

ENOCH CITY COUNCIL NOTICE AND AGENDA

January 7, 2026 at 6:00pm

City Council Chambers City Offices, 900 E. Midvalley Road

Join Zoom Meeting <https://us02web.zoom.us/j/87964065523>

Meeting ID: 879 6406 5523

- 1. CALL TO ORDER OF REGULAR COUNCIL MEETING**
 - a. Pledge of Allegiance-
 - b. Invocation (2 min.)-Audience invited to participate-
 - c. Inspirational thought-
 - d. Approval of Agenda for January 7, 2026-
 - e. Approval of Minutes for December 17, 2025
 - f. Ratification of Expenditures-
 - g. Conflict of Interest Declaration for this agenda-
- 2. PUBLIC COMMENTS**
- 3. SWEAR IN THE NEWLY ELECTED MAYOR AND CITY COUNCIL MEMBERS – City Recorder**
- 4. PRESENTATION BY SUNRISE ENGINEERING FOR THE AMENDMENT TO THE WASTEWATER IMPACT FEE FACILITIES PLAN & IMPACT FEE ANALYSIS AND SET A PUBLIC HEARING FOR JANUARY 21, 2026**
- 5. PRESENTATION BY ENSIGN ENGINEERING FOR THE AMENDMENT TO THE WATER IMPACT FEE FACILITIES PLAN & IMPACT FEE ANALYSIS AND SET A PUBLIC HEARING FOR JANUARY 21, 2026**
- 6. CONSIDER A LETTER OF INTENT TO OFFER EMPLOYMENT FOR THE CITY MANAGER POSITION**
- 7. CONSIDER APPOINTMENT OF TWO PLANNING COMMISSION MEMBERS - Mayor Rushton**
- 8. PUBLIC HEARING REGARDING THE 2025-2026 REVISED BUDGET**
- 9. CONSIDER RESOLUTION NO. 2026-01-07-A, A RESOLUTION TO APPROVE THE REVISED 2025-2026 BUDGET AND CLOSE THE BUDGET**
- 10. CONSIDER RESOLUTION NO. 2026-01-07-B, A RESOLUTION TO APPROVE THE ANNUAL MEETING SCHEDULE NOTICE FOR 2026**
- 11. CONSIDER RESOLUTION NO. 2026-01-07-C, A RESOLUTION APPROVING AMENDMENTS TO THE ENOCH CITY PERSONNEL POLICIES AND PROCEDURES MANUAL**

12. CONSIDER ORDINANCE NO. 2026-01-07, AN ORDINANCE TO CHANGE THE ADDRESS OF 4919 NORTH WAGON WHEEL DR. TO 4920 NORTH WAGON WHEEL DR.

13. CONSIDER CITY COUNCIL LIAISON POSITIONS FOR 2026

14. COUNCIL/STAFF REPORT

15. CLOSED SESSION TO DISCUSS ONE OR MORE OF THE FOLLOWING: THE CHARACTER, PROFESSIONAL COMPETENCE OR PHYSICAL OR MENTAL HEALTH OF AN INDIVIDUAL COLLECTIVE BARGAINING; PENDING OR REASONABLY IMMINENT LITIGATION, THE PURCHASE, EXCHANGE, OR LEASE OF REAL PROPERTY, INCLUDING ANY FORM OF WATER RIGHTS OR WATER SHARES; DEPLOYMENT OF SECURITY PERSONNEL, DEVICES OR SYSTEMS; INVESTIGATIVE PROCEEDINGS REGARDING ALLEGATIONS OF CRIMINAL MISCONDUCT.

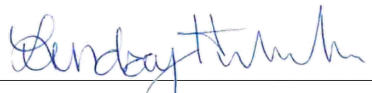
16. ACTION FROM CLOSED MEETING

17. ADJOURN

In compliance with the Americans with Disabilities Act, persons needing auxiliary communicative aids and services for these meetings should call the City Offices at 435-586-1119, giving at least 24 hours advance notice. Meetings of the Enoch City Council may be conducted by electronic means pursuant to Utah Code Annotated, Section 52-4-207. In such circumstances, contact will be established and maintained by telephone or other electronic means and the meeting will be conducted pursuant to the Enoch City Code of Revised Ordinances, Chapter 3-500, regarding meeting procedures including electronic meetings.

