

**CITY OF NORTH SALT LAKE
CITY COUNCIL MEETING-WORK SESSION
CITY HALL-10 EAST CENTER STREET, NORTH SALT LAKE
SEPTEMBER 16, 2025**

FINAL

Mayor Horrocks welcomed those present at 6:05 p.m.

PRESENT: Mayor Brian Horrocks
Councilmember Lisa Watts Baskin
Councilmember Tammy Clayton
Councilmember Suzette Jackson
Councilmember Ted Knowlton via Zoom
Councilmember Alisa Van Langeveld

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

OTHERS PRESENT: Dee Lalliss, Ryan Holbrook, Conrad Jacobson, Lisa Thompson, Heidi Smoot, Carolyn Jacobson, Lisa Midgley, Amy Morrow, Barry Bryson, residents; Soren Simonsen, Jordan River Commission & Watershed Council; Sharon Dohlman, Dorothy Owen, West Point Community Council; Patty Jensen, Northpoint; Dave Harris, Terracon.

**1. DISCUSSION ON THE ACTION ITEM RELATED TO PARK STRIP IMPROVEMENT
REQUIREMENTS AND RELATED ISSUES**

Sherrie Pace reported that the Water Efficient Landscaping Standards were adopted in 2022 which regulated new commercial and residential construction and any modifications of 5,000 square feet or greater.

Councilmember Van Langeveld arrived at 6:07 p.m.

Sherrie Pace reviewed the following regulations related to the Water Efficient Landscaping Standards:

Plant Selection:

- Based on soil conditions-group similar water needs plants together

- Greater than 25% cannot be sod
- Park strips and areas less than 8' wide cannot be sod
- Minimum plant bed size based on plant type 1-3'
- Recommended Weber Basin Plant List

Tree Selection:

- Canopy trees for shading and screening tall objects
- Low growing trees under overhead utility lines
- Trees that can have lower branches trimmed
- Columnar trees near buildings
- Street trees selected from Community Forestry Code (Sept. 2019)
- Tree type by
 - Area (east, west, town center)
 - Park strip width 3-5, 5-8, 8'+
- New trees irrigated by drip irrigation rings

Mulch:

- Angular or crushed rock
- Pea gravel prohibited in park strips
- Rock mulch compaction on +8% slope (bark & lava rock prohibited)
- Final grade below sidewalk

Turf Design:

- Drought tolerant
- Prohibited in areas less than 8' wide
- Prohibited in park strips or parking lot islands
- Prohibited on slopes 25%+
- 1 tree per 1,000 sq. ft. turf
- Limited to 25% of residential lot (6,500 sq. ft. max)
- Limited to 5% of commercial lot (5,000 sq. ft. max)

Park Strip Design:

- Plant height 22" in clear view areas, 36" otherwise
- 33% vegetation at maturity (3 years)
 - Small tree (50 sq. ft.)
 - Medium tree (75 sq. ft.)
 - Large tree (100 sq. ft.)

- No thorns, spines, sharp, etc.
- No gravel within 36" of tree unless irrigated
- Boulders setback from curb 24"
- Paving allowed only for 4' carriageways
- Retaining walls or planters only allowed as per development agreement or adopted standards and specifications

Ms. Pace presented City owned or maintained properties and adjacent park strips that may be eligible for the Weber Basin Flip the Strip program:

- City Hall
- Foxboro/Cutler Roundabout
- Foxboro/Fox Hollow Roundabout
- Center Street/Valley View
- Lacey Way
- Orchard Dr/Sycamore Lane
- Parkway Drive
- Tunnel Springs

Sherrie Pace provided examples of waterwise landscaping (with rocks, trees, shrubs, etc.) to meet the standard of 30% vegetation at City Hall, the Cutler roundabout, Center Street/Valley View, the Lacey Way park strip, Orchard Drive/Sycamore, Parkway Drive, and Tunnel Springs. She asked for feedback on the selection and prioritization of proposed projects, budget, and timeline.

Councilmember Jackson spoke on the water situation and that it would continue to become a larger concern. She mentioned potential issues with replacing sod including how it may affect recharging the aquifer and well levels, unmaintained areas, potentially losing the contract or increased pricing with South Davis Water, and appearance.

Karyn Baxter said that the City did not have secondary water for many of the proposed locations and that when using sprinklers, up to 70% of the water could evaporate on a hot and windy day. She explained that 15-20% of the water would then be used by the plant with potentially 10% returning to the aquifer. She continued that if the City was part of a water conservancy district with secondary water that the water would come from outside the basin and that 10% would be an addition. She noted that 90% of every gallon used on sod was lost and did not reach the aquifer unlike a recharge situation. Ms. Baxter then spoke on the lining placed beneath rock, the benefits of a drip system, and maximizing water use. She said the science for sod in park strips

was well defined and that it was difficult to keep sod in this area alive due to (heat, watering, location).

Councilmember Jackson expressed her concern with the size of the Tunnel Springs and the roundabout areas. Sherrie Pace replied that staff had provided the Council with available opportunities to help make an informed decision.

