

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

FINAL

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

PRESENT: Mayor Brian Horrocks
Councilmember Lisa Watts Baskin
Councilmember Tammy Clayton
Councilmember Suzette Jackson

EXCUSED: 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; Brad Christopherson, City Attorney; Sherrie Pace, Community Development Director; Heidi Voordeckers, Finance Director; Wendy Page, City Recorder.

OTHERS PRESENT: Dee Lalliss, Aubrey Pluim, Dallas Golden, residents.

1. DISCUSSION ON SCHOOL SAFE WALKING ROUTES, PEDESTRIAN SAFETY,
AND SAFETY IMPROVEMENTS FOR ELEMENTARY AND OTHER SCHOOLS IN
CITY

Ken Leetham said this item was the continuation of a discussion regarding pedestrian safety at Orchard Elementary and other schools in the City. He thanked staff for preparing future solutions related to walking routes, pedestrian safety, and needed improvements. He presented a map of the area around Orchard Elementary showing the location of the crossing guards. He shared the planned projects related to Orchard Elementary including:

- Sidewalk Center Street (south side) from US-89 to Center Street (summer 2025)
- Completion of 130 East sidewalk (summer 2025)
- Sidewalk Center Street (south side) from Orchard Drive to 350 East (in design)
- Crosswalk at Center Street and 350 East with flashing self-actuated lights when complete

Ken Leetham mentioned that the sidewalk on the south side of Orchard Drive to 350 East would be partially funded by a grant.

Councilmember Clayton asked about students who lived on 100 North that had variances to attend Orchard Elementary and the need for a reduced speed in that area. Karyn Baxter explained how school zone regulations were determined and where speeds were reduced.

Ken Leetham spoke on increased awareness due to the recent accident on Center Street. He said the City is working on installation of new sidewalks and a self-actuated beacon at a crosswalk and an increased police presence at the school during start and ending times.

Chief Black commented that there has been an increased police presence during the last two weeks and said there had been some minor issues with jaywalking.

Ken Leetham also said a crosswalk with flashing lights would be added at 130 East and Center Street. He then spoke on Adelaide Elementary which currently had six crossing guard locations including two on US-89.

Chief Black shared that previously Davis County Sheriff's Office staffed two crossing guards, and the City staffed four locations. He said that a school zone was added to this area after it was annexed into the City.

Ken Leetham mentioned that there were not any infrastructure projects planned for this school but there was a citywide project planned which would impact each school in the City. He said staff felt this school had safe walking routes.

Karyn Baxter clarified that a school zone included crossing guards and that a reduced speed zone with flashing lights was a different type of school zone.

Ken Leetham spoke on the charter schools including Foxboro Elementary with two main crossing guard locations and adequate infrastructure. He said there were no projects planned for this area. He mentioned the City had received an email from Councilmember Van Langeveld with a list of problem areas that residents in the area identified. He shared that one improvement on that list is the installation of a flashing light at Amberly Drive and 1100 North where there is an existing crosswalk.

Ken Leetham reported on Spectrum Academy and the location of the crossing guard on Foxboro Drive. He mentioned that it connected with the Foxboro Wetlands Trail to Cutler Drive. Karyn Baxter commented that there would be a crosswalk with flashing lights installed to cross Cutler Drive.

Mayor Horrocks spoke on the need for a crossing guard at Spectrum Academy as it was a charter school which allowed enrollment from students across the State. Chief Black said the charter schools were not considered walking schools and did not have safe walking programs. He shared that the existing crosswalk was installed to allow the high-risk students to cross from the school

to the seminary building. He noted that the crossing guards at Spectrum Academy and Wasatch Peak were not required but installed in cooperation with those schools.

Ken Leetham spoke on Wasatch Peak Academy which had one crossing guard. He said the City submitted a letter of interest to participate in a grant project to install sidewalk along Cutler Drive, which would include the area adjacent to Wasatch Peak Academy. He noted that the planned projects were a new flashing beacon at 1100 North/Amberly Drive, Cutler Drive midblock crosswalk (Southampton Drive), and Cutler Drive east side sidewalk per a grant.