CERTIFICATE OF DELIVERY

I certify that a copy of the foregoing "Notice and Agenda" was delivered to each member of the City Council, posted on the Enoch City website, on the City Office entrance, and published on the Utah Public Meeting Notice website on 01/05/2026.



Lindsay Hildebrand, Recorder

01/05/2026

Date

MINUTES
ENOCH CITY COUNCIL
December 17, 2025 at 6:00pm
City Council Chambers
City Offices, 900 E. Midvalley Road

MEMBERS PRESENT:

Mayor Geoffrey Chesnut
Council Member Katherine Ross
Council Member David Harris
Council Member Shawn Stoor
Council Member Bob Tingey
Council Member Debra Ley

STAFF PRESENT:

Jackson Ames, Police Chief
Ashley Horton, Treasurer
Justin Wayment, City Attorney
Hayden White, Public Works Dir.
Lindsay Hildebrand, Recorder

Public Present: Jonathan Wilson, Jim Rushton, and JoDene Gardner

1. CALL TO ORDER OF REGULAR COUNCIL MEETING

- a. **Pledge of Allegiance-** Led by Lindsay Hildebrand
- b. **Invocation (2 min.)-Audience invited to participate-** Given by Council Member Harris
- c. **Inspirational thought-** Given by Council Member Ross
- d. **Approval of Agenda for December 17, 2025-Council Member Harris made a motion to approve the agenda. Council Member Tingey seconded and all voted in favor.**
- e. **Approval of Minutes for December 3, 2025 Council Member Harris made a motion to approve the minutes. Council Member Ross seconded and all voted in favor.**
- f. **Ratification of Expenditures- Council Member Harris made a motion to ratify the expenditures for the month. Council member Ross seconded and all voted in favor.**
- g. **Conflict of Interest Declaration for this agenda-** None stated

2. PUBLIC COMMENTS

There were no public comments.

3. CONSIDER ORDINANCE NO. 2025-12-17-A, AN ORDINANCE TO AMEND THE SUBDIVISION PLAT OF LOT 19, BLOCK 3, SPANISH TRAIL ESTATES- UNIT 2 – Michelle Fogg - See Planning Commission Rec.

Council Member Ross noted that the Planning Commission gave this a favorable recommendation. Mayor Chesnut said Lindsay added a clarification to the ordinance that the lot will be split.

Council Member Harris made a motion to approve Ordinance No. 2025-12-17-A, an ordinance to amend the subdivision plat of Lot 19, Block 3, Spanish Trail Estates – Unit 2 with the amendment added that the lot will be split into two. One will have 0.45 acres and the other will have 0.58. Council Member Ross seconded and a roll call voted was held as follows:

Council Member Ross: Yes

Council Member Stoor: Yes

Council Member Harris: Yes

Council Member Tingey: Yes

Council Member Ley: Yes

4. CONSIDER ORDINANCE NO. 2025-12-17-B, AN ORDINANCE TO AMEND THE SUBDIVISION PLAT OF LOT 19, BLOCK 1, SPANISH TRAIL ESTATES – JoDene Gardner - See Planning Commission Rec.

Council Member Ross said this is becoming a flag lot. The Planning Commissioner gave this a favorable recommendation. The only question was how a flag lot frontage looks, and that was just for clarification.

Council Member Tingey said he was curious why they wanted to split it that way. JoDene Grander was in the audience and said she originally wanted a pasture lot. Block 19A was the home and yard, and Block 19B was the pasture lot. However, to build a house, she needed funds, so she decided to sell the pasture lot. It has an easement on the road because the water line is on that road.

Council Member Harris made a motion to approve Ordinance 2025-12-17-B an ordinance to amend the subdivision plat of Lot 19, Block 1, Spanish Trail Estates with the amendment that the lot will be split into two. One will have 0.54 acres and the other will have 0.45 acres. Council Member Ross seconded and a roll call vote was held as follows:

Council Member Ross: Yes

Council Member Stoor: Yes

Council Member Harris: Yes

Council Member Tingey: Yes

Council Member Ley: Yes

5. COUNCIL/STAFF REPORT

Hayden White

- There are three Boy Scouts who are 6 months away from getting their Eagle and they are requesting that the police department sponsor them. It would need the Chief's and Mayor's signature. It was agreed to continue to sponsor the Boy Scouts.

Mayor Chesnut

- We put out a posting for the city manager position. He gave all applications to the hiring committee, and there were 34 different applicants. The plan is to cut that number down for interviewing purposes. This will be his last meeting as Mayor.

