



**NOTICE AND AGENDA**  
**SANTA CLARA CITY COUNCIL MEETING**  
**WEDNESDAY, MARCH 11, 2026**  
**TIME: 6:00 PM**

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**Public Notice** is hereby given that the Santa Clara City Council will hold a Regular Meeting in the Santa Clara City Council Chambers located at 2603 Santa Clara Drive, Santa Clara Utah on Wednesday, March 11, 2026, commencing at 6:00 PM. The meeting will be broadcasted on our city website at <https://santaclarautah.gov>.

**1. Call to Order:**

**2. Opening Ceremony:**

- Pledge of Allegiance: Councilman Caplin
- Opening Comments: Hans de Haan, Friends of Southern Utah (Quakers)

**3. Conflicts and Disclosures:**

**4. Working Agenda:**

A. Public Hearing(s) 6:00 pm:

1. None

B. Consent Agenda:

1. Approval of Minutes and Claims:

- February 25, 2026, City Council Work and Regular Meeting
- February 25, 2026, Closed Meeting Session
- Claims through March 11, 2026

2. Calendar of Events:

- March 25, 2026, City Council Work and Regular Meeting
- April 8, 2026, City Council Work and Regular Meeting

C. General Business:

1. Discussion and action on the Acceptance of the Rural Communities Opportunity Grant.  
Presented by Jim McNulty, Planning Director.
2. Discussion and action to consider approval of a Consulting Agreement with Dustin Mouritsen.  
Presented by Brock Jacobsen, City Manager

**5. Reports:**

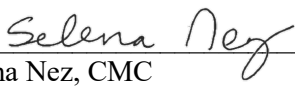
A. Mayor / Council Reports

**6. Closed Meeting Session:**

**7. Adjournment:**

Note: In compliance with the Americans with Disabilities Act, individuals needing special accommodation during this meeting should notify the city no later than 24 hours in advance of the meeting by calling 435-673-6712. In accordance with State Statute and Council Policy, one or more Council Members may be connected via speakerphone or may by two-thirds vote to go into a closed meeting.

The undersigned, duly appointed City Recorder hereby certify that the above notice and agenda was posted within the Santa Clara City limits on this 5th day of March 2026 at the Santa Clara City Hall, on the City Hall Notice Board, at the Santa Clara Post Office, on the Utah State Public Notice Website, and on the City Website at <http://santaclarautah.gov>.

  
Selena Nez, CMC  
City Recorder

**SANTA CLARA CITY COUNCIL WORK MEETING  
WEDNESDAY, FEBRUARY 25, 2026  
MEETING MINUTES**

THE CITY COUNCIL FOR SANTA CLARA CITY, WASHINGTON, UTAH, met for a Work Meeting on Wednesday, February 25, 2026, at 4:00 p.m. in the Council Chambers located at 2603 Santa Clara Drive, Santa Clara, Utah. The meeting will be broadcasted on our city website at <https://santaclarautah.gov>.

Present: Mayor Jarett Waite  
Councilman Justin Caplin  
Councilwoman Janene Burton  
Councilwoman Christa Hinton  
Councilwoman Dave Pond  
Councilman Mark Heindrickson

Staff Present: Selena Nez, City Recorder  
Matt Ence, City Attorney  
Jim McNulty, Planning Director  
Cody Mitchell, Building Official  
Dan Cazier, Fire Chief  
Ryan VonCannon, Parks Director  
Jaron Studly, Police Chief  
Casey Stratton, Public Works Assistant Director

## **1. Call to Order**

Mayor Jarett Waite called the Santa Clara City Council Work Meeting to order at 4:00 p.m. Present from the council were Councilman Justin Caplin, Councilwoman Janene Burton, Councilwoman Christa Hinton, Councilman Dave Pond, and Councilman Mark Hendrickson.

## **2. Working Agenda**

### **A. General Business:**

#### **1. Council Procedure, Robert's Rule of Order. Presented by Matt Ence, City Attorney.**

City Attorney Matt Ence presented updates to the City Council Meeting Policies and Procedures document, which was last enacted in 2013 and amended in 2014. Mayor Waite explained that he had reviewed the document and highlighted sections that may need updating due to changes in practice or state code requirements.

Ence walked through the highlighted sections, noting that Mayor Waite had done the initial review work. The first item discussed was section 3.4 regarding recognition by the mayor, which currently requires formal recognition of staff and public members. The council agreed this should be modified to reflect current practice of simply recognizing council members present, as staff indicated they did not want to be formally recognized in the minutes each meeting.

The anchor location requirement for electronic meetings was also discussed, with Ence noting that current state code only requires someone to be at the physical location where the public can attend, not necessarily the mayor or a council member.

Order of business sections needed updating to reflect the current meeting schedule rather than the outdated schedule from 2013. The council discussed simplifying the agenda format requirements, particularly around opening comments and citizen communications which are not done at every meeting. Councilwoman Hinton requested that language be maintained for interfaith council members who typically provide opening comments.

The mayor pro tem selection process was extensively discussed. Ence clarified that contrary to his initial understanding, the mayor pro tem is elected by the council, not appointed by the mayor. The council debated whether the position should be elected annually or every two years to align with other council assignments. After discussion, the council settled on annual elections, with Councilman Pond initially favoring two years to match other assignments but accepting the one-year term.