Mr. Leetham shared information on a citywide project for safe routes for schools through a Wasatch Front Regional Council (WFRC) grant. He said staff submitted a letter of interest and was invited to submit a formal application by December 12th. He clarified that this plan would look at all safe routes for schools and modes (other than cars) such as pedestrians and bicycles and would inform where future or improved infrastructure was needed.

Councilmember Baskin mentioned the roundabout on the south side of the City (Eagleridge Drive) was not a safe route but said children were utilizing it and asked if it would be included in the study. Ken Leetham replied affirmatively and said the schools had discouraged use of that roundabout for safe school routes.

Chief Black provided an update on the child that had been injured stating that she had been released from the hospital.

2. REVIEW OF CITIZEN COMMITTEE/BOARD STRUCTURE RECOMMENDATIONS

Ken Leetham reported on the proposed restructure of the Parks, Trails, Arts, and Recreation Advisory Board. He proposed three new committees: City Events, Trails & Active Transportation, and Arts. He noted that designated members of each committee could review City park plans including new parks and reinvestment for existing parks as needed.

Ken Leetham focused on the City Events Committee with staff support by Jon Rueckert, Carmen Wilson, Randy Simmons, and Linda Horrocks. He said this Committee could also provide support for Arbor Day, the 9/11 Day of Service, Get to the River, and Unity in the Community events. He continued that the City Events Committee would facilitate the following events:

- NSL Reads essay contest and author night
- Kite Festival
- Golden Spoke
- NSL Photo Contest
- Halloween Trot & Treat Spooktacular
- Winter Lights Fest

Ken Leetham spoke on the desire to enlist the help of volunteers for all of these events.

Dallas Golden commented that the Golden Spoke event was a regional event spanning from Provo to Ogden. He said the City's involvement in the past had included a canopy with a table and water for those that passed through the City along the bicycle route.

Councilmember Jackson mentioned the prior issue with events hosted by varying committees. She suggested that the event committee should host all of the City events with support from other committees.

Ken Leetham spoke on the Trails and Active Transportation Committee with staff support from Ali Avery, Sherrie Pace, TJ Riley, and Jon Rueckert. He said the duties of the Trails and Active Transportation Committee would include:

- Long-range Trail Master Plan and Active Transportation Plans as needed
- Preparation of signage and trail marking systems
- Support for fundraising (public grants and private donors)
- Assist with annual budgetary recommendations to City Council (public investment)
- Recommendation related to trail maintenance and clean-up
- Various projects (purge the spurge, trail restoration, Summer Trail Series)

Ken Leetham then reviewed the Arts Committee with staff support from David Frandsen and a City Councilmember (as well as staff from Community Development and communications as needed). He said the duties of the Arts Committee included:

- Support for branding and signage
- Recommendations for public art, creative urban design, etc.
- Support for fundraising (public grants and private donors)
- Plan/recommendations for the arts in the City (long range/performing arts/art events/art council, etc.)
- Various projects (murals, public art pieces in public spaces)

Ken Leetham spoke on having a City Councilmember to serve on each Committee and next steps for implementation in early 2025 including enabling resolutions, by-laws, duties, and appointing citizen committee members.

3. ADJOURN

Mayor Horrocks adjourned the meeting at 7:10 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
NOVEMBER 6, 2024

FINAL

Mayor Horrocks welcomed those present at 7:18 p.m. Suzette Jackson offered an invocation and led those present in the Pledge of Allegiance.

PRESENT: Mayor Brian Horrocks
Councilmember Lisa Watts Baskin
Councilmember Tammy Clayton
Councilmember Suzette Jackson

EXCUSED: 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; Brad Christopherson, City Attorney; Sherrie Pace, Community Development Director; Heidi Voordeckers, Finance Director; Wendy Page, City Recorder.