Councilmember Van Langeveld commented on the recommendation for rock rather than mulch for sod replacement. She requested an understanding of the cost savings for doing these projects. Sherrie Pace responded that bark generally washed off into the storm drain and was not allowed in the park strip area in the hillside areas. She said there would be a considerable initial cost and that staff could obtain bids or estimated costs, maintenance post installation, and water and maintenance savings.

Councilmember Jackson spoke on landscaping with rocks, shrubs, mulch and the need for Public Works to then weed and maintain these areas versus mowing.

Sherrie Pace asked the Council which of the proposed sites staff should prepare a cost analysis for. The Council suggested City Hall as a test.

Ken Leetham felt that staff could provide a ballpark estimate for all of the proposed sites. He did not think this would be a cost savings exercise and that each area had different existing and proposed maintenance.

Mayor Horrocks mentioned the State Capitol with grass and tourism. He felt that City Hall should retain grass except for the park strip areas. Councilmember Van Langeveld said City Hall was a top priority as a showcase and the next priority would be locations where sod could be removed.

Councilmember Knowlton arrived at 6:38 p.m.

2. DISCUSSION ON THE ACTION ITEM RELATED TO TELECOMMUNICATIONS LIMITATIONS IN ORDER TO REGULATE AESTHETICS

This item was deferred for discussion to the Closed Session held later in the evening on September 16, 2025 at 9:57 p.m.

3. REPORT ON LIBERTY FEST 2025

David Frandsen reported on the timeline leading up to the events and the hourly schedule for July 3rd. He highlighted the plan including teams with captains, pre-event preparation, set up, etc. He reviewed the Fun Fair setup, signage, race routes, breakfast, vendors, volunteers, and staff. He spoke on the benefits of briefing prior to the event and de-briefing after. He then reviewed the Eaglewood Auto Fest including pre-event setup with temporary fencing, generators, light towers, security fencing, no bounce houses, and road closures.

Mr. Frandsen mentioned that the staff de-briefing reviewed garbage can layout and use, signage, traffic. He reviewed Liberty Fest including fencing, layout, Big West Oil area, pedestrian walkway, use of plow trucks as barricades, and entertainment. He thanked those involved including Public Works, the police department, volunteers (Julie, Kristen, Dallas Golden, Allen Simonson (Auto Fest), Dan Checketts (Liberty Fest), and staff (Linda, Sherrie, Heidi).

Councilmember Clayton spoke on attending Liberty Fest in the past and volunteering. She thanked staff for this event and noted all the work that went into making it successful.

Chief Black commended Public Works for making this event exceptional. He spoke on the issues in 2024 and the strategies implemented this year including the walkway and private security use. He provided a routine public safety report including one incident that generated a police report, no significant medical issues, minor juvenile problems (snap firecrackers, throwing items), disorderly conduct with court citation referral, several fights including one arrest, a lewdness/harassment event, lost children, and lost property. He noted extra assistance from the Salt Lake Metro Gang Unit, CERT, and police officers from Layton and Clearfield.

Councilmember Jackson thanked those involved and spoke on how the City was known for this event. She noted that there was a visible presence of event volunteers and officers. She suggested shutting the food trucks down fifteen minutes prior to the firework show and dispersing individuals in that area could help in the future.

Councilmember Van Langeveld spoke on hosting the events over multiple days and locations to allow a variety of residents to participate. She asked if the safety concerns from last year had been addressed. Chief Black replied that the concerns had been addressed but would never be completely mitigated. He said based on pre-planning, addressing the issues from 2024, and good fortune allowed a better level of success for this event.

Councilmember Van Langeveld mentioned an estimate of 20,000 attendees at Liberty Fest. She spoke on City events and the reputation of Liberty Fest while noting that many of the attendees may not be residents. She requested an itemized budget (including donations) for Liberty Fest.

David Frandsen said while it was hard to gauge attendance that staff estimated 20,000 to 30,000 attendees.

Councilmember Van Langeveld also mentioned the stage rental for Liberty Fest and suggested that the City invest in a portable stage that could be utilized at events.

Mayor Horrocks thanked staff for their efforts and in implementing methods for the City to continue to host this event.

4. ADJOURN

Mayor Horrocks adjourned the meeting at 7:04 p.m. to begin the regular session.

**CITY OF NORTH SALT LAKE
CITY COUNCIL MEETING-REGULAR SESSION
CITY HALL-10 EAST CENTER STREET, NORTH SALT LAKE
SEPTEMBER 16, 2025**

FINAL

Mayor Horrocks welcomed those present at 7:10 p.m. Ted Knowlton provided a thought 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 via Zoom
Councilmember Alisa Van Langeveld

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

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1. CITIZEN COMMENT

Mayor Horrocks read a brief statement noting that the City was happy to receive public comment on the proposed homeless facility but clarified that the City was not the owner or service provider for this enterprise. He said the City would make a record of each person's comments but would not enter into a dialogue nor answer specific questions in this setting. He clarified that there would be a public meeting with Wayne Neiderhauser, the State homeless services coordinator, on September 30th at City Hall to answer questions from the public. He said the City had concerns about public safety impacts and would be formulating future strategies in preparation for this development. He spoke on mitigating the impacts of this facility on neighboring areas.

