



WHITE CITY COUNCIL MEETING AGENDA

August 6, 2026

6:00 PM

White City Water Improvement District
999 E Galena Drive, White City 84094

PUBLIC NOTICE IS HEREBY GIVEN that the White City Council will hold a regular meeting on the **6th day of August, 2026** at the White City Water Improvement District, 999 E Galena Drive, White City, Utah as follows:

This meeting will be held at the anchor location and electronically for members of the staff and/or public that cannot attend. Those interested in attending electronically should follow the information noted at the end of this agenda. ****Portions of the meetings may be closed for reasons allowed by statute. Motions relating to any of the items listed below, including final action, may be taken.**

6:00 p.m. – WORKSHOP

1. **Public Comments** -- (*Limited to 3 minutes per person*) Any person wishing to comment on any item not otherwise scheduled for a public hearing on the agenda may address the Council at this point by coming to the table and giving their name for the record. *Comments should be limited to not more than three (3) minutes unless additional time is authorized by the Governing Body.*)
2. Discussion/Clarification of Agenda Items
3. Youth Council Overview/Discussion [***Cameron Platt, Attorney***]
4. Title 2 Code Amendments [***Cameron Platt, Attorney***]
5. Carports/Building Code Discussion [***Cameron Platt, Attorney***]
6. Discuss future agenda items
7. Close Workshop Meeting

BUSINESS MEETING

1. **Welcome and Determine Quorum**
2. Discuss Financial Report [***Mayor Allan Perry***]
3. Unified Fire Authority Report [***Chief Ken Aldridge***]
4. Unified Police Department Report [***Detective Josh Smith, Chief April Morse***]
5. **PUBLIC HEARING**
 - 5.1 Receive Public Comment on the Proposed FY2027 White City Municipal Fee Schedule [***Justin Smith, Planner***]

ACTION: Consider Resolution No. 2026-R-08-01 Adopting the FY2027 White City Municipal Fee Schedule

6. ACTION ITEMS

- 6.1 Approve Minutes of July 2, 2026 [***Rori Andreason, City Administrator***]

6.2 Consider **Resolution No. 2026-08-02** Appointing _____ to serve as the White City Representative on the UFA and UFSA Boards **[Mayor Allan Perry]**

6.3 Consider **Ordinance No. 2026-O-04** Amending 15.08.011 of the White City Code to replace the 2006 Utah Wildland Urban Interface Code with the 2024 International Wildland Urban Interface Code. **[Cameron Platt, Attorney]**

6.4 Discussion and Possible Action on **Ordinance 2026-O-05** An Ordinance Enacting the Tie-Breaking Procedure as Described in Utah Code Ann. § 20A-1-510(3)(e)(i) and (ii) **[Cameron Platt, Attorney]**

6.5 Discussion and Possible Action regarding an Interlocal Cooperation Agreement between Sandy City and White City for Stormwater Improvements **[Richard Stephens, Engineer]**

6.6 Overview and Discussion on Selection Process to Fill Vacant Council Seat **[Cameron Platt, Attorney]**

7. COUNCIL REPORTS

7.1 Mayor Allan Perry

- Greater Salt Lake Municipal Services District
- Council of Governments
- Unified Police Department/SLVLESA

7.2 Council Member Linda Price

- Mosquito Abatement
- Salt Lake County Animal Control

7.3 Council Member Greg Shelton

- Wasatch Front Waste & Recycling District

7.4 Council Member Neil Mahoney

- White City Community Council

8. CITY ADMINISTRATOR REPORT

9. ATTORNEY REPORT

10. CLOSED SESSIONS IF NEEDED AS ALLOWED UNDER UTAH CODE ANN. 52-4-205)

- 10.1** Discussion of the Character, Professional Competence or Physical or Mental Health of an Individual.
- 10.2** Strategy sessions to discuss pending or reasonably imminent litigation.
- 10.3** Strategy sessions to discuss the purchase, exchange, or lease of real property.
- 10.4** Discussion regarding deployment of security personnel,
- 10.5** Other lawful purposes as listing in Utah Code 52-4-205

11. ADJOURN

ZOOM MEETING

When: Aug 6, 2026 06:00 PM Mountain Time (US and Canada)

Topic: White City Council Meeting

Join from PC, Mac, iPad, or Android:

<https://us06web.zoom.us/j/86312163194?pwd=YUsNznvT0aCleFvQoyqSmrJzeU1Ksb.1>

Passcode:290649

A copy of the foregoing agenda was posted at the following locations on the date posted below: White City website at whitecity.utah.gov and the State Public Notice Website at <http://pmn.utah.gov> . Pursuant to State Law and White City Ordinance, Councilmembers may participate electronically. Pursuant to Utah Code Ann. § 52-4-205, Parts of Meetings may be Closed for Reasons Allowed by Statute.

POSTED: August 4, 2026

MEMORANDUM

To: Mayor Perry and City Council of White City
From: Cameron Platt
Date: August 4, 2026
Re: Establishing a White City Youth Council

Executive Summary

White City can establish a municipal youth council now, and doing so would advance civic education, youth leadership, and community service while giving the Council structured input from younger residents. The Council already has authority to create the body by resolution under its power to establish additional committees (White City Code § 2.04.150), so no code amendment is required to launch. Four comparable Utah cities — Sandy, Draper, Riverton, and West Jordan — offer proven models to draw from, and Utah has one of the strongest youth-council traditions in the country, supported by free Utah State University (USU) Extension resources.

One legal point should guide the design from the outset: because the Council would create the youth council and support it with City staff and facilities, the body will qualify as a "public body" under Utah's Open and Public Meetings Act (OPMA). Its meetings must therefore be open and properly noticed, and minutes kept, even though its role is purely advisory.

Question Presented

May White City establish a municipal youth council, and what organizational and legal requirements — particularly under the White City Code and Utah's Open and Public Meetings Act — govern its creation and operation.

Short Answer

Yes. The Council may create a youth council by resolution under its existing authority to establish additional committees (White City Code § 2.04.150); a code amendment is not required to launch, though the program can later be codified for permanence. Drawing on comparable Utah programs, the council should define membership (residents in grades 9–12, with a size cap), a school-year term, a slate of youth officers, an adult advisor paired with a Council liaison, and child-safety and parental-consent rules. Because the body will be a "public body" under OPMA, its meetings must be open and noticed and its minutes kept; the Council may still restrict public comment to keep meetings focused.

Facts

Municipal youth councils — also called Youth City Councils or Youth Advisory Councils — are structured groups of high-school-age residents (typically ages 14–18, or grades 9–12) associated with local government. They combine civic education, leadership development, community service,

and youth input to elected officials and staff. Utah has one of the strongest and longest-running traditions of these councils in the country; the model began in Hyrum in the early 1970s through local officials and USU Extension, with support from the Utah League of Cities and Towns, and the Utah Association of Youth Councils formed in 1992 to support the network. Comparable Salt Lake County communities that participate include Sandy, South Salt Lake, Midvale, Taylorsville, North Salt Lake, Cottonwood Heights, Draper, Riverton, and Herriman.

