

CITY OF NORTH SALT LAKE
CITY COUNCIL MEETING-WORK SESSION
CITY HALL-10 EAST CENTER STREET, NORTH SALT LAKE
JANUARY 20, 2026

FINAL

Mayor Horrocks welcomed those present at 6:00 p.m.

PRESENT: Mayor Brian Horrocks
Councilmember Tammy Clayton
Councilmember Suzette Jackson
Councilmember Ted Knowlton
Councilmember Heidi Smoot
Councilmember Alisa Van Langeveld

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

OTHERS PRESENT: Dee Lalliss, Ryan Holbrook, Carolyn Jacobson, Spencer Weber, Peter Wirthlin, Jamie Nopper, Arianna Nopper, Lily Nopper, Pedro Huebner, Fran Marcus, Brent Crowther, residents.

1. SEMI-ANNUAL COMMUNITY DEVELOPMENT REPORT BY SHERRIE PACE

Sherrie Pace shared a semi-annual Community Development review and noted that the department endeavored to focus on community vision (General Plan, Town Center Master Plan), building public trust (interactions, customer service), efficiency & accuracy, engagement (public participation), and regulatory compliance. She reviewed the departments under Community Development including Building, Planning, and Code Enforcement. She shared the following organizational chart:

Community Development

- Community Development Director-Sherrie Pace
- Supervise
 - Building
 - Planning
 - Code enforcement

- Monitor legislation
- Code amendments
- Subdivision review
- Staff
 - Planning Commission
 - Arts Committee
- Economic development
- Represents City
 - Regional Growth Committee (TAC)
 - Land use task force
 - Utah Redevelopment Association

Building Department

- Building Official-Cameron Wright
 - Building plan reviews
 - Inspections
 - City Hall facilities maintenance

- Permit Tech-Angie Dives
 - Process building permits
 - Scheduling
 - Monthly permit reports
 - Vendor fair
 - Cross trained-utilities/business licenses

Planning Department

- Long Range/Grant-Ali Avery
 - Long range planning documents
 - General Plan
 - Town Center Master Plan
 - Trails Master Plan
 - GIS/mapping
 - Grants administration
 - Regional coordination
 - Jordan River Commission
 - Regional Growth Committee (TAC)
 - Directs
 - Planning intern-long range project

- Planner-Mackenzie Johnson
- Current planning
 - Zoning review
 - Building permits
 - Business licensing
 - Subdivision review
 - Conditional use permits
 - Zone changes
- Directs
 - Code enforcement
 - Planning intern
- Staff to Planning Commission
- Regional coordination
 - Steering committees
 - Regional Growth Committee (TAC)

- Planning Intern-Caden Baines
- Current planning
 - Front counter staff
- Zoning review
 - Building permits
 - Business licensing
- Good Landlord Program
- Long Range Planning
 - GIS admin
 - Project assistant

Code Enforcement

- Code Specialist-Amber Simmons
- Code enforcement
 - Investigation-complaints
- Assigns cases
- Assist other departments
 - Tree trimming
 - Park strips
- Removal of illegal signs
- Weed control
- Business license violations

- Conditional use violations
- Hearing reports

Ms. Pace reviewed a list of the items Community Development was involved in including:

- Customer service (citizens, builders, developers, appraisers, business owners, government agencies)
- Land Use applications (subdivisions, site plans, conditional use permits, lot line adjustments)
- Building permits and inspections
- Land use permits (fences, ADU, STR, sign permits)
- Geotech review with engineering
- Business license review (zoning compliance)
- Good Landlord program certification tracking
- Statistics/forecasts (population, demographics, census coordination)
- Grant acquisition and management
- Mapping and GIS database
- Regional planning and collaboration (land use task force, Regional Growth Committee, Active Transportation Committee, Jordan River Commission)
- Long range planning (General Plan, neighborhood plans, Active Transportation Plan, Parks Plan)
- Staff to Council, Planning Commission, Appeal Authority, Arts & Trails Committees
- Special events
- Event coordination (vendor fair)
- Project review and oversight
- Code enforcement
- Manage land use records

Sherrie Pace provided a 2025 year in review with:

- 492 building permits (calendar year)
- 294 building permits (fiscal year)
- 24 permit applications (current)
- 5.55 days average planning review (residential)
- 9.25 days average planning review (commercial)
- \$62,278,323 valuation added
- 1,698 building inspections

- 0.6358 days average wait for inspection

Ms. Pace explained that per State regulations, the City has 14 business days to review permit applications and 21 business days for commercial applications. She noted that those timelines did not apply to building permits requiring geologic hazard studies. She added that part of the process included working with property owners to streamline the process and ensure that geologic hazard studies were performed while the architect was designing the home.

Mayor Horrocks asked how the 492 permits issued in the 2025 calendar year compared to prior years. Sherrie Pace replied that the 492 permits were trending upwards from the last several years. She noted that there would be more permits on the horizon with Brighton Homes developing three new projects.

Councilmember Knowlton requested further information related to the permits and trend. He also asked about the valuation and if this was tracked Citywide including normalization with inflation. Sherrie Pace replied that she could also provide the data related to the new valuation of property in the City from the last decade.

