

CITY OF NORTH SALT LAKE
CITY COUNCIL MEETING-REGULAR SESSION
CITY HALL-10 EAST CENTER STREET, NORTH SALT LAKE
JUNE 17, 2025

FINAL

Mayor Horrocks welcomed those present at 7:00 p.m. Lisa Watts Baskin offered a thought, prayer, and led those present in the Pledge of Allegiance.

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

EXCUSED: Councilmember Alisa Van Langeveld

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

Sherrie Pace, Community Development Director, was not present at the meeting.

OTHERS PRESENT: Dee Lalliss, Heidi Smoot, residents.

1. CITIZEN COMMENT

Dee Lalliss, resident, mentioned the second Saturday trash pickup in his neighborhood was at 7 a.m. He questioned whether this service was being utilized by residents due to the early pickup time.

Councilmember Clayton commented that her neighborhood did utilize the service but said residents may not put their cans out on time due to the early pickup.

Dee Lalliss said the service was needed but that most residents would not be able to utilize the early Saturday pickup. He asked if there was a better way to utilize the service.

Ken Leetham said there was one truck for the Saturday pickup and it ran all day. He noted it starts as early as possible in order to get through the entire City in one day.

Heidi Voordeckers replied that it was a monthly charge of \$1.43 per household whether there was a collection at that residence or not.

Mayor Horrocks commented that the second Saturday pickup was his suggestion and he utilized the service. He was in favor of providing this service year round.

Councilmember Knowlton said that he had received positive feedback on the second Saturday pickup from the annexed area and his street.

2. CONSIDERATION OF RESOLUTION 2025-25R: A RESOLUTION SETTING THE CERTIFIED TAX RATE FOR THE FISCAL YEAR 2025-2026 BUDGET

Heidi Voordeckers reported that the City Council was required to adopt the certified tax rate by June 22, 2025. She said the certified tax rate for fiscal year 2026 was .000855 which would generate \$3,016,022 in revenues, of which \$64,813 was from new growth. She pointed out that Davis County School District was tentatively planning a truth in taxation hearing for August 19th which may impact City residents.

Mayor Horrocks noted the tax rate was lower than the previous year, which did not account for inflation. He spoke on concerns among Davis County mayors regarding property tax calculations and if there should be some consideration given to allow taxing agencies to adjust rates to keep up with rising costs without requiring a truth in taxation process. He acknowledged legislative changes were unlikely.

Councilmember Jackson moved that the City Council approve Resolution 2025-25R: a resolution setting the certified property tax rate for all properties located within the City boundaries for fiscal year 2025-2026. Councilmember Baskin seconded the motion. The motion was approved by Councilmembers Baskin, Clayton, Jackson, and Knowlton. Councilmember Van Langeveld was excused.

3. CONSIDERATION OF RESOLUTION 2025-26R: A RESOLUTION ADOPTING THE FISCAL YEAR 2025-2026 BUDGETS

Heidi Voordeckers reported that a public hearing for the 2025-2026 budget was held during the June 3rd City Council meeting. She noted there was one public comment. She said wages for the executive staff and a wage increase for the City Council was also approved by Ordinance and that increase of about \$3,500 for Council wages was incorporated into this budget. She shared the total budget for fiscal year 2025-2026 represented a spend down of approximately \$2.4 million. She mentioned that a large portion of the budget was related to streets capital projects

that would span multiple fiscal years and would use reserves and some grant funding to complete.

Councilmember Baskin commented that the budgeted revenue was \$39,131,320 million and the budgeted expenses were \$41,590,205 million with a shortfall of \$2.4 million. She asked if the Council was not adopting a balanced budget. Heidi Voordeckers clarified that the budget was balanced by use of, or contribution to, fund balance. She explained it was rare for expenditures and revenues to automatically balance, so each budget had a balancing line item reflecting either a contribution to, or use of, fund balance. She noted overall the budget has a use of fund balance totaling the \$2.4 million, spending down reserves.

Councilmember Knowlton asked how this budget compared to previous years. Heidi Voordeckers responded that this budget was less capital heavy and expenditures were less than previous years due to debt service for construction at Hatch Park and the Wetlands Park.

Heidi Voordeckers said the \$2.4 million expense in the streets fund was Class C Road funds from transportation tax income and some impact fees that had been saved for these projects.

Councilmember Knowlton moved that the City Council approve Resolution 2025-26R: a resolution adopting the Fiscal Year 2025-2026 General Fund, Special Revenues Fund, Debt Service Fund, Capital Projects Funds, Enterprise Fund, and Internal Service Fund Budgets. Councilmember Clayton seconded the motion. The motion was approved by Councilmembers Baskin, Clayton, Jackson, and Knowlton. Councilmember Van Langeveld was excused.

