



WOODS CROSS CITY COUNCIL AGENDA

Tuesday, December 2, 2025 • 6:30 pm—Council Chambers Woods Cross City Hall

The City Council session meeting will be held in person and via Zoom.

You may access at <https://zoom.us/j/9358074960> or go to zoom.us >

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|-----|--|-----------------------|
| | INVOCATION/PLEDGE | GROVER |
| 1. | REVIEW of CITY COUNCIL AGENDA | MAYOR |
| 2. | GUESTS | |
| | a. Introduction and Oath for Officers Saevrie Terzo and Jaden Wilstead | HANSON/BIGELOW |
| 3. | CONSENT ITEMS | |
| | a. Consideration to Approve Minutes: 11/18/25 | MAYOR |
| | b. Ratify Cash Disbursements: 11/14/25-11/25/25 | MAYOR |
| | c. Consideration to Adopt Ordinance 633 Authorizing Renewal of the RAP Tax, Proposition #1, as Approved By Voters on the General Election November 4, 2025 | HADERLIE |
| | d. Consideration to Adopt Resolution 2025-954 Approving Position of Community Development/Planning Permit Coordinator | POOLE/HADERLIE |
| | e. Consideration to Adopt Resolution 2025-955 Approving Application for America 250 Year Celebration Grant | |
| 4. | PUBLIC COMMENT
<i>Brief items that are not on the agenda or part of a scheduled Public Hearing. Limited to 3 minutes. If an item requires more than 3 minutes, please contact the City Administrator to be added to a future agenda (bhaderlie@woodscross.com)</i> | |
| 5. | PUBLIC HEARING with REQUESTED ACTION | |
| | a. Public Hearing 1 – Amending Title 12, Zoning Ordinance Chapter 19 Light Industrial/Business Park Zone I-1 to Add Architectural Metal Panels as an Allowed Building Material | POOLE |
| | Consideration to Adopt Ordinance 634 as noted above | |
| 6. | ACTION ITEMS | |
| | a. Consideration to Adopt Ordinance 635 Amending Title 12, Zoning Ordinance Chapter 28 Land Use and Supplementary Regulations, adding Light Commercial Flex as Conditional Use in the C-2 (General Commercial) Zone | POOLE |
| | Consideration to Adopt Ordinance 634 as noted above | |
| 7. | DISCUSSION ITEMS | |
| | a. South Davis Recreation Property Tax Increase Proposal | WESTERGARD |
| | Requirements Set Forth in UCA § 17B-1-1003 for Trustee Reporting with Time for Comment from: | |
| | • Legislative Body | |
| | • Public | |
| 8. | STAFF REPORTS <i>Staff reports are included in the Council Packet available each Council meeting at WoodsCross.gov</i> | |
| | a. City Administrator Report | HADERLIE |
| 9. | COUNCIL ITEMS | MAYOR |
| | a. Questions/Directions to Staff | |
| | b. Council Reports | |
| 10. | CLOSED MEETING (If needed) | |
| | Move to closed session to discuss items pursuant to UCA § 52-4-205. Adjourn immediately following closed session | MAYOR |

I certify that copies of the agenda for the Woods Cross City Council meeting to be held December 2, 2025, were posted at Woods Cross City Hall, city website www.Woodscross.com, and the Utah Public Notice website at www.utah.gov/pmn. Date Posted: November 25, 2025 /s/ Annette Hanson, Woods Cross City Recorder.

In compliance with the Americans with Disabilities Act, any individuals needing special accommodations or services during this meeting shall notify the City Recorder at (801) 677-1006 or AP@WoodsCross.com, at least 24 hours prior to the meeting.

Guests/Honors

Oath of Office

State of Utah }
County of Davis } §
City of Woods Cross }

I do solemnly swear (or affirm) that I will uphold and support, in word and spirit, the Constitution of the United States of America, the Constitution of the State of Utah, all laws of the federal, state, and local authority, and all lawful orders and directives, verbal, as well as written and established practices of the Woods Cross Police Department and Woods Cross Administration, Mayor and Council to the best of my abilities. As a Police Officer, I will act and speak with dignity, courtesy, and respect at all times. I pledge to discharge the duties of my office with fidelity.

[Signed]_____

Saevrie Terzo

Subscribed and sworn to before me this December 2, 2025

Woods Cross City Recorder

Name: Saevrie Terzo Filed this December 2, 2025

Office: Police Officer

Term: N/A (If applicable)



Person Administering Oath: Annette Hanson

Title: Woods Cross City Recorder

Oath of Office

State of Utah }
County of Davis } §
City of Woods Cross }

I do solemnly swear (or affirm) that I will uphold and support, in word and spirit, the Constitution of the United States of America, the Constitution of the State of Utah, all laws of the federal, state, and local authority, and all lawful orders and directives, verbal, as well as written and established practices of the Woods Cross Police Department and Woods Cross Administration, Mayor and Council to the best of my abilities. As a Police Officer, I will act and speak with dignity, courtesy, and respect at all times. I pledge to discharge the duties of my office with fidelity.

[Signed]_____

Jaden Wilstead

Subscribed and sworn to before me this December 2, 2025

Woods Cross City Recorder

Name: Jaden Wilstead Filed this December 2, 2025
Office: Police Officer

Term: N/A (if applicable)



Person Administering Oath: Annette Hanson

Title: Woods Cross City Recorder

Consent Items

**WOODS CROSS CITY COUNCIL MEETING
NOVEMBER 18, 2025**

The minutes of the Woods Cross City Council meeting held November 18, 2025, at 6:30 P.M. in the Woods Cross City Hall located at 1555 South 800 West, Woods Cross, Utah.

COUNCIL MEMBERS PRESENT:

Ryan Westergard, Mayor
Julie Checketts
Jim Grover

Wally Larrabee, Mayor Protem
Eric Jones
Gary Sharp

STAFF PRESENT:

Bryce Haderlie, City Administrator
Brian Passey, Finance Director
LaCee Bartholomew, Community Services Manager
Danny Rhodes, Public Works

Annette Hanson, City Recorder
Travis Timothy, Police Dept.
Johnny Filler, Public Works

PUBLIC ATTENDANCE:

LeGrande Blackley
Don Schrader
Rob Beishline

Dixie Weeks
Rob Birch
Mike Hogahn

Lois Schrader
Marcus Arbuckle

INVOCATION/PLEDGE:

Gary Sharp

Mayor Protem Larrabee noted the Mayor was at another meeting and would be arriving shortly.

MUNICIPAL GENERAL ELECTIONS CANVASS

The Mayor Protem noted the City Council had reviewed the statistics from the County regarding the recent election results. The Mayor Protem reported that Mayor Westergard ran unopposed and was elected for the next term. He also noted there were three Council Members appointed through the voting process. Those City Council members are Rachel Peterson, Eric Jones, and Jim Grover. He also said the RAP Tax was also passed during the voting process.

Council Member Checketts made a motion to accept the election results as presented with Council Member Grover seconding the motion and all voted in favor of the motion through a roll call vote.

The Mayor entered the meeting at this time.

YOUTH CITY COUNCIL REPORT

Youth City Council Mayor Manning reported on the activities of the Youth City Council. He reported on the Veteran's Day dinner that was recently held and said it was very successful. Mayor Manning also said they had a good turnout. He said everyone enjoyed themselves and many who attended said they would like to participate again next year.

Mayor Manning said looking ahead the YCC would be helping with the Tree Lighting and Santa Coming to Town being held on December 1st. He said that will be a fantastic event. He said they would be helping with Sub-for-Santa and have 14 names through the high school they will be helping.

The Mayor and Council thanked Mayor Manning for his report and for the efforts of the Youth City Council.

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FY2025 AUDIT REPORT

The Mayor then gave the floor to Mr. Marcus Arbuckle, CPA for Keddington & Christiansen (K&C), to report on the 2025 audit for the city. Mr. Arbuckle shared that in their audit, his firm accounts for handling of city funds, adequacy of internal controls and compliance with Generally Accepted Accounting Practices (GAAP). Mr. Arbuckle noted that the funds are inline and the internal controls are deemed adequate for the city. He said the city follows GAAP. Requirements are continually addressed and updated as legislative changes are made. Because of recent changes, K&C found one recommendation going forward; it is recommended that the justice court and the city have a reconciliation each month. Woods Cross City administration accepted the recommendation and now has a process in place to meet the expectation.

Mr. Arbuckle reported that the audit went smoothly and that his team found staff to be both cooperative and responsive. He thanked everyone on the accounting team for helping with the audit.

The Mayor recognized staff for their efforts in preparing for and working through the audit, while still accomplishing their numerous other responsibilities. He also thanked Mr. Arbuckle for his help with the audit.

CONSENT AGENDA

Following the review of the consent agenda items below, Council Member Sharp made a motion to approve the consent agenda items. Council Member Checketts seconded the motion, and all voted in favor of the motion through a roll call vote.

RATIFY CASH DISBURSEMENTS

The Council reviewed the cash disbursements for the time period of 10/25/25-11/13/25.

The cash disbursements were approved through the consent agenda.

CONSIDERATION TO APPROVE MINUTES

The City Council reviewed the minutes of the City Council meeting held 11/4/25.

The minutes were approved through the consent agenda.

PUBLIC COMMENT

The Mayor then opened the meeting for public comments that would take less than three minutes.

There were no public comments, and the Mayor closed the public comment period.

CONSIDERATION TO ADOPT RESOLUTION 2025-951 APPROVING CONTRACT WITH METHOD STUDIOS TO PROVIDE ARCHITECT SERVICES FOR THE PRELIMINARY DESIGN OF CITY HALL AND REDESIGN OF HOGAN PARK

The Mayor gave the floor to the Community Development Director, Mr. Curtis Poole. Mr. Poole noted that as part of the city hall and Hogan Park complex project, the city requires architectural services to provide professional designs, construction drawings, and construction support. He said the architectural firm will also assist the construction management firm in the delivery of the guaranteed maximum price for the project,

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which will be presented to the City Council prior to the construction. Mr. Poole noted that in August the city issued an RFP to receive proposals from firms interested in the project.

Mr. Poole said the city received proposals from nine qualified construction management firms. He said the city had 10 individuals independently score each of the proposals. He said these individuals included some members of the City Council, key staff members, and the City Engineer for Bountiful City. He said the individual scores were then ranked to narrow down the number of firms to three. He noted these three firms were then invited to provide a presentation and take part in an interview with the Council and key staff members, including the Building Official. He said these interviews were open to the public.

Mr. Poole said that after a thorough review of all the proposals, which included checking references, the Council directed staff to begin negotiating with Method Studio. He said he has received a draft contract from Method Studio, which has been included with the staff report. He noted the City Attorney is reviewing the contract and the Council approval will be based upon receiving a positive recommendation from the City Attorney.

Mr. Poole went on to note the staff is recommending the City Council approves the contract provided by Method Studio for architectural services relating to the city hall and Hogan Park complex project conditioned upon receiving a positive recommendation from the City Attorney. He said staff further recommends that the City Council authorize the Mayor to enter into an agreement with Method Studio for the services outlined in the proposal and contract.

Following the information given by the Community Development Director, the Mayor said everyone was excited to get to this point because they had been working getting this project going for quite some time.

Council Member Checketts made a motion to adopt resolution 2025-951 approving the contract with Method Studios to provide architect services for the preliminary design of city hall and redesign of Hogan Park on the condition that the City Council receives a positive recommendation from the city attorney on the final draft of the contract. Council Member Larrabee seconded the motion, and all voted in favor of the motion through a roll call vote.

CONSIDERATION TO ADOPT RESOLUTION 2025-952 APPROVING CONTRACT WITH HOGAN CONSTRUCTION TO PROVIDE PRELIMINARY CONSTRUCTION MANAGER/GENERAL CONTRACT SERVICES FOR THE CITY HALL AND HOGAN PARK

Mr. Poole continued with the floor and said that as part of the city hall and Hogan Park complex project, the city requires construction management services to provide professional oversight during construction to address safety, security, procurement of material, and subcontractors. He noted that in addition, the construction management firm would participate in the design phase of the project to provide cost estimates and adjustments to the construction schedule. He said the firm will also work with the architectural firm in the delivery of the guaranteed maximum price that will be presented to the City Council prior to construction. He said that in August the city issued an RFP to receive proposals from firms interested in the project.

Mr. Poole said the city received proposals from 10 qualified construction management firms. He said the city had 10 individuals independently score each of the proposals. He said these individuals included some members of the City Council, key staff members, and the City Engineer for Bountiful City. He said the

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individual scores were then ranked to narrow down the number of firms to three. He noted these three firms were then invited to provide a presentation and take part in an interview with the Council and key staff members, including the Building Official. He said these interviews were open to the public.

Mr. Poole said that after a thorough review of all the proposals, which included checking references, the Council directed staff to begin negotiating with Hogan Construction. He noted that staff had received a draft contract, insurance documentation, and updated fee proposal from Hogan Construction, which have been included with the staff report. The City Attorney is reviewing these documents, and the Council approval will be based upon receiving a positive recommendation from the City Attorney.

Mr. Poole said the staff is recommending the City Council approve the contract provided by Hogan Construction for construction management services relating to the city hall and Hogan Park complex project conditioned upon receiving a positive recommendation from the City Attorney. He said staff further recommends that the City Council authorize the Mayor to enter into an agreement with Hogan Construction for the services outlined in the proposal and contract.

Following the information given by the Community Development Director, Council Member Sharp made a motion to adopt resolution 2025-952 approving the preliminary contract with Hogan Construction to provide preliminary construction manager/general contract services for the city hall and Hogan Park with the condition that there is a positive recommendation for the contract from the city attorney. Council Member Larrabee seconded the motion, and all voted in favor of the motion through a roll call vote.

The Mayor noted that he and the City Council are very excited to see this project moving ahead, and he is looking forward to building something that they will be proud of for many years to come.

CONSIDERATION TO ADOPT RESOLUTION 2025-953 APPROVING THE POSITION OF STORM WATER COORDINATOR

The Mayor gave the floor to the City Administrator. He noted that with the reorganization of the Public Works Department, each of the Public Works Department job's pay allocation was adjusted based on its duties. It was noted that since the Council's approval of the reorganization of Public Works at the November 4, Council meeting, the Council tentatively approved exploring the creation of a Storm Water Coordinator position within the Public Works Department. It was also noted the Storm Water Coordinator position will oversee all aspects of the city's stormwater enforcement, maintenance, and monitoring, enabling the Operations Manager to focus on other areas that require attention within the department. He said these areas that the operations manager can spend time on include capital project planning and oversight, coordinating efforts among all Public Works division, performing project inspections to ensure projects are completed according to city specifications, managing day-to-day Public Works operation, tracking accountability, and other tasks as needed by the Public Works Director.

It was noted this position will ensure the city complies with EPA and State regulations by following the Stormwater Management Plan (SWMP) and the city's Municipal Separate Storm Sewer System (MS4) permit, as required by the State Division of Water Quality and the EPA. They will be able to perform annual site inspections of all the city's commercial and industrial properties. It will also provide additional maintenance and planning for the city's Storm Drain and Land Drain systems.

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Following the information given by the City Administrator, Council Member Jones made a motion to adopt resolution 2025-953 approving the position of Storm Water Coordinator. Council Member Checketts seconded the motion, and all voted in favor of the motion through a roll call vote.

DISCUSSION ITEM—BACKFLOW MANAGEMENT

The Mayor gave the floor to Danny Rhodes from the Public Works Department. Mr. Rhodes gave a presentation on Backflow Management. Mr. Rhodes explained that backflow is an unwanted reversal of water flow in a plumbing system, causing contaminated water to move from a customer's private plumbing back into the public water supply. He noted that backflow devices are commonly found in some of the following areas:

- *Commercial/Residential Properties*
- *Institutional Properties*
- *Industrial Properties*
- *Irrigation Systems*
- *Fire Systems*

Mr. Rhodes noted that managing backflow is important because it protects public health and the water supply from contamination by preventing the backward flow of non-potable water, which can contain harmful bacteria, chemicals, and other pollutants. He said it is also required by City Ordinance, State Law, and International Plumbing Code. He then reviewed the city's Cross Connection Control Program and said they do this by tracking, reporting, and doing inspections.

Mr. Rhodes requested to purchase software that would help with the monitoring of backflow systems. He said that Backflow Solutions Inc. is a software company that provides full-service support for backflow data management and program administration. This company has many years of experience and helps other cities all over the country and into Canada with backflow monitoring. Purchasing this software would result in saving time for public works employees so they can do other things such as other water leaks/critical issues.

Mr. Rhodes showed the package options for this software. He recommended the Premium Package with the cost of \$995 per year with reports costing \$16.95 per inspection. He noted there is also a one-time fee for setting up the system that would cost \$500 or \$600 dollars. He said this is the best way of being compliant with the state and to educate the public and protect the city's drinking water.

Following the information given by Mr. Rhodes, Council Member Checketts asked about the cost of the reports. Mr. Rhodes said \$16.95 would be built into the cost of the test and the testing companies would add that fee to the fees they charge for testing a system. The City Administrator said the customer needing testing would be supplied with the names of testing companies and they could choose who to use for the testing if there is a mechanical system that is not functioning correctly or other issues causing a backflow issue or if there was an annual test needed to be completed.

The Mayor asked if there is regular testing being done for this and Mr. Rhodes said yes, they are doing regular testing.

Council Member Jones asked if there had been an analysis done for man hours saved with using this software. Mr. Rhodes said no, but if he had to put a number to it, with the different employees putting in hours, it would save many, many hours per month.

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Council Member Jones asked if this company would do research on those owners that are hard to track down that need to have inspections. Mr. Rhodes said he is hoping that will be the case. He said there may be an occasion to stop in and talk with individuals but that could be beneficial as well so they could set up to do an inspection.

Council Member Grover asked who looked at compliance. Mr. Rhodes said our municipalities do not do audits, he said there are compliances that should be happening such as annual reports, but they are not required by the state. Mr. Rhodes said it would be good if it was acquired. Mr. Rhodes said Woods Cross is doing much better than other cities with trying to keep up with compliance.

