ADJUST SPRINKLER HEADS FOR OPTIMUM PERFORMANCE AND TO PREVENT OVER SPRAY ONTO WALKS, ROADWAYS, AND BUILDINGS. THIS INCLUDES SELECTING THE BEST DEGREE OF ARC TO FIT SITE CONDITIONS AND TO THROTTLE FLOW CONTROL AT EACH VALVE TO OBTAIN OPTIMUM PRESSURE FOR EACH SYSTEM.
9. DO NOT WILLFULLY INSTALL SPRINKLER SYSTEM AS INDICATED ON DRAWINGS WHEN IT IS OBVIOUS IN FIELD THAT OBSTRUCTIONS, GRADE DIFFERENCES IN AREA DIMENSIONS EXIST THAT MIGHT NOT HAVE BEEN CONSIDERED DURING DESIGN. BRING SUCH OBSTRUCTIONS OR DIFFERENCES TO THE ATTENTION OF OWNER'S AUTHORIZED REPRESENTATIVE. IN EVENT THIS NOTIFICATION IS NOT PERFORMED, CONTRACTOR ASSUMES FULL RESPONSIBILITY FOR REVISIONS.
10. INSTALL PIPE MATERIALS AND EQUIPMENT AS SHOWN IN DETAILS. USE TEFLON TAPE ON PVC MALE PIPE THREADS ON SPRINKLER SWING JOINT AND VALVE ASSEMBLIES.
11. IT IS THE CONTRACTOR'S RESPONSIBILITY TO BECOME FAMILIAR WITH GRADE DIFFERENCES, LOCATION OF WALL, RETAINING WALLS, ETC. COORDINATE WORK WITH GENERAL CONTRACTOR AND OTHER SUB- CONTRACTORS FOR LOCATION AND INSTALLATION OF PIPE SLEEVES THROUGH WALLS, UNDER ROADWAYS, PAVING, STRUCTURES, ETC.
12. IN ADDITION TO SLEEVES SHOWN ON THE DRAWINGS, CONTRACTOR IS RESPONSIBLE FOR THE INSTALLATION OF PIPE SLEEVING AT ALL HARDSCAPE CROSSINGS AND SEPARATE CONTROL WIRE SLEEVES OF SUFFICIENT SIZE UNDER PAVED AREAS.
13. THE FOLLOWING SHOULD BE NOTED REGARDING PIPE SIZING: IF A SECTION OF UNSIZED LATERAL IS LOCATED BETWEEN TWO IDENTICALLY SIZED SECTIONS THE UNSIZED SECTION SHALL BE OF THE SAME SIZE. IN NO CASE SHALL A SECTION OF PIPE BE SMALLER THAN ANY DOWNSTREAM SECTION LOCATED ON THE SAME LATERAL RUN.
14. THE IRRIGATION CONTRACTOR SHALL TURN OVER TO THE OWNER, TWO EACH OF ALL OPERATING KEYS AND SERVING TOOLS NEEDED FOR COMPLETE ACCESS, ADJUSTMENT, AND REPAIR OF ALL IRRIGATION SYSTEM COMPONENTS. THIS INCLUDES SPECIALIZED TOOLS REQUIRED FOR COMPLETE DISASSEMBLY OF EACH SPRINKLER AND VALVE.

## DRIP IRRIGATION NOTES

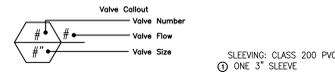
1. INSTALL EMITTERS ON UPHILL SIDE OF TREE OR SHRUB IF LOCATED ON A SLOPE.
2. VERIFICATION OF PLANT MATERIAL QUANTITIES AND NUMBER OF EMITTERS PER VALVE STATION IS THE RESPONSIBILITY OF THE CONTRACTOR.
4. DRIP IRRIGATION LINES ARE SHOWN DIAGRAMMATIC FOR CLARITY. INSTALL ALL PIPING IN LANDSCAPE PLANTING AREAS.
5. INSTALL POLYETHYLENE DRIP LATERAL WITHIN PVC SLEEVE WHEN ROUTING UNDER PAVED SURFACES OR THROUGH PLANTER'S WALLS.
6. REFER TO PLANTING LEGEND FOR PLANT MATERIAL NAMES, ABBREVIATIONS, SPECIFIC SIZES, ON-CENTER SPACING AND ADDITIONAL INFORMATION.
7. PROVIDE ONE (1) FLUSH-VALVE ASSEMBLY AT EACH END OF DRIP ZONE LATERAL, LATERAL OR AS SHOWN ON PLANS. LOCATE FLUSH-VALVE ASSEMBLY BOXES ADJACENT TO PLANTING BORDERS OR PAVING EDGES FOR MAINTENANCE CONVENIENCE.
8. THE MAXIMUM ALLOWABLE LENGTH DOWNSTREAM OF EACH ZONE CONTROL VALVE FOR THE 3/4" NOMINAL DIAMETER POLYETHYLENE DRIP LATERAL IS 200 FEET. FLOW MUST NOT EXCEED EIGHT (8) GPM. IF THE LENGTH OR FLOW EXCEEDS THE ALLOWABLE AMOUNT AN ADDITIONAL CONNECTION TO A PVC LATERAL WILL BE NECESSARY. IN NO CASE SHALL THE ACTUAL FLOW OF THE DRIP LATERAL BE INCREASED BY MORE THAN 5% THROUGH THE ADDITION OF MORE EMITTERS OR BY CHANGING THE FLOW RATE OF THE EMITTERS.

### Pipe Schedule

Pipe Size	Maximum Flow (GPM)
1/2" NOT ALLOWED	
3/4"	6-7
1"	10-12
1 1/4"	16-22
1 1/2"	20-30
2"	50
2 1/2"	70

## IRRIGATION SCHEDULE

SYMBOL	MANUFACTURER/MODEL/DESCRIPTION	QTY	PSI		DETAIL
1401 1402	RAIN BIRD RWS-M-B-C W/ RWS-SOCK 1400 SERIES MINI ROOT WATERING SYSTEM WITH 4IN. DIAMETER X 18IN. LONG WITH LOCKING GRATE, SEMI-RIGID MESH TUBE AND RAIN BIRD 1401 0.25 GPM BUBBLER AS INDICATED WITH CHECK VALVE AND SAND SOCK FOR SANDY SOIL. INSTALL TWO PER TREE SEE DETAIL.	136	30		
⊙	RAIN BIRD 2045-PJ-08 08MM SHRUB IMPACT, ADJUSTABLE AND FULL CIRCLE ARC, 1/2IN. MALE THREADED INLET. PRECIPITATION RATE (MPR) NOZZLES. PRECISION JET TUBE MINIMIZES SIDE SPLASH.	30	45	2.3	36"
⊕	RAIN BIRD PEB-IVM 1" 1IN., 1-1/2IN., 2IN. PLASTIC INDUSTRIAL SMART VALVES W/ FACTORY INSTALLED IVM-SOL. LOW FLOW OPERATING CAPABILITY, GLOBE CONFIGURATION.	8			
⊗	LEEMCO LBT-BB 1IN.-4IN. (FPT X FPT) BRASS BALL VALVE.	2			
⊕	RAIN BIRD EFB-CP-PRS-D 1" 1IN., 1-1/4", 1-1/2IN., 2IN. BRASS MASTER VALVE, THAT IS CONTAMINATION PROOF W/SELF-FLUSHING FILTER SCREEN. GLOBE CONFIGURATION, RECLAIMED WATER COMPATIBLE, AND PURPLE HANDLE COVER DESIGNATES NON-POTABLE WATER USE. WITH PRESSURE REGULATOR.	1			
⊕	STOP AND WAIST VALVE	2			
⚠	RAIN BIRD PSI-M40X-100 1" CAN BE INSTALLED ABOVE OR BELOW THE GROUND. PRESET OUTLET PRESSURES: 30 PSI, 40 PSI, 3/4IN. (20/27) OR 1IN. (26/34) FEMALE-THREADED INLET AND OUTLET.	1			
⊕	FEBCO 825YA 1-1/2" REDUCED PRESSURE BACKFLOW PREVENTER	1			
⊕	RAIN BIRD FG100 1IN. FG100 FLOW SENSORS W/ NPT UNION FITTINGS. OPERATING RANGE: 11.4 LPM- 94.6 LPM. SIZE FOR FLOW NOT ACCORDING TO PIPE SIZE. NO STRAIGHT PIPE REQUIREMENTS.	1			
⊕	WATER METER 1" EXISTING WATER METER. FIELD VERIFY.	1			
---	IRRIGATION LATERAL LINE: PVC SCHEDULE 40	59.5 LF			
---	IRRIGATION LATERAL LINE: PVC SCHEDULE 40 3/4"	1,602 LF			
---	IRRIGATION LATERAL LINE: PVC SCHEDULE 40 1"	715.8 LF			
---	IRRIGATION LATERAL LINE: PVC SCHEDULE 40 1 1/4"	1,210 LF			
---	IRRIGATION LATERAL LINE: PVC SCHEDULE 40 1 1/2"	83.7 LF			
---	IRRIGATION LATERAL LINE: PVC SCHEDULE 40 2"	17.0 LF			
---	IRRIGATION MAINLINE: PVC SCHEDULE 40	1,228 LF			
---	IRRIGATION MAINLINE: PVC SCHEDULE 40 1 1/4"	206.0 LF			
---	PIPE SLEEVE: PVC CLASS 200 SDR 21	116.0 LF			



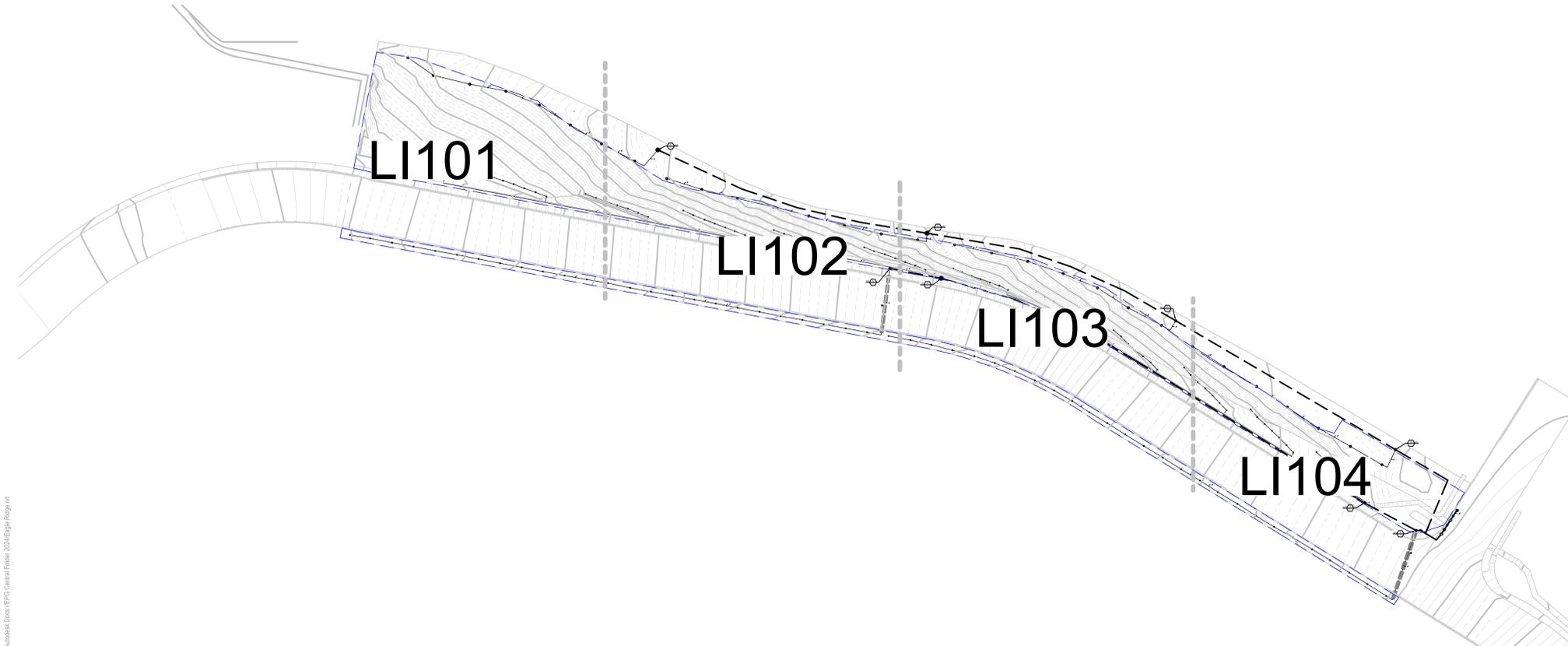
SLEEVING: CLASS 200 PVC  
⊕ ONE 3" SLEEVE

## VALVE SCHEDULE

NUMBER	MODEL	SIZE	TYPE	GPM	WIRE	PSI	PSI @ POC	PRECIP
1	RAIN BIRD PEB-IVM	1"	BUBBLER	13.5		18.9		1.7 in/h
3	RAIN BIRD PEB-IVM	1"	BUBBLER	17.5		18.7	31.0	1.7 in/h
4	RAIN BIRD PEB-IVM	1"	BUBBLER	21		14.6		1.7 in/h
5	RAIN BIRD PEB-IVM	1"	BUBBLER	12.5		14.8		1.7 in/h
6	RAIN BIRD PEB-IVM	1"	SHRUB IMPACT	16.1		46.6		0.43 in/h
7	RAIN BIRD PEB-IVM	1"	SHRUB IMPACT	16.1		48.5		0.44 in/h
8	RAIN BIRD PEB-IVM	1"	SHRUB IMPACT	18.4		49.4		0.44 in/h
9	RAIN BIRD PEB-IVM	1"	SHRUB IMPACT	18.4		49.6		0.47 in/h

## CRITICAL ANALYSIS

Generated:	2025-08-28 11:54
P.O.C. NUMBER: 01	Existing Water Meter. Field verify.
Water Source Information:	
FLOW AVAILABLE	
Water Meter Size:	1"
Flow Available:	20.89 GPM
PRESSURE AVAILABLE	
Static Pressure at POC:	80 PSI
Elevation Change:	2.00 ft
Service Line Size:	1"
Length of Service Line:	20 ft
Pressure Available:	77 PSI
DESIGN ANALYSIS	
Maximum Station Flow:	17.5 GPM
Flow Available at POC:	20.89 GPM
Residual Flow Available:	3.39 GPM
Critical Station:	4
Pressure Req. at Critical Station:	14.6 PSI
Loss for Fittings:	1.14 PSI
Loss for Main Line:	11.4 PSI
Loss for POC to Valve Elevation:	0 PSI
Loss for Backflow:	3.3 PSI
Loss for Master Valve:	6.6 PSI
Critical Station Pressure at POC:	37.0 PSI
Pressure Available:	77 PSI
Residual Pressure Available:	40.0 PSI



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Project Number JU23707

Project Manager Dave Harris  
Designed By Grant Hardy  
APR John Griffin

### REVISIONS

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**Eagle Ridge Drive Phase 1**  
Eagle Ridge Drive  
North Salt Lake, UT 84054

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Issue Date 09/03/25

Project Status 30% CD 25%

**IRRIGATION PLAN OVERVIEW**

**LI100**

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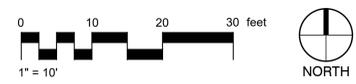
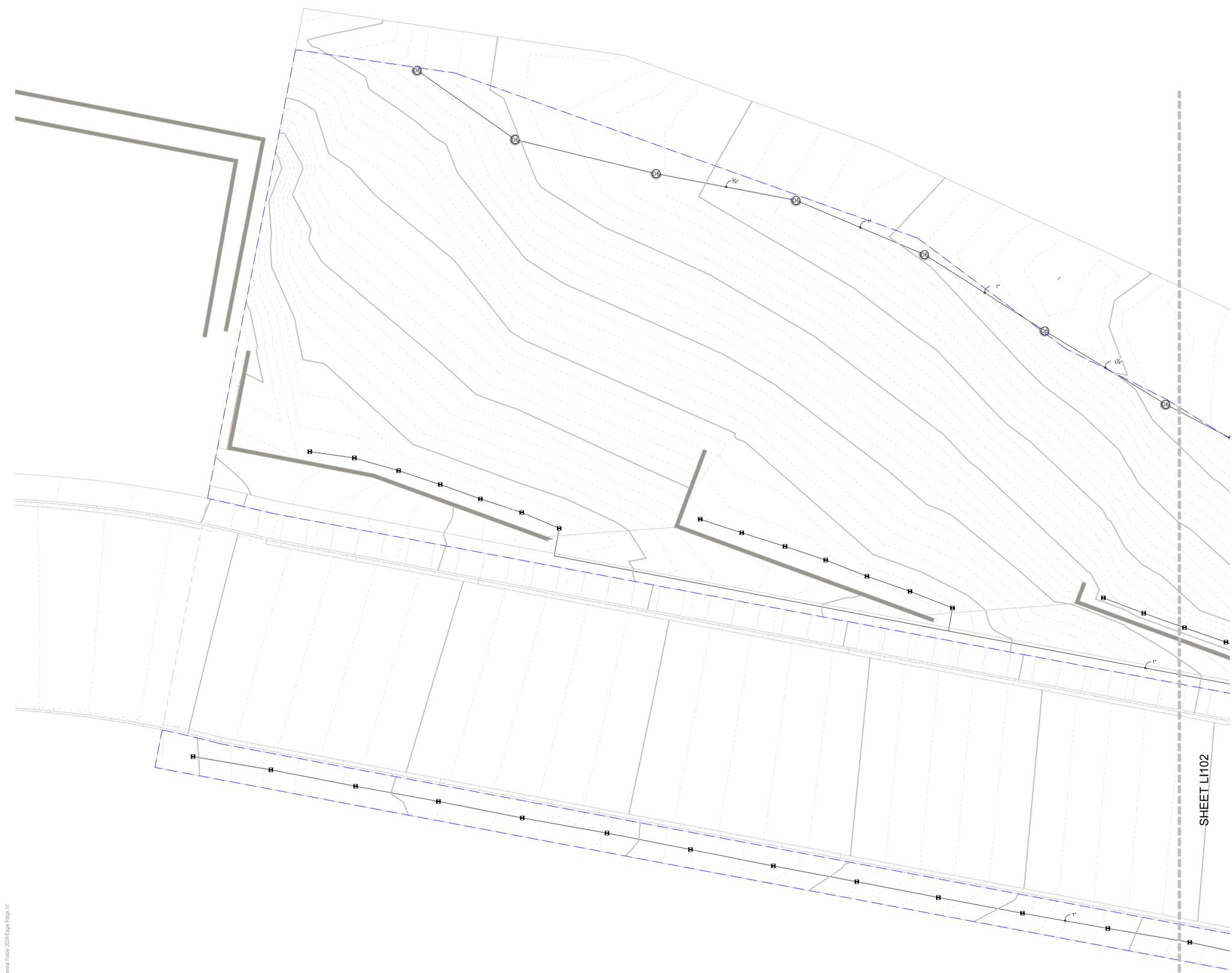
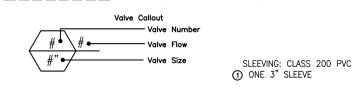
Project Number: JU23707  
Project Manager: Dave Harris  
Designed By: Grant Hardy  
APR: John Griffin

REVISIONS

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**IRRIGATION SCHEDULE**

SYMBOL	MANUFACTURER/MODEL/DESCRIPTION	QTY	PSI	GPM
1401 1402	RAIN BIRD RWS-M-B-C W/ RWS-SOCK 1400 SERIES MINI ROOT WATERING SYSTEM WITH 4IN. DIAMETER X 18IN. LONG WITH LOCKING GRATE, SEMI-RIGID MESH TUBE AND RAIN BIRD 1401 0.25 GPM BUBBLER AS INDICATED. WITH CHECK VALVE, AND SAND SOCK FOR SANDY SOIL. INSTALL TWO PER TREE SEE DETAIL.	136	30	
106	RAIN BIRD 2045-PJ-08 06MM SHRUB IMPACT, ADJUSTABLE AND FULL CIRCLE ARC, 1/2IN. MALE THREADED INLET, PRECIPITATION RATE (MPR) NOZZLES. PRECISION JET TUBE MINIMIZES SIDE SPLASH.	30	45	2.3
107	RAIN BIRD PEB-IVM 1" 1IN., 1-1/2IN., 2IN. PLASTIC INDUSTRIAL SMART VALVES W/ FACTORY INSTALLED IVM-SOL. LOW FLOW OPERATING CAPABILITY. GLOBE CONFIGURATION.	8		
108	LEEMCO LBT-BB 1IN.-4IN. (FPT X FPT) BRASS BALL VALVE.	2		
109	RAIN BIRD EFB-CP-PRS-D 1" 1IN., 1-1/4", 1-1/2IN., 2IN. BRASS MASTER VALVE, THAT IS CONTAMINATION PROOF W/SELF-FLUSHING FILTER SCREEN. GLOBE CONFIGURATION, RECLAIMED WATER COMPATIBLE, AND PURPLE HANDLE COVER DESIGNATES NON-POTABLE WATER USE. WITH PRESSURE REGULATOR.	1		
110	STOP AND WAIST VALVE	2		
111	RAIN BIRD PSI-M40X-100 1" CAN BE INSTALLED ABOVE OR BELOW THE GROUND. PRESET OUTLET PRESSURES: 30 PSI, 40 PSI, 3/4IN. (20/27) OR 1IN. (26/34) FEMALE-THREADED INLET AND OUTLET.	1		
112	FEBCO 825YA 1-1/2" REDUCED PRESSURE BACKFLOW PREVENTER	1		
113	RAIN BIRD FG100 1IN. FG100 FLOW SENSORS W/ NPT UNION FITTINGS. OPERATING RANGE 11.4 LPM- 94.6 LPM. SIZE FOR FLOW NOT ACCORDING TO PIPE SIZE. NO STRAIGHT PIPE REQUIREMENTS.	1		
114	WATER METER 1" EXISTING WATER METER. FIELD VERIFY.	1		
---	IRRIGATION LATERAL LINE: PVC SCHEDULE 40	59.5 LF		
---	IRRIGATION LATERAL LINE: PVC SCHEDULE 40 3/4"	1,602 LF		
---	IRRIGATION LATERAL LINE: PVC SCHEDULE 40 1"	715.8 LF		
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---	IRRIGATION LATERAL LINE: PVC SCHEDULE 40 2"	17.0 LF		
---	IRRIGATION MAINLINE: PVC SCHEDULE 40	1,228 LF		
---	IRRIGATION MAINLINE: PVC SCHEDULE 40 1 1/4"	206.0 LF		
---	PIPE SLEEVE: PVC CLASS 200 SDR 21	116.0 LF		



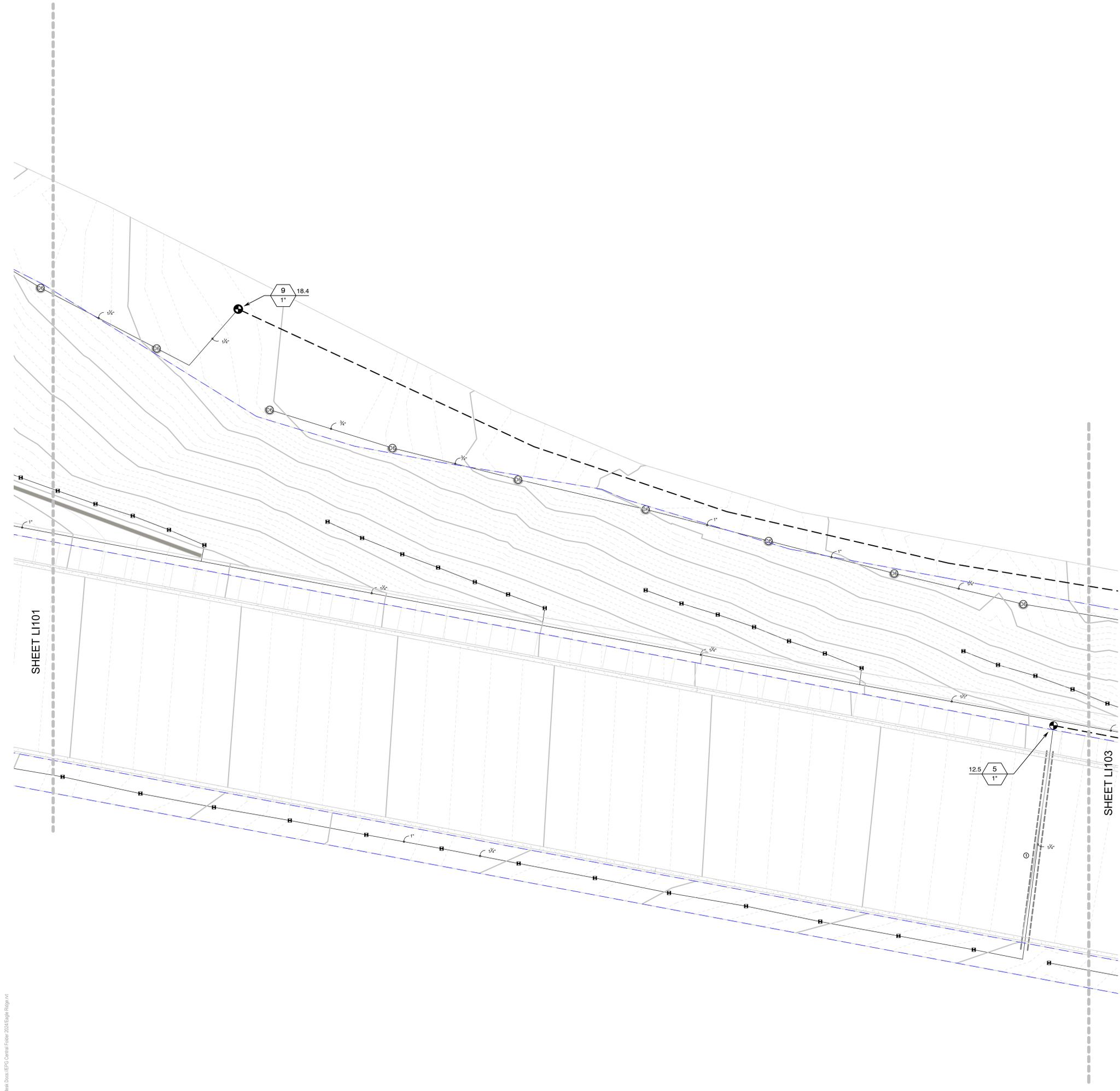
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North Salt Lake, UT 84054

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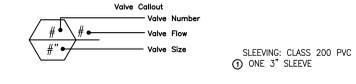
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Issue Date: 09/03/25  
Project Status: 30% CD



**IRRIGATION SCHEDULE**

SYMBOL	MANUFACTURER/MODEL/DESCRIPTION	QTY	PSI	GPM
	RAIN BIRD RWS-M-B-C W/ RWS-SOCK 1400 SERIES MINI ROOT WATERING SYSTEM WITH 4IN. DIAMETER X 18IN. LONG WITH LOCKING GRATE, SEMI-RIGID MESH TUBE AND RAIN BIRD 1401 0.25 GPM BUBBLER AS INDICATED. WITH CHECK VALVE, AND SAND SOCK FOR SANDY SOIL. INSTALL TWO PER TREE SEE DETAIL.	136	30	
	RAIN BIRD 2045-PJ-08 06MM SHRUB IMPACT, ADJUSTABLE AND FULL CIRCLE ARC, 1/2IN. MALE THREADED INLET, PRECIPITATION RATE (MPR) NOZZLES, PRECISION JET TUBE MINIMIZES SIDE SPLASH.	30	45	2.3
	RAIN BIRD PEB-IVM 1" 1IN., 1-1/2IN., 2IN. PLASTIC INDUSTRIAL SMART VALVES W/ FACTORY INSTALLED IVM-SOL. LOW FLOW OPERATING CAPABILITY. GLOBE CONFIGURATION.	8		
	LEEMCO LBT-88 1/2-4IN. (FPT X FPT) BRASS BALL VALVE.	2		
	RAIN BIRD EF8-CP-PRS-D 1" 1IN., 1-1/4", 1-1/2IN., 2IN. BRASS MASTER VALVE, THAT IS CONTAMINATION PROOF W/SELF-FLUSHING FILTER SCREEN. GLOBE CONFIGURATION, RECLAIMED WATER COMPATIBLE, AND PURPLE HANDLE COVER DESIGNATES NON-POTABLE WATER USE. WITH PRESSURE REGULATOR.	1		
	RAIN BIRD PSH-40X-100 1" CAN BE INSTALLED ABOVE OR BELOW THE GROUND. PRESET OUTLET PRESSURES: 30 PSI, 40 PSI, 3/4IN. (20/27) OR 1IN. (26/34) FEMALE-THREADED INLET AND OUTLET.	1		
	FESCO 825YA 1-1/2" REDUCED PRESSURE BACKFLOW PREVENTER	1		
	RAIN BIRD FG100 1IN. FG100 FLOW SENSORS W/ NPT UNION FITTINGS. OPERATING RANGE 11.4 LPM- 94.6 LPM. SIZE FOR FLOW NOT ACCORDING TO PIPE SIZE. NO STRAIGHT PIPE REQUIREMENTS.	1		
	WATER METER 1" EXISTING WATER METER. FIELD VERIFY.	1		
	IRRIGATION LATERAL LINE: PVC SCHEDULE 40 3/4"	59.5 LF		
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	PIPE SLEEVE: PVC CLASS 200 SDR 21	206.0 LF		
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Project Number: JU23707  
 Project Manager: Dave Harris  
 Designed By: Grant Hardy  
 APR: John Griffin

**REVISIONS**

#	DATE	DESCRIPTION
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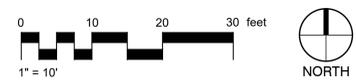
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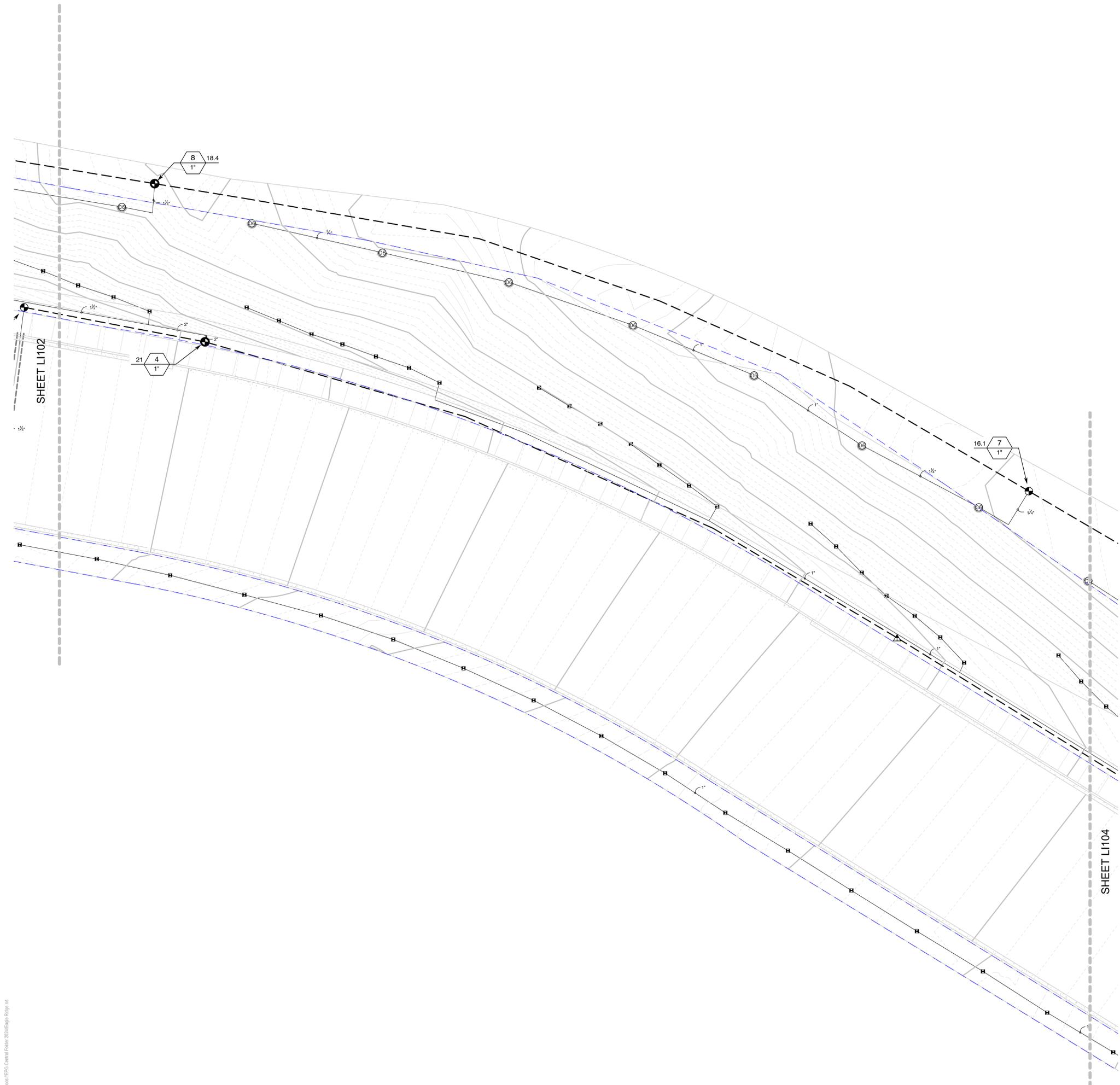
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Issue Date: 09/03/25  
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**IRRIGATION PLAN**

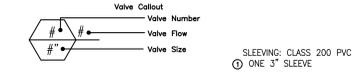
**LI102**





**IRRIGATION SCHEDULE**

SYMBOL	MANUFACTURER/MODEL/DESCRIPTION	QTY	PSI	GPM
1401 1402	RAIN BIRD RWS-M-B-C W/ RWS-SOCK 1400 SERIES MINI ROOT WATERING SYSTEM WITH 4IN. DIAMETER X 18IN. LONG WITH LOCKING GRATE, SEMI-RIGID MESH TUBE AND RAIN BIRD 1401 0.25 GPM BUBBLER AS INDICATED. WITH CHECK VALVE, AND SAND SOCK FOR SANDY SOIL. INSTALL TWO PER TREE SEE DETAIL.	136	30	
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⊙	LEEMCO LBT-BB 1IN.-4IN. (PPT X FPT) BRASS BALL VALVE.	2		
⊙	RAIN BIRD EFB-CP-PRS-D 1" 1IN., 1-1/4", 1-1/2IN., 2IN. BRASS MASTER VALVE, THAT IS CONTAMINATION PROOF W/SELF-FLUSHING FILTER SCREEN. GLOBE CONFIGURATION, RECLAIMED WATER COMPATIBLE, AND PURPLE HANDLE COVER DESIGNATES NON-POTABLE WATER USE. WITH PRESSURE REGULATOR.	1		
⊙	STOP AND WAIST VALVE	2		
⊙	RAIN BIRD PSH-M40X-100 1" CAN BE INSTALLED ABOVE OR BELOW THE GROUND. PRESET OUTLET PRESSURES: 30 PSI, 40 PSI, 3/4IN. (20/27) OR 1IN. (26/34) FEMALE-THREADED INLET AND OUTLET.	1		
⊙	FEBCO 825YA 1-1/2" REDUCED PRESSURE BACKFLOW PREVENTER	1		
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⊙	WATER METER 1" EXISTING WATER METER. FIELD VERIFY.	1		
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Project Number JU23707  
 Project Manager Dave Harris  
 Designed By Grant Hardy  
 APR John Griffin

**REVISIONS**

#	DATE	DESCRIPTION

**Eagle Ridge Drive Phase 1**  
 Eagle Ridge Drive  
 North Salt Lake, UT 84054

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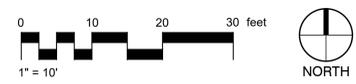
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Issue Date 09/03/25  
 Project Status 30% CD

**IRRIGATION PLAN**

**LI103**



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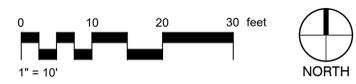
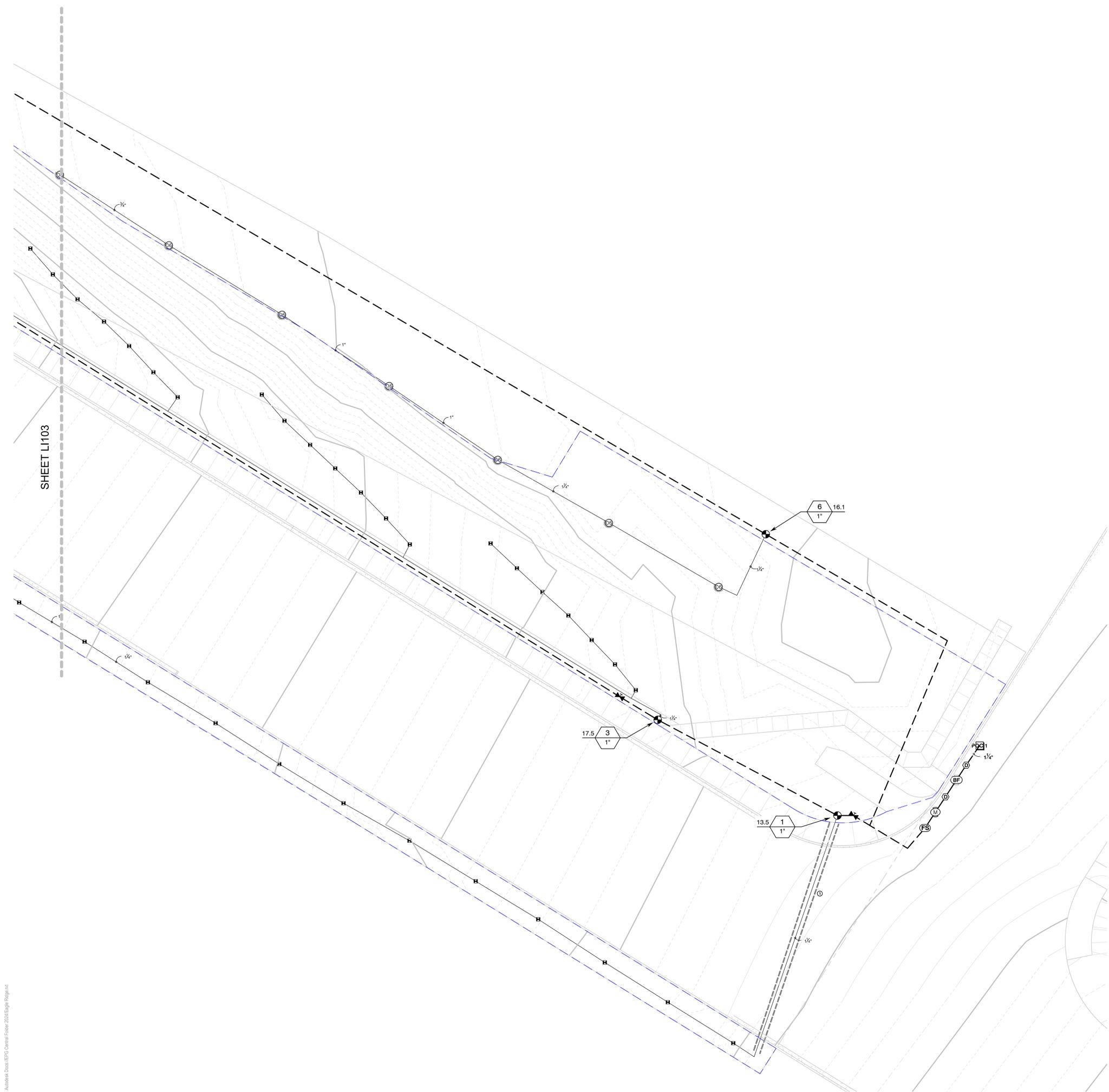
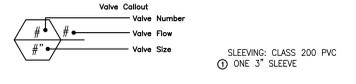
Project Number JU23707  
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APR John Griffin

REVISIONS

#	DATE	DESCRIPTION
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**IRRIGATION SCHEDULE**

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107	LEEMCO LBT-88 1IN.-4IN. (FPT X FPT) BRASS BALL VALVE.	2		
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105	STOP AND WAIST VALVE	2		
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103	FEBCO 825YA 1-1/2" REDUCED PRESSURE BACKFLOW PREVENTER	1		
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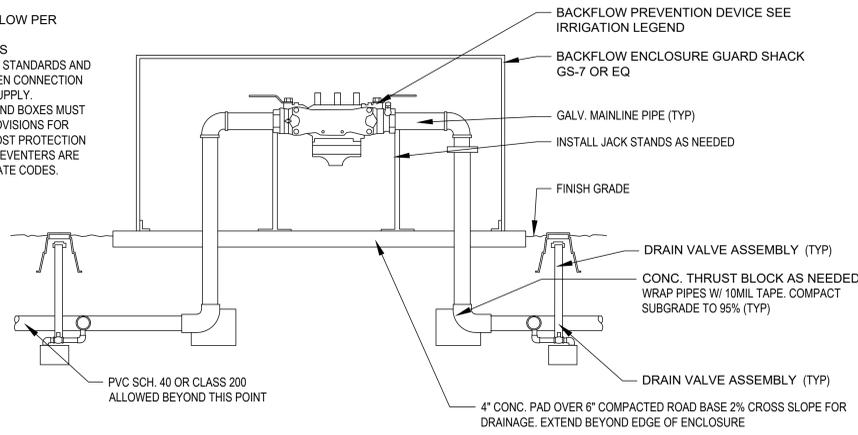
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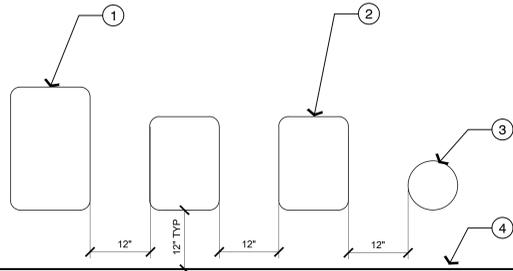
1. INSTALL BACKFLOW PER MANUFACTURE SPECIFICATIONS
2. CONFORM TO CITY STANDARDS AND AWWA CODES WHEN CONNECTION TO WATER MAIN SUPPLY.
3. ALL STANDPIPES AND BOXES MUST HAVE PROPER PROVISIONS FOR DRAINING AND FROST PROTECTION
4. ALL BACKFLOW PREVENTERS ARE TO MEET UTAH STATE CODES.



**1 BACKFLOW PREVENTION ASSEMBLY**

3/4" = 1'-0"

P-PU-DIM3.2W-84



1. 16" X 28" RECTANGULAR JUMBO VALVE BOX FOR FILTER ASSEMBLY
2. 14" X 19" RECTANGULAR VALVE BOX
3. 10" DIA ROUND VALVE BOX FOR QVC AND SPLICE BOX
4. EDGE OF LAWN, WALK, FENCE, OR CURB

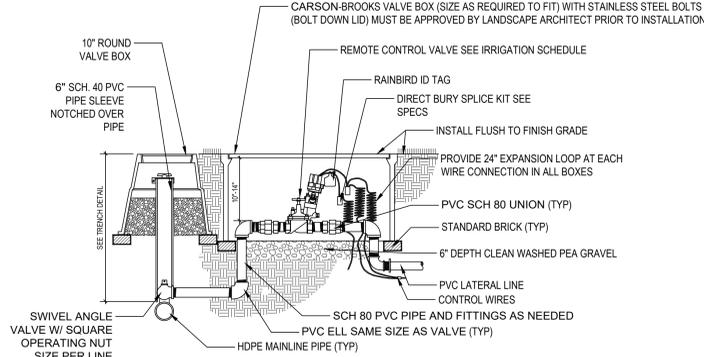
**NOTES:**

1. CENTER VALVE BOX OVER REMOTE CONTROL VALVE TO FACILITATE SERVICING VALVE.
2. SET BOXES 1" ABOVE FINISH GRADE IN SEED AREA, 1 1/2" IN SOD, AND 2" IN GROUNDCOVER/ SHRUB AREAS.
3. INSTALL FLUSH WHEN IN HARDSCAPE (ONLY AS APPROVED).
4. SET RCV AND VALVE BOX ASSEMBLY IN GROUNDCOVER/ SHRUB AREA WHERE POSSIBLE. INSTALL IN LAWN ONLY IF GROUND COVER DOES NOT EXIST ADJACENT TO LAWN.
5. SET BOXES PARALLEL TO EACH OTHER AND PERPENDICULAR TO EDGE OF LAWN, WALK, FENCE, CURB, ETC.
6. AVOID HEAVILY COMPACTING SOIL AROUND VALVE BOXES TO PREVENT COLLAPSE AND DEFORMATION OF VALVE BOX SIDES.
7. INSTALL EXTENSION BY VALVE BOX MANUFACTURER AS REQUIRED TO COMPLETELY ENCLOSE ASSEMBLY FOR EASY ACCESS.
8. BOXES ARE TO BE CLEAN. WILL NOT BE ACCEPTED IF DIRT, SOIL, GARBAGE, AND/ OR DEBRIS PRESENT INSIDE OR ON BOX.

**3 VALVE BOX INSTALLATION**

NTS

P-CO-RV1-89



**NOTES:**

1. ONE REMOTE CONTROL VALVE PER BOX
2. ALL FITTINGS AND PIPE IN MANIFOLD SHALL BE THREADED SCH. 80 PVC USING TEFLON TAPE
3. MAX. TWO CONTROL VALVE PER ANGLE VALVE
4. CUT ALL VALVE BOXES AS REQ. SO BOXES DO NOT SIT ON PIPE

**6 REMOTE CONTROL VALVE**

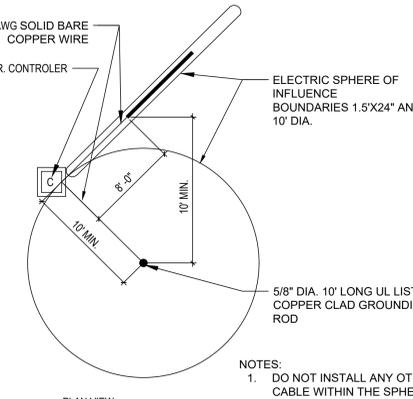
1/4" = 1'-0"

P-PU-DIM3.2W-92

**7 GROUNDING ROD & PLATE**

3/8" = 1'-0"

P-PU-DIM3.2W-93



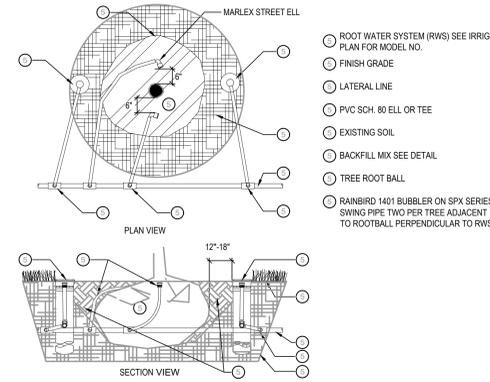
**NOTES:**

1. DO NOT INSTALL ANY OTHER WIRES OR CABLE WITHIN THE SPHERE OF INFLUENCE.
2. PLACE 100 LB POWER SET SOIL AMENDMENT TO EACH PLATE AS PER MANUF. SPECIFICATIONS.

**2 ROOT WATER SYSTEM (FROM SLC)**

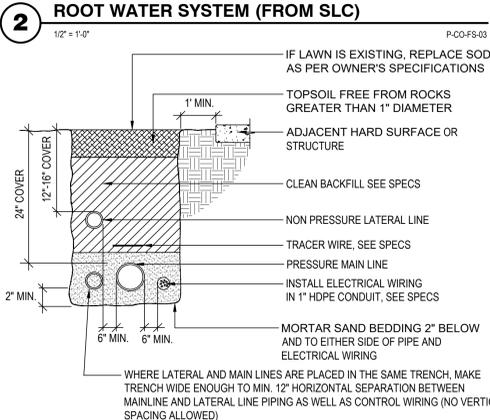
1/2" = 1'-0"

P-CO-FS-03



**NOTE:**

1. TWO RWS PER TREE TYP. EQUALLY SPACED
2. INSTALL RAINBIRD 1401 BUBBLER ON SALCO PIPE PLACED ADJACENT TO TRUNK (2) PER TREE
3. PLACE RWS ON HIGHEST SIDES OF TREE ROOT BALL PIT IF ON SLOPE



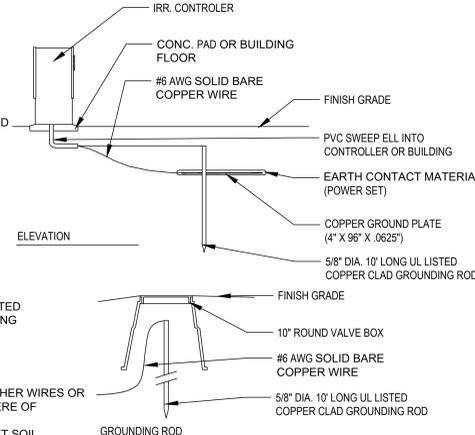
**NOTE:**

1. SETTLE ALL TRENCHES W/ WATER PRIOR TO INSTALLATION OF TOPSOIL
2. WHEN MULTIPLE PIPES OCCUR IN ONE TRENCH, MAINTAIN 6" SEPARATION BETWEEN PIPES AND PLACE IN SEPARATE SLEEVES FOR EACH
3. EXTEND ALL SLEEVING 12" MIN. BEYOND EDGE OF PAVING

**4 TRENCH DETAIL**

3/8" = 1'-0"

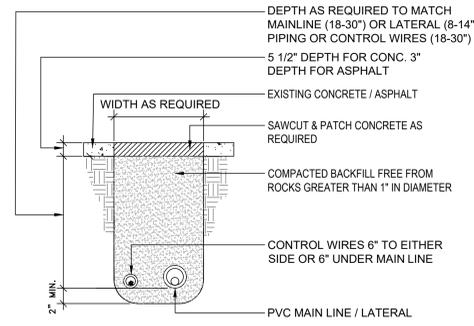
P-PU-DIM3.2W-90



**5 SLEEVING DETAIL**

3/8" = 1'-0"

P-PU-DIM3.2W-91



**NOTES:**

1. SLEEVES 4" AND SMALLER USE PVC SCH 40 PIPE
2. SLEEVES >4" USE PVC SEWER PIPE
3. ALL SLEEVES SHALL BE 2" LARGER THAN PIPE TO BE SLEEVED

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Issue Date 09/03/25

Project Status 30% CD



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## MEMORANDUM

**TO:** Honorable Mayor and City Council

**FROM:** Karyn Baxter, City Engineer

**DATE:** September 16, 2025

**SUBJECT:** Consideration of Resolution No. 2025-44R amending the adopted Standards and Specifications Manuals for Public Infrastructure for Streets, Water, Storm Water and Parks

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### **BACKGROUND**

The City has adopted Standards and Specifications that provide technical requirements for public infrastructure. In 2020, the Engineering Standard Drawings were incorporated into the Public Works Standard Manuals to increase the ease of use by contractors, developers and the public. In addition to the Standard Drawings, the Manuals include information on manufacturer part numbers, clarification on specifications regarding placement locations of parts and fittings, requirements for trench compaction and asphalt patching, etc.