4. CONSIDERATION OF RESOLUTION 2025-27R: A RESOLUTION ADOPTING AMENDMENTS TO THE CITY'S COMPREHENSIVE FEE SCHEDULE FOR UTILITY RATES, LATE FEES, AND STORM WATER MANAGEMENT FINES/FEES

Heidi Voordeckers acknowledged previous discussions during the budget retreat and tentative budget process on moving forward with the Capital Facilities Plan that included the escalation in water rates that were set forth by the Bowen and Collins study back in 2022. She continued the amendments to the fee schedule proposed water rates would increase 8% which was variable based on meter size and usage, storm water rates would increase 11.11% from \$9/ERU a month to \$10/ERU a month, and no change to solid waste. She said the new utility late fee would be 10% on utility balances over 60 days delinquent. She mentioned additional fee schedule changes related to the stormwater discussion held at the last Council meeting would align SWPPP violation fees with State Code, included a fee for illicit discharge into the storm water system with a \$300 per occurrence charge, and updated provisions related to refundable SWPPP bonds.

Councilmember Jackson mentioned the water fees and the tiered system. She suggested having a policy discussion during the Council's strategic planning meeting.

Councilmember Clayton moved that the City Council approve Resolution 2025-27R: a resolution amending the City's comprehensive fee schedule related to utility rates, late fees, and storm water management fines/fees. Councilmember Jackson seconded the motion.

Councilmember Baskin mentioned that this was approved by Resolution and wondered whether it should be done by Ordinance. Todd Godfrey replied that he had not seen another city use an ordinance to approve fees. He noted his preference of approving fees by resolution. He said when fees were adopted by ordinance this removed some of the City's discretion and flexibility in how to apply them in various circumstances.

Councilmember Baskin commented the cities she represented were adopting fees by ordinance.

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

5. PRESENTATION OF ANNUAL FRAUD RISK ASSESSMENT

Heidi Voordeckers reported on the annual fraud risk assessment which required the City to assess the risk for fraud, waste, and abuse based on City policies and procedures. She noted that the City had scored 365 out of 395 in fiscal year 2024 and 2025 which was considered very low risk. She explained that the score could be improved through:

- An I.T. and computer security policy
- A cash receipting policy
- Establishing a formal internal audit function

Ms. Voordeckers spoke on the inherent difficulties with establishing a formal internal audit function within a smaller city. She said as the Finance Director she could not perform an internal audit and would need to hire an outside entity.

Councilmember Baskin mentioned the page related to basic separation of duties in the City's annual risk assessment for financial activities. She noted that this included yes and no answers and asked if the "no" answers needed to be addressed further. Heidi Voordeckers clarified that any time the "no" box was checked that there was a mitigating factor in place. She gave the example that if there was not a designated staff then there were dual controls with two people

reviewing or a secondary review to better ensure that there was not fraudulent activity. She noted at that point it would take coercion among multiple staff members for fraud to happen.

6. CONSIDERATION OF ORDINANCE 2025-12: AN ORDINANCE AMENDING CITY CODE TITLE 7, CHAPTER 7, PERTAINING TO UNSANCTIONED CAMPING ON PUBLIC GROUNDS

Chief Black said Sherrie Pace had prepared this ordinance and reviewed neighboring city ordinances. He suggested one amendment for the Council's consideration in Subsection B-3 to include language: "unless approved in writing by an authorized City official." He said some events such as a community breakfast could be approved by City staff. He said violations would include an individual on public property that was not an authorized campground that had a camping setup as determined in Title 7, Chapter 7.

Mayor Horrocks commented that this type of issue could become a problem very quickly.

Chief Black said there could be these types of encampments setup on private property which would be addressed in a different part of City Code. He noted this ordinance only applied to streets, sidewalks, trails, and other public property.

Councilmember Baskin recommended the proposed amendment should be placed in Section A to say "unless approved in writing by an authorized City official it is unlawful for..."

Councilmember Knowlton questioned if the definition for "public grounds" under Section C would cover schools. Councilmember Baskin answered that a school district was a political subdivision.

Chief Black commented that schools also had their own ordinances as it pertained to their properties.

Mayor Horrocks questioned what would happen if a rogue City official allowed camping anywhere in the City. Councilmember Baskin said that code enforcement and the City Council would not allow this.

Chief Black said any decision made by a City official was subject to review by the City Manager.