OTHERS PRESENT: Dee Lalliss, Aubrey Pluim, Dallas Golden, Clif Bradford, Karen Bradford, Natalie Warner, Catherine Kay, Camille Thorpe, Abel Lish, Anna Feistel, Josh Warner, residents; Brian Carlisle, HMS Development.

1. CITIZEN COMMENT

Aubrey Pluim, resident, spoke on the school safe routes and thanked the City for their efforts. She questioned if there would be a flashing school zone installed at 130 East. Karyn Baxter replied that a self-actuated flashing beacon would be installed but not a crossing guard or any reduced speed signs with flashing lights at that location.

Aubrey Pluim spoke on Orchard Drive and a crosswalk on 130 East. She questioned if there were children crossing from the townhomes or near the Sunshine Café area. Ken Leetham said he would include this location in the citywide study.

Camille Thorpe, resident, mentioned the need to monitor speeding on Main Street.

2. PRESENTATION OF NSL PHOTO CONTEST AWARDS-ADULT CATEGORY: CLIF BRADFORD, 1ST PLACE; ABEL LISH, 2ND PLACE; CATHERINE KAY, 3RD PLACE; YOUTH CATEGORY: ANNA FIESTEL, 1ST PLACE; JOSH WARNER, 2ND PLACE; BROOKLYN BRADLEY, 3RD PLACE

Dallas Golden, Parks Trails Arts and Recreation Advisory Board Chair, presented the winners of the NSL Photo Contest in the adult category including Clif Bradford, 1st place; Abel Lish, 2nd place; Catherine Kay, 3rd place and the winners of the youth category including Anna Fiestel, 1st place; Josh Warner, 2nd place, and Brooklyn Bradley, 3rd place.

3. CONSIDERATION OF SITE PLAN APPROVAL FOR THE LOFTS NORTH SALT LAKE AT 120 AND 140 EAST CENTER STREET, BRIAN CARLISLE, APPLICANT

Sherrie Pace reported this property located at 130 East Center Street was previously known as the Towne Plaza project. She explained that the General Development Plan included 52 townhomes and two commercial office/retail buildings. She said the construction of the townhomes had been completed. She shared that the remaining commercial property had been transferred to Lofts North Lake, LCC and that as the development agreement would run with the land with the new LCC to assume responsibility for fulfilling the terms of the agreement. She noted that the new developer has requested an amendment to the development agreement, including the General Development Plan, and has changed the project name to The Lofts at North Salt Lake. She said the change included the addition of residential units and the elimination of the office space.

Ms. Pace shared that the City Council approved the amended General Development Plan on December 6, 2023 with the following modification to the Development Agreement:

- 1) Tenants of the one-bedroom units shall be limited by lease agreement to a single vehicle;
- 2) Each unit will have at minimum 1 covered stall assigned to the unit and be included in monthly lease without additional charge;
- 3) Parking for the commercial area shall be provided at a rate of 1 space/250 sq. ft. and shall be open for tenant and guest use, including the Towne Plaza residents, during non-business hours;
- 4) The cross section for Center Street be modified so as to provide the bike lane behind the curb as shown on the proposed site plan;
- 5) Off street loading areas for deliveries and tenant moving, be provided for both buildings;
- 6) The amenities shown on the plan shall be provided including the roof top gathering area, on site fitness center, fenced dog park, outdoor patio for commercial restaurant use (if applicable) or for other tenant use;
- 7) All landscaping shall be installed in accordance with Chapter 22, Water Efficient Landscaping Standards;
- 8) The ground floor story of the west building shall be stepped across the slope so that

individual units maintain pedestrian access at the same elevation of the sidewalk as shown on the architectural renderings;

- 9) The architecture of the buildings shall be provided in the style, materials and colors as shown on the architectural renderings, with a maximum height of 50 feet measured from final grade;
- 10) The street trees along 130 East will be replaced and the landscape water shall be repaired/installed by the developer to the street trees and streetlights for the provision of hanging baskets, such water connection shall be made to the HOA common area landscape system and landscape system for the new landscaping.

