

**SANTA CLARA CITY COUNCIL WORK MEETING  
WEDNESDAY, JUNE 10, 2026  
MEETING MINUTES**

THE CITY COUNCIL FOR SANTA CLARA CITY, WASHINGTON, UTAH, met for a Work Meeting on Wednesday, June 10, 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 Mark Hendrickson  
Councilman Dave Pond  
Councilwoman Christa Hinton  
Councilwoman Janene Burton  
Councilman Justin Caplin

Staff Present: Brock Jacobsen, City Manager  
Selena Nez, City Recorder  
Jim McNulty, Planning Director  
Cody Mitchell, Building Official  
Dan Cazier, Fire Chief  
Casey Stratton, Public Works Director  
Ryan VonCannon, Parks Director  
Lance Haynie, Government Affairs Director  
Rich Rogers, Police Captain

**1. Call to Order**

Mayor Jarett Waite called the Santa Clara City Council Work Meeting to order at 4:01 p.m. Present from the council were Councilman Mark Hendrickson, Councilman David Pond, Councilwoman Christa Hinton, Councilwoman Burton and Councilman Justin Caplin.

**2. Working Agenda**

**A. General Business:**

**1. Continued discussion regarding Water Rate Increase. Presented by Casey Stratton, Public Works Director.**

Public Works Director Casey Stratton returned before the Council to continue the discussion begun at the May 27th work meeting regarding a tiered water rate increase designed to generate additional revenue for infrastructure maintenance and to promote water conservation. Stratton presented updated data on water consumption across the city's six tiers, noting that 45 percent of all billed water usage falls within Tier 1 alone, indicating a meaningful degree of conservation already underway among residents. He also noted a surprising volume of usage flowing through Tier 6, which has no upper boundary.

Stratton presented five rate increase options, each structured so that the first rate increment applies to Tiers 1 and 2, the second to Tiers 3 and 4, and the third to Tiers 5 and 6. The discussion at the previous meeting had centered on an 11/20/40 cent increase, which would generate approximately \$135,000 in additional annual revenue. The Council's earlier target had been approximately \$250,000. A comparative chart showed Santa Clara's rates relative to other Washington County municipalities, with Santa Clara remaining below Washington City and St. George through the first several tiers even at the highest proposed increase.

City Manager Brock Jacobsen raised the question of whether the tier structure itself should be adjusted for uniformity, noting that the current tiers begin at 9,000 gallons, then proceed in 7,000-gallon increments through 30,000 gallons, before a final 6,000-gallon tier. The Water Conservancy

District's newer ordinance caps new builds at 8,000 gallons per month outside summer months, which prompted discussion about whether the city's tiers should be standardized at 8,000 gallons throughout. The Council concluded there was no compelling operational reason to change the current structure.

Discussion then turned to whether the rate increase should be set at a level that would absorb anticipated future pass-through costs from the Washington County Water Conservancy District, which has indicated likely increases in the range of 10 to 15 cents per year indefinitely, so that the Council would not need to revisit rates annually. Jacobsen noted that last year's pass-through was 15 cents, while this year's was 11 cents. A council member pointed out that the revenue figures on the chart represented gross increases and that the portion passed through to the District would reduce the net amount available for local project funding. Stratton acknowledged that in a high regional-purchase year such as 2018, when the city sourced approximately 21 percent of its water regionally, the pass-through cost could significantly reduce the revenue available for capital projects.

Councilman Pond advocated for setting a multi-year rate schedule to provide stability and reduce recurring staff workload. He proposed a 20/30/60 cent increase held in place for two years, followed by a 30/40/70 cent increase for the subsequent two years, with a formal review at the five-year mark. Councilwoman Hinton agreed, noting that funding projects sooner rather than later was economically sound given that some materials had seen 50 percent cost increases since 2023. Stratton expressed enthusiasm for the approach, noting that it would provide sufficient revenue to begin banking funds for water line replacement on a more predictable schedule.

Councilman Caplin expressed a preference for a more modest starting point, suggesting a 15/25/50 cent increase, and indicated he preferred annual reviews rather than a pre-set multi-year schedule. Mayor Waite also favored a more measured approach and indicated comfort with the 15/25/50 level. Caplin and the Mayor noted that with new tax measures on the ballot and general inflationary pressures, gradual increases were preferable to a larger jump.

