



**CITY OF NORTH SALT LAKE
CITY COUNCIL MEETING
NOTICE & AGENDA
JANUARY 6, 2026**

Notice is given that the City Council of the City of North Salt Lake will hold a regular meeting on January 6, 2026 at City Hall, 10 East Center Street, North Salt Lake, Utah. A reception and swearing-in ceremony will be held at 6:00 pm immediately followed by the work session at 6:30 pm and regular session at 7:00 pm in the Council Chambers.

Meetings of the City Council may be conducted via electronic means pursuant to Utah Code Ann. §52-4-207 as amended. In such circumstances, contact will be established and maintained via electronic means and the meetings will be conducted in accordance with the City's Electronic Meetings Policy.

The following items of business will be discussed; the order of business may be changed as time permits:

RECEPTION AND SWEARING-IN CEREMONY – 6:00 p.m.

1. Reception and Welcome of Newly Elected Officials
2. Presentation of Colors and Pledge of Allegiance – NSL Police Honor Guard
3. Swearing-In of Newly Elected Officials: Mayor Brian J. Horrocks, City Councilmember Heidi Smoot, and City Councilmember Alisa Van Langeveld
4. Adjourn

WORK SESSION – 6:30 p.m.

1. Discussion of 2026 Legislative Priorities with Representative Melissa Ballard and Senator Todd Weiler
2. Adjourn

REGULAR SESSION – 7:00 p.m.

1. Introduction by Mayor Brian Horrocks
2. Thought or Prayer ~ Alisa Van Langeveld
3. Citizen Comment
4. Council Reports
5. City Attorney Report
6. Mayor's Report

7. City Manager Report
8. Consideration of Councilmember Jackson's Appointment to Arts Committee
9. Overview and Discussion of HB48, Wildland Urban Interface Requirements by Members of the South Davis Metro Fire District
10. Consideration of Proposed Eagleridge Drive Beautification Project
11. Open & Public Meetings Act and Ethics Training for 2026 Elected Officials
12. Consideration of Resolution 2026-01R: A Resolution Establishing the 2026 Meeting Schedules for the City Council and Planning Commission
13. Consideration of Resolution 2026-02R: A Resolution Declaring Certain Public Works Vehicles and Equipment as Surplus Property and Authorizing Its Proper Disposal
14. Consideration of Resolution 2026-03R: A Resolution Appointing Members of the Audit Committee
15. Appointment of Mayor Pro Tempore for Calendar Year 2026
16. Mayoral Appointments of City Councilmembers to Various Boards and Committees
17. Approval of City Council Minutes of December 16, 2025
18. Discussion of Action Items
19. Adjourn

CLOSED SESSION

1. Possible closed session for the purpose of discussing the character professional competence, or physical or mental health of an individual; to discuss pending or reasonably imminent litigation; to discuss the purchase, exchange, sale, or lease of real property; or to discuss the deployment of security personnel, devices, or systems. *Utah Code 52-4-205*

City Council meetings are open to the public. If you need special accommodation to participate in the meeting, please call (801) 335-8709 with at least 24 hours' notice. This meeting will be broadcasted live through the City's YouTube channel:

<https://www.youtube.com/@nslutah4909streams>

Notice of Posting:

I, the duly appointed City Recorder for the City of North Salt Lake, certify that copies of the forgoing agenda for the City Council meeting(s) were posted on the Utah Public Notice Website: <https://www.utah.gov/pmn/>, City's Website: <https://www.nslcity.gov>, and at City Hall: 10 East Center Street, North Salt Lake.

Date Posted: January 5, 2026


Wendy Page, City Recorder



Summary Guide of City Council Agenda Items for January 6, 2026

This document is provided as a way to briefly understand the most important content and purposes of the agenda items at the upcoming meeting. It is hoped that this summary guide will assist you as you study in preparation for this meeting.

Work Session – No Council Action Required

- a. 6:00 to 6:30 – Swearing in of Mayor Horrocks and Councilmembers Heidi Smoot and Alisa VanLangeveld
- b. 6:30 to 7:00 – Discussion of 2026 State Legislative Session with Representative Ballard and Senator Weiler

Regular Session

Items 4-7: City Council, City Attorney, Mayor and City Manager reports.

Item 8: Consideration of Councilmember Jackson's appointment to the Arts Committee – Council motion required. Proposed: Jean Montanaro

Item 9: Overview and Discussion of HB48, Wildland Urban Interface (WUI) requirements by the County Fire Warden and representatives from the South Davis Metro Fire District – No Council action required

- a. South Davis Metro Fire District Deputy Chief Jeff Larsen, Fire Marshal Cole Fessler and Davis County Fire Warden August Foreman will be in attendance to discuss HB48 and to answer the Council's questions.

Item 10: Consideration of proposed Eagleridge Drive Beautification Project – Council motion required.

- a. City staff has reviewed the latest conceptual plans and the Council should provide feedback and authorize staff to bid out the project.

Item 11: 2026 Open and Public Meetings Act and Ethics Training for Elected Officials – No formal Council action required. This item includes required annual training for elected officials.

Item 12: Consideration of Resolution 2026-01R: A resolution establishing the 2026 meeting schedules for the City Council and Planning Commission – City Council action required.

- a. Utah Code requires the establishment of the meeting schedules for 2026. The meeting schedule in the resolution can be altered as long as the City follows the required public notice schedule for meetings of public bodies.

Item 13: Consideration of Resolution 2026-02R: A resolution declaring certain Public Works vehicles and equipment as surplus property – City Council action required.

- a. The Public Works Department is proposing the disposal of two generators, a trailer, a lawnmower and a truck. All of the equipment has been previously replaced and is at the end of its life cycle.
- b. This resolution declares this property to be surplus and authorizes its disposal by City staff.

Item 14: Consideration of Resolution 2026-03R: A resolution appointing members of the Audit Committee – City Council action required.

- a. The City's Audit Committee is made up of the Mayor and two councilmembers. Former councilmember Lisa Watts Baskin was on the committee and should be replaced.

Item 15: Appointment of Mayor Pro Tempore for Calendar Year 2026 – Council motion required.

- a. Section 1-5-4 B, City Code requires the Council to select a Mayor Pro Tempore (pronounced mayor pro tem) at the first meeting of the year. The Mayor Pro Tempore acts as the Chair for meetings in the absence of the Mayor and may perform other mayoral duties in the mayor's absence as needed.



MEMORANDUM

TO: Honorable Mayor and City Council

FROM: Ken Leetham, City Manager

DATE: January 6, 2026

SUBJECT: Summary of Work Session Items

Please Note: At 6:00 p.m., Brian Horrocks, Heidi Smoot and Alisa VanLangeveld will be sworn in as Mayor and City Councilmembers.

6:30 p.m. Beginning of Work Session

The work session has one item which is a discussion of the 2026 Legislative session which begins on January 20, 2026. We have asked Senator Todd Weiler and Representative Melissa Ballard to share their legislative priorities during this portion of the meeting. City Councilmembers should be prepared to ask questions or share concerns about the upcoming session.

Generally, the City is always concerned about the legislature mandating unnecessary or burdensome requirements upon local government. Also, we would caution our legislators to not support any bills that erode municipal authority, particularly land use and zoning powers.



MEMORANDUM

TO: Honorable Mayor and City Council

FROM: Ken Leetham, City Manager

DATE: January 6, 2026

SUBJECT: Arts Committee Member Appointment

RECOMMENDATION

Councilmember Suzette Jackson recommends the appointment of Jean Montanaro for Seat 2 to fill the vacancy soon to be left by Heidi Smoot for a term ending 1/1/2029.

BACKGROUND

The Arts Committee was established by Resolution 2024-40R which states that each of the five Councilmembers of the City Council shall recommend one Citizen committee member for appointment to the Committee. Such appointments will be made by a majority vote of the City Council. Heidi Smoot has been serving on the Committee since January; however, will be unable to continue service in Seat 2 since she will be a member of the City Council. This leaves a vacancy in Seat 2 which is appointed by Councilmember Jackson.

PROPOSED MOTION

I move that the City Council approve Councilmember Jackson's proposed appointment of Jean Montanaro to the Arts Committee with a term ending on 1/1/2029.



MEMORANDUM

TO: Honorable Mayor and City Council

FROM: Ken Leetham, City Manager

DATE: January 6, 2026

SUBJECT: Overview and Discussion of HB48, Wildland Urban Interface (WUI) requirements

INTRODUCTION

The City Council reviewed HB48 and adopted the 2006 WUI Code on December 16, 2025. At that time, the Council requested that we have representatives of the South Davis Metro Fire District (SDMFD) present at a future meeting. At the meeting, we will have Deputy Chief Jeff Larsen and Fire Marshal Cole Fessler from SDMFD present. We have also invited Davis County's Fire Warden August Foreman to attend in order to answer questions about the County's role in the implementation of HB48.

BACKGROUND

In Utah, Land Use Authority, including building codes, rests with city and sometimes county government (in unincorporated areas). The State of Utah also adopts official building codes, but those codes generally have no effect on a city until a local city adopts those codes as a part of its Land Use Ordinance.

In the case of HB48, two regulatory tracks have been established: a local government track and a county/state program requirement.

Local Government Requirements. Local governments are required to adopt a Wildland Urban Interface (WUI) code and a map indicating where that code will be applied and enforced. This is a land use regulation that will function as a zoning district or a zoning district overlay which adds regulations to an existing area. The City's WUI map should identify properties that are adjacent to wildland areas (vacant open space that is at risk of wildfire). Within those areas that we identify and adopt on our map, the WUI building codes would be implemented. As a reminder, those codes primarily deal with the following:

- 1) Requires fire resistant materials in all new construction and on significant remodels of existing structures.
- 2) Establishes defensible space guidelines which the City is responsible to enforce on all properties designated within the WUI area.
- 3) Sets standards for municipal infrastructure related to road widths, grades, turnarounds, etc.
- 4) Requires the City to maintain an adequate water supply.

These codes will have an impact on the City and citizens located within areas designated within the WUI area. The City will be responsible for increasing not only its enforcement of defensible space on individual properties, but will also need to perform mitigation on some of the wildland areas like canyons, hillsides or heavily wooded areas that present a danger to structures. This will require the City to work with the Fire District, the County and State fire officials in order to put together a regular program for wildland fire mitigation. The City should engage in these activities and work that is performed is critically important to avoiding a large or catastrophic wildland fire within the City's hillside neighborhoods.