Sherrie Pace said the developer has since been working on fulfilling the conditions, building plans, and civil drawings. She provided a project overview of the two multi-story apartment buildings with the west building located at 120 East Center Street containing 7,688 square feet of commercial on the ground floor and 22 residential units on the second and third stories. She noted the east building was located at 140 East Center Street and contained 57 total residential units. She noted the access points for the development and the parking table with a combination of surface parking, parking structures, and carports for an overall total of 150 spaces. She reviewed the amenities including:

- 1) Fenced dog park area (west)
- 2) Outdoor seating area for commercial use
- 3) Public sidewalk improvements: planter boxes with seating height walls, widened sidewalks, street trees, lamp posts, and a bike lane behind curb
- 4) Leasing office, mail/package delivery room, conference room, lobby activity room, dog wash (east building main floor)
- 5) Fitness center, sauna and steam room (east building second floor)
- 6) Roof top gathering space, pergola, seating, (east building third floor)

Ms. Pace reviewed architectural standards per the General Development Plan:

- The ground floor story of the west building is stepped in story height to allow street level pedestrian entrances to the businesses. It is estimated that 4 commercial tenants could be accommodated.
- Balconies (14' x 6') have been added to the floor plans for the two bedroom units
- The exterior façade construction will consist of the use of stucco, cement board (Hardie or similar), stone, and metal balconies/accents
- The maximum height of the east building is 40 feet from finished grade and 43.5 feet from finished grade on the west building
- Roof line compatible with adjacent townhome roof style

Ms. Pace shared the landscaping summary which was designed to meet the standards for water efficiency in accordance with adopted standards:

- West building 5,898 sq. ft. landscaped area (3,510 sq. ft. sod in dog park area)
- East building 3,486 sq. ft. landscaped area
- Trees and shrubs have been provided
- Street trees are Crimson Sentry Maple and Chanticleer Flowering Pears
- Missing or damaged trees will be replaced on 130 East and connected to appropriate irrigation system

She noted the public right of way improvements including:

- Bike lane behind curb (5')
- Mixed use pedestrian area (13')
- Limited 2 hour parking on Center Street
- Limited 15-30 minute loading zone on east building Center Street

Councilmember Clayton asked if these units would be available to purchase and/or rent. Sherrie Pace replied that they would be apartment rentals only.

Councilmember Jackson asked if commercial and office space was converted to residential. Sherrie Pace clarified that only office space had been converted into residential.

Mayor Horrocks commented that it would be difficult to enforce parking particularly the limit of one parking space per one bedroom unit. Sherrie Pace replied that the management company would have to monitor this through parking permits or something similar. She noted that there would be shared parking with the residential and the commercial.

Councilmember Baskin spoke on the quality of the development while providing units that provided market rate affordable housing units for persons at or below 80% AMI.

Mayor Horrocks suggested and the Council agreed to take action on this item following the discussion on the next item which was the proposed amendment to the Towne Plaza at North Salt Lake Development Agreement for Phase 3, now known as Lofts North Salt Lake.

4. CONSIDERATION OF A PROPOSED AMENDMENT TO THE TOWNE PLAZA AT NORTH SALT LAKE DEVELOPMENT AGREEMENT FOR PHASE 3, NOW KNOWN AS LOFTS NORTH SALT LAKE AT 120 AND 140 EAST CENTER STREET, BRIAN CARLISLE, APPLICANT

Sherrie Pace reported on the prior Development Agreement which was approved on June 16, 2015 for the Towne Plaza project. She mentioned the rebuilding of 130 East with widened sidewalks, tree grates, street lights and driveway approaches. She explained that the prior developer, Dave Curtis, has been invoiced for those costs (approximately \$41,000) but has not

yet remitted payment. She noted that if Mr. Curtis failed to submit payment this amount would be deducted from the City reimbursement for improvements in Phase 3 installed by the new developer. She reviewed the current development agreement including improvements and associated costs for which the City would be responsible such as: trees and grates (5), planter boxes and installation (12), sidewalks (6,369 square feet), stamped and colored concrete in park strip (2,107 square feet), curb and gutter (511 lineal feet), installation of irrigation for streetlight hanging baskets (14), and increased width ADA ramps (2), bike lane curbing (23 feet) for a total of \$151,559 minus the Phase 1 & 2 improvement reimbursement of \$41,486 for a Phase 3 total of \$111,601.

