



EAGLE MOUNTAIN CITY COUNCIL MEETING MINUTES

NOVEMBER 5, 2025, 4:00 PM

EAGLE MOUNTAIN CITY COUNCIL CHAMBERS

1650 E STAGECOACH RUN, EAGLE MOUNTAIN, UT 84005

ELECTED OFFICIALS PRESENT: Mayor Tom Westmoreland; Councilmembers Donna Burnham, Melissa Clark, Jared Gray, Rich Wood and Brett Wright.

CITY STAFF PRESENT: Benjamin Reeves, City Manager; Steve Mumford, Deputy City Manager; Fionnuala Kofoed, Assistant City Manager; Carson Stapley, Information Systems Manager; John Magness, Legislative and Policy Analyst; Marcus Draper, City Attorney; Gina Olsen, City Recorder; Kimberly Ruesch, Director of Administrative Services; Natalie Winterton, Assistant to the City Manager; Terrence Dela Pena, Finance and Management Analyst; Brandon Larsen, Planning Director; Kiara Polee, Affordable Housing Coordinator; Rob Hobbs, Senior Planner; Lacie Messerly, Deputy Recorder; Mack Straw, Assistant Public Works Director; Vince Hogge, City Engineer; Zac Hilton, Assistant Public Works Director; Brad Hickman, Public Works Director; David Salazar, Assistant City Engineer; and Embret Fossum, UFA Battalion Chief.

CITY STAFF PRESENT ELECTRONICALLY: Evan Berrett, Economic Development Director

4:00 PM WORK SESSION – CITY COUNCIL CHAMBERS

Mayor Westmoreland called the meeting to order at 4:01 PM. He noted Councilmember Wood was excused and would join later in the meeting.

1. DISCUSSION AND INFORMATION ITEMS

Item 1.B. was discussed before Item 1.A.

1.B. DISCUSSION - Mortgage Assistance Program Policy on Citizenship Requirements

[The recording of the discussion can be found online here at 00:00:50.](#)

Housing Coordinator Kiara Polee outlined that the Mortgage Assistance Program has received applications from non-citizen residents. The current policy does not specify citizenship requirements. Staff requested City Council input to clarify eligibility for applicants residing in the U.S. under work visas or similar arrangements.

1.A. DISCUSSION - Parks, Trails, and Open Space Master Plan - MHTN Architects

[The recording of the discussion can be found online here at 00:16:45.](#)

Representative Ryan Wallace and Vince Olcott from MHTN Architects presented an updated Parks, Trails, and Open Space Plan for Eagle Mountain. They reviewed the plan's guiding principles, process, and existing conditions, and shared maps illustrating residential growth and open space.

2. AGENDA REVIEW

- 13.A. RESOLUTION - A Resolution of Eagle Mountain City, Utah, Approving the Amendments to the Eagle Mountain Mortgage Assistance Program (MAP) Policy Regarding Eligibility and Application Requirements

[The recording of the discussion can be found online here at 01:10:38.](#)

Housing Coordinator Kiara Polee discussed that the proposed amendments to the Mortgage Assistance Program (MAP) would expand eligibility and simplify access by adding veterans and active-duty military personnel to Tier 2. It would also remove the background check requirement to align with industry standards and reduce administrative burden.

- 13.B. RESOLUTION - A Resolution of Eagle Mountain City, Utah Approving the Commercial Affordability Program (CAP) Policy

[The recording of the discussion can be found online here at 01:12:09.](#)

Housing Coordinator Kiara Polee explained that the proposed resolution would adopt the Commercial Affordability Program (CAP) Policy, creating a forgivable loan program funded through CDBG to assist local entrepreneurs in opening brick-and-mortar locations. The program offers up to \$75,000 for eligible costs and includes requirements for continued operations in Eagle Mountain for two years.

- 12.A. MASTER SITE PLAN - John Hancock Charter School

[The recording of the discussion can be found online here at 01:22:34.](#)

Assistant City Engineer David Salazar presented the Conditions of Approval for intersection improvements that must be met for the school to move forward with a Certificate of Occupancy.

- 15.A. RESOLUTION/PUBLIC HEARING - A Resolution of Eagle Mountain City, Utah, Approving the Wastewater Master Plan and Impact Fee Facilities Plan (IFFP)

[The recording of the discussion can be found online here at 01:31:03.](#)

City Engineer Vince Hogge presented the Wastewater Master Plan and Impact Fee Facilities Plan (IFFP) which included upgrades surrounding the East Trunkline, West Trunkline, Pole Canyon Trunkline, Wastewater Treatment Plant Upgrade and Treated Water Disposal Upgrade.

3. ADJOURN TO A CLOSED SESSION

MOTION: *Councilmember Clark moved to adjourn to a Closed Session for the purpose of discussion of pending or reasonably imminent litigation; the character, professional competence, or physical or mental health of an individual; and/or the purchase, lease, or exchange of real property, pursuant to Section 52-4-205(1) of the Utah Code, Annotated. Councilmember Wood seconded the motion.*

Donna Burnham	Yes
Melissa Clark	Yes
Jared Gray	Yes
Rich Wood	Yes
Brett Wright	Yes

The motion passed with a unanimous vote.