County and State Government Regulatory Track. The second regulatory track of HB48 applies to the State Division of Fire, Forestry and State Lands (FFSL) and also impacts County government. This track establishes a system of assessing fire risk for properties in the State. The FFSL recently published a high risk map which will be used to identify properties subject to a fee that will be imposed in 2027. In our review of the map, it appears there are no properties with structures on them in North Salt Lake that would be subject to a fee as presently proposed. The SDMFD believes thus far that there is only one property in the entire Fire District that may be subject to the regulatory fee.

The State will not enforce regulations on local property owners, however, State inspectors, if applicable, will assess relative risk and provide that information, together with mitigation strategies, to property owners as a part of the assessment process. By following mitigation strategies, it is my understanding that property owners can reduce their relative risk category, possibly moving from high to medium or medium to low. It also appears to us that the County will be notifying property owners of their obligations, if any, with respect to the fee.

CONCLUSION

City staff is working to prepare a draft WUI map for the Council's consideration. This is a requirement of HB48 and will be on a future Council agenda.

At this meeting, Councilmembers will have a chance to ask questions of fire officials about HB48 and how it may be implemented in the City.



MEMORANDUM

TO: Honorable Mayor and City Council

FROM: Ken Leetham, City Manager

DATE: January 6, 2026

SUBJECT: Consideration of proposed Eagleridge Drive Beautification Project

RECOMMENDATION

I recommend that the City Council authorize City staff to advertise for construction bids for the Eagleridge Drive Beautification Project.

BACKGROUND

On December 16, the Council rejected all of the bids for this project. City staff made that request since the plans that were considered for construction were not the plans that the City would be building. City staff also believed that more affordable plans should be advertised for bid.

The primary concerns about the first bid were:

- 1) Large retaining walls that were not needed for the project (\$102,794)
- 2) Eleven street lights (\$165,741)
- 3) Overall price of the bid for the complete project which was \$593,483

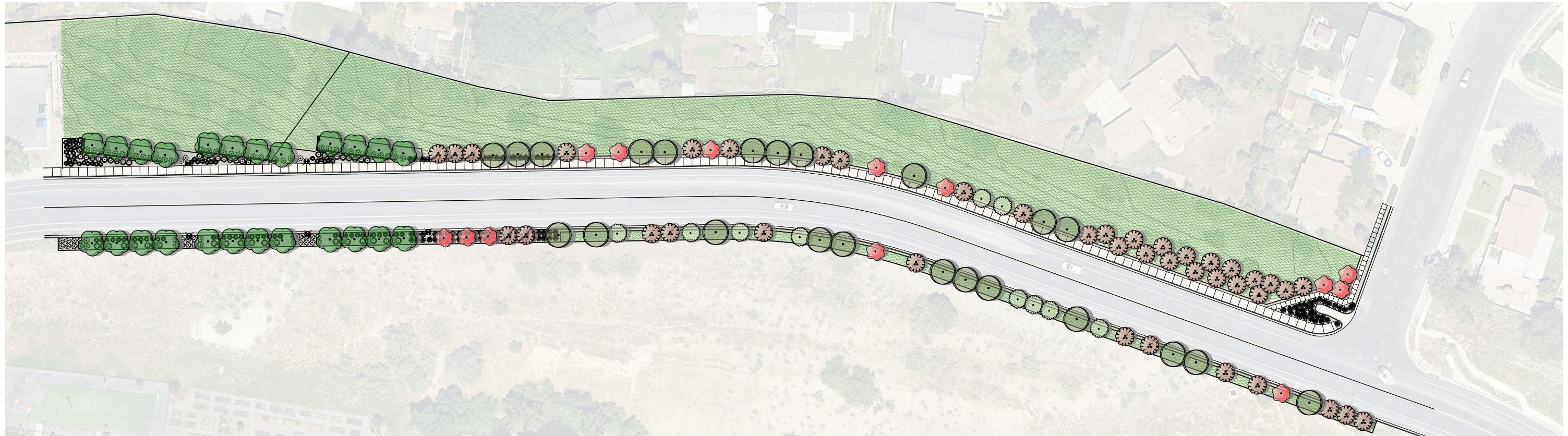
It is important to remind the Council that the approved project is a design-build project and will be bid out that way, not using final construction plans. This means that the contractor and the City will have flexibility to adjust the plans prior to construction and in the field based upon costs and desired changes to the plan. It may also be possible for City personnel to perform some of the work. The attached conceptual plans will be used in the next bidding process and you will note they do not include large retaining walls, but smaller walls only used for the creation of planting areas.

In the next bidding process, we will include a simplified bid schedule containing an itemized list of project improvements and detailed standards so that bid amounts will be more accurate. Regardless of which contractor is selected, project improvements will still be an ala carte approach so that we can choose what items to include in this phase of construction. As an example, the Council will be able to select between the installation of street lights or only to provide electrical conduit for the placement of future street lights, thus saving costs.

Finally, there are no funds appropriated in City budgets for this project. It will need to be approved in a budget amendment.

PROPOSED MOTION

I move that the City Council authorize City staff to advertise for construction bids for the Eagleridge Drive Beautification Project based upon the plans presented to the Council on January 6, 2026.



Japanese Zelkova



Eastern Redbud Multi-trunk



Yoshino Cherry



Hot Wings® Tatarian Maple



Chinese Fringe Tree



Knock Out Rose



Bangle® Lydia Broom



Phenomenal® Lavender Pawnee Buttes® Sand Cherry



Rubber Rabbitbrush



Blue Flax



Native Hydoseed Mix

EAGLE RIDGE DRIVE PRELIMINARY PLANTING PLAN

December 12, 2025



0 80 160 240 feet
SCALE: 1" = 80'