Ms. Pace continued that there were additional considerations including:

- The estimated cost of the planter boxes has increased considerably from \$1,308 to \$4,500. Staff recommends exploring alternative options to find a more affordable solution which could be reducing the size of planter boxes or finding an alternate option.
- The number of street tree grates has decreased by 9 and the number of planter boxes has increased by 3; therefore, staff recommends that the City participation be increased. Staff is recommending that City participation for planter boxes be limited to the following:
 - Original max \$13,300
 - Plus tree planting savings of \$ 1,370
 - Plus tree grate savings (from 2018 prices) \$10,357
 - Plus any additional savings for a tree grate alternative (if applicable)
- The increase in sidewalk cost relates directly to the increase in materials cost and the expansion which added the bike lane to the sidewalk profile.
- The City will only pay for the original curb and gutter to be replaced of 331 lineal feet and not the increase resulting from the installation of on street parking.
- The cost of the tree grates and street light assembly from City's supplier (Mountain States Lighting) has increased significantly in the past 6 years.

Councilmember Jackson moved that the City Council approve the Site Plan for Lofts North Salt Lake and incorporate it into the Development Agreement with the following findings and conditions:

Findings:

- 1) The proposed site plan is in accordance with the North Salt Lake Town Center Master Plan;**
- 2) The proposed site plan be incorporated into the Development Agreement.**

Conditions:

- 1) The carport structures are noted on the site plan, per the General Development Plan;**

- 2) **Identification of water valve located adjacent to east building and possible relocation, if necessary, per City Engineer;**
- 3) **Approved Development Agreement will include the conditions per the approved General Development Plan and the approved site plan.**

Councilmember Clayton seconded the motion.

Mayor Horrocks questioned if the City code addressed snow load, etc. for carport structures. Sherrie Pace replied affirmatively.

The motion was approved by Councilmembers Baskin, Clayton, and Jackson.

Councilmember Knowlton and Van Langeveld were excused.

Councilmember Clayton moved that the City Council approve the amended development agreement for Lofts North Salt Lake with the following findings:

Findings:

- 1) **The proposed agreement is in accordance with the North Salt Lake Town Center Master Plan;**
- 2) **The proposed agreement is in accordance with the conditions of approval for General Development Plan which was amended on December 6, 2023;**
- 3) **The proposed development will provide market rate affordable housing units for persons at or below 80% AMI; and**
- 4) **The proposed development includes ground level retail space with proposed land uses that are supported by the Town Center Market Study.**

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

5. CONSIDERATION OF PURCHASE OF POLICE DEPARTMENT VEHICLES FOR AN AMOUNT OF \$193,528

Chief Black reported that the department had requested and was approved to purchase six vehicles as part of the fiscal year 2025 budget. He said two of the vehicles have been purchased and were in operation in the investigations division. He mentioned that the remaining four vehicles were to be used as marked vehicles in the patrol division including one assigned to the School Resource Officer at Spectrum Academy. He shared that the vehicles would be delivered through Young Automotive Group using State Contract pricing authorized dealers. He explained that the price for each vehicle was \$48,382, for a total of \$193,528.

Councilmember Jackson moved that the City Council approve the purchase of four (4) Ford Police Explorers for use in the police department patrol division. Councilmember Clayton seconded the motion. The motion was approved by Councilmembers Baskin, Clayton, and Jackson. Councilmember Knowlton and Van Langeveld were excused.

6. CONSIDERATION OF RESOLUTION 2024-34R: A RESOLUTION DECLARING POLICE VEHICLES AS SURPLUS

Chief Black reported that five police vehicles had been authorized for replacement as part of the budget. He said one 2018 Dodge Charger had been replaced and was recommended for disposal via auction.

