

# **WOODS CROSS CITY STRATEGIC PLANNING MEETING**

Held at Utah Local Governments Trust Building – 55 S Highway 89, NSL,  
UT 84054 January 8, 2025 beginning at 4 pm

## **CONDUCTING:**

Ryan Westergard, Mayor

## **COUNCIL MEMBERS PRESENT:**

Ryan Westergard, Mayor

Wally Larrabee

Julie Checketts

Rachel Peterson

Eric Jones

Jim Grover

## **STAFF PRESENT:**

Bryce Haderlie, City Administrator

Cassandra Hart, HR/Risk Management Director

James Bigelow, Chief of Police

Curtis Poole, Community Development Director

Dan Schultz, Assistant Chief of Police

Sam Christensen, Public Works Director

Brian Passey, Finance Director

LaCee Bartholomew, Com Services Coordinator

Annette Hanson, City Recorder

## **PUBLIC PRESENT**

Mindy Grover

George Peterson

The annual Strategic Planning work sessions of the Woods Cross City Council commenced the first of two days at the Utah Local Governments Trust building located at 55 South Highway 89, North Salt Lake, UT 84025, on Thursday, January 8, 2025, beginning at 4 pm. It was noted that the purpose of the annual Strategic Planning Work retreat is for the City Council and staff to strategize priorities and projects for the FY2027 budget process and that no voting or formal action would be taken by the City Council during the meeting.

The Mayor opened the meeting by welcoming all present and thanking them for their contributions to the city and for their time invested in the annual Strategic Planning process. He also welcomed guests attending to witness the official swearing in of newly elected officials.

The City Recorder was then asked to swear in the elected officials who were voted into office in the November 2025 election individually as follows:

Mayor, Ryan Westergard – 4-year term

Council Member Jim Grover – 4-year term

Council Member Eric Jones – 4-year term

Council Member Rachel Peterson – 2-year term

Following the elected officials swearing their Oaths of Office, those present from the public left the meeting.

The Mayor then led the Council and Staff in a brief team building exercise. After this activity, the Mayor turned the time over to Staff to report on their areas of service, including successes, challenges, future goals, and projected needs for the future.

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A link to the full presentations giving over the 2-day City Council Strategic Planning Work Sessions follows: [2026 1,8-9 CC Strategic Planning Packet.pdf](#). A summary of presentations is included below:

**Human Resources, Risk Management IT Report**

Cass Hart, Human Resource Director, reported the past year's successes, including the implementation of

BambooHR, a new policy manual draft, safety bonuses tied to performance, execution of the Trust Promise Program, which focuses on the Franklin Covey 7 habits of Highly Effective People Leadership system and proficient insurance claim handling. The Public Works Department was reorganized. We added to our employee team by hiring a Parks Manager, Water Operator, Parks Worker, Code Enforcement Officer, Planning and Permit Coordinator, Public Works Operation Manager, and multiple Police Officers, resulting in an entirely vacancy free Police Department.

**Community Services**

LaCee Bartholomew, Community Services Manager, shared the many channels she utilizes and manages to communicate with Woods Cross residents, including social media, direct messages, monthly newsletter, electronic reader board and Text My Gov. She also reported on other duties and is committed to development/implementation of the new website, promoting a healthy community, Youth City Council, monthly Senior Lunches, the recreation program, city events, seeking event sponsorships and grants, field reservations and invoicing, city news archiving, and handling special event permits.

The recreation program has grown by 25% and has 7 weeks of programming in the summer with 2 weeks of lower cost recreation programming at Woods Cross Elementary and adaptive programming for participants with special needs.

**Public Works – Water Streets, and Storm Water**

Sam Christiansen, Public Works Director, shared an overview of the dozens of areas that fall under the Public Works umbrella, including many tasks that are virtually unseen by the public observer, but which are critical to the City's infrastructure and resident quality of life.

He also shared the department's core values of respect, trust, and a focus on community. He outlined the modifications in the department's organizational structure and the changing of responsibilities with the implementation of the new operations manager position. Sam then shared details on the condition and maintenance of streets, storm water operations, challenges, and goals for the future year.

**Community Development**

Curtis Poole, Community Development Director, shared accomplishments for the Community Development Department including: 394 building permits issued, 715 existing business licenses issued/renewed through new online process, 177 code enforcement cases opened with 151 of those closed, 79 land use applications were submitted. During the prior year there were 26 Development Review meetings held, and the Planning

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Commission adopted 5 code amendments, the Station Area Plan, Moderate-Income Housing Report, and Wildlife Urban Interface plan. One of the biggest highlights/successes of the year was selecting Hogan Construction as the CM/CG and Method Studios as the Architect firm to work with the City to renovate Hogan park and build a new City Hall.

**Administration Department**

Bryce Haderlie, City Administrator, reviewed progress on priorities identified in last year's Strategic Planning sessions. He highlighted many successes including, reinstatement of the quiet zone, leasing of city properties, resolution of Alumiteck issue, and reauthorization of the Recreation, Arts and Parks (RAP) Tax. He then identified a number of projects the City will be working on in the next 12 months: Hogan Park/City Hall design, Legacy Trail resolution, Codification, finalizing the Employee Policy Manual, Website transition, updating utility

rates, 1100 West rebuild, Well #3 redrilling, water tank replacement, consideration to sell city property, examining employee wages, business license fees, and the quiet zone structure.

Attendees were invited to give input on projects and objectives that they would like to include as a priorities for planning FY26-27 and beyond via a the interactive platform slido.com. The results would be part of the discussion when the group reconvenes the following day. Everyone was asked to come back ready to discuss the ideas that were brought forward.

At 8:07 pm Council Member Peterson made a motion to adjourn the work session. Council Checketts seconded the motion, and all voted in favor of the motion through a roll call vote.

Approved by City Council 2/3/26

