



Millcreek

2025 Annual Report

2025 INTERESTING FACTS & HIGHLIGHTS



**OUR ANIMAL CONTROL OFFICERS
RESPONDED TO OVER 19,000 CALLS
FOR SERVICE.**

**OUR DEDICATED TEAM OF 7,662
VOLUNTEERS PROVIDE OVER 7,500
HOURS HELPING OUR PETS.**

**OVER 2,800 PETS WERE ADOPTED OR
SENT TO RESCUE ORGANIZATIONS.**

**OVER 4,000 PETS WERE STERILIZED BY
OUR IN HOUSE VETERINARY CLINIC.**

2025 SUMMARY OF OVERALL ASILOMAR STATS 1-1-25 TO 12-31-25

- Full Asilomar stats are available upon request.
- Features Adjusted Totals - Excludes Owner Requested Euthanasias that were untreatable.

Category	Dogs	Cats	Other	Total Animals
Beginning Shelter Count	112	79	4	195
Intake Totals	2672	3450	156	6278
Adoptions	1268	1338	54	2660
Transfers/Rescue	83	262	65	410
Owner Redemptions/Return to Field	1228	1576	15	2819
Euthanasia	59	176	16	266
Outcome Totals	2638	3352	150	6140

LIVE RELEASE: 95%

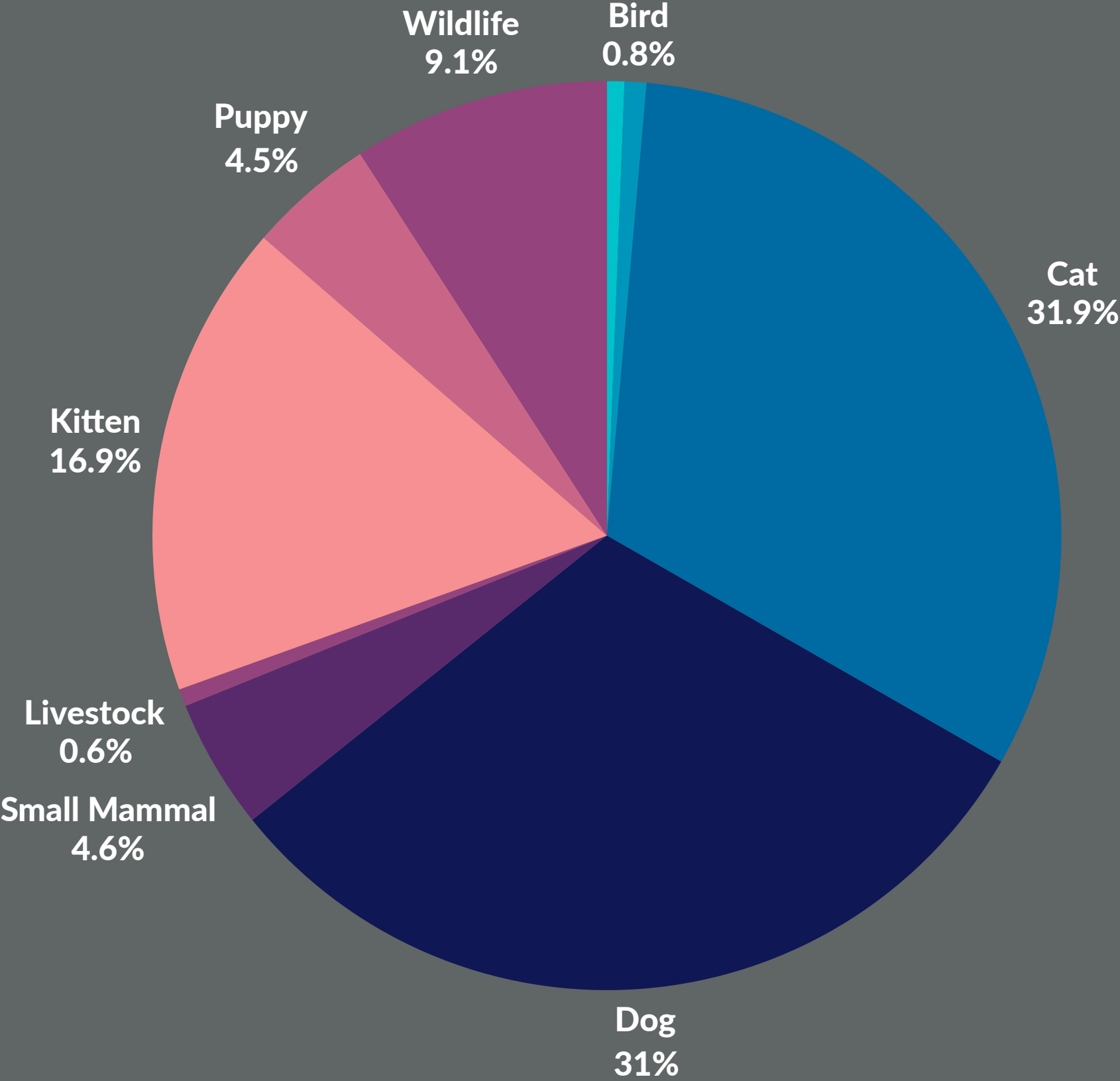


**1311
ANIMALS
FOSTERED!**

**410
ANIMALS
RESCUED!**



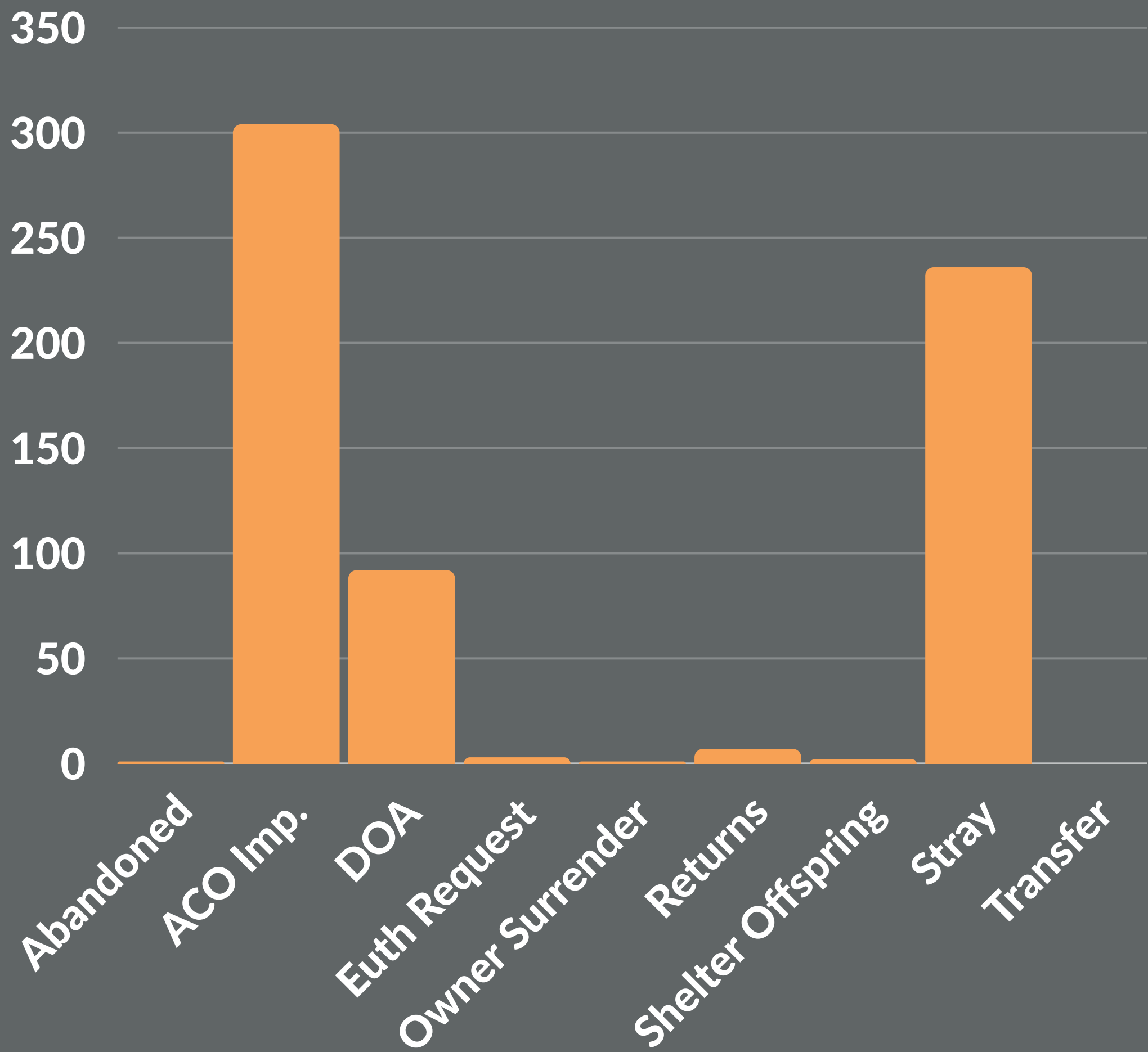
MILLCREEK INTAKE BY SPECIES



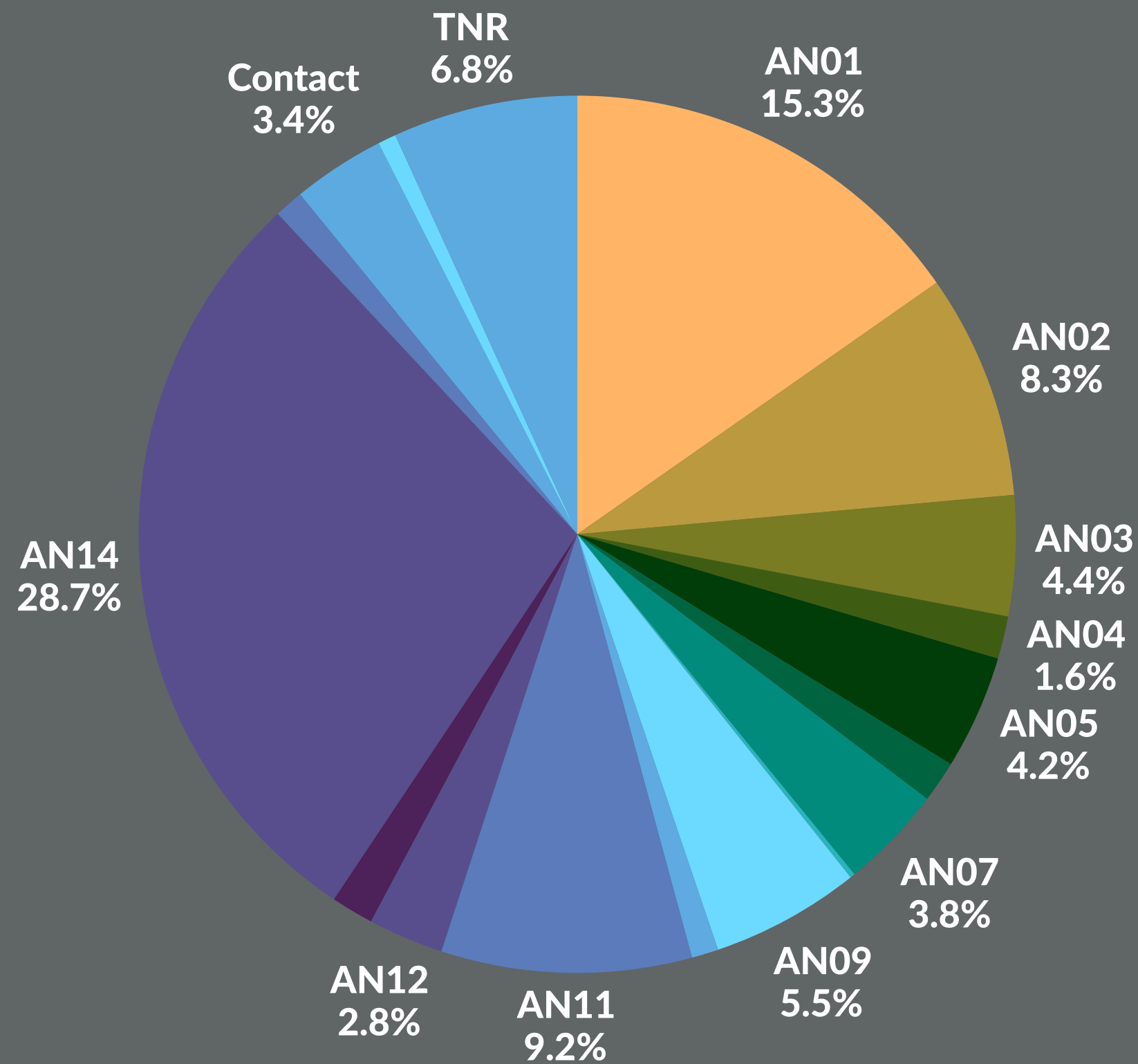
Species	2025
Amphibian/Reptile	4
Bird	5
Cat	206
Crab/Fish	0
Dog	200
Small Mammal	30
Livestock	4
Insect/Arachnid	0
Kitten	109
Puppy	29
Wildlife	59
Totals	646

MILLCREEK INTAKE BY TYPE

Circumstance	2025
Abandoned	1
ACO Impound	304
DOA	92
Euth Request	3
Owner Surrender	1
Returns	7
Shelter Offspring	2
Stray (over the counter)	236
Transfer	0
Totals	646



MILLCREEK FIELD STATISTICS



Call Type	4th Quarter	2025
AN01 - Animal Impound	75	341
AN02 - Animal At Large	64	185
AN03 - Animal Cruelty	21	99
AN04 - Animal In Vehicle	0	35
AN05 - Injured/Sick/In-Distress/Rescue	10	94
AN06 - Wild/Exotic	6	34
AN07 - Animal Attack	24	85
AN08 - Livestock Problem	2	4
AN09 - Animal Bite	32	123
AN10 - Home Quarantine Release	4	22
AN11 - Animal Nuisance	47	206
AN12 - Agency Assist	16	62
AN13 - Special Assignment	5	35
AN14 - Citizen Inquiry	132	640
AN15 - Permit Inspection	6	24
Contact	1	76
Patrol	3	15
TNR	44	152
Totals	492	2232

MILLCREEK LICENSES SOLD 1-1-25 TO 12-31-25

LICENSE TYPE	TOTALS
ANNUAL	920
SENIOR ANNUAL	542
DANGEROUS DOG	2
RESIDENTIAL PERMITS	18
TOTAL	1482



MURRAY URBAN WILDLIFE PROGRAM

- THE STATISTICS FOR THIS PROGRAM IS TRACKED AND GENERATED BY THE USDA APHIS.

TECHNICAL ASSISTANCE

DIRECT CONTROL/TRAPPING

**PERSONAL
CONSULT**

**WRITTEN/PHONE
CONSULT**

RACCOONS

**STRIPED
SKUNKS**

AWAITING STATS FROM USDA



SPAYGHETTI GALA

WE HOSTED OUR LARGEST ANNUAL FUNDRAISING GALA AT THE SALT LAKE CITY SHERATON.

FEATURING A CASINO NIGHT THEME WE RAISED OVER \$120 THOUSAND FOR OUR SPAY AND NEUTER PROGRAMMING!

Event highlights included:

- Live and silent auction items.
- Raffle prizes.
- Live entertainment
- Pet Psychic
- Puppies & kittens available for adoption



PETAPALOOZA

WE HOSTED OUR LARGEST ANNUAL ADOPTION EVENT AT WHEELER HISTORIC FARM. THIS 2 DAY EVENT FEATURED ADOPTABLE ANIMALS FROM MULTIPLE RESCUES AND LOCAL ANIMAL SHELTERS.

Event highlights included:

- Over 50 vendors
- Live entertainment
- Food trucks
- Free microchips

In total 127 pets found their new homes!