Council Member Checketts asked if there was a fine for non-compliance. Mr. Rhodes said currently there is no fine in the city ordinance, but there is a mechanism that if they are not compliant, the water can be shut off. He said they also can shut off their fire risers that would not allow them to operate. He said he has not had to do that but there is that ability.

The City Administrator noted he felt like this software could save the staff time and allow staff to focus on other important things.

It was noted that anyone who has a backflow apparatus will be added to the system to be monitored.

Council Member Checketts asked if those residents who do not have Weber Water are still taxed for it. Mr. Rhodes said he did not know but the city does bill those people separately and they are given a different rate for their culinary system.

Council Member Grover said DEQ does have a penalty system if there is a significant threat to the end user after the process has been gone through and it has not been followed.

Council Member Checketts said she wondered if there should be a city fine for someone who is causing a backflow issue and are out of compliance.

The City Administrator said he would look into that and see if there is a way to recoup costs if there was some sort of a big issue that would cost the city a large sum of money being paid out to fix the issue.

The Mayor noted the ordinance for shut off should be looked out for not only non-payment, but non-compliance for a backflow issues.

Everyone agreed that the water in the city needed to be protected.

The City Administrator said based on the comments made during the discussion, he would go back and research a few of the things mentioned before he works on getting a contract made up for adding this software to the water department to monitor water backflow issues more efficiently.

DISCUSSION ITEM—WEBSITE REDESIGN

The Mayor gave the floor to the LaCee Bartholomew, who is the city services coordinator. She gave the City Council an update on the website redesign.

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Ms. Bartholomew went over some of the updates that would be happening. She said the updates were not showing yet, but they would be showing up soon.

The Mayor asked if buttons could be added and subtracted by city staff themselves. Ms. Bartholomew said yes, they can add them or take them off and they should be permanent.

She said she is looking for the bios from the City Council. She also asked if the Council had any photos of the city, that they would like to contribute to the website.

The City Administrator said they would be sending out some links to the Council for other cities websites to see if there is a format they would like to add to the Woods Cross City website.

The Mayor and Council made some suggestions and discussed some other changes they would like to see for the redesign of the website. It was noted that the plan to go live is December 7th.

PUBLIC WORKS REPORT

PARKS TASKS OCTOBER

- Infield Dragging – 4 fields
- Sprinkler repairs – 20
- Restroom cleaning – 8
- Drinking fountains – 5
- Pavilions washed – 13
- Blue housework – weekly
- Dog pots – 8
- Garbage cans – 31, twice a week
- Mow Mills Annex – every 2 weeks
- Hand watering – 20 trees
- Gopher treats - every other day
- Building maintenance
- Pickleball court maintenance
- Volleyball court maintenance
- Well #1 sprinklers & landscape
- Tree trimming
- Light weed spraying – weather permitting
- Reservations – weekly
- Tree bark

STREET TASKS OCTOBER

- Garbage work orders
- Threw broken cans away!
- Potholes
- Winterized swamp coolers and covered
- Put a few plow trucks together
- Hauled mattresses to landfill – 3 trucks
- Storm drains
- Asphalt patches
- Dirt around new sidewalks
- Yard set-up for Fall Cleanup
- Franklin Covey Training
- Yard work
- Streets Mowers washed – put to sleep

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- Handicap spaces painted @ Mt. View & upper Mills parks
- Evaluated sidewalks for replacement

WATER TASKS OCTOBER

- 144 Bluestakes
 - 2 water leaks
 - 4 after hours call-outs
 - 5 SWPPP site inspections
 - 11 Non-payment meter shut-offs
 - BSI Online demo (backflow management)
 - 1100 W waterline project ongoing
 - 1200 S Storm Drain project started
 - Well 3 demolition start 10/28
 - Marcus- Rural Water apprenticeship program
 - Marcus passed CDL Class B written exam
 - PSI microchlor yearly maintenance agreement
 - October rain/storm drain structures/piping issues
- Ongoing

OCTOBER RAINSTORMS

- Wettest October on Record with the highest recorded 24-hour rainfall in 120 years in October.
- Storm Drains Performed well. City Storm Drains are designed for 100-year storms.
- The Nature Preserve was overwhelmed and caused some backup on the west side of the city

MILL/OVERLAY AND PRESERVATION PROJECTS

- Manholes and Valves are all collared. Contractor to pick up unused manhole supplies and concrete cleanout bins.

1100 W WATERLINE 2150 S TO 2600 S

- Contractor is working on Water service change overs. Full abandonment of old lines will occur after thanksgiving.
- On track to be completed at the end of November

IN THE WORKS

- Development Review Committee
- Transportation Master Plan update in process
- Presentation to Planning Commission to ensure it meets delayed to ensure it meets SB195.
- The Reuse Plan application is still in process at the State Engineer's office.
- Working with UDOT I-15 and Double Tracking Projects
- PFAS Litigation
- The city has received \$103,321.26 Settlement so far
- 1100 W 2100 S to 2600 S Widening
 - o Project management is transitioning to UDOT as per the terms of the grant award.
- Well 3 Rehab and 1500 S water reservoir are In design.

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- o Building demolition is completed
- o Bid out for the well drilling late Nov
- Well 5 HVAC replacement completed. Working out some issues with the contractor
- The Dog Park is moving along
 - o Shade shelter installation in September
 - o Site clean-up and tree work yet to be and tree work yet to be done
- Weber Basin Mainline and meters
 - o Will be installing a mainline and meters in the neighborhood north of Woods Cross Elementary
 - o They will begin construction around Thanksgiving

COMMUNITY SERVICES REPORT

The Website is getting ready to go live on December 7th and the Council needs to get their bios turned in to LaCee to put them up on the website.

The Veterans Day Dinner was a success. Thank you to all of those who came out and supported the city's Veterans. It was a great night and one of the YCC's favorite events.

Senion Lunch is asking for any suggestions for speakers, please refer to LaCee.

YCC attended the Utah Teen Council Advisor training in North Salt Lake In November. Several kids applied for the design team. The kids also did great with the Veterans Day dinner and are working on Holiday Lights and Wildcat Wishes.

UPCOMING EVENTS

Happy Fall Yall - November 20 @ Noon - Public Works
Holiday Lights - December 1 - Hogan Park and City Hall
Wildcat Wish Shopping - December 3rd or 10th
Holiday Lunch - December 18th @ Noon - Public Works
Strategic Planning - January 8th and 9th
Employee Dinner - January 23 - Public Works

LaCee had the opportunity to speak at the Kansas City's Park Recreation conference during October regarding how our Youth City Council operates and the great partnership with 4H and how Woods Cross runs a small robust recreation program without any recreation sports teams or leagues.

COMMUNITY DEVELOPMENT REPORT

Building Permits and Land Use Applications

- 13 Residential Building Permits (No New Single-Family)
 - o \$165,634 total valuation
 - o \$1,997 total permit fees
- 2 Commercial Building Permits
 - o \$1,906,956 total valuation
 - o \$33,854 total permit fees

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- 2 Miscellaneous Building Permits
 - o \$57,570 total valuation
 - o \$1,167 total permit fees
- 2 Site Plan Applications
- 4 Miscellaneous Land Use Applications

Business Licenses

- 10 new Business Licenses
- 2 new Home Occupation Licenses
- 641 total Business Licenses

Business License renewal is taking place online and is due by the end of December

Code Enforcement

- 16 new Cases
- 39 total Active Cases
- Top Cases
 - o Weeds
 - o Parking violations – parking on lawn, inoperable vehicles, etc.
 - o Debris and junk
- If residents come to Council members regarding potential code violations, please refer them to Leah or me without promising actions that will be taken to resolve the potential code violations.

Updates

- As you are aware we received presentations from and interviewed three architectural and three construction management firms and narrowed the choice down to two firms. Staff and the City Attorney have been reviewing their contracts. It is anticipated we will begin the needs assessment of the design phase in January.
- The residential home to the south of city hall has been rented and the city is collecting monthly rental income through Rize Property Management. Some minor repairs were completed by Rize prior to the new tenants moving in.
- New construction projects underway
 - o DC Customs and the Boat Shack – next to Pace's Dairy Ann
 - o The Crossing townhomes – northeast of Woods Cross High and across 500 West from The Hills apartments
- New retail businesses
 - o Oka Ramen Japanese Restaurant – 1462 S 800 W, Suite B
 - o The Grill Master al Pastor food truck
 - o Sweat Pea Floral Studio – 1604 W 2350 S
- o Lumiere Wellness Spa – 566 W 1350 S

Business license renewal is taking place and will continue until December 31st, when all licenses should be renewed.

POLICE REPORT

Dispatched/On View Calls

2025		2024	
January-	475	January-	445
February-	420	February-	419
March-	474	March-	448
April-	530	April-	501
May-	595	May-	526
June-	503	June-	455
July-	568	July-	524
August-	578	August-	558
September-	639	September-	570
October-	520	October-	532
November-		November-	
December-		December-	

Patrol Overview

October 2025		September 2025	
Calls for service-	520	Calls for service-	639
Reports-	270	Reports-	265
Citations-	47	Citations-	53
Physical Arrests-	04	Physical Arrests-	08
Use of Force-	01	Use of Force-	02

DETECTIVE DIVISION

13—New Persons Crimes/Sexual Assault/Death Investigations/C.A.N.R. cases (child abuse neglect report)
26—New Theft/Property/Fraud
42—Cases closed with and without arrests
1—Death Investigation

USE OF FORCE

The patrol sergeants and administration reviewed one use of force. The use of force was found to be within department policy and state law.

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DEPARTMENT ACTIVITY

- Woods Cross Elementary and our police department resumed lunch with the Chief.
- The police department was audited by BCI. On October 30th, they conducted on-site inspection of our police department. Michelle did an excellent job during this process.
- Rockin E Halloween event. Officers Sanders and Terzo did a great job representing our department.
- TSC donated 250.00 dollars for Hometown Heroes Day. Officers Timothy and Bateman represented the P.D. and accepted the donation. They spent four hours shopping with children and their families.

INVESTIGATIONS/ICAC

Detectives investigated a child abuse case and spent a lot of time tracking down witnesses, evidence, and finding more information to corroborate the victim's allegations from a case that happened in the past. They did a great job getting the suspect charged and booked into jail.

Detective Zierse passed his remote pilot's test and is now officially a drone pilot.

Detective Timothy tested Axon's V.R. training world and will be using it in their upcoming in-service training.

FINANCIAL REPORT

The City Council reviewed the financial report for the month of October.

CITY ADMINISTRATOR'S REPORT

1. Ongoing work with Council and staff regarding the new city hall project and working with candidates to negotiate contracts and expectations.
2. We notified the State Tax Commission of the election results for the RAP tax and will prepare an ordinance for adoption after the "canvas of elections" process is complete to memorialize the RAP tax continuing for another 10 years.
3. Working with staff to implement council approved adjustments to the Public Works and Finance department.
4. Working with the candidates on the subsidence projects and bringing the agreements to the RDA board in the next 1-2 months.
5. Finance Report – The October finance report is in this agenda packet. It is promising to note the following:
 - a. Revenues are on track from past years and slightly ahead of budget revenues in several categories such as sales tax, transient room tax, energy tax, RAP tax, court fines, water sales, water impact fees, and Class C revenue (road tax) revenue.
 - b. Most departments have kept spending below the 33% portion of the year. In cases where it has exceeded this ratio, they are in departments that have heavy spending in the spring and fall so nothing appears out of line.
 - c. Revenues will stabilize when property tax collection paid to Davis County is remitted to the city with the bulk coming in December through February. We did not see RDA revenue until April of last year because the County must account for the payments and verify them with the RDA agreements in place.

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6. Brian is working to have the budget books printed and ready for distribution in the coming weeks.
7. We have had a citizen in the Farm Meadows area ask if the program can be modified to allow a homeowner to pay for the work themselves and then be reimbursed in the next year. I explained the challenges that this would cause to evaluate the home in a year prior to other homes and truly know how the conditions compare. It would also be challenging to know how far back the city would go with reimbursements. Again, how would the city know the conditions of homes that were repaired 2,3 or 5 years ago and how they compare to homes that have not been repaired. Changing the process now would bring homeowners back into the process and increase the competition. While not impossible, changing the rules now would create challenges that seem unrealistic considering the amount of money that is available. Please let me know if you feel that this should be discussed at a future council meeting.

The City Administrator noted that the Well #4 project that has been slated for this time of year had been started and when getting ready for the casing in the well to be replaced it was found the casing is rusted so they have submitted a change order for \$85,574 to replace the piping. The original contract was for \$30,361, but they did not know the piping would need to be replaced until they started working on the well. He said he wanted to keep the Council informed and make them aware of what was happening with the well.

QUESTIONS/DIRECTION TO STAFF

Ms. Dixie Weeks asked the Council about the backflow and if every resident would be involved with that. The City Administrator said the water department would work with individual residents on how they are affected by backflow.

COUNCIL REPORTS

Council Member Grover said they had a brief meeting at the mosquito abatement district. He said they are making decisions on construction companies for additions to the district. He also said the UTA double tracking may affect some of the property.

Council Member Larrabee said he had attended the RCon conference and said there are many ways other communities are recycling, reusing, and repurposing or selling items that would have gone to the landfill. He said things are getting much more technical and moving in a more beneficial way.

The Mayor said he had attended Recreation District Board meeting. He said there was a Truth-in-Taxation meeting held and there were quite a few people in attendance who made comments. He said most were opposed to a tax increase. The public said they would like to make sure every avenue is taken to ensure financial stability for the district. He said there have been changes in the board over the past few years in the way they are chosen and how many there are. The Mayor said it seems to be working well because the recreation district did break even this year. He said they continue to encourage the recreation district to look at ways to save money. He said there was discussion and education at the meeting and they did pass a small tax increase that was passed.

The Mayor said he also attended the fire district meeting. He said they had lost a firefighter and everyone was sad to lose him. He also said the new fire chief is doing well and morale seems to be high at the fire district.

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The Mayor said they had Sewer District meeting and noted a budget hearing is coming up. He said the new building may be completed in January. He said they are very busy working on things at the sewer district. He noted there has been bonding for the Sewer District and they are going to continue to work on that.

The City Administrator said the Chief and Assistant Chief had been looking at the property at HF Sinclair for the fire fighter practice facility. He said they are looking into the sale of the property and construction of the fire training facility. It was noted HF Sinclair is basically donating the property in agreement with letting their employees use the fire training facilities as well. The Mayor and Council said they are excited about this new facility and that it will be a great opportunity for fire training for everyone.

CLOSED MEETING

At 8:22 P.M. Council Member Checketts made a motion to go into closed meeting to discuss items pursuant to UCA § 52-4-205. There would be no decisions or motions made during the closed meeting. Council Member Larrabee seconded the motion and Council Members, Grover, Sharp, Checketts, Jones and Larrabee voted in favor of the motion through a roll call vote.

At 8:42 Council Member Checketts left the meeting.

ADJOURNMENT

There being no further business before Council Member Sharp made a motion to adjourn the meeting at 8:52 P.M. Council Member Larrabee seconded the motion, and Council Members, Grover, Sharp, Jones, and Larrabee voted in favor of the motion through a roll call vote.

Ryan Westergard, Mayor

Annette Hanson, City Recorder

CASH DISBURSEMENTS

<u>Funds: 1st & 2nd digit of Account #</u>	<u>Departments: 3rd & 4th digit of Account #</u>
10 General	1X Assets
51 Water	2X Liabilities
52 Garbage	3X Revenues
21 Class C Roads	41 Legislative
22 Subsurface Storm Drain	42 Judicial
23 Storm Sewer	43 Administration
24 Park Development	46 Data Processing
25 Redevelopment agency	47 Non Departmental
46 Capital Improvement	49 City Attorney
53 Water Impact	51 City Hall
54 Water Revenue Bond	55 Elections
56 Storm Drain Enterprise	57 Community Development
	60 Police
	61 Liquor Law Enforcement
	62 Fire Department
	63 Building Inspection
	66 Animal Control
	67 Volunteer Services
	71 Street Department
	74 Sidewalks, Curb Gutter
	77 Storm Sewer
	79 City Shops
	83 Parks
	86 Recreation
	90 Transfers

Report Criteria:

Report type: GL detail

Check Number	Check Date	Payee	Description	GL No	Amount	Invoice No
30883	11/24/2025	FREEDOM MAILING SERVICES INC	BILL PROCESSING	51-40-620	1,978.20-	50962
30883	11/24/2025	FREEDOM MAILING SERVICES INC	FOLDING & INSERTING NEWSLETTER	10-43-610	45.22-	50962
30883	11/24/2025	FREEDOM MAILING SERVICES INC	BILL PROCESSING	51-40-620	1,583.34-	51371
30883	11/24/2025	FREEDOM MAILING SERVICES INC	FOLDING & INSERTING NEWSLETTER	10-43-610	38.38-	51371
30883	11/24/2025	FREEDOM MAILING SERVICES INC	PROP1 RAP TAX INSERTS	23-40-310	38.38-	51371
Total 30883:					3,683.52-	
30986	11/06/2025	BEACON CODE CONSULTANTS	BUILDING INSPECTION OCTOBER 2025	10-63-310	10,590.00	06042641
Total 30986:					10,590.00	
30987	11/06/2025	BOUNTIFUL CITY CORP	339 W 2600 S Electric Power	51-40-270	26.84	2447223
30987	11/06/2025	BOUNTIFUL CITY CORP	330 W 1500 S Electric Power	51-40-270	37.58	2451458
30987	11/06/2025	BOUNTIFUL CITY CORP	180 E 1500 S Electric Power	51-40-270	29.67	2452222
Total 30987:					94.09	
30988	11/06/2025	CANON U.S.A. INC.	CONTRACT 2737990 SN 3BN01942 COPIES	10-51-250	31.20	6013764457
Total 30988:					31.20	
30989	11/06/2025	CHRISTOPHER & KATIE MCKAY	REFUND OVERPAYMENT-FINAL BILL	01-11750	7.08	20.2220.0.1
Total 30989:					7.08	
30990	11/06/2025	DAVIS SCHOOL DISTRICT	PAYMENT FOR J CHECKETTS-REIMBURSED BY COMFORT SYSTEMS CREDIT	10-79-260	125.00	4035
Total 30990:					125.00	
30991	11/06/2025	DEPT OF ENVR QUALITY - WATER QUALITY	ANNUAL STORM WATER PERMIT-FY26	56-40-310	2,100.00	2670000159
Total 30991:					2,100.00	
30992	11/06/2025	FREEDOM MAILING SERVICES INC	BILL PROCESSING (2392)	51-40-620	1,674.40	51578
30992	11/06/2025	FREEDOM MAILING SERVICES INC	FOLDING & INSERTING NEWSLETTER (2392)	10-43-610	38.27	51578