Ence also noted that the mayor pro tem position can be important beyond just running meetings in the mayor's absence, citing his experience signing an emergency declaration during the dike failure when he served as mayor pro tem.

Item continuation procedures in section 7.5 were discussed, with focus on whether the mayor or council should have authority to continue agenda items when applicants request continuance less than seven days before a meeting. The language currently creates some inconsistency between subsections. Councilman Caplin noted this provides important checks and balances, while Ence raised concerns about the practicality of having the council make such decisions via email versus calling a special meeting.

Public hearing procedures were reviewed, with discussion about whether the council should vote to close public hearings or if the mayor should simply declare them closed. The council preferred the current practice of the mayor closing hearings with council retaining the option to reopen them.

Requirements for public comment were discussed, with Ence recommending that only names be required from speakers, not addresses or residency status. This followed training from former City Attorney Brock indicating that requiring additional information could create inappropriate barriers to public participation.

Rules of conduct sections were reviewed, including disorderly citizen provisions that require a two-thirds council vote to expel someone from a meeting. Ence suggested adding language about signs and other potentially disruptive items that might be brought to meetings.

The discussion touched on recent council interactions, with some members expressing concerns about how disagreements should be handled between council members, emphasizing the importance of maintaining professionalism and addressing issues privately when possible.

Time limits for public comment were mentioned as potentially needing to be added to the document, referencing previous ordinance updates on public hearing procedures.

## **2. Discussion regarding Graveyard Wash Reservoir. Presented by Jim McNulty, Planning Director.**

Planning Director Jim McNulty provided an update on the future Graveyard Wash Reservoir project. The reservoir will be located on property that is currently unincorporated Washington County land and BLM property, but falls within Santa Clara City's annexation policy plan and map.

McNulty explained that Saint George City and the Conservancy District will build and operate the facility, but Santa Clara City intends to annex the property to maintain land use control. He presented maps from Alpha Engineering showing the reservoir location in relation to Highway 91, Pioneer Parkway, and the city shops.

The annexation process is moving forward with the updated annexation policy plan going to Planning Commission for public hearing, followed by a 14-day comment period for affected entities before coming to the City Council, likely on March 25th. The actual annexation process is expected to take 90-120 days once initiated, with completion targeted for July.

There has been discussion about the "Graveyard Wash" name, which appears to derive from the historic Graveyard Hill in the area. Staff indicated they may have input on the naming but will need to coordinate with Saint George City and the Conservancy District.

City Attorney Matt Ence explained that the primary benefit of annexation is land use control, which would allow the city to have input over potential recreational opportunities and surrounding development. Without annexation, the city would have no influence over these decisions.

Councilman Caplin asked about costs associated with annexation, and Ence clarified that the city would not be responsible for reservoir maintenance, which remains with Saint George City and the water district. However, the city could potentially develop recreational agreements with BLM for park facilities around the reservoir.

### **3. Continued discussion regarding parking at Frei's Fruit Market requested by Mayor Waite.**

Mayor Waite requested this item be removed from the agenda but noted it was already published, requiring council to table or continue it. Since work meetings don't allow motions, the council agreed to skip this item. Mayor Waite explained they're hoping to get more information from a traffic engineer before having further discussion on the parking issue.

### **4. Discussion regarding Rural Communities Opportunity Grant. Presented by Jim McNulty, Planning Director.**

Planning Director Jim McNulty and Colette Cox from the Governor's Office of Economic Opportunity presented an update on the Rural Communities Opportunity Grant. Santa Clara City was awarded \$194,013 on January 2, 2026, representing 55% of the original \$350,000 request for a \$665,000 multi-faceted historic downtown retail refresh project.

The city was one of eight communities awarded grants out of 29 applications. The grant is intended to ensure the historic district retail area remains vibrant, accessible, and attractive for local commerce, regional visitor economy, and community engagement.

Phase 1 of the original proposal focused on parking improvements to address dangerous blade parking in front of Fry's Fruit Market, creation of new accessible public parking areas, landscaping, additional display areas, outdoor seating, and demolition/remediation of Jenkins oil tanks.

Other elements in the original application included improved signage and wayfinding, walkability improvements, building facade improvements, and historic district maintenance, but these were scaled back due to the partial funding award.

Cox explained that all other grant recipients have already accepted their awards and are implementing projects, while Santa Clara's situation requires amending the original proposal due to legal disputes involving multiple Frei family properties that may make the original plan unviable.

The timeline is critical, with contracts needing to be finalized by March 15th. Cox emphasized that amendments must stay within the original intent of the grant, and projects must be completed within two years, though preferably within one year to maintain eligibility for potential Phase 2 funding in the next application cycle.

The grant operates as a pass-through to businesses, meaning funds can be used to enhance private property including parking, signage, lighting, or digital content promotion. There is no requirement for property owners to compensate the city, as improvements are viewed as investments in their properties.

Mayor Waite expressed enthusiasm for the opportunity, noting his business experience in downtown Saint George and the value such grants provide. He suggested focusing on elements like oil tank removal and website development featuring audio tours of downtown historic properties, incorporating data from resident Denise Webster.