Pet Assistance on Wheels



PAWS

**THE PAWS MOBILE SERVICE
CLINIC TRAVELS AROUND SALT
LAKE COUNTY PROVIDING FREE
PET STERILIZATIONS,
VACCINATIONS, AND
MICROCHIPS!**

**EMAIL
PAWS@SALTLAKECOUNTY.GOV
FOR MORE INFO AND TO MAKE
AN APPOINTMENT**





UNIFIED FIRE AUTHORITY
QUARTERLY REPORT
CITY OF MILLCREEK

QUARTER 4

OCT. 1, 2025 - DEC. 31, 2025

MILLCREEK LIAISON
Battalion Chief Jon Wilde
801-243-2890
jwilde@unifiedfireut.gov





UNIFIED FIRE AUTHORITY QUARTERLY REPORT

CITY OF MILLCREEK

OCT. 1, 2025 - DEC. 31, 2025



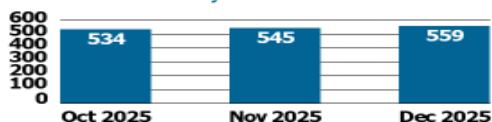
Call Volume

1,638
TOTAL INCIDENTS

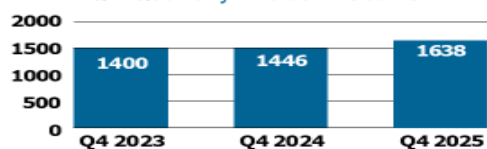
603
EMERGENT

37%
%EMERGENT

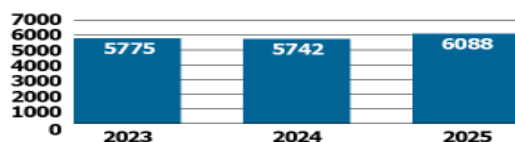
Q4 Monthly Incident Counts



Q4 Quarterly Incident Counts



TOTAL YEARLY INCIDENT COUNTS



Call Type



TOP FIRE CALLS

Structure Fire	15
Outside Rubbish Fire	7
Vehicle Fire	4
Fire, Other	2



TOP EMS CALLS

Short Fall	154
Sick Person	133
Breathing Problem	90
Head Injury	78
Motor Vehicle Crash	50

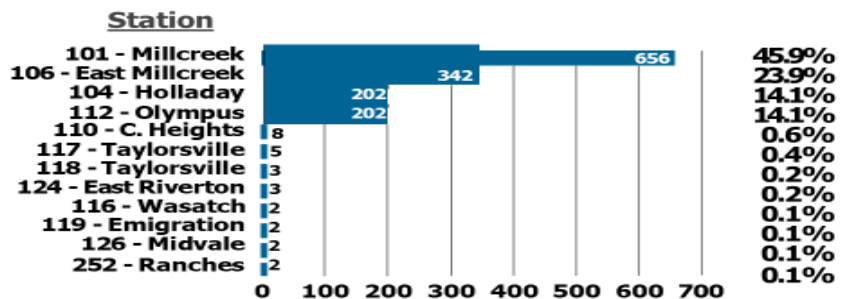


TOP OTHER CALLS

Mutual Aid From Outside Agency	99
Unintentional Detector	47
False Alarm/False Call	42
Public Service Assistance	40
Detector Malfunction	26

Incoming Units

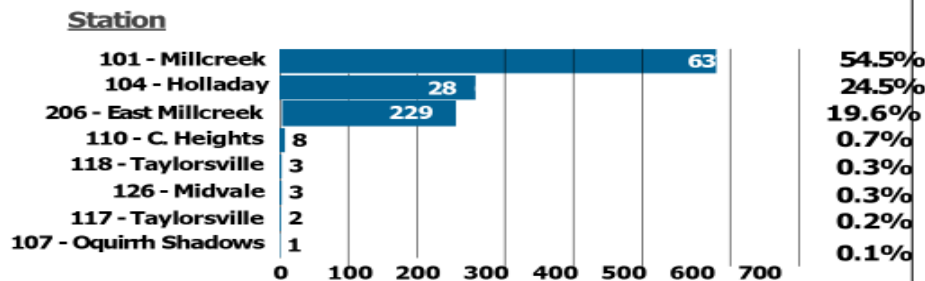
Top Engine/Truck Responses



1,429

TOTAL UNIT RESPONSES

Top Ambulance Responses



1,169

TOTAL UNIT RESPONSES

Emergent Total Time

04:31

50th PERCENTILE

06:51

90th PERCENTILE

*Dispatch to Arrival (does not include call processing time)



Current Updates

- New UFA Board Members
- UFA Recruit Camp 61 starting in February
- 8 New Paramedics



Current Updates

- UFA Promotional Ceremony
February 2
- Fire School 101
March 27

Promotion Ceremony



Cameron Ascarte
Captain



Matt Ascarte
Captain



Scott Bentley
Captain



Chance Fivas
Captain



Ryan Jensen
Captain



Adam Park
Captain



Mike Thompson
Captain



Erik Van Duren
Emergency Management
Operations Officer

MONDAY | FEBRUARY 2, 2026 | 6:00PM

JATC - SOUTH CAMPUS | 12723 PARK AVE | RIVERTON, UT 84065

UNIFIED FIRE AUTHORITY

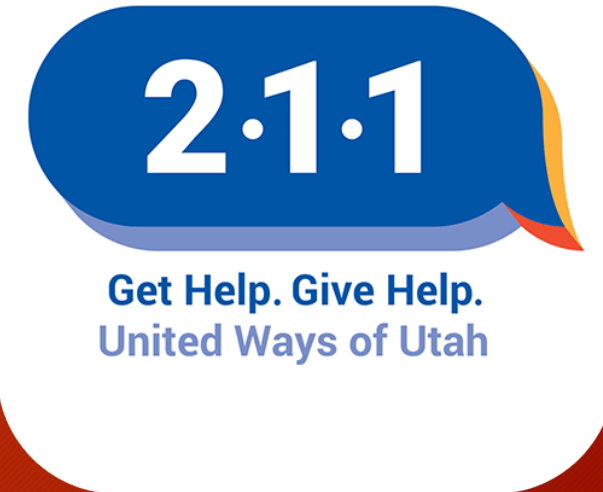


Safety Tip

Dial 211

Community Resource Directory

- Free
- 24/7
- Easy



211 UTAH

[Get Help](#)[About](#)[Partners](#)[Contact Us](#)[Dial 211](#)[English](#)[En / Es](#)

Connect to the Help You Need

Search the most comprehensive source of local resources and services in Utah

[Northern Utah](#)[Southern Utah](#)

Salt Lake to Cache Counties

Utah to Washington Counties

Connect With Us

[Call Us](#)[Chat With Us](#)[Text Us](#)[Email Us](#)[Get Our App](#)

Station 106 1911 East 3300 South

- Medic Ladder 106 (ML106)
- Medic Ambulance 206 (MA206)
- Type 6 Engine 106 (E6106)
- Water Tactical Tender 106 (WTT106)



Station 106



Medic Ladder 106

- Captain
- Engineer
- Paramedic
- Firefighter-Tiller Operator



Station 106



Medic Ambulance 206

- Part Time Paramedic
- Part Time EMT

Station 106



Water Tactical
Tender



Type 6 Wildland Engine

QUESTIONS

MILLCREEK, UTAH
RESOLUTION NO. 26-01

A RESOLUTION ACCEPTING THE UTAH JORDAN RIVER RECREATION ZONE GRANT IN THE AMOUNT OF \$55,000 TO ASSIST IN THE INSTALLATION OF THE ADVENTURE PATH AMENITY ALONG THE JORDAN RIVER TRAIL, LOCATED AT THE JORDAN RIVER TRAILHEAD NEAR 3900 S, MILLCREEK, UTAH

WHEREAS, the Millcreek Council (“Council”) met in regular session on January 26, 2026, to consider, among other things, a resolution accepting the Jordan River Recreation Zone Grant in the amount of \$55,000 to assist in the installation of the Jordan River Adventure Path, a connection of trail amenities that create an accessible, immersive public space along the Jordan River Trail, located at the Jordan River Trailhead near 3900 S, Millcreek, Utah; and

WHEREAS, Millcreek applied for the Jordan River Recreation Zone Grant from Utah Department of Natural Resources Division of Forestry, Fire, and State Lands in the amount of \$55,000 to assist in the construction of the Adventure Path along the Jordan River Trail; and

WHEREAS, the Jordan River Recreation Zone Grant requires a match of \$1,100; and

WHEREAS, Millcreek is responsible for any additional costs of the project if they arise; and

WHEREAS, the match amount is included in the budget for the Jordan River Trail; and

WHEREAS, a grant agreement (“Agreement”) between Millcreek and the Utah Department of Natural Resources Division of Forestry, Fire, and State Lands regarding the Jordan River Recreation Zone Grant has been presented to the Council for review and approval; and

WHEREAS, the Council finds that it is in the best interest of the City to accept the Jordan River Recreation Zone Grant, and approve the Agreement.

NOW, THEREFORE, BE IT RESOLVED that the Council hereby accepts the Jordan River Recreation Zone Grant, and approves the Agreement, and the Mayor and Recorder are hereby authorized and directed to execute the Agreement and make such minor changes and recommendations as they deem necessary and deliver the Agreement on behalf of Millcreek.

THIS RESOLUTION assigned No. 26-01 shall take effect immediately upon passage and acceptance as provided herein.

PASSED AND APPROVED this 26th day of January, 2026.

MILLCREEK

Cheri Jackson, Mayor

ATTEST:

Elyse Sullivan, City Recorder

Roll Call Vote:

Jackson	Yes	No
Catten	Yes	No
DeSirant	Yes	No
Handy	Yes	No
Uipi	Yes	No

		State Contract # _____ Assigned by the Division of Finance or Purchasing
STATE OF UTAH CONTRACT COVER SHEET		
This contract is entered into as a result of:		
☐ The procurement process on Bid /RFP # _____		
☐ The procurement process on Requisition # _____ FY _____		
☐ Pre-approved sole source (approval attached) _____		
☐ Agency grant, land purchase, DAS-Purchasing delegation		
☒ Contract with other state agency or political subdivision		
☐ Under \$5,000 (total amount for contract period)		
☐ Agency exemption from DAS-purchasing approval LPD169		
☐ Revenue agreement		

1. Agency Name UTAH DEPARTMENT OF NATURAL RESOURCES/FORESTRY
FIRE, & STATE LANDS
Agency Code 560
2. General Purpose of Contract: Improvements along Jordan River Trail – 'Adventure
Path'
3. Contractor Name: Millcreek City
4. Contract Period: Effective date _____ Date of Last Signature Termination date 12/31/26
(mm/dd/yy) (mm/dd/yy)
5. Authorized Amount: \$55,000
6. Vendor # VC217491
7. Commodity Code(s) : 99999

COMMENTS:

CONTRACT SUMMARY PAGE - FOR DEPARTMENT USE ONLY - NOT PART OF CONTRACT

UTAH DEPARTMENT OF NATURAL RESOURCES, FORESTRY FIRE AND STATE LANDS
CONTRACT SUMMARY PAGE - FOR DEPARTMENT USE ONLY - NOT PART OF CONTRACT

		LEGAL STATUS OF CONTRACTOR:	
		LG ☒	Federal, State or Local Government
		CU ☐	College or University
		NP ☐	Non-Profit Corporation
		CC ☐	For-Profit Corporation
		OT ☐	Other
DEPARTMENT OF NATURAL RESOURCES INFORMATION:		NAME OF CONTRACT: _____	
Division: <u>FORESTRY, FIRE, & STATE LANDS</u>		Name of Contractor: _____	
Office: _____		Address: _____	
		DUNS # (if applicable) _____	

APPROVAL AND REVIEW SIGNATURES
UTAH DEPARTMENT OF NATURAL RESOURCES, DIVISION OF FORESTRY FIRE AND STATE
LANDS

APPROVAL AND REVIEW OF CONTRACT:

Program Manager Date

Area Manager Date

APPROVAL OF FUNDS AVAILABILITY:

Financial Manager Date

CONTRACT PROVISIONS: (Select 1 or 2; select 3 if applicable)

- ☒ 1. Vendor Contract - Contractor provides goods or services.
☐ Standard Terms and Conditions used as Attachment A in Contract.
☒ Other approved provisions used as Attachment A in Contract.
- ☐ 2. Subrecipient Contract - Contractor carries out grant program.
☐ Standard Terms and Conditions used as Attachment A in Contract and
DNR Subaward Terms and Conditions used as additional attachment.
☐ Other approved provisions used as additional attachment.
- ☒ 3. Digital Signature – This contract is appropriate to utilize scanned or faxed signatures considering the type of contract and dollar amount. The clause authorizing this use has been included in the scope of work or applicable attachment.

Source of Funds:

Contract Allocation Sheet											Total
							FFY26				
State/Federal Source	%	CFDA #	Fund	Agency	Unit	Appr Unit	Obj	Prog/Func	Amount	Phase	
			1000	560	1780	RDH	6137	FL2019JRRZ	\$55,000	FSLJR	
				560							
				560							
				560							
Totals									\$55,000		

CONTRACT SUMMARY PAGE - FOR DEPARTMENT USE ONLY - NOT PART OF CONTRACT

**COOPERATIVE AGREEMENT
BETWEEN
STATE OF UTAH, DIVISION OF FORESTRY, FIRE AND STATE LANDS
AND
MILLCREEK CITY**

I INTRODUCTION

The State of Utah, Division of Forestry, Fire and State Lands, (“FFSL”), and Millcreek City, (“GRANTEE”), enter into this cooperative agreement, (“Agreement”), to provide funding for interactive trail amenities along the Jordan River, as described Attachment B (the “Scope of Work”), (collectively the “Project”), adjacent to the Jordan River.

II PURPOSE

During the 2019 Legislative Session, the Utah State Legislature allocated on-going funding to FFSL to improve safety, recreation, conservation, capital improvement, boat launch, invasive species removal, habitat, and vegetation within the Jordan River Recreation Zone (which is generally defined as the area 250 yards on each side of the Jordan River between State Route 201 and 5400 South). GRANTEE submitted a proposal during the FY26 Jordan River Grant Program submission window and was awarded \$55,000 by the Jordan River Grant Review Committee which consisted of representatives from the Jordan River Commission and FFSL. The objective of the Project is to support the installation of trail amenities that create an accessible, immersive public space along the Jordan River. GRANTEE has consistently and enthusiastically demonstrated their commitment to improving the Jordan River. Funding will be available to GRANTEE from the date of final signature of this Agreement until December 31st, 2026. More details regarding the Project are contained in the Scope of Work, attached hereto as Attachment B and incorporated herein by reference.

Attachments:

A: State Of Utah Standard Terms and Conditions for Services

B: Scope of Work

III RESPONSIBILITIES AND PROCEDURES

- a. FFSL shall:
 - i. provide up to \$55,000 in Project funding as prescribed in III(a)(iii).
 - ii. monitor and inspect the progress of the Project once prior to completion and once upon completion to ensure funding was expended as stated in this Agreement.
 - iii. reimburse GRANTEE when the Project work is completed, paid for, and verified. Reimbursements may not take place until complete and accurate invoices are provided to FFSL.

- iv. not be held responsible for damage or liability caused by Project activities on or off of sovereign lands.
- b. GRANTEE shall:
 - i. complete the Project as outlined in the Scope of Work by December 31, 2026.
 - ii. upon completion of the Project but before reimbursement occurs, file a final report with FFSL that details the extent to which GRANTEE fulfilled the grant's purpose and met the Performance Metrics for the Project as outlined in the Scope of Work.
 - i. provide FFSL with a written Project update no later than July 31st, 2026, unless this Agreement is extended and/or the Parties agree on an alternative date for submission of the written Project update.
 - iii. advise FFSL of any proposed changes to the Scope of Work and the effects of the change. Changes to the Scope of Work must be agreed upon by FFSL before GRANTEE implements any of the proposed changes.
 - iv. allow State auditors, and State agency staff, access to all records pertaining to this agreement for audit, inspection, and monitoring of services.
 - v. maintain all records necessary to properly account for the expenses made for the costs authorized by this Agreement. These records must be maintained for at least four years after the agreement terminates, or until after all audits initiated within the four years have been completed, whichever is later.
 - vi. submit detailed invoices showing work completed on specific initiatives no later than Dec 31, 2026 showing dollar amount and FTE worked, rates, travel expenses, materials, etc. and be able to supply documentation of time spent or expenditures made using the funds of this Agreement, if requested.
 - vii. reimburse FFSL for all funds distributed to GRANTEE as of the date of the audit if an audit described in subsection III(b)(iv) above shows the grant funds were inappropriately used.
- c. FFSL and GRANTEE shall comply with the State of Utah Standard Terms and Conditions for Services, attached hereto as Attachment A, incorporated into this Agreement by reference.

I TERM and TERMINATION OF AGREEMENT

This Agreement shall become effective on the date of the final signature by the Parties and shall remain in effect until December 31, 2026, at which time this Agreement will expire. This Agreement may be revised as necessary by mutual consent of the Parties and by the issuance of a written amendment, signed and dated by Parties. Either Party, providing it gives 30 days written advance notice, may terminate this Agreement. To the extent the terms listed above conflict with those in Attachment A, any ambiguity shall be resolved in favor of the terms contained in Attachment A.

**GRANTEE
(Authorized Representative)**

Signature Date

**Utah Division of Forestry, Fire and State Lands
(Finance Manager)**

Signature Date

**Utah Division of Forestry, Fire and State Lands
(Director)**

Signature Date

APPROVED AS TO FORM:

Utah Attorney General's Office

Signature Date

Division of Finance

Signature Date

Attachment A: Standard Terms and Conditions

ATTACHMENT A: STATE OF UTAH AGENCY STANDARD TERMS AND CONDITIONS FOR GOODS AND/OR SERVICES

These terms and conditions may only be used when both parties are government entities or political subdivisions as defined in the Utah Government Immunity Act.

1. **DEFINITIONS:** The following terms shall have the meanings set forth below:
 - a) **"Confidential Information"** means information that is deemed as confidential under applicable state and federal laws, and personal data as defined in Utah Code 63A-19-101. The State Entity reserves the right to identify, during and after this Contract, additional reasonable types of categories of information that must be kept confidential under federal and state laws.
 - b) **"Contract"** means the Contract Signature Page(s), including all referenced attachments and documents incorporated by reference. The term "Contract" shall include any purchase orders that result from this Contract.
 - c) **"Contract Signature Page(s)"** means the State of Utah cover page(s) that the State Entity and Contractor signed.
 - d) **"Contractor"** means the individual or entity delivering the Procurement Item identified in this Contract. The term "Contractor" shall include Contractor's agents, officers, employees, and partners.
 - e) **"Custom Deliverable"** means the Work Product that Contractor is required to deliver to the State Entity under this Contract.
 - f) **"Goods"** means all types of tangible personal property, including but not limited to materials, supplies, Custom Deliverable, and equipment that Contractor is required to deliver to the State Entity under this Contract.
 - g) **"Procurement Item"** means Goods, a supply, Services, Custom Deliverable, construction, or technology that Contractor is required to deliver to the State Entity under this Contract.
 - h) **"Response"** means the Contractor's bid, proposals, quote, or any other document used by the Contractor to respond to the State Entity's Solicitation.
 - i) **"Services"** means the furnishing of labor, time, or effort by Contractor pursuant to this Contract. Services include those professional services identified in Section 63G-6a-103 of the Utah Procurement Code
 - j) **"Solicitation"** means an invitation for bids, request for proposals, notice of a sole source procurement, request for statement of qualifications, request for information, or any document used to obtain bids, proposals, pricing, qualifications, or information for the purpose of entering into this Contract.
 - k) **"State Entity"** means the department, division, office, bureau, agency, or other organization identified on the Contract Signature Page(s).
 - l) **"State of Utah"** means the State of Utah, in its entirety, including its institutions, agencies, departments, divisions, authorities, instrumentalities, boards, commissions, elected or appointed officers, employees, agents, and authorized volunteers.
 - m) **"Subcontractors"** means a person under contract with a contractor or another subcontractor to provide services or labor for design or construction, including a trade contractor or specialty contractor.
2. **GOVERNING LAW AND VENUE:** This Contract shall be governed by the laws, rules, and regulations of the State of Utah. Any action or proceeding arising from this Contract shall be brought in a court of competent jurisdiction in the State of Utah. Venue shall be in Salt Lake City, in the Third Judicial District Court for Salt Lake County.
3. **LAWS AND REGULATIONS:** At all times during this Contract, Contractor and all Procurement Items delivered and/or performed under this Contract will comply with all applicable federal and state constitutions, laws, rules, codes, orders, and regulations, including applicable licensure and certification requirements. If this Contract is funded by federal funds, either in whole or in part, then any federal regulation related to the federal funding, including CFR Appendix II to Part 200, will supersede this Attachment A.
4. **RECORDS ADMINISTRATION:** Contractor shall maintain or supervise the maintenance of all records necessary to properly account for Contractor's performance and the payments made by the State Entity to Contractor under this Contract. These records shall be retained by Contractor for at least six (6) years after final payment, or until all audits initiated within the six (6) years have been completed, whichever is later. Contractor agrees to allow, at no additional cost, the State of Utah, federal auditors, State Entity staff, or their designees, access to all such records during normal business hours and to allow interviews of any employees or others who might reasonably have information related to such records. Further, Contractor agrees to include a similar right of the State to audit records and interview staff in any subcontract related to performance of this Contract.
5. **PERMITS:** If necessary Contractor shall procure and pay for all permits, licenses, and approvals necessary for the execution of this Contract.
6. **CERTIFY REGISTRATION AND USE OF EMPLOYMENT "STATUS VERIFICATION SYSTEM":** INTENTIONALLY DELETED
7. **CONFLICT OF INTEREST:** INTENTIONALLY DELETED
8. **INDEPENDENT CONTRACTOR:** Contractor and Subcontractors, in the performance of this Contract, shall act in an independent capacity and not as officers or employees or agents of the State Entity or the State of Utah.
9. **CONTRACTOR RESPONSIBILITY:** Contractor is solely responsible for fulfilling the contract, with responsibility for all Procurement Items delivered and/or performed as stated in this Contract. Contractor shall be the sole point of contact regarding all contractual matters. Contractor must incorporate Contractor's responsibilities under this Contract into every subcontract with its Subcontractors that will provide the Procurement Item(s) to the State Entity under this Contract. Moreover, Contractor is responsible for its Subcontractors compliance under this Contract.
10. **INDEMNITY:** Both parties to this agreement are Utah governmental entities as defined in the Utah Governmental Immunity Act (Utah Code Ann. 63G-7-101 et. seq.). Nothing in this Contract shall be construed as a waiver by either or both parties of any rights, limits, protections or defenses provided by the Act. Nor shall this Contract be construed, with respect to third parties,

as a waiver of any governmental immunity to which a party to this Contract is otherwise entitled. Subject to and consistent with the Act, each party will be responsible for its own actions or negligence and will defend against any claims or lawsuit brought against it. There are no indemnity obligations between these parties.

