

CITY OF NORTH SALT LAKE
CITY COUNCIL MEETING-WORK SESSION
ANCHOR LOCATION: CITY HALL
10 EAST CENTER STREET, NORTH SALT LAKE
FEBRUARY 6, 2024

FINAL

Mayor Horrocks welcomed those present at 6:07 p.m.

PRESENT: Mayor Brian Horrocks
Councilmember Lisa Watts Baskin
Councilmember Tammy Clayton
Councilmember Suzette Jackson
Councilmember Ted Knowlton
Councilmember Alisa Van Langeveld

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

OTHERS PRESENT: Dee Lalliss, Sandy McCleve, Elizabeth Miller, Michael Miller, Carolyn Jacobson, Conrad Jacobson, Collin Larson, residents; Mike Wonenberg, G. Brown Design.

1. MONTHLY FINANCIAL REPORT FOR PERIOD ENDING DECEMBER 31, 2023

Heidi Voordeckers reported on Special Revenue and Enterprise Fund year to date revenue comparisons for December 2023. She stated changes in the Water Fund for Water Operations included year to date revenue of \$2.7 million compared to \$1.9 for the prior year. She explained that this would include the \$200,893 from combining "Pressurized Irrigation" Fund with the Water Fund and the net change would be a 30% increase in water revenues from the previous year. She noted expenses were \$11,000 less compared to last year which showed the effects of water conservation efforts.

Ms. Voordeckers also mentioned that there was a slight increase in solid waste due to the annexation area residents. She finished with a review of Golf Course Operations with revenues up \$640,000 with \$400,000 of that related to the event center, restaurant, and other operational fees for an increase of 23% from last year.

Ms. Voordeckers stated for the fiscal year expenditures there was an increase in spending for the Capital Improvement Funds including Parks (trail projects) at \$429,613 and Roadway (road projects) at \$1.7 million which was part of the Capital Improvement Plan. She also noted that

expenditures for Water were \$2.3 million compared to \$2 million in the previous fiscal year. The full financial report was included in the packet materials.

Mayor Horrocks mentioned the Justice Court and asked if this included revenues from West Bountiful as well. Heidi Voordeckers confirmed it did include revenues from West Bountiful and that the court was finally beginning to break even again after COVID and was \$30,000 above in revenues compared to the last fiscal year.

Ken Leetham commented that historically municipal courts did not make money and that contracting with West Bountiful was a benefit to both cities.

2. DISCUSSION ON FISCAL YEAR 2025 BUDGET

Ken Leetham reported on the upcoming budget meeting with a focus on the cycle of revenues and expenses for the City. He provided an overview on the evolution of communities and the aspects of the different stages including rapid growth of many cities along the Wasatch Front, low/moderate growth (existing, new, and redevelopment), and sustainable/built out (no growth, aging cities).

Councilmember Baskin arrived at 6:35 p.m.

Mr. Leetham explained that the City was mainly in the phase of low/moderate growth which included the following:

- strong but leveling tax revenues
- significant infrastructure maintenance (parks, open space, utilities)
- full staffing costs for all departments
- low impact fee revenues (but new infrastructure was not required as much)
- public financing (bonds for renovations, new trail connections, active transportation, etc.)
- continued strategic planning (land use, transportation, parks, open space)
- infrastructure replacement costs (maintenance costs growing)

He spoke on unique aspects of the City including:

- stable and diverse tax revenues (industrial park)
- growing infrastructure maintenance (parks, open space, utilities)
- strong management and City Council response to revenue needs
- excellent cash reserves and capital savings
- no impact fee revenues (few new infrastructure needs)
- identified funding sources for major projects
- excellent strategic planning

- manageable near term challenges
- some growth but moving towards sustainable/build out phase

Mr. Leetham said it was important for the Council to review some revenues enhancement for the long term (this could include property tax increases). He reviewed the budget meeting process including City Council priorities (planned for 2/20/24 Council meeting). He asked that the Council bring priorities to discuss at the February 20th Council meeting.

Mayor Horrocks suggested reviewing the budget and then creating a five year plan as there would be several large projects for the 2024/2025 fiscal year including the Hatch Park redevelopment.

Councilmember Knowlton asked about the infrastructure replacement needs by year and what percentage was due for replacement and in what year to help forecast expenditures. Ken Leetham said it would be important for staff to present this information to the City Council.