Mayor Horrocks then entered a letter into the record from several residents on 2200 West. He paraphrased that the letter expressed concern of the impact a shelter for up to 13,000 individuals on 15.8 acre would have on the generational farms in the area. He spoke on the shared issues with the location including mosquitos, wetlands conditions, the Great Salt Lake, as well as lack of transit, infrastructure, and services.

Dee Lalliss, resident, noted that on line 378 of the minutes that pickleball court in "Hatch Park" should be changed to "Legacy Park". He said for lines 446-448 when the Mayor mentioned Seattle without the Space Needle or Paris without the Eifel Tower was a response to Mr. Lalliss' objection to the tower planned for Hatch Park. He continued that those landmarks were not free to visit and suggested something similar for the tower in the City. He spoke on the aquifer and that it would be better to plant small shrubs which would be a better use than trees and sod.

Amy Morrow, resident, spoke on doing the right thing and commented that she would be in attendance at the September 30th meeting to disapprove of the proposed location. She mentioned reaching out to the Governor about property in Fairview rather than the proposed location for the homeless shelter. She shared that this was not the right location and she would be speaking out for the safety of the farmers, children, and her neighbors.

Patty Jensen, resident, shared that she lived in the Northpoint area and was in favor of the letter read by Mayor Horrocks. She spoke on sharing issues about the project during a similar meeting and that no solutions were proposed.

Ryan Holbrook, resident, praised the City for two recent events including the Wetlands Park ribbon cutting and the Get to the River event. He recommended the use of Corten steel at the boardwalk. He said the proposed location for the homeless shelter was a poor choice.

Heidi Smoot, resident, mentioned providing funding to the Bountiful Davis Arts Center (BDAC). She spoke on the benefits of the BDAC to the City including the gingerbread festival, Summerfest, and art venue. She noted that the BDAC hoped to host a statewide final for art and asked for funding to continue these types of services. She explained that the increased donation request was due to decreased federal funding.

Conrad Jacobson, resident, said that while there was a need for a homeless shelter that this was not the right location. He spoke on the John Volken Academy replacing the Lifeline facility in the community and how this program provided a 27 month program for individuals in need of rehabilitation. He said this was a good use of the facility and a successful training center as opposed to a homeless shelter which appeared to be set up more like a prison.

Dorothy Owen, West Point Community Council, shared that she had experience as the senior budget analyst in the Governor's budget office including responsibility with the department of corrections and juvenile justice. She also spoke on volunteer work related to the construction of an ice skating rink near Pioneer Park. She said numbers can be manipulated and numbers could be powerful which was important to remember in relation to the proposed shelter.

2. COUNCIL REPORTS

Councilmember Clayton provided an update on the Youth City Council (YCC) with two upcoming events including an activity at Hogan Park and a trail cleanup in coordination with the Trails Committee. She shared that the YCC helped to provide meals on a monthly basis to those in need.

Councilmember Van Langeveld reported that she attended the Rose Park Community Council meeting related to the proposed homeless campus. She shared several ideas for the City to implement including a representative involved in the operational board as well as with planning. She mentioned the ribbon cutting event at the Wetlands and the positive feedback from Foxboro Elementary fifth grade classes who also attended the event. She spoke on meeting with Wasatch Peak School who had volunteered at the dog park.

Councilmember Van Langeveld continued her report with the City's photo contest and participation with Mueller Park Junior High. She said Monday would be the Unity in the Community Latino Heritage event. She said this event would include different dance groups, a dance instructor, and Mueller Park students would provide a craft for this event. She asked if there were natural deterrents for mosquitoes such as dragonflies, granules, or something similar at the parks and schools.

Mayor Horrocks said one of the challenges was the loss of seasonal workers and heavy rains which made it difficult this year. He explained that the City could request treatment in specific areas.

Councilmember Baskin reported on the Audit Committee meeting and the recommendation for a cash handling policy to be adopted by the City. She disclosed that her law firm represents individuals in the rural area that would be impacted by the shelter proposal. She said the City did not have jurisdiction to take official action to oppose the State's and Salt Lake City's shelter proposal so her law firm sees no direct conflict of interest and represents those individuals.

Councilmember Baskin then spoke on an incident at a golf course in Salt Lake City in which a golf cart ran into geofencing which caused a golf cart to flip and injured those inside. She said

this accident resulted in a lawsuit against Salt Lake City. She recommended that action be taken by the City's golf course to help prevent and mitigate any similar issues.

Councilmember Jackson spoke on the mosquito issue and natural remedies such as dragonflies, plants that may help to deter mosquitoes, or traps which could be utilized in backyards.

Councilmember Van Langeveld asked for an action item with staff to research remedies to the mosquito issue including bait boxes or other solutions.