11. **EMPLOYMENT PRACTICES:** Contractor agrees to abide by the following federal and state employment laws, including: (i) Title VI and VII of the Civil Rights Act of 1964 (42 U.S.C. 2000e), which prohibits discrimination against any employee or applicant for employment or any applicant or recipient of services on the basis of race, religion, color, or national origin; (ii) Executive Order No. 11246, as amended, which prohibits discrimination on the basis of sex; (iii) 45 CFR 90, which prohibits discrimination on the basis of age; (iv) Section 504 of the Rehabilitation Act of 1973, or the Americans with Disabilities Act of 1990, which prohibits discrimination on the basis of disabilities; and (v) Utah's Executive Order 2019-1, dated February 5, 2019, which prohibits unlawful harassment in the workplace. Contractor further agrees to abide by any other laws, regulations, or orders that prohibit the discrimination of any kind by any of Contractor's employees.
12. **AMENDMENTS:** This Contract may only be amended by the mutual written agreement of the parties, provided that the amendment is within the Scope of Work of this Contract and is within the scope/purpose of the original solicitation for which this Contract was derived. The amendment will be attached and made part of this Contract. Automatic renewals will not apply to this Contract, even if listed elsewhere in this Contract.
13. **DEBARMENT:** Contractor certifies that it is not presently nor has ever been debarred, suspended, proposed for debarment, or declared ineligible by any governmental department or agency, whether international, national, state, or local. Contractor must notify the State Entity within thirty (30) days if debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in any contract by any governmental entity during this Contract.
14. **TERMINATION:** This Contract may be terminated, with cause by either party, in advance of the specified expiration date, upon written notice given by the other party. The party in violation will be given ten (10) days after written notification to correct and cease the violations, after which this Contract may be terminated for cause immediately and subject to the remedies below. This Contract may also be terminated without cause (for convenience), in advance of the specified expiration date, by the either party, upon thirty (30) days written termination notice being given to the the other party. The State Entity and the Contractor may terminate this Contract, in whole or in part, at any time, by mutual agreement in writing.

On termination of this Contract, all accounts and payments will be processed according to the financial arrangements set forth herein for approved and conforming Procurement Items ordered prior to date of termination. In no event shall the State Entity be liable to the Contractor for compensation for any Good neither requested nor accepted by the State Entity. In no event shall the State Entity's exercise of its right to terminate this Contract for convenience relieve the Contractor of any liability to the State Entity for any damages or claims arising under this Contract.
15. **NONAPPROPRIATION OF FUNDS, REDUCTION OF FUNDS, OR CHANGES IN LAW:** Upon thirty (30) days written notice delivered to the Contractor, this Contract may be terminated in whole or in part at the sole discretion of the State Entity, if the State Entity reasonably determines that: (i) a change in Federal or State legislation or applicable laws materially affects the ability of either party to perform under the terms of this Contract; or (ii) that a change in available funds affects the State Entity's ability to pay under this Contract. A change of available funds as used in this paragraph includes, but is not limited to a change in Federal or State funding, whether as a result of a legislative act or by order of the President or the Governor.

If a written notice is delivered under this section, the State Entity will reimburse Contractor for the Procurement Item(s) properly ordered and/or services properly performed until the effective date of said notice. The State Entity will not be liable for any performance, commitments, penalties, or liquidated damages that accrue after the effective date of said written notice.
16. **SALES TAX EXEMPTION:** The Procurement Item(s) under this Contract will be paid for from the State Entity's funds and used in the exercise of the State Entity's essential functions as a State of Utah entity. Upon request, the State Entity will provide Contractor with its sales tax exemption number. It is Contractor's responsibility to request the State Entity's sales tax exemption number. It also is Contractor's sole responsibility to ascertain whether any tax deduction or benefits apply to any aspect of this Contract.
17. **WARRANTY OF PROCUREMENT ITEM(S):** Contractor warrants, represents and conveys full ownership and clear title, free of all liens and encumbrances, to the Procurement Item(s) delivered to the State Entity under this Contract. Contractor warrants for a period of one (1) year that: (i) the Procurement Item(s) perform according to all specific claims that Contractor made in its Response; (ii) the Procurement Item(s) are suitable for the ordinary purposes for which such Procurement Item(s) are used; (iii) the Procurement Item(s) are suitable for any special purposes identified in the Contractor's Response; (iv) the Procurement Item(s) are designed and manufactured in a commercially reasonable manner; (v) the Procurement Item(s) are manufactured and in all other respects create no harm to persons or property; and (vi) the Procurement Item(s) are free of defects. Unless otherwise specified, all Procurement Item(s) provided shall be new and unused of the latest model or design.

Remedies available to the State Entity under this section are limited to the following: Contractor will repair or replace Procurement Item(s) at no charge to the State Entity within a reasonable time of any written notification informing Contractor of the Procurement Item(s) not performing as required under this Contract. If the repaired and/or replaced Procurement Item(s) prove to be inadequate, or fail its essential purpose, Contractor will refund the full amount of any payments that have been made.
18. **CONTRACTOR'S INSURANCE RESPONSIBILITY: INTENTIONALLY DELETED**
19. **RESERVED.**
20. **PUBLIC INFORMATION:** Contractor agrees that this Contract, related purchase orders, related pricing documents, and invoices will be public documents and may be available for public and private distribution in accordance with the State of Utah's Government Records Access and Management Act (GRAMA). Contractor gives the State Entity and the State of Utah express permission to make copies of this Contract, related sales orders, related pricing documents, and invoices in accordance with GRAMA. Except for sections identified in writing by Contractor and expressly approved by the State of Utah Division of Purchasing and General Services, Contractor also agrees that the Contractor's Response will be a public

document, and copies may be given to the public as permitted under GRAMA. The State Entity and the State of Utah are not obligated to inform Contractor of any GRAMA requests for disclosure of this Contract, related purchase orders, related pricing documents, or invoices.

21. **DELIVERY:** All deliveries under this Contract will be F.O.B. Destination Freight Prepaid and Allowed, unless specifically negotiated otherwise and explicitly written in this contract, with all transportation and handling charges paid for by Contractor. Responsibility and liability for loss or damage will remain with Contractor until final inspection and acceptance when responsibility will pass to the State Entity, except as to latent defects or fraud. Contractor shall strictly adhere to the delivery and completion schedules specified in this Contract.
22. **ACCEPTANCE AND REJECTION:** The State Entity shall have thirty (30) days after delivery of the Procurement Item(s) to perform an inspection of the Procurement Item(s) to determine whether the Procurement Item(s) conform to the standards specified in the Solicitation and this Contract prior to acceptance of the Procurement Item(s) by the State Entity.
If Contractor delivers nonconforming Procurement Item(s), the State Entity may, at its option and at Contractor's expense: (i) return the Procurement Item(s) for a full refund; or (ii) require Contractor to promptly correct or replace the nonconforming Procurement Item(s). Contractor shall not redeliver corrected or rejected Procurement Item(s) without: first, disclosing the former rejection or requirement for correction; and second, obtaining written consent of the State Entity to redeliver the corrected Procurement Item(s). Repair, replacement, and other correction and redelivery shall be subject to the terms of this Contract.
23. **INVOICING:** Contractor will submit invoices within thirty (30) days of the delivery date of the Procurement Item(s) to the State Entity. The contract number shall be listed on all invoices, freight tickets, and correspondence relating to this Contract. The prices paid by the State Entity will be those prices listed in this Contract, unless Contractor offers a prompt payment discount within its Response or on its invoice. The State Entity has the right to adjust or return any invoice reflecting incorrect pricing.
24. **PAYMENT:** Payments are to be made within thirty (30) days after a correct invoice is received. All payments to Contractor will be remitted by mail, electronic funds transfer, or the State of Utah's Purchasing Card (major credit card). If payment has not been made after sixty (60) days from the date a correct invoice is received by the State Entity, then interest may be added by Contractor as prescribed in the Utah Prompt Payment Act. The acceptance by Contractor of final payment, without a written protest filed with the State Entity within ten (10) business days of receipt of final payment, shall release the State Entity and the State of Utah from all claims and all liability to the Contractor. The State Entity's payment for the Procurement Item(s) and/or services shall not be deemed an acceptance of the Procurement Item(s) and is without prejudice to any and all claims that the State Entity or the State of Utah may have against Contractor. The State of Utah and the State Entity will not allow the Contractor to charge end users electronic payment fees of any kind.
25. **INDEMNIFICATION RELATING TO INTELLECTUAL PROPERTY:** INTENTIONALLY DELETED
26. **OWNERSHIP IN INTELLECTUAL PROPERTY:** The State Entity and Contractor each recognizes that each has no right, title, or interest, proprietary or otherwise, in the intellectual property owned or licensed by the other, unless otherwise agreed upon by the parties in writing. All Procurement Item(s), documents, records, programs, data, articles, memoranda, and other materials not developed or licensed by Contractor prior to the execution of this Contract, but specifically manufactured under this Contract shall be considered work made for hire, and Contractor shall transfer any ownership claim to the State Entity. Contractor shall have the right to publish, upon prior written approval of the State Entity which may not unreasonably be withheld, the results of the project.
27. **OWNERSHIP IN CUSTOM DELIVERABLES:** INTENTIONALLY DELETED
28. **ASSIGNMENT:** Contractor may not assign, sell, transfer, subcontract or sublet rights, or delegate any right or obligation under this Contract, in whole or in part, without the prior written approval of the State Entity.
29. **REMEDIES:** Any of the following events will constitute cause for the State Entity to declare Contractor in default of this Contract: (i) Contractor's non-performance of its contractual requirements and obligations under this Contract; or (ii) Contractor's material breach of any term or condition of this Contract. The State Entity may issue a written notice of default providing a ten (10) day period in which Contractor will have an opportunity to cure. Time allowed for cure will not diminish or eliminate Contractor's liability for damages. If the default remains after Contractor has been provided the opportunity to cure, the State Entity may do one or more of the following: (i) exercise any remedy provided by law or equity; (ii) terminate this Contract; (iii) impose liquidated damages, if liquidated damages are listed in this Contract; (iv) debar/suspend Contractor from receiving future contracts from the State Entity or the State of Utah; or (v) demand a full refund of any payment that the State Entity has made to Contractor under this Contract for Procurement Item(s) that do not conform to this Contract.
30. **FORCE MAJEURE:** Neither party to this Contract will be held responsible for delay or default caused by fire, riot, act of God, and/or war which is beyond that party's reasonable control. The State Entity may terminate this Contract after determining such delay will prevent successful performance of this Contract.
31. **CONFIDENTIALITY:** If Contractor has access to or processes Confidential Information, Contractor shall: (i) advise its agents, officers, employees, partners, and Subcontractors of the obligations set forth in this Contract; (ii) keep all Confidential Information strictly confidential; and (iii) comply with any requirements contained in the contract regarding permitted uses and disclosures of personal data, measures designed to safeguard personal data, and the destruction of personal data. Contractor will promptly notify the State Entity of any potential or actual misuse or misappropriation of Confidential Information, including any data breaches, in accordance with UCA 63A-19 Government Data Privacy Act. In Accordance with UCA 63A-19, Contractor must comply with all the same requirements regarding personal data as the State.

Written Confidential Information shall be clearly marked as "confidential." If certain Confidential Information has not been reduced to written form at the time of disclosure by the State Entity, then such orally disclosed information shall be protected by the Contractor as Confidential Information, provided that the State Entity shall: (i) provide a statement to the Contractor that the oral information shall be protected under this Agreement; and (ii) within thirty (30) days of such disclosure, reduce to

writing a summary of the orally disclosed Confidential Information.

Contractor shall be responsible for any breach of this duty of confidentiality, including any required remedies and/or notifications under applicable law. Contractor shall indemnify, hold harmless, and defend the State Entity and the State of Utah, including anyone for whom the State Entity or the State of Utah is liable, from claims related to a breach of this duty of confidentiality, including any notification requirements, by Contractor or anyone for whom the Contractor is liable.

Upon termination or expiration of this Contract, Contractor will return all copies of Confidential Information to the State Entity or certify, in writing, that the Confidential Information has been destroyed. This duty of confidentiality shall be ongoing and survive the termination or expiration of this Contract.

32. **PUBLICITY:** Contractor shall submit to the State Entity for written approval all advertising and publicity matters relating to this Contract. It is within the State Entity's sole discretion whether to provide approval, which approval must be in writing.
33. **WORK ON STATE OF UTAH OR ELIGIBLE USER PREMISES:** Contractor shall ensure that personnel working on State of Utah premises shall: (i) abide by all of the rules, regulations, and policies of the premises; (ii) remain in authorized areas; (iii) follow all instructions; and (iv) be subject to a background check, prior to entering the premises. The State of Utah or Eligible User may remove any individual for a violation hereunder.
34. **CONTRACT INFORMATION:** INTENTIONALLY DELETED
35. **WAIVER:** A waiver of any right, power, or privilege shall not be construed as a waiver of any subsequent right, power, or privilege.
36. **SUSPENSION OF WORK:** Should circumstances arise which would cause the State Entity to suspend Contractor's responsibilities under this Contract, but not terminate this Contract, this will be done by formal written notice pursuant to the terms of this Contract. Contractor's responsibilities may be reinstated upon advance formal written notice from the State Entity.
37. **CHANGES IN SCOPE:** Any changes in the scope of the Procurement Item(s) to be performed under this Contract shall be in the form of a written amendment to this Contract, mutually agreed to and signed by both parties, specifying any such changes, fee adjustments, any adjustment in time of performance, or any other significant factors arising from the changes in the scope of the Procurement Item(s).
38. **PROCUREMENT ETHICS:** Contractor understands that a person who is interested in any way in the sale of any, Procurement Item(s), supplies, , construction, or insurance to the State of Utah is violating the law if the person gives or offers to give any compensation, gratuity, contribution, loan, reward, or any promise thereof to any person acting as a procurement officer on behalf of the State of Utah, or to any person in any official capacity who participates in the procurement of such Procurement Item(s), supplies, , construction, or insurance, whether it is given for their own use or for the use or benefit of any other person or organization.
39. **ATTORNEY'S FEES:** INTENTIONALLY DELETED
40. **TRAVEL COSTS:** If travel expenses are permitted by the Solicitation, then all travel costs associated with the delivery of Procurement Item(s) under this Contract will be paid according to the rules and per diem rates found in the Utah Administrative Code R25-7. Invoices containing travel costs outside of these rates will be returned to Contractor for correction.
41. **DISPUTE RESOLUTION:** INTENTIONALLY DELETED
42. **ORDER OF PRECEDENCE:** In the event of any conflict in the terms and conditions in this Contract, the order of precedence shall be: (i) this Attachment A; (ii) Contract Signature Page(s); (iii) the State of Utah's additional terms and conditions, if any; (iv) any other attachment listed on the Contract Signature Page(s); and (v) Contractor's terms and conditions that are attached to this Contract, if any. Any provision attempting to limit the liability of Contractor or limit the rights of the State Entity or the State of Utah must be in writing and attached to this Contract or it is rendered null and void.
43. **SURVIVAL OF TERMS:** Termination or expiration of this Contract shall not extinguish or prejudice the State Entity's right to enforce this Contract with respect to any default of this Contract or defect in the Procurement Item(s) that has not been cured, or of any of the following clauses, including: Governing Law and Venue, Laws and Regulations, Records Administration, Remedies, Dispute Resolution, Indemnity, Newly Manufactured, Indemnification Relating to Intellectual Property, Warranty of Procurement Item(s), Insurance.
44. **SEVERABILITY:** The invalidity or unenforceability of any provision, term, or condition of this Contract shall not affect the validity or enforceability of any other provision, term, or condition of this Contract, which shall remain in full force and effect.
45. **ERRORS AND OMISSIONS:** Contractor shall not take advantage of any errors and/or omissions in this Contract. The Contractor must promptly notify the State of any errors and/or omissions that are discovered.
46. **ENTIRE AGREEMENT:** This Contract constitutes the entire agreement between the parties and supersedes any and all other prior and contemporaneous agreements and understandings between the parties, whether oral or written.
47. **ANTI-BOYCOTT ACTIONS:** In accordance with Utah Code 63G-27 et seq., Contractor certifies that it is not currently engaged in any "economic boycott" nor a "boycott of the State of Israel" as those terms are defined in Section 63G-27-102. Contractor further certifies that it has read and understands 63G-27 et. seq., that it will not engage in any such boycott action during the term of this Contract, and that if it does, it shall promptly notify the State in writing.
48. **TIME IS OF THE ESSENCE:** The Procurement Item(s) shall be completed by any applicable deadline stated in this Contract. For all Procurement Item(s), time is of the essence. Contractor shall be liable for all reasonable damages to the State Entity, the State of Utah, and anyone for whom the State of Utah may be liable as a result of Contractor's failure to timely perform the Procurement Item(s) required under this Contract.
49. **PERFORMANCE EVALUATION:** The State Entity may conduct a performance evaluation of Contractor's Procurement Item(s), including Contractor's Subcontractors. Results of any evaluation may be made available to Contractor upon request.