Ken Leetham clarified that the City Manager generally had administrative authority over these types of things. He continued that there could be exceptions to the entirety of camping that could be allowed by a City official related to cooking.

Chief Black mentioned using a mobile grill at the Night Out Against Crime event and if this would violate the proposed ordinance. He also questioned if a canopy or tent at an event would also be a violation.

Councilmember Baskin noted that camping out for parades or other events would not be allowed per the ordinance.

Chief Black pointed out that the enforcement of any law or ordinance was subject to discretion. He said in some instances that best discretion may need to be used. He said this ordinance was meant to help with those experiencing homelessness and camping on public property.

Councilmember Jackson said there had been a noticeable difference when a similar ordinance was adopted in Salt Lake City on Capitol Hill. She was in favor of narrower provisions that could be amended at a later date.

Councilmember Knowlton moved that the City Council approve Ordinance 2025-12, an ordinance amending Title 7, Chapter 7 related to unsanctioned camping with the following findings:

- 1) The amendments are necessary to comply with Utah State Code 35A-16-403 which requires municipalities to adopt and enforce an ordinance related to unsanctioned camping;**
- 2) The amendment is in the public interest to address issues that may arise from unsanctioned camping; and**
- 3) Changed or changing conditions make the proposed amendments reasonably necessary.**
- 4) And with the language to provide administrative discretion as suggested by Chief Black**

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

7. CONSIDERATION OF PROPOSED AMENDMENTS TO A CONTRACT WITH MURPHY AND MURPHY LAW, LLC FOR PUBLIC DEFENDER SERVICES IN THE NORTH SALT LAKE MUNICIPAL COURT

Ken Leetham reported that the City Council previously approved this agreement; however, some changes had been recommended by West Bountiful City and reviewed and accepted by Murphy

and Murphy Law, LLC. He shared the changes, including a termination clause, which he agreed would improve the overall agreement.

Councilmember Jackson moved the City Council approve the proposed amendments to the professional services agreement for public defense attorney services between the City of North Salt Lake, West Bountiful City and Murphy and Murphy Law, LLC.

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

8. APPROVAL OF CITY COUNCIL MINUTES

The City Council minutes of June 3, 2025 were reviewed and approved as drafted.

Councilmember Jackson moved the City Council approve the meeting minutes of June 3, 2025. Councilmember Knowlton seconded the motion. The motion was approved by Councilmembers Baskin, Clayton, Jackson, and Knowlton. Councilmember Van Langeveld was excused.

9. ACTION ITEMS

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

10. COUNCIL REPORTS

Councilmember Clayton mentioned that there would be a vacancy on the Events Committee.

Councilmember Knowlton reported on a successful Juneteenth Unity in the Community event. He commented on how these events created a welcoming community. He spoke on meeting with Woods Cross on the shared dog park which would potentially be called the Flash Cairo Park after K-9s from each city. He mentioned collaborative improvements at the park between both cities including a pavilion.

Jon Rueckert said staff was installing poles for the fencing which was 60% completed. He said the concrete contractor would start flatwork later this week.

David Frandsen mentioned the project had taken longer as construction was being done by staff but that this resulted in significant cost savings. He said staff was planning to hold a grand opening for the park soon.

The Council discussed canceling the July 1st City Council meeting. Mayor Horrocks agreed to cancel the meeting.

Councilmember Baskin questioned if there could be a dog park in the Springhill landslide area on 350 East. Ken Leetham replied that staff would continue to review this item. He explained that areas which were deed restricted most likely could not be used for a dog park but that there were portions of the landslide site not encumbered by a deed restriction that may be usable.

Councilmember Jackson reported that the Arts Committee met while she was out of town. She noted that the Committee was moving forward with the mural program.

11. CITY ATTORNEY'S REPORT

Todd Godfrey had nothing to report.

12. MAYOR'S REPORT

Mayor Horrocks reported that Wasatch Integrated Recycling received best in Davis County. He shared the contractor letter with the Council related to their positive experience working with staff.


13. CITY MANAGER'S REPORT

Ken Leetham shared a video from the City's Juneteenth event that featured a speech by Councilmember Knowlton. He expressed appreciation for the sentiments expressed. He said that the City had a tent at these community events and he appreciated the opportunity to interact with residents.


14. ADJOURN

Mayor Horrocks adjourned the meeting at 8:02 p.m.

The foregoing was approved by the City Council of the City of North Salt Lake on Tuesday July 15, 2025 by unanimous vote of all members present.



Brian J. Horrocks, Mayor



Wendy Page, City Recorder

