

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

THE CITY COUNCIL FOR SANTA CLARA CITY, WASHINGTON, UTAH, met for a Regular Meeting on Wednesday, March 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 Christa Hinton  
Councilwoman Dave Pond  
Councilman Mark Hendrickson

Excused: Councilwoman Janene Burton

Staff Present: Brock Jacobsen, City Manager  
Selena Nez, City Recorder  
Matt Ence, City Attorney  
Jim McNulty, Planning Director  
Casey Stratton, Public Works Director  
Gary Hall, Power Director  
Ryan VonCannon, Parks Director  
Jaron Studley, Police Chief  
Lance Haynie, Government Affairs Director

**1. Call to Order**

Mayor Jarett Waite called the regular scheduled meeting to order at 6:01 p.m. The mayor welcomed everyone and noted that a full council was present: Councilman Justin Caplin, Councilwoman Christa Hinton, Councilman Dave Pond, and Councilman Mark Hendrickson. Excused Councilwoman Janene Burton.

**2. Opening Ceremony**

Pledge of Allegiance: Councilwoman Hinton

Opening Comments: Mayor Jarett Waite

**3. Conflicts and Disclosures**

No other conflicts were disclosed by council members.

**4. Working Agenda**

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

**1. Public Hearing to receive public comments from the affected entities Under the State Annexation Statute, UCA 10-2-803, which was amended by the Utah Legislature in 2025, Santa Clara intends to adopt an Annexation Policy Plan.**

Jim McNulty, Planning Director, presented information about the proposed annexation policy plan. He explained that state statute requires adoption of an annexation policy plan, and this plan complies with Utah Code 10-2-803 and incorporates all required criteria. The city previously adopted a plan in March 2024, but during the recent general plan update process, it was determined that additional property to the south of the current city boundary should be included in the annexation policy plan.

McNulty detailed the state code requirements, including the need for a Planning Commission public meeting and public hearing, both of which were conducted. The Planning Commission held their public meeting on January 22, 2026, and received comments from Ivins City. Additionally, Saint George City provided written comments on February 6, 2026.

Comments from Ivins City indicated they would have no objections if the Hafen property develops as a recreation area but believe commercial development should remain within Ivins boundaries. They also emphasized their commitment to dark night sky policies for any development near their boundaries.

Saint George City acknowledged an overlap between the proposed annexation policy plan expansion areas but expressed no objections, stating they are comfortable allowing property owners to determine which municipality to pursue for annexation.

The public hearing was opened at 6:15 PM. Chuck Gillette, City Manager for Ivins City, spoke regarding their concerns about Highway 91 improvements that Ivins had funded, expressing serious issues if Santa Clara were to annex both sides of the highway after Ivins invested in the infrastructure. He reiterated Ivins' position that recreational development would be acceptable but other development should remain with Ivins due to better planning proximity to the future reservoir.

Rick Rosenberg, a Santa Clara resident, supported the annexation, noting advantages for future power line expansion and the development potential of the property due to favorable geography and soils.

The public hearing was closed, and no further comments were received

## **2. Public Hearing to receive public comments regarding a Single Event Liquor License and Special Event Permit for Equality Utah Legislative Wrap Fundraiser.**

Jim McNulty presented details about the special event permit request from Essie Gonzsen with Equality Utah for a legislative wrap-up fundraiser. The event is scheduled for Saturday, April 18, 2026, from 11 AM to 1 PM at Santa Rosa, with approximately 100 people expected to attend.

Staff determined that both the special event permit and single event liquor license applications were complete and met all requirements. The venue is located more than 1000 feet from Heritage Square, the closest park area, and no schools or libraries are nearby, satisfying state code requirements.

McNulty noted that parking arrangements had been coordinated with the quilt shop for overflow parking on the east side of their building, and Legal Counsel Matt Ence volunteered to contact Jenkins Oil regarding additional parking availability.

The public hearing was opened at 6:18 PM. No public comments were received, and the hearing was closed.

### **B. Consent Agenda**

1. Approval of Minutes and Claims:
  - March 11, 2026, City Council Work and Regular Meeting
  - Claims through May 25, 2026
2. Calendar of Events:
  - April 8, 2026, City Council Work and Regular Meeting
  - April 22, 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, Burton - Aye and Caplin - Aye. Motion passed unanimously.*

### **C. General Business**

#### **1. Santa Clara history project presented by Susannah Nilsson.**

Susannah Nilsson presented her comprehensive documentation project of Santa Clara's historical markers, plaques, monuments, and structures. She explained that the project began when the state of Utah requested an inventory from Washington County municipalities, and the city had no existing list.

