

**SANTA CLARA CITY COUNCIL MEETING
WEDNESDAY, AUGUST 13, 2025
MEETING MIUNTES**

THE CITY COUNCIL FOR SANTA CLARA CITY, WASHINGTON, UTAH, met for a Regular Meeting on Wednesday, August 13, 2025, at 6:00 p.m. in the Council Chambers located at 2603 Santa Clara Drive, Santa Clara, Utah. The meeting will be broadcasted on our city website at <https://santaclarautah.gov>.

Present: Mayor Rosenberg
Councilman Jarett Waite
Councilman Dave Pond
Councilwoman Christa Hinton
Councilwoman Janene Burton
Councilman Ben Shakespeare

Staff Present: Brock Jacobsen, City Manager
Selena Nez, City Recorder
Matt Ence, City Attorney
Jim McNulty, Planning Director
Cody Mitchell, Building Official
Dan Cazier, Fire Chief
Dustin Mouritsen, Public Works Director
Gary Hall, Power Director
Ryan VonCannon, Parks Director
Debbie Bannon, Finance Director
Lance Haynie, Government Affairs Director
Jaron Studly, Police Chief

1. Call to Order

Mayor Rick Rosenberg called the regular scheduled meeting to order at 6:01 p.m.

2. Opening Ceremony

Pledge of Allegiance: Councilwoman Hinton

Opening Comments: Pastor Daniel Solis, Iglesia Monte Zion

3. Conflicts and Disclosures

Mayor Rosenberg disclosed that for agenda item C2, the annexation plat, the firm that he is employed with prepared the plat. No other conflicts were disclosed by council members.

4. Working Agenda

A. Public Hearing(s) 6:00 pm

1. Public Hearing to receive public comments regarding proposed Updates to the Development Fee Schedule.

Jim McNulty, Planning Director, presented the proposed updates to the development fee schedule. He explained that the city had held two work meetings with the city council on June 11, 2025, and July 9, 2025, to discuss the fee schedule. As a result of those discussions, the city council directed staff to bring the item back for a public hearing as required before voting. McNulty noted that the development fee schedule had not been amended since February 2020-over five years ago. He emphasized that best management practices call for cities to review cost of service to ensure fees are appropriately set to cover the city's costs. City staff had reviewed the fees and found it was in the best interest of the city to amend them at this time

Mayor Rosenberg opened the public hearing, inviting anyone who wished to speak on the item to come to the podium and state their name and city of residence. No one came forward to speak. The mayor then closed the public hearing on the updates to the development fee schedule.

2. Public Hearing to receive public comments regarding proposed Annexation Petition for certain real property into the corporate limits of Santa Clara City.

Jim McNulty presented the annexation petition for property located at 4405 West 1700 North known as parcel 7391-A-1-A, comprising 51.24 acres. The applicants, Randall Real Free Range LLC, had submitted a complete annexation petition. McNulty explained that the property includes two large single-family residential dwellings and a large outbuilding located on the north side of the Santa Clara River. McNulty also showed a concept plan for a potential six-lot subdivision with lots ranging from half-acre to acre-and-a-half sizes, accessing off of Colby Loop from the Hills at Santa Clara Phase 1B. He stressed these were just concept plans to give the council an idea of future plans, and both proposals would require rezoning of the property through separate processes involving public hearings with the Planning Commission and approval by the city council.

Regarding the background, McNulty noted that on May 14, 2025, the city council had accepted the annexation for further consideration. On June 18, 2025, City Recorder Selena Nez provided notice of certification that the petition met state requirements. The public notice had been published as required, and no comments or protests had been received by city staff as of the writing of the report.

Matt Ence, City Attorney, then addressed the council regarding the annexation agreement. He explained that a draft agreement had been included in the council packet, but revisions had been made that afternoon in meetings with staff and the mayor. He walked through the changes, which primarily addressed impact fees. The original draft addressed the existing dwellings' power service through Rocky Mountain Power, not requiring a switch to city power unless development required upgrading or modification of the power service. It also addressed the current gravel road conditions that the city maintains.