50. **STANDARD OF CARE:** The Procurement Item(s) of Contractor and its Subcontractors shall be performed in accordance with the standard of care exercised by licensed members of their respective professions having regular experience providing similar Procurement Item(s) which similarities include the type, magnitude, and complexity of the Procurement Item(s) that are the subject of this Contract. Contractor shall be liable to the State Entity and the State of Utah for claims, liabilities, additional burdens, penalties, damages, or third-party claims (e.g., another Contractor's claim against the State of Utah), to the extent caused by wrongful acts, errors, or omissions that do not meet this standard of care.
51. **REVIEWS:** The State Entity reserves the right to perform plan checks, plan reviews, other reviews, and/or comment upon the Procurement Item(s) of Contractor. Such reviews do not waive the requirement of Contractor to meet all of the terms and conditions of this Contract.
52. **Restricted Foreign Entities and Forced Labor:** In accordance with Utah law, Contractors contracting with the State certify that they are not providing a "forced labor product" as defined in Utah Code 63G-6a-121. If the Contractor is providing technology or technology services, networks, or systems, the Contractor certifies that the aforementioned does not come from a "restricted foreign entity," as also defined in UCA 63G-6a-121.

(Revision Date: 9/11/2025)

Attachment B: Scope of Work

Millcreek Jordan River Trail Adventure Path

Project Summary

Millcreek is moving forward with the Jordan River Trail (JRT) Adventure Path, a series of nature-inspired play structures and obstacle features designed to activate the city's stretch of the trail near 3900 S. The project is expected to cost around \$60,000 and Millcreek will be responsible for all costs above the \$55,000 awarded through the Jordan River Recreation Zone Grant. Building on the recently completed Jordan River trailhead, this next phase will add interactive elements that are to be determined such as climbing obstacles, sensory paths, or a slide built into the slope. These features will provide opportunities for play, exploration, and physical challenge while maintaining a low-impact, natural character.

The Adventure Path is intended as a vibrant gathering space where residents and visitors can pause, connect, and engage with nature. The project reflects regional goals for accessible, immersive public spaces along the Jordan River that balance recreation with ecological sensitivity, offering a model of thoughtful, place-based design.

After project completion the project will continue to be monitored and maintained by Salt Lake County Parks and Recreation. The County has a preexisting contract for routine maintenance and cleaning of vaulted restrooms within their purview along the Jordan River Trail. This project would be added to the existing maintenance workload.

Budget

Entity: Millcreek		
Project Name: Jordan River Trail - Millcreek Adventure Path		
		
Cost Estimate		
Description	Anticipated (\$)	
Traffic Control	\$	460.00
Demo, Clearing, and Grubbing	\$	6,325.00
Playground Equipment	\$	38,065.00
Equipment Installation	\$	8,050.00
Landscaping	\$	5,750.00
Total Project Cost	\$	58,650.00
Funding Sources		
	Match (%)	Match (\$)
Jordan River Recreation Zone Grant	94%	\$ 55,000.00
Millcreek	6%	\$ 3,650.00

Total Project Cost	\$	58,650.00
Total Rev	\$	58,650.00
Project Surplus/Deficit	\$	-



Jordan River Trail – Millcreek Adventure Path

Timeline

Entity: Millcreek

Project Name: Jordan River Trail - Millcreek Adventure Path



Project Schedule

Task	2026											
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Grant Award												
Issue RFP for Landscape Architect Ideas												
Landscape Architect Idea Selection												
Construction/Contractor Bid												
Award Construction Contract												
Construction												
Grand Opening												
Grant Closeout												

Remittance Address

Millcreek 1330 E. Chamber Ave Millcreek, UT 84106

801.214.2762

ap@millcreekut.gov

Performance Measures

- Once completed, the project promotes health and safety for those recreating along the Jordan River
- The project upholds the natural beauty and integrity of the Jordan River area through sustainable design, construction, and stewardship to ensure our local nature is maintained for future generations
- Once completed, the project enhances the vision of Blueprint Jordan River by enhancing regional access by making the trail more user-friendly
- Completion of at least one new nature-based play zone along the JRT, designed with unique and intentional features that encourage use by a broad range of visitors.

Contact Information

Kristofer Land, Grants Manager @ Millcreek - (801) 214-2761 - kland@millcreekut.gov

Angelo Calacino, Park Dev Project Manager @ SLCo - (801) 560-5708 - acalacino@saltlakecounty.gov

MILLCREEK, UTAH
RESOLUTION NO. 26-02

**A RESOLUTION OF THE MILLCREEK COUNCIL APPROVING AN APPOINTMENT
TO THE PLANNING COMMISSION**

WHEREAS, the Millcreek Council ("*Council*") met in regular meeting on January 26, 2026, to consider, among other things, approving an appointment to the Planning Commission; and

WHEREAS, due to the resignation of a member of the Planning Commission, Section 18.03.010 of the Millcreek Code of Ordinances provides that any vacancy occurring on the Planning Commission shall be promptly filled by the Mayor, with the advice and consent of the Council for the unexpired term of such member; and

WHEREAS, the Mayor hereby nominates Jenny Burgess as a member of the Planning Commission; and

WHEREAS, the Council has given advice regarding the appointment of such members and hereby consents to such appointment; and

WHEREAS, after careful consideration, the Council has determined that it is in the best interest of the health, safety, and welfare of the residents of Millcreek to consent to such appointment.

NOW, THEREFORE, BE IT RESOLVED that the Council consents to the appointment of Jenny Burgess as a member of the Planning Commission, serving a term that will end on June 30, 2027.

This Resolution, assigned No. 26-02, shall take effect immediately upon passage.

PASSED AND APPROVED by the Council this 26th day of January, 2026.

MILLCREEK

ATTEST:

Cheri Jackson, Mayor

Elyse Sullivan, City Recorder

Roll Call Vote:

Jackson	Yes	No
Catten	Yes	No
DeSirant	Yes	No
Handy	Yes	No
Uipi	Yes	No

MILLCREEK, UTAH
RESOLUTION NO. 26-03

**A RESOLUTION OF THE MILLCREEK COUNCIL APPROVING APPOINTMENTS
TO THE HISTORIC PRESERVATION COMMISSION**

WHEREAS, the Millcreek Council ("*Council*") met in regular meeting on January 26, 2026, to consider, among other things, approving appointments to the Historic Preservation Commission; and

WHEREAS, on April 26, 2021, the Council enacted Ordinance 21-16 amending the Historic Buildings and Sites Ordinance and enacting a Historic Preservation Commission; and

WHEREAS, it is the intent of the Council that the Historic Preservation Commission represents the interests of the community as a whole; that the membership of the historic preservation commission provides balanced representation in terms of geographic, professional, neighborhood, and community interests; and

WHEREAS, Section 18.73.040 of the Millcreek Code establishes a Historic Preservation Commission composed of seven members who shall be bona fide residents of Millcreek; and

WHEREAS, Section 18.73.040 of the Millcreek Code of Ordinances provides that Members of the Historic Preservation Commission shall be appointed by the Mayor, with the advice and consent of the City Council; and

WHEREAS, the Mayor hereby nominates Melissa Coy, Tiffany Hunter Greene, and Ryan Lufkin to serve an additional term on the Historic Preservation Commission; and

WHEREAS, the Council has given advice regarding the appointments of such members and hereby consents to such appointments; and

WHEREAS, after careful consideration, the Council has determined that it is in the best interest of the health, safety, and welfare of the residents of Millcreek to consent to such appointments.

NOW, THEREFORE, BE IT RESOLVED that the Council consents to the appointments of Melissa Coy, Tiffany Hunter Greene, and Ryan Lufkin as members of the Historic Preservation Commission, serving terms that will end on January 31, 2030.

This Resolution, assigned No. 26-03, shall take effect immediately upon passage.

PASSED AND APPROVED by the Council this 26th day of January, 2026.

MILLCREEK

ATTEST:

Cheri Jackson, Mayor

Elyse Sullivan, City Recorder

Roll Call Vote:

Jackson	Yes	No
Catten	Yes	No
DeSirant	Yes	No
Handy	Yes	No
Uipi	Yes	No

MILLCREEK, UTAH
ORDINANCE NO. 26-06

**AN ORDINANCE DECLARING APPROXIMATELY 0.44 ACRES OF REAL
PROPERTY AND THE BUILDING LOCATED AT OR NEAR 3260 SOUTH
HIGHLAND DRIVE, MILLCREEK, UTAH, AS SURPLUS; ESTABLISHING A
MINIMUM BID; AND ESTABLISHING A METHOD TO DETERMINE THE HIGHEST
AND BEST ECONOMIC RETURNS TO THE CITY**

WHEREAS, the Millcreek Council (“Council”) met in regular meeting on January 26, 2026, to consider, among other things, declaring approximately 0.44 acres of real property and the building located at or near 3260 South Highland Drive, Millcreek, Utah, as surplus; establishing a minimum bid; and establishing a method to determine the highest and best economic returns to the city; and

WHEREAS, the staff has recommended to the Council, and the Council has determined that approximately 0.44 acres of real property (“Property”) and the building located at or near 3260 South Highland Drive, Millcreek, Utah, is surplus and not needed for City purposes; and

WHEREAS, on November 3, 2025, and as amended on January 5, 2026, the City entered into an agreement with OAI Enterprises, LLC that would purchase adjacent property and trade the adjacent property for the Property plus other consideration for the Common East development; and

WHEREAS, the staff has presented the Common East development and property trade on several occasions to the Council; and

WHEREAS, the Council has reviewed the Common East development and property trade on several occasions and informally approved the same; and

WHEREAS, after careful consideration, the Council has determined that it is in the best interest of the public to formally approve the Common East development, to declare the Property as surplus, to establish a minimum bid, and to establish a method to determine the highest and best economic returns to the City.

NOW, THEREFORE, BE IT ORDAINED by the Council that it is in the best interest of the public to approve the Common East development as previously presented to the Council and declare the Property as surplus and the Property is hereby declared surplus, that the minimum bid for the Property shall be a trade for adjacent property and that the highest and best economic return to the City shall be to trade the Property for adjacent property but not require the notice and comment requirements of Section 2.22.180 A of the Millcreek Code of Ordinances.

BE IT FURTHER ORDAINED that the trade is ratified and any further requirement of Section 2.22 of the Millcreek Code of Ordinances is waived.

PASSED AND APPROVED this 26th day of January 2026.

MILLCREEK

By: _____
Cheri Jackson, Mayor

ATTEST:

Elyse Sullivan, City Recorder

Roll Call Vote:

Jackson	Yes	No
Catten	Yes	No
DeSirant	Yes	No
Handy	Yes	No
Uipi	Yes	No

CERTIFICATE OF POSTING

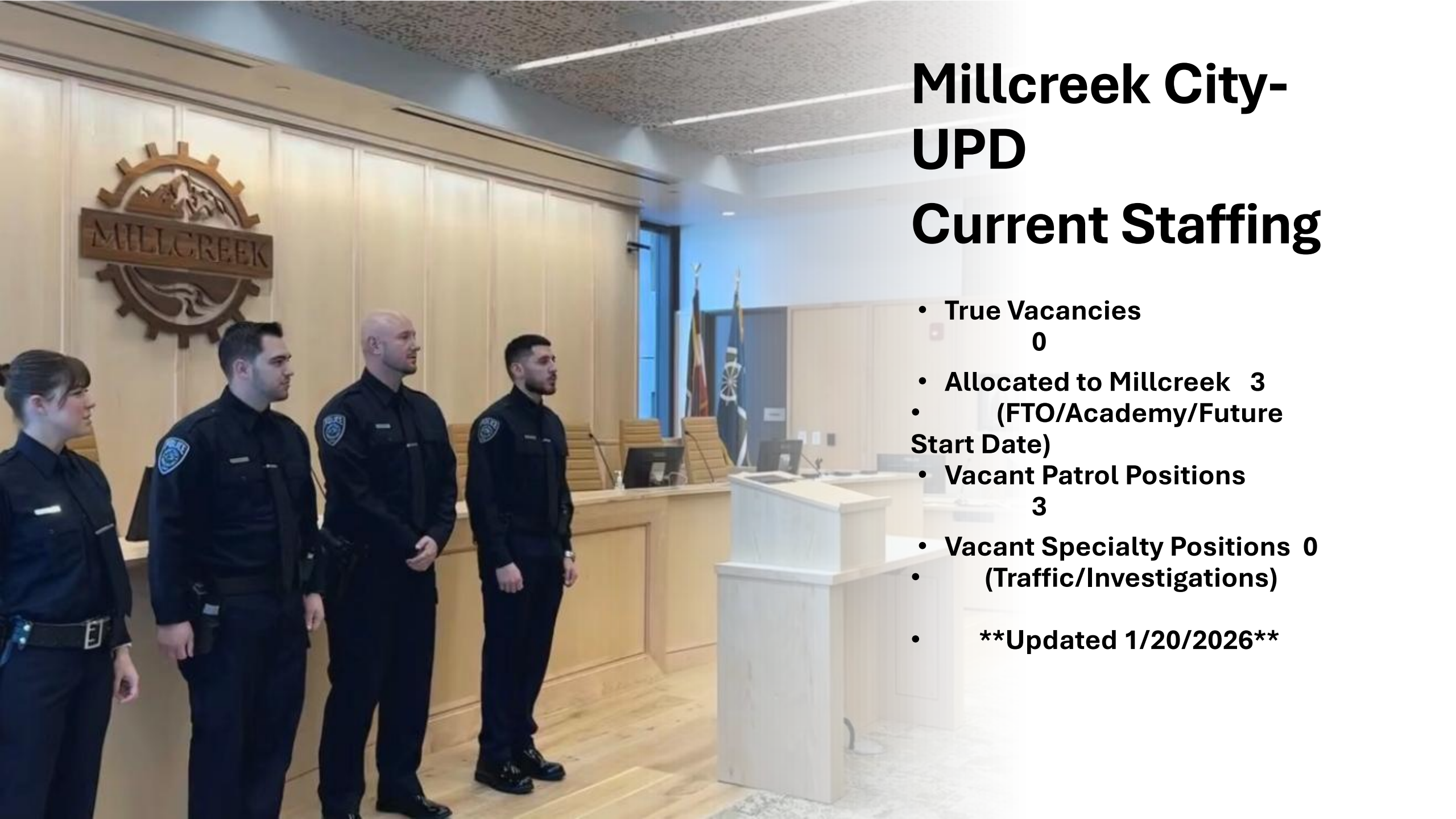
I, the duly appointed recorder for Millcreek, hereby certify that:
ORDINANCE 26-06: AN ORDINANCE DECLARING APPROXIMATELY 0.44 ACRES OF
REAL PROPERTY AND THE BUILDING LOCATED AT OR NEAR 3260 SOUTH
HIGHLAND DRIVE, MILLCREEK, UTAH, AS SURPLUS; ESTABLISHING A MINIMUM
BID; AND ESTABLISHING A METHOD TO DETERMINE THE HIGHEST AND BEST
ECONOMIC RETURNS TO THE CITY was adopted the 26th day of January 2026 and that a
copy of the foregoing Ordinance 26-06 was posted in accordance with Utah Code 10-3-711 this
____ day of January, 2026.