Councilmember Baskin moved that the City Council approve Resolution 2024-34R: a resolution declaring surplus property of one 2018 Dodge Charger and authorizing its disposal. Councilmember Jackson seconded the motion. The motion was approved by Councilmembers Baskin, Clayton, and Jackson. Councilmember Knowlton and Van Langeveld were excused.

7. MONTHLY FINANCIAL REPORT FOR PERIOD ENDING JUNE 30, 2024

Heidi Voordeckers reported as the audit had not yet been finalized that these would be pre-audit figures. She provided an update on the fiscal year ending June 30, 2024 with the use, spending, or growth of fund balance. She compared fiscal year 2023 and 2024 and noted that the General Fund has been most impacted by shifting revenues and was originally anticipated to spend down fund balance by over \$1,000,000 in FY 2024. She said this spend-down accounted for flat sales tax revenues with moderate growth in expenditures of 5%. She noted this indicated the relative strength of the general fund in meeting its obligation to support general government services, and even includes funding the expansion in street maintenance that was implemented during the sales tax boom. She reviewed sales tax, interest revenues, property tax, franchise tax, court fees, permitting and planning, impact fees, water fees, garbage fees, storm fees, and golf (all revenues).

Ms. Voordeckers highlighted the RDA fund and the growth by over \$600,000 in fiscal year 2024. She shared that this allowed the City to support the Hatch Park project. She also reviewed the Water Fund, Capital Projects Fund, and Golf Fund. She mentioned the Annual Comprehensive Financial Report (ACFR) for FY 2024 would include additional reporting and analysis of all of the City's funds and would be finalized and distributed by the end of December. She said staff would provide formal presentation of this report in January 2025.

8. APPROVAL OF CITY COUNCIL MINUTES

The City Council minutes of October 1, 2024 were reviewed and approved.

Councilmember Jackson moved to approve the City Council minutes of October 1, 2024, as written. Councilmember Clayton seconded the motion. The motion was approved by Councilmembers Baskin, Clayton, and Jackson. Councilmember Knowlton and Van Langeveld were excused.

9. ACTION ITEMS

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

Ken Leetham provided an update on the railroad quiet zone issue. He noted there was a quiet zone along the rail corridor from Ogden to Salt Lake. He explained the quiet zone had been suspended recently due to several crossings being out of compliance including the City's crossing at Main Street. He said the regulations allowed one city to be a contact for the entire quiet zone. He mentioned there were over 80 crossings in this zone and varying degrees of complaints from residents. He reported staff met with Union Pacific this week and submitted a revised waiver to reinstate the quiet zone until the crossing at Main Street was brought into compliance. Mr. Leetham spoke on the ability for road closures, enlisting the assistance of State representatives, and other strategies.

10. COUNCIL REPORTS

Councilmember Jackson reported on the Halloween activity which received a lot of positive feedback from residents. She spoke on a Veterans Day event at the Bountiful Regional Center on November 11th. She then suggested a positive campaign related to the new Gateway Parks activities at the golf course.

Councilmember Baskin reported that in two weeks Susan Madsen with A Bolder Way Forward would present to the Council. She asked for a resolution to embrace this mission which advocated for women and girls to prosper in Utah.

Councilmember Clayton mentioned the Parks and Arts Board restructure and the participation of the Youth City Council moving forward.

11. CITY ATTORNEY'S REPORT

Brad Christopherson had nothing to report.

12. MAYOR'S REPORT

Mayor Horrocks mentioned that there were three cities with RAP tax on the ballot that passed. He provided an update on mosquito abatement and an increase in Dengue fever and Oropouche fever.


13. CITY MANAGER'S REPORT

Ken Leetham mentioned a possible joint meeting with the Planning Commission on December 3rd to discuss the General Plan.


14. ADJOURN

Mayor Horrocks adjourned the meeting at 9:02 p.m.

The foregoing was approved by the City Council of the City of North Salt Lake on Tuesday November 19, 2024 by unanimous vote of all members present.



Brian Horrocks, Mayor



Wendy Page, City Recorder

