



CITY COUNCIL MINUTES

Wednesday, June 25, 2025

Approved July 9, 2025

The following are the minutes of the City Council meeting of the Herriman City Council. The meeting was held on **Wednesday, June 25, 2025, at 5:30 p.m.** in the Herriman City Council Chambers, 5355 West Herriman Main Street, Herriman, Utah. Adequate notice of this meeting, as required by law, was posted in the City Hall, on the City's website, and delivered to members of the Council, media, and interested citizens.

Presiding: Mayor Lorin Palmer

Councilmembers Present: Terrah Anderson, Teddy Hodges, Sherrie Ohrn

Councilmembers Excused: Jared Henderson

Staff Present: City Manager Nathan Cherpeski, Assistant City Manager Wendy Thomas, City Recorder Jackie Nostrom, Finance Director Kyle Maurer, City Attorney Todd Sheeran, Communications Manager Jonathan LaFollette, Community Development Director Blake Thomas, Public Works Director Justun Edwards, Building Official Cathryn Nelson, Police Chief Troy Carr, UFA Division Chief Anthony Widdison, City Engineer Bryce Terry, Operations Director Monte Johnson, and City Planner Michael Maloy.

5:30 PM – WORK MEETING: (Fort Herriman Conference Room)

1. Council Business

Mayor Lorin Palmer called the meeting to order at 5:30 p.m. and excused Councilmember Jared Henderson from the meeting.

1.1. Review of this Evening's Agenda

Council and staff briefly reviewed the agenda. Assistant City Manager noted that item 11.1 would be continued to a future meeting.

1.2. Future Agenda Items

There were no future agenda items requested.

1.3. Council discussion of future citizen recognitions

Mayor Palmer noted he would like to recognize the Herriman High School Track team

2. Administrative Reports**2.1. Community Development Block Grant Program – Wendy Thomas, Assistant City Manager**

Assistant City Manager Thomas explained that most of the relevant information was included in the meeting packet and noted that the city was planning to eventually establish its own CDBG program. Currently, the City was part of the Urban County and applied for funds through Salt Lake County, as this had been more manageable from a staffing perspective. Assistant City Manager Thomas believed the City had grown enough to consider managing the program in-house, which would provide greater control over the funds and allow the City to use administrative allocations to potentially hire someone to manage it. She also mentioned concerns about the future of the program, referencing rumors that it might be discontinued at the federal level.

The City was estimated to receive just under \$200,000 in allocations, though Salt Lake County reserved 35% of that for administrative fees. Because of spending limitations, such as only being able to use the funds for hard costs, the current use was focused on community center repairs and remodeling. Assistant City Manager Thomas projected that, as the City's population and demographic mix evolved, additional funds would likely become available. She recommended that Council decide whether to pursue the process, which could take a year to a year and a half. She indicated staff had already begun attending trainings in preparation.

City Manager Nathan Cherpeski acknowledged the complex regulations around CDBG and mentioned that federal changes were frequently discussed, although the program itself likely wouldn't disappear due to strong vested interests. Councilmember Terrah Anderson asked whether a new hire would be needed to administer the program or if existing staff had the capacity. Assistant City Manager Thomas responded that for the next two years, current staff could manage the consolidated planning, but that hiring someone part-time was a likely outcome in the longer term.

City Manager Cherpeski clarified that any staffing decisions could be addressed during the FY2027–FY2028 budget cycle, as the City's current contract with the county was valid through 2030, and the new program would not begin until FY2028. The Council expressed support with the proposed direction.

2.2. Discussion Regarding the Permitting of Detached Accessory Dwelling Units –

Blake Thomas, Community Development Director

Community Development Director Blake presented information on Accessory Dwelling Units (ADUs), explaining that there were two types: internal and detached. He noted that state legislation, at that time, required cities to allow internal ADUs with some restrictions such as lot size requirements and parking regulations. Director Thomas outlined the benefits and challenges of permitting detached ADUs. It was highlighted that they provided a solution to the housing shortage and offered affordable housing options, increased property values by 30-40% according to some studies, provided rental income for property owners, and allowed for flexibility and privacy in multi-generational housing setups.

