



EAGLE MOUNTAIN CITY COUNCIL MEETING MINUTES

JUNE 3, 2025, 4:00 PM

EAGLE MOUNTAIN CITY COUNCIL CHAMBERS

1650 E STAGECOACH RUN, EAGLE MOUNTAIN, UT 84005

ELECTED OFFICIALS PRESENT: Mayor Pro Tempore Brett Wright; and Councilmembers Donna Burnham, Melissa Clark, Jared Gray, Rich Wood. Mayor Tom Westmoreland was excused.

CITY STAFF PRESENT: Benjamin Reeves, City Manager; Steve Mumford, Deputy City; Fionnuala Kofoed, Assistant City Manager; John Magness, Legislative and Policy Analyst; Gina Olsen, City Recorder; Marcus Draper, City Attorney; Kimberly Ruesch, Director of Administrative Services; Natalie Winterton, Assistant to the City Manager; Terrence Dela Pena, Finance/Management Analyst; Brandon Larsen, Planning Director; Todd Black, Wildlife Biologist/Environmental Planner; Robert Hobbs, Senior Planner; David Stroud, Senior Planner; Steven Lehmitz, Planner; Lacie Messerly, Deputy Recorder; Mack Straw, Assistant Public Works Director; Vince Hogge, City Engineer; Jeff Weber, Fleet and Facilities/Operations Director; Zac Hilton, Assistant Public Works Director; Michele Graves, Library Director; Erik Knutzen, Chief Deputy Sheriff; Carson Stapley, IT Systems Manager; and Carlos Vasquez, Management Intern.

CITY STAFF PRESENT ELECTRONICALLY: Brad Hickman, Public Works Director and Embret Fossum, UFA Battalion Chief

4:00 PM WORK SESSION – CITY COUNCIL CHAMBERS

Mayor Pro Tempore Wright called the meeting to order at 4:01 PM. He noted that Mayor Westmoreland was excused from the meeting.

1. DISCUSSION AND INFORMATION ITEMS

- 1.A. DISCUSSION - Zone Transition Table (Table 17.60.160[1]) and the Future Land Use Map

[The recording of the discussion can be found online here at 00:00:55.](#)

Planning Director Brandon Larsen provided an update on the project with GSBS Architects to draft an updated Future Land Use Map (FLUM). During this process, staff encountered challenges with the Zone Transition Table (EMMC 17.60.160[1]), which is intended to buffer incompatible land uses and reduce potential negative impacts—such as protecting residential areas from adjacent industrial uses. In some cases, the table created difficulties in placing certain land uses next to each other without requiring multiple transitional zones. Staff requested guidance from the Council on how to address these issues as work on the FLUM continues.

1.B. DISCUSSION - Water, Sewer, and Stormwater Utility Rate Analysis

[The recording of the discussion can be found online here at 00:25:26.](#)

Management Analyst Terrence Dela Pena presented the discussion and noted that during a recent budget work session, Staff had presented the potential financial impact of budget requests for the Water, Sewer, and Stormwater Departments for Fiscal Year 2026. These requests included increases to the operating budgets, as well as the addition of personnel, equipment, and vehicles to support ongoing and anticipated service demands.

This discussion item is intended to provide the City Council with an overview of the proposed utility rate adjustments necessary to support these budgeted needs. The goal is to give the Council an opportunity to review and discuss rate options to ensure adequate funding for utility operations in the upcoming fiscal year.

2. AGENDA REVIEW

15.A. PUBLIC HEARING - Fiscal Year 2026 Tentative Budget

[The recording of the discussion can be found online here at 01:20:50.](#)

Administrative Services Director Kimberly Ruesch presented a request to allocate an additional \$15,000 in funding for the Christmas Village Tree. She also provided clarification regarding the seasonal stormwater position.

Councilmembers discussed the potential replacement of flagpoles. Assistant Public Works Director Zac Hilton offered input on the appropriate height for the flagpole and provided a cost analysis for installing sturdy replacements.