The new revisions added language regarding various impact fees:

- Water impact fees: The Water Conservancy District had not yet assessed or collected impact fees on the property, though city water fees for existing connections had been paid
- Public safety, parks, and storm drain impact fees: The city would waive these due to the nature of the fees, as annexation wouldn't create additional burden on city services
- Sewer: The two existing dwellings are on septic systems, so no sewer impact fees would be due unless future connection to the city system was required
- Power: When service changes to Santa Clara City Power, impact fees would need to be paid

Shakespeare asked about the power conversion trigger, and it was clarified that any new development on the north side of the river would require conversion to city power and payment of impact fees. Gary Hall, Power Director, confirmed that overhead service from Rocky Mountain Power currently exists, and conversion would involve running underground lines from the city's nearby power infrastructure.

Mayor Rosenberg emphasized that these were the last two private properties separating Santa Clara from BLM land on the boundary, and the city had been trying to annex them for 20 years. He noted that during the 2005 and 2010 floods, these properties were isolated from the county, and the city ended up providing emergency services.

During the public hearing, Adrian Galvez, a resident of The Hills at Santa Clara whose property backs up to the area, expressed several concerns. He questioned the water usage impact of developing the hilltop area, noting there's currently farmland in the valley that uses city water constantly. He expressed concerns about the significant wash between areas and drainage impacts, the steep 50-foot elevation gain, and questioned why this particular area needed development when substantial development was already occurring elsewhere. Galvez also asked about archaeological surveys, noting petroglyphs in the area, and expressed confusion about the Colby Loop connection to a four-way intersection. He mentioned he had originally understood the lots would be one acre but now saw areas marked as no-build zones.

Mayor Rosenberg responded that many of Galvez's concerns related to the future entitlement process rather than the annexation itself. He explained that when applications for rezoning come forward, there will be new public hearings where these questions would be addressed through application submittal documents. The mayor confirmed the western corridor connection was on the city's road master plan and had been for many

years, and that any development would need to comply with city codes for drainage, cut and fill design, zoning, and subdivision processes.

B. Consent Agenda

1. Approval of Minutes and Claims:
 - July 9, 2025, City Council Work Meeting
 - July 9, 2025, City Council Regular Meeting
 - July 30, 2025, City Council Special Meeting
 - Claims through August 13, 2025
2. Calendar of Events:
 - August 17-20, 2025, UAMPS Annual Meeting
 - August 27, 2025, City Council Work Meeting
 - August 27, 2025, City Council Regular Meeting
 - September 1, 2025, Labor Day (Offices Closed)
 - September 10, 2025, City Council Work Meeting
 - September 10, 2025, City Council Regular Meeting

Motion: Councilwoman Hinton moved to APPROVE the consent agenda as presented. Councilman Pond seconded the motion. Roll call vote: Waite - Aye, Pond - Aye, Hinton - Aye, Burton - Aye, Shakespeare - Aye. Motion passed unanimously.

C. General Business

1. **Discussion and action to consider approval of the Development Fee Schedule and approve Resolution No. 2025-14R. Presented by Jim McNulty, Planning Director.**

Motion: Councilman Shakespeare moved to approve of the Development Fee Schedule and approve Resolution No. 2025-14R Councilwoman Hinton seconded the motion. Roll call vote: Waite - Aye, Pond - Aye, Hinton - Aye, Burton - Aye, Shakespeare - Aye. Motion passed unanimously.

2. **Discussion and action to consider a proposed Annexation Petition for certain real property into the corporate limits of Santa Clara City, located at 4405 W 1700 N, Parcel #7391-A-1-A, described as 51.24 acres and approve Ordinance No. 2025-14. Presented by Jim McNulty, Planning Director.**

Following the earlier public hearing and discussion, Councilman Waite asked for clarification about whether the laned owned by the canal company was included in the motion. Matt Ence confirmed the annexation included the Canal Company land but noted the annexation agreement was specific to the Rosenbrook property. When asked if a separate agreement was needed for the canal company property, Ence said no, as it's undeveloped and doesn't have the same issues.

Ence also suggested that if the council wanted to approve the ordinance, they should do so subject to final legal counsel review, since the property owners hadn't had a chance to respond to the revisions discussed that evening. Councilman Shakespeare agreed this was his only concern—that they had redlined things the applicant hadn't seen.