The council acknowledged neighborhood concerns related to density, parking, aesthetics, and privacy issues for neighbors. One major concern was how detached ADUs could affect neighborhood density and the additional demand on parking. The Council noted that these units might lead to overcrowding and increased vehicles, which could strain on-street parking availability. Aesthetic concerns included the potential visual impact of detached ADUs, which might clash with the existing neighborhood character. Privacy issues were also brought up, particularly if new structures had windows overlooking neighboring properties, potentially compromising the privacy of current residents. The Council discussed that some of these issues might be mitigated through regulations on architectural design, style, and setback requirements to align new developments with the existing look and feel of neighborhoods while respecting residents' privacy.

The Council examined potential locations for detached ADUs, with Blake presenting a map showing lots that were 10,000 square feet or larger as potential sites. The Planning Commission had favored using lot size as a key factor. The Council considered various elements including setbacks, lot coverage percentages, and regulations tailored to different lot sizes. Director Thomas highlighted setback requirements of Riverton City noting the 5-foot setbacks for single-story structures and 15-foot for two-story structures serving as a reference. The Council also considered the alignment of ADU setback regulations with existing accessory structure regulations, discussed potential height restrictions, and debated allowing two-story ADUs.

Architectural standards for detached ADUs were also discussed. The Council considered requiring that materials, colors, and styles match those of the primary dwelling, while being aware of the potential cost implications of such requirements. They favored mandatory color

matching as a minimum standard. Parking requirements were also a topic of discussion, with the Council advocating for additional parking spaces to be required for detached ADUs, linked to the number of bedrooms and existing spaces on a property.

When it came to utility connections, Public Works Director Justun Edwards recommended separate water services for detached ADUs but acknowledged possible connections to the primary residence's service in some instances. The Council discussed potentially needing larger meters or conducting demand studies on properties with ADUs and recognized the importance of coordinating with various utility providers for consistent regulations. They also debated the allowance of short-term rentals in detached ADUs. The impact on affordable housing goals were discussed. The Council concurred on the necessity of requiring owner occupancy for either the primary dwelling or the ADU. Concerns were raised over allowing home occupations in detached ADUs and the possibility of residential areas transitioning into commercial zones, prompting the need to revisit existing home occupation regulations.

3. Adjournment

Councilmember Ohrn moved to adjourn the City Council work meeting at 6:34 p.m. Councilmember Hodges seconded the motion, and all voted aye.

7:00 PM – GENERAL MEETING:

4. Call to Order

Mayor Palmer called the meeting to order at 7:00 p.m. and excused Councilmember Jared Henderson from the meeting.

4.1. Invocation/Thought/Reading and Pledge of Allegiance

Mr. Dee Oakeson led the audience in the Pledge of Allegiance.

4.2. City Council Comments and Recognitions

Councilmember Ohrn gave a shout out to everyone who participated in town days. She noted it was a great event despite the firework fiasco due to wind. She commended the turnout, especially the youth presence, and thanked staff and officers for their hard work and community interaction.

Mayor Palmer echoed Councilmember Ohrn's comments, thanking all involved including Friends of Herriman and other groups. He praised Events Manager Lorren Mitchell and her team for their exceptional work.

5. Public Comment

Chris Harding, the Salt Lake County Auditor, addressed the Council to discuss the upcoming property tax season and notices of valuation. He explained a new electronic notification

system using QR codes that would provide more detailed information than paper notices. He also mentioned implementing a system to allow residents to track the progress of property tax appeals in real-time. He encouraged reporting of fraud, waste, and abuse in the county via the QR code.

Matt Basham expressed appreciation for the town days events. He commended the ease of participation, clear instructions, and smooth operation. He praised Event Manager Mitchell's omnipresence and enjoyed seeing the police department and Unified Fire interacting with the community. He looked forward to next year's events.

6. City Council Reports

6.1. Councilmember Jared Henderson

Councilmember Henderson was excused from the meeting.

6.2. Councilmember Teddy Hodges

Councilmember Hodges reported attending the Jordan Basin Improvement District sewer board meeting the previous morning but had nothing significant to report.