Council members supported keeping the Jenkins oil tank removal as a priority and exploring website/digital marketing options. Staff was directed to work on an amended application for the

March 11th council meeting, with the understanding that two council members would be absent but could provide input after reviewing the packet.

McNulty noted that transportation engineering work would provide additional information for parking decisions, though this would be separate from the grant application process.

### 3. Staff Reports

Various department heads provided updates:

Police Chief, Jaron Studley reported:

- Preparing department budget with March deadline
- Monitoring four legislative bills (license plate readers, victim identity protections, unmarked car enforcement limits, e-bike regulations)
- New dispatch contract expected to save \$55K–\$60K annually
- Public safety contract negotiations ongoing with positive outlook
- Animal shelter kennels completed; low intake numbers continue
- Successful interdiction operation with federal partners; seizure of ~100 lbs of methamphetamine
- Officer training enhanced through freeway interdiction work

Parks Director, Ryan VonCannon reported:

- Three burials scheduled this week
- Large baseball tournament Friday and Saturday utilizing six
- University volunteer groups visiting Black Rock area for project work
- Parks Director, Ryan VonCannon reported:

Power Director, Gary Hall reported:

- Updating capital facilities plan and impact fees (costs have roughly doubled since 2022)
- South Hills transmission line and substation nearing completion
- Ongoing maintenance: tree trimming, pole replacements, regulator upgrades
- Staffing updates: one apprentice on leave (new baby), testing and advancement activities underway
- Offered follow-up on utility resources from recent UAMP meetings

Assistant Public Works Director, Casey Stratton reported:

- Staff attended state water conference for certification training
- Riverfront waterline replacement nearly complete; Tamarisk replacement underway
- Road maintenance prep: extensive crack sealing ahead of slurry seal project
- Satellite leak detection identified numerous leaks; most distribution leaks repaired
- Coal West sewer project expanded beyond scope but on track for completion and road reopening

Fire Chief, Dan Cazier reported on:

- High call volume month with two significant rescues (Snow Canyon and stranded contractors in heavy snow)
- Ongoing training: wildland air operations, hazmat technician courses, autism awareness
- Public safety contract negotiations nearing completion
- Working toward county reimbursement agreement for outlying area responses
- Legislative update: potential fire mitigation funding via TRT tax set-aside
- Conducted city and station tours with councilmember

Building Official, Cody Mitchell reported:

- 56 homes permitted; 5 pending (total 61)
- Upcoming mixed retail/townhome project expected soon
- Solus Townhomes preparing to begin first phase (21 units)
- Continued heavy workload including code enforcement

Planning Director, Jim McNulty reported:

- Heritage Commission approved sign update for Jacob Hamblin Home Visitor Center
- Approved design review for new home in historic district overlay
- Upcoming Planning Commission meeting: annexation policy public hearing and subdivision review
- Multiple development items in progress; several on TRC agenda

#### **4. Adjournment**

Mayor Waite adjourned the work meeting at 5:38 p.m., noting they would reconvene at 6:00 p.m. for the regular meeting.

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Selena Nez  
City Recorder

Approved: \_\_\_\_\_

**SANTA CLARA CITY COUNCIL  
WEDNESDAY, FEBRUARY 25, 2026  
MEETING MINUTES**

THE CITY COUNCIL FOR SANTA CLARA CITY, WASHINGTON, UTAH, met for a Regular Meeting on Wednesday, February 25, 2026, at 6:00 p.m. in the Council Chambers located at 2603 Santa Clara Drive, Santa Clara, Utah. The meeting will be broadcasted on our city website at <https://santaclarautah.gov>.

Present: Mayor Jarett Waite  
Councilman Justin Caplin  
Councilwoman Janene Burton  
Councilwoman Christa Hinton  
Councilwoman Dave Pond  
Councilman Mark Heindrickson

Staff Present: Selena Nez, City Recorder  
Matt Ence, City Attorney (arrived at 7:00 pm)  
Jim McNulty, Planning Director  
Cody Mitchell, Building Official  
Dan Cazier, Fire Chief  
Ryan VonCannon, Parks Director  
Jaron Studly, Police Chief

**1. Call to Order**

Mayor Jarett Waite called the regular scheduled meeting to order at 6:02 p.m. The mayor welcomed everyone and noted that a full council was present: Councilman Justin Caplin, Councilwoman Janene Burton, Councilwoman Christa Hinton, Councilman Dave Pond, and Councilman Mark Hendrickson.

**2. Opening Ceremony**

Pledge of Allegiance: Councilman Pond

Opening Comments: Reverend Rickine Keston, Solomon's Porch Foursquare Fellowship

**3. General Citizen Public Comments**

One Yellow slip was submitted for a public comment, which was determined to be for the public hearing. No other general citizen public comments were received.

**4. Conflicts and Disclosures**

No other conflicts were disclosed by council members.