Elyse Sullivan, City Recorder

Millcreek City – December 2025



UNIFIED
POLICE
GREATER SALT LAKE



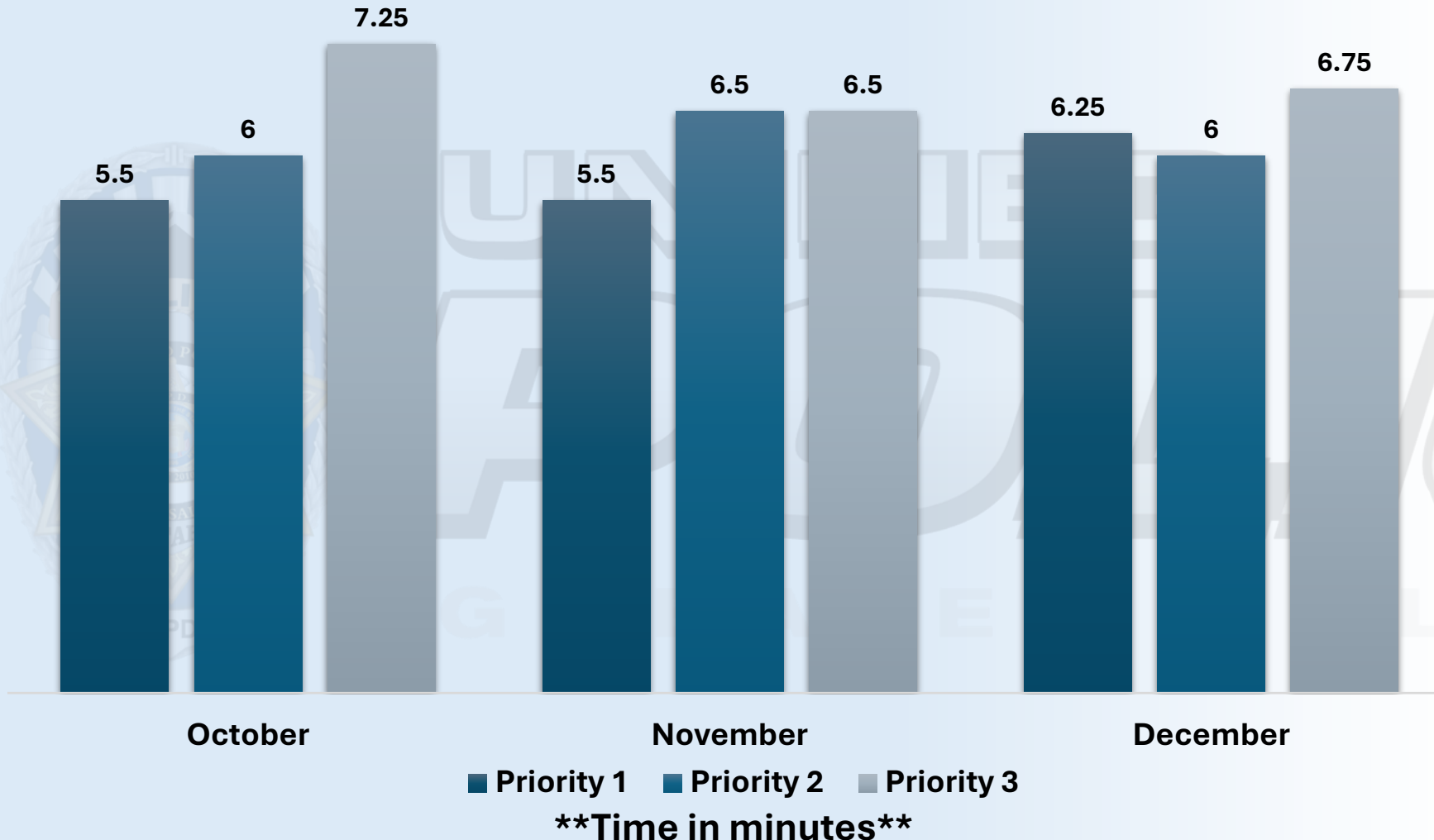
Millcreek City- UPD

Current Staffing

- True Vacancies
0
- Allocated to Millcreek 3
- (FTO/Academy/Future
Start Date)
- Vacant Patrol Positions
3
- Vacant Specialty Positions 0
- (Traffic/Investigations)
- **Updated 1/20/2026**



Police Response Times Millcreek-UPD



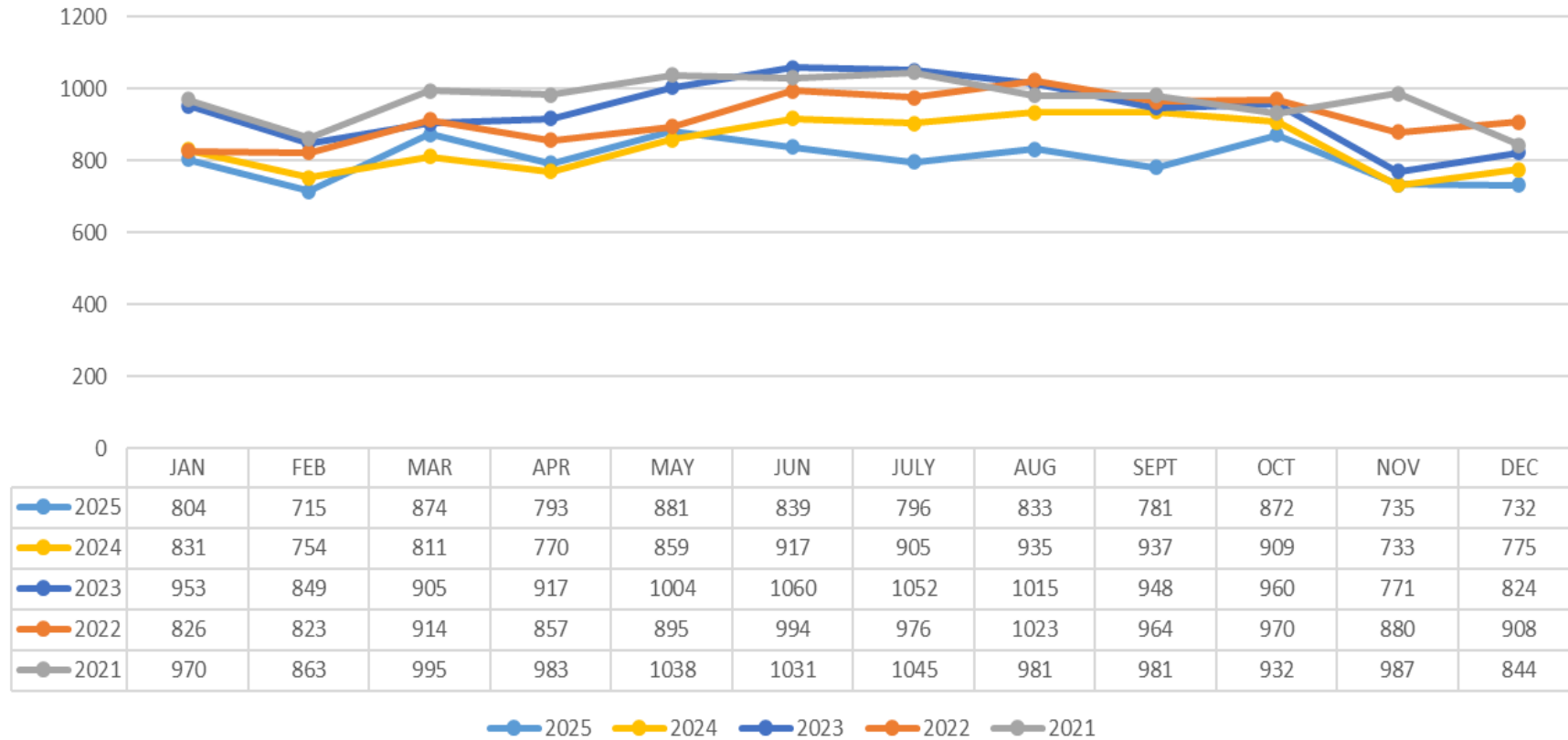
- **Priority 1 (Emergency)**
Immediate threats to life, safety, or serious property damage.
- **Priority 2: (Urgent)**
Situations requiring a quick response but not posing an immediate danger to life.
- **Priority 3: (Routine)**
Non-urgent calls that do not involve immediate risks.



Millcreek City



Millcreek Precinct Case Trend
2021-2025

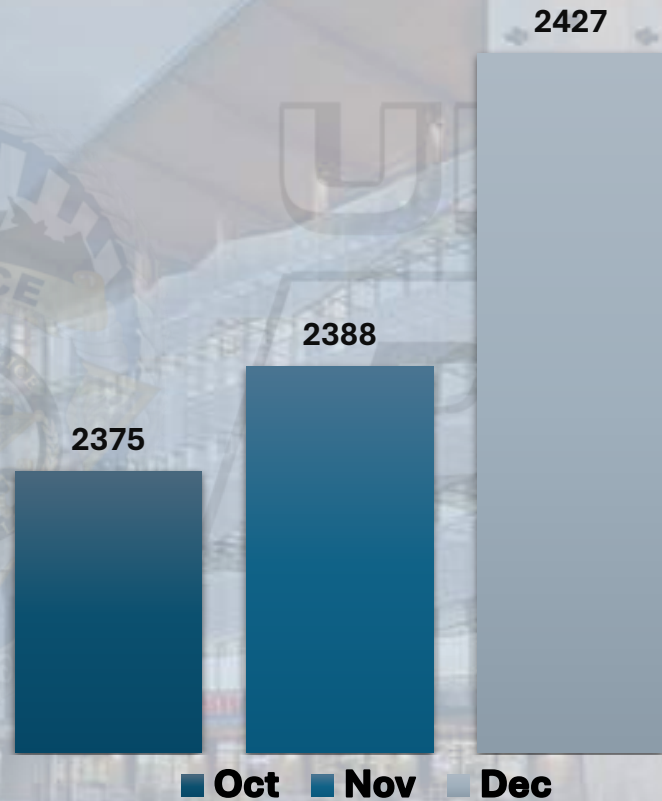




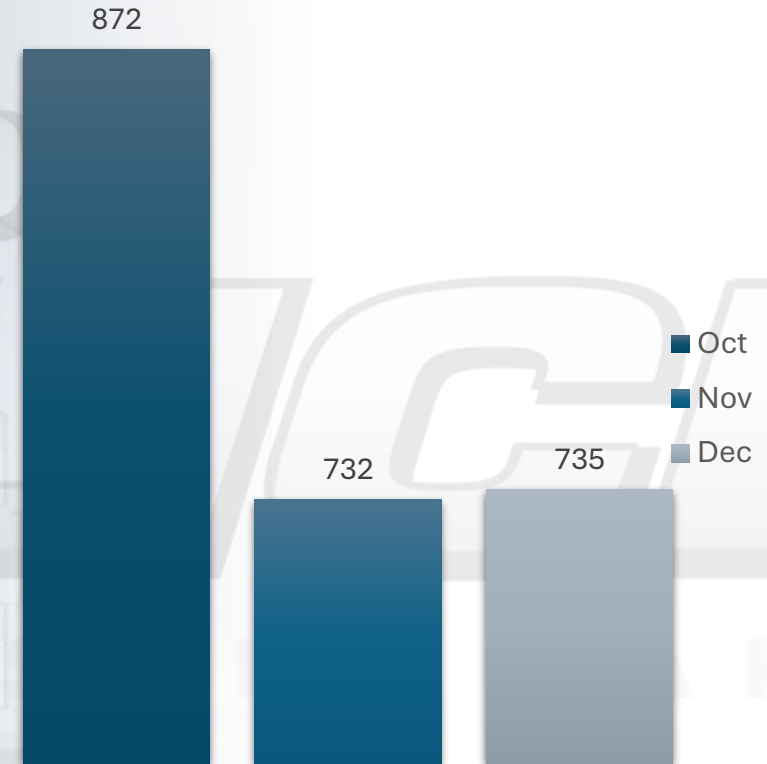
Millcreek City



Calls for Service



New Police Reports



Millcreek Unified Police

December 2025

TRANSIENT CALLS

56

MENTAL HEALTH CALLS

63



Millcreek City-UPD Traffic Stats

December '25

Dec 25

- Citations Issued 371
- DUI Arrests 17
- Accidents Reported 85
- Pedestrian/Bicycle 6





Unified Police Investigations

December 2025

Millcreek Precinct

Assault
36

Burglary
8

Drug Offenses
20

**Domestic
Violence** 70

Fraud
22

Homicide
0

Larceny
60

Robbery
0

Sex Offense
9

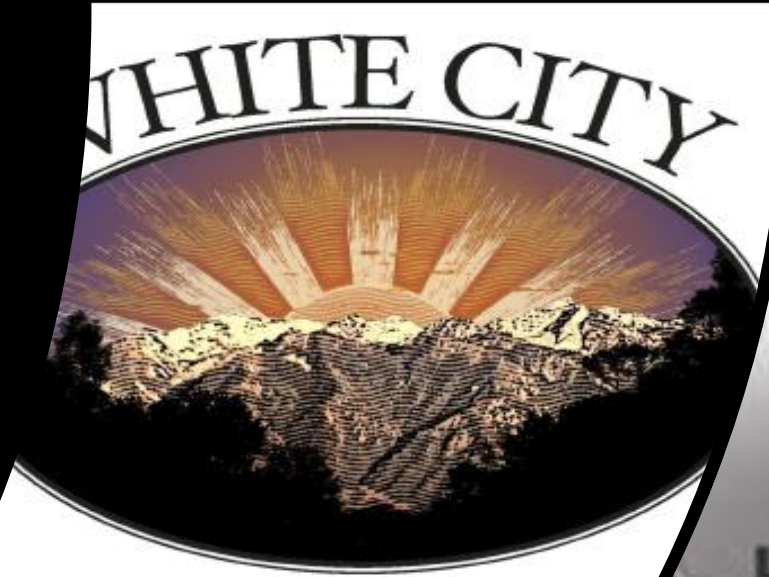
**Stolen
Vehicles**
4

**During the month of
December, Millcreek
Precinct detectives were
assigned 51 cases, and 18 of
those cases were submitted
for charges to Holladay
Justice Court or 3rd District**

Directed Enforcement Unit 2025 Statistics



- Arrests: 251
- Search Warrants: 210
- Guns: 55
- Currency: \$52,954
- Rec Vehicles: 38
- Methamphetamine: 124 lbs.
- Fentanyl: 34,350 pills
- Heroin: 1.5 lbs.
- Mushrooms: .62 lbs.
- MDMA: 128 grams
- Bath Salt: 48 grams
- Marijuana: 4 lbs.
- Vigilant Hours: 225





**Minutes of the
Millcreek City Council
January 12, 2026
5:30 p.m.
Work Meeting
7:00 p.m.
Regular Meeting**

The City Council of Millcreek, Utah, met in a public work meeting and regular meeting on January 12, 2026, at City Hall, located at 1330 E. Chambers Avenue, Millcreek, UT 84106. The meeting was recorded for the City's website and had an option for online public comment.

PRESENT:

Council Members

Cheri Jackson, Mayor
Silvia Catten, District 1
Thom DeSirant, District 2
Nicole Handy, District 3
Bev Uipi, District 4

City Staff

Mike Winder, City Manager
Elyse Sullivan, City Recorder
Francis Lilly, Assistant City Manager
Kurt Hansen, Facilities Director
John Miller, Public Works Director
Rita Lund, Communications Director
Sean Murray, Planner
Alex Wendt, Business License Admin.
Brad Sanderson, Current Planning Manager
Jim Hardy, Building Services Director
Lisa Dudley, HR-Finance Director

Attendees: Kathy Wickersham, Madeleine Tate, Nancy VonAllmen, Thomas McMurtry, Stacey Adams, Rick Hansen, Marv Poulson, Chief Jon Wilde, Mike Rush, Madison Hoover, John Tuutau, Leslie M., Andrei Tarom, Zack Webster, Nan Bassett, Ben Homel, County Council Member Suzanne Harrison, Rob Peterson, Nate Gibby, Gary Hanneman, Peter Liacopoulos, Lynda & Jeff Gibson, Kristian Bechman, Allen Sowards, Chip Spencer, CJ Johnson, Kara Cope, Filia Uipi, Xane Uipi

WORK MEETING – 5:30 p.m.

TIME COMMENCED: 5:32 p.m.

Mayor Jackson called the work meeting to order.

1. Transportation Utility Fee Update; John Miller, Public Works Director

John Miller said Avenue Consultants was hired from a group of four different proposals for their communication.

Thomas McMurtry, Avenue Consultants, presented a video explaining the transportation utility fee (TUF) for Millcreek. He outlined the purpose, findings, and next steps of Millcreek's TUF

study. McMurtry explains that the goal is to review road conditions, assess current and future maintenance needs, and evaluate the feasibility of implementing a legally compliant TUF based on roadway usage and trip generation. The study, initiated last summer at the city's direction, involved assessing pavement conditions, calculating trip generation across all land uses, and developing potential fee structures. While the analysis has not yet been broadly shared, the city is beginning public outreach through a video and presentations, with a final report anticipated in March or April.

A significant portion of the presentation focused on the condition of Millcreek's 171 miles of roads. Pavement condition is measured using the Pavement Condition Index (PCI), and the city's current average PCI of 64 is described as fair but below desired standards. Only 32% of city streets have received maintenance over the past nine years, far short of the ideal cycle of addressing all streets every seven to ten years. Limited funding, rising material and labor costs, and reliance on state B and C road funds and general fund dollars have contributed to deferred maintenance, resulting in deteriorating road conditions and higher long-term costs.

McMurtry explained that while Millcreek currently receives approximately \$3 million annually in B and C road funds, this source is increasingly insufficient, particularly as the city's share of statewide funding declines due to slower road expansion compared to fast-growing cities. As a result, the city must rely heavily on general fund dollars to supplement road maintenance, diverting resources from other priorities. Without a TUF, this trend is expected to continue, leading to further pavement deterioration and increasing costs over time. A TUF would provide a dedicated, stable funding source for road maintenance, allowing the city to preserve general fund resources while targeting a 10-year maintenance plan aimed at improving the average PCI to between 70 and 75. The fee would be based on trip generation, which is presented as a fair and legally supported approach that captures contributions from all roadway users, including tax-exempt properties such as schools, churches, and government facilities that do not currently contribute to the general fund but generate significant traffic.

Several potential fee structures are presented, ranging from a flat fee for all addresses to a more detailed, multi-category model similar to Provo's long-standing and court-defended TUF. Under the multi-category approach, a typical single-family home would pay approximately \$7.40 to \$8.40 per month, depending on the target PCI level. He showed comparable fees from other Utah cities, with many communities charging between \$7 and \$10 per household per month. The presentation concludes by noting that multiple Utah cities are currently exploring similar fees.

Council Member Uipi noted no other cities in Salt Lake County had a TUF. Council Member Catten expressed concern for people on fixed incomes. McMurtry said Provo has an application that residents can file to have the fee waived, about 100 people have applied. Mike Winder explained that staff is recommending serious consideration of a TUF for the following reasons. First, the traditional gas tax is becoming an increasingly unreliable funding source as fuel efficiency improves and electric and hybrid vehicles become more common, and the state has no clear long-term solution to replace this revenue. As a result, responsibility for addressing road funding shortfalls is likely to shift to local governments, making it necessary for cities to proactively identify sustainable, locally controlled funding mechanisms that fairly distribute costs among all road users, including residents, businesses, and nonprofits. Second, Millcreek faces a unique challenge due to decades of underinvestment in road infrastructure. Once pavement conditions decline below a certain threshold, maintenance costs rise rapidly, requiring

significantly more spending just to prevent further deterioration. Establishing a dedicated funding tool would help the city stay ahead of these costs, stabilize road conditions, and ultimately save residents money over the long term by avoiding more expensive repairs.

Winder emphasized that a TUF aligns with sound tax policy principles by broadening the funding base and lowering the burden on any single group. By spreading costs across all users rather than relying heavily on property taxes, the city can maintain lower and more stable property tax rates and avoid the large, sudden tax increases seen in neighboring communities that lack sustainable road funding options.