Councilmember Jackson mentioned attending the South Davis Recreation Board, the Senior Lunch Bunch, the Arts Committee, and the Audit Committee meetings in the last week. She expressed appreciation for those anxiously engaged in creating a community. She concluded that she had reached out to Why I Love America Organization who had offered to host a 250-year event. Councilmember Van Langeveld requested that a resident volunteer chair this event.

Councilmember Baskin reiterated the importance of content neutral or random rotation of City events.

Councilmember Clayton mentioned the breakdown of the costs for events which had been shared with the Council.

3. CITY ATTORNEY'S REPORT

Todd Godfrey shared a recent decision from the Utah Supreme Court relating to the application of governmental immunity particularly in the police officer category. He said the ruling by the court narrowed what governmental immunity may cover in a significant way. He explained that it was concerning and a little alarming which had resulted in discussions about clarifying the governmental immunity statute in a way that would extend the coverage of the immunity act such that immunity provisions would consistently cover police and paramedics in specific public safety circumstances. He spoke on watching for updates from the League of Cities and Towns.

Councilmember Baskin said the firm she worked for filed an amicus brief on behalf of multiple entities. She mentioned the Petito case in which governmental immunity was being appealed for law enforcement. She clarified that the amicus brief was to protect and preserve governmental immunity.

4. MAYOR'S REPORT

Mayor Horrocks spoke on attending the Get to the River event and shared that it was a great event. He reported that there had been two West Nile deaths in Davis County. He stated that Wyoming and Colorado were experiencing their worst year on record with West Nile. He spoke on the need for an upcoming agenda item to announce the tax increase per the Mosquito Abatement Board.

5. CITY MANAGER'S REPORT

Ken Leetham reported that UDOT would conduct a public information meeting on September 24th at Foxboro Elementary. He said this meeting was related to the EIS project to review the widening of Legacy Highway with an additional lane in each direction. He mentioned that City staff would attend this meeting. He announced that the City had requested the State of Utah host a public information meeting on September 30th related to the proposed homeless campus.

Councilmember Van Langeveld spoke on the Rose Park Community Council meeting and the unevenly allocated time. She suggested that more time should be given to allow for public questions and comments. Ken Leetham replied that he would provide this information to the State.

6. CONSIDERATION OF RESOLUTION 2025-43R: A RESOLUTION APPROVING THE 2025 LOGO DESIGN PLAN

Linda Horrocks presented the revised City Logo Design Plan which was previously reviewed in March 2025. She said the updated plan provided in the packet included several refinements which she would review. She shared examples of the following:

- Primary logo (stacked and wide)
- Secondary logos
- Wordmark options
- Department logo variations
 - Public Works
 - Parks
 - Storm & Streets
 - Water
 - Fleet
 - Inspectors
 - Recreation

- Committees and subgroups
 - Arts (NSL Reads)
 - Events
 - Trails
 - Health & Wellness
 - Youth City Council
- Event and sub group logos
 - Arbor Day
 - Community Garden
 - Jordan River
 - Unity in the Community
 - Winter Lights Fest
 - Liberty Fest
 - Eaglewood Auto Fest

Ms. Horrocks also reviewed examples of branding color specifications, type specifications, social media templates, printed items (business cards, letterhead, envelopes, newsletter header), pole banners, outdoor banners, street signs, and vehicle signage. She asked for feedback particularly on the vehicle signage.

Councilmember Baskin was in favor of the round logo for the vehicle signage as it felt in conformity with the vehicle. She specified that she did not like the purple and pink complementary colors. Mayor Horrocks was also in favor of the round logo for vehicles.

Linda Horrocks mentioned that she had assigned the pink/reddish color to Recreation. She noted that the colors may appear in contrary shades due to different monitors.

Councilmember Jackson preferred the lettering “NSL” and the department for vehicle signage for easy identification.

Councilmember Knowlton shared his opinion in favor of the circle logo and said many of the brand marks highlighted the mountains which was the most common feature on a city logo across the state. He was in favor of the mountains with the water which created a distinctive mark and featured what made the City interesting.

Councilmember Van Langeveld did not have a preference on the vehicle logo. She mentioned the logos for the committees and suggested changes to the icons for the Health & Wellness Committee, the Arts Committee, and the Community Garden.

Councilmember Clayton also did not have a preference on the vehicle logo.

Councilmember Baskin stated that she was not in favor of the black and white for the color palette. Linda Horrocks replied that she used the white logos over images or something similar.

Ken Leetham commented that generally the black logo was not used often. Linda Horrocks suggested that the gray could be utilized in place of the black.

Ken Leetham commended staff on their efforts. He recommended the City Council adopt the resolution with staff assignments to work on subsequent individual icons for the committees and events.

Councilmember Van Langeveld moved that the City Council approve Resolution 2025-43R: a resolution approving the 2025 City Logo Design Plan. Councilmember Clayton seconded the motion. The motion was approved by Councilmembers Baskin, Clayton, Jackson, Knowlton, and Van Langeveld.

