GRANTSVILLE

CITY COUNCIL

September 17th, 2025

City Council Meeting

Information Packet

Agenda Item # 1

Public Comment

Agenda Item # 2

Summary Action Items

a. Approval of Minutes from 09/03/2025 Work and Regular Meeting

b. Approval of the Bills

MINUTES OF THE WORK MEETING OF THE GRANTSVILLE CITY COUNCIL, HELD ON SEPTEMBER 3RD, 2025 AT THE GRANTSVILLE CITY HALL, 429 EAST MAIN STREET, GRANTSVILLE, UTAH AND ON ZOOM. THE MEETING BEGAN AT 6:30 P.M.

Mayor and Council Members Present:

Mayor Critchlow
Jolene Jenkins
Heidi Hammond
Jeff Williams
Rhett Butler
Jake Thomas

Council Members Not Present:

Appointed Officers and Employees Present:

Braydee Baugh, City Recorder
Tysen Barker, City Attorney
Gina Roberts, Deputy City Recorder
Bill Cobabe, Comm. Development Director
Shelby Moore, Zoning Administrator
Christy Montierth, Public Works Director (via Zoom)

Citizens and Guests Present: There were many members of the public present in person and via Zoom

AGENDA:

1. **Introduction of Bill Cobabe as the Community Development Director**

   Bill Cobabe introduced himself and shared his story and background that led him to where he is today. Mr Cobabe expressed his goals and vision for his department and how excited and humbled he is to be in Grantsville, as well as qualifications for the role of Community and Economic Development. There was discussion about the challenges currently facing Grantsville and how to mitigate the issues that we face.

2. **Adjourn**

   Motion: Councilmember Butler made the motion to adjourn

   Second: Councilmember Hammond seconded the motion.

   Vote: The vote was as follows: Councilmember Hammond, "Aye", Councilmember Butler, "Aye", Councilmember Williams "Aye", Councilmember Thomas "Aye", and Councilmember Jenkins, "Aye". The motion carried.

Meeting ended at: 6:57 pm

MINUTES OF THE REGULAR MEETING OF THE GRANTSVILLE CITY COUNCIL, HELD ON SEPTEMBER 3RD, 2025 UTAH AND ON ZOOM. THE MEETING BEGAN AT 7:00 PM

Mayor and Council Members Present:

Mayor Critchlow
Jolene Jenkins
Heidi Hammond
Jeff Williams
Rhett Butler
Jake Thomas

Council Members Not Present:

Appointed Officers and Employees Present:

Braydee Baugh, City Recorder
Michael Resare, City Manager
Tysen Barker, City Attorney
Shelby Moore, Zoning Administrator
Gina Roberts, Deputy City Recorder
Robert Sager, Police Chief
Jason Remick, Fire Chief
Christy Montierth, PW Director (via Zoom)
Bill Cobabe, Comm Development Director

Citizens and Guests Present: Travis Taylor, Thomas Peck, Deaun Woolsey, Blake Woolsey, Terry Moss, Gary Cunningham, Lynn Hollinger, Barry Bunderson

There were many members of the public present in person and via Zoom

Mayor Critchlow asked John Lux to lead the Pledge of Allegiance.

AGENDA

1. **Public Comment**

   Blake Woolsey stood for public comment. Mr Woolsey raised questions regarding the secondary water service transferring from Grantsville Irrigation to Grantsville City. Mayor Critchlow set up a meeting September 4, at 7:00 pm at the corner of Mustang Ridge Road with Mr Woolsey and neighbors to discuss.

2. **Summary Action Items**
   a. **Approval of Minutes from the August 6th, 2025 Work Meeting and August 20th, 2025 Regular Meeting**
   b. **Approval of Bills**

Motion: Councilmember Hammond made the motion to approve the minutes

Second: Councilmember Butler seconded the motion.

Vote: The vote was as follows: Councilmember Hammond, "Aye", Councilmember Butler, "Aye", Councilmember Williams "Aye", Councilmember Thomas "Aye", and Councilmember Jenkins, "Aye". The motion carried.

Motion: Councilmember Butler made the motion to approve the bills.