Motion: Councilwoman Burton moved to APPROVE the proposed Annexation Petition for certain real property into the corporate limits of Santa Clara City, located at 4405W 1700 N, Parcel #7391-A-1-A and #7394, described as 51.24 acres and approve Ordinance No. 2025-14. Councilman Shakespeare seconded the motion. Roll call vote: Waite - Aye, Pond - Aye, Hinton - Aye, Burton - Aye, Shakespeare - Aye. Motion passed unanimously.

3. Discussion and action to award the Rap Tax. Presented by Ryan VonCannon, Parks Director.

Ryan VonCannon presented the RAP tax allocation request. He noted that other than the annual contribution to Tuacahn of \$5,000, they received one request, an application from Heidi Lee's Ham Productions for Shakespeare in the Park for \$14,000, which he believed was the same amount as last year. VonCannon stated I think we can all agree this is a great event for the city, for our community, and we'd love to see it continue along into the future.

When asked about total RAP tax collection, City Manager Brock Jacobsen indicated that of the 20 percent that goes into arts, they collected closer to \$30,000. The remaining balance after the awards would go into parks.

Motion: Councilman Waite moved to APPROVE to award the Rap Tax. Councilman Pond seconded the motion. Roll call vote: Shakespeare - Aye, Burton - Aye, Hinton - Aye, Pond - Aye, Waite - Aye. Motion passed unanimously.

4. Discussion and action to add Sabrina Fichter, Deputy Treasurer to the Bank Signature Card. Presented by Brock Jacobsen, City Manager

Brock Jacobsen explained that even with the few checks the city writes, they sometimes run into issues having signers in the office. As Sabrina works as deputy treasurer, they felt it appropriate to add her as a signer on the account. The bank requires city council approval and minutes showing approval to add her to the account.

Motion: Councilwoman Hinton moved to APPROVE to add Sabrina Fichter, Deputy Treasure to the Bak Signature Card. Councilwoman Burton seconded the motion. Roll call vote: Waite - Aye, Pond - Aye, Hinton - Aye, Burton - Aye, Shakespeare - Aye. Motion passed unanimously.

5. Discussion and action approval of Turf Buy Back Partnership with WCWCD. Presented by Dustin Mouritsen, Public Works Director.

Dustin Mouritsen presented the turf buyback partnership that had been discussed at the last work meeting. The program had been approved by the Washington County Water Board. He was excited about the program, noting they would offer \$1 up to \$500 per applicant.

Doug Bennett from the Washington County Water Conservancy District explained the state matching component. The state of Utah offers the districts all over Utah matching money for these programs. So for every dollar the water district puts in, the state will match it. This meant there would actually be \$164,000 available to Santa Clara residents.

Bennett explained they thought it made sense to cap it at \$500 so that large customers wouldn't use up all the money and more residents could participate. The program could serve more than 320 Santa Clara properties. He noted that Santa Clara typically has about 100 applicants to this program each year, and he was counting on the extra funding to create a surge of applications.

Mayor Rosenberg noted that Santa Clara was the first community to implement this rebate offer, expressing hope that other communities would follow suit. He explained these were funds collected by the surcharge that had to go back into water conservation, with the district administering everything including cutting the checks.

Motion: Councilman Waite moved to APPROVE of Turf Buy Back Partnership with WCWCD. Councilman Pond seconded. Roll call vote: Waite - Aye, Pond - Aye, Hinton - Aye, Burton - Aye, Shakespeare - Aye. Motion passed unanimously.

6. Discussion and action to approve a 3rd Party Inspection Service Agreement with Independent Inspection, LLC. Presented by Cody Mitchell, Building Official.

Cody Mitchell presented the request to enter into a third-party agreement with Independent Inspections LLC. He explained this would add options to ensure backup building inspection coverage for the building department. Mitchell reminded the council that just over a year ago, they had entered into a third-party agreement with Shums Coda. While they had leaned on Shums Coda during that time, he noted a recent challenge when Shums Coda had a conflicting schedule and almost couldn't provide coverage.