Sherrie Pace noted that the valuation may not be the same as what the County Assessor determined. She said the City valuation included the cost of the permit and the work done on the property and took into account square footage and type of construction with a value set by the building official with a permit charged based upon that value.

Mayor Horrocks asked if the City's annual assessment from the fire district was based on the assessed valuation or City population. Ken Leetham replied that the formula included assessed valuation and population.

Sherrie Pace continued that building inspections must be completed within three days of a request and the City was generally able to accommodate those requests within one business day. She explained that when the building inspector was on vacation that the City contracted with an outside company to ensure that the requirement was met.

Sherrie Pace then reviewed construction in the City including the construction on the last pad in the Foxboro Marketplace which was a medical office. She said the permits were ready for the NSL Lofts west building at 120 East Center. She continued that the following projects were in pre-application planning: McDonalds (1100 N Redwood Road), Clifton Commercial (1100 N Redwood Road), NSL Business District (Kimball property), GE building redevelopment, Eaglewood Village, possible hotel, potential market, and restaurant pad. She mentioned other highlights last year included:

- 44 applications
 - Zone changes
 - Code amendments
 - Subdivisions
 - Site plans

Sherrie Pace reviewed the following projects:

Under construction

- Eaglewood Cove Phases 13-14
- Silver Sky Lofts
- Clifton Place (north)

Approved

- NSL Lofts (permit ready)
- Williamsburg Apartments
- Eaglewood Cove Phase 15 (final plat)
- Village Station buildings 3-5

Residential

- Clifton Towns (south) 1100 North Redwood Road
- Village Station Amendment Building 4

Redevelopment potential

- Coventry LDS church
- 800 West LDS church
- Highway 89 Ouzinian properties

Councilmember Smoot asked about the zoning for the church property on Coventry Drive and what was allowed per acre. Sherrie Pace replied that it would be a 12,000 square foot minimum lot size.

Mayor Horrocks mentioned that Abundant Life church was interested in purchasing the Coventry LDS church property.

Ms. Pace presented a list of the grants awarded in 2025:

- Pacific Avenue sidepath DC Prop 1 \$460,000

• Cutler Drive sidewalk DC Prop 1	\$433,800
• Montanaro Mural-DD mural grant	\$4,250
• Get to the River Festival seed grant	\$250
• GTTR Festival mini grant	\$1,000
• Main Street safety improvements DC 3 rd Quarter	\$750,000
• NSL Safe Routes to Schools TPA	\$40,000
• South Davis Greenway Feasibility Study TLC	\$115,000

Sherrie Pace noted the total grant award for 2025 was \$1,804,300 with \$15,893,922 in grant awards since 2010. She commended Ali Avery for her efforts in securing grant funding over the last 15 years.

Ms. Pace then reviewed code enforcement cases for 2025 with 16 business licenses, 245 snipe signs, 59 courtesy requests, 135 case log, and 748 tree notices/flyers. She mentioned Amber Simmons accomplished this in eight months in 2025. She continued her review with projects for 2026 including:

- Ordinances
 - Town Center Design Standards
 - Business licensing
 - Access
 - Driveway widths
 - Track out
- WUI map
- Code enforcement
 - Lighting
 - Tree height
- Legislature 2026 (Land Use Task Force/Utah Redevelopment Association)

She added that the consultant would present an update to the City Council in two weeks on the Town Center Design Standards. She noted minor updates would be made to ordinances related to business licensing, driveway widths, track out (dirt on the road), lighting updates based on residential complaints, and updated tree trimming requirements. She continued that the updated General Plan would come before the Planning Commission in March and the City Council by early April.

Other projects

- Update to General Plan

- Annexation area addressing
- UDOT I-15 expansion
- Hatch Park
- City app
- Arts Committee
- Trails Master Plan
- South Davis Greenway
- 2026 Legislative session

Mayor Horrocks asked if UDOT would encroach east related to the UDOT I-15 expansion. Sherrie Pace replied that no homes would be impacted and that the property acquisition would occur on the west side of the freeway along Overland and Main Street for detention but would not affect any homes.

Ms. Pace then presented the following demographics:

Business (2026)

- Total number-813 active business licenses

Geography

- Land in square miles-11.41
- Population-24,811 (2026)
- Persons per square mile-2,174

Housing

- Housing units-8,468 (2026)
- Homeownership rate-68.5%
- Persons per household-2.9 (decrease from 3.3)
- Median household income (2023)-\$111,870

Population

- State of Utah-3,271,616 (2020 census)
- City of North Salt Lake-24,811 (2026 estimate)
- 28.7% change in population since 2010-2020
- Persons under 5 years-10.3%
- Persons under 18 years-31.0%
- Persons 65 and over-6.6%

Ms. Pace shared a chart which showed actual units built, actual growth rate, projected units, total unit count, projected growth rate, population, and population date. She added that predictions from the Kem C. Gardner Institute on growth rates as well as building permits which were tracked by staff were utilized in compiling this chart.

Councilmember Smoot commented that the chart showed increased projected building units but the projected growth rate was declining. Sherrie Pace replied that the projected growth rate came from Kem C. Gardner.