6.3. Councilmember Sherrie Ohrn

Councilmember Ohrn was unable to attend the chamber board meeting due to jury duty. She attended the Wasatch Front Waste and Recycling District board meeting but reserved her comments for item 11.4 on the agenda.

6.4. Councilmember Terrah Anderson

Councilmember Anderson had nothing to report.

7. Mayor Report

Mayor Palmer reported on a recent COM meeting where they invited the Chief Deputy running the county jail and the district attorney to discuss jail space and processes. He noted that the Oxbow facility was now fully operational with all three pods open and at 90% capacity. He mentioned a recent small fire at the facility that was contained. Mayor Palmer highlighted the need to address jail capacity as the county population grows. He anticipated this topic would be discussed further.

8. Reports, Presentations and Appointments

8.1. 2025 Parade Grand Marshal Recognition

Lorren recognized Via Jean Brown Hamilton as the 2025 Fort Herriman Town Days parade Grand Marshal. Born in Lehi in 1928, Via Jean has spent most of her life in the Riverton-Herriman area. She has been a dedicated service member throughout her life, serving on the

Riverton City Council, American Legion, and in her church. At 97 years old, she continues to inspire those around her with her service, kindness, and love for family and community.

8.2. Fiscal year 2025 Office of the State Auditor's Fraud Risk Assessment – Kyle Maurer, Director of Finance and Administrative Services

Finance Director Kyle Maurer presented the fiscal year 2025 fraud risk assessment required by the Utah State Auditor. He explained that the assessment was designed to give elected officials a guide of internal controls and possible risk areas. Herriman City scored 355, which was considered low risk. Director Maurer noted two areas for improvement: 1) implementing an internal audit function, which may not be feasible due to cost, and 2) implementing a policy requiring City employees to commit in writing to a statement of ethical behavior. He mentioned that the latter has been delayed due to bandwidth issues but will be addressed in the coming year.

9. Public Hearing

9.1. Public hearing and consideration of a Resolution amending the budgets of the City of Herriman for fiscal year 2025 – Kyle Maurer, Director of Finance and Administrative Services

Finance Director Maurer presented various budget amendments for the fiscal year 2025. Key amendments included the use of increased Class C Road funds to cover the cost of a hook lift, avoiding a capital lease issuance due to high interest rates. The Events Department budget was increased by \$66,000, thanks to additional sponsorships obtained. A transfer of \$2.4 million from the general fund to capital projects was proposed to comply with the fund balance policy, along with a proposal to transfer any amount above the fund balance policy to capital projects at the end of the year. New software contracts for the police department were recognized as debt for accounting purposes. Director Maurer also adjusted impact fee revenues and expenditures based on actual collections and planned studies and acknowledged a new mental health grant for public safety from the State of Utah. Additionally, there were adjustments to the capital project budgets for land sales, grants received, and interfund transfers.

Mayor Palmer opened the public hearing.

No comments were offered.

Councilmember Ohrn moved to close the public hearing. Councilmember Anderson seconded the motion and all voted aye.

Councilmember Ohrn moved to approve Resolution No. R34-2025 amending the Fiscal Year 2025 Herriman City Budget. Councilmember Anderson seconded the motion.

The vote was recorded as follows:

<i>Councilmember Terrah Anderson</i>	<i>Aye</i>
<i>Councilmember Jared Henderson</i>	<i>Absent</i>
<i>Councilmember Teddy Hodges</i>	<i>Aye</i>
<i>Councilmember Sherrie Ohrn</i>	<i>Aye</i>
<i>Mayor Lorin Palmer</i>	<i>Aye</i>

The motion passed unanimously with Councilmember Henderson being absent.

9.2. Public hearing and consideration of a Resolution amending the budgets of the City of Herriman for fiscal year 2026 – Kyle Maurer, Director of Finance and Administrative Services

Director Maurer presented amendments to the fiscal year 2026 budget, which included allocating additional transportation funding from the county, adding a finance position, and unfreezing a position in the Recorder's Office. The amendments also involved implementing targeted market adjustments, particularly focused on outdoor laborers, and budgeting for two new police officers. Additionally, funds were allocated for the Gina Road project, and provisions were made for replacing police vehicles and acquiring one new vehicle. A new fund was also created to self-fund dental insurance.