15.B. ORDINANCE/PUBLIC HEARING - An Ordinance of Eagle Mountain City, Utah, Approving the Steeplechase South Subdivision Second Plat Amendment (877 N Pony Express Parkway)

[The recording of the discussion can be found online here at 01:34:39.](#)

Planner Ashley Swensen presented the application for a proposed Plat Amendment (Second Amendment) of the Steeplechase South Subdivision, located at 877 N Pony Express Parkway.

15.C. ORDINANCE/PUBLIC HEARING - An Ordinance of Eagle Mountain City, Utah, Amending the Eagle Mountain Municipal Code Chapter 16.35.140 for Right of Way Profile Illustrations

[The recording of the discussion can be found online here at 01:35:36.](#)

Senior Planner Robert Hobbs presented the proposal to enact an ordinance amending Title 16, Chapter 35, Section 140 Diagrams by changing the section name and substituting new illustrations in a corrected format and order.

- 15.D. ORDINANCE/PUBLIC HEARING - An Ordinance of Eagle Mountain City, Utah, Amending the Eagle Mountain Municipal Code Sections 16.35.090 Privacy Screening; Section 17.40.020 Land Use Table, and Section 17.60.120 General Fencing Provisions

[The recording of the discussion can be found online here at 01:37:13.](#)

Senior Planner Robert Hobbs presented the ordinance which amends EMMC Section 16.35.90 Privacy Screening, and Section 17.40.020 Land Use Table, deleting reference to conditional uses and Section 17.60.120; reformatting the section, specifying that the City requires a fence permit, and clarifying when gray wooden fencing is required along Ranches Parkway.

- 16.A. ORDINANCE - An Ordinance of Eagle Mountain City Amending the Eagle Mountain Municipal Code Purchasing Policy Section 3.20.030 (H) to Modify the Approval Process for Change Orders

[The recording of the discussion can be found online here at 01:38:21.](#)

City Attorney Marcus Draper presented the item. The current City Code governing change orders for contracts requires City Council approval in situations where the cumulative effect of all change orders exceeds the lesser of 10% or \$75,000, even if the project is under budget. While this threshold makes sense for large contracts, it disproportionately impacts smaller ones. This amendment will simplify the change order process.

3. CITY MANAGER INFORMATION ITEMS

4. ADJOURN TO A CLOSED SESSION

MOTION: *Councilmember Gray moved to adjourn to a Closed Session for the purpose of discussion of pending or reasonably imminent litigation; the character, professional competence, or physical or mental health of an individual; and/or the purchase, lease, or exchange of real property, pursuant to Section 52-4-205(1) of the Utah Code, Annotated. Councilmember Wood seconded the motion.*

Donna Burnham	Yes
Melissa Clark	Yes
Jared Gray	Yes
Rich Wood	Yes
Brett Wright	Yes

The motion passed with a unanimous vote.

The Work Session was adjourned to a closed session at 5:50 PM.

[The recording of the adjournment can be found online here at 01:40:57.](#)

7:00 PM POLICY SESSION – CITY COUNCIL CHAMBERS

Mayor Pro Tempore Wright called the meeting to order at 7:04 PM and noted that Mayor Westmoreland was excused from the meeting as he was attending a City related event at the Idaho National Laboratory.

5. CALL TO ORDER

6. PLEDGE OF ALLEGIANCE

Councilmember Wood led the Pledge of Allegiance.

7. RECOGNITION

7.A. RECOGNITION - Graduates of the 2025 Teen CERT Internship Program

[The recording of the recognition can be found online here at 01:45:14.](#)

Public Safety Director David Ulibarri recognized the graduates of the 2025 Teen CERT Internship Program, and each graduate was congratulated by members of the City Council.

Members of the Teen CERT Internship Program included: Schafer Liu, Landon Hatch, Mary Greenwood, Emory Davis, Robbie Lundgren, Alec Walters, and Samantha Hassell. In attendance were Mary Greenwood, Alec Walters and Samantha Hassell.

8. INFORMATION ITEMS/UPCOMING EVENTS

Mayor Pro Tempore Wright announced the upcoming Demolition Derby and Eagle Mountain Rodeo. He also recognized the Events Staff for their successful efforts in organizing the Pony Express Parade and Carnival.