After extended discussion, a majority of the Council expressed consensus around the 20/30/60 increase for two years followed by 30/40/70 for two years, with the clarification that these are fixed rate levels, not stacked annual additions. Jacobsen confirmed that staff would continue to report the District's annual pass-through each year and would flag any increases above a threshold for Council review. Jacobsen indicated the item would be scheduled for a public hearing at the June 24th meeting.

## **2. Continued discussion regarding Deed Restriction and Definitions. Presented by Jim McNulty, Planning Director.**

Planning Director Jim McNulty presented updated definitions and a revised deed restriction document for the Council's affordable housing program, following the May 13th discussion with the Council and Sharlene Wilde of Sun Country Home Solutions.

McNulty introduced three new definitions developed in coordination with City Attorney Matt Ence. The definition of "owner occupied" was established as a housing unit in which the owner holds legal or equitable title and occupies the property as a primary residence. "Primary residence" was defined as the location to which an individual intends to return whenever absent, with provisions that absences due to military service, church/missionary service not exceeding three consecutive years, or similar circumstances approved in advance by the city will not terminate primary residence status. An individual returning from a temporary absence must reside at the property for a minimum of six consecutive months before another absence may be approved. "Secondary residence" was defined as a dwelling not used as a primary residence, including vacation homes and short-term rental properties. The Council had no objections to these definitions.

Regarding the deed restriction document itself, McNulty explained that several provisions deemed too heavy-handed were removed following the May 13th discussion. The remaining core restrictions are: the property must serve as the primary residence of an income-qualified owner for ten years from the date of the first sale, with no reset upon subsequent sales within that period; income qualification is to be determined by NeighborWorks Mountain Country and Sun Country Home Solutions prior to title

transfer; and the city may grant short-term exceptions for military deployment, missionary service, or similar situations on a case-by-case basis at the staff level.

Councilman Caplin reiterated his preference for removing the income qualification requirement entirely and limiting the restriction solely to owner-occupied primary residence use. Councilman Pond and others responded that preserving the income qualification component, even in a simplified form, positions the city to maintain local control in anticipation of potential state legislation that may impose more prescriptive affordable housing mandates. McNulty and Jacobsen both emphasized that the goal is to keep enforcement at the local level. Jacobsen noted that NeighborWorks' monitoring cost is approximately \$1,200 per home over the ten-year period and that the organization handles the income verification process, including adjustments for household size, which changes annually.

Councilwoman Hinton asked whether income qualification would be re-verified annually. McNulty clarified that for owner-occupied units, qualification occurs prior to purchase only, unlike rental properties under HUD programs, which require annual re-verification. Hinton also raised the question of prohibiting timeshares or shared ownership arrangements. McNulty indicated that while the city cannot easily prevent families from jointly purchasing a home, the primary residence definition provides a degree of protection by requiring that at least one owner occupy the property as their primary residence.

McNulty noted that the deed restriction document is an administrative form that can be put into use immediately, while the new definitions will require a formal code amendment to be brought back before the Council.

### **3. Discussion regarding Non-Resident Cemetery Rates. Presented by Ryan VonCannon, Park Director.**

Parks Director Ryan VonCannon presented an analysis of the city's cemetery capacity and a proposal to address the depletion of available burial plots. As of the date of the meeting, the cemetery had 202 full plots and 32 half plots remaining. Averaging annual sales from 2020 through 2025, the city has been selling approximately 66.5 plots per year, projecting complete sellout in approximately three and a half years absent any corrective action.

VonCannon reported that despite a significant rate increase for non-residents in March of the prior year approximately \$1,000 per plot a non-resident purchased the maximum allowable six plots within one month of the increase taking effect, suggesting the increase provided no meaningful deterrent. He presented a comparative list of cemetery plot prices in Nevada and California, noting that Santa Clara's non-resident full plot with perpetual care, priced at \$3,000, is below even the least expensive comparable cemetery surveyed, which starts at \$4,200 for the plot alone and does not include perpetual care. VonCannon concluded that some non-residents are actively shopping for the least expensive burial option and that Santa Clara has become a regional bargain.

VonCannon offered two primary recommendations: cease selling plots to non-residents entirely and substantially raise the interment fee for non-residents. He framed the first recommendation around the city's capital facilities impact fee structure, which calculates cemetery space needs solely based on the resident population and provides no funding for non-resident demand. He characterized the continued sale of plots to non-residents as effectively diverting resident-funded space.

Councilwoman Hinton raised the case of residents wishing to have a deceased family member such as a sibling buried alongside them even if that family member did not reside in Santa Clara. VonCannon acknowledged this concern, noting that a resident could purchase a plot for a family member or that the family member's remains would still be accommodated through a higher interment fee. He also noted that any plots already owned by non-residents would be honored.

Councilman Pond inquired about interment fees at other cemeteries. He relayed information from a funeral industry contact indicating that interment in Orem City Cemetery runs between \$1,800 and \$2,800. VonCannon noted that Santa Clara's current non-resident weekday interment fee is only \$100

more than the resident rate, and that doubling it would bring non-resident weekday interment to \$1,500 and weekend to \$2,400.

The Council reached consensus to immediately cease sales of cemetery plots to non-residents and to double the interment fee for non-residents. The Council also agreed to revisit the interment fee in approximately one year to assess whether further increases are warranted. VonCannon indicated he would monitor the situation and return with a follow-up report.

### 3. Staff Reports

Various department heads provided updates:

Planning Director, Jim McNulty reported:

- Reported that the Planning Commission had a meeting the following evening with two public hearings scheduled for code amendments previously reviewed by the Council
- Reported on a conditional use application from Verizon Wireless for a monopole upgrade at Gubler Park
- Explained the upgrade would improve cellular coverage and integrate with infrastructure at Black Desert and Ivins, reducing or eliminating the need for temporary cell towers during large events such as PGA tournaments
- Reported an upcoming Heritage Commission meeting to review a request for a change of use and rezoning at 2998 Santa Clara Drive for a small art gallery proposing tea, coffee, and refreshments

Building Official, Cody Mitchell reported:

- Reported the Building Department is performing well, with 98 permits issued and 4 currently under review
- Noted a friendly internal goal of reaching 100 permits

Fire Chief, Dan Cazier reported on:

- Reported staff are actively pursuing several grants, including the SAFER grant for additional staffing positions
- Noted the City has budgeted for three new positions and is applying for three additional positions through the grant
- Reported the 2025 community risk assessment has strengthened the grant application
- Reported a second grant application for an audio-visual system at Station 32 in Ivin's valued at approximately \$100,000
- Reported a third grant application for emergency response equipment, including off-road six-by-six vehicles
- Reported meeting with County Commissioners, who provided \$50,000 with a commitment for an additional \$50,000 by year-end
- Reported on a youth academy program involving police and fire departments that served approximately 50 children and reached full capacity. Noted plans to expand the program next year due to high demand
- Commended Officer Pikyavit for responding to a misrouted call, self-dispatching, and arriving within approximately one minute after corrected dispatch despite initial delays

Public Works Director, Casey Stratton reported:

- Reported a gas line bore for the Vera subdivision across Rachel Drive was completed by Whitaker, marking the final utility crossing for the subdivision
- Noted completion of the work would reduce disruptions near the fire station
- Reported that at Black Desert, Silver Reef is completing underground utilities, curbs, and sidewalks

- Reported work is underway to install water and power line crossings through the golf course to connect cul-de-sac utilities, improving overall infrastructure

Parks Director, Ryan VonCannon reported:

- Reported the AFA National fast-pitch softball tournament began and will run through the weekend using six of seven fields
- Noted three burials are scheduled during the same timeframe, requiring staff to manage both events with significant overtime

Government Affairs Director Lance Haynie had nothing to report

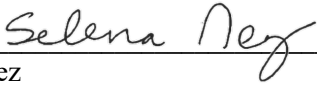
- Reported on behalf of the IT Director that staff is completing pre-work for the new fiscal year
- Reported the RAP tax application is now live and functional on the City's website

City Manager Brock Jacobsen reported

- Reported he had nothing additional to add to staff reports at that time but offered to provide updates separately if needed

#### 4. Adjournment

Mayor Waite adjourned the work meeting at 5:32 p.m., noting they would reconvene at 6:00 p.m. for the regular meeting.

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

Approved: \_\_\_\_\_ June 24, 2026