Councilwoman Burton asked if this meant they weren't hiring another inspector. Mitchell confirmed they still had an ad out for a part-time inspector but were struggling to fill it, as most inspection job seekers want full-time positions. They were hoping a retired inspector looking for extra work would apply.

Motion: Councilman Pond moved to APPROVE a 3rd Party Inspection Services Agreement with Independent Inspections, LLC. Councilman Shakespeare seconded the motion. Roll call vote: Waite - Aye, Pond - Aye, Hinton - Aye, Burton - Aye, Shakespeare - Aye. Motion passed unanimously.

7. Discussion and action to approve America250 Utah Logo Usage Agreement. Presented by Councilwoman Hinton.

Councilwoman Hinton presented the logo usage agreement, explaining that following last month's special meeting where Santa Clara passed a resolution to become one of Utah's 250 municipalities as part of the America 250 program, they had received confirmation and next steps. Under this agreement, the city could and should use the America 250 Utah logo.

Motion: Councilman Shakespeare moved to APPROVE America250 Utah Logo Usage Agreement. Councilman Waite seconded the motion. Roll call vote: Waite - Aye, Pond - Aye, Hinton - Aye, Burton - Aye, Shakespeare - Aye. Motion passed unanimously.

8. Discussion and action to approve America250 Memorandum of Understanding between America 250 Utah Commission and Santa Clara City. Presented by Councilwoman Hinton.

Councilwoman Hinton presented the memorandum of understanding, noting the America 250 logo appeared at the top of the agreement. She explained this MOU would help the city obtain a \$1,500 stipend to use on events or promotion of America 250 Utah community initiatives.

As part of the stipend agreement, the city would need to:

- Promote America 250 Utah in at least one public forum (social media post, on-stage mention, or promotional materials)
- Collect and keep records of local anniversary events and share with A250 Utah as part of a brief archive report due in August 2026
- Include in the report how stipend dollars were utilized, local event details (date, location, purpose, attendance, social media engagement)
- Provide digital artifacts including photos
- Post at least one event on the nowplayingutah.com website specifically tagging America 250 Utah

Councilman Waite asked who would fill out the report eventually. Discussion ensued about who should be the designated contact, with Hinton initially listed but the group agreeing it should be changed to the city manager. Brock Jacobsen confirmed this could be easily changed even with approval that evening.

Motion: Councilwoman Burton moved to APPROVE America250 Memorandum of Understanding between America 250 Utah Commission and City of Santa Clara. Councilman Waite seconded the motion. Roll call vote: Waite - Aye, Pond - Aye, Hinton - Aye, Burton - Aye, Shakespeare - Aye. Motion passed unanimously.

5. Reports

A. Mayor / Council Reports

Councilman Shakespeare reported on two items. First, he commended Chief Studley for a social media post about crosswalks ahead of school starting. Second, he thanked Councilwoman Hinton for sending out the invite to the teen center open house at Snow Canyon High School, which several council members attended.

Councilwoman Burton reported on meetings with royalty to understand requirements, with Councilman Shakespeare and Brock also in attendance. She mentioned the youth council meeting scheduled for Saturday where they're preparing to present to the city council. She also praised the teen project at the high school, noting how wonderful it was to see the school utilizing the space for students who need it. She attended the airport control tower groundbreaking.

Councilwoman Hinton provided an extensive report covering multiple meetings and events:

- She attended a discussion with Senator John Curtis's staff and the Chamber of Commerce governing board, where they discussed nuclear power commitments. Sean Guzman brought up the transmission line redundancy issue, which the senator's staff was not previously aware of.
- Regarding the Snow Canyon High School Teen Center grand opening, she explained this was part of three other teen centers that opened the same week at all Washington County high schools except Crimson Cliffs. The centers resulted from Utah legislature policy with a \$2 million award for schools with housing-insecure student populations. The centers offer showers, washer/dryer facilities, food, snacks, study rooms, school supplies, and access to counselors. It's a lot of fun to see the excitement there for the students and the teachers and parents who weren't aware that that was coming and are also looking for ways to volunteer and contribute.
- At the air traffic control tower groundbreaking, she learned that air traffic control currently comes from LAX, and this tower represents one step closer to having it located in Utah.
- She attended a trail etiquette meeting where they're seeking buy-in from all county cities for consistent messaging on trails. Proposed signs include messages like "Be kind, ring bell," "Make room for others," "Leash dogs and keep them to your right," and speed limits of 20 mph for e-bikes. They plan to submit a single MPO funding application for all cities' signage needs.
- At the St. George Chamber education panel, she heard from UTU President Shane Smeed, Superintendent Holmes, and Dixie Tech President Rushton discussing how education aligns with and supports local business and employers.
- Finally, she reported on an LPC housing advisory subgroup preparing recommendations on moderate income housing program 2.0, defining "reasonable diligence" on expiring applications, and detached ADUs.