Council Member Ross

- This is her last meeting as well.

Council Member Harris

- There will be a Water Board meeting on the 16th of January. It will be held here in the council chambers.
- Wreaths Across America went well. It was very appreciated. He thanked those outgoing members.

Council Member Tingey

- This was his last meeting as well. He wanted to make a note that the Historical Society of Enoch is going strong.

Council Member Ley

- There were so many great individuals in the community who helped with the Wreaths Across America program this year. The Enoch Elementary 5th grade came and sang songs. Because of the wonderful rally of support they earned over 800 wreaths alone for next year's Wreaths Across America program.

Hayden White led a presentation from Enoch City to Mayor Chesnut, Council Member Ross, and Council Member Tingey. He presented each of them with a plaque and

expressed appreciation for all of their work with the city over the years.

6. **ADJOURN – Council Member Harris made a motion to adjourn. Council member Ley seconded and all voted in favor.**

Lindsay Hildebrand, Recorder

Date

DRAFT

LAY PERSON SUMMARY WASTEWATER IMPACT FEE ANALYSIS

Enoch City, Utah – January 2026

An Impact Fee Analysis for Enoch City's wastewater system has been completed; this summary, designed to be understood by a lay person, has been prepared pursuant to §11-36a-303 of the Utah Impact Fees Act.

A Wastewater Impact Fee Analysis, as per the Utah Impact Fees Act, is a study conducted by local authorities to determine the impact of new developments on a wastewater system. Wastewater systems are designed to collect and transport wastewater from homes, businesses, and other buildings to a treatment facility where it is safely processed before being returned to the environment.

The purpose of this analysis is to evaluate how much new developments, such as housing or commercial projects, will increase demand on the wastewater system. The analysis considers factors such as the developable area within the City boundary, zoning classification of developable areas, number of new connections, water usage, and expected wastewater generation.

By studying these factors, the analysis helps decide if an Impact Fee, a one-time charge to new development for the purpose of paying for new or expanded public facilities, should be assessed as a condition of development. An Impact Fee ensures that new development contributes its fair share toward the cost of wastewater infrastructure needed to serve growth. The Impact Fee Analysis establishes the percentage of each proposed project that serves growth or future development. This percentage is the Impact Fee eligible percentage of each project. The Impact Fee helps ensure that new development projects don't burden the existing wastewater system.

Improvements proposed by Enoch City's Impact Fee Analysis include a parallel trunkline, additional wastewater flow meters, and future Impact Fee Facilities Plan and Impact Fee Analyses.

The analysis found the existing system sufficient for current conditions. However, a parallel trunkline is needed to support future growth, making 100% of its \$8,427,952.23 cost Impact Fee eligible. The future Impact Fee Facilities Plan and Impact Fee Analyses, at anticipated future costs of \$64,000.00 and \$74,000.00, will be commissioned to study, among other things, the effects of new growth on the system; Impact Fee Facilities Plans and Impact Fee Analyses are generally considered to be 100% Impact Fee eligible. The installation of additional wastewater flow meters was determined not to be impact fee eligible. The total estimated cost of all Impact Fee eligible wastewater system improvement projects was calculated to be \$9,211,952.23.

The total cost of \$9,211,952.23 for Impact Fee eligible improvements was then divided by the 2,882 new Equivalent Residential Units (ERUs) expected to be added to the system in the next 20 years to determine the maximum allowable impact fee. Based on this analysis, the maximum allowable impact fee is \$3,196.37 per ERU.

ENOCH CITY CORPORATION

RESOLUTION NO. 2025-01-07-A

A RESOLUTION APPROVING THE REVISED 2025-2026 BUDGET AND CLOSING THE BUDGET

WHEREAS, expenditure or encumbrance of revenue in excess of current departmental appropriations is prohibited; and

WHEREAS, the Enoch City Council finds it necessary to make some revisions at year end; and

WHEREAS, a public hearing concerning the revised budget was held during a regular City Council meeting on the 7th day of January, 2026 to receive comments from the public after being advertised at least seven days prior to the meeting.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and City Council of Enoch, Utah that the attached revised budget as discussed is approved and closed.

This resolution was made, voted upon and passed by at least a majority vote of the Enoch City Council during a regular Council meeting held on the 7th day of January, 2026. This resolution shall take effect immediately upon being signed by the Mayor and City Recorder.