Councilmember Knowlton shared that the County level projections were from the State and the City level forecast was provided by Wasatch Front Regional Council (WFRC). He continued that the State's County level forecast was an economic model based on projected jobs in an area as well as natural increase based on the strength of the economy at a County level. He added that WFRC worked with cities on whether growth was allowed to happen. He said Davis County was nearing build out and the amount of economic growth that the State forecasted could only be accommodated by having city and town centers/strategic intensification. He concluded that when regions did not accommodate desired economic growth the consequences included increased housing prices, long commutes, air quality issues, and expensive infrastructure.

Sherrie Pace said she also obtains information from developers on projected units when preparing annual building permit revenue projections.

Councilmember Jackson mentioned that in the past ten years the City had grown by 4,000 individuals but had decreased in housing sizes by 3.3 to 2.9 persons per household and the City was nearing build out. She added that the projections also showed an additional 4,000 individuals in the next ten years which was the same level of growth. Sherrie Pace clarified that in 2015 the growth was 7% and most of the projected growth was under 2%. She explained that while units and individuals would be added that it would not be as many people in those units as household sizes were decreasing.

Ms. Pace then shared a graph showing the same data of population growth from January 1, 2010 through 2030. She added that this information would be updated on the City's website for public review.

2. DISCUSSION OF DAVIS COUNTY LIBRARY SERVICES BY JOSHUA JOHNSON, DAVIS COUNTY LIBRARY DIRECTOR

This item was rescheduled for the February 3, 2026 City Council meeting.

3. ADJOURN

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

CITY OF NORTH SALT LAKE
CITY COUNCIL MEETING-REGULAR SESSION
CITY HALL-10 EAST CENTER STREET, NORTH SALT LAKE
JANUARY 20, 2026

FINAL

Mayor Horrocks welcomed those present at 7:15 p.m. Tammy Clayton provided a thought, invocation, and led those present in the Pledge of Allegiance.

PRESENT: Mayor Brian Horrocks
Councilmember Tammy Clayton
Councilmember Suzette Jackson
Councilmember Ted Knowlton
Councilmember Heidi Smoot
Councilmember Alisa Van Langeveld

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

OTHERS PRESENT: Dee Lalliss, Ryan Holbrook, Carolyn Jacobson, Spencer Weber, Miles Weber, Peter Wirthlin, Jamie Nopper, Arianna Nopper, Lily Nopper, Pedro Huebner, Brent Crowther, Fran Marcus, residents; John Blocker, Brighton Homes; Steve Rowley, K&C CPAs.

1. CITIZEN COMMENT

Spencer Weber commented that he lived in the Foxboro area and asked about the potential to build a skate park in the area. He spoke on how this encouraged community, exercise, friendship, and how it would benefit the community.

Miles Weber said he would love to have a skate park and how it would be fun to have one in his neighborhood. He commented it would change his life to have a skate park and allow kids more freedom and less video games.

Mayor Horrocks commented that Phase 2 of Hatch Park may be able to include a skate park. Ken Leetham said there were several locations in the City, including Legacy Park, that could accommodate a skate park.

2. COUNCIL REPORTS

Councilmember Jackson reported on attending the Senior Lunch Bunch meeting during which the Mayor provided a state of the City address. She mentioned a City day at the Rec Center which could be held on a Thursday in June or July near the Liberty Fest celebration.

Councilmember Smoot spoke on the Arts Committee and the City mural program including fundraising and proposed locations for several new murals.

Councilmember Knowlton praised community and economic development staff. He said the future of the region was not the same as the past and gave the example of running out of land. He shared that it would be a mistake to look at the past for guidance in how to address the future. He then spoke on adding a future agenda item to discuss a consent agenda. Councilmember Van Langeveld seconded this suggestion.

Councilmember Knowlton mentioned America250 and the City's fourth of July milestone. He asked staff for an update on what the City had planned for the semiquincentennial.

Councilmember Van Langeveld reported on the January Health and Wellness Committee meeting. She noted they elected a new chair/vice chair, decision to shift away from hosting events, move to advising and policy goals, prioritize connectedness, education, outreach, and citizen programs (trails program with swag). She added that one goal was to encourage neighborhood block parties and a citywide picnic. She mentioned the Point in Time Count on January 29-31 to help count and support homeless individuals in Davis County. She also noted there would be a Code Blue warming center and the need for volunteers.

Councilmember Van Langeveld added that she was part of the Utah League of Cities and Towns Legislative Policy Committee and the first meeting on Monday.

Mayor Horrocks commented that the PIT count 3am-7am slot was the hardest to find volunteers for. He said it had been a warm winter and only necessitated one Code Blue Night so far.

Councilmember Clayton reported on attending the Health and Wellness meeting and the plan to meet with the Arts Committee to discuss City events. She added that one of the America250 events included Potluck America on July 5th which was a nationwide picnic. She said the America250 theme would extend to previously planned events including the Kite Festival with red, white, and blue kites, etc.

3. CITY ATTORNEY'S REPORT

Todd Godfrey had nothing to report.

4. MAYOR'S REPORT

Mayor Horrocks spoke on America250 events including walking 250 miles in 2026. Councilmember Clayton mentioned all of the events on the America250 website and registering to track the 250 miles.

Mayor Horrocks noted that North Salt Lake was hosting the Davis COG meeting on September 9th. He mentioned the Youth City Council day at the Legislature on Wednesday January 21st as well as the Elected Officials Day. He suggested that the City could plan to attend in the future and noted that we were not planning to attend this year. He suggested the City participate every three years so that YCC members could have the experience at least once at the Capitol.