Mayor Jackson asked if implementation was delayed, if the amount collected would be higher than the numbers presented. McMurtry confirmed. McMurtry noted Provo has increased their fee since 2013. Council Member Catten asked if the rates should be higher now to anticipate an increase in the future. Miller said the next step would be public information dissemination to discuss that amount and other options. Council Member Uipi asked what the lifespan of a “fair” condition road is. Miller said it depended on the level of traffic on the road; it could be 3-20 years. The current strategy is to address collectors. With current funding under that strategy, the local roads will never be addressed.

Council Member DeSirant asked how much money a TUF would bring to the city. McMurtry said \$4.1-4.7 million a year based on the numbers presented. Council Member Catten asked about billing costs. Miller said Rocky Mountain Power would double the existing fee used for the stormwater utility fee billing.

Stacey Adams, Avenue Consultants, outlined a comprehensive public engagement and risk identification strategy to support informed decision-making. The approach begins with a risk identification workshop designed to explore potential impacts of adopting or not adopting the transportation utility fee, including risks to residents, businesses, nonprofits, and the city as a whole. Participants would represent a broad cross-section of the community, including industry, schools, churches, fixed-income residents, and others associated with currently tax-exempt properties, with strong encouragement for at least one councilmember to participate consistently throughout the process to ensure continuity and trust.

In addition, the team plans to conduct stakeholder focus groups to review and refine public-facing materials, ensuring the information addresses community questions, identifies gaps, and clearly communicates key issues. A multi-channel outreach strategy will support this effort, including a publicly available video, social media, the city newsletter, signage, flyers, and posters placed in familiar and trusted community locations. The engagement process will also include two public meetings, with the first anticipated in mid to late February and a second likely structured as a formal public hearing in March or later if timelines shift.

To support transparency and accessibility, a dedicated project website will be developed in coordination with city staff, and special attention will be given to language and accessibility needs. The team emphasized the importance of reaching residents who may have limited access to digital platforms, particularly elderly community members, to ensure all stakeholders have meaningful access to information and opportunities to provide input.

Council Member Uipi asked about the timeline for March adoption. McMurtry emphasized an effort to implement the TUF before the state legislative session ended in case there was a bill that would affect it. Winder noted it would be helpful in putting together the next fiscal year budget, too. Council Member Catten would like the TUF discussed a lot before implementation. Miller emphasized the community engagement that would take place. Council Member DeSirant volunteered to participate in special meetings. Miller cautioned that the figures presented were illustrative examples rather than predetermined outcomes, noting that numerical estimates can easily be misconstrued as final decisions. He emphasized that the numbers shown reflect approaches used by other communities and represent only a couple of possible options among many. The key message, he explained, is not the specific dollar amounts but the underlying choice facing the city: either continue on the current path of declining infrastructure conditions and incur significantly higher costs in the future, or take proactive action now by implementing a solution at some level to reverse the downward trend and begin improving overall conditions.

2. Discussion with Woodhaven Event Center Regarding a Proposed Zoning Text Amendment to Add an Outdoor Reception Center as a Land Use in the Commercial Zone

Brad Sanderson described a uniquely shaped parcel that contains an existing structure originally built as a residence and later converted to a business use. The property is subject to multiple zoning designations, including commercial, low-density residential, single-family residential, and RM zoning, which creates complexity for its current and proposed use. Under the city code, the applicant's proposed use is classified as a reception or event-centered use, which is permitted in commercial zones but not allowed in single-family or RM zones. As a result, the property would need consistent commercial zoning to accommodate the request.

Sanderson further explained that outdoor event-centered uses are prohibited within 300 feet of a residential zone boundary, a standard intended to mitigate potential impacts such as noise, lighting, and evening activity on nearby neighborhoods. While this regulation applies uniformly across the city and does not reflect the management quality of any individual operator, it is designed to address common concerns associated with outdoor event venues. He concluded by inviting the applicant to provide additional details about their business, the nature of the request, and how the property would be used.

Madeleine Tate, Woodhaven Event Center, explained that Woodhaven currently operates as a secondary business during the weekday and is seeking to add a small-scale event center component. She noted that the property's location at the intersection of multiple zoning districts presents unique challenges but also highlighted physical characteristics that help mitigate potential impacts, including significant changes in elevation between the event space and nearby homes, as well as existing foliage and natural sound barriers. Tate emphasized the intent to host limited, low-impact events and to proactively address neighborhood concerns through sound mitigation measures, an early shutdown of music and bar service by 10:00 p.m., and direct engagement with nearby residents. She concluded by expressing a desire to work collaboratively with the city to navigate the complex zoning situation while aligning with the city's planning objectives.

Mayor Jackson asked about parking. Tate said they have a verbal agreement with the neighboring bank to use their parking lot on weekends, as long as nobody parks there

overnight. Council Member Catten asked about the elevation change. Tate said it was a 150-200 foot change.

Mayor Jackson clarified that a code change would apply city-wide and not just to this site. Sanderson said that the proposed event center use is currently permitted only within the commercial zone, and that the applicant is therefore requesting a text amendment that would apply broadly to all properties zoned commercial. He emphasized that such a change is a legislative decision within the council's discretion, which is the primary purpose of the discussion, and noted that it would be inappropriate to require the applicant to pursue a formal application if the council had significant concerns with the concept. Sanderson advised that any consideration of this amendment should be undertaken holistically, evaluating not only all properties within the commercial zone but also adjacent properties and those that could be rezoned in the future under the city's land use map. He stressed that zoning regulations are intended to provide predictability and reliability for both current and surrounding property owners, who rely on these standards when making significant investments. While acknowledging that the current applicant may have good intentions, he cautioned that zoning changes must be evaluated in light of how they could apply to other businesses with differing practices.

Mayor Jackson noted other areas in the city with commercial zones neighboring residential, such as along 3300 South. Sanderson suggested limiting discretion in application based on how the change gets written. He noted it would be hard to enforce since these businesses operate after city business hours. The council wondered if there were parameters that could be put in place to restrict where outdoor reception centers could be allowed since there are many commercial properties directly neighboring residential properties throughout the city. The council directed staff to explore the idea further.

3. Staff Reports

There were no reports.

4. Discussion of Agenda Items, Correspondence, and/or Future Agenda Items

There was none.

Council Member Uipi moved to adjourn the work meeting at 6:33 p.m. Council Member Catten seconded. Mayor Jackson called for the vote. Council Member DeSirant voted yes, Council Member Handy voted yes, Council Member Uipi voted yes, and Mayor Jackson voted yes. The motion passed unanimously.

REGULAR MEETING – 7:00 p.m.

TIME COMMENCED: 7:01 p.m.

1. Welcome, Introduction and Preliminary Matters

1.1 Pledge of Allegiance

Mayor Jackson called the meeting to order. The Unified Police Department Honor Guard presented the colors. The National Anthem was sung by Michelle Willis in lieu of the pledge of allegiance.

1.2 Oaths of Office; Council Member Thom DeSirant and Council Member Bev Uipi

The City Recorder administered the oath to Council Member DeSirant. Council Member Uipi's father Filia Uipi, a notary public, administered the oath to her, and her son, Xane Uipi, accompanied. The council members then thanked friends, families, and constituents for their support.

1.3 Proclamation of the Millcreek Council Recognizing Millcreek's First Decade as a City

Mayor Jackson proclaimed the following:

A PROCLAMATION OF THE MILLCREEK COUNCIL RECOGNIZING MILLCREEK'S FIRST DECADE AS A CITY

WHEREAS, Millcreek was inhabited for centuries by Ute, Goshute, and Northern Shoshone indigenous peoples, became home to Mormon pioneers beginning in 1848 who constructed lumber and grist mills to harness the energy of Mill Creek, and grew to include diverse peoples from all around the world, including the largest early settlement of African-American pioneers in Utah; and

WHEREAS, this area was governed as unincorporated Salt Lake County from 1850-2016, and supported by the Millcreek Community Council, East Mill Creek Community Council, Canyon Rim Citizens Association, and Mt. Olympus Community Council; and

WHEREAS, on November 3, 2015, 66% of area residents voted to incorporate as a city; and

WHEREAS, on December 28, 2016, at 9:30 AM, first Mayor Jeff Silvestrini had the Articles of Incorporation certified by Utah Lt. Governor Spencer Cox's office to officially create Millcreek, a Utah Municipal Corporation; and

WHEREAS, the newly incorporated city has grown and prospered in its first decade, master-planned and built a city center; improved roads; launched a Promise Program; and added parks, trails, and open space, including Millcreek Common; and

WHEREAS, the City Council desires to celebrate the achievements of the City's first decade.

NOW, THEREFORE, BE IT PROCLAIMED that the Council, on behalf of the people of Millcreek, officially recognizes the City's first ten years and proclaims the year 2026 to be a celebratory year marking the Millcreek Decennial. May this milestone year be a special time to strengthen the City we love, improve what we can, and imagine what comes next.

ADOPTED on this the 12th day of January, 2026.

1.4 Public Comment

Dr. Michael Rush, President of Canyon Rim Citizens Association (CRCA), emphasized the association's historic and ongoing role in shaping Millcreek's civic identity. He recounted the association's origins prior to the city's incorporation, highlighting its successful grassroots effort in the 1970s to preserve what is now Tanners Park, an initiative that demonstrated the community's capacity for organized advocacy, leadership, and long-term stewardship. Dr. Rush asserted that the work of CRCA and similar community councils laid essential groundwork for Millcreek's incorporation and

continues to provide meaningful civic value. He argued that CRCA has long served as a constructive partner to the city by facilitating structured community engagement, reviewing zoning changes, and ensuring planning decisions reflect both neighborhood and citywide perspectives. Dr. Rush contended that the proposal to remove CRCA's recognized status is not a minor administrative action, but rather the removal of a proven mechanism for civic participation that risks undermining public trust, transparency, and confidence in inclusive governance. He respectfully disagreed with the legal justification for the proposed action, stating that it fails to account for the association's historical significance and continued relevance. Concluding, he urged the council to preserve the recognized status of CRCA and other community councils as a way to honor Millcreek's civic traditions and reaffirm its commitment to meaningful public involvement.

Nancy VonAllmen shared a personal account of the origins and lasting impact of the CRCA, describing how a neglected gully near her home in 1976 inspired a community-led vision for preservation and public use. That vision led to the formation of CRCA as a nonprofit community council and ultimately to the creation of Parleys Historic Nature Park and Tanner Park, demonstrating the power of organized volunteer efforts to transform neglected land into valued community assets. She emphasized that CRCA was among the earliest community councils in the valley and has consistently delivered tangible benefits through sustained civic engagement. She argued that community councils like CRCA have played a vital role in addressing local needs and strengthening Millcreek, citing initiatives such as supporting the creation of Canyon Rim Academy, developing emergency preparedness plans, bridging religious divides, establishing parks and recreational amenities, providing services for underserved residents, and contributing to safe community events. VonAllmen stressed that CRCA has worked collaboratively with city planners and leaders, providing informed resident input and supporting the city's incorporation. She expressed strong concern over proposals to remove community councils from the city code, characterizing such action as a serious mistake that disregards decades of volunteer service and undermines grassroots democracy. She urged the council to retain community councils in the city code, asserting that they remain essential to residents and to the continued success of Millcreek.

Robert Peterson, a former chair of the CRCA, reflected on the past decade of Millcreek's development as a remarkable example of successful community-driven planning. He noted that what began as a general plan for Millcreek Township evolved into a unique and locally tailored city plan through extensive collaboration between community members, city leadership, and planning staff. Peterson emphasized that Millcreek's incorporation—and even the existence of the city and its civic facilities—was the result of years of sustained effort by community councils and residents, including seven years of work to place incorporation on the ballot. He cautioned that disregarding or diminishing the role of community councils would overlook their foundational contributions and represent a significant misstep. Peterson urged city leaders to recognize the essential role these councils have played in shaping Millcreek and to avoid moving in a direction that would undermine the community engagement that made the city possible.

CJ Johnson, CRCA, addressed the council in support of retaining the community council ordinance, Chapter 2.56 of the Millcreek Code. While acknowledging that an informal opinion from the State Property Rights Ombudsman suggests community councils could

be considered “public bodies” under the Utah Open and Public Meetings Act, Johnson argued that this interpretation is legally flawed. She emphasized that a key component of the statutory definition—a public body must be vested with authority to make decisions regarding the public interest—does not apply to community councils, as they have no decision-making power or ability to set policy. Rather, they function solely as conduits for resident input, sharing ideas, concerns, and perspectives with city officials who hold actual governmental authority. Johnson urged the council to reject the proposal to repeal the ordinance, cautioning against discarding a long-standing mechanism for civic engagement that facilitates communication between residents and government.

Kara Cope, CRCA, said there is a toxic political environment nationwide and the cancellation of the community councils is not only dismissive, but it is another way to silence the citizens.

Allen Sowards, Millcreek Community Council Chair, addressed the mayor and council using the metaphor of Ebenezer Scrooge to illustrate the importance of learning from past experiences. He explained that community councils were established over 40 years ago in response to rapid, often unregulated development that left residents feeling excluded and overlooked. These councils were intended to give communities a voice in planning and development decisions, ensuring transparency, participation, and accountability. Sowards warned that dismantling or weakening the community council structure risks returning the city to a past where development occurred without meaningful community input. He highlighted ongoing pressures from both external sources, such as state legislation, and internal policy changes affecting zoning, code enforcement, and development, noting that many of these changes disproportionately impact the west side of Millcreek, a community already identified as one of the least healthy in the state. Sowards argued that eliminating or reducing the role of community councils would compound these inequities, destabilize neighborhoods, and ignore the critical role in fostering community engagement. He urged the council to preserve the community councils’ role, emphasizing that they are part of the solution for equitable, informed governance, not a problem to be removed.

Marvin Poulson, Millcreek resident, asked how removing a layer of informal input that the community council provides would make the city better. More people participate in the community council meetings than do in the city council meetings.

Nate Gibby requested an email he submitted to the council be included in the record, see below. He echoed sentiments supporting the continuance of the community councils. He urged the city council to consider furthering the conversation about how to make the community councils more effective and how to comply with the law at the same time rather than doing away with the councils.

“I plan on attending tonight’s city council meeting to listen and contribute to the conversation regarding the modification of the city’s code to effectually eliminate the current status of community councils. Recognizing some of the issues the city has taken with the current paradigm with the community councils (including treatment of city planners, overtime for city staffers, too much time spent on planning issues, open records requirements, etc.), removing community councils entirely from the city’s code is not the answer. Doing so effectively eliminates the most basic form of municipal involvement and renders the community council nothing more than a local affinity group. The community council gives another dozen people in our district the ability

to get involved and have a small sense of influence in municipal affairs. I believe that the council has tremendous potential to be a force for good in our community. Rather than being no more than a once-a-month gripe sessions, I think that these councils can be fundamental in empowering our citizens to be a force for good. I'll save my thoughts on all of the good they can do for another conversation. Instead of removing them from the code, can we make more an attempt to reconcile the city's legal, financial and operational concerns with the important role community councils play in municipal government and the potential they have to serve the community? I'll be the first to recognize that the community councils should not be the junior planning commission and that there is much to be improved in how they operate. However, working through the process should be precursor to changing code. If said councils are subject to open records laws, let's bring them in compliance. If city staffers feel mistreated or the extra time becomes taxing, let's set expectations for how the councils provide feedback and find a way to maintain communication channels that may not require a staffer's in-person attendance at an evening meeting. The point is that we need to give more due process and attempt to fix issues prior to simply eliminating what the city views as problematic. I recognize that the meeting held on December 17 was an attempt to do exactly what I'm describing. However, holding it on a weekday during business hours right before the holidays made it difficult for many of us to attend. While a step in the right direction, it is not enough to merit changing code to eliminate their status. These councils have existed for decades and played a fundamental role in becoming a city. It would not be prudent to overlook their historical and present contributions by effectively neutering them. I'm happy to continue to push CRCA to improve. To that end I've had conversations with Mike Rush privately and then publicly at the last council meeting. I welcome your involvement in that process. In the meantime, I implore you not to remove community councils from city code, but first to continue to engage with the councils to improve their operation in ways that benefit both residents and the municipality. Thanks for your consideration."

Chip Spencer, Millcreek Community Council, expressed concern that the city's proposal to eliminate community councils represents a separation of city leadership from the people it serves. He referenced the U.S. Constitution, noting that government exists to serve "We the People," and argued that community councils are a vital conduit for citizen input, shaping discussions and decisions that ultimately reach the planning commission and city council. Spencer emphasized that while residents can still attend formal meetings, these venues do not provide the same depth of engagement, dialogue, and influence that community councils offer. He expressed disappointment that the city appears to be disregarding this established mechanism for public participation, citing instances where legislators suggested councils might be unnecessary, and urged the council to maintain community councils to preserve meaningful connection between residents and city leadership.

Pete Liacopoulos expressed support and appreciation for the city council, acknowledging their efforts and praising their responsiveness to community concerns. Drawing from personal experience, he described organizing a large neighborhood meeting with Mayor Silvestrini and Councilman DeSirant, highlighting the value of residents actively engaging with neighbors to address local issues and bring ideas to city leadership. He encouraged others to connect with their communities, noting that collaboration is key to solving problems. Additionally, he raised local concerns, such as deteriorating roads on 1500 East and future planning for the 2034 Olympics, suggesting community-driven initiatives like commemorative flags. Overall, he emphasized the importance of

neighborly engagement, praised the council’s work, and encouraged continued involvement and dialogue between residents and city officials.

Council Member DeSirant moved to amend the agenda to move item 3.3 up next. Council Member Uipi seconded. Mayor Jackson called for the vote. Council Member Catten voted yes, Council Member DeSirant voted yes, Council Member Handy voted yes, Council Member Uipi voted yes, and Mayor Jackson voted yes. The motion passed unanimously.

3. Business Matters

3.3 Discussion and Consideration of Ordinance 26-05, Amending Chapter 5.19 of the Millcreek Code of Ordinances with Respect to Short-Term Rentals

Alex Wendt explained recent updates to Millcreek’s short-term rental (STR) regulations under Chapter 5.19, developed collaboratively with the city attorney, planning staff, and code compliance. While many changes were stylistic—such as replacing “short-term rental” with “STR”—several substantive updates address enforcement and compliance issues. The primary revision focuses on verifying that a rental property is the applicant’s primary residence. Previously, a list of ten acceptable documents sometimes allowed individuals to misrepresent ownership; the revised process now requires a government-issued ID plus two additional proofs, such as car registration, voter registration, W-2 or 1099 forms (redacted), or property ownership documentation. This change ensures compliance without burdening legitimate applicants. Additional updates clarify that applications or licenses unpaid or inactive for more than 30 days are considered abandoned and will be closed, and that each person may hold only one STR license. These revisions are intended to streamline administration, prevent abuse, and maintain compliance with city code.