Current versions of the Standard Manuals that have previously been adopted include Streets (2022), Water (2020), Storm Water (2020), and Parks (2020).

### **REVIEW**

The proposed Standard Manuals have been updated to include amendments that have been identified by Public Works and Engineering to meet the current specifications and standards for the construction of new City infrastructure, work done by utility companies or private parties within the City right-of-way, and connections to the water and storm drain systems.

Most of the changes are technical updates to current product model or part number, corrections to drawings for improved clarity, etc. These updates, as well as changes such as updates to logos, renumbering of pages for the Table of Contents, minor text changes or spelling corrections, are not listed in the attached list of amendments.

Other amendments which are changes to existing methods or construction requirements are listed in the following table:

- A. Inclusion of Meter Base and Timer Enclosure (Parks page 47)
- B. Adoption of manhole collar method utilizing a thermoplastic form (Whirlygig) and limitation to a single 6-inch concrete grade ring (Streets page 4, Storm page 15)

- C. Inclusion of additional details from existing “North Salt Lake Street Light Design Standards” (Streets pages 27-32)
- D. Adoption of using Adaptor II for all water valve installation (Water page 7)
- E. Water meter installation requirements for town house numbering in meter cans (Water page 14)
- F. Changing standard for secondary water service from double to single (Water page 18)
- G. Addition of Service Pedestal for PRV (Water page 27)
- H. Addition of HDPE pipe specifications and standard details (Water pages 31-34)

**PROPOSED MOTION**

I move that the City Council approve Resolution No. 2025-44R, amending the adopted Standards and Specifications Manuals for Public Infrastructure for Streets, Water, Storm Water and Parks.

Attachments:

- 1) Resolution 2025-44R
- 2) Proposed changes to Standard Manuals for Streets, Water, Storm Water and Parks

**RESOLUTION NO. 2025-44R**

**A RESOLUTION OF THE GOVERNING BODY OF THE CITY OF NORTH SALT LAKE AMENDING THE ADOPTED STANDARDS AND SPECIFICATION MANUALS FOR PUBLIC INFRASTRUCTURE FOR STREETS, WATER, STORM DRAIN AND PARKS**

**WHEREAS**, the City desires to continue to protect the public infrastructure with the adopted Standards and Specification Manual for Streets, Water, Storm Drain and Parks; and

**WHEREAS**, technical revisions and corrections may be completed from time to time, as needed, to maintain consistency with industry standards; and

**WHEREAS**, certain improvements have been identified by the Public Works and Engineering Departments and have been incorporated into updated versions of the existing Standard Manuals.

**NOW THEREFORE, BE IT RESOLVED** by the Governing Body of the City of North Salt Lake that:

**Section 1.** The Standards and Specification Manuals for Streets, Water, Storm Drain and Parks dated September 2025 and attached to this resolution are hereby adopted, and shall be used in the construction of said public infrastructure.

This Resolution shall become effective immediately upon passage.

**APPROVED AND ADOPTED** by the City Council of the City of North Salt Lake this 16<sup>th</sup> day of September, 2025.

CITY OF NORTH SALT LAKE

By:

\_\_\_\_\_  
BRIAN J. HORROCKS

Mayor

ATTEST:

\_\_\_\_\_  
WENDY PAGE  
City Recorder

City Council Vote as Recorded:

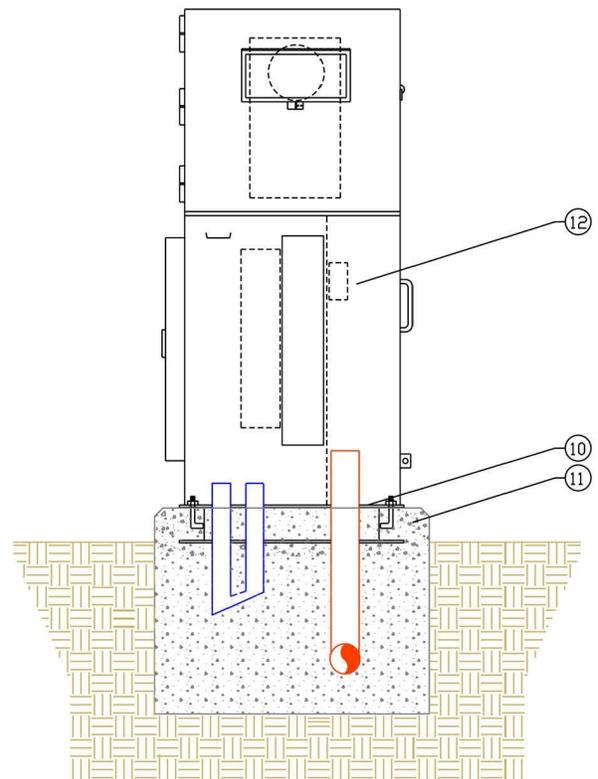
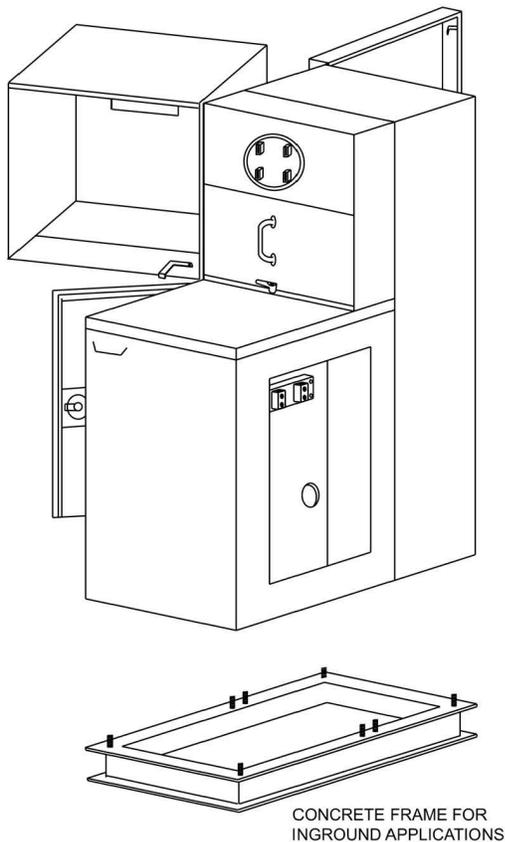
Council Member Watts Baskin \_\_\_\_\_  
Council Member Clayton \_\_\_\_\_  
Council Member Jackson \_\_\_\_\_  
Council Member Knowlton \_\_\_\_\_  
Council Member Van Langeveld \_\_\_\_\_



# Service Pedestal for Irrigation Control

## MPE-Series Service Pedestal

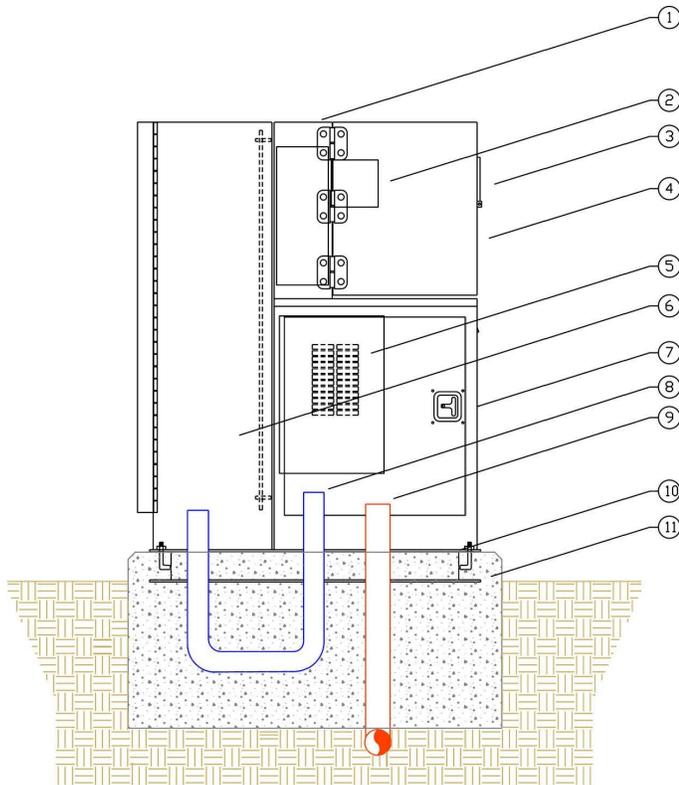
MPE-SERIES WITH ENCLOSURE  
INSTALLED ON CONCRETE PAD



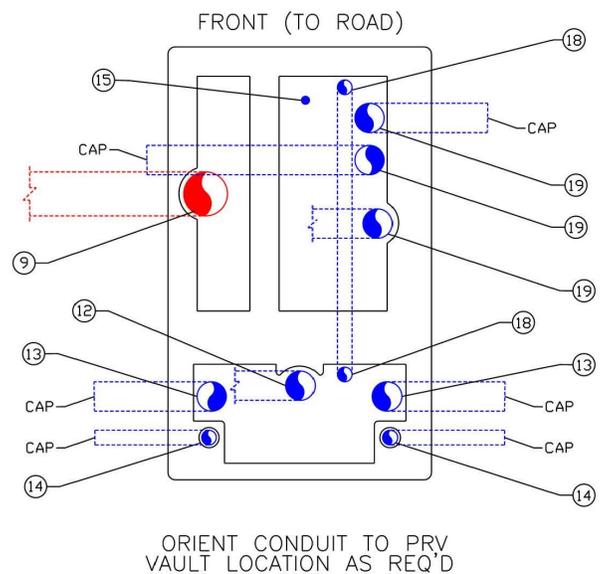
### LEGEND

1. Strongbox meter enclosure stainless steel NEMA Type 3R MPE-series 0-200 amp service.
2. Commercial meter socket 100A or 200A with test blocks.
3. Service meter viewing window.
4. Side hinged removal front lid.
5. Load center with main breaker.
6. Strongbox control enclosure full length front door, padlockable, part no. SB-1852SS 18" x 52" x 12".
7. Load center compartment, gasketed door with T-handle, padlockable.
8. Load conduit from load center section into customer enclosure SB-1852SS.
9. Service line conduit from utility, conduit shall be 3" in diameter and installed as per Rocky Mountain Power specifications. If required to supply wire by power utility, size wire per NEC standards for amperage load.
10. Stainless anchor base installed during concrete pour and conduit placement.
11. Poured concrete base—18" minimum thickness—extend concrete 3" beyond outside dimension of enclosure with 3/4" chamfered edge. Finish top of base to be 4" above final grade.
12. 2" conduit for control wires.

MPE-SERIES WITH ENCLOSURE  
INSTALLED ON CONCRETE PAD



CONCRETE FRAME FOR  
INGROUND APPLICATION

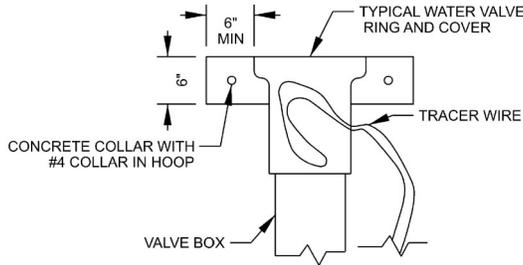


ORIENT CONDUIT TO PRV  
VAULT LOCATION AS REQ'D

13. 2" conduit for flow sensor cable and master valve (if applicable).
14. Conduit, 1", extend 12" beyond edge of pedestal and cap with a PVC glued cap, orient parallel to curb
15. 5/8" x 96" ground rod at least 3" above concrete.
16. PVC bell end bushing on every conduit required. All conduit shall be 3" above top of concrete. No glue on PBC bell end bushings.
17. City will call Rocky Mountain Power to start the work order process as this meter will be billed to City account.
18. 1" Power conduit for controller enclosure.
19. Spare 2" power conduit—orient parallel to curb.

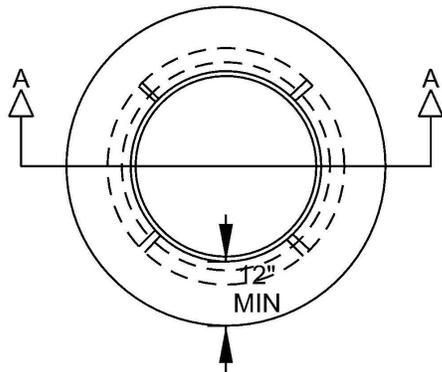
B. Adoption of manhole collar method utilizing a thermoplastic form (Whirlygig) and limitation to a single 6" concrete grade ring (page 4)  
new

## Water Valve Collar Section



**WATER VALVE COLLAR SECTION**  
NTS

## Manhole Collar Section



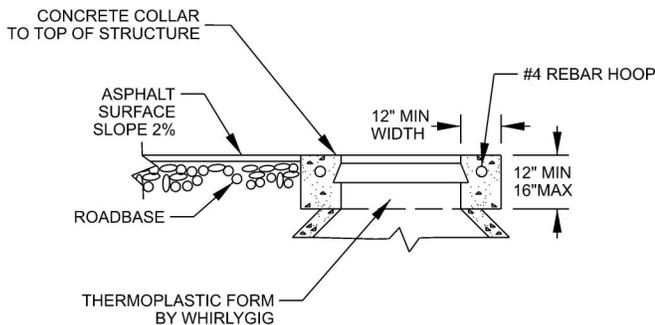
**MANHOLE PLAN VIEW**  
NTS

**NOTE:**

CONCRETE COLLARS ARE REQUIRED ON ALL MANHOLES IN STREETS, ROADWAYS & OTHER PAVED AREAS. CONSTRUCT CAST-IN-PLACE RISER/COLLAR WITH THERMOPLASTIC FORM BY WHIRLYGIG.

THE TOP OF THE CONE (WHICH MAY BE ADJUSTED AS NECESSARY WITH 1, 6-INCH CONCRETE GRADE RING) SHOULD BE NO LESS THAN 12 INCHES BELOW FINISHED GRADE AND NO MORE THAN 16 INCHES BELOW FINISHED GRADE. MULTIPLE GRADE RINGS ARE NOT PERMITTED.

EXCEPTIONS TO THE DEPTH OF COVER FOR STORM DRAIN MANHOLES DUE TO EXISTING CONFLICTING UTILITIES MAY BE APPROVED BY THE CITY ENGINEER OR PUBLIC WORKS INSPECTOR.



**MANHOLE COLLAR SECTION A-A**  
NTS

<b>SOUTH DAVIS SEWER DISTRICT</b>	
<b>CONCRETE COLLAR DETAIL</b>	

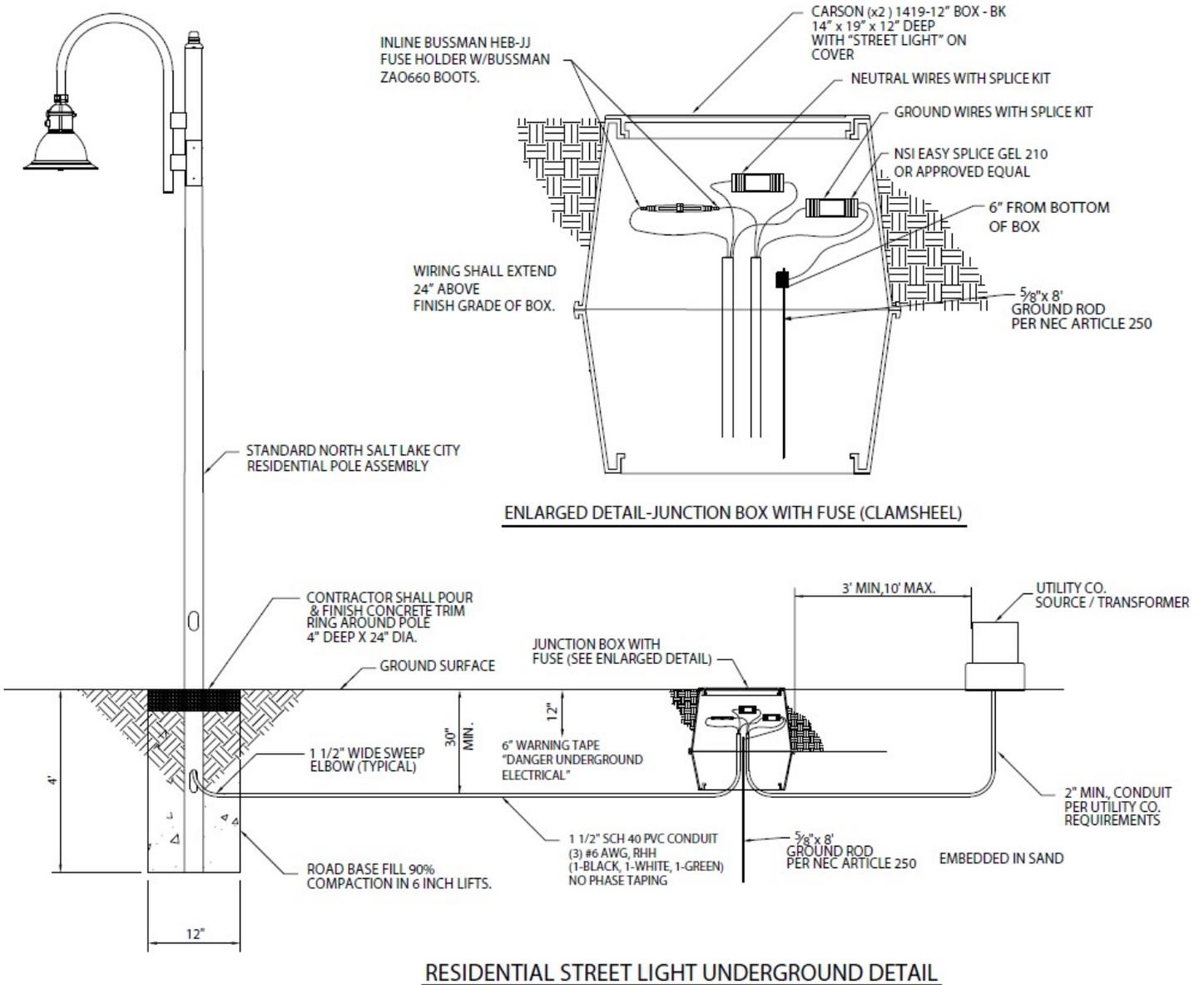
**NOTE:**

CURRENT SOUTH DAVIS SEWER DISTRICT DETAIL SHOULD BE CONSULTED FOR ALL SEWER MANHOLES.

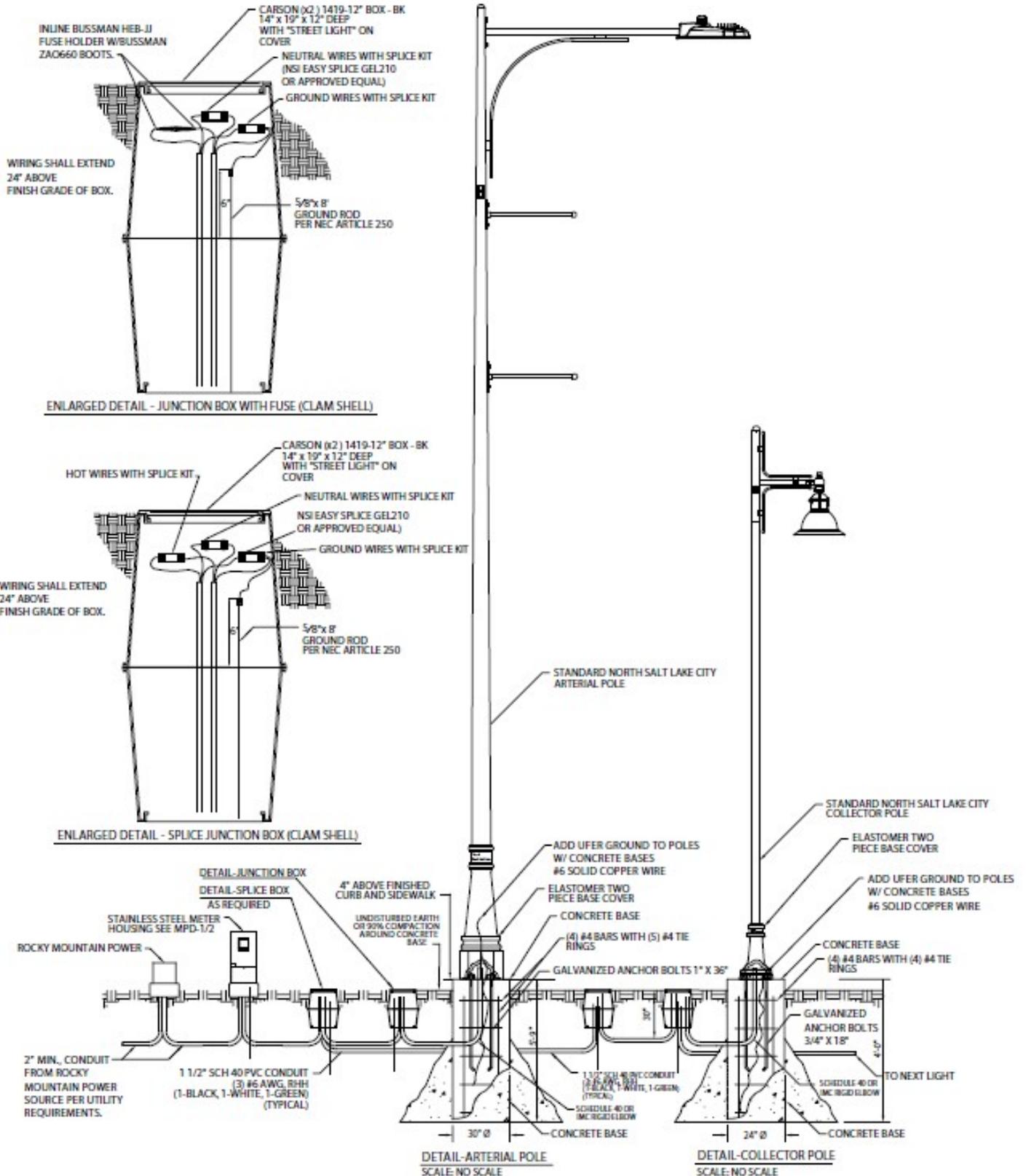


# Design Requirements

## Residential Street Light Underground Connection



## Collector/Arterial Street Light Underground Connection

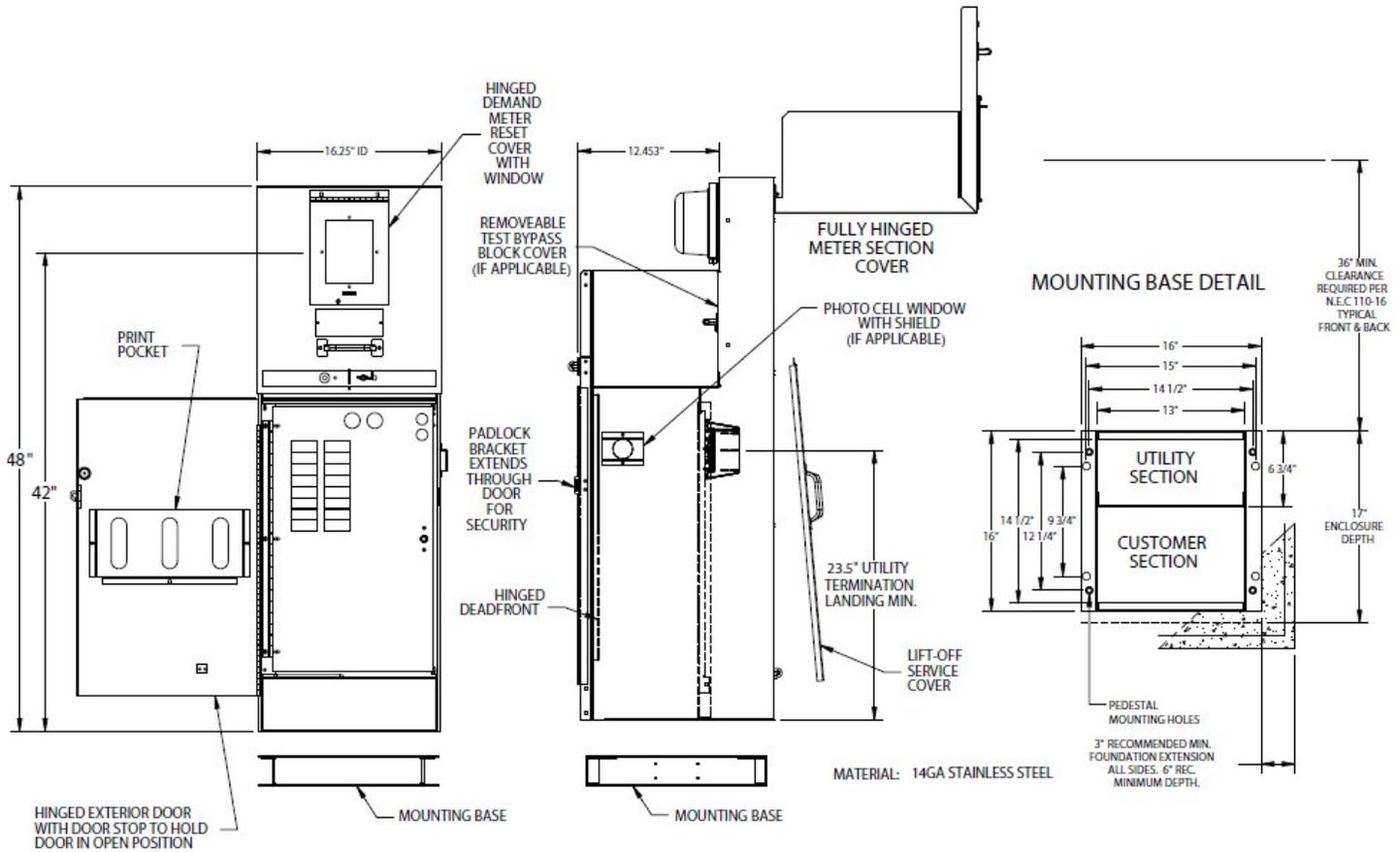




# Design Requirements

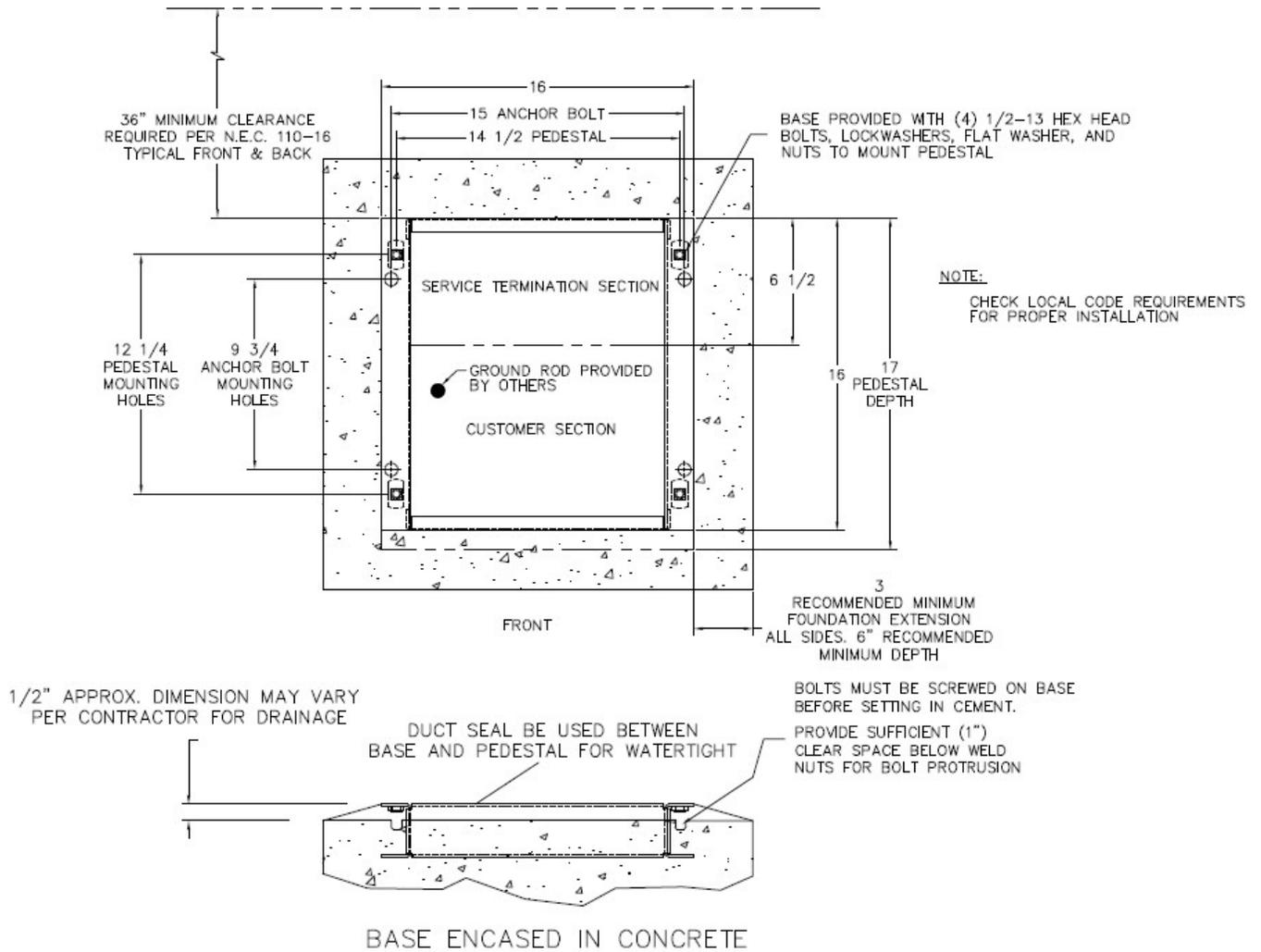
## Meter Pedestal Detail

### 16" COMMERCIAL PEDESTAL



MILBANK # CP3B111FASS

BASE ENCASED IN CONCRETE



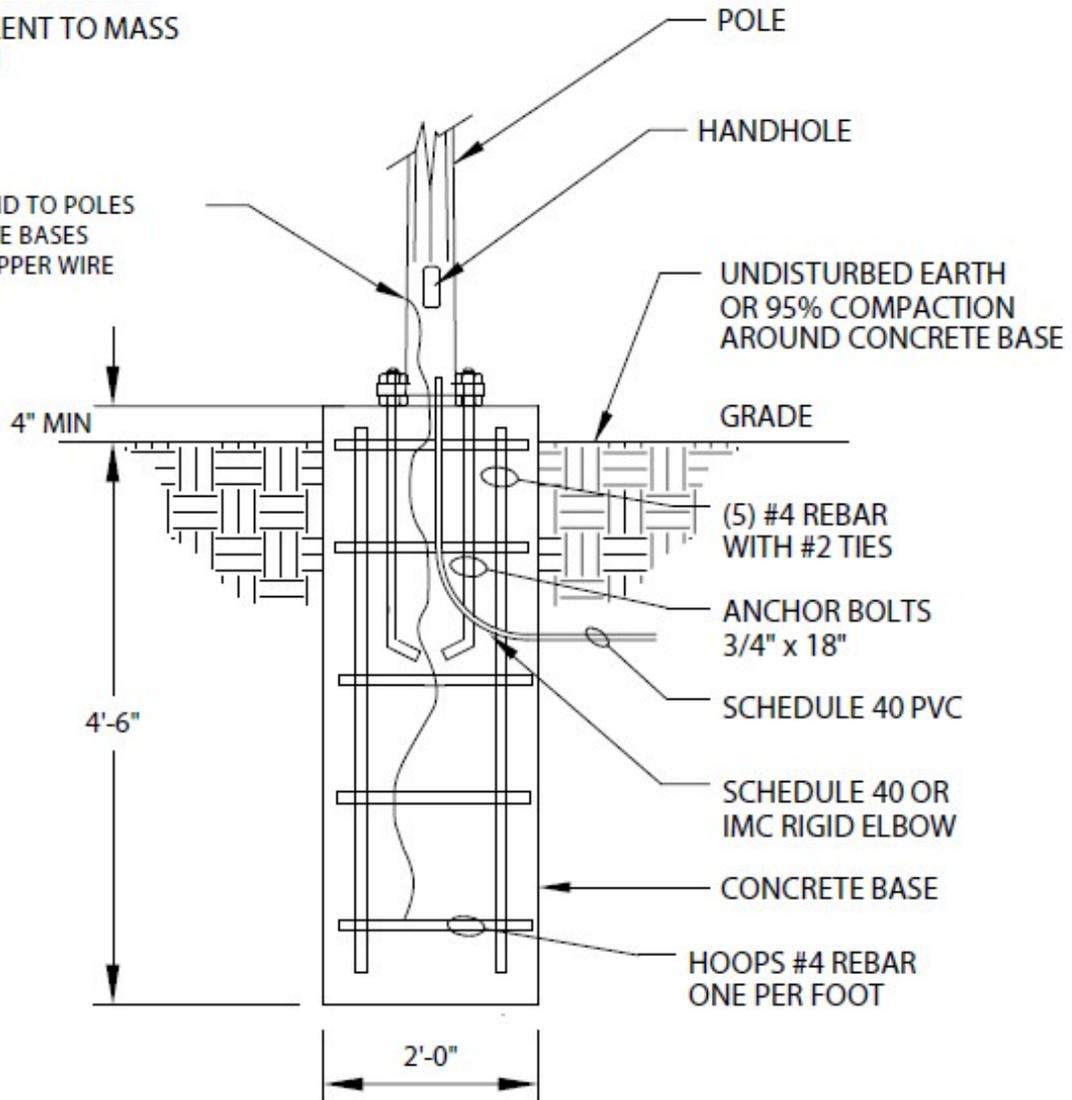


# Design Requirements

## 24" Concrete Base Detail

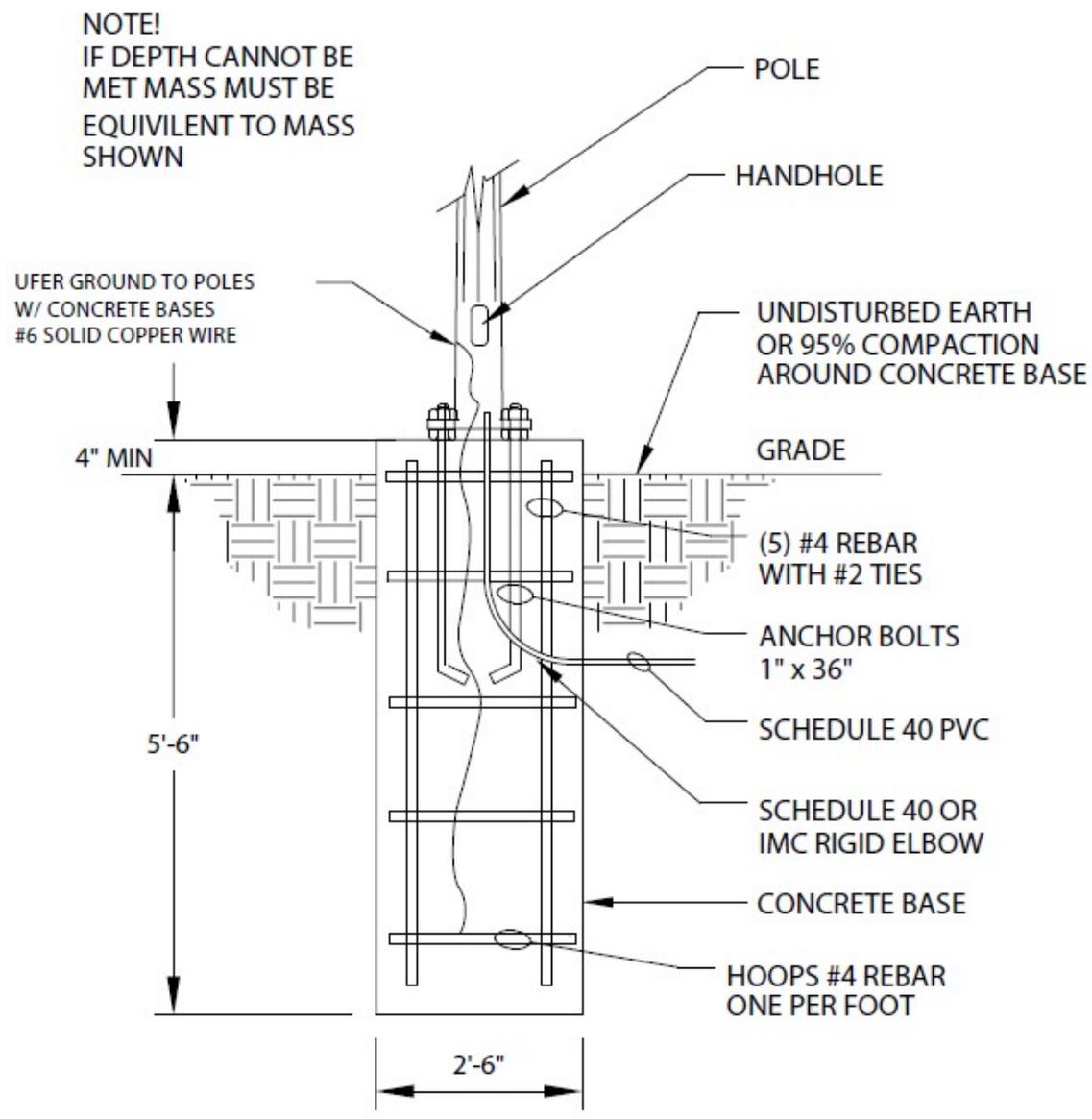
NOTE!  
IF DEPTH CANNOT BE  
MET MASS MUST BE  
EQUIVALENT TO MASS  
SHOWN

UFER GROUND TO POLES  
W/ CONCRETE BASES  
#6 SOLID COPPER WIRE



CONCRETE BASE DETAIL FOR SL-02, SL-02A, SL-04, SL-04A, SL-04B

### 30" Concrete Base Detail



CONCRETE BASE DETAIL FOR SL-05, SL-06, SL-06A



# Material Specifications

	<p><b>Pipe</b></p> <p>C900 and C905, Pipe size will be approved by the North Salt Lake Water Department Ductile pipe may be required by NSL based on engineering requirements</p>		<p><b>Tracer Wire</b></p> <p>DBR Connector Required</p> <p>Min. 12" Gauge rated for Direct Burial (Details on Page 19)</p>
	<p><b>Pipe Wrap</b></p> <p>Polyethylene Encasement All fittings, hydrants and valves must be wrapped with AWWA approved polyethylene</p>		<p><b>Grease</b></p> <p>FM Food Quality Grease Applied to all nuts and bolts</p> <p>2" Wide 20 Mill Tape No other tape will be allowed</p>
	<p><b>Fittings</b></p> <p>Ductile Iron Cement Lining and Asphaltic seal coat</p>		<p><b>Tapping Sleeves</b></p> <p>Ford or Romac stainless steel sleeves. Should be greased and wrapped in accordance with these specs</p>
	<p><b>Grip Rings</b></p> <p>Romac Grip Rings with Blue Bolts up to 12" Megalugs should be used on installation 14" and above</p>		<p><b>Fire Hydrants</b></p> <p>Mueller Super Centurion 250, Clow Medallion or the use of suitable equivalent with approval by North Salt Lake Water Department prior to installation</p>
	<p><b>Valves</b></p> <p>Gate: Mueller resilient seat valves or the use of a suitable equivalent with approval by North Salt Lake Water Department prior to installation (Clow approved alternate)</p>		<p><b>Service Line</b></p> <p>CTS Polyethylene Pipe Minimum service new installations will be 3/4" North Salt Lake City may require larger lines to meet minimum flow requirements</p>
	<p><b>Valve Boxes</b></p> <p>Sliding adjustable type, cast iron, with the word "WATER" or appropriate word cast into it. Valve Box Adaptor II required on valve box installations.</p>		<p><b>Service Fittings</b></p> <p>Ford or Mueller with insert in accordance with AWWA Standards</p>

## Meter Box Installation

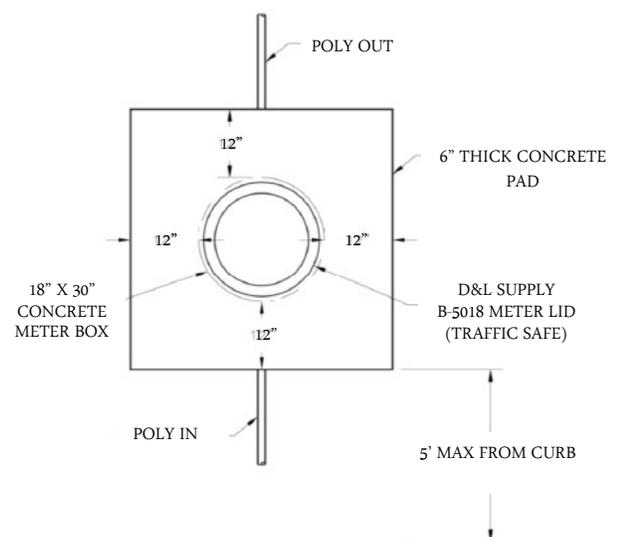
1. All meters are to be installed in the park strip or within 5 feet of the property line (street side where sidewalk is present).
2. Do not install meter boxes under driveway approaches, sidewalks, in parking lots, or under curb and gutter. Box shall be placed in a landscaped area.
3. The box shall be set so that the grade of the frame and the cover matches the grade of the surrounding surface.
4. Concrete meter boxes with larger, traffic safe lids may be deemed necessary by North Salt Lake City personnel in a situation where the meter must be placed in an asphalt, concrete or other high traffic area (See drawing below).
5. All meter relocations must be approved by North Salt Lake City personnel and all costs will be the responsibility of the property owner.
6. Water meter boxes in townhouses or other locations where the meters are 4' or closer to each other, or in a grouping, must have house/ unit number mounted inside each meter box. Numbers (plastic or metal) must be 4" tall and mounted 12" below the top of meter box with screw or rivets.

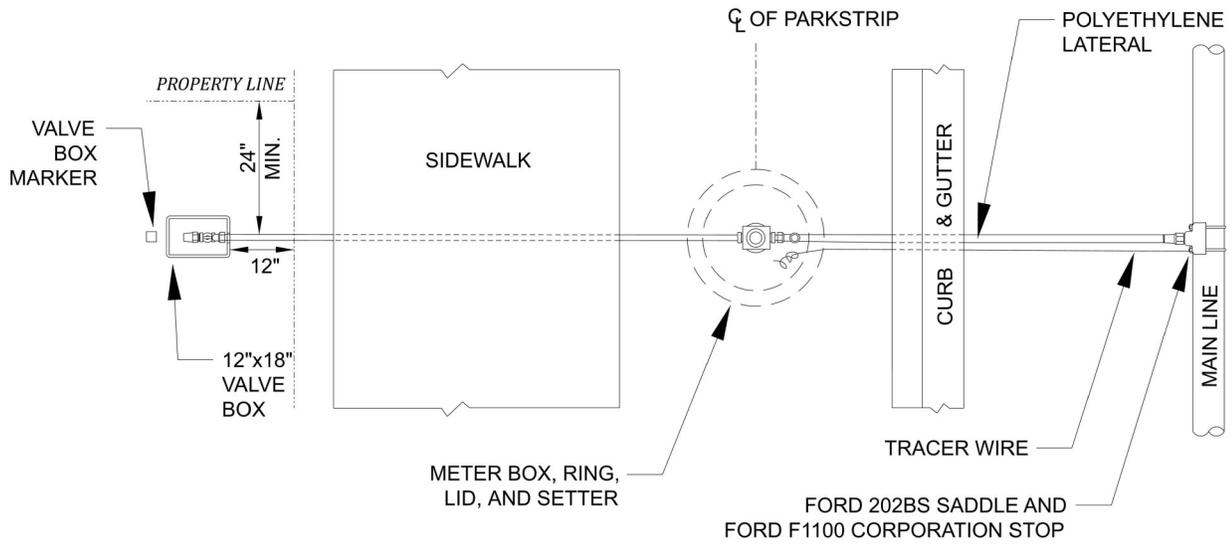


## Meter Box in Concrete Installation

(When approved for an asphalt, concrete or other high traffic area)

1. Concrete meter boxes with larger lids may be deemed necessary by North Salt Lake City personnel in a situation where the meter must be placed in an asphalt, concrete or other high traffic area.
2. All work must be inspected by North Salt Lake personnel.
3. Concrete shall be 6" thick, 3000 psi.
4. Expansion board all around
5. Control joints from lid to edge of pad
6. Box shall be set so that the grade of the frame and the cover matches the grade of the surrounding surface.