Dated this 7th day of January, 2026

ENOCH CITY CORPORATION

Jim Rushton, Mayor

ATTEST:

Lindsay Hildebrand, City Recorder

VOTING:

| | | | | |
|------------------|-----|-----|-----|-----|
| Shawn Stoor | Yea | ___ | Nay | ___ |
| David Harris | Yea | ___ | Nay | ___ |
| Debra Ley | Yea | ___ | Nay | ___ |
| Kimberlee Trower | Yea | ___ | Nay | ___ |
| Jacob Miner | Yea | ___ | Nay | ___ |

SEAL:

Public Notice of Annual City Council Meetings for 2026

Pursuant to Section 52-4-202(2)(a), Enoch City hereby give notice that Enoch City Council will hold its regular meetings beginning in January on the following dates in the year 2026:

January 07, 2026
January 21, 2026

July 01, 2026
July 15, 2026

February 04, 2026
February 18, 2026

August 05, 2026
August 19, 2026

March 04, 2026
March 18, 2026

September 02, 2026
September 16, 2026

April 01, 2026
April 15, 2026

October 07, 2026
October 21, 2026

May 06, 2026
May 20, 2026

November 04, 2026
November 18, 2026

June 03, 2026
June 17, 2026

December 02, 2026
December 16, 2026

Meetings will be held in the Enoch City Council Chambers, located at 900 E. Midvalley Rd., Enoch, Utah, starting at 6:00 pm.

Persons or groups wishing to address the City Council must submit an application no less than 7 days prior to the City Council meeting date to the Enoch City Recorder.

DATED this 7th day of January, 2026

Jim Rushton, Mayor

Lindsay Hildebrand, City Recorder

CERTIFICATE OF POSTING: The undersigned, duly appointed City Recorder, does hereby certify that the above notice and agenda was posted this 7th day of January 2026. A copy of the foregoing notice and agenda was posted at the Enoch City Office, Enoch City website at www.enochcityut.gov, and posted on the Utah Public Notice website at www.utah.gov/pmn/.

NOTICE: *In compliance with the Americans with Disabilities Act, individuals needing special accommodations or assistance during any of the above meetings shall contact Lindsay Hildebrand, City Recorder, at 435-586-1119 at least 24 hours prior to the meeting.*

ENOCH CITY CORPORATION

RESOLUTION NO. 2026-01-07-B

A RESOLUTION TO APPROVE THE CITY COUNCIL MEETING SCHEDULE FOR 2026

WHEREAS, Utah Code Annotated Section 52-4-202(2)(a) requires public bodies to provide annual notice of their regular meeting schedule; and

WHEREAS, the Enoch City Council has prepared its schedule of regular meetings for the calendar year 2026, detailing the dates and times for public meetings as specified in the attached notice; and

WHEREAS, the Enoch City Council intends to promote transparency and ensure public access to its proceedings in compliance with the Open and Public Meetings Act; and

WHEREAS, the attached schedule designates that regular meetings will be held at 6:00 p.m. in the Enoch City Council Chambers located at 900 E. Midvalley Rd., Enoch, Utah;

WHEREAS, the City Council has reviewed the meeting schedule and it is as follows:

Enoch City Council Meeting Schedule 2026

| | |
|-------------------|--------------------|
| January 07, 2026 | July 01, 2026 |
| January 21, 2026 | July 15, 2026 |
| February 04, 2026 | August 05, 2026 |
| February 18, 2026 | August 19, 2026 |
| March 04, 2026 | September 02, 2026 |
| March 18, 2026 | September 16, 2026 |
| April 01, 2026 | October 07, 2026 |
| April 15, 2026 | October 21, 2026 |
| May 06, 2026 | November 04, 2026 |
| May 20, 2026 | November 18, 2026 |
| June 03, 2026 | December 02, 2026 |
| June 17, 2026 | December 16, 2026 |

Meetings will be held in the Enoch City Council Chambers, located at 900 E. Midvalley Rd., Enoch, Utah, starting at 6:00 pm.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and City Council of Enoch, Utah that the Enoch City Council meeting schedule be approved and adopted. This Resolution was made, voted upon, and passed by the Enoch City Council at a regular City Council meeting held on the 7th day of January 2026.