Second: Councilmember Williams seconded the motion.

Vote: The vote was as follows: Councilmember Hammond, "Aye", Councilmember Butler, "Aye", Councilmember Williams "Aye", Councilmember Thomas "Aye", and Councilmember Jenkins, "Aye". The motion carried.

3. **Consideration of Resolution 2025-67 appointing Steve Clark as Second Assistant Chief**

Steve Clark was present to introduce himself and gave a brief history of his service with the department and why he serves.

Motion: Councilmember Jenkins made the motion to approve Resolution 2025-67 appointing Steve Clark as Second Assistant Chief

Second: Councilmember Hammond seconded the motion.

Vote: The vote was as follows: Councilmember Hammond, "Aye", Councilmember Butler, "Aye", Councilmember Williams "Aye", Councilmember Thomas "Aye", and Councilmember Jenkins, "Aye". The motion carried.

4. **Consideration of Resolution 2025-70 appointing Chris Horrocks as an Alternate Planning Commission Member**

   Clarification was given on the role and expectation of the Planning Commission Alternate

   Motion: Councilmember Hammond made the motion to approve Resolution 2025-70 appointing Chris Horrocks as an Alternate Planning Commission Member

   Second: Councilmember Butler seconded the motion.

   Vote: The vote was as follows: Councilmember Hammond, "Aye", Councilmember Butler, "Aye", Councilmember Williams "Aye", Councilmember Thomas "Aye", and Councilmember Jenkins, "Aye". The motion carried.

5. **Consideration of Resolution 2025-68 approving the Technical Planning Assistance Program Funds Cooperative Agreement with UDOT**

   City Manager Michael Resare presented this item. Mr Resare gave an explanation of how this would facilitate the Master Transportation Plan

   Motion: Councilmember Thomas made the motion to approve Resolution 2025-68 approving the Technical Planning Assistance Program Funds Cooperative Agreement with UDOT

   Second: Councilmember Butler seconded the motion.

   Vote: The vote was as follows: Councilmember Hammond, "Aye", Councilmember Butler, "Aye", Councilmember Williams "Aye", Councilmember Thomas "Aye", and Councilmember Jenkins, "Aye". The motion carried.

6. **Consideration of Resolution 2025-66 approving a Contract with Jones and DeMille for a Master Transportation Plan**

Councilmember Hammond asked for some clarification on the proposed scope of work and associated schedule and fees. Shelby Moore and Bill Cobabe were able to explain and decipher the language and what it actually means. Councilmember Jenkins asked about the Master Transportation Plan that Horrocks was working on and what the status was. Ms Moore explained that is was paid for with a grant and the money ran out. She also explained that UDOT wanted to be involved and this would open the door to involve them. There was discussion about the benefits and accuracy that Jones & DeMille offer. The Horrocks study will be incorporated and built upon by this new study. Clarification was requested on what the reasonable, timely manner means for the schedule of completion. Mr Cobabe indicated that a request for a time frame could be part of the approval.

Motion: Councilmember Butler made the motion to approve Resolution 2025-66 approving a Contract with Jones and DeMille for a Master Transportation Plan with the addition that the defined scope of work will be complete within 6 months of the contract

Second: Councilmember Jenkins seconded the motion.

Vote: The vote was as follows: Councilmember Hammond, "Aye", Councilmember Butler, "Aye", Councilmember Williams "Aye", Councilmember Thomas "Aye", and Councilmember Jenkins, "Aye". The motion carried.

7. **Consideration of Resolution 2025-64 approving the Kenneth Fawson Minor Subdivision Plat Amendment**

Shelby Moore and Barry Bunderson stood to present this item. This property was previously subdivided into two lots and they would like to add a third lot. Planning Commission has recommended approval

Motion: Councilmember Hammond made the motion to approve Resolution 2025-64 approving the Kenneth Fawson Minor Subdivision Plat Amendment

Second: Councilmember Butler seconded the motion.

Vote: The vote was as follows: Councilmember Hammond, "Aye", Councilmember Butler, "Aye", Councilmember Williams "Aye", Councilmember Thomas "Aye", and Councilmember Jenkins, "Aye". The motion carried.