**5. Working Agenda**

**A. Public Hearing(s) 6:00 pm**

**1. Public Hearing to receive public comments regarding Park Pavilion Rental Fees and Rules.**

Parks Director Ryan VonCannon presented the proposed changes to park pavilion rental fees and rules. The key changes included eliminating the resident/non-resident pricing structure in favor of a flat rate of \$10 per hour with a 2-hour minimum, making two smaller pavilions at Gubler Park non-reservable except when the pickleball courts are reserved for tournaments, adding a \$75 additional charge for bounce houses from October through April, and eliminating the deposit requirement. Rule changes included allowing one bounce house during October through April only, prohibiting water games and activities, and clarifying that pavilion reservations do not include staff on-site or trash removal during events.

Amy Call, a resident and preschool teacher who has rented the Swiss Pioneer Memorial Pavilion for eight years for graduations, provided public comment. She expressed understanding of the price increase from \$20 to \$90 for her typical 7 AM to 3 PM rental but requested that the parks department ensure tables are clean for

extended rentals given the higher fee. She noted that she and her husband have historically cleaned the pavilion themselves before events due to sticky surfaces from previous use.

VonCannon responded that the parks department tries to accommodate major recurring events and can pressure wash pavilions before extended rentals, though they cannot guarantee pristine conditions due to ongoing park use between cleaning and events

The public hearing was closed with no additional comments.

## **B. Consent Agenda**

1. Approval of Minutes and Claims:
  - February 11, 2026, City Council Work and Regular Meeting
  - Claims through February 25, 2026
2. Calendar of Events:
  - March 11, 2026, City Council Work and Regular Meeting
  - March 25, 2026, City Council Work and Regular Meeting

*Motion: Councilwoman Hinton moved to APPROVE the consent agenda as presented. Councilman Pond seconded the motion. Roll call vote: Hendrickson - Aye, Pond - Aye, Hinton - Aye, Burton - Aye and Caplin - Aye. Motion passed unanimously.*

## **C. General Business**

### **1. Discussion and action to consider approval Parks Pavilion Rental Fees and Rules, and to approve Resolution No. 2026-08R. Presented by Ryan VonCannon, Parks Director.**

Following the public hearing, the council discussed the proposed pavilion rental fees. Councilman Caplin questioned whether the previous \$20-25 fee was for the entire day, and VonCannon confirmed it was a flat rate regardless of duration, with most reservations being 2-3 hours.

Councilwoman Hinton suggested exploring discounted rates for educational groups, first responders, and veterans, similar to the city's civic event discount for the banquet hall. The council discussed various approaches, including a \$25 daily cap for qualifying groups and determining which organizations would be eligible.

Councilman Pond recommended tabling the item to allow staff to develop criteria for discounted rates rather than approving the fees and later amending them. Staff will return revised proposals that include a \$25 daily rate cap for educational, military, veteran and first responder groups, with verifications to be determined.

*Motion: Councilman Caplin moved to TABLE the Parks Pavilion Rental Fees and Rules, and to approve Resolution No. 2026-08R. Councilwoman Burton seconded the motion. Roll call vote: Hendrickson - Aye, Pond - Aye, Hinton - Aye, Burton - Aye and Caplin - Aye. Motion passed unanimously.*

### **2. Discussion and action to consider approval of the R-1-10 Single-Family Residential Zone, Chapter 17.62 and approve Ordinance No. 2026-03. Presented by Jim McNulty, Planning Director.**

Planning Director Jim McNulty presented the R-1-4 Single-Family Residential Zone ordinance, which had been under development for over a year. The ordinance includes a 10-year deed restriction requirement for owner occupancy, working with housing expert Sharlene Wilde from NeighborWorks Sun Country Home Solutions at \$100 per file to monitor compliance.

Key provisions discussed included the deed restriction language requiring owner occupancy for 10 years, garage door width limitations of 20 feet maximum, and minimum square footage requirements of 750 square

feet on the main floor for single-story homes, with an additional minimum 500 square feet on the second floor for two-story homes.

Council members expressed concerns about including income restrictions in the deed restrictions, questioning whether this was required for enforcement and financing purposes. Councilman Hendrickson noted that financing institutions typically require specific income qualifications spelled out in deed restrictions for affordable housing projects.

The council discussed how the restrictions would apply to different buyer scenarios, including empty nesters who might purchase with cash rather than financing. McNulty clarified that this zone is specifically intended to create affordability and starter home opportunities, while other zoning options remain available for different housing types.

*Motion: Councilman Hendrickson moved to APPROVE the R-1-10 Single-Family Residential Zone, Chapter 17.62 and approve Ordinance No. 2026-03. Councilwoman Hinton seconded the motion. Roll call vote: Hendrickson - Aye, Pond - Aye, Hinton - Aye, Burton - Aye and Caplin - Aye. Motion passed unanimously.*

**3. Discussion and action to consider approval of Temporary Signs, Chapter 17.44.130 and approve Ordinance No. 2026-04. Presented by Jim McNulty, Planning Director.**

Planning Director, Jim McNulty presented amendments to the temporary signs ordinance, which had been discussed with both the planning commission and city council previously. The primary change involved expanding the Swiss Days exception to include all city-sponsored events such as Swiss Days and America's 250 celebration.

The revised language allows temporary banners up to 32 square feet or 4 feet in height for city-sponsored events, displayable for up to one year. The existing Swiss Days provision was moved to a separate section, maintaining the 30-day pre-event and 15-day post-event display period for wood cow replicas.

