

Lake Point City Council Business Meeting Minutes

Date: Wednesday, January 22, 2025

Place: Lake Point Fire Station 1528 Sunset Rd Lake Point, UT 84074

Time: 6:00 PM

1. **Call to Order-** 6:01 pm
2. **Prayer-** Kirk Pearson
3. **Pledge of Allegiance-** Rickey Lloyd
4. **Presiding Officer-** Kathleen VonHatten
5. **Attendance Roll Call-**

Lake Point Council & Staff (C=Council)	Public	Public
Ryan Zumwalt (Chair)	Josh Gibbons (Hales)	
Kirk Pearson (Vice Chair)	Joseph Browning (Hales)	
Jonathan Garrard (C.)	R.G. Lloyd	
Kathleen VonHatten (C.)	Gino Garcia	
Alexis Wheeler (C.) Absent	Geoff Dupaix (UDOT)	
Jamie Olson (RCDR)	Doyle Garrard	
Joel Whitehorse (Attorney) left at 9:57 pm	Lori Chigbrow	

6. **Legal Training – Joel**
 - A. none
7. **Staff Report-** (1:46 recording)
 - A. Jamie gave an update on the following
 - i) There should be a rezone request and subdivision on the Commission's upcoming agenda. Still waiting on some final items from Marriot.
 - ii) Commission is making good progress on the Sign Ordinance, they are having a special meeting on Monday, to hopefully wrap up their detailed review and get it to the public hearing by the end of Feb.
 - iii) Please visit the citizen concern sheet.
 - iv) Please see the voting precinct email.
8. **Public Comment-(3:03 recording)**
 - A. Motion-Kathleen to open Public Comment. Jonathan 2nd
 - i) Vote was unanimously approved
 - B. Kathleen VonHatten
 - i) As a citizen she sent out a survey for 1200 East to find out what the citizens in that area would prefer for that land.
 - ii) (Kathleen) handed out the survey to the Council see (Exhibit A) Kathleen will email a colored copy to the Council.
 - C. Motion- Jonathan to close Public Comment. Kirk 2nd
 - i) Motion passed unanimously
9. **Approve the Minutes-** (5:34 recording)
 - A. 2025 01.08
 - i) Motion- Kirk to approve the minutes. Kathleen 2nd
 - 1) Motion passed unanimously
10. **Reports/Presentations** (5:52 recording)
 - A. Master Transportation Plan Presentation (Exhibit B)

- i) Next steps
 - 1) They need to find out fairly soon on the direction the Council wants to go on these topics.
 - 2) SR. 201 Future Extension
 - (a) The Council discussed the different options presented for the 201 connection which included a few options UDOT had previously proposed and a plan the city came up with during the creation of the General Plan.
 - (b) Overall goals expressed and discussed.
 - (i) Relieve the congestion and have two reliable connections to Salt Lake Valley
 - (ii) Minimize impact to neighborhoods and surrounding areas.
 - (iii) Preserve the mountainside and not have a highway on the east side of Lake Point
 - (iv) Preserving Commercial Access along Hwy 36
 - (v) Different UDOT Road project priorities
 - (vi) Different Plans and parts of plans that address the main goals
 - (vii) Employment opportunities keeping citizens in Tooele Valley (1:08:00 recording)
 - (c) Hales is willing to run two different options for the 201 alignments scenarios presented and then the Council can choose which plan to include in their Master Transportation Plan.
 - (d) Council discussed whether to pick the two options for Hales to run or wait to get Alexis feedback.
 - (e) Hales will send the slide show to Jamie, so that can be provided to Alexis with the meeting recording, and then a meeting with Alexis and Hales can be scheduled if she has any questions.
 - 3) Hwy-36 Flyover to I-80 (1:30:00 recording)
 - (a) Discussion on the flyover east of Hwy 36 aligning with Cluff Lane area (but not tying to Cluff Lane) or East of Hwy-36 across from Canyon Road.
 - (b) They discussed the pros and cons of each idea.
 - (c) Hales will run both scenarios for both flyovers.
- B. Treasurer Report (2:05:00recording)
 - i) (Doyle) asked the Council if they had any questions about the report he emailed.
 - ii) (Doyle) explained where they are sitting on the total expenses for the Transportation Master Plan and Storm Water Master Transportation Plan
 - iii) (Doyle) asked Jamie about some incoming tax forms and other questions for the Council on other tax forms.
 - iv) (Jonathan) had a question about trash bill liens and that process.
 - v) (Doyle) asked if there was a way to charge a fee for bounced checks
 - 1) (Jamie) it is a \$50.00 bounced check fee
 - vi) (Doyle) wanted to check on the beer tax and to make sure that revenue is being used according to state code.

11. Action/Business Items

- A. Procurement request for a City Planner (2:19:25 recording)
 - i) (Kathleen) drafted an RFQ for a city planner it was based on an attempt to help the Planning and Zoning Commission have assistance in drafting and reviewing land use regulations as needed.
 - ii) (Ryan) would like to get the Commission some help in education and training.
 - iii) (Kirk) is not for hiring a planner and we have done a pretty good job already. He does not want outside influences to start doing the planning for the city.
 - iv) (Kirk) if the Commission really gets stuck, bring it to the Council.
 - v) (Jonathan) Showed information from Transparent.utah.gov and showed what planners were getting paid in other cities wages. (Exhibit C)

- vi) (Kathleen) felt it was not a good representation because she felt it was showing employees of the city, and she want to contract this out.
- vii) (Ryan) felt they could not get the Commission help without the procurement process.
- viii) (Jonathan) pointed out that they could hire and expert if needed if it was between \$500 and \$5,000. and all it would need is the competitive bid process. They can go to an expert in the area the Commission needs help in.
- ix) (Jonathan) showed the Planner RFQ (Exhibit D)
- x) Council and Commission continued the discussion.
- xi) Commission Members and Council expressed their thoughts and feelings about whether they thought a planner was needed or not and if it was a good or bad idea.
- xii) (Jonathan) expressed how he did not like how the Master Transportation Plan has been going and felt it has not been catered to Lake Point like he expected, and how this relates to a possible planner.
- xiii) Council and Commission discussed hiring out specific needs to experts in the specific field, along with utilizing staff we already have contracts with, like our attorney.
- xiv) (Ryan) As long as we get the Commission some help and this is a different way to get them help.
- xv) Council and Commission discussed the annexation plan and helpful information/resources (3:14:00 recording)
- xvi) Commission can gather 3 bids if it is under \$5,000.00 and bring them to the Council when they see a need for assistance from experts.
- xvii) Continued discussion on annexation.
- xviii) Motion-Ryan to table indefinitely the RFQ for a planner and pursue other methods discussed. (3:33:07 recording)
- 1) Motion passed 3 to 1

12. Attorney Clarification (3:33:39 recording)

- A. (Ryan) was asked a question by a landowner that bought a lot located next to them, that is in a Saddleback Plat and was wondering if they were able to remove that parcel from the Saddleback Plat, HOA and development agreement.
 - i) (Joel) it would require a plat amendment, an amendment to Saddleback Development Agreement and also petition the HOA to be removed.
- B. (Ryan) had an inquiry about a rezone request that he felt was incomplete, since it did not specify the zone they were requesting the parcel to be changed to.
 - i) (Joel) suggested the applicant come talk to the Commission to find out if it is something they will entertain.
 - ii) If considered it would require the creation of a new zone and an amendment to the Zoning Map, Zoning Ordinance, and a Plat amendment.
 - iii) It was discussed that even if a lot has adjacent smaller lots, it does not mean their lot automatically should be allowed to be smaller.