Check Number	Check Date	Payee	Description	GL No	Amount	Invoice No
Total 30992:					1,712.67	
30993	11/06/2025	GENASYS INC	COMMUNICATION TECH - 19 USERS 10/15/25-10/14/26	10-60-310	1,026.00	INV 005717
Total 30993:					1,026.00	
30994	11/06/2025	GLENS KEYS INC	REKEY PW KITCHEN CABINETS TO BE THE SAME	10-79-260	640.00	264372
Total 30994:					640.00	
30996	11/06/2025	ACE RECYCLING AND DISPOSAL	DOCUMENT DESTRUCTION THROUGH 10.31.25	10-51-250	152.78	1157950
30996	11/06/2025	ACE RECYCLING AND DISPOSAL	GREEN WASTE PICKUP	52-40-625	9,198.42	1162712
30996	11/06/2025	ACE RECYCLING AND DISPOSAL	RECYCLING PICK UP	52-40-624	14,678.82	1162712
30996	11/06/2025	ACE RECYCLING AND DISPOSAL	SECOND CAN PICK UP	52-40-620	1,210.86	1162712
30996	11/06/2025	ACE RECYCLING AND DISPOSAL	FIRST CAN PICK UP	52-40-620	17,721.60	1162712
Total 30996:					42,962.48	
30997	11/06/2025	AMANDA DENNING	C #245300350/ANGELA ORTIZ-SILVA RESTITUTION TO A DENNING	10-35-100	362.99	102725
Total 30997:					362.99	
30998	11/06/2025	INTERMOUNTAIN TRAFFIC SAFETY	SIGN FOR MARC'S RETIREMENT	10-71-410	37.00	59670
Total 30998:					37.00	
30999	11/06/2025	JAY W HADLEY	REFUND OVERPAYMENT-FINAL BILL	01-11750	10.50	8.2290.0.1
Total 30999:					10.50	
31000	11/06/2025	LACEE BARTHOLOMEW	REIMB YCC CELEBRATION-YOUTH WHO MADE STATE DESIGN TEAM	26-40-610	30.90	092325
Total 31000:					30.90	
31001	11/06/2025	LAKEVIEW ASPHALT PRODUCTS INC	ROAD PATCH 1200 S	21-40-410	113.12	15296
Total 31001:					113.12	
31002	11/06/2025	LAKEVIEW ROCK PRODUCTS	ROAD BASE FOR PATCHING	21-40-410	292.91	438925B

Check Number	Check Date	Payee	Description	GL No	Amount	Invoice No
Total 31002:					292.91	
31003	11/06/2025	LAWN BUTLER	LANDSCAPE MAINTENANCE OCTOBER 2025	10-83-310	13,310.70	INA-185088
Total 31003:					13,310.70	
31004	11/06/2025	LEE'S ACE HARDWARE	TOOLS	51-40-250	33.28	12380/2
31004	11/06/2025	LEE'S ACE HARDWARE	MISC SUPPLIES WATER DEPT	51-40-610	299.14	12473/2
Total 31004:					332.42	
31005	11/06/2025	LINDE GAS & EQUIPMENT INC.	ACETYLENE	10-79-250	192.60	52750447
Total 31005:					192.60	
31006	11/06/2025	MARCUS HUFF	REIMBURSE CDL TEST EXAM FEES	56-40-210	52.00	102325
Total 31006:					52.00	
31007	11/06/2025	MOUNTAIN STATES LIGHTING	14885	10-47-250	5,436.00	14885
Total 31007:					5,436.00	
31008	11/06/2025	O'REILLY AUTOMOTIVE, INC.	WATER TRUCK CLEANING SUPPLIES	51-40-250	19.97	6177-209219
31008	11/06/2025	O'REILLY AUTOMOTIVE, INC.	VAC TRAILER FUSES	51-40-250	9.90	6177-209228
Total 31008:					29.87	
31009	11/06/2025	PAM NICHOLS	OWNER REQUESTED CREDIT BECAUSE OF DUPLICATE PAYMENTS	01-11750	405.49	2.5720.0.2
Total 31009:					405.49	
31010	11/06/2025	PILOT THOMAS	FUEL FOR GENERATOR	51-40-252	599.74	140327-IN
31010	11/06/2025	PILOT THOMAS	FUEL FOR PARKS EQUIPMENT	10-83-252	2,182.93	140327-IN
31010	11/06/2025	PILOT THOMAS	FORKLIFT FUEL	10-79-250	77.23	1405252-IN
31010	11/10/2025	PILOT THOMAS	FUEL FOR GENERATOR	51-40-252	599.74-	140327-IN
31010	11/10/2025	PILOT THOMAS	FUEL FOR PARKS EQUIPMENT	10-83-252	2,182.93-	140327-IN
31010	11/10/2025	PILOT THOMAS	FORKLIFT FUEL	10-79-250	77.23-	1405252-IN

Check Number	Check Date	Payee	Description	GL No	Amount	Invoice No
Total 31010:					.00	
31011	11/06/2025	ROBERT GLASS	REIMBURSE DRINKS AND SNACKS FOR SAFETY MEETING	56-40-610	28.85	103025
Total 31011:					28.85	
31012	11/06/2025	ROCKY MOUNTAIN POWER	STREET LIGHT POWER	10-47-270	5,188.84	41735366-00
31012	11/06/2025	ROCKY MOUNTAIN POWER	CITY HALL POWER	10-51-270	1,126.94	41735366-00
31012	11/06/2025	ROCKY MOUNTAIN POWER	SHOPS Electric Power	10-79-270	1,266.49	41735366-00
31012	11/06/2025	ROCKY MOUNTAIN POWER	PARKS ELECTRIC POWER	10-83-270	436.50	41735366-00
31012	11/06/2025	ROCKY MOUNTAIN POWER	WATER Electric Power	51-40-270	5,728.82	41735366-00
31012	11/06/2025	ROCKY MOUNTAIN POWER	1659 S 800 W City Hall Property	10-51-270	19.00	41735366-05
Total 31012:					13,766.59	
31013	11/06/2025	RUBEN CORREA	BAILIFF FEE 10.28.25	10-42-310	200.00	102825
31013	11/06/2025	RUBEN CORREA	BAILIFF FEE 11.04.25	10-42-310	200.00	110425
Total 31013:					400.00	
31014	11/06/2025	SCOTT & STACIE ROBERTS	REFUND OVERPAYMENT-FINAL BILL	01-11750	14.91	23.3323.0.1
Total 31014:					14.91	
31015	11/06/2025	STANDARD PLUMBING SUPPLY CO.	SPRINKLER LINE REPAIR	10-83-261	62.07	ZGGR56
31015	11/06/2025	STANDARD PLUMBING SUPPLY CO.	SPRINKLER BLOWOUT PARTS	10-83-261	96.69	ZJJ580
Total 31015:					158.76	
31016	11/06/2025	STEP SAVER INC	SALT FOR WATER TREATMENT PLANT	51-40-610	143.44	534981
31016	11/06/2025	STEP SAVER INC	LESS SALES TAX	51-40-610	8.58	534981
Total 31016:					134.86	
31017	11/06/2025	TERRACON CONSULTANTS INC	GEOTECH ENGINEERING-SALT CANYON SITE REVIEW	10-32-260	695.00	TP74092
Total 31017:					695.00	
31018	11/06/2025	THE LOGO SHOP	Embroidered Ts for Robert and Jake	56-40-610	163.07	132039

Check Number	Check Date	Payee	Description	GL No	Amount	Invoice No
Total 31018:					163.07	
31019	11/06/2025	TRACTOR SUPPLY CREDIT PLAN	DRAG EQUIP SUPPLIES	10-83-250	44.74	593497
31019	11/06/2025	TRACTOR SUPPLY CREDIT PLAN	TREE ROPE	10-83-261	33.98	594351
Total 31019:					78.72	
31020	11/06/2025	TURF EQUIPMENT & IRRIGATION	OVERSEEDER PURCHASE PER STATE CONTRACT MA4733	23-40-740	23,448.00	3036340-00
Total 31020:					23,448.00	
31021	11/06/2025	TURF SOLUTIONS, INC	TOP DRESSING SAND-MILLS/MOUNTAIN VIEW PARKS	10-83-261	7,849.50	6357
Total 31021:					7,849.50	
31022	11/06/2025	TWIN D INC	STORM DRAIN INSPECTIONS PROBLEM AREA ARGYLE ACRES	56-40-620	927.50	806423 RI
31022	11/06/2025	TWIN D INC	STORM DRAIN INSPECTIONS-ARGYLE ACRES-1500 S	56-40-620	927.50	806565 RI
31022	11/06/2025	TWIN D INC	STORM DRAIN INSPECTIONS-ARGYLE ACRES-1500 S	56-40-620	1,457.50	806591 RI
Total 31022:					3,312.50	
31023	11/06/2025	UTAH STATE TREASURER	FINE OWING TO STATE	10-35-100	6,793.06	10312025
Total 31023:					6,793.06	
31024	11/06/2025	VANGUARD CLEANING SYSTEMS OF UTAH	PW BUILDING JANITORIAL SERVICES NOVEMBER 2025	10-79-260	618.00	39733
31024	11/06/2025	VANGUARD CLEANING SYSTEMS OF UTAH	CITY HALL JANITORIAL SERVICES NOVEMBER 2025	10-51-620	702.00	39733
31024	11/06/2025	VANGUARD CLEANING SYSTEMS OF UTAH	PW WINDOW CLEANING	10-79-260	230.00	39779
Total 31024:					1,550.00	
31025	11/10/2025	EMINENT TECHNICAL SOLUTIONS	IT SUPPORT-OCT SERVICE TICKETS	10-46-310	4,679.15	EM-73951
Total 31025:					4,679.15	
31026	11/10/2025	INGRID OSEGUERA	COURT INTERPRETER 11/4 AND 10/14	10-42-621	171.00	110425

Check Number	Check Date	Payee	Description	GL No	Amount	Invoice No
Total 31026:					171.00	
31027	11/10/2025	KCHM LLC	FINAL AUDIT BILL YEAR ENDING 6-30-25	10-43-310	10,725.00	5464
31027	11/10/2025	KCHM LLC	FINAL AUDIT BILL YEAR ENDING 6-30-25	51-40-310	2,475.00	5464
31027	11/10/2025	KCHM LLC	FINAL AUDIT BILL YEAR ENDING 6-30-25	52-40-310	1,650.00	5464
31027	11/10/2025	KCHM LLC	FINAL AUDIT BILL YEAR ENDING 6-30-25	56-40-310	1,650.00	5464
Total 31027:					16,500.00	
31028	11/10/2025	LANGUAGE LINE SERVICES, INC	INTERPRETATION BY PHONE 10.31.25	10-42-310	51.25	11749902
Total 31028:					51.25	
31029	11/10/2025	NAPA AUTO PARTS	WATER TRUCK HYDRAULIC PUMP OIL	51-40-252	52.07	403689
31029	11/10/2025	NAPA AUTO PARTS	P4 1 TON CHEV. BATTERIES	10-83-250	256.99	403737
31029	11/10/2025	NAPA AUTO PARTS	DIESEL EXHAUST FLUID STREETS VEHICLES	10-71-250	45.42	INV 404641
Total 31029:					354.48	
31030	11/10/2025	UTAH RETIREMENT SYSTEMS	PURCHASE OF FUTURE SERVICE CREDIT M EVANS PER AGMT SEE PERSEONNEL FILE FOR DETAIL	10-83-130	10,217.25	W33401536
Total 31030:					10,217.25	
31031	11/10/2025	WASATCH CONSTABLES	BAILIFF SERVICES	10-42-310	400.00	INV-1026
Total 31031:					400.00	
31033	11/10/2025	PILOT THOMAS	FORKLIFT FUEL	10-79-250	77.23	1405252-IN
31033	11/10/2025	PILOT THOMAS	FUEL FOR GENERATOR	51-40-252	599.74	1403275-IN
31033	11/10/2025	PILOT THOMAS	FUEL FOR PARKS EQUIPMENT	10-83-252	2,128.93	1403275-IN
Total 31033:					2,805.90	
31034	11/12/2025	ACE RECYCLING AND DISPOSAL	DUMPSTER PROGRAM	52-40-622	1,099.92	1162998
Total 31034:					1,099.92	
31035	11/12/2025	AXON ENTERPRISE, INC	PD BODY CAMERAS	10-60-740	72,870.60	INSUS38887

Check Number	Check Date	Payee	Description	GL No	Amount	Invoice No
Total 31035:					72,870.60	
31036	11/12/2025	BOUNTIFUL IRRIGATION DISTRICT	2025 NON-TAXABLE ASSESSMENT	10-83-620	3,779.35	03-2297
Total 31036:					3,779.35	
31037	11/12/2025	BOUNTIFUL SANITARY LANDFILL	GREEN WASTE DURING FALL CLEAN UP	52-40-622	369.00	103125
Total 31037:					369.00	
31038	11/12/2025	CORE & MAIN	METER PIT SETTER REPLACEMENT 1900 S	51-40-250	173.75	X996152
Total 31038:					173.75	
31039	11/12/2025	ENBRIDGE GAS	1555 S 800 W Natural Gas Heat	10-51-270	120.99	1917910000
31039	11/12/2025	ENBRIDGE GAS	2287 S 1200 W Natural Gas Heat	10-79-270	20.67	396936222 1
31039	11/12/2025	ENBRIDGE GAS	1659 S 800 W Natural Gas Heat	10-51-270	10.79	621125931 1
31039	11/12/2025	ENBRIDGE GAS	2287 S 1200 W-NEW Natural Gas Heat	10-79-270	343.35	83855000 11.
Total 31039:					495.80	
31040	11/12/2025	ENTERPRISE FM TRUST	276MZ3 PW SILVERADO 3500	61-80-171	920.05	60817511052
31040	11/12/2025	ENTERPRISE FM TRUST	276N29 PW LEASE SILVERADO 2500	61-80-183	971.30	60817511052
31040	11/12/2025	ENTERPRISE FM TRUST	26PXS F EQUINOX LEASE	61-80-151	562.58	60817511052
31040	11/12/2025	ENTERPRISE FM TRUST	26QM4C PW SILVERADO LEASE	61-80-510	295.01	60817511052
31040	11/12/2025	ENTERPRISE FM TRUST	26QM4C PW SILVERADO LEASE	61-80-560	295.01	60817511052
31040	11/12/2025	ENTERPRISE FM TRUST	26QM4C PW SILVERADO LEASE	61-80-171	147.51	60817511052
31040	11/12/2025	ENTERPRISE FM TRUST	26QM4C PW SILVERADO LEASE	61-80-183	147.51	60817511052
31040	11/12/2025	ENTERPRISE FM TRUST	26VDS7 PW SILVERADO 3500 LEASE	61-80-183	805.48	60817511052
31040	11/12/2025	ENTERPRISE FM TRUST	26QM4C PW SILVERADO LEASE	61-80-510	861.55	60817511052
Total 31040:					5,006.00	
31041	11/12/2025	HOT ASPHALT INC	FALL CRACK SEAL	21-40-410	20,000.00	1919
Total 31041:					20,000.00	
31042	11/12/2025	JAY'S TIRE PROS	PD VN 06753 MAINTENANCE	10-60-251	100.46	241689
31042	11/12/2025	JAY'S TIRE PROS	PD VN 07413 MAINTENANCE	10-60-251	72.45	242357

Check Number	Check Date	Payee	Description	GL No	Amount	Invoice No
Total 31042:					172.91	
31043	11/12/2025	JMR CONSTRUCTION INC	CONCRETE REPLACEMENT 1559 S 580 W MORNINGSIDE	21-40-415	4,720.00	11122025
Total 31043:					4,720.00	
31044	11/12/2025	JUB ENGINEERS, INC	07-24-09400 TRANSPORTATION MASTER PLAN UPDATE	21-40-755	7,757.40	190090
Total 31044:					7,757.40	
31045	11/12/2025	LAKEVIEW ROCK PRODUCTS	ASPHALT PATCH 580 W	21-40-410	143.36	15418
Total 31045:					143.36	
31046	11/12/2025	LAYTON CITY CORP.	DAVIS METRO NARCOTICS STRIKE FORCE - FY 2025-2026	10-60-310	10,040.80	26-000036
Total 31046:					10,040.80	
31047	11/12/2025	RED HANGER	CLEAN POLICE DEPT UNIFORMS-CLOSING DATE 1A.01.25	10-60-450	81.27	YD46989 11.
Total 31047:					81.27	
31048	11/12/2025	ROBERT GLASS	REIMBURSE SNOW PLOW MEEETING SNACKS-BANBURY CROSS DONUTS	10-71-610	20.59	111025
Total 31048:					20.59	
31049	11/12/2025	ROCKIN E COUNTRY STORE LLC	TREE WRAP	10-83-261	55.78	225545
31049	11/12/2025	ROCKIN E COUNTRY STORE LLC	TREE WRAP	10-83-261	55.78	225996
31049	11/12/2025	ROCKIN E COUNTRY STORE LLC	WEED BARRIER ARBOR PINS	10-83-261	128.69	226458
Total 31049:					240.25	
31050	11/12/2025	SALT LAKE COMMUNITY COLLEGE	POST CADET MEALS WILSTEAD/TERZO	10-60-455	304.00	B2004158
Total 31050:					304.00	
31051	11/12/2025	SKAGGS COMPANY INC	GREEN UNIFORMS	10-60-450	399.73	450_299254
31051	11/12/2025	SKAGGS COMPANY INC	SALAS UNIFORM	10-60-450	261.21	450_304908
31051	11/12/2025	SKAGGS COMPANY INC	ZIERSE UNIFORMS	10-60-450	89.99	450_304953
31051	11/12/2025	SKAGGS COMPANY INC	BOYLE UNIFORMS	10-60-450	139.50	450_312265