Mayor Horrocks mentioned sister cities. He spoke on the devastation of malaria in Africa and the need for education (clean water, mosquito netting, etc.). Councilmember Jackson commented that partnering with a city in Africa was still being explored and spoke on the opportunity to serve.

5. CITY MANAGER'S REPORT

Ken Leetham reported on America250 and sharing a list of events with the City Council. Mayor Horrocks mentioned that the State had allocated funding for these events.

Ken Leetham shared that the consent agenda discussion item would be added to the next City Council meeting. He then spoke on the budget preparation process for the fiscal year 2026-2027 budget that would start July 1, 2026. He suggested the staff presentations could occur during regularly scheduled City Council meetings and then a shortened budget meeting. He presented the proposed budget preparation and adoption calendar:

- | | |
|-----------|--|
| 1/22/2026 | Finance: distribute budget and capital worksheets to department heads for review and recommendations |
| 2/12/2026 | Department Heads: worksheets with recommendations due back to Finance |
| 2/17/2026 | Council Work Session : Council Priorities and Objectives |

- 3/3/2026 Council Work Session (at Eaglewood Golf Course): Revenue Summary/Overview and Projections
Sales tax, property tax, franchise taxes, development fees, and utility rates
- 3/17/2026 Council Work Session: Personnel
Wage/benefit projections, position requests, COLA
- 3/31/2026 Council Work Session: Capital Projects Review
Streets, Water, Storm, Parks, Trails
- 4/7/2026 Council Work Session: Public Works Operations and Equipment
Streets, Water, Storm, Parks, Fleet
- 4/11/2026 or 4/18/2026 Council Work Session: Governmental Operating Budgets
general government, public safety, justice court, community development, local building authority, redevelopment agency, housing
- 4/30/2026 Distribute tentative budget in the City Council packet
- 5/5/2026 Council meeting: adopt the tentative budget and set the public hearing details and target date for final adoption (6/2/2026 or 6/16/2026)
- 6/2/2026 Council meeting: hold a public hearing on the tentative budget, address final concerns, and resolve any remaining issues. The Council may approve the final budget at this meeting (and set the tax rate) or defer adoption to the June 16 meeting
- 6/16/2026 Council meeting: approve the final budget (by June 30) and set the certified property tax rate by resolution

Councilmember Van Langeveld was in favor of the proposed plan to space out the discussions. She suggested that the Saturday meeting in April could occur during a regular City Council work session.

Mayor Horrocks mentioned that one of the drawbacks was the work session was limited in time.

Councilmember Smoot commented that there may be other issues to discuss during a work session. Ken Leetham replied that these topics could just be part of the Council agenda and other items could also be discussed.

Ken Leetham presented his final item related to Ukrainian elected and appointed officials from the City of Novovorontsovka that would be visiting the City on February 11th from 1 p.m. to 5 p.m. and invited the City Council to attend. Councilmember Smoot suggested involving a City resident from Ukraine as well.

6. CONSIDERATION OF COUNCILMEMBER KNOWLTON'S APPOINTMENT TO THE CIVIC EVENTS COMMITTEE

Councilmember Knowlton introduced Frances Marcus as his appointment to the Civic Events Committee. He shared that she lived in the City for 20+ years and served in the military as a nurse for 26 years. He spoke on her volunteer experience with the Salvation Army, Salt Lake Film Society, and Corporate Games.

Fran Marcus shared that she worked for Airport #2 in Salt Lake as a registered nurse, organized a humanitarian mission to Morocco, as the first female officer in charge with the Muslim army, and volunteering at the food bank. She volunteered to assist with the veteran presentation for the America250 event.

Councilmember Knowlton moved that the City Council approve his proposed appointment of Frances Marcus to the Civic Events Committee with a term ending on January 1, 2029. Councilmember Clayton seconded the motion. The motion was approved by Councilmembers Clayton, Jackson, Knowlton, Smoot, and Van Langeveld.

7. CONSIDERATION OF THE RE-APPOINTMENTS OF MASON BENNETT, SAM BALL, AND NICOLE WHETSTONE TO THE HEALTH AND WELLNESS COMMITTEE WITH TERMS ENDING JANUARY 1, 2030

Ken Leetham reported that he, along with Chief Black, were the staff members assigned to this Committee. He spoke on the volunteers and said they were engaged, bright, and contributing. He noted that terms for this committee were staggered so that they don't all expire at the same time.

Councilmember Van Langeveld moved that the City Council approve the reappointments of Sam Ball, Mason Bennett, and Nicole Whetstone to the Health and Wellness Committee with a term ending on January 1, 2030. Councilmember Knowlton seconded the motion. The motion was approved by Councilmembers Clayton, Jackson, Knowlton, Smoot, and Van Langeveld.