*Motion: Councilwoman Burton moved to APPROVE Temporary Signs, Chapter 17.44.130 and approve Ordinance No. 2026-04. Councilman Caplin seconded the motion. Roll call vote: Hendrickson - Aye, Pond - Aye, Hinton - Aye, Burton - Aye and Caplin - Aye. Motion passed unanimously.*

**4. Discussion and action to consider approval Planned Center Monument Signs, Chapter 17.44.110 and approve Ordinance No. 2026-05. Presented by Jim McNulty, Planning Director.**

Planning Director Jim McNulty presented the planned center monument sign ordinance, developed in response to a developer's request for a cleaner, more unified sign program for a new commercial project. The ordinance allows larger monument signs (up to 18 feet tall with approximately 20 square foot placards) as an alternative to multiple smaller monument signs.

McNulty showed examples from River Crossing in St. George, demonstrating the aesthetic improvement possible with coordinated signage programs. The proposed project would include one sign oriented toward Pioneer Parkway and potentially another facing Red Mountain Drive as development progresses.

The ordinance includes requirements for subtle lighting that won't impact adjacent residents or create glare, ensuring compatibility with surrounding areas while allowing for more attractive and effective business identification.

*Motion: Councilman Pond moved to APPROVE Planned Center Monument Signs, Chapter 17.44.110 and approve Ordinance No. 2026-05. Councilwoman Hinton seconded the motion. Roll call vote: Hendrickson - Aye, Pond - Aye, Hinton - Aye, Burton - Aye and Caplin - Aye. Motion passed unanimously.*

## 5. Appoint Mayor Pro-Tem

## 6. Reports

### A. Mayor / Council Reports

**Councilman Justin Caplin** reported exploring his committee assignments, reaching out to Santa Clara Aquatic Center and contacting the county fair representative about the city's fair display. He praised the parks department's professional handling of recent baseball tournaments.

**Councilwoman Janene Burton** thanked the council for flowers and condolences following her son's death in Ukraine. She detailed the complex process of working with the US embassy, funeral homes, and Ukrainian officials to arrange for her son's cremation and the retrieval of his remains, noting he is currently ninth in line for cremation due to wartime conditions.

**Councilwoman Christa Hinton** also expressed condolences to Councilwoman Burton, noting nice tributes to her son in various capacities and being glad he was recognized. She reported attending several LPC (League of Cities and Towns) meetings, noting that bills change rapidly. She highlighted several key pieces of legislation:

Senator McKay dropped a substitute property tax reform bill that would greatly affect most cities in the state, requiring concerted effort to address. Representative Bolinder's water bill no longer requires cities to participate - participation is only required if cities want state water infrastructure funds, and funds would stay within participating cities.

Representative Karen Peterson has a truth in taxation amendment requiring cities considering property tax increases to hold funds equal to the increase in a special account until approval, and moves up notification dates for residents, which can be problematic when counties don't provide needed information in time. She attended a productive public safety work group meeting and appreciated touring police facilities with Chief Cazier.

She noted one more LPC meeting during the legislative session, which ends next week. She highlighted HB492 by Representative Roberts for transportation infrastructure and housing amendments, providing cities low-interest loans for infrastructure to create housing opportunities, with Herriman planning to take advantage for several potential housing units.

**Councilman Dave Pond** confirmed his action alert responses on legislative issues, missed the recent LPC meeting due to conflicts, and noted seeing Santa Clara referenced positively by a representative who had made bill adjustments based on conversations with the city. He attended the public safety work group and expressed optimism about finalizing agreements.

**Councilman Mark Hendrickson** expressed condolences to Councilwoman Burton, reported reaching out to various committee assignments, and confirmed his upcoming flood control authority meeting attendance while studying budget and operational materials.

**Mayor Waite** reported on mosquito abatement district hiring of public information staff to educate residents about the aedes aegypti mosquito problem and source control efforts. He detailed the productive public safety work group meetings and Ivin's cooperation on agreement modifications. He reported DTEC and COG meetings where funding was approved to swap Western Corridor environmental study timing with Hamblin Parkway construction, moving the corridor study to 2029 while accelerating the parkway project. He attended the transportation expo and air quality task force meetings, noting Councilman Pond's assignment to the latter. He praised public works for resuming door-to-door notices for road work in addition to digital notifications and mentioned several citizen meetings requiring police and code enforcement follow-up.

## 7. Closed Meeting Session

Mayor Waite confirmed a closed meeting session.

*Motion: Councilman Pond moved to go into Closed Meeting Session to Discuss Potential Litigation. Councilwoman Hinton seconded the motion. Roll call vote: Hendrickson - Aye, Pond - Aye, Hinton - Aye, Burton - Aye and Caplin - Aye. Motion passed unanimously.*

The City Council was in Closed Session from 7:08 p.m. to 7:36 p.m.

## **8. Adjournment**

*Motion: Councilwoman Hinton moved to adjourn. Councilman Hendrickson seconded the motion. All in favor. Motion passed unanimously.*

The City Council meeting was adjourned at 7:37 p.m.