Nilsson documented Heritage Square, Swiss Heritage Square, Swiss Memorial Park, historical home plaques, town hall monuments, the Levitt monuments, museum monuments, the Glockenspiel plaque, historical district

signage, murals, the arboretum, the old fort, Clary Bridge, cemetery memorials, Gubler Park features, and the Santa Clara River Reserve trailheads. Her husband also restored several historical signs throughout the city.

She reported that two historical home plaques are missing - the Santa Clara Tithing Granary plaque and one home plaque, with replacement costs estimated at \$1,200 each. Nilsson presented a flash drive containing all documentation to city staff and recommended uploading the information to the city's cloud storage system.

The museum is currently conducting outreach with a Santa Clara Historical Museum hunt designed for retirees and community members. Nilsson also invited the council to tour Heritage Square during a future work meeting and announced an arboretum work party scheduled for April 11 at 9 AM.

Councilman Pond asked about plaques at Gubler Park, which Nilsson confirmed were documented. Council members expressed appreciation for her extensive volunteer work, and the Mayor suggested the missing plaque replacements could be funded through a future RAP tax request.

**2. Discussion and action to consider approval of adopting an Annexation Policy Plan, the plan is intended to comply with the provisions of UCA 10-2-803 and incorporate all criteria required and approve Ordinance No. 2026-06. Presented by Jim McNulty, Planning Director.**

Legal Counsel Matt Ence noted that he had made revisions to the draft ordinance text to acknowledge comments received from affected entities, while the annexation policy plan itself remained unchanged.

*Motion: Councilman Caplin moved to APPROVE of adopting an Annexation Policy Plan, the plan is intended to comply with the provisions of UCA 10-2-803 and incorporate all criteria required and approve Resolution No. 2026-06. Councilwoman Hinton seconded the motion. Roll call vote: Hendrickson - Aye, Pond - Aye, Hinton - Aye and Caplin - Aye. Motion passed unanimously.*

**3. Discussion and action to consider approval of a Single Event Liquor License and Special Event Permit for Equality Utah Legislative Wrap Fundraiser. Presented by Jim McNulty, Planning Director.**

No additional discussion was held beyond the earlier presentation and public hearing.

*Motion: Councilman Henrickson moved to APPROVE of a Single Event Liquor License and Special Event Permit for Equality Utah Legislative Wrap Fundraiser. Councilwoman Hinton seconded the motion. Roll call vote: Hendrickson - Aye, Pond - Aye, Hinton - Aye and Caplin - Aye. Motion passed unanimously.*

**4. Discussion and action to consider approval of A Resolution No. 2026-09R authorizing and approving the Amended and Restated Power Pooling Agreement with Utah Associated Municipal Power Systems; and related matters. Presented by Gary Hall, Power Director.**

Gary Hall, Power Director, explained that the purpose of the new pooling agreement is to update the 1980 pooling agreement created through UAMPS. The updated agreement aligns UAMPS operations with Pacific Corp's entry into the extended day ahead market (EDAM) taking effect in May 2026.

Hall explained that Pacific Corp owns the transmission lines through which Santa Clara's power travels, and their entry into EDAM requires UAMPS and all its members to enter that market as well. The original pooling agreement was designed for bilateral markets and does not address today's market complexity within EDAM.

The new agreement provides a clear and modern framework for governance, planning, cost allocation, and risk management. Hall noted that UAMPS was already performing many of these functions even though they weren't contractually required under the 1980 agreement, demonstrating the organization's reliability.

Councilman Hendrickson, who serves on UAMPS, confirmed that this update was well overdue and that he had contacted Gary directly with questions that were satisfactorily answered.

*Motion: Councilman Hendrickson moved to APPROVE of A Resolution No. 2026-09R authorizing and approving the Amended and Restated Power Pooling Agreement with Utah Associated Municipal Power Systems; and related matters. Councilman Pond seconded the motion. Roll call vote: Hendrickson - Aye, Pond - Aye, Hinton – Aye and Caplin - Aye. Motion passed unanimously.*

**5. Discussion and action to consider approval on a request for a sidewalk waiver and asphalt width reduction for the proposed Cottonwood Creek, Phase 4B Subdivision. Presented by Jim McNulty, Planning Director.**

Jim McNulty presented the request from applicant Lonnie Gubler for both a sidewalk waiver and asphalt width reduction for the proposed subdivision. The Planning Commission approved the preliminary plat on February 26, 2026, for two lots exceeding half an acre each.