Four nearby programs illustrate the common structure and the range of choices available:

City/Term	Membership	Student Roles	Oversight	Governing Instrument
Sandy July–May; monthly	Residents in grades 10–12	Two Co-Chairs, 2–3 recorders, Social Media/Communications and Service committees	Program advisors plus a City Council liaison (appointed yearly)	Resolution reactivating the council, with a policies/procedures booklet as an exhibit
Draper 1–2x/month, plus an Executive Committee	Residents in grades 9–12; selective (application plus interviews with the Mayor)	Youth Mayor, Pro Tem, others	Youth Council Advisor and the Mayor	Operates as a commission/committee; nothing located in city code
Riverton June–May; twice monthly	Residents in grades 9–12; min. 10 / max. 50, in good academic standing	Youth Mayor, Mayor Pro Tem, plus Community, Attorney, Recorder, Publicity/Recruitment, Service, and Hospitality coordinators	City Manager provides support (delegated by Mayor); advisors are volunteer residents, not staff, and receive a stipend	Formal city code, charter, and bylaws (2024 ordinance)
West Jordan June–May; monthly	Residents in grades 9–12; max. 20	Chair, Vice-Chair, two recorders	Volunteer advisor plus a City Council staff member	Policies/procedures on the city website; code reference cross-cites a repealed subsection

Committees may adopt only non-binding recommendations to the Council (§ 2.04.150(B)). There is currently no "youth council" provision in the White City Code, so the program would be created new.

Discussion

Benefits to White City. For participating youth, a council builds leadership, public speaking, parliamentary procedure, teamwork, and civic knowledge, and fosters lasting interest in public service. For the City, it provides fresh perspectives on recreation, parks, events, safety, and quality-

of-life issues; increases volunteer capacity for community events; and strengthens ties to younger residents and families. With roughly 29% of Utah's population under 18, a youth council is a practical way to engage a large demographic. Experience across Utah and nationally shows the strongest impact is on participating youth, and that policy influence is greatest when councils have clear pathways to present recommendations and when adults treat their input seriously.

Recommended structure. Drawing on the peer models, a workable White City program would include:

- Membership: White City residents in grades 9–12, selected by application, with a defined cap (a 15–25 member range tracks the smaller Utah programs).
- Term and cadence: A one-year, renewable term on a school-year calendar (roughly August/September–May), meeting monthly.
- Student roles: A small officer slate (Youth Mayor or Chair, Vice-Chair/Pro Tem, and recorder) plus service and communications functions.
- Oversight and reporting: A dedicated adult coordinator (a staff person for continuity) paired with a Council liaison, with the council reporting recommendations to the full Council.
- Child-safety policy: Adult-supervision ratios, rules on adult contact with minors, and parental-consent forms adopted alongside the program.
- Funding: The program can start lean — meeting space, supplies, occasional transportation, and conference fees — drawn from the general fund, a department budget, grants, or sponsorships, and grow over time.

Authority to create the council. The Council has two paths, consistent with how Utah cities formalize these councils.

First, and recommended to start, the Council can create the youth council by resolution and adopt an accompanying policies-and-procedures document, as Sandy did. This is the fastest route and is sufficient given the Council's existing committee authority under White City Code § 2.04.150.

Second, for a more permanent footing, the Council can later codify the program as its own code chapter with a charter and bylaws, as Riverton did by ordinance in 2024. Whichever route is chosen, the establishing instrument should cover purpose, membership and selection, terms, responsibilities, structure, meetings, and basic funding and oversight.

Open and Public Meetings Act. A youth council created by the Council will almost certainly be a "public body" subject to OPMA. An advisory committee must comply with OPMA if it meets all four elements of the statutory "public body" definition in Utah Code § 52-4-103(7)(a)(i): (1) formal creation by ordinance, resolution, or comparable act; (2) two or more members; (3) support in whole or part by tax revenue, including staff or meeting facilities; and (4) authority to make decisions regarding the public's business. An advisory or recommendatory role does not exempt a committee

— OPMA expressly reaches "advisory" bodies.

Because the youth council would be created by Council action, staffed with City support, and tasked with developing recommendations, it will satisfy the test. The only recognized exemption — a purely informal, volunteer body created without any ordinance or resolution and receiving no tax-revenue support — will not apply. White City's own Code reinforces the point: committee meetings must be open to the public and noticed like regular meetings (§ 2.04.150(C)).

In practice, this means the youth council should post agendas and give public notice on the Utah Public Notice Website, consistent with the Code's notice rules; keep minutes or recordings of meetings; and hold its meetings open to the public. The Council may, however, restrict public comment or participation to keep meetings focused.

Conclusion and Recommendations

Establishing a youth council is well within the Council's authority and would deliver meaningful civic and community benefits at modest cost. We recommend the following steps:

1. Direction: The Council indicates whether to proceed and confirms basic parameters — grade range, size cap, program-year calendar, and the adult coordinator and liaison roles.
2. Clarify purpose and gather input: Confirm the council's goals (civic education, service, and advisory input) and solicit youth and community interest through schools and recreation programs.
3. Draft the enabling resolution and policies: Prepare a resolution creating the youth council, plus a policies-and-procedures document or charter covering membership, selection, terms, officers, meetings, advisor and liaison roles, funding, and child-safety and parental-consent rules.
4. Adopt at a subsequent meeting.
5. Recruit and launch: Open applications, appoint the advisor and Council liaison, provide orientation and training (free USU Extension resources are available, and the City may join the Utah Association of Youth Councils), and begin the program year with OPMA-compliant noticing in place. Launch with a swearing-in or recognition at a Council meeting.
6. Optional later step: Codify the program as a permanent code chapter once the first year's structure is proven.

MEMORANDUM

**** Attorney-Client Privileged Communication ****

To: Mayor Perry and City Council of White City

From: Cameron Platt

Date: August 4, 2026

Re: Summary of Title 2 (Administration and Personnel) Amendments

Overview

The proposed amendments rewrite Title 2 (Administration and Personnel) to match White City's structure as an incorporated municipality operating under a five-member council form of government. The current Title 2 is inherited, county/township-style code with roughly fifty chapters covering county departments, boards, and committees that White City does not have. The amendments replace that framework with a streamlined Title 2 of fourteen chapters focused on the City Council, the Mayor, and core administrative functions.

Key Governance Changes (Chapter 2.04, City Council)

- **Form of government.** All municipal powers are vested in a five-member Council consisting of a Mayor and four Council members.
- **Elections and terms.** The Mayor and four Council members are elected at-large to individual seats (A, B, C, and D) for four-year terms.
- **Vacancies** are filled as provided in Utah Code § 20A-1-510.
- **Role of the Mayor.** The Mayor is the chief executive officer, a regular voting member of the Council, and Chair who presides over meetings — but **has no veto** over ordinances, tax levies, or appropriations.
- **Council authority over administration.** The Council may reallocate powers between itself and the Mayor, assign members to oversee departments, and appoint or dismiss a City Manager or Administrator.
- **Meetings.** Council business is conducted under the Utah Open and Public Meetings Act, with regular, special, closed, work, and emergency meetings, and at least one regular meeting each month.

Other retained chapters carry forward and are re-titled from County to City where applicable (e.g., City Ethics Code, City Litigation, City Officers and Employees, City Budget Process), and a new **Chapter 2.06 (Mayor)** is added.