Check Number	Check Date	Payee	Description	GL No	Amount	Invoice No
31051	11/12/2025	SKAGGS COMPANY INC	SCHULTZ UNIFORM	10-60-450	89.99	450_313159
31051	11/12/2025	SKAGGS COMPANY INC	SCHULTZ UNIFORM	10-60-450	26.89	450_313487
31051	11/12/2025	SKAGGS COMPANY INC	ZIERSE UNIFORMS	10-60-450	82.65	450_313566
31051	11/12/2025	SKAGGS COMPANY INC	SANDERS UNIFORM	10-60-450	39.35	450_314069
31051	11/12/2025	SKAGGS COMPANY INC	BOYLE UNIFORMS	10-60-450	123.44	450_315566
Total 31051:					1,252.75	
31052	11/12/2025	STEP SAVER INC	SALT FOR WATER TREATMENT PLANT	51-40-610	65.36	535860
31052	11/12/2025	STEP SAVER INC	LESS SALES TAX	51-40-610	3.91-	535860
31052	11/12/2025	STEP SAVER INC	SALT FOR WATER TREATMENT PLANT	51-40-610	165.51	532770
31052	11/12/2025	STEP SAVER INC	LESS SALES TAX	51-40-610	9.90-	532770
31052	11/12/2025	STEP SAVER INC	SALT FOR WATER TREATMENT PLANT	51-40-610	118.83	533682
31052	11/12/2025	STEP SAVER INC	LESS SALES TAX	51-40-610	7.11-	533682
Total 31052:					328.78	
31053	11/12/2025	TRACTOR SUPPLY CREDIT PLAN	PARKS TOOLS	10-83-261	133.71	595604
Total 31053:					133.71	
31054	11/12/2025	WAYNE & VICKI HAYS	REFUND PAYMENT MADE AFER FINAL BILL	01-11750	97.60	6.2480.0.4 A
Total 31054:					97.60	
31055	11/12/2025	WILBUR-ELLIS CO.	FALL FERTILIZER PURCHASE PER RES 2025-941	10-83-261	11,204.64	17481441
31055	11/12/2025	WILBUR-ELLIS CO.	FALL FERTILIZER PURCHASE PER RES 2025-941	10-83-261	18,302.94	17485597
31055	11/12/2025	WILBUR-ELLIS CO.	FALL FERTILIZER PURCHASE PER RES 2025-941	10-83-261	3,380.13	17491567
Total 31055:					32,887.71	
31056	11/13/2025	UTAH FUEL NETWORK	ADMINISTRATION FUEL OCT 25 LACEE	10-43-252	125.81	F2604E0101
31056	11/13/2025	UTAH FUEL NETWORK	COMMUNITY DEVELOPMENT OCT 2025 FUEL	10-57-252	52.81	F2604E0101
31056	11/13/2025	UTAH FUEL NETWORK	ADMINISTRATION FUEL OCT 2025	10-43-252	86.60	F2604E0101
31056	11/13/2025	UTAH FUEL NETWORK	PARKS FUEL OCT2025	10-83-252	552.86	F2604E0101
31056	11/13/2025	UTAH FUEL NETWORK	POLICE FUEL OCT 2025	10-60-252	3,862.19	F2604E0101
31056	11/13/2025	UTAH FUEL NETWORK	STORM DRAIN FUEL OCT 2025	56-40-252	91.62	F2604E0101
31056	11/13/2025	UTAH FUEL NETWORK	STREETS FUEL OCT 2025	10-71-252	418.61	F2604E0101
31056	11/13/2025	UTAH FUEL NETWORK	WATER FUELOCT 2025	51-40-252	761.90	F2604E0101

Check Number	Check Date	Payee	Description	GL No	Amount	Invoice No
Total 31056:					5,952.40	
31057	11/13/2025	US BANK-VISA PROCUREMENT CARD	Pumpkins in the Park Food for YCC, Staff and Council	27-40-617	215.62	2025 11.10
31057	11/13/2025	US BANK-VISA PROCUREMENT CARD	Pumpkins in the Park Food for YCC, Staff and Council	27-40-617	781.42	2025 11.10
31057	11/13/2025	US BANK-VISA PROCUREMENT CARD	FTO Training for Officer Smith	10-60-230	375.00	2025 11.10
31057	11/13/2025	US BANK-VISA PROCUREMENT CARD	Truck or Treat Community Event at Rockin E Country Store	10-60-455	71.97	2025 11.10
31057	11/13/2025	US BANK-VISA PROCUREMENT CARD	Slings for 40 mm firearms	10-60-456	887.56	2025 11.10
31057	11/13/2025	US BANK-VISA PROCUREMENT CARD	PW Exterior Lights replacement	10-79-260	1,273.77	2025 11.10
31057	11/13/2025	US BANK-VISA PROCUREMENT CARD	CC Fee - Site application for reservoir project	51-61-703	63.00	2025 11.10
31057	11/13/2025	US BANK-VISA PROCUREMENT CARD	Application for reservoir project	51-61-703	2,100.00	2025 11.10
31057	11/13/2025	US BANK-VISA PROCUREMENT CARD	Police Department Garbage Can	10-51-260	76.21	2025 11.10
31057	11/13/2025	US BANK-VISA PROCUREMENT CARD	Police Department Garbage Can	10-51-260	78.93	2025 11.10
31057	11/13/2025	US BANK-VISA PROCUREMENT CARD	Police Department Garbage Can Lids	10-51-260	208.00	2025 11.10
31057	11/13/2025	US BANK-VISA PROCUREMENT CARD	Breakfast for Crew working 580 W 1500 S Water Leak	51-40-610	47.50	2025 11.10
31057	11/13/2025	US BANK-VISA PROCUREMENT CARD	Back Flow Administrator Renewal-Sam	51-40-210	165.00	2025 11.10
31057	11/13/2025	US BANK-VISA PROCUREMENT CARD	Baseball Bases Locator Plugs	10-83-261	274.90	2025 11.10
31057	11/13/2025	US BANK-VISA PROCUREMENT CARD	Insect glue traps - City Hall	10-51-260	38.33	2025 11.10
31057	11/13/2025	US BANK-VISA PROCUREMENT CARD	Decorations Marc Evans Retirement	10-83-610	34.41	2025 11.10
31057	11/13/2025	US BANK-VISA PROCUREMENT CARD	Refund shipping glue traps	10-51-260	4.84	2025 11.10
31057	11/13/2025	US BANK-VISA PROCUREMENT CARD	refund shipping M Evans retirement decorations	10-83-610	2.15	2025 11.10
31057	11/13/2025	US BANK-VISA PROCUREMENT CARD	Senior Lunch Meet November 2025	27-40-611	400.74	2025 11.10
31057	11/13/2025	US BANK-VISA PROCUREMENT CARD	Mayor/City Manager Monthly Work Lunch	10-43-230	56.35	2025 11.10
31057	11/13/2025	US BANK-VISA PROCUREMENT CARD	LUNCH W HOGAN & METHOD DISCUSS. CH/HOGAN PARK (6 ATTENDEES)	46-40-720	75.87	2025 11.10
31057	11/13/2025	US BANK-VISA PROCUREMENT CARD	CITY HALL FIBER	10-46-310	295.80	2025 11.10
31057	11/13/2025	US BANK-VISA PROCUREMENT CARD	POSTAGE METER INK	10-43-250	91.29	2025 11.10
31057	11/13/2025	US BANK-VISA PROCUREMENT CARD	PUBLIC WORKS FIBER	10-46-310	295.80	2025 11.10
31057	11/13/2025	US BANK-VISA PROCUREMENT CARD	ANNUAL NEWSPAPER SUBSCRIPTION	10-51-260	249.60	2025 11.10
31057	11/13/2025	US BANK-VISA PROCUREMENT CARD	PD VN 04052 MAINTENANCE	10-60-251	1,298.85	2025 11.10
31057	11/13/2025	US BANK-VISA PROCUREMENT CARD	FLEET TRACKING	10-71-250	140.00	2025 11.10
31057	11/13/2025	US BANK-VISA PROCUREMENT CARD	FLEET TRACKING	10-83-250	120.00	2025 11.10
31057	11/13/2025	US BANK-VISA PROCUREMENT CARD	FLEET TRACKING	51-40-250	180.00	2025 11.10
31057	11/13/2025	US BANK-VISA PROCUREMENT CARD	MEAL ORAL INTERVIEWS CH/HOGAN PARK COs -13 ATTENDEES	46-40-720	210.70	2025 11.10
31057	11/13/2025	US BANK-VISA PROCUREMENT CARD	BLUE STAKES SERVICES OCTOBER	51-40-310	189.06	2025 11.10
31057	11/13/2025	US BANK-VISA PROCUREMENT CARD	SNACKS ORAL INTERVIEWS CH/HOGAN PARK COs -13 ATTENDEES	46-40-720	22.98	2025 11.10
31057	11/13/2025	US BANK-VISA PROCUREMENT CARD	TIP/MEAL ORAL INTERVIEWS CH/HOGAN PARK COs -13 ATTENDEES	46-40-720	30.00	2025 11.10
31057	11/13/2025	US BANK-VISA PROCUREMENT CARD	AGA CONFERENCE-BRIAN PASSEY	10-43-230	175.00	2025 11.10
31057	11/13/2025	US BANK-VISA PROCUREMENT CARD	HRS IMPLEMENTATION PER RES 2025-949	10-46-740	2,686.11	2025 11.10

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31057	11/13/2025	US BANK-VISA PROCUREMENT CARD	Sympathy gift Marc Evans Father in Law Death	10-23550	40.98	2025 11.10
31057	11/13/2025	US BANK-VISA PROCUREMENT CARD	Marc Evans retirement gift	10-83-610	50.00	2025 11.10
31057	11/13/2025	US BANK-VISA PROCUREMENT CARD	Marc Evans retirement gift	10-83-610	250.00	2025 11.10
31057	11/13/2025	US BANK-VISA PROCUREMENT CARD	Marc Evans retirement celebration food	10-83-610	111.78	2025 11.10
31057	11/13/2025	US BANK-VISA PROCUREMENT CARD	Marc Evans retirement celebration food	10-83-610	80.21	2025 11.10
31057	11/13/2025	US BANK-VISA PROCUREMENT CARD	PW October Birthday Treat	10-71-610	23.17	2025 11.10
31057	11/13/2025	US BANK-VISA PROCUREMENT CARD	Marc Retirement party supply	10-83-610	37.00	2025 11.10
31057	11/13/2025	US BANK-VISA PROCUREMENT CARD	Marc Retirement party card	10-83-610	10.81	2025 11.10
31057	11/13/2025	US BANK-VISA PROCUREMENT CARD	Marc Retirement party decore	10-83-610	10.70	2025 11.10
31057	11/13/2025	US BANK-VISA PROCUREMENT CARD	Marc Retirement table covers	10-83-610	2.97	2025 11.10
31057	11/13/2025	US BANK-VISA PROCUREMENT CARD	Marc's Retirement Award refund of double billing	10-83-610	272.25	2025 11.10
31057	11/13/2025	US BANK-VISA PROCUREMENT CARD	Marc's Retirement Award double billing by vendor mistake	10-83-610	272.25	2025 11.10
31057	11/13/2025	US BANK-VISA PROCUREMENT CARD	Marc's Retirement Award	10-83-610	272.25	2025 11.10
31057	11/13/2025	US BANK-VISA PROCUREMENT CARD	Frames for Dept Photos	10-60-240	81.46	2025 11.10
31057	11/13/2025	US BANK-VISA PROCUREMENT CARD	PD Halloween party food	10-23555	48.66	2025 11.10
31057	11/13/2025	US BANK-VISA PROCUREMENT CARD	PD Halloween party food	10-23555	236.56	2025 11.10
31057	11/13/2025	US BANK-VISA PROCUREMENT CARD	Hanselman Phlebotomy License	10-60-210	35.00	2025 11.10
31057	11/13/2025	US BANK-VISA PROCUREMENT CARD	Mistaken Charge - repaid by Michelle	10-38-900	9.99	2025 11.10
31057	11/13/2025	US BANK-VISA PROCUREMENT CARD	Employee of Month - Knapp	10-60-455	25.00	2025 11.10
31057	11/13/2025	US BANK-VISA PROCUREMENT CARD	Class A Nametag Smith	10-60-455	99.50	2025 11.10
31057	11/13/2025	US BANK-VISA PROCUREMENT CARD	Sympathy Gift Wilstead's grandpa	10-60-455	48.97	2025 11.10
31057	11/13/2025	US BANK-VISA PROCUREMENT CARD	Class A Nametag Salas	10-60-455	104.00	2025 11.10
31057	11/13/2025	US BANK-VISA PROCUREMENT CARD	Drone Flight School Test Zierse	10-60-455	175.00	2025 11.10
31057	11/13/2025	US BANK-VISA PROCUREMENT CARD	K9 Badge honoring retired K9 passing	10-60-455	149.06	2025 11.10
31057	11/13/2025	US BANK-VISA PROCUREMENT CARD	Hotel for for ULEAP Conference-M Rowley	10-60-230	993.80	2025 11.10
Total 31057:					16,099.65	
31058	11/18/2025	SILVER SPUR CONSTRUCTION	55-24-092 PAY APP 2	51-61-701	431,197.25	55-24-092 PA
Total 31058:					431,197.25	
31068	11/25/2025	3XL, INC.	55-22-038 App1 2100 S Storm Drain	56-61-701	87,164.82	55-22-038 A
Total 31068:					87,164.82	
31069	11/25/2025	ALLAN & ALESE AMAREL	REFUND OVERPAYMENT-FINAL BILL	01-11750	101.57	9.1630.0.2
Total 31069:					101.57	
31072	11/25/2025	ALLIED UNDERGROUND TECHNOLOGY	WELL 3 DEMOLITION	51-61-702	53,929.11	55-23-160-40

Check Number	Check Date	Payee	Description	GL No	Amount	Invoice No
Total 31072:					53,929.11	
31073	11/25/2025	AXON ENTERPRISE, INC	DASH CAM CABLES	10-60-740	1,260.00	INUS539562
Total 31073:					1,260.00	
31074	11/25/2025	BELL JANITORIAL SUPPLY	TP FOR CITY HALL	10-51-260	52.54	1075773
Total 31074:					52.54	
31075	11/25/2025	BOUNTIFUL CITY CORP	339 W 2600 S Electric Power	51-40-270	55.32	2465462
31075	11/25/2025	BOUNTIFUL CITY CORP	330 W 1500 S Electric Power	51-40-270	38.03	2469738
31075	11/25/2025	BOUNTIFUL CITY CORP	180 E 1500 S Electric Power	51-40-270	29.67	2470500
Total 31075:					123.02	
31076	11/25/2025	BROKEN ARROW	ROAD SALT	10-71-611	2,396.16	52410
Total 31076:					2,396.16	
31077	11/25/2025	CANON FINANCIAL SERVICES, INC	PD Copier C3930I Contract and Copies	10-60-251	185.56	42131684
31077	11/25/2025	CANON FINANCIAL SERVICES, INC	CH Copier C5850 Contract and Copies	10-51-250	242.36	42131684
Total 31077:					427.92	
31078	11/25/2025	CARENOW	CP PHYSICAL DOT FOLLOW UP-GUISSEMAN	51-40-620	75.00	UT5345-413
31078	11/25/2025	CARENOW	CP-PHYSICAL DOT-FILLER	10-83-620	65.00	UT5345-413
31078	11/25/2025	CARENOW	CP-PHYSICAL DOT-HUFF	56-40-620	65.00	UT5345-413
Total 31078:					205.00	
31079	11/25/2025	CHELAN CAPITAL PARTNERS	23-170 BOND RELEASE WESTERN FAB HANGERS	10-21350	1,907.10	23-170
Total 31079:					1,907.10	
31080	11/25/2025	CROFT POWER EQUIPMENT	ASPHALT SAW REPAIR	51-40-250	189.39	205282
Total 31080:					189.39	
31081	11/25/2025	DAVIS COUNTY TREASURER	2025 GENERAL ELECTION SERVICES	10-55-620	5,184.63	132138

