# MINUTES – City Council Meeting

Tuesday, July 7, 2026
City of Saratoga Springs City Offices
319 S. Saratoga Rd., Saratoga Springs, Utah 84045

## POLICY MEETING

### CALL TO ORDER

**6:00 p.m.** by Mayor Pro Tempore Lance Wadman.

1. **Roll Call** – A quorum was present.
   **Present**:
   Council: Audrey Barton, Robert Taylor, Lance Wadman, Emma Wilson (electronically).
   Staff: City Manager Mark Christensen, City Attorney Kevin Thurman, Assistant City Manager Owen Jackson, Assistant City Manager Katie Olson, City Engineer/Public Works Director Jeremy Lapin, Planning Director Sarah Carroll, Chief Andrew Burton, Senior Planner Austin Roy, Deputy Recorder Heather Washburn, Budget/Finance Administrator Spencer Quain.
   Others: Tal Adair, James and Mable Burt, Forrest Gaskill.
   **Excused**: Mayor Chris Carn, Councilmember Edon Davenport.

2. **Moment of Reflection –** given by Councilmember Taylor.
3. **Pledge of Allegiance** – led by Councilmember Barton.
4. **Public Input**
   Tal Adair, representing a Saratoga Springs property owner, sought the Council's feedback on changing the zoning of a parcel to allow for higher-density development.

   **Public comment was closed by the Mayor Pro Tempore.**

### REPORTS

1. **Mayor.** Mayor Pro Tempore Wadman reflected on the recent celebrations and thanked the community.
2. **City Council.** Councilmember Barton reported that she was able to tour the Beehive Academy charter school and reflected on how beneficial school choice is.
   Councilmember Taylor reported that he has been having scheduling conflicts with the Jordan River Watershed Council, Staff and Council discussed having a substitute attend in his place. He also raised a question about waitlist numbers for the Recreation center. Staff explained potential waitlist reasons and would direct the Recreation Department to send additional information via email.
3. **Administration.** No report given.
4. **Department Reports: Library, Recreation, Public Relations/Community Outreach.** Given in packet.
5. **Other:** No other reports given.

### CONSENT ITEMS

1. **Appointing Matthew Harris to the remainder of a term for Planning Commission. Resolution R26-38 (07-07-26).**
2. **Amendments to the City Code, Title 3 – Administrative Code. Ordinance 26-29 (07-07-26).**
3. **Update to the Planning Commission Bylaws & Rules of Procedure. Ordinance 26-30 (07-07-26).**
4. **Approval of Minutes: June 9, 2026, and June 16, 2026.**

   Councilmember Taylor requested to remove Consent Items 2 and 3 to Business Items.

   **<u>Motion by Councilmember Barton to approve items #1 and #4 on the Consent Calendar. Seconded by Councilmember Taylor.</u>**
   **<u>Vote:</u>**

**Councilmember Barton Yes**
**Councilmember Davenport Absent**
**Councilmember Taylor Yes**
**Councilmember Wadman Yes**
**Councilmember Wilson Yes**
**No: None**
**Absent: Councilmember Davenport**
**Motion passed 4-0**

## PUBLIC HEARINGS

1. **Amendment to the Fiscal Year 2026-2027 Interim Budget. Resolution R26-42 (07-07-26).**
Budget/Finance Administrator Spencer Quain presented the first budget amendment of the Fiscal Year. He explained it is for finishing three different capital projects, for South Elementary Underpass, Pond 8 Expansion, and Jacobs Ranch Well.

**Public Hearing open by the Mayor Pro Tempore.** Receiving no public comments, the Public Input was closed by the Mayor Pro Tempore.

**Motion made by Councilmember Barton to approve the Amendment to the Fiscal Year 2026-2027 Interim Budget. Resolution R26-42 (07-07-26). Seconded by Councilmember Taylor.**
**Vote:**
**Councilmember Barton Yes**
**Councilmember Davenport Absent**
**Councilmember Taylor Yes**
**Councilmember Wadman Yes**
**Councilmember Wilson Yes**
**No: None**
**Absent: Councilmember Davenport**
**Motion passed 4-0**

## BUSINESS ITEMS

**Consent Item #2 moved to Business Items:**
**Amendments to the City Code, Title 3 – Administrative Code. Ordinance 26-29 (07-07-26).**
Councilmember Taylor expressed support for the provisions regarding the removal of Planning Commissioners but proposed revising the recusal language in Section 3.04.05.3 He said the language which referred to whether a commissioner could fairly consider the evidence, was subjective and difficult to establish. He proposed replacing it with language: "3. the commissioner has formed a fixed opinion prior to the meeting that is not susceptible to change, preventing an impartial evaluation of the evidence and testimony presented." He believed this would create a more objective standard that could be demonstrated through external evidence.