Chapters Retained in the Amended Title 2

2.04 City Council · 2.06 Mayor (new) · 2.07 City Ethics Code · 2.08 Administrative Organization · 2.09 City Litigation · 2.12 City Officers and Employees · 2.56 Community Councils · 2.70 Quasi-Judicial Functions Standards of Conduct · 2.81 Security of Personal

Identifiers · 2.82 Records Management · 2.85 Electronic Signatures · 2.86 Emergency Response and Recovery · 2.88 Historic Preservation Commission · 2.95 City Budget Process.

Title 2 Chapters Deleted

Comparing the current White City Code against the amended Title 2, the following **37 chapters are deleted**:

1. ~~2.05 Legislative Branch Organization~~
2. ~~2.06A County Executive~~
3. ~~2.06B County Executive Executive Office of the Mayor~~
4. ~~2.10 Mutual Commitment Registries~~
5. ~~2.14 Department of Administrative Services~~
6. ~~2.15 Department of Community Services~~
7. ~~2.20 Department of Human Services~~
8. ~~2.21 Library Board of Directors~~
9. ~~2.24 Department of Public Works~~
10. ~~2.26 Hazardous Local Emergency Planning Committee~~
11. ~~2.30 County Justice Courts~~
12. ~~2.32 Legislative Committee~~
13. ~~2.36 Steering Committee~~
14. ~~2.39 Volunteer Services Advisory Board~~
15. ~~2.40 Fleet Management Board~~
16. ~~2.44 Business Government Alliance~~
17. ~~2.46 Geographic Information Systems Steering Committee~~
18. ~~2.48 Criteria and Processes for the Naming of Public Places and Facilities~~
19. ~~2.49 Street Addressing and Property Identification~~
20. ~~2.50 County Constables~~
21. ~~2.52 Sheriff's Reserve Corps~~
22. ~~2.58 Sister County Program Sister County Committee~~
23. ~~2.60 Convention Facilities Advisory Board~~
24. ~~2.71 County Redistricting Commission~~
25. ~~2.72A Revised Campaign Financing Disclosure~~
26. ~~2.73 Lobbyist Disclosure~~
27. ~~2.74 Township Elections~~
28. ~~2.75 Township Planning Districts~~
29. ~~2.75A Mountainous Planning District~~
30. ~~2.76 Counsel for Indigent Defendants~~
31. ~~2.80 Personnel Management~~
32. ~~2.83 Employee Relations~~
33. ~~2.84 Employees' Safety Program~~
34. ~~2.91 Housing Trust Fund Housing Trust Fund Advisory Board~~

- ~~35. 2.92 — County Process for Review of Requests for Feasibility Studies and Petitions~~
- ~~36. 2.93 — Open Space Trust Fund — Open Space Trust Fund Advisory Committee~~
- ~~37. 2.97 — Debt Review Committee~~

Note: Former Chapters 2.05, 2.06A, and 2.06B (the county-executive/legislative-branch structure) are effectively superseded by the new five-member council framework in Chapter 2.04 and the new Chapter 2.06 (Mayor).

Title 2 ADMINISTRATION AND PERSONNEL

[Chapter 2.04 CITY COUNCIL](#)

[Chapter 2.06 MAYOR](#)

[Chapter 2.07 CITY ETHICS CODE](#)

[Chapter 2.08 ADMINISTRATIVE ORGANIZATION](#)

[Chapter 2.09 CITY LITIGATION](#)

[Chapter 2.12 CITY OFFICERS AND EMPLOYEES](#)

[Chapter 2.56 COMMUNITY COUNCILS](#)

[Chapter 2.70 QUASI-JUDICIAL FUNCTIONS STANDARDS OF CONDUCT](#)

[Chapter 2.81 SECURITY OF PERSONAL IDENTIFIERS](#) [Chapter 2.82 RECORDS MANAGEMENT](#)

[Chapter 2.85 ELECTRONIC SIGNATURES](#)

[Chapter 2.86 EMERGENCY RESPONSE AND RECOVERY](#)

[Chapter 2.88 HISTORIC PRESERVATION COMMISSION](#)

[Chapter 2.95 CITY BUDGET PROCESS](#)

Chapter 2.04 CITY COUNCIL

[2.04.010 Form Of Government](#)

[2.04.020 Powers And Duties](#)

[2.04.030 Elections To The Council And Mayor](#)

[2.04.040 Term Of Office](#)

[2.04.050 Vacancies](#)

[2.04.060 Mayor Pro Tempore And Appointment Of Staff](#)

[2.04.070 Power And Duties Of Mayor](#)

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[2.04.180 Form Of Action](#)

[2.04.190 Quorum](#)

[2.04.200 Rules Of Order And Procedure - General](#)

[2.04.201 Board Appointment Duties And Responsibilities](#)

2.04.010 Form Of Government

White City operates as a five-member council form of municipal government pursuant to applicable state law, and the powers of municipal government are vested in a council consisting of five members, one of which is the Mayor.

2.04.020 Powers And Duties

The Council shall be the governing body of White City and may exercise those powers and authorities and be bound by those duties and responsibilities set out in state law and in White City's ordinances.

2.04.030 Elections To The Council And Mayor

- A. The Council shall consist of a Mayor elected at-large and four Council members, elected at-large. Each of the members shall have been a registered voters of the City for at least one year immediately preceding the general election, and have been an registered voters of the City for at least one year immediately preceding the general election, and elected by the qualified registered voters of the City.
- B. All elections to the Council shall be held on a per-seat, single member at-large basis. For the purpose of electing Council members, there shall be individual Seats known as Council Seat A, B, C, and D.

2.04.040 Term Of Office

Council members shall be elected at the next municipal election preceding the expiration of the term of office of incumbents. Council members shall be elected for four-year terms pursuant to state law. Each Council member shall hold office for the term of which elected and until a successor is elected and has qualified as provided in state law.

2.04.050 Vacancies

When a vacancy occurs in the Council, through ineligibility, resignation or death of an incumbent or of an officer-elect before qualifying, or refusal to act, or for any other reason, the vacancy shall be filled as provided by Utah Code § 20A-1-510.

2.04.060 Mayor Pro Tempore And Appointment Of Staff

- A. With the consent of the Council, the Mayor shall designate a Council member at a duly noticed and open Council meeting to serve as the Mayor Pro Tempore to carry out all duties and responsibilities of the Mayor when the Mayor is absent or unable to perform his or her duties. The recorder shall enter in the minutes of the Council meeting the appointment of a Council member as Mayor Pro Tempore.
- B. The Council may make such staff appointments as are necessary for the proper conduct of its business.
- C. The Mayor shall be responsible for the conduct of all meetings, overseeing the preparation of the agenda by the recorder for all meetings, and meeting the needs of the Council between meetings, including the providing of assistance and the gathering of information for the Council and the performance of duties assigned by the Council or by ordinance, or by law.
- D. If the Mayor or Mayor Pro Tempore are unable to act, the remaining Council members present at a duly noticed open meeting shall, by an order entered in their minutes, select one of the members to act as Mayor temporarily.
- E. The recorder shall administer oaths to any person when necessary in the performance of official duties.

2.04.070 Power And Duties Of Mayor

- A. The Mayor shall:
 - 1. Be the chief executive officer of White City and shall have such powers and duties as are prescribed by state law and White City's ordinances;

2. Be a regular and voting member of the Council;
3. Serve as the Chair of the Council and preside at all Council Meetings;
4. Exercise ceremonial functions on behalf of White City; and
5. Except as otherwise limited by state law or White City ordinance, have the powers and duties described in Utah Code §§ 10-3b-104 and 10-3b-402 or applicable successor statute.