Councilmember Baskin mentioned the upcoming comprehensive General Plan update and said that after review she did not see a category for infrastructure. Ken Leetham replied that the General Plan was an adopted plan that was a high level strategy for land use planning which then produced analysis for roadways and traffic circulation, but specific infrastructure was planned using Capital Facility Plans which impact fees were based on. He said the General Plan was broad and not specific while the Capital Facility Plans would dictate what was planned now and in the next three to five years.

Councilmember Knowlton mentioned communities with stagnant/stable growth and how much revenue came from land use. He asked that the General Plan update show revenue on a per acre basis. Ken Leetham replied that this could be discussed with Landmark Design after they were awarded the comprehensive General Plan update. He also mentioned that a Town Center Market study was nearly complete and would be reviewed with the Council. He explained that study has some economic data in it.

Ken Leetham said that staff priorities for the budget meeting included:

- Council directives (active transportation, beautification, economic development)
- staff recommendations (City signage/branding, increased tree planting, sidewalk repair and maintenance, plan for City buildings)
- new revenue choices (transportation utility fee, public safety fee)
- areas where spending could be reduced (Council choices, reduced levels of service)
- needed capital projects and funding choices
- staffing needs
- compensation approvals when the budget is adopted.

3. DISCUSSION ON PROPOSED USE OF BUDGETED FUNDS FOR TREE PLANTING

Ken Leetham shared a map that was part of the current General Plan which showed where tree planting was proposed throughout the City. He stated this included street trees on Center Street and Highway 89. He explained how the Center Street area is not a viable location for tree planting at this time and suggested using funds for tree planting in another area.

Councilmember Van Langeveld asked about planting trees in the park strip across the road from the previously proposed area. Ken Leetham replied that the Council could make the decision to plant trees there or in another specified location. He said there was \$75,000 in the budget for tree planting plus \$10,859 from donation made by Chevron.

David Frandsen proposed tree planting along Eagle Ridge Drive and showed the location on a map. He explained that it was a steep area that made maintenance difficult and showed examples of tree planting that could be done there. He reported this project would include low maintenance trees, irrigation, lighting on both sides of the street, a welcome/Eaglewood sign, and rock terraces.

Councilmember Jackson commented on the need for landscaping with rock to maintain a better look as no sod would be placed under the trees. David Frandsen responded that staff had consulted with EPG Design to provide landscape architecture services and shared an estimate for services.

Councilmember Clayton spoke on how fixing this area could help beautify the City and asked about adding a water feature. David Frandsen said there was not a water source but could work with EPG on options.

Councilmember Van Langeveld said that she would want to see the full \$75,000 used for trees and not using a landscaping design service. She was also concerned about deprioritizing a site on the west side for a site on the east side of the City.

Mayor Horrocks commented that he assumed the Chevron donation was a yearly donation. David Frandsen replied that Chevron was potentially donating all of the trees for the dog park which was located on the west side of the City.

Councilmember Jackson asked about compensation in the form of landscaping and soil rehabilitation on the Center Street property with poisoned soil. Ken Leetham said staff would meet with Big West Oil to discuss their weed control methods and the chemicals being used on the property.

Councilmember Knowlton was in favor of low water landscape, spending some funds on good landscape design, and finding the best location for tree planting this year. David Frandsen said

that the hillside location on the east side would be a good location to have a landscape plan, add irrigation, and then incorporate more trees as funds allowed.

Councilmember Baskin said that there had been several previous Arbor Day projects on the west side of the City. She was in favor of the Eagle Ridge Drive project as it was the gateway to the City and had been neglected. Councilmember Baskin proposed that the Council continue to dedicate \$75,000 for trees as an ongoing budget item. She said the proposed dog park was on the west side of the City and would have trees planted as part of that project.

Councilmember Van Langeveld was in favor of a continual budget item for tree planting. She asked if there was concern that 20% of the funds would be used for landscape design. Councilmember Baskin explained that due to the terrain, location, and need for lighting this project would be more complicated than just tree planting.

David Frandsen explained that any projects involving irrigation required designs/plans before being able to obtain bids.

Councilmember Van Langeveld asked about the replacement plan for dead trees. David Frandsen replied that staff was assessing the dead trees and making replacements as necessary.

Councilmember Jackson spoke on beautifying the entrances to the City including Redwood Road, Center Street, and the new I-15 entrance. She asked that these be added to the priority list.

4. ADJOURN

Mayor Horrocks adjourned the meeting at 7:21 p.m. to begin the regular session.