\_\_\_\_\_  
Selena Nez  
City Recorder

Approved: \_\_\_\_\_

DRAFT

**City of Santa Clara  
Check Register  
Checking 1889 - 03/03/2026 to 03/03/2026**

<u>Payee Name</u>	<u>Reference Number</u>	<u>Invoice Number</u>	<u>Invoice Ledger Date</u>	<u>Payment Date</u>	<u>Amount</u>	<u>Description</u>	<u>Ledger Account</u>	<u>Activity Code</u>
ALCAYAGA, GWEN	72596	Refund: 908402	03/03/2026	03/03/2026	186.18	Refund: 908402 - ALCAYAGA, GWEN	531311-000 - ACCOUNTS RECEIVABL	
BIRD, DARIN & LOLA	72597	AMERICA 250 - R	03/02/2026	03/03/2026	84.75	AMERICA 250 LECTURE REFRESHMENTS	104652-416 - RAP TAX	
BUCKS ACE SANTA CLARA	72598	6604	03/03/2026	03/03/2026	16.99	DW TORX BIT SET	104510-250 - OPERATING SUPPLIES	
BUCKS ACE SANTA CLARA	72598	6669	03/03/2026	03/03/2026	9.18	DESIGNER BOWL BRUSH	104510-256 - TOURNAMENT EXPENS	
BUCKS ACE SANTA CLARA	72598	6719	03/03/2026	03/03/2026	77.97	TIRE AND TUBE SEALANT	104510-256 - TOURNAMENT EXPENS	
BUCKS ACE SANTA CLARA	72598	6578	03/03/2026	03/03/2026	24.88	AIR FILTER 20X20X1	104510-260 - BUILDING MAINTENAN	
BUCKS ACE SANTA CLARA	72598	6601	03/03/2026	03/03/2026	8.55	GLASS CLEANER / FASTENERS	104510-260 - BUILDING MAINTENAN	
BUCKS ACE SANTA CLARA	72598	6618	03/03/2026	03/03/2026	18.98	GORILLA TAPE - POCKET HOLE SCREW	104510-260 - BUILDING MAINTENAN	
					\$156.55			
CITY OF ST GEORGE - S	72599	FEBRUARY 2025	03/03/2026	03/03/2026	50,694.85	3139 SEWER CONNECTIONS @ 16.15 FEB 2026	525210-945 - SEWER TREATMENT -	
DR. ROBERT R. FOSTER, D.O. P.C.	72600	MARCH 2025 - M	03/03/2026	03/03/2026	1,200.00	MEDICAL SERVICES DIRECTOR	104230-370 - PROFESSIONAL SERVI	
ERICKSON, M. RICK	72601	FEBRUARY 2026	03/03/2026	03/03/2026	1,850.00	CITY PROSECUTOR FEBRUARY 2026	104120-330 - LEGAL SERVICES	
ICPE, INC.	72602	SAN063-036-012	02/20/2026	03/03/2026	45,700.00	CAPITAL FACILITY PLAN UPDATE	535310-975 - ELECTRIC IMPACT FEE	
L.N. CURTIS & SONS	72603	INV1041749	02/24/2026	03/03/2026	1,139.98	OXYGEN MULTIGAS DETECTOR	104230-250 - OPERATING SUPPLIES	
L.N. CURTIS & SONS	72603	INV1040503	02/19/2026	03/03/2026	789.00	IVINS STATION CB17 RACK	104230-265 - BUILDING MAINTENAN	
					\$1,928.98			
LEBARON, ARLIN DENISSE	72604	#255200516	03/03/2026	03/03/2026	340.00	BAIL / BOND REFUND	102560-000 - BAIL & RESTITUTION	
LIFE ASSIST, INC	72605	2073192	02/24/2026	03/03/2026	874.52	MEDICAL SUPPLIES	104230-250 - OPERATING SUPPLIES	
LIFE ASSIST, INC	72605	2073952	02/25/2026	03/03/2026	405.00	MEDICAL SUPPLIES	104230-250 - OPERATING SUPPLIES	
LIFE ASSIST, INC	72605	2073955	02/25/2026	03/03/2026	135.00	MEDICAL SUPPLIES	104230-250 - OPERATING SUPPLIES	
LIFE ASSIST, INC	72605	2073969	02/25/2026	03/03/2026	3,314.51	M3	104230-250 - OPERATING SUPPLIES	
					\$4,729.03			
MEDPRO DISPOSAL	72606	1681711	03/01/2026	03/03/2026	283.02	MEDICAL WASTE REMOVAL	104230-370 - PROFESSIONAL SERVI	
MEHR'S GARAGE DOORS INC.	72607	61067	03/03/2026	03/03/2026	1,003.00	SRING BLOCK - HARMONS STATION	104230-260 - BUILDING MAINTENAN	
MISSION 6 FIRE AND SAFETY ADV	72608	208	02/10/2026	03/03/2026	4,796.50	SPRINKLER INSPECTION - ADD'L SERVICES	104240-260 - BUILDING MAINTENAN	
MUTOYA, VINCENT	72609	255200996	03/03/2026	03/03/2026	125.00	BAIL/ BOND REFUND	102560-000 - BAIL & RESTITUTION	
NEW WAVE CONSTRUCTION	72610	Refund: 2004565	03/02/2026	03/03/2026	109.45	Refund: 2004565 - NEW WAVE CONSTRUCTION	531311-000 - ACCOUNTS RECEIVABL	
NEW WAVE CONSTRUCTION	72611	Refund: 2004585	03/02/2026	03/03/2026	86.99	Refund: 2004585 - NEW WAVE CONSTRUCTION	531311-000 - ACCOUNTS RECEIVABL	
NEW WAVE CONSTRUCTION	72612	Refund: 2004915	03/02/2026	03/03/2026	126.59	Refund: 2004915 - NEW WAVE CONSTRUCTION	531311-000 - ACCOUNTS RECEIVABL	
OTIS ELEVATOR COMPANY	72613	SHG15563001	02/17/2026	03/03/2026	2,650.00	5 YEAR TEST - ELEVATOR	104240-260 - BUILDING MAINTENAN	
PROTECT YOUTH SPORTS	72614	1370890	02/28/2026	03/03/2026	24.40	BACKGROUND CHECK ADMIN - MCKENZIE WA	104130-370 - PROFESSIONAL SERVI	
RAWSON, WILLIAM & PAULA	72615	Refund: 2003687	03/02/2026	03/03/2026	218.77	Refund: 2003687 - RAWSON, WILLIAM & PAULA	531311-000 - ACCOUNTS RECEIVABL	
STAR SIGN & BANNER INC	72616	164889	01/29/2026	03/03/2026	6,519.52	AMERICA 250 - BANNERS	104652-416 - RAP TAX	
SUNRISE ENGINEERING, INC.	72617	ARIV1009681	01/22/2026	03/03/2026	600.00	PROFESSIONAL ENGINEERING - SANTA CLARA	104410-320 - ENGINEERING SERVIC	
UTAH STATE TREASURER / FINES	72618	FEBRUARY 2026	03/03/2026	03/03/2026	17,923.98	FEBRUARY 2026 COURT SURCHARGES	104120-905 - STATE FINE COLLECTI	
UTILIS INC DBA ASTERRA	72619	501055	02/19/2026	03/03/2026	21,800.00	RECOVER - POTABLE WATER	515110-370 - PROFESSIONAL SERVI	
WASH. CO. FLOOD CONTROL DIS	72620	FEBRUARY 2026	03/03/2026	03/03/2026	5,059.50	FEBRUARY 2026 FLOOD CONTROL	545410-770 - FLOOD CONTROL DIST.	
WASHINGTON COUNTY SOLID WA	72621	195319	03/03/2026	03/03/2026	41,990.20	3115 UNITS GARBAGE @ 13.48 & 2387 BLUCAN	104430-311 - SOLID WASTE DISPOS	
WASHINGTON COUNTY SOLID WA	72621	195319	03/03/2026	03/03/2026	14,918.75	3115 UNITS GARBAGE @ 13.48 & 2387 BLUCAN	104430-312 - RECYCLING CHARGE	
					\$56,908.95			
WHITAKER CONSTRUCTION CO.	72622	43326	02/24/2026	03/03/2026	95,600.00	1587 - SANTA CLARA WATERLINE REPLACEMEN	515110-730 - IMPROVEMENTS	
					<b>\$320,706.01</b>			