Check Number	Check Date	Payee	Description	GL No	Amount	Invoice No
Total 31081:					5,184.63	
31082	11/25/2025	EMINENT TECHNICAL SOLUTIONS	MONTHLY CAMERA MONITORING-AUGUST 2025	10-51-280	240.00	CM-16752
31082	11/25/2025	EMINENT TECHNICAL SOLUTIONS	LAPTOP/DOCKING STATION FOR CM R PETERSON	10-46-740	1,810.00	EM-74015
31082	11/25/2025	EMINENT TECHNICAL SOLUTIONS	LAPTOP/DOCKING STATION FOR B. HADERLIE	10-46-740	1,760.00	EM-74016
31082	11/25/2025	EMINENT TECHNICAL SOLUTIONS	MONTHLY PHONE SERVICE BILL	10-51-280	810.91	PH-11827-1
31082	11/25/2025	EMINENT TECHNICAL SOLUTIONS	MONTHLY PHONE SERVICE BILL	10-51-280	811.41	PH-11852-1
Total 31082:					5,432.32	
31083	11/25/2025	FILTRATION TECHNOLOGY, INC	TREATMENT PLANT PREFILTERS - 20	51-40-250	3,935.88	9969
Total 31083:					3,935.88	
31084	11/25/2025	FREEDOM MAILING SERVICES INC	BILL PROCESSING	51-40-620	1,978.20	50962
31084	11/25/2025	FREEDOM MAILING SERVICES INC	FOLDING & INSERTING NEWSLETTER	10-43-610	45.22	50962
31084	11/25/2025	FREEDOM MAILING SERVICES INC	BILL PROCESSING	51-40-620	1,583.34	51371
31084	11/25/2025	FREEDOM MAILING SERVICES INC	FOLDING & INSERTING NEWSLETTER	10-43-610	38.38	51371
31084	11/25/2025	FREEDOM MAILING SERVICES INC	PROP1 RAP TAX INSERTS	23-40-310	38.38	51371
Total 31084:					3,683.52	
31085	11/25/2025	GINES TREES	TRIM TREES AT WELLS 3	51-61-702	900.00	1153
Total 31085:					900.00	
31086	11/25/2025	HAYES GODFREY BELL, P.C.	Legal Services	10-49-310	881.50	12536
31086	11/25/2025	HAYES GODFREY BELL, P.C.	Legal Services	46-40-720	302.00	12536
Total 31086:					1,183.50	
31087	11/25/2025	INTEGRA REALTY RESOURCES	APRAISAL OF OLD PW PROPERTY	10-43-620	3,100.00	160-2025-14
31087	11/25/2025	INTEGRA REALTY RESOURCES	APRAISAL OF OLD PO PROPERTY	10-43-620	3,100.00	160-2025-14
Total 31087:					6,200.00	
31088	11/25/2025	JAKE PETERSON	SANTA SERVICES 2025	27-40-617	400.00	11212025
Total 31088:					400.00	

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31089	11/25/2025	JAY'S TIRE PROS	PD VN 05223 VEHICLE MAINTENANCE	10-60-251	93.54	243121
31089	11/25/2025	JAY'S TIRE PROS	PD VN 06674 VEHICLE MAINTENANCE	10-60-251	72.45	243217
Total 31089:					165.99	
31090	11/25/2025	KEVIN BARCLAY	REFUND OVERPAYMENT-FINAL BILL	01-11750	28.56	11.3347.0.2
Total 31090:					28.56	
31091	11/25/2025	MARTHA MEGERDICHIAN	REFUND OVERPAYMENT-FINAL BILL	01-11750	5.01	11.0003.0.1
Total 31091:					5.01	
31092	11/25/2025	ODP BUSINESS SOLUTIONS, LLC	OFFICE SUPPLIES	10-43-240	138.07	4486674620
Total 31092:					138.07	
31093	11/25/2025	O'REILLY AUTOMOTIVE, INC.	PD DASH CAM EQUIP	10-60-455	31.48	2898-200468
Total 31093:					31.48	
31094	11/25/2025	Precision Concrete Cutting	TRIP HAZARD GRINDING-FALL 2025	21-40-415	16,704.38	UT14215UM
Total 31094:					16,704.38	
31095	11/25/2025	R&J SEEDING	REFUND OF METER DEPOSIT	10-21400	3,000.00	7
31095	11/25/2025	R&J SEEDING	LESS WATER USAGE	51-38-900	28.73-	7
Total 31095:					2,971.27	
31096	11/25/2025	RDO EQUIPMENT	BACKHOE LEASE 1 YEAR	61-80-510	11,900.00	R02805R1
Total 31096:					11,900.00	
31097	11/25/2025	SKAGGS COMPANY INC	SANDERS UNIFORM	10-60-450	39.35	450_A_3140
31097	11/25/2025	SKAGGS COMPANY INC	TERZO UNIFORM	10-60-450	8.99	450_A_2978
31097	11/25/2025	SKAGGS COMPANY INC	ZIERSE UNIFORMS	10-60-450	169.65-	450_A_2999
31097	11/25/2025	SKAGGS COMPANY INC	BOYLE UNIFORMS	10-60-450	139.50	450_A_3122
31097	11/25/2025	SKAGGS COMPANY INC	SCHULTZ UNIFORM	10-60-450	26.89	450_A_3134
31097	11/25/2025	SKAGGS COMPANY INC	SANDERS UNIFORM	10-60-450	92.65	450_A_3140
31097	11/25/2025	SKAGGS COMPANY INC	BOYLE UNIFORMS	10-60-450	123.44	450_A_3155

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31097	11/25/2025	SKAGGS COMPANY INC	ZIERSE UNIFORMS	10-60-450	82.65	450_A_3156
31097	11/25/2025	SKAGGS COMPANY INC	TERZO UNIFORM	10-60-450	19.90	450_A_3157
31097	11/25/2025	SKAGGS COMPANY INC	WILSTEAD UNIFORM	10-60-450	44.96	450_A_3167
Total 31097:					408.68	
31098	11/25/2025	STEP SAVER INC	SALT FOR WATER TREATMENT PLANT	51-40-610	42.44	536320
31098	11/25/2025	STEP SAVER INC	LESS SALES TAX	51-40-610	2.54-	536320
Total 31098:					39.90	
31099	11/25/2025	TRACTOR SUPPLY CREDIT PLAN	PARKS SUPPLIES	10-83-250	44.74	100593497
31099	11/25/2025	TRACTOR SUPPLY CREDIT PLAN	PARKS SUPPLIES	10-83-260	33.98	100594351
31099	11/25/2025	TRACTOR SUPPLY CREDIT PLAN	PARKS TOOL/SUPPLY	10-83-250	133.71	100595604
Total 31099:					212.43	
31100	11/25/2025	UPPER CASE PRINTING INK	NEWSLETTER NOV 2025 2405	10-43-610	548.34	3726
Total 31100:					548.34	
31101	11/25/2025	VERIZON WIRELESS	PD AIR CARDS	10-60-280	820.48	6128324513
31101	11/25/2025	VERIZON WIRELESS	PW TABLETS	10-51-280	220.00	6128324513
Total 31101:					1,040.48	
31102	11/25/2025	WASATCH INTEGRATED WASTE	Tip Fee for Garbage Collection October 2025	52-40-621	29,869.60	OCTOBER 2
Total 31102:					29,869.60	
11012025	11/06/2025	PEHP HEALTH INSURANCE	group insurance	10-42-131	1,500.45	11012025
11012025	11/06/2025	PEHP HEALTH INSURANCE	group insurance	10-43-131	2,856.15	11012025
11012025	11/06/2025	PEHP HEALTH INSURANCE	group insurance	10-57-131	1,275.38	11012025
11012025	11/06/2025	PEHP HEALTH INSURANCE	group insurance	10-60-131	26,435.60	11012025
11012025	11/06/2025	PEHP HEALTH INSURANCE	group insurance	10-71-131	429.02	11012025
11012025	11/06/2025	PEHP HEALTH INSURANCE	group insurance	10-79-131	204.88	11012025
11012025	11/06/2025	PEHP HEALTH INSURANCE	group insurance	10-83-131	3,787.16	11012025
11012025	11/06/2025	PEHP HEALTH INSURANCE	group insurance	10-86-131	1,019.54	11012025
11012025	11/06/2025	PEHP HEALTH INSURANCE	group insurance	25-40-131	976.37	11012025
11012025	11/06/2025	PEHP HEALTH INSURANCE	group insurance	51-40-131	5,428.90	11012025
11012025	11/06/2025	PEHP HEALTH INSURANCE	group insurance	52-40-131	236.00	11012025

Check Number	Check Date	Payee	Description	GL No	Amount	Invoice No
11012025	11/06/2025	PEHP HEALTH INSURANCE	group insurance	56-40-131	2,486.90	11012025
11012025	11/06/2025	PEHP HEALTH INSURANCE	group insurance	10-22410	918.69	11012025
11012025	11/06/2025	PEHP HEALTH INSURANCE	group insurance	10-22410	224.59	11012025
11012025	11/06/2025	PEHP HEALTH INSURANCE	group insurance	10-22400	2.92	11012025
Total 11012025:					47,782.55	
11012026	11/13/2025	UTAH LOCAL GOVERNMENT TRUST	MONTHLY WC PREMIUM	10-22430	4,103.66	M1623381
Total 11012026:					4,103.66	
11062501	11/06/2025	ZIONS BANK CORPORATE TRUST	INTEREST DUE	10-89-820	64,406.25	9536407 10.
11062501	11/06/2025	ZIONS BANK CORPORATE TRUST	PRINCIPAL DUE	10-89-810	275,000.00	9536407 10.
11062501	11/06/2025	ZIONS BANK CORPORATE TRUST	AGENT FEES	10-89-830	250.00	9536407 10.
11062501	11/06/2025	ZIONS BANK CORPORATE TRUST	LESS CASH ON HAND 10.8.25	01-11640	374.92-	9536407 10.
Total 11062501:					339,281.33	
11062502	11/06/2025	ZIONS BANK CORPORATE TRUST	DD SLGS Investment	41-11611	16,678.18	9536240 10.
11062502	11/06/2025	ZIONS BANK CORPORATE TRUST	DD SLGS Investment	41-11611	16,678.18-	9536240 10.
Total 11062502:					.00	
11062503	11/10/2025	ZIONS BANK CORPORATE TRUST	2021 BOND DSR ACCT	01-11650	16,378.18	9536420 10.
Total 11062503:					16,378.18	
Grand Totals:					1,431,295.59	

Report Criteria:

Report type: GL detail

Memo

To: Woods Cross Mayor and City Council
From: Bryce K Haderlie, City Administrator
Date: November 25, 2025
Re: Ordinance Authorizing the RAP Tax For 10 Years



Having completed the requirements set forth in Utah Code 59-12-14 City or Town Option Funding for Botanical, Cultural, Recreational, and Zoological Organizations or Facilities, the attached ordinance is ready for council consideration and vote.

Following the adoption of Resolution 2025-914, Authorizing the Ballot Question for the RAP tax, and the affirmative vote of the public (Yes 1322, No 435) in the general elections held November 4, 2025, the attached ordinance authorizes the continuation of the RAP tax by a vote of the city council.

The draft ordinance has been sent to our City Attorney, Todd Godfrey, and Utah State Tax Commission for review. I have also asked for confirmation that due to the language in the Utah State Code 59-12-1402, this ordinance will go into effect on April 1, 2026, and that Ordinance 2015-569 will not expire until March 31, 2026. That will be 10 years after it went into effect on April 1, 2016.

We will update the council on any adjustments to the draft in the packet or updates from the Utah State Tax Commission during the meeting.

ORDINANCE NO. 633

AN ORDINANCE IMPOSING AND CONTINUING IN EFFECT A ONE-TENTH OF ONE PERCENT (0.10%) LOCAL SALES AND USE TAX ON QUALIFYING TAXABLE TRANSACTIONS WITHIN WOODS CROSS CITY TO FUND RECREATIONAL AND CULTURAL FACILITIES AND ORGANIZATIONS ("RAP TAX")

RECITALS

WHEREAS, the City is authorized by law to impose a local sales and use tax of one-tenth of one percent (0.10%) on qualifying transactions; the purpose of which is to finance and provide funding for parks, recreational and cultural facilities and organizations in the City or in an area outside the City pursuant to an interlocal agreement - this tax being commonly referred to as a "RAP Tax"; and

WHEREAS, the citizens of the City first approved a RAP Tax by affirmative vote in November 2007, and reauthorized by affirmative vote in November of 2015; and

WHEREAS, the City Council adopted Resolution No. 2025-914 on May 6, 2025, directing and authorizing an opinion question to be submitted to the residents of the City providing each resident an opportunity to express the resident's opinion on the imposition and continuation of the RAP Tax; and

WHEREAS, at the municipal regular general election held on November 4, 2025, a majority of the City's registered voters voting on the opinion question voted in favor of imposing and continuing the RAP Tax; and

WHEREAS, based upon the results of the opinion question submitted to the voters and pursuant to Utah Code Ann. § 59-12-1402(2), the City Council desires to reauthorize and impose the RAP Tax as more particularly provided herein.

ORDINANCE

BE IT ORDAINED BY THE CITY COUNCIL OF WOODS CROSS, STATE OF UTAH:

Section 1. Vote to Impose. Pursuant to and in accordance with *Utah Code Ann.* § 59-12-1402, the City Council hereby approves, by majority vote of all of its members, to impose a RAP Tax. The RAP Tax shall be imposed, collected and distributed in accordance with applicable provisions of State law and the provisions of Title 5, Chapter 22, of the Woods Cross Municipal Code.

Section 2. Adoption of Ordinance - Codification. Title 5, Chapter 22 of the Woods Cross Municipal Code shall be amended to read in its entirety as set forth on Exhibit "A" attached hereto and incorporated herein by reference.

Section 3. Term of Tax. Pursuant to *Utah Code Ann.* § 59-12-1402(4), the RAP Tax approved by this ordinance shall be levied and reauthorized for a period of ten years.

Section 4. Directive to Staff -- Implementation. The staff of the City is directed to take all actions necessary to effectuate the imposition and collection of the RAP Tax described in this ordinance, including providing notice to the Utah State Tax Commission required by *Utah Code Ann.* § 59-12-1402(5)(b)(ii), and as described in Section 7, below.

Section 5. Severability. The provisions of this ordinance are severable. If any section, part or provision of this Ordinance is held invalid or unenforceable, such invalidity or unenforceability shall not affect any other portion of this Ordinance.

Section 6. Omission Not a Waiver. The omission to specify or enumerate in this ordinance those provisions of general law applicable to all cities shall not be construed as a waiver of the benefits of any such provisions.

Section 7. Effective Date-Implementation Date. This Ordinance shall become effective immediately upon publication or posting, or thirty (30) days after passage, whichever occurs first. Pursuant to *Utah Code Ann.* § 59-12-1402(5)(b), the RAP Tax approved by this ordinance shall take effect on the first day of the calendar quarter following a 90 day waiting period beginning on the date the Utah State Tax Commission receives notice from the City regarding the City's approval of the RAP tax. In accordance with the requirements of law, the RAP Tax approved by this ordinance shall take effect on April 1, 2026.

**PASSED AND ADOPTED BY THE CITY COUNCIL OF WOODS CROSS,
STATE OF UTAH, THIS 2nd DAY DECEMBER 2025.**

WOODS CROSS CITY
A MUNICIPAL CORPORATION

ATTEST:

Ryan Westergard, Mayor

Annette Hanson, City Recorder

VOTING:

Julie Checketts	Yea _____	Nay _____	
Eric Jones	Yea _____	Nay _____	
Wallace Larrabee	Yea _____	Nay _____	
Jim Grover	Yea _____	Nay _____	
Gary Sharp	Yea _____	Nay _____	
Ryan Westergard	Yea _____	Nay _____	[tie vote only]



EXHIBIT "A"

Woods Cross Municipal Code Title 5, Chapter 22

)

CHAPTER 5-22: RECREATIONAL, ARTS AND PARKS (RAP) TAX

- 5-22-010. Purpose.**
- 5-22-020. Compliance.**
- 5-22-030. Recreational, Arts and Parks (RAP) Tax.**
- 5-22-040. Collection.**
- 5-22-050. Use of Funds.**
- 5-22-060. Distribution of Funds.**
- 5-22-070. Effective Date.**

5-22-010. Purpose.

Woods Cross City submitted an opinion question to the residents of the City at the regular general election held on November 4, 2008, at the municipal election held on November 3, 2015, and again at a municipal election held on November 4, 2025, providing each resident of the City an opportunity to express the resident's opinion on the imposition of a local sales and use tax of one-tenth of one percent (0.10%) on certain qualifying transactions within the City to fund recreational and cultural facilities and organizations within the community. On each occasion, a majority of the City's registered voters voting on the opinion question voted in favor of imposing the RAP Tax. The purpose of this Chapter is to reauthorize and impose the RAP Tax as approved by voters of the City and to provide for the collection and distribution of the revenues generated by the RAP Tax.

5-22-020. Compliance.

It is the intent of the City to comply with all applicable provisions and restrictions set forth in *Utah Code Ann.* §§ 59-12-1401, et seq., as amended, regarding local option sales and use tax to fund recreational and cultural facilities and organizations.

5-22-030. Recreation, Arts and Parks (RAP) Tax.

There is hereby levied a local option sales and use tax on qualifying taxable transactions within Woods Cross City at the rate of one-tenth of one percent (0.10%). This tax shall be known as the Recreation, Arts and Parks (RAP) Tax. The RAP Tax, as reauthorized, may be levied for a period of ten (10) years and may later be reauthorized in accordance with applicable provisions of *Utah Code Ann.* § 59-12-1402, as amended, or any successor statute.

5-22-040. Collection.

The RAP Tax shall be administered, collected and enforced in accordance with the procedures set forth in Title 59, Chapter 12, Parts 1 and 2, of the *Utah Code Annotated*, as amended, regarding Tax Collection and Local Sales and Use Tax Act (excluding Subsections 59-12-205(2) through (7)), and Title 59, Chapter 1, of the same, as amended, regarding General Taxation Policies).

5-22-050. Use of Funds.

The monies generated from the RAP Tax shall be used to finance recreational and cultural facilities within the City or within the geographic area of entities that are parties to an interlocal agreement with the City providing for recreational or cultural facilities; to finance on-going operating expenses of recreational facilities, botanical organizations, cultural organizations and zoological organizations within the City or within the geographic area of entities that are parties to an interlocal agreement with the City providing for the support of cultural organizations; and for any other eligible facilities, organizations or purposes provided by law.

5-22-060. Distribution of Funds.

Funds generated by the RAP Tax may be use for qualifying facilities and organizations approved by the City Council. The City may also enter into an interlocal agreement with other qualifying entities and distribute the revenues generated by the RAP Tax to participants in an interlocal agreement as provided by law.

5-22-070. Effective Date.

Except as otherwise provided by law for billing cycle transactions and catalogue sales, the enactment and imposition of the RAP Tax shall take effect on the first day of the calendar quarter following a ninety (90) day waiting period beginning on the date the Utah State Tax Commission receives notice from the City regarding its creation of the RAP Tax in accordance with *Utah Code Ann.* § 59-12-1402(5), as amended. Pursuant to such provisions, the Woods Cross RAP Tax shall take effect on April 1, 2026. The collection and distribution of RAP Tax funds prior to April 1, 2026 shall be governed by the provisions of the ordinance that approved the City's RAP Tax in 2008, and again in December 2015.