B. The Mayor may not veto any ordinance, tax levy, or appropriation passed by the Council.

2.04.080 Power And Duties Of Council

A. The Council shall exercise any executive or administrative power and perform or supervise the performance of any executive or administrative duty or function of White City that has not been given to the Mayor under state law and White City's ordinances.

B. The Council may by ordinance:

1. Pursuant to state law and White City's' ordinances, remove from the Mayor any power, duty, or function of the Mayor pursuant to state law, excluding the Mayor's legislative powers, judicial powers, ceremonial functions, position as Chair of the Council, and any ex officio position the Mayor may hold;
2. Reinstate to the Mayor any power, duty, or function previously removed under this Section;
3. Delegate to the Mayor any executive or administrative power, duty, or function of the Council;
4. Assign any or all Council members, including the Mayor, to supervise one or more administrative departments of White City;
5. As provided in state law and this Title, appoint a City Manager or Administrator to perform executive and administrative duties or functions that the Council by ordinance designates to the City Manager or Administrator; and
6. Dismiss a City Manager or Administrator appointed by the Council.

C. Removing or reinstating to the Mayor a power, duty, or function under this section requires the affirmative vote of the Mayor or all Council members except the Mayor.

2.04.090 Recorder-Minutes

- A. The White City recorder, or designee, shall provide copies of the minutes of all meetings of the Council to Council members in a manner and within the times as established by the Council and agreed upon by the recorder.
- B. In accordance with state law, the books, records and accounts of the Council must be maintained at the office of the recorder and open at all times during usual business hours for public inspection.
- C. The records and minutes of the Council must be signed by the Mayor and the recorder.

2.04.100 Council Meeting

- A. All meetings of the Council must be public, except as provided in this chapter and by state law. Official action may be taken by the Council only in open public meetings unless otherwise permitted by state law.
- B. The Council shall conduct its business in accordance with the Utah Open and Public Meetings Act, Chapter 4 of Title 52. Utah Code Annotate, 1953, as amended, as it now exists or as it may hereinafter be amended.
- C. The Council conducts the following types of meetings:
 - 1. Regular Meetings;
 - 2. Special Meetings;
 - 3. Closed Meetings;
 - 4. Work and other Meetings; and
 - 5. Emergency Meetings.
- D. The Council shall give public written notice at least once each year of its annual meeting schedule for regular meetings. The public notice shall specify the date, time and place of such meetings.
- E. The Council, by majority vote of the members present, may direct the removal of any person who willfully disrupts a Council meeting to the extent that orderly conduct is seriously compromised.
- F. The attorney and auditor or their designees may attend and assist the Council at all meetings but shall attend and assist the Council at all meetings when requested.

2.04.110 Work Meetings

- A. The Council shall conduct its regular work sessions at the hour and place designated by the Mayor.
- B. Work meetings shall be scheduled or cancelled as the public business requires and shall consist of discussion, review, testimony, requests and information from White City's officers and staff, presentations by the public, review of regular meeting agendas, preparation for regular meetings, and such other matters and activities as may be necessary or scheduled by the Mayor in consultation with the Council.
- C. Work meetings shall be open to the public in accordance with state law and public notice shall be given of all meetings in the same manner as required for regular meetings.
- D. A quorum of Council members is necessary to conduct work meetings.

2.04.120 Regular/Special Meetings

- A. The Council shall:
 - 1. By ordinance prescribe the time and place for holding its regular meeting; and

2. Hold a regular meeting at least once each month.

B. The Mayor or two Council members may order the convening of a special meeting of the Council.

1. Each order convening a special meeting of the Council shall:

a. be entered in the minutes of the Council; and

b. provide at least three hours' notice of the special meeting.

2. The recorder shall serve notice of the special meeting on each Council member who did not sign the order by delivering the notice personally or by leaving it at the Council member's usual place of abode.

3. The personal appearance by the Council member at a special meeting of the Council constitutes a waiver of the notice required under this Section.

2.04.130 Closed Meeting

A. A closed meeting of the Council may be held upon the affirmative vote of two-thirds of the members present at an open meeting for which notice has been given in accordance with state law; provided, however, that a quorum must be present.

B. No closed meeting is allowed except for matters exempted from open meetings under the Utah Open and Public Meetings Act, as it now exists or as it may hereinafter be amended.

C. No official action may be taken at a closed meeting.

D. The reason or reasons for holding a closed meeting and the vote thereon shall be entered in the minutes of the meeting.

2.04.140 Emergency Meetings

When, because of unforeseen circumstances, it is necessary for the Council to hold an emergency meeting to consider matters of an emergency or urgent nature, the normal notice requirements for a meeting may be disregarded and the best notice practicable given to the Council members and the public. No such emergency meeting of the Council shall be held unless an attempt has been made to notify all Council members and a majority of the Council votes in the affirmative to hold the meeting. Action may not be taken at an emergency meeting unless a quorum is present. A record shall be kept of the means utilized to contact the members and the number voting and names of the members voting to hold the meeting.

2.04.150 Additional Committees

A. The Council may establish additional committees as it deems appropriate and may convene committee meetings at any time for the purpose of study, discussion, investigation, formal hearings or inquiries, workshops, training, or presentations by or responses from citizens or other interested persons or groups.

B. No official action may be taken in committee meetings other than the adoption of non-binding recommendations to the Council.

C. Committee meetings shall be open to the public in accordance with state law and public notice shall be given of all committee meetings in the same manner as required for regular meetings.

2.04.160 Agenda

- A. An agenda shall be prepared by the recorder in consultation with the Mayor or the Mayor Tempore in the Mayor's absence in advance of each meeting, including emergency meetings to the extent possible. The agenda shall be published as provided by state law at least twenty-four hours in advance of the meeting.
- B. Matters received from any member of the Council or the Mayor shall be placed on the agenda. Requests for matters to be placed upon the agenda by persons other than Council members or Mayor, shall be placed on the agenda at the discretion of the Mayor.
- C. The Council, for its regular, special and committee meetings, shall announce and post its agenda and provide notice of such meetings, in accordance with the provisions of state law, at least twenty-four hours prior to the convening of the Council meeting and posted on the Utah Public Notice Website. Written notice of the agenda and meeting shall be posted at the office of the Council or the meeting location, as the case may be. For an emergency meeting, public notice and notice to the news media shall be given as may be practical under the circumstances.
- D. The agenda may be changed by a majority vote of the Council, but no action may be taken on new matters introduced to the agenda unless twenty-four hours' notice has been duly given to the public or unless the matter is of an emergency nature, as approved by a separate majority vote of Council members present.
- E. All agenda items pertaining to pending or proposed actions shall be considered as proposals for adoption. In the absence of a motion to adopt, postpone, or table pending or proposed actions, the Mayor shall, upon the conclusion of discussion on the matter, declare that the proposal fails adoption or, at the Mayor's discretion, declare the matter to be held over for a subsequent meeting.