7. CONSIDERATION OF BID AWARD FOR HATCH PARK CONSTRUCTION

Mayor Horrocks commented that this item would be tabled and included as part of the closed session later in this meeting.

8. DISCUSSION OF PROPOSED CENTER STREET PARK STRIP CONDITIONS AND REVIEW OF CONCEPTUAL LANDSCAPING PROPOSAL FOR CENTER STREET BETWEEN 400 WEST AND 750 WEST

Jon Rueckert shared a current photograph of the Center Street Trail between 400 West and 750 West. He said the soil was tested and the analysis returned showing no soil sterilant which meant the area could sustain plant growth. He shared a landscape concept plan for the 2,000 square foot area consisting of trees, shrubs, and irrigation. Mr. Ruckert noted that street lighting every 120 feet would also be installed with an alternating tree pattern and low shrubbery in clear view areas. He presented images from other areas along Center Street with existing trees and street lights which could be continued into the proposed area.

Jon Rueckert asked for City Council feedback on the proposed plan.

Councilmember Clayton was in favor of the proposed plan and said the lights and trees would improve the area.

Councilmember Baskin shared her recommendations for the light pole that was directed down for reduced light pollution.

Councilmember Jackson asked if the downward facing light was more consistent with the Highway 89 lighting per the Master Plan. She also liked the banner option on the pole. Jon Rueckert replied that the downward facing option was the fixture proposed for the Town Center area.

Councilmember Knowlton was in agreement with the downward directed light fixture. Councilmember Van Langeveld was also in favor of the proposed light and a citywide circuit trail.

Ken Leetham said staff would take the feedback from the Council and return with cost estimates and a plan for approval.

Mayor Horrocks questioned the use of RDA funds for this project. Ken Leetham replied affirmatively.

9. CONSIDERATION OF A DESIGN BUILD CONCEPT FOR PROPOSED LANDSCAPING ON EAGLERIDGE DRIVE

David Frandsen reported on the design build option for Eagleridge Drive and explained that this would allow for design overlap and some construction by staff. He asked for Council input on trees to achieve the desired look and to ensure the trees were suitable for the soils and conditions.

Councilmember Baskin asked for clarification on the design build aspect of this project. David Frandsen clarified that the City would hire a contractor and make decisions as the project progressed rather than a strict plan with change orders.

Ken Leetham added that this would eliminate the need for a large set of plans, going out to bid, as this was a long and expensive project. He said this was a relatively simple project which could be accomplished with design build.

Dave Harris, Terracon, stated the original concept was a Tuscan hillside and shared related images. He spoke on adding color with native perennials, low maintenance grasses, and trees on the perimeter including Horn Beam and Flowering Cherry. He reviewed images of the existing conditions, the preferred option without the tower feature, lighting, and signage.

Councilmember Van Langeveld commented that the previous conversation was more natural landscape and not the Tuscany theme. She also spoke on natural landscaping and keeping costs low. She asked if the revised option with the perennials and small vegetation would require additional funds. Dave Harris replied that the perennials should not have a large cost and would come back each year with the drip irrigation. He said the real cost would be the quantity of trees and the light fixtures.

Councilmember Jackson was in favor of the proposed design and beautifying corridors into the City. She spoke on the uniformity of trees and having some smaller and larger trees. She suggested less uniformity in the species of trees with more of a mix so any lost trees would be less noticeable. She also mentioned using less random native plantings and more trees and plants that blossom or change colors throughout the seasons.

Councilmember Baskin suggested varied trees (Birch, Honey Locust, Autumn Blaze Maple) but was not in favor of the Horn Beam.

Mayor Horrocks commented that uniformity in the trees and plantings looked like an effort had been made. Dave Harris said the tree species needed to be planted closer to the road and would not thrive on the slope.

Councilmember Van Langeveld asked about existing trees. Dave Harris confirmed that the majority of the existing trees could be preserved and the plan was to hydroseed the slope with a bio-grass hydroseed.

Councilmember Van Langeveld asked if this plan would meet the standards for waterwise landscaping. Sherrie Pace replied that the drip irrigation would meet the waterwise landscaping requirements and the proposed trees were from the City's tree list.

Dave Harris cautioned against certain types of maples that may not do well. He also spoke on creating a rhythm or some balance to ensure that the area did not appear messy.

Councilmember Baskin suggested the idea of a variety of trees that had a pattern and enough diversity. She also mentioned the Linden tree which would do well in the area.

Ken Leetham clarified that the plan would return for review and suggested the Council could make a motion to solidify approval.

Councilmember Jackson moved that the City Council authorize City staff to proceed with the proposed Eagleridge Drive landscaping improvement project using a design build

method which includes the City Council awarding any future bids for project construction. Councilmember Clayton seconded the motion. The motion was approved by Councilmembers Baskin, Clayton, Jackson, and Van Langeveld. Councilmember Knowlton was excused.