CITY OF NORTH SALT LAKE
CITY COUNCIL MEETING-REGULAR SESSION
ANCHOR LOCATION: CITY HALL
10 EAST CENTER STREET, NORTH SALT LAKE
FEBRUARY 6, 2024

FINAL

Mayor Horrocks welcomed those present at 7:34 p.m. Suzette Jackson offered the thought, prayer, and led those present in the Pledge of Allegiance.

PRESENT: Mayor Brian Horrocks
Councilmember Lisa Watts Baskin
Councilmember Tammy Clayton
Councilmember Suzette Jackson
Councilmember Ted Knowlton
Councilmember Alisa Van Langeveld

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

OTHERS PRESENT: Dee Lalliss, Sandy McCleve, Elizabeth Miller, Michael Miller, Carolyn Jacobson, Conrad Jacobson, Collin Larson, residents; Mike Wonenberg, G. Brown Design.

1. CITIZEN COMMENT

Dee Lalliss, resident, was in favor of spending money on tree planting but asked the City to be mindful of where the trees were planted. He mentioned narrow park strips and road salt and suggested that shrubs and rocks were better than trees in those areas.

2. CONSIDERATION OF AMENDMENTS TO THE HATCH PARK CONCEPT PLAN

David Frandsen reported on the Committee and the creation of the Hatch Park plan. He spoke on the process of coming up with creative ideas and the need to create a place for all residents to gather as well as a sense of identity for the City. He mentioned ideas included a place for events (farmers market, art shows, retail, parades, concerts, etc.), plaza space, historical ties, focal point, outdoor seating, water feature, art, and recreation space.

Mike Wonenberg, G. Brown Design, said he was the project manager and landscape architect for Hatch Park. He commented that parks were a legacy and that Hatch Park would provide the core

the City was lacking. Mr. Wonenberg shared a concept plan and pointed out the various aspects including a play field/detention pond, water conservation boundary, focal point, water feature, sound mitigation, pavilion, restrooms, maintenance building, several sports courts, playground, retail space, bike path, etc. He also showed the areas where events such as a farmers market or car show could occur.

Councilmember Van Langeveld asked that consideration be given to provide space for food truck parking and a stage. She also asked about the sports fields and how they would be used. David Frandsen said the sports fields could be managed to allow for recreation leagues.

Councilmembers made other suggestions including event spaces that could be rented, a concession building near the sports fields, and aspects of the water feature including depth, safety and if it would be interactive.

Councilmember Baskin moved to approve the amendments to the Hatch Park concept plan as presented today. Councilmember Jackson seconded the motion. The motion was approved by Councilmembers Baskin, Clayton, Jackson, Knowlton, and Van Langeveld.

3. CONSIDERATION OF BID AWARD AND RESOLUTION 2024-04R: A
RESOLUTION AUTHORIZING A CONTRACT WITH HOGAN & ASSOCIATES
CONSTRUCTION, INC., FOR HATCH PARK RENOVATION AND EXPANSION
CONSTRUCTION MANAGEMENT/GENERAL CONTRACTOR SERVICES

Councilmember Van Langeveld moved that the City Council approve Resolution 2024-04R: a resolution authorizing a contract with Hogan & Associates Construction, Inc. for construction management/general contractor services related to the Hatch Park renovation and expansion project. Councilmember Knowlton seconded the motion. The motion was approved by Councilmembers Baskin, Clayton, Jackson, Knowlton, and Van Langeveld.

Ken Leetham reported on the process for the Hatch Park project which included creation of conceptual plans, hire the designer (G. Brown Design), select a construction manager/general contractor (Hogan & Associates), design the final project, create and agree to guaranteed maximum price, and begin construction. He then reviewed the proposed fee schedule for Hogan & Associates with a design services fee of \$20,000, a performance and payment of bonds at \$150,000, a construction management fee of \$450,000, and a construction supervision monthly fee of \$21,000 for a total of \$1.29 million.