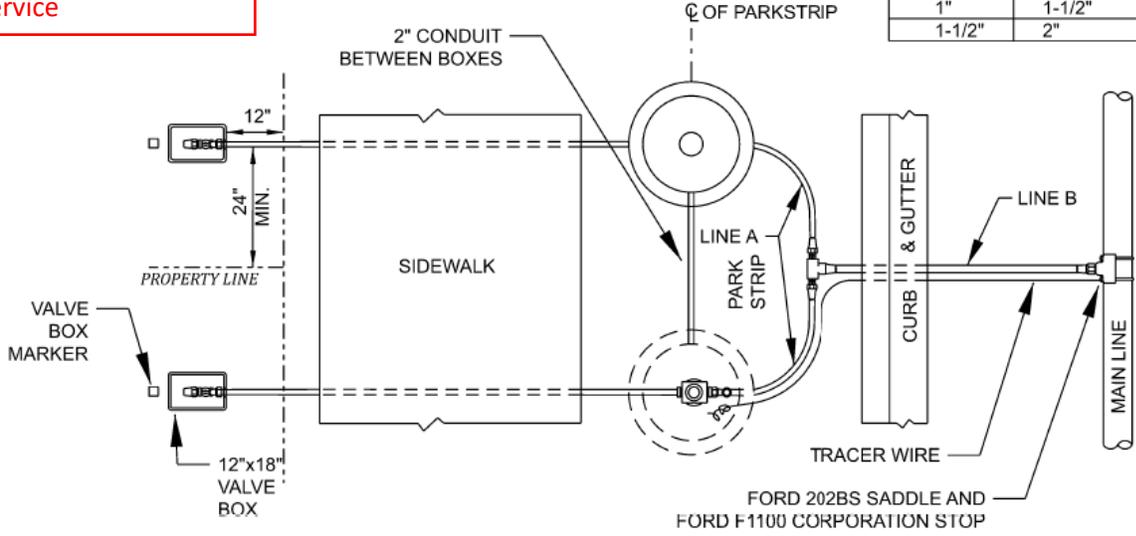
PLAN - SINGLE SERVICE

F. Changing standard for secondary water service from double to single revision (redline page showing old detail)



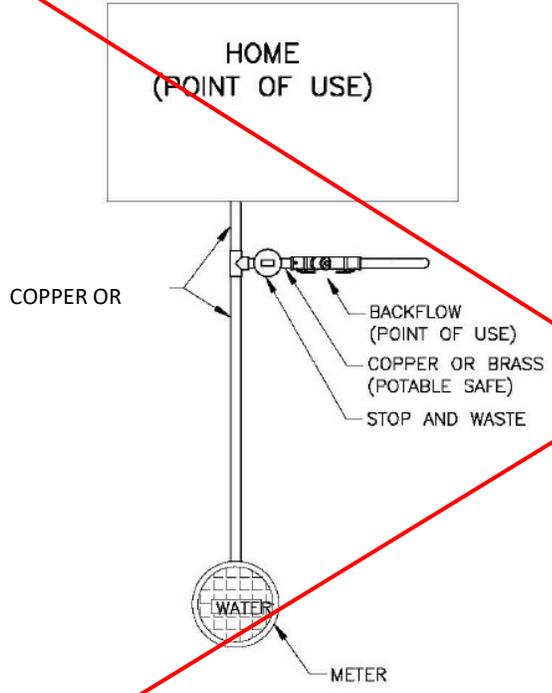
change to single service

DOUBLE SERVICE SIZING	
LINE A	LINE B
3/4"	1"
1"	1-1/2"
1-1/2"	2"

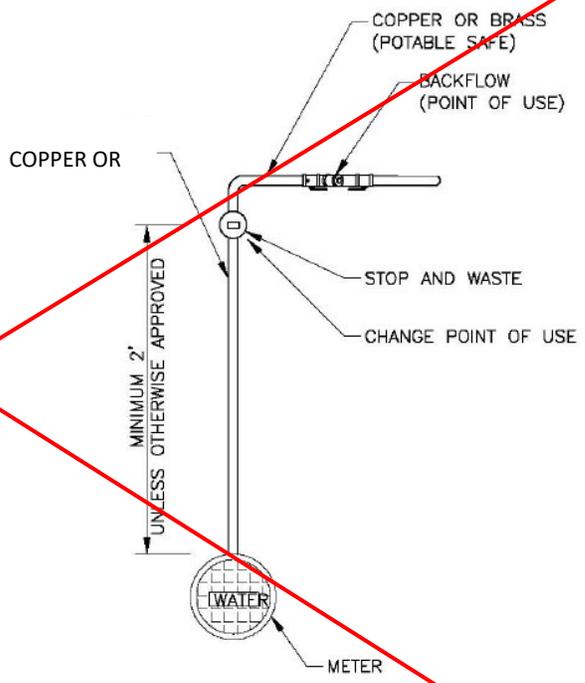


**PLAN - DOUBLE SERVICE**  
IRRIGATION ONLY-2" MAX

**Drinking Water Point of Use Information**



**HOME CONNECTION**

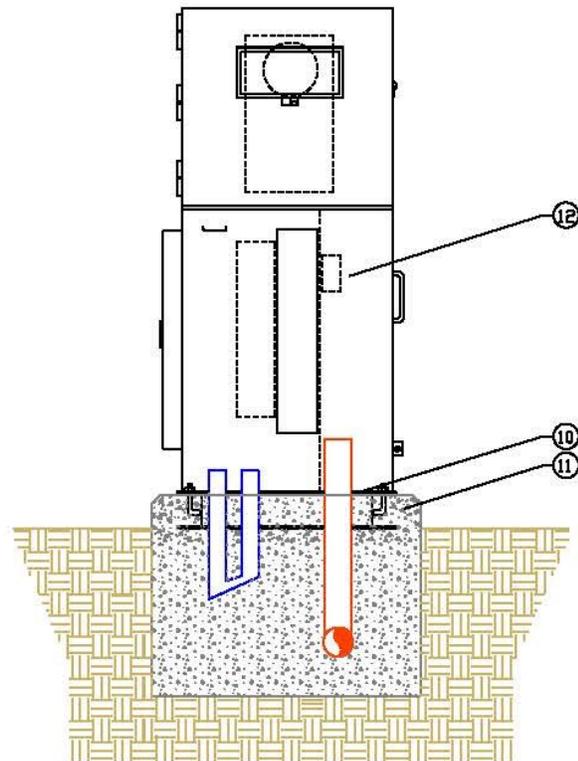
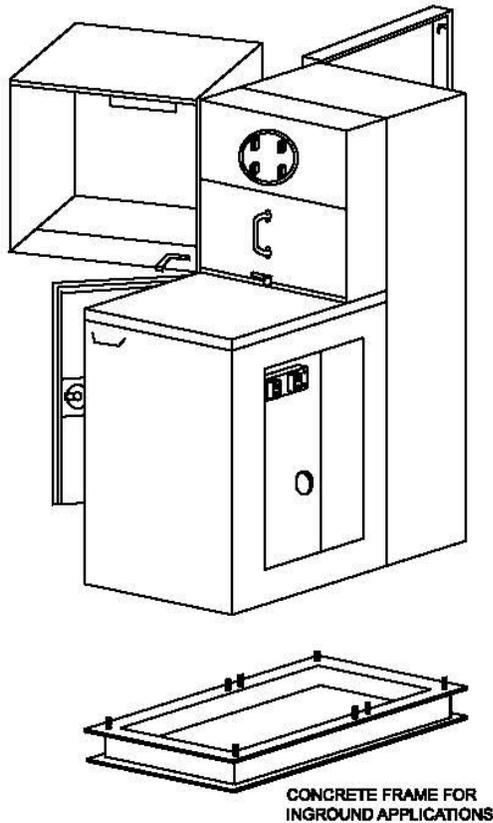


**SPRINKLER/IRRIGATION CONNECTION**



# Service Pedestal for PRV

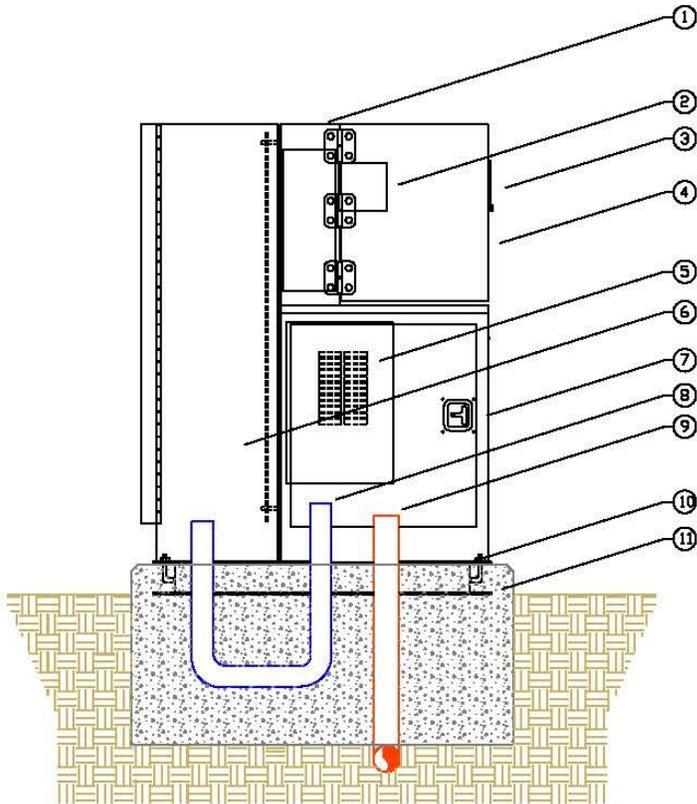
MPE-SERIES WITH ENCLOSURE  
INSTALLED ON CONCRETE PAD



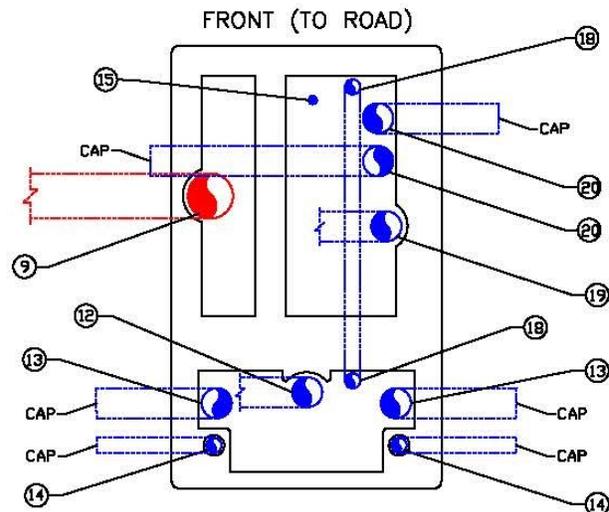
## LEGEND

1. STRONGBOX METER ENCLOSURE STAINLESS STEEL NEMA TYPE 3R MPE-SERIES 0-200AMP SERVICE
2. COMMERCIAL METER SOCKET 100A OR 200A WITH TEST BLOCKS
3. SERVICE METER VIEWING WINDOW
4. SIDE HINGED REMOVABLE FRONT LID
5. LOAD CENTER WITH MAIN BREAKER
6. STRONGBOX CONTROL ENCLOSURE FULL LENGTH FRONT DOOR, PADLOCKABLE, PART NO. SB-1852SS 18" x 52" x 12".
7. LOAD CENTER COMPARTMENT, GASKETED DOOR WITH T-HANDLE, PADLOCKABLE.
8. LOAD CONDUIT FROM LOAD CENTER SECTION INTO CUSTOMER ENCLOSURE SB-1852SS.
9. SERVICE LINE CONDUIT FROM UTILITY. CONDUIT SHALL BE 3" IN DIAMETER AND INSTALLED AS PER ROCKY MOUNTAIN POWER SPECIFICATIONS. IF REQ'D TO SUPPLY WIRE BY POWER UTILITY, SIZE WIRE PER NEC STANDARDS FOR AMPERAGE LOAD.
10. STAINLESS ANCHOR BASE INSTALLED DURING CONCRETE POUR AND CONDUIT PLACEMENT
11. POURED CONCRETE BASE - 18" MIN. THICKNESS - EXTEND CONCRETE 3" BEYOND OUTSIDE DIMENSION OF ENCLOSURE WITH 3/4" CHAMFERED EDGE. FINISH TOP OF BASE TO BE 4" ABOVE FINAL GRADE.
12. SCADA CONDUIT 2" FROM PRV VAULT CONNECT TO CONDUIT LABELED SCADA ON VAULT.
13. CONECT TO CONDUIT LABELED SPARE ON VAULT UNUSED 2" CONDUIT FOR FUTURE USE CAP BOTH OPEN ENDS WITH RUBBER PIPE CAP.

MPE-SERIES WITH ENCLOSURE  
INSTALLED ON CONCRETE PAD



CONCRETE FRAME FOR  
INGROUND APPLICATION



ORIENT CONDUIT TO PRV  
VAULT LOCATION AS REQ'D

14. CONDUIT, 1", EXTEND 12" BEYOND EDGE OF PEDESTAL AND CAP WITH A PVC GLUED CAP. ORIENT PARALLEL TO CURB.
15. 5/8" X 96" GROUND ROD AT LEAST 3" ABOVE CONCRETE
16. PVC BELL END BUSHING ON EVERY CONDUIT REQUIRED. ALL CONDUIT SHALL BE 3" ABOVE TOP OF CONCRETE. NO GLUE ON PVC BELL END BUSHINGS.
17. CITY WILL CALL ROCKY MOUNTAIN POWER TO START THE WORK ORDER PROCESS AS THIS METER WILL BE BILLED CITY ACCOUNT.
18. 1" POWER CONDUIT FOR SCADA ENCLOSURE.
19. 2" POWER CONDUIT FOR PRV VAULT. CONNECT TO CONDUIT LABELED "POWER" ON VAULT.
20. SPARE 2" POWER CONDUIT - ORIENT PARALLEL TO CURB.



# HDPE Testing

## Disinfection tests

1. All water pipe and fittings shall be thoroughly disinfected prior to being placed in service. Disinfection shall follow the applicable provisions of the procedure established for the disinfection of water mains as set forth in AWWA C651. Bacteriological testing on the water main shall be scheduled, completed and sent for water analysis (lab testing.) The results of the lab testing shall be sent to the Owner. No pipeline shall be placed into service until it is properly disinfected and water analysis proves it is disinfected.
2. Temporary blow-offs shall be installed for the purpose of cleaning the water main. Temporary blow-offs shall be removed and plugged after the main is cleared. The main shall be flushed prior to disinfection.
3. The new water main shall be connected to the existing water main at one point only for flushing purposes. The new main MUST have a blow off on the end as required. After the new main is thoroughly flushed, the open end shall be sealed and restrained and the main shall be thoroughly disinfected.

## Pressure and Leakage tests

1. Conduct hydrostatic pressure testing of installed polyethylene pipe in accordance with ASTM F2164.
2. For HDPE mains, fill the main slowly ensuring fill rate does not exceed capacity of air release devices. Once air has been expelled from the system, gradually raise the pressure to 160 psi. Add makeup water as necessary to maintain this pressure as necessary for 4 hours. After the 4 hour period, reduce main pressure to the 150 psi test pressure and monitor for 1 hour. Do not increase pressure or add makeup water during this one hour period. The test is passed and considered acceptable if the main pressure does not drop more than 5% (7.5 psi) during the one hour period.
3. If any defects or leaks are revealed, they should be corrected and the pipeline retested after a minimum 24 hour recuperation period between tests. Total testing conducted on a section of pipeline shall not exceed 8 hours within a 24 hour period.

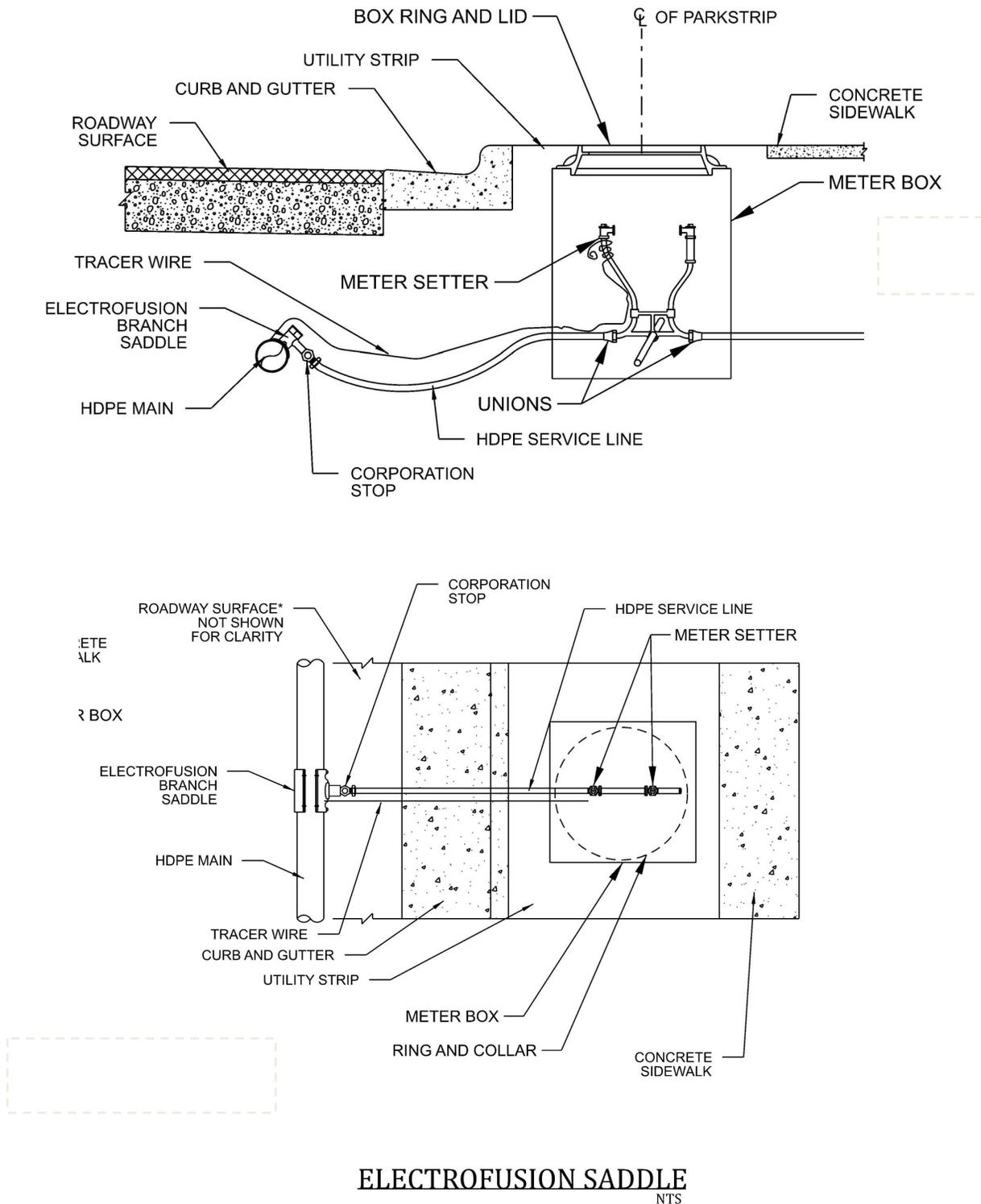
## Disposal of Surplus Fluids

1. All drill fluid excess shall be contained in entry and/or exit pits and pumped as needed into additional on-site storage tanks, tanker trucks, vacuum trucks, etc. Dispose of excess drill fluid offsite as allowed by local rules and regulations.
2. Dispose of all material not needed or not suitable for backfilling over or around the entry and receiving pits. The disposal shall be subject to local codes and regulations.

## Additional Notes:

1. Blue or purple line is required on all HDPE pipe. Pipe shall be installed such that line is visible on top of pipe.
2. Fittings must be HDPE fused fittings for all HDPE pipe. Ductile iron fittings are not permitted within main-lines runs. Connections for dissimilar pipe materials must be done via flanged fittings.

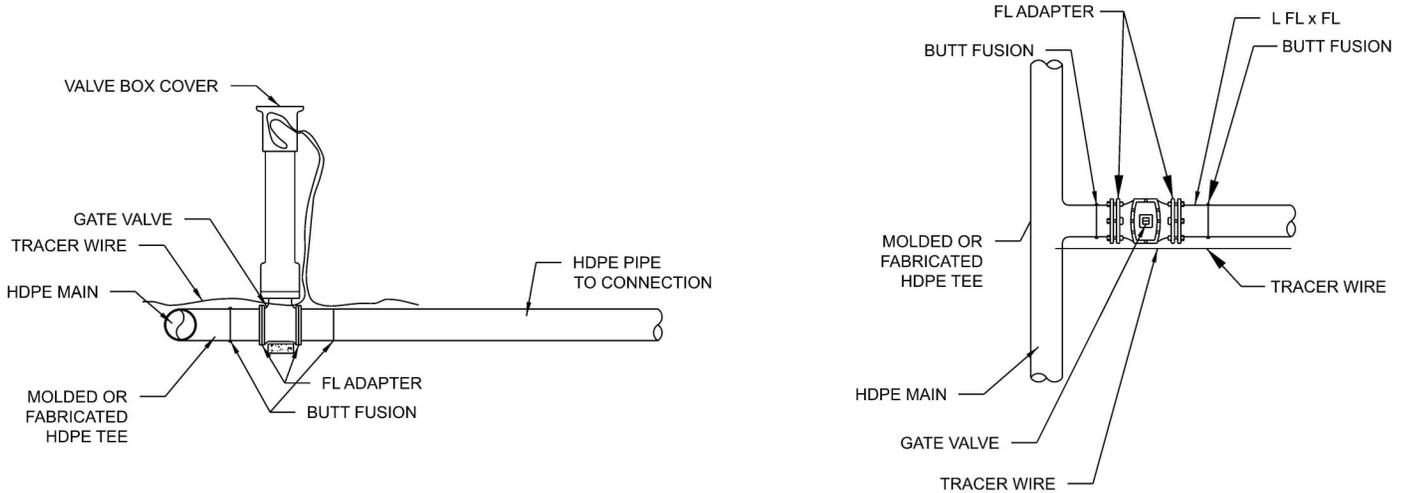
## HDPE Saddle Detail





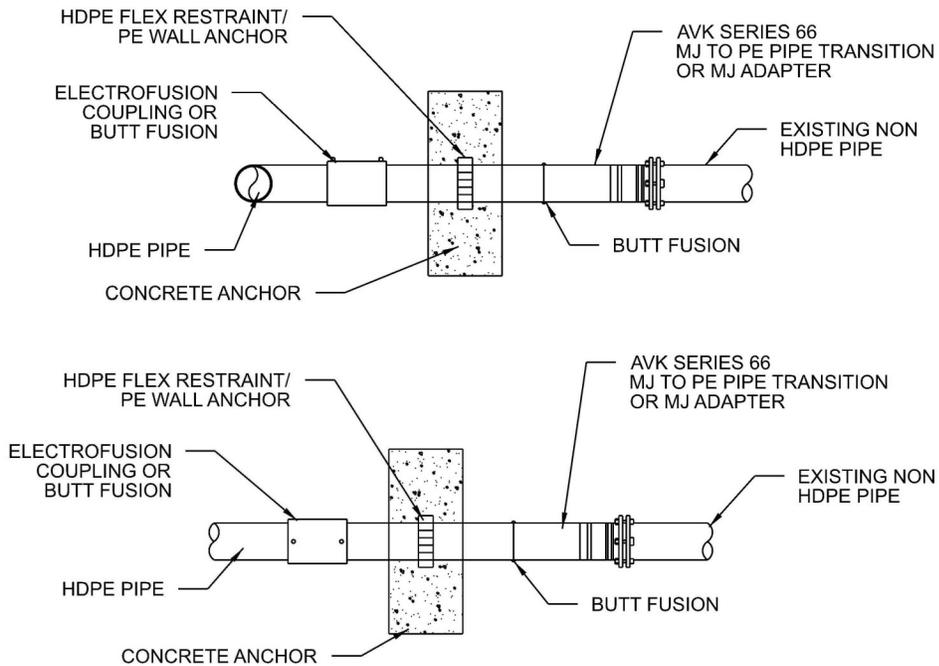
# HDPE Details

## HDPE Details



### FLANGED CONNECTION TO GATE VALVE

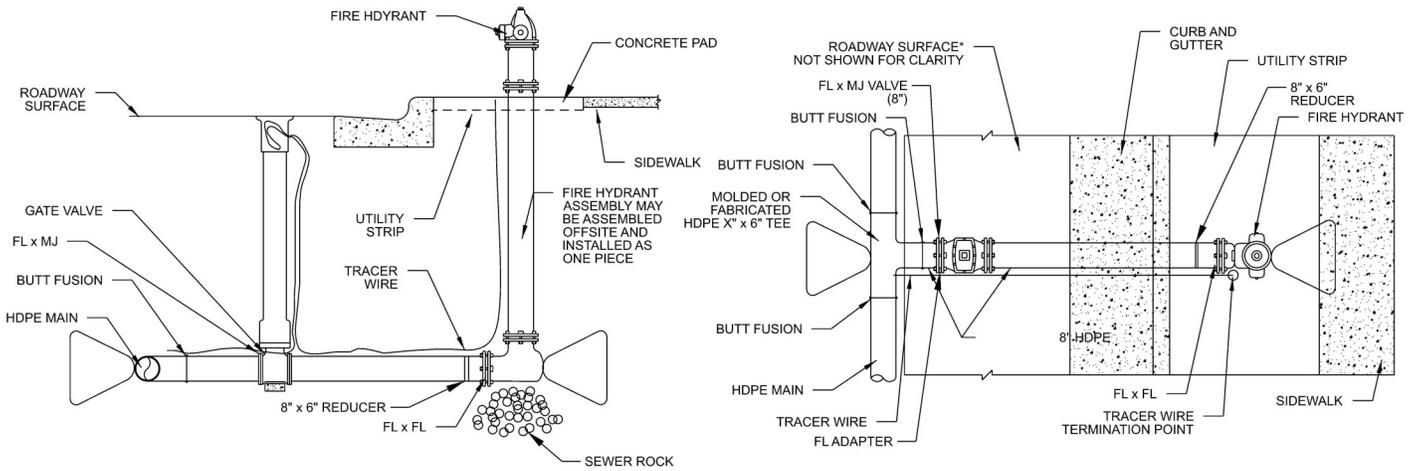
NTS



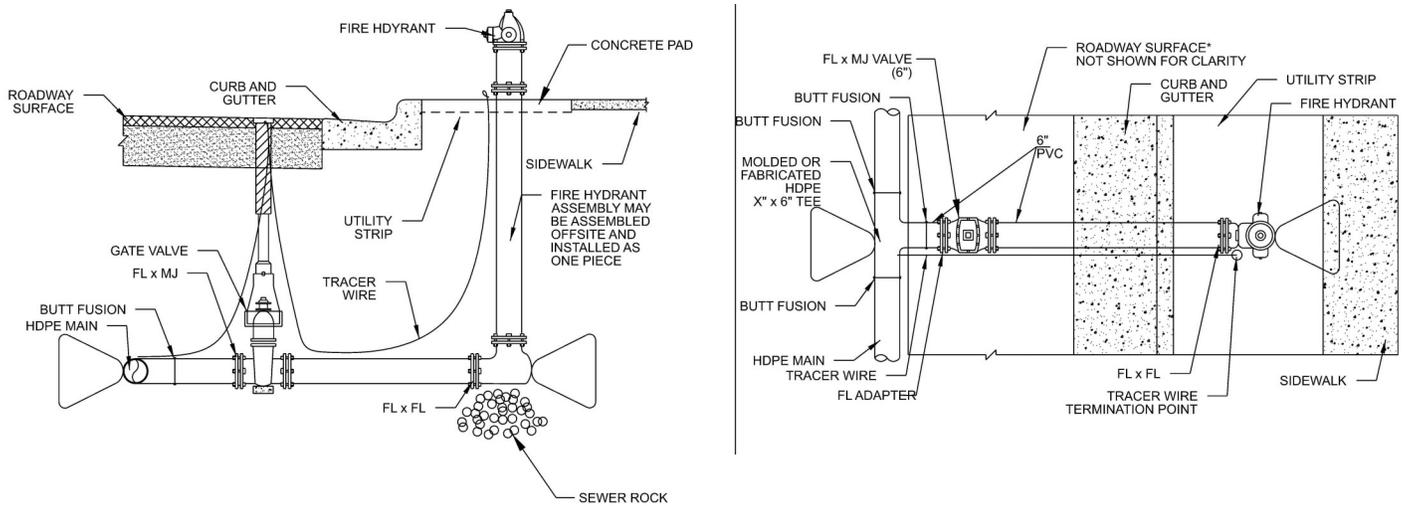
### HDPE CONNECTION TO ALTERNATE PIPE MATERIAL

NTS

## HDPE Mainline Fire Hydrants



FIRE HYDRANT ASSEMBLY WITH HDPE PIPE



FIRE HYDRANT ASSEMBLY WITH PVC PIPE



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## MEMORANDUM

**TO:** Honorable Mayor and City Council

**FROM:** Ken Leetham, City Manager

**DATE:** September 16, 2025

**SUBJECT:** Consideration of Resolution 2025-45R: A resolution accepting the dedication of public right-of-way adjacent to the intersection of 400 East and 2600 South

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### **RECOMMENDATION**

I recommend approval of Resolution 2025-45R: A resolution accepting the dedication of public right-of-way adjacent to the intersection of 400 East and 2600 South.

### **BACKGROUND**

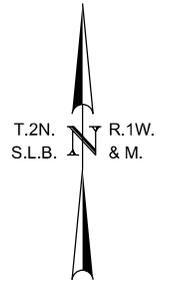
There are many locations within the I-15 reconstruction project where the Utah Department of Transportation (UDOT) will need to purchase additional property in order to complete the freeway expansion. In many of those cases, parcels are configured in such a way that after construction there will be leftover random strips of property that need to be owned and maintained by local communities. The City has accepted ownership in the form of street right-of-way for previous parcels in this situation and this resolution, if approved, will allow for the transfer of an additional parcel to North Salt Lake.

The subject property is located adjacent to the intersection of 400 East and 2600 South as shown on the attached map. The specific parcel is labeled "1504:E" and is located on the southeast corner of the intersection of 400 East and 2600 South. Previous parcels on this map have already been acted on by the City Council.

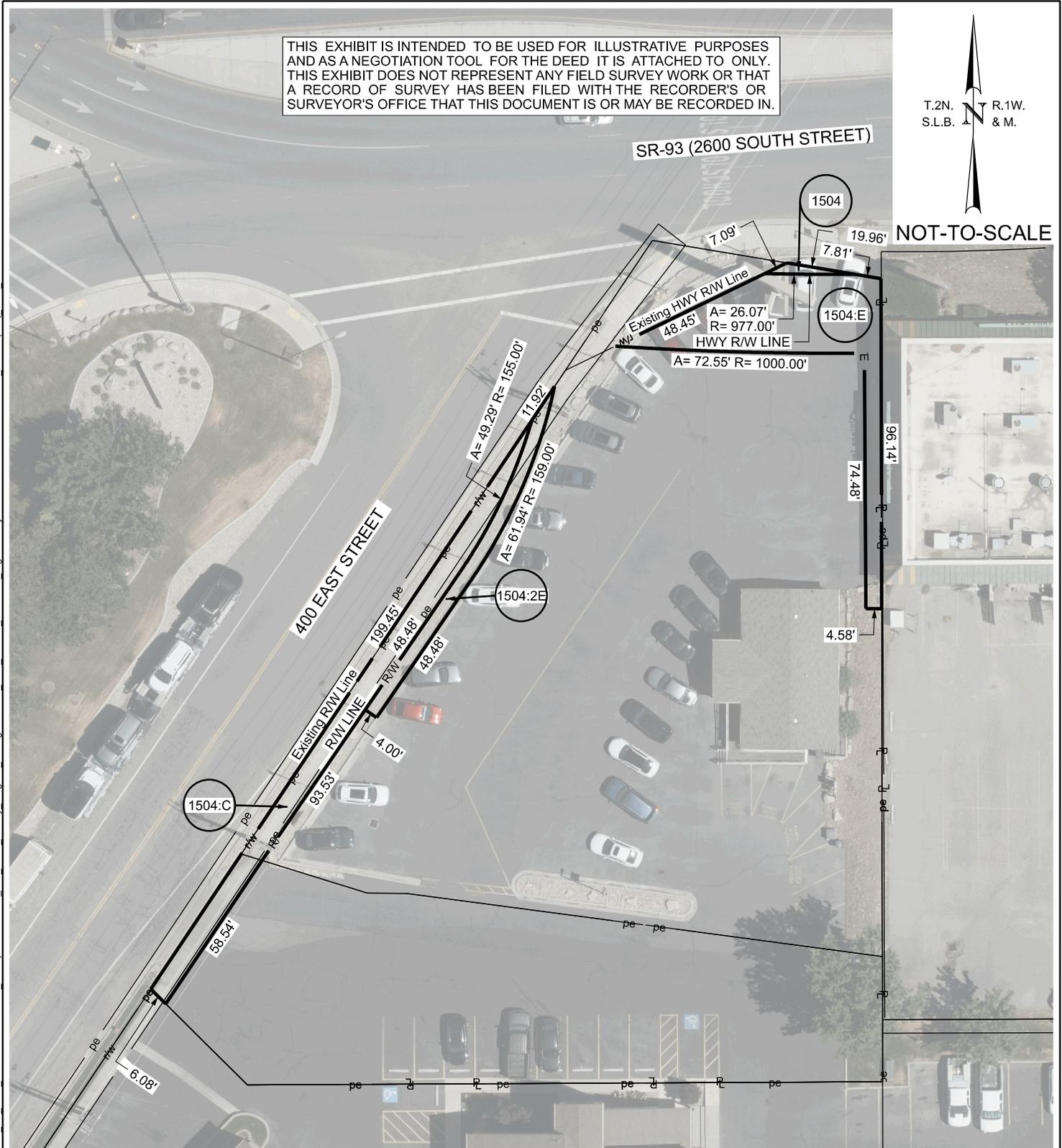
### **PROPOSED MOTION**

I move that the City Council approve Resolution 2025-45R: A resolution accepting the dedication of a portion of public right-of-way adjacent to the intersection of 400 East and 2600 South.

THIS EXHIBIT IS INTENDED TO BE USED FOR ILLUSTRATIVE PURPOSES AND AS A NEGOTIATION TOOL FOR THE DEED IT IS ATTACHED TO ONLY. THIS EXHIBIT DOES NOT REPRESENT ANY FIELD SURVEY WORK OR THAT A RECORD OF SURVEY HAS BEEN FILED WITH THE RECORDER'S OR SURVEYOR'S OFFICE THAT THIS DOCUMENT IS OR MAY BE RECORDED IN.



NOT-TO-SCALE



DGN File: pwr:\pwr\dris\wes01\HDR\_US\_West\_01\Documents\UDOT\_Headquarters\UDOT\_I-15\_Davis\_County\_Program\_Management\6.0\_CAD\_BIM\6.2\_WIP\6.2.4\_Right-of-Way\ROW\_Sheet\_Files\Exhibits\19854\_S-R199(343)\_1504\_Exhibit

PARCEL NO.	OWNER	ACRES	SQ FT	EXIST. R/W AC. IN DEED	OWNERSHIP ACRES	REMAINING AC. LEFT	REMAINING AC. RIGHT
1504	E STREET UTAH, LLC	0.001	39		0.799	NONE	0.798
1504:C	E STREET UTAH, LLC	0.028	1,210		0.798	NONE	0.770
1504:E	E STREET UTAH, LLC	0.038	1,633			TEMPORARY	
1504:2E	E STREET UTAH, LLC	0.010	417			TEMPORARY	

SHEET NO.	1504-EXHIBIT	PARTIAL SUMMARY NO.	09P	PROPERTY OWNER:	E STREET UTAH, LLC
PROJECT	I-15			PROPERTY ADDRESS:	1060 NORTH 400 EAST, NORTH SALT LAKE
PROJECT NUMBER	S-R199(343)	PIN	19854	<b>UTAH DEPARTMENT OF TRANSPORTATION</b> HORROCKS	

22-OCT-2024

**RESOLUTION NO. 2025-45R**

**A RESOLUTION ACCEPTING THE DEDICATION OF RIGHT-OF-WAY AT THE INTERSECTION OF 400 EAST AND 2600 SOUTH (PARCEL 1504:E) TO THE CITY OF NORTH SALT LAKE AND AUTHORIZING THE MAYOR TO SIGN A PUBLIC ENTITY AFFIDAVIT ON BEHALF OF THE CITY**

**WHEREAS**, there are several parcels of property that UDOT is acquiring during the expansion of I-15 and UDOT desires to donate to the City of North Salt Lake to be kept as part of the public right-of-way for adjacent streets; and

**WHEREAS**, before the Davis County Recorder will allow for such a transfer of ownership, the City Council must grant its approval accepting the proposed property; and

**WHEREAS**, the subject parcel to this resolution is a portion of public right-of-way located on the southeast corner of 400 East and 2600 South streets; and

**WHEREAS**, the City Council finds that the transfer of the subject property is in conformance with the City's purpose of advancing the public's general health, safety and welfare.

**NOW THEREFORE, BE IT RESOLVED**, the Governing Body of the City of North Salt Lake:

- 1) The attached Property is hereby approved for dedication to the City.
- 2) The City Council further authorizes the Mayor to sign the attached Public Entity Affidavit on behalf of the City and any other documents needed to provide for this action, including, but not limited to, informing the Davis County Recorder of the City's approval of this action.

This Resolution shall take effect upon passage.

**APPROVED AND ADOPTED** by the City of North Salt Lake, Utah, on this 16<sup>th</sup> day of September, 2025.

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 Clayton \_\_\_\_\_

Council Member Jackson \_\_\_\_\_

Council Member Knowlton \_\_\_\_\_

Council Member Van Langeveld \_\_\_\_\_

Tax ID No.: 06-095-0225  
UDOT PIN No.: 19854  
UDOT Project No.: S-R199(343)  
Parcel No.: 1504:E

**PUBLIC ENTITY AFFIDAVIT – GRANTEE:**

I, \_\_\_\_\_, being of legal age and authorized by the City of North Salt Lake, hereafter "public entity," being first duly sworn, depose and state as follows:

The public entity consents to the conveyance of the real property interest identified above by deed from E Street Utah, LLC, a Nevada limited liability company (Grantor(s)). By signing this Public Entity Affidavit, the public entity accepts the ownership of the real property interest described in the attached deed and legal description.

The public entity does not guarantee or provide an opinion as to the proper form or validity of any conveyance document related to the real property interest described in the attached legal description and deed and does not waive or modify any legal rights in connection with the same.

This Public Entity Affidavit is only intended to evidence that the public entity consents to E Street Utah, LLC, a Nevada limited liability company (Grantor(s)) conveying the real property interest described in the attached deed and legal description to the public entity.

I do solemnly swear (or affirm) under penalties of perjury that the statements in this document are true.

\_\_\_\_\_  
Signature Date  
By:  
Its:  
Signed by Authority of:

*State of Utah,*  
*County of \_\_\_\_\_*

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

SEAL

\_\_\_\_\_  
Notary Public



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## MEMORANDUM

**TO:** Honorable Mayor and City Council

**FROM:** Ken Leetham, City Manager

**DATE:** September 16, 2025

**SUBJECT:** Consideration of Resolution 2025-46R: A resolution adopting a City Hall Facility Use Policy

---

### **RECOMMENDATION**

I recommend approval of Resolution 2025-46R: A resolution adopting a City Hall Facility Use Policy.

### **BACKGROUND**

At the previous City Council meeting on September 2, the Council discussed the use of the North Salt Lake City Hall building. Currently, use of the building is not described in any written ordinances or policies. Because there is a large demand for the use of the building and limited City staff to accommodate all requests, it is important to adopt a specific policy document that will inform City staff and the public about the permitted and prohibited uses of the facility.

The attached resolution adopts the policy statement for the use of the City Hall facility.

### **PROPOSED MOTION**

I move that the City Council adopt Resolution 2025-46R: A resolution adopting a City Hall Facility Use Policy.

**RESOLUTION NO. 2025-46R**

**A RESOLUTION OF THE GOVERNING BODY OF THE CITY OF NORTH SALT LAKE APPROVING A CITY HALL FACILITY USE POLICY DOCUMENT**

**WHEREAS**, the North Salt Lake City Hall building and associated facilities contains the City’s offices, storage areas, garages, meeting rooms and other facilities where the City’s administrative staffs and the Police Department are located; and

**WHEREAS**, the City Hall building also contains a large City Council chambers and related facilities which are locations where meetings, activities, events may occur and there is significant demand for such spaces in the South Davis area; and

**WHEREAS**, the City of North Salt Lake desires to adopt a policy statement about the use of the City Hall building in order that the public may have specific direction on permitted and prohibited activities within the City Hall facility.

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

Section 1. The attached document entitled, “City Hall Facility Use Policy” is hereby adopted as the City’s approved regulations governing the use of the City Hall.

This resolution shall become effective immediately.

**APPROVED AND ADOPTED** by the City of North Salt Lake, Utah, on this 16<sup>th</sup> day of September, 2025.

ATTEST:

\_\_\_\_\_  
WENDY PAGE  
City Recorder

CITY OF NORTH SALT LAKE  
By:

\_\_\_\_\_  
BRIAN J. HORROCKS  
Mayor

City Council Vote as Recorded:

Council Member Watts Baskin \_\_\_\_\_  
Council Member Clayton \_\_\_\_\_  
Council Member Jackson \_\_\_\_\_  
Council Member Knowlton \_\_\_\_\_  
Council Member Van Langeveld \_\_\_\_\_

## **City Hall Facility Use Policy**

- 1. Purpose** The principal purpose of the North Salt Lake City Hall building is to provide the location for administrative and police department employees, public vehicles and equipment. In addition to those principal purposes, City Hall also serves as a location for related governmental and public events which are appropriately held at City Hall. The City has identified specific and legitimate public purposes for the use of City Hall and wishes to clarify by this policy statement the permitted and prohibited uses of City Hall.
- 2. Permitted Uses** The North Salt Lake City Hall may be used for the following purposes, with approval by the City:
  - Events by other government agencies during regular business hours and for official purposes.
  - Other public or private agencies only when those agencies are in partnership with the City and for purposes which support the City's public purposes.
  - Meetings, events, classes or gatherings of the North Salt Lake citizen committees and only when those committees are acting in their official capacity.
  - At the City's sole discretion, group political events in partnership with the City such as a meet the candidates night.
- 3. Prohibited uses, including, but not limited to:**
  - Private events, personal or family events, employee personal events, commercial purposes, or individual political campaign activities.
  - Use by individual political parties.
  - Private organizational uses, whether for profit or non-profit.
  - Overnight use or storage of personal or non-governmental property.
- 4. Responsibility for Damages** All users of City Hall must comply with all applicable laws, regulations, and city policies during facility use. Any individual, agency, or entity using City Hall shall be responsible for any damages that occur during use. The City reserves the right to seek reimbursement for repairs or restoration needed due to misuse, negligence, or intentional damage.



## MEMORANDUM

**TO:** Honorable Mayor and City Council

**FROM:** Ken Leetham, City Manager

**DATE:** September 16, 2025

**SUBJECT:** Consideration of Resolution 2025-47R: A resolution approving an interlocal agreement between the City and the Utah Department of Cultural and Community Engagement for the use of the America250 Logo and branding related to the City's Semiquincentennial activities

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### **RECOMMENDATION**

I recommend approval of Resolution 2025-47R: A resolution approving an interlocal agreement between the City and the Utah Department of Cultural and Community Engagement for the use of the America250 Logo and branding related to the City's Semiquincentennial activities.

### **BACKGROUND**

At the previous City Council meeting on September 2, the Council adopted a resolution which authorized the City to become a Utah250 Community and participate with the State of Utah in celebrating the 250<sup>th</sup> anniversary of the signing of the Declaration of Independence. As a part of those celebrations, the State, counties and cities in Utah will be hosting many events. The State has identified a logo design and branding materials for this event statewide and wants Utah250 cities to use those materials as they carry out their respective activities.

The attached resolution adopts an interlocal agreement which provides for the use of the State's America250 logo and branding materials. The fiscal impact of entering into this agreement is the eligibility of receiving a \$1,500 stipend from the State of Utah. The City's Civic Events Committee is working to create proposed events for the City's Semiquincentennial observance.

### **PROPOSED MOTION**

I move that the City Council adopt Resolution 2025-47R: A resolution approving an interlocal agreement between the City and the Utah Department of Cultural and Community Engagement for the use of the America250 Logo and branding related to the City's Semiquincentennial activities.

**RESOLUTION NO. 2025-47R**

**A RESOLUTION OF THE GOVERNING BODY OF THE CITY OF NORTH SALT LAKE APPROVING AN INTERLOCAL AGREEMENT BETWEEN THE CITY OF NORTH SALT LAKE AND THE UTAH DEPARTMENT OF CULTURAL AND COMMUNITY ENGAGEMENT FOR THE USE OF THE AMERICA250 LOGO AND BRANDING RELATED TO THE SEMIQUINCENTENNIAL**

**WHEREAS**, Governor Spencer J. Cox and the Utah State Legislature created the America250 Utah Commission (also known as America250 Utah); and

**WHEREAS**, the mission of America250 Utah is to commemorate and celebrate, reflect on our nation’s past, build community, and look toward the future by educating, engaging, and uniting Utahns and visitors to our state; and

**WHEREAS**, America250 Utah is seeking partnerships with counties and municipalities to further its mission and the City previously adopted Resolution 2025-37R becoming a Utah250 Community and forming an America250 local committee; and

**WHEREAS**, the proposed Interlocal Agreement between the City and the Utah Department of Cultural and Community Engagement authorizes the City to use America250 logos and branding materials in all of its Semiquincentennial activities.

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

Section 1. The City Council adopts the attached Interlocal Agreement with the Utah Department of Cultural and Community Engagement authorizing the City to use the State’s America250 logo designs and branding materials in all of the City’s Semiquincentennial activities and authorizes the City Manager to sign the Interlocal Agreement on the City’s behalf.

This resolution shall become effective immediately.

**APPROVED AND ADOPTED** by the City of North Salt Lake, Utah, on this 16<sup>th</sup> day of September, 2025.

ATTEST:

\_\_\_\_\_  
WENDY PAGE  
City Recorder

CITY OF NORTH SALT LAKE  
By:

\_\_\_\_\_  
BRIAN J. HORROCKS  
Mayor

City Council Vote as Recorded:

Council Member Watts Baskin	_____
Council Member Clayton	_____
Council Member Jackson	_____
Council Member Knowlton	_____
Council Member Van Langeveld	_____

# **AMERICA250 UTAH**

## **LOGO USAGE AGREEMENT**

This Trademark License Agreement (“Agreement”) is entered into on \_\_\_\_\_ ( “Effective Date”) by and between the State of Utah’s Department of Cultural and Community Engagement, a state governmental entity with a principal place of business at 3760 S. Highland Dr., Millcreek, UT 84106 (“Department”) and the City of North Salt Lake, a Utah municipal government, with a principal place of business at 10 East Center Street, North Salt Lake, UT 84054 (“Entity”). The Parties execute the Agreement under relevant provisions of the Interlocal Cooperation Act at Title 11, Chapter 13 of the Utah Code.

### **BACKGROUND FACTS**

In preparation for America’s 250th anniversary (“Semiquincentennial”) in 2026, Utah’s goal is to create a brand identity for the Semiquincentennial that can bring communities together and generate awareness for the anniversary. To that end, America250 Utah has chosen to utilize a licensing agreement for its logo and name with the national foundation, America250™. The Department’s hope is that, in coordination with counties, cities, tribes, and organizations planning events around the state, we can create a unifying America250 Utah brand that creates a sense of cohesion leading up to 2026, bringing together celebrations and commemorations around the state and country.

To permit local governments to access the America250 Utah logo and use the America250 name in individual brand identity, we will share this Agreement, which functions as a standalone licensing agreement, with county, city, and tribal committees that complete the steps detailed in the next paragraph. These local governments will receive a community-specific logo to use. To become a Utah250 Community member and receive a community-specific logo, Entity must do each of the following:

- 1) Pass a resolution in a public meeting of its governing commission or council;
- 2) Submit to the Department a list of Entity’s Utah250 Community committee members;
- 3) Share with the Department the committee’s plans and detail how Entity will utilize any funds or branding received by America250 Utah in alliance with America250 Utah’s mission, vision, and pillars; and
- 4) Sign and return this Agreement to the Department.

### **SCOPE OF WORK**

After communities have completed the above four steps, America250 Utah will share a unique, community-specific logo with the municipality and an organizing stipend. Counties and Tribal nations that create a Utah250 Community committee may receive a stipend of \$3,000 and city councils may receive a stipend of \$1,500.

## **TERMS AND CONDITIONS**

The parties agree as follows:

### **ARTICLE I—DEFINITIONS**

Unless the Agreement clearly indicates the contrary, the following terms have the following meanings:

1.1 “Confidential Information” means information that is deemed private, protected, controlled, or confidential under applicable state and federal laws, including personal information. The Department and the State of Utah reserve the right to identify, during and after this Agreement, additional reasonable types of categories of information that must be kept confidential under federal and state laws.

1.2 “Trademark” means the Entity-specific logo that the Department creates and provide to Entity under this Agreement.

1.3 “Licensed Products” means any Entity-designed or -produced products that feature the Trademark.

1.4 “Licensed Territory” means the United States and its territories, and possessions.

### **ARTICLE II—GRANT OF TRADEMARK LICENSE**

2.1 If for any reason Entity wishes to utilize the America250 Utah or America250™ logos or marks in a way not permitted by this Agreement, Entity must first submit a request to Nicole Handy for Department review and approval.

2.2 Upon the terms and conditions in this Agreement, the Department grants to Entity and Entity accepts, for the Agreement term, the limited right to use the Trademark in the Licensed Territory.

2.3 Unless sooner terminated under Article VI, the Agreement will remain in force until December 31, 2026. If the Agreement is renewed, the new Agreement shall expire five (5) years from the prior expiration date.

2.4 The Department shall be permitted to provide input on and final say on the Trademark’s use in any Licensed Product.

2.5 This Agreement may be amended or modified only by written agreement of both parties, which amendment will be attached to this Agreement. Automatic renewals will not apply to this Agreement, even if listed elsewhere in the Agreement.

2.6 The Department may use the Trademark however it wishes and may grant license rights for any use of its Trademark to other vendors during the term of this Agreement.

2.7 Entity has no authorization, express or implied, to bind the Department or the State of Utah to any agreements, settlements, liability, or understanding and agrees not to perform acts as an agent for the Department.

2.8 The Department and the America250 Foundation, Inc. (“Foundation”) have executed a separate agreement (“Contract”), available to Entity upon request, that governs the Department’s right to use and sublicense at least one separate trademark from which the Trademark is derived. In using the Trademark, Entity shall be bound to all terms and limitations applicable to the Department under the Contract. Among other things, those terms and limitations include Branding and Trademark Usage Guidelines that govern the use of the Trademark. Though the Department has reviewed the Contract and made the good-faith determination that nothing in this Agreement conflicts with the separate agreement, this determination does not constitute legal advice. Entity shall be responsible for securing legal advice and opinions from its own legal counsel.

### **ARTICLE III—USE OF TRADEMARK**

3.1 Except as authorized under this Agreement, Entity will not use the Trademark or trade name in any manner for or in connection with the use, advertising, sale, offer for sale, or promotion of any Licensed Products without the express written consent of the Department. Entity agrees to comply with all licensing terms and limitations applicable to the State of Utah under its STATE & TERRITORY PARTNERSHIP & SUBLICENSE AGREEMENT with America250.org.

3.2 Entity undertakes fully and without reservation to render to the Department all assistance in connection with any matter pertaining to the Trademark protection, including furnishing documents, records, files, or other information; making available its employees; and executing all necessary documents. The Foundation will maintain the registration for the Trademark.

3.3 Apart from its license rights under this Agreement, Entity will not acquire any right, title, or interest in the Trademark during this Agreement.

3.4 Entity may not challenge the validity or ownership of the Trademark or assist in any claim that is adverse to the Department or the State of Utah. Furthermore, Entity may not commit an act that may prejudice the Foundation or the Department’s rights in the Trademark or damage the Foundation or the Department’s reputation. Entity may not attempt to register a trademark similar to the Trademark. The Parties agree that if Entity violates this or any other provision in this Agreement, the Department or the State of Utah will suffer economic harm and the Department or the State of Utah will be entitled to seek reasonable damages.

3.5 In addition to the permitted uses described in Article III, Entity may use the Trademark to do each of the following:

- i. Promote events and programs commemorating the Semiquincentennial.
- ii. Share the Trademark with agencies and organizations in the Entity’s city, county, or tribal jurisdiction;

- iii. Produce, sell, and distribute merchandise bearing the Trademark, subject to all other terms of this Agreement, including Article IV;
  - iv. Create and promote an America250 website with Entity’s county, city, or tribal name prominently represented; and
  - v. Utilize the Trademark—but not any of the separate trademarks from which the Trademark is derived—for fundraising, corporate sponsorship, or any other commercial activity.
- 3.6 Entity may not do any of the following:
- i. Alter the Trademark in any way;
  - ii. Pursue merchandising or royalty agreements involving the words “America250” or any registered America250 mark; or
  - iii. Use the Trademark in connection with the promotion of any partisan or political event or activity.