13. Council Updates

- A. Alexis Wheeler
 - i) Not in attendance
- B. Kathleen VonHatten (3:44:53 recording)
 - i) UEMA Conference is in May for \$299.00 and she would like to go again.
 - ii) Blue Moon drain issue and what to do.
 - 1) Council discussed, to follow the ordinance and issue the Stop Work Order, double permit fees, and mitigation.
 - iii) Road fix updates.
- C. Jonathan Garrard
 - i) No updates
- D. Ryan Zumwalt
 - i) No updates

E. Kirk Pearson (3:56:10 recording)

- i) (Kirk) wanted to give some thoughts on the proper way of Government
 - 1) In Moses time he was constantly trying to solve the peoples problems for them, and he was being drained from that work. He was instructed to appoint captains under him to spread the work.
 - 2) Founding fathers followed this principle for the layout of the government. Pick good honest people among us and work in our community and if we do this, we will have good results.
 - 3) Liberty laws create freedom, if we had no traffic laws it would be hard to drive, being able to drive creates freedom.
 - 4) Try and think if a law creates liberty or not.

14. Public Comment (3:58:40 recording)

- A. Motion- Kirk to open Public Comment. Kathleen 2nd
 - i) Motion passed unanimously
- B. (Rickey Lloyd) (3:59:05 recording)
 - i) Complimented those people on Planning and Zoning that do the majority of work.
 - ii) He loves liberty, he does not like ordinances that state, if it is not in here it is not allowed.
- C. (Gino Garcia) (4:00:00 recording)
 - i) His 4th of July fireworks will likely be done on the 5th of July.
- D. (Jonathan Garrard) (4:01:15 recording)
 - i) Something he has notice that has not set well with him, as he has been involved in government. Government has more government above it to tell us what is allowed. If there are rules in upper government that don't help the city, rather than doing nothing, he encourages the Council and citizens to reach out to the state.
- E. Motion- Kathleen to close Public Comment. Ryan 2nd
 - i) Motion passed unanimously

15. Closed Session- not needed

16. Adjournment- 10:05 pm

Note- The minutes may include a summary of what was discussed and are not intended to be verbatim. All public meetings have an audio recording, time stamps are included in the minutes to help the public find where certain topics were discussed. Please see the audio recording of this meeting for a full audio record of the meeting.

Note- Additional information concerning meetings including agendas, minutes, recordings, written/typed public comment, other distributed materials, ordinances, resolutions, public notices, and how to sign up for notifications on the Public Notification Website, can be found at <https://lakepoint.gov> under Departments-Recorder.

PASSED AND APPROVED but the Council this 12 day of Feb, 2025

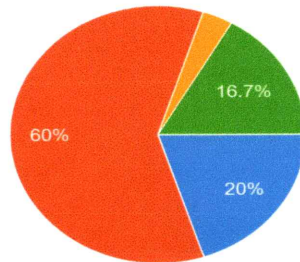

Chair

ATTEST:


Jamie Olson, City Recorder

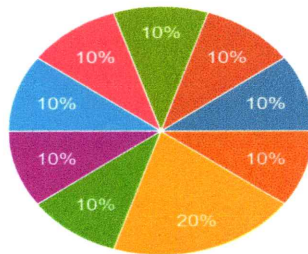
Exhibit A
2025 01.22

1. Please choose which option you would prefer for the area.
30 responses



- 1. Paved Road with Swale - A swale is a shallow channel designed for water drainage, often placed along a roadwa...
- 2. Trail and Swale - This option would include a trail running alongside a swale, offering recreational use in addition to...
- 3. Two Small Detention/Retention Ponds - Detention or retention ponds help m...
- 4. Open Space and Swale - If you choose this option see question #2

2. Open Space and Swale If you choose open space in question 1 to be developed with a swale, what type of open space would you prefer? Please c...e from the following options or suggest your own:
10 responses



- Skate Park
- Motorcycle or BMX Trail
- Leave As-Is with addition of a swale
- Walking/ biking trail
- No Skate Park or BMX, not what the a...
- Park that allows dogs
- Walking Trail Not Motorcycles
- Gazebo and grass

▲ 1/2 ▼

Timestamp	1. Please choose which option you would prefer for the area.	2. Open Space and Swale If you choose open space in question 1 to be developed with a swale, what type of open space would you prefer? Please choose from the following options or suggest	Additional Suggestions Do you have any additional suggestions or thoughts on what should be done with the unfinished portion of 1200 E? (Please share any ideas you have, including potential features, safety concerns, or desired amenities.)
11/11/2024 7:45:06	2. Trail and Swale - This option would include a trail running alongside a swale, offering recreational use in addition to drainage. Do you support a trail and swale for this road section?		Test

11/12/2024 7:55:27	2. Trail and Swale - This option would include a trail running alongside a swale, offering recreational use in addition to drainage. Do you support a trail and swale for this road section?	Walking/ biking trail	none
11/13/2024 8:53:29	2. Trail and Swale - This option would include a trail running alongside a swale, offering recreational use in addition to drainage. Do you support a trail and swale for this road section?		I like the idea of a trail, because I like to ride my horses through there. I also like the idea of open space park and swell for the kids. If it has the open space concept, I would still like some part of a trail through it as well.
11/13/2024 9:01:42	2. Trail and Swale - This option would include a trail running alongside a swale, offering recreational use in addition to drainage. Do you support a trail and swale for this road section?		I would just like to retain the ability to occasionally get a truck up that road to the back of my property.
11/13/2024 9:04:53	2. Trail and Swale - This option would include a trail running alongside a swale, offering recreational use in addition to drainage. Do you support a trail and swale for this road section?		
11/13/2024 9:16:34	4. Open Space and Swale - If you choose this option see question #2	Work with the park district and allow them to develop the space	If you do build a trail, please provide it to the park District so they can connect to the other trails in the city that they own

11/13/2024 9:16:54	2. Trail and Swale - This option would include a trail running alongside a swale, offering recreational use in addition to drainage. Do you support a trail and swale for this road section?		Paved trail
11/13/2024 9:29:40	2. Trail and Swale - This option would include a trail running alongside a swale, offering recreational use in addition to drainage. Do you support a trail and swale for this road section?	Walking Trail Not Motorcycles	
11/13/2024 9:35:53	2. Trail and Swale - This option would include a trail running alongside a swale, offering recreational use in addition to drainage. Do you support a trail and swale for this road section?		My property abuts this road so I want to be able to drive large trucks to the back of my property so a trail that allows trucks to still pass is preferred
11/13/2024 11:06:14	2. Trail and Swale - This option would include a trail running alongside a swale, offering recreational use in addition to drainage. Do you support a trail and swale for this road section?	No Skate Park or BMX, not what the area needs. Too much dust.	
11/13/2024 12:30:32	2. Trail and Swale - This option would include a trail running alongside a swale, offering recreational use in addition to drainage. Do you support a trail and swale for this road section?	Leave As-Is with addition of a swale	A paved road would increase high-speed traffic, therefore against.

11/13/2024 12:56:13	1. Paved Road with Swale - A swale is a shallow channel designed for water drainage, often placed along a roadway. Would you support the idea of completing the road as a paved roadway with a swale?		
11/13/2024 13:45:03	2. Trail and Swale - This option would include a trail running alongside a swale, offering recreational use in addition to drainage. Do you support a trail and swale for this road section?		
11/13/2024 13:47:02	4. Open Space and Swale - If you choose this option see question #2	Park that allows dogs	
11/13/2024 13:51:59	1. Paved Road with Swale - A swale is a shallow channel designed for water drainage, often placed along a roadway. Would you support the idea of completing the road as a paved roadway with a swale?		

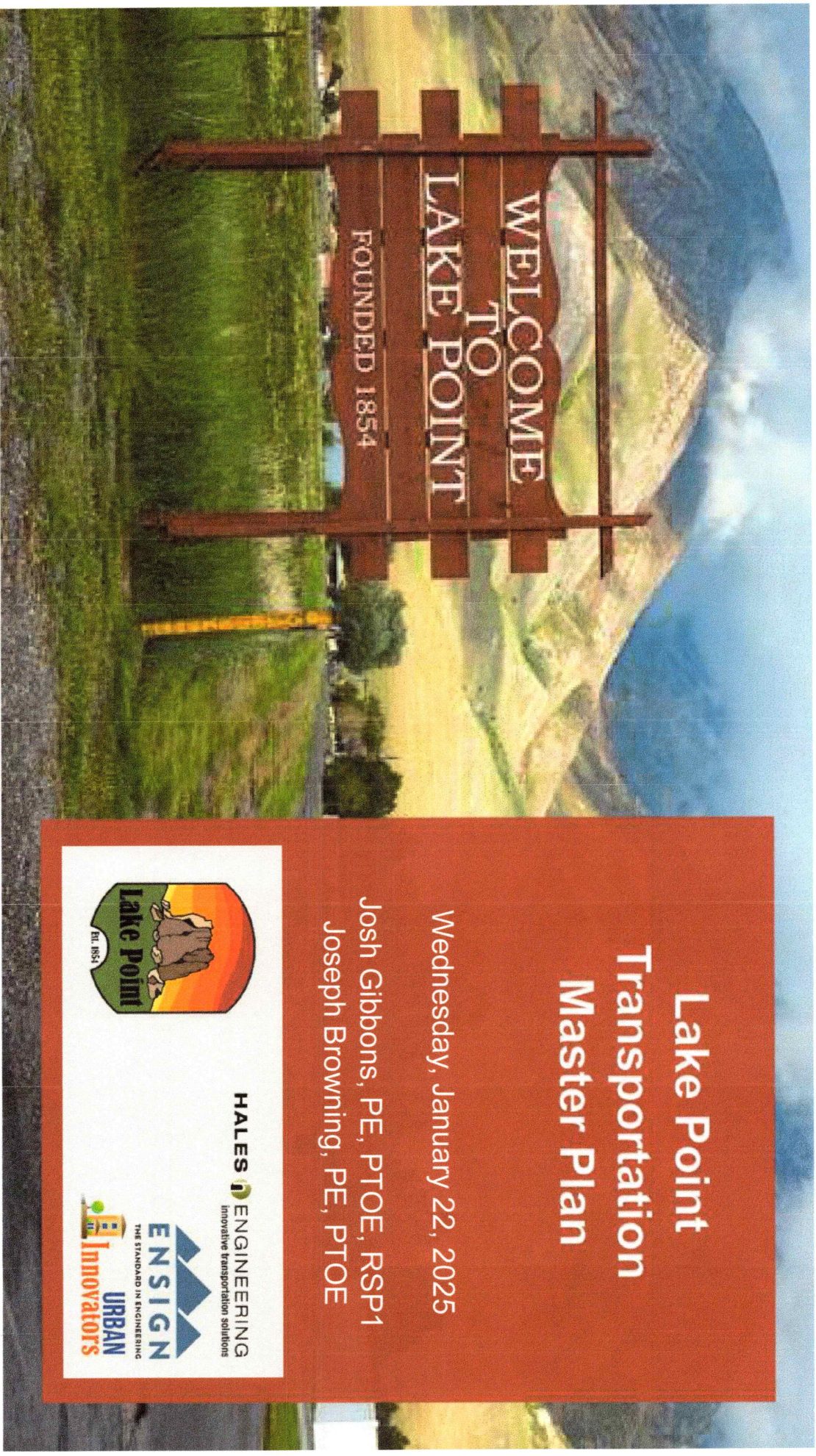
11/13/2024 15:59:49	3. Two Small Detention/Retention Ponds - Detention or retention ponds help manage stormwater runoff. Would you be in favor of including two small ponds as part of the dirt road area?		If this road was paved I foresee lots of speeding. It runs along the back sides of homes so it's more open. It's a straight shot. On the section of 1200 E going out of the neighborhood there is already cars gunning it on that little section. I could imagine would happen if that was that long stretch was opened up. I think the cost to have is not worth it. We have two north/South roads right by it. Our neighborhood size doesn't warrant the need or expense. We would be better served pacing by blue Moon to Pole canyon road. That will better serve that part of the neighborhood and would lower the neighborhood street usage. The retention pond will hold water rather than pass it along. Our neighborhood doesn't have parks so let's see how we can multi use this land. That is to use to help control water flow but also for a public place kids can go too. Bike trail, bike course, Frisbee golf, walking path
11/13/2024 16:17:03	2. Trail and Swale - This option would include a trail running alongside a swale, offering recreational use in addition to drainage. Do you support a trail and swale for this road section?		If a road is the popular answer here can we make sure the speed limit is 25mph or less?
11/13/2024 16:23:59	4. Open Space and Swale - If you choose this option see question #2	Motorcycle or BMX Trail	
11/13/2024 16:34:37	2. Trail and Swale - This option would include a trail running alongside a swale, offering recreational use in addition to drainage. Do you support a trail and swale for this road section?		I'd like vehicle access but with a trail. No paved roads. Maybe gravel or something like it to keep the dust down from vehicled that use. Something that will also keep speed in check ... nobody going too fast.

11/13/2024 16:38:54	2. Trail and Swale - This option would include a trail running alongside a swale, offering recreational use in addition to drainage. Do you support a trail and swale for this road section?		
11/13/2024 16:57:05	1. Paved Road with Swale - A swale is a shallow channel designed for water drainage, often placed along a roadway. Would you support the idea of completing the road as a paved roadway with a swale?		
11/13/2024 18:27:07	1. Paved Road with Swale - A swale is a shallow channel designed for water drainage, often placed along a roadway. Would you support the idea of completing the road as a paved roadway with a swale?		
11/13/2024 19:28:06	4. Open Space and Swale - If you choose this option see question #2	Trail with a Picnic table and gazebo with trees and a little grass or gravel area	Solar lights on the gazebo. I would be up for a community project there. I have an auger i can use if needed.
11/13/2024 20:06:36	2. Trail and Swale - This option would include a trail running alongside a swale, offering recreational use in addition to drainage. Do you support a trail and swale for this road section?		

11/14/2024 11:16:17	2. Trail and Swale - This option would include a trail running alongside a swale, offering recreational use in addition to drainage. Do you support a trail and swale for this road section?		you can add speed bumps to discourage speeding
11/14/2024 18:57:32	1. Paved Road with Swale - A swale is a shallow channel designed for water drainage, often placed along a roadway. Would you support the idea of completing the road as a paved roadway with a swale?		
11/14/2024 20:54:27	2. Trail and Swale - This option would include a trail running alongside a swale, offering recreational use in addition to drainage. Do you support a trail and swale for this road section?		
11/15/2024 16:44:56	1. Paved Road with Swale - A swale is a shallow channel designed for water drainage, often placed along a roadway. Would you support the idea of completing the road as a paved roadway with a swale?		Given the expansion plans across the tracks... The traffic flow in the future will best exit our community by continuing down 1200E and out... As planned
11/17/2024 11:56:40	2. Trail and Swale - This option would include a trail running alongside a swale, offering recreational use in addition to drainage. Do you support a trail and swale for this road section?	Leave As-Is with addition of a swale	

11/24/2024 11:44:40	4. Open Space and Swale - If you choose this option see question #2	Gazebo and grass	
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2025
01.22
Exhibit B



Lake Point Transportation Master Plan

Wednesday, January 22, 2025

Josh Gibbons, PE, PTOE, RSP1
Joseph Browning, PE, PTOE



HALES  **ENGINEERING**
Innovative transportation solutions

ENSIGN
THE STANDARD IN ENGINEERING
URBAN
Innovators

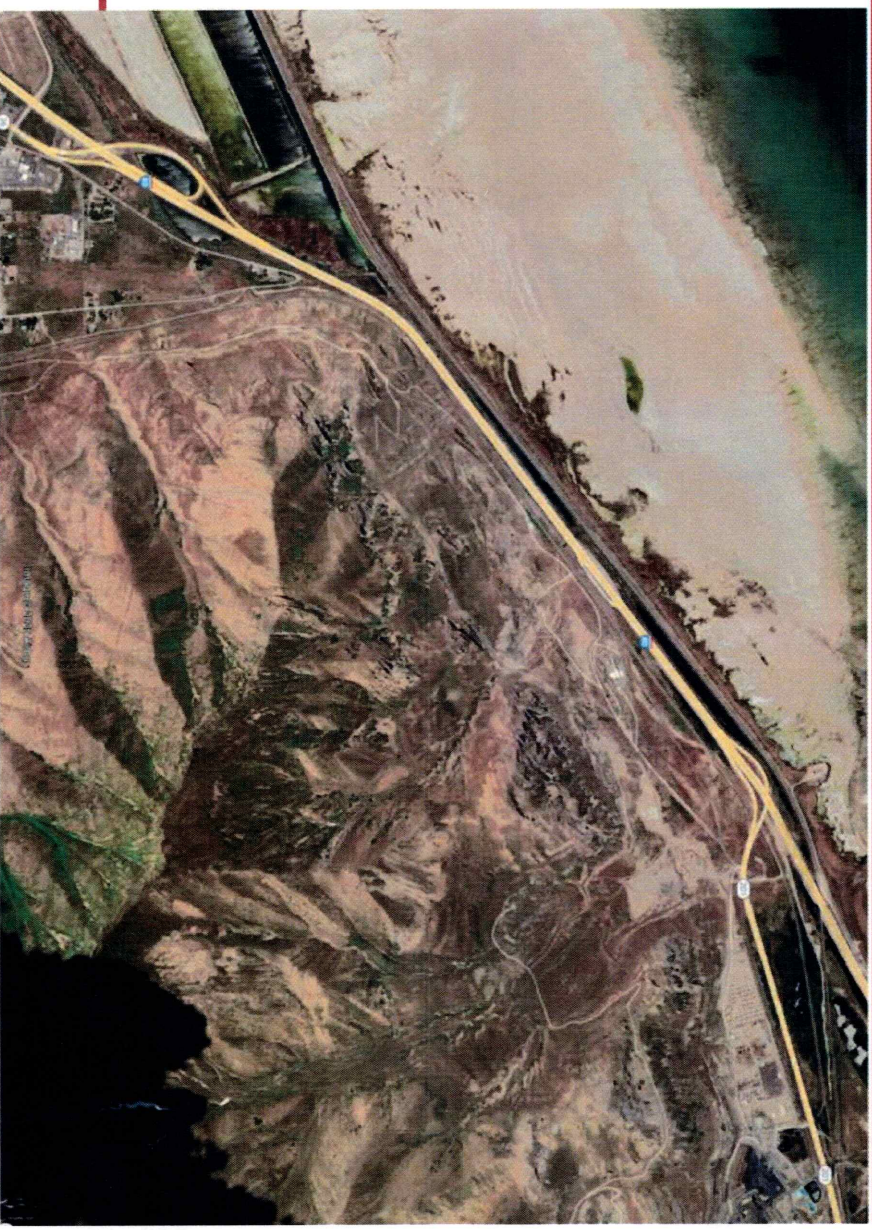
Agenda

- Next Steps
- SR-201 Extension
- I-80 Flyover
- Proposed Projects

Next Steps

- Finalize Project List
- Run Future Build Scenario
- Finalize Future Mapping
- Deliverables

SR-201 Extension



SR-201 Extension: UDOT Goals

GOALS & OBJECTIVES

The study **GOALS** and **OBJECTIVES** are reflections of the **FEEDBACK** that has been gathered from the community.

Provide a reliable and safe connection between Tooele and Salt Lake Counties near Lake Point

Improve safety near the interchange of I-80 and S.R. 36

Reduce vehicle and transit travel times between Tooele and Salt Lake Counties



Improve mobility between Tooele and Salt Lake Counties

Consider the character of the surrounding community and potential growth consistent with existing general plans

Minimize impact to existing neighborhoods, trails and recreational resources



Minimize impact to wetlands, threatened and endangered species, and other wildlife, cultural resources, open space and view sheds



Improve access to I-80 as a major ingress / egress to the Tooele Valley

Minimize congestion associated with connections to I-80

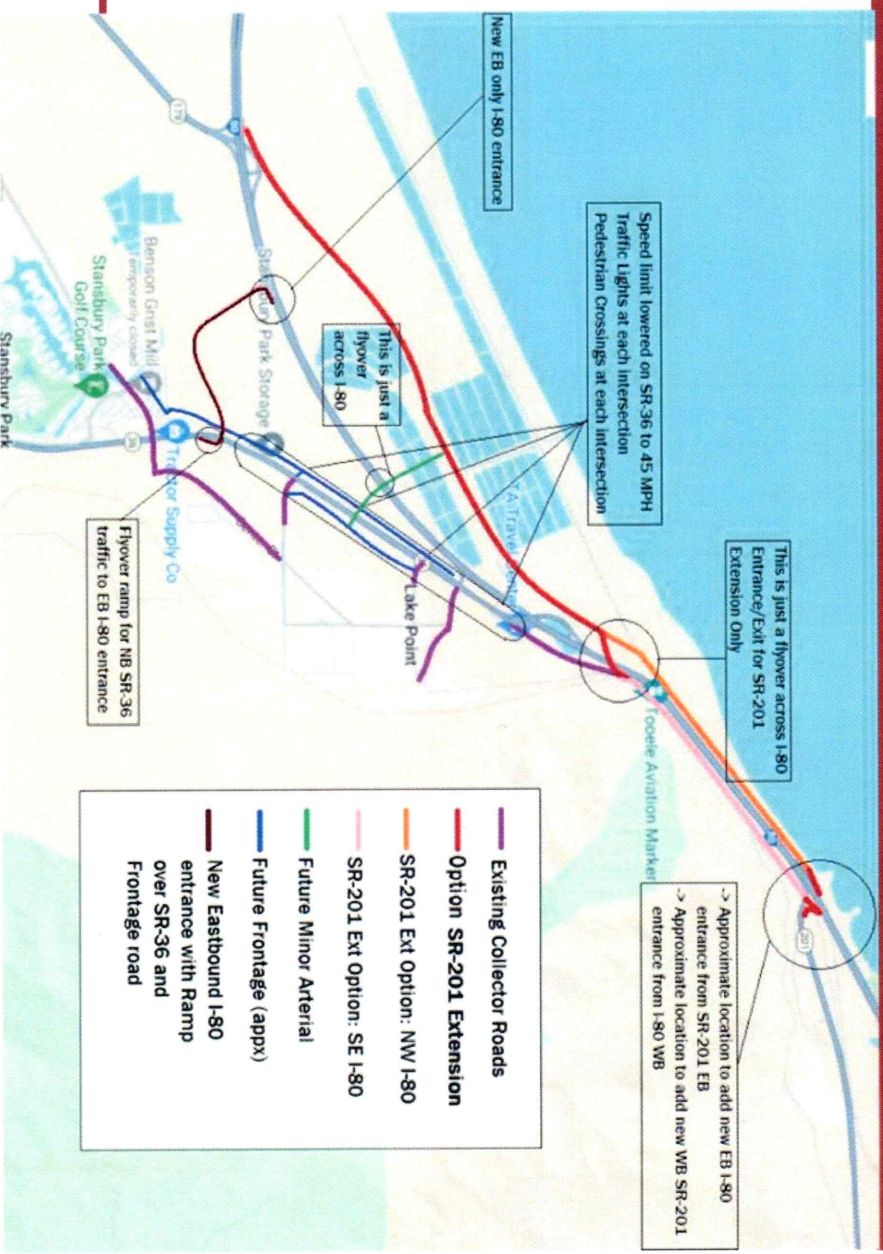


QUEUE LENGTH

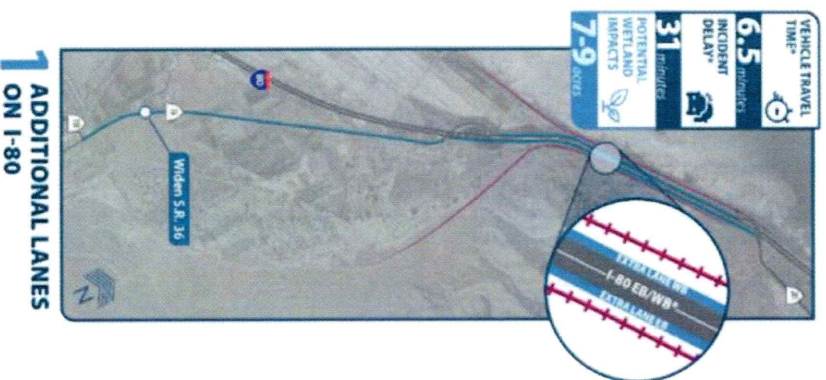


SR-201 Extension: General Plan

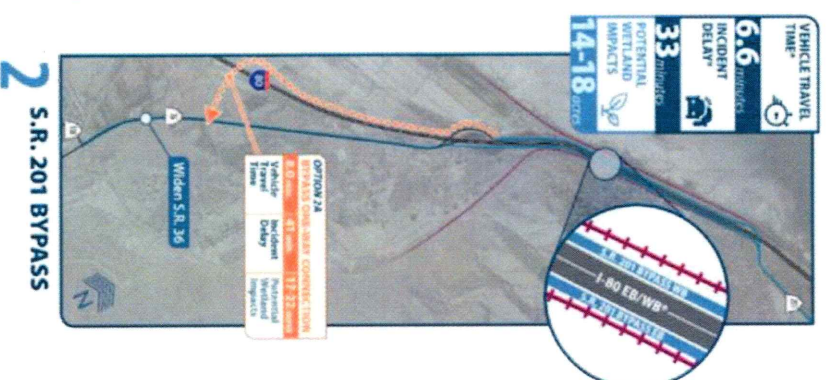
- What are Lake Point's goals related to the SR-201 extension?



SR-201 Extension: Pros and Cons

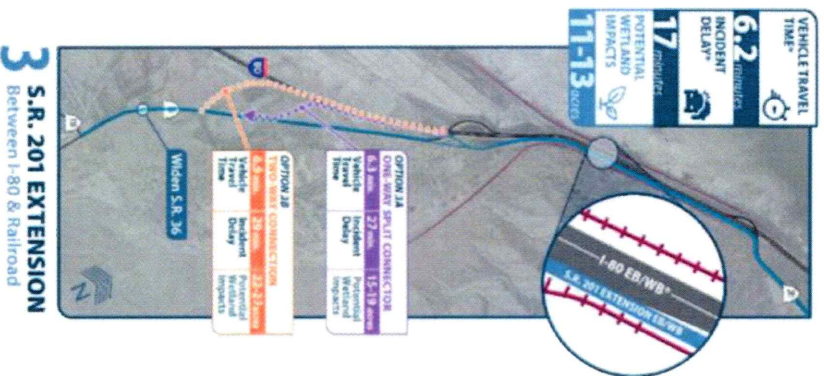


- Pros:
 - Minimal ROW impact
- Cons:
 - No parallel route
 - High SR-36 traffic

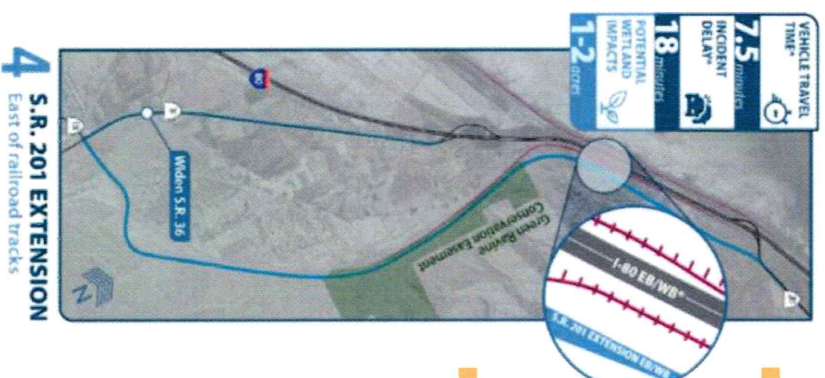


- Pros:
 - Parallel route
 - 2A: Reduced SR-36 traffic
- Cons:
 - 2A: ROW impact
 - 2: High SR-36 Traffic

SR-201 Extension: Pros and Cons



- **Pros:**
 - Parallel route
 - 3A/3B: Reduced SR-36 traffic
- Reduced incident delay
- **Cons:**
 - 3A/3B: ROW impact
 - 3: High SR-36 Traffic



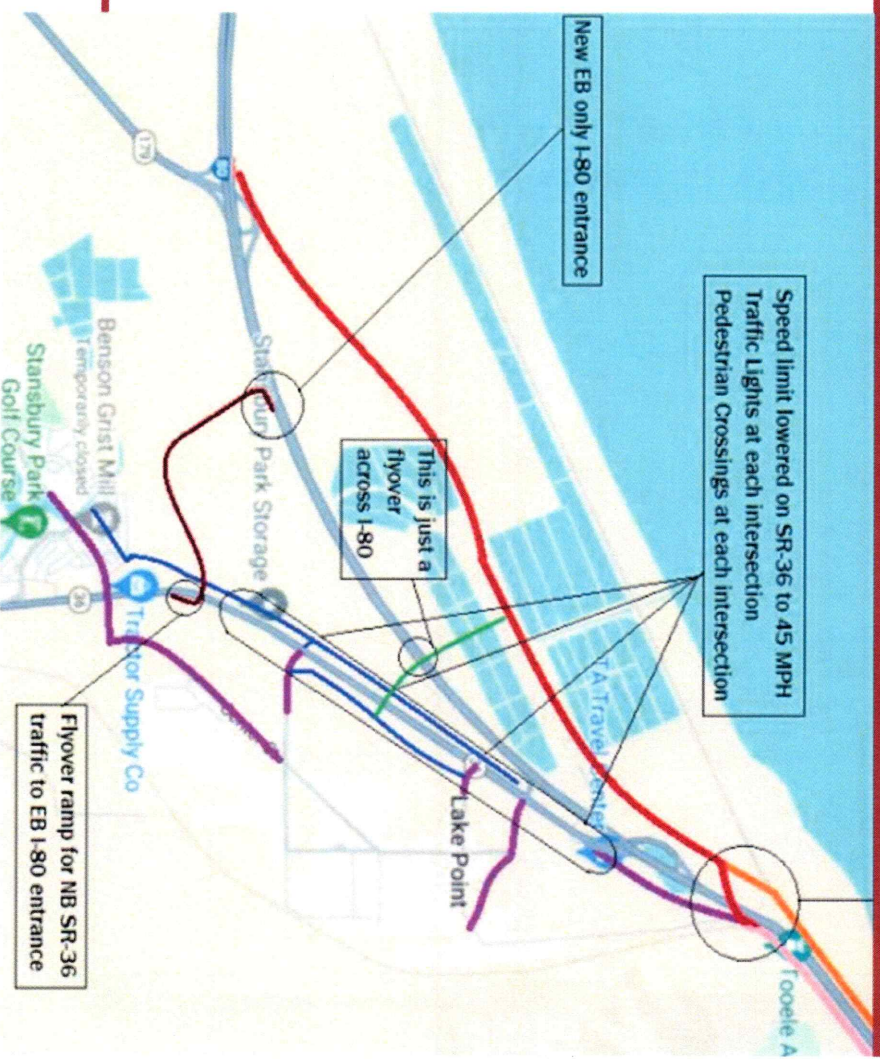
- **Pros:**
 - Parallel route
 - Reduced SR-36 traffic
 - Reduced incident delay
- **Cons:**
 - ROW impact
 - Hillside, conservation, view, and trails impact
 - Highest cost

SR-201 Extension

- Option 3A



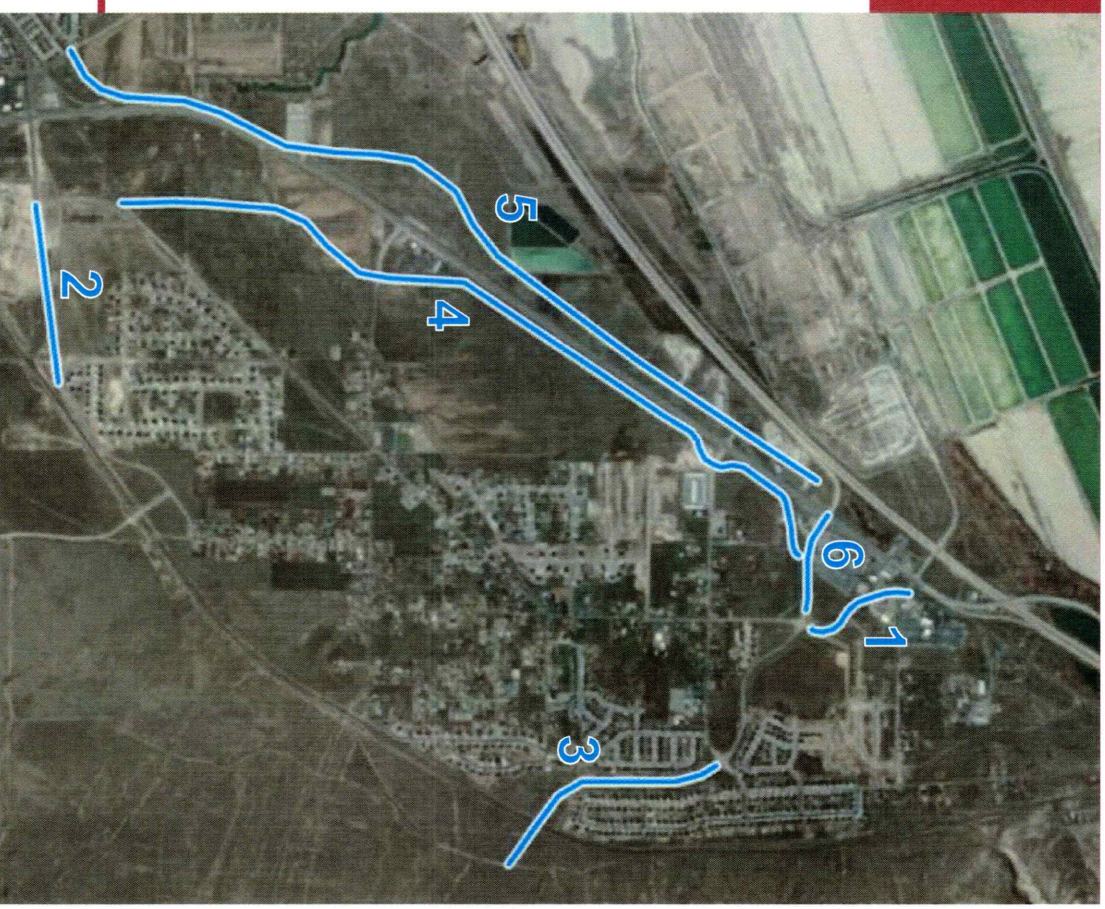
I-80 Flyover



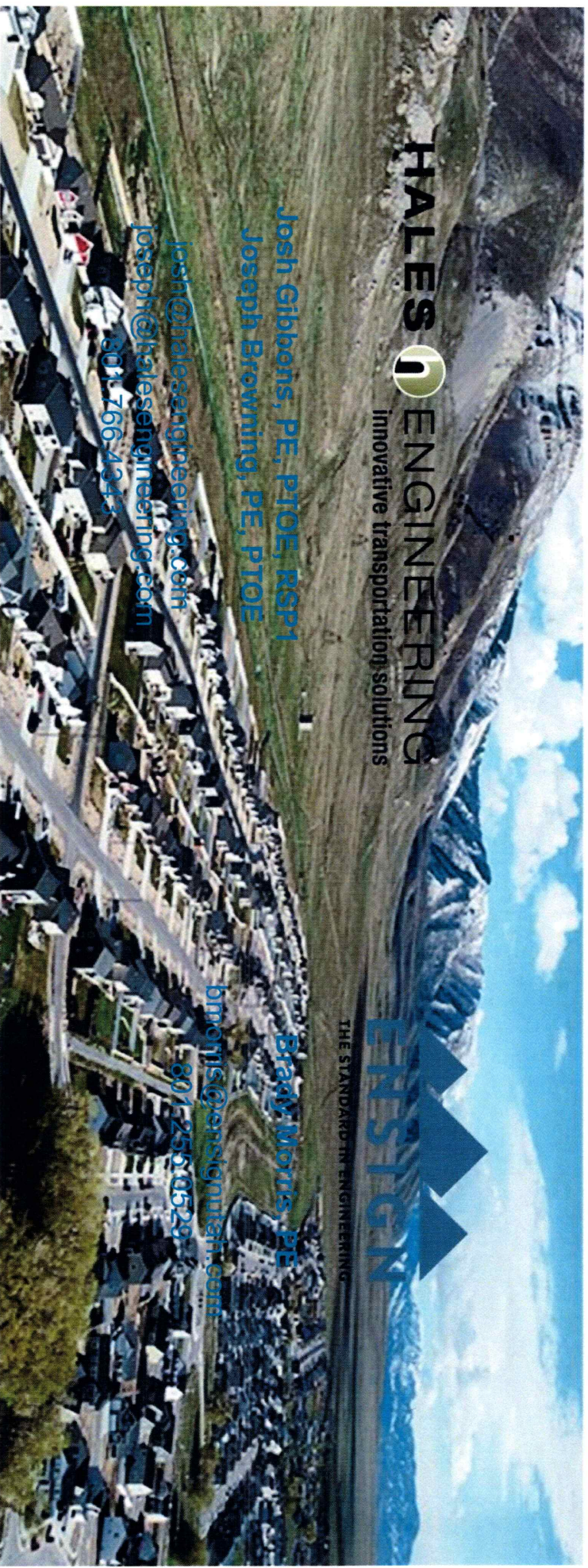
Project Map

Programmed Projects

1	Mountain View Road Extension from Saddleback Boulevard to Clinton Landing Road
2	Pole Canyon Road Connection
3	Saddleback Boulevard Southeast Extension
4	New Frontage Road East of SR-36
5	New Frontage Road West of SR-36
6	Widen Saddleback Boulevard to 3 Lanes from SR-36 to Mountain View Road



Questions?



HALES  **ENGINEERING**
innovative transportation solutions

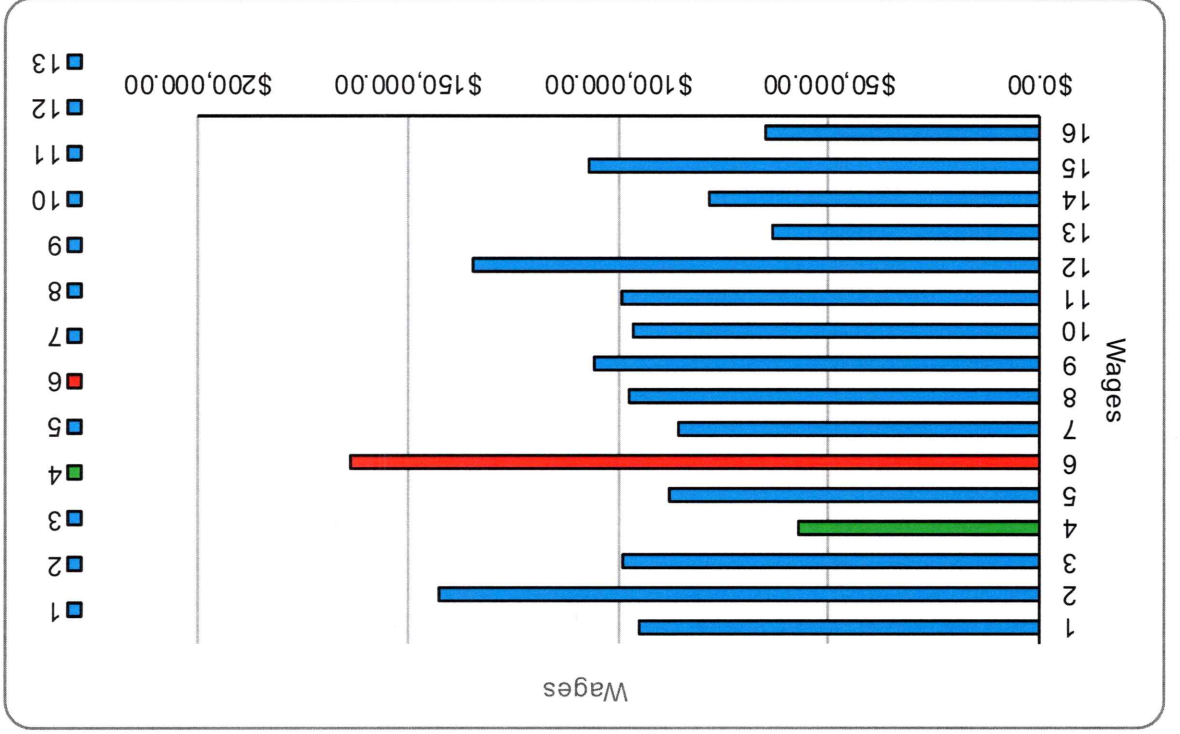
Josh Gibbons, PE, PTOE, RSP1
Joseph Browning, PE, PTOE
josh@halesengineering.com
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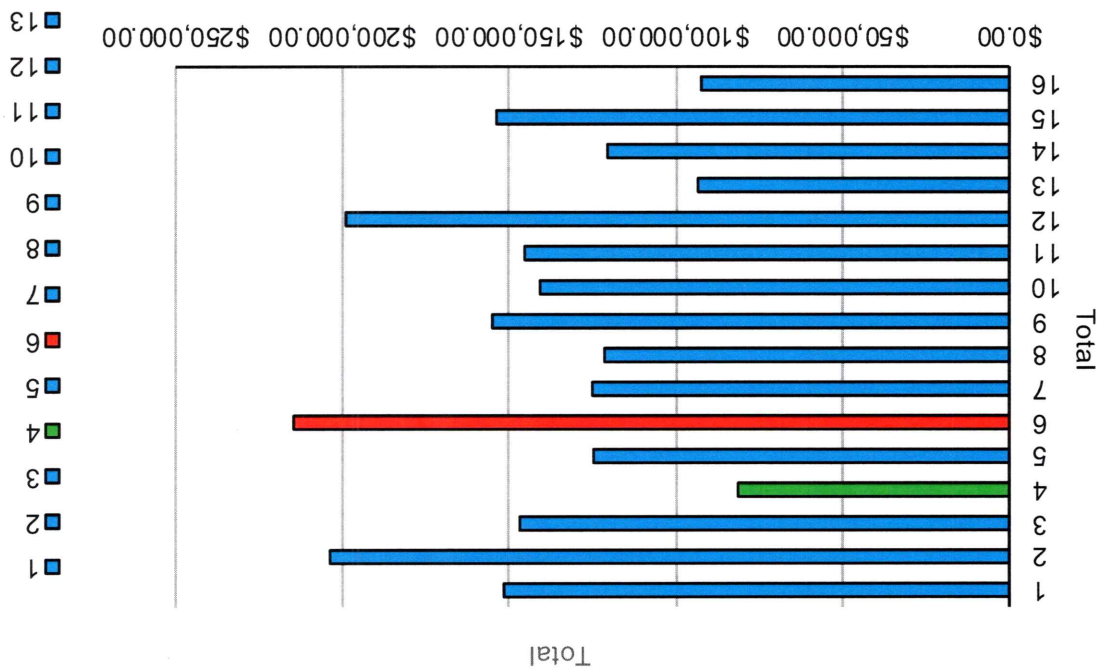
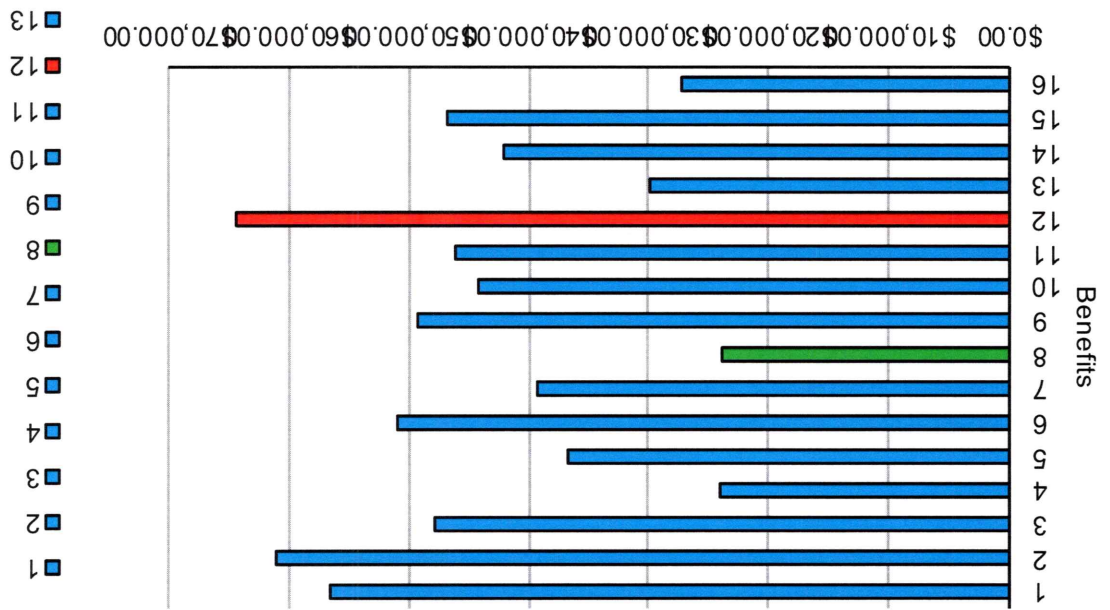
ENSIGN 
THE STANDARD IN ENGINEERING