DATED this 7th day of January 2026

ENOCH CITY CORPORATION

Jim Rushton, Mayor

ATTEST:

Lindsay Hildebrand, City Recorder

VOTING:

| | | | | |
|------------------|-----|-----|----|-----|
| Shawn Stoor | Yes | ___ | No | ___ |
| David Harris | Yes | ___ | No | ___ |
| Debra Ley | Yes | ___ | No | ___ |
| Kimberlee Trower | Yes | ___ | No | ___ |
| Jacob Miner | Yes | ___ | No | ___ |

SEAL:

ENOCH CITY CORPORATION
RESOLUTION NO. 2026-01-07-C

**A RESOLUTION APPROVING AMENDMENTS TO THE ENOCH CITY PERSONNEL
POLICIES AND PROCEDURES MANUAL**

WHEREAS, Enoch City strives to ensure its personnel policies are up-to-date and reflect the needs of its employees and the organization; and

WHEREAS, a recent legal and administrative review of the Enoch City Personnel Policies and Procedures Manual identified the need for updates to reflect recent statutory changes and regulatory standards; and

WHEREAS, these updates clarify and strengthen policies related to equal employment opportunity, sexual harassment, probationary period, salaried employees, annual leave, and compensatory time; and

WHEREAS, adopting these amendments supports the City's responsibility to create a lawful and safe working environment while improving internal processes and risk management;

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and City Council of Enoch, Utah that the amendments to the Enoch City Personnel Policies and Procedures Manual be approved and adopted. See "Exhibit A" attached. This Resolution was made, voted upon, and passed by the Enoch City Council at a regular City Council meeting held on the 7th day of January 2026.

DATED this 7th day of January 2026

ENOCH CITY CORPORATION

Jim Rushton, Mayor

VOTING:

| | | |
|------------------|--------|--------|
| Kimberlee Trower | Yea___ | Nay___ |
| David Harris | Yea___ | Nay___ |
| Shawn Stoor | Yea___ | Nay___ |
| Jacob Miner | Yea___ | Nay___ |
| Debra Ley | Yea___ | Nay___ |

ATTEST:

SEAL:

Lindsay Hildebrand, City Recorder

Exhibit A

SECTION III – HARASSMENT, SEXUAL HARASSMENT, DISCRIMINATION AND RETALIATION POLICY

3. Full time Appointed Employees- Employees hired or appointed to work at least 32 hours per week on a regular basis. Such employees qualify for retirement and health insurance benefits starting the first day of actual work. Job titles of full-time appointed employees are:

- A. City Manager
- B. City Treasure
- C. City Recorder
- D Chief of Police

4. Full-time “Salaried” Employees- Employees hired or appointed to work at least 38 hours per week on a regular basis. Such employees qualify for retirement and health insurance benefits starting the first day of actual work.

SECTION IV - PROBATIONARY PERIOD

All employees are required to serve at least a ninety (90) day probationary period. This period is designed to acquaint the new employee with the position and allow the supervisor to measure fairly the employee’s ability and attitude for the job. The Company reserves the right to extend this probationary period at its discretion if additional time is needed to evaluate the employee’s performance. If an employee’s performance is inadequate, the employee may be terminated at any time during this period without recourse of appeal unless discrimination is alleged. Employee does not qualify for leave during this probationary period. Full-time employees qualify for health insurance and retirement benefits starting the first day of actual work. (Section IV amended 7-6-2005)

ARTICLE VII

GRIEVANCE AND SEXUAL HARASSMENT

SECTION I –

Enoch City is committed to maintaining a work environment free of harassment, sexual harassment, discrimination and retaliation based on a person’s sex, race, color, age, religion, disability, ancestry, national origin or sexual orientation. The City prohibits all forms of illegal harassment by its employees. The City will not tolerate harassment toward its employees by its citizens, contractors and/or vendors. Harassment is unlawful, and such prohibited conduct exposes not only the City, but the individual involved in such

conduct, to significant liability under the law. Employees at all times should treat other employees respectfully and with dignity in a manner so as not to offend the sensibility of a co-worker.

Accordingly, the City's management is committed to vigorously enforcing its Harassment Policy at all levels of the organization. All complaints will be promptly investigated and appropriate action will be taken against individuals found to have engaged in harassing, discriminatory or retaliatory conduct.