#### **ARTICLE IV—QUALITY CONTROL**

4.1 As noted in Section 2.8, the Trademark derives from separate trademarks owned by the Foundation. Entity may not design or sell products that feature any of those separate trademarks without the Department’s prior written approval.

4.2 Entity will produce, sell, and distribute Licensed Products in accordance with all applicable federal, state, and local laws. The quality of the Licensed Products will at all times be equal to or greater than the quality of any other products currently produced or sold by Entity.

4.3 On each anniversary of this Agreement, or from time to time upon the Department’s reasonable request, the Department may review random samples of Licensed Products. The Department may also review any labels, cartons, containers, packing and wrapping material, and advertising and promotional items used in connection with the use Trademark by Entity.

4.4 If the Department objects to a quality change in the Licensed Products, it will inform Entity immediately, in writing, and specify the reasons for such disapproval. Entity will have twenty-one (21) days from the certified mail receipt of such notice to cure any defects. If the Parties acknowledge that the cure will take longer than twenty-one (21) days, Entity may ask for one 14-day extension. If any defects are not cured, the Department may terminate the Agreement under Article 6.1.

#### **ARTICLE V—ADVERTISING**

5.1 From time to time upon the Department’s reasonable request, Entity will furnish to the Department, without cost, representative advertising, promotion, and sales examples of materials bearing the Trademark to the Department to ensure that the Trademark’s use accords with this Agreement.

5.2 In all printed materials, Entity must acknowledge that the Foundation owns and the Department sublicenses the Trademark.

## **ARTICLE VI—DEFAULT AND TERMINATION**

6.1 The Department may terminate this Agreement with cause at any time by written notice to Entity. Cause includes Entity's breach of any provisions in this Agreement or if Entity is otherwise in default and does not cure the breach or default within twenty-one (21) days after written notice by the Department, delivered via USPS certified mail.

6.2 This Agreement may also be terminated without cause (for convenience), in advance of the expiration date, by either party, upon one hundred eighty (180) days' prior written termination notice being given to the other party.

6.3 If this Agreement is terminated by the Department for cause, or terminated without cause by either party, the Parties will confer on the sale of remaining Licensed Product and the Department reserves the right to demand that the remaining inventory be sold within one hundred eighty (180) days. Upon termination of this Agreement, and after the one hundred eighty (180) day sell-off period, Entity will be prohibited from selling Licensed Product. If any portion of the stipend has not been used or spent by Entity, then within five business days of notice of termination from the Department, Entity shall refund the unused portion of the stipend. If Entity creates a material breach of this Agreement, the Department shall have the right to demand and collect the stipend from Entity.

## **ARTICLE VII—INDEMNIFICATION AND INSURANCE**

7.1 Entity shall hold harmless, defend, and indemnify the Department against any and all claims, demands, and causes of action arising out of any defects or Entity's failure to perform as to the Licensed Products or any material used in connection therewith or any use thereof.

7.2 Entity represents that it is a fully self-insured governmental entity covered by Utah's Division of Risk Management or a comparable agency within its county, municipal, or tribal government. Based solely on this representation, Entity shall not be required to carry additional insurance. If at any time during the Agreement term the first sentence of this section ceases to be true, Entity shall immediately purchase commercial general liability insurance from an insurance company authorized to do business in the State of Utah. The limits of such insurance shall be no less than one million dollars (\$1,000,000.00) per occurrence and two million dollars (\$2,000,000.00) aggregate, and Entity shall add the State of Utah as an additional insured with notice of cancellation.

7.3 Entity warrants that any Licensed Products provided by them under this License Agreement will not, to Entity's knowledge, infringe any third-party copyrights, patents, Trademark, or trade secrets that exist, arise, or are enforceable under the laws of the United States.

## **ARTICLE VIII—MISCELLANEOUS**

8.1 The Parties are governmental entities subject to the Governmental Immunity Act ("Act").

The execution of this Agreement does not constitute a waiver or forfeiture of any protections or defenses under the Act.

8.2 This Agreement is governed by the laws, rules, and regulations of Utah. Any action or proceeding arising from this Agreement shall be brought in a court of competent jurisdiction in the State of Utah. Exclusive venue shall be in Salt Lake City, in the Third Judicial District Court for Salt Lake County.

8.3 Entity agrees to abide by federal and state employment laws, including: (i) Title VI and VII of the Civil Rights Act of 1964 (42 U.S.C. 2000e), which prohibits discrimination against any employee or applicant for employment or any applicant or recipient of services, on the basis of race, religion, color, or national origin; (ii) Executive Order No. 11246, as amended, which prohibits discrimination on the basis of sex; (iii) 45 CFR 90, which prohibits discrimination on the basis of age; (iv) Section 504 of the Rehabilitation Act of 1973, or the Americans with Disabilities Act of 1990, which prohibits discrimination on the basis of disabilities; and (v) Utah's Executive Order, dated December 13, 2006, which prohibits unlawful harassment in the workplace. Entity further agrees to abide by any other laws, regulations, or orders that prohibit the discrimination of any kind by any of Entity's employees.

8.4 Entity will not represent itself as the agent or legal representative for the Department, the State of Utah, or the Foundation for any purpose whatsoever, and has no right to create or assume any similar obligation, express or implied, for or on behalf of the Department, the State of Utah, or the Foundation in any way. This Agreement does not create any agency, partnership, or joint venture between the parties.

8.5 This Agreement will not be assigned, transferred, or sublicensed by Entity except with the Department's prior written consent. Any violation of the preceding sentence is null and void and any attempt by Entity to assign, transfer, or sublicense its rights will result in immediate termination of this Agreement and Entity's rights to the Trademark. Subject to such restriction and to the restriction against assignment provided above, this Agreement binds to the parties' benefit and their permitted successors.

8.6 If any part of this Agreement is declared invalid or unenforceable by a court of competent jurisdiction, the remaining portions of the Agreement shall remain valid.

8.7 Neither party will be held responsible for delay or default caused by fire, riot, act of God, and/or war that is beyond that party's reasonable control. The Department or the State of Utah may terminate this Agreement after determining such delay will prevent successful performance of this Agreement.

8.8 A waiver of any right, power, or privilege shall not be construed as a waiver of any subsequent right, power, or privilege.

8.9 In the event of any judicial action to enforce rights under this Agreement, the prevailing party shall be entitled its costs and expenses, including reasonable attorney's fees incurred in connection with such action.

8.10 This Agreement constitutes the complete and final agreement between the parties and supersedes any and all other prior and contemporaneous agreements and understandings between the parties, whether oral or written.

8.11 All notices and statements required under this Agreement will be in writing addressed to the parties as set forth below and sent certified mail or email, return receipt requested, unless an address change notification is given in writing. The mailing date is the date the notice or statement is given.

If to the Department:

Attn: Nicole Handy  
Department of Cultural and Community  
Engagement  
3760 South Highland Drive  
Salt Lake City, UT 84114

If to Entity:

Attn: Ken Leetham  
City Manager  
10 E. Center Street  
North Salt Lake, UT 84054

(This section is intentionally left blank. Signature page follows)

IN WITNESS, the parties have caused this instrument to be duly executed as of the day and year first above written.

**State of Utah, Department of  
Cultural and Community  
Engagement:**

**City of North Salt Lake:**

\_\_\_\_\_  
Print Name:  
Title:  
Date:

\_\_\_\_\_  
Print Name:  
Title:  
Date



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## MEMORANDUM

**TO:** Honorable Mayor and City Council

**FROM:** Ken Leetham, City Manager

**DATE:** September 16, 2025

**SUBJECT:** Consideration of Resolution 2025-48R: A resolution approving a Master Services Agreement with ETS for IT Services

---

### **RECOMMENDATION**

I recommend approval of Resolution 2025-48R: A resolution approving a Master Services Agreement with ETS for IT Services.

### **BACKGROUND**

The City has been using the services of the ETS Communications for many years to assist us with our IT needs. As we have grown, our services with ETS have also expanded and now include phone and internet services, maintenance of software platforms, electronic door maintenance and our citywide camera system. Our original Master Services Agreement (MSA) with ETS is at the end of its three year period and requires a renewal. The proposed MSA is for two years.

The costs of these services vary from year to year depending upon the City's hardware and software needs (see Exhibit B). The fixed costs for the first year of the contract is \$79,342 and does not include work orders when we have a need for ETS to assist with random problems. The contract is identical in most of the wording to the existing MSA and Exhibit B is the only change in substance we will make during this renewal. Overall, costs are not changing with the exception of the per hour service rates. Those rates are going up but will stay fixed for the two year contract period.

### **PROPOSED MOTION**

I move that the City Council adopt Resolution 2025-48R: A resolution approving a Master Services Agreement with ETS for IT Services.

**RESOLUTION NO. 2025-48R**

**A RESOLUTION OF THE GOVERNING BODY OF THE CITY OF  
NORTH SALT LAKE APPROVING A MASTER SERVICES  
AGREEMENT WITH ETS FOR IT SERVICES**

**WHEREAS**, the City of North Salt Lake uses ETS as its provider of IT services and the Master Services Agreement with ETS needs to be renewed; and

**WHEREAS**, the City’s IT needs are an integral part of providing services to the public and ETS maintains many of the City’s IT systems; and,

**WHEREAS**, the proposed Master Services Agreement provides for two additional years of service and the City has a need and a desire to extend IT services with ETS.

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

Section 1. The City Council adopts the attached Master Services Agreement with ETS which provides for IT services until July, 2027.

This resolution shall become effective immediately.

**APPROVED AND ADOPTED** by the City of North Salt Lake, Utah, on this 16<sup>th</sup> day of September, 2025.

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 Clayton \_\_\_\_\_  
Council Member Jackson \_\_\_\_\_  
Council Member Knowlton \_\_\_\_\_  
Council Member Van Langeveld \_\_\_\_\_

## Master Services Agreement

THIS MASTER SERVICES AGREEMENT (“MSA”) is effective as of the last date when fully-executed (“Effective Date”) and entered into between the undersigned client (“Client,” “Customer,” “you,” or “your”) and each entity listed in an attached **Exhibit A** and **Exhibit B** (“Company,” “ETS,” “our,” “us,” or “we”). ETS or Client is a “party” and ETS and Client are the “parties.”

### Recitals

WHEREAS, Client may select various goods and services (collectively “Services”) from various ETS companies (collectively “ETS”);

WHEREAS, the Services you choose will be subject to this MSA, plus any applicable **Terms and Conditions** (Found here: <https://etscorp.com/terms> which contains, generally, additional terms applicable to the Services, and is not required to be executed by the parties) and any applicable **Exhibit A & B** (which contains, generally, additional terms applicable to the Services, such as scope of work and pricing, which is required to be executed by the parties) attached to this MSA as described herein; and

WHEREAS, the ETS company that will be responsible in all respects for providing applicable Services will be as listed in an applicable **Exhibit A** and **Exhibit B** attached to this MSA.

NOW, THEREFORE, in consideration of the foregoing preamble and recitals, which are incorporated in full by reference, and the following covenants, promises, representations, and warranties, the receipt and sufficiency of which the parties acknowledge, the parties agree as follows:

### Agreement

- 1. Services.** ETS shall deliver and perform the “Services” as applicable as expressly described in attached **Exhibits**.
- 2. Payment.** Unless otherwise expressly stated in this MSA, unless specified otherwise in **Exhibit B**, ETS shall invoice Client for the Services in advance for the amounts and on the terms described in attached **Exhibit B**. Client shall pay all amounts when due, and in any event within 30 days of ETS’ delivery of an invoice (Net 30 days). To the maximum extent permitted by applicable law, past due amounts are subject to a late charge of 2% per month (24% per year) beginning the due date until paid in full. A grace period of 5 days will be provided before late fees are applied. In the event the account is delinquent, and satisfactory arrangements have not been made for payment, the undersigned agrees to pay all reasonable legal fees, attorney fees, court costs, including charges and collection agency fees of up to 40% of the principal balance assigned, with or without suit. Client shall have the right to withhold payment to ETS for reasonably disputed charges by delivering written notice to ETS within such 30-day period and, in such event, the parties shall use commercially best efforts to resolve the dispute; provided, that Client shall be deemed to have waived any disputed charges not

noticed to ETS within such 30-day period. In no event will Client be liable to ETS for more than the invoiced amounts for Services, unless expressly stated in **Exhibit B** or otherwise agreed to in writing by the parties.

**3. Change Orders.** Any changes to the Services listed in attached **Exhibit A** or **B** shall require a written change order ("Change Order"). No change order will be valid unless signed by both parties. Client acknowledges that changes to an **Exhibit A** or **B** usually require a Change Order, to be referenced in a new **Addendum** to attached Exhibits, which can affect scope of work, deliverables due dates, and pricing. In the event Client desires to make any modifications to an **Exhibit A** (such as, without limitation to Specifications, as defined therein, or a deliverable), Client must provide a detailed Change Order in writing as described in this MSA. Client acknowledges that if Client provides a Change Order to ETS, ETS has the right to terminate this Agreement and the applicable **Exhibit A**, and to receive payment for Services or to revise the payment due by Client to ETS under **Exhibit B**.

**4. Deliverables Due Dates.** The parties shall use commercially reasonable efforts to cooperate with each other to facilitate performance of their respective obligations under this MSA. The parties acknowledge that deliverables due dates may be affected by factors such as acts of God, force majeure events beyond either party's reasonable control, and Change Orders, and upon the occurrence of any such factor, the parties shall exercise commercially reasonable efforts to adjust deliverables due dates to the extent reasonably required under the then-existing circumstances.

**5. Warranty and Warranty Period.** The Services shall be subject to the following warranty ("Warranty"): (a) For any equipment and related parts that comprise the Services, such equipment shall be subject to manufacturer's express warranty; and (b) for all other Services, for a period of one year from Acceptance ("Warranty Period"), ETS warrants: (i) Services shall substantially conform to express terms of this MSA, and (ii) Services shall be free from defects. The Warranty shall not apply in cases of damage or defect caused by abuse, alterations to the Services not performed by ETS, improper or insufficient maintenance, improper operation, normal wear and tear and normal usage, or to claims for Warranty made after the Warranty Period. Client shall deliver notice of a claim under the Warranty within the Warranty Period to ETS. Upon receipt of written notice of a claim under the Warranty, ETS shall immediately (but in no event greater than 30 days), in its sole discretion, repair, replace, or reperform the Services. If more time greater than 30 days is required for reasons outside of ETS' reasonable control, ETS shall immediately notify Client. ETS shall notify Client of substantial completion of the repair, replacement, or reperformance, and thereafter Client shall deliver to ETS notice of acceptance or rejection of the Warranty work. If Client delivers notice of rejection, ETS shall have one final 30-day period to repair, replace, or reperform the Services. If ETS determines in its sole and reasonable discretion that it cannot make repair, replace, or

reperform, then as Client's sole and exclusive remedy for the Services, ETS shall refund to Client the pro rata amount reasonably apportioned to the non-conforming Service for the then-remaining Term.

**6. Term.** The Term of this MSA shall begin on the Effective Date and remain in effect until terminated in accordance with this MSA ("Term").

**7. Termination.** This MSA shall terminate as follows: (a) immediately as required by law; (b) by mutual written agreement of the parties; (c) 30 days after a non-breaching party has delivered written notice of a breach of this MSA to the breaching party, and such breach remains uncured (provided, however, that Client's payment obligations hereunder shall not be subject to a cure period); (d) upon the completion of all applicable **Exhibits B** plus the expiration of an applicable Warranty Period; (e) upon expiration of the Term; (f) immediately if any party becomes insolvent or the subject of a voluntary or involuntary bankruptcy action, or becomes the subject of a receivership, custodianship, or the like; or (g) immediately by us if you fail to pay us timely all amounts you owe us under this MSA. If we terminate this MSA due to **Sections 7(c)** or **Sections 7(g)** of this MSA, you shall pay us, as a non-exclusive remedy, all past due amounts, and interest up to the date of termination, plus the amounts we could have billed you in the then-remaining Term if applicable, plus our costs of collections, including attorneys' fees. The following Sections of this MSA shall survive any termination or expiration for any reason: **2, 5, 6, 7, 8, 11, 12, 13, 14, 15, 18** and **19**.

**8. Relationship.** This MSA is non-exclusive, meaning Client may contract with other suppliers for services the same or similar to the Services, and ETS may provide services to competitors of Client that are the same or similar to the Services. ETS is and shall be at all times during the Term of this MSA an independent contractor in fact and law, and not an employee of Client. Neither party shall hold itself out as an employee, joint venturer, agent, representative, or partner of the other party, and neither party shall have any power or authority to incur any debt, obligation, or liability on behalf of the other party except as expressly stated herein.

**9. Subcontractors.** ETS may contract with contractors to perform the Services under this MSA, provided, however, that ETS shall be liable for the acts and omissions of such contractors the same as if ETS had committed acts and omissions.

**10. Insurance.** During the Term of this MSA, ETS shall maintain, at its sole expense, for itself and its employees and contractors, insurance coverage policy for comprehensive general liability, workers compensation and property damage in an amount not less than \$2,000,000 per occurrence with a \$3,000,000 aggregate and professional liability insurance in the amount of at least \$500,000. ETS shall name Client as an additional insured. ETS shall notify Client immediately if any such coverages are subject

to cancellation or non-renewal. ETS shall provide Client with evidence of insurance coverages upon request.

**11. Confidentiality.** Neither party shall disclose to any person or entity any confidential or proprietary information of the other party including the contents of this MSA, trade secrets, methods, systems, lists of party's customers and potential customers, vendors, suppliers, contractors, and employees, reports, pricing and pricing methodology, market plans and strategies, intellectual property, and other such information of any nature (the foregoing in this Section, "Confidential Information"), whether marked as confidential, made available by a party to the other party under this MSA. Each party shall maintain Confidential Information as confidential during the Term of this MSA and after its termination or expiration.

## **12. Representations and Warranties.**

**A. By ETS.** ETS represents and warrants to Client as of the Effective Date and during the Term of this MSA the following: (i) ETS is under no restriction to enter into this MSA, (ii) ETS shall comply with all applicable federal, state, and local laws in its performance under this MSA, (iii) ETS is free to enter into this MSA and under no disability, restriction, prohibition, or agreement that will interfere in any manner with its performance under this MSA; and (iv) the undersigned individual who signs on behalf of ETS is duly authorized to execute this MSA.

**B. By Client.** Client represents and warrants to ETS as of the Effective Date and during the Term of this MSA the following: (i) Client is under no restriction to enter into this MSA, (ii) Client shall comply with all applicable federal, state, and local laws in its performance under this MSA and in Client's use of the Services, (iii) Client is free to enter into this MSA and under no disability, restriction, prohibition, or agreement that will interfere in any manner with Client's performance under this MSA; (iv) the undersigned individual who signs on behalf of Client is duly authorized to execute this MSA; (v) Client has evaluated the Services and has determined that such Services are adequate for its business needs, and (vi) Client has determined that it has the requisite staff, systems, resources, and infrastructure to use such Services and that it possesses the requisite skill and experience to make the foregoing determinations to enter into this MSA.

## **13. Indemnification.**

**A. By ETS.** ETS shall indemnify, defend, and hold harmless Client and its affiliates, and their shareholders, directors, members, managers, officers, employees, contractors, representatives, agents, suppliers, customers, attorneys, insurers, successors in interest, and assigns from and

against any and all claims or liability of a third party (collectively, "Client Claims") directly arising out of or in connection with ETS' breach of this MSA, including a breach of a representation and warranty in [Section 12](#) above. The indemnity in this [Section 13a](#). shall not apply to the extent of Client's negligence.

**B. By Intellectual Property Infringement.** Without expanding any other limitations in this MSA, ETS shall defend, indemnify, and hold harmless Client for and from any third party claim, damage, expense, liability, judgment, or loss alleging the Services infringe such third party's intellectual property rights ("IP Claim"), provided, that Client shall promptly notify ETS of such IP Claim, and ETS shall at its sole expense, in its sole discretion, and as Client's sole remedy for any IP Claim: (i) promptly undertake to procure for Client the right to continue using applicable Services subject to such IP Claim; (ii) promptly modify such Services to make them non-infringing but functionally equivalent; (iii) promptly substitute such Services with a replacement that is non-infringing but is functionally equivalent; or (iv) terminate the applicable [Exhibits](#) to which the applicable Services pertain, refund Client for any prepaid fees for such Services, and excuse the parties' from any further performance obligations under an applicable attached [Exhibits](#) for such Services. ETS shall not have any indemnity obligations under this [Section 13b](#) to the extent the IP Claim is based upon, in whole or in part, Client's specifications, Client's breach of this MSA, or Client's negligence.

**C. By Client.** Client shall indemnify, defend, and hold harmless ETS and its affiliates, and their shareholders, directors, members, managers, officers, employees, contractors, representatives, agents, suppliers, customers, attorneys, insurers, successors in interest, and assigns from and against any and all claims or liability of a third party (collectively, "ETS Claims") directly arising out of or in connection with Client's breach of this MSA, including a breach of a representation and warranty in [Section 12](#) above. The indemnity in this [Section 13c](#). shall not apply to the extent of ETS' negligence.

#### 14. Disclaimers, Limitations of Liability.

**A. IN NO EVENT WILL EITHER PARTY BE LIABLE HEREUNDER FOR ANY SPECIAL, INCIDENTAL, PUNITIVE, INDIRECT, EXEMPLARY, OR CONSEQUENTIAL DAMAGES ARISING OUT OF THIS MSA, INCLUDING DAMAGES FOR LOSS OF BUSINESS PROFITS OR BUSINESS INTERRUPTION, WHETHER ARISING IN TORT, INCLUDING NEGLIGENCE, CONTRACT, OR ANY OTHER LEGAL THEORY, EVEN IF A PARTY HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES.**

**B.** EACH PARTY'S MAXIMUM CUMULATIVE LIABILITY FOR ANY CLAIMS ARISING OUT OF OR RELATED TO THIS MSA WILL BE LIMITED TO THE AMOUNT ACTUALLY PAID OR PAYABLE BY CLIENT TO ETS UNDER THIS MSA.

**C.** ETS DISCLAIMS ANY EXPRESS OR IMPLIED WARRANTIES REGARDING THE SERVICES, INCLUDING MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE.

**D.** ETS DOES NOT PROMISE OR GUARANTEE ANY LEVEL OF REVENUE OR BUSINESS AS A RESULT OF THE SERVICES.

**E.** ETS DOES NOT GRANT OR ASSIGN TO CLIENT ANY RIGHT, TITLE, INTEREST, OR LICENSE IN OR TO ANY PROPERTY, WHETHER TANGIBLE, INTANGIBLE, REAL, OR OTHERWISE.

**15. Notices.** All notices required or permitted in this MSA shall be in writing and shall be deemed to have been duly given if hand-delivered with confirmation of delivery, or sent by First Class U.S. Mail, return receipt requested, postage pre-paid, return receipt requested, or sent by reputable courier company, postage pre-paid, proof of delivery requested, to the registered agent listed on a party's state of formation, or such other address as may be provided in accordance with this Section.

**16. Assignment.** No party may assign this MSA, except with the written consent of the other party; provided, however, that ETS may assign this MSA in the event of a merger, business reorganization, or the like. Any assignment, delegation, or subcontract not made in accordance with this **Section 16** shall be void and shall have no effect. This MSA shall inure to the benefit of and bind the respective parties' permitted successors and assigns.

**17. Construction.** This MSA together with any applicable Exhibit attached to and in accordance with this MSA, each of which is included in this MSA in full by this reference, constitutes the entire agreement of the parties concerning the subject matter hereof. This MSA supersedes any and all agreements, arrangements, dealings, and understandings, whether oral or written, heretofore made by the parties with reference to the subject matter hereof. This MSA and any applicable exhibit may not be modified without the written agreement of the parties. If there is a conflict between this MSA and an exhibit, the conflicting term in this MSA shall prevail. The provisions of this MSA shall not be construed for or against a party on the basis that a party is deemed the drafter of this MSA. The word "including" shall be deemed to mean "including, without limitation," each as the context may require. Any failure by either party to exercise any of its rights hereunder shall not be deemed a waiver of any rights or remedies that such party may have. Previous custom, practice, or course of dealing shall not be deemed a waiver of any rights or remedies that the parties may have hereunder. If a court of competent jurisdiction determines that any provision of the

## Master Services Agreement

MSA is void, invalid, or unenforceable, the remainder of the MSA shall continue in full force and effect as if such provision were not contained herein, and the parties shall agree upon a substitute provision, and failing agreement of the parties then such court shall determine a substitute provision most closely approximating the provision to be replaced as written.

**18. Enforcement.** This MSA shall be governed by, construed, and enforced in accordance with the laws of the State of Utah, without regard to its conflicts or choice of law principles. The UCC shall not apply to this MSA and its attached Exhibits. The exclusive venue for any judicial action arising out of this MSA shall be the federal and state courts of competent jurisdiction located in Salt Lake City, Utah, and the parties hereby waive any claim that such venue is inconvenient. The prevailing party in any such action shall be entitled to collect from the non-prevailing party, in addition to any rights and remedies under this MSA, at law, or in equity, its reasonable costs, fees, and expenses, including, attorneys' fees, court costs, depositions, travel expenses, and expert witness fees.

**19. Counterparts.** The MSA may be executed in counterparts, including by electronic signature, and may be exchanged by facsimile or electronic transmission, each of which shall be deemed an original for all purposes and together shall constitute one document.

**[Signature Page Follows]**

**ACCEPTED AND AGREED:**

**ETS: Eminent Technical Solutions**

Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**CUSTOMER: City of North Salt Lake**

Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

## IT Managed Services:

Provider may provide technical services as follows:

**Maintenance and support of the core network.** Maintenance and support of the core network based on requirements as discussed with client. This could include, but is not limited to:

1. Ongoing management of data & records: Files, digital media, document management systems, software licensing, contractual information and historical data in accordance with Client's retention schedule.
2. Ongoing management of network connectivity: Internet connection, firewall, network switches (Layer2/Layer3), and remote/VPN access. Connectivity for Main and Remote Offices including SD-WAN.
3. Name resolution and IP management (two tiers of DNS): Internal/external management.
4. Ongoing general management of core servers and services such as Virtual servers, DNS, DOMAIN, WEB, APPLICATION, DATABASE, VPN, MAIL, Office 365, PRINT, FILE, & BACKUP.
5. Vendor Certified updates and other system-wide patches and updates such as VMware, Ubiquiti, Cisco, Microsoft, Apple, Windows Server 2008/2012/2016/2019, Exchange 2007/2010/2012/2016/2019 & macOS Server, server services, Windows, and anti-virus. Patches are routinely tested and verified prior to installation.
6. Consulting for web related systems and infrastructure.
7. Maintenance of existing user and network resources: Usernames & passwords, logon scripts, network shares, and printers. (At the request of the client, creation of new users, services and/or software licensing, within accounts will be billed on an additional support request or project estimate at their contractual rate.)
8. General consultation for off the shelf and custom user applications and document management systems, not developed by ETS. \*Note: in the event that one or any of these services is broken or not active, Provider will quote a replacement solution.
9. System-wide and application-specific backups. System wide backups refers to data backups of the core services and user file shares. Application-specific backups refers to data backups necessary to restore the state of a user application. Both are periodically audited for integrity. Excludes locally stored user data and profiles.
10. System Security and Threat Management: Viruses, malware, spyware, and network security scans both internal and external.

11. Documentation of systems and services: Configurations, changes, designs, and implementations.
12. Access to online Help Desk system to input support requests, track service and receive priority service for service issues.
13. Systems monitoring: 24x7x365 systems monitoring, uptime monitoring for client systems and exception monitoring for custom applications.
14. Access to 24x7x365 tech support, remote and on-site.
15. Connectivity: Monitoring and resolving connectivity of the core network pertaining to individual PCs, Macs, tablets and other devices.

**Provider Products.** Maintenance, installation and support of core network products. Note those listed below are typical core network products which vary by network. When purchased by Provider, Client shall be billed additionally for required software, licenses and subscriptions.

1. Co-location and Hosting services required outside of Client owned data center(s).
2. SSL certificates and SSL certificate renewal.
3. DNS
4. Firewall / UTM Services.
5. Off-site backup annual subscription.

**Phone System Services:**

Provider may provide phone services as referenced in an attached Exhibit B and/or project quote(s).

**Internet Services:**

Provider may provide internet services as referenced in attached Exhibit B Pricing and/or project quote(s).

**Software Development Services:**

Provider may provide software development services as follows:

**Software Development.** Maintenance and support of software systems based on requirements as discussed with client. This could include, but is not limited to:

1. Managed hosting
2. Backups of user generated content
3. SSL certificate management
4. Domain management

5. Platform updates
6. Application monitoring
7. Maintenance of agreed upon software/website users and resources: Usernames & passwords, logins.
8. Defect repair/bug fixes
9. Enhancements/new features
10. Support for ETS-developed software and websites
11. General consultation
12. Web application development
13. Mobile application development
14. Website development

**Door Access Control Services:**

Provider may provide door services as follows:

**Door Maintenance.** Maintenance and support of door access system based on requirements as discussed with client. This could include, but is not limited to:

1. Cloud Access
2. Managed Access
3. Remote troubleshooting- Service call 's not included (billed per incident after system has been established)
4. Software/Firmware Updates
5. Vendor certified updates and new features

**Camera Maintenance Services:**

Provider may provide camera services as follows:

**Camera Maintenance.** Maintenance and support of camera system based on requirements as discussed with client. This could include, but is not limited to:

1. Quarterly Camera Inspection & Cleanings
2. Perpetual System maintenance
3. Semi-Monthly Monitoring
4. Quarterly Hour system training
5. Sample Recordings Day/Night
6. Camera View Inspection and System Assessment

7. 48 Hour broken camera replacement



EXHIBIT B - ESTIMATE OF RECURRING COSTS

**IT Managed Services**

Hourly Rate	YEAR 1: Aug 2025 - July 2026			YEAR 2: Aug 2026 - July 2027			NOT IN USE		
Hourly Rate - Support Calls & Work Orders 8:30AM - 5:30PM	\$125			\$125					
Hourly Rate - *After Hours 5:31PM - 8:29AM	\$188			\$188					
Services and Products	Monthly	Quarterly	Annual Total	Monthly	Quarterly	Annual Total	Monthly	Quarterly	Annual Total
Maintenance and Support of the Core Network (see Exhibit A)	\$2,400		\$28,800	\$2,600		\$31,200			
ETS Off-site Backup Annual Subscription (\$175/TB/QTR)		Per Use			Per Use				
ETS Cloud-Hosted Unifi Controller (100 devices total)			\$2,090			\$2,090			
Annual RMM Software**		\$528	\$2,112		\$528	\$2,112			
Sophos Protection** (Licensing expires 19 March 2026)	Per Use			Per Use					
Firewall Licensing (Firewall quote EM-3555)	Per Quote			Per Quote					
Office 365 Licensing**	Per Use			Per Use					
<b>IT Managed Services - Total</b>	<b>\$2,400</b>	<b>\$528</b>	<b>\$33,002</b>	<b>\$2,600</b>	<b>\$528</b>	<b>\$35,402</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**Phone/Internet Services**

Hourly Rate	YEAR 1: Aug 2025 - July 2026			YEAR 2: Aug 2026 - July 2027			NOT IN USE		
Hourly Rate - Support Calls & Work Orders 8:30AM - 5:30PM	\$125			\$125					
Hourly Rate - *After Hours 5:31PM - 8:29AM	\$188			\$188					
Services and Products	Monthly	Quarterly	Annual Total	Monthly	Quarterly	Annual Total	Monthly	Quarterly	Annual Total
MRC Billed Upon Service Activation (Taxes and Usage Not Included)**									
-Hosted VoIP PBX									
-Server Licensing and Maintenance (32 SIP Pro Server License)									
-DID numbers for client use (133 Quantity)									
-Directory Listing (4 Quantity)									
-Digital Converted Analog Service (6 Quantity)									
-User and Device ETS unlimited support (83 Quantity)									
-User and Device ETS unlimited warranty (83 Quantity)	\$1,272		\$15,260	\$1,272		\$15,260			
-1GB Dedicated SLA Fiber Internet w/ETS WAN Management Services	\$700		\$8,400	\$700		\$8,400			
-ETS PTP WAN Management Services (Tunnel Springs) *Up to 100Mbps**	\$425		\$5,100	\$425		\$5,100			
<b>IT Managed Services - Total</b>	<b>\$2,397</b>	<b>\$0</b>	<b>\$28,760</b>	<b>\$2,397</b>	<b>\$0</b>	<b>\$28,760</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**Low-Voltage Services**

Hourly Rate	YEAR 1: Aug 2025 - July 2026			YEAR 2: Aug 2026 - July 2027			NOT IN USE		
Hourly Rate - Support Calls & Work Orders 8:30AM - 5:30PM	\$125			\$125					
Hourly Rate - *After Hours 5:31PM - 8:29AM	\$188			\$188					
Services and Products	Monthly	Quarterly	Annual Total	Monthly	Quarterly	Annual Total	Monthly	Quarterly	Annual Total
Door Access Control Qty. 73 doors	\$405		\$4,860	\$405		\$4,860			
Camera Maintenance Qty. 106	\$1,060		\$12,720	\$1,060		\$12,720			
PTP/PMT - Qty. 49 Dishes	\$490		\$5,880	\$490		\$5,880			
<b>IT Managed Services - Total</b>	<b>\$1,465</b>	<b>\$0</b>	<b>\$17,580</b>	<b>\$1,465</b>	<b>\$0</b>	<b>\$17,580</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

Combined Total	Monthly	Quarterly	Annual Total	Monthly	Quarterly	Annual Total	Monthly	Quarterly	Annual Total
	\$6,262	\$528	\$79,342	\$6,462	\$528	\$81,742	\$0	\$0	\$0

**Contract Notes**

TERM. Billable term agreement will commence on 08/01/2025 (Effective Date).

ETS BRANCHES (IT Managed Services, Phone/Internet Services, Low-Voltage Services). The initial term of this Agreement shall be for a period of two (2) years from the Effective Date.

NOTES. Projects will be quoted outside of monthly support and labor will be billed at the referenced hourly rate.

\*After Hours Billing is rarely used but in the scenario in which the client requests work be performed after hours and such work cannot be accommodated inside the client/ETS stated hours of operations, such work will be billed as referenced above.

\*\* Software Licensing and Phone Tax & Usage are based on license count or per usage and may increase or decrease each month.

When outside of an active service term agreement period, ETS, at any time, may increase client billing rate(s) to standard billing rate(s). Following completion of initial term, client may renew agreement at new contracted rate in addendum(s).

City of North Salt Lake

Eminent Technical Solutions

Signature \_\_\_\_\_

Print Name \_\_\_\_\_

Title \_\_\_\_\_

Date \_\_\_\_\_

Signature \_\_\_\_\_

Print Name \_\_\_\_\_

Title \_\_\_\_\_

Date \_\_\_\_\_



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## MEMORANDUM

**TO:** Honorable Mayor and City Council

**FROM:** Ken Leetham, City Manager

**DATE:** September 16, 2025

**SUBJECT:** Consideration of a donation to the Bountiful Davis Arts Center for 2025

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### **BACKGROUND**

On February 18, the City Council heard a request from staff at the Bountiful Davis Arts Center (BDAC) for a donation of \$10,000. At that time, the Council did not act on the request. In past years the City has made donations of \$500 to organizations that the City felt were legitimate partners and beneficial to City residents. The BDAC is still seeking donations and have reached out to us to see what the City is willing to provide.

There is no written policy on this issue, but it would be appropriate for the Council to make a donation on behalf of the City.

### **PROPOSED MOTION**

I move that the City Council authorize a donation to the Bountiful Davis Arts Center of \$\_\_\_\_\_.

1 CITY OF NORTH SALT LAKE  
2 CITY COUNCIL MEETING-BOARD OF CANVASSERS  
3 CITY HALL-10 EAST CENTER STREET, NORTH SALT LAKE  
4 AUGUST 26, 2025

5  
6 **DRAFT**  
7

8 Mayor Horrocks welcomed those present at 5:30 p.m.  
9

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

17 STAFF PRESENT: Ken Leetham, City Manager; Wendy Page, City Recorder.  
18

19 OTHERS PRESENT: Barry Bryson, resident; Brian McKenzie, Davis County Clerk.  
20

21 1. THE CITY COUNCIL, ACTING AS THE NORTH SALT LAKE BOARD OF  
22 MUNICIPAL CANVASSERS, ACCEPTANCE OF THE CITY OF NORTH SALT LAKE  
23 2025 MUNICIPAL PRIMARY ELECTION RESULTS AS PREPARED BY THE DAVIS  
24 COUNTY CLERK'S OFFICE  
25

26 Wendy Page reported that the 2025 Municipal Election Canvas report from Davis County had  
27 been received. She noted that this report included the total number of registered voters (11,081),  
28 the total number of ballots cast (2,468), and total voter turnout (22.27%). She then presented the  
29 Summary Results Report for the 2025 municipal primary:  
30

- 31 • Alisa Van Langeveld 1,283 votes
- 32 • Heidi Smoot 1,230 votes
- 33 • Ryan Holbrook 902 votes
- 34 • Conrad Jacobson 680 votes
- 35 • Gary Steven Widders 254 votes  
36

37 Wendy Page reviewed a chart comparing the 2025 primary municipal election ballots which were  
38 not counted compared to the 2023 primary special election ballots which were not counted. She  
39 explained that votes were not counted due to proof of identity, signature did not match, empty  
40 envelope, and not timely. She noted that the 2025 primary municipal election included 57 total

41 ballots not counted compared to 64 total ballots not counted in the 2023 primary special election.  
42 Ms. Page spoke on untimely ballots and how this was due in part to recent legislative changes  
43 which required ballots to be turned in by 8 p.m. on election day. She shared the different voter  
44 education methods to help reduce votes that did not count including handouts with ballots and  
45 social media notifications.

46  
47 Councilmember Baskin questioned how the citizen auditors were selected and if there was  
48 differentiation on partisan basis. She also asked about test ballots. Brian McKenzie replied that  
49 citizen auditors were recruited from individuals who had served as poll workers in the County.  
50 He noted that party affiliation was not a considered factor for those auditors. He explained how  
51 the pre-election testing and audit worked.

52  
53 Councilmember Van Langeveld commented as a candidate who had won and lost elections that  
54 she had full confidence that the County was running the elections well. She inquired when the  
55 untimely ballots were received. Brian McKenzie responded that the vast majority of the ballots  
56 which were returned untimely were received the following day.

57  
58 Councilmember Baskin mentioned the postmark on ballots. Brian McKenzie explained that due  
59 to recent legislation (HB 300) the postmark was now irrelevant and not reviewed as part of  
60 receiving the ballots. He said timely ballots were those received by 8 p.m. on election night.

61  
62 Councilmember Baskin asked about the discrepancy between mail in ballots and those who  
63 voted at the polls. Brian McKenzie clarified that the discrepancy between those who utilized the  
64 mail in ballot and those who voted at the polls was due to voter preference.

65  
66 Councilmember Van Langeveld commented that approximately 1% of the voters were voting in  
67 person. She asked if delivering the ballot in person at a voting location up until 8 p.m. on  
68 election day was still acceptable. Wendy Page replied affirmatively. She said that there were only  
69 27 ballots cast at City Hall on election day but noted there were several residents who brought  
70 their ballot in person to be counted.

71  
72 Brian McKenzie noted that seven cities had primary elections in 2025 with approximately 5,000  
73 ballots dropped off at ballot boxes on election day versus 220 individuals who voted in person.  
74 He said the policy of his office was that the individual voter could determine how and when to  
75 cast their ballot which meant the County ensured that vote by mail was accessible and secure and  
76 also offered polling locations.

77

78 Councilmember Baskin asked about the associated cost with offering in-person polling locations  
79 (City Hall) with poll workers. Wendy Page replied that the City had a contract with the County  
80 which included the list of fees and services.

81

82 Brian McKenzie provided a rough estimate of \$750 to \$1,000 for three election workers, the cost  
83 of equipment, and the delivery of equipment to provide a polling location on election day.

84

85 **Councilmember Jackson moved that the City Council accept the City of North Salt Lake**  
86 **2025 Municipal Primary Election results as presented. Councilmember Knowlton seconded**  
87 **the motion. The motion was approved by Councilmembers Baskin, Clayton, Jackson,**  
88 **Knowlton, and Van Langeveld.**

89

90 2. ADJOURN

91

92 Mayor Horrocks adjourned the meeting at 5:54 p.m.

93

94 *The foregoing was approved by the City Council of the City of North Salt Lake on Tuesday*  
95 *September 16, 2025 by unanimous vote of all members present.*

96

97

98

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

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

1 CITY OF NORTH SALT LAKE  
2 CITY COUNCIL MEETING-WORK SESSION  
3 CITY HALL-10 EAST CENTER STREET, NORTH SALT LAKE  
4 SEPTEMBER 2, 2025

5  
6 **DRAFT**  
7

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

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

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

22 OTHERS PRESENT: Janet Welsh, Conrad Jacobson, John Armknecht, Dee Lalliss, Ryan  
23 Holbrook, Heidi Smoot, Jeff Scroger, Troy Anderson, Alison Smart, Shannon Wright, Matthew  
24 Damsky, Gentry Holbrook, residents; Ken Jensen.  
25

26 1. QUARTERLY FINANCIAL REPORT FOR PERIOD ENDING JUNE 30, 2025  
27

28 Heidi Voordeckers provided the quarterly financial report for the period ending June 30, 2025  
29 which marked the end of fiscal year 2025. She shared the General Fund snapshot with fiscal year  
30 2025 revenues ahead of budget by \$224,500 compared to fiscal year 2024 with revenues ahead  
31 of budget by \$329,030. She clarified that the goal was to budget revenues and closing the gap to  
32 be closer to actual numbers.  
33

34 Councilmember Baskin joined the meeting at 6:06 p.m.  
35

36 Heidi Voordeckers reviewed the increases and decreases from the prior year as noted:  
37

38 Increases from prior year

- 39 • Property tax 4.6%  
40 • Sales tax 3.9%

- 41 • Franchise tax 2.5%
- 42 • Court fines 33.5%
- 43 • Charges for services 32.1%
- 44 Decreases from prior year
- 45 • Interest 34.7%
- 46 • Miscellaneous 29.9%

47  
48 She mentioned that miscellaneous revenue was not a significant portion of the General Fund  
49 budget and consisted of grants and other items. She compared General Fund revenues from fiscal  
50 year 2024 to fiscal year 2025:

	<b>2024</b>	<b>2025</b>
51		
52 • Property tax:	\$3,199,190	\$3,345,230
53 • Sales tax:	6,591,280	6,850,920
54 • Franchise tax:	2,224,060	2,280,090
55 • Licenses/permits	252,300	250,370
56 • Intergovernmental grants	150,590	140,190
57 • Charges for services	489,250	646,260
58 • Fines and forfeitures	414,020	552,860
59 • Interest	257,100	167,790
60 • Misc/Contributions	233,870	164,050
61 • Transfers in	329,360	346,360
62		
63 TOTAL	14,141,020	14,744,120

64  
65 Heidi Voordeckers said the fiscal year (FY) 2025 expenditures were under budget by \$448,350  
66 compared to fiscal year 2025 expenditures which were under budget by \$631,920. She noted the  
67 following decreases and increases for FY 2025:

- 68  
69 Decreases
- 70 • General Government (1.9%)
  - 71 • Public Works (5.3%)
  - 72 • Transfers (100%)
- 73  
74 Increases
- 75 • Police 9.4%
  - 76 • Fire 3.9%
  - 77 • Community Development 10.9%
  - 78 • Parks 8%

79 General Fund Expenditures fiscal year comparison:

	<b>2024</b>	<b>2025</b>
82 General Government	\$1,953,190	\$1,915,210
83 Police	5,533,850	6,054,250
84 Fire	1,774,400	1,844,310
85 Public Works	1,975,920	1,870,430
86 Community Dev.	859,720	953,750
87 Parks	1,434,350	1,548,460
88 Transfers to Streets	705,000	-
89		
90 TOTAL	14,236,430	14,186,410

91  
92 Ms. Voordeckers reviewed FY 2024 to FY 2025 revenues and expenditures and clarified that the  
93 ending General Fund Balance for FY 2025 was \$557,710. She noted that the transfer to streets  
94 was not reallocated for 2025. She compared revenues for FY 2024 at \$14,141,020 to FY 2025 at  
95 \$14,744,120. She reviewed expenditures for FY 2024 at \$14,236,430 to FY 2025 at \$14,186,410.

96  
97 Heidi Voordeckers then reported on the RDA fund including the Eaglewood Village, Redwood  
98 Road, and Highway 89 RDAs as noted:

99		
100 Eaglewood Village		
101	• Collected in FY 25	\$760,270
102	• FY 25 tax increment revenue growth	5%
103	• Unallocated at year end	\$431.00
104	• Fund balance at year end	\$9,276.95
105		
106 Redwood Road		
107	• Collected in FY 25	\$1,478,780
108	• FY 25 tax increment revenue growth	6.8%
109	• Unallocated at year end	\$221,450
110	• Fund balance at year end	\$1,934,118.83

111  
112 Mayor Horrocks questioned the timing for reimbursements to the developers for the Eaglewood  
113 Village RDA. Heidi Voordeckers replied that it extended to the end of the project with no cap.  
114 She commented that the end for the Eaglewood RDA would be within the next several years  
115 while the other project areas, Redwood Road and Highway 89, had been extended for two years  
116 beyond the end of their project date due to an exception per COVID.

117 Mayor Horrocks mentioned installing infrastructure as part of the Eaglewood project and if the  
118 City would be reimbursed. Ken Leetham responded that the developer installed the initial  
119 infrastructure. The City had been reimbursing the developer for the infrastructure as revenues are  
120 collected, but it appeared that the developer would not be fully refunded for their expenditure  
121 which was noted in the agreement. He said the front parcels had been slow to develop which  
122 resulted in a lower opportunity to pay back all of the developer's investment in public  
123 infrastructure.

124  
125 Councilmember Van Langeveld requested a review of how RDA funds were collected and what  
126 they were intended for. Ken Leetham said a base year taxable value was established at the  
127 beginning of each of the projects and then all value added into the project above the base taxable  
128 value produced additional tax revenues which was collected by the RDA agency. He continued  
129 that all the taxing agencies agreed to remit a portion of their property tax for the increment which  
130 he explained was the difference between the base year taxable value and any taxable value added  
131 by development into the project area.

132  
133 Ken Leetham noted that Eaglewood Village had a significant increase in taxable value due to the  
134 project being vacant at the base year. He said Redwood Road and US 89 were different due to  
135 having a lot of taxable value at the base year. He explained that in the Redwood Road RDA there  
136 was significant vacant property which resulted in sizable taxable value added. He suggested a  
137 work session to review the fund balance for the Redwood Road RDA to project expenditures in  
138 that area.

139  
140 Councilmember Van Langeveld questioned if there were specific restrictions on how the funds  
141 could be utilized. Ken Leetham said that while there were restrictions per State law it did allow  
142 for the RDA to be flexible in economic development activities. He said the City adopted a plan  
143 with each project area which contained general categories for expenditures such as for property  
144 assemblage, infrastructure development and to incentivize private development into the project  
145 areas.

146  
147 Councilmember Knowlton questioned if the additional revenue was free to utilize similar to  
148 those funds for Hatch Park. Heidi Voordeckers replied that there would need to be an assessment  
149 completed to determine if any funds utilized met the same community benefit.

150  
151 Ken Leetham commented that payments were still being made through the Redwood Road RDA  
152 project towards the Hatch Park bond obligation. Heidi Voordeckers said there was a cap to how  
153 much would be used from this funding source.

154  
155

156 Heidi Voordeckers continued her review of the RDA funds:

157

158 Highway 89

159	• Collected in FY 25	\$600,060
160	• FY 25 tax increment revenue growth	3.7%
161	• Unallocated at year end	\$66,510
162	• Fund balance at year end	\$186,526.22

163

164 RDA General Operations

165	• FY 25 tax increment revenue growth:	0 *interest only
166	• Unallocated at year end	\$37,665
167	• Fund balance at year end	\$823,039.95

168

169 Heidi Voordeckers then reviewed the housing funds including contributions from Redwood Road  
170 and Highway 89 RDAs:

171

172	FY 26 housing revenue growth	7.9%
173	Unallocated at year end	\$253,790
174	Fund balance at year end	\$1,150,655.14

175

176 Ms. Voordeckers noted that the Redwood Road RDA would end in 2030, Highway 89 would run  
177 through 2034. She reviewed housing fund projections with a beginning balance of \$1,150,655 for  
178 fiscal years 2026-2034:

179

180 Housing Fund Projections

181

182	<b>Fiscal year</b>	<b>Redwood Road</b>	<b>Highway 89</b>	<b>Balance</b>
183	FY 26	\$152,300	\$59,000	\$1,361,955
184	FY 27	159,350	62,060	1,583,365
185	FY 28	166,730	65,270	1,815,365
186	FY 29	174,450	68,650	2,058,465
187	FY 30	182,530	72,210	2,313,205
188	FY 31	-	75,950	2,389,155
189	FY 32	-	79,880	2,469,035
190	FY 33	-	84,020	2,553,055
191	FY 34	-	88,370	2,641,425
192				
193	PROJECTED BALANCE			\$2,641,425

194 Councilmember Knowlton questioned if there were requirements on the timing of expenditure.  
195 Heidi Voordeckers replied affirmatively.

196  
197 Ken Leetham commented that the key was to adopt a housing plan which would allocate  
198 generally how the funds would be used.

199  
200 Councilmember Jackson asked if the housing fund was delineated legislatively or a plan  
201 determined by the City Council previously. Ken Leetham responded that it was all part of the  
202 redevelopment agency act at the State level which contained specific provisions about housing  
203 funds.