[The recording of the discussion can be found online here at 01:51:20.](#)

9. PUBLIC COMMENTS

Mayor Pro Tempore Wright opened the public comment period at 7:12 PM.

The following individuals spoke during the Public Comment period: Alison Britton, Courtney Johnson, Kaeley White, Ben Wood, Doug Freeman, Benjamin March, Chad Wright, Ashely Richards, Wayne Patterson. and Rachel Basea

Mayor Pro Tempore Wright closed the public comment period at 7:38 PM.

[The recording of the public comments can be found online here at 01:52:16.](#)

10. CITY COUNCIL/MAYOR ITEMS

The Mayor and Councilmembers offered comments to the public.

[The recording of the discussion can be found online here at 02:18:49.](#)

CONSENT AGENDA

11. BOND RELEASES

11.A. Eagle Mountain Data Center Campus Subdivision - Into Warranty

11.B. Harmony Phase A, Plat 4 - Out of Warranty

12. CHANGE ORDERS

12.A. CHANGE ORDER - CO#1 with BHI for Temporary Traffic Signals for Traffic Control (Pony Express Pkwy and Eagle Mountain Blvd Project)

13. PRELIMINARY PLATS & SITE PLANS

13.A. SITE PLAN - The District at Eagle Mountain Town Center Lot 3 (City Center).

14. RESOLUTIONS

14.A. RESOLUTION - A Resolution of Eagle Mountain City, Utah, Adopting the Mountainland Safe Streets 2024 Safety Action Plan Relating to the Safe Streets for All (SS4A) Grant Eligibility

14.B. RESOLUTION - A Resolution of Eagle Mountain City, Supporting Eagle Mountain City's Participation in the Healthy Utah Community Initiative and Authorizing the Mayor to Sign the Commitment Letter

MOTION: *Councilmember Clark moved to approve the Consent Agenda. Councilmember Burnham seconded the motion.*

Donna Burnham	Yes
Melissa Clark	Yes
Jared Gray	Yes
Rich Wood	Yes
Brett Wright	Yes

The motion passed with a unanimous vote.

[The recording of the motion can be found online here at 02:41:30.](#)

SCHEDULED ITEMS

15. ORDINANCES/PUBLIC HEARINGS

15.A. PUBLIC HEARING - Fiscal Year 2026 Tentative Budget

[The recording of the discussion can be found online here at 02:42:12.](#)

Director of Administrative Services Kimberly Ruesch outlined the item. This is the first Public Hearing on the proposed budget which was presented to the City Council on May 6, 2025. The tentative budget marked the transition of the budget process from the Administration to the Legislative body. The City Council reviewed, discussed, and had the opportunity to revise the proposed budget. Adoption of the final budget for Fiscal Year 2025–2026 is scheduled for June 17, 2025.

Mayor Pro Tempore Wright opened the Public Hearing at 8:13 PM. No one wished to speak. Mayor Pro Tempore Wright noted the Public Hearing would remain open until June 17, 2025.

[The recording of the public hearing can be found online here at 02:53:58.](#)

15.B. ORDINANCE/PUBLIC HEARING - An Ordinance of Eagle Mountain City, Utah, Approving the Steeplechase South Subdivision Second Plat Amendment (877 N Pony Express Parkway)

[The recording of the discussion can be found online here at 02:55:18.](#)

Planner Ashley Swensen presented the application for a proposed Plat Amendment (Second Amendment) of the Steeplechase South Subdivision, located at 877 N Pony Express Parkway. The purpose of the proposed amendment is to subdivide a second lot for the previously constructed substation (Parcel #: 66:815:0002) so that the property could be deeded to Rocky Mountain Power.

Mayor Pro Tempore Wright opened the Public Hearing at 8:16 PM. No one wished to speak and Mayor Pro Tempore Wright closed the Public Hearing at 8:16 PM.

[The recording of the public hearing can be found online here at 02:56:56.](#)

Councilmembers continued their discussion regarding setback concerns with Planner Ashley Swensen. Applicant Travis Perry, representing Psomas, clarified that the intent for the parcel was not development, but rather to accommodate a transmission line easement.

Councilmember Clark was excused from the meeting at 8:22 pm

MOTION: *Councilmember Wood moved to adopt an Ordinance of Eagle Mountain City, Utah, Approving the Steeplechase South Subdivision Second Plat Amendment (877 N Pony Express Parkway). Councilmember Gray seconded the motion.*

Donna Burnham	Yes
Melissa Clark	Excused
Jared Gray	Yes
Rich Wood	Yes
Brett Wright	Yes

The motion passed with a unanimous 4:0 vote.

[The recording of the motion hearing can be found online here at 03:03:51.](#)

- 15.C. ORDINANCE/PUBLIC HEARING - An Ordinance of Eagle Mountain City, Utah, Amending the Eagle Mountain Municipal Code Chapter 16.35.140 for Right of Way Profile Illustrations

[The recording of the discussion can be found online here at 03:05:02.](#)

Senior Planner Rober Hobbs presented the proposal to enact an ordinance amending Title 16, Chapter 35, Section 140 Diagrams by changing the section name and substituting new illustrations in a corrected format and order.

Mayor Pro Tempore Wright opened the Public Hearing at 8:26 PM. No one wished to speak and Mayor Pro Tempore Wright closed the Public Hearing at 8:26 PM.

[The recording of the public hearing can be found online here at 03:06:19.](#)

MOTION: *Councilmember Burnham moved to adopt an Ordinance of Eagle Mountain City, Utah, Amending the Eagle Mountain Municipal Code Section 16.35.140 for Right of Way Profile Illustrations. Councilmember Wood seconded the motion.*

Donna Burnham	Yes
Melissa Clark	Excused
Jared Gray	Yes
Rich Wood	Yes
Brett Wright	Yes

The motion passed with a unanimous 4:0 vote.

[The recording of the motion can be found online here at 03:06:57.](#)

- 15.D. ORDINANCE/PUBLIC HEARING - An Ordinance of Eagle Mountain City, Utah, Amending the Eagle Mountain Municipal Code Section 16.35.090 Privacy Screening, Section 17.40.020 Land Use Table, and Section 17.60.120 General Fencing Provisions

[The recording of the discussion can be found online here at 03:07:33.](#)

Senior Planner Rober Hobbs presented the ordinance which amends EMMC Section 16.35.90 Privacy Screening; and Section 17.40.020 Land Use Table, deleting reference to conditional uses;

and Title 17.60.120, reformatting the section, specifying that the City requires a fence permit, and clarifying when gray wooden fencing is required along Ranches Parkway.

Mayor Pro Tempore Wright opened the Public Hearing at 8:28 PM. No one wished to speak and Mayor Pro Tempore Wright closed the Public Hearing at 8:28 PM.

[The recording of the public hearing can be found online here at 03:08:41.](#)

MOTION: *Councilmember Wood moved to adopt an Ordinance of Eagle Mountain City, Utah, Amending the Eagle Mountain Municipal Code Section 16.35.090 Privacy Screening, Section 17.40.020 Land Use Table, and Section 17.60.120 General Fencing Provisions. Councilmember Gray seconded the motion.*

Donna Burnham	Yes
Melissa Clark	Excused
Jared Gray	Yes
Rich Wood	Yes
Brett Wright	Yes

The motion passed with a unanimous 4:0 vote.

[The recording of the motion can be found online here at 03:09:01.](#)

16. ORDINANCES

- 16.A. ORDINANCE - An Ordinance of Eagle Mountain City Amending the Eagle Mountain Municipal Code Purchasing Policy Section 3.20.030 (H) to Modify the Approval Process for Change Orders

[The recording of the discussion can be found online here at 03:09:36.](#)

City Attorney Marcus Draper presented the item, explaining that current City Code requires City Council approval for contract change orders when the cumulative total exceeds the lesser of 10% or \$75,000, even if the overall project remains under budget. He noted that while this threshold is reasonable for larger contracts, it creates disproportionate challenges for smaller ones. The proposed amendment aimed to simplify the change order process.