A. HARASSMENT

Harassment includes verbal or physical conduct which is demeaning or shows hostility or aversion toward an individual because of his/her race, color, religion, national origin, age, disability, sexual orientation or any other characteristic protected by law. This conduct includes, but is not limited to:

1. Epithets, slurs, or negative stereotyping;
2. Threatening, intimidating or hostile acts;
3. Jokes and displays or circulation in the work place of written or graphic material which is demeaning or shows hostility or aversion toward an individual or group (including through e-mail);
4. Harassment also includes inappropriate sexual conduct as defined in Section B of this policy.

This policy applies to conduct both on and off City premises which affects the employee's work environment.

If an employee feels a supervisor, any other employee, visitor or any other individual or group is harassing them because of their race, color, sex, religion, national origin, age, disability or sexual orientation, the employee should immediately file a complaint with the City in accordance with the Complaints Procedure section in this policy.

B. SEXUAL HARASSMENT

Sexual harassment, as defined by Equal Employment Opportunity Commission (EEOC), consists of unwelcome sexual advances, requests for sexual favors or other verbal or physical acts of a sexual or sex-based nature when:

1. Submission to such conduct is made either explicitly or implicitly a term or condition of an individuals' employment;
2. Submission to or rejection of such conduct by an individual is used as the basis for employment decisions affecting such individual; or
3. Such conduct has the purpose or effect of unreasonably interfering with an individual's work performance or creating an intimidating, hostile or offensive working environment.

SECTION I -

Sexual harassment may also include non-sexual conduct that is discriminatory on the

basis of the person's gender. For example, sexual harassment may exist if a person yells at, or otherwise mistreats, only males or only females.

Sexual harassment can exist in a number of different forms. Sexual harassment includes, but is not limited to:

- a) Unlawful physical acts of a sexual nature, such as rape, sexual assault or abuse, lewdness or attempts to commit these offenses;
- b) Unwelcome physical conduct, which is sexual in nature, such as touching, hugging, kissing, pinching, patting, grabbing, brushing against another employee's body or poking another employee's body;
- c) Consensual physical conduct, sexual in nature, in the workplace;
- d) Unwelcome sexual advances, propositions or sexual comments, including sexually oriented gestures, noises, remarks, jokes or comments;
- e) Consensual sexual advances, propositions or sexual comments, including sexually oriented gestures, noises, remarks, jokes or comments in the workplace;
- f) Preferential treatment or promises of preferential treatment to an employee for submitting to sexual conduct, including soliciting or attempting to solicit any employee to engage in sexual activity for compensation or reward;
- g) Subjecting, or threats of subjecting an employee to unwelcome sexual attention or conduct or intentionally making performance of the employee's job more difficult because of that employee's sex;
- h) Sexual or discriminatory displays or publications anywhere in the City's workplace by City employees such as: displaying or publicizing pictures, posters, calendars, graffiti, objects, promotional material, reading material or other materials sexually revealing, demeaning, or pornographic; or bringing into the City work environment or possessing any such material to read, display or view at work. A picture will be presumed to be sexually suggestive if it depicts a person of either sex who is not fully clothed or in clothes not suited to ordinarily accepted for the accomplishment of routine work in and around the workplace and who is posed for the obvious purpose of displaying or drawing attention to private portions of his or her body.
- i) Segregating employees by sex in any area of the workplace (other than restrooms and similar semi-private lockers/changing rooms).

C. DISCRIMINATION

Employment discrimination occurs when an employee or employment candidate is adversely singled out on the basis of age, creed, disability, national origin, race, religion, military duty, genetics or sex in violation of Federal Employment Discrimination Laws or other laws that have anti-discrimination provisions. Illegal discrimination includes harassment creating an intimidating, offensive, abusive or hostile work environment for employees in violation of Federal Employment Discrimination Laws.

It is a violation of this policy to discriminate in the provision of employment opportunities, benefits or privileges, to create discriminatory work conditions, or to use discriminatory evaluative standards in employment if the basis of discriminatory treatment is, in whole or

in part, the person's race, color, national origin, age, religion, disability status, gender, sexual orientation or marital status. Discrimination of this kind may also be strictly prohibited by a variety of federal, state and local laws, including Title VII of the Civil Rights Act of 1964; The Age Discrimination Act of 1975; and the Americans with Disabilities Act of 1990. This policy is intended to comply with the prohibitions in the above stated anti-discrimination laws. This list is not all inclusive.