204  
205 Heidi Voordeckers concluded that these were the preliminary numbers for fiscal year 2025 with  
206 minor changes to be anticipated.

207

## 208 2. DISCUSSION OF PROPOSED 2026 CIVIC EVENTS

209

210 Councilmember Clayton reviewed the list of 2026 events recommended from the Civic Events  
211 Committee including:

212

- 213 • Kite Festival
- 214 • Unity in the Community (Pride)
- 215 • Unity in the Community (Juneteenth)
- 216 • Liberty Fun Fair Races
- 217 • Eaglewood Auto Fest
- 218 • Liberty Fest Celebration (fireworks)
- 219 • Unity in the Community (Back to School)
- 220 • NSL Photo Contest (with Arts Committee)
- 221 • Unity in the Community (Latino Heritage)
- 222 • Halloween Spooktacular
- 223 • Winter Lights Fest

224

225 She noted that other possible events included a Unity in the Community (Bolder Way Forward),  
226 Utah 250, and additional activities on Food Truck Nights. She then shared events from the other  
227 Committees including:

228

229 Arts Committee

- 230 • NSL Reads essay contest and author night
- 231 • NSL photo contest

232 Youth City Council

- 233       • Easter Egg Dash  
234       • Support/volunteer at events

235

236 Trails Committee

- 237       • April trail clean up  
238       • Trail clean up series  
239       • Clean up National Trails Day (June 7)  
240       • Get to the River

241

242 Health and Wellness Committee

- 243       • Annual Health Fair combined with Night Out Against Crime

244

245 Ken Leetham noted the desire of the Civic Events Committee to provide events related to the  
246 Utah 250. He said there was a Resolution related to the Utah 250 and America 250 designation  
247 which would be reviewed during the regular session. He shared that the 2026 event calendar  
248 would need to be published soon.

249

250 Councilmember Clayton shared that the Events Committee recommended the proposed events  
251 which had been listed above including all of the Unity in the Community events proposed.

252

253 Councilmember Jackson asked for a discussion related to the Unity in the Community events.  
254 She mentioned that there had been numerous comments in support and in opposition to these  
255 events. She proposed only hosting events which were inclusive to the majority of residents. She  
256 felt that these events caused disunity rather than unity. She suggested the 250 year celebration  
257 would be an easy transition to replace the majority of the Unity in the Community events for  
258 next year.

259

260 Councilmember Clayton said that the Events Committee discussed positive feedback from a  
261 resident related to the Pride event and how they felt welcome when attending that event. She did  
262 not feel that these events were influencing individuals in a certain way. She suggested that the  
263 Food Truck Nights could also accommodate different events/themes for any unmet needs.

264

265 Councilmember Jackson commented that the purpose was for everyone to feel included. She  
266 mentioned receiving complaints from parents related to the Pride event and having to explain the  
267 purpose behind this event. She mentioned that hosting events related to every race, religion, or  
268 ethnicity would make people upset. She suggested the food truck nights did not need to have a

269 theme. She asked what State Representative Melissa Ballard had shared when she spoke with the  
270 Committee.

271  
272 Councilmember Clayton replied that Representative Ballard expressed similar concerns and had  
273 suggested a Days of 47 event or something similar. She said the Committee was in favor of  
274 retaining the events mentioned.

275  
276 Councilmember Clayton requested the following statement from Melissa Ballard be included  
277 with the meeting minutes to help provide clarity regarding her attendance and comments at the  
278 Civic Events Committee meeting: “My presence at the events committee was clarified by me  
279 stating I was there as a citizen of North Salt Lake – not in my legislative capacity. The  
280 encouragement I gave the committee was to emphasize what you do for one you do for all, so  
281 either rotate every year which groups you gather, or don’t pick and choose groups by having  
282 more universal events, like a Veterans Day celebration. I appreciate the work of the committees  
283 and Council who work to make this city a great place to live!”

284  
285 Councilmember Jackson said that the ownership for these large or controversial events would be  
286 with the City Council. She said as the City Council would be receiving any emails or phone calls  
287 related to these events that it should be a Council decision.

288  
289 Councilmember Knowlton commented that this was a tricky topic and spoke on the logic of  
290 Councilmember Jackson’s concerns. He spoke on the valid concerns of those not in support of  
291 certain events but overall he did not agree as residents did not have to attend events they did not  
292 approve of. He spoke on how certain events would allow residents to feel seen and welcome.

293  
294 Councilmember Baskin mentioned the points raised and how these events were not causing the  
295 division as it already existed. She said events were meant to bring the City together in  
296 celebration of one another and how we all contribute to our community. She spoke on the  
297 inclusion of the Unity in the Community events and how they were based in part by results  
298 received from surveys. She suggested a rotation of events to allow for a variety of events such as  
299 Days of 47, pie for Pioneer Day, Pride, etc. to accommodate different interests.

300  
301 Councilmember Van Langeveld spoke on the complaints that had been received and how difficult  
302 it would be to please everyone. She gave the example of Hatch Park and how impractical it  
303 would be not to proceed unless all the residents were in approval with each aspect of the  
304 remodel. She said complaints should not be used as a measure for a public decision making body.  
305 She noted how other events may have a target audience or may cause discomfort such as the  
306 Halloween or firework events. She mentioned the need to share different perspectives or resident  
307 complaints but how some people would be upset regardless.

308

309 Councilmember Van Langeveld also explained that rotating events would be a problem for the  
310 Unity in the Community events which had interested citizens working on each of those events.  
311 She was in support of the events that had been proposed by the Events Committee.

312

313 Mayor Horrocks shared that he had a wonderful experience at the City's Pride event and received  
314 some disapproving emails from residents. He spoke on the contrast at the Salt Lake City Pride  
315 event. He appreciated the different perspectives and mentioned the variety of events the City  
316 offered.

317 Councilmember Baskin noted that the original intent was to rotate events and how there had been  
318 an annual review of events. She felt that in the future events could shift and change. She said the  
319 wellness study reflected the current needs and the desire to be flexible and organic in the future.

320

321 Councilmember Knowlton said it made sense to be deferential to the Committee. He said it was  
322 right for the councilmembers to bring up controversy or complaints and to review this. He felt  
323 that the current Pride event was appropriate but could be monitored to ensure against future  
324 issues.

325

326 Mayor Horrocks spoke on the Back to School event and the desire not to add too many events.  
327 Councilmember Clayton responded while it was not well attended that the Committee would like  
328 to host this event again in 2026.

329

330 Councilmember Van Langeveld spoke on revisiting events and that it was important to reevaluate  
331 on an annual basis. She mentioned the desire to keep certain events small and community or City  
332 based rather than regionally based. She cautioned against rotating events just for the sake of  
333 rotating.

334

335 Councilmember Jackson thanked the Council for the reminder that they were elected to represent  
336 constituents. She spoke on the need to bring up what residents were saying and setting an  
337 example of unity including discussing and disagreeing on items. She asked to review and  
338 evaluate events on an annual basis and to obtain metrics on attendance, cost, etc. to better  
339 evaluate those events.

340

341 3. ADJOURN

342

343 Mayor Horrocks adjourned the meeting at 7:02 p.m. to begin the regular session.

344

345 CITY OF NORTH SALT LAKE  
346 CITY COUNCIL MEETING-REGULAR SESSION  
347 CITY HALL-10 EAST CENTER STREET, NORTH SALT LAKE  
348 SEPTEMBER 2, 2025

349  
350 **DRAFT**

351  
352 Mayor Horrocks welcomed those present at 7:15 p.m. John Hawkins provided the invocation.  
353 Suzette Jackson led those present in the Pledge of Allegiance.

354  
355 PRESENT: Mayor Brian Horrocks  
356 Councilmember Lisa Watts Baskin  
357 Councilmember Tammy Clayton  
358 Councilmember Suzette Jackson  
359 Councilmember Ted Knowlton  
360 Councilmember Alisa Van Langeveld

361  
362 STAFF PRESENT: Ken Leetham, City Manager; David Frandsen, Assistant City Manager; Heidi  
363 Voordeckers, Finance Director; Jon Rueckert, Public Works Director; Sherrie Pace, Community  
364 Development Director; Craig Black, Police Chief; Karyn Baxter, City Engineer; Todd Godfrey,  
365 City Attorney; Wendy Page, City Recorder.

366  
367 OTHERS PRESENT: Janet Welsh, Conrad Jacobson, John Armknecht, Dee Lalliss, Ryan  
368 Holbrook, Heidi Smoot, Jeff Scroger, Troy Anderson, Alison Smart, Shannon Wright, Matthew  
369 Damsky, Gentry Holbrook, John Hawkins residents; Ken Jensen.

370  
371 1. CITIZEN COMMENT

372  
373 Dee Lalliss, resident, mentioned that if an event was on the City calendar it implied that it was  
374 sponsored and funded by the City. He suggested that if an individual wants to host an event that  
375 they sponsor and pay for it. He then mentioned the Hatch Park remodel and potential issues  
376 including the tower element, living room area, and water feature. He spoke on the splash pad  
377 closure due to dogs and if there would be a similar issue with the proposed water feature at Hatch  
378 Park. He suggested pickleball courts and a community center in Hatch Park instead. Mr. Lalliss  
379 also mentioned the proposal to beautify Eagleridge Drive.

380  
381 John Armknecht, resident, spoke on attending or not attending events and for the City Council to  
382 remember that tax dollars were paying for these events which may cause some residents to be

383 upset. He said residents could hold any event they wanted as long as tax dollars were not paying  
384 for it.

385  
386 Gentry Holbrook, resident, said she had attended all of the Unity in the Community events and  
387 described the importance of these events. She spoke on how these events were a beacon that the  
388 City recognized they had a diverse community. She implored the Council to continue to host  
389 these events every year in order to create ongoing support and inclusivity. She noted that these  
390 events showed residents, including those that were historically marginalized, that they were  
391 valued including the Back to School Night and NSL Reads events. Ms. Holbrook then mentioned  
392 Hatch Park and the request to continue to allow dogs and waterwise landscaping.

393  
394 Matthew Damsky, resident, shared that he was Jewish and appreciated the events that helped to  
395 promote diversity. He appreciated the use of tax dollars to allow residents to learn about other  
396 people and different ways of thinking. He spoke on continuing to create an environment where  
397 everyone felt welcome. He also shared his support for the remodel of Hatch Park.

398  
399 Jeff Scroger, resident, noted that the list of events was misleading as the budgets for each event  
400 was so varied and didn't reflect the value versus the budget. He spoke on acknowledgements by  
401 the Supreme Court of individuals with visible or invisible differences which were used to cause  
402 harm to them. He said society had to consistently and assertively stop this discrimination from  
403 occurring. He mentioned the importance of being responsible with tax dollars including utilizing  
404 those in ways to keep society functioning including helping those who were being targeted.

405  
406 Troy Anderson, resident, thanked the City for hosting the Unity in the Community events and  
407 noted that these events mattered.

408  
409 2. CITY MANAGER UPDATE ON STATUS OF HATCH PARK CONSTRUCTION

410  
411 Ken Leetham reported that this would be a quick update on Hatch Park and the removal of  
412 irrigation and the installation of a chain link fence. He shared the tentative project schedule  
413 including items that had already been completed such as construction documents, cost estimate  
414 review, and final site review. He shared current and upcoming tasks with a timeline including:

- 415  
416 Early Site permitting, bidding
- 417 • Bidding and negotiations (September)
- 418 Early Site Construction
- 419 • Early site package construction begins (September)
- 420 Overall Phase 1 Construction Documents
- 421 • Cost estimate update/review (September)

422 Permitting, Bidding & Negotiation

423     • Overall 100% construction documents (September)

424     • Final owner/constructability review (October)

425     • Final cost estimate (October)

426 Permitting, Bidding & Negotiations

427     • Bidding, addenda, negotiations (November)

428 Phase 1 Construction

429     • Overall phase one construction begins (December)

430     • Substantial construction completion (August 2027)

431

432 Mr. Leetham shared that construction would begin in three weeks with grading and demolition  
433 on the property. He said plans would be finalized and reviewed by the Council with final bidding  
434 to occur in November and Phase 1 construction to begin in December.

435

436 Councilmember Van Langeveld commented that per the schedule Hatch Park would not be  
437 available for use until August 2027. Ken Leetham replied affirmatively.

438

439 Mayor Horrocks mentioned the splash pad was a chlorinated closed system and the water feature  
440 at Hatch Park would utilize water from the storm drain system. He noted that a decision had not  
441 yet been made on whether dogs would continue to be allowed in the park. Jon Rueckert replied  
442 that the original plan was to use storm drain water as a pass through feature. He said the updated  
443 design would be a closed system and that it was not intended as an interactive water feature for  
444 individuals.

445

446 Mayor Horrocks spoke on the vision of the park and the experts who had designed the park  
447 based on input from citizens. He mentioned landmark items like the Seattle Space Needle and the  
448 Eiffel Tower and the recommendation from the design experts for a tower feature.

449

450 Councilmember Van Langeveld suggested outreach and promotion of other parks due to the  
451 length of time Hatch Park had and would be closed. Councilmember Knowlton spoke on being  
452 transparent about the delays and what residents could expect with a continual update on social  
453 media and newsletters.

454

### 455     3. COUNCIL REPORTS

456

457 Councilmember Jackson mentioned an article related to the mural project and being fiscally  
458 responsible while providing public art. She thanked Chief Black for his efforts and the support of  
459 staff. She reported on the South Davis Recreation Board meeting and their budget process. She

460 mentioned future review of a satellite location in the City. She spoke on attending the Senior  
461 Lunch Bunch event and said this was funding well spent.

462  
463 Councilmember Jackson shared an invitation to the Why I Love America event. She also invited  
464 those present to contribute donations throughout the school year to the teen center at Woods  
465 Cross High School.

466  
467 Councilmember Van Langeveld reported on the Health and Wellness Committee meeting and  
468 attending the Get Healthy Utah Conference. She noted that Utah State University would perform  
469 another Wellness Survey for the City in 2026. She mentioned the upcoming Get to the River  
470 event on September 13<sup>th</sup>. She spoke on Foxboro Elementary attending the Wetlands ribbon  
471 cutting event scheduled for September 11, 2025 at 10 a.m.

472  
473 Councilmember Clayton shared the America250 walk 250 challenge for the upcoming  
474 semiquincentennial celebration and reported the website: [america250.utah.gov](http://america250.utah.gov) provides  
475 additional resources.

476  
477 4. CITY ATTORNEY'S REPORT

478  
479 Todd Godfrey had nothing to report.

480  
481 5. MAYOR'S REPORT

482  
483 Mayor Horrocks reported that the Mosquito Abatement District would hold a truth in taxation  
484 hearing to raise taxes for several construction projects. He said there were two cases of West Nile  
485 virus in the State and how these statistics were better than neighboring states. He concluded that  
486 the City had received an updated Healthy City Designation.

487  
488 6. CITY MANAGER'S REPORT

489  
490 Ken Leetham reported that the ribbon cutting for the Foxboro Wetlands park would be held on  
491 September 11<sup>th</sup>.

492  
493 7. CONSIDERATION OF RESOLUTION 2025-36R: A RESOLUTION AUTHORIZING  
494 THE CITY TO SIGN A PROCLAMATION OF COMMITMENT TO VOLUNTEERISM  
495 AND TO PARTICIPATE IN THE JUSTSERVE CITY PROGRAM

496  
497 Wendy Page introduced Shannon with JustServe who volunteered with the Senior Lunch Bunch.

498

499 Shannon Wright, JustServe, noted she was a long time resident of the City. She spoke on the  
500 need to volunteer and serve your neighbors to build a community. She encouraged the Council to  
501 sign the proclamation of commitment to volunteerism and to participate in the JustServe City  
502 Program.

503  
504 Mayor Horrocks asked how many cities and countries were involved with JustServe. Shannon  
505 Wright replied that JustServe was in 73 US cities, 87 cities around the world, 17 countries, and 8  
506 Utah JustServe cities.

507  
508 Councilmember Van Langeveld invited JustServe to participate in any City events, particularly  
509 the Unity and the Community, and recruit volunteers.

510  
511 Councilmember Jackson spoke on the ease of connecting service opportunities with individuals  
512 through JustServe.

513  
514 **Councilmember Van Langeveld moved the City Council approve Resolution 2025-36R: A**  
515 **Resolution which approves a proclamation of commitment to volunteerism and to**  
516 **participate in the JustServe City program. Councilmember Knowlton seconded the motion.**  
517 **The motion was approved by Councilmembers Baskin, Clayton, Jackson, Knowlton, and**  
518 **Van Langeveld.**

519  
520 8. CONSIDERATION OF RESOLUTION 2025-37R: A RESOLUTION SUPPORTING  
521 AMERICA250 AND RECOGNIZING AND APPROVING THE NORTH SALT LAKE  
522 CIVIC EVENTS COMMITTEE AS ITS OFFICIAL UTAH250 COMMUNITY  
523 COMMITTEE

524  
525 Ken Leetham reported that the City would need to complete three steps to become a Utah250  
526 Community including form a Utah250 Community Committee, pass a resolution, and submit a  
527 planned event or program. He added that the Civic Events Committee would be the Utah250  
528 Community Committee. He mentioned the City would be eligible to receive a \$1,500 stipend  
529 from the State.

530  
531 Councilmember Jackson questioned the qualifications of receiving the stipend and if this would  
532 include promotion of State or other events or the need to host an event in the City. Ken Leetham  
533 replied that forming the committee was an expression of commitment to the program and that the  
534 City would also promote events on social media.

535  
536 Councilmember Jackson mentioned she was in contact with several organizations that may be  
537 willing to host an event.

538 Councilmember Clayton said the Civic Events Committee had discussed different events  
539 including partnering with local schools, an “America” theme for events including the photo  
540 contest and NSL Reads.

541  
542 **Councilmember Baskin moved that the City Council approve Resolution 2025-37R: A**  
543 **resolution supporting America250 and recognizing and approving the North Salt Lake**  
544 **Civic Events Committee as the Utah250Community Committee for the City.**  
545 **Councilmember Clayton seconded the motion. The motion was approved by**  
546 **Councilmembers Baskin, Clayton, Jackson, Knowlton, and Van Langeveld.**

547  
548 9. CONSIDERATION OF ORDINANCE NO. 2025-16: AN ORDINANCE AMENDING  
549 THE CITY’S SELF STORAGE AND STORAGE SHED OVERLAY ZONE MAP TO  
550 INCLUDE THE PROPERTY OF 100 WEST CENTER STREET

551  
552 Sherrie Pace reported on the request from the property owner at 100 West Center Street for a  
553 zone change to the Storage Unit Overlay Zone. She shared a map detailing where new storage  
554 units were allowed including the proposed property at 100 West Center Street. She explained that  
555 the imminent I-15 expansion project would require UDOT to acquire a portion of the subject  
556 property for the expansion of UDOT’s right of way which would leave an odd shaped property.  
557 Ms. Pace said that this, along with the odd shape of the property, has prompted the property  
558 owner to apply for a map amendment that would offer a land use compatible with the property  
559 configuration. She clarified that this rezone did not entitle the property owner with anything  
560 more than the ability to make an application for a site plan review. She said the property owner  
561 could then request storage units during the site plan application process including review of  
562 setbacks and regulations.

563  
564 Sherrie Pace said the Planning Commission held a public hearing and received one positive  
565 comment. She concluded that the Commission recommended approval of the Ordinance  
566 amending the City’s self storage and storage shed overlay zone map to include this property with  
567 the two conditions that 1) action on the amendment to the Self Storage and Storage Shed Overlay  
568 zone map does not guarantee nor entitle approval of site plan review or permissible drive access  
569 locations from the public street (Center Street); and 2) The overlay boundary shall be the parcel,  
570 less the area acquired by UDOT for the expansion of I-15.

571  
572 Councilmember Baskin questioned if a storage unit would be placed on the narrowest point of  
573 the site. Sherrie Pace replied that UDOT would take from that point north. She suggested that  
574 this area would allow for vehicle turn around or egress. She noted that this location would be  
575 adjacent to similar uses.

576

577 **Councilmember Jackson moved that the City Council approve Ordinance 2025-16 to**  
578 **amend the Self Storage and Storage Shed Overlay zone map to include the property of 100**  
579 **West Center Street (Parcel ID: 01-082-0106) with the following conditions:**

580

581 **1) Action on the amendment to the Self Storage and Storage Shed Overlay zone map**  
582 **does not guarantee nor entitle approval of site plan review or permissible drive**  
583 **access locations from the public street (Center Street); and**

584 **2) The overlay boundary shall be the parcel, less the area acquired by UDOT for the**  
585 **expansion of I-15.**

586

587 **Councilmember Baskin seconded the motion. The motion was approved by**  
588 **Councilmembers Baskin, Clayton, Jackson, Knowlton, and Van Langeveld.**

589

590 **10. CONSIDERATION OF RESOLUTION 2025-38R: A RESOLUTION APPROVING AN**  
591 **INTERLOCAL AGREEMENT BETWEEN THE CITY OF NORTH SALT LAKE AND**  
592 **BOUNTIFUL CITY FOR DISPATCH SERVICES**

593

594 Chief Black reported on the formalization of an agreement with Bountiful City that had been  
595 informally in place for over two decades. He spoke on efforts to maximize efficiency and  
596 communication within Davis County.

597

598 Councilmember Baskin questioned the participant fee. Chief Black replied that the annual fee  
599 was \$69,496.

600

601 **Councilmember Clayton moved that the City Council approve Resolution 2025-38R: a**  
602 **resolution approving an interlocal cooperation agreement between Bountiful City and the**  
603 **City of North Salt Lake for dispatch services. Councilmember Jackson seconded the**  
604 **motion. The motion was approved by Councilmembers Baskin, Clayton, Jackson,**  
605 **Knowlton, and Van Langeveld.**

606

607 Councilmember Baskin questioned if the contract specified a term or if there was automatic  
608 renewal. Todd Godfrey replied that the term was five years.

609

610 **11. CONSIDERATION OF RESOLUTION 2025-39R: A RESOLUTION APPROVING AN**  
611 **INTERLOCAL AGREEMENT BETWEEN SEVERAL DAVIS COUNTY**  
612 **GOVERNMENTS FOR THE PURPOSE OF PROVIDING SWAT SERVICES**

613

614 Chief Black reported that the police department rarely utilized SWAT services and did not have  
615 the training or personnel to maintain a full time SWAT team. He said North Davis SWAT was the

616 best option and this interlocal agreement outlined the administrative operations. He explained  
617 how SWAT services would interact with the City's police department.

618  
619 Mayor Horrocks asked which South Davis communities participated in the North Davis SWAT  
620 Team. Chief Black replied that Davis County Sheriff's office and Layton City were currently  
621 participating. He explained that when there was a major incident that several SWAT teams could  
622 be asked to assist including Salt Lake, Layton, or Ogden.

623  
624 Councilmember Baskin asked what special weapons the SWAT team utilized. Chief Black  
625 replied sniper team, automatic weapons, and an armored vehicle. He said SWAT was formed in  
626 the 1960s as a specialized group to save lives.

627  
628 Councilmember Van Langeveld asked about City contributions beyond the SWAT officer. Chief  
629 Black replied there was an annual assessment fee based on population per City which was offset  
630 by the City's SWAT personnel.

631  
632 **Councilmember Jackson moved that the City Council approve Resolution 2025-39R: a**  
633 **resolution approving an interlocal agreement between several police agencies in Davis**  
634 **County for the purpose of participating in the North Davis Metro SWAT Team.**  
635 **Councilmember Van Langeveld seconded the motion. The motion was approved by**  
636 **Councilmembers Baskin, Clayton, Jackson, Knowlton, and Van Langeveld.**

637  
638 12. CONSIDERATION OF RESOLUTION 2025-40R: A RESOLUTION DECLARING A  
639 POLICE DEPARTMENT FIREARM AS SURPLUS PROPERTY AND AUTHORIZING  
640 ITS TRANSFER OF OWNERSHIP TO A RETIRING OFFICER IN GOOD STANDING

641  
642 Chief Black reported that for prior retirements, officers were presented their duty handguns as a  
643 token of appreciation for their years of service. He said Officer Curtis Everett would be retiring  
644 after serving for 21 years as a police officer, including 18 years with the City, on September 7,  
645 2025. He noted that a retired officer was legally authorized to carry a concealed weapon  
646 nationwide if they met standard department qualification requirements and were mentally  
647 capable.

648  
649 **Councilmember Van Langeveld moved the City Council approve Resolution 2025-40R**  
650 **declaring a police department firearm as surplus property and authorizing its transfer of**  
651 **ownership to a retiring officer in good standing.**

652  
653 Councilmember Baskin questioned if the retiring officer could conceal or open carry this firearm.  
654 Chief Black replied that he would own the gun and was authorized to carry however he wished.

655 Mayor Horrocks asked if the City should establish a policy. Chief Black spoke on the cost to  
656 replace the firearm, obtaining approval from the City Council to surplus the equipment, and the  
657 process of transferring ownership. He said this process should be identified as distinguished  
658 service on a case by case basis.

659

660 **Councilmember Clayton seconded the motion. The motion was approved by**  
661 **Councilmembers Baskin, Clayton, Jackson, Knowlton, and Van Langeveld.**

662

663 13. CONSIDERATION OF RESOLUTION 2025-41R: A RESOLUTION AUTHORIZING  
664 THE CITY MANAGER TO EXECUTE DOCUMENTS RELATED TO THE SALE OF  
665 CITY PROPERTY LOCATED AT 596 EAST 2600 SOUTH TO THE UTAH  
666 DEPARTMENT OF TRANSPORTATION RELATED TO THE I-15  
667 RECONSTRUCTION PROJECT

668

669 Karyn Baxter shared the location of the parcel in question, at 596 East 2600 South, between  
670 R&R BBQ and Apollo Burger. She noted that the property was not a dedicated right of way due  
671 to the location of a well and the City would retain ownership of the parcel. She said the I-15  
672 widening project has identified the following property acquisition needed at this location  
673 including a 2,667 square foot property purchase and 3,457 square feet of temporary easement.  
674 She explained that this property was subject to eminent domain and the partial acquisition was  
675 valued at \$68,500 with an additional \$3,000 if the City signed and executed the contract within  
676 30 days.

677

678 Ms. Baxter clarified that the improvements would be replaced, including asphalt and curb and  
679 gutter, as well as installing a park strip along the road.

680

681 **Councilmember Knowlton moved that the City Council adopt Resolution No. 2025-41R: a**  
682 **resolution authorizing the City Manager to execute the documents related to the UDOT**  
683 **acquisition of a portion of the property located at 596 East 2600 South. Councilmember**  
684 **Jackson seconded the motion. The motion was approved by Councilmembers Baskin,**  
685 **Clayton, Jackson, Knowlton, and Van Langeveld.**

686

687

688 14. CONSIDERATION OF RESOLUTION 2025-42R: A RESOLUTION DECLARING A  
689 VEHICLE AS SURPLUS PROPERTY, AUTHORIZING ITS DISPOSAL AND  
690 AUTHORIZING THE PURCHASE OF A NEW VEHICLE IN THE AMOUNT OF  
691 \$59,918

692

693 Jon Rueckert reported on the purchase of a cab pickup chassis to replace a 2015 RAM 1500. He  
694 said the 2015 RAM met the criteria of the City's 15 point vehicle replacement including age,  
695 mileage, and maintenance history.

696

697 Councilmember Van Langeveld asked about the criteria of the 15 points for the vehicle  
698 replacement policy. She asked if the standards were internal or industry wide. Jon Rueckert  
699 reviewed the timeline for vehicle replacement with set standards for age, mileage, and  
700 maintenance history. He explained that maintenance cost was also a factor. He said the standards  
701 were internal and industry based.

702

703 **Councilmember Jackson moved that the City Council approve Resolution No. 2025-42R**  
704 **which declares an existing Public Works vehicle surplus and approves the purchase of a**  
705 **2026 Ford F-250 chassis from Ken Garff Ford (American Fork) for \$59,918 under State**  
706 **Purchasing contract MA3792. Councilmember Clayton seconded the motion. The motion**  
707 **was approved by Councilmembers Baskin, Clayton, Jackson, Knowlton, and Van**  
708 **Langeveld.**

709

710 15. CONSIDERATION OF ORDINANCE NO. 2025-15: AN ORDINANCE AMENDING  
711 TITLE 1, CHAPTER 15, SECTIONS 1 AND 2, CITY CODE, PERTAINING TO  
712 WRITTEN MINUTES, POLICY AND PROCEDURE FOR APPROVAL

713

714 Wendy Page reported on several proposed revisions to City code due to changes during the 2025  
715 legislative session related to the Utah Open and Public Meetings Act. She said the proposed  
716 amendments to North Salt Lake City Code Title 1, Chapter 15, as shown in Exhibit A (redlines),  
717 align the City Code with these State law changes. She noted that the amendments provided  
718 clarifying language regarding the timing and approval of minutes to better reflect the City's  
719 current practices.

720

721 Councilmember Van Langeveld mentioned that she reviewed meetings from other committees  
722 and the desire to have minutes or audio recordings available sooner. Wendy Page clarified that  
723 approved minutes would need to be posted within three days to the City and public notice  
724 websites. She said there was already a requirement for the recordings to be available to the  
725 public within three days as well.

726 **Councilmember Baskin moved that the City Council approve Ordinance 2025-15 amending**  
727 **North Salt Lake City Code Title1, Chapter 15 pertaining to written minutes and approval**  
728 **of procedures for public body meetings in conformity with state Code. Councilmember Van**  
729 **Langeveld seconded the motion. The motion was approved by Councilmembers Baskin,**  
730 **Clayton, Jackson, Knowlton, and Van Langeveld.**

731

732 16. CONSIDERATION OF CITY MANAGER'S REQUEST FOR CITY COUNCIL  
733 APPROVAL OF SECONDARY EMPLOYMENT

734

735 Ken Leetham reported City code required that the City Council approve any paid employment  
736 the City Manager may engage in outside of City employment. He shared that the Utah League of  
737 Cities and Towns (ULCT) had offered him a position of Local Administrative Advisor (LAA).  
738 He said the purpose of this program was to provide professional management assistance to small  
739 or rural communities in Utah who have no professional staff or who were in need of expertise in  
740 a variety of municipal operations. He noted that the position would be extremely flexible, could  
741 be performed at his leisure, and would not require any time during his regular City Manager  
742 obligations or use of City equipment.

743

744 Councilmember Baskin said while this program was a good idea it was funded by the Legislature  
745 and cities and abutted against private sector lawyers. She expressed concern that individuals  
746 would practice law without a license when providing these services and for these reasons she  
747 would abstain.

748

749 Councilmember Jackson commented that this was similar to several programs she was involved  
750 in including providing services or mentorship to those in need and she appreciated the idea of a  
751 city manager helping to advise or mentor those in rural areas.

752

753 **Councilmember Knowlton moved that the City Council approve the City Manager's**  
754 **secondary employment with the following conditions:**

755

- 756 1) **Employment is limited to an average of five (5) hours per week.**  
757 2) **No secondary employment activities will occur while the City Manager is working**  
758 **during the Monday through Thursday workweek between 7:00 a.m. and 5:30 p.m.**  
759 **(or other schedule as assigned) or at any other time when the City Manager is on**  
760 **duty or required to be on duty for the City of North Salt Lake.**  
761 3) **No City supplies or equipment will be used for the City Manager's secondary**  
762 **employment.**

763

764 **Councilmember Van Langeveld seconded the motion. The motion was approved by**  
765 **Councilmembers Clayton, Jackson, Knowlton, and Van Langeveld.** Councilmember Baskin  
766 abstained from voting.

767

768 17. APPROVAL OF CITY COUNCIL MINTUES

769

770 The City Council minutes of August 19, 2025 were reviewed and approved.

771 **Councilmember Baskin moved the City Council approve the minutes for the August 19,**  
772 **2025 meeting as written. Councilmember Jackson seconded the motion. The motion was**  
773 **approved by Councilmembers Baskin, Clayton, Jackson, Knowlton, and Van Langeveld.**

774

775 18. ACTION ITEMS

776

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

778

779 19. DISCUSSION ON CITY HALL USE POLICY

780

781 Ken Leetham reported that staff had prepared a draft City Hall Use Policy. He shared proposed  
782 permitted and prohibited uses:

783

784 Permitted

- 785 • Other government agencies during regular business hours for official purposes
- 786 • Agencies which are City partners supporting City purposes
- 787 • City citizen committees
- 788 • Group political events such as meet the candidate nights

789

790 Prohibited

- 791 • Private, person, family events, commercial purposes, or an individual campaign activity
- 792 • Overnight use or storage of personal or non-governmental property
- 793 • Private or organizational uses, whether for profit or non-profit
- 794 • Use by individual political parties

795

796 Mr. Leetham spoke on allowing citizen groups to hold HOA meetings or similar and difficulties  
797 including more demand for the building and City staffing during those meetings. He said staff  
798 would prepare a draft to be approved at a future date. He asked for feedback on allowing the use  
799 of the building for political parties, tax preparation, scouts, or local HOA meetings.

800

801 Councilmember Jackson questioned how often these events were being requested. Wendy Page  
802 replied that she currently weighed each request to use the building including use, damage,  
803 expense, etc. She mentioned a recent request to use the building weekly in the evenings by one  
804 group was denied. She said generally there was a request several times per year to rent or utilize  
805 space in the building.

806  
807 Councilmember Baskin was in favor of the prohibited uses that were listed. She spoke on the use  
808 of the building for elected officials such as meetings with congress members or similar.

809 Councilmember Jackson was in agreement and said scout meetings should be prohibited.

810 Councilmember Van Langeveld also agreed with the majority of the proposed permitted and  
811 prohibited uses. She commented that events should not be scheduled outside of office hours so  
812 staff would not need to stay after hours.

813

814 Councilmember Baskin suggested that as City government was typically nonpartisan and that  
815 official business conducted in a partisan manner would not be conducted in City Hall.

816

817 20. ADJOURN INTO CLOSED SESSION

818

819 **At 9:37 p.m. Councilmember Baskin moved the City Council hold a closed session as**  
820 **allowed by State code 52-4-205 for discussing the character, professional competence, or**  
821 **physical or mental health of an individual; and to discuss the purchase, exchange, sale, or**  
822 **lease of real property. She stated the meetings would be adjourned following the closed**  
823 **session discussions. Councilmember Jackson seconded the motion. The motion was**  
824 **approved by Councilmembers Baskin, Clayton, Jackson, Knowlton, and Van Langeveld.**

825

826 21. ADJOURN

827

828 The meetings were adjourned during the closed session at 10:22 p.m.

829

830 *The foregoing was approved by the City Council of the City of North Salt Lake on Tuesday*  
831 *September 16, 2025 by unanimous vote of all members present.*

832

833

834

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

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

**Action Items for September 16, 2025**

Item	Staff	Description	Staff Responses
<b><u>New</u></b>			
25-24	Sherrie	(9-2-25 CM Knowlton) City Council Review of General Plan Update.	
25-25	Ken	(9-2-25 All) Prepare Strategic Plan draft document for Council's review.	
<b><u>Current</u></b>			
25-02	Ken/David	(5-20-25 CM Knowlton) Explore options to property purchase for expanding the Public Works facilities.	<p><u>7-15-25 Response: This item should return to the City Council for follow up with some initial conceptual information including: 1) potential locations; 2) overview of needs for a new facility; 3) cost estimates and an overview of potential funding sources for the eventual project.</u></p> <p><u>Deadline to have a Council work meeting to review conceptual information: October 21, 2025</u></p>
25-03	Sherrie	(5-20-25 CM Baskin) Research potential for creating a dog park at Springhill Park.	<p><u>(6/11/25) Ali is researching the restrictions on the property that was acquired from the FEMA grant, there is possibility for the lots that are on 350 East that are not part of the grant that could be utilized as a dog park.</u></p> <p><u>7-15-25 Response: We (staff) believe the spirit of the deed restrictions on the property is that the City NOT use the property for any purpose. Further, we can allow dogs in the area as a policy if we wish to do that. There has been no outreach to the City from the public on this idea.</u></p> <p><u>City staff believes that there are City-owned properties adjacent to the Springhill landside location that do not have any restrictions. These are located downhill from the FEMA-restricted properties and have frontage on 350 East Street.</u></p> <p><u>The proper way to evaluate this item is to undertake a small study of potential locations for a dog park in the central part of the City; that is, should the dog park be located further west so that higher density neighborhoods are closer to such a facility? Does the City wish to provide multiple dog parks in various locations? Deadline to present a more comprehensive report on this matter: October 7, 2025.</u></p>

25-04	Ken/Todd	(5-6-25 CM Van Langeveld) Telecommunication – research on City’s ability to limit improvements to streets and parkstrips and to regulate aesthetics of certain equipment.	<p><i>(5/15/25) City legal counsel is reviewing the City’s ability to comply with this assignment.</i></p> <p><i><u>7-15-25 Response: The City has not yet determined its legal authority to require all pedestals to be located underground; however, Fugal, which has been doing work in the Foxboro neighborhoods, has agreed that in all future phases, they will bury pedestals that are located in front yards.</u></i></p> <p><i><u>If the City can enact such a restriction, it will take a legislative change to all license agreements and will have to return to the City Council for action.</u></i></p> <p><i><u>Deadline for a report back: September 16, 2025.</u></i></p>
25-08	Sherrie	(2-18-25 CC) Project to evaluate readdressing all County addresses to City addresses.	<p><i>(6/11/25) Staff has met to discuss the framework for the committee, the goals or recommendations to be considered, potential committee members, timeline and review 345 properties affected. Staff will draft assigned addresses for affected properties and provide timeline for Council.</i></p> <p><i><u>7-15-25 Response: City staff is working to assemble a data base of all addresses in the City that require adjustment. That will be completed by the end of 2025. After that time, City staff will propose to the Council a working group of members of the public, staff and Council representative to review the entire scope of the project, City costs and overall impacts of the project. Estimated completion, which is City Council taking action on a plan to move forward is April 1, 2026.</u></i></p>
25-10	Ken/David	(6-18-24 CC) Eagleridge beautification project – staff to continue working on the beautification project including branding, less expensive plans, cohesive signage (all City).	<p><i><u>7-15-25 Response: Staff has received a detailed phasing and cost estimate for the project and will make a presentation to the City Council on July 15, 2025. This project may stay on the Action Item list, but the Council could take action on this item in the July 15<sup>th</sup> meeting.</u></i></p>
25-11	Ken	(5-21-24 CM Knowlton) Prepare talking points for the 2600 South / 1100 North bridge challenges.	<p><i>(1/2/25) Ken is preparing talking points and will then update City website for public awareness.</i></p> <p><i><u>7-15-25 Response: The City has not moved forward on this project and the main reason is that the bridge cannot be built unless it is approximately 2,200 feet long. That length would be a significant disruption to several properties, require the re-routing and/or disconnection of Main Street, does not have the support of Woods Cross (adjacent to the project) and cost approximately \$50-60 million.</u></i></p>
25-12	Jon/Sherrie	(5-7-24 CM Jackson) Possibility for an app that would provide the status of possible rail	<p><i><u>7-15-25 Response: This action item is two items: 1) a request to develop a mobile train crossing warning system; and, 2) investigate having a City app</u></i></p>

		<p>blockages. (8-6-24 CM Jackson) signage notifications for rail blockages. (3-4-25 CM Van Langeveld) Interested in a City app and to know costs. This app would help residents to stay informed, report issues, and access city services – similar to SLC, Syracuse or Sandy.</p>	<p><u><i>that would contain lots of useful information for the public about city events and services.</i></u></p> <p><u><i>Train crossing warning system: Staff is working to prepare a presentation on alternatives for a mobile train access warning system. We are looking at a system in the Midwest and a system operated by Salt Lake City where there are multiple at-grade crossings subject to delay. This part of the project will require a few more months of work and a deadline of March 1, 2026 has been established.</i></u></p> <p><u><i>City app: City staff is reviewing several apps and some vendors who could provide this service to the City. A deadline to make a presentation to the City Council on this part of the action item is November 4, 2025.</i></u></p>
25-14	Jon / Karyn	<p>(2-6-24 CM Jackson) Staff to further investigate and reach out to Big West Oil related to soil conditions of park strip on the south side of Center Street adjacent to BWO property.</p>	<p><u><i>(5/1/25) Soil sample results indicate soils are clean of any harmful chemicals; however, the parkstrip has been compacted such that material will have to be removed and replaced. Staff is working on a cost estimate to prepare the parkstrip for planting, establishment of water service and tree planting.</i></u></p> <p><u><i>7-15-25 Response: Based upon the findings that the soils are not contaminated, staff has initiated a cost estimate for the design and construction drawings for the treatment of this park strip area. Staff received a cost estimate of \$12,950 which includes the costs of preparing designs, construction plans, bidding assistance and construction administration. Staff's intention is to proceed with that portion of the project and then seek further Council direction for construction. Deadline for this portion of the project is November 1, 2025 with a bid process occurring during the winter for construction in early 2026.</i></u></p>
25-15	Ken	<p>(3-7-23) Staff to identify any items that would qualify for the Community Funding Projects that Congresswoman Maloy recommends.</p>	<p><u><i>(5/16/24) Program details were not made available in advance and so we will be looking at projects for 2025. Possible projects include message and reader boards related to train crossing delays or other traffic safety improvements.</i></u></p> <p><u><i>7-15-25 Response: City staff is working to identify qualifying water projects for 2026. Federal projects are very complex and usually cost almost twice as much as using other local funding sources. Staff will report back on this project by January 20, 2026.</i></u></p>

25-16	Ken	(3-7-23) Staff to prepare a policy related to City Hall rental/use.	<p><i>(3/16/23) Staff is reviewing city hall use policies and will propose a written policy statement in a future Council meeting.</i></p> <p><i><u>7-15-25 Response: City staff is working to complete a draft of a policy statement on this issue for review by the City Council. Deadline for this item is September 16, 2025.</u></i></p>
<b>Future Agenda Item Discussion Requests</b>			
25-18	Sherrie/Ken	(11-19-24 Mayor Horrocks) Future discussion related to expanding Tunnel Springs Park or the Springhill Landslide area for parks request per residents on Independence Way.	<i>(11/26/24) The General Plan will have a park and open space element and an analysis of park distribution and walkability should be included.</i>
25-19	Ken / David	(4-2-24 CC) Staff will make future proposal on trees/sidewalk damage policies.	<p><i>(5/16/24) Funds have been proposed in the FY25 budget of \$100k for the purpose of sidewalk repair. An ordinance relating to trees and public rights-of-way needs to be put forward.</i></p> <p><i><u>7-15-25 Response: This item is part of a larger issue of sidewalk condition and repair Citywide. Two parts of the project are: 1) creating a policy for when trees on private property damage public sidewalks (should they be removed, sidewalk relocated, etc.). This first part also includes a policy related to the obligations of the adjacent property owners to participate in the costs of repair and replacement of sidewalk or removal of trees. 2) The City must address a citywide infrastructure need to repair and replace sidewalks throughout the City. This is a policy decision by the City Council.</u></i></p> <p><i><u>Deadline for Part 1: October 21, 2025</u></i></p> <p><i><u>Deadline for Part 2: January 20, 2026</u></i></p>
25-20	Sherrie/Karyn	(5-21-2024 CM Knowlton) Completion of the Hwy 89 corridor agreement with UDOT with a goal to complete the agreement by September 1, 2024. (8-6-24 CM Knowlton) Provide update at next meeting and draft agreement soon. (9/17/24 CM Knowlton) Discussion desired related to status update. (1/21/25 CM Knowlton) Requested update soon.	<p><i>(7/1/2025) Meeting with UDOT scheduled on July 10<sup>th</sup> at Region 2 offices</i></p> <p><i>(3/27/25) Draft agreement was submitted to UDOT Region 1 Director and staff on February 27, 2025.</i></p> <p><i><u>7-15-25 Response: This project should be completed soon in a way that allows the City to adopt a formal agreement with UDOT that will govern access management, future right-of-way configurations, locations of semaphores (intersection lights), and many other issues on US89. The deadline for this item is immediate and staff will bring the proposed agreement to the Council asap after the July 15, 2025 meeting.</u></i></p>

25-21	Sherrie/Jon	<i>Combined Action Items:</i> (1-2-24) Work session on Code amendments related to park strip landscaping and street 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.	<p><u>7-15-25 Response: this project is to landscaping, water conservation methods and tree planting on City-owned property. This project requires City staff to provide an inventory and analysis of City-owned park strips and properties which might be good candidates for conversion from turf to water wise landscaping treatments. A second minor piece of this project is to evaluate our compliance notifications and processes related to conversion of areas to low water use treatments. Deadline for this project is September 16, 2025.</u></p> <p><u>This item also includes a policy question for the City Council related to what level of investment should the City be making each year for tree planting. The current General Plan and City budgets identify tree planting as a priority in the City and this project should articulate the City's specific action plan to increase tree plantings on City property. Deadline for this project is November 11, 2025.</u></p>
25-22	Sherrie	(10/3/23) Future work session item to discuss parking (restrictions, shared parking, time of day, on street, etc.)	<u>7-15-25 Response: This project is from October of 2023. We have had some discussions about parking since that time, but the Council should clarify for the staff what is needed or wanted with this assignment.</u>
25-23	Ken	(6-20-23) Potential City Council discussion on cyber security.	<u>7-15-25 Response: This project is now 2 years old, but the City could still have a work session on this item at any time. ETS, the City's IT group, has implemented several strategies to protect the City, our data and our electronic systems from harm. No deadline, but could be scheduled at any time.</u>
<b>Completed</b>			
25-05	Sherrie	(5-6-25 Mayor Horrocks) Look into obtaining State funding for semiquincentennial events in 2026.	<p><u>(6/11/25) Ali has reached out to the grant administrator and will work with the event committee and coordinate the necessary declarations that the CC needs to make to qualify for the grants.</u></p> <p><u>7-15-25 Response: The City has learned that there are \$1,500 stipends for us to use for an America250 Utah event. This will require us to become a registered Utah250 Community which requires creation of a Committee (CC may act as the Committee), passage of a resolution and submittal of an event/celebration idea. The City will then receive a branded logo for use in 2026 related to our events and a stipend up to \$1,500.</u></p>



*City of*  
NORTH SALT LAKE

CITY COUNCIL  
Work Session

September 16, 2025  
6:00 p.m.

# PARK STRIPS

# WATER EFFICIENT LANDSCAPING-Pt.1

## Regulations

Adopted June 2022-Weber Basin Flip the Strip Program Eligibility

Regulates:

- New Construction (Residential and Commercial)
- Property modifications of 5,000 sq. ft. or greater
  
- Plant Selection
  - Based on soil conditions-group similar water needs plant together
  - >25% cannot be sod
  - Park strips and areas less than 8' wide cannot be sod
  - Minimum plant bed size based on plant type 1-3'
  - Recommended Weber Basin Plant List

# WATER EFFICIENT LANDSCAPING-Pt.1

## Regulations

### Tree Selection:

- Canopy trees for shading and screening tall objects
- Low growing trees under overhead utility lines
- Trees that can have lower branches trimmed
- Columnar trees near buildings
- Street trees selected from Community Forestry Code (Sept. 2019)
  - Tree type by
    - Area (east, west, town center)
    - Park strip width 3-5, 5-8, 8'+
- New trees irrigated by drip irrigation rings

# WATER EFFICIENT LANDSCAPING-Pt.1

## Regulations

### Mulch:

- Angular or crushed rock
- Pea gravel prohibited in park strips
- Rock mulch compaction on +8% slope (bark & lava rock prohibited)
- Final grade below sidewalk

### Turf Design:

- Drought tolerant
- Prohibited in areas less than 8' wide
- Prohibited in park strips or parking lot islands
- Prohibited on slopes 25%+
- 1 tree per 1,000 sq. ft. turf
- Limited to 25% of residential lot (6,500 sq. ft. max)
- Limited to 5% of commercial lot (5,000 sq. ft. max)

# WATER EFFICIENT LANDSCAPING-Pt.1

## Regulations

### Park Strip Design:

- Plant height 22” in clear view areas, 36” otherwise
- 33% vegetation at maturity (3 years)
  - Small tree (50 sq. ft.)
  - Medium tree (75 sq. ft.)
  - Large tree (100 sq. ft.)
- No thorns, spines, sharp, etc.
- No gravel within 36” of tree unless irrigated
- Boulders setback from curb 24”
- Paving allowed only for 4’ carriageways
- Retaining walls or planters only allowed as per development agreement or adopted standards and specifications

# WATER EFFICIENT LANDSCAPING-Pt. 2

## City Owned Properties

City Owned or maintained property & park strips adjacent to City owned property

- City Hall
- Foxboro/Cutler Roundabout
- Foxboro/Fox Hollow Roundabout
- Center Street/Valley View
- Lacey Way
- Orchard Dr/Sycamore Lane
- Parkway Drive
- Tunnel Springs

## Example of Water Efficient Park Strip Design: Quick Quack on Orchard Drive



285'  
863 s.f.  
33%=284 s.f.  
4 trees=300 s.f.  
19 shrubs=102 s.f.

# City Hall



Area A & B: 1,000 sq. ft.

33% vegetation=330 sq. ft.

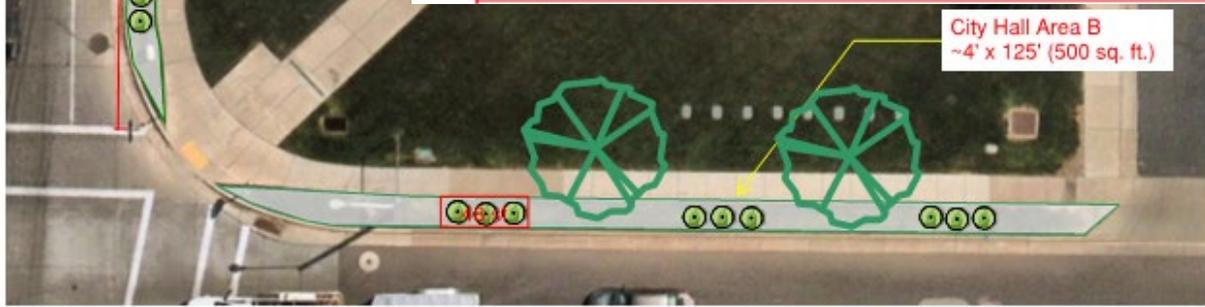
1 sm. tree=50 sq. ft.