Mayor Palmer opened the public hearing.

No comments were offered.

Councilmember Ohrn moved to close the public hearing. Councilmember Hodges seconded the motion and all voted aye.

Councilmember Ohrn moved to approve Resolution No. R35-2025 approving an amendment to the 2025-2026 fiscal year budget. Councilmember Anderson seconded the motion.

The vote was recorded as follows:

<i>Councilmember Terrah Anderson</i>	<i>Aye</i>
<i>Councilmember Jared Henderson</i>	<i>Absent</i>
<i>Councilmember Teddy Hodges</i>	<i>Aye</i>
<i>Councilmember Sherrie Ohrn</i>	<i>Aye</i>
<i>Mayor Lorin Palmer</i>	<i>Aye</i>

The motion passed unanimously with Councilmember Henderson being absent.

9.3. Public hearing and consideration of a Resolution for proposed compensation increases for specific City officers – Kyle Maurer, Director of Finance and Administrative Services

Director Maurer explained that Senate Bill 91, passed in 2024, requires a public hearing for proposed increases for specified officers. He clarified that the City interpreted this to include anyone at a manager level or above. The proposed increases include a 2.9% cost of living adjustment and a 0.5% merit adjustment. Additional market adjustments were proposed for positions identified as being out of market.

Mayor Palmer opened the public hearing.

There were no comments offered.

Councilmember Ohrn moved to close the public hearing. Councilmember Hodges seconded the motion and all voted aye.

Councilmember Ohrn moved to approve Resolution No. R36-2025 stating proposed compensation increases for specific city officers. Councilmember Hodges seconded the motion.

The vote was recorded as follows:

<i>Councilmember Terrah Anderson</i>	<i>Aye</i>
<i>Councilmember Jared Henderson</i>	<i>Absent</i>
<i>Councilmember Teddy Hodges</i>	<i>Aye</i>
<i>Councilmember Sherrie Ohrn</i>	<i>Aye</i>
<i>Mayor Lorin Palmer</i>	<i>Aye</i>

The motion passed unanimously with Councilmember Henderson being absent.

10. Consent Agenda

- 10.1. Consideration to Approve Construction Contract for the Herriman Main Street Turf Conversion**
- 10.2. Consideration to Approve a Construction Contract for the City Hall Landscape Planter Retrofit**
- 10.3. Consideration to Approve a Construction Contractor for the Autumn Dusk and Butterfield Detention Pond Retrofit Projects**
- 10.4. Approval of the April 23, 2025, City Council meeting minutes**

Councilmember Ohrn moved to approve the Consent Agenda as written. Councilmember Hodges seconded the motion.

The vote was recorded as follows:

<i>Councilmember Terrah Anderson</i>	<i>Aye</i>
<i>Councilmember Jared Henderson</i>	<i>Absent</i>
<i>Councilmember Teddy Hodges</i>	<i>Aye</i>
<i>Councilmember Sherrie Ohrn</i>	<i>Aye</i>
<i>Mayor Lorin Palmer</i>	<i>Aye</i>

The motion passed unanimously with Councilmember Henderson being absent.

11. Discussion and Action Items

11.1. Consideration of the Approval of a Property Use Agreement with the Utah Soccer Federation, Inc. to construct Athletic Fields and other Amenities on City-owned Property – Wendy Thomas, Assistant City Manager

This item was continued to a future meeting.

Councilmember Ohrn moved to continue the item to a future meeting. Councilmember Anderson seconded the motion, and all voted aye.

11.2. Discussion and Consideration of a Public Utility Easement (PUE) Access and Infrastructure Agreement with All West Utah Inc. – Blake Thomas, Community Development Director

Community Development Director Thomas presented an agreement with All West Communications for public utility easement access and infrastructure. Key points of the agreement included:

- All West will provide the city with 4 strands of dark fiber for every line they install.
- The city will allow All West to run facilities in the PUE and use city-installed conduits.
- Quarterly coordination meetings will be held.
- The agreement term is 30 years with two 5-year automatic renewals.