Councilman Pond attended the tower groundbreaking and a solid waste district board meeting. The Solid Waste district will repave the landfill road later this year, with costs split three ways between the district, county, and Washington City (who will perform the work). They're also putting out bids for demolition of the old scale house and repaving. The district also provided an update on road cleanup from South Hills Old 91 from Rachel Drive to Dry Wash road cleanup back in March.

Councilman Waite missed the tower groundbreaking due to a UTOPIA meeting, where he reported they're at 8 percent take rate. He noted they're seeing other cities where Lumen is overbuilding like they did in Santa Clara, causing subscriber numbers to decrease, though no significant dips yet. We were just kind of a precursor to what's happening in other communities now.

He received an email from Cindy Powell with TDS asking where to send payments previously going to the CEC, now coming to the city—approximately \$7,000-8,000 annually. He forwarded this to the treasurer who had already responded.

Mayor Rosenberg provided an extensive report on multiple topics:

- Staff have been meeting with Black Desert for continued coordination on new subdivision construction. He reminded everyone that the PGA Bank of Utah Championship runs October 20-26, with traffic route changes planned. They'll pave the rest of Red Mountain Drive north to a temporary parking lot north of Solace.
- Regarding construction traffic, the mayor had requested Black Desert to install crushers on the Ivins side after heavy truck traffic on Pioneer Parkway. Previously, they were transporting material from the parking garage to Santa Clara for crushing, then hauling it back. When school started, they

switched routes to avoid school crossings. An amendment to the development agreement will come back this fall to address ongoing concerns.

- At the water district meeting, they examined pools countywide—over 9,000 pools with half in St. George. The median pool surface was 571 square feet, with Santa Clara's average slightly less based on three years of permit data. The district is developing maximum individual pool size requirements that must come from landscaping allotments, with possible increases for automatic mechanical covers.
- The mayor emphasized Santa Clara was the first community to implement the turf buy back rebate program approved that evening. The district continues awarding major contracts for the reuse project and approved a water service agreement with the first county development project, Solera Communities. Ongoing repairs at Kolob and Quail Creek Pipeline continue.
- From the Mayor's Association meeting, Fire Coordinator Bridgette Butynski presented fire preparedness, asking cities to create evacuation zones. During recent Pine Valley evacuations, nobody knew exactly who should evacuate. The county is developing a real-time online map where residents can click on their house to see their evacuation zone and status (ready/set/go). There are concerns about ash and sediment from fires affecting Baker and Gunlock reservoirs, with possible federal funding for dredging.
- The mayor reported significant progress on negotiations with the Frei's regarding public parking around the fruit stands. I'm pleased to report that I think we've got agreement. I'll call it agreement that public parking space surrounding the fruit stands would be a good thing. Jim McNulty is preparing a rural communities opportunity grant through the Governor's Office of Economic Development to help create a public parking area where the Stucki home currently stands, install turn lanes, remove angle parking on Santa Clara Drive, and potentially add small commercial pads.

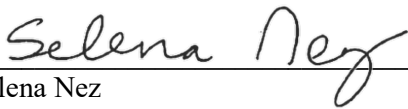
6. Closed Meeting Session

Mayor Rosenberg confirmed there was no need for a closed meeting session.

7. Adjournment

Motion: Councilwoman Hinton moved to adjourn. Councilman Waite seconded the motion. All in favor. Motion passed unanimously.

The City Council meeting was adjourned at 7:27 p.m.



Selena Nez
City Recorder

Approved: August 27, 2025