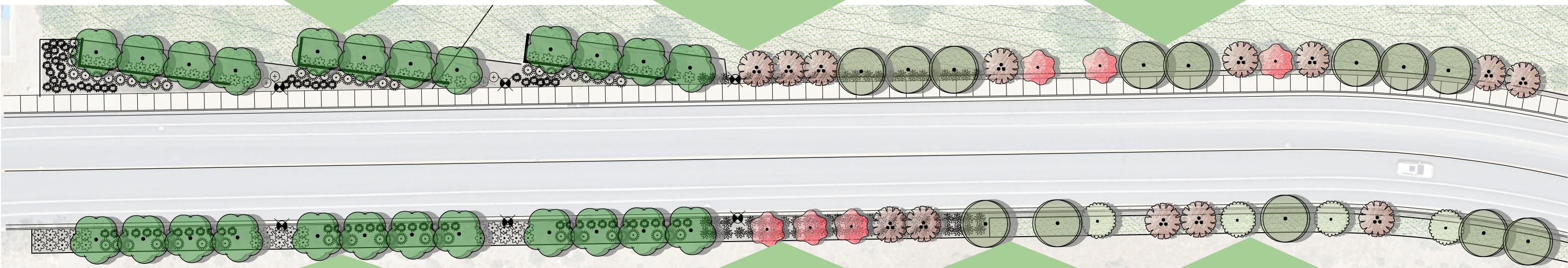
Japanese Zelkova



Yoshino Cherry



Hot Wings® Tatarian Maple



Japanese Zelkova



Eastern Redbud Multi-trunk



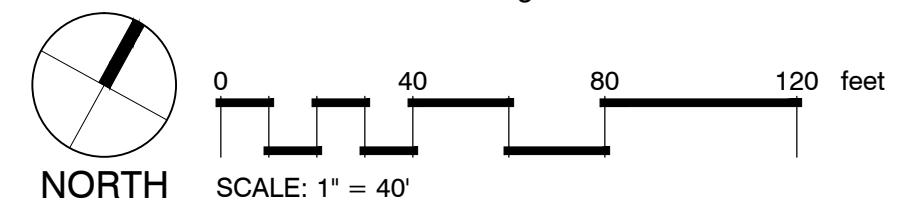
Hot Wings® Tatarian Maple

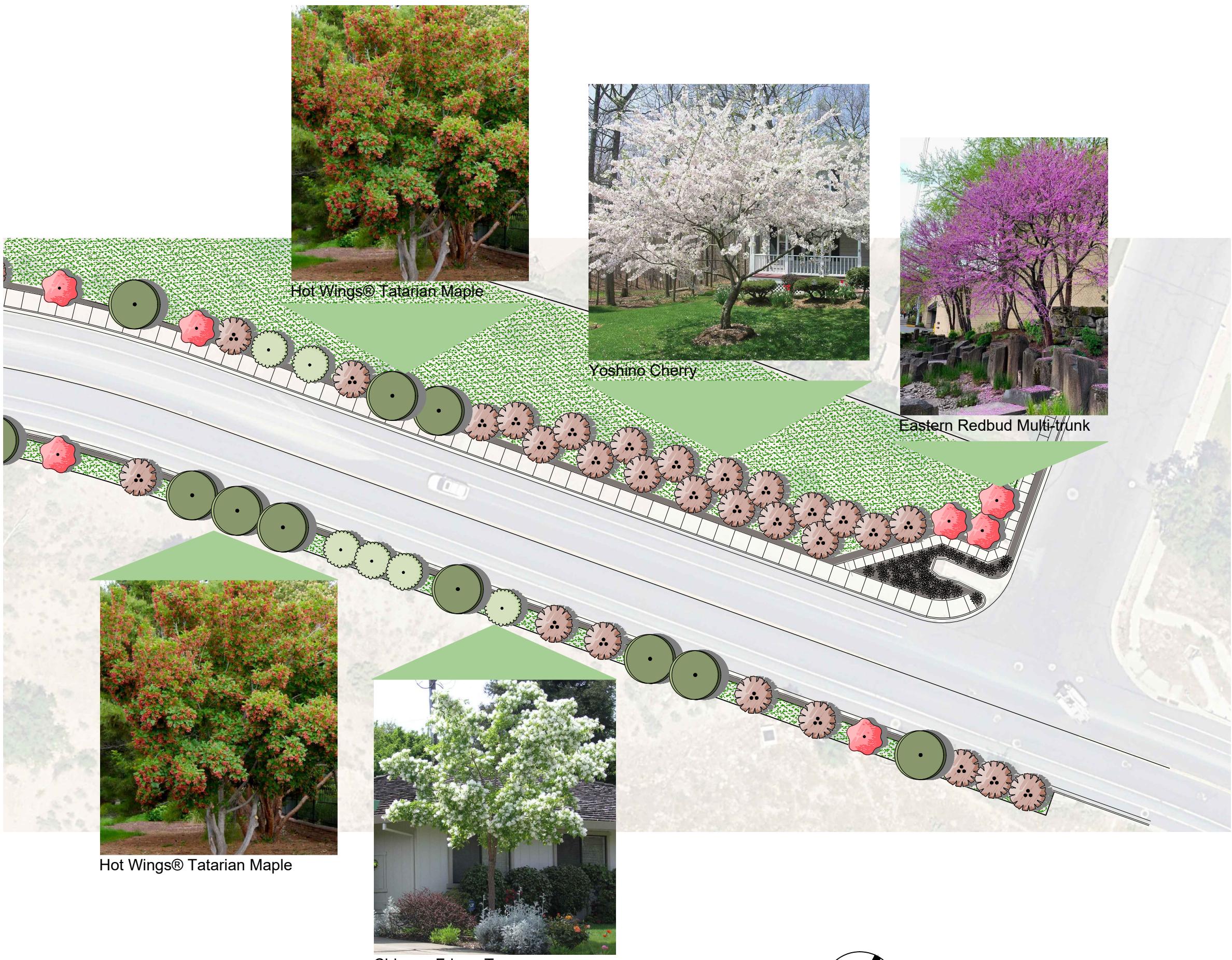


Chinese Fringe Tree

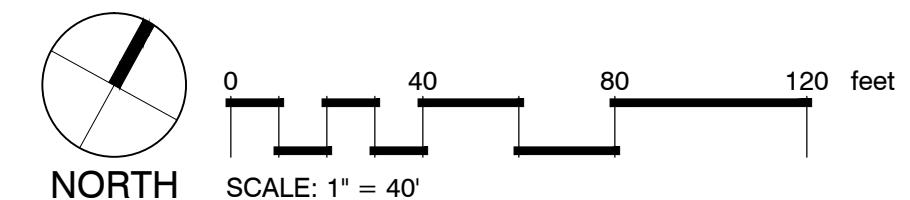
EAGLE RIDGE DRIVE PRELIMINARY PLANTING PLAN

December 12, 2025





EAGLE RIDGE DRIVE
PRELIMINARY PLANTING PLAN
 December 12, 2025





Knock Out Rose

Bangle® Lydia Broom

Phenomenal® Lavender



Pawnee Buttes® Sand Cherry



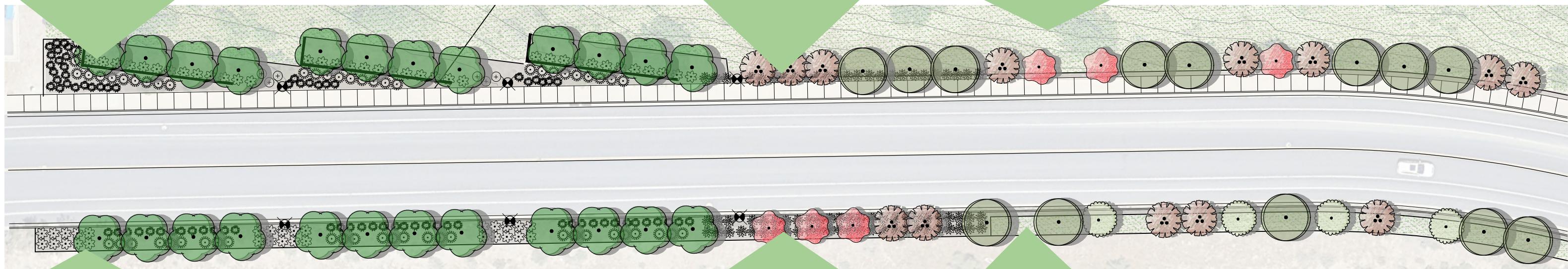
Rubber Rabbitbrush



Blue Flax



Native Hydoseed Mix



Knock Out Rose

Bangle® Lydia Broom

Phenomenal® Lavender



Pawnee Buttes® Sand Cherry



Rubber Rabbitbrush



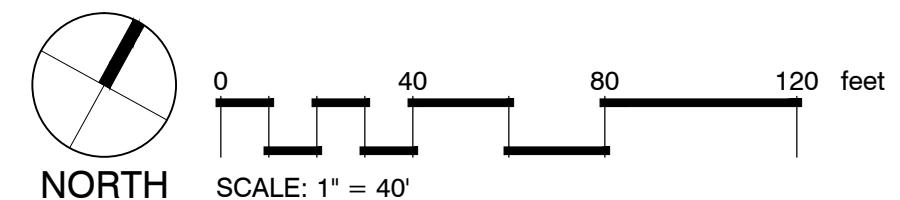
Blue Flax



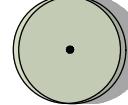
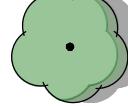
Native Hydoseed Mix

EAGLE RIDGE DRIVE PRELIMINARY PLANTING PLAN

December 12, 2025



PLANT SCHEDULE

<u>SYMBOL</u>	<u>BOTANICAL NAME</u>	<u>COMMON NAME</u>	<u>SIZE</u>	<u>CONTAINER</u>	<u>QTY</u>	<u>UNIT COST</u>	<u>TOTAL</u>
TREES							
	ACER TATARICUM 'GARANN'	HOT WINGS® TATARIAN MAPLE	2" CAL.	B&B	23	\$950	\$21,850
	CERCIS CANADENSIS	EASTERN REDBUD MULTI-TRUNK	1.5" CAL.	B&B	13	\$800	\$10,400
	CHIONANTHUS RETUSUS	CHINESE FRINGE TREE	1.5" CAL.	B&B	10	\$800	\$8,000
	PRUNUS X YEDOENSIS	YOSHINO CHERRY	1.5" CAL.	B&B	41	\$800	\$32,800
	ZELKOVA SERRATA	JAPANESE ZELKOVA	2" CAL.	B&B	24	\$950	\$22,800
SUBTOTAL:					111		\$95,850
SHRUBS							
	ERICAMERIA NAUSEOSA	RUBBER RABBITBRUSH	1 GAL.	POT	6	\$65	\$390
	GENISTA LYDIA 'SELECT'	BANGLE® LYDIA BROOM	5 GAL.	POT	57	\$85	\$4,845
	LAVANDULA X INTERMEDIA 'NIKO'	PHENOMENAL® LAVENDIN	5 GAL.	POT	74	\$85	\$6,290
	PRUNUS PUMILA BESSEYI 'P011S'	PAWNEE BUTTES® SAND CHERRY	5 GAL.	POT	110	\$85	\$9,350
	ROSA SHRUB 'KNOCK OUT'	KNOCK OUT ROSE	5 GAL.	POT	67	\$85	\$5,695
SUBTOTAL:					314		\$26,570
TOTAL COST:							\$122,420

SITE IMPROVEMENTS

<u>SYMBOL</u>	<u>CODE</u>	<u>DESCRIPTION</u>	<u>QTY</u>	<u>COST</u>	<u>TOTAL</u>	<u>DETAIL</u>
01 GENERAL						
	01-01	CLEAR AND GRUB. REMOVE MAJOR WEEDS AND PREP FOR HYDROSEED. PROTECT IN PLACE HEALTHY VEGETATION.	92,049 SF	\$0.4	\$36,820	
	01-02	GRAVITY LARGE BLOCK RETAINING WALL INCLUDING ENGINEERING	226 LF	\$500	\$112,801	DRIP IRRIGATION
	01-03	HYDROSEED NATIVE SEED MIX	36,934 SF	\$2.5	\$92,334	
	01-04	DECORATIVE ROCK BOARDER	138 CY	\$85	\$11,704	
TOTAL COST:						\$313,734

LIGHTING SCHEDULE

<u>SYMBOL</u>	<u>MANUFACTURER/MODEL/DESCRIPTION</u>	<u>QTY</u>	<u>COST</u>	<u>TOTAL</u>
	STREET LIGHT	6	\$5,000	\$30,000
TOTAL COST:				\$30,000
COST ESTIMATE SUMMARY				
TREES AND SHRUBS \$122,420.00				
SITE IMPROVEMENTS \$313,734.00				
LIGHTING \$30,000.00				
TOTAL \$466,154.00				
CONTINGENCY 20% \$93,230.00				
GRAND TOTAL \$559,384.00				



MEMORANDUM

TO: Honorable Mayor and City Council

FROM: Wendy Page, City Recorder

DATE: January 6, 2026

SUBJECT: Open and Public Meetings Act and Ethics Training for 2026 Elected Officials

Open & Public Meetings Act Training

The Mayor and City Council will participate in a training on the Open and Public Meetings Act. This training is required annually for all councils, boards, and commissions that are subject to the Open and Public Meetings Act. This training will review any legislative changes in 2025 and also be a refresher on other provisions of State Code.

Overview and Presentation the Municipal Officers' and Employees' Ethics Act

During the 2024 Legislative Session, amendments were made to the Municipal Officers' and Employees' Ethics Act. HB 80 modified provisions related to conflicts of interest and campaign financial disclosure statements. Then in 2025 HB 504 made additional amendments to the disclosure requirements. Elected Officials are encouraged to complete the required disclosure reporting per §10-3-1313 and §20A-11-1604(6) and submit it to the City Recorder no later than January 31st or they shall be subject to criminal and civil penalties.



MEMORANDUM

TO: Honorable Mayor and City Council

FROM: Wendy Page, City Recorder

DATE: January 6, 2026

SUBJECT: Resolution 2026-01R Establishing the City's Annual Meeting Schedule for 2026

RECOMMENDATION

I recommend the City Council approve Resolution 2026-01R establishing the City's Annual Meeting Schedule for 2026.

BACKGROUND

Utah Code 52-4-202 requires that a public body holding regular meetings that are scheduled in advance over the course of a year to give public notice at least once each year of its annual meeting schedule. Generally, the City Council holds its regular meetings on the first and third Tuesday of each month and the Planning Commission holds its regular meetings on the second and fourth Tuesday of each month. It should be noted that meetings can be cancelled or additional meetings held that are not on the annual meeting schedule, so long as public notice is given in accordance with State Code.

In past years, City Hall has been used as a polling location on election day(s) and so Tuesday meetings were either adjusted to an alternate day or cancelled. Council Chambers is scheduled in 2026 for the elections as a polling location on June 23rd (Primary if needed) and on November 3rd for the General Election.

Resolution 2026-01R establishes the annual meeting schedule which is attached as Exhibit A. This schedule includes two proposed alternate Wednesday meeting dates one for the Planning Commission and one for the City Council, as well as two meeting dates in December for the City Council. If desired, the City Council can propose an alternate schedule.

PROPOSED MOTION

I move the City Council approve Resolution 2026-01R: a resolution establishing the City's annual meeting schedule for 2026.