4. CONSIDERATION OF BID AWARD AND RESOLUTION 2024-05R: A
RESOLUTION AUTHORIZING A CONTRACT WITH LANDMARK DESIGN AS A
CONSULTANT FOR CITY'S COMPREHENSIVE GENERAL PLAN UPDATE

Sherrie Pace reported that a Selection Committee was created comprised of staff, the Mayor, and several Planning Commissioners. She indicated this Committee reviewed six design firms and voted on various components and qualifications. She stated the Committee determined that Landmark Design would be the best design firm for the project. Ms. Pace mentioned the contract for those design services was included in the packet; however, the following language was newly added to the scope of services section: "The following items shall be in addition to the scope outlined in Exhibit A:

- (a) The consultant shall be present at a minimum of two City sponsored events to solicit input on the update;
- (b) Neighborhood meetings/focus groups shall include a minimum of four (4) groups, specifically the neighborhoods of Foxboro, Mid-Town, and East Side and City businesses;
- (c) Deliverables shall include a citizen's guide to the General Plan for publication on the City website; and
- (d) Submission of the General Plan and all maps in an editable format (InDesign, Word, GIS files)."

Ms. Pace acknowledged staff recommended entering into the contract with Landmark Design for the amount of \$145,035.

Councilmember Baskin asked if the public outreach meetings were set in stone. Sherrie Pace replied that the dates and intervals between meetings were flexible.

Councilmember Van Langeveld asked about the timeline for the project. Sherrie Pace clarified that the General Plan would be completed and ready to adopt by February 2025.

Councilmember Baskin mentioned the indemnification clause in the contract and concern that it was not sufficient. Todd Godfrey commented that he was concerned with the proposed language as well.

Councilmember Baskin moved to approve Resolution 2024-05R: a resolution authorizing a contract with Landmark Design as the consultant for the City's comprehensive General Plan update with the condition that paragraph 8 will be amended regarding indemnification to the satisfaction of both parties. Councilmember Jackson seconded the motion. The motion was approved by Councilmembers Baskin, Clayton, Jackson, Knowlton, and Van Langeveld.

Ted Knowlton mentioned the schedule included in the packet showed leadership briefings in June and December. He suggested the City Council and other stakeholders may want to meet

earlier in the process. Councilmember Baskin agreed. Sherrie Pace suggested a joint City Council and Planning Commission work session to provide direction to Landmark Design on the General Plan update at the onset of the project.

5. CONSIDERATION OF RESOLUTION 2024-02R: A RESOLUTION ADOPTING THE CITY'S STORM WATER DESIGN MANUAL

Karyn Baxter reported on the adoption of a storm drain design manual operating under the Utah Pollutant Discharge Elimination System (UPDES) which was issued to the State from the Federal Government. She explained that municipal storm water systems were covered by the general permit for discharge. She noted specific requirements for discharge included construction, industrial activities, and municipal separate storm sewer systems (MS4s). Ms. Baxter stated these MS4s were required to regulate certain activities that discharge to their storm system including construction site storm water runoff control and long term storm water management in new development and redevelopment. She indicated the storm drain design manual would provide information to following City ordinances and UPDES requirements. She mentioned the manual would assist in the design of storm water management facilities for businesses, subdivisions, multifamily housing, roads, etc.

Karyn Baxter explained the design process for new development, what the storm drain manual would provide: uniform calculation methods, City specific data for use in calculations (with historic rainfall intensity data from NOAA), clarified process under the UPDES and City code, and streamlined providing this information to consulting engineers as well as the review process by staff.

Councilmember Van Langeveld asked about the purpose of these guidelines. Karyn Baxter responded that these guidelines provided information related to water retention, environmental contaminants, recharging the aquifer, providing water to the Great Salt Lake, and meeting Federal and State guidelines.

The Council asked questions related to retention, redevelopment, enforcement of State rules, calculating hydrology (Manning's Coefficient), streamlining the process, and the purpose of these guidelines for retention including the 80% detention requirement which was a State requirement.

Councilmember Jackson moved that the City Council approve Resolution 2024-02R: a resolution adopting the City's Storm Water Design Manual. Councilmember Knowlton seconded the motion. The motion was approved by Councilmembers Baskin, Clayton, Jackson, Knowlton, and Van Langeveld.

6. APPROVAL OF CITY COUNCIL MINUTES

The City Council minutes of January 16, 2024 were reviewed and approved.