2.04.170 Public Hearings

- A. Public hearings shall be deemed to include only those hearings specifically noticed and required to be conducted by the Council by state law or otherwise for the purposes of providing opportunities for the general public to comment upon and make inquiries or presentations with respect to specific proposals or matters under consideration by the Council including, but not limited to, planning and zoning, ordinances, budget hearings, hearings on the proposed issuance of bonds or debt, or other matters of significant public interest. The Council at its discretion may schedule public hearings for other matters under consideration.
- B. Public hearings may be held as part of a regular special, committee, emergency or other meeting of the Council. The decision to conduct a public hearing shall be made by the Council at a regular, special or emergency meeting.
- C. Schedules for public hearings shall be announced by the Mayor and public notice shall be given in the manner required for any public meeting of the Council as required by law and this chapter. The notice shall include the specific subject matter of the public hearing as well as the time, date and place thereof.
- D. At the beginning of any public hearing, the Mayor may publicly state the rules of conduct for such public meetings including any time limits on speakers' presentations, any requirement of submitting materials in writing with sufficient copies for all Council members and the recorder, and such other rules as may be reasonably necessary for the proper and expeditious conduct of the public hearing.

- E. Public hearings shall be opened upon the declaration of the Mayor that the Council is at that time in a public hearing and the Mayor shall state the specific purpose of that public hearing. Upon the conclusion of the public hearing and a motion duly made, seconded, and carried by a majority of the Council, the Mayor shall declare the public hearing concluded or continued to another date, if permitted by law. The Mayor shall state the conditions of any continuance.
- F. Where permitted by state law, the Council may rehear any matter decided after a public hearing where an aggrieved person files a written request for rehearing that includes new evidence which the Council determines to justify reconsideration of its decisions. A request for rehearing shall be filed within ten days from the date of the original decision. If a request for rehearing is granted by the Council, the rehearing shall follow the same procedures as the original hearing. No rehearing shall be allowed on any matter where a rehearing would be contrary to state law.

2.04.180 Form Of Action

The Council may take action in the form of ordinances, policies, resolutions, motions upon requests or memorials.

A. Ordinances.

1. The Council, except as expressly limited by statute, shall exercise its legislative powers through ordinances and may adopt any ordinance to regulate, require, prohibit, govern, control or supervise any activities, business, conduct, or condition.
2. All ordinances must be in written form before a vote is taken.
3. Any ordinance passed by the Council shall contain and be in substantially the following order and form:
 - a. Ordinance number and date;
 - b. A title which indicates the nature of the subject matter of the ordinance;
 - c. An explanation stating the need or reason for the ordinance and summarizing its contents;
 - d. An ordaining clause which states "The White City Council ordains as follows;"
 - e. The body or subject of the ordinance;
 - f. When applicable, a statement indicating the penalty for violation of the ordinance;
 - g. A statement indicating the effective date of the ordinance;
 - h. A signature line for the Mayor;
 - i. An attestation line for the recorder;
 - j. The votes of the Council members;
 - k. A space to indicate when the ordinance is posted pursuant to state law; and

I. An ordinance summary if required by statute.

4. Except in exigent circumstances, or when directed by a majority of Council members present, all ordinances, including ordinances relating to planning and zoning matters, shall be introduced in writing and read or described to the Council prior to the Council's consideration for adoption of the ordinance. Copies of the proposed ordinance shall be noticed and posted in accordance with state law, along with the agenda for the meeting at which the ordinance is to be considered.
5. Upon adoption, each ordinance shall be signed as required within five days.

B. Resolutions.

1. The Council may exercise all administrative powers by resolution, including, establishing fees and rates for municipal services, administrative policies and guidelines, and the use and operation of White City property.
2. Resolutions shall be considered and adopted in those matters required by law or otherwise and may be used for policy declarations and proposals not appropriately addressed by ordinance and may be used to exercise Council authority in matters of statements of policy and communication.
3. Resolutions shall be in a form and contain sections substantially similar to that prescribed for ordinances, excluding those requirements that pertain to the posting of ordinances and ordinance summaries.
4. The Council may not impose a punishment, fine, or forfeiture by resolution.

C. Memorials.

1. Memorials shall be adopted in the form of resolutions or motions, as may be deemed appropriate, and shall be used as a statement of policy to respond to or commend persons or groups for notable activities which have been called to the attention of the Council.
2. Memorials may be considered and adopted at the same meeting in which they have been proposed and, in all events, shall be recorded in the minutes.

D. Policies, Procedures, Rules and Regulations.

1. Policies, procedures, rules and regulations shall be considered and adopted in those matters determined to be appropriate by the Council and not prohibited by statute.
2. Policies, procedures, rules and regulations shall be presented, considered and given notice in the same manner as prescribed for ordinances and shall be in such form as directed by the Council.
3. All resolutions, policies, procedures, rules, regulations and ordinances shall be numbered, recorded and maintained in accordance with provisions of state law.

2.04.190 Quorum

The number of Council members necessary to constitute a quorum is three.

2.04.200 Rules Of Order And Procedure - General

Procedural rules or order and procedure not specifically provided herein or by state law, or White City ordinance, shall be regulated, interpreted and construed in accordance with the Council's Rules of Order and Procedure as may be adopted by resolution from time to time by the Council.

2.04.201 Board Appointment Duties And Responsibilities

Pursuant to and in accordance with all applicable provisions of these ordinances, and of the laws of the state, the appointment and reappointment of members of boards within the jurisdiction and under the appointment or consent power of the Council shall be as herein provided.

- A. All board appointments or reappointments of Council members shall be made annually with the consent of a majority of the Council.
- B. The following shall apply to board appointments involving individuals who are not members of the Council:
 - 1. Boards whose members hold terms of three years or less, board members may be reappointed to a consecutive term on their respective boards with the consent of a majority of the Council; and
 - 2. For boards whose members hold terms of longer than three years, no board member shall be reappointed to a consecutive term on the same board unless, for good cause shown and to prevent significant disruption of current board activities, the Council approves such reappointment.
 - 3. The restrictions upon the reappointment of board members, as provided under this section, shall be limited to the extent that this section may be in direct conflict with federal or state law and where the appointment of board members is set out by or limited under the laws of the United States or the state of Utah.
- C. When representing White City or the Council on any board or similar organization, Council members shall vote according to the will of the Council on those matters for which the Council has taken an official position. In the absence of an official position by the Council, Council members shall exercise their best judgment to determine how best to vote in accordance with the best interests of White City.

Chapter 2.06 MAYOR

[2.06.010 Mayor](#)

[2.06.020 Powers And Duties](#)

[2.06.030 Relations With The Council](#)

[2.06.060 Processing Claims](#)

[2.06.070 Advice And Consent--Process](#)

2.06.010 White City Mayor

- A. The elected chief executive officer of White City is the Mayor of White City.
- B. The Mayor shall be elected at the next general election preceding the expiration of the term of office of the incumbent mayor as provided in Utah Code § 10-3-201.

2.06A.020 Powers And Duties

- A. The Mayor shall be the chief executive officer of City government and shall have such powers and duties as are prescribed by statute.
- B. The Mayor's executive branch duties shall include the management and direction of the day-to-day activities and responsibilities of the City departments and the executive office of the mayor including those powers and duties set out by Utah Code § 10-3b-104 and by these ordinances, and shall serve as a voting member of the City Council and its chair.
- C. The White City Mayor shall serve as White City's representative on the board of directors of the Greater Salt Lake Municipal Services District and, as such, shall exercise those powers and duties relative to the management of the Greater Salt Lake Municipal Services District as are provided by law.
- D. The White City Mayor shall exercise those executive branch powers and duties set out by state statute, which have not been expressly vested, by state statute or City ordinances, in another elected official.