RESOLUTION NO. 2026-01R

**A RESOLUTION ESTABLISHING THE 2026 ANNUAL
MEETING SCHEDULES FOR THE CITY COUNCIL AND
PLANNING COMMISSION OF THE CITY OF NORTH
SALT LAKE, DAVIS COUNTY, UTAH**

WHEREAS, the City Council of the City of North Salt Lake, Davis County, Utah, provides notice to the public of its regular meeting schedules of the City Council and Planning Commission each calendar year in accordance with Utah Code 52-4-202; and

WHEREAS, the City Council hereby desires to establish an annual meeting schedule for the City Council and Planning Commission which both hold regular meetings that are scheduled in advance over the course of a year.

NOW, THEREFORE BE IT RESOLVED, all City Council and Planning Commission meetings will be held in 2026 on the dates established in the annual meeting schedule attached as Exhibit A, unless otherwise noticed in accordance with Utah Code 52-4-202.

EFFECTIVE DATE. This resolution shall become effective immediately upon passage.

PASSED AND ADOPTED by the City Council of the City of North Salt Lake this 6th day of January, 2026.

CITY OF NORTH SALT LAKE:

Brian J. Horrocks, Mayor

ATTEST:

City Recorder

City Council Vote as Recorded:

Council Member Clayton	_____
Council Member Jackson	_____
Council Member Knowlton	_____
Council Member Smoot	_____
Council Member Van Langeveld	_____

2026 ANNUAL MEETING SCHEDULE

Pursuant to section 52-4-202 of the Utah Code, the City of North Salt Lake hereby gives notice that the North Salt Lake City Council will generally hold its regular City Council meetings for the 2026 calendar year on the first and third Tuesday of each month. Notice is also given that the Planning Commission will generally hold its regular meetings for the 2026 calendar year on the second and fourth Tuesday of each month. The City Council and Planning Commission meetings will be held at the North Salt Lake City Hall, in the Council Chambers, 10 East Center Street, with the City Council commencing at 6:00 p.m. for work session and 7:00 p.m. for regular session, and the Planning Commission at 6:30 p.m., unless otherwise posted. If any meeting is canceled or rescheduled, public notice will be given of such new meeting dates. Meetings at times other than as specified shall be held by the City Council or Planning Commission as circumstances require.

All meetings of the City Council and Planning Commission are open to the public unless closed pursuant to Section 52-4-204, Utah Code. Work, special, or emergency meetings in addition to those specified may be held as circumstances require. A minimum of 24-hour notice will be given for such meetings.

In accordance with the Americans With Disabilities Act, the City of North Salt Lake will accommodate reasonable requests to assist the disabled to participate in the meetings. Requests for assistance can be made by calling the City Offices at 801-335-8709 from 7:00 am to 5:30 pm Monday through Thursday at least 72 hours in advance of the meeting to be attended.

The scheduled dates for holding regular meetings shall be as follows:

CITY COUNCIL MEETING DATES

JANUARY 6	JULY 7
JANUARY 20	JULY 21
FEBRUARY 3	AUGUST 4
FEBRUARY 17	AUGUST 18
MARCH 3	SEPTEMBER 1
MARCH 17	SEPTEMBER 15
APRIL 7	OCTOBER 6
APRIL 21	OCTOBER 20
MAY 5	NOVEMBER 4 (WEDNESDAY)
MAY 19	NOVEMBER 17
JUNE 2	DECEMBER 1
JUNE 16	DECEMBER 15

PLANNING COMMISSION MEETING DATES

JANUARY 13	JULY 14
JANUARY 27	JULY 28
FEBRUARY 10	AUGUST 11
FEBRUARY 24	AUGUST 25
MARCH 10	SEPTEMBER 8
MARCH 24	SEPTEMBER 22
APRIL 14	OCTOBER 13
APRIL 28	OCTOBER 27
MAY 12	NOVEMBER 10
MAY 26	NOVEMBER 24
JUNE 9	DECEMBER 8
JUNE 24 (WEDNESDAY)	

A written agenda of each open meeting will be posted on the Utah Public Notice website at <https://www.utah.gov/pmn/>, City's website at www.nslcity.org, and at City Hall, 10 East Center Street, in North Salt Lake, Utah no later than 5:30 p.m. on the regular business day preceding such meeting.

Approved on January 6, 2026 by the City Council and adopted by Resolution 2026-01R.

/s/Wendy Page, City Recorder

Notice of Posting:

I, the duly appointed City Recorder for the City of North Salt Lake, certify that copies of the **Annual Meeting Schedule** for the City Council and Planning Commission meetings for the 2026 Calendar Year were posted on the Utah Public Notice Website: <https://www.utah.gov/pmn/>, City's Website: [https://www.nslcity.org](http://www.nslcity.org), and at City Hall: 10 E. Center St. North Salt Lake.

Date Posted: January 7, 2026

Wendy Page, City Recorder



MEMORANDUM

TO: Honorable Mayor and City Council

FROM: Jonathan Rueckert

DATE: January 6, 2026

SUBJECT: Equipment Surplus

RECOMMENDATION

Staff recommends declaring the following equipment as surplus by resolution.

BACKGROUND

Generators

Following the recent upgrades to all culinary pumping facilities, the temporary power connections have been replaced with permanent standby generators. As a result, two older tow-behind generators are no longer required for operational use.

The first unit is a 480V generator powered by an older two-stroke Detroit diesel engine and mounted on a dual-axle trailer. The second unit is a larger 480V generator powered by a Mitsubishi S6N-PT diesel engine mounted on a triple-axle trailer.

Because these generators were not produced as standard models by any specific manufacturer, their market value can only be estimated. Based on comparable auction results, the first unit is expected to sell for approximately \$4,000–\$5,000. The second, larger unit may have an estimated value of around \$16,000 but would likely sell for somewhat less at auction.

Valve Exerciser Trailer

Staff has identified a 2007 Wachs Model 77-000-16 Trav-L-Vac valve exercising trailer as surplus. This unit was replaced in the FY2023-2024 budget cycle but was not previously declared surplus. An estimated auction value may be \$2,000-\$3,000.

Toro Workman

Staff has also identified a 2002 Toro Workman 3300D as surplus. This unit was also replaced in the FY2023-2024 budget cycle but was not previously declared surplus. An estimated auction value may be \$1,500.

PW Vehicle

Vehicle G01 is a 2004 Ford F-150 originally purchased for use by the golf course and later transferred to the Public Works Department, where it served as a mechanic's truck and fuel cell vehicle. The fuel cell equipment has since been relocated to W-30, a new utility truck purchased for the Water Department, and the vehicle is no longer needed for mechanic related duties. This vehicle has exceeded its expected service life under the 15-point replacement policy. Estimated value for this vehicle is \$2,000.

PROPOSED MOTION

I move the City Council approve Resolution 2026-02R: A Resolution declaring surplus property and authorizing its disposal.

RESOLUTION NO. 2026-02R

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NORTH SALT LAKE DECLARING CERTAIN PUBLIC WORKS VEHICLES/EQUIPMENT AS SURPLUS PROPERTY AND AUTHORIZING ITS PROPER DISPOSAL

WHEREAS, the City of North Salt Lake public works department no longer has a need or use for certain vehicles or property due to age, cost of maintenance, and/or being obsolete; and

WHEREAS, in accordance with State regulations, the City Council has determined to declare the property listed in Exhibit A as surplus and desires to dispose of it in the method as prescribed by current law.

NOW THEREFORE, BE IT RESOLVED, the Governing Body of the City of North Salt Lake does hereby approve the vehicles/property listed in Exhibit A as surplus and that said vehicles/property shall be disposed of according to State statutes, including disposal, sale, or trade-in on new vehicles.

BE IT FURTHER RESOLVED, by the City Council of the City of North Salt Lake that the Public Works Director is authorized to undertake any and all actions to effect such sale, disposal, donation, or trade-in of the vehicles/property listed in Exhibit A.

This Resolution shall take effect upon passage.

APPROVED AND ADOPTED by the City of North Salt Lake, Utah, on this 6th day of January, 2026.

CITY OF NORTH SALT LAKE
By:

BRIAN J. HORROCKS
Mayor

ATTEST:

WENDY PAGE
City Recorder

City Council Vote as Recorded:

Council Member Clayton	_____
Council Member Jackson	_____
Council Member Knowlton	_____
Council Member Smoot	_____
Council Member Van Langeveld	_____

Exhibit A

The following vehicles/property are proposed to be declared as surplus property:

Make	Model	Year	SERIAL # OR VIN #
Mitsubishi	S6N-PT		11971
Detroit Diesel	Delco AC 425403		175-D-76
Wachs	77-000-16		07-3435
Toro	Workman 3300D	2002	220000145
Ford	F-150	2004	1FTPX14584NA54144



MEMORANDUM

TO: Honorable Mayor and City Council

FROM: Ken Leetham, City Manager

DATE: January 6, 2026

SUBJECT: Consideration of Resolution 2026-03R: A resolution appointing members of the Audit Committee

RECOMMENDATION

I recommend approval of Resolution 2026-03R appointing members of the Audit Committee.

BACKGROUND

The City's Audit Committee was created on June 16, 2020 as part of the City's efforts to increase its fraud prevention efforts. Since that time, the Committee has met every quarter to review and evaluate financial procedures, policy development, selection of independent auditors and many other topics related to fraud risk. Recommendations from this committee to the City Council have been a very beneficial part of the Governing Body improving transparency and increasing fraud prevention.

The Committee is made up of the Mayor and two Councilmembers. Most recently, Councilmembers Lisa Watts Baskin and Suzette Jackson have served on the committee. The attached motion has been prepared with two open Councilmember spots. I prepared it that way not because I am recommending a change for Councilmember Jackson; rather, I thought the Council may have a desire to rotate service on this committee more often since it is very beneficial to those Councilmembers who have served. Specifically, for those who have served, it has been a great opportunity to become more familiar with the City's financial processes, budgets, fund accounting, auditing purposes and functions and many other important topics. Certainly the Council is free to appoint whomever among the five members you wish to appoint including only replacing Councilmember Baskin's vacancy if that is your desire.

In summary, the Council should select two of its members to serve on this committee and then adopt the attached resolution.

PROPOSED MOTION

I move that the City Council approve Resolution 2026-03R appointing members of the Audit Committee.