**10. PUBLIC HEARING AND CONSIDERATION OF RESOLUTION 2025-44R: A
RESOLUTION AMENDING THE ADOPTED STANDARDS AND SPECIFICATION
MANUALS FOR PUBLIC INFRASTRUCTURE FOR STREETS, WATER, STORM
DRAIN AND PARKS**

Karyn Baxter reported on amending the City's standards and specifications manuals which must be officially adopted by the City Council. She continued that these manuals covered all the rules and regulations for construction methods and practices within the public right of way or on City owned improvements. She noted that existing manuals for Water, Storm and Parks were adopted in 2020 and Streets was adopted in 2022. She stated that the regulations were based on widely accepted standards, primarily the American Public Works Association (APWA) Utah Chapter and additional information with customized City specific requirements. Ms. Baxter clarified that all land use approvals must meet the adopted standards (new development, improvements to existing areas, redevelopment, etc.).

Karyn Baxter shared the updates to the manuals including product updates for manufacturer's model numbers, contact information and website links, and minor changes and improvements in standards. She also highlighted and reviewed the following changes in detail:

- Inclusion of meter base and timer enclosure (Parks)
 - Standard for service pedestal
 - Used for power connection and housing for sprinkler systems timers
- Adoption of Whirlygig method for manhole collars (Street & Storm)
 - Current standard adopted by South Davis Sewer District
 - Thermoplastic form that replaces concrete grade rings
 - Demonstrated improvement in function and longevity
- Inclusion of additional details for Street Light Standards (Streets)
 - Existing standards located in North Salt Lake Street Light Design Standards
- Adoption of using Adaptor II for water valve installations (Water)
 - Inserts on valve before valve box is installed
 - Eliminates settling and shifting of valve box, prevents dirt from entering
- Water meter numbering for town house meter cans (Water)
 - Plastic or metal numbers installed to the inside of each meter box
 - Four inch (4") tall readily available from local stores or online retailers

- Changing secondary water services from double to single (Water)
 - Leaks occurring due to extra fittings needed (two houses per lateral)
- Addition of service pedestal for PRV (Water)
 - Existing standard, not previously included in manual
 - Used for power service and SCADA connections for PRV vaults
- Addition of HDPE pipe specifications and standard details (Water)
 - Not previously included (APWA does not include standards for HDPE)
 - Standards used are from “Alliance for PE Pipes Standards & Specifications”

Councilmember Knowlton was excused at 8:58 p.m.

Councilmember Jackson asked in regard to the new manhole procedures and that this would be the policy moving forward and retrofitting only those that fail. Karyn Baxter replied that this procedure would be the standard for new work moving forward.

At 9:03 p.m. Mayor Horrocks opened the public hearing.

Dee Lalliss, resident, commented that he reviewed the packet and that the new technology may allow pipes to last more than 50 years. He approved of the proposed changes.

At 9:04 p.m. Mayor Horrocks closed the public hearing.

Councilmember Jackson moved that the City Council approve Resolution No. 2025-44R, amending the adopted Standards and Specifications Manuals for Public Infrastructure for Streets, Water, Storm Water and Parks. Councilmember Baskin seconded the motion. The motion was approved by Councilmembers Baskin, Clayton, Jackson, and Van Langeveld.
Councilmember Knowlton was excused.

Councilmember Van Langeveld was excused at 9:06 p.m.

11. CONSIDERATION OF RESOLUTION 2025-45R: A RESOLUTION ACCEPTING THE DEDICATION OF PUBLIC RIGHT-OF-WAY AT THE INTERSECTION OF 400 EAST AND 2600 SOUTH

Ken Leetham reported on a current UDOT parcel located at the top of the intersection at 400 East and 2600 South and clarified that it was the area labeled 1504 C on the map he had presented. He said this would become a linear part of the right of way along 400 East. He explained that this type of dedication of right of way would occur throughout this project related to the widening of the freeway.

Councilmember Van Langeveld joined the meeting at 9:08 p.m. via Zoom.

Councilmember Baskin moved the City Council approve Resolution 2025-45R accepting the dedication of a portion of public right-of-way adjacent to 400 East south of 2600 South. Councilmember Jackson seconded the motion. The motion was approved by Councilmembers Baskin, Clayton, Jackson, and Van Langeveld. Councilmember Knowlton was excused.

12. CONSIDERATION OF RESOLUTION 2025-46R: A RESOLUTION ADOPTING A CITY HALL FACILITY USE POLICY

Ken Leetham presented the proposed City Hall Use Policy with the minor clarifications from the previous Council meeting including a one page policy document. He shared the following permitted and prohibited uses:

Permitted:

- Other government agencies during regular business hours for official purposes
- Agencies which are City partners supporting City purposes
- City citizen committees
- Group political events such as meet the candidate nights

Prohibited:

- Private events, person, family events, commercial purposes or an individual campaign activity
- Use by individual political parties
- Private organizational uses, whether for profit or non-profit
- Overnight use or storage of personal or non-government property

Councilmember Clayton moved that the City Council adopt Resolution 2025-46R: a resolution adopting a City Hall Facility Use Policy. Councilmember Baskin seconded the motion. The motion was approved by Councilmembers Baskin, Clayton, Jackson, and Van Langeveld. Councilmember Knowlton was excused.