Director Thomas highlighted the benefits of the agreement, including meeting strategic plan goals, providing more internet options for residents, and gaining exclusive access to the system for city infrastructure.

The Council noted the agreement addresses long-standing concerns about broadband access in the City. They also acknowledged former Councilmember Steve Shields for his efforts in moving this project forward.

Councilmember Ohrn moved to approve the Public Utility Easement Access and

Infrastructure agreement with All West Communications. Councilmember Hodges seconded the motion.

The vote was recorded as follows:

<i>Councilmember Terrah Anderson</i>	<i>Aye</i>
<i>Councilmember Jared Henderson</i>	<i>Absent</i>
<i>Councilmember Teddy Hodges</i>	<i>Aye</i>
<i>Councilmember Sherrie Ohrn</i>	<i>Aye</i>
<i>Mayor Lorin Palmer</i>	<i>Aye</i>

The motion passed unanimously with Councilmember Henderson being absent.

11.3. Discussion and consideration of a Resolution amending the fiscal year 2026 Job Classification Plan and Salary Schedule – Kyle Maurer, Director of Finance and Administrative Services

Director Maurer discussed the modifications made to the job classification plan and salary schedule. These changes included upgrading a position from Management Analyst to Assistant to the City Manager along with a change in pay grade. Additionally, a new position for an Assistant Director of Finance was created. It was also proposed to unfreeze and reclassify a Records Specialist position to Deputy City Recorder and to eliminate the Court Services Officer positions, which had been outsourced. Temporary part-seasonal and tech allocations were reversed, and an Events Assistant position was reclassified. Furthermore, all pay ranges and steps were increased by 2.9% to account for cost-of-living adjustments. Director Maurer explained that HR employed a variety of methods to ascertain market rates, including the use of TechNet, conducting surveys, and engaging in direct communication with other cities. He also noted that the City experienced a higher rate of employee loss to the private sector compared to other cities.

Councilmember Ohrn moved to approve Resolution No R37-2025 approving an amendment to the fiscal year 2025-2026 job classification plan and salary schedule. Councilmember Anderson seconded the motion.

The vote was recorded as follows:

<i>Councilmember Terrah Anderson</i>	<i>Aye</i>
<i>Councilmember Jared Henderson</i>	<i>Absent</i>
<i>Councilmember Teddy Hodges</i>	<i>Aye</i>
<i>Councilmember Sherrie Ohrn</i>	<i>Aye</i>
<i>Mayor Lorin Palmer</i>	<i>Aye</i>

The motion passed unanimously with Councilmember Henderson being absent.

11.4. Discussion and consideration of a resolution to withdraw from Wasatch Front Waste & Recycling District – Trevor Ram, Management Analyst/Nathan Cherpeski, City Manager

City Manager Nathan Cherpeski presented the resolution to withdraw from the Wasatch Front Waste & Recycling District. He explained that the City had issued an RFP for solid waste services and received two competitive responses indicating significant savings over the current arrangement. The resolution formalizes the council's intent to withdraw from the district, with potential savings of 20-30% per month for residents.

Councilmember Ohrn elaborated on the reasons for considering withdrawal, including recent rate increases from the District and the need to ensure the best interests of the City. She emphasized that this decision was not due to poor service from the District but rather a recognition that the City may have outgrown this service model. Councilmember Anderson thanked the Council and staff for looking into available options.

Councilmember Ohrn moved to approve Resolution R38-2025 to withdraw from Wasatch Front Waste and Recycling District. Councilmember Anderson seconded the motion.

The vote was recorded as follows:

<i>Councilmember Terrah Anderson</i>	<i>Aye</i>
<i>Councilmember Jared Henderson</i>	<i>Absent</i>
<i>Councilmember Teddy Hodges</i>	<i>Aye</i>
<i>Councilmember Sherrie Ohrn</i>	<i>Aye</i>
<i>Mayor Lorin Palmer</i>	<i>Aye</i>

The motion passed unanimously with Councilmember Henderson being absent.