RESOLUTION NO. 2026-03R

**A RESOLUTION OF THE GOVERNING BODY OF THE
CITY OF NORTH SALT LAKE APPOINTING MEMBERS
TO THE CITY'S AUDIT COMMITTEE**

WHEREAS, the State Auditor and the Utah Legislature have adopted requirements for all local governments to address more fully fraud risk, including the adoption of written policies and fraud risk methodologies; and,

WHEREAS, the City of North Salt Lake adopted fraud risk policies by Resolution 2020-16R and established the City of North Salt Lake Audit Committee by adopting the Audit Committee Charter on the 16th day of June, 2020; and,

WHEREAS, the composition of the Audit Committee as established by said charter includes the Mayor and two City Councilmembers; and,

WHEREAS, the Governing Body of the City has changed due to the 2025 municipal election and there is a need to appoint a new member to the Audit Committee; and,

WHEREAS, the City Council is the Governing Body of the City and is the appointing authority for such members as established by Resolution No. 2020-16R.

NOW THEREFORE BE IT RESOLVED by the Governing Body of the City of North Salt Lake as follows:

Section 1. The City Council hereby appoints Mayor Brian Horrocks, Councilmember _____, and Councilmember _____ to serve on the City's Audit Committee.

Section 2. All previous acts and resolutions in conflict with this resolution or any part hereof are hereby repealed to the extent of such conflict. This resolution, once adopted, shall become effective immediately upon passage.

APPROVED and ADOPTED by the City Council of the City of North Salt Lake this 6th day of January, 2026.

CITY OF NORTH SALT LAKE
By:

BRIAN J. HORROCKS
Mayor

ATTEST:

WENDY PAGE
City Recorder

City Council Vote as Recorded:

Council Member Clayton	_____
Council Member Jackson	_____
Council Member Knowlton	_____
Council Member Smoot	_____
Council Member Van Langeveld	_____



MEMORANDUM

TO: Honorable Mayor and City Council

FROM: Ken Leetham, City Manager

DATE: January 6, 2026

SUBJECT: Consideration of appointment of a Mayor Pro Tempore for Calendar Year 2026

RECOMMENDATION

I recommend that the City Council appoint one of its members as the Mayor Pro Tempore for the Calendar Year 2026.

BACKGROUND

Section 1-5-4 B, City Code (see attached) requires the City Council to select one of its members in the first Council meeting in January to be the Mayor Pro Tempore (pronounced Mayor Pro Tem) for the upcoming Calendar Year 2026.

You can see from the Code excerpt that the Mayor Pro Tempore has a duty to act in the Mayor's place when the Mayor is absent or unavailable. The term does not exceed one year and so this is action the Council takes each January. The appointment is made by approval of a motion of the majority of the City Council. You may also note that the Mayor Pro Tempore, when acting in the Mayor's place is able to vote on any actions before the City Council for a vote.

PROPOSED MOTION

I move that the City Council appoint _____ as the Mayor Pro Tempore for the Calendar Year 2026.

Attachments:

- 1) Section 1-5-4 B, City Code

1-5-4: MAYOR AS MEMBER OF CITY COUNCIL:

- A. Administration Vested In Mayor: The administrative powers, authority and duties are vested in the mayor. (1989 Code § 3-808)
- B. Mayor Pro Tempore: The position of mayor pro tempore shall be filled by a member of the city council elected by the council by majority vote.
 - 1. Duties: The mayor pro tempore shall have and exercise all powers and duties of the elected mayor as prescribed by state statutes and the ordinances of the city in all cases where the elected mayor is absent, disabled, disqualified or refuses to act.
 - 2. Election, Term Of Office: An election shall be held among the city council for the purpose of electing council member(s) to the office of mayor pro tempore at their first regularly scheduled meeting each calendar year. The council may elect more than one member to serve terms of one year or less according to a stated sequence and period. The person(s) elected by and from the council shall serve for a term as determined by the city council, which shall not exceed one year; provided, that the last elected shall continue to serve until a successor is elected. In no event may the mayor pro tempore serve beyond the end of his term in office as a member of the city council.
 - 3. Absence Of Mayor Pro Tempore: In the event of the absence, disqualification or disability of the person elected to serve as mayor pro tempore, the city council may elect a member of the council to serve as mayor pro tempore for that meeting or that purpose, and note the election in the minutes of the meeting in which the election occurred.
 - 4. Voting: The city council member elected to serve as mayor pro tempore shall, at all times, be entitled to cast his vote as member of the city council, including those occasions on which he or she is acting as mayor. The mayor pro tempore shall not be entitled to cast more than one vote on any matter before the city council by reason of serving as mayor. The mayor pro tempore shall not cast a second vote as mayor to break a tie vote among council members. (Ord. 09-07, 2-17-2009)

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

DRAFT

Mayor Horrocks welcomed those present at 6:08 p.m. Ted Knowlton provided a thought. Andrew and Alexei Kambalou led those present in the Pledge of Allegiance.

PRESENT: Mayor Brian Horrocks
Councilmember Lisa Watts Baskin
Councilmember Tammy Clayton
Councilmember Suzette Jackson
Councilmember Ted Knowlton

EXUSED: Councilmember Alisa Van Langeveld

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

Heidi Voordeckers, Finance Director, was not present at this meeting.

OTHERS PRESENT: Andrew Kambalou, Alexei Kambalou, BSA Troop 220; Dee Lalliss, Heidi Smoot, Carolyn Jacobson, Ryan Holbrook, Jacob Kapp, Melinda Abel, Allie Abel, Nicholas Abel, Dallas Golden, Rebecca Golden, Caroline Golden, Matt Ballard, Alina Ballard, Wes Ballard, Lucy Ballard, Ainsley Reese, Lisa Midgley, Scott Jones, Enos Beebe, Aurora Beebe, Rachel Allen, Anniston Cottle, residents; Ryan Pitt, Pitt Landscape.

1. CITIZEN COMMENT

Heidi Smoot, resident, mentioned she was councilmember elect. She spoke on the adoption of the Wildland Urban Interface (WUI) Code. She explained she maintains her parent's home which was located adjacent to the golf course and recently received a letter from Allstate Insurance. She said the property was recently completely remodeled including the exterior landscaping and the current issues she experienced with insuring it. Ms. Smoot expressed concern that every regulation passed would directly impact the affordability of housing and said while the theory of the WUI land code was great that it would double penalize property owners. She suggested code

41 that would incentivize resident to clear their property rather than penalize them. She asked if the
42 WUI code had to be implemented.

43
44 Ken Leetham clarified that the penalty for not implementing the code and the map as required by
45 the State was that any wildland fire that occurred in the City which required State or Federal
46 assistance could result in financial costs being born 100% by the City.

47
48 Heidi Smoot asked what area would be included and suggested waiting to adopt the code until
49 the Council had discussed how to make the City safer and not penalizing residents.

50
51 Councilmember Knowlton commented that there was a lot to discuss.

52
53 Councilmember Baskin said while Heidi Smoot had raised many good points that that cities were
54 mandated by the Legislature to pass this law or there would be consequences.

55
56 Councilmember Jackson spoke on the deadline to implement this code and map. She agreed that
57 the financial ramifications were a concern for residents.

58
59 Dee Lalliss, resident, commented on the agenda item related to landscaping Eagleridge Drive. He
60 said the cost had increased from the original discussion to \$600,000 and suggested keeping it
61 simple by installing irrigation and planting trees.

62
63 2. COUNCIL REPORTS

64
65 Councilmember Jackson reported on the Orchard Elementary performance during the Senior
66 Lunch Bunch. She spoke on the opportunity for senior residents to gather and create a
67 community.

68
69 Councilmember Baskin thanked everyone for their kind comments and attention during her final
70 month as a councilmember.

71
72 3. CITY ATTORNEY'S REPORT

73
74 Todd Godfrey had nothing to report.

75
76 4. MAYOR'S REPORT

77
78 Mayor Horrocks reported on the Fire District and preparation related to electric car fires. He
79 spoke on a fire in the City at a local car dealership. He added that the Public Works Department

80 utilized sand to assist in putting the fire out. Ken Leetham commented that this was a new type
81 of fire for the District and discussed challenges with extinguishing these chemical and electrical
82 fires.

83
84 Councilmember Jackson asked when this vehicle fire occurred. Chief Black replied that he
85 believed the fire occurred prior to the committee holiday party.

86
87 5. CITY MANAGER'S REPORT
88

89 Ken Leetham reported that the January 6th Council meeting would include the swearing in of the
90 newly elected City Councilmembers.

91
92 Mr. Leetham then shared two maps detailing areas in the City which would have a change in the
93 trash pickup days. He noted this included one area in between Center Street and 3800 South that
94 would move from Wednesday to Thursday. He said the second area including Aerie Circle and
95 neighborhoods above Eagleridge Drive would move from Monday to Tuesday. He continued that
96 residents would be notified via postcard and message boards in the proposed areas.

97
98 6. CONSIDERATION OF MAYOR'S APPOINTMENT OF PLANNING COMMISSION
99 MEMBERS FOR TERMS EXPIRING ON DECEMBER 31, 2025

100
101 Sherrie Pace shared that there were two vacancies on the Planning Commission as Brandon
102 Tucker and William Ward had served two full terms (eight years total). She said 17 applications
103 had been received reviewed by staff, and recommended to the Mayor for his appointment. She
104 introduced Jacob Kapp and Scott Jones as the Mayor's appointees. She shared that Jacob Kapp
105 owned Kapp Construction and had purchased a second property in the City. She said Scott Jones
106 owned Bish's RV in the City.

107
108 Mayor Horrocks commented on the number of applications and that there were several
109 outstanding individuals who had applied.

110
111 Jacob Kapp shared that he owned Kapp Construction which was based out of Ogden. He
112 mentioned he had lived in the City for 11 years and was excited to be involved in civic affairs.
113 He spoke on serving on several national and local builder and contractor boards and bringing his
114 construction experience to the Commission.

115
116 Scott Jones said he had lived in the City since 1967 and had seen many changes over the years.
117 He noted that he has since sold Access RV to Bish's RV but retained ownership of the property.
118 He spoke on helping the City to continue to be a great place to live.

119 Mayor Horrocks commended those that had created businesses that employed others including
120 Jacob Kapp and Scott Jones.

121
122 **Councilmember Baskin moved that the City Council approve Mayor Horrocks**
123 **appointment of Jacob Kapp and Scott Jones to the Planning Commission to seats 1 & 2**
124 **respectively for the term of January 1, 2026 to January 1, 2030. Councilmember Clayton**
125 **seconded the motion. The motion was approved by Councilmembers Baskin, Clayton,**
126 **Jackson, and Knowlton.** Councilmember Van Langeveld was excused.