Councilmember Taylor felt the proposed revision would provide a clearer basis for impartial hearings on site plans and subdivisions, clarify that commissioners could hold general views while remaining open to evidence presented at hearings.

City Attorney Kevin Thurman noted that he thought the change was legally acceptable.

Council members thanked Councilmember Taylor for his review of the item.

**Motion made by Councilmember Taylor to approve Amendments to the City Code, Title 3 – Administrative Code. Ordinance 26-29 (07-07-26), with the change to page 4, title 3.04.05.3 to "the commissioner has formed a fixed opinion prior to the meeting that is not susceptible to change, preventing an impartial evaluation of the evidence and testimony presented." Seconded by Councilmember Barton.**

Councilmember Wilson received clarification on the change and confirmation that legal had reviewed it.

**Vote:**

| | |
|---|---|
| **Councilmember Barton** | **Yes** |
| **Councilmember Davenport** | **Absent** |
| **Councilmember Taylor** | **Yes** |
| **Councilmember Wadman** | **Yes** |
| **Councilmember Wilson** | **Yes** |

**No: None**
**Absent: Councilmember Davenport**
**Motion passed 4-0**

**Consent Item #3 moved to Business Items:**
**Update to the Planning Commission Bylaws & Rules of Procedure. Ordinance 26-30 (07-07-26).**
Councilmember Taylor indicated that the bylaws should match the change to code.

**Motion made by Councilmember Taylor to approve Update to the Planning Commission Bylaws & Rules of Procedure. Ordinance 26-30 (07-07-26), with the change to B.4.c under Rights and Duties of Members would read "the commissioner has formed a fixed opinion prior to the meeting that is not susceptible to change, preventing an impartial evaluation of the evidence and testimony presented". Seconded by Councilmember Wilson.**
**Vote:**

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|---|---|
| **Councilmember Barton** | **Yes** |
| **Councilmember Davenport** | **Absent** |
| **Councilmember Taylor** | **Yes** |
| **Councilmember Wadman** | **Yes** |
| **Councilmember Wilson** | **Yes** |

**No: None**
**Absent: Councilmember Davenport**
**Motion passed 4-0**

1. **Site Plan for Jacob Ranch Marketplace Lot 7, located at 1873 S. Redwood Road. Forrest Gaskill as applicant.**
2. **Site Plan for Jacob Ranch Marketplace Lot 8, located at 1853 S. Redwood Road. Forrest Gaskill as applicant.**

**Items 1 & 2 were presented together with one motion.**

Senior Planner Austin Roy presented Business Items #1 and #2 together, Lots 7 & 8, respectively. Lot 7 is approximately 0.69 acres and will contain a single 2,787 square-foot building, divided into two separate units. The proposed uses for the building are take-out restaurants, and 17 total parking spaces are included in the site plan. Lot 8 is approximately 0.998 acres and will contain a single 6,057 square-foot building, divided into four separate units. The proposed use of the building includes retail sales, and 38 total parking spaces are included in the site plan. He presented the proposed site plans, landscaping, and confirmed that light fixtures and signs shall comply. He confirmed both lots have adequate parking.

Forrest Gaskill was present as applicant and available to answer questions.

Councilmember Taylor inquired as to whether the tenants would be drive-through only or if there would be interior seating; He wondered if parking, seats, and tables for potential future tenants had been addressed. He also mentioned that it should stay within code.

Senior Planner Austin Roy explained the requirements for takeout restaurants versus standard restaurants. He noted that there was likely not enough space for a tenant to add outdoor seating due to ADA requirements. He confirmed that with the current proposed use it does meet or exceed parking requirements and there would be some parking shared. He explained that if they combined the two suites then it would exceed the 2,000 square foot limit for takeout restaurant and would move to a standard restaurant designation and would need to be re-evaluated under different requirements, taking into account the amount of seating etc. He also advised on the Change of Use application and process.