D. RETALIATION

It is a violation of this policy to retaliate against any employee who reports or complains of discrimination or harassment, or who assists, testifies, or participates in any investigation or equal employment proceeding. The City may consider the following actions to be impermissible retaliation if it is the result of the employee complaining of or reporting harassment, discrimination, or retaliation, or, testifying, assisting, or otherwise participating in any manner in an investigation, proceeding or hearing under this section. This list is not all inclusive:

1. Discipline, demotion or termination;
2. Changing work assignments;
3. Providing inaccurate work information to;
4. Refusing to cooperate or discuss work-related matters with any employee because the employee has complained about or resisted harassment;
5. Open hostility;
6. Exclusion or ostracism of the complainant, participant or others;
7. Special attention to or special assignment of the complainant, participant or others to demeaning duties not otherwise performed;
8. Patronizing behavior;
9. Subtle harassment.

SECTION I -

A. COMPLAINT PROCEDURE

Employees who experience harassment, sexual harassment, discrimination, and/or retaliation are afforded avenues for filing complaints which are free from bias, collusion, intimidation or reprisal. Employees who feel they are being subjected to harassment, sexual harassment, discrimination, or retaliation should:

1. Continue to report to work; and
2. Immediately report the incident to one of the following individuals who is not the offending party:
 - a) Their supervisor, manager or Department Director;
 - b) Human Resources representative; or
 - c) Representative from the City Attorney's Office.

Employees should also make their unease or disapproval directly known to the offending individual, document the occurrence, and identify a witness.

Complaints may be submitted by any individual and can be made through either verbal or written notification.

A department head or supervisor, who receives information of a claim of harassment, sexual harassment, discrimination, or retaliation must immediately notify the Human Resources Director or a representative from the City Attorney's Office. The Human Resources Director, in consultation with a representative from the City Attorney's Office will investigate the alleged conduct. This will include speaking with parties to the alleged prohibited action and any potential witnesses. If disciplinary or corrective action is required, the Human Resources Director, in consultation with a representative from the City Attorney's Office will work with appropriate supervisor or Department Director. All complaints will be handled with confidentiality to the extent practical under the law. Complainants should be aware that certain individuals will be made aware of the complaint to typically include the Human Resources Director, a representative from the City Attorney's Office, the alleged target of the harassment, discrimination or retaliation,

SECTION III - OVERTIME & FLEX TIME

2. Employees are designated as either exempt or non-exempt from overtime compensation in accordance with the Fair Labor Standards Act. Professional, supervisory, or management employees are designated as exempt and are not eligible for overtime compensation. Compensatory time off is a rate of not less than one and one-half hours for each overtime hour worked, instead of cash overtime pay. Employees designated as non-exempt are eligible for overtime compensation.

6. Supervisors may choose to use paid overtime or, with the consent of the employee, compensatory time to recognize overtime actually worked. Compensatory time cannot be accumulated when the total compensatory time accumulated by an employee reaches a ceiling of 120 hours (80 hours of overtime multiplied by 1.5) or during the last pay periods of June. Overtime worked above the ceiling or during the final pay periods of June necessitates payment.

7. Employees who have earned, and been granted, compensatory time must by the end of the 1st payroll of June be provided opportunity for the use of compensatory time. Employees may choose to roll over compensatory time into the following calendar year. Any remaining compensatory time will be paid with the final payroll of June. Employees can choose to be paid out their compensatory time in December, if done in writing on the first week of the month. This provision does not apply to exempt employees.

14. For exempt employees, any authorized work performed on a scheduled day off shall be recorded in 15-minute increments. Because these positions are not eligible for overtime or compensatory time, such increments shall be used to reduce the hours required for the remainder of the workweek (typically resulting in less time worked on Friday) or to reduce the amount of accrued annual leave required to reach the 40-hour weekly threshold.

15. If an employee has earned compensatory time or holiday time, this leave time must be used before taking annual leave.

SECTION VI - ANNUAL LEAVE

H. Granting of Annual Leave

1. Annual leave granted shall be consistent with the effective operations of the department.

2. For employees continuing in service on January 1 of each year, any unused, accrued annual leave time in excess of 200 hours after the last pay period of each year will be forfeited. Each employee is urged to utilize, annually, his/her earned annual leave. (Rev. 1-7-26)

C. Observance on Regular Days Off

E. Holiday Pay will be equivalent to seven (7) hours of work for full time employees who work an average of between thirty (30) and thirty-five (35) hours on a regular basis.

F. Holiday pay shall not be granted to emergency, seasonal, temporary, or variable part-time employees, volunteer, appointed volunteers, or elected officials.