MOTION: *Councilmember Gray moved to adopt an Ordinance of Eagle Mountain City Amending the Eagle Mountain Municipal Code Purchasing Policy Section 3.20.030 (H) to Modify the Approval Process for Change Orders. Councilmember Burnham seconded the motion.*

Donna Burnham	Yes
Melissa Clark	Excused
Jared Gray	Yes
Rich Wood	Yes
Brett Wright	Yes

The motion passed with a unanimous 4:0 vote.

[The recording of the motion can be found online here at 03:11:18.](#)

17. TRAINING

17.A. TRAINING - Open & Public Meetings Act (OPMA)

[The recording of the training can be found online here at 03:11:42.](#)

City Attorney Marcus Draper provided annual training to the City Council on the requirements of the Open and Public Meetings Act (OPMA). The training included a review of key provisions of the Act, including meeting notice requirements, agenda posting, electronic meetings, and proper procedures for entering into closed sessions. The purpose of the training was to ensure continued compliance with state law and to reinforce the City Council's commitment to transparency and accountability in government.

18. LEGISLATIVE ITEMS

18.A. UPDATE – Legislative Priorities List

[The recording of the update can be found online here at 03:33:16.](#)

Councilmember Clark returned to the meeting was excused from the meeting at 9:04 pm

Councilmembers discussed the Legislative Priority List with topics that included: Housing Affordability Advisory Group, street table options for the roads, traffic calming measures, curb bump outs, traffic studies around Mt. Airey, Scenic Mountain, Silverlake, Ranches and City Hall.

MOTION: *Councilmember Wood moved to add traffic calming measures and traffic related actions to the Legislative Priorities List. Councilmember Clark seconded the motion.*

Donna Burnham	Yes
Melissa Clark	Yes
Jared Gray	Yes
Rich Wood	Yes
Brett Wright	Yes

The motion passed with a unanimous vote.

[The recording of the motion can be found online here at 03:52:27.](#)

Councilmembers discussed concerns about motor vehicles on the trails and proposed installing signage to clarify appropriate trail usage. They also proposed the addition of a Youth Court, a Justice Court, and other public safety measures.

MOTION: *Councilmember Clark moved to add discussions with public safety partners and the Public Safety Director to include a Youth Court, Justice Court and other public*

safety measures to the Legislative Priorities List. Councilmember Wood seconded the motion.

Donna Burnham	Yes
Melissa Clark	Yes
Jared Gray	Yes
Rich Wood	Yes
Brett Wright	Yes

The motion passed with a unanimous vote.

[The recording of the motion can be found online here at 03:57:27.](#)

19. CITY COUNCIL/MAYOR'S BUSINESS AND LIAISON REPORTS

The Mayor Pro Tempore and City Council offered comments and reports on committees to which they are assigned as liaisons.

[The recording of the discussion can be found online here at 03:58:47.](#)

ADJOURN TO A CLOSED SESSION

MOTION: *Councilmember Gray moved to adjourn to a Closed Session for the purpose of discussion of pending or reasonably imminent litigation; the character, professional competence, or physical or mental health of an individual; and/or the purchase, lease, or exchange of real property, pursuant to Section 52-4-205(1) of the Utah Code, Annotated. Councilmember Wood seconded the motion.*

Donna Burnham	Yes
Melissa Clark	Yes
Jared Gray	Yes
Rich Wood	Yes
Brett Wright	Yes

The motion passed with a unanimous vote.

The Policy Session was adjourned to a closed session at 9:28 PM.

[The recording of the adjournment can be found online here at 04:04:44.](#)

20. COMMUNICATION ITEMS

21. ADJOURNMENT

Councilmembers returned from the Closed Session at 9:44 PM.

MOTION: *Councilmember Wood moved to adjourn the meeting at 9:44 PM. Councilmember Clark seconded the motion.*


Donna Burnham	Yes
Melissa Clark	Yes

Jared Gray	Yes
Rich Wood	Yes
Brett Wright	Yes

The motion passed with a unanimous vote.

[The recording of the adjournment can be found online here at 04:06:09.](#)

Approved by the City Council on June 17, 2025.


Gina Olsen, CMC
City Recorder