2.06A.030 Relations With The Council

- A. The mayor shall be the chairperson and preside at the meetings of the City Council. In the absence of the mayor or because of his inability or refusal to act, the City Council may elect a member of the City Council to preside over the meeting as mayor pro tempore, who shall have all the powers and duties of the mayor during his absence or disability. The election of a mayor pro tempore shall be entered in the minutes of the meeting. The mayor shall have standing on all council agendas and may request that particular matters be placed on the Council agenda for discussion and action. Matters requested by the mayor shall be placed on the agenda.
- B. The mayor shall ensure that all the laws and ordinances and resolutions are faithfully executed and observed.
- C. The mayor must report to the City Council the condition of the City and recommend for City Council consideration any measure that the mayor considers to be in the best interests of the City.

2.06A.060 Processing Claims

- A. The mayor or designee is responsible to receive, consider, negotiate, respond to, and settle claims filed against the City. Claims for payment for goods or services shall be submitted to the auditor for recommendation; claims regarding liability for torts and other legal wrongs shall be submitted to the City attorney for recommendation.
- B. The mayor may delegate to the City attorney the authority to initiate and negotiate the settlement of certain litigation claims, as defined by the mayor.

2.06A.070 Advice And Consent--Process

- A. The appointment of employees, representatives, members of board and commissions, and other appointments within the responsibility of the City, as provided by or state statute, shall rest with the City executive. Unless otherwise provided by state statute, the mayor's appointments shall be subject to the advice and consent of the Council for the appointments of members to policy-making boards, commissions and councils. The appointment of members of advisory boards to the executive shall be without the advice and consent of the Council. The appointment of employees and officers within the executive branch shall be without the advice and consent of the Council, except where otherwise provided by state statute. The appointment of employees and officers to positions within

the legislative branch shall be made by the Council alone.

- B. For each mayoral appointee subject to the advice and consent of the Council, the mayor shall, at least ten calendar days prior to the Council's consideration, provide the Council with sufficient information so the Council may determine that an appointee is eligible and qualified for the appointed position. The information provided shall include, but is not limited to: a resume, a biography, education, work and other experience, family members who work for the City, and any other relevant information that can help the Council determine that an appointee is eligible and qualified for the appointed position.
- C. The Council shall not make public any information that is private, protected, controlled or otherwise confidential under Utah law.
- D. Prior to council consideration any department director and executive shall appear before the Council at a scheduled meeting to:
 - 1. Offer a brief statement in support of his or her appointment; and
 - 2. Answer Council members' questions.
- E. The Council may request interviews of any or all of the other candidates subject to the advice and consent of the Council not listed in subsection D.

Chapter 2.07 ETHICS CODE

2.07.010 Ethics Statement

2.07.020 Employee Training

2.07.030 Government In The Sunshine

2.07.201 Conflict Of Interest

2.07.202 City Endorsements

2.07.203 Definitions

2.07.204 Gifts

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2.07.208 Restrictions On Post-City Employment

2.07.209 Nepotism

2.07.401 Political Activities Of Employees

2.07.402 Prohibitions On Political Use Of City Resources

2.07.010 Ethics Statement

All persons holding office or in the employment of White City, before commencing the duties of their respective offices, shall read and review the following ethics statement:

Employees of White City support, obey and defend the Constitution of the United States, the Constitution of the State of Utah, the laws of the State of Utah, and the ordinances of White City, to the best of their abilities and will always strive to meet the highest ethical standards implicit in their employment and in the furtherance of the best public interest.

2.07.020 Employee Training

All White City elected officials and employees shall attend ethics training every two years regarding their ethical duties and responsibilities as established by state statute. This training shall be conducted based on a

specific curriculum approved by the Council. Attendance at ethics training is mandatory.

2.07.030 Government In The Sunshine

A. White City is considered an open records and open meetings government and all elected officials, officers and employees are directed to observe, with exactness, all applicable provisions of state statute and White City ordinances regarding open records and open meetings including, but not limited to, the Government Records Access and Management Act (GRAMA), the Open Meetings Act (ACT) and City ordinances and policies regarding those state statutes.

1. In the interests of maintaining openness and transparency in City records, City officers and employees are directed to give strong consideration to the application of an impartial balancing test established by GRAMA when determining whether a record should be released. Officers and employees shall seek to achieve GRAMA's express goals of openness while also giving due consideration to individual privacy rights. Where justified, in accordance with GRAMA, and all other considerations being equal, access should be balanced in favor of openness and transparency.

2. As technology presents new developments in the means of communication, including electronic messaging and the "social media," employees and officers are directed to apply GRAMA standards of openness or confidentiality based on the content of a record, regardless of the medium used.

b. Whereas many modern forums of electronic media, such as the so-called "social media," reduce or eliminate the City's ability to retain, store, retrieve and copy such communications, City officers and employees are encouraged to seek appropriate and cost effective solutions to make government records which are transmitted in electronic media and are classified as public more available for public review and distribution.

B. The Council directs that the human resources and contracts and procurement divisions develop cost effective means to publish, on the City's website, all personnel actions of a routine nature and information regarding City contracts so that those matters can be readily available for public distribution and information is made public in accordance with the provisions of GRAMA. Records regarding non-routine personnel matters, including disciplinary actions and grievances, and contract information shall be governed by GRAMA as to the public or confidential nature of those records. The Council requests that the mayor's office institute procedures to make public its activities regarding matters of high public interest, where those matters might not already be rendered public under the provisions of GRAMA and the Act.

C. All meetings of any deliberative board, committee, or agency of the executive branch of the City covered by the Open Meetings Act, including boards or committees conducting quasi-judicial administrative hearings, are directed to conduct all aspects of their decision making process, including both the gathering of evidence and deliberations regarding a decision, in an open and public meeting, with appropriate notice and minutes, unless the nature of the hearing permits closure to the public under the exceptions provided in the Act.

1. Under rare circumstances, where a deliberative body of the executive branch has good cause to close only its deliberation sessions, it may apply to the mayor, in writing, for an exception to subsection D. If the mayor determines that such an exception is in the best public interest of City government and is within the provisions and intent of Utah law, the mayor may give written permission to the applicant agency to conduct only its deliberative process in private, in accordance with the standards established by applicable decisions of

the Utah Supreme Court.

2. All other provisions of state statute and the Open Meetings Act shall be otherwise applicable to bodies and meetings as defined in the law and to those exceptions in statute which permit closed meetings, under the circumstances and in accordance with the provisions of Section 52-4-205 of the Act.