8. ANNUAL REPORT OF THE TRAILS AND ACTIVE TRANSPORTATION COMMITTEE

Brent Crowther commented that he had been the Committee chair for 2025 and Ryan Oakes would be the chair with Pedro Huebner as the vice chair for 2026. He shared that the Committee consisted of Brent Crowther, Ryan Oakes, Peter Wirthlin, Pedro Huebner, and Kyle Poulter with Ted Knowlton as the Council representative, and Jon Rueckert, Ali Avery, and TJ Riley as staff support. He reviewed the Committee's mission statement to "enhance the physical and economic well-being of all residents by developing both a transportation network and a community where walking, bicycling, and other forms of active transportation are safe and comfortable, both for recreational and utility trips." He shared the Committee goals:

- Increase active transportation use
- Improve safety for all users
- Develop, enhance, and maintain a network that connects destinations
- Champion supportive programs
- Implement supportive programs

Mr. Crowther commented on the Committee's 2025 accomplishments that brought focus, organization, and improvements to the City's amazing natural resources through:

- Community engagement activities
- State Trail Crew maintenance
- Trails Master Plan
 - ORI Grant-\$37,500
- South Davis Greenway Feasibility Study

Engagement Activities:

- Purge the Spurge
 - Springhill Geologic Park
- National Trails Day
 - Wild Rose Upper Mountain
- Golden Spoke Bicycle ride
 - Legacy Parkway Trail
- NSL Youth Council service
 - US 89 Trash Cleanup
- 9/11 Day of Service
 - Wild Rose lower mountain to US-89

- Monthly Trails Cleanup
 - May-Wild Rose Upper Mountain
 - June-Wild Rose Mid Mountain I
 - August-Wild Rose Mid Mountain II
- Partnered with NSL Youth Council, Mountain Bike Club, JustServe.org, court ordered community service, scouts

Mr. Crowther noted this included over 200 volunteer hours with \$7,000 in value provided. He shared images of the volunteers at these events. He then spoke on utilizing the State Trail Crew from the State Division of Outdoor Recreation in June who provided \$5,400 worth of service. He said the Committee would make another request for the Trail Crew in summer of 2026.

Brent Crowther continued by reviewing the Trails Master Plan with the goal to inventory, evaluate conditions, and provide recommendations to improve the hillside trails system. He said this process would run from January 2026 to summer 2026. He anticipated the first quick win would be the construction of the Wild Rose to Bonneville Shoreline Trail connection. He noted the Trails Master Plan would be funded by a grant as well as matching City funds. He shared that the plan would define priorities and anticipated costs and inform grant applications and recommendations for City funding.

Mr. Crowther focused on the South Davis Greenway Feasibility study which was a collaborative effort between Bountiful, Centerville, Farmington, and the City. He added that it was funded by a grant provided by WFRC to evaluate the feasibility and cost of a shared use path from Farmington to the City. He noted the project was initiated in fall 2025 and would be completed in late summer 2026. He spoke on improving signage on the Wild Rose Trail and shared an example of the signage that would be installed.

Mr. Crowther reviewed 2026 priorities including:

- Secure and stabilize funding for new construction and maintenance of trails
- Implement high priority elements of the Trails Master Plan
- Continuing community programs and education to strengthen public involvement and support
- Invest in staff and committee member training and resources for trail planning and maintenance to ensure long term success
- Update ordinances to modernize active transportation standards (e-bike, bike lanes, etc.)
- Improving the connection from the Bonneville Shoreline Trail to Wild Rose
- Remediate unsanctioned trail construction

Councilmember Van Langeveld thanked the Trails Committee for their expertise and efforts.

Councilmember Smoot asked how much was budgeted and allocated to maintain and improve City trails. Ken Leetham replied that the City needs to budget for trail maintenance including for things like improved signage.

Councilmember Smoot then asked if the Trails Committee was requesting funding. Brent Crowther responded that the priority was to finalize the Trails Master Plan and then return to the City Council with a plan for funding.

Mayor Horrocks mentioned the statewide trail plan and if the City trail network could tie into that. Brent Crowther replied that the statewide plan included \$50 million in funding for paved surface trails such as the South Davis Greenway and said that the Trails Master Plan included the Greenway which would allow the City to submit an application for that grant program.

Councilmember Clayton asked if the Trails Committee would sponsor the monthly Trail Series again. Brent Crowther commented that the Committee had been focusing on trail cleanup but had discussed partnering with the Health and Wellness Committee on a cleanup/hike.

Councilmember Van Langeveld said Health and Wellness would participate in citizen engagement including offering swag to those who participated in the Trails cleanup.

Councilmember Jackson spoke on attending the South Davis Greenway meetings and the anticipated completion in summer 2026. She thanked the Committee for their expertise and volunteer efforts.

9. CONSIDERATION OF AN AMENDED GENERAL DEVELOPMENT PLAN FOR CLIFTON PLACE SOUTH PUD LOCATED AT 1095 NORTH REDWOOD ROAD, BRIGHTON HOMES UTAH II, LLC, APPLICANT

Sherrie Pace shared a zoning map for Clifton Place South PUD located at 1095 North Redwood Road. She explained the Planned (P) District and General Development Plan (GDP) process included a public hearing on the request to rezone to the P District and review of the General Development Plan by the Planning Commission. She continued that the Commission would then make a recommendation on the GDP to the City Council for review. She noted that once the GDP was approved by the Council the next step would be a preliminary plat or site plan review by the Commission and recommendation to the Council for approval. Ms. Pace said once the City Council approved the P District rezone and development agreement that final plat would be approved by staff and the developer could move forward with construction permits.