Councilmember Barton requested confirmation on whether a future tenant could add indoor and outdoor seating after occupancy and, if so, whether the City would have any ability to address resulting parking concerns.

Planning Director Sarah Carroll explained that the definition regulates takeout restaurants based on sales, requiring that more than 50% of sales come from takeout and that they be under 2,000 square feet. She noted that similar businesses classified as takeout had been regulated under the same standard. She also mentioned that the code required 5 parking stalls per 1,000 for takeout use, compared to 4 stalls per 1,000 for retail use.

Councilmember Wilson noted that the three-foot hedge at the drive-through may not be required under the updated City Code but could still be warranted for this site due to safety considerations with the adjacent parking area. She expressed concern about the drive-thru and parking stalls on suite D, noting that if it was a busy drive-thru then parking stalls could be blocked by the drive-thru.

Forrest Gaskill confirmed he had seen the amendment, but had opted to keep the hedge for safety.

Senior Planner Austin Roy explained that the area between the end of the parking stall and the three-foot barrier was 28.5 feet wide, which was wider than a standard double-sided parking, which typically required a minimum of 24 feet, noting that the proposed width provided additional space for vehicle movement.

Planning Director Sarah Carroll acknowledged the concern and explained that the City does not have specific code provisions to address the issue or a way to determine how often it would occur. She noted that the drive-thru included eight stacking stalls, which was more than other businesses and examples discussed. She added that there were ways the issue could potentially be addressed by the employer with shift changes.

**Motion made by Councilmember Barton to approve Business Items 1 & 2, Site Plans for Jacob Ranch Marketplace Lot 7 located at 1873 S. Redwood Road, and Lot 8 located at 1853 S. Redwood Road. Forrest Gaskill as applicant, with all Staff Findings and Conditions. Seconded by Councilmember Wilson.**
**Vote:**

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|---|---|
| **Councilmember Barton** | **Yes** |
| **Councilmember Davenport** | **Absent** |
| **Councilmember Taylor** | **Yes** |
| **Councilmember Wadman** | **Yes** |
| **Councilmember Wilson** | **Yes** |

**No: None**
**Absent: Councilmember Davenport**
**Motion passed 4-0**

3. **Award of Design Contract for Pond 8 Evans Lane Expansion project to Hansen, Allen, and Luce. Resolution R26-39 (07-07-26).**
City Engineer/Public Works Director Jeremy Lapin presented the item. He explained that Staff were evaluating expansion of secondary water capacity in the area and had discussed funding the design phase while determining future project funding. He noted that the project would expand the Evans Lane pond from approximately 17 acre-feet to 29 acre-feet to increase storage capacity as development continued. He recommended awarding the design contract to Hansen, Allen, and Luce for an amount not to exceed $150,000, noting their previous work on the project allowed for a more efficient proposal.

Councilmember Taylor asked if the retention pond would be used as a secondary source for fighting fires in an emergency and asked about the fill time.

City Engineer/Public Works Director Jeremy Lapin affirmed that the retention pond could be used as a supplementary fire fighting effort. He explained that the pond system generally operated on a 24-hour cycle, filling during off-peak hours and draining during peak demand. He noted that peak demand was met through a combination of pond storage and water sources, and that levels may gradually decrease during periods of extreme demand, such as heat waves, before being refilled. He added that operators could adjust as needed, but that it was typically on autopilot.

City Manager Mark Christensen stated that the reservoirs used for fighting fires were for helicopter water drops and were not connected to the drinking water system, which was what the fire engines would connect to. He also noted that the ponds were connected, allowing water levels to fluctuate and equalize depending on system use. He added that the ponds typically experienced lower water levels during the day and refilled overnight.

Councilmember Barton inquired about the timeline from start to finish.

City Engineer/Public Works Director Jeremy Lapin explained that negotiations with developers regarding construction funding were ongoing and that the Council had not yet decided to fund construction. He noted that staff would like to have the pond in service by April 2027 and were expediting the design process while funding discussions continued. He also advised that in order to have the pond operational in 2027, they would need to have it out for bid by November/December.