2.07.201 Conflict Of Interest

A. For the purposes of this section only, the following definitions control:

1. "Compensation" or "compensated" means anything of economic value, however designated, which is paid, loaned, granted, given, donated, or transferred to any person or business entity for or in consideration of personal services, materials, property, or any other thing whatsoever.
2. "Employee" means a person who is employed on a full-time, part-time, or contract basis by White City as a merit or merit exempt employee. Employee shall include elected and appointed officers of White City.
3. "Financial interest" means, but may not be limited to, any employment by or compensated representation as an agent of any individual, corporation, business entity, organization, or committee. A financial interest also includes any beneficial ownership of one percent or more of a corporation or other business entity.
4. "Governmental action" means any official action on the part of White City, including, but not limited to:
 - a. Any decision, determination, finding, ruling, or order, or discussions thereof;
 - b. Any grant, payment, award, license, contract, subcontract, transaction, decision, sanction, or approval, or the denial thereof, or the failure to act in respect thereto; or
 - c. Any legislative, administrative, appointive, or discretionary act of any public servant or volunteer public servant.
5. "Representative" means any authorized agent of the City. Representative shall include any appointed person, other than an employee, serving on a special, regular, or full-time committee, commission, authority, agency, or board of the City, who is not paid a salary or an hourly wage by the City for his or her services thereon.
6. "Restricted conflict of interest" means any financial interest held by the employee or representative of White City, or by members of an employee's or representative's household, or those providing regular financial support to the employee or representative.
7. "Unrestricted conflict" or "unrestricted conflict of interest" means any and all other interests including political, family, fraternal, social, and other interests or associations which may reasonably create the appearance or the actuality of a conflict of interest between an employee's or representative's outside interest and his or her city responsibilities. "Unrestricted conflict" or "unrestricted conflict of interest" also means other conflicts as defined by state statute, and any campaign contribution made to the officer, employee, or

representative, or to any member of his or her household, of more than five hundred dollars during the prior calendar year.

B. General Prohibitions.

1. White City employees are governed by the Municipal Officers and Employees Disclosure Act (Utah Code § 10-3-1301, et seq.) regarding outside interests and conflicts that are prohibited or that require disclosure.
2. Employees and representatives are prohibited from using non-public information in a manner that could provide themselves or another a gain or benefit.
3. Employees and representatives shall not use or attempt to use their position in a manner that could secure special privileges or exemptions for themselves or others.
4. Employees and representatives are prohibited from engaging in any outside activity, employment, or financial investment which constitutes a restricted conflict of interest where such conflict could impair their judgment regarding the faithful performance of White City responsibilities.

C. Restricted Conflicts of Interest.

1. Employees and representatives are required to fully and publicly disclose any restricted conflict of interest and shall recuse themselves from, and have no involvement in, any governmental action in which they have a restricted conflict of interest.
2. If an employee or representative is not aware of the financial interest, he or she must disclose the financial interest and recuse as soon as he or she learns of the financial interest.
3. Any action, vote, contract, or other governmental action which has been undertaken by an officer, employee, or representative who has a restricted conflict of interest shall be terminable by the body that took the action, or by the White City officer with authority to void or terminate the action. That body or City officer may also ratify any prior governmental action that was taken in violation of this section.

D. Unrestricted Conflicts of Interest.

1. Employees and representatives must publicly disclose any and all unrestricted conflicts of interest at any meeting, hearing, or deliberation where the employee or representative is present and the unrestricted conflict of interest could impair the judgment of the employee or representative.
2. Employees or representatives who have unrestricted conflicts are not required to recuse themselves but may do so.

E. Disclosure.

1. Employees and representatives are required to comply with all legal requirements setting a responsibility to disclose restricted and unrestricted conflicts of interests between their public duties and private activities. In particular, White City employees are bound by the

requirements of the Municipal Officer's and Employees Ethics Act (Utah Code § 10-3-1301, et seq.).

2. Oral or written disclosures must be made in accordance with state statute, other sources of the law, and this section.
3. Employees are required to file written disclosures in accordance with the provisions of state statute and White City ordinance. All written disclosures must be kept current and are filed both with the officer or employee's immediate chain of command and with the White City Council.

F. Contractual Representatives.

1. Individuals and business entities who contract to represent White City's interests shall disclose to the City the names of other clients they represent and those clients' respective issues and interests that are relevant to the City's interests. Unless they receive written permission from the City mayor and Council, such individuals or business entities are prohibited from representing other clients about the same or substantially same issues and interests as covered by the City representation.
2. Individuals and business entities who contract to represent White City's interests by lobbying the State Legislature or any other municipal, state or federal office or agency are prohibited from engaging in any lobbying of City officers, employees, agencies or offices, as defined in Section 2.12.015 of this title.

2.07.202 White City Endorsements

Notwithstanding the provisions of this chapter, White City or a White City official may encourage support from a public or private individual or institution, whether in financial contributions or by other means, on behalf of an organization or activity that benefits the community.

2.07.203 Definitions

The terms defined in this section shall have the following meaning:

"Gifts" means anything of value including a loan at a rate that is substantially less than a prevalent commercial rate, compensation for goods or services exceeding fair market value, goods or services provided for less than fair market value, gratuity, entertainment, hospitality or forbearance, unless consideration of equal or greater value is received.

"Honoraria" means the offering or acceptance of perquisite, gift or anything of value for speaking, writing or participating in a meeting, convention, social event, meal or like gathering.

"Purchasing official" means any officer or employee who recommends for final action, prepares specifications, or approves or rejects any part of a specific procurement or disposal of goods, services, or real property or any specific contract related to a procurement of goods or services or disposal of property.

2.07.204 Gifts

Officers and employees of the City shall not knowingly accept or solicit any gift for themselves, family members or organizations of the officer or employee or others, except as permitted in Section 2.07.207.

2.07.206 Honoraria

Officers and employees of the City shall not accept honoraria in regard to activities related to their City duties or purpose except as provided in Section 2.07.207.

2.07.207 Exceptions

The following are exceptions to the gifts and honoraria requirements of this chapter except as provided in Section 2.07.205:

- A. The gift is a political contribution authorized by law and reported as part of the campaign disclosure requirements of the City or any other governmental entity;
- B. Token items of nominal value, including but not limited to, educational materials, t-shirts, coffee mugs, parking validations or other commemorative or similar souvenir items;
- C. Snacks, beverages or educational or informational materials provided at meetings or other functions;
- D. Transportation to and attendance at conventions, seminars, or events of a primarily educational nature, including meals and entertainment that are part of the required registration, and any associated educational or informational materials directly related to the official duties of the officer or employee;
- E. Gifts not related to the activities of the officer and employee with the City;
- F. Awards publicly made for public service;
- G. Food or a beverage given at a widely attended reception, meal, or meeting by an organization before whom the recipient appears to represent White City, make a speech, answer questions or participate in part of a program;
- H. Attendance at political events that are primarily sponsored by a political party or political candidate;
- I. Flowers, plants, balloons or similar tokens which are given to express condolences, congratulations, or sympathy for ill health, or to commemorate holiday or special occasions;
- J. City sponsored programs activities or work;
- K. Gifts for the City that become the property of the City;
- L. Gifts to City officers, employees or agencies from other City officers, employees or agencies;
- M. Death transfers including bequests and inheritances; and
- N. Gifts to blind trusts related to legal defense funds for imminent or pending litigation against officers or employees (related to their official duties).

Nepotism

- O. No City officer or employee shall employ, appoint or attempt to influence the appointment or hiring of a relative to any City position or employment paid out of City funds, except for temporary or seasonal

employment or positions.