G. Sworn law enforcement officers shall be paid 8 holiday hours at straight time in addition to hours actually worked.

ENOCH CITY CORPORATION PERSONNEL POLICIES AND PROCEDURES ACKNOWLEDGMENT

TO: All Employees

SUBJECT: Receipt and Acknowledgment of Personnel Manual

This document serves as formal confirmation that I have been provided with access to the Enoch City Personnel Policies and Procedures Manual. I understand that the ultimate responsibility for implementing these policies rests with the Mayor and City Council, while the City Manager directs their daily application.

I hereby acknowledge and agree to the following:

1. Access to Policy: I am aware that the official manual is maintained and available for my review at <https://www.enochcityut.gov/staff-page.html> or City Office during regular business hours.

2. Responsibility to Read: I certify that I have read the manual in its entirety and understand the policies, rules of conduct, and benefit structures described therein.

3. Drug-Free Work Place: I specifically acknowledge that I have received and read Article XIII, regarding the City's Drug-Free Work Place policy. I understand that the unlawful manufacture, distribution, or use of a controlled substance in the workplace is expressly prohibited and that compliance is a condition of my employment.

4. Employment-at-Will: I understand that my employment with Enoch City is at-will, meaning the relationship is terminable by either party at any time, with or without cause or notice.

5. Not a Contract: I acknowledge that this manual is a general policy statement and does not constitute a contract of employment, an implied contract, or a commitment to a fixed duration of service.

6. Policy Revisions: I understand that the City reserves the right to unilaterally modify, delete, or add to these policies at any time with the concurrence of the mayor. My signature below indicates that I have read this acknowledgment and the referenced manual and that I understand my responsibilities as an employee of Enoch City.

Employee Signature

Printed Name

Date

ENOCN CITY CORPORATION

ORDINANCE NO. 2026-01-07

AN ORDINANCE TO CHANGE THE ADDRESS OF 4919 NORTH WAGON WHEEL DR. TO 4920 NORTH WAGON WHEEL DR.

WHEREAS, it was brought to the attention of Enoch City that the trustee of the home and property located at 4919 North Wagon Wheel needs to change the address. Somehow the address is an odd number and it needs to be even.

WHEREAS, because this ordinance is required as the means by which the Iron County Plat address can be changed to correct it as requested by the owners; and

WHEREAS, the Enoch City Council having duly considered this action and determined there was good cause proposed for changing the address to officially correct the Iron County Plat; and

WHEREAS, correcting the address will not materially injure the public or any other person;

NOW, THEREFORE, BE IT ORDAINED, by the Mayor and City Council of Enoch, Utah that the address of 4919 North Wagon Wheel will be changed to 4920 North Wagon Wheel and will be shown on the Iron County Plat as such.

A motion for approval of this Ordinance was made, voted upon and passed by the Enoch City Council at a regular City Council meeting held on the 7th day of January 2026. This ordinance shall become effective immediately upon signing by the Mayor and City Recorder.

DATED this 7th day of January 2026

ENOCN CITY CORPORATION

VOTING:

| | | |
|------------------|--------|--------|
| Jacob Miner | Yea___ | Nay___ |
| Kimberlee Trower | Yea___ | Nay___ |
| David Harris | Yea___ | Nay___ |
| Debra Ley | Yea___ | Nay___ |
| Shawn Stoor | Yea___ | Nay___ |

Jim Rushton, Mayor

ATTEST:

SEAL:

Lindsay Hildebrand, City Recorder

**ENOCH CITY CORPORATION
CITY COUNCIL LIAISON
January 2026**

MAYOR-Jim Ruston

Public Safety
Budget
Personnel
Grants
Economic Development

COUNCIL MEMBERS

Debra Lev

4th of July Festivities
Library
Military/Wreaths Across America

Kimberlee Trower

Planning Commission
Roads
Storm Water Drainage

David Harris

Water & CICWCD
Public Safety/CC Fire Department (CWPP)
Building Inspection

Shawn Stoor

Recreation Advisory Board (Parks/Trails/Rec.)
Tree Committee/Beautification
Emergency Management/CERT/LEPC

Jacob Miner

Iron County School District/PTA
Sewer & Refuse (Cedar WWTF Board)
Economic Development Committee
Enoch Scout Troop 1848
Iron County Homeless Coalition

Other Groups: