



**Tremonton City Corporation  
City Council Meeting  
July 21, 2026  
Meeting to be held at  
102 South Tremont Street  
Tremonton, Utah**

**CITY COUNCIL WORKSHOP AGENDA  
4:00 p.m.**

1. Call to Order and Declaration of Conflict of Interest
2. Council Reports and Updates – 10 minutes
3. Presentations:
  - a. **Title:** RES 26-46 Agreement for Bailiff Services  
**Presenter:** Manager Nessen  
**Estimated Time:** 5 minutes
  - b. **Title:** ORD 26-11 Discharge of Projectiles  
**Presenter:** Councilmember Jex  
**Estimated Time:** 5 minutes
  - c. **Title:** ORD 26-12 Parks, Trails, & Open Space Master Plan  
**Presenter:** Community Development  
**Estimated Time:** 30 minutes
  - d. **Title:** ORD 26-13 Rezone Code Text Amendment  
**Presenter:** Community Development  
**Estimated Time:** 15 minutes
  - e. **Title:** ORD 26-14 Planning Commission Code Text Amendment  
**Presenter:** Community Development  
**Estimated Time:** 15 Minutes
  - f. **Title:** ORD 26-15 Establishing Regulations for Fireworks  
**Presenter:** Chief Jarrow  
**Estimated Time:** 5 minutes
  - g. **Title:** Discussion on Fire Department Remodel  
**Presenter:** Chief Jarrow  
**Estimated Time:** 10 minutes

- h. **Title:** Discussion on Fire Billing  
**Presenter:** Chief Jarrow  
**Estimated Time:** 5 minutes
- i. **Title:** RES 26-47 Generative AI Policy  
**Presenter:** Mayor Rohde  
**Estimated Time:** 5 minutes
- j. **Title:** Tremonton Connection Plan  
**Presenter:** Mayor Rohde  
**Estimated Time:** 10 minutes

4. *CLOSED MEETING:*

- a. *Strategy session to discuss the purchase of real property when public discussion of the transaction would disclose the appraisal or estimated value of the property under consideration or prevent the public body from completing the transaction on the best possible terms; and/or*
- b. *Strategy session to discuss the character, professional competence or physical or mental health of an individual; and/or*
- c. *Strategy sessions to discuss pending or reasonably imminent litigation; and/or*
- d. *Discussions regarding security personnel, devices or systems*

Please note that any agenda item listed on the City Council Workshop may be discussed in the 7:00 p.m. City Council Meeting

## CITY COUNCIL MEETING AGENDA

**6:00 p.m.**

- 1. Call to Order
- 2. Roll Call
- 3. Invocation by:  
Pledge by:
- 4. Approval of Agenda
- 5. Declaration of Conflict of Interest
- 6. Presentations
  - a. Years of Service awarded to Tyona Price – 5 years with Fire Department
- 7. Citizen Engagement – General Public Comment
  - Residents may address the Council on any item **NOT** listed on the strategic business portion of the agenda
  - Rules of engagement:
    - 1. **Our Dignity Standard:** Hard conversations require the honest truth and a respectful tone. We're committed to fixing the problems without making it personal. Let's keep this conversation productive so we can get back to the work of building a better

Tremonton.

2. **Priority:** Speakers who registered on the signup sheet at the door prior to the meeting will be called in order. Citizens from the audience will then have time to speak.
  3. **Time Limit:** 3 minutes per individual
  4. **Response:** Under State Law, the Council cannot debate or take action on non-agenda items. We will listen and may direct staff to follow up.
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8. Unfinished Items from City Council Work Session
  9. Consent Agenda - Any Councilmember may request an item be removed for separate discussion – Roll Call Vote
    - a. Approval of minutes – July 7, 2026
    - b. Approval of Resolution No. 26-46 Agreement for Bailiff Services
    - c. Approval of Resolution No. 26-47 Generative AI Policy
  10. Strategic Business (Ordinances & Policies)
    - a. Discussion and consideration of adopting ORD No. 26-11 Discharge of Projectiles  
**Presented by:** Councilmember Jex  
**Technical Questions (Clarification only)**  
**Public Input:** 3 minutes per individual  
**Council Debate**
    - b. Discussion and consideration of adopting ORD No. 26-12 Parks, Trails, & Open Space Master Plan  
**Presented by:** Community Development Department  
**Technical Questions (Clarification only)**  
**Public Input:** 3 minutes per individual  
**Council Debate**
    - c. Discussion and consideration of adopting ORD No. 26-13 Rezone Code Text Amendment  
**Presented by:** Community Development Department  
**Technical Questions (Clarification only)**  
**Public Input:** 3 minutes per individual  
**Council Debate**
    - d. Discussion and consideration of adopting ORD No. 26-14 Planning Commission Code Text Amendment  
**Presented by:** Community Development Department  
**Technical Questions (Clarification only)**  
**Public Input:** 3 minutes per individual  
**Council Debate**
    - e. Discussion and consideration of adopting ORD No. 26-15 Establishing Regulations for Fireworks  
**Presented by:** Chief Jarrow  
**Technical Questions (Clarification only)**  
**Public Input:** 3 minutes per individual  
**Council Debate**

11. Reports and Calendar
  - a. City Leadership Report
  - b. Upcoming Calendar Items

12. *CLOSED MEETING:*

- a. *Strategy session to discuss the purchase of real property when public discussion of the transaction would disclose the appraisal or estimated value of the property under consideration or prevent the public body from completing the transaction on the best possible terms; and/or*
- b. *Strategy session to discuss the character, professional competence or physical or mental health of an individual; and/or*
- c. *Strategy sessions to discuss pending or reasonably imminent litigation; and/or*
- d. *Discussions regarding security personnel, devices or systems*

13. Adjournment

*Anchor location for Electronic Meeting by Telephone Device. With the adoption of Ordinance No. 13-04, the Council may participate per Electronic Meeting Rules. Please make arrangements in advance.*

*In compliance with the Americans with Disabilities Act, persons needing special accommodations, should contact Cynthia Nelson no later than 48 hours prior to the meeting.*

*This meeting will be lived streamed via YouTube at <https://www.youtube.com/@tremontoncity>*

**The undersigned, duly appointed Deputy Recorder, does hereby certify that the above notice and agenda was posted in accordance with Utah State Code on this 17<sup>th</sup> day of July, 2026**

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Tiffany Lannefeld, DEPUTY RECORDER

## **RESOLUTION 26-46**

### **A RESOLUTION APPROVING A PROFESSIONAL SERVICES AGREEMENT BETWEEN TREMONTON CITY CORPORATION AND COURT SERVICES OF UTAH FOR BAILIFF SERVICES**

**WHEREAS**, the Tremonton City Council is desirous to enter into a professional services agreement with Court Services of Utah which is a Constable Agency through Constable Danny Mitchell, an appointed Constable; and

**WHEREAS**, Constable Danny Mitchell is desirous to provide the City with professional constable services in compliance with Peace Officer Standards and Training; and

**WHEREAS**, the Constable, including any deputy constables the Constable hires in accordance with Utah Code 17-78-602, shall provide bailiff duties for Tremonton Justic Court; and

**WHEREAS**, the Tremonton City Council finds that entering into this agreement will promote efficient administration and is in the best interest of the health, safety, and welfare of the citizens of Tremonton City.

**NOW, THEREFORE, BE IT RESOLVED** that the Tremonton City Council approves the Professional Services Agreement as contained in Exhibit "A".

Adopted and passed by the governing body of Tremonton City on this 21<sup>st</sup> day of July, 2026. To become effective upon adoption.

TREMONTON CITY  
A Utah Municipal Corporation

By \_\_\_\_\_  
Bret Rohde, Mayor

ATTEST:

\_\_\_\_\_  
Cynthia Nelson, Recorder

## EXHIBIT “A”

# PROFESSIONAL SERVICES AGREEMENT

This Professional Services Agreement (the "Agreement") is entered into pursuant to **Utah Code § 17-78-6 et seq.**, by and between Tremonton City, a political subdivision of the State of Utah (the "City"), and Court Services of Utah which is a Constable Agency through Constable Danny Mitchell, an appointed Constable (the "Constable").

## 1. SCOPE OF SERVICES

**(a) Core Services:** The Constable, including any deputy constables the Constable hires in accordance with **Utah Code § 17-78-602**, shall provide the following professional services as sought by the City:

- Provide bailiff duties including performing security sweep, maintaining decorum, and protecting court personnel. Arrive 15 minutes before court is scheduled to start. They will have all necessary equipment for job.

**(b) Personnel Management:** The Constable retains sole responsibility for the hiring, training, and direct supervision of any deputy constables, ensuring full compliance with statutory certification and background requirements. Constable shall ensure that any person hired or performing the duties under this Agreement is qualified and maintains any and all certifications, trainings, and all other requirements imposed by state, federal, or local law, or as ordered by the judge of the Tremonton Justice Court, that is or may be necessary to complete the services under this Agreement.

**(c) Location of Services:** Constable, or his designee, shall perform all job duties and responsibilities exclusively from the Tremonton City Offices unless otherwise expressly authorized in writing by the City. Constable shall not perform its job functions or act within the scope of employment unless physically present at City Offices, and is not authorized by the City in any respects to engage in City business outside the City Offices. This includes going to and from the City Offices. Any activities performed outside of City Offices shall not be considered part of the Constable's functions unless specifically approved in advance by the City in writing.

## 2. INDEMNIFICATION & LIABILITY

**(a) City Indemnification of Constable:** The City shall indemnify, defend, and hold harmless the Constable and deputy constables, if any, only under the following specific circumstances: Acts performed within the lawful scope of requested city duties, absent intentional misconduct, fraud, malice, or gross negligence.

**(b) Constable Indemnification of City:** The Constable shall indemnify, defend, and hold harmless the City, its officers, and employees against any and all claims, damages, or liabilities

arising from the negligent acts, errors, omissions, or intentional misconduct of the Constable or any deputy constables hired under their purview.

### 3. REMUNERATION AND COMPENSATION

In accordance with **Utah Code § 17-78-6**, the remuneration owed to the Constable for services rendered directly to the City under this contract is set as follows (superseding any conflicting standard statutory fee schedules or city ordinances):

- **Minimum Engagement Block:** For any scheduled deployment, shift, or call for service initiated by the City, the Constable shall be guaranteed a minimum billing of **four (4) hours** (the "Four-Hour Minimum"). If actual services conclude in fewer than four hours, the City will be invoiced the flat minimum equivalent:
  - *Base Hourly Rate:* \$58.48 per hour
  - *Total Four-Hour Minimum Fee:* \$233.92 (Base Hourly Rate × 4)
- **Discounted Excess Rate:** For all continuous hours of service rendered to the City *in excess* of the initial four-hour minimum within a single deployment, a discounted hourly rate shall apply:
  - *Discounted Excess Hourly Rate (Hours 5+):* \$40.90 per hour
- **Invoicing:** Constable shall send an electronic invoice to the City within ten (10) days of the completion of a month for which services have been rendered. The City shall pay said invoice within twenty-one (21) days of receipt of the invoice.

### 4. INSURANCE REQUIREMENTS

The Constable shall procure and maintain, at their own expense, the following minimum levels of insurance coverage throughout the duration of this Agreement:

- **General Liability:** \$1,000,000 per occurrence / \$1,000,000 aggregate.
- **Professional/Law Enforcement Liability:** \$1,000,000 per occurrence.
- **Automobile Liability:** \$1,000,000 combined single limit.
- **Workers' Compensation:** Constable shall be responsible for any and all Workers' Compensation insurance requirements and costs associated with its employees as required by Utah State law.

### 5. BONDING REQUIREMENTS

- ☐ **Bond Required:** The Constable shall provide a faithful performance bond to the City in the amount of \$\_\_\_\_\_ before rendering services.
- ☒ **No Bond Required:** The City does not require the Constable to provide a bond under this contract.

### 6. TERM, RENEWAL, AND AMENDMENT

- **Initial Term:** The initial term of this Agreement shall be for a period of four (4) years \_\_\_\_\_, 2026, and terminating on \_\_\_\_\_, \_\_\_\_\_.



- **Renewal:** Pursuant to state code, this contract may be renewed or extended by written amendment signed by both parties for up to **four (4) years per written amendment**.

## 7. CANCELTION AND MANDATORY TERMINATION

- **Cancellation for Cause:** The City may cancel this contract for cause at any time upon written notice if the Constable fails to perform duties or breaches material terms of this Agreement.
- **Cancellation without Cause:** The City may terminate this Agreement upon sixty (60) days' notice to Constable for any reason or no reason at all.
- **Mandatory Immediate Cancellation:** The City **shall** immediately cancel this contract if either of the following actions occur:
  1. The Constable's peace officer certification is suspended or revoked under **Utah Code § 53-6-211**; or
  2. Beginning January 1, 2027, the Constable's license is suspended or revoked by the Division of Professional Licensing (DOPL) in accordance with the provisions of **Utah Code Title 58, Chapter 91, Constables Licensing Act**.

## 8. GOVERNING LAW

This Agreement shall be interpreted in accordance with the laws of the state of Utah, and the First District Court of the State of Utah, in and for Box Elder County shall have jurisdiction and be the proper venue for any suit arising here from. In the event of any litigation arising here from, the prevailing Party shall be entitled to collect from the non-prevailing Party, all costs of litigation, but not limited to, attorney's fees and costs of suit.

**IN WITNESS WHEREOF**, the parties have executed this Agreement on the dates indicated below.

### FOR THE CITY:

\_\_\_\_\_ Date: \_\_\_\_\_

Mayor's Printed Name / Signature

Attest: \_\_\_\_\_

City Recorder

### CONSTABLE:

\_\_\_\_\_ Date: \_\_\_\_\_

Constable's Printed Name / Signature

Badge # \_\_\_\_\_

## **ORDINANCE NO. 26-11**

### **AN ORDINANCE OF THE CITY COUNCIL OF TREMONTON, UTAH, REVOKING THE LOCAL ORDINANCE PROHIBITING THE DISCHARGE OF PROJECTILES WITHIN CITY LIMITS AND PRESENTING A NEW ORDINANCE TO PERMIT SUCH DISCHARGE UNDER SPECIFIC CONDITIONS**

**WHEREAS**, the City of Tremonton has enacted ordinances to promote public safety and welfare, including prohibitions on the discharge of projectiles within city limits to prevent potential harm to persons and property; and

**WHEREAS**, the City Council recognizes that responsible and controlled discharge of projectiles on private property may be appropriate under certain safeguards to balance individual rights with community safety; and

**WHEREAS**, the City Council finds it necessary to revoke the existing ordinance and replace with an ordinance to allow the discharge of projectiles provided that: (1) any child under the age of 16 is supervised by an adult; (2) the projectile does not travel beyond the boundaries of the property on which it is discharged; (3) the sound of the discharge is not audible beyond the property line; and (4) the property owner or supervising adult assumes full liability for any injury or damage resulting from such discharge; and

**WHEREAS**, such amendments will ensure that any permitted discharge is conducted in a manner that minimizes risks to the public and neighboring properties;

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF TREMONTON, UTAH, AS FOLLOWS:**

**1.** The Tremonton City Code, (16-004) specifically the ordinance prohibiting the discharge of non-firearm projectiles (not amounting to a firearm as defined in UCA 76-11-210), within city limits, is hereby revoked. A new ordinance to consider by the Tremonton City Council is to authorize discharge of a non-firearm projectile on private property under the following conditions:

- a. If the individual discharging the projectile is under the age of 16, an adult must be present and supervising the activity at all times.
- b. The projectile must not leave the boundaries of the property on which the discharge occurs.
- c. The noise from the discharge must not be audible beyond the property line.
- d. The owner of the property on which the discharge occurs shall be strictly liable for any injury to persons or damage to property resulting from or associated with the discharge.

**2.** Any violation of these conditions shall be subject to the penalties provided under the existing ordinance being revoked, and this amendment does not otherwise alter enforcement mechanisms or definitions within the ordinance.

**3.** This ordinance only pertains to those instruments not considered “firearms” by the State of Utah or the Federal Bureau of Alcohol Tobacco, Firearms, and Explosives. Any contradictions

in this resolution shall be superseded by state and/or federal law. The intent is for instruments such as BB guns, pellet guns, bows, slingshots, and similar instruments and this resolution in no way authorizes use of the mentioned instruments to be used to harm any person or animal that is not authorized in another ordinance or code, such as defense of persons and/or property.

4. This ordinance shall take effect immediately upon adoption.

**ADOPTED** by the City Council of Tremonton, Utah, this 21<sup>st</sup> day of July, 2026.

TREMONTON CITY, a Utah Municipal  
Corporation

\_\_\_\_\_  
Bret Rohde, Mayor

ATTEST:

\_\_\_\_\_  
Cynthia Nelson, City Recorder

Publication Date: \_\_\_\_\_

STATE OF UTAH                    )  
                                          : ss.  
COUNTY OF BOX ELDER )

I, Cynthia Nelson, the City Recorder of Tremonton, Utah, do hereby certify that the above and foregoing is a full and correct copy of Ordinance No. 26-11, entitled “**AN ORDINANCE OF THE CITY COUNCIL OF TREMONTON, UTAH, REVOKING THE LOCAL ORDINANCE PROHIBITING THE DISCHARGE OF PROJECTILES WITHIN CITY LIMITS AND PRESENTING A NEW ORDINANCE TO PERMIT SUCH DISCHARGE UNDER SPECIFIC CONDITIONS.**” Adopted and passed by the City Council of Tremonton, Utah, at a regular meeting thereof on the 21st day of July 2026, which appears of record in my office.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate seal of the City this \_\_\_\_\_ day of \_\_\_\_\_ 2026.

\_\_\_\_\_  
Cynthia Nelson, City Recorder

## MEMORANDUM

**TO:** Tremonton City Council

**FROM:** Tremonton Community Development Staff

**SUBJECT:** Adoption of the 2026 Tremonton Parks, Trails, and Open Space Master Plan

**SUMMARY:** Request for adoption of the 2026 Tremonton Parks, Trails, and Open Space Master Plan

### STAFF ANALYSIS

The Tremonton Parks, Trails, and Open Space Master Plan 2026 provides a general update, recommended for update every approximately five (5) years, and reaffirms its long-range vision for a connected parks, trails, and open space system. It emphasizes four (4) key themes of connection: people to people, people to place, past to future, and people to opportunity. The plan is based on an assessment of existing conditions and community goals and provides implementation-focused recommendations to guide policy updates and capital improvements as the city grows. It is intended to ensure that parks and recreation facilities and programs continue to meet community needs as the city develops over time.

### PLANNING COMMISSION SUMMARY

The Planning Commission heard this item at their regularly scheduled meeting on June 23<sup>rd</sup>, 2026. Public hearing comments included concerns regarding potentially inaccurate population data presented in the plan, questions about the City's strategy for acquiring park land, and a recommendation that the Planning Commission actively pursue funding opportunities for future parks and recreational amenities. The Planning Commission discussed the Level of Service (LOS) analyses presented in the plan, including the need for indoor recreation centers in addition to outdoor parks. City staff explained that the City's LOS cannot be increased until existing park projects are completed, as previously allocated funding must first be expended on those improvements. Staff also clarified that impact fees are tied to growth-related capital improvements and have limitations on how they may be used. Staff further noted that providing both outdoor park amenities and indoor recreation facilities reflects industry best practices by accommodating a wider variety of recreational activities and sports, and that the plan identifies this approach while discussing potential funding strategies for future facilities. Following discussion, the Planning Commission directed staff to prepare a cover page for the plan that includes a prioritized list of Parks and Recreation capital projects. The Planning Commission voted to continue this item to the July 21, 2026, regularly scheduled meeting.

## **PLANNING COMMISSION SUMMARY**

The Planning Commission heard this item at their regularly scheduled meeting on July 14, 2026. During the public hearing, comments were received noting that the hyperlink in the staff report directed readers to the previous draft that went to the June 23<sup>rd</sup> meeting rather than the revised document discussed during the presentation. Staff clarified that the Planning Commission packet for the July 14 meeting included the revised draft reflecting the referenced changes. There were minimal questions from the Planning Commission, with discussion limited to minor clarification regarding potential future amendments to the plan after adoption. Staff clarified that, to avoid further confusion regarding the master plan, the document was separated into the plan itself and a larger appendix provided as a companion document. Staff further clarified that monetary figures presented in the plan, as well as any other major amendments, may only be amended by the Council after adoption. The Planning Commission voted to recommend approval of the application with a 4-0 vote. Members Capener and Miller were absent from the meeting, with alternate member Stickney filling in and voting that evening.

## **ATTORNEY GUIDANCE**

### **Legislative Review:**

The Planning Commission reviews and makes recommendations to the City Council regarding amendments to the general plan and land use regulations. *See* Utah Code § 10-20-302(1). Planning Commissioners are public officials that are political appointees of the City Council. As non-elected public officials, Planning Commissioners do not have a constituency, nor do they represent the citizens or a neighborhood. The Planning Commission's primary purpose is to be an advisory body to the City Council by providing reasoned recommendations to the City Council on land use matters. *See* Tremonton Code § 1.04.035. In practice, the Planning Commission makes a recommendation to the City Council whether a certain land use application, or proposed ordinance, is consistent with Tremonton City Code requirements for zoning applications and the City's general plan. The Planning Commission must also consider, and only advance applications of zoning amendments, that comply with Utah State law. The Planning Commission should include references to the standards in Tremonton City Code and Utah State Code supporting its recommendations. In that regard, the State Code standards that may be included are as follows:

10-20-101. Purposes — General land use authority.

- (1) The purposes of this chapter are to:
  - (a) provide for the health, safety, and welfare;
  - (b) promote the prosperity;
  - (c) improve the morals, peace, good order, comfort, convenience, and aesthetics of each municipality and each municipality's present and future inhabitants and businesses;
  - (d) protect the tax base;
  - (e) secure economy in governmental expenditures;
  - (f) foster the state's agricultural and other industries;
  - (g) protect both urban and nonurban development;
  - (h) protect and ensure access to sunlight for solar energy devices;
  - (i) provide fundamental fairness in land use regulation;
  - (j) facilitate orderly growth, allow growth in a variety of housing types, and contribute toward housing affordability; and
  - (k) protect property values.
  
- (2) To accomplish the purposes of this chapter, a municipality may enact all ordinances, resolutions, and rules and may enter into other forms of land use controls and development agreements that the municipality considers necessary or appropriate for the use and development of land within the municipality, including ordinances, resolutions, rules, restrictive covenants, easements, and development agreements governing:
  - (a) uses;
  - (b) density;
  - (c) open spaces;
  - (d) structures;
  - (e) buildings;
  - (f) energy efficiency;
  - (g) light and air;
  - (h) air quality;
  - (i) transportation and public or alternative transportation;
  - (j) infrastructure;
  - (k) street and building orientation;
  - (l) width requirements;
  - (m) public facilities;
  - (n) fundamental fairness in land use regulation; and
  - (o) considerations of surrounding land uses to balance the foregoing purposes with a landowner's private property interests and associated statutory and constitutional protections.

## RECOMMENDED MOTIONS

**Sample Motion for *Approval*** – “I move we approve the adoption of the 2026 Tremonton Parks, Trails, and Open Space Master Plan, based on the findings listed in the memorandum dated July 21, 2026.”

**Sample Motion for *Approval with Corrections*** – “I move we approve the adoption of the 2026 Tremonton Parks, Trails, and Open Space Master Plan, based on the findings listed in the memorandum dated July 21, 2026, with the following additional corrections:”

1. *List any additional corrections...*

**Sample Motion for *Denial*** – “I move we deny the adoption of the 2026 Tremonton Parks, Trails, and Open Space Master Plan, due to the following findings:”

1. *List any additional findings...*

## ATTACHMENTS:

Attachment “A”: 2026 Tremonton Parks, Trails, and Open Space Master Plan



[Click here to  
view a full-size  
PDF version](#)

**Attachment “A”: 2026 Tremonton Parks, Trails, and Open Space Master Plan**



## ORDINANCE 26-12

### **AN ORDINANCE OF THE TREMONTON CITY CORPORATION ADOPTING THE 2026 TREMONTON PARKS, TRAILS, AND OPEN SPACE MASTER PLAN, AND ESTABLISHING AN EFFECTIVE DATE**

**WHEREAS**, the Tremonton City Council previously adopted the 2011 Tremonton Trails, Parks, and Open Spaces Master Plan on October 4, 2011, to serve as a policy guide for parks, trails, open space, and related land use decision-making within the City; and

**WHEREAS**, it is recommended that the Master Plan be reviewed and updated approximately every five (5) years to reflect growth, infrastructure changes, and evolving community needs; and

**WHEREAS**, the City Council finds that adopting an updated plan regarding Parks, Trails, and Open Space within Tremonton City Corporation is in the best interest of the City; and

**WHEREAS**, the Tremonton City Planning Commission and Zoning Administrator have reviewed the proposed amendment in accordance with State law and have recommended approval of the same;

### **NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE TREMONTON CITY CORPORATION, STATE OF UTAH:**

**Section 1. Amendment and Adoption.** The Tremonton City Corporation hereby adopts the 2026 Tremonton Parks, Trails, and Open Space Master Plan, as more specifically described in Exhibit “A”, attached hereto and incorporated herein by reference.

**Section 2. Severability.** If any section, part, or provision of this Ordinance is held invalid or unenforceable, such invalidity or unenforceability shall not affect any other portion of this Ordinance, and all sections, parts and provisions of this Ordinance shall be severable.

**Section 3. Effective Date.** This ordinance shall become effective immediately upon its adoption.

**ADOPTED AND PASSED** THIS 21<sup>st</sup> day of July, 2026 and shall be effective upon its adoption.

**TREMONTON CITY CORPORATION**

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Mayor Bret Rohde

ATTEST:

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Cynthia Nelson, City Recorder

Publication Date: \_\_\_\_\_



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view a full-  
size PDF](#)

**Exhibit “A”: 2026 Tremonton Parks, Trails, and Open Space Master Plan**



STATE OF UTAH                    )  
                                              : ss.  
COUNTY OF BOX ELDER )

I, Cynthia Nelson, the City Recorder of Tremonton, Utah, do hereby certify that the above and foregoing is a full and correct copy of Ordinance No. 26-12, entitled “**ADOPTION OF THE 2026 TREMONTON PARKS, TRAILS, AND OPEN SPACE MASTER PLAN.**” Adopted and passed by the City Council of Tremonton, Utah, at a regular meeting thereof on the 21<sup>st</sup> day of July 2026, which appears of record in my office.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate seal of the City this \_\_\_\_\_ day of \_\_\_\_\_ 2026.

\_\_\_\_\_  
Cynthia Nelson, City Recorder

## MEMORANDUM

**TO:** Tremonton City Council

**FROM:** Tremonton City Community Development Staff

**SUBJECT:** Rezone Code Text Amendment

**SUMMARY:** Request to amend chapter 1.31.020 - Form And Contents Of Required Documents of the Tremonton City Code to clarify the application requirements for obtaining a rezone in Tremonton City.

### PLANNING COMMISSION SUMMARY

The Planning Commission heard this item at their regularly scheduled meeting on July 14, 2026, 2026. There were comments made during the public hearing portion of the meeting that urged the Planning Commission to retain code language requiring an applicant to state in their narrative their intent for rezoning the property, with additional comments recommending higher-density development in the lower and flatter areas of the city. The Planning Commission and staff discussed that requiring an applicant to state their specific intent for a rezone request is not appropriate as part of the rezone review process, as a rezone application should evaluate a requested zoning change rather than require an applicant to commit to a specific development proposal or future use. There were comments from the Planning Commission regarding a general preference to simplify the rezoning process, with questions about the mechanisms the Planning Commission and City Council should rely on when making legislative decisions for rezones. City staff clarified that applicants can better prepare rezone applications by consulting applicable plans adopted by the city and working with city staff throughout the review process. Staff further clarified that adopted plans are publicly available and should be consulted as part of the standard practice for rezone applications, while other tools for agreements with developers are addressed through mechanisms such as overlays, PUDs, and master-planned developments. The Planning Commission stated a general preference to have each rezone request measured against the Future Land Use Map from the 2023 Integrated Land Use Plan and noted anticipation of the adoption of an updated general plan. The Planning Commission voted to recommend approval of the application with a 4-0 vote. Members Capener and Miller were absent from the meeting, with alternate member Stickney filling in and voting that evening.

## **STAFF ANALYSIS**

In response to a directive from the City Council on May 19, 2026, staff has prepared a draft text amendment to clarify and streamline the application requirements for the rezoning of properties within the limits of the city. During review of the existing code, staff identified that the application requirements contained in § 1.31.020(C) and (D) exceed the information necessary for legislative consideration of a rezone request. The proposed amendment removes the requirement for applicants to submit a map showing the subject property and surrounding zoning districts and an Existing Conditions Map depicting physical site characteristics. The scope of a rezone request should be limited to determining whether the requested zoning is consistent with the City's General Plan, the Future Land Use Map contained within the 2023 Integrated Land Use Plan, the character of the surrounding area, and generally accepted planning principles, such as buffering or the avoidance of spot zoning.

The information required by § 1.31.020(A) and (B) is sufficient for such determinations. Additionally, the proposed amendment removes unnecessary prescriptive language from subsection (B), allowing staff to work with applicants through the City's application management software and address minor submittal needs on a case-by-case basis, rather than imposing rigid requirements for a legislative process that is inherently case-specific. Furthermore, requiring applicants to prepare conceptual maps for legislative review is counterproductive for both the city and the applicant, as such exhibits may be interpreted as representing a fixed development layout or specific lot yield prior to subdivision review. Likewise, the Existing Conditions Map requirement effectively requires applicants to prepare an engineered concept plan before the setting of any new entitlements by the city council and amendment of the zoning map, placing unnecessary cost and effort on the applicant while addressing matters more appropriately considered during subdivision, site plan, and engineering review. The proposed amendment aligns the application requirements with the limited scope of rezoning review while reducing unnecessary submittal requirements for applicants.

## **ATTORNEY GUIDANCE**

### **Legislative Review:**

The Planning Commission reviews and makes recommendations to the City Council regarding amendments to the general plan and land use regulations. *See* Utah Code § 10-20-302(1). Planning Commissioners are public officials that are political appointees of the City Council. As non-elected public officials, Planning Commissioners do not have a constituency, nor do they represent the citizens or a neighborhood. The Planning Commission's primary purpose is to be an advisory body to the City Council by providing reasoned recommendations to the City Council on land use matters. *See* Tremonton Code § 1.04.035. In practice, the Planning Commission makes a recommendation to the City Council whether a certain land use application, or proposed ordinance, is consistent with Tremonton City Code requirements for zoning applications and the City's general plan. The Planning Commission must also consider, and only advance applications of zoning amendments, that comply with Utah State law. The Planning Commission should include references to the standards in Tremonton City Code and Utah State Code supporting its recommendations. In that regard, the State Code standards that may be included are as follows:

10-20-101. Purposes — General land use authority.

(1) The purposes of this chapter are to:

- (a) provide for the health, safety, and welfare;
- (b) promote the prosperity;
- (c) improve the morals, peace, good order, comfort, convenience, and aesthetics of each municipality and each municipality's present and future inhabitants and businesses;
- (d) protect the tax base;
- (e) secure economy in governmental expenditures;
- (f) foster the state's agricultural and other industries;
- (g) protect both urban and nonurban development;
- (h) protect and ensure access to sunlight for solar energy devices;
- (i) provide fundamental fairness in land use regulation;
- (j) facilitate orderly growth, allow growth in a variety of housing types, and contribute toward housing affordability; and
- (k) protect property values.

(2) To accomplish the purposes of this chapter, a municipality may enact all ordinances, resolutions, and rules and may enter into other forms of land use controls and development agreements that the municipality considers necessary or appropriate for the use and development of land within the municipality, including ordinances, resolutions, rules, restrictive covenants, easements, and development agreements governing:

- (a) uses;
- (b) density;
- (c) open spaces;
- (d) structures;
- (e) buildings;
- (f) energy efficiency;
- (g) light and air;
- (h) air quality;
- (i) transportation and public or alternative transportation;
- (j) infrastructure;
- (k) street and building orientation;
- (l) width requirements;
- (m) public facilities;
- (n) fundamental fairness in land use regulation; and
- (o) considerations of surrounding land uses to balance the foregoing purposes with a landowner's private property interests and associated statutory and constitutional protections.



## PROPOSED TEXT

The following draft text has been prepared for review and consideration:

### 1.31.020 FORM AND CONTENTS OF REQUIRED DOCUMENTS.

...

- B. Written Statement. A written statement as to how the Rezoning of Property is consistent with the City's General Plan or other planning documents approved by the City Council. ~~Included in this explanation shall be a statement as to why the existing zoning is no longer appropriate. The written statement shall identify the proposed zoning district or any proposed regulation within a zoning district. Applicants proposing Rezoning of Property shall provide evidence to justify the reason for the proposed change.~~
- ~~C. Map. A map showing any property that is being proposed to be amended from one zoning district to another zoning district and the zoning of the surrounding properties.~~
- ~~D. Existing Conditions Map. A map showing the existing physical characteristics of the site including waterways, geological information, fault lines, general soil data, contour data at two (2') foot intervals, if required by the Zoning Administrator or Planning Commission.~~

## PUBLIC NOTICE, MEETINGS, COMMENTS

- ✓ Public notice was posted on the Utah Public Notice website and the City's website on July 4, 2026, at least ten (10) days prior to the scheduled public hearing, in accordance with Tremonton City Code § 1.31.025(A) and Utah Code § 10-9a-205.
- ✓ Public notice was also posted at City Hall on July 4, 2026.

## RECOMMENDED MOTIONS

**Sample Motion for *Approval*** – “I move we approve the Rezone Code Text Amendment, amending section 1.31.020 - Form And Contents Of Required Documents of the Tremonton City Code by amending subsection B to simply code language to strike subsections C and D completely, based on the findings listed in the memorandum dated July 21, 2026.”

**Sample Motion for *Approval with Corrections*** – “I move we approve the Rezone Code Text Amendment, amending section 1.31.020 - Form And Contents Of Required Documents of the Tremonton City Code by amending subsection B to simply code language to strike subsections C and D completely, based on the findings listed in the memorandum dated July 21, 2026, and with the following additional corrections:”

1. *List any additional corrections...*

**Sample Motion for *Denial*** – “I move we deny the Rezone Code Text Amendment, not amending section 1.31.020 - Form And Contents Of Required Documents of the Tremonton City Code by amending subsection B to simply code language to strike subsections C and D completely, with the following findings:”

1. *List any additional findings...*

## ATTACHMENTS:

Attachment “A”: Proposed Amendments to § 1.31.020 – Use (Full Subchapter Context)

## Attachment “A”: Proposed Amendment to 1.31.020 Uses (Full Subchapter Context)

### CHAPTER 1.31 REZONING OF PROPERTY

#### 1.31.020 FORM AND CONTENTS OF REQUIRED DOCUMENTS.

The Rezoning of Property application shall be submitted with the materials listed in this Section. The Zoning Administrator or Planning Commission may determine and require that additional items not listed herein be submitted in order to evaluate the Rezoning of Property application. The number of hard copies shall be determined by the Zoning Administrator.

- A. Legal Description. A legal description of the property.
- B. Written Statement. A written statement as to how the Rezoning of Property is consistent with the City's General Plan or other planning documents approved by the City Council. ~~Included in this explanation shall be a statement as to why the existing zoning is no longer appropriate. The written statement shall identify the proposed zoning district or any proposed regulation within a zoning district. Applicants proposing Rezoning of Property shall provide evidence to justify the reason for the proposed change.~~
- ~~C. Map. A map showing any property that is being proposed to be amended from one zoning district to another zoning district and the zoning of the surrounding properties.~~
- ~~D. Existing Conditions Map. A map showing the existing physical characteristics of the site including waterways, geological information, fault lines, general soil data, contour data at two (2') foot intervals, if required by the Zoning Administrator or Planning Commission.~~

(Ord. No. 25-02, Exh. B, 2-4-2025)

## ORDINANCE 26-13

### **AN ORDINANCE OF THE TREMONTON CITY CORPORATION AMENDING CHAPTER 1.31.020 - FORM AND CONTENTS OF REQUIRED DOCUMENTS OF THE TREMONTON CITY CODE TO CLARIFY THE APPLICATION REQUIREMENTS FOR OBTAINING A REZONE IN TREMONTON CITY, AND ESTABLISHING AN EFFECTIVE DATE**

**WHEREAS**, the Tremonton City Council has previously established land use management regulations for Tremonton City as the Zoning Ordinance of the Tremonton City Code which established, among other things, the entitlements for development within residential, commercial and industrial, and mixed-use zones in the city; and

**WHEREAS**, the City Council finds that clarifying, updating, amending, and modifying specific provisions of the Zoning Ordinances of Tremonton City Corporation is in the best interest of the City; and

**WHEREAS**, the Tremonton City Planning Commission and Zoning Administrator have reviewed the proposed amendment in accordance with State law and have recommended approval of the same;

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE  
TREMONTON CITY CORPORATION, STATE OF UTAH:**

**Section 1. Amendment and Adoption.** Title I of the Tremonton City Code is hereby amended and adopted to amend chapter 1.31.020 - Form And Contents Of Required Documents of the Tremonton City Code to clarify the application requirements for obtaining a rezone in Tremonton City as more specifically described in Exhibit “A”, attached hereto and incorporated herein by reference.

**Section 2. Severability.** If any section, part, or provision of this Ordinance is held invalid or unenforceable, such invalidity or unenforceability shall not affect any other portion of this Ordinance, and all sections, parts and provisions of this Ordinance shall be severable.

**Section 3. Effective Date.** This ordinance shall become effective immediately upon its adoption.

**ADOPTED AND PASSED** THIS 21<sup>st</sup> day of July, 2026 and shall be effective upon its adoption.

**TREMONTON CITY CORPORATION**

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Mayor Bret Rohde

ATTEST:

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Cynthia Nelson, City Recorder

Publication Date: \_\_\_\_\_

**Exhibit “A”: AMENDMENT TO CHAPTER 1.31.020 - FORM AND CONTENTS  
OF REQUIRED DOCUMENTS OF THE TREMONTON CITY CODE TO  
CLARIFY THE APPLICATION REQUIREMENTS FOR OBTAINING A REZONE  
IN TREMONTON CITY**

**CHAPTER 1.31 REZONING OF PROPERTY**

**1.31.020 FORM AND CONTENTS OF REQUIRED DOCUMENTS.**

The Rezoning of Property application shall be submitted with the materials listed in this Section. The Zoning Administrator or Planning Commission may determine and require that additional items not listed herein be submitted in order to evaluate the Rezoning of Property application. The number of hard copies shall be determined by the Zoning Administrator.

- A. Legal Description. A legal description of the property.
- B. Written Statement. A written statement as to how the Rezoning of Property is consistent with the City's General Plan or other planning documents approved by the City Council.  
~~Included in this explanation shall be a statement as to why the existing zoning is no longer appropriate. The written statement shall identify the proposed zoning district or any proposed regulation within a zoning district. Applicants proposing Rezoning of Property shall provide evidence to justify the reason for the proposed change.~~
- ~~C. Map. A map showing any property that is being proposed to be amended from one zoning district to another zoning district and the zoning of the surrounding properties.~~
- ~~D. Existing Conditions Map. A map showing the existing physical characteristics of the site including waterways, geological information, fault lines, general soil data, contour data at two (2') foot intervals, if required by the Zoning Administrator or Planning Commission.~~

(Ord. No. 25-02, Exh. B, 2-4-2025)

STATE OF UTAH                    )  
                                              : ss.  
COUNTY OF BOX ELDER )

I, Cynthia Nelson, the City Recorder of Tremonton, Utah, do hereby certify that the above and foregoing is a full and correct copy of Ordinance No. 26-13, entitled **“AMENDING CHAPTER 1.31.020 - FORM AND CONTENTS OF REQUIRED DOCUMENTS OF THE TREMONTON CITY CODE TO CLARIFY THE APPLICATION REQUIREMENTS FOR OBTAINING A REZONE IN TREMONTON CITY.”** Adopted and passed by the City Council of Tremonton, Utah, at a regular meeting thereof on the 21<sup>st</sup> day of July 2026, which appears of record in my office.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate seal of the City this \_\_\_\_\_ day of \_\_\_\_\_ 2026.

\_\_\_\_\_  
Cynthia Nelson, City Recorder

## MEMORANDUM

**TO:** Tremonton City Planning Commission  
**FROM:** Tremonton Community Development Staff  
**SUBJECT:** Planning Commission Code Text Amendment

**SUMMARY:** A request to amend § 1.04.020 Term Of Office to clarify the end of term limits for Planning Commission members

In response to ongoing questions regarding the application of term limits for Planning Commission members, staff has prepared a draft amendment to § 1.04.020 Term of Office of the Tremonton City Code to clarify when term limits expire and how members may continue serving following completion of their appointed terms. The existing language has resulted in differing interpretations or applications of the code, creating uncertainty for current and future appointments. The proposed amendment is intended to provide clear direction, ensure consistent administration, and establish a more predictable framework for the appointment and reappointment of Planning Commission members.

### PLANNING COMMISSION SUMMARY

The Planning Commission heard this item at their regularly scheduled meeting on June 23<sup>rd</sup>, 2026, 2026. There were no comments made during the public hearing portion of the meeting. There were questions from the Planning Commission regarding the length of terms for members, with two (2), three (3), and four (4) year terms discussed. Staff clarified that even with term limits of two (2) years, members could reapply after completion of a term and are only up for reconsideration or stepping down if they so choose. Staff suggested the drafting and implementation of a policy guide in the form of bylaws for the Planning Commission, which is a document commonly used by Planning Commissions in many communities throughout Utah and the United States, to help address unique scenarios related to voting procedures, duties, and maintaining decorum during Planning Commission meetings. The Planning Commission voted to recommend approval of the application with a 5-0 vote, with direction to staff to draft code language specifying four (4)-year terms and specifying the participation and voting procedures of alternate members. Member Miller left the meeting prior to the vote, and Alternate Member Stickney was seated and participated in the discussion and vote, voting in favor of the motion.



## **ATTORNEY GUIDANCE**

### **Legislative Review:**

The Planning Commission reviews and makes recommendations to the City Council regarding amendments to the general plan and land use regulations. *See* Utah Code § 10-20-302(1). Planning Commissioners are public officials that are political appointees of the City Council. As non-elected public officials, Planning Commissioners do not have a constituency, nor do they represent the citizens or a neighborhood. The Planning Commission's primary purpose is to be an advisory body to the City Council by providing reasoned recommendations to the City Council on land use matters. *See* Tremonton Code § 1.04.035. In practice, the Planning Commission makes a recommendation to the City Council whether a certain land use application, or proposed ordinance, is consistent with Tremonton City Code requirements for zoning applications and the City's general plan. The Planning Commission must also consider, and only advance applications of zoning amendments, that comply with Utah State law. The Planning Commission should include references to the standards in Tremonton City Code and Utah State Code supporting its recommendations. In that regard, the State Code standards that may be included are as follows:

10-20-101. Purposes — General land use authority.

(1) The purposes of this chapter are to:

- (a) provide for the health, safety, and welfare;
- (b) promote the prosperity;
- (c) improve the morals, peace, good order, comfort, convenience, and aesthetics of each municipality and each municipality's present and future inhabitants and businesses;
- (d) protect the tax base;
- (e) secure economy in governmental expenditures;
- (f) foster the state's agricultural and other industries;
- (g) protect both urban and nonurban development;
- (h) protect and ensure access to sunlight for solar energy devices;
- (i) provide fundamental fairness in land use regulation;
- (j) facilitate orderly growth, allow growth in a variety of housing types, and contribute toward housing affordability; and
- (k) protect property values.

(2) To accomplish the purposes of this chapter, a municipality may enact all ordinances, resolutions, and rules and may enter into other forms of land use controls and development agreements that the municipality considers necessary or appropriate for the use and development of land within the municipality, including ordinances, resolutions, rules, restrictive covenants, easements, and development agreements governing:

- (a) uses;
- (b) density;
- (c) open spaces;
- (d) structures;
- (e) buildings;
- (f) energy efficiency;
- (g) light and air;

- (h) air quality;
- (i) transportation and public or alternative transportation;
- (j) infrastructure;
- (k) street and building orientation;
- (l) width requirements;
- (m) public facilities;
- (n) fundamental fairness in land use regulation; and
- (o) considerations of surrounding land uses to balance the foregoing purposes with a landowner's private property interests and associated statutory and constitutional protections.

## RECOMMENDED TEXT

The following draft text has been prepared for review and consideration:

### *1.04.020 - TERM OF OFFICE.*

“The terms of the appointed Members of the Planning Commission shall be ~~three (3)~~ two (2) years and shall expire in January of the second year following appointment, and until their respective successors shall have been appointed provided that terms shall be assigned and adjusted as necessary to maintain staggered appointments so that the terms of two (2) Members expire each year. Alternate Members shall serve under the same term provisions and may serve in place of absent or disqualified Members until a new replacement -is appointed as provided by this Title,- except-Except that the terms of appointment shall be such that the terms of two (2) Members shall expire each year. The City Council member assigned to be the ex-officio member shall serve at the pleasure of the City Council. The Planning Commission existing at the time of passage of this Title shall continue to serve, and the terms of its Members shall be fixed by the City Council in such a manner as to comply with the above provisions for staggering terms of service. Vacancies of appointed Members occurring other than through the expiration of a term shall be filled for the remainder of the unexpired term by appointment of the City Council.”

## RECOMMENDED MOTIONS

**Sample Motion for *Approval*** – “I move we approve the Planning Commission Code Text Amendment, amending section 1.04.020 Term Of Office to clarify the end of term limits for Planning Commission members, based on the findings listed in the memorandum dated July 21, 2026.”

**Sample Motion for *Approval with Corrections*** – “I move we approve the Planning Commission Code Text Amendment, amending section 1.04.020 Term Of Office to clarify the end of term limits for Planning Commission members, based on the findings listed in the memorandum dated July 21, 2026, with the following additional corrections:”

*1. List any additional corrections...*

**Sample Motion for *Denial*** – “I move we deny the Planning Commission Code Text Amendment, not amending section 1.04.020 Term Of Office to clarify the end of term limits for Planning Commission members, due to the following findings:”

*1. List any additional findings...*

## ATTACHMENTS:

Attachment “A”: Original Draft Written by Staff

Attachment “B”: Amended Draft as Directed by the Planning Commission

## Attachment “A”: Original Draft Written by Staff

### *1.04.020 - TERM OF OFFICE.*

“The terms of the appointed Members of the Planning Commission shall be ~~three (3)-two~~ (2) years and shall expire in January of the second year following appointment, and until their respective successors shall have been appointed provided that terms shall be assigned and adjusted as necessary to maintain staggered appointments so that the terms of two (2) Members expire each year. Alternate Members shall serve under the same term provisions and may serve in place of absent or disqualified Members until a new replacement -is appointed as provided by this Title-, -except- Except that the terms of appointment shall be such that the terms of two (2) Members shall expire each year. The City Council member assigned to be the ex-officio member shall serve at the pleasure of the City Council. The Planning Commission existing at the time of passage of this Title shall continue to serve, and the terms of its Members shall be fixed by the City Council in such a manner as to comply with the above provisions for staggering terms of service. Vacancies of appointed Members occurring other than through the expiration of a term shall be filled for the remainder of the unexpired term by appointment of the City Council.”

## Attachment “B”: Amended Draft as Directed by the Planning Commission

### *1.04.020 - TERM OF OFFICE.*

“The terms of the appointed Members of the Planning Commission shall be ~~two (2) four~~ (4) years and shall expire in January of the fourth year following appointment, and until their respective successors shall have been appointed provided that terms shall be assigned and adjusted as necessary to maintain staggered appointments so that the terms of two (2) Members expire each year. Alternate Members shall serve under the same term provisions and may serve in place of absent or disqualified Members until a new replacement -is appointed as provided by this Title-, -except- Except that the terms of appointment shall be such that the terms of two (2) Members shall expire each year. The City Council member assigned to be the ex-officio member shall serve at the pleasure of the City Council. The Planning Commission existing at the time of passage of this Title shall continue to serve, and the terms of its Members shall be fixed by the City Council in such a manner as to comply with the above provisions for staggering terms of service. Vacancies of appointed Members occurring other than through the expiration of a term shall be filled for the remainder of the unexpired term by appointment of the City Council.”

...

### *1.04.022 – ALTERNATE MEMBERS*

The City Council may appoint one (1) or more Alternate Members to the Planning Commission. Alternate Members shall be Planning Commissioners and shall be subject to the same appointment process, qualifications, terms of office, training requirements, removal provisions, and compensation as all other Members of the Planning Commission, except as otherwise provided in this Section.

#### A.

Alternate Members may participate in all Planning Commission meetings and deliberations, but shall not vote unless designated by the Chairperson to serve in the place of an absent or disqualified voting Member, or when a vacancy exists on the Planning Commission. When so designated, the Alternate Member shall possess the same authority and voting privileges as the Member for whom they are serving.

#### B.

In the event no Alternate Member is available to serve, the Chairperson may designate a current Neighborhood Partnership Initiative (NPI) Member who has regularly participated in NPI meetings as determined by the Zoning Administrator to serve as a temporary Alternate Member for that meeting. A temporary Alternate Member designated under this Subsection shall serve only for the duration of that meeting and shall possess the same authority and voting privileges as an Alternate Member while so designated.

## **ORDINANCE 26-14**

### **AN ORDINANCE OF TREMONTON CITY CORPORATION AMENDING CHAPTER § 1.04.020 TERM OF OFFICE TO CLARIFY THE END OF TERM LIMITS FOR PLANNING COMMISSION MEMBERS AND ADOPTING § 1.04.020 ALTERNATE MEMBERS TO OUTLINE STANDARDS FOR ALTERNATE PLANNING COMMISSION MEMBERS, AND ESTABLISHING AN EFFECTIVE DATE**

**WHEREAS**, the Tremonton City Council has previously established regulations governing the creation, appointment, organization, powers, duties, and operation of the Tremonton Planning Commission through Chapter 1.04 of the Tremonton City Code; and

**WHEREAS**, the City Council finds that clarifying, updating, amending, and modifying specific provisions governing the organization and operation of the Tremonton Planning Commission is in the best interest of the City; and

**WHEREAS**, the Tremonton City Planning Commission and Zoning Administrator have reviewed the proposed amendment in accordance with State law and have recommended approval of the same;

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE  
TREMONTON CITY CORPORATION, STATE OF UTAH:**

**Section 1. Amendment and Adoption.** Title I of the Tremonton City Code is hereby amended and adopted to amend Chapter § 1.04.020 Term of Office and adopt Chapter § 1.04.020 Alternate Members of the Tremonton City Code to clarify the end of term limits for Planning Commission Members and establish standards for Alternate Planning Commission Members, as more specifically described in Exhibit “A”, attached hereto and incorporated herein by reference.

**Section 2. Severability.** If any section, part, or provision of this Ordinance is held invalid or unenforceable, such invalidity or unenforceability shall not affect any other portion of this Ordinance, and all sections, parts and provisions of this Ordinance shall be severable.

**Section 3. Effective Date.** This ordinance shall become effective immediately upon its adoption.

**ADOPTED AND PASSED** THIS 21<sup>st</sup> day of July, 2026 and shall be effective upon its adoption.

**TREMONTON CITY CORPORATION**

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Mayor Bret Rohde

ATTEST:

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Cynthia Nelson, City Recorder

Publication Date: \_\_\_\_\_

**Exhibit “A”: AMENDMENT TO CHAPTER § 1.04.020 TERM OF OFFICE TO  
CLARIFY THE END OF TERM LIMITS FOR PLANNING COMMISSION  
MEMBERS AND ADOPTING STANDARDS FOR ALTERNATE PLANNING  
COMMISSION MEMBERS**

**Option “A”: Original Draft Written by Staff**

*1.04.020 - TERM OF OFFICE.*

“The terms of the appointed Members of the Planning Commission shall be ~~three (3)~~two (2) years and shall expire in January of the second year following appointment, and until their respective successors shall have been appointed provided that terms shall be assigned and adjusted as necessary to maintain staggered appointments so that the terms of two (2) Members expire each year. Alternate Members shall serve under the same term provisions and may serve in place of absent or disqualified Members until a new replacement –is appointed as provided by this Title, ~~except~~ Except that the terms of appointment shall be such that the terms of two (2) Members shall expire each year. The City Council member assigned to be the ex-officio member shall serve at the pleasure of the City Council. The Planning Commission existing at the time of passage of this Title shall continue to serve, and the terms of its Members shall be fixed by the City Council in such a manner as to comply with the above provisions for staggering terms of service. Vacancies of appointed Members occurring other than through the expiration of a term shall be filled for the remainder of the unexpired term by appointment of the City Council.”



## Option “B”: Amended Draft as Directed by the Planning Commission

### *1.04.020 - TERM OF OFFICE.*

“The terms of the appointed Members of the Planning Commission shall be ~~two (2)~~ four (4) years and shall expire in January of the fourth year following appointment, and until their respective successors shall have been appointed provided that terms shall be assigned and adjusted as necessary to maintain staggered appointments so that the terms of two (2) Members expire each year. Alternate Members shall serve under the same term provisions and may serve in place of absent or disqualified Members until a new replacement –is appointed as provided by this Title–, \_except-Except that the terms of appointment shall be such that the terms of two (2) Members shall expire each year. The City Council member assigned to be the ex-officio member shall serve at the pleasure of the City Council. The Planning Commission existing at the time of passage of this Title shall continue to serve, and the terms of its Members shall be fixed by the City Council in such a manner as to comply with the above provisions for staggering terms of service. Vacancies of appointed Members occurring other than through the expiration of a term shall be filled for the remainder of the unexpired term by appointment of the City Council.”

...

### *1.04.022 – ALTERNATE MEMBERS*

The City Council may appoint one (1) or more Alternate Members to the Planning Commission. Alternate Members shall be Planning Commissioners and shall be subject to the same appointment process, qualifications, terms of office, training requirements, removal provisions, and compensation as all other Members of the Planning Commission, except as otherwise provided in this Section.

#### A.

Alternate Members may participate in all Planning Commission meetings and deliberations, but shall not vote unless designated by the Chairperson to serve in the place of an absent or disqualified voting Member, or when a vacancy exists on the Planning Commission. When so designated, the Alternate Member shall possess the same authority and voting privileges as the Member for whom they are serving.

#### B.

In the event no Alternate Member is available to serve, the Chairperson may designate a current Neighborhood Partnership Initiative (NPI) Member who has regularly participated in NPI meetings as determined by the Zoning Administrator to serve as a temporary Alternate Member for that meeting. A temporary Alternate Member designated under this Subsection shall serve only for the duration of that meeting and shall possess the same authority and voting privileges as an Alternate Member while so designated.

STATE OF UTAH                    )  
                                              : ss.  
COUNTY OF BOX ELDER )

I, Cynthia Nelson, the City Recorder of Tremonton, Utah, do hereby certify that the above and foregoing is a full and correct copy of Ordinance No. 26-14, entitled **“AMENDING CHAPTER § 1.04.020 TERM OF OFFICE TO CLARIFY THE END OF TERM LIMITS FOR PLANNING COMMISSION MEMBERS AND ADOPTING § 1.04.020 ALTERNATE MEMBERS TO OUTLINE STANDARDS FOR ALTERNATE PLANNING COMMISSION MEMBERS.”** Adopted and passed by the City Council of Tremonton, Utah, at a regular meeting thereof on the 21<sup>st</sup> day of July 2026, which appears of record in my office.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate seal of the City this \_\_\_\_\_ day of \_\_\_\_\_ 2026.

\_\_\_\_\_  
Cynthia Nelson, City Recorder

## **RESOLUTION NO. 26-47**

### **A RESOLUTION OF THE CITY COUNCIL OF TREMONTON CITY, UTAH, ADOPTING THE ACCEPTABLE USE OF GENERATIVE ARTIFICIAL INTELLIGENCE POLICY, DESIGNATING AI POLICY OFFICERS, AND AUTHORIZING RELATED IMPLEMENTATION ACTIONS**

**WHEREAS,** Generative Artificial Intelligence tools are increasingly used in municipal operations, presenting both operational opportunities and legal, privacy, ethical, and cybersecurity considerations that warrant a formal City policy; and

**WHEREAS,** The State of Utah has enacted the Artificial Intelligence Policy Act, codified at Utah Code §13-72 et seq. (SB 149, 2024, as amended by SB 226 and SB 332, 2025), establishing consumer disclosure and other requirements applicable to municipal use of Generative AI; and

**WHEREAS,** Utah Code §53-25-101 et seq. (SB 180, 2025) governs law enforcement use of Artificial Intelligence and requires separate procedures developed by the Chief of Police; and

**WHEREAS,** The State of Utah GovRAMP cybersecurity policy became effective July 1, 2025, and applies to municipal information systems including AI tools; and

**WHEREAS,** The Government Records Access and Management Act (Utah Code §63G-2 et seq.) and the Protection of Personal Information Act (Utah Code §13-44 et seq.) impose records classification, retention, and breach notification obligations relevant to AI use; and

**WHEREAS,** Tremonton City desires to establish a clear, consistent, and legally compliant framework for the use of Generative AI by City employees, elected officials, and contractors; and

**WHEREAS,** The Mayor has consulted with the City Manager and the City Attorney to develop the Acceptable Use of Generative Artificial Intelligence Policy attached to this Resolution as Exhibit “A”; and

**WHEREAS,** the City Council has reviewed the proposed Policy and finds that its adoption will serve the public interest of Tremonton City.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of Tremonton City, Utah, as follows:

**Section 1. Adoption of Policy.** The Acceptable Use of Generative Artificial Intelligence Policy, attached hereto as Exhibit “A” and incorporated by reference, is hereby adopted as an administrative policy of Tremonton City.

**Section 2. Effective Date.** This Resolution and the attached Policy shall take effect on August 15, 2026.

**Section 3. Designation of AI Policy Officers.** The City Manager is designated as AI Policy Officer for staff matters, with authority to receive incident reports, oversee training, and

maintain the AI Tool Register. The City Recorder is designated as AI Policy Officer for elected officials and records, with authority to log AI disclosures from elected officials, classify AI incidents under GRAMA, and manage retention.

**Section 4. AI Tool Register.** The City Manager shall establish the AI Tool Register described in the Policy and register initial approved tools prior to the effective date.

**Section 5. Records Retention.** The City Manager shall approve and implement procedures for the retention of AI prompts and outputs that qualify as electronic records under GRAMA, in coordination with the City Recorder and the applicable retention schedule.

**Section 6. AI User Handbook.** The City Council acknowledges that the City Manager may publish, maintain, and update an AI User Handbook providing operational guidance to staff. The Handbook is not subject to Council approval and may be updated as needed to reflect changes in law, tools, and City practice, provided it remains consistent with this Policy.

**Section 7. Police Department Policy.** The Chief of Police shall ensure the Police Department maintains a separate AI policy consistent with Utah Code §53-25-101 et seq., in consultation with the City Attorney. If no such policy exists as of the effective date of this Resolution, the Chief shall develop one within ninety (90) days of the effective date.

**Section 8. Procurement Contract Language.** The City Attorney shall develop standard contract language implementing the vendor disclosure and GovRAMP alignment requirements of the Policy, for use in new and renewing software contracts.

**Section 9. Training.** Every employee, elected official, and contractor with City system access shall complete initial AI policy training within thirty (30) days of the effective date of this Resolution and shall complete an annual refresher each January thereafter as required by the Policy.

**Section 10. Annual Review and Report.** The City Attorney shall review this Policy annually and after each regular session of the Utah Legislature and recommend amendments as needed. The City Manager shall present an annual report to the City Council in open session summarizing City AI use, training completion, incidents reported, and any policy changes recommended.

**Section 11. Amendment.** This Policy may be amended by subsequent resolution of the City Council. Non-substantive corrections may be made administratively by the City Recorder and reported to the Council at its next regular meeting.

**Section 12. Severability.** If any section, subsection, sentence, clause, or phrase of this Resolution or the attached Policy is held to be invalid or unconstitutional by a court of competent jurisdiction, that decision shall not affect the validity of the remaining provisions.

Adopted and passed by the governing body of Tremonton City on this 21<sup>st</sup> day of July 2026. To become effective on August 15, 2026.

TREMONTON CITY  
A Utah Municipal Corporation

By \_\_\_\_\_  
Bret Rohde, Mayor

ATTEST:

\_\_\_\_\_  
Cynthia Nelson, Recorder

APPROVED AS TO FORM:

\_\_\_\_\_  
Dalton Smuin, City Attorney

## **EXHIBIT “A”**

# TREMONTON CITY

## Acceptable Use of Generative Artificial Intelligence

### Administrative Policy

#### **Adopting Body: Tremonton City Council**

Proposed Effective Date: May 19, 2026

AI Policy Officer (Staff): City Manager (Linsey Nessen)

AI Policy Officer (Elected Officials and Records): City Recorder

Review Cycle: Annual, or sooner if state law changes

### **1.0 Purpose and Scope**

This policy governs the use of Generative Artificial Intelligence by Tremonton City employees, elected officials, and contractors. It applies to standalone AI tools, AI features embedded in City software, and personal devices used for City work. Contractors are responsible for compliance by their subcontractors when performing City work.

The Chief of Police shall ensure the Police Department maintains a separate AI policy consistent with Utah Code §53-25-101 et seq. (SB 180, 2025), in consultation with the City Attorney. If no separate policy exists on the effective date of this Policy, the Chief shall develop one within 90 days of the effective date.

### **2.0 Authority**

This policy is grounded in Utah law, including:

- Utah Code §13-72 et seq. — Artificial Intelligence Policy Act (SB 149/2024, as amended by SB 226 and SB 332 in 2025)
- Utah Code §63G-2 et seq. — Government Records Access and Management Act (GRAMA)
- Utah Code §13-44 et seq. — Protection of Personal Information Act
- Utah Code §53-25-101 et seq. — Law Enforcement Use of AI (SB 180/2025)
- State of Utah GovRAMP cybersecurity policy (effective July 1, 2025)

The City Attorney shall review this policy annually and after each regular session of the Utah Legislature.

### **3.0 Definitions**

**Generative AI** — any system that produces text, audio, or visual output similar to human work. Includes ChatGPT, Claude, Microsoft Copilot, Google Gemini, and AI features embedded in other software.

**Public Model** — a tool where City input may train the vendor's model or leave City control.

**Private Model** — a tool where City data is contractually ring-fenced and not used for model training.

**Restricted Data** — any record classified as Private, Protected, or Controlled under GRAMA; Personally Identifiable Information; Protected Health Information; financial account information; active investigation materials; attorney-client communications; or personnel records.

**Substantial contribution** — original drafted content, analysis, or recommendations produced by AI. Does not include formatting, proofreading, or grammar suggestions.

## 4.0 Prohibited Uses

### 4.1 Restricted Data into Public Models.

No person with access to Restricted Data, including an employee, elected official, or contractor, shall input Restricted Data or permit Restricted Data to be entered into a Public Model.

Employees, elected officials, and contractors shall make reasonably diligent efforts to prevent the negligent input of Restricted Data into a Public Model.

### 4.2 AI as Sole Decision-Maker.

AI shall not be the sole or primary basis for any consequential City decision, including the following decisions. AI may inform background research, but a human author must write the recommendation and sign it:

- Hiring, promotion, applicant screening or ranking, discipline, or termination
- Procurement awards or vendor selection
- Legal interpretations issued in the City's name
- Code enforcement, citations, or benefit decisions
- Land use entitlement decisions to Planning Commission or Council

### 4.3 Undisclosed Public AI.

No chatbot, voice agent, or other AI shall interact with residents on the City's behalf without a clear opening disclosure and a human alternative.

## 5.0 Three-Tier Use Framework

Every use of AI for City business falls into one of three tiers. When in doubt, treat as the higher tier.

| Tier                       | Examples                                                                                          | Required Review                                                                                                                          |
|----------------------------|---------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------|
| Tier 1<br>Internal         | Internal notes, internal emails, brainstorming, formatting, proofreading.                         | Originating user verifies accuracy. No formal documentation.                                                                             |
| Tier 2<br>Public-Facing    | Press releases, resident letters, council packet materials, staff reports, public communications. | User fact-checks against authoritative sources; a second person reviews before publication; disclosure footer required (see Appendix A). |
| Tier 3<br>Decision Support | Analysis informing any decision under Section 4.2.                                                | Human author writes the recommendation independently; Department Head signs off.                                                         |



## **6.0 Required Practices**

### **Human Validation Before Release.**

No AI-assisted work product may be sent outside the drafter, published, or used to inform a decision affecting a resident, employee, applicant, vendor, or the City itself without human review and validation. A named person must read the content, verify it against authoritative sources where applicable, and accept accountability for what is released. The specific review standard for each tier of use is set in Section 5.0. AI output is never released on the basis of its own apparent completeness or confidence. A human decides.

### **Tool Approval.**

No new AI tool, and no AI feature newly enabled in existing City software, may be used for City business unless approved and added to the AI Tool Register maintained by the City Manager (see Appendix A for the request procedure).

### **Vendor Disclosure.**

All new and renewing software contracts shall ask vendors whether the product includes AI features and whether City data is used to train vendor models. GovRAMP alignment is required absent written justification approved by the City Manager.

### **Records.**

AI prompts and outputs related to City business may be electronic records subject to GRAMA and the City's retention schedule. They may be subject to public records requests. Therefore, the City Manager shall approve and implement policies to ensure proper retention of records to comply with GRAMA.

### **Disclosure.**

When AI substantially contributes to a Tier 2 or Tier 3 work product, the originating user shall include a disclosure footer naming the tool used and the human reviewer (template in Appendix A).

### **Training.**

Every employee, elected official, and contractor with City system access shall complete AI policy training within 30 days of hire or election, an annual refresher each January, and sign a written acknowledgment kept in the personnel file or with the City Recorder.

## **7.0 Incident Response**

An AI incident is any event where Restricted Data may have entered a Public Model, AI output with material errors was relied upon, or a tool not on the Register was used for City business.

Report to the employee's supervisor and the City Manager within 24 hours of discovery. The City Recorder and City Manager, in consultation with the City Attorney, classifies the exposure under GRAMA and determines what actions should be taken. The full protocol is in Appendix A.

Good-faith reporting is not, by itself, grounds for discipline. This protection applies only to the act of reporting and does not reduce or waive discipline that would otherwise apply to the underlying conduct, particularly where the conduct was willful, repeated, or in disregard of training.

## 8.0 Accountability

Generative AI is a drafting and analysis tool, not a decision-maker. Every employee, elected official, and contractor remains accountable for the accuracy and legality of work produced with AI assistance.

The City Manager shall present an annual report to the City Council in open session summarizing tools in use, training completed, incidents reported, and any policy changes recommended.

## 9.0 Roles and Responsibilities

| Role                      | Responsibility                                                                                                                                                                   |
|---------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| City Council              | Adopts and amends this policy; receives the annual AI report.                                                                                                                    |
| Mayor and Council Members | Subject to this policy; disclose substantial AI use to the City Recorder. Failure to disclose is addressed through the Council's ordinary accountability process and procedures. |
| City Manager              | AI Policy Officer for staff. Maintains the AI Tool Register; oversees training; receives incident reports; presents the annual report.                                           |
| City Recorder             | AI Policy Officer for elected officials and records. Logs AI disclosures from elected officials; classifies AI incidents under GRAMA; manages retention.                         |
| City Attorney             | Annual policy review; develops procurement contract language; advises on incidents and prohibited decisions.                                                                     |
| Department Heads          | Ensure their staff are trained; sign off on Tier 3 work; surface tool needs to the City Manager.                                                                                 |
| Chief of Police           | Drafts the separate Police Department AI Policy under SB 180 within 90 days of adoption.                                                                                         |
| All Personnel             | Comply with this policy; complete training; use only Registered tools; disclose AI use as required; report incidents promptly.                                                   |

## Appendix A — Brief Procedures

These procedures are part of the adopted policy. The City Manager may publish a separate AI User Handbook with additional guidance, training, and templates; that handbook is not subject to Council approval and may be updated as needed.

### A.1 Requesting a New AI Tool

1. Employee submits a written request to the Department Head: tool name, intended use, and data classification involved.
2. Department Head forwards the request to the City Manager with a recommendation.
3. City Manager consults the City Attorney and IT contractor as needed; approves or denies in writing.
4. If approved, the City Manager adds the tool to the AI Tool Register.

### A.2 Reporting an Incident

5. Stop using the tool or output.
6. Notify supervisor verbally and the City Manager in writing within 24 hours of discovery.
7. Provide a written summary to the City Manager and City Recorder within 72 hours (tool involved, data involved, scope, actions taken).
8. City Recorder, with the City Attorney, classifies the exposure under GRAMA.
9. If breach notification is required under §13-44-202, the Recorder and Attorney coordinate notification.

### A.3 Required Disclosure Footers

#### Standard footer (resident letters, public reports):

*"This document was drafted with the assistance of [AI tool] and reviewed by [name, title]."*

#### Council staff reports:

*"AI Disclosure: Portions of this report were drafted with assistance from [AI tool]. The author has independently verified all claims, citations, and recommendations."*

#### Press releases or public communications (small footer):

*"Drafted with AI assistance. Reviewed and approved by City staff."*

Disclosure is not required for Tier 1 internal work or for AI use limited to formatting and grammar. When in doubt, disclose.

## The Connection Plan

A strategic framework for Council discussion. The compilation of a year-plus of town halls, workshops, and council conversations, shaped into direction we can set together and hold ourselves accountable to.

DRAFT FOR COUNCIL DISCUSSION · Working document, not adopted policy

### OUR MISSION

**To create a safe and welcoming community where neighbors feel connected to each other and enjoy life.**

### OUR VISION

**To be a connected community with a vibrant and welcoming feel.**

*"A connected Tremonton — stronger relationships, stronger spaces, built to last."*

### MAYOR & COUNCIL

#### Set direction

Adopt the mission, vision, and pillars. Choose the one or two goals under each pillar. Decide what Tremonton is aiming at, not how each department gets there. Hold the city accountable.

### CITY MANAGER & STAFF

#### Carry it forward

Take the goals Council locks in and build the department-level direction, timelines, and metrics inside each department. Bring the operational expertise. Report progress back.

### RESIDENTS

#### Give true input

Tell the Council what matters through meetings, surveys, and neighborhood conversations. Hold the city accountable to the mission. We work as equals toward one goal: connection.

**How to read this:** This is a read-ahead for our Council discussion. Each pillar lists the challenges residents named and the outcomes we're after, then a menu of candidate goals pulled straight from our town halls and workshops. Come ready to react to them, and to help us narrow to **one or two goals per pillar**. Those become the SMART goals we hand to staff to build department direction around. Nothing here is locked. This is clay. The **PRIORITY** tags mark the Mayor's focus areas for the year: good growth, economic development, transparency, and a solid financial plan.

## Connected to the Good Life

**Strategic focus:** Quality-of-life amenities, parks, recreation, affordable housing, growth management, youth opportunities, preserving small-town character, beautification.

### CHALLENGES WE HEARD

- ▲ Few amenities & limited recreation
- ▲ Concerns for youth & young adults; housing affordability
- ▲ Preserving small-town identity under growth pressure
- ▲ Loss of the agricultural way of life
- ▲ Aging & neglected parks system

### OUTCOMES WE'RE AFTER

- ◆ Year-round places to gather, play, and belong
- ◆ Facilities and public spaces that keep pace with growth
- ◆ Beautification that builds shared pride

### CANDIDATE GOALS — CHECK THE 1-2 TO MOVE FORWARD

- ☐ **Adopt a citizen-centric general plan in 2026** that manages growth on purpose — concentrate density in the urban core near parks and amenities, protect green space and farmland character. **GOOD GROWTH**
- ☐ **Sustain and grow our signature connection events** — Mugs & Bananas, summer concerts, Heydays, Teen Night, farmers market, movies in the park — to a set number reaching a set share of residents each year.
- ☐ **Multi-sport / recreation complex** — feasibility study in 2026, so families stop driving to other valleys. Target regional tournaments and tourism revenue.
- ☐ **Bring the parks system back to standard** — fund a multi-use park build and fix failing lighting (North Park, Jenny Stevens) so fields are usable after dark.
- ☐ **Launch neighborhood connection programs** — block parties, a "Welcome Wagon" for new residents, volunteer cleanups, tied to the NPI groups.
- ☐ **A downtown/citywide beautification push** — gateways, Main Street planters and lighting, and a "Yard of the Month" to spread pride block by block.
- ☐ **Honor our veterans** — maintain the downtown memorial, host veteran-focused events, and a veteran-history program in the schools.

**For discussion:** Of these, which one or two would residents feel the most if we delivered them, and which would they miss most if we lost them? Where does "good growth" start for us — the general plan, or the facilities?

## Connected to Each Other

**Strategic focus:** Belonging, inclusion, transparency, trust, community relationships, celebrating the good.

### CHALLENGES WE HEARD

- ▲ Intolerance & social division
- ▲ Low civic engagement & education
- ▲ Transparency deficit — distrust when data isn't shared
- ▲ Social toxicity & silence on the good
- ▲ Preserving small-town identity

### OUTCOMES WE'RE AFTER

- ◆ A modern city website as the digital front door
- ◆ High-dignity communication (Dignity Index 6–7)
- ◆ A deliberate posture of celebrating the good
- ◆ Growth guided by an adopted comprehensive plan

### CANDIDATE GOALS — CHECK THE 1–2 TO MOVE FORWARD

- ☐ **Launch a public transparency dashboard by 2026** — real-time budget, project status, and survey results, plus the new .gov website as the front door. Open books before hard asks. **TRANSPARENCY**
- ☐ **Stand up a resident communication platform by 2027** — permits, updates, and two-way feedback in one place people actually use. **TRANSPARENCY**
- ☐ **Make the Dignity Index how we operate** — train 100% of staff and officials, run "Dignity in Dialogue," and partner with the school district on respectful communication.
- ☐ **Launch a "Share the Good" campaign** — resident-nominated good deeds, a city hashtag, and steady positive stories so the good is as loud as the noise.
- ☐ **Build trust with our Latino community (~14%)** — cultural events and police-community connection that dismantle the fear that "police equals ICE," neighbor to neighbor.
- ☐ **Regular town halls with real notice** — a set number a year, agendas posted well ahead, tracked on the dashboard.

**For discussion:** Transparency is a Mayor's priority this year. Is the dashboard the flagship, or the website? What does "high dignity" look like when we measure it — and who scores it?

## Connected to Peace and Security

**Strategic focus:** Safety, stability, family security, economic wellness, community resilience.

### CHALLENGES WE HEARD

- ▲ Aging facilities & deteriorating infrastructure
- ▲ Domestic violence, bullying & youth safety
- ▲ Scaling safety with growth
- ▲ Limited economic development
- ▲ Workforce development gaps

### OUTCOMES WE'RE AFTER

- ◆ Police/fire capacity that stays ahead of growth
- ◆ A multi-year plan for scaling safety with risk
- ◆ Neighborhood peace, trust with public safety
- ◆ Neighbors who know and care for neighbors
- ◆ Economic diversification

### CANDIDATE GOALS — CHECK THE 1-2 TO MOVE FORWARD

- ☐ **A deliberate economic-development strategy** — recruit employers that draw regional spend (hotels, sit-down restaurants, retail flex, auto, truck stop, data center) so people come, spend, and go home while we stay rural. **ECONOMIC DEV**

- ☐ **A multi-year public-safety scaling plan** — staffing, shifts, and equipment that keep PD, fire, and EMS ahead of population growth instead of always behind it. **GOOD GROWTH**

- ☐ **Make our public buildings look like we mean business** — an exterior facelift of city hall, police, and fire, tied to Main Street design standards, to attract investment and pass inspection.

- ☐ **Give youth constructive outlets to cut vandalism** — build on Teen Night and rec, and adopt a fast-cleanup policy so vandalism doesn't spread.

- ☐ **Keep critical infrastructure ahead of growth** — water/sewer upgrades and priority road connections from the transportation master plan, lowering response times.

- ☐ **Close workforce gaps** — partner with the school district and regional employers on career readiness so residents can reach higher-paying jobs here.

**For discussion:** Economic development is a Mayor's priority and the engine behind almost everything else. Do we lead with growing the safety team, or landing the businesses that fund it? Blair's line was blunt: everything goes on economics.

## Connected to Positive Well-Being

**Strategic focus:** Mental health, physical health, education, resilience, lifelong success — and the fiscal capacity that sustains it all.

### CHALLENGES WE HEARD

- ▲ High mental health needs (stigma & cost)
- ▲ Substance abuse epidemic
- ▲ Small & fragile economic base
- ▲ Water supply & sustainability
- ▲ Fiscal capacity constraints

### OUTCOMES WE'RE AFTER

- ◆ Access to mental health & substance resources
- ◆ Tracking lived well-being over time
- ◆ Fiscal transparency residents can act on
- ◆ Funded Capital Facilities Plans with savings

### CANDIDATE GOALS — CHECK THE 1-2 TO MOVE FORWARD

- ☐ **Build a real financial plan for the city** — grow revenue toward \$16M (set the year and today's baseline), set fund-balance targets for every fund like the 35% general-fund rule, and fund Capital Facilities Plans with consistent savings. **FINANCIAL PLAN**

- ☐ **Finish the utility rate studies and asset/depreciation schedules** — so water, sewer, and infrastructure are funded on real numbers, not guesses. **FINANCIAL PLAN**

- ☐ **Land the trails funding** — get our two priority segments (central trail + the 1000 North hospital corridor to Tremont Street) onto the UDOT map and secure 80/20 funding. Trails were residents' #1 priority and we're shovel-ready.

- ☐ **Open the books before the hard asks** — tie the capital needs list to each fund, and educate the public on truth-in-taxation and the gap between flat revenue and rising costs. **FINANCIAL PLAN**

- ☐ **Meaningful access to mental health & substance support** — reduce stigma and cost as barriers, and track lived well-being using the USU wellness survey as our baseline.

- ☐ **Secure our water future** — keep the culinary-to-secondary conversion moving and set a household water-use reduction target.

**For discussion:** The financial plan is a Mayor's priority, and the floor the other three pillars stand on. What's our honest revenue baseline and target year for the \$16M? Do we treat the financial plan as a Council-owned goal so no single department carries the city's whole money problem?



## What happens after Council picks

1. **Council picks 1–2 goals per pillar** from the menus above, and folds in the rest of the Council's vision.
2. Those picks are written as **SMART goals** — a measurable target, an owner, and a 6-to-12-month checkpoint.
3. **Staff take it from there** — each department builds its own direction and metrics toward the goals Council set.
4. We **report progress back** on a regular cadence, and adjust. Direction is set together; execution is shared; input is honored.

Tremonton City · The Connection Plan · Draft strategic framework for Council discussion — strategies shown are working drafts, not adopted policy.

## **Draft Minutes**

### **TREMONTON CITY CORPORATION CITY COUNCIL MEETING JULY 7, 2026**

#### Members Present:

Kristie Bowcutt  
Brent Jex—via Zoom  
Beau Lewis  
Sharri Oyler  
Blair Westergard  
Bret Rohde, Mayor—via Zoom  
Linsey Nessen, City Manager  
Cynthia Nelson, City Recorder

### **CITY COUNCIL WORKSHOP**

Interim Mayor Westergard called the July 7, 2026, City Council Workshop to order at 6:22 p.m. The meeting was held in the City Council Meeting Room at 102 South Tremont Street, Tremonton, Utah. Those in attendance were Mayor Rohde (listening only through Zoom), Interim Mayor Westergard, Councilmembers Bowcutt, Jex, Lewis and Oyler, City Manager Nessen, and City Recorder Nelson. Also in attendance were Zoning Administrator Epling, Public Works Director Carl Mackley, Community Director Zach LeFevre, Planner Jeremy Lance and Finance Director Jami Heiner.

1. Call to Order and Declaration of Conflict of Interest
2. Council Reports and Updates: None.

Due to a later start time, Interim Mayor Westergard suggested they hear presentations 3. g. and 3. f. first. The other items were discussed during the regular Council meeting.

3. Presentations:
  - a. **Title:** RES 26-44 Aging Services Contract
  - b. **Title:** RES 26-45 Amending Section 21 Financial Policies
  - c. **Title:** RES 26-46 Agreement for Bailiff Services
  - d. **Title:** ORD 26-09 Rezone of parcel Buchanan Estates 05-173-0044
  - e. **Title:** ORD 26-10 Amending Chapters 1.03 & 1.07
  - f. **Title:** Discussion on consulting & CIB funding—Consultant Gordon Walker

Administrator Epling said Mr. Walker is a consultant looking to help with funding issues for the City and infrastructure needs. Mr. Walker reviewed his expertise and some of the projects he has helped with. I am not here to sell you on anything. I am here to facilitate what you do. I know we can find funding. You have some real opportunities in front of you. A lot of money is available. When I left the State, we had close to \$850 million that is revolving and continually coming back. I can see how to solve many of the problems you struggle with on the money end. The State has been slow in approving new sewer systems. We need to make some calls and get people doing these approvals. I would be

happy to work with you through the financing. That can come in the form of a grant or low-interest loan. We really cannot apply until next spring, unless you have a critical issue. Administrator Epling said we just wanted to be very upfront. We asked him to come because I needed to know if this was a valuable option for us to continue to talk to him because the decision is up to the Council. I have been looking at different funding options and the Mayor and I thought we would introduce this idea. Interim Mayor Westergard said obviously we would be crazy not to entertain a discussion. The Council agreed more discussions would take place.

- g. **Title:** Discussion of Wastewater Treatment Plant Upgrades & New Plant—Director Mackley and Eric Sahm from Aqua Engineering

Mr. Sahm said I wanted to update you on the status of what is going on at the plant, the types of flows they are seeing versus current capacity, along with other action items that are in motion and some of the remaining action items we want to address, short and long-term. Long-term plans, we want to look at where your growth is going and what the growth rates are going to look like compared to what we thought they were. I know Jones and Associates is updating the collection system. I want to keep collaborating with them and make sure I get an updated population and growth projections, so we match what they are saying and are updated. That is the long-term plan, which includes looking at different sites. Does the current location of the wastewater treatment plant still make sense, or do we need to look at a new location? Those types of goals will take five to seven years to permit, develop and build. That will likely be a longer window since the idea is in its infancy. While we are doing long-term planning, there are some short-term plans we need to make sure we keep in place. The plant as it is, is designed to handle 1.9 million gallons per day (MGD average flow). We are there now and need to expand. We already have expanded some of the facilities and have plans in place to expand others. There are a couple other things that need our attention in the short term to make sure we keep things reliable and operating. That is how we are going to bridge this gap between where we are now and where we see things going 15 plus years down the road. Our previous Master Plan from 2022 assumed a growth rate of 3%. Actual growth has been a bit higher. We projected a population of 11,800, but Tremonton is pushing 13,000. The good news is, we do not need to predict every year, we just need a 10 to 20-year average. That is what I need to design and plan around. The Master Plan recommends we expand the plant from 1.9 million to 3 million gallons per day. We projected 2.7 million is what you need but rounded up to give you a buffer on capacity. The last major update was 2022. That was the last time that was looked at. You should do that every five years or so. This would buy enough time for you to continue planning and to identify if a regional plant or new site makes sense, while keeping things running. Getting to a 3-NGD plant will take 10 to 15-years. The other part is getting more capacity on the main heart of the plant. That is already planned. We are waiting for the State to give us the green light on the updated permit and then are going out to bid. I believe we have funding already dedicated to making that happen. The 2043 projection is based off a 3% growth rate whereas the average since 2020 has been closer to 5%. Even when big projects come to fruition, you have a 10-plus year timeline for a lot of that infrastructure to be in place. That is why I am not nervous about our 3-NGD timeline. That is going to buy plenty of

## Draft Minutes

time to keep planning and to know what is coming long-term. Director Mackley said we are nervous about the short-term. We are being proactive about what we can do for the next 20 years, and this plan is smart because it takes additional planning considerations. We just need to model different scenarios. Mr. Sahm said the plan would be to keep the plant we have running as long as we need to. There are things we need to fix to keep that running. Then we plan and build a new plant or maybe we decide we are going to expand there. We get that plan and design with all the permitting in place to be ready to go. So, by the time we are pushing 90% capacity of our plant we have our alternate in place ready to switch things over. For a year or so, you would probably run both, but you do not want to run two plants long-term.

Mr. Sahm said here are our recommended plans. Updating the Master Plan based on the updated information from Jones and Associates. Two big projects at the existing site and the third phase is the front end of the plant. The stuff that is not falling apart but needs more capacity. You do need to survive for the next five to 10 years, but we do not have to do all of that. I would like to hold off a little until we get more information from Jones and Associates so we can make smarter decisions about what we do. The solids handling is critical. We need to do that now, no matter what the long-term plans say. Phase three, we will need to do a part of it, but the information from Jones and Associates will tell us what makes the most sense. They should have a draft by August. Even if that is not finalized, it probably will have enough information for us to move ahead with updating a Master Plan. Once we put out those fires, so to speak, and have our Master Plan updated, we could work with Jones and Associates on a location study. There could possibly be a regional plant. Based on that, we would make our decisions on everything else at the existing plant to survive 10 to 15 years. Director Mackley said cost for these immediate projects has been shared. Councilmember Jex said I am supportive of what you guys need to do. I had one of the County Commissioners ask me about a regional sewer plant project. Has there been any discussion with the County on that. Director Mackley said we are primarily concerned with Tremonton City, but the mayor has engaged in at least some conversations with the County at that level. The County would be smart to jump on board with what we are looking at doing. Based on what we have coming, we anticipate a location change, which could benefit a larger area.

h. **Title:** Discussion on strategic direction on Pillar 4

4. *CLOSED MEETING: No Closed Meeting held at this time.*

- a. *Strategy session to discuss the purchase of real property when public discussion of the transaction would disclose the appraisal or estimated value of the property under consideration or prevent the public body from completing the transaction on the best possible terms; and/or*
- b. *Strategy session to discuss the character, professional competence or physical or mental health of an individual; and/or*
- c. *Strategy sessions to discuss pending or reasonably imminent litigation; and/or*
- d. *Discussions regarding security personnel, devices or systems*

The meeting adjourned at 6:54 p.m. by consensus of the Council.

## **Draft Minutes**

### **CITY COUNCIL MEETING**

Interim Mayor Westergard called the July 7, 2026, City Council Meeting to order at 7:00 p.m. The meeting was held in the Tremonton City Council Meeting Room at 102 South Tremont Street, Tremonton, Utah. Those in attendance were Mayor Rohde (listening only through Zoom), Interim Mayor Westergard, Councilmembers Bowcutt, Jex, Lewis and Oyler, City Manager Nessen, and City Recorder Nelson. Also in attendance were Zoning Administrator Epling, Public Works Director Carl Mackley, Community Director Zach LeFevre, Planner Jeremy Lance, and Officer Greg Horspool.

1. Call to Order
2. Roll Call
3. Invocation by: Councilmember Bowcutt  
Pledge led by: Councilmember Oyler
4. Approval of Agenda:

**Motion by Councilmember Lewis to approve the agenda of July 7, 2026 with the change that the items not discussed during the Work Session be discussed during this meeting under Strategic Business.** Motion seconded by Councilmember Jex. Vote: Councilmember Bowcutt - yes, Councilmember Jex - yes, Councilmember Lewis - yes, Councilmember Oyler - yes, Councilmember Westergard - yes. Motion approved.

5. Declaration of Conflict of Interest: None
6. Presentations
  - a. Years of Service awarded to Jordan Rawlinson – 10 years with Parks & Recreation

Director LeFevre read her bio, they thanked her for her service and presented the award.

7. Swearing in Youth City Council members for 2026-2027

Youth Advisor Caroline Bourgeois said Bill Bourgeois and I are excited to get this new year going. We are the leaders of the group and love working with these kids. This year our mayor is Bridget Deaton, city manager is Avery Kimber, recorder is Taya Burgess, historian is Macy Mello and our project manager is Aisley Butler. These guys do a lot of good planning and carrying out activities for the City. Our new board has planned a new activity this year with Parks and Rec. We are going to have a team night, and they are excited to bring new activities to our City. This is our new board. Recorder Nelson swore them in and they took a picture.

8. Citizen Engagement – General Public Comment

Layne Wilding said I am excited about the new City website. I have spent the last two days trying to find a document on the current one. I went to the website, put in the search

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engine what I was looking for and all three took me to the same place. I have yet to figure out how to find a document in the current website. I was excited to read about the new site in a note from the Mayor. I want to say thank you for trying to make it more transparent for us as citizens to be able to find documents and provide public comments.

9. Discussion and consideration of approving a Special Event and Live Entertainment Permit for the grand opening of Lucky 75 Barber Shop and MBG Boxing Gym including a sanctioned boxing match on August 1, 2026

Director LeFevre said he submitted a special event and live entertainment permit and is proposing all of this on his business property. He runs the lucky 75 barbershop. His new location is right by the railroad tracks. He has a business license to run a boxing gym and moved his barbershop into that location. He is asking to host something similar to the Mugs and Bananas public event—hosting a sanctioned boxing tournament. I think we have worked out on the City side everything that needs to happen for him to host this event. He is coming to the Council to ask permission for this live entertainment as part of his grand opening of his boxing gym. The live entertainment portion is the boxing match itself. He is planning on having his own security, so we do not have to have additional resources for that.

**Motion by Councilmember Jex to approve the permit.** Motion seconded by Councilmember Oyler. Vote: Councilmember Bowcutt - yes, Councilmember Jex - yes, Councilmember Lewis - yes, Councilmember Oyler - yes, Councilmember Westergard - yes. Motion approved.

10. Unfinished Items from City Council Work Session

- a. **Title:** RES 26-44 Aging Services Contract—Manager Nessen

Manager Nessen said this is the contract we do each year with BRAG. They help fund our Senior Center and home delivered meals program. Councilmember Lewis asked have we talked with any of the neighboring cities about their contributions. Manager Nessen said Senior Center Director Jenny Christensen went and did presentations with the Council a couple years ago. Maybe we need to revisit that. We have sent bills out. Some do pay and others do not. Councilmember Lewis said the host city is footing the bill for the neighboring cities who are not paying. That does not sit well with me that Tremonton citizens are bearing the burden of taking care of citizens in other cities. Neighboring cities need to do their part. I do not think there is any ill intent. They just need to be planning and budgeting that. Manager Nessen said we do have to continue offering the service to the Valley or BRAG will not provide the \$103,000 contribution. The Council agreed it would be good for them to talk to those city administrations and see what they can work out. Manager Nessen said that would probably need to start in January, so they have time to budget for it.

- b. **Title:** RES 26-45 Amending Section 21 Financial Policies—Manager Nessen

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Manager Nessen said this is just an update to one of our financial policies. Zions let us know that some new rules came in place for ACH payments and trying to stop fraud. I also sent this to our Finance Director, who looked at it and said there are lots more changes we probably need to make to this policy. Where this became effective on June 26, we thought we better get it here. We will review the policy again and make other changes to bring to you at a later date.

c. **Title:** RES 26-46 Agreement for Bailiff Services Recorder Nelson

Recorder Nelson said we have a newer judge, who is trying to follow State guidelines and moving to things they are doing. He has a new payment system. We are going with the States, along with that we are also wanting to move to a constable service. If we have any conflicts right now, we do not have anyone to back up. We have had court several times without a bailiff. This would hopefully be a nice consistent thing, so we do not have any issues. This is how a lot of the courts do it, which is far cheaper than the other options we were looking at.

Councilmember Jex said this is the first time I have heard about any of this. I have not had a chance to talk to Sergeant Skyler Gailey about things. I know when West Jordan moved from bailiffs to the constables, they cost more. I would like to know what the costs are and if there are issues. I would suggest we table this. Manager Nessen said it is cheaper because we do not have to provide them with bulletproof vests or guns or any of that because they provided all of the above. We just pay them the hourly rate. After some discussion on the issues and potential for tabling the item, Manager Nessen said we approved this several years ago knowing that it was a conflict of interest and knowing that we had to keep the job ad on our website. This has been a conflict of interest because of Madison being the chief's wife, so Recorder Nelson has been overseeing that. We interviewed one recently, but in talking with Lieutenant Gailey, we have had to provide them with their bulletproof vest and gun and all the training. We do not have to provide that for the constables. Councilmember Bowcutt said we really need somebody to show up for court. If they are not showing up, that is a huge safety concern not only for the court system, but for all the wonderful people who work within this building. Councilmember Jex asked Officer Gailey if we table this for a few weeks to get the answers we need, can we get a guarantee that somebody is going to be at the court between now and then? Sergeant Gailey said I will guarantee it. I do think it would be worth looking into and having a discussion with staff.

11. Consent Agenda - Any Councilmember may request an item be removed for separate discussion – Roll Call Vote
  - a. Approval of minutes – June 16, 2026 & June 24, 2026
  - b. Approval of Resolution No. 26-44 Aging Services Contract
  - c. Approval of Resolution No. 26-45 Amending Section 21 Financial Policies
  - d. Approval of Resolution No. 26-46 Agreement for Bailiff Services (moved to Strategic Business)

**Motion by Councilmember Jex to approve the Consent Agenda, moving Resolution 26-24 to Strategic Business for a motion to table that item.** Motion seconded by

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Councilmember Bowcutt. Roll Call Vote: Councilmember Bowcutt - yes, Councilmember Jex - yes, Councilmember Lewis - yes, Councilmember Oyler - yes, Councilmember Westergard - yes. Motion approved.

### **12. Strategic Business (Ordinances & Policies)**

Discussion and consideration of adopting ordinance 26-09 Rezone of Buchanan Estates. Planner Lance said the location of this project is north of 1650 west. The current zoning is split between two zones, RM-16, which is a multiple residential zone, and R1-10, which is a residential zone. The 2023 Integrated Land Use Plan designates this area as single-family residential, low to medium density. The acreage is 36.29 and the request is to amend the existing R1-10 and RM-16 split zone designation on that parcel by extending the boundary approximately 3.57 acres of the RM-16 portion to the northern boundary and by amending the remainder of the property from R1-10 to RM-8. The planning commission heard this at their meeting on June 23, 2026. The public was looking for more information and wanted to make sure public notice procedures were followed and expressed general concerns about townhomes in the area. The Planning Commission discussed the viability of apartments and townhomes at the site, talked about potential lot yield, and talked about imposing a development agreement for this property. The Planning Commission discussed their preference that the applicant utilize the recently repealed PUD overlay chapter from our code. Staff clarified that the Planning Commission does not need to require any documentation like a development agreement at the time of a rezone. A development agreement would be a feature defined in the subdivision process. Staff clarified the discussion of potential lot yield should happen more generally at the stage of a rezone where you can talk about the possible number of units in an area, but to get an exact figure is yielded by the subdivision process. The Planning Commission voted to recommend denial of the application to this body with a 3-2 vote. Here are the findings contained within the staff report. If the Commission finds merit in this rezone, then the following findings could be considered. That the proposed amendments support future residential development of the property. Two, the proposed amendment is compatible with the adjacent residential zone and development. Three, the proposed amendment promotes logical and orderly residential growth. Finally, that the subject property is suitable for future development and has access to the existing street network.

Developer Tyler Farr explained the layout and how the higher density would border the freeway. We want the RM-8 zoning to be able to build multiple housing types, from townhomes to single-family to whatever suits the area. We want to bring different types of families to affordable housing. Administrator Epling said he is trying to get a variety of housing within the hard zoning standards. The Council's decision is to decide if this hard zoning fits the area for his ability to do that. That was the original request of the application. The Land Use Plan gives a general guideline of medium to low density in that area. Planner Lance said staff would not recommend creating any split zoning. It exists currently and so they are looking to amend it. Administrator Epling said we had three meetings on this. The first proposal was for the entire parcel to be rezoned to RM-16 so they could do apartments. 100% of people in attendance voted that this was a good area for that since there were already apartments there, but they also voted 100% that



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they felt Tremonton was not ready for it. They were concerned about schools and other things, so the developer went back and amended the original proposal. Now the RM-16 is just on the freeway side with RM-8 on the other side. Coming from the standpoint of the NPI in the central district, I have seen more support than not in this area. Many more questions will be answered at the subdivision stage, but the rezone is to consider is this an appropriate place for this kind of zone? We want to use their time and City time wisely for those reviews since they cost money. We want to figure out the entitlements first and then go into the details. Once they are entitled to those then it is worth paying our staff to review and get things in place. The proposal brought before you could put RM-8 throughout that entire parcel, but the intent of the development is to create a single-family buffer against those existing houses. Mr. Farr said we want a variety of housing here and the RM-8 allows that. We would like a bunch of different options. That is why we are shooting for the RM-8 zone. Administrator Epling said this would be 8 units per acre and allow them to cluster. The General Land Use Plan does say to have higher density in the urban core so they are accessible to parks and amenities. That is one of the reasons the central district thought this was a fitting area. When asked about the Planning Commission, Administrator Epling said the biggest concern was that they wanted a master plan to make sure the developer did not do all townhouses with the RM-8 and to protect the City from being able to have that. They were directing the applicant to change his application. They wanted a development agreement, so they made sure they were held to a certain number of lots. That route is expensive up front for the City and developer. The developer still decided to go with the hard zoning change because he felt he could create what they wanted with that zoning change. Mr. Farr said we do have a general plan that is mostly drawn up. We do not want to spend too much money developing all this if it is not going to work. I think it will bring people to the City and allow them to have affordable housing and we have plans to build parks and trails and certain things through this development. With that RM-8, we can cluster the housing, which leaves more room for open space and things for people to do.

Planner Lance said development agreements are required at the final stage in the subdivision process. That is where an applicant follows our code as laid out. If approved, they could submit a concept plan and preliminary plat. That is where you really get into the details of the site. Administrator Epling said this is just the order of operation. He is trying to secure the zoning change and then will produce the development agreement. That is the difference between an overlay and a hard zoning request. Councilmember Jex said I want to make it crystal clear that my expectation is that what you tell us you are going to build, that is exactly what goes in and not some end-around loophole. I expect full transparency on what is going in and how it is going to affect the community and public safety. Administrator Epling said we are trying to be completely transparent. This is the request being brought forward. The applicant has asked for the hard zoning. He has been a good applicant. Planner Lance said the applicant can choose from a menu, per their zone, on what is permitted or needs a conditional use permit. There is some flexibility built into the system. This is just simple hard zoning. The question is, does this zoning fit in this area and the General Plan? Does it create land use issues? Does it follow good planning principles? Councilmember Lewis said there are a lot of questions. I think it would be a good idea to table and do our research and give our developer a fair,

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educated Council opinion rather than just rushing into it. That would give us a chance to talk to the Planning Commission. Planner Lance said we could do a continuance. There has been a lot of due diligence from the applicant and a lot of meetings with staff. The research has been done. Councilmember Lewis said I think there is still a lot of ambiguity for those that are actually placing the vote tonight. I would like to have more understanding of the details behind the legalities of what it means to rezone this.

Amanda Jones said I was the one who pushed hard to not put all the dense housing in, but according to our Land Use Plan, I believe this is a good place for it. It is in the core of the City and that is where the Land Use Plan wants to put these types of developments. I feel awful for the developer. I go to all these meetings, and they just keep being put down. I believe it is all in line and feel you should support this and approve the zone change.

Michelle Martineau said I have been to a lot of these meetings, too. I was concerned about this until I found out that the road would connect to 1000 North. Only having one egress out onto Main Street would have been a big concern. That connection helps a lot. I agree with Amanda that the core of the City is where the denser housing should go. I appreciate that they do not want to put in a PUD. The developments up on the hill are on the outskirts of town and that is where we do not want this high density, but I am afraid they are going to push it. I believe it needs to be pushed farther down into the inner City, closer to where things happen. I agree this would be a good place for this kind of density.

Ben Greener said I just want to point out this does not match the Master Land Use Plan. Until the City develops a plan and sticks to it, we have no plan. Every time a developer buys a piece of property, he runs up here to change the zoning or how he wants to build. It is up to the Council to decide how our town wants to look. This might be the right place, but it does not match the Master Land Use Plan.

Councilmember Bowcutt said we have discussed the treatment plant and where we are at with it right now. What are your thoughts? Director Mackley said we are converting culinary to secondary, so I feel good about that. I am feeling panicked about the treatment plant, but I feel like we are moving in the right direction. Roads are a huge concern throughout this town. I like this design where the road goes straight through. Administrator Epling clarified that you are changing the entitlements of the zone. That is not a decision the staff can make. Our job is to just present the facts to you and then support you. We do need to have a plan and that is why the General Plan update is crucial because the current plan does not account for the amount of growth Tremonton has seen. That General Plan Update will be critical in getting public feedback and getting a plan so when these things are brought forward, it is a lot easier for you to decide because you have a plan to go off of. The current Land Use Plan does have it as low to medium density, but you also have it already zoned as RM-16 so it is confusing. The Land Use Plan does say that higher density should be concentrated where people can receive services. There are so many multifaceted things to take into consideration with this, but right now it is just at the entitlement stage. Interim Mayor Westergard said I think it fits there. The apartments all the way down the freeway fit. People need places to live that

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they can afford. If I were to vote tonight, I would vote for it. I think it is a good move forward.

Layne Wilding said I think having apartments along the freeway is a good idea. I am a little concerned about the storm drains in the area. Not too long ago, the streets were flooding by the new car wash and I have no idea how you are going to handle that if we have storm problems. I think that needs to be addressed. Having higher density housing means more asphalt, which means you would be putting more water into the storm drain system there. That is something worth considering.

**Motion by Councilmember Bowcutt to accept the ordinance.** Motion seconded by Councilmember Westergard. Roll Call Vote: Councilmember Bowcutt - yes, Councilmember Jex - yes, Councilmember Lewis - yes, Councilmember Oyler - yes, Councilmember Westergard - yes. Motion approved.

Discussion and consideration of adopting ORD No. 26-10 Amending Chapters 1.03 & 1.07. Planner Lance said following a directive from the Council on May 9 to start looking at our code and tweak some things, we brought two repeals, which was a blanket approach. Now we are going a little more surgical and proposing changes to the residential lot regulations.

The first change is a newer designation for accessory structures, which are accessory to primary uses. There is no real provision to look at smaller accessory structures any differently than we would for a full accessory structure. Following the same setbacks for full accessory structures and the same building height. The 2021 international building code does not regulate structures of less than 200 square feet. That is where we could start looking at a new designation. We propose small accessory structures could be looked at differently. The second change is in regard to some inconsistency in the code where it talks about maximum building height for all buildings (36 feet). For accessory buildings, they are 20 feet max height. Staff propose a simple tweak to call all main buildings, which includes things like houses and other commercial things. The third change rides right on the coattails of the rezone discussion tonight. In the RM-8 and RM-16 zones, the purpose of those zones is to provide areas for higher residential density with the opportunity for varied housing styles and character for single-family occupancy, maximum density, eight units per acre for attached housing. We are looking at making that section a little more consistent. Administrator Epling said it permits single family housing in one section in the narrative but then does not permit it in the table. We want them to match. Then the accessory dwelling units, we are just changing the setbacks on the sides of those. We are giving it a definition and that small accessory structure will have no water, sewer, electricity or anything like that. This gives a little bit more leeway and enforcing that on a code perspective is a lot easier. The Planning Commission voted unanimously to approve these three changes. The three changes are first to define what a small accessory structure is and to create better setbacks for them appropriate to each land use. The second one is for the height discrepancy in code to make it more uniform. Lastly, is for single-family housing in the RM-8 and RM-16 zones so it matches the narrative and table. They are just corrections to the code.

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**Motion by Councilmember Lewis to adopt the resolution.** Motion seconded by Councilmember Bowcutt. Roll Call Vote: Councilmember Bowcutt - yes, Councilmember Jex - yes, Councilmember Lewis - yes, Councilmember Oyler - yes, Councilmember Westergard - yes. Motion approved.

The Council previously discussed Resolution 26-46 Agreement for Bailiff Services while talking about the Consent Agenda and agreed to table the item until more information can be gathered.

**Motion by Councilmember Jex to approve to table until the 7/21/26 meeting.** Motion seconded by Councilmember Westergard. Vote: Councilmember Bowcutt - yes, Councilmember Jex - yes, Councilmember Lewis - yes, Councilmember Oyler - yes, Councilmember Westergard - yes. Motion approved.

The Council then discussed direction on Pillar 4. Director LeFevre said Pillar four is connected to positive well-being. It is resident well-being and fiscal capacity that sustains it. The strategic focus in this pillar is mental health, physical health, education, resilience and lifelong success. The challenges we see most within these pillars are mental health needs, depression, anxiety and trauma that is prevalent. Stigmas and costs prevent residents from seeking help. Challenge number two consists of substance abuse epidemic. Drug use and alcoholism affect families across income levels, burdening health and safety systems. Challenge three, small and fragile economic base. Heavy reliance on a narrow commercial sector leaves the City vulnerable to economic shocks and high fiscal burden on its residents. Challenge number four is water supply and sustainability. Growth and climate variability threaten long-term water availability, which is a rural concern. The fifth challenge is fiscal capacity constraints. Limited revenue limits the City's ability to fund services residents expect as the City grows. Mayor Rohde has listed some desired outcomes, but this is where we ask the Council to discuss not only the challenges, but also the desired outcomes and your direction for this pillar. Interim Mayor Westergard said everything goes on economics. My concern is funding. Councilmember Lewis said many of our local events are providing better mental health. We need each other and must keep that up. That is a definite outcome I would like to see us keep doing. We have other Main Street efforts coming and those things are going to bring us together as a community. Councilmember Bowcutt said there are good things happening in Tremonton. We need to continue creating connections and looking for the good.

Director LeFevre said does the Council have any direction on strategic ways to go about the things you have suggested or ideas you would like to see as we wrap up this pillar-by-pillar discussion and put it all together. The Council discussed the need for trails. Administrator Epling said the planning department has had conversations with UDOT about a central trail system that the State mandates. They have \$45 million that they allocate every year for a central trail, so we are working on that. We just have to amend their map and apply to get our trail system on it. They could fund our trails 80% to 20%. There are two trails I am petitioning for funding. That will be coming in the next few years. Director LeFevre said you will hear more about this as we present the Parks, Trails and Open Space Master Plan. Mayor Rohde and I, along with advisory staff, will work on

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putting together the strategic framework to bring these back with the priorities listed out throughout the four pillars. We will present those to you and move forward.

13. Reports and Calendar
  - a. City Leadership Report

Manager Nessen said my final report got approved, so we will get that other 10% of the \$1.1 million grant for the equalization basins and ASR, \$110,000 to finish up that grant.

- b. Upcoming Calendar Items

Interim Mayor Westergard said there is an open house at the hospital on Wednesday at 11 a.m. They would like a City represented there. We have the Summer Concert Series at Shuman Park and then Hay Days July 24-25. The Council will help serve breakfast. Director LeFevre said Friday night, we do have the community dinner. This year's theme is based off America's 250. We are working with the American Legion to do a fundraiser community dinner, and all proceeds will go to them. The Council does help cook, serve and mingle with residents. Hay Days is also our final concert of the year. There will also be a small event permit to host a movie in the park providing more information on the data center. That will be at Shuman Park right after the concert.

The Council moved into a Closed Meeting for litigation discussion.

**Motion by Councilmember Lewis to move into closed meeting.** Motion seconded by Councilmember Oyler. Roll Call Vote: Councilmember Bowcutt - yes, Councilmember Jex - yes, Councilmember Lewis - yes, Councilmember Oyler - yes, Councilmember Westergard - yes. Motion approved.

The Council moved into a closed meeting at 8:49 p.m.

14. *CLOSED MEETING:*
  - a. *Strategy session to discuss the purchase of real property when public discussion of the transaction would disclose the appraisal or estimated value of the property under consideration or prevent the public body from completing the transaction on the best possible terms; and/or*
  - b. *Strategy session to discuss the character, professional competence or physical or mental health of an individual; and/or*
  - c. *Strategy sessions to discuss pending or reasonably imminent litigation; and/or*
  - d. *Discussions regarding security personnel, devices or systems*

**Motion by Councilmember Oyler to return to open meeting.** Motion seconded by Councilmember Lewis. Vote: Councilmember Bowcutt - yes, Councilmember Jex - yes, Councilmember Lewis - yes, Councilmember Oyler - yes, Councilmember Westergard - yes. Motion approved.

The Council returned to open session at 9:27 p.m.

15. Adjournment.

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**Motion by Councilmember Westergard to adjourn the meeting.** Motion seconded by Councilmember Bowcutt. Vote: Councilmember Bowcutt - yes, Councilmember Jex - yes, Councilmember Lewis - yes, Councilmember Oyler - yes, Councilmember Westergard - yes. Motion approved.

The meeting adjourned at 9:27 p.m.

The undersigned duly acting and appointed Recorder for Tremonton City Corporation hereby certifies that the foregoing is a true and correct copy of the minutes for the City Council Meeting held on the above referenced date. Minutes were prepared by Jessica Tanner.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2026.

\_\_\_\_\_  
Cynthia Nelson, City Recorder