13. CONSIDERATION OF RESOLUTION 2025-47R: A RESOLUTION APPROVING AN INTERLOCAL AGREEMENT BETWEEN THE CITY OF NORTH SALT LAKE AND THE UTAH DEPARTMENT OF CULTURAL AND COMMUNITY ENGAGEMENT FOR THE USE OF THE AMERICA250 LOGO AND BRANDING RELATED TO THE CITY'S SEMIQUINCENTENNIAL ACTIVITIES

Ken Leetham reported that this item was related to the America250 designation and specifically approved an agreement to authorize the City to use certain branding material created by the State. He shared that this agreement would allow for provisions related to the use of the branding material. He also noted that the Resolution was required for City eligibility for the \$1,500 stipend.

Councilmember Baskin asked if there was a cost to enter into this agreement. Ken Leetham replied that there would not be a fiscal obligation.

Councilmember Baskin moved that the City Council adopt Resolution 2025-47R: a resolution approving an interlocal agreement between the City and the Utah Department of Cultural and Community Engagement for the use of the America250 logo and branding related to the City's semiquincentennial activities. Councilmember Jackson seconded the motion. The motion was approved by Councilmembers Baskin, Clayton, Jackson, and Van Langeveld. Councilmember Knowlton was excused.

14. CONSIDERATION OF RESOLUTION 2025-48R: A RESOLUTION APPROVING A MASTER SERVICES AGREEMENT WITH ETS FOR IT SERVICES

Ken Leetham reported on the operating agreement with ETS that was entered into three years ago. He said the City's IT needs have grown over the years and that ETS has provided a wi-fi network which was crucial to operating the water system. He continued that the base charge was \$79,342 which included the maintenance and cost related to the core network, phone system, internet service, software licensing, electronic door locks, and cameras. He stated that \$185,000 was spent in the last fiscal year for IT services including repairs, replacement computers, storage support for the police department, etc. Mr. Leetham gave an example of an upcoming cost related to the requirement to change the email suffix to a dot gov (.gov) which would be approximately \$11,000.

Ken Leetham said this was a two year contract and suggested the City evaluate IT services. He mentioned that the October 7th Council meeting included a cyber security agenda item with ETS, the Local Government Trust, and potentially the State of Utah.

Councilmember Baskin asked if the contract would expire prior to the October 7th meeting and if the Council should wait until after that meeting to renew the contract. Ken Leetham replied that the contract had already expired and the City was operating under the same terms and conditions. He said the Council could wait to approve the contract and that there would not be a disruption in service.

Councilmember Baskin moved that the City Council table Resolution 2025-48R: a resolution approving a Master Services Agreement with ETS for IT services for a time when ETS was present. Councilmember Jackson seconded the motion. The motion was approved by Councilmembers Baskin, Clayton, Jackson, and Van Langeveld.

Councilmember Knowlton was excused.

Ken Leetham clarified that the approval or denial of Resolution 2025-48R would be reviewed at the October 7th City Council meeting after the work session with ETS. He indicated that staff felt there was a robust system in place provided by ETS and other tools.

15. CONSIDERATION OF A DONATION TO THE BOUNTIFUL DAVIS ARTS CENTER

Ken Leetham stated that the City had previously donated \$500 to \$1,000 in prior years to the Bountiful Davis Arts Center.

Mayor Horrocks commented that the Bountiful Davis Arts Center had requested a \$10,000 donation this year.

Councilmember Jackson suggested that she felt comfortable with a \$1,000 donation this year.

Councilmember Baskin asked the resident who had commented on the BDAC to provide more information.

Heidi Smoot, resident, shared that they raised \$500,000 per year to run the fine arts center. She explained that Bountiful provided the facility and RAP tax funds. She said the funds were used for covering facility costs, maintenance, cash awards to attract artists, fund rotating exhibits, and staffing. She said federal funding and grants had been reduced this year so any donations would be appreciated.

Ken Leetham explained that the City did have RAP tax which was used mainly for parks and could be used to contribute to the BDAC.

Councilmember Baskin asked staff about available RAP tax funds. Heidi Voordeckers replied that current RAP tax funds were dedicated for debt service for Hatch Park and Legacy Park. She mentioned there was a line item in the General Fund budget for this type of donation. She said the budget was \$15,000 for the year.

Councilmember Jackson added that Arts Committee would be presenting to the City Council before the end of the year with a budget request.

Councilmember Baskin mentioned that with the lack of federal funds for art funding the City could consider a higher donation of \$5,000.

Councilmember Clayton was in favor of donating \$2,500 in the event there were other needs for the \$15,000 funding.

Councilmember Van Langeveld spoke on how much of the \$15,000 should be donated to the BDAC and how much should be allotted to the Arts Committee. She suggested \$2,000 to be donated to the BDAC.