5-22-080 Repealer.

This readoption and recodification of Title 5, Chapter 22, shall be a repeal of all ordinances in conflict with the adopted and codified Ordinances, and concurrent with the April 1, 2026 effective date hereof shall be a repeal of the prior version of this Chapter; provided however, all ordinances in force prior to this enactment shall continue in force after the adoption and codification for the purpose of all rights acquired, fines, penalties, forfeitures and liabilities incurred and actions therefor.

MEMORANDUM

To: Mayor Westergard, Council Members

From: Curtis Poole, Community Development Director

Date: December 2, 2025

Re: Community Development Planning and Permit Coordinator



Background

With the upcoming retirement of Marcee Meeks, who has served as the Community Development Department's Administrative Assistant, staff has identified an opportunity to rebalance and realign responsibilities within the department. As a smaller department, cross-training is essential to maintain continuity of operations during absences and periods of increased workload.

In September, the Council reviewed and approved an increase in hours for the Code Enforcement Officer position. This change has allowed certain responsibilities previously handled by the Director to be reassigned. Similarly, the current Administrative Assistant position can take on additional responsibilities, freeing the Director to devote time to economic development and long range planning.

Staff Review

Cass Hart, the Human Resources Director, and I collaborated to develop a revised list of responsibilities, duties, and minimum qualifications for a new position. Based on this review and comparisons to similar roles in other organizations, the proposed position reflects a blend of a building permit technician, planning technician, and administrative assistant. The recommended title for this role is Planning and Permit Coordinator.

The new position would retain all current Administrative Assistant duties while also assuming additional responsibilities, including:

- Scheduling development review meetings
- Coordinating plan reviews
- Answering basic planning and zoning inquiries
- Managing application and plan-submittal workflows to ensure compliance with state law
- Providing limited administrative approvals on qualifying applications
- Serving as a cross-trained backup for business licensing and non-enforcement code enforcement duties

Compensation Comparison

Position	Wage Minimum	Wage Maximum
Administrative Assistant (current)	\$20.47	\$31.76
Planning and Permit Coordinator (proposed)	\$22.01	\$34.12

This represents an hourly increase across the compensation range of approximately \$2.36.

Recommendation

Staff recommends the Council approve the restructuring of the responsibilities and compensation for the new Planning and Permit Coordinator position by approving the attached resolution.

RESOLUTION NO 2025 - 954

WHEREAS, the Woods Cross City Community Development Department is responsible for the planning and zoning functions, and regulates all building, construction development, business license and code enforcement activities within the City; and

WHEREAS, the City Council has considered the recommendations of the Community Development Director and HR/Risk Management Director regarding adjustments to the staffing required to fulfill these job duties.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF WOODS CROSS CITY, DAVIS COUNTY, UTAH, AS FOLLOWS:

1. That the City Council authorizes the reclassification of the Administrative Assistant to a Planning and Permit Coordinator per the job description and pay range described in the attached memo.
2. That the Mayor be authorized to sign this resolution that becomes effective immediately upon adoption.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF WOODS CROSS, DAVIS COUNTY, UTAH, THIS 2nd DAY OF DECEMBER 2025.

WOODS CROSS CITY
A MUNICIPAL CORPORATION

ATTEST:

Ryan Westergard, Mayor

Annette Hanson, City Recorder

VOTING:

Julie Checketts	Yea _____	Nay _____
Eric Jones	Yea _____	Nay _____
Wallace Larrabee	Yea _____	Nay _____
Jim Grover	Yea _____	Nay _____
Gary Sharp	Yea _____	Nay _____
Ryan Westergard	Yea _____	Nay _____ [tie vote only]





Woods Cross City

Community Services

1555 South 800 West Woods Cross, Utah 84087

To: Woods Cross City Council
From: LaCee Bartholomew, Community Services
Date: November 25, 2025
Subject: America 250 Utah – Non-competitive Grant \$1500.00

Background

The state of Utah is commemorating the nation's 250th anniversary in 2026. This is a unique, once-in-a-generation opportunity to reflect on our state's rich history, build community, and look toward the future. America250 Utah is working to partner with every county and municipality in Utah to make this a truly statewide celebration.

To support this effort, the City has asking a \$1,500 America 250 grant intended for community-based programming.

Analysis

1. **Community Breakfast and Patriotic Program** with an emphasis on America's history and celebration of 250 years as a nation.
 - a. Patriotic-themed breakfast for all community members
 - b. Brief program highlighting the significance of the upcoming anniversary
 - c. Opportunity for local leaders, veterans, or historical organizations to participateAnticipated Outcome – strengthen community and unity, encourage civic pride and celebrate the America 250 initiative with residents.
2. **Summer Recreation Class**
 - a. Audience Children - age 6 -12 participating in the City's Summer recreation program.
 - b. Program Focus – age-appropriate lesson and activities on American history, and key moments, with interactive projects, crafts and games.

Anticipated Outcome – provide educational enrichment during summer recreation while supporting the goals of the America 250 program.

RESOLUTION NO. 2025-955

A RESOLUTION SUPPORTING THE CITY’S PARTICIPATION IN THE AMERICA 250 PROGRAM AND AUTHORIZING THE USE OF A \$1,500 AMERICA 250 GRANT FOR A COMMUNITY BREAKFAST AND A SUMMER RECREATION EDUCATIONAL PROGRAM

WHEREAS, the United States of America will commemorate its 250th anniversary in 2026, marking a historic milestone in the nation’s founding, heritage, and shared democratic values; and

WHEREAS, the America 250 initiative encourages communities across the nation to celebrate this anniversary through meaningful programs, education, and engagement opportunities; and

WHEREAS, the City of Woods Cross is committed to providing inclusive, community-focused events that promote civic pride, historical awareness, and educational opportunities for residents of all ages; and

WHEREAS, the City has been awarded a \$1,500 America 250 grant to support local commemorative activities; and

WHEREAS, the City proposes to use these funds to host a Community Breakfast and to offer a Summer Recreation educational class for children ages 6–12, designed to help youth learn about American history, values, and the nation’s 250-year journey; and

WHEREAS, these activities align with the goals of the America 250 program by fostering community connection, historical understanding, and civic engagement.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WOODS CROSS THAT:

1. The City formally supports and participates in the America 250 initiative.
2. The City authorizes the acceptance and use of the \$1,500 America 250 grant.
3. Grant funds shall be allocated to:
 - a. A Community Breakfast open to the public; and
 - b. A Summer Recreation class for children ages 6–12 focused on learning about American history and heritage.
4. City staff are authorized to plan, coordinate, and implement these activities in accordance with grant guidelines.
5. This Resolution shall take effect immediately upon passage.

PASSED AND ADOPTED BY THE CITY COUNCIL OF WOODS CROSS CITY, STATE OF UTAH THIS 6th DAY OF FEBRUARY 2024.

WOODS CROSS CITY
A MUNICIPAL CORPORATION

Ryan Westergard, Mayor

VOTING:

Julie Checketts	Yea____	Nay____	Absent____
Jim Grover	Yea____	Nay____	Absent____
Eric Jones	Yea____	Nay____	Absent____
Wallace Larrabee	Yea____	Nay____	Absent____
Gary Sharp	Yea____	Nay____	Absent____
Ryan Westergard	Yea____	Nay____	Absent____ [tie vote only]

ATTEST:

Annette Hanson, City Recorder



Public Hearing w Requested Action

CITY OF WOODS CROSS, UTAH
NOTICE OF PUBLIC HEARING AND MEETING
FOR AN AMENDMENT TO THE WOODS CROSS MUNICIPAL CODE

WOODS CROSS CITY COUNCIL – TUESDAY, DECEMBER 2, 2025, AT 6:30 P.M.
IN PERSON AND BY VIDEOCONFERENCE

<https://zoom.us/j/9358074960>

Notice is hereby given that the Woods Cross **City Council** will hold a public hearing on **Tuesday, December 2, 2025, at 6:30 p.m.** The purpose of this hearing is to receive public comment regarding a request to amend Title 12, Zoning Ordinance, of the Municipal Code amending Chapter 19 *Light Industrial/Business Park Zone I-1*. The proposed amendment will add architectural metal panels as an allowed building material. The hearing will be held at the Woods Cross Municipal Building, 1555 South 800 West, Woods Cross, Utah.

All persons are invited to participate in the public hearings in person or through the following link:

<https://zoom.us/j/9358074960>

You may also access the public hearings through the Zoom link on the meeting agendas posted on the City's website: woodscross.com.

STAFF REPORT

To: Mayor Westergard, Council Members

From: Curtis Poole, Community Development Director

Date: December 2, 2025

Re: Code Text Amendment – Zoning Enforcement



Background

Shivam Shah, representing Salt Canyon, has submitted a text amendment application requesting that metal architectural panels be added to the list of allowed building materials in the I-1 (Light Industrial) zone. Salt Canyon has an active site plan application under staff review for a vacant property along 1100 West, which will be presented at a future Planning Commission meeting.

The Commission held a public hearing at its November 25 meeting, reviewed the request, and has forwarded a positive recommendation to the Council.

Staff Review

The existing code outlines building design standards and permitted materials intended to maintain an “attractive appearance.” Currently, allowed materials include brick, stone, stucco, glass, colored decorative block, stone aggregate, or other materials that maintain a similar appearance. Under this language, metal materials do not qualify toward the required minimum 85 percent coverage.

This section of code has been in place for more than a decade. The likely intent behind excluding metal was to prevent the use of corrugated warehouse-style metal siding, which does not meet the desired aesthetic for the district.

However, modern architectural metal panels are significantly different in quality and appearance. Today’s architectural metal products offer improved color options, profiles, and textures, allowing them to contribute positively to building aesthetics.

The applicant proposes adding the following language to allow these improved materials:

“In addition, architectural metal panels, including concealed-fastener board-and-batten, architectural box rib, or similar high-quality metal cladding with intentional color, texture, and profile variation may also be utilized in the eighty-five percent (85%) requirement. Corrugated “warehouse” style metal siding is not permitted.”

In addition, staff is proposing to strike confusing language regarding metal buildings and their use in the zone.

Staff finds this amendment reasonable, as it broadens the available building materials while maintaining the intent of the design standards. Allowing architectural metal paneling provides

additional flexibility for designers and encourages a higher-quality appearance without opening the door to undesirable, low-quality metal siding.

Staff Recommendation

The Planning Commission has forwarded a positive recommendation to the City Council approving architectural metal paneling as an allowed building material in the I-1 zone by adopting Ordinance 635.

Staff supports this recommendation.

THE CITY OF WOODS CROSS, UTAH

ORDINANCE NO. 634

**AN ORDINANCE OF THE WOODS CROSS CITY COUNCIL TO AMEND, TITLE 12 ZONING,
CHAPTER 19 OF THE WOODS CROSS CITY CODE.**

WHEREAS, The City is authorized to enact ordinances, resolutions, and rules, and to ensure the orderly growth, development, and expansion of the City; and

WHEREAS, The City finds it reasonable to permit certain building materials and building designs that are aesthetically pleasing; and

WHEREAS, The Planning Commission held a public hearing on November 25, 2025, and has forwarded a recommendation of approval to the City Council.

NOW THEREFORE, BE IT ORDAINED by the City Council of Woods Cross City, Utah, as follows:

Section 1. Amendment of Ordinance. Title 12 Zoning Chapter 19 of the Woods Cross City Code is amended and replaced by the attached hereto as Exhibit “A” and incorporated herein by this reference.

Section 2. Repeal of Prior Ordinance. All prior versions of Title 12, Chapter 19 of the Woods Cross City Code are repealed.

Section 3. Severability. If any section, part or provision of this Ordinance, which shall include all exhibits, is held invalid or unenforceable, such invalidity or unenforceability shall not affect any other portion of this Ordinance; all sections, parts and provisions of this Ordinance shall be severable and enforced to the fullest lawful extent to meet the purposes hereof.

Section 4. Penalty. Violations of this Ordinance shall be established in Section 14-01-080 and Fines per Section 14-01-090 of the Woods Cross Municipal Code and Utah State Code.

Section 5. Effective Date. This Ordinance shall become effective immediately upon approval of the City Council and recording with the City.

**PASSED AND ADOPTED BY THE CITY COUNCIL OF WOODS CROSS, UTAH ON THIS 2nd
DAY OF DECEMBER 2025.**

THE CITY OF WOODS CROSS, UTAH

By: _____
RYAN WESTERGARD, MAYOR

Voting:

Julie Checketts	Yea ____	Nay ____	
Jim Grover	Yea ____	Nay ____	
Eric Jones	Yea ____	Nay ____	
Wallace Larrabee	Yea ____	Nay ____	
Gary Sharp	Yea ____	Nay ____	
Ryan Westergard	Yea ____	Nay ____	<i>[tie vote only]</i>

ATTEST:

SEAL:



Annette Hanson
City Recorder

RECORDED in the office of the City Recorder this 2nd day of December 2025.

Exhibit A

CHAPTER 12-19 LIGHT INDUSTRIAL/BUSINESS PARK ZONE I-1

- 12-19-101. Purpose and Objectives.**
- 12-19-102. Accessory Uses.**
- 12-19-103. Area and Density Requirements.**
- 12-19-104. Lot Frontage.**
- 12-19-105. Yard Requirements – Setbacks.**
- 12-19-106. Development Standards – Architectural Design.**
- 12-19-107. Building Height.**
- 12-19-108. Uses Within Buildings.**
- 12-19-110. Distance Between Buildings.**
- 12-19-111. Business Activities Within Enclosed Buildings – Outside Storage Requirements.**
- 12-19-112. Permissible Lot Coverage.**
- 12-19-113. Storage – Trash, Garbage, Etc.**
- 12-19-114. Parking, Loading and Access.**
- 12-19-115. Clear Vision and Intersections.**
- 12-19-116. Bonds.**
- 12-19-117. Signs.**
- 12-19-118. Site Plan Review.**
- 12-19-119. Development Requirements – Industrial and Business Subdivisions.**
- 12-19-120. Restrictive Covenants – Ownership Association.**
- 12-19-121. Outside Retail Displays and Outdoor Storage of Retail Products.**

12-19-101. Purpose and Objectives.

The light Industrial/Business Park (I-1) is a zoning district provided to allow light manufacturing, warehousing, business and office parks, professional offices, and research and development uses within the City that are compatible with adjacent or nearby residential or other non-industrial uses. Approved uses within this zone should encourage a productive operating environment for light industry and businesses and to protect the various allowed uses within the district from the adverse effects of incompatible uses. The regulations in this Chapter are intended to lessen traffic congestion, and to protect the health, safety and welfare of residents and workers in the area and within the City in general.

This zoning district is established to:

- (1) Allow light manufacturing, business parks, professional offices, and research and development businesses in those areas specified in the General Plan of the City.
- (2) Promote aesthetically pleasing light industrial and business park areas.
- (3) Encourage creation of planned light manufacturing businesses, offices, research and development parks and complexes exhibiting the qualities of good design and efficient function to serve the needs of the public.
- (4) Regulate the development of the light industrial areas and uses to provide for improved appearance, protection of adjacent properties and uses, preservation of street functions including minimizing the impacts of additional traffic on existing streets, provision of off-street parking and efficient use of municipal services,

- (5) Provide areas in the City where light manufacturing firms and other approved businesses can engage in assembling, distribution, office or warehousing activities which are performed entirely within a building designed and constructed in a manner which does not cause or produce a nuisance to adjacent properties and uses.
- (6) Provide adequate and accessible employment opportunities and light industrial, light manufacturing and business services to City residents and other area residents.
- (7) Prohibited Uses. Any use that creates a risk of objectionable influences such as fire, explosion, radiation, and other hazards incidental an industrial use is prohibited.

12-19-102. Accessory Uses.

Accessory uses and buildings customarily incidental to the permitted and conditional uses provided herein may be approved by the City in accordance with the provisions of this Title.

12-19-103. Area and Density Requirements.

Each single lot or parcel of land in an I-1 Zoning District shall contain a minimum of 1 acre.

12-19-104. Lot Frontage.

The initial lot or parcel of land in the I-1 Zone shall have a minimum frontage of 100 feet abutting a public street.

12-19-105. Yard Requirements – Setbacks.

The following minimum yard requirements shall apply to the I-1 Zone:

- | | |
|-----------------|--|
| (a) Front Yard: | Each lot or parcel of land in the I-1 Zone shall have a front yard depth of not less than 30 feet except the Planning Commission may reduce the front yard to 20 feet if it finds the yard reduction provides a more attractive and efficient use of the property and the negative effects thereof may be mitigated by the imposition of reasonable conditions. |
| (b) Side Yard: | Each lot or parcel of land in the I-1 Zone shall have a side yard of at least 30 feet on land located adjacent to a zoning district where residential uses are allowed. There shall be no minimum side yard requirement in those instances where the side property line abuts another property located within the I-1 Zone or another non-residential zone; provided, however, that when required to mitigate the adverse impacts of the proposed use, the |

planning commission may impose a side yard setback sufficient to mitigate adverse impacts.

- (c) Side Yard-Corner Lots: On corner lots, the side yard that is not the front yard and is contiguous to a street shall be not less than 30 feet; provided however that the Planning Commission may reduce the side yard to a distance of not less than 15 feet if it finds the reduction provides a more attractive and efficient use of the property and the negative effects, if any, thereof may be mitigated by the imposition of reasonable conditions.
- (d) Side Yard-Driveways: When used for access to any garage, carport or parking area having less than five parking spaces, the side yard shall be wide enough to accommodate an unobstructed 12-foot paved driveway. When used for access to a garage, carport or parking areas having 6 or more parking spaces, the side yard shall be wide enough to provide an unobstructed 12-foot paved driveway for a one-way traffic, or a 20-foot paved driveway for two-way traffic. All driveways shall meet any conditions or requirements of the South Davis Metro Fire Service Area.
- (e) Rear Yard: Each lot or parcel in the I-1 Zone shall have a rear yard of at least 30 feet where located adjacent to a zoning district where residential uses are allowed. Where adjacent to other uses, the rear yard setback shall be at least 15 feet; provided however that if the rear of a building faces an arterial or collector street, the minimum rear yard setback shall be 30 feet. The Planning Commission may reduce the rear yard, if in its judgment the yard reduction provides a more attractive and more efficient use of the property and conditions may be imposed that will mitigate the adverse and negative effects of reducing the setback.

12-19-106. Development Standards – Architectural Design.

The following design standards shall be implemented throughout the I-1 Zone in order to create a cohesive, attractive appearance that is inviting and unified, provide an attractive appearance to the industrial and business areas of the City.

- (a) Building Design.
 - (1) All buildings within this zone shall be designed by a licensed, professional architect and all drawings submitted for approvals and/or permits shall bear the architect's stamp for the State of Utah.

- (2) Building exterior materials visible from the public road shall be eighty-five percent (85%) brick, stone, stucco, glass, colored decorative block, or stone aggregate, or other material designed and produced in a manner that maintains these appearances. In addition, architectural metal panels, including concealed-fastener board-and-batten, architectural box rib, or similar high-quality metal cladding with intentional color, texture, and profile variation may also be utilized in the eighty-five percent (85%) requirement. Corrugated “warehouse” style metal siding is not permitted. Subject to the other provisions in this section, building exterior materials not visible from the public street shall, at minimum, be painted or covered with a brick veneer or stone aggregate. ~~Metal buildings may be permitted if the exterior building materials and appearance standards and other requirements set forth herein are complied with and the building materials are approved by the Planning Commission. In determining whether or not a particular metal building is acceptable, the Planning Commission shall consider the following factors:~~
- ~~(A) — the visibility of the site from neighboring residential uses and adjacent streets;~~
 - ~~(B) — the degree to which the proposed finished materials are compatible with the appearance of neighboring industrial structures and uses;~~
 - ~~(C) — the location of the proposed finishing materials on the building;~~
 - ~~(D) — the degree to which a particular metal material may be shielded by landscaping or some other feature; and~~
 - ~~(E) — the purpose of the zone in promoting well designed aesthetically pleasing industrial businesses and uses which reduce the impact of light industries and business parks on surrounding non-industrial land uses.~~
- (3) Buildings shall provide a clear visual distinction showing the division between all floors. The top floor of any building shall contain a distinctive finish, consisting of a roof, cornice or other architectural termination.
- (4) All buildings within a development shall possess a similar architectural theme. Building styles and colors shall be compatible with existing buildings in the area.
- (5) Design of building facade facing any public street must be at least equal to the quality of the front or main entrance to the building.
- (6) Buildings shall be designed to relate to grade conditions with a minimum of grading and exposed foundation walls.
- (7) Mechanical equipment shall be located or screened so as not to be visible from public and private rights of way. Screens shall be aesthetically incorporated into the design of the building whether located on the ground or on the roof. Roof tops of buildings shall be free of any mechanical equipment unless completely screened from all points

of view along all public rights of way by an architectural parapet. Screening materials shall be compatible with those of the building.

(b) Building Entry.

- (1) Main building entrances shall be easily identifiable and form a transition between inside and outside areas. Building entries shall be provided with adequate lighting for security.
- (2) Buildings that are open to the public and are within thirty feet (30') of the street shall have an entrance for pedestrians from the street to the building interior. This entrance shall be designed to be attractive, functional and be a distinctive and prominent element of the architectural design.
- (3) Wherever practical, buildings shall incorporate arcades, roofs, alcoves, porticoes and awnings that protect pedestrians from the rain and sun. In plazas and courtyards lighting shall incorporate fixtures and standards designed for pedestrian areas.

(c) Exterior Materials.

- (1) Exterior materials shall be durable, require low maintenance, and be of the equivalent or higher quality as surrounding developments.
- (2) The color of exterior building materials shall be consistent with the environment.
- (3) Details of proposed colors and materials, including color chips, samples and colored building elevations, shall be shown on building plans when a development project application is submitted.
- (4) Reflective surfaces shall not be used in locations which may produce excessive reflections or glare that may create a potential safety problem or create any other adverse effect on nearby properties.
- (5) Tile, architectural grade asphalt shingles, standing seam metal or similar quality roofing materials shall be used on all visible pitched roofs.
- (6) All buildings on pads in a commercial development, including service stations, convenience stores, restaurants, auto maintenance facilities and similar uses, shall be designed in a compatible architectural style, and should incorporate the same materials, colors and landscaping as the primary development.

(d) Landscaping and Irrigation. The requirements of Chapters 25 and 26 of this Title shall apply to this Zone.

(e) Grading and Drainage. All drainage of water from any lot must comply with applicable City requirements. Drainage shall not be allowed to flow upon adjacent lots unless a recordable easement for such purpose has been granted by the owner of the lot upon which the water flows.

- (f) A site plan with grading and drainage plans and showing the relationship of all proposed improvements on the site must be approved by the Planning Commission before such activities may begin. Lot grading shall be kept to a minimum. Roads and development shall be designed for preservation of natural grade.

- (g) Ditches and Canals.

Open ditches and canals such as the A1 and A2 drains shall not be allowed to remain open. The developer shall comply with the requirements of the City, the Weber Basin Water Conservancy District and other canal/irrigation companies or agencies to:

- (1) Create a linear parkway with trails located within the A1, A2 drains and any future canal corridors;
- (2) Design and construct landscaping in the corridor in park-like fashion acceptable to the City;
- (3) Provide safe and effective methods of covering, realigning, or eliminating ditches or canals within or adjoining the development;
- (4) Construct pipe and culverts as required;
- (5) Provide for periodic inspection, cleaning and maintenance of such ditches, pipes and culverts; and
- (6) If required, dedicate such facilities to the City.

- (h) Utilities.

All utility distribution lines shall be built underground in designated and dedicated easements. No pipe, conduit, cable, line for water, gas, sewer, drainage, steam, electricity or any other energy or service shall be installed or maintained upon any lot (outside of any building) above the surface of the ground except hoses, movable pipes used for irrigation or other purpose during construction. Transformers shall be grouped with other utility meters where possible and screened with vegetation and other appropriate methods.

- (i) Lighting.

All development shall provide decorative light poles/fixtures.

- (1) Light output shall not exceed zero (0) foot candles at residential property lines. Pedestrian light fixtures shall be less than fourteen (14) feet tall.
- (2) All parking lot lighting shall be twenty (20) feet or less in height.
- (3) All light fixtures shall be shielded in a manner that is dark-sky friendly, full cutoff.

- (4) Lighting shall be directed to avoid intrusion on adjacent residential properties and away from adjacent thoroughfares.
- (5) A Photometrics plan shall be provided documenting that this requirement is met.
- (6) Street and Parking Lot Lighting - Parking lots with less than three aisles of parking may alternatively light the parking lot with lighting attached to the building. Lighting shall be directed to avoid intrusion on adjacent residential properties and away from adjacent thoroughfares dark-sky friendly, with fixtures that are full cutoff fixtures.

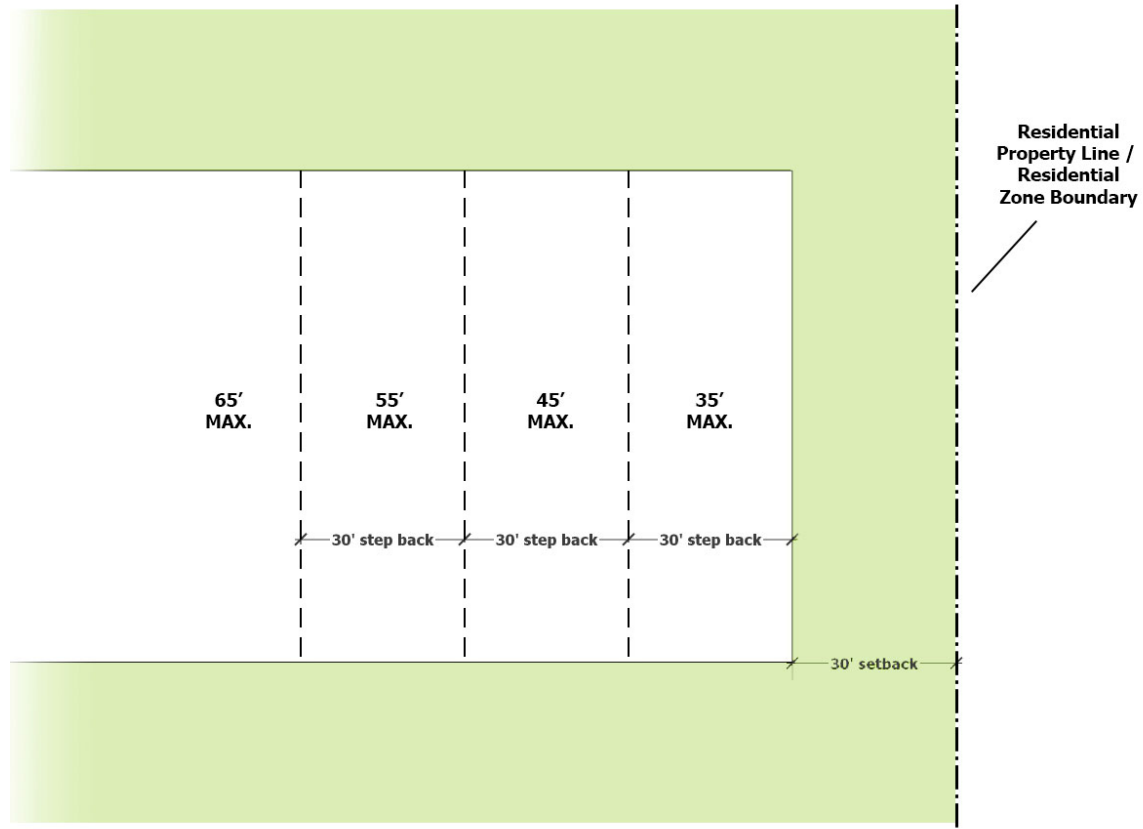


Examples of high-quality shielded lighting and downlighting techniques

12-19-107. Building Height.

In the I-1 Zone the height of every building or structure hereinafter designed, erected or structurally altered or enlarged shall conform to the requirements of the most recent edition of the International Building Code as adopted by the City and to the requirements of the Airport Protective area provisions of Chapter 31 of this Title. The maximum height of any structure within the Zone shall be the lesser of six (6) stories or 65 feet. Provided however, where a structure is located adjacent to a zone where a residential use is allowed, the height of said structure shall not exceed the limit imposed by the adjacent zone. The height of such structures may be increased by ten (10) feet for each additional thirty (30) feet of distance from the zone boundary. (See Figure 1)

Figure 1
Building Height Stepbacks in Proximity to Residential uses



12-19-108. Uses Within Buildings.

Except as otherwise expressly provided in this Chapter, all uses established in the I-1 Zone shall be conducted entirely within a fully enclosed building.

12-19-109. Distance Between Buildings.

The distance between buildings shall be as dictated by the latest edition of the International Building Code as adopted by the City of Woods Cross and other standard building codes as adopted by the State of Utah and the City; distance between buildings shall also be subject to the requirements of the South Davis Metro Fire Service Agency.

12-19-110. Business Activities Within Enclosed Buildings – Outside Storage Requirements.

- (a) Except as otherwise provided in this Chapter for authorized outdoor storage, and with the exception of vehicular traffic upon the premises incident to an authorized use, all business activities within the I-1 Zone shall be conducted entirely within an approved fully enclosed building.
- (b) Subject to the requirements of this section, outside storage is allowed within the I-1 Zone only when the type and quantity of stored items are incidental to an

authorized use on the premises, and incidental to the specific business activity(ies) described by an applicant and approved by the City in the site plan and planning commission review processes.

- (1) The purposes and objectives of these regulations governing outside storage are to minimize and mitigate visual and other impacts of outside storage within the I-1 Zone upon adjacent properties, public rights-of-way, residential uses, and publicly accessible spaces of any public or quasi-public use, and to otherwise promote the health, safety and welfare of residents of the City.
 - (2) These regulations are not intended to govern outdoor retail displays or outdoor storage of retail products.
 - (3) As used herein, the term “outside storage” shall mean the keeping or storage of any inventory, goods, material, equipment or merchandise, including raw, semi-finished, and finished materials for any period of time, and incidental to the primary approved use of the premises.
 - (4) Planning Commission review and site plan approval shall be required of any outside storage area. The site plan shall demonstrate that every purpose and requirement of this Section will be met.
- (c) Outside storage of authorized material and equipment shall comply with and be conditioned upon the following:
- (1) Outside storage shall be prohibited on any lot or parcel that abuts a current or planned residential use as shown on the City’s zoning map and general plan, as revised.
 - (2) The area in which outside storage may be conducted shall be behind the rear line of the primary structure on the premises. Outside storage shall be prohibited in front or side yard areas.
 - (3) In order to ensure that the objectives and requirements of this section are met, the view of material or equipment located in the outside storage area shall effectively be screened as follows:
 - (A) The entire perimeter of the outside storage area shall be screened by a solid wall, built of aesthetically pleasing durable materials that are architecturally consistent and compatible with the exterior surface of the primary structure on the premises, such as decorative concrete, split-face block or masonry surfaces and similar materials; provided, however, that where the parcel is encumbered by pipeline or other easements that prohibit the use of materials that require a concrete footing, the fence may be constructed of 100% opaque sight obscuring lighter-weight materials that will meet the purposes and intent of this Chapter. Where lighter-weight fencing materials are proposed, the applicant shall demonstrate the need for such materials by written confirmation from, and approval of proposed materials by, the

holder of the easement; the use of the same shall be subject to the review and approval processes of the planning commission.

- (B) The height of the solid wall shall be not less than eight (8) feet, and shall not exceed ten (10) feet; and
 - (C) The authorized material and equipment kept within the perimeter of the outside storage area shall be maintained at a height that is below the height of the solid wall.
- (4) A landscaping area shall be constructed and maintained on the exterior of any solid wall that faces a street or public right of way, or that faces any publicly accessible space of a public or quasi-public use. The landscape area shall be designed and maintained in a manner that will soften the view of the solid wall. The landscape area shall be at least five (5) feet in depth and extend the entire length of the wall that faces a street.
 - (5) All outside storage areas shall be designed, constructed and maintained in a manner that will at all times ensure that dust and debris is not blown from the premises, that appropriate noise mitigation measures are taken, and to otherwise ensure that the outside storage does not have a negative impact upon nearby property. The methods for controlling dust and debris and mitigating other impacts on nearby property shall require hard surfaces such as concrete or asphalt, shall require surface drainage systems, and shall otherwise be consistent with requirements imposed as part of the site plan approval process, which may be based on relevant factors such as operating hours, soils or other conditions.
 - (6) Any lighting used to illuminate an outside storage area shall be designed, directed and shielded to ensure that adjacent residential areas are not illuminated, and shall meet all other lighting requirements of this Chapter.
 - (7) The outside storage area shall otherwise meet the Development Standards of this Chapter.
 - (8) An outside storage area shall not be used in a manner that violates Section 114 of this Chapter, entitled "Storage – Trash, Garbage, etc."
 - (9) Outside storage areas shall be configured and maintained in a way that does not obstruct ingress or egress of any building or parking lot, and does not obstruct any fire or emergency lane, vehicular or pedestrian access, or sight distance required under this Title.
- (d) An occupant's violation of the requirements hereof shall be a Class B misdemeanor. An occupant's violation of the requirements hereof two (2) or more times within any 12-month period, shall be cause for revocation of the occupant's business license.
 - (e) If any provision of this Section conflicts with any other provision of this Title, this Section shall be construed and enforced in the manner that best meets the purposes of this Section as set forth herein.

12-19-111. Permissible Lot Coverage.

Lot coverage by buildings, out-buildings or accessory buildings shall not exceed 70%. Coverage for both buildings and paved areas (parking, loading and circulation) shall not exceed 90%, thereby reserving a minimum of 10% for landscaped areas after completion of any future expansion. Existing developments may expand only to the extent of the coverage limits described in this section. If such existing developments currently exceed the above coverage limits, expansion shall not be permitted.

12-19-112. Storage – Trash, Garbage, Etc.

No trash, garbage, used materials or wrecked, inoperable or abandoned vehicles or equipment shall be stored in an open area. All such materials shall be kept in fully enclosed buildings constructed using a design compatible with the primary structure and meeting all of the architectural design standards outlined in Section 12-19-108. All structures built solely to accommodate dumpsters and receptacles for the storage of trash and garbage shall require frequent commercial trash removal, shall not require a roof, shall be fully enclosed with a locking gate, and shall be constructed using a design compatible with the primary structure and meeting all of the architectural design standards outlined in Section 12-19-108. The frequency of trash removal shall be at least weekly unless the developer demonstrates to the satisfaction of the planning commission that based on the nature and volume of materials in trash receptacles requires less frequent removal; in any event trash removal shall never be less frequent than monthly.

12-19-113. Parking, Loading and Access.

Each lot or parcel in the I-1 Zone shall comply with the off-street parking and loading requirements of Chapter 24 of this Title.

12-19-114. Clear Vision and Intersections.

No landscape, wall, fence, sign or other structure that would obstruct the clear vision of intersecting streets shall be placed on any corner lot within a triangular area formed by the street property lines and a line connecting them at points 30 feet from the intersection of the street lines.

12-19-115. Bonds.

Completion assurances and bonds shall be provided as required in other provisions of the Woods Cross City Code, including without limitation Title 11, Subdivisions.

12-19-116. Signs.

The requirements of the Sign Ordinance of the City shall apply to this zone.

12-19-117. Site Plan Review.

The requirements of Chapter 23 of this Title shall be enforced for any proposed uses requiring site plan review.

12-19-118. Development Requirements – Industrial and Business Subdivisions.