127
128 7. APPROVAL OF CITY COUNCIL MINUTES

129
130 The City Council minutes of December 2, 2025 were reviewed and approved.

131
132 **Councilmember Jackson moved that the City Council approve the minutes of the**
133 **December 2, 2025 meeting as written. Councilmember Knowlton seconded the motion. The**
134 **motion was approved by Councilmembers Baskin, Clayton, Jackson, and Knowlton.**

135 Councilmember Van Langeveld was excused.

136
137 8. ACTION ITEMS

138
139 The action items list was reviewed. Completed items were removed from the list.

140
141 There was a brief recess from 6:38 p.m. to 7:02 p.m.

142
143 9. INTRODUCTION AND SWEARING IN OF 2025-26 NSL YOUTH CITY COUNCIL
144 LEADERSHIP

145
146 Enos Beebe, advisor, of the Youth City Council (YCC) introduced the YCC Executive
147 Committee for 2025-26 including: Mayor, Ainsley Reese; City Manager, Rachel Allen; Recorder,
148 Anniston Cottle; Activities Committee Chair, Caroline Golden; Leadership Committee Chair,
149 Allie Abel; Publicity Committee Chair, Aurora Beebe; and Service Committee Chair, Lucy
150 Ballard.

151
152 Mayor Horrocks performed the swearing in of the Youth City Council for 2026.

153
154 Enos Beebe then spoke on how the YCC participated in many service projects including handing
155 out food in the community. He noted that many members of the Executive Committee had served
156 on the YCC for several years.

157

158 Mayor Horrocks and Councilmembers Jackson and Clayton commended the Youth City Council
159 for their efforts including the female representation, leadership, and volunteering at City events.
160

161 10. CONSIDERATION OF ORDINANCE 2025-21: AN ORDINANCE AMENDING TITLE
162 9, CHAPTER 8, SECTION 6 OF CITY CODE ADOPTING THE INTERNATIONAL
163 WILDLAND URBAN INTERFACE CODE AND APPENDICES A-C
164

165 Sherrie Pace reported that during the 2025 Legislative session the State Legislature adopted HB
166 48 which requires all cities to adopt the Wildland Urban Interface Code (WUI). She explained
167 that there were two components including a requirement that municipalities adopt the
168 International Wildland Urban Interface (WUI) Code by 1/1/2026. She reviewed the second
169 component which was a requirement for the State Division of Forestry, Fire and State Lands to
170 create an administrative rule establishing a classification for properties deemed to be at the
171 highest risk for wildland fires. She said there would be a yearly assessed fee (property tax
172 collection) for 2026 and 2027.
173

174 Sherrie Pace clarified that every property on the State's map would start as a Class 1 rating and
175 over the next two years property owners would have the ability to make improvements to their
176 property and home to reduce their classification to Class 2 or 3 which would reduce the
177 assessment fee. She continued that these fees would be used to pay for wildfire mitigation. She
178 noted that previously counties adopted the WUI code and would now make it mandatory for
179 cities to adopt the code before January 1, 2026. Ms. Pace said the WUI would be implemented in
180 high risk assessment areas as determined by the State with additional areas of low to moderate
181 risks as determined by an overlay zone. She shared that City staff and the Fire District would
182 prepare a draft map proposal for adoption in 2026. She added that property owners would be
183 notified of a public hearing prior to adoption via mail to each owner within the proposed WUI
184 boundary.
185

186 Sherrie Pace reviewed the regulations contained within the City's WUI code:
187

188 Applicability

189 • New construction, alteration, movement, repair, maintenance and use of any building,
190 structure or premise within the WUI area
191 • Any addition or alteration must be constructed in conformance to WUI code
192 • All properties in the WUI subject to defensible space requirements
193

194 Building Permit Application Requirements:

195 • Site plans-including slopes, landscaping, structures within 300 feet, utilities

196 Subdivisions

197 • Access

198 ○ Driveways over 150 feet in length-signage, minimum width, height clearance
199 ○ Fire apparatus access road-all weather, 20 feet wide, 13.5 clearance, maximum
200 12% slope

201

202 • Water supply

203 ○ Defensible space around water sources
204 ○ Standby power for water sources

205

206 Special Construction Regulations

207 ○ Fire Hazard severity rating (Appendix C checklist)
208 ■ Moderate, High, Extreme
209 ○ Ignition resistant construction based upon rating
210 ○ Replacement & repair of roof (25% or more)

211

212 Defensible space (all properties in WUI area)

213 ○ Fuel modification by classification (30, 50, 100 feet)
214 ○ Trees in defensible space pruned 10 feet from power lines
215 ○ Community modification zones (HOAs)
216 ○ Maintenance-owners, lessors, controlling party
217 ■ Annual-prune tree crowns 10 feet from structures
218 ■ Prune branches 6 feet from ground
219 ■ Remove deadwood and litter
220 ○ Spark arrestors for sources with solid or liquid fuels
221 ○ LP gas storage required to be in defensible space areas
222 ○ No storage of firewood and materials in unenclosed spaces:
223 ■ Under structures/decks
224 ■ Under eaves, canopies, or other projections
225 ■ Within 30 feet from structures and 15 feet from tree crowns

226

227 Councilmember Knowlton clarified that this State code would be referenced in the City code
228 with text and a map which was required by the Legislature. He asked about the Fire Hazard
229 Severity Form (Appendix C of the WUI code). Sherrie Pace replied that the Fire Hazard
230 Severity Form would apply to the areas designated in the forthcoming City WUI map that will be
231 create. She noted that the State would create a separate map that designates the extreme high
232 hazard WUI properties and it is presumed that those areas would also be part of the City's WUI
233 map. She differentiated that the City's map would most likely identify an area larger than those

234 properties within the City designated as extreme high hazard on the State's map to encompass
235 properties that were at risk but not extreme high risk.

236
237 Councilmember Jackson asked if this map would be retroactive to include existing properties.
238 Sherrie Pace said the construction regulations for structures were only applicable to new
239 construction or additions and that the defensible space regulations would be applied to all
240 properties within the City's WUI map. She said based upon the fire hazard severity form (WUI
241 Appendix C) a property would be placed within one of three hazard categories, moderate, high,
242 or extreme. Based upon that category, specific materials regulations are listed for construction,
243 such as required fire wall rating (1 hr. vs. 2 hr.), types of attic vents, roofing materials, etc. In
244 addition those hazard categories provide tiered regulations for the amount of defensible space
245 required of 30 feet, 50 feet, and 100 feet.

246
247 Councilmember Jackson asked about the downside of only adopting the code for all new projects
248 and builds. Sherrie Pace replied that the City could not change the language in the 2006 WUI as
249 adopted by the State and could only control the map. She said HB 48 required that all cities must
250 adopt the WUI by January 1, 2026.

251
252 Councilmember Jackson asked if the code could be adopted for the entire City. She expressed
253 concern for existing properties that were not in compliance and could face mass fines or
254 thousands of dollars to come into compliance. Ken Leetham said the 2006 State WUI code was
255 part of the building code and if the City adopted this without a map it would not apply to any
256 property within the City until the City specified which properties it applied to. He mentioned this
257 code could provide great guidelines for homes in forested areas. He noted that whether or not a
258 property was part of the City's WUI map it could still be assessed a fee by the State if identified
259 on the state's extreme high hazard WUI map.

260
261 Mayor Horrocks expressed concern that the State would designate the (extreme) high risk area
262 to include more area than the City's WUI map. He asked if there would be an appeal process for
263 being placed on the state's map. Sherrie Pace said there was a benefit to waiting for the State to
264 complete their map to help guide the City's map development. As to an appeal process, she
265 explained that if a property owner was in the extreme high risk WUI area, as designated by the
266 State, the property owner will have two years to improve their property and have it reevaluated
267 for a change in classification.

268
269 Councilmember Knowlton asked about a draft State map and an opportunity to comment on this
270 map or to suggest modification of that map. Sherrie Pace replied that she did not think that would
271 be the process but said the benefit for the City in waiting to adopt a map would be to review the
272 State map first.

273 Councilmember Jackson mentioned that this was an unfunded bill and asked who would fund the
274 construction of the State's map. Sherrie Pace said the Division of Forestry was responsible for
275 creating the State map.

276

277 Councilmember Baskin commented that the City would pay for the creation of their WUI map.
278 She spoke on several issues with this mandate including overreach, impracticality of the timing
279 as the cities were being required to complete requirements that the State had not yet completed,
280 the motive, and the decision to pass this and then band with other cities to repeal this until the
281 State had their part completed first. Sherrie Pace replied that this felt rushed and the Division of
282 Forestry did not have their map yet, and that the rules and regulations were only recently
283 released in November.

284

285 Sherrie Pace continued that her purpose was to educate the Council on what the code entailed,
286 particularly for properties to be included on the City WUI map, related to required defensible
287 areas including:

288

- 289 • Trees must be cleared of undergrowth up to the height of six feet,
- 290 • Annual-prune tree crowns 10 feet from structure
- 291 • No storage of combustibles under a deck, eave, or covered porch
- 292 • Spark arrestors for sources with solid or liquid fuels (outside BBQs)

293

294 Councilmember Jackson asked in regard to the assessment fees. She said this was a rushed and
295 poorly thought-out bill. She mentioned all the issues including the fee amount, restrictions,
296 organizations monitoring this, or where the revenue would go. Sherrie Pace replied that the State
297 is estimating the fees to be \$100-200 annually. She said the County would collect the fees and
298 retain an administrative portion with the remainder going to the Division of Forestry.

299

300 Councilmember Knowlton said this was already in effect and if the City chose not to follow State
301 law the properties on the State map would still be subject to that. He asked if the benefit of
302 adopting this was communicating with property owners and following State law. Sherrie Pace
303 said without the City map it would not apply to any properties. She continued that the code
304 amendment would not apply to any properties until a map was adopted. She clarified that the
305 City's map and adoption of this code would have no effect on the State's map or assessment that
306 the State would create for (extreme) high risk areas.

307

308 Ken Leetham spoke on the advantage of adopting this and said the City's role was to adopt rules
309 and regulations to protect life and property. He felt this code contained requirements that would

310 help to accomplish this, especially for residents living near forested areas where this is wildfire
311 risk.

312
313 Councilmember Knowlton said even if the City did not do anything the State would still adopt a
314 (extreme) high risk map and property owners would be affected. He continued that the cities
315 were required to submit a supplementary map and the net effect was signaling to property owners
316 that there was a State urban interface code to be aware of.

317
318 Councilmember Baskin said that the City was staging the ordinance so it would be implemented
319 in the future and being compliant with having adopted the code. Ken Leetham commented that
320 State of Utah would look at all properties with a fire risk near Wildland Urban Interface areas
321 and insurance companies were alerted to this because of the numerous wildland fires, particularly
322 California. He said aside from the State requiring the adoption of code and a map there were
323 several other entities related to insurance that may impose requirements, fees, penalties, or higher
324 insurance rates on residents.

325
326 Councilmember Jackson expressed her concern about fire and mitigation but asked if this was
327 the proper role of government to force compliance and issues fines. She also mentioned the onus
328 of notifying residents and the blowback the City would have to take on rather than the State. She
329 felt this was an unfinished bill and suggested tabling this until the State clarified the direction
330 and restrictions. She spoke on the potential issues including raised insurance rates, housing
331 affordability, and financial burden. Sherrie Pace replied that there would be impacts to property
332 owners in creating defensible spaces. She said that if residents did not create a defensible space
333 that it could affect neighboring property owners (fire risk).

334
335 Councilmember Baskin asked if Davis County had already adopted the Utah Wildland Urban
336 Interface Code. Sherrie Pace replied that all counties were required to adopt this code prior to
337 September of 2006 for all unincorporated areas and made it optional for cities to adopted it until
338 HB48 was adopted in 2025.

339
340 Councilmember Baskin suggested that the City adopt the Wildland Urban Interface code now to
341 comply with State code. She said it could always be repealed at a later date.

342
343 Councilmember Jackson said she did not disagree with safety but did not see this bill as having
344 that fundamental intent. She felt it was a large revenue source and an aid to insurance companies.
345 She commented how the map would provide a way for insurance companies to double insurance
346 prices. Sherrie Pace replied that the bill includes a cap for 20% increases and appeal rights for
347 property owners with the State's insurance regulatory division.

348

349 Councilmember Knowlton commented that this does not go into effect until there is a map
350 adopted by the City. He said he was uncomfortable picking and choosing what laws to abide by.
351 He continued that the State could require the cities to do certain things including implementing
352 this code. He noted that without adopting a map the City would not be attaching the code to any
353 properties. Councilmember Baskin replied that this was correct and the State overreach was in
354 addressing issues with regard to general welfare which is a power only given to cities. She said
355 the City was mandated to do this under State code.

356
357 Councilmember Jackson said the Legislature did not allow enough time for compliance and the
358 cities could push back on bad legislation to table and wait. She said if 80% of the cities had not
359 complied, that this would send a message that the cities were not in agreement with this
360 overreach. She asked what the consequences would be if a fire broke out and the City had not
361 complied.

362
363 Ken Leetham said if the City does not comply with HB 48 by December 31, 2025, that it will be
364 at risk for having to cover the State and Federal costs of firefighting. He said Bountiful has
365 adopted the code and was working towards adopting a map. Sherrie Pace commented Layton had
366 adopted the code and a WUI map five years ago.

367
368 **Councilmember Baskin moved the City Council approve and adopt the 2006 Utah Wildlife**
369 **Urban Interface Code as presented by staff. Councilmember Knowlton seconded the**
370 **motion. The motion was approved by Councilmembers Baskin, Clayton, and Knowlton.**
371 **Councilmember Jackson voted in opposition to the motion.** Councilmember Van Langeveld
372 was excused.

373
374 Mayor Horrocks mentioned the recent requirements of the EPA to change ammonia levels for the
375 Great Salt Lake and spending \$85 million to build a new plant to comply with this requirement.
376 He said the point was that this affected the sewer bills and angered residents related to the tax
377 increase.

378
379 Councilmember Knowlton thanked the Council and staff for the discussion. He reiterated that the
380 City still had control, as a map had not yet been adopted. He said this was not sufficient to affect
381 landowners at this time. He spoke on waiting to see how the State reacted and then reviewing the
382 options. Councilmember Clayton was in agreement.

383

384 11. CONSIDERATION OF APPROVAL FOR CONTRACT SERVICES WITH FLOCK
385 SAFETY FOR ALPR AND ASSOCIATED SOFTWARE SERVICES FOR THE POLICE
386 DEPARTMENT

387

388 Chief Black reported that this would be for ongoing services and provided an overview of ALPR
389 services. He spoke on how the City utilized LPR (license plate recognition) technology and said
390 there were two entities that provided this service, Motorola and Flock Safety. He explained that
391 both of these systems had proprietary databases and facilitated sharing agreements between
392 agencies in the State. He reviewed the camera capabilities and then explained the increased cost
393 for the six cameras, the Flock Safety operating system software, and search capabilities would be
394 \$25,500 each year (December 2025 through December 2027).

395

396 Chief Black noted that separate three Flock cameras at \$7,000 and \$3,500 which could not be
397 consolidated with this bill. He added that the City also operated four Motorola Vigilant cameras
398 for access to that database as well.

399 Councilmember Jackson clarified that these cameras had already been allocated per the budget
400 but was \$5,000 above the previously approved amount.

401

402 Councilmember Baskin commented that many of the cameras were in the Foxboro area. Chief
403 Black replied that when the Department first started testing these cameras the two main areas
404 were Redwood Road and Highway 89. He said the newer Motorola cameras were being placed
405 east of the freeway. He shared that these cameras were noticeable and not hidden.

406

407 Chief Black continued that the cameras were able to identify license plates, color of vehicles, and
408 other distinguishable features such as tail lights of certain vehicles.

409

410 Councilmember Knowlton asked if there was an advantage to pool under a contract with adjacent
411 municipalities. Chief Black said there was not significant economic savings when purchasing
412 more cameras. He shared that the City communicated with Woods Cross, Bountiful, and Salt
413 Lake on camera locations and shared data.

414

415 **Councilmember Knowlton moved that the City Council approve the two-year contract for**
416 **services between Flock Safety and the North Salt Lake Police Department for \$51,000.**

417 **Councilmember Jackson seconded the motion. The motion was approved by**

418 **Councilmembers Baskin, Clayton, Jackson, and Knowlton.** Councilmember Van Langeveld
419 was excused.

420

421 12. CONSIDERATION OF BID AWARD FOR WORK ON EAGLERIDGE DRIVE
422 LANDSCAPING IN THE AMOUNT OF \$593,482.67

423

424 Ken Leetham reported on the plans that staff had received today and shared preliminary concept
425 plans for sections of the project. He said when staff bid out the project it was for a different plan
426 and the bids received were higher than what was previously discussed. He shared that the lowest
427 bid was \$593,482.67. He requested feedback from the Council on whether this conceptual plan
428 met the expectations of how the entrance to the City should look (tree lined, shrubbery, with
429 native planting on the hill, and street lighting).

430

431 Karyn Baxter clarified that the original plan included retaining walls in the lower section and
432 walls at the top which she informed the designer were on slopes that were too steep. She said the
433 designer sent those plans with the retaining walls and the wrong street lights with the bid which
434 resulted in significant differences.

435

436 Ken Leetham suggested that the Council reject these bids and allow staff to rebid this project
437 without the walls and with updated street lighting options. He presented an estimate that staff
438 received today for trees and shrubs, site improvements, and lighting with a total of \$559,384.

439

440 Mayor Horrocks suggested removing the street lights. He asked how critical the retaining walls
441 were to leveling the landscaping. He mentioned the estimate that was received today and if it
442 included the retaining walls. Karyn Baxter said the estimate of \$559,384 that was provided today
443 did not include the retaining walls. She explained that the proposed estimate probably included
444 small landscaping walls. She noted that the total estimate was \$466,154 with a contingency of
445 20% (\$93,230) for a grand total of \$559,384.

446

447 Karyn Baxter continued that the designer recommended the revisions be sent to the contractor
448 who could provide an updated price. She said the City attorney had suggested taking these plans
449 and receiving actual rebids. She noted that Pitt Landscaping (the low bidder) was willing to rebid
450 as the project was substantially different.

451

452 Councilmember Jackson asked in regard to the contingency and the total cost. Karyn Baxter said
453 the cost estimate was based on the average bid and the bid range from \$593,000 to \$873,000. She
454 explained that the cost estimate was the anticipated bid would be midrange.

455

456 Councilmember Knowlton shared two principles including saving water and saving money. He
457 asked about reducing site improvements and water usage of the proposed trees. Ken Leetham
458 spoke on sharing this new plan and the need to have staff review the proposed trees. He said the
459 new plan should be brought to the Council for review and then a rebid of that plan.

460

461 Councilmember Clayton said the prior plan included trees lining both sides of the street and
462 suggested planting trees only on the north side as a means of reducing the project's overall cost.
463

464 **Councilmember Baskin moved to reject all bids and create a new plan upon which people
465 may bid. Councilmember Jackson seconded the motion. The motion was approved by
466 Councilmembers Baskin, Clayton, Jackson, and Knowlton.** Councilmember Van Langeveld
467 was excused.

468

469 13. CONSIDERATION OF RESOLUTION 2025-53R: A RESOLUTION APPROVING
470 THE MASTER AGREEMENT WITH THE UTAH DEPARTMENT OF
471 TRANSPORTATION (UDOT)

472

473 Ken Leetham reported that the City Council reviewed this item in October 2025. He spoke on the
474 previous concern related to the warranty provisions for items constructed that would be publicly
475 owned by the City. He said the City found that UDOT rules stated specifically that warranties
476 would run to the City's benefit for improvements given to the City over the course of the project.
477 He felt this was a reasonable protection and detailed that the agreement addressed logistics,
478 compliance with local ordinances, establishing a process for reimbursements, etc.

479

480 **Councilmember Jackson moved that the City Council approve Resolution 2025-53R: A
481 resolution approving the Master Agreement with the Utah Department of Transportation
482 (UDOT). Councilmember Clayton seconded the motion.**

483

484 Councilmember Baskin asked if an addition could be included in the motion that the warranty
485 would run to the benefit of the City. Todd Godfrey stated that UDOT's internal rules required
486 that they obtain that warranty for the benefit of the City and that their contract with the design
487 builder had that provision in their contract.

488

489 **The motion was approved by Councilmembers Baskin, Clayton, Jackson, and Knowlton.**
490 Councilmember Van Langeveld was excused.

491

492 Mayor Horrocks asked if the City had discussed betterments with UDOT. Ken Leetham replied
493 that staff had discussed betterments and provided UDOT's project team with the City's desired
494 landscaping improvements for both interchanges. He continued that UDOT had a landscaping
495 design team and would provide cost estimates and enter into an agreement with the City.