**Motion made by Councilmember Wilson to approve Award of Design Contract for Pond 8 Evans Lane Expansion project to Hansen, Allen, and Luce. Resolution R26-39 (07-07-26). Seconded by Councilmember Barton.**

**Vote:**

| | |
|---|---|
| **Councilmember Barton** | **Yes** |
| **Councilmember Davenport** | **Absent** |
| **Councilmember Taylor** | **Yes** |
| **Councilmember Wadman** | **Yes** |
| **Councilmember Wilson** | **Yes** |

**No: None**
**Absent: Councilmember Davenport**
**Motion passed 4-0**

4. **Award of Design Contract for the Jacobs Ranch Well #9 project to Bowen, Collins & Associates. Resolution R26-40 (07-07-26).**
City Engineer/Public Works Director Jeremy Lapin explained that staff were anticipating the need for an additional secondary water source in the south end of the City to provide additional capacity and redundancy. He noted that the funding mechanism had not yet been determined but recommended moving forward with design while funding discussions continued. He stated that the project was less urgent. He recommended awarding the well-drilling design contract to Bowen, Collins & Associates for an amount not to exceed $100,000, noting that the contract only covered drilling.

**Motion made by Councilmember Barton to approve Award of Design Contract for the Jacobs Ranch Well #9 project to Bowen, Collins & Associates. Resolution R26-40 (07-07-26). Seconded by Councilmember Taylor.**

**Vote:**

| | |
|---|---|
| **Councilmember Barton** | **Yes** |
| **Councilmember Davenport** | **Absent** |
| **Councilmember Taylor** | **Yes** |
| **Councilmember Wadman** | **Yes** |
| **Councilmember Wilson** | **Yes** |

**No: None**
**Absent: Councilmember Davenport**
**Motion passed 4-0**

5. **Award of Contract for Supplying and Installing an Automated Main Gate for Public Works to Avtec. Resolution R26-41 (07-07-26).**
City Engineer/Public Works Director Jeremy Lapin provided an overview of the item. He advised that an automated gate system was needed at the Public Works site and Fire Station to improve emergency access and site security. He noted that the current manual gate remained open due to the fire department's 24/7 operations and that the automated system would provide card access and entry tracking. He stated that staff reduced the project scope by completing some work in-house, resulting in a lower bid, and recommended awarding the contract to Avtec, the low bidder, for an amount not to exceed $145,000.

Councilmember Barton commented that the gate was needed.

**Motion made by Councilmember Taylor to approve Award of Contract for Supplying and Installing an Automated Main Gate for Public Works to Avtec. Resolution R26-41 (07-07-26), Seconded by Councilmember Barton.**

**Vote:**

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|---|---|
| **Councilmember Barton** | **Yes** |
| **Councilmember Davenport** | **Absent** |
| **Councilmember Taylor** | **Yes** |
| **Councilmember Wadman** | **Yes** |
| **Councilmember Wilson** | **Yes** |

**No: None**
**Absent: Councilmember Davenport**
**Motion passed 4-0**

6. **Council Comments:** Council members may discuss specific topics or issues they wish to have formally considered for inclusion on a future meeting agenda. No action will be taken.

   Councilmember Taylor shared a resident concern regarding commercial vehicles using engine brakes in the Wildflower community. Jeremy Lapin confirmed he had received the email and was working on it with the resident.

   Councilmember Barton shared positive feedback regarding the North Marina and suggested discussing the addition of picnic tables in the future to support use of the area.

   City Manager Mark Christensen suggested adding a potential RAP Tax item for discussion at the upcoming RAP Tax meeting.

   Mayor Pro Tempore Wadman thanked the public for their efforts in following the firework ban and for their understanding.

   Councilmember Taylor suggested looking into fireworks on the lake. Councilmember Wilson expressed interest in lake fireworks and requested cost comparisons between Splash Days and a July 4th Event.

**CLOSED MEETING –** No closed meeting was held.

**ADJOURNMENT**
Meeting Adjourned Without Objection at 7:13 p.m. by Mayor Pro Tempore Wadman.

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Mayor Chris Carn

7.21.26
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Date

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City Recorder

CITY OF SARATOGA SPRINGS
EST. 1997
STATE OF UTAH