**Mayor**

Jarett Waite

**City Manager**

Brock Jacobsen



**City Council**

Christa Hinton  
David Pond  
Janene Burton  
Mark Hendrickson  
Justin Caplin

# CITY COUNCIL

**Meeting Date:** March 11, 2026

**Agenda Item:** 1

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**Applicant:** Santa Clara City

**Requested by:** Jim McNulty

**Subject:** Acceptance of Rural Communities Opportunity Grant

**Description:**

This item has been placed on the City Council regular meeting agenda for a decision and vote on the item.

**Recommendation:** Approval

**Attachments:** N/A

**Cost:** N/A

**Legal Approval:** N/A

**Finance Approval:** N/A

**Budget Approval:** N/A

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**Mayor**

Jarett Waite

**City Manager**

Brock Jacobsen



**City Council**

Christa Hinton  
David Pond  
Janene Burton  
Mark Hendrickson  
Justin Caplin

# CITY COUNCIL

**Meeting Date:** March 11, 2026

**Agenda Item:** 2

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**Applicant:** Santa Clara City

**Requested by:** Brock Jacobsen

**Subject:** Consulting Agreement with Dustin Mouritsen

**Description:**

N/A

**Recommendation:** Approval

**Attachments:** N/A

**Cost:** 3600

**Legal Approval:** N/A

**Finance Approval:** N/A

**Budget Approval:** N/A

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## CONSULTING AGREEMENT

THIS CONSULTING AGREEMENT ("**Agreement**") is made effective as of March 11, 2026 ("**Effective Date**"), by and between **SANTA CLARA CITY**, a Utah municipal corporation (the "**City**"), and **Dustin Mouritsen** ("**Consultant**"). Consultant and the Company are collectively referred to as the "**Parties**" or individually referred to as a "**Party**."

### RECITALS

A. Consultant was employed by the City as its Public Works Director prior to the effective date hereof. As of the Effective Date, Consultant retired from full-time employment with City.