11.5. Discussion and consideration of a resolution to approve an amendment to the second amended and restated Interlocal Agreement creating Trans-Jordan Cities – Trevor Ram, Management Analyst/Nathan Cherpeski, City Manager

City Manager Cherpeski presented the resolution to join Trans-Jordan Cities, an organization of seven cities addressing landfill needs and access. He explained that joining would provide Herriman with landfill access for 80-100 years. The agreement included a buy-in provision with four payments of \$100,000 starting in fiscal year 2027, and continued payment of non-member tipping fees for up to 15 years to pay off the City's share of the system's value.

Executive Director of Trans-Jordan Cities Jaren Scott addressed concerns about future costs and explained the long-term plans for the landfill and transfer stations. He emphasized the cost-effectiveness and environmental soundness of their operations.

Councilmember Ohrn moved to approve Resolution R39-2025 approving an amendment to the second amended and restated Interlocal Agreement creating Trans-Jordan cities dated December 1, 1995. Councilmember Anderson seconded the motion.

The vote was recorded as follows:

<i>Councilmember Terrah Anderson</i>	<i>Aye</i>
<i>Councilmember Jared Henderson</i>	<i>Absent</i>
<i>Councilmember Teddy Hodges</i>	<i>Aye</i>
<i>Councilmember Sherrie Ohrn</i>	<i>Aye</i>
<i>Mayor Lorin Palmer</i>	<i>Aye</i>

The motion passed unanimously with Councilmember Henderson being absent.

11.6. Review and consider a resolution to approve an agreement for participation in the development of and operation of a municipal solid waste facility of Trans-Jordan Cities – Trevor Ram, Management Analyst/Nathan Cherpeski, City Manager

Councilmember Ohrn moved to approve Resolution R40-2025 authorizing the approval of an agreement with Herriman City pertaining to becoming a member of Trans-Jordan Cities, an Interlocal agency. Councilmember Anderson seconded the motion.

The vote was recorded as follows:

<i>Councilmember Terrah Anderson</i>	<i>Aye</i>
<i>Councilmember Jared Henderson</i>	<i>Absent</i>
<i>Councilmember Teddy Hodges</i>	<i>Aye</i>
<i>Councilmember Sherrie Ohrn</i>	<i>Aye</i>
<i>Mayor Lorin Palmer</i>	<i>Aye</i>

The motion passed unanimously with Councilmember Henderson being absent.

12. Future Meetings

12.1. Next Planning Meeting: July 2, 2025

12.2. Next City Council Meeting: July 9, 2025

13. Events

13.1. Hungry Herriman Food Truck Roundup: Monday Evenings @ Crane Park 5:00 p.m.

13.2. Independence Day: July 4, 2025 – Herriman City Offices Closed

14. Closed Session

The Herriman City Council may temporarily recess the City Council meeting to convene in a closed session to discuss the character, professional competence, or physical or mental health of an individual, pending or reasonable imminent litigation, and the purchase, exchange, or lease of real property, as provided by Utah Code Annotated §52-4-205

Councilmember Ohrn moved to temporarily recess the City Council meeting to convene in a closed session to discuss the purchase, exchange, or lease of real property, as provided by Utah Code Annotated §52-4-205 at 8:12 p.m. Councilmember Ohrn seconded the motion.

The vote was recorded as follows:

<i>Councilmember Terrah Anderson</i>	<i>Aye</i>
<i>Councilmember Jared Henderson</i>	<i>Absent</i>
<i>Councilmember Teddy Hodges</i>	<i>Aye</i>
<i>Councilmember Sherrie Ohrn</i>	<i>Aye</i>
<i>Mayor Lorin Palmer</i>	<i>Aye</i>

The motion passed unanimously with Councilmember Henderson being absent.

The Council reconvened the Council meeting at 8:25 p.m.

15. Adjournment

Councilmember Ohrn moved to adjourn the Council meeting at 8:25 p.m. Councilmember Hodges seconded the motion, and all voted aye.

16. Recommence to Work Meeting (If Needed)

I, Jackie Nostrom, City Recorder for Herriman City, hereby certify that the foregoing minutes represent a true, accurate and complete record of the meeting held on June 25, 2025. This document constitutes the official minutes for the Herriman City Council Meeting.



Jackie Nostrom, MMC
City Recorder