8. **Consideration of Ordinance 2025-32 amending Chapter 15 of the Grantsville City Land Use and Management Code regarding Residential and Multiple Residential Districts**

Shelby Moore stood to present this item. Ms Moore explained the changes and what prompted these changes. These adjustments would allow for a smaller front and larger back yard. Councilmember Butler expressed concerns with the changes in the R-1-21 zoning and questioned the need on the larger ½ acre lot vs the smaller lots.

Motion: Councilmember Butler made the motion to approve Ordinance 2025-32 amending Chapter 15 of the Grantsville City Land Use and Management Code regarding Residential and Multiple Residential Districts with the one change that the minimal yard setback be kept at 30 feet and not changed to 25 feet.

Second: Councilmember Hammond seconded the motion.

Vote: The vote was as follows: Councilmember Hammond, "Aye", Councilmember Butler, "Aye", Councilmember Williams "Aye", Councilmember Thomas "Aye", and Councilmember Jenkins, "Aye". The motion carried.

9. **Consideration of Ordinance 2025-34 amending Chapter 20 of the Grantsville City Land Use and Management Code to Allow Electronic Messaging Boards as a Conditional Use in the CN Zone**

Shelby Moore stood to present this item. Ms Moore explained that the CN Zone is the only commercial zone that does not currently allow any electronic messaging boards. Councilmember Jenkins pointed out that this zone's purpose is not to impose on the neighborhoods that are in this zoning. Ms Moore clarified that electronic signs are currently conditional or permitted in some residential zones already and allowing them in the CN Zone would be conditional. Ms Moore also asked Bill Leavitt to provide some clarification and guidelines on electronic signs. Councilmember Jenkins expressed concern about where the current CN Zones are and would there be a benefit to anyone other than a specific business in this zone. Councilmember Butler opened the discussion of what the specific concerns are and what types of signs are currently permitted or conditional in the CN zone. Ms Moore pointed out with a conditional permit approval the city then had the ability to place limits on what could be approved. There was discussion about current electronic signs in the city.

Motion: Councilmember Butler made the motion to approve Ordinance 2025-34 amending Chapter 20 of the Grantsville City Land Use and Management Code to Allow Electronic Messaging Boards as a Conditional Use in the CN Zone

Second: Councilmember Williams seconded the motion.

Vote: The vote was as follows: Councilmember Hammond, "Aye", Councilmember Butler, "Aye", Councilmember Williams "Aye", Councilmember Thomas "Nay", and Councilmember Jenkins, "Nay". The motion carried.

10. **Consideration of Ordinance 2025-33 amending the Presidents Park PUD to Modify the Townhome Portion of the Project**

Travis Taylor stood to present this item. Councilmember Hammond asked for a reason and the benefit to the current Presidents Park residents and City to approve a higher density than what was originally approved. Mr Taylor explained that there were upgrades in the amenities that would be offered to the residents and the increased density allows for more affordable housing.

Motion: Councilmember Butler made the motion to approve Ordinance 2025-33 amending the Presidents Park PUD to Modify the Townhome Portion of the Project

Second: Councilmember Williams seconded the motion.

Vote: The vote was as follows: Councilmember Hammond, "Nay", Councilmember Butler, "Aye", Councilmember Williams "Aye", Councilmember Thomas "Nay", and Councilmember Jenkins, "Aye". The motion carried.

11. Consideration of Resolution 2025-65 approving the First Amendment to the MDA for Presidents Park PUD

Travis Taylor stood to present this item.

Motion: Councilmember Butler made the motion to approve Resolution 2025-65 approving the First Amendment to the MDA for Presidents Park PUD with the inclusion of verbiage that state that 14 of the townhomes meet the state's requirement for affordability and sidewalk connectivity

Second: Councilmember Jenkins seconded the motion.

Vote: The vote was as follows: Councilmember Hammond, "Aye", Councilmember Butler, "Aye", Councilmember Williams "Aye", Councilmember Thomas "Aye", and Councilmember Jenkins, "Aye". The motion carried.

12. Closed Session (Personnel, Imminent Litigation, Real Estate)

Motion: Councilmember Butler made the motion to go into a Closed Session

Second: Councilmember Jenkins seconded the motion.

Vote: The vote was as follows: Councilmember Hammond, "Aye", Councilmember Butler, "Aye", Councilmember Williams "Aye", Councilmember Thomas "Aye", and Councilmember Jenkins, "Aye". The motion carried.

Closed Session began at 9:08 pm
Closed Session ended at 10:25pm

13. **Adjourn**

Motion: Councilmember Hammond made the motion to adjourn

Second: Councilmember Williams seconded the motion.

Vote: The vote was as follows: Councilmember Hammond, "Aye", Councilmember Butler, "Aye", Councilmember Williams "Aye", Councilmember Thomas "Aye", and Councilmember Jenkins, "Aye". The motion carried.

Meeting ended at: 10:26 pm

Agenda Item # 3

Consideration of Resolution 2025-72 Approving the Deviation for the Driveway Width at 671 E Clover Gate Lane, in the R-1-21 zone

GRANTSVILLE CITY
RESOLUTION NO. 2025-72

A RESOLUTIONAPPROVING A DRIVEWAY WIDTH DEVIATION AT 671 E CLOVER GATE LANE

Be it resolved by the City Council of Grantsville City, Utah as follows:

WHEREAS, Grantsville City Land Use and Management Code §6.14.5(b) provides that, unless an exception is granted by the City Council, driveway approaches in front and corner yards shall not be greater than 30 feet in width; and

WHEREAS, the property located at 671 E Clover Gate Lane lies within the R-1-21 Zone; and

WHEREAS, the applicant was previously approved for a secondary access permit; and

WHEREAS, the applicant has requested to combine the secondary access with the existing driveway approach, resulting in a proposed driveway width of 38' 5"; and

WHEREAS, the City Council finds that approving this deviation will allow for improved access and functionality while maintaining compatibility with the neighborhood; and

WHEREAS, the site plan attached hereto as Exhibit A depicts the location and configuration of the proposed driveway.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF GRANTSVILLE CITY, STATE OF UTAH, AS FOLLOWS:

Section 1. Approval: The City Council hereby approves a deviation from Grantsville City Land Use and Management Code §6.14.5(b) for the property located at 671 E Clover Gate Lane to allow a driveway width of 38' 5", as shown in the site plan attached hereto as Exhibit A.

Section 2. Effective Date: This resolution shall take effect immediately upon its passage and approval as provided by law.

Section 3. Severability clause. If any part or provision of this Resolution is held invalid or unenforceable, such invalidity or unenforceability shall not affect any other portion of this Resolution and all provisions, clauses and words of this Resolution shall be severable.

ADOPTED AND PASSED BY THE CITY COUNCIL OF GRANTSVILLE CITY, THIS 17th DAY OF SEPTEMBER, 2025.

BY THE ORDER OF THE GRANTSVILLE CITY COUNCIL:

_____
By Mayor Neil Critchlow

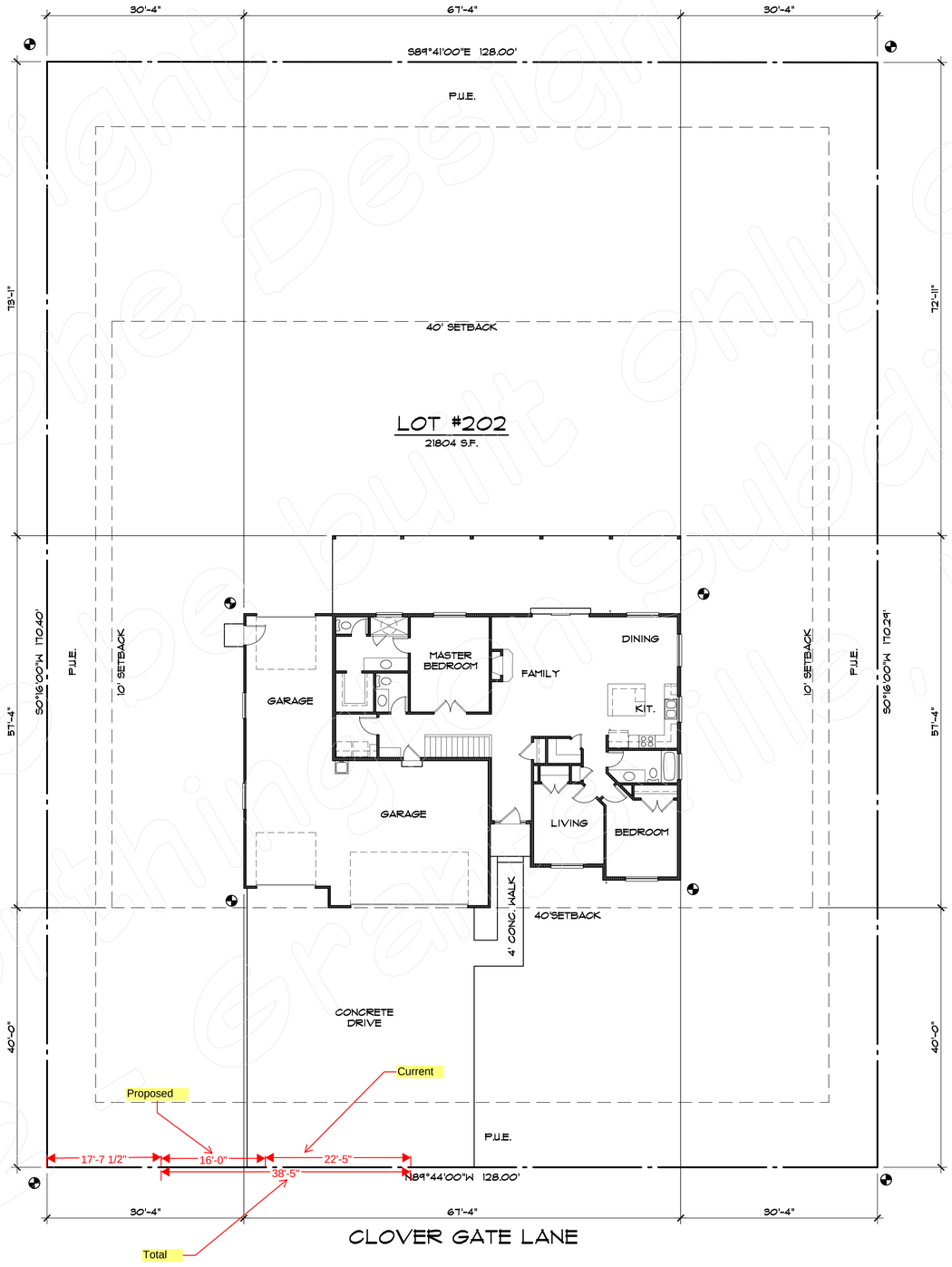
ATTEST

_____
Braydee Baugh, City Recorder

EXHIBIT “A”

Site plan

Approved
Grantsville City
09/12/2023 8:37:57 AM



SITE PLAN
SCALE: 1"=10'

THIS SITE PLAN IS BASED ON INFORMATION PROVIDED BY OTHERS. ALTHOUGH EVERY EFFORT IS MADE TO ENSURE ACCURACY, HEARTHSTONE DESIGN ASSUMES NO LIABILITY FOR THE PLACEMENT OF THE HOUSE ON THE LOT. IT IS THE RESPONSIBILITY OF THE OWNER/BUILDER TO VERIFY ALL ACTUAL SITE CONDITIONS AS WELL AS COMPLIANCE WITH ALL LOCAL ORDINANCES, EASEMENTS, SETBACKS ETC.

SURFACE WATER SHALL DRAIN AWAY FROM THE HOUSE AT ALL POINTS. DRAINAGE WATER SHALL DRAIN TO THE STREET OR TO AN APPROVED DRAINAGE COURSE BUT NOT ONTO NEIGHBORING PROPERTIES. THE GRADE AWAY FROM FOUNDATION WALLS SHALL FALL A MINIMUM OF 6 INCHES WITHIN THE FIRST 10 FEET (5%).

ELEVATIONS (ASSUMED)
TOP OF FTG (8' FND) = 91'-0"
TOP OF FTG (9' FND) = 90'-0"
GARAGE = 98'-6"
TOP OF FND. = 99'-0"
MAIN FLOOR = 100'-0"

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Hearthstone Home Design
ELECTRONIC MODIFICATION IS NOT PERMITTED

CITY SET

THESE PLANS ARE THE PROPERTY OF HEARTHSTONE DESIGN, INC. AND ARE NOT TO BE COPIED OR REPRODUCED WITHOUT WRITTEN PERMISSION OF HEARTHSTONE DESIGN, INC.
THIS SET OF PLANS IS SPECIFIC TO THE LOT INDICATED. ANY OTHER USE IS PROHIBITED.

THIS PLAN IS SPECIFIC TO THE LOT INDICATED IN THE TITLEBLOCK. ANY OTHER USE IS PROHIBITED.

GRANTSVILLE, UTAH

Copyright Hearthstone Design
This plan to be built only on Cadence Worthington Subdivision Lot #2 in Grantsville, UT

Hearthstone Home Design
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Toll Free: 1-866-298-2505
www.hearthstonedesign.com

HOLLY JONES HOMES
CADENCE WORTHINGTON SUBDIVISION
LOT #2 - GRANTSVILLE, UT
DATE: 28 AUGUST 2023

PLAN R-1700c-106

SHEET
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Agenda Item # 4

Consideration of Resolution 2025-71 Awarding The Contract For Scenic Slopes Park Phase 1 To Strong Excavation

GRANTSVILLE CITY
RESOLUTION NO. 2025-71

A RESOLUTION AWARDING THE CONTRACT FOR SCENIC SLOPES PARK PHASE 1 TO STRONG EXCAVATION

Be it resolved by the City Council of Grantsville City, Utah as follows:

WHEREAS, Grantsville City received bids for the Scenic Slopes Park Phase 1 project; and

WHEREAS, City staff reviewed the bids and qualifications submitted and recommended awarding the contract to Strong Excavation; and

WHEREAS, Strong Excavation submitted a base bid in the amount of $2,346,673.72, and City staff determined that the company has the qualifications and experience necessary to complete the project; and

WHEREAS, the scope of work for Phase 1 includes site grading and preparation, installation of the storm drainage system, and landscaping and related improvements surrounding the all-wheels park; and

WHEREAS, the City Council has reviewed the staff memorandum and bid form attached hereto as Exhibit A and finds it in the best interest of the City to award the contract as recommended.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF GRANTSVILLE CITY, STATE OF UTAH, AS FOLLOWS:

Section 1.Awarding of Contract: The contract for Scenic Slopes Park Phase 1 is hereby awarded to Strong Excavation in the amount of $2,346,673.72, pursuant to the terms outlined in the staff memorandum and bid form attached hereto as Exhibit A.

Section 2. Effective Date: This resolution shall take effect immediately upon its passage and approval as provided by law.

Section 3. Severability clause. If any part or provision of this Resolution is held invalid or unenforceable, such invalidity or unenforceability shall not affect any other portion of this Resolution and all provisions, clauses and words of this Resolution shall be severable.

ADOPTED AND PASSED BY THE CITY COUNCIL OF GRANTSVILLE CITY, THIS (xx) DAY OF (xx), 2025.

BY THE ORDER OF THE GRANTSVILLE CITY COUNCIL:

_____

By Mayor Neil Critchlow

ATTEST

_____

Braydee Baugh, City Recorder

EXHIBIT “A”

Staff memorandum and bid form

Memo

To: City Council

From: Sherrie Broadbent, Christy Montierth

Date: September 9th, 2025

Re: Scenic Slopes Park Phase 1

Council Members,

After review of the submitted bids and qualifications for the Scenic Slopes Park Phase 1 project, staff recommends awarding the contract to **Strong Excavation** for the base bid of $2,346,673.72.

Scope of Work: Strong Excavation will be responsible for key elements of Phase 1, including:

- Site grading and preparation.
- Installation of the storm drainage system.
- Landscaping and related improvements surrounding the all-wheels park.

Recommendation: Based on Strong Excavation's bid, qualifications, and relevant project experience, staff believes they are qualified and a responsible bidder for this phase of the project. They completed all necessary documents and received a strong recommendation from a recent project.

Company	Base Bid	Additional Overhead	Restroom	Baseball Fencing, etc.	One Year Landscape	Total Alternates	Base + Alternates
[redacted]	[redacted]	[redacted]	[redacted]	[redacted]	[redacted]	[redacted]	[redacted]
[redacted]	[redacted]					[redacted]	[redacted]
[redacted]	[redacted]	[redacted]	[redacted]	[redacted]	[redacted]	[redacted]	[redacted]
[redacted]	[redacted]					[redacted]	[redacted]
[redacted]	[redacted]					[redacted]	[redacted]
[redacted]	[redacted]	[redacted]	[redacted]	[redacted]	[redacted]	[redacted]	[redacted]
Strong	$2,346,673.72	$34,921.44	$158,213.14	$274,752.15	$25,500.00	$493,386.73	$2,840,060.45

Bidder Name: Strong Excavation & Construction

GRANTSVILLE CITY
SCENIC SLOPES PARK | PHASE 1

Item:	Price:
BASE BID	
MOBILIZATION	$26,086.12
DEMOLITION, CLEARING, GRUBBING, AND REMOVAL	$146,091.77
CONSTRUCTION STAKING AND LAYOUT, TRAFFIC CONTROL	$12,496.04
EXCAVATION, GRADING, DRAINAGE, INCLUDING STORMDRAIN SYSTEM	$687,104.01
EROSION CONTROL AND SWPPP	$9,089.83
ELECTRICAL, POWER, LIGHTING, INCLUDING CONDUIT AND STUBS FOR FUTURE PHASES	$203,032.47
CONCRETE SITE WORK AND PAVING, INCLUDING SIDEWALK, HARDSCAPE, CURB AND GUTTER	$437,014.35
BASE COURSE PARKING LOTS AND DRIVES	$145,109.09
IRRIGATION POINT OF CONNECTION, FROM DOWNSTREAM OF METER THROUGH BACKFLOW TO MAINLINE ISOLATION VALVES	$20,500
IRRIGATION DOWNSTREAM OF POINT OF CONNECTION, ALL EQUIPMENT AND CONTROLLER	$196,000
ARTIFICIAL TURF AREAS SUROUNDING THE BIKE PARK ELEMENTS	$143,127.60
LANDSCAPING, TREES, SHRUBS, TURFGRASS, ROCK MULCH, ETC.	$321,022
Base Bid	**$ 2,346,673.72**

BID ALTERNATES		
ADDITIONAL OVERHEAD, IE. MOBILIZATION, PERMITTING, ETC. FOR THE ITEMS BELOW	$	34,921.44
CXT RESTROOM STRUCTURE*	$	158,213.14
BASEBALL FENCING, BACKSTOP, DUGOUTS, CONCRETE RETAINING WALLS AROUND DUGOUTS, INFIELD MIX (NOT TURFGRASS FIELD)	$	274,752.15
ONE YEAR LANDSCAPE AND IRRIGATION MAINTENANCE PERIOD FROM DATE OF FINAL ACCEPTANCE	$	25,500.00
Bid Alternates	**$**	**493,386.73**
Total Base Bid and Bid Alternates	**$**	**2,840,060.45**

* SUPPORTING UTILITIES SHALL BE LISTED WITHIN THEIR RESPECTIVE CATEGORIES AS PART OF BASE BID

**BIDDERS SHALL SUBMIT THIS EXCEL FILE AS A SEPARATE DOCUMENT AND SHALL UTILIZE THE FOLLOWING NAME:
*Scenic Slopes Park Phase 1 Bid Form_* ***Strong Excavation & Construction***

Agenda Item # 5

Council Reports

Agenda Item # 6

Adjourn