Ms. Pace reviewed the history of Clifton Place including:

- July 12, 2022: The Planning Commission held a public hearing for the Clifton Place PUD General Development Plan and P-District Rezone for Clifton Place PUD (North and South) and recommended approval to the City Council.
- July 19, 2022: The City Council approved the General Development Plan (North and South).
- September 13, 2022: Planning Commission recommended Preliminary Plan (North and South).
- October 4, 2022: City Council approved Preliminary Plan, P-District Rezone (ORD 2022-07), and Development Agreement (North and South).
- May 14, 2024: Planning Commission recommended amendment to GDP (North) and approved Preliminary Plan.
- May 21, 2024: City Council approved amended GDP and amended Development Agreement (North).
- September 9, 2024: Development Agreement executed.
- September 12, 2024: Final Plat Signed (North phases 1 & 3).
- October 1, 2024: City Council approved revised ORD2024-06 for P-District Rezone (repealing ORD2022-07) removing South from the ordinance.
- July 15, 2025: Final Plat Signed (North phase 2).

Sherrie Pace presented the amended GDP for Clifton Place with 185 total units per the original General Development Plan. She shared that the amended GDP including the site plan for Clifton Place South which showed 111 units and Clifton Place North with an amended 68 units as of May 2024. She explained that they originally had 74 units on the north side but lost six units due to building changes. She reviewed the site plan and noted the building orientation and commercial location.

Ms. Pace then shared the proposed amendment to the General Development Plan (GDP) and explained that previously the GDP included 111 units for the south building with 278 parking stalls (2.5/du) and the proposed amendment included 102 units with 366 parking stalls (3.6/du) plus an additional 39 commercial parking spaces. She explained that 31 additional spaces came from a legislative change related to tandem parking spaces within garages. She noted that the commercial development would be located near Redwood Road and mirror the commercial on the north development.

Sherrie Pace commented that there were several redlines on the GDP that would need to be updated prior to City Council review. She said these changes included the parking counts, an additional parking area near the amenity, and units with tandem garages. She presented the landscaping plan and noted the trail along the curb would need to be moved into the 24 feet of landscaping behind the curb. She shared renderings of the proposed building elevations.

Sherrie Pace reviewed the amended General Development Plan requests:

- Reduction in number of units
- Street/site layout
 - Addition of pickleball courts, swimming pool
- Fencing along Redwood Road
 - Development request sight obscuring (solid)
 - Development Review Committee recommended decorative metal
- Redlines
 - Add pedestrian connections to Redwood Road trail
 - Amenity parking access-moved south
 - Update parking counts

Ms. Pace mentioned that the Development Review Committee (DRC) expressed concern about the developer's request for a sight obscuring (solid) fence due to safety and aesthetic (graffiti) concerns and the need to allow for trail and commercial connections. She noted that the Planning Commission agreed with the recommendation from the DRC.

Councilmember Van Langeveld mentioned the large welcome to Foxboro sign on the corner and asked if it would remain. Sherrie Pace replied affirmatively.

Councilmember Van Langeveld spoke on the tandem parking and the minimum requirements of 2.25 per unit. She asked if the City Code needed to be revised due to the legislative change related to tandem parking. She also asked about the commercial development timeline. Sherrie

Pace replied that the development agreement would address the timing of the commercial development.

Councilmember Van Langeveld mentioned the “condoization” of the commercial units and if this would change the types of businesses here. She expressed a desire for commercial uses including community services (yoga, frozen yogurt, etc.). Sherrie Pace replied that it could be office space or service type businesses and said it would be similar to a strip mall with retail pads. She noted the parking counts and the possibility to perform a parking study in the future. She spoke on shared parking with the commercial development.

Councilmember Jackson commented that the proposed changes were an improvement including the layout, increased parking, and bigger units.

Councilmember Knowlton moved that the City Council approve of the proposed amended General Development Plan for Clifton Place South PUD located at 1095 North Redwood Road with the following findings and conditions:

Findings:

- 1) The plan is in accordance with the intent, standards and criteria specified in Title 13 of city code and other applicable regulations.**
- 2) The plan conforms to the approved concept plan.**
- 3) The plan creates no substantial financial hardship to the City.**
- 4) The plan creates no substantial environmental consequences which will adversely impact upon adjacent properties and the health, safety or welfare of the inhabitants of the City.**

Conditions

- 1) The fencing along Redwood Road shall be decorative metal with masonry columns;**
- 2) Pedestrian connections shall be made from the internal sidewalks to the Redwood Road trail;**
- 3) The driveway for the guest parking adjacent to the community amenities (pool and pickleball) shall be reconfigured to move the access to the south and in line with the Kettering Drive across Cutler Drive;**
- 4) The General Development Plan be corrected for redline corrections of parking counts;**
- 5) Subject to final approval of the P-District Rezone and Development Agreement.**

Councilmember Jackson seconded the motion. The motion was approved by Councilmembers Clayton, Jackson, Knowlton, Smoot, and Van Langeveld.

10. PRESENTATION OF THE FY25 FINANCIAL AUDIT

Heidi Voordeckers introduced Steve Rowley with K&C CPAs who would present the fiscal year 2025 financial audit.