Council Member DeSirant noted the city is not allowed to look at short-term rental websites for listings for enforcement. Rentals are required to have a business license.

Council Member DeSirant moved to approve Ordinance 26-05, Amending Chapter 5.19 of the Millcreek Code of Ordinances with Respect to Short-Term Rentals. Council Member Catten seconded. The Recorder called for the vote. Council Member Catten voted yes, Council Member DeSirant voted yes, Council Member Handy voted yes, Council Member Uipi voted yes, and Mayor Jackson voted yes. The motion passed unanimously.

2. Planning Matters

2.1 Public Hearing to Consider Vacating and Removing the “Planned Unit Development (P.U.D.)” and “Open Space” Designations and Lots 1, 2, and 10 from “The Woods at Rosecrest P.U.D. Subdivision”

Brad Sanderson provided an overview of a proposed ordinance concerning a subdivision originally approved in 2014 as a Planned Unit Development (PUD). He explained that PUDs were historically used to grant exceptions or alternative development standards, such as reduced setbacks, private roads, or small open spaces, though in this case the open space was minimal and not highly usable. Since the city has largely phased out PUDs in favor of updated development codes, the current proposal seeks to rezone most of the subdivision to R-1-6, aligning lot sizes with standard requirements. Additionally, lots 1, 2, and 10 are being removed from the subdivision because they lack access to the private street and open space and do not integrate with the existing PUD infrastructure.

While administrative amendments could now suffice under recent changes to Utah state code, the county requested an ordinance be passed to formally vacate these lots and remove the PUD designation. Sanderson clarified that no new development is proposed; the ordinance purely addresses administrative adjustments to the subdivision's plat and zoning.

Council Member Uipi moved to open the public hearing. Council Member DeSirant seconded. Mayor Jackson called for the vote. Council Member Catten voted yes, Council Member DeSirant voted yes, Council Member Handy voted yes, Council Member Uipi voted yes, and Mayor Jackson voted yes. The motion passed unanimously.

Nan Bassett, Walnut Park Cove, thanked Sanderson for speaking on behalf of the HOA.

Council Member DeSirant moved to close the public hearing. Council Member Uipi seconded. Mayor Jackson called for the vote. Council Member Catten voted yes, Council Member DeSirant voted yes, Council Member Handy voted yes, Council Member Uipi voted yes, and Mayor Jackson voted yes. The motion passed unanimously.

2.2 Discussion and Consideration of Ordinance 26-01, Vacating and Removing the “Planned Unit Development (P.U.D.)” and “Open Space” Designations; and Further Vacating and Removing Lots 1, 2, and 10 from “The Woods at Rosecrest P.U.D. Subdivision”

Council Member Catten moved to approve Ordinance 26-01, Vacating and Removing the “Planned Unit Development (P.U.D.)” and “Open Space” Designations; and Further Vacating and Removing Lots 1, 2, and 10 from “The Woods at Rosecrest P.U.D. Subdivision.” Council Member Handy seconded. The Recorder called for the vote. Council Member Catten voted yes, Council Member DeSirant voted yes, Council Member Handy voted yes, Council Member Uipi voted yes, and Mayor Jackson voted yes. The motion passed unanimously.

2.3 Discussion and Consideration of Ordinance 26-02, Adding a Water Preservation Element to the General Plan Pursuant to Utah Code Ann. § 10-20-401 and § 10-20-404

Sean Murray provided an overview of the second reading of a water conservation plan, which has been reviewed by the city council, planning commission, and community councils. The plan assesses current water consumption in Millcreek and outlines strategies to meet future conservation targets established by local water providers such as Salt Lake Public Utilities and the Jordan Valley Water Conservancy District. Updates since the previous review primarily clarify the goals and strategies section, set clearer benchmarks, and improve readability, while also including minor grammatical edits and reorganizations. The plan emphasizes public education and outreach, with staff already coordinating with local groups like “Slow the Flow” to promote water conservation programs and rebate initiatives. Murray noted that these updates aim to make the plan actionable and understandable for residents and city officials.

Council Member DeSirant moved to approve Ordinance 26-02, Adding a Water Preservation Element to the General Plan Pursuant to Utah Code Ann. § 10-20-401 and §

10-20-404. Council Member Uipi seconded. The Recorder called for the vote. Council Member Catten voted yes, Council Member DeSirant voted yes, Council Member Handy voted yes, Council Member Uipi voted yes, and Mayor Jackson voted yes. The motion passed unanimously.

3. Business Matters Continued

3.1 Discussion and Consideration of Ordinance 26-03, Repealing Chapter 2.56 of the Millcreek Code of Ordinances Regarding Community Districts and Community Councils

Mayor Jackson said the city started talking about this code over a year ago after the City Attorney, John Brems, had some concerns regarding the community councils and adherence to the Open and Public Meetings Act. Francis Lilly said Brems consulted the Utah Property Rights Ombudsman regarding community councils, which raised concerns about their formal role in making recommendations to the planning commission. While acknowledging the long-standing history and value of community councils in Millcreek, Lilly noted that codifying their recommendation authority through ordinance effectively creates a formal decision-making role, similar to that of the planning commission. To address this, staff researched other jurisdictions, such as Salt Lake City, which has decoupled its community councils from formal land use recommendations while maintaining informal advisory roles. Likewise, the Municipal Services District no longer formally recognizes community councils in planning processes. Lilly emphasized that this shift does not prevent community councils from continuing to provide informal recommendations or engage with the city, preserving their ability to contribute to community input and engagement.

Mayor Jackson explained that following the informal opinion from the Utah Property Rights Ombudsman, the city explored potential hybrid solutions to allow community councils to remain codified while complying with state law. After extensive discussion and clarification in October, it was determined that no workable solution exists that accommodates both formal recognition and legal compliance. The mayor emphasized that the city is not seeking to eliminate community councils, acknowledging their significant contributions and achievements, which have been driven by resident initiative across the city. However, formal recognition of council recommendations conflicts with the Open and Public Meetings Act, making exemptions legally infeasible. The mayor reassured that the city would continue supporting community councils by providing funding for events, covering insurance, and offering meeting space at no cost, encouraging councils to continue their community engagement while adapting to these legal requirements.

Council Member Uipi explained that while some community councils in her district, Mt. Olympus and East Mill Creek, were not represented at the meeting, she has engaged with their leaders and emphasized the historical value and long-standing contributions of all community councils. She clarified that these councils are private citizen-created organizations with their own bylaws and articles of incorporation, and the proposed repeal of code Chapter 2.56 does not require them to dissolve or stop meeting. Rather, the repeal reflects compliance with state law and changes how the city formally recognizes councils, without eliminating their ability to participate in public processes or provide recommendations at planning commission meetings. Council Member Uipi also noted the

importance of councils in supporting community priorities, events, and traditions—such as collaborations with the Lions Club or the Arts Council—and highlighted ongoing considerations regarding indemnification for such activities. Overall, she stressed that the repeal preserves the councils’ autonomy, recognizes their generational value, and ensures they can continue operating according to their own governance while aligning the city with legal requirements.

Lilly explained that when private organizations partner with the city on projects, there are generally two approaches to ensure liability coverage. First, if the organization is a nonprofit with its own insurance—like the Rotary Club—proof of that coverage is sufficient. Second, for projects involving volunteers, such as community clean-up days, the city can require participants to sign volunteer waivers, thereby providing temporary indemnification through the city. Additionally, funding requests from organizations can include administrative expenses, such as insurance, as part of a formal 10-8-2 study (Utah State Code 10-8-2) request. Essentially, indemnification can either be managed through contractual agreements or structured volunteer programs, ensuring both safety and compliance while enabling community engagement.

Mayor Jackson noted the East Mill Creek Community Council gets insurance through the Association of Community Councils Together. She suggested the other councils look into it. The councils could also request a 10-8-2 study with the city to help pay for administrative funds. Council Member Uipi noted that the Mount Olympus Community Council currently does not have a chair, which makes it challenging to track membership and recruitment within that area. While acknowledging that each community council may face different challenges, she emphasized that existing councils should continue to operate according to their bylaws and articles of incorporation and remain engaged with the city. She also suggested that the city could explore ways to make planning applications a more robust and inclusive public process, ensuring that community input is heard even as formal recognition of the councils’ changes.

Lilly acknowledged that the concerns raised by community council representatives regarding public participation and communication are reasonable. He proposed that the city could continue providing councils with an opportunity to offer input by holding open houses at least two to three weeks prior to planning commission meetings. These sessions would allow council representatives, residents, and other community groups to meet with planners and applicants, discuss proposals, and formulate recommendations to submit via email or present at the planning commission. Lilly noted that this approach, modeled after Salt Lake City’s system, preserves the value of early community input while remaining inclusive to all interested organizations, ensuring meaningful dialogue without giving special status exclusively to community councils.

Council Member Catten expressed a deep personal connection to community councils, noting that both she and former Mayor Silvestrini began their public service through these councils and recognize their exceptional value. However, she suggested that creating some distance between the councils and the city could help them operate more independently and return to the level of initiative they once had. Drawing on her own experience managing communications, events, and recommendations on a council, she noted that much of that work is now supported by city departments, which could allow

councils to focus on leadership and engagement rather than administrative tasks. Council Member Catten emphasized that the proposed changes do not dissolve the councils—they will continue to receive support and funding—and she encouraged them to leverage their independence and unique community identities. She referenced Salt Lake City’s Sugar House Community Council as an example of a highly autonomous and effective model and expressed hope that Millcreek’s councils could similarly thrive, collaborate, and enhance their impact while maintaining their local character. She concluded by stressing her commitment to ensuring avenues for community input and support through this transition, encouraging councils to seek assistance and engage actively with the city.

Council Member Uipi asked if the community councils had engaged with staff on ways to address the Ombudsman’s opinion. Lilly felt he had not received adequate feedback. Council Member Uipi asked if other cities recognized community councils. Lilly explained that Salt Lake City is currently reevaluating its relationship with community councils due to ongoing concerns about liability risks, despite the councils’ informal status. She noted that the Municipal Services District (MSD) still has ordinances recognizing community councils but does not actively engage with them, highlighting that ordinances often lag behind practice. Lilly acknowledged that over the past year he made multiple efforts to solicit input from the councils and other organizations to address liability and procedural concerns but received limited feedback. He emphasized that the core issue is why four independent community councils are given formal recognition in the city code, while other community organizations—such as the Rotary Club, Lions Club, or Utah Physicians for a Healthy Environment—do not receive the same status. Lilly stressed that his goal was to find a solution that mirrored Salt Lake City’s approach while addressing the fundamental legal concerns raised by the Utah Property Rights Ombudsman.

Mayor Jackson acknowledged the extensive research and effort Lilly has invested in reviewing state code and consulting with other cities to address the community council issue. She emphasized that the city highly values the input received from community councils and that their contributions are an important source of community feedback. However, she clarified that formal recognition in city code is not required for councils or residents to hold meetings, gather input, and provide opinions—citing an example of a resident hosting 75 people to discuss road conditions with city officials. Mayor Jackson recognized that the changes represent a significant shift and may feel disrespectful to some but stressed that the decision was carefully considered to balance legal requirements with continued community engagement.

Mike Winder explained that, after consulting with the city attorney, there are significant liability concerns tied to the community councils’ formal recognition, particularly regarding compliance with the Open and Public Meetings Act, election integrity, and ensuring equitable representation across councils of different sizes. He emphasized that decoupling the councils from the city satisfies these legal and liability concerns while allowing them to continue as independent organizations without the burdens of formal election processes or costly meeting requirements. Winder highlighted that community councils can still contribute meaningfully, collaborate with city departments and events, and receive support from the city, such as being included on community calendars.

Annual reviews and funding allocations through the city's 10-8-2 studies will continue, maintaining opportunities for councils to thrive while addressing legal compliance.

Mayor Jackson acknowledged that election procedures have been a significant concern, noting that many community council members were appointed outside of formal election cycles to fill needed roles. While this helped increase participation, it did not follow the legal bylaws required for a formally recognized city body. She emphasized that the recent changes provide councils with greater flexibility to grow, expand membership, and pursue activities beyond formal planning input, such as events and community engagement. Mayor Jackson expressed hope that community councils will continue to gather public input, serve as a vibrant part of the community, and maintain strong connections with the city, while adapting to a reimagined role moving forward.

Council Member DeSirant acknowledged the complexity of the situation and the sense among community council members that they may not feel fully respected. He emphasized that the decoupling does not mean the end of community councils, many of which predate the city's incorporation and operate under their own bylaws. He highlighted concerns about the significant staff time required to support multiple councils, sometimes meeting simultaneously, and noted that the trial of a once-a-month consolidated meeting is a practical step forward. He emphasized that the city would continue to support community councils and other nonprofit partners, recognizing the need to review and refine these relationships over time, similar to ongoing efforts in Salt Lake City. Council Member Handy recognized the value of the community councils.

Council Member Catten emphasized the importance of flexibility and ongoing evaluation regarding the community councils. She expressed a desire for reassurance that if the current approach does not work, for example, if all four community councils were to disband or other unforeseen issues arise, the city could revisit the process and explore ways to improve it. She clarified that this does not mean reinstating code 2.56, but rather maintaining a commitment to an informal relationship that continues to value and incorporate the councils' voices and opinions as the city moves forward.

Public audience members who spoke in favor of not repealing code Chapter 2.56 during public comment began to persistently disrupt the meeting. In response, Council Member Catten expressed deep frustration with challenges faced by some community councils, noting that certain members have consistently attempted to push personal agendas or hijack meetings, creating difficulties for staff in managing proceedings. While emphasizing that this behavior does not reflect all councils or all meetings, she acknowledged that these issues make it hard to operate effectively. She conveyed a strong desire for community councils to continue existing and contributing, but stressed that creating some "space" between the city and councils may be necessary to allow them to function more productively, maintain better engagement, and ensure greater alignment with city processes, while still valuing the important work they do.

Council Member Uipi added that certain meetings have seen comments become extremely confrontational toward staff and developers, sometimes preventing applicants from speaking, which creates significant liability concerns for the city. While acknowledging these challenges, she emphasized that the value of grassroots community

organizations remains clear. She also noted that the issue has been under review for over a year, with the mayor's letter based on the ombudsman's guidance shared with community councils more than a month ago and expressed disappointment that some feedback was only now being raised.

Council Member DeSirant moved to approve Ordinance 26-03, Repealing Chapter 2.56 of the Millcreek Code of Ordinances Regarding Community Districts and Community Councils. Council Member Uipi seconded. The Recorder called for the vote. Council Member Catten voted yes, Council Member DeSirant voted yes, Council Member Handy voted yes, Council Member Uipi voted yes, and Mayor Jackson voted yes. The motion passed unanimously.

3.2 Discussion and Consideration of Ordinance 26-04, Prohibiting the Removal of Snow and Ice from Municipal Pickleball Courts

Mayor Jackson said the ordinance was proposed in response to damage sustained by the city's new pickleball courts last year, when enthusiastic community members shoveled snow off the courts before the season. Although the intent was well-meaning, the activity damaged the court surface, requiring over \$8,000 in repairs and forcing a closure during the summer months. To prevent this from happening again, the city is proposing an ordinance that prohibits snow removal from the courts, with a \$1,000 fine for violations. Signs will be posted at the courts explaining the rule, the associated fine, and the reason—highlighting how snow removal can damage the surfaces—to serve as a deterrent and protect the city's investment in the courts for long-term use.

Council Member Handy moved to approve Ordinance 26-04, Prohibiting the Removal of Snow and Ice from Municipal Pickleball Courts. Council Member Uipi seconded. The Recorder called for the vote. Council Member Catten voted yes, Council Member DeSirant voted yes, Council Member Handy voted yes, Council Member Uipi voted yes, and Mayor Jackson voted yes. The motion passed unanimously.

4. Reports

4.1 Mayor's Report

Mayor Jackson reported on recent city events and other entities' events held at city hall. She mentioned the state Division of Air Quality would be having a public hearing on January 28th at Millcreek City Hall regarding potential gravel pits in Parleys Canyon.

4.2 City Council Member Reports

Council Member Uipi reported on attending an event where Millcreek was recognized as one of 100 companies championing women. She also attended a Central Wasatch Commission meeting where Millcreek Canyon parking was discussed. Residents want to see more shuttles in the canyon. Council Member DeSirant attended a League of Cities and Towns Legislative Policy Committee meeting.

4.3 Staff Reports

There were no reports.

5. Consent Agenda

5.1 Approval of December 8, 2025 Work Meeting and Regular Meeting Minutes

Council Member Uipi moved to approve item 5.1. Council Member DeSirant seconded. Mayor Jackson called for the vote. Council Member Catten voted yes, Council Member DeSirant voted yes, Council Member Handy voted yes, Council Member Uipi voted yes, and Mayor Jackson voted yes. The motion passed unanimously.

6. New Items for Subsequent Consideration

There was none.

7. Calendar of Upcoming Meetings

- Planning Commission Mtg., 1/21/26, 5:00 p.m.
- City Council Mtg. 1/26/26 7:00 p.m.

ADJOURNED: Council Member Uipi moved to adjourn the meeting at 8:55 p.m. Council Member Catten seconded. Mayor Jackson called for the vote. Council Member Catten voted yes, Council Member DeSirant voted yes, Council Member Handy voted yes, Council Member Uipi voted yes, and Mayor Jackson voted yes. The motion passed unanimously.

APPROVED: _____ **Date**
Cheri Jackson, Mayor

Attest: _____
Elyse Sullivan, City Recorder



**Minutes of the
Millcreek City Council
January 14, 2026
8:00 a.m.
Work Meeting**

The City Council of Millcreek, Utah, met in a special public work meeting on January 14, 2026, at City Hall, located at 1330 E. Chambers Avenue, Millcreek, UT 84106.