Councilmember Baskin moved that the City Council authorize a donation to the Bountiful Davis Arts Center of \$2,500. Councilmember Clayton seconded the motion. The motion was approved by Councilmembers Baskin, Clayton, Jackson, and Van Langeveld.
Councilmember Knowlton was excused.

16. APPROVAL OF CITY COUNCIL MINUTES

The City Council minutes of August 26, 2025 were reviewed and approved.

Councilmember Baskin moved the City Council approve the minutes for the August 26, 2025 meeting as written. Councilmember Jackson seconded the motion. The motion was approved by Councilmembers Baskin, Clayton, Jackson, and Van Langeveld.
Councilmember Knowlton was excused.

The City Council minutes of September 2, 2025 were reviewed and approved.

Councilmembers Jackson, Baskin, and Van Langeveld requested the following revisions to the draft minutes prior to the meeting which were included in redlined handouts for the Council's consideration:

Councilmember Jackson requested that line 335 be corrected from “*Councilmember Jackson thanked the Council for the reminder that they were elected to represent constituents*” to “*Councilmember Jackson thanked the Council for the discussion and reiterated the fact that council members are elected to represent constituents.*”

Councilmember Baskin desired to have the draft minutes revised on lines 744-747 by deleting “*abutted*” and inserting “*created unfair competition for private sector lawyers not with the ULCT. She said her firm represents many cities, both very small and large; therefore, she declared a conflict of interest and would abstain from voting.*” She requested the last line be amended from “*she expressed concern that individuals would practice law without a license when providing these services and for these reasons she would abstain*” to “*she also expressed concern that LAA advisors as individuals might be practicing law without a license when providing these services and for these reasons she would abstain.*”

Councilmember Baskin also requested a revision on lines 807-808 by inserting “*She said the City definitely should not permit City staff to host any personal family parties at City Hall and then post them on Facebook.*” She asked that the word “*acceptable*” be inserted before use of the building, and revisions to the last line from “*...congress members or similar*” to “*...Congressional members who might host town halls.*”

Councilmember Van Langeveld submitted the following revision in advance of the meeting; line 304 strike sentence and replace with: “*She said “not making anybody mad” is not a reasonable criteria for a public decision-making body and if we wait until we have zero complaints, we are not leading out in our City.*”

Councilmember Clayton noted in the meeting that during the September 2nd meeting discussion related to events on line 272 that the word “*similar*” should be removed. She said since that meeting she spoke with Melissa Ballard who had requested the following statement be included with the meeting minutes to help provide clarity regarding her attendance and comments at the Civic Events Committee meeting: “*My presence at the events committee was clarified by me stating I was there as a citizen of North Salt Lake – not in my legislative capacity. The encouragement I gave the committee was to emphasize what you do for one you do for all, so either rotate every year which groups you gather, or don’t pick and choose groups by having more universal events, like a Veterans Day celebration. I appreciate the work of the committees and Council who work to make this city a great place to live!*”

Councilmember Baskin questioned supplementing the minutes with changes proposed by Melissa Ballard who had not even attended the meeting. Todd Godfrey replied that the minutes should be a reflection of what was said or occurred during the meeting. He explained that he

frequently saw councils who would change what they said by revising the minutes which was not appropriate. He concluded the minutes needed to be an accurate reflection of what happened in the meeting. It was determined that the paragraph beginning on line 276 and ending on 283 with Melissa Ballard's requested clarification be removed from the minutes of September 2nd.

Councilmember Van Langeveld requested an additional change during the meeting to line 469 adding that she had represented the City and spoke at the Jordan River press conference on August 29th. She also asked that on line 699 the word “reviewed” be replaced with Jon Ruckert “referenced” the 15 point checklist.

Councilmember Baskin moved the City Council approve the minutes for the September 2, 2025 meeting as amended. Councilmember Jackson seconded the motion. The motion was approved by Councilmembers Baskin, Clayton, Jackson, and Van Langeveld.

Councilmember Knowlton was excused.

17. DISCUSSION OF ACTION ITEMS

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

18. ADJOURN INTO CLOSED SESSION

At 9:43 p.m. Councilmember Baskin moved the City Council hold a closed session as allowed by State code 52-4-205 for discussing the character, professional competence, or physical or mental health of an individual; to discuss pending or reasonably imminent litigation; to discuss the purchase, exchange, sale, or lease of real property. Councilmember Clayton seconded the motion. The motion was approved by Councilmembers Baskin, Clayton, Jackson, and Van Langeveld. Councilmember Knowlton was excused.

Councilmember Van Langeveld rejoined the meeting in person at 9:57 p.m.

19. ADJOURN

The meetings were adjourned during the closed session at 10:33 p.m.

The foregoing was approved by the City Council of the City of North Salt Lake on Tuesday, October 7, 2025 by unanimous vote of all members present.

Brian J. Horrocks
Brian J. Horrocks, Mayor

Wendy Page
Wendy Page, City Recorder