3 shrub = 40 sq. ft.

Area C: 1,350 sq. ft.

33% vegetation=445 sq. ft.

1 shrub = 8 sq. ft.



70 Shrubs

5 Trees

40 tons of rocks

# Foxboro/Cutler Roundabout

Area : 10,000 sq. ft.

Vegetation=13 existing trees

Rock mulch=176 tons





# Foxboro/Fox Hollow Roundabout

Vegetation=existing trees

Roundabout Area: 7,850 sq. ft.

- Rock: 131 tons

Area A: 5,335 sq. ft.

- Rock: 89 tons

Area B: 13,399 sq. ft.

- Rock: 223 tons

Park Strips Area: 4,323 sq. ft.

- Rock: 77 tons



## Center St/Valley View

Valley View Park Strips: 1,014 sq. ft.

Rock: 17 tons

Shrubs: 48

Area A: 5,335 sq. ft.

Rock: 89 tons

Existing Trees

New shrubs: 15

Area B: 5,574 sq. ft.

Rock: 93 tons

New Trees: 7

New Shrubs: 12



## Lacey Way Park Strip

Area: 1,537 sq. ft.

Existing Street Trees

Rock: 26 tons



## Orchard Drive/Sycamore

Area: 1,500 sq. ft.

Rock Mulch and Plant Material only

Shrubs: 11

Rock: 25 tons

# Parkway Drive

Area: 400 sq. ft.

Rock Mulch and Plant Material only

Shrubs: 19

Rock: 7 tons



# Tunnel Springs Park



Parking Lot: 2,280 sq. ft.

Rock: 38 tons

Trees: Existing

Area A: 8,771 sq. ft.

Rock: 146 tons

Trees: 7

Area B: 6,923 sq. ft.

Rock: 115 tons

New Trees: 7

Area C: 5,874 sq. ft.

Rock: 97 tons

New Trees: 8

Request

Selection/prioritization of proposed projects

Budget

Timeline

DISCUSSION:  
Action Item Related to  
Telecommunication Limitations

REPORT:  
Liberty Fest 2025



# City Council Briefing September 16, 2025

Photo by Linda Horrocks



July 3, 2025	11:00 PM	Sweep Street		Need to assign	
	9:30 AM	Public Works Arrival			
	10:00 AM	Drop off cones for police (25)			
	10:00 AM	Public Works Food/Coolers/Fridge			
	10:00 AM	Security Fence Set Up			
	10:00 AM	American Flag Set Up			
	10:00 AM	Feather Flag Set Up		Event flags not Country	
	10:00 AM	Parking lot "Permit Only" signs set up at golf course			
	10:00 AM	No Dogs/BBQs/Fireworks Signs Set Up			
	10:00 AM	Light Tower			Check fuel on all lights
	11:00 AM	Garbage Cans set up		Golf Course/PW Crews	
	12:00 PM	City Logo Inflatable			
	1:00 PM	Public Works Lunch			
	1:00 PM	Stage Delivery & Setup (Generator Setup)			
	1:00 PM	Spider Box Hook Up Vendors on Driving Range			
	1:00 PM	Setup Temporary Fence Around Stage/Putting Green			
	2:00 PM	Monitor Parking Areas/Assist in Vendor Parking		See about CERT team	
	2:00 PM	Food Truck Assistance			
	3:00 PM	Last golfers sent out			
	3:00 PM	Driving Range closed			
	3:00 PM	VIP Area Black fence			
	3:00 PM	Band Set-Up			
	3:00 PM	Employees Area (Big West Employees)			
	3:00 PM	Rope off "Dance Floor" Area			
	3:00 PM	VIP Area/EZ-Up Set up (Youth City Council)		Linda contact for location	2 White and one City EZ-Up
	3:00 PM	Temporary Fence 9th Green		PW Staff (All other staff that is available)	
	4:00 PM	Food Trucks/Bounce House Set Up Complete			
	4:00 PM	Rope off Drop Zone (Signs)		PW Staff	Touch base with Dan Checketts
	4:00 PM	Police Briefing		David/Jon	
	5:00 PM	Food Trucks Begin Serving			
	4:30 PM	Golfers should all be complete			
	5:30 PM	Public Works Employees Dinner			
	6:00 PM	Paragliders			Down by 8 PM, Landing on #1
	6:00 PM	Band			
	8:00 PM	Flvover			



- 27 June - Final Meeting  
- 26 June - PW Meeting

- add a light to 4 way stop request police  
- drop off cones @ roundabout

- Bounce  
- earlier start on the golf course. Cones crunched (maybe 2:00)  
- add light tower

- Have Tyler part of our meeting  
- add light tower

- Volunteers for car show early am  
- Food truck needs to leave around 11.  
- expectation to get done  
- Meet with bounce house people before hand.  
- Break up signs & garbage cans into teams. (create map)  
- more gravel bags for bounce houses.

- map of banners/  
- radios with car show  
- \* work with Tyler on trash cans on driving range (locations)  
- keep at signs near trail.

- Volunteers water & snacks  
- helicopter to land start of 10 fairway

- Face painter  
- photo booth



**Eaglewood AUTO FEST**  
JULY 1, 2022  
EAGLEWOOD GOLF COURSE

## Maps & Event Plan

July 1-2, 2022

Updated version  
no parking signs for car show in advance  
- schedule car show meeting

Date	Time	Activity	Personnel	Notes
6/30/2022	N/A	Sign Boards set up warning about road shut down	Luke Lantz	Eaglewood, Eaglewood and Eaglewood loop and Eaglewood
7/1/2022	7:00 AM	Events banners in multiple locations	Luke Lantz	Cut with Linda for locations
7/1/2022	7:30 AM	Water Barrels Delivery	Streets Department	30 Water Barrels
7/1/2022	8:00 AM	Generator Pick Up	Streets Department	Pick up on 28th
7/1/2022	8:30 AM	Garbage Can Delivery	Streets Department	Pick up on 28th
7/1/2022	9:00 AM	Table/Trash Can on Race	Linda Horvack	8 Total Towers
7/1/2022	9:30 AM	Registration Begins		2 Pallets Sandbags (120 Bags)
7/1/2022	10:00 AM	Course Mark Clean Up		
7/1/2022	10:30 AM	Light Tower Delivery/Set Up		
7/1/2022	11:00 AM	Generator Delivery		
7/1/2022	11:30 AM	Stage Delivery & Setup		
7/1/2022	12:00 PM	Food Truck Arrival		
7/1/2022	12:30 PM	Event Completion		
7/2/2022	7:00 AM	Sign Removal		
7/2/2022	8:00 AM	Band Set-Up		
7/2/2022	9:00 AM	Band Clean Up Assistance		
7/2/2022	10:00 AM	Band Clean Up Assistance		
7/2/2022	11:00 AM	Band Clean Up Assistance		
7/2/2022	12:00 PM	Band Clean Up Assistance		
7/2/2022	1:00 PM	Band Clean Up Assistance		
7/2/2022	2:00 PM	Band Clean Up Assistance		
7/2/2022	3:00 PM	Band Clean Up Assistance		
7/2/2022	4:00 PM	Band Clean Up Assistance		
7/2/2022	5:00 PM	Band Clean Up Assistance		
7/2/2022	6:00 PM	Band Clean Up Assistance		
7/2/2022	7:00 PM	Band Clean Up Assistance		
7/2/2022	8:00 PM	Band Clean Up Assistance		
7/2/2022	9:00 PM	Band Clean Up Assistance		
7/2/2022	10:00 PM	Band Clean Up Assistance		
7/2/2022	11:00 PM	Band Clean Up Assistance		
7/2/2022	12:00 AM	Band Clean Up Assistance		

- do we need tents  
- private event signs

Food trucks  
No leaving early

# The Plan

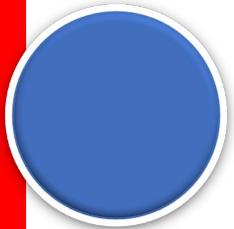
- Build the Plan
- Execute the Plan
- Plan on the unexpected
- **Be Part of the Plan**



VERSION: Monday, June 30, 2025

Date	Time	Operation	Team	Responsibility	Notes	Needs	
July 1, 2025		Type 3 & Barrel Delivery		Streets Department		Total Barrel	
		Candlestick Preparations		Streets Department	80 candlesticks needed for race		
		Sandbag Preparations/Delivery		Streets Department			
		Cone/Road Closure drop off for all events		Streets Department	Sand bags	2 Pallets Sandbags (120 Bags)	
		Garbage Can Delivery		Extras help with this			
		Charge radios		Jon			
		Skid Loader Delivery with forks		Broc/Sam			
		Set Up "No Street Parking" signs for car show					
	July 2, 2025	7:30 AM	Temporary Fence Set Up at Eagles Landing		Everyone before routine work		
			Generator Pickup		Jon Rueckert	United Rental?	
		Light Tower Pick Up (7)		Randy	Delivery that morning	8 Total Towers	
		Water and Snacks for staff					
		Stage security fence (Lower Lot)					
		Dumpster Delivery (ACE)		(3) 3 Yard Dumpsters	ACE		
		Electrical needs			Generator setup/Temp pannels/Light Towers on Eagleridge (Food Trucks)	Jon working with electrician	
		Water/Snacks for staff preparation					
		Load Race Signage					
10:00 AM		ETS/WIFI & Hunt Electric					
11:30 AM		<b>Public Works Lunch Window</b>					
1:00 PM			Sweep Eagleridge				
			Water Barricade Delivery				All barricades
			Water Buffalo Delivery				
			Garbage Can Set Up				
		Potable Toilet Delivery		Afordable Portables			
1:00 PM		Parking lot "Permit Only" signs set up at golf course					
1:00 PM		Spider Box Hook Up for Food Trucks					
2:00 PM		Detour Sign Set Up					
2:00 PM		Monitor Parking Areas/Assist in Vendor Parking		CERT TEAM			
2:00 PM	Assist Food Trucks with Power		Jon Rueckert				
2:00 PM	Inlet Protection						
2:00 PM	<b>Road shutdown for Car Show</b>						
2:00 PM	Reserve Parking for Fire Department (Big West Truck)			Linda checking on this			
2:00 PM	Food Truck Arrival			Stacey/Jon Rueckert			

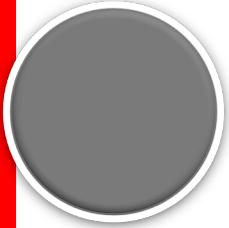




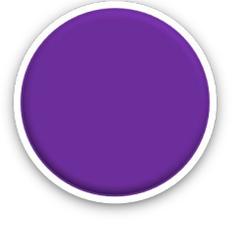
Jon Rueckert
Broc Maxwell
Jordan Flynn
Sam Hudson
Jake Christensen
Lupe Avelar



Randy Simmons
Rylee Carter
TJ Riley
Josh Taylor
John Young
John Lovato

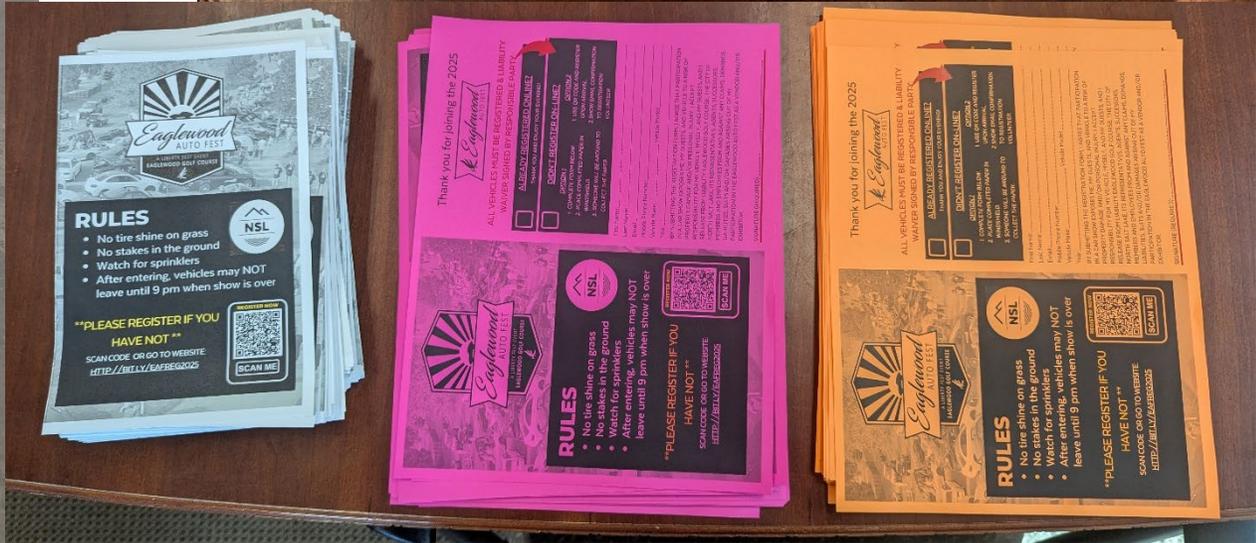


Matt Oliva
Jared Taylor
Jonny Menjivar
Logan Simmons
Cody Navajo
Braydon Watson



Jason Boulton
Dave Herre
Ryan Flynn
Cole Staker
Andrew Leedom
Wyatt Hess

# Liberty Fest



**Eaglenwood Auto Fest**  
A Liberty Fest Event  
NSL COUNCIL

**RULES**

- No tire shine on grass
- No stakes in the ground
- Watch for sprinklers
- After entering, vehicles may NOT leave until 9 pm when show is over

**\*\*PLEASE REGISTER IF YOU HAVE NOT\*\***

SCAN CODE OR GO TO WEBSITE  
[HTTP://LIBLTY.COM/REGS025](http://liblty.com/regs025)

SCAN ME

Thank you for joining the 2025 Liberty Fest

**NSL COUNCIL**

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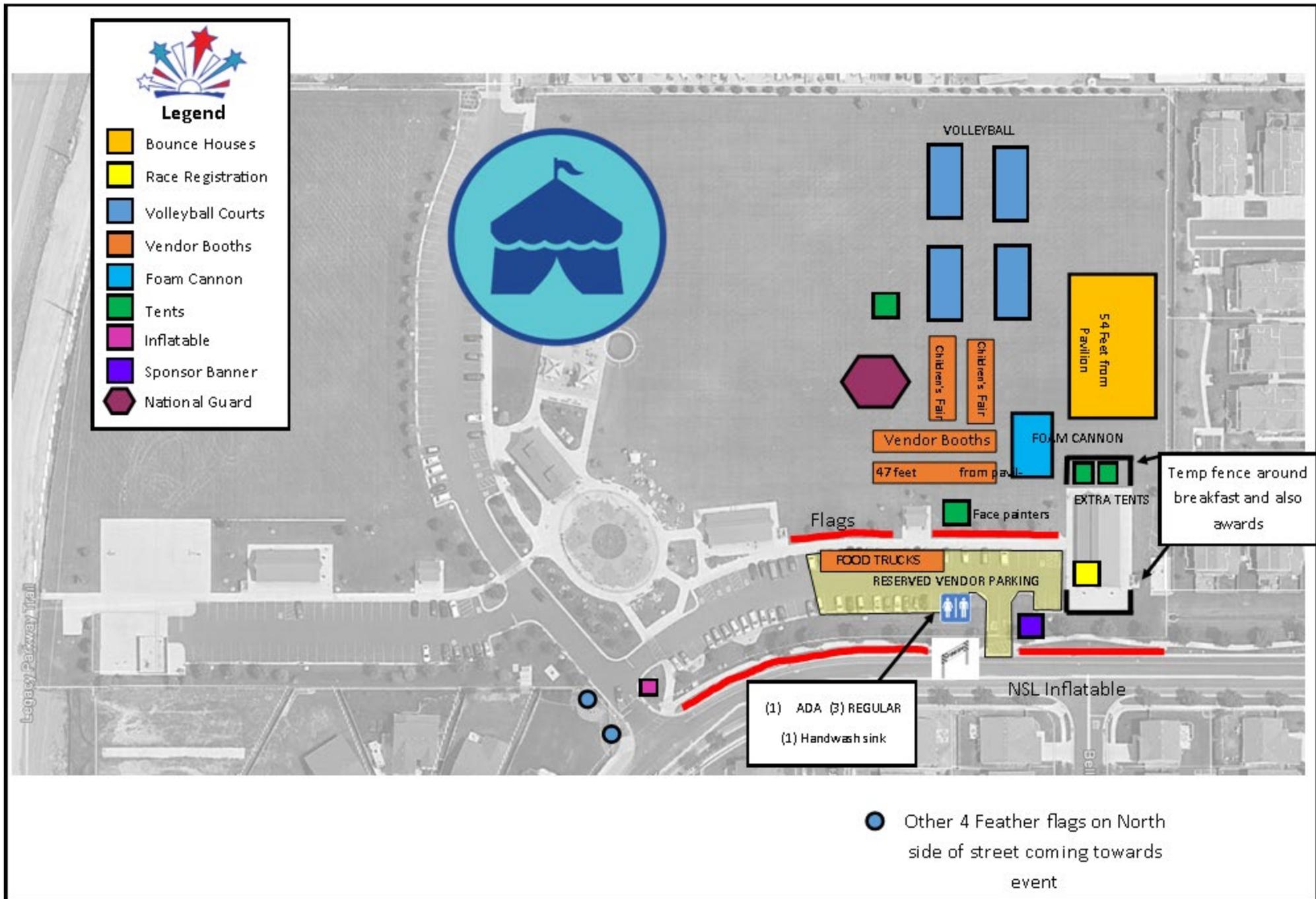
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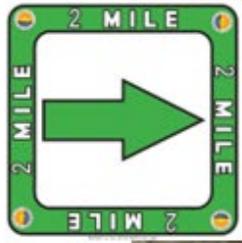
SCAN ME

Liberty Fest

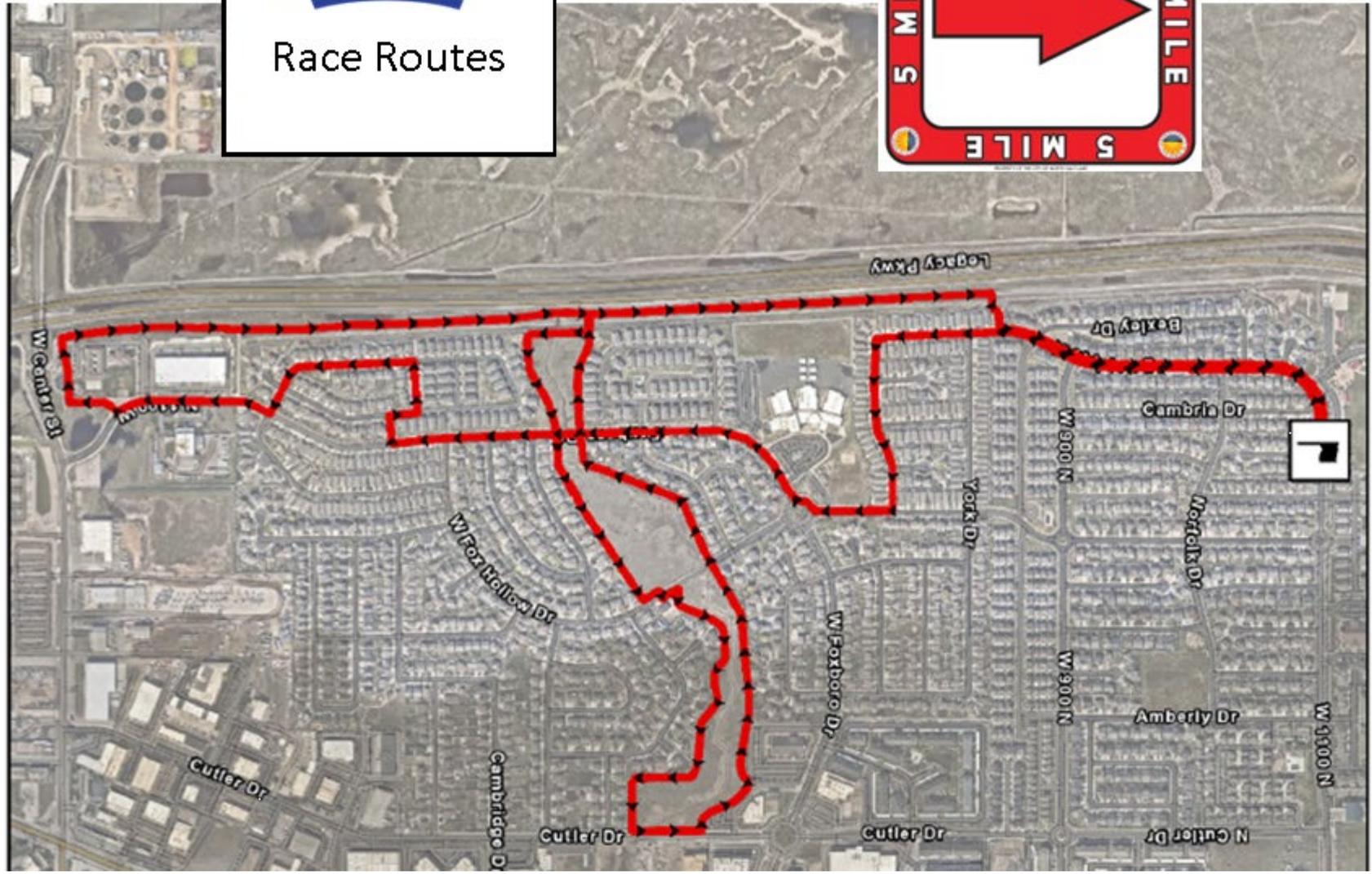
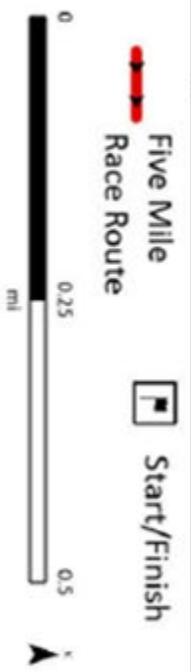








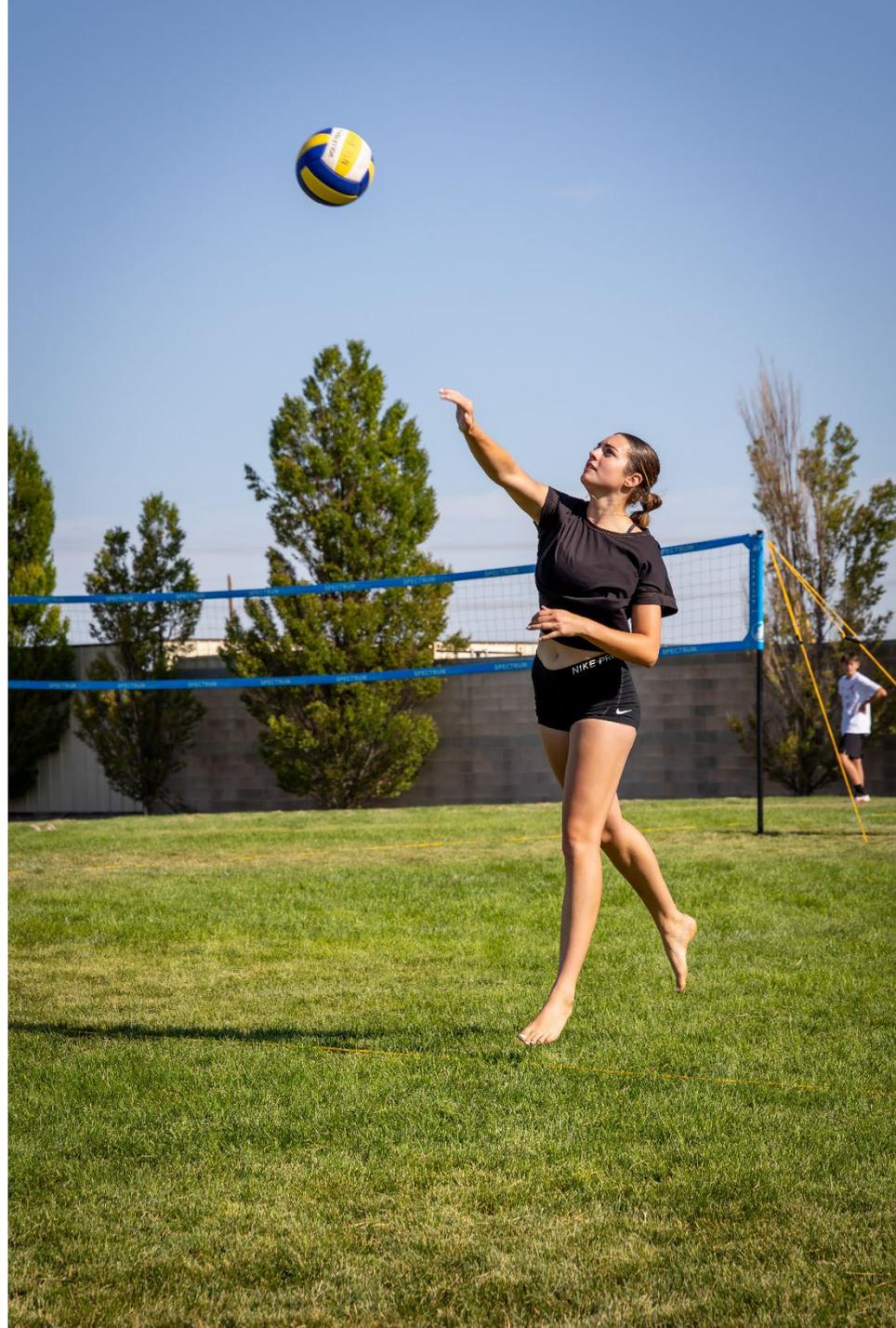
# Liberty Fest - Five Mile Race





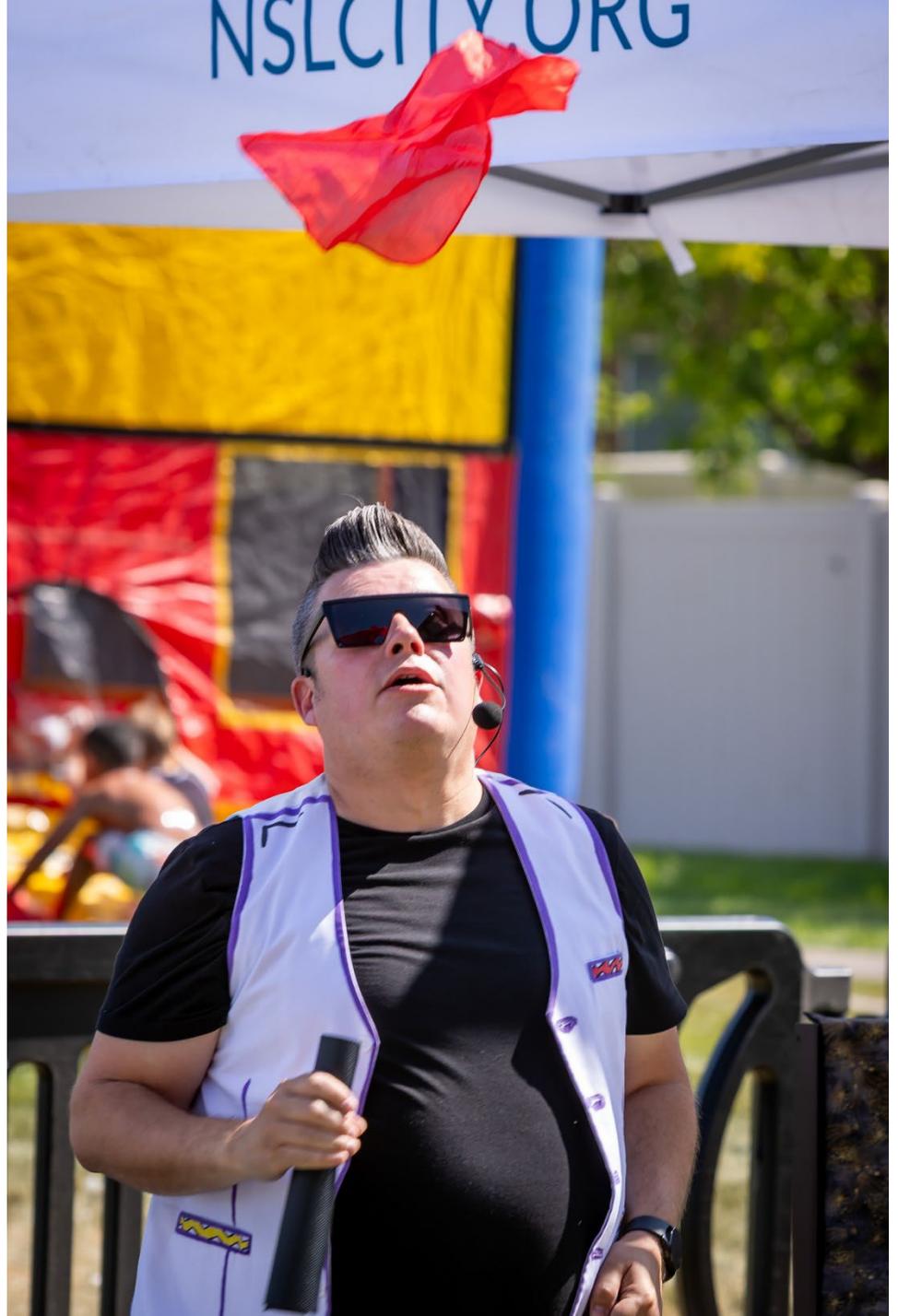
Fun Fair

Thank Dallas Golden for so many great pics!



Fun Fair

Fun Fair





Fun Fair

Thank you, staff,  
Council/Committee  
members and other  
volunteers



Thank you Julie and Kristen

Fun Fair







## Pre Event Set-Up

- Temporary Fence
- Generators
- Light Towers
- Security Fence
- No Bounce Houses in 2025
- **Get things up the hill and ready**



# Road Closure

## 2:00

- Will be shutdown from Car Show
  - Water Barricade
- “No Parking” Signs
- Police control/presence of “South” closure
- Plow Trucks?



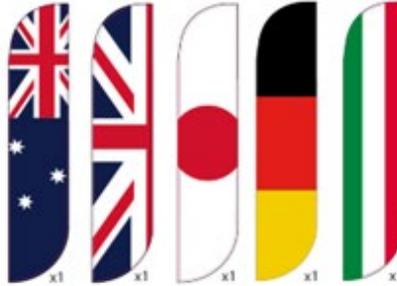
# Eaglewood Auto Fest



**Flag Layout**  
15 American Flags  
Location TBD



**Feather Flags**  
• 6 Flags



x1 x1 x1 x1 x1



**Eaglewood**  
AUTO FEST  
EAGLEWOOD GOLF COURSE

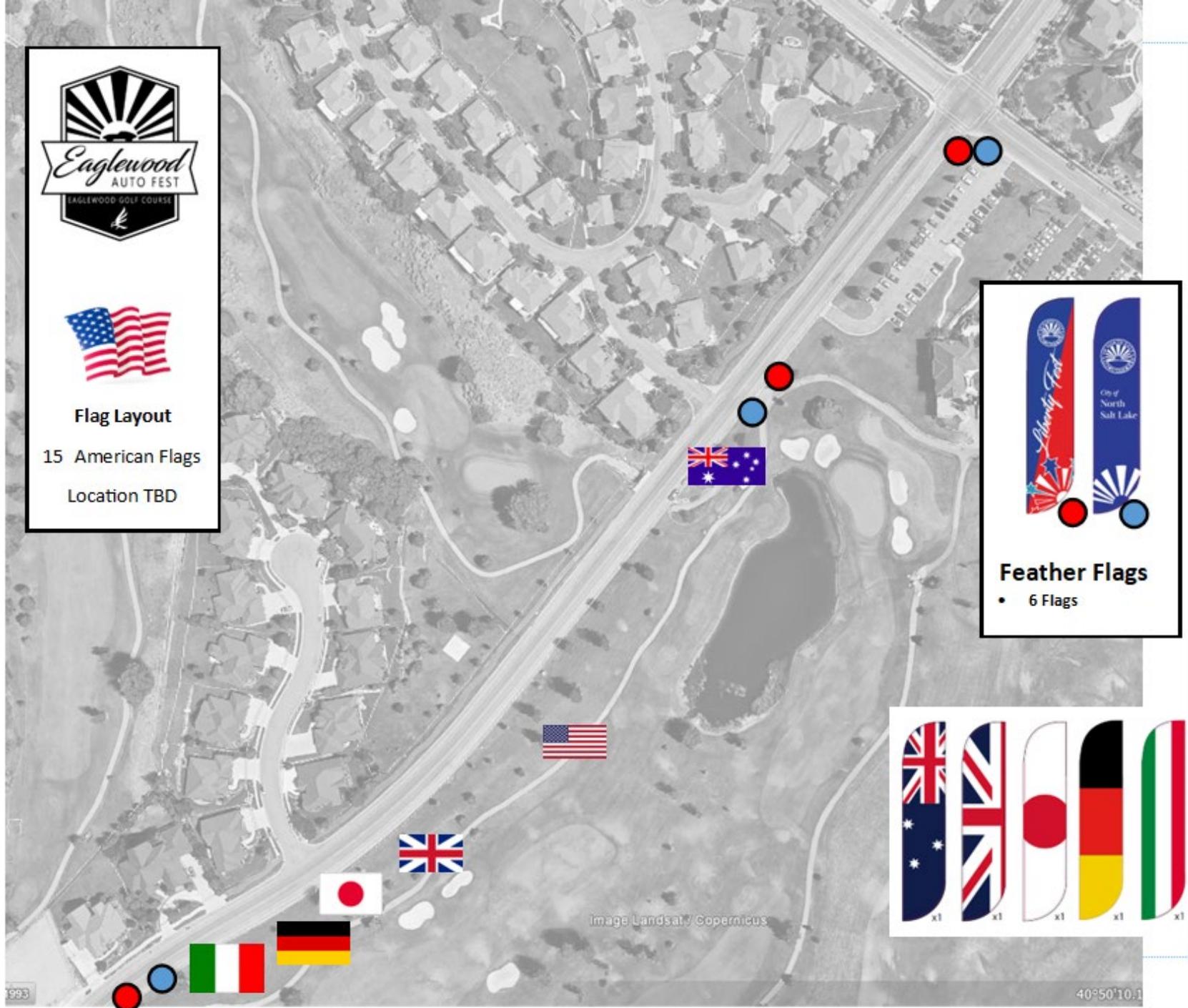


Image Landsat / Copernicus

40°50'10.1

1993

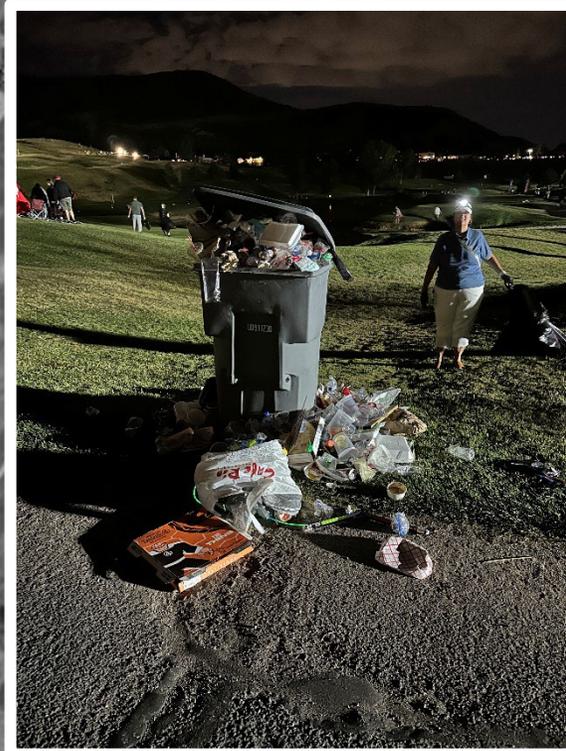
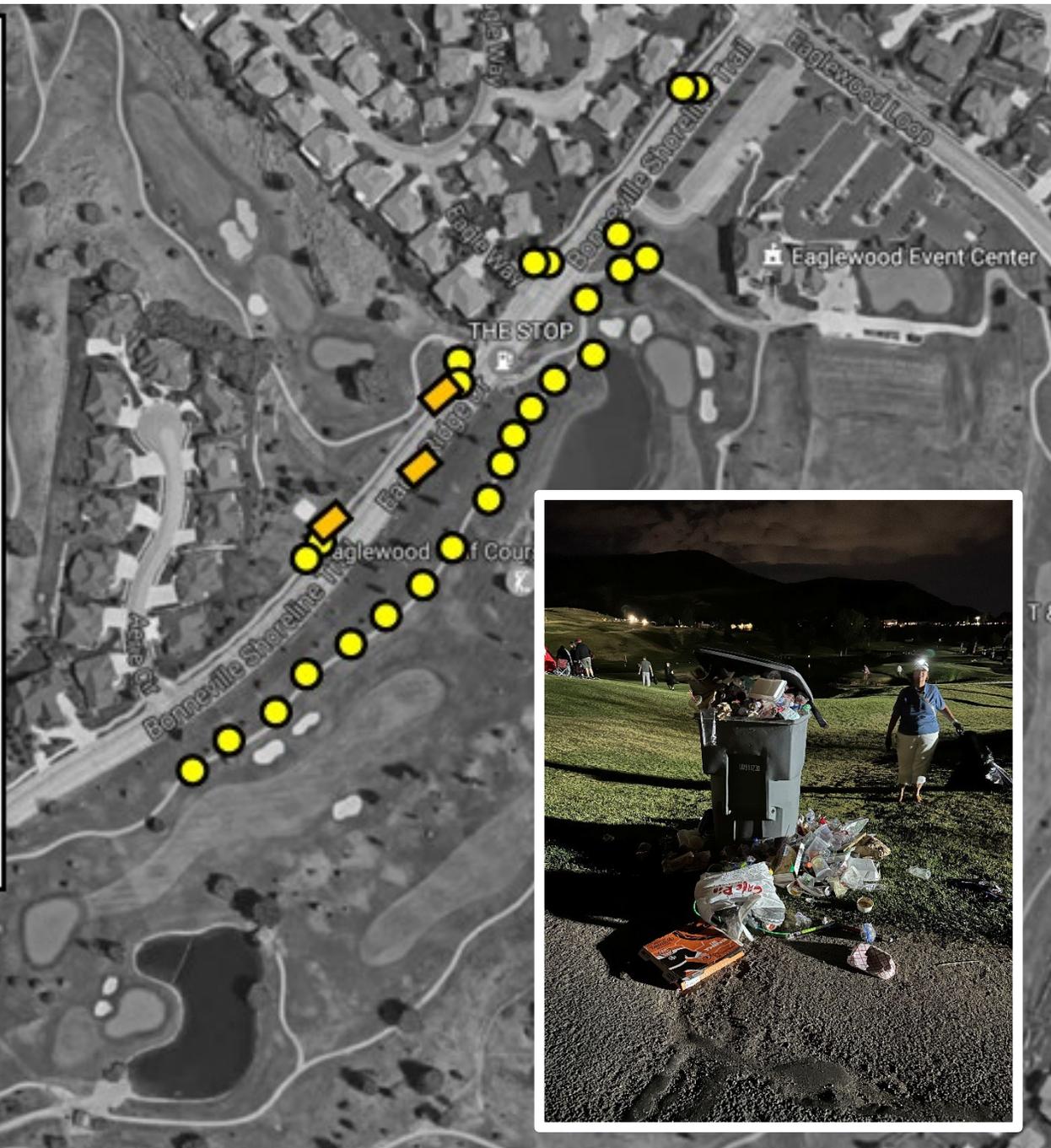


Legend



Garbage Can Layout

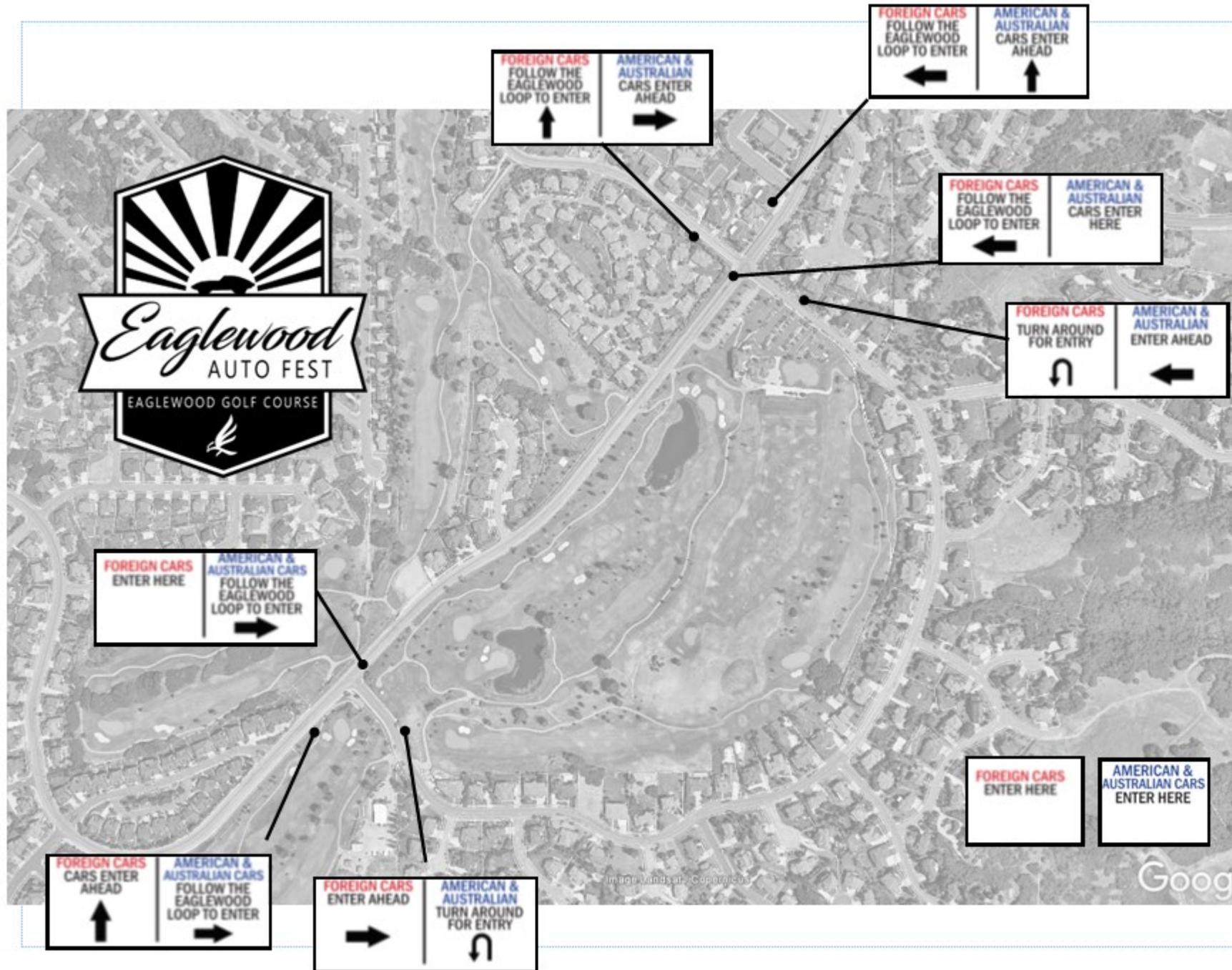
- 30 Cans (East side of path)
- 3 Dumpsters



## Garbage Cans

- Pay attention to can usage
- Make notes

# Eaglewood Auto Fest



Eaglewood Auto Fest





THANK YOU!

Allen  
Simonson





# Security Fence



# Liberty Fest





## Driving Range

- No public
  - Big West Oil Area
  - Band area
  - Walkway
- 
- Making a lot of decisions on this tomorrow



Liberty Fest

# Liberty Fest



# Liberty Fest



Liberty Fest





Liberty Fest

Liberty Fest





THANK YOU!

Dan Checketts



ADJOURN



*City of*  
NORTH SALT LAKE

CITY COUNCIL  
Meeting

September 16, 2025  
7:00 p.m.

# CITIZEN COMMENT

# COUNCIL REPORTS

# CITY ATTORNEY REPORT

# MAYOR'S REPORT

# CITY MANAGER REPORT

RESOLUTION 2025-43R:  
City Logo Design Plan

2025  
CITY LOGO  
DESIGN  
PLAN



CITY OF  
**NORTH SALT LAKE**  
UTAH



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# primary logo

---

The primary use and preferred application of the City of North Salt Lake logo includes the full text with the logo, and should be used in the majority of cases.

Two approved versions are available: stacked and wide.

Color variations must stay within specified colors in this guide.



CITY OF  
**NORTH SALT LAKE**  
UTAH

**Stacked**



CITY OF  
**NORTH SALT LAKE**  
UTAH

**Wide**

## secondary logos

Secondary logos for the City of North Salt Lake provide flexibility, allowing the brand to maintain consistency and recognition across various applications, especially when space or context limits the use of the primary logo. Color variations must stay within specified colors in this guide.



Note: All logos shown in this branding guide may be used as black and white versions, or black or white transparent versions. Examples shown below.



## wordmark options

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Wordmark options may be used for incidentals and other elements of the City of North Salt Lake brand as needed.

Simplified logo variations reinforce brand recognition across different touchpoints including website favicons or product embellishments.



## department logo variations



## committees and sub groups



## committees and sub groups (cont.)



# committees and sub groups (cont.)



006580 BB264C BB9526 ffffff

*Liberty Fest*

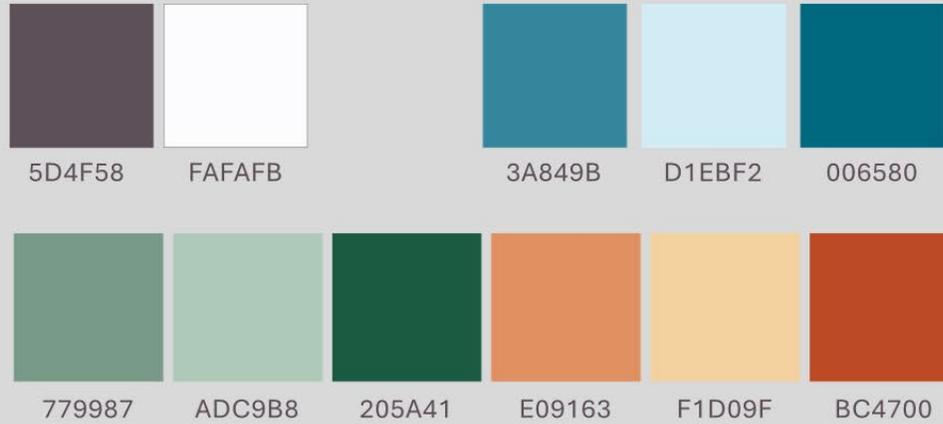
font: Blacksword

## Liberty Fest Acceptable Variations



# branding color specifications

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Complementary Colors may be used for  
Department and Committee Flexibility



# type specifications

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The City's primary typeface is Aptos which includes sans serif and serif options. Sans serif should be used for headings and body text. Serif variations are approved for formal/ceremonial applications and select headings.

Where Aptos may be unavailable, use Arial (sans) and Times New Roman (serif) as fallbacks.