Steve Rowley, K&C CPAs, reported on working directly with staff on the audit and said there had not been any problems or concerns. He reviewed the report on the audit of financial statements and summarized that in the opinion of K&C CPAs that the financial statements referred to in the report were materially correct in accordance with generally accepted accounting standards. He explained that this was an unmodified and clean opinion which met the requirements for the State Auditors Office or bond rating agencies or compliance reporting. He continued that this opinion was determined after rigorous testing, planning, and performing the audit based on multiple standards.

Mr. Rowley spoke on internal controls that must be maintained by staff. He continued that part of the audit included exercising professional judgment and maintaining professional skepticism which was achieved through comparing meeting minutes, corroborating inquiries, confirmations with lenders/vendors, reviewing invoices, etc. He reviewed additional items in the report including comparing fiscal years, the expenditures of federal awards, and government auditing standards in conjunction with internal controls of the City specifically related to financial reporting. He said the internal controls were used to determine the scope of the testing. He noted that no weaknesses or deficiencies were identified.

Steve Rowley reviewed the second portion of the report related to compliance and other matters. He said this related to compliance and fiscal accountability such as receiving federal funds and the appropriate use of those funds. He noted that no weaknesses or deficiencies were found and he had no findings related to government auditing standards. He then spoke on the report related to uniform guidance and said the opinion was that the City complied in all material respects with compliance requirements related to federal funds.

Mr. Rowley shared that the amount of federal award during the fiscal year was \$1.1 million which was tested in depth during the audit. He reviewed the State compliance report and the testing performed to ensure it complied with State guidelines and said it was determined that the City did comply. He said internal controls were also found to be in compliance without weaknesses or deficiencies. He commended the City staff for their efforts in strong processes overall for financial reporting, federal reporting, and State compliance.

Mayor Horrocks thanked K&C CPAs for their efforts. He mentioned although the previous audits had been satisfactory, the City decided to engage a new auditor for 2025 that provided valuable

fresh perspective. He described the audit as thorough giving confidence that procedures were being properly followed. He noted that sales tax revenues were just slightly higher than property tax revenues. He encouraged spending locally and noted property tax revenues remained a very important part of the City's revenue stream.

Councilmember Van Langeveld asked a question related to the property tax rates and an overall decreased tax rate over the last ten years in all capacities. Heidi Voordeckers replied that these were new reports and said it was expected that rates would decrease as valuations increased. She explained that the City was still collecting the same amount of revenue.

Councilmember Van Langeveld mentioned the top businesses paying sales tax in the City with Amazon as number five. Councilmember Smoot noted that Lees Marketplace was paying a higher sales tax than Amazon.

Councilmember Jackson spoke on property tax and sales tax. She commented on water revenue collection and said this may be a future budget conversation. Heidi Voordeckers replied that there was over \$4 million in improvements by a developer which appeared as revenue but was an in-kind contribution and would be unique to this year.

Ken Leetham thanked Heidi Voordeckers for her efforts and mentioned the extra tables in the financial statements that Heidi prepared including the tables with ten years worth of historical data which was helpful when working on future budget years.

11. PUBLIC HEARING AND CONSIDERATION OF RESOLUTION 2026-04R: A
RESOLUTION AMENDING THE FISCAL YEAR 2025-2026 GENERAL FUND,
ROADS CAPITAL FUND, WATER OPERATING FUND, STORM WATER FUND,
SOLID WASTE FUND, AND FLEET FUND BUDGETS

Heidi Voordeckers reported that the resolution had changed since the preparation of the packet including the removal of the increase in grant revenue-Pacific Avenue side path for \$460,000 and the increase in capital expenses-Pacific Avenue side path project cost of \$552,000 as this project would occur in fiscal year 2027. She added that while most of these items had been previously discussed that the item related to the increased equipment expense-engineering plotter for \$9,495 was new as the old equipment had to be replaced recently. She shared details of the proposed additional adjustments, which were: an increase in professional services expense for the Trails Master Plan for \$15,000; increased wages for Public Works of \$78,810; increased capital expense for David Way emergency shoring at \$170,000; a decrease in the Capital equipment in the Water Fund of \$145,000 related to an expenditure that was done in the last fiscal year. She noted that the total change to fund balance was a use of fund balance of \$128,305.

Councilmember Jackson asked if the City hoped to recoup the funds related to the David Way emergency shoring. Ken Leetham replied that the City hoped to recoup the funds and would work with the property owner.

Mayor Horrocks opened the public hearing at 9:04 p.m.

Dee Lalliss, resident, spoke on how well Heidi Voordeckers ensured that everything balanced. He noted that he had read each page of the report and approved.

Mayor Horrocks closed the public hearing at 9:05 p.m.

Councilmember Van Langeveld moved that the City Council approve Resolution 2026-04R: a resolution approving and adopting amendments to the fiscal year 2025-2026 General Fund, Roads Capital Fund, Water Operating Fund, Storm Water Fund, Solid Waste, and Fleet Fund Budgets. Councilmember Jackson seconded the motion. The motion was approved by Councilmembers Clayton, Jackson, Knowlton, Smoot, and Van Langeveld.