Brady Morris, PE
bmo@ensignutah.com
801-256-0529

01.22.2025 EXHIBIT C

2023 City	Planner Name	Wages	Benefits	Total
Alpine City	Ryan Robinson	\$94,948.14	\$56,502.72	\$151,450.86
Bluffdale City	Grant Crowell	\$142,588.81	\$61,018.50	\$203,607.31
Brigham City	Mark C Bradley	\$98,887.90	\$47,792.88	\$146,680.78
Hurricane City	Steve Resch III	\$57,161.37	\$24,062.01	\$81,223.38
Layton	Weston Applon	\$87,841.42	\$36,715.61	\$124,557.03
Midway City	Michael Henke	\$163,637.02	\$50,911.64	\$214,548.66
Nibley City	Levi Roberts	\$85,649.38	\$39,269.41	\$124,918.79
Payson City	Jill K Spencer	\$97,394.08	\$23,899.80	\$121,293.88
Riverton City	Timothy Prestw	\$105,681.90	\$49,221.01	\$154,905.91
Roy City	Steven Parkinson	\$96,439.39	\$44,185.18	\$140,624.57
Santa Clara City	James McNulty	\$99,118.79	\$46,084.96	\$145,203.75
South Jordan Cti	Gregory R Schin	\$134,491.41	\$64,348.28	\$198,875.69
South Salt Lake	Hanna Hutcheso	\$63,347.03	\$29,901.86	\$93,248.89
Washington City	Robert Dalley	\$78,338.96	\$42,066.90	\$120,405.86
West Jordan City	Larry Gardner	\$106,948.07	\$46,771.28	\$153,719.35
Willard City	Bryce Wheelwri	\$65,011.36	\$27,265.10	\$92,276.46
Average	City Planner	\$98,592.81	\$43,126.07	\$141,721.32





Request for Qualifications (RFQ)

Professional Services for City Planner Lake Point, Utah

Introduction

The City of Lake Point, newly incorporated, is seeking a qualified and experienced individual or firm to provide professional city planning services. This role is vital to guiding the city's growth, developing infrastructure strategies, and drafting critical land use ordinances to establish a solid foundation for Lake Point's future. **This RFQ specifically excludes zoning administrator duties.**

Scope of Services

The City Planner will collaborate with the City Council, Planning Commission, and city staff to support Lake Point's immediate and long-term planning needs. Services will include, but are not limited to:

1. **Guiding Growth and Development:**
 - Develop strategies to manage population growth and its impact on land use, transportation, and infrastructure.
 - Assist in prioritizing and planning city infrastructure projects to support sustainable development.
 - Provide professional advice on long-term growth policies and objectives.
2. **Land Use Ordinance Development:**
 - Draft and propose new ordinances for zoning, land use, and development regulations.
 - Update existing ordinances to reflect best practices and community needs.
 - Ensure compliance with state and federal land use laws.
3. **Comprehensive Planning:**
 - Assist in the implementation of Lake Point's General Plan.
 - Provide recommendations on housing, economic development, environmental preservation, and community design.
 - Integrate public infrastructure and transportation plans into overall land use strategies.
4. **Development Review:**
 - Review and evaluate development applications, including site plans, subdivisions, and permits.
 - Ensure developments align with city goals, policies, and ordinances.
 - Work with applicants and stakeholders to resolve planning and development issues.

5. **Community Engagement:**
 - Organize and facilitate public meetings and workshops to gather input on ordinances and development plans.
 - Communicate complex planning issues in a way that is clear and accessible to residents.
6. **Support for Planning Commission and City Council:**
 - Prepare and present reports, studies, and updates to city leadership.
 - Provide technical assistance during meetings as needed and assist in decision-making processes.

Qualifications

Qualified applicants should demonstrate the following:

1. Proven experience in municipal planning, particularly in guiding growth and developing infrastructure strategies.
2. Expertise in drafting and implementing land use ordinances.
3. Strong knowledge of Utah's planning and land use laws.
4. Excellent communication and facilitation skills, including the ability to engage with elected officials, residents, and stakeholders.
5. Familiarity with rural or newly incorporated municipalities is highly desirable.
6. AICP certification (preferred but not required).

Submittal Requirements

Interested parties must submit the following:

1. **Cover Letter:** A brief introduction, including the applicant's qualifications and interest in the role.
2. **Resume or Firm Profile:** Detailing relevant experience, team members (if applicable), and past projects.
3. **Proposed Fee Structure:** Outline hourly rates or project-based fees, including a breakdown of costs for ordinance development and infrastructure planning.
4. **Work Samples:** Up to three examples of projects involving municipal planning, ordinance drafting, or growth management.
5. **References:** Contact information for three professional references.

Selection Process

Submissions will be evaluated based on the following criteria:

- Relevant experience in municipal planning and ordinance drafting.
- Demonstrated expertise in guiding growth and infrastructure planning.
- Understanding of Lake Point's unique needs as a newly incorporated city.
- Proposed fee structure and cost-effectiveness.
- Quality of past projects and work samples.

Shortlisted applicants may be invited for an interview or asked to provide additional information.

Timeline

- RFQ Issued: [Insert Date]
- Deadline for Submissions: [Insert Date]
- Interviews (if applicable): [Insert Date]
- Final Selection and Notification: [Insert Date]

Submission Instructions

Submit all required materials electronically to:
Jamie Olson – City Recorder
Subject Line: RFQ Submission – City Planner
info@lakepoint.gov

Or by mail to:
Lake Point 1528 Sunset Road Lake Point, Utah 84074

Submissions must be received no later than **December 11, 2024, at 5:00 PM MST**. Late submissions will not be considered.

Additional Information

The City of Lake Point reserves the right to accept or reject any or all submissions, waive any irregularities, and award the contract in the best interest of the City.
For questions or additional information, please contact Jamie Olson at info@lakepoint.gov or 801-725-5096.

We look forward to your response and the opportunity to work together to shape the future of Lake Point!