The following requirements shall apply to Industrial Park or Business Park Subdivisions within the I-1 Zone:

- (a) Subdivision – Minimum Land Area. Any business or industrial park that proposes more than one lot shall meet the subdivision requirements of the City. The minimum land area required for development of an industrial park or business park subdivision is 2 acres; with minimum individual lot size as required by this Chapter.
- (b) Single ownership. Industrial and business park site shall be owned by one person or entity at the time of application or the subject of an application filed jointly by all owners of the property; where there are multiple owners of properties, appropriate cross access easements, development agreements, etc. shall be required to ensure sufficient parking space and to ensure the safe flow of vehicular and pedestrian traffic within the development.
- (c) Lots. Main buildings may be located on individual lots, the design of which shall be subject to review by the Planning Commission during site plan review. Lots shall be of sufficient size to allow for required off-street parking, loading, adequate side yards and landscaping. The vehicular access to any lot within an industrial/business park subdivision shall be upon streets within the subdivision and shall not provide access directly onto a public street or highway that abuts the industrial park or business park site along an exterior boundary of the subdivision.
- (d) Off-street Parking and Loading. All off-street parking and loading shall comply with the requirements of Chapter 24 of this Title.
- (e) Improvements. Improvements including, but not limited to curb, gutter, storm drainage, water lines, sewers, sidewalks, landscapes, etc. shall be installed in accordance with this Title and the other development standards of the City.

12-19-120. Restrictive Covenants – Ownership Association.

Where required as part of the site plan approval or conditional use process, the developer of a subdivision within this Zone shall develop, impose and record restrictive covenants running with the land to carry out the conditions of the proposed development or the proposed use. Where required as part of a site plan approval or conditional use permit, the developer of a subdivision within this Zone shall create a property owner's association for the purpose of assuring that common area improvements are provided and maintained or that the requirements of the conditional use permit or site plan approval are met.

12-19-121. Outside Retail Displays and Outdoor Storage of Retail Products.

The display, sale and storage of merchandise, goods, materials, vehicles or equipment for sale at retail as a conditional use under this Chapter may be conducted outside of enclosed buildings when approved by the Planning Commission with the following conditions and considerations:

- (a) The merchandise, goods, material, vehicles offered for sale in an outdoor area shall be incidental to the specific use approved by the City.
- (b) All outdoor display, sales and storage areas and pads shall be designated on site plans submitted to and approved by the City.

- (c) Outdoor displays in front of buildings and within parking lots, e.g., lawn mowers, trailers, tires, garden supplies, plants, sheds, fencing, building materials, and general merchandise, shall only be displayed in front of buildings and within parking lots as shown on the approved site plan for the development, and shall be placed only upon concrete or asphalt surfaces.
- (d) Outdoor displays shall not obstruct ingress or egress of any building or parking lot, nor shall they obstruct any fire lane, nor otherwise impede vehicular or pedestrian circulation or sight distances. Said displays shall maintain all required parking, access, and circulation requirements as established in this title and maintain a minimum setback of thirty feet (30) from driveways.
- (e) Display areas to be located within the required front landscape setbacks, shall be constructed using concrete or asphalt pads and shall meet the following minimum requirements:
 - (1) No more than two (2) display pads are allowed within the required front landscape area; and each pad shall be separated by a distance not less than fifty (50) feet measured from the closest edge of each pad;
 - (2) Display pads shall not be allowed within any side landscape areas; and
 - (3) Display pads may cover no more than twenty five percent (25%) of the required front landscape area; and the height of the pad shall not be more than two feet (2') above the sidewalk grade;
- (f) Retail or storage areas to be located within a non-covered structure subject to the following minimum requirements:
 - (1) All outside retail and storage areas shall be paved with concrete or asphalt surfaces.
 - (2) Outside retail-storage areas shall be fully enclosed with a sight-obscuring fence or wall that is 100% opaque.
 - (3) The enclosure shall be constructed using a design compatible with the primary structure and meeting all of the architectural design standards outlined in Section 12-14-108; or shall be constructed of ornamental metal fencing materials. Chain link, wood, vinyl or similar fencing materials are prohibited.
 - (4) All screen fencing shall have a minimum height of 8 feet and a maximum of 12 feet.
 - (5) No material, equipment or other items stored within an outside screened area shall be stacked or piled to exceed the height of the screening fence.
 - (6) All screening walls, fences and landscaping shall be maintained by owner at all times.

Action Items

STAFF REPORT

To: Mayor Westergard, Council Members

From: Curtis Poole, Community Development Director

Date: December 2, 2025

Re: Code Text Amendment – Light Commercial Flex Manufacturing



Background

Marc Croft submitted an application requesting a text amendment to allow light commercial flex manufacturing as a conditional use in the C-2 (General Commercial) zone. The Planning Commission previously reviewed the request and forwarded a positive recommendation to the City Council.

When reviewing the recommendation, the City Council expressed concern about permitting this use in a commercial zone without requiring a retail component. The Council directed staff to work with the City Attorney to determine whether requiring a retail component for light commercial flex manufacturing in commercial zones would present any issues and further directed the Commission to review any revisions recommended by the City Attorney.

The Commission reviewed the proposed language at its November 25 meeting and has forwarded a positive recommendation to the Council.

Staff Review

Following discussions with staff and the City Attorney, the following approach is recommended:

- Add light commercial flex manufacturing as a conditional use in the C-2 zone with an accompanying footnote stating: *"Uses located in a commercial zone shall require a retail component as part of the business."*
- No changes are proposed to the existing definition of light commercial flex manufacturing, as industrial zones that currently permit this use do not require a retail component.

Recommendation

The Planning Commission has forwarded a positive recommendation to the City Council to approve the amendment allowing light commercial flex manufacturing as a conditional use in the C-2 zone by adopting Ordinance 634.

THE CITY OF WOODS CROSS, UTAH

ORDINANCE NO. 634

**AN ORDINANCE OF THE WOODS CROSS CITY COUNCIL TO AMEND TITLE 12 ZONING,
CHAPTER 28 OF THE WOODS CROSS CITY CODE.**

WHEREAS, The City is authorized to enact ordinances, resolutions, and rules, and to ensure the orderly growth, development, and expansion of the City.

WHEREAS, The City finds it reasonable and necessary to make ordinances easily accessible and understandable to the general public.

WHEREAS, The Planning Commission held a public hearing on September 23, 2025, and has forwarded a recommendation of approval to the City Council.

NOW THEREFORE, BE IT ORDAINED by the City Council of Woods Cross City, Utah, as follows:

Section 1. Amendment of Ordinance. Title 12 Zoning Chapter 28 of the Woods Cross City Code is amended and replaced by the attached hereto as Exhibit “A” and incorporated herein by this reference.

Section 2. Repeal of Prior Ordinance. All prior versions of Title 12, Chapter 28 of the Woods Cross City Code are repealed.

Section 3. Severability. If any section, part or provision of this Ordinance, which shall include all exhibits, is held invalid or unenforceable, such invalidity or unenforceability shall not affect any other portion of this Ordinance; all sections, parts and provisions of this Ordinance shall be severable and enforced to the fullest lawful extent to meet the purposes hereof.

Section 4. Penalty. Violations of this Ordinance shall be established in Section 14-01-080 and Fines per Section 14-01-090 of the Woods Cross Municipal Code and Utah State Code.

Section 5. Effective Date. This Ordinance shall become effective immediately upon approval of the City Council and recording with the City.

**PASSED AND ADOPTED BY THE CITY COUNCIL OF WOODS CROSS, UTAH ON THIS 2nd
DAY OF DECEMBER 2025.**

THE CITY OF WOODS CROSS, UTAH

By: _____
RYAN WESTERGARD, MAYOR

Voting:

Julie Checketts	Yea _____	Nay _____	
Jim Grover	Yea _____	Nay _____	
Eric Jones	Yea _____	Nay _____	
Wallace Larrabee	Yea _____	Nay _____	
Gary Sharp	Yea _____	Nay _____	
Ryan Westergard	Yea _____	Nay _____	<i>[tie vote only]</i>

ATTEST:

SEAL:

Annette Hanson
City Recorder

RECORDED in the office of the City Recorder this _____ day of December 2025.

EXHIBIT A

CHAPTER 12-28 LAND USE AND SUPPLEMENTARY REGULATIONS

- 12-28-101. Land Use Table
- 12-28-102. Supplementary Regulations.
- 12-28-103. Administrative Review and Approval – Appeals.
- 12-28-104. Projections Into Yards.
- 12-28-105. Additional Height Regulations.
- 12-28-106. Annexation.
- 12-28-107. Clear View of Intersecting Streets.
- 12-28-108. Culinary Water and Sewage Disposal.
- 12-28-109. Fencing Regulations.
- 12-28-110. Yard, Landscaping, Maintenance and Storage.
- 12-28-111. Temporary Uses.
- 12-28-112. Self-Service Storage Facilities.
- 12-28-113. Flag Lots.
- 12-28-114. Noise Abatement Requirements.
- 12-28-115. Sexually Oriented Businesses.
- 12-28-116. Single-Family Dwelling Regulations.
- 12-28-117. Urban Chickens.
- 12-28-118. Apiaries (Beekeeping).
- 12-28-119. Westwood Mobile Home Subdivision.
- 12-28-120. Rail Spurs as a Conditional Use.
- 12-28-121. Development Agreements.
- 12-28-122. Public Utility Facilities.
- 12-28-123. Accessory Dwelling Units (ADU's).
- 12-28-124. Short-term Rentals.
- 12-28-125. Revocation Proceedings.
- 12-28-126. Shipping Containers

12-28-101 Land Use Table

P = PERMITTED C = CONDITIONAL BLANK = NOT PERMITTED

	A-1	R-1-8	R-1-15/20	SFRT	R-2	R-4	C-1	C-2	C-2A	C-3	CRT	S-1	AP	I-1	I-1A	I-2
	Residential Uses															
Accessory Dwelling Unit	P	P	P	P							C ¹					
Flag Lots		C	C													
General Residential Use													C ²			
Green Court Home				P							P	C				
Group Homes	P	P			P							C				
Home Occupations	P	C	P		C	C										
Multiple Family						P					P	P				
Patio Home				P							P	C				
Planned Dwelling Group						C						C				
Residential Facility for Persons with a Disability	P	P	P	P	P	P										

	A-1	R-1-8	R-1-15/20	SFRT	R-2	R-4	C-1	C-2	C-2A	C-3	CRT	S-1	AP	I-1	I-1A	I-2
Residential Facility for Elderly Persons	C	C	C	C	C	C	C	C	C	C	C	C				
Short-term Rentals		C	C	C	C	C										
Single-Family Dwelling	P	P	P	P	P	P										
Townhome				P							P	C				
Two-Family Dwelling					P											
Institutional/Public/Utility																
Public Use	C	C	C	C	C	C	C	P	P	P	P	P		P	P	P
Quasi-Public Use	C	C	C	C	C	C	C	P	P		P	P				
Agriculture																
Agriculture	P													C	C	C
Apiaries	C	C	C		C								C	P	P	P
Grazing and Pasturing	C													C	C	C
Urban Chickens	C	C	C		C											
Recreational																
Gymnasium, Fitness Center								P	P	P	P	P		C		
Indoor Recreational Facilities							C	C	C	P	P	C		C	C	C
Outdoor Recreational Facilities								C	C	C	C	C		C	C	C
Movie Theatre								P	P	P	P	P				
Commercial/Retail																
Appliance and Furniture Sales and Repair								C	C					C	C	
Bakeries, Pastries, Donut Shops							P	P	P	P	P	P				
Banking, Credit Unions							P	P	P	P	P	P	C			
Beverage Shops with Drive Up Window								C	C	C	C					
Big Box Retail										C						
Convenience Store with Gasoline Sales							C	C	C	C			C			
Day Care, Nurseries and Similar							C	C	C		C	C				
Electric Charging Station							C	C	C	C	C					
Fast Food							C	C	C	C						
Funeral Establishments, Mortuaries, Wedding Chapels								C	C							
Garden and Nursery Supplies - Indoor								P	P	P		P				
Garden and Nursery Supplies - Outdoor								C				C		C	C	C
Grocery Store								P	P	P		P				
Hardware/Home Improvement								P	P	P						
Hospitals										P						
Hotels, Motels								C	C	P	C	C				
Kennels								C					C	C	C	C

	A-1	R-1-8	R-1-15/20	SFRT	R-2	R-4	C-1	C-2	C-2A	C-3	CRT	S-1	AP	I-1	I-1A	I-2
Medical Cannabis Facility							P	P	P	P		P	P	P	P	P
Medical/Dental Clinic							P	P	P	P	P	P				
Nonresidential Treatment Facility							C	C	C	C		C		C		
Office, General and Professional							P	P	P	P	P	P				
Personal Services							P	P	P		P	P				
Pet Services							C	C	C	C	C	C		C		
Pharmacy								P	P		P	P				
Restaurants							P	P	P	P	P	C				
Retail Sales							P	P	P	P	P	C		C	C	
Sexually Oriented Business								C					C	C	C	C
Veterinary Clinic								C	C			C	C	C	C	
Automotive and Related Uses																
Automotive Oil Change Specialty Store								C	C					C		
Automotive Repair, major								C						C	C	C
Automotive Repair, minor								P						C	C	C
Automotive, Motor Vehicle, Truck, Recreational Vehicle Sales and Service								P	P				C	C	C	
Car Washes, Self-Serve and Automatic								C	C					C		
Salvage Yards															C	
Industrial and Related Uses																
Business Parks and Light Industrial Parks													C	C	C	C
Cannabis Cultivation and Production	C												C	C		C
Canning, Processing, and Preserving Food Products													C	C	C	C
Commercial Printing													C	C	C	C
Coating, Plating and Engraving													C	C	C	C
Light Commercial Flex Manufacturing								C ³					C	C	C	C
Light Manufacturing, Compounding, Processing, Milling, or Packaging of Products													C	C	C	C
Industrial Hemp Production, Retailing, and Laboratories	C												C	C		C
Lumber, Building Products													C	C	C	C
Manufacturing													C	C	C	C
Office, Warehouse													C	C	C	C
Paint, Glass and Wallpaper Manufacture and Wholesale and Retail Sales of such products													C	C	C	C
Petroleum refining or storage, and gas manufacturing or storage																C
Processing, Packaging, Assembling of Products - Indoor													C	C	C	C

	A-1	R-1-8	R-1-15/20	SFRT	R-2	R-4	C-1	C-2	C-2A	C-3	CRT	S-1	AP	I-1	I-1A	I-2
Rail Spurs														C	C	C
Research and Development Activities													C	C	C	C
Self-Service Storage Facilities													C	C	C	C
Warehousing of goods stored in an enclosed building													C	C	C	C
	Airport															
Airport													P			
Airport-related businesses, Aviation Related Uses													C			
Hangars and Shade Hangars													C			

1. Permitted in Green Court or Patio Home Developments only.

2. Residential uses and overnight accommodations shall be prohibited in any structure in this zone unless clear and convincing evidence is provided by the developer that demonstrates that the residential/overnight use is directly related to an airport or aviation purpose, that reasonable alternative residential/overnight accommodations are not available, and the adverse effects thereof may be mitigated by imposition of reasonable conditions.

3. Light commercial flex manufacturing uses located in a commercial zone shall require a retail component as part of the business.

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Staff Reports

Memo

To: Woods Cross Mayor and City Council

From: Bryce K Haderlie, City Administrator

Date: Nov. 25, 2025

Re: City Administrator Report for December 2nd Council Meeting



1. Coordination with the State Tax Commission regarding the ordinance to adopt the RAP tax for another 10 years (to April 1, 2036).
2. Working with the candidates on the subsidence projects and bringing the agreements to the RDA board in the next 1-2 months.
3. Working to resolve past issues with the West Legacy Trail asphalt project.
4. Staff is making preparations for the Strategic Planning Session to be held with the city council on January 8-9, 2026.
5. Staff and Council held a "Soup for Everyone" fall luncheon where we accepted donations to the Bountiful Food Pantry. Staff contributions filled most of two 55-gallon drums.
6. I attended the Utah League of Cities and Towns, Legislative Policy Committee meeting on November 17, 2025. Highlights of the meeting included:
 - a. Preparing for the upcoming legislative session.
 - b. We are encouraged to meet with our legislators and discuss the impacts that we would face if property taxes were limited or restricted.
 - c. We were updated on the proposed water infrastructure project fee that is being discussed. It is a proposed tax or fee charged on utility bills and then passed onto the state agency that would manage the fund. We just need to consider, if it is on our utility bill, who do you think the public will be mad at?
 - d. All of the LPC files can be found at:
<https://www.ulct.utah.gov/advocacy/legislative-policy-committee/lpc-agenda-minutes/>

Upcoming Calendar of Event – Please see LaCee's Community Service Report in the council packet.

WOODS CROSS CITY

Sworn Statement Regarding Closed Meeting of City Council

Location: 1555 S 800 W, Woods Cross City

STATE OF UTAH)

: § December 2, 2025

COUNTY OF DAVIS)

I, Ryan Westergard, hereby affirm as follows:

1. I am the Mayor of Woods Cross City and make the following averments based on personal knowledge.
I presided at a duly noticed meeting of the Woods Cross City Council on December 2, 2025
2. Upon motion and a unanimous vote, the City Council closed the regular meeting and held a closed session for the sole purpose of discussing the acquisition or sale of real property, deployment of security systems, pending litigation and/or to discuss the character and/or competence of an individual(s) (Utah Code §52-4-205).
3. Upon conclusion of that discussion, the City Council meeting adjourned.

Subscribed and sworn to before me this December 2, 2025



Ryan Westergard, Mayor

Annette Hanson, City Recorder

Vote in favor of closed meeting:

Yea/Nay/Absent
Yea/Nay/Absent
Yea/Nay/Absent
Yea/Nay/Absent
Yea/Nay/Absent

Julie Checketts
Eric Sharp
Gary Sharp
Jim Grover
Wally Larrabee