The Work Session was adjourned at 5:54 PM.

[The recording of the discussion can be found online here at 01:51:40.](#)

7:00 PM POLICY SESSION – CITY COUNCIL CHAMBERS

4. CALL TO ORDER

Mayor Westmoreland called the meeting to order at 7:03 PM.

[The recording of the discussion can be found online here at 01:53:24.](#)

5. PLEDGE OF ALLEGIANCE

Councilmember Gray led the Pledge of Allegiance.

6. INFORMATION ITEMS/UPCOMING EVENTS

7. PUBLIC COMMENTS

Mayor Westmoreland opened the public comment period at 7:04 PM.

The following individuals spoke during the Public Comment period: Brady Thompson and Amanda Mendenhall.

Mayor Westmoreland closed the public comment period at 7:09 PM.

[The recording of the discussion can be found online here at 01:54:04.](#)

8. RECOGNITION/INTRODUCTIONS

8.A. RECOGNITION - Graduates of Eagle Mountain Academy Fall 2025

[The recording of the discussion can be found online here at 01:59:58.](#)

Mayor Westmoreland recognized the graduates of the Fall 2025 Eagle Mountain Citizens Academy and each graduate was congratulated by the Mayor and members of the City Council.

Members of the Citizen's Academy included: Chris Waldron, Charlotte Ducos, Brooke Jackson, Tim Youngberg, Johnny Call, Jennifer Knight, Jeffrey Knight, Amy Coria, Ben Perez, Fabiana Boothe, John Bobleter, Matt Heff, Jessie Southworth, Kaeley White, Melanie Castillo, Phillip Miller, Chris Matern, Silvia Garcia and Mandy Dow.

9. CITY COUNCIL/MAYOR ITEMS

The Mayor and Councilmembers offered comments to the public.

[The recording of the discussion can be found online here at 02:07:15.](#)

9.A. PROCLAMATION – Proclaiming November 2025 as Hunger Awareness Month

Mayor Westmoreland read the proclamation.

MOTION: *Councilmember Gray moved to adopt a Proclamation of Eagle Mountain City, Utah, Proclaiming November 2025 as Hunger Awareness Month. Councilmember Clark seconded the motion.*

Donna Burnham	Yes
Melissa Clark	Yes
Jared Gray	Yes
Rich Wood	Yes
Brett Wright	Yes

The motion passed with a unanimous vote.

[The recording of the proclamation can be found online here at 02:16:38.](#)

CONSENT AGENDA

10. BOND RELEASES

10.A. BOND - The Towns at Brylee Farms Phase B, Plat 3 - Into Warranty

11. MINUTES

11.A. October 21, 2025 Minutes - Regular City Council Meeting

12. PRELIMINARY PLATS & SITE PLANS

12.A. MASTER SITE PLAN - John Hancock Charter School

13. RESOLUTIONS

- 13.A. RESOLUTION - A Resolution of Eagle Mountain City, Utah, Approving the Amendments to the Eagle Mountain Mortgage Assistance Program (MAP) Policy Regarding Eligibility and Application Requirements
- 13.B. RESOLUTION - A Resolution of Eagle Mountain City, Utah Approving the Commercial Affordability Program (CAP) Policy
- 13.C. RESOLUTION - A Resolution of Eagle Mountain City, Utah Approving an Escrow Agreement for Water Dedication and Public Water Supply Agreement with John Hancock Charter School Foundation

14. ORDINANCES

- 14.A. ORDINANCE - An Ordinance of Eagle Mountain City, Utah, Reenacting the Eagle Mountain Municipal Code Section 3.10.080, Reimbursement for Certain Users Related to Municipal Energy Tax

MOTION: *Councilmember Wright moved to approve the Consent Agenda and to also include the “Conditions of Approval on Intersection Improvements”, provided by Staff, for Item 12.A. for the John Hancock Charter School West Campus. Councilmember Wood seconded the motion.*

Donna Burnham	Yes
Melissa Clark	Yes
Jared Gray	Yes
Rich Wood	Yes
Brett Wright	Yes

The motion passed with a unanimous vote.

[The recording of the motion can be found online here at 02:19:48.](#)

SCHEDULED ITEMS

15. RESOLUTIONS/PUBLIC HEARINGS

- 15.A. RESOLUTION/PUBLIC HEARING - A Resolution of Eagle Mountain City, Utah, Approving the Wastewater Master Plan and Impact Fee Facilities Plan (IFFP)

[The recording of the discussion can be found online here at 02:20:42.](#)

City Engineer Vince Hogge presented the Wastewater Master Plan and Impact Fee Facilities Plan (IFFP) which identifies current system deficiencies and outline improvements needed to support future growth. The IFFP focuses on a five-year horizon, while the Master Plan addresses full

buildout of the City. Due to rapid growth, the City has been working to catch up on necessary infrastructure, including treatment facility upgrades, new sewer lines, and expanded disposal capacity.

Mayor Westmoreland opened the Public Hearing period at 7:37 PM. Seeing no one wished to speak Mayor Westmoreland closed the Public Hearing at 7:37 PM.

MOTION: *Councilmember Wood moved to approve a Resolution of Eagle Mountain City, Utah, Approving the Wastewater Master Plan and Impact Fee Facilities Plan (IFFP). Councilmember Burnham seconded the motion.*

Donna Burnham	Yes
Melissa Clark	Yes
Jared Gray	Yes
Rich Wood	Yes
Brett Wright	Yes

The motion passed with a unanimous vote.

[The recording of the motion can be found online here at 02:27:52.](#)

16. SWEETWATER #4 COMMUNITY REINVESTMENT PROJECT AREA

- 16.A. ORDINANCE - An Ordinance of Eagle Mountain City, Utah, Adopting the Sweetwater #4 Community Reinvestment Area Project Area Plan, as Approved by the Redevelopment Agency of Eagle Mountain City, as the Official Community Reinvestment Project Area Plan for the Project Area and Directing that Notice of the Adoption be Given as Required by Statute

[The recording of the discussion can be found online here at 02:28:23.](#)

Director of Legislative and Strategic Services Evan Berrett outlined that this ordinance adopts the Sweetwater #4 Community Reinvestment Area (CRA) Project Area Plan as approved by the Redevelopment Agency of Eagle Mountain City. Adoption of this ordinance formally designates the plan as the official project area plan for the Sweetwater #4 CRA and authorizes the required statutory notice of adoption. The Sweetwater #4 CRA considers the investment of several billion dollars into the Cedar Valley for the expansion of the Meta data center campus. The project area covers approximately 567 acres directly south of the current Meta data center campus.

MOTION: *Councilmember Clark moved to adopt an Ordinance of Eagle Mountain City, Utah, Adopting the Sweetwater #4 Community Reinvestment Area Project Area Plan, as Approved by the Redevelopment Agency of Eagle Mountain City, as the Official Community Reinvestment Project Area Plan for the Project Area and Directing that Notice of the Adoption be Given as Required by Statute. Councilmember Wright seconded the motion.*

Donna Burnham	No
Melissa Clark	Yes

Jared Gray	Yes
Rich Wood	Yes
Brett Wright	Yes

The motion passed with a 4:1 vote.

[The recording of the motion can be found online here at 02:48:25.](#)

- 16.B. RESOLUTION - A Resolution of Eagle Mountain City, Utah, Approving an Interlocal Cooperation Agreement between the Eagle Mountain Redevelopment Agency and Eagle Mountain City, Utah for the Collection and Remittance of Incremental Property Taxes Collected from Property Within the Sweetwater #4 Community Reinvestment Project Area

[The recording of the discussion can be found online here at 02:49:21.](#)

Director of Legislative and Strategic Services Evan Berrett presented that the Interlocal Agreement establishes the terms of participation between Eagle Mountain City and the Redevelopment Agency for the Sweetwater #4 CRA, including the collection and use of tax increment revenues to support infrastructure improvements and economic development within the project area.

MOTION: *Councilmember Wright moved to approve a Resolution of Eagle Mountain City, Utah, Approving an Interlocal Cooperation Agreement between the Eagle Mountain Redevelopment Agency and Eagle Mountain City, Utah for the Collection and Remittance of Incremental Property Taxes Collected from Property Within the Sweetwater #4 Community Reinvestment Project Area. Councilmember Wood seconded the motion.*

Donna Burnham	Yes
Melissa Clark	Yes
Jared Gray	Yes
Rich Wood	Yes
Brett Wright	Yes

The motion passed with a unanimous vote.

[The recording of the motion can be found online here at 00:00:00.](#)

17. LEGISLATIVE ITEMS

- 17.A. UPDATE - Legislative Priorities List

18. CITY COUNCIL/MAYOR'S BUSINESS AND LIAISON REPORTS

Mayor Westmoreland and the City Councilmembers offered comments and reports on committees to which they are assigned as liaisons.

19. COMMUNICATION ITEMS

19.A. Upcoming Agenda Items

20. ADJOURNMENT

MOTION: *Councilmember Clark moved to adjourn the meeting at 8:01 PM. Councilmember Wood seconded the motion.*

Donna Burnham	Yes
Melissa Clark	Yes
Jared Gray	Yes
Rich Wood	Yes
Brett Wright	Yes

The motion passed with a unanimous vote.

[The recording of the motion can be found online here at 02:51:48.](#)

The meeting was adjourned at 8:01PM.

Approved by the City Council on December 16, 2025.



Gina Olsen, CMC
City Recorder