Councilmember Baskin requested the following five amendments to the minutes:

- (1) Change the approval of the motion on lines 175, 197, and 216 to reflect that she was not present during that portion of the meeting or for the votes on those items
- (2) Update the word *"this"* on line 183 to be lowercase
- (3) Revise line 230 by deleting the word *"eliminating"* and replacing it with the word *"preventing"*
- (4) Amend line 271 from *"Legislature would dictate the majority of the General Plan"* to *"Legislature would like to dictate more items to be placed in our General Plan"*
- (5) Amend line 302 from *"if the final process was applied to commercial and residential subdivisions"* to *"if and why Sherrie Pace included the preliminary and final application procedures as drafted to apply the final process to commercial and residential subdivisions"*

Councilmember Baskin moved to approve the January 16, 2024 minutes as amended. Councilmember Jackson seconded the motion. The motion was approved by Councilmembers Baskin, Clayton, Jackson, Knowlton, and Van Langeveld.

7. ACTION ITEMS

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

Councilmember Baskin asked about current item three related to working with Google Fiber on connectivity in the Eaglewood Drive/Deer Hollow Circle neighborhood. Karyn Baxter replied that Google thought they completed the crossing and installed the fiber through Deer Hollow Circle. She noted when they tried to make the connection, they did not have a crossing on Eaglewood Drive which has been paved. She explained that to cut through the road they would need approval from the Council and a recommendation from the City Engineer. Ms. Baxter mentioned Google Fiber would decline to offer service in certain areas as the City requires specific road treatments (such as boring). She said she strongly discouraged the Council from allowing Google to do micro trenching on new streets. She stated City standards were intentionally difficult for utility companies to cut roads as a way of maintaining a viable maintenance program for all streets.

Councilmember Baskin spoke on telephone landlines and said Google Fiber made her landline inoperable when it installed Google Fiber and has been very difficult to work with in correcting the error. As a council member, she has maintained her landline in cases of emergencies when cell towers may no longer function. There are implications for funding for dispatch and 9-1-1 services also.

Councilmember Van Langeveld asked for an action item for two Health and Wellness Committee members to attend a work session. Ken indicated staff would provide those dates available.

Councilmember Baskin requested a report on current item 16 related to the park reservation cleaning deposit and if this was effective.

8. COUNCIL REPORTS

Councilmember Knowlton reported that UDOT was developing the plan for the Utah Trail Network and information on the projects to be funded would be released soon. He said Highway 89 through the City was being considered.

Councilmember Jackson thanked staff for quickly resolving an issue for a resident. She reported on the Parks and Arts meeting.

Councilmember Van Langeveld said she and the Mayor would be visiting local schools to talk about the golf course, other City resources, and a kindness program. She mentioned the potential to change City ordinances for Committees to allow non-voting members to participate.

Councilmember Clayton reported on the Youth City Council event providing service to residents. She also spoke on a tour of City Hall and said it was very eye opening.

9. CITY ATTORNEY'S REPORT

Todd Godfrey had nothing to report.

10. MAYOR'S REPORT

Mayor Horrocks reported that he received a call from Center of Hope Food Bank seeking help in finding a new location and an opening on the Board of Directors. He spoke on finding a new Board Member and location for the food bank.

Mayor Horrocks spoke on mosquito abatement and said there were seven West Nile cases and no deaths compared to 50 deaths in Colorado. He said a new drone was purchased that could carry 80 pounds of product for mosquito abatement.

Mayor Horrocks mentioned the railing at the golf course near the 15th green was rusted.

Mayor Horrocks spoke on the upcoming board meeting for Wasatch Front Integrated Waste and some concerns in the County.

11. CITY MANAGER'S REPORT

Ken Leetham reported on the Legislative session including land use proposals and bills in conjunction with the League of Cities and Towns. He mentioned HB280 which would charge a tax to all public water providers in the State but would not guarantee funds for the cities. He stated SB91 would require a separate public hearing annually for appointed official's compensation. He indicated SB172 would allow for gravel pit expansion for any territory adjacent to a sand or gravel mine. He noted HB289 was related to disputes between local government and a landowner and detailed the potential court requirements.

Councilmember Baskin reported on HB489 which made it an option for a candidate running in a nonpartisan race to list on the ballot whether the candidate is a Republican or a Democrat. She spoke against this concept and expressed concern over the slippery slope of infusing unnecessary and undesirable partisanship in local races. She reported she would oppose this bill as a member of the City Council at the Capitol when it went before a standing committee and informed the Council of her position. Councilmembers Jackson and Knowlton acknowledged this was a problem.

12. ADJOURN

Mayor Horrocks adjourned the meeting at 9:46 p.m.

The foregoing was approved by the City Council of the City of North Salt Lake on Tuesday February 20, 2024 by unanimous vote of all members present.



Brian J. Horrocks, Mayor



Wendy Page, City Recorder