PRESENT:

Council Members

Cheri Jackson, Mayor
Silvia Catten, District 1
Thom DeSirant, District 2
Nicole Handy, District 3
Bev Uipi, District 4

City Staff

Mike Winder, City Manager
Elyse Sullivan, City Recorder
Francis Lilly, Assistant City Manager
John Brems, City Attorney
John Miller, Public Works Director
Lisa Dudley, HR-Finance Director
Aimee McConkie, City Events Director
Rita Lund, Communications Director
Jim Hardy, Building Services Director
Kurt Hansen, City Services Director

Attendees: Ryan Simmons, Nicholai Lazarev

WORK MEETING – 8:00 a.m.

TIME COMMENCED: 8:12 a.m.

Mayor Jackson called the work meeting to order. Mike Winder introduced the agenda and led an ice-breaker activity.

**1. Department Presentations, Reflections on Past 10 Years and Goals for Next 10 Years
Legal/Recorder**

John Brems explained that his role over the past decade has involved providing broad legal startup and operational services for the city, including work on municipal code, personnel, land use, construction, contracts, telecommunications, and privacy matters. He noted that some current and upcoming issues fall outside his expertise, particularly matters that are likely to involve litigation, such as a dispute over city hall building placement measurements. Because he does not handle litigation, he emphasized the need to involve outside litigators early to reduce risk and avoid escalation. He described ongoing efforts to resolve the issue without litigation, including contractual provisions placing responsibility for accurate measurements on the contractor, and coordination with external counsel. Brems also referenced additional complex projects, including hearings and the development of a hotel,

condominium, and parking structure involving multiple owners, easements, covenants, and CC&Rs, for which he seeks additional legal review. Finally, he noted anticipated future legal needs, including potential expansion of the Justice Court and the hiring of an in-house prosecutor following the retirement of the current prosecutor, with overall outside legal service costs expected to remain comparable to prior years.

Elyse Sullivan provided an eight-year overview of her work. She oversaw five elections, including two conducted using ranked-choice voting. During this time, the city adopted a comprehensive records management plan that established a records committee with departmental custodians, created a detailed records index spreadsheet, and organized the city's digital network as a centralized records repository. Significant technological advancements were implemented, including an online legislative index for ordinances, resolutions, proclamations, and the city code; an online public records request system; acceptance of online public comments for meetings; live-streaming support; and the use of AI-assisted meeting minutes. The city also developed a dedicated physical records storage area in City Hall and introduced standardized tools such as contract cover sheets to improve record tracking. She highlighted the substantial volume of contract processing—363 contracts in 2024 compared to 856 in 2025—and emphasized the importance of systematic contract tracking. Looking ahead, she expressed a goal of creating a more streamlined, integrated contract approval and archival system, ideally coordinated with finance systems, to further reduce reliance on paper records.

HR-Finance

Lisa Dudley provided an overview of the department's current responsibilities, which include accounting, human resources, grants administration, and business licensing, each encompassing multiple functional areas. Key leadership roles were highlighted. Among the department's major accomplishments was the completion of a Comprehensive Annual Financial Report (CAFR), a significant three-year initiative critical to maintaining credibility with bond rating agencies, investors, and other financial stakeholders. The report, which includes a required statistical section with up to ten years of data, will be submitted to the Government Finance Officers Association for its Excellence in Financial Reporting Award. Additional financial achievements included issuing bonds for the East Block project while maintaining strong bond ratings, implementing Visa Spend Clarity, enhancing accounts receivable and cash receipting processes, establishing a donation portal for emergency relief and community programs, and strengthening fraud prevention through improved positive pay controls. Financial reporting was further improved by moving sales tax reporting to a monthly cycle, accelerating month-end close timelines, and providing more timely budget-to-actual information to departments. The department also assumed additional fiduciary responsibilities, including financial reporting for an interlocal agency and administering federal equitable sharing funds related to asset forfeiture.

Human Resources accomplishments included the creation of new employee classifications, expansion of prorated benefits for part-time staff, adoption of updated employee handbooks for both benefited and non-benefited employees, and significant investments in employee training, leadership development, and team-building initiatives. In grants management over the last year, the department secured approximately \$5.7 million in funding and developed an internally built grant tracking database, eliminating the need for additional software and improving reporting efficiency. Business licensing processes were streamlined through system

enhancements enabling bulk renewal notifications. Dudley concluded by outlining future needs, including a request for a purchasing agent position expected to generate cost savings, as well as additional software, system modules, and training to support continued growth, operational efficiency, and compliance.

Building Services

Jim Hardy presented an overview of the Building Services Division, reflecting on its creation in 2018 and its growth from a single employee to a department of 11 staff members, with plans to expand further. He described starting the division from the ground up, developing all permitting, inspection, and application review processes, addressing previously unattended dangerous buildings, and later integrating code compliance into the department. Over time, Building Services responded to evolving regulatory demands, including FEMA floodplain requirements and the designation of wildlife–urban interface areas, while significantly strengthening internal capacity through staffing additions such as a dedicated business license inspector and an administrative assistant. The department’s staff has earned 23 professional certifications, with additional certifications forthcoming, and has supported major community projects including medical, commercial, and civic developments. Over eight years, the division has processed approximately 14,000 permits, conducted 52,000 inspections, completed 26,000 plan reviews, managed 9,000 cases with 25,000 related activities, and performed 13,000 business license reviews and inspections. Looking ahead, Hardy emphasized continued adaptability, public responsiveness, and a strong focus on education and certification, with goals that include pursuing departmental recognition, improving effectiveness grading scores, and launching a civil parking enforcement program. Budget requests for the coming year include a full-time position and associated resources to establish the parking enforcement program, replacement of aging and unreliable inspection vehicles, continued investment in training and certification, and sustained organizational support to meet the city’s changing needs.

Planning

Francis Lilly outlined the evolution of the Planning Department over the past decade, highlighting its rapid growth and increasing complexity following the end of the development moratorium in 2017. During that period, the city assumed planning and zoning authority from Salt Lake County, hired additional staff, and simultaneously began developing a new general plan amid an unprecedented surge in development interest. This momentum led to city center visioning, adoption of a town center vision, execution of complex development agreements, and expansion of the Planning Commission to one of the largest in the state. From 2019 onward, the department adopted the City Center Master Plan and overlay zone, advanced affordable housing policy, and undertook a multi-year effort to unwind decades of county ordinances through comprehensive code updates. Despite significant challenges—including natural disasters, the COVID-19 pandemic, inflation, and multiple state-mandated plans—the department maintained operations, supported major civic projects such as City Hall, advanced historic preservation efforts, implemented accessory dwelling unit regulations, and coordinated closely with Public Works, Economic Development, and other departments on transformative community initiatives.

Lilly emphasized that recent accomplishments include notable improvements in customer service, the hiring of a permit coordinator, and successful integration of the iWorQ system, which streamlined development review processes and improved efficiency for staff,

applicants, and partner departments. With the adoption of updated zoning codes and continued work on state-required planning initiatives, the department is now transitioning from rapid growth to a more mature, implementation-focused phase. Looking ahead, Lilly described a forward-looking vision that includes initiating the next general plan update, planning for additional mixed-use centers, completing a truly walkable city network, embracing emerging technologies such as artificial intelligence, and preparing for unforeseen challenges. Near-term priorities include funding for a general plan update, consideration of a parks and recreation master plan, and collaborative implementation efforts such as entry monuments, enhanced transit stops, arts programming, wayfinding signage, and other placemaking initiatives that reflect the department's emphasis on translating long-term planning into tangible community outcomes.

Communications

Rita Lund showed a video presentation from her department. Lund outlined the Communications and Emergency Management Department's mission of connecting Millcreek residents with timely, trusted information and emphasized its collaborative role in supporting every city department. Over the past decade, the department has grown from a single position into a dedicated team responsible for citywide communications, customer service at the Information Center, and emergency preparedness. The Information Center serves as the public-facing front door of City Hall, handling a high daily volume of phone calls, in-person visitors, and mailings, while providing consistent and professional service to the community. Communication efforts include a monthly printed newsletter delivered to approximately 30,000 households, a weekly electronic newsletter, and active social media engagement, all designed to keep residents informed about city services, meetings, and events. Looking ahead, the department plans to strengthen coordination through regular interdepartmental meetings, expand and refine digital and social media content, and pursue modest operational improvements such as enhanced real-time monitoring tools and an automated phone menu to improve call routing and after-hours service.

Lund also highlighted significant progress in emergency management, noting advancements in planning, training, and regional collaboration. Key accomplishments include updates to the Emergency Operations Plan, Continuity of Operations Plan, and a FEMA-approved Hazard Mitigation Plan, all of which ensure regulatory compliance and strengthen the city's preparedness and eligibility for federal funding. The city invested heavily in professional development, with its emergency manager completing extensive training and pursuing advanced academic study in disaster preparedness. Millcreek also assumed a regional leadership role by co-hosting a large-scale preparedness conference and forming the East Side Emergency Manager Coalition to improve coordination and mutual aid. Future needs include compliance with new federal ADA digital accessibility regulations, which will require a significant and ongoing investment, as well as smaller technology and infrastructure upgrades to support communications and customer service. Overall, Lund emphasized the department's commitment to resilience, transparency, and continuous improvement in service to the community.

Public Works

John Miller described Public Works' mission as being visible, accessible, and focused on safety, emphasizing the department's role as both a problem-solver and a trusted point of contact for the community. Over the past decade, Public Works has made significant strides in

modernizing operations, particularly through the development of a robust GIS program that began in 2019 and has since become a foundational tool used across all city departments for data visualization, planning, and storytelling. The department has leveraged GIS, aerial imagery, and drone technology to improve transparency, project communication, and decision-making, while expanding automation and efficiency. Public Works has also delivered an extensive capital improvement program, completing more than 29 major projects totaling approximately \$75 million in grant funding, alongside numerous locally funded initiatives, including transportation, safety, and recreational improvements such as multi-use paths, sidewalks, and community amenities.

Miller highlighted major progress in stormwater management following the adoption of the stormwater fee in 2020, which enabled more than 46 large-scale projects to address chronic flooding issues, with a long-term goal of resolving all stormwater complaints and expanding the storm drain system over the next decade. Pavement preservation has been another major focus, with sustained annual investment allowing treatment of approximately 10 million square feet of roadway over ten years, though additional funding will be needed to raise overall road conditions to desired standards. Looking ahead, Public Works' priorities include improving safety and connectivity for all transportation modes, securing permanent funding sources—such as utility fees—to close infrastructure funding gaps, strengthening succession planning and internal talent development, and increasing local control over service delivery. Miller concluded by underscoring the department's commitment to delivering visible results that residents expect, particularly in maintaining roads, addressing flooding, and investing responsibly in the city's long-term infrastructure.

Promise Program

Kayla Mayers provided a video presentation for her department since she was unable to attend the meeting. The video outlined the evolution of the Millcreek Promise initiative over the past eight years and its vision for the future, noting that the program was inspired by a model observed in South Salt Lake and formally shaped by commitments made by Mayor Silvestrini and the City Council. Those commitments focus on ensuring that all Millcreek youth are supported in achieving academic success and postsecondary readiness, that residents have access to health resources, and that all community members have opportunities to achieve a high quality of life. Initially launched as a small program embedded within other departments, Millcreek Promise began formal expansion in 2021 and has since grown into a dedicated department with four full-time staff and one part-time staff member, organized around the core focus areas of education, health, safety, and economic well-being.

Over the years, the department has piloted and refined programs proven to meet community needs, including career exploration partnerships for high school students, volunteer-supported childcare for parents attending English classes, food access initiatives distributing fresh produce, and digital literacy training to help residents fully participate in modern civic and economic life. These efforts are complemented by youth leadership programming, health promotion and prevention work, economic skills education, and close collaboration with schools, nonprofits, and community partners. Looking ahead, Millcreek Promise aims to deepen and expand this work by addressing systemic challenges such as affordable housing, childcare access, and community gathering spaces, while continuing to pursue grant and philanthropic funding to support its mission. While the department plans to manage social media, outreach, and volunteer coordination within existing resources in the near term, it

emphasized the importance of continued city investment in proven after-school programming. In particular, the Mayers recommended ongoing annual support of \$200,000 for after-school services provided by the Asian Association of Utah, citing strong evidence that such programs improve academic outcomes, increase graduation rates, and reduce juvenile crime by providing safe, structured environments during critical after-school hours.

Economic Development

Mike Winder showed a clip of a video produced by Millcreek staff in 2019 as a way to look at where the city has been. He highlighted the significant economic development progress Millcreek has achieved over the past decade, emphasizing that local sales tax growth has consistently outpaced inflation, reflecting the strength and vitality of the city's business community. He described the dramatic transformation of the city center from its earlier condition into today's Millcreek Common, noting that the original vision—such as community events, markets, and seasonal programming—has been realized and, in many cases, exceeded. Major milestones include the continued buildout of Millcreek Common Phase Two, construction of new amenities such as the Adventure Hub, mini golf, and green spaces, and the upcoming hotel project, which will further anchor the city center. Recent renderings illustrate a cohesive, walkable town center with retail, affordable housing, structured parking, and enhanced public spaces, signaling that the city center vision is rapidly becoming reality.

Winder also highlighted major investments across the city, including support for a \$100 million expansion at St. Mark's Hospital that will generate an estimated \$35 million in new taxable value over ten years, significant redevelopment activity in West Millcreek, and the arrival of high-profile projects such as the Porsche dealership. Economic development efforts have supported a growing business community of more than 4,300 licensed businesses, frequent ribbon cuttings, and an increasingly active business council that hosts events and fosters collaboration. Looking ahead, Winder outlined an ambitious 10-year outlook that includes additional city center phases, new parking structures, mixed-use and village centers, continued hospital expansion, potential recruitment of a dedicated economic development director, and future redevelopment opportunities along major corridors. He concluded by noting long-term milestones such as the 2034 Olympics, the winding down of the city's first redevelopment area, and leadership transitions, underscoring a forward-looking vision in which Millcreek continues to build momentum and deliver transformative economic growth.

Community Life

Aimee McConkie provided an overview of the Community Life Department's work, highlighting its focus on recreation, public markets, business partnerships, and citywide events. She emphasized that all programming aligns with the city's general plan, which prioritizes vibrant neighborhoods, gathering places, a thriving economy, health and outdoor lifestyles, and cultural enrichment. Over the past few years, the department has seen growth in ticketed events, social media reach, and private bookings, with the public market emerging as a key revenue source. Community engagement has been a core focus, including partnerships with local businesses, volunteer-driven programs, and initiatives that bring residents to the city center.

Looking ahead, the department is pursuing several new initiatives for 2026, including a kids' market to encourage youth entrepreneurship, expanded street parties and personal event

bookings, and increased sponsorship revenue for signature events. Efforts are also underway to enhance food offerings, including moving the farmer's market to Fridays and establishing additional farm stands, and improving visitor experiences with new amenities such as video walls and interactive spaces. Future planning includes connecting with new neighbors, engaging more volunteers, expanding programming along the Jordan River, and leveraging upcoming opportunities like the Olympic Games. Overall, the department aims to strengthen Millcreek Common as a vibrant, engaging, and economically supportive community hub.

Facilities

Kurt Hansen reflected on the evolution of Millcreek's city operations over the past decade, emphasizing the city's growth from scratch into a fully functioning municipal organization. When he was first hired, the city had no building department or formal plans, and much of the early work involved establishing basic infrastructure, office space, and systems, often under resource-constrained and improvisational conditions. Over the years, Hansen's team has developed core city functions, including planning, code enforcement, business licensing, building inspection, and City Hall facilities, alongside community projects like Sunnyvale Park renovations, Millcreek Common, the ice ribbon, and ongoing phases of city center development.

Looking forward, Hansen outlined a comprehensive vision for the next ten years, including completing the parking garage, Chambers Avenue, splash pads, shade and farmers market structures, east side development with hotel, condos, and retail, and potential public works and fleet expansion. He also highlighted plans to optimize office space, enhance city maintenance and janitorial services, replace aging vehicles, and improve administrative and facilities management capacity. Overall, his remarks underscore both the achievements of the past decade and a detailed, proactive strategy for Millcreek's continued growth, infrastructure development, and operational efficiency.

2. Discussion of City's 10-Year Goals

Council Member Catten felt there should be a maintenance schedule for facilities, assets and parks. She also raised concern that there is no cell coverage around William Penn Elementary and wondered about acquiring cell towers. Winder said he would talk to T-Mobile about it since he was working with a contact for cell towers on top of the city hall parking structure. Mayor Jackson said the council was sensitive to departmental budget requests. Council Member Uipi wondered about having a plan for staffing needs and priorities. She asked about relationships with schools to set up internships to alleviate some part time position requests. She asked how to stay more informed of emergency processes. She suggested a Google sheet or something similar to drop newsletter article topics for the Communications Department. She would like John Miller to provide justification for a TUF to be shared with the public. She wondered if the Promise Program could leverage community partnerships, such as the Utah Jazz. She also requested a master plan of services or public works for the next ten years.

Winder discussed the future of Millcreek's public works operations and the potential development of a dedicated public works yard. Initially, the city relied on the county for these services, but consultants now recommend establishing an independent public works facility, which would require setting aside funds annually for construction and operations. Winder highlighted the opportunity to situate the yard at the former Millcreek Elementary site, a five-

Additionally, he noted collaboration with the Granite School District regarding the Roosevelt Elementary site, which could be redeveloped into a “Teacher Village” offering 120–150 affordable housing units for educators—an innovative model not yet seen in Utah. This aligns with broader redevelopment goals along the 900 E corridor, including small-area planning, mixed-use development, and other infill opportunities near key intersections such as 900 East and 3300 S. Winder emphasized that securing a public works yard is critical to enabling these projects and that creative partnerships, long-term leases, and potential CRA funding could make both the facility and surrounding redevelopment feasible while preserving city resources for construction and community improvements.

3. Tour Boyer's Millhaus Development (1350 Miller Ave, Millcreek, UT 84106)

4. Reworking City's Vision and Mission Statements at Kathmandu (3142 Highland Dr, Millcreek, UT 84106)

Council Member DeSirant moved to adjourn the work meeting at 2:13 p.m. Council Member Uipi seconded. Mayor Jackson called for the vote. Council Member DeSirant voted yes, Council Member Handy voted yes, Council Member Uipi voted yes, and Mayor Jackson voted yes. The motion passed unanimously.

Attest: Elyse Sullivan, City Recorder