## Aptos

Light

*light italic*

Narrow

**Narrow-Bold**

***Narrow-Bold-Italic***

*Narrow-Italic*

**SemiBold**

***SemiBold-Italic***

**Black**

***Black-Italic***

**Bold**

***Bold-Italic***

Display

**Display-Bold**

## Aptos Serif

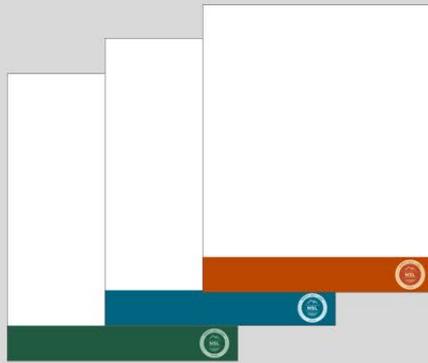
Serif

**Serif-Bold**

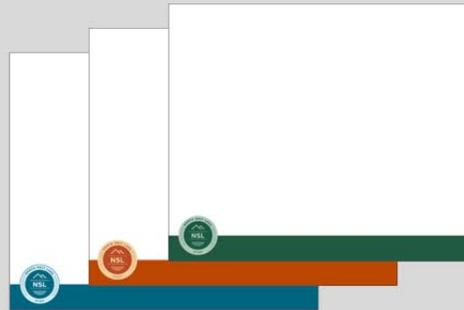
***Serif-Bold-Italic***

# social media templates

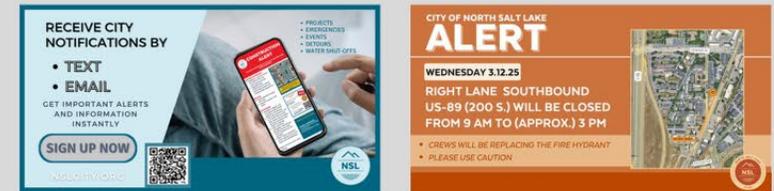
## instagram



## facebook



## nextdoor & X

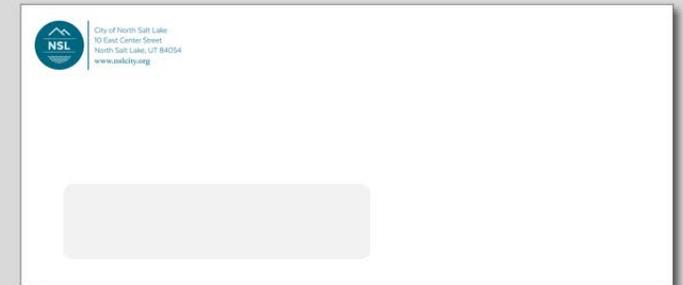
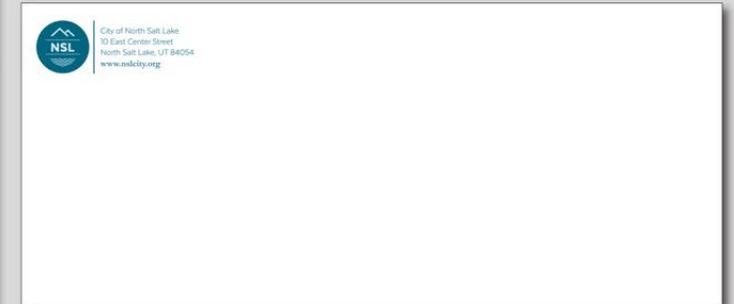
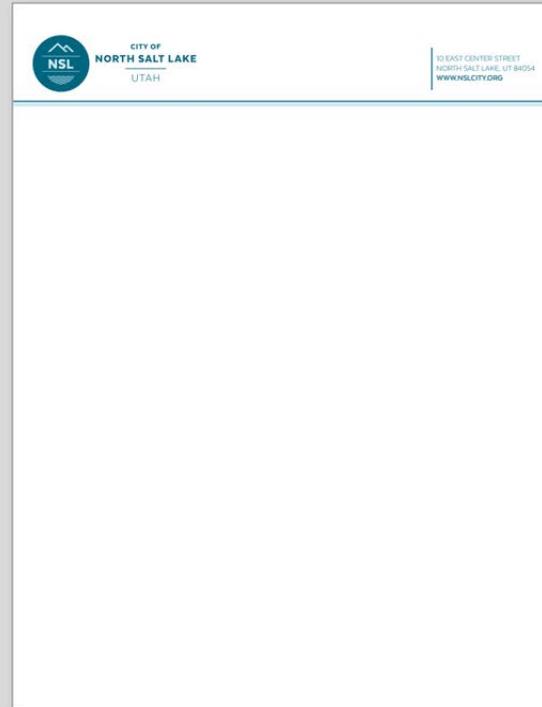


# printed items

## business cards



## letterhead and envelopes

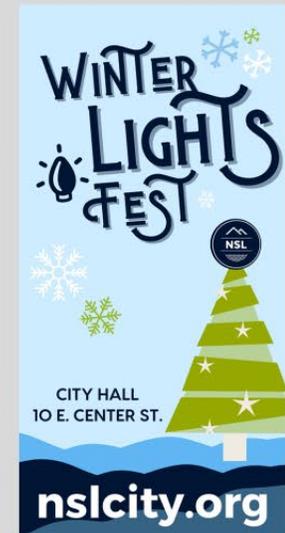
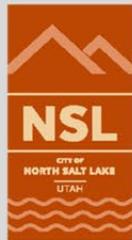


# printed items

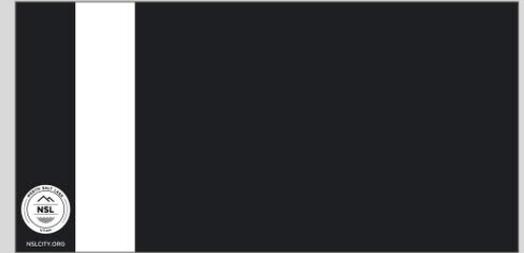
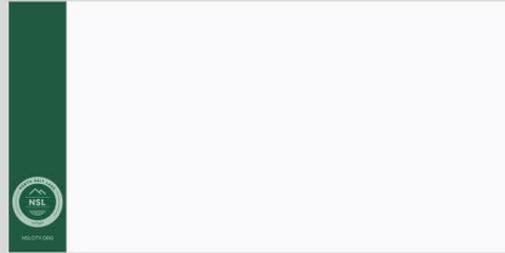
newsletter header



pole banners



# outdoor banners



**NSL**  
YOUTH CITY COUNCIL

# EASTER EGG DASH

APRIL 19, 2025

9:00 AM | BRING YOUR OWN BASKET  
HATCH PARK | CANDY & PRIZES  
EASTER BUNNY PHOTO OPS

**NSL**  
YOUTH CITY COUNCIL

# ARBOR DAY

Tree Planting

- APRIL 26, 2025
- LOCATION TBD
- 9:00 AM

2025 NORTH SALT LAKE

# FALL CLEAN UP

OCTOBER 10-12

- PUBLIC WORKS BLDG. 640 N. 400 W.
- FRI & SAT: 8 am - 8 pm
- SUN: 8 am - 5 pm
- NSL RESIDENTS ONLY
- NO HAZARDOUS WASTE
- CHECK WEBSITE FOR ACCEPTED ITEMS

**NSL**  
YOUTH CITY COUNCIL

# SOCCER

BOYS & GIRLS TEAMS AGES 3-10

**REGISTER NOW!**

[www.nslcity.org/349/Recreation](http://www.nslcity.org/349/Recreation)

email: [Recreation@nslcity.org](mailto:Recreation@nslcity.org)  
801-335-8712

## street signs



## vehicle signage

Note - circle logo versus bold NSL wordmark still to be determined.





City of North Salt Lake  
10 East Center Street  
North Salt Lake, UT 84054  
Approved **9.16.25**

## Possible Motion

I move that the City Council approve Resolution 2025-43R: A resolution approving the 2025 City Logo Design Plan.

BID AWARD  
Hatch Park Construction

## Possible Motion

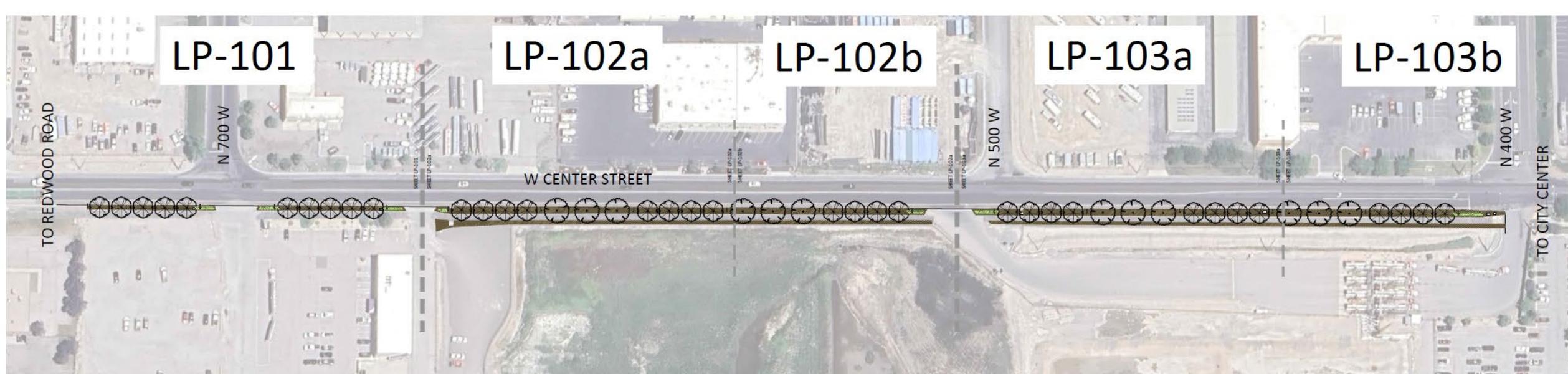
I move that the City Council table the consideration of bid award for Hatch Park construction until a future meeting.

DISCUSSION & REVIEW:  
Conceptual Landscaping Proposal  
for Center Street between  
400 West and 750 West



## Center St Trail (Current)

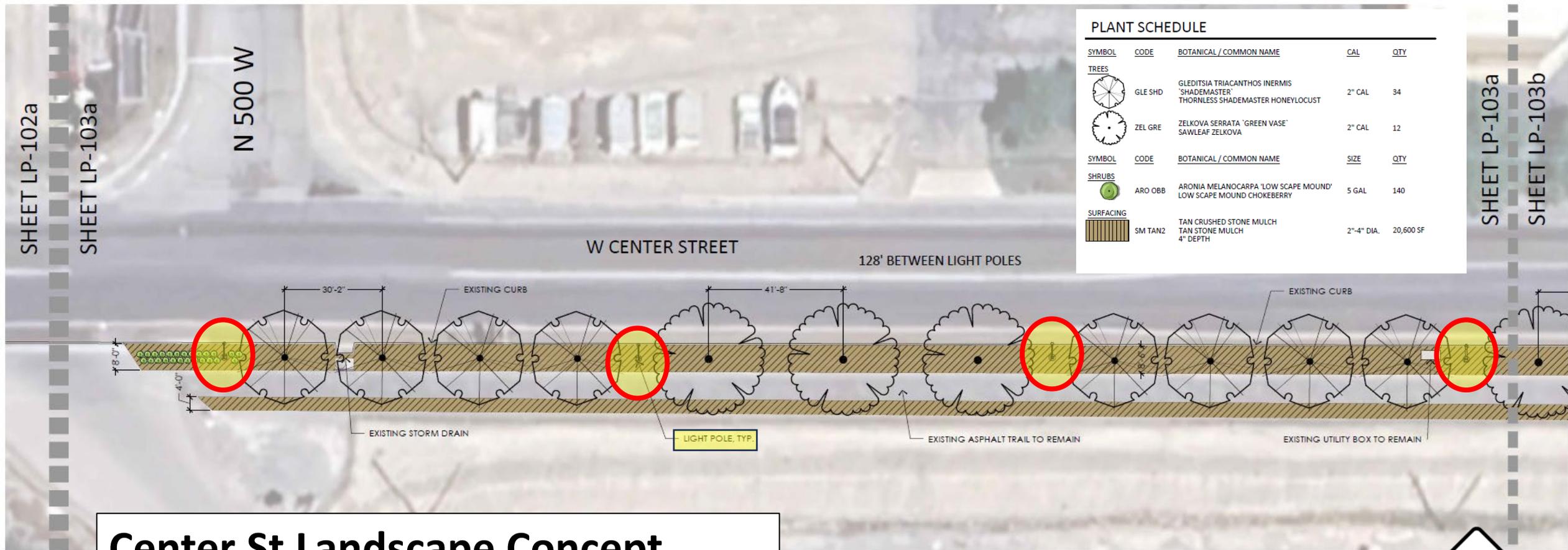
- 400 W – 750 W



## Center St Landscape Concept

- 400 W to 750 W (approx. 2,000')
- Trees (50) & Shrub's (140)
- Irrigation & Soil Amendments





### Center St Landscape Concept

- Street lighting (approx. every 120')
- Alternating tree pattern
- Low shrubbery in the clear view areas



**Center St Trail @ 333 W Center**



Jonathan Rueckert  
*Public Works Director*



East View





Jonathan Rueckert  
*Public Works Director*



South East Bird's Eye View



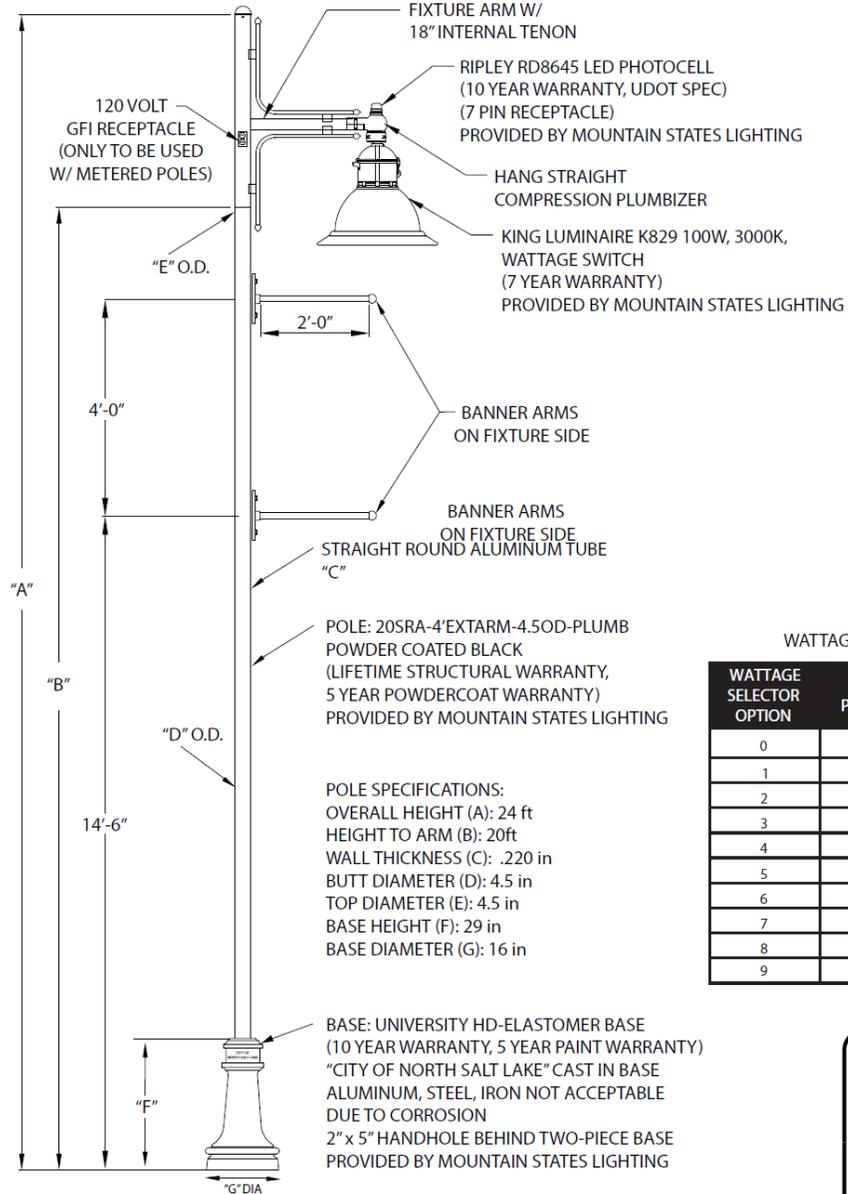
## Center St Trail West of Redwood

- UDOT 40' poles (approx. every 100')



FIXTURE RATINGS

**IP66**  
Weight: 40 lbs  
EPA: 1.8 FT<sup>2</sup>



120 VOLT GFI RECEPTACLE (ONLY TO BE USED W/ METERED POLES)

FIXTURE ARM W/ 18" INTERNAL TENON

RIPLEY RD8645 LED PHOTOCELL (10 YEAR WARRANTY, UDOT SPEC) (7 PIN RECEPTACLE) PROVIDED BY MOUNTAIN STATES LIGHTING

HANG STRAIGHT COMPRESSION PLUMBIZER

KING LUMINAIRE K829 100W, 3000K, WATTAGE SWITCH (7 YEAR WARRANTY) PROVIDED BY MOUNTAIN STATES LIGHTING

2'-0"

BANNER ARMS ON FIXTURE SIDE

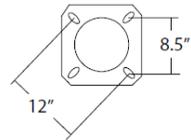
BANNER ARMS ON FIXTURE SIDE

STRAIGHT ROUND ALUMINUM TUBE "C"

POLE: 20SRA-4'EXTARM-4.5OD-PLUMB POWDER COATED BLACK (LIFETIME STRUCTURAL WARRANTY, 5 YEAR POWDERCOAT WARRANTY) PROVIDED BY MOUNTAIN STATES LIGHTING

POLE SPECIFICATIONS:  
OVERALL HEIGHT (A): 24 ft  
HEIGHT TO ARM (B): 20ft  
WALL THICKNESS (C): .220 in  
BUTT DIAMETER (D): 4.5 in  
TOP DIAMETER (E): 4.5 in  
BASE HEIGHT (F): 29 in  
BASE DIAMETER (G): 16 in

BASE: UNIVERSITY HD-ELASTOMER BASE (10 YEAR WARRANTY, 5 YEAR PAINT WARRANTY) "CITY OF NORTH SALT LAKE" CAST IN BASE ALUMINUM, STEEL, IRON NOT ACCEPTABLE DUE TO CORROSION 2" x 5" HANDHOLE BEHIND TWO-PIECE BASE PROVIDED BY MOUNTAIN STATES LIGHTING



12" BOLT CIRCLE  
ANCHOR BOLTS: 3/4" x 18" x 3"  
3/4" THICK ANCHOR PLATE

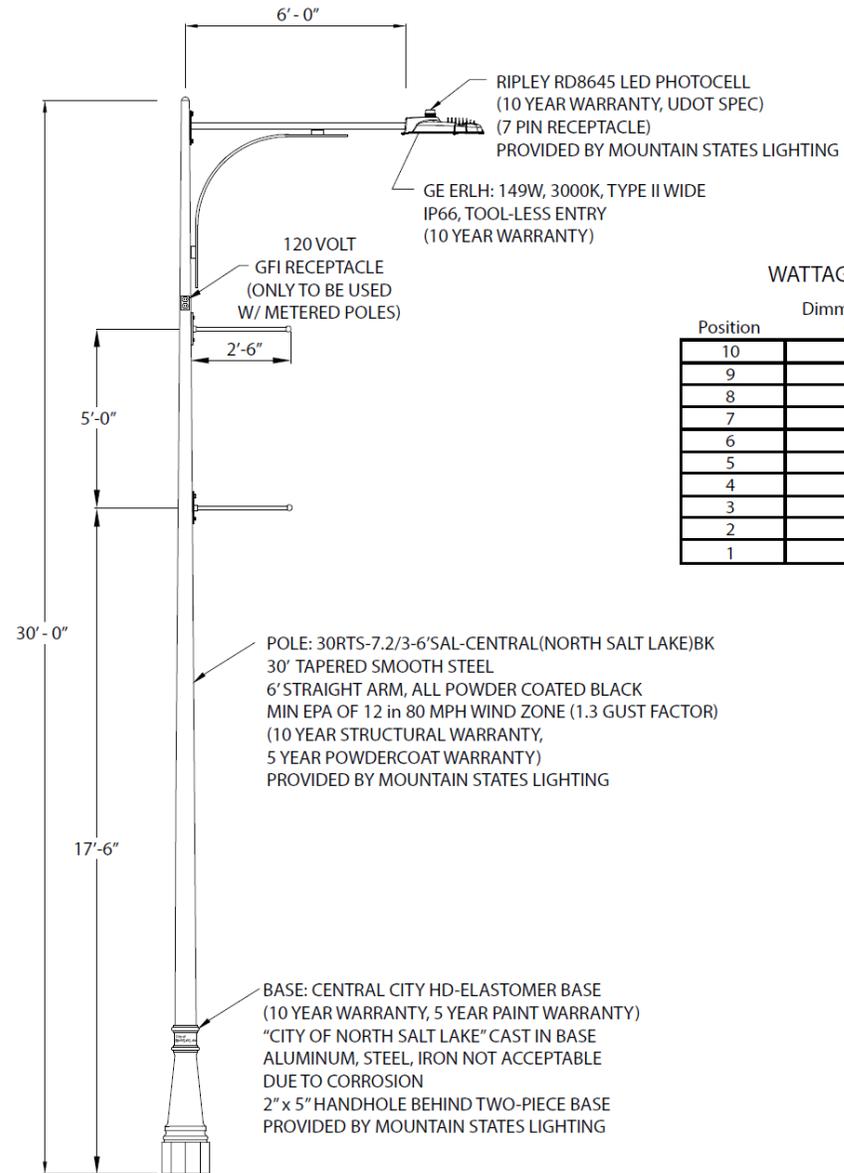
WATTAGE SWITCH SETTINGS

WATTAGE SELECTOR OPTION	DIMMING PERCENTAGE	WATTAGE PERCENTAGE
0	0%	100%
1	10%	90%
2	20%	80%
3	30%	70%
4	40%	60%
5	50%	50%
6	60%	40%
7	70%	30%
8	80%	20%
9	90%	10%

**DECORATIVE ARTERIAL STREET LIGHT w/ BANNER ARMS**

FIXTURE RATINGS

**IP66**  
Weight: 15.15 lbs  
EPA: 0.5 FT<sup>2</sup>



6'-0"

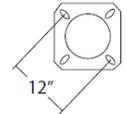
RIPLEY RD8645 LED PHOTOCELL (10 YEAR WARRANTY, UDOT SPEC) (7 PIN RECEPTACLE) PROVIDED BY MOUNTAIN STATES LIGHTING

GE ERLH: 149W, 3000K, TYPE II WIDE IP66, TOOL-LESS ENTRY (10 YEAR WARRANTY)

120 VOLT GFI RECEPTACLE (ONLY TO BE USED W/ METERED POLES)

WATTAGE SWITCH SETTINGS

Position	Dimming Voltage (±0.1V)	% Output Power (±5%)
10	OPEN	100%
9	OPEN	100%
8	7.75	85%
7	6.59	71%
6	6.06	64%
5	5.50	58%
4	4.71	49%
3	4.49	47%
2	3.02	31%
1	3.01	30%



ANCHOR BASE DETAIL  
12" BOLT CIRCLE  
ANCHOR BOLTS: 1" x 36"

POLE: 30RTS-7.2/3-6'SAL-CENTRAL(NORTH SALT LAKE)BK 30' TAPERED SMOOTH STEEL 6' STRAIGHT ARM, ALL POWDER COATED BLACK MIN EPA OF 12 in 80 MPH WIND ZONE (1.3 GUST FACTOR) (10 YEAR STRUCTURAL WARRANTY, 5 YEAR POWDERCOAT WARRANTY) PROVIDED BY MOUNTAIN STATES LIGHTING

BASE: CENTRAL CITY HD-ELASTOMER BASE (10 YEAR WARRANTY, 5 YEAR PAINT WARRANTY) "CITY OF NORTH SALT LAKE" CAST IN BASE ALUMINUM, STEEL, IRON NOT ACCEPTABLE DUE TO CORROSION 2" x 5" HANDHOLE BEHIND TWO-PIECE BASE PROVIDED BY MOUNTAIN STATES LIGHTING

**REDWOOD ROAD 30' STREET LIGHT**

DESIGN BUILD PROJECT  
Landscaping on Eagleridge Drive

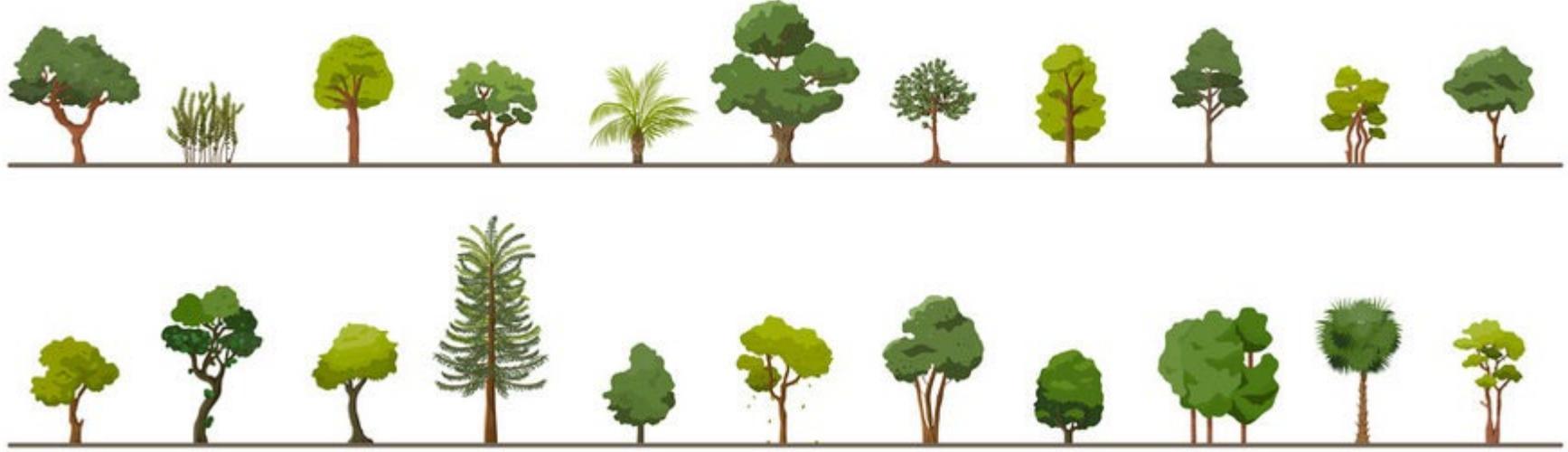
## 1. Design-Build Project

- Like we did on the pond
- Allows for overlap in design and construction

The logo features the words "DESIGN-BUILD" in large, bold, yellow capital letters. The word "DESIGN-" is on the top line and "BUILD" is on the bottom line. Below this, the words "PROJECT DELIVERY" are written in smaller, white capital letters on a dark blue horizontal bar. The background of the logo is black with faint, teal-colored architectural drawings or blueprints visible.

**DESIGN-  
BUILD**

PROJECT DELIVERY



## Council Input on Trees

- Get the “look” you want
- Make sure the trees are suitable for the soils and the conditions



# Eagle Ridge Drive

Landscape Improvement Options

Sept 16, 2025



Horn Beam



Flowering  
Cherry Tree

# Trees

Landscape Improvement Options



**Existing Condition**



**Preferred Option**



**Revised Option**

## Proposed Motion

I move that the City Council authorize City staff to proceed with the proposed Eagleridge Drive Landscaping Improvement project using a design build method which includes the City Council awarding any future bids for project construction.

RESOLUTION 2025-44R

Amending the Adopted Standards  
and Specification Manuals

# STANDARDS & SPECIFICATIONS MANUALS

- City Council must officially adopt the engineering regulations and standards
- Regulations for construction of public improvements for City projects and work done by others (developers, individual property owners, utility companies, etc.)
- Existing manuals have been adopted for Streets (2022), Water (2020), Storm Water (2020) and Parks (2020)
- Updated manuals are proposed, which require a public hearing and formal adoption by City Council



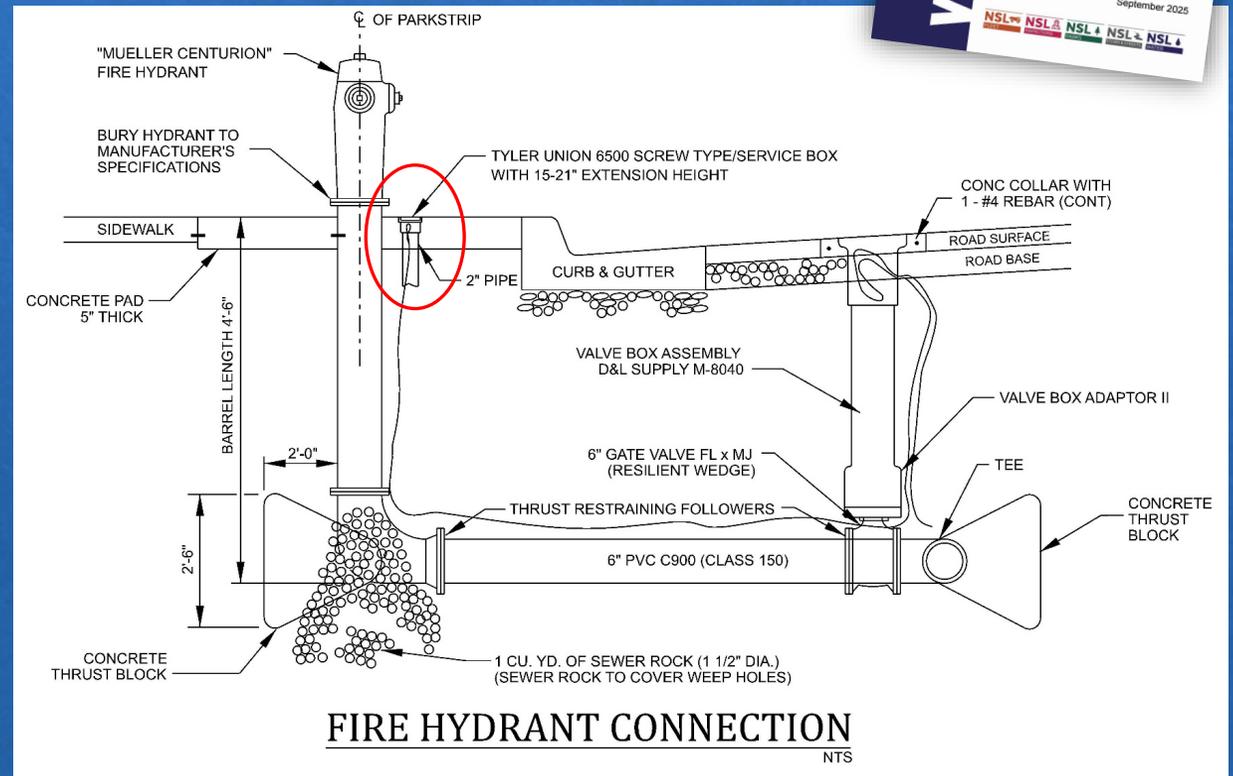
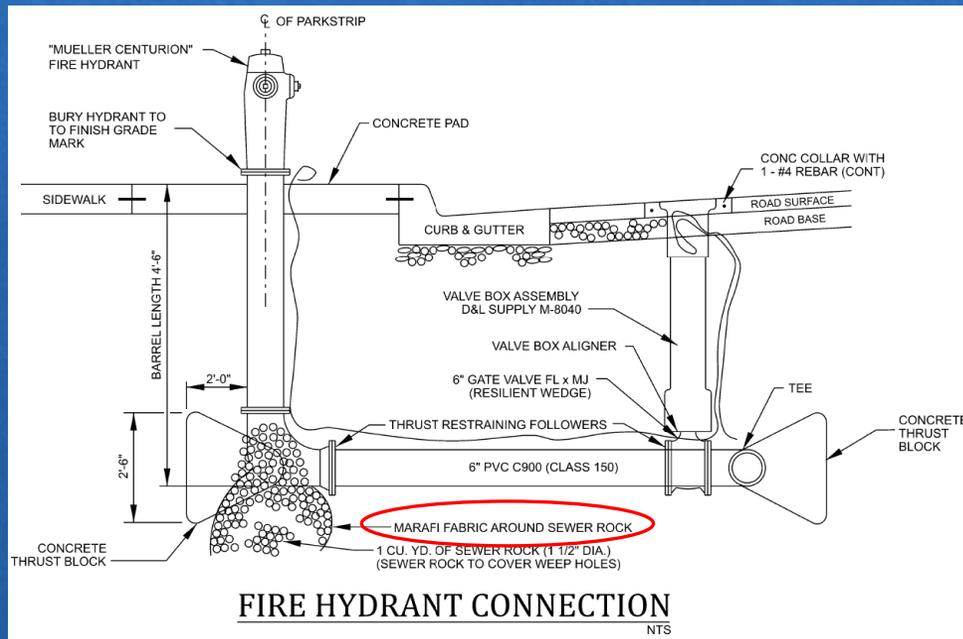
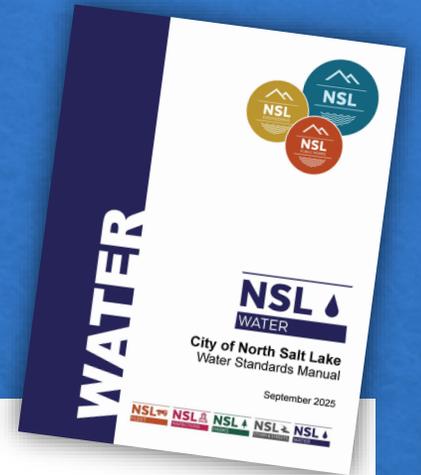
# STANDARDS & SPECIFICATIONS MANUALS

- Regulations are based on widely accepted standards
- NSL standards are primarily based on American Public Works Association (APWA), Utah Chapter
- Additional information that has been customized to help clarify City-specific requirements
- Land use approvals must meet the adopted standards (new development, improvements to existing areas, redevelopment, etc.)



# STANDARDS & SPECIFICATIONS MANUALS: Updates

- Product updates for manufacturer's model numbers
- Updates for contact information and website links
- Minor changes and improvements in standards



# STANDARDS & SPECIFICATIONS MANUALS: Changes

- A. Inclusion of Meter Base and Timer Enclosure (Parks)
- B. Adoption of Whirlygig method for manhole collars (Streets & Storm)
- C. Inclusion of additional details for Street Light Standards (Streets)
- D. Adoption of using Adaptor II for water valve installations (Water)
- E. Water meter numbering for town house meter cans (Water)
- F. Changing secondary water services from double to single (Water)
- G. Addition of Service Pedestal for PRV (Water)
- H. Addition of HDPE pipe specifications and standard details (Water)



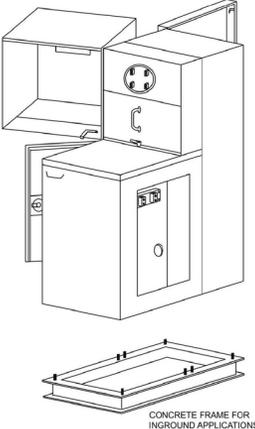
# Inclusion of Meter Base and Timer Enclosure (Parks)

- Standard for service pedestal
- Used for power connection and housing for sprinkler systems timers



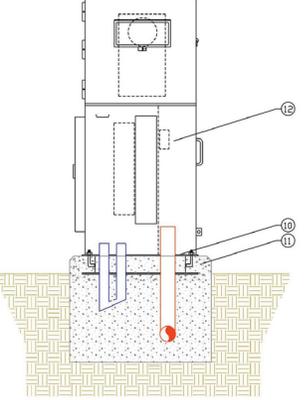
## Service Pedestal for Irrigation Control

### MPE-Series Service Pedestal



CONCRETE FRAME FOR INGROUND APPLICATIONS

MPE-SERIES WITH ENCLOSURE INSTALLED ON CONCRETE PAD



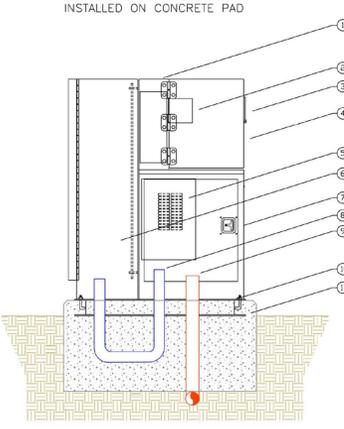
**LEGEND**

1. Strongbox meter enclosure stainless steel NEMA Type 3R MPE-series 0-200 amp service.
2. Commercial meter socket 100A or 200A with test blocks.
3. Service meter viewing window.
4. Side hinged removal front lid.
5. Load center with main breaker.
6. Strongbox control enclosure full length front door, padlockable, part no. SB-1852SS 18" x 52" x 12".
7. Load center compartment, gasketed door with T-handle, padlockable.
8. Load conduit from load center section into customer enclosure SB-1852SS.
9. Service line conduit from utility, conduit shall be 3" in diameter and installed as per Rocky Mountain Power specifications. If required to supply wire by power utility, size wire per NEC standards for amperage load.
10. Stainless anchor base installed during concrete pour and conduit placement.
11. Poured concrete base—18" minimum thickness—extend concrete 3" beyond outside dimension of enclosure with 3/4" chamfered edge. Finish top of base to be 4" above final grade.
12. 2" conduit for control wires.

47
Parks Department

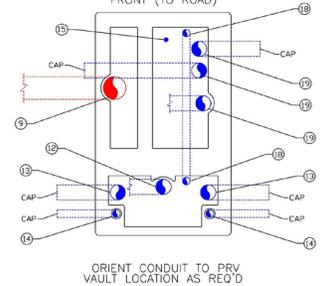


### MPE-Series with Enclosure Installed on Concrete Pad



CONCRETE FRAME FOR INGROUND APPLICATION

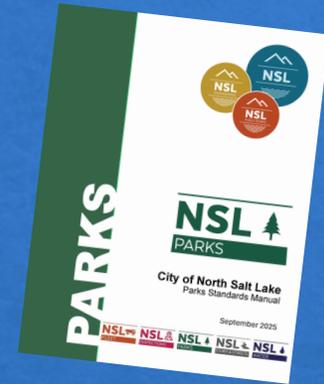
FRONT (TO ROAD)



ORIENT CONDUIT TO PRV VAULT LOCATION AS REQ'D

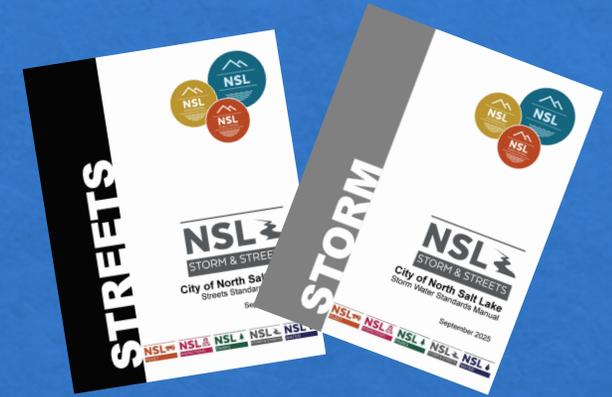
13. 2" conduit for flow sensor cable and master valve (if applicable).
14. Conduit, 1", extend 12" beyond edge of pedestal and cap with a PVC glued cap, orient parallel to curb
15. 5/8" x 96" ground rod at least 3" above concrete.
16. PVC bell end bushing on every conduit required. All conduit shall be 3" above top of concrete. No glue on PVC bell end bushings.
17. City will call Rocky Mountain Power to start the work order process as this meter will be billed to City account.
18. 1" Power conduit for controller enclosure.
19. Spare 2" power conduit—orient parallel to curb.

48
Public Works Standards Manual



# Adoption of Whirlygig for Manhole Collars (Streets & Storm)

- Current standard adopted by South Davis Sewer District
- Thermoplastic form that replaces concrete grade rings
- Demonstrated improvement in function and longevity



**NSL Installation**

**Manhole Collar Section**

**MANHOLE PLAN VIEW**  
NTS

**MANHOLE COLLAR SECTION A-A**  
NTS

**NOTE:**  
CONCRETE COLLARS ARE REQUIRED ON ALL MANHOLES IN STREETS, ROADWAYS & OTHER PAVED AREAS. CONSTRUCT CAST-IN-PLACE RISER/COLLAR WITH THERMOPLASTIC FORM BY WHIRLYGIG.  
THE TOP OF THE CONE (WHICH MAY BE ADJUSTED AS NECESSARY WITH 1, 6-INCH CONCRETE GRADE RINGS) SHOULD BE NO LESS THAN 12 INCHES BELOW FINISHED GRADE AND NO MORE THAN 16 INCHES BELOW FINISHED GRADE. MULTIPLE GRADE RINGS ARE NOT PERMITTED.  
EXCEPTIONS TO THE DEPTH OF COVER FOR STORM DRAIN MANHOLES DUE TO EXISTING CONFLICTING UTILITIES MAY BE APPROVED BY THE CITY ENGINEER OR PUBLIC WORKS INSPECTOR.

**NOTE:**  
FOR SEWER MANHOLES  
CURRENT SOUTH DAVIS SEWER DISTRICT DETAIL SHOULD BE CONSULTED FOR ALL SEWER MANHOLES.

**SOUTH DAVIS SEWER DISTRICT  
CONCRETE COLLAR DETAIL**

Storm Water Department

**NSL STORM & STREETS**

**Water Valve Collar Section**

**WATER VALVE COLLAR SECTION**  
NTS

**Manhole Collar Section**

**MANHOLE PLAN VIEW**  
NTS

**MANHOLE COLLAR SECTION A-A**  
NTS

**NOTE:**  
CONCRETE COLLARS ARE REQUIRED ON ALL MANHOLES IN STREETS, ROADWAYS & OTHER PAVED AREAS. CONSTRUCT CAST-IN-PLACE RISER/COLLAR WITH THERMOPLASTIC FORM BY WHIRLYGIG.  
THE TOP OF THE CONE (WHICH MAY BE ADJUSTED AS NECESSARY WITH 1, 6-INCH CONCRETE GRADE RINGS) SHOULD BE NO LESS THAN 12 INCHES BELOW FINISHED GRADE AND NO MORE THAN 16 INCHES BELOW FINISHED GRADE. MULTIPLE GRADE RINGS ARE NOT PERMITTED.  
EXCEPTIONS TO THE DEPTH OF COVER FOR STORM DRAIN MANHOLES DUE TO EXISTING CONFLICTING UTILITIES MAY BE APPROVED BY THE CITY ENGINEER OR PUBLIC WORKS INSPECTOR.

**NOTE:**  
CURRENT SOUTH DAVIS SEWER DISTRICT DETAIL SHOULD BE CONSULTED FOR ALL SEWER MANHOLES.

**SOUTH DAVIS SEWER DISTRICT  
CONCRETE COLLAR DETAIL**

Public Works Specification Manual



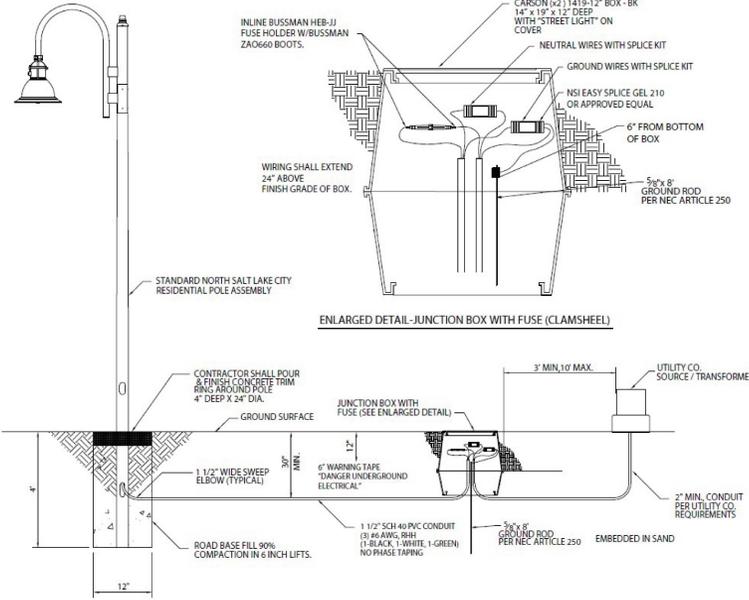
# Inclusion of additional details for Street Light Stds (Streets)

- Existing standards located in “North Salt Lake Street Light Design Standards”



## Design Requirements

### Residential Street Light Underground Connection



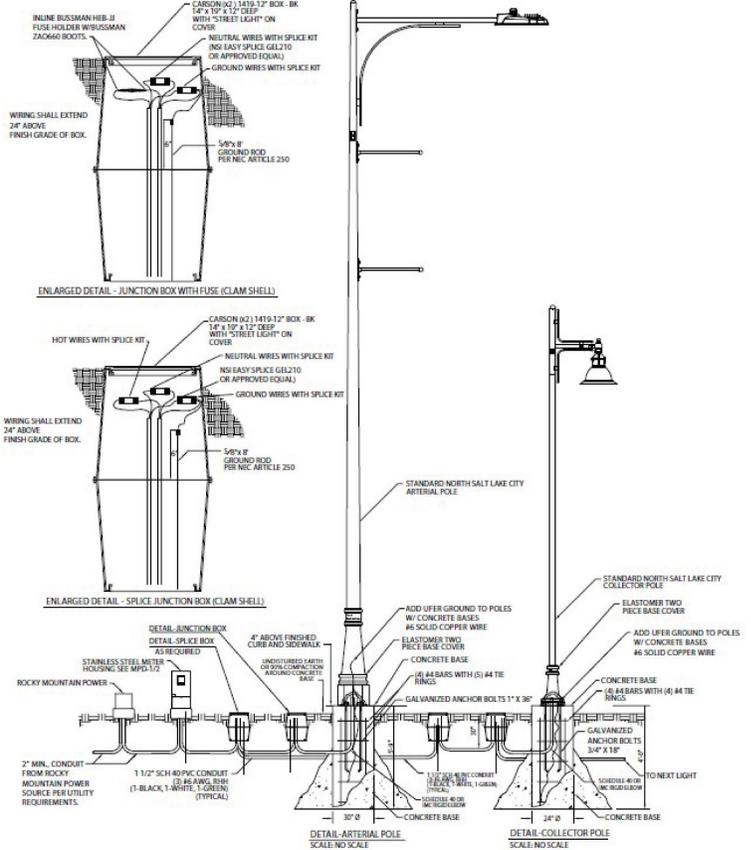
**ENLARGED DETAIL - JUNCTION BOX WITH FUSE (CLAMSHELL)**

**RESIDENTIAL STREET LIGHT UNDERGROUND DETAIL**



## Design Requirements

### Collector/Arterial Street Light Underground Connection

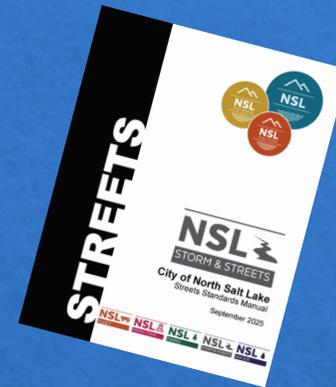


**DETAIL - JUNCTION BOX WITH FUSE (CLAM SHELL)**

**DETAIL - SPLICE JUNCTION BOX (CLAM SHELL)**

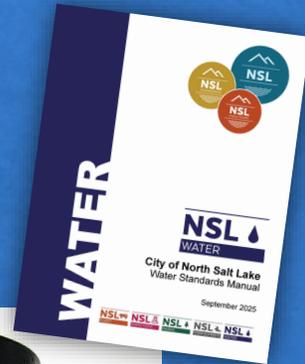
**DETAIL - ARTERIAL POLE**  
SCALE: NO SCALE

**DETAIL - COLLECTOR POLE**  
SCALE: NO SCALE



# Adoption of using Adaptor II for water valves (Water)

- Inserts on valve before valve box is installed
- Eliminates settling and shifting of valve box, prevents dirt from entering



## Installation

### Valve Installation

1. All valves shall be set perpendicular to the road surface.
2. All nuts and bolts shall be given a heavy coat of FM food quality grease.
3. Valves should be wrapped with polyethylene with only the operating nut exposed. The valve should be taped using 2" wide 20 mill tape in a way to not infringe on the operation of the valve.
4. North Salt Lake City may request that a concrete block be placed underneath each valve and wedged tightly to support the weight and prevent slippage.
5. Valve boxes of the sliding adjustable type must be centered over the nut or the valve so that a valve key can access the nut and open and close it smoothly. The contractor is also responsible to make sure all valve boxes are clear of dirt and debris, open and ready for operation.
6. All valves are required to have a concrete collar with minimum 24" diameter collar with 6" deep concrete with #4 bar in hoop (See drawing below).

**VALVE BOX & TRACER WIRE, INSTALLATION**

**DETAIL OF VALVE BOX ADAPTOR**

**TRACER WIRE NOTES:**

1. ALL TRACER WIRE SHALL HAVE HOPE INSULATION INTENDED FOR DIRECT BURY. COLOR CODED PER AWWA STANDARDS FOR SPECIFIC UTILITY BEING MARKED
2. OPEN TRACER TRACER WIRE SHALL BE #17 AWG (300V RATED STEEL, HIGH STRENGTH WITH MINIMUM BREAK LOAD OF 450 LB WITH MINIMUM 30 MIL HOPE INSULATION THICKNESS)
3. DIRECTIONAL DRILLING (BORING) PIPE BURESTING/SLIP LING TRACER CLAD STEEL, EXTRA HIGH STRENGTH WITH MINIMUM 50 MIL HOPE INSULATION THICKNESS
4. PIPE BURESTING/SLIP LING TRACER CLAD STEEL, EXTREME STRENGTH 50 MIL HOPE INSULATION THICKNESS
5. ALL MAINLINE TRACER WIRES MUST AT MAINLINE TEES, AND MAINLINE AT TEES, THE THREE WIRES LOCKABLE CONNECTOR AT CROSSES, THE FOUR WIRE USE OF TWO 3-WAY CONNECT THEM IS AN ACCEPTABLE ALTERNATIVE TO LUGS OR USE IN UNDERGROUNDS TRACER WIRE DIELECTRIC SILICON FILLED TO BE INSTALLED IN A MANNER SO AS TO INSTALL NON-LOCKING FRICTION FIT, TWIST

**WATER VALVE COLLAR SECTION**

**MANHOLE COLLAR SECTION A-A**

**VALVE BOX & TRACER WIRE, INSTALLATION**

**DETAIL OF VALVE BOX ADAPTOR**

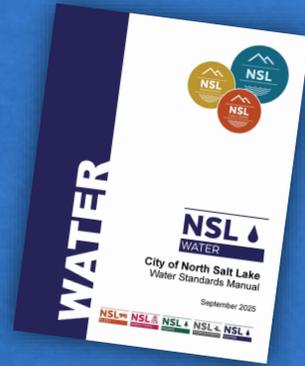
**TRACER WIRE**

1. ALL TRACER WIRE SHALL BE BURY, COLOR CODED PER AWWA STANDARDS FOR SPECIFIC UTILITY BEING MARKED
2. OPEN TRACER TRACER WIRE SHALL BE #17 AWG (300V RATED STEEL, HIGH STRENGTH WITH MINIMUM BREAK LOAD OF 450 LB WITH MINIMUM 30 MIL HOPE INSULATION THICKNESS)



# Water meter numbering for town house meter cans (Water)

- Plastic or metal numbers installed to the inside of each meter box
- 4” tall, readily available from local stores or online retailers



**NSL WATER**

### Meter Box Installation

1. All meters are to be installed in the park strip or within 5 feet of the property line (street side where sidewalk is present).
2. Do not install meter boxes under driveway approaches, sidewalks, in parking lots, or under curb and gutter. Box shall be placed in a landscaped area.
3. The box shall be set so that the grade of the frame and the cover matches the grade of the surrounding surface.
4. Concrete meter boxes with larger, traffic safe lids may be deemed necessary by North Salt Lake City personnel in a situation where the meter must be placed in an asphalt, concrete or other high traffic area (See drawing below).
5. All meter relocations must be approved by North Salt Lake City personnel and all costs will be the responsibility of the property owner.
6. Water meter boxes in townhouses or other locations where the meters are 4' or closer to each other, or in a grouping, must have house/ unit number mounted inside each meter box. Numbers (plastic or metal) must be 4" tall and mounted 12" below the top of meter box with screw or rivets.