496

497 14. CONSIDERATION OF RESOLUTION 2025-59R: A RESOLUTION ACCEPTING THE
498 PROPOSED TRANSFER OF SURPLUS PROPERTY FROM THE I-15
499 RECONSTRUCTION PROJECT TO THE CITY OF NORTH SALT LAKE

500
501 Karyn Baxter reported that the City had previously accepted surplus property on 400 East and
502 500 East for the I-15 widening and shared these locations on a map. She reviewed the locations
503 including:

504
505 • Parcel 1245H right of way alignment at 333 West Center Street
506 • Parcel 1489B right of way alignment for 260 West 1100 North

507
508 **Councilmember Clayton moved that the City Council approve Resolution No. 2025-59R: A**
509 **resolution accepting the proposed transfer of surplus property from the I-15 reconstruction**
510 **project to the City of North Salt Lake. Councilmember Jackson seconded the motion. The**
511 **motion was approved by Councilmembers Baskin, Clayton, Jackson, and Knowlton.**
512 Councilmember Van Langeveld was excused.

513
514 15. ADJOURN

515
516 Mayor Horrocks adjourned the meeting at 8:33 p.m.

517
518 *The foregoing was approved by the City Council of the City of North Salt Lake on Tuesday*
519 *January 6, 2026 by unanimous vote of all members present.*

520
521
522

523 *Brian J. Horrocks, Mayor*

522

523 *Wendy Page, City Recorder*

Action Items for January 6, 2026

Item	Staff	Description	Staff Responses
Current			
25-34	Ken	(12-2-25 CM Knowlton) Investigate doing a small consent agenda for future meetings to streamline items.	
25-30	Ken/Sherrie	(10-21-25 CM Van Langeveld) Investigate possible ordinance for entrances of City area.	
25-28	Ken	(10-07-25 CM Jackson) Coordinate with the Rec District and pick a day for residents' free admission to the South Davis Recreation Center.	
25-27	Ken/David	(10-07-25 CM Van Langeveld) Report on the possibility of a City citizen academy. (11-18-25 CM Van Langeveld) Consider 1 to 2 hour class that may help build a bigger bench of volunteers or resources.	<p><u>11-12-25 Response: Staff is working to create a one or two day citizen training meeting(s) to acquaint citizens more with City operations. Report back to City Council on February 17, 2026.</u></p> <p><u>11-25-25 Response: City Staff is working on abbreviated classes, maybe one or two per year, that would acquaint the public with City operations and services.</u></p>
25-26	Sherrie	(9-16-25 CM Van Langeveld) Investigation of mosquito abatement strategies including sharing cost of bat boxes with residents.	
25-02	Ken/David	(5-20-25 CM Knowlton) Explore options to property purchase for expanding the Public Works facilities.	<p><u>11-12-25 Response: The City Council reviewed options to provide more space at the existing PW facility (see 10-21-25 minutes). Further work to be done on property acquisition. CC would also like to see options for vehicle storage including rental of garage space rather than construction of new facilities at the present time.</u></p>
25-03	Sherrie	(5-20-25 CM Baskin) Research potential for creating a dog park at Springhill Park.	<p><u>(10/15/2025) per direction from the Council on 10/7/2025 the next steps to creating a dog park at this location will be:</u></p> <ol style="list-style-type: none"> 1. <u>Contact the property owners to determine if they are willing to sell the property</u> 2. <u>Obtain an appraisal and enter into purchase contracts</u> 3. <u>Engage a landscape architect or engineering firm to design the park and cost estimate</u> 4. <u>Approve the budget for the project</u>

25-08	Sherrie	(2-18-25 CC) Project to evaluate readdressing all County addresses to City addresses.	<p><i>(6/11/25) Staff has met to discuss the framework for the committee, the goals or recommendations to be considered, potential committee members, timeline and review 345 properties affected. Staff will draft assigned addresses for affected properties and provide timeline for Council.</i></p> <p><i>7-15-25 Response: City staff is working to assemble a data base of all addresses in the City that require adjustment. That will be completed by the end of 2025. After that time, City staff will propose to the Council a working group of members of the public, staff and Council representative to review the entire scope of the project, City costs and overall impacts of the project. Estimated completion, which is City Council taking action on a plan to move forward is April 1, 2026.</i></p>
25-11	Ken	(5-21-24 CM Knowlton) Prepare talking points for the 2600 South / 1100 North bridge challenges.	<p><i>(1/2/25) Ken is preparing talking points and will then update City website for public awareness.</i></p> <p><i>7-15-25 Response: The City has not moved forward on this project and the main reason is that the bridge cannot be built unless it is approximately 2,200 feet long. That length would be a significant disruption to several properties, require the re-routing and/or disconnection of Main Street, does not have the support of Woods Cross (adjacent to the project) and cost approximately \$50-60 million.</i></p>
25-12	Ken/Jon/Sherrie	(5-7-24 CM Jackson) Possibility for an app that would provide the status of possible rail blockages. (8-6-24 CM Jackson) signage notifications for rail blockages. (3-4-25 CM Van Langeveld) Interested in a City app and to know costs. This app would help residents to stay informed, report issues, and access city services – similar to SLC, Syracuse or Sandy.	<p><i>7-15-25 Response: This action item is two items: 1) a request to develop a mobile train crossing warning system; and, 2) investigate having a City app that would contain lots of useful information for the public about city events and services.</i></p> <p><i>Train crossing warning system: Staff is working to prepare a presentation on alternatives for a mobile train access warning system. We are looking at a system in the Midwest and a system operated by Salt Lake City where there are multiple at-grade crossings subject to delay. This part of the project will require a few more months of work and a deadline of March 1, 2026 has been established.</i></p> <p><i>11-25-25 Response: City Staff made a presentation to the City Council on this action item is November 18, 2025. Staff will work with vendors to come up with a proposed app and app features. It is felt that the best way to address a rail crossing alert system is to direct app users to both a traffic software such as Wayz or Google Maps where users self-report delays and a traffic camera system that allows users to visually see the rail crossings in real time.</i></p>

25-15	Ken	(3-7-23) Staff to identify any items that would qualify for the Community Funding Projects that Congresswoman Maloy recommends.	<p>(5/16/24) Program details were not made available in advance and so we will be looking at projects for 2025. Possible projects include message and reader boards related to train crossing delays or other traffic safety improvements.</p> <p><u>7-15-25 Response: City staff is working to identify qualifying water projects for 2026. Federal projects are very complex and usually cost almost twice as much as using other local funding sources. Staff will report back on this project by January 20, 2026.</u></p>
Future Agenda Item Discussion Requests			
25-35	Ken	(12-2-25 CM Knowlton & Van Langeveld) Discussion at future meeting regarding solar panels on City property.	
25-33	Ken	(11-18-25 CM Van Langeveld) Future discussion on Hatch Park design (tower and graphic arts sign updated to NSL rather than Hatch Park).	<u>11-25-25 Response: Staff will discuss this with the design engineer and have revisions prepared for the Council to review.</u>
25-29	Ken/Sherrie	(10-7-25 CM VanLangeveld) Future work session to discuss Davis School District boundaries.	
25-25	Ken	(9-2-25 All) Prepare Strategic Plan draft document for Council's review. (12-2-25 CM Van Langeveld) Request to revisit early in 2026.	
25-18	Sherrie/Ken	(11-19-24 Mayor Horrocks) Future discussion related to expanding Tunnel Springs Park or the Springhill Landslide area for parks request per residents on Independence Way.	<p>(11/26/24) The General Plan will have a park and open space element and an analysis of park distribution and walkability should be included.</p> <p>(10/15/25) A draft of the General Plan is expected from the consultant December 2025.</p>
25-19	Ken / David	(4-2-24 CC) Staff will make future proposal on trees/sidewalk damage policies.	<p>(5/16/24) Funds have been proposed in the FY25 budget of \$100k for the purpose of sidewalk repair. An ordinance relating to trees and public rights-of-way needs to be put forward.</p> <p><u>7-15-25 Response: This item is part of a larger issue of sidewalk condition and repair Citywide. Two parts of the project are: 1) creating a policy for when trees on private property damage public sidewalks (should they be removed, sidewalk relocated, etc.). This first part also includes a policy related to the obligations of the adjacent property owners to participate in the costs of repair and replacement of sidewalk or removal of trees. 2) The City must address a citywide infrastructure need to repair and replace sidewalks throughout the City. This is a policy decision by the City Council.</u></p>

			<p><u>Deadline for Part 1: October 21, 2025</u> <u>Deadline for Part 2: January 20, 2026</u></p> <p><u>11-12-25 Response: City staff presented information on October 21, 2025 and the City Council requested a draft policy (ordinance) be prepared to address sidewalk repair and the preservation of trees.</u></p>
25-21	Sherrie/Jon	<p>Combined Action Items: (1-2-24) Work session on Code amendments related to park strip landscaping and street trees. Evaluate City owned park strips and properties for recommendation on conversion to water wise landscape & review compliance notifications and processes. (3-21-23) Look into increasing tree plantings on City owned land.</p>	<p><u>7-15-25 Response: this project is to landscaping, water conservation methods and tree planting on City-owned property. This project requires City staff to provide an inventory and analysis of City-owned park strips and properties which might be good candidates for conversion from turf to water wise landscaping treatments. A second minor piece of this project is to evaluate our compliance notifications and processes related to conversion of areas to low water use treatments. Deadline for this project is September 16, 2025.</u></p> <p><u>This item also includes a policy question for the City Council related to what level of investment should the City be making each year for tree planting. The current General Plan and City budgets identify tree planting as a priority in the City and this project should articulate the City's specific action plan to increase tree plantings on City property. Deadline for this project is November 11, 2025.</u></p> <p><u>(10/15/25) On 9/16/2025 Staff reviewed possible locations with the City Council and was directed to obtain bids for the City Hall park strip and return to the Council for approval and budget allocation.</u></p>
25-22	Sherrie	(10/3/23 CM Knowlton) Future work session item to discuss parking (restrictions, shared parking, time of day, on street, etc.)	<u>7-15-25 Response: This project is from October of 2023. We have had some discussions about parking since that time, but the Council should clarify for the staff what is needed or wanted with this assignment.</u>
Completed			
25-32	Ken	(11-18-25 CM Van Langeveld) Efforts towards targeted voter outreach due to lower voter turnout in various precincts of the City.	<p><u>11-25-25 Response: Several strategies can be used including, social media outreach closer to elections that encourage turnout and voter registration; voter outreach during City events at the City's information tent.</u></p> <p><u>12-31-25 Response: This action item was removed by a City Council motion on 12-16-25.</u></p>