12. CONSIDERATION OF RESOLUTION 2026-05R: A RESOLUTION ADOPTING THE HIGHWAY 89 CORRIDOR AGREEMENT BETWEEN THE CITY OF NORTH SALT LAKE AND THE UTAH DEPARTMENT OF TRANSPORTATION

Sherrie Pace reported that staff worked with the Utah Department of Transportation (UDOT) on the proposed draft for the Highway 89 Corridor agreement. She noted that this was a planning document and not a financial obligation. She said this would guide planning and redevelopment related to right of way dedications, access management and other questions in the future development of US89. She shared the following summary of the agreement:

- 1) Minimum street spacing distance: 200 feet
- 2) Minimum driveway spacing: 100 feet
- 3) Safety recommendations: Outlined on Exhibits B & C to include future pedestrian crossings, lighting, transit stops, landing pads, bulb-outs, etc.
- 4) Cross sections are divided into 5 exhibits, with a typical 110 foot right of way width (Exhibits D-1 to D-5)
- 5) Right of way acquisition will be completed as part of redevelopment along the corridor.
- 6) Traffic calming: reduction of speed limit through core of Town Center, use of bulb-outs, signage, and center medians.
- 7) Entry Greenway: UDOT will agree to deed the greenway north of 350 North to the City for permanent preservation and maintenance, the City agrees to combine the 4' sidewalk and 4' trail in the greenway to a 12' multi-use trail.

- 8) Future planning documents will be required to conform to this agreement.

Councilmember Jackson commended staff for their efforts. Councilmember Knowlton was in agreement and said this may not cover everything but represented a positive improvement towards the City's interests. He recognized and thanked UDOT for their efforts and suggested sending a letter to express the City's gratitude related to this corridor agreement.

Councilmember Clayton moved that the City Council approve Resolution 2026-05R, approving a corridor agreement with the Utah Department of Transportation (UDOT) for the Highway 89 Corridor in North Salt Lake. Councilmember Jackson seconded the motion. The motion was approved by Councilmembers Clayton, Jackson, Knowlton, Smoot, and Van Langeveld.

Councilmember Knowlton requested an action item to take care of the dedication of UDOT property to the City that was called out in the agreement. Councilmember Van Langeveld seconded this request.

13. CONSIDERATION OF RESOLUTION 2026-06R: A RESOLUTION ADOPTING A POLICY DOCUMENT RELATED TO CITY COUNCIL ACTION ITEMS

Ken Leetham reported on a policy document with guidelines related to City Council action items. He reviewed the policy which included the definition of an action item, description of the item, councilmember that requested the item, staff assigned, and status of the item. He continued that the policy addressed the process to add an action item which required the approval of three Councilmembers (which could include the Mayor).

Mr. Leetham reviewed the guidelines which were divided into three sections:

- 1) Paragraphs a, b, and c address how new assignments can be added to the Action Item document. This is where it is noted that three elected officials should give their consent to additions and that assignments must take place in a Council meeting.
- 2) Paragraphs d and e address how the Action Item document can be changed. This addresses changes to assignments, deletions or any other alterations. This section also describes how the City staff may complete and adjust assignments and has a process for staff to remove assignments after completion.
- 3) The final paragraph f clearly establishes that it is the Council's intention to continue to use the Action Item document as a tool in your meetings for the purpose of reviewing the

status of assignments, making changes to existing assignments or adding assignments to the document.

Councilmember Jackson suggested that an item could be removed if the City councilmember was no longer on the Council and that the Council must also concur on removing items.

Ken Leetham clarified that the two revisions to the policy document included (1) allowing the Mayor to be included as one of the supporting elected officials needed to add or amend the action items and (2) if a City councilmember was no longer on the Council they did not need to be present in order for the City Council to remove their action item.

Councilmember Smoot moved that the City Council approve resolution 2026-06R adopting a policy document related to the City Council’s Action Items. Councilmember Knowlton seconded the motion. The motion was approved by Councilmembers Clayton, Jackson, Knowlton, Smoot, and Van Langeveld.

14. APPROVAL OF CITY COUNCIL MINUTES

The City Council minutes of January 6, 2026 were reviewed and approved.

The following amendments were requested:

- Mayor Horrocks asked for a name spelling correction of one of his family members that were present from “*Darren*” to “*Daren*.”
- Councilmember Knowlton requested to strike the words “*and State overreach*” on line 92.
- Councilmember Van Langeveld clarified on line 33 the local girl scouts were from *Troop 914*.

Councilmember Knowlton moved the City Council approve the minutes of January 6, 2026 meeting, as amended. Councilmember Clayton seconded the motion. The motion was approved by Councilmembers Clayton, Jackson, Knowlton, Smoot, and Van Langeveld.

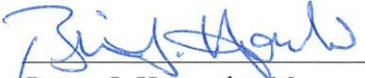
15. DISCUSSION OF ACTION ITEMS

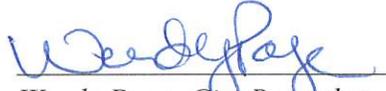
The action items list was reviewed. Completed items were removed from the list.

16. ADJOURN

Mayor Horrocks adjourned the meeting at 9:29 p.m.

The foregoing was approved by the City Council of the City of North Salt Lake on Tuesday February 3, 2026 by unanimous vote of all members present.


Brian J. Horrocks, Mayor


Wendy Page, City Recorder