Two large, black, 4-inch tall numbers, '4' and '0', are shown side-by-side. The '4' is a simple sans-serif font, and the '0' is a simple sans-serif font with a small gap at the top.

A large, black, 4-inch tall plastic number '3' is shown on a white background.

Nearby, 12 mi

[Hy-ko 4" Black Plastic Modern Number](#)

**\$2.23**

Walmart & more

4.1 ★★★★★ (99)

A large, black, 4-inch tall plastic number '1' is shown on a white background.

**4 In. Nail On House Number 1,...**

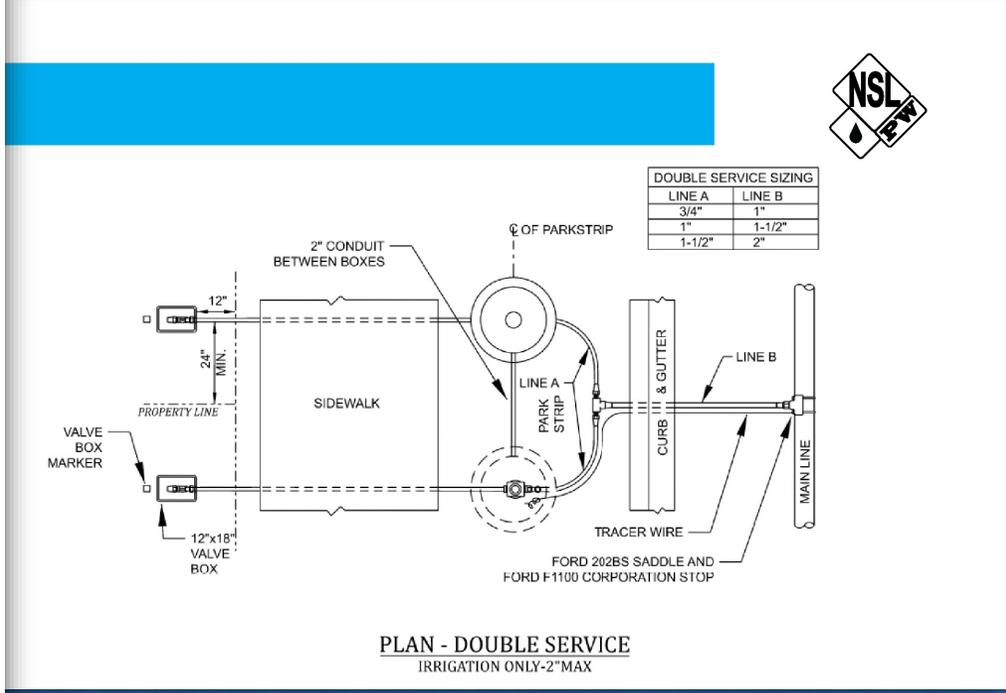
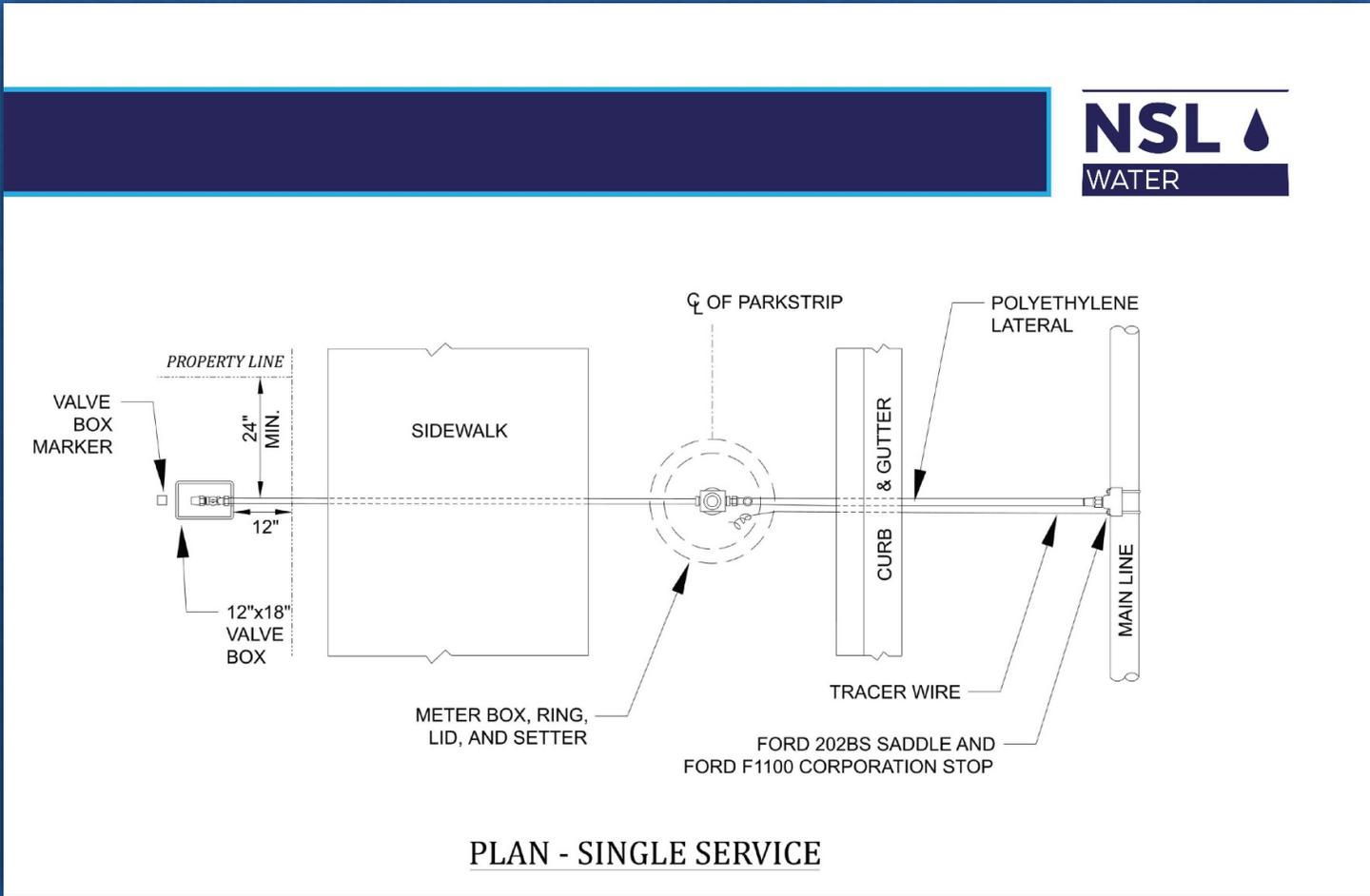
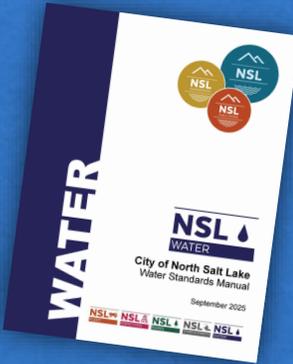
**\$1.16**

Harney Har...

30-day returns

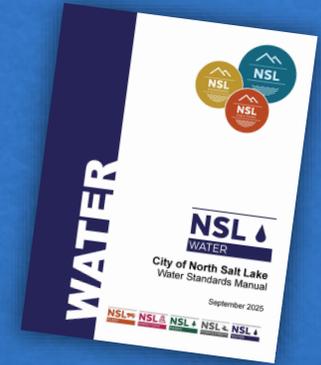
# Changing secondary water services from double to single (Water)

- Leaks occurring due to extra fittings needed (two houses per lateral)



# Addition of Service Pedestal for PRV (Water)

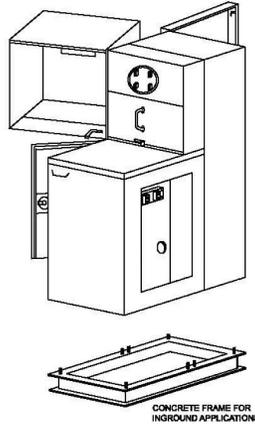
- Existing standard, not previously included in manual
- Used for power service and SCADA connections for PRV vaults



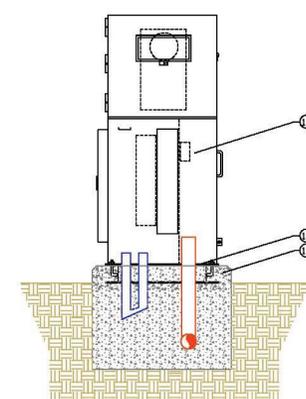


## Service Pedestal for PRV

MPE-SERIES WITH ENCLOSURE  
INSTALLED ON CONCRETE PAD



CONCRETE FRAME FOR  
INGROUND APPLICATIONS



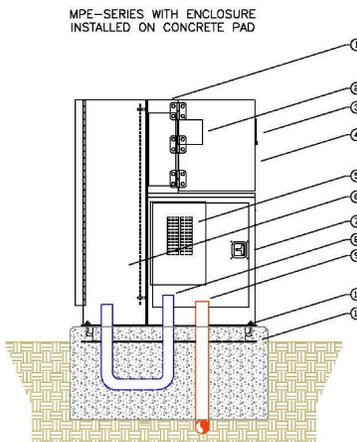
### LEGEND

<ol style="list-style-type: none"> <li>1. STRONGBOX METER ENCLOSURE STAINLESS STEEL NEMA TYPE 3R MPE-SERIES 0-200AMP SERVICE</li> <li>2. COMMERCIAL METER SOCKET 100A OR 200A WITH TEST BLOCKS</li> <li>3. SERVICE METER VIEWING WINDOW</li> <li>4. SIDE HINGED REMOVABLE FRONT LID</li> <li>5. LOAD CENTER WITH MAIN BREAKER</li> <li>6. STRONGBOX CONTROL ENCLOSURE FULL LENGTH FRONT DOOR, PADLOCKABLE, PART NO. SB-1822SS 18" x 62" x 12".</li> <li>7. LOAD CENTER COMPARTMENT, GASKETED DOOR WITH T-HANDLE, PADLOCKABLE.</li> <li>8. LOAD CONDUIT FROM LOAD CENTER SECTION INTO CUSTOMER ENCLOSURE SB-1852SS.</li> </ol>	<ol style="list-style-type: none"> <li>9. SERVICE LINE CONDUIT FROM UTILITY, CONDUIT SHALL BE 3" IN DIAMETER AND INSTALLED AS PER ROCKY MOUNTAIN POWER SPECIFICATIONS. IF REQ'D TO SUPPLY WIRE BY POWER UTILITY, SIZE WIRE PER NEC STANDARDS FOR AMPERAGE LOAD.</li> <li>10. STAINLESS ANCHOR BASE INSTALLED DURING CONCRETE POUR AND CONDUIT PLACEMENT</li> <li>11. POURED CONCRETE BASE - 18" MIN. THICKNESS - EXTEND CONCRETE 3" BEYOND OUTSIDE DIMENSION OF ENCLOSURE WITH 3/4" CHAMFERED EDGE. FINISH TOP OF BASE TO BE 4" ABOVE FINAL GRADE.</li> <li>12. SCADA CONDUIT 2" FROM PRV VAULT CONNECT TO CONDUIT LABELED SCADA ON VAULT.</li> <li>13. CONNECT TO CONDUIT LABELED SPARE ON VAULT UNUSED 2" CONDUIT FOR FUTURE USE CAP BOTH OPEN ENDS WITH RUBBER PIPE CAP.</li> </ol>
---	--

27 Water Department

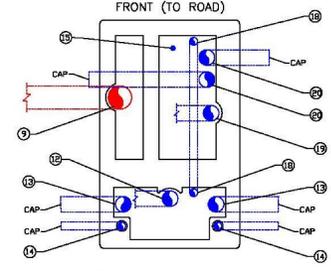


MPE-SERIES WITH ENCLOSURE  
INSTALLED ON CONCRETE PAD



CONCRETE FRAME FOR  
INGROUND APPLICATION

FRONT (TO ROAD)



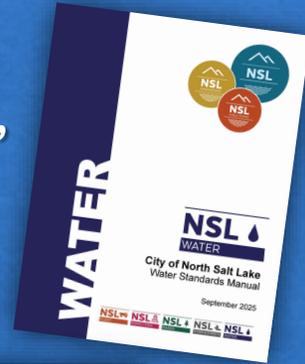
ORIENT CONDUIT TO PRV  
VAULT LOCATION AS REQ'D

14. CONDUIT, 1", EXTEND 12" BEYOND EDGE OF PEDESTAL AND CAP WITH A PVC GLUED CAP, ORIENT PARALLEL TO CURB.
15. 5/8" X 96" GROUND ROD AT LEAST 3" ABOVE CONCRETE
16. PVC BELL END BUSHING ON EVERY CONDUIT REQUIRED. ALL CONDUIT SHALL BE 3" ABOVE TOP OF CONCRETE. NO GLUE ON PVC BELL END BUSHINGS.
17. CITY WILL CALL ROCKY MOUNTAIN POWER TO START THE WORK ORDER PROCESS AS THIS METER WILL BE BILLED CITY ACCOUNT.
18. 1" POWER CONDUIT FOR SCADA ENCLOSURE.
19. 2" POWER CONDUIT FOR PRV VAULT. CONNECT TO CONDUIT LABELED "POWER" ON VAULT.
20. SPARE 2" POWER CONDUIT - ORIENT PARALLEL TO CURB.

Public Works Standards Manual 28

# Addition of HDPE pipe specifications and standard details (Water)

- Not previously included (APWA does not include standards for HDPE)
- Standards used are from “Alliance for PE Pipes Standards & Specifications”



## NSL HDPE Testing

**Disinfection tests**

1. All water pipe and fittings shall be thoroughly disinfected prior to being placed in service. The procedure shall follow the applicable provisions of the procedure established for the disinfection of water mains in AWWA C651. (Bacteriological testing on the water main shall be scheduled for water analysis (lab testing.) The results of the lab testing shall be sent to the utility. The main shall be placed into service until it is properly disinfected and water analysis proves satisfactory.)
2. Temporary blow-offs shall be installed for the purpose of cleaning the water main. The main shall be flushed and plugged after the main is cleaned. The main shall be flushed and plugged after the main is cleaned.
3. The new water main shall be connected to the existing water main at one point. The new main MUST have a blow off on the end as required. After the new main is flushed, the open end shall be sealed and restrained and the main shall be thoroughly disinfected.

**Pressure and Leakage tests**

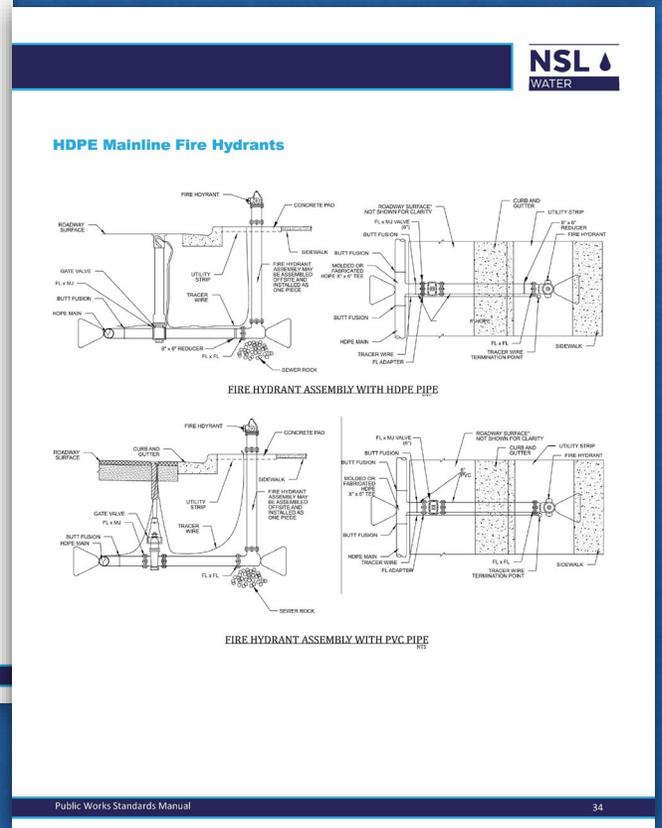
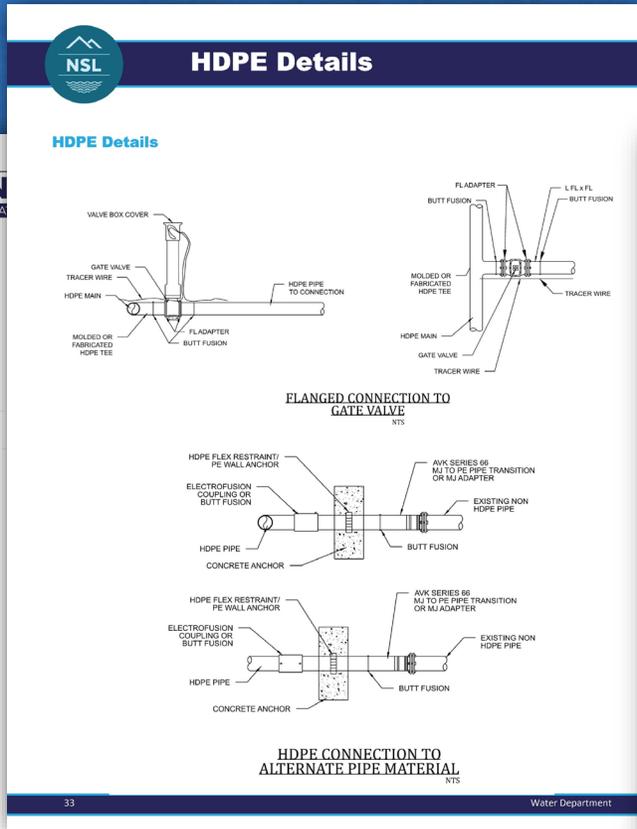
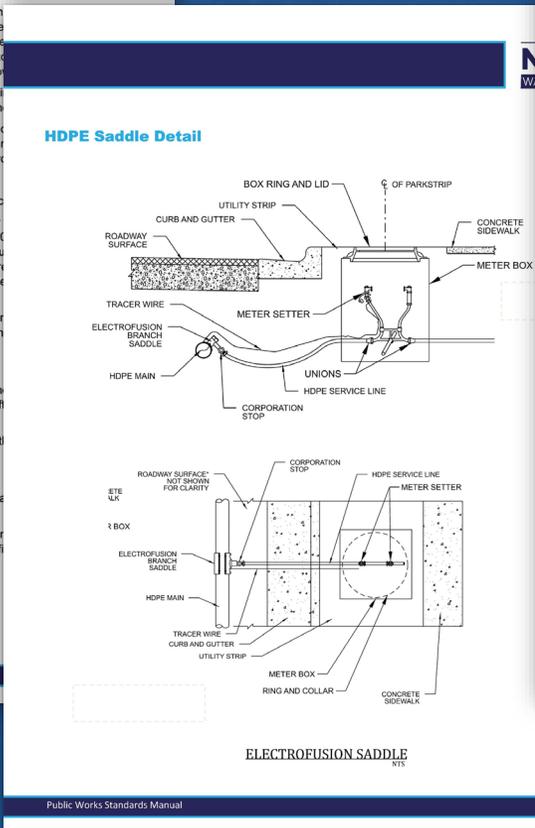
1. Conduct hydrostatic pressure testing of installed polyethylene pipe in accordance with the applicable provisions of the procedure established for the testing of water mains in AWWA C651.
2. For HDPE mains, fill the main slowly ensuring fill rate does not exceed capacity. Once air has been expelled from the system, gradually raise the pressure to 160 psi as necessary to maintain this pressure as necessary for 4 hours. After the 4 hour pressure test is complete, gradually reduce the pressure to 150 psi. Do not increase pressure during this one hour period. The test is passed and considered acceptable if the pressure does not drop more than 5% (7.5 psi) during the one hour period.
3. If any defects or leaks are revealed, they should be corrected and the pipeline retested. A 24 hour recuperation period between tests. Total testing conducted on a section shall not exceed 8 hours within a 24 hour period.

**Disposal of Surplus Fluids**

1. All drill fluid excess shall be contained in entry and/or exit pits and pumped as needed to site storage tanks, tanker trucks, vacuum trucks, etc. Dispose of excess drill fluid of in accordance with local codes and regulations.
2. Dispose of all material not needed or not suitable for backfilling over or around the pits. The disposal shall be subject to local codes and regulations.

**Additional Notes:**

1. Blue or purple line is required on all HDPE pipe. Pipe shall be installed such that the pipe is supported by the ground.
2. Fittings must be HDPE fused fittings for all HDPE pipe. Ductile iron fittings are not allowed on HDPE lines runs. Connections for dissimilar pipe materials must be done via flanged fittings.



## Proposed Motion

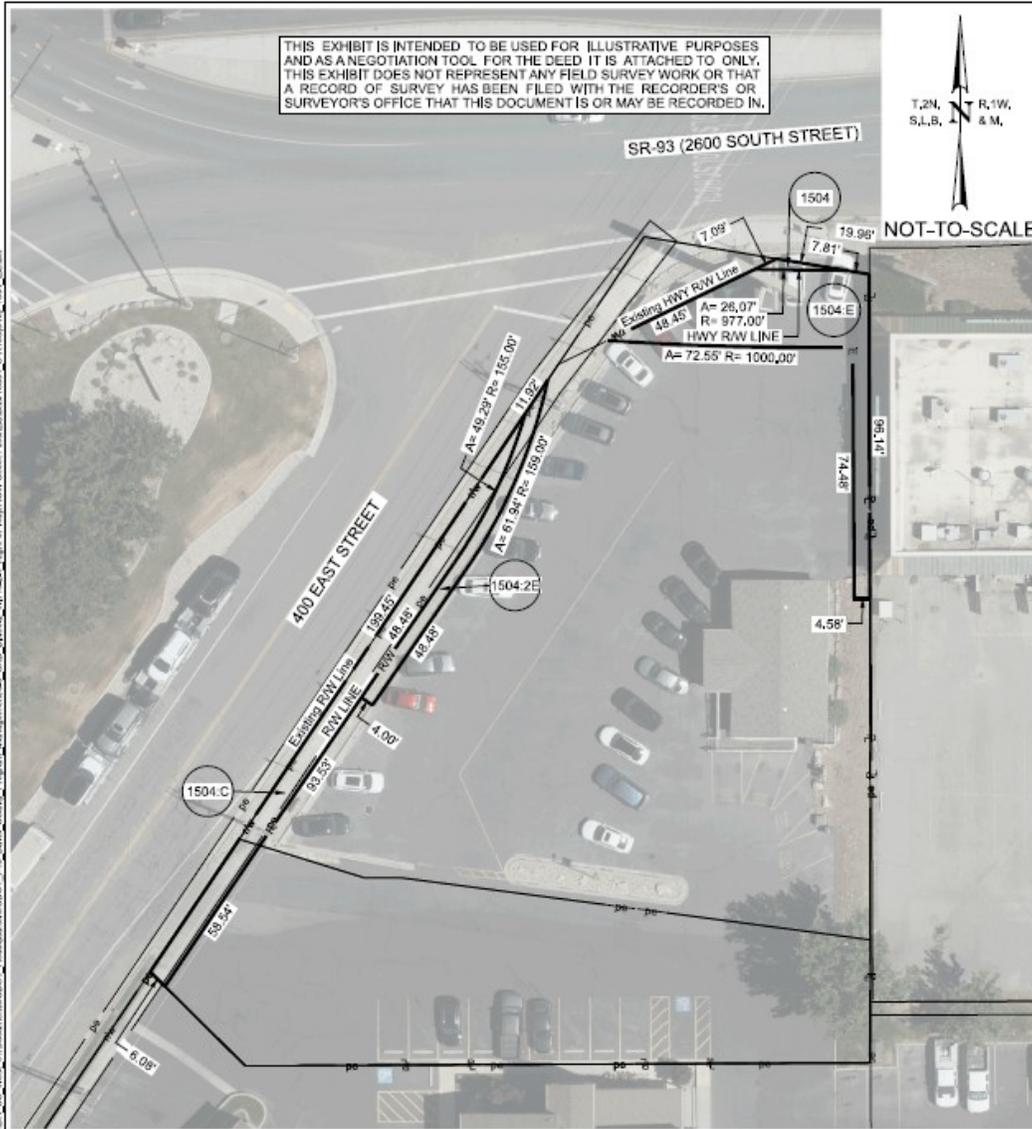
I move that the City Council approve Resolution No. 2025-44R, amending the adopted Standards and Specifications Manuals for Public Infrastructure for Streets, Water, Storm Water and Parks.

RESOLUTION 2025-45R:  
Accepting the Dedication of Public  
Right-Of-Way

THIS EXHIBIT IS INTENDED TO BE USED FOR ILLUSTRATIVE PURPOSES AND AS A NEGOTIATION TOOL FOR THE DEED IT IS ATTACHED TO ONLY. THIS EXHIBIT DOES NOT REPRESENT ANY FIELD SURVEY WORK OR THAT A RECORD OF SURVEY HAS BEEN FILED WITH THE RECORDER'S OR SURVEYOR'S OFFICE THAT THIS DOCUMENT IS OR MAY BE RECORDED IN.

T.2N,  
S.1.B,  
R.1W,  
& M.

NOT-TO-SCALE



D:\2020\2020\1504-EXHIBIT\1504-EXHIBIT.dwg 1:1 Date: 04/15/2020 10:00:00 AM 1504-EXHIBIT.dwg 1:1 Date: 04/15/2020 10:00:00 AM

PARCEL NO.	OWNER	ACRES	SQ FT	EXIST. RW AC. IN DEED	OWNERSHIP ACRES	REMAINING AC. LEFT	REMAINING AC. RIGHT
1504	E STREET UTAH, LLC	0,001	39		0,799	NONE	0,799
1504:C	E STREET UTAH, LLC	0,028	1,210		0,798	NONE	0,770
1504:E	E STREET UTAH, LLC	0,036	1,633			TEMPORARY	
1504:2E	E STREET UTAH, LLC	0,010	417			TEMPORARY	

SHEET NO.	1504-EXHIBIT	PARTIAL SUMMARY NO.	09P	PROPERTY OWNER:	E STREET UTAH, LLC
PROJECT	I-15			PROPERTY ADDRESS:	1060 NORTH 400 EAST, NORTH SALT LAKE
PROJECT NUMBER	WIDENING OF I-15			<b>UTAH DEPARTMENT OF TRANSPORTATION</b> HORROCKS	
	S-R199(343)	PIN	19854		

## Possible Motion

I move the City Council approve Resolution 2025-45R accepting the dedication of a portion of public right-of-way adjacent to 400 East south of 2600 South.

RESOLUTION 2025-46R

*Adopting a City Hall Facility Use Policy*

# Proposed City Hall Use Policy

## Permitted

Other Govt agencies during regular business hours for official purposes

Agencies which are City partners supporting City purposes

City citizen committees

Group political events such as meet the candidate nights

## Prohibited

Private events, person, family events, commercial purposes or an individual campaign activity

Use by individual political parties

Private organizational uses, whether for profit or non-profit

Overnight use or storage of personal or non-gov property

## Proposed Motion

I move that the City Council adopt Resolution 2025-46R: A resolution adopting a City Hall Facility Use Policy.

## RESOLUTION 2025-47R

Approving Interlocal Agreement for  
use of the America250 Logo and  
Branding for City  
Semiquincentennial Activities

## Proposed Motion

I move that the City Council adopt Resolution 2025-47R: A resolution approving an interlocal agreement between the City and the Utah Department of Cultural and Community Engagement for the use of the America250 Logo and branding related to the City's Semiquincentennial activities.

RESOLUTION 2025-48R:  
Approving a Master Services  
Agreement with ETS for IT Services

## Possible Motion

I move that the City Council adopt Resolution 2025-48R: A resolution approving a Master Services Agreement with ETS for IT Services.

DONATION REQUEST  
Bountiful Davis Arts Center

## Proposed Motion

I move that the City Council authorize a donation to the Bountiful Davis Arts Center of \$\_\_\_\_\_.

# APPROVAL OF MINUTES

August 26, 2025

## Possible Motion

I move that the City Council approve the minutes of the August 26, 2025 meeting, as written.

# APPROVAL OF MINUTES

September 2, 2025

## Possible Motion

I move that the City Council approve the minutes of the September 2, 2025 meeting, with proposed amendments.

# ACTION ITEMS

CLOSED SESSION

## Proposed Motion

I move that the City Council hold a closed session as allowed by State Code 52-4-205 for the purpose of [specify reason(s)]:

- discussing the character professional competence, or physical or mental health of an individual;
- discussing pending or reasonably imminent litigation;
- discussing the purchase, exchange, sale, or lease of real property;
- discussing the deployment of security personnel, devices, or systems.

ADJOURN

September 12, 2025

Amber Hugoe  
Lane and Gayle Jensen  
Patti Jensen  
Zach Larsen  
Matt and Nicole Solt  
Bobby and Angela Taylor

Utah State Governor Spencer Cox  
[governor@utah.gov](mailto:governor@utah.gov)  
Utah State Homelessness Coordinator Wayne Niederhauser  
[wniederhauser@utah.gov](mailto:wniederhauser@utah.gov)  
Salt Lake County Mayor and County Council  
[mayor@slco.org](mailto:mayor@slco.org)  
[council@slco.org](mailto:council@slco.org)  
Salt Lake City Mayor and City Council  
[mayor@slcgov.com](mailto:mayor@slcgov.com)  
[council.comments@slc.gov](mailto:council.comments@slc.gov)

Re: Proposed Homeless Shelter at 2550 North 2200 West in Salt Lake City

Dear State and Local Government Officials:

Thank you for your public service. We are some of the residents and families who live and work the land between approximately 2610 N 2200 W and 3290 N 2200 W in Salt Lake City and Salt Lake County. We are the landowners of generational farms, who have cherished our respite from urban sprawl and the rural farm life we hold dear in one of the last agricultural neighborhoods in Salt Lake County. This letter identifies our unique rural and agricultural community that has been overlooked in the plans for a massive homeless campus. Attached you will find a map that identifies our parcels and addresses (attached as **Exhibit A.**)

On September 3, 2025, we were alarmed by the unexpected announcement by Utah Homelessness Coordinator Wayne Niederhauser that the Utah Homeless Services Board proposes and intends to establish a campus facility located at 2550 North 2200 West in Salt Lake City. The 15.8-acre property is anticipated to provide shelter and support services to as many as 1,300 homeless individuals.

We understand the dynamics and difficulties those in leadership positions have experienced in locating a homeless shelter along the Wasatch Front. However, for many reasons this location is not ideal. Although you have reportedly explored many locations, there are issues with the location which may not be readily apparent to those who have not lived in the neighborhood. For example, please be aware of the serious mosquito infestation, wetland conditions, and even the

long-term effects of the Great Salt Lake on electronic functions and locking mechanisms. These conditions increase the cost, maintenance, and health risks for such facilities. Indeed, the health concerns associated with increased exposure to mosquito-borne illnesses should not be overlooked, particularly for a facility which seeks to aid indigent and vulnerable individuals who will spend many hours on the campus property in the outdoors or in the adjacent neighborhood.

Additionally, for several reasons the proposed campus is incompatible with land uses in the area which include residential, agricultural, agribusiness, and industrial parks or commercial warehouses. The area lacks not only transit infrastructure, but also, due to its rural nature, lacks basic infrastructure such as sidewalks, curb and gutter, and well-maintained or adequate roads for traffic demands. The area is located on the far border of Salt Lake County, many of the emergency and other related services that will be needed are far from the respective stations and precincts.

Further, as the affected landowners within this remote farming community, we anticipate unique detrimental impacts, in addition to the foreseeable reduction in property values we will suffer. We anticipate unprecedented foot traffic and congregant activity associated with the shelter along narrow 2200 West where we live, because when shelter-seeking individuals will be denied entry for failure to meet statutory entrance standards.<sup>1</sup> This will result in individuals who are unable to enter the campus congregating and seeking shelter in adjacent areas such as our rural homes and farms. This spillover effect has been well documented at numerous locations throughout Salt Lake County where homeless services are provided. This spillover effect will result in loitering, theft, trespass, camping, vandalism, property destruction, pedestrian injury or death, environmental damage such as loss of wildlife and habitat, and criminal activity including overt drug or substance abuse. Indeed this has occurred recently in other locations, in particular, in Tooele which has a campus facility. We anticipate unique harm to our farms, animals, and crops, a decreased sense of personal safety for ourselves and our children, and an overall diminished standard of rural living due to foreseeable health and sanitation concerns. It is highly likely that our farms, barns, and outbuildings may be seen as available temporary residences for the unsheltered who have been otherwise turned away. This result must be prevented.

While we appreciate the state's need to address homelessness, we will be uniquely impacted and pay a disproportionate price for their housing and support. Indeed, placing the homeless campus in this location places the burden and negative impacts of the entire Wasatch Front's homelessness crisis on our neighborhood, our farms, and our families. Therefore, we request your genuine review of potential economic solutions and remedies. Some of the options, if requested by the landowner, could include:

- the installation and ongoing maintenance of secure fencing around our parcels; no trespassing signage; security camera installation, maintenance, and monitoring; lighting around our parcels; ongoing police and county sheriff surveillance 24-7; and an established hotline for emergency response.

---

<sup>1</sup> See Utah Code § 35A-16-901.

- dedicated funding allocated to the residents identified on the map, such as creation of restricted accounts which the Utah Legislature, [Salt Lake] County Council, and Salt Lake City Council could enact to address our unique security and property protection needs. This fund would be a mitigation fund in addition to the State Homeless Shelter Cities Mitigation Fund.

- innovative creation and execution of interlocal agreements, for example between state and county health departments, public safety agencies; fire districts; UDOT; and adjacent cities to the shelter location.

- just and fair compensation for the material loss in value and the substantial interference with our use and enjoyment of our rural haven.

- an appointment for ongoing representation on the Local Homeless Coordination Council (LHHC) and possible creation of South Davis Local Homeless Council.

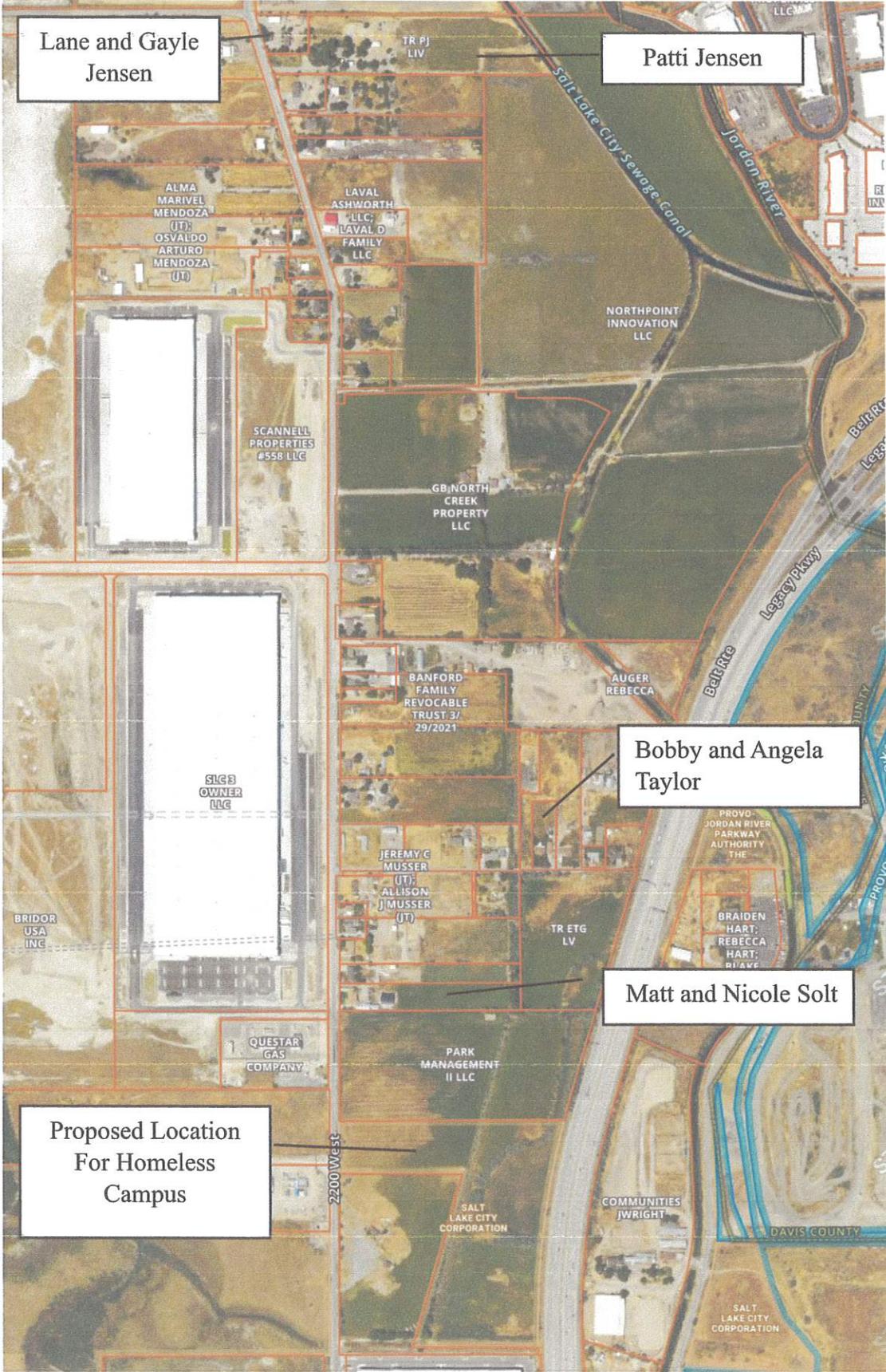
- a meeting between the Utah Office of Homeless Services and us residents so that we can directly interact, collaborate, and express concerns unique to our neighborhood in light of the close proximity of our homes to the proposed campus location.

- contractual provisions and protections to benefit the rural landowners in the development agreement for the construction, maintenance, and supervision of the homeless campus that include long-term restrictive covenants and long-term funding to mitigate impacts particular to our needs.

We appreciate your attention to our particular objections to this proposed location. We are also attaching the signatures of those who support our effort (attached as **Exhibit B**) which will be periodically supplemented and distributed to you in the coming days.

Sincerely,

Patti Jensen and Gayle Jensen



Lane and Gayle Jensen

Patti Jensen

ALMA MARIVEL MENDOZA (JT)  
OSVALDO ARTURO MENDOZA (JT)

LAVAL ASHWORTH LLC  
LAVAL D FAMILY LLC

NORTHPOINT INNOVATION LLC

SCANNELL PROPERTIES #558 LLC

GB NORTH CREEK PROPERTY LLC

BANFORD FAMILY REVOCABLE TRUST 3/29/2021

Bobby and Angela Taylor

SLCB OWNER LLC

JEREMY C MUSSER (JT)  
ALLISON J MUSSER (JT)

BRIDEN HART, REBECCA HART, RIAVE

BRIDOR USA INC

Matt and Nicole Solt

QUESTAR GAS COMPANY

PARK MANAGEMENT II LLC

Proposed Location For Homeless Campus

2200 West

SALT LAKE CITY CORPORATION

COMMUNITIES JWRIGHT

DAVIS COUNTY

SALT LAKE CITY CORPORATION

**PUBLIC ENTITY AFFIDAVIT – GRANTEE: CITY OF NORTH SALT LAKE**

I, \_\_\_\_\_, being of legal age and authorized by the City of North Salt Lake, hereafter "public entity," being first duly sworn, depose and state as follows:

The public entity consents to the conveyance of the real property interest identified above by deed from E Street Utah, LLC, a Nevada limited liability company (Grantor(s)). By signing this Public Entity Affidavit, the public entity accepts the ownership of the real property interest described in the attached deed and legal description.

The public entity does not guarantee or provide an opinion as to the proper form or validity of any conveyance document related to the real property interest described in the attached legal description and deed and does not waive or modify any legal rights in connection with the same.

This Public Entity Affidavit is only intended to evidence that the public entity consents to E Street Utah, LLC, a Nevada limited liability company (Grantor(s)) conveying the real property interest described in the attached deed and legal description to the public entity.

I do solemnly swear (or affirm) under penalties of perjury that the statements in this document are true.

\_\_\_\_\_  
Signature Date  
By:  
Its:  
Signed by Authority of:

*State of Utah,*  
*County of \_\_\_\_\_*

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

SEAL

\_\_\_\_\_  
Notary Public

269 theme. She asked what State Representative Melissa Ballard had shared when she spoke with the  
270 Committee.

271

272 Councilmember Clayton replied that Representative Ballard expressed similar concerns and had  
273 suggested a Days of 47 event or something similar. She said the Committee was in favor of  
274 retaining the events mentioned.

275

276 Councilmember Clayton requested the following statement from Melissa Ballard be included  
277 with the meeting minutes to help provide clarity regarding her attendance and comments at the  
278 Civic Events Committee meeting: “My presence at the events committee was clarified by me  
279 stating I was there as a citizen of North Salt Lake – not in my legislative capacity. The  
280 encouragement I gave the committee was to emphasize what you do for one you do for all, so  
281 either rotate every year which groups you gather, or don’t pick and choose groups by having  
282 more universal events, like a Veterans Day celebration. I appreciate the work of the committees  
283 and Council who work to make this city a great place to live!”

284

285 Councilmember Jackson said that the ownership for these large or controversial events would be  
286 with the City Council. She said as the City Council would be receiving any emails or phone calls  
287 related to these events that it should be a Council decision.

288

289 Councilmember Knowlton commented that this was a tricky topic and spoke on the logic of  
290 Councilmember Jackson’s concerns. He spoke on the valid concerns of those not in support of  
291 certain events but overall he did not agree as residents did not have to attend events they did not  
292 approve of. He spoke on how certain events would allow residents to feel seen and welcome.

293

294 Councilmember Baskin mentioned the points raised and how these events were not causing the  
295 division as it already existed. She said events were meant to bring the City together in  
296 celebration of one another and how we all contribute to our community. She spoke on the  
297 inclusion of the Unity in the Community events and how they were based in part by results  
298 received from surveys. She suggested a rotation of events to allow for a variety of events such as  
299 Days of 47, pie for Pioneer Day, Pride, etc. to accommodate different interests.

300

301 Councilmember Van Langeveld spoke on the complaints that had been received and how difficult  
302 it would be to please everyone. She gave the example of Hatch Park and how impractical it  
303 would be not to proceed unless all the residents were in approval with each aspect of the  
304 remodel. ~~She said complaints should not be used as a measure for a public decision-making body.~~  
305 She said “not making anybody mad” is not a reasonable criteria for a public decision-making  
306 body and if we wait until we have zero complaints, we are not leading out in our City. She noted  
307 how other events may have a target audience or may cause discomfort such as the Halloween or

308

309 Councilmember Van Langeveld also explained that rotating events would be a problem for the  
310 Unity in the Community events which had interested citizens working on each of those events.  
311 She was in support of the events that had been proposed by the Events Committee.

312

313 Mayor Horrocks shared that he had a wonderful experience at the City's Pride event and received  
314 some disapproving emails from residents. He spoke on the contrast at the Salt Lake City Pride  
315 event. He appreciated the different perspectives and mentioned the variety of events the City  
316 offered.

317 Councilmember Baskin noted that the original intent was to rotate events and how there had been  
318 an annual review of events. She felt that in the future events could shift and change. She said the  
319 wellness study reflected the current needs and the desire to be flexible and organic in the future.

320

321 Councilmember Knowlton said it made sense to be deferential to the Committee. He said it was  
322 right for the councilmembers to bring up controversy or complaints and to review this. He felt  
323 that the current Pride event was appropriate but could be monitored to ensure against future  
324 issues.

325

326 Mayor Horrocks spoke on the Back to School event and the desire not to add too many events.  
327 Councilmember Clayton responded while it was not well attended that the Committee would like  
328 to host this event again in 2026.

329

330 Councilmember Van Langeveld spoke on revisiting events and that it was important to reevaluate  
331 on an annual basis. She mentioned the desire to keep certain events small and community or City  
332 based rather than regionally based. She cautioned against rotating events just for the sake of  
333 rotating.

334

335 Councilmember Jackson thanked the Council for the discussion and reiterated the fact that  
336 reminder that they council members are were elected to represent constituents. She spoke on the  
337 need to bring up what residents were saying and setting an example of unity including discussing  
338 and disagreeing on items. She asked to review and evaluate events on an annual basis and to  
339 obtain metrics on attendance, cost, etc. to better evaluate those events.

340

341 3. ADJOURN

342

343 Mayor Horrocks adjourned the meeting at 7:02 p.m. to begin the regular session.

344

726 Councilmember Baskin moved that the City Council approve Ordinance 2025-15 amending  
727 North Salt Lake City Code Title1, Chapter 15 pertaining to written minutes and approval  
728 of procedures for public body meetings in conformity with state Code. Councilmember Van  
729 Langeveld seconded the motion. The motion was approved by Councilmembers Baskin,  
730 Clayton, Jackson, Knowlton, and Van Langeveld.

731

732 16. CONSIDERATION OF CITY MANAGER'S REQUEST FOR CITY COUNCIL  
733 APPROVAL OF SECONDARY EMPLOYMENT

734

735 Ken Leetham reported City code required that the City Council approve any paid employment  
736 the City Manager may engage in outside of City employment. He shared that the Utah League of  
737 Cities and Towns (ULCT) had offered him a position of Local Administrative Advisor (LAA).  
738 He said the purpose of this program was to provide professional management assistance to small  
739 or rural communities in Utah who have no professional staff or who were in need of expertise in  
740 a variety of municipal operations. He noted that the position would be extremely flexible, could  
741 be performed at his leisure, and would not require any time during his regular City Manager  
742 obligations or use of City equipment.

743

744 Councilmember Baskin said while this program was a good idea it was funded by the Legislature  
745 and cities and ~~abuttetd-created unfair competition for private sector lawyers not with the ULCT.~~  
746 ~~against private sector lawyers.~~ She said her firm represents many cities, both very small and  
747 large; therefore, she declared a conflict of interest and would abstain from voting. She also  
748 expressed concern that LAA advisors as individuals might be ~~would~~ practicing law without a  
749 license when providing these services and for these reasons she would abstain.

750

751 Councilmember Jackson commented that this was similar to several programs she was involved  
752 in including providing services or mentorship to those in need and she appreciated the idea of a  
753 city manager helping to advise or mentor those in rural areas.

754

755 Councilmember Knowlton moved that the City Council approve the City Manager's  
756 secondary employment with the following conditions:

757

- 758 1) Employment is limited to an average of five (5) hours per week.  
759 2) No secondary employment activities will occur while the City Manager is working  
760 during the Monday through Thursday workweek between 7:00 a.m. and 5:30 p.m.  
761 (or other schedule as assigned) or at any other time when the City Manager is on  
762 duty or required to be on duty for the City of North Salt Lake.  
763 3) No City supplies or equipment will be used for the City Manager's secondary  
764 employment.

803 Councilmember Jackson questioned how often these events were being requested. Wendy Page  
804 replied that she currently weighed each request to use the building including use, damage,  
805 expense, etc. She mentioned a recent request to use the building weekly in the evenings by one  
806 group was denied. She said generally there was a request several times per year to rent or utilize  
807 space in the building.

808

809 Councilmember Baskin was in favor of the prohibited uses that were listed. She said the City  
810 definitely should not permit City staff to host any personal family parties at City Hall and then  
811 post them on Facebook. She spoke on the acceptable use of the building for elected officials such  
812 as meetings with ~~eongress~~Congressional members who might host town halls or similar.

813

814 Councilmember Jackson was in agreement and said scout meetings should be prohibited.

815

816 Councilmember Van Langeveld also agreed with the majority of the proposed permitted and  
817 prohibited uses. She commented that events should not be scheduled outside of office hours so  
818 staff would not need to stay after hours.

819

820 Councilmember Baskin suggested that as City government was typically nonpartisan and that  
821 official business conducted in a partisan manner would not be conducted in City Hall.

822

823 20. ADJOURN INTO CLOSED SESSION

824

825 **At 9:37 p.m. Councilmember Baskin moved the City Council hold a closed session as**  
826 **allowed by State code 52-4-205 for discussing the character, professional competence, or**  
827 **physical or mental health of an individual; and to discuss the purchase, exchange, sale, or**  
828 **lease of real property. She stated the meetings would be adjourned following the closed**  
829 **session discussions. Councilmember Jackson seconded the motion. The motion was**  
830 **approved by Councilmembers Baskin, Clayton, Jackson, Knowlton, and Van Langeveld.**

831

832 21. ADJOURN

833

834 The meetings were adjourned during the closed session at 10:22 p.m.

835

836 *The foregoing was approved by the City Council of the City of North Salt Lake on Tuesday*  
837 *September 16, 2025 by unanimous vote of all members present.*

838

839

840

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

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