B. The City desires Consultant's services after his retirement, to assist generally with the transition to new management of the City's public works department.

C. Consultant desires to continue serving the City in the capacities set forth.

D. Consultant agrees to enter into this Agreement as set forth below and provide Services (as defined herein) to the City on the terms set forth in this Agreement.

### AGREEMENT

Now, THEREFORE, in consideration of the premises and mutual covenants contained herein and for other good and valuable consideration the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

1. **Services.** Consultant shall provide Services to the City on an as-needed basis. The Services shall include (1) as needed, consultations and advice related to Consultant's former responsibilities at the City as may be requested from time to time by the Public Works Director, or as otherwise directed by the City Manager. The Services to be performed by Consultant may only be performed by Consultant and may not be assigned or delegated to any other person or entity.

2. **Compensation.**

(a) Consultant shall receive compensation paid by the City for his performance of Services in the sum of Seven Hundred Dollars (\$500.00) per month during the duration of this Agreement.

3. **Independent Contractor Relationship.**

(a) Consultant agrees and acknowledges that Consultant's relationship with the Company is that of an independent contractor and nothing in this Agreement should be construed to create a partnership, joint venture, or employer-employee relationship.

(b) **CONSULTANT EXPRESSLY AGREES THAT CONSULTANT IS NOT ENTITLED TO ANY OF THE BENEFITS THAT THE COMPANY MAY MAKE AVAILABLE TO ITS EMPLOYEES. CONSULTANT IS NOT ENTITLED TO RECEIVE ANY PAID VACATION, SICK, HOLIDAY OR OTHER LEAVE, EXCEPT TO THE EXTENT EXPRESSLY REQUIRED BY LAW. CONSULTANT AGREES THAT IT SHALL BE SOLELY RESPONSIBLE FOR THE FILING OF ALL TAX RETURNS AND THE PAYMENT OF ALL TAXES THAT MAY ACCRUE IN THE PERFORMANCE OF THIS AGREEMENT, INCLUDING INCOME TAXES AND SELF-EMPLOYMENT TAXES, IF APPLICABLE.**

(c) Consultant shall fully and properly report all payments received from the City pursuant to this Agreement in accordance with all applicable federal, state and local tax laws and regulations. Because Consultant is an independent contractor, the City will not withhold or make payments for social security, unemployment insurance or disability insurance, or obtain workers' compensation insurance on Consultant's behalf. Consultant hereby accepts exclusive liability for complying with all applicable laws governing independent contractors, including obligations such as payment of taxes, social security, disability and other contributions based on fees paid to Consultant, its agents or employees under this Agreement. Consultant hereby agrees to indemnify and defend the City against any and all such taxes or contributions, including penalties and interest. Consultant acknowledges that it has been advised by the City to consult a tax advisor regarding its obligations to pay taxes under this Agreement. Consultant is free to enter into any contract to provide services to other business entities, except any contract which would induce Consultant to violate this Agreement.

4. **Term: Termination.** This Agreement shall commence on the Effective Date and shall continue for a period of six (6) months from the Effective Date (the "**Consulting Term**"). Any Party may terminate this Agreement immediately upon notice to the other Party if the other Party breaches or is in default of any obligation hereunder, which default is incapable of cure or which, being capable of cure, has not been cured within thirty (30) days after receipt of written notice from the non-defaulting party.

5. **Miscellaneous.**

(a) **No Third Party Beneficiaries.** This Agreement shall not confer any rights or remedies upon any person other than the Parties and their respective successors and permitted assigns.

(b) Entire Agreement. This Agreement (including the documents referred to herein) constitutes the entire agreement between the Parties and supersedes any prior understandings, agreements, or representations by or between the Parties, written or oral, that may have related in any way to the subject matter hereof.

(c) Assignment. Absent the prior written consent of the City, this Agreement shall not be assignable by Consultant. Without prior written consent of Consultant, the City will not assign this Agreement to any third party.

(d) Headings. The section headings contained in this Agreement are inserted for convenience only and shall not affect in any way the meaning or interpretation of this Agreement.

(e) Governing Law: Arbitration. This Agreement shall be governed by and construed in accordance with the internal laws (and not the law of conflicts) of the State of Utah.

(f) Amendments. No amendment of any provision of this Agreement shall be valid unless the same shall be in writing and signed by the Parties.

(g) Construction. The language used in this Agreement will be deemed to be the language chosen by the Parties to express their mutual intent, and no rule of strict construction shall be applied against any Party.

(h) Counterparts. This Agreement may be signed in counterparts, each of which shall be an original, with the same effect as if the signatures thereto and hereto were upon the same instrument. A signed copy of this Agreement delivered by fax, electronic mail, or other means of electronic transmission will be deemed to have the same legal effect as delivery of an original signed copy of this Agreement.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date first set forth above, notwithstanding the actual date of execution.

**CONSULTANT:**

**SANTA CLARA CITY:**

\_\_\_\_\_  
Dustin Mouritsen

\_\_\_\_\_  
Jarett Waite, Mayor

ATTEST:

\_\_\_\_\_  
Selena Nez, Recorder