The applicant requested to utilize a 45-foot cross section with 28 feet of asphalt instead of the required 30 feet, and to install sidewalk on only one side of Riverwood Lane (the west side) rather than both sides as typically required. The request was to waive the sidewalk on the east side adjacent to the Lugano subdivision wall.

McNulty explained that city code requires curb, gutter, and sidewalk in all subdivisions, and sidewalks are required in all residential developments. However, similar waivers have been granted, including one for Jason Lindsey in the Lugano Estates area for a wider park strip.

Lonnie Gubler addressed the council, explaining that most of the infrastructure for the two lots was already in place from previous development of lots across the street. He stated that while there could potentially be room for four more lots in the future, this would not happen in his lifetime, and the property would remain mostly agricultural. He requested keeping the development small and quaint given the minimal traffic expected.

Regarding the sidewalk waiver, Gubler explained they wanted to landscape along the Lugano wall to beautify the area and provide screening, which would not be possible with a sidewalk. He noted that Lugano had received similar treatment with sidewalk on only one side in certain areas.

Councilman Caplin asked about future development plans, and McNulty confirmed there was potential for additional lots extending toward the future Bonelli Trail, though this might be 10-20 years away. Councilman Hendrickson observed the site and felt the proposal maintained the rural aesthetic and provided appropriate privacy.

Councilwoman Hinton asked about the erosion hazard assessment mentioned in Planning Commission minutes. McNulty clarified this was a condition of preliminary plat approval that would be addressed during the final plat process, not part of the current waiver request.

*Motion: Councilman Caplin moved to APPROVE the request for a sidewalk waiver and asphalt width reduction for the proposed Cottonwood Creek, Phase 4B Subdivision. Councilman Hendrickson seconded the motion. Roll call vote: Hendrickson - Aye, Pond - Aye, Hinton - Aye and Caplin - Aye. Motion passed unanimously.*

## **5. Reports**

### **A. Mayor / Council Reports**

**Councilman Justin Caplin** reported on upcoming county fair preparations requiring coordination with city staff for the booth setup. He also met with residents regarding upcoming development proposals.

**Councilwoman Christa Hinton** reminded attendees of the Santa Clara 250 town dance at 7 PM at Santa Rosa. She reported on the League board meeting where they contracted for educational videos about property taxes, including topics like truth in taxation and how to read tax bills. The League mid-year conference is scheduled for April 22-24, and they requested feedback for improving LPC meetings. She also reported on the NLC meetings in Washington DC where she and other representatives met with Senator Lee's office, Congresswoman Maloy's office, Senator Curtis's office, and Senator Curtis directly. She attended sessions on

civility and bridging divides, sharing information about a program from Dubuque, Iowa, that became a city of civility through training and adoption of nine pillars of civility.

**Councilman Dave Pond** also reported on the NLC conference in Washington DC, noting successful meetings with Saint George City and legislative delegation. He mentioned a severe Diet Coke shortage in Washington DC and attended a session on federal housing opportunities for local communities, discussing potential legislation moving from the House to Senate.

**Councilman Mark Hendrickson** reported meeting with Utah State University regarding Tobler Park, presenting three letters of support to the Mayor. USU expressed strong interest in partnering for planning and potentially maintenance, with opportunities for grant partnerships where they could use the facility for teaching without requiring buildings. He attended First Lady Abby Cox's kickoff of the care communities program related to foster care support and participated online in an Envision Utah quality communities presentation covering water use, fiscal responsibility, and studies on crime rates and traffic impacts related to different housing types.

**Mayor Waite** reported on the Five Counties Mayor's Association meeting with legislative recap including bills on EMS abuse penalties, CRA restructuring requirements, affordable housing accountability measures, and new property disposal notification requirements. He attended a Black Desert coordination meeting regarding their maintenance facility near the city's substation, emphasizing the importance of aesthetic considerations. He also attended an HCAC meeting where discussion centered on the Northern Corridor project, noting that route flagging had been completed before an injunction was issued, but trespassing and flag removal necessitated re-flagging the entire route.

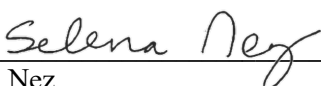
## 6. Closed Meeting Session

Mayor Waite confirmed no closed meeting session.

## 7. Adjournment

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

The City Council meeting was adjourned at 7:05 p.m.

  
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Selena Nez  
City Recorder

Approved: \_\_\_\_\_ April 8, 2026