- P. No City officer or employee shall directly or indirectly supervise a relative in any City position or employment paid out of City funds.
- Q. No officer or employee may be involved in any way in an evaluation of a relative for purposes of pay, benefits, promotion, or discipline.
- R. In situations where a merit employee who is a relative of a superior occupies an appointment that occurred before the officer assumed his or her supervisory position or occurred before the effective date of this ordinance, steps shall be taken to establish alternative lines of supervision and evaluation and to remove anything that may indicate or appear to indicate nepotistic behavior.
- S. In this section, "relative" means parent, spouse, child, sibling, uncle, aunt, nephew, niece, first cousin, parent-in-law, child-in-law, sibling-in-law, or household member.

2.07.401 Political Activities Of Employees

- A. Except as otherwise provided by law, City officers or employees may voluntarily participate in political activity subject to the following provisions:
 - 1. No person shall be denied the opportunity to become an applicant for a position under the merit system in any covered department by virtue of political opinion or affiliation.
 - 2. No person employed by the City under the merit system may be dismissed from service as a result of political opinion or affiliation.
 - 3. A city career service employee may voluntarily contribute funds to political groups and become a candidate for public office.
 - 4. No City officer or employee, whether elected or appointed, may directly or indirectly coerce, command, or advise any officer or employee covered under the merit system to pay, lend, or contribute part of his or her salary or compensation or anything else of value to any party, committee, organization, agency, or person for political purposes. No City officer or employee, whether elected or appointed, may attempt to make any officer's or employee's personnel status dependent upon the officer's or employee's support or lack of support for any political party, committee, organization, agency, or person engaged in a political activity.
 - 5. No officer or employee may engage in any political activity during the hours of employment nor shall any person solicit political contributions from City employees during hours of employment for political purposes, but nothing in this section shall preclude voluntary contribution by a City employee to the party or candidate of the employee's choice.
 - 6. Nothing contained in this chapter shall be construed to permit partisan political activity by any City officer or employee who is prevented or restricted from engaging in such political activity by the provisions of the federal Hatch Act.
- B. Officers and employees, including employees covered by a merit system, may become candidates for political office or for leadership positions in political parties. Officers and employees doing so shall refrain from engaging in any political activities or campaigning during City working hours. Officers and employees may take an unpaid leave of absence in order to run for political office. Such a leave is at the employee's discretion and may be for some or all of the time between filing a declaration of

candidacy and the end of the political campaign. No adverse employment action may be taken against officers or employees who file for office or take a leave of absence.

2.07.402 Prohibitions On Political Use Of City Resources

No employee shall use any property or resources of White City, including time, other City employees, equipment, material, City Seal, buildings or facilities in connection with any political activity, except in accordance with established City policy regarding scheduling and use of public meeting rooms.

Chapter 2.08 ADMINISTRATIVE ORGANIZATION

2.08.030 Ordinance Requirements

2.08.080 Policies And Procedures--Adoption

2.08.090 Policies And Procedures--Recordkeeping And Distribution

2.08.100 Conflict Between City Policies, State Statutes And Executive Orders

2.08.110 Discrimination Prohibited

2.08.030 Ordinance Requirements

- A. The function of proposing, considering, reviewing, approving and enacting ordinances is a legislative process which lies solely within the power, authority and discretion of the Council pursuant to law. The Council may, at its discretion, provide for the limited delegation of certain powers and activities to other committees, persons or entities to assist in the preparation of proposed City ordinances.
- B. Upon review, approval and adoption by the Council, the proposed ordinance shall be legally effective upon the date indicated in the ordinance and being signed by the Mayor, attested by the White City recorder, and posted or published as required by State statute.
- C. Ordinances in which the opinion of the Council are necessary for the immediate preservation of the peace, health, or safety of White City and the inhabitants thereof may, if so provided in the ordinance, take effect immediately upon publication or posting as required by the State statute.

2.08.080 Policies And Procedures--Adoption

All City policies and procedures adopted by the Council must bear the signatures of the mayor and recorder. City policies may be reviewed by the attorney for form and legality as directed by the Council prior to adoption by the Council.

2.08.090 Policies And Procedures--Recordkeeping And Distribution

It shall be the responsibility of the Council to keep a current record of all council-approved policies and procedures.

2.08.100 Conflict Between Policies and State Statutes

Whenever a policy and procedure is in conflict with a state statute or an ordinance of White City, the statute supersedes the ordinance and the policy and procedure. An ordinance supersedes a policy and procedure.

2.08.110 Discrimination Prohibited

Discrimination in White City government services based on age, marital status, color, disability, national origin, sex, sexual orientation, gender identity, race or religion is prohibited. Individuals shall be assured of equal access, opportunity and protection in all areas of White City government services. This section is not intended to expand the services of City government beyond those required by state or federal law.

Chapter 2.09 CITY LITIGATION

2.09.010 City Litigation--Control And Direction

2.09.020 Securing Outside Legal Services

2.09.030 Litigation Against The City

2.09.040 Funding Legal Counsel

2.09.050 Limitations

2.09.010 City Litigation--Control And Direction

- A. Any litigation involving or against the City is governed by the provisions of state statute and applicable case law precedents.
- B. All litigation involving White City is under the control and is conducted through the office of the attorney, as provided in statute and in accordance with the attorney's professional responsibilities, subject to the limited exceptions as set out in state statute and this chapter.
- C. The direction of civil litigation involving White City is under the authority of the mayor, in accordance with state statute. If another city elected official, board, or other entity is empowered by specific state statute to direct litigation, that officer, board or other entity is responsible for the direction of such litigation.

2.09.020 Securing Outside Legal Services

- A. Any hiring of outside legal counsel in any litigation or any other matter involving the City is with the consent and approval of the attorney.
 - 1. In cases in which the attorney is incapacitated, refuses to act, is unavailable or has a disqualifying conflict of interest the decision to hire outside counsel is vested in the mayor.
 - 2. The attorney may approve and recommend the hiring of outside legal counsel to represent the City in cases where the attorney has a disqualifying conflict of interest or where specific needs, qualifications or expertise in legal services are required.
- B. Processing and executing a contract for outside counsel is governed by Section 2.09.060 of this chapter.

2.09.030 Litigation Against The City

The legal authority of any White City official, officer or employee, acting in an official capacity, to engage in litigation against or on behalf of the City or against any City official, officer or employee must be within that official's, officer's or employee's express authority under state statute or White City ordinance. If the City official, officer or employee has no such legal authority, City funds shall not be used to pay attorney's fees or other legal costs, except in the following circumstances:

- A. The use of City funds is approved in advance by the mayor, council and attorney; or
- B. The litigation against the City or its officials, officers or employees ultimately and substantially succeeds on the merits or payment is ordered by the court.

2.09.040 Funding Legal Counsel

- A. If litigation is filed against White City or any of its officials or officers by a City official, officer or employee, within his or her express authority under state statute, the hiring of that, legal counsel is governed by the provisions of Section 2.09.020 and 3.15.020.

- B. The Council shall approve the specific budget for the fees and other costs of outside counsel in any litigation brought against the City or any of its officials, officers or employees.
- C. If any litigation is brought against the City or its officials, officers or employees by a City official, officer or employee and does not ultimately succeed on the merits, or if the procedures and requirements of this chapter are not followed, the costs of litigation and attorneys' fees shall be the personal responsibility of the official, officer or employee, unless otherwise ordered by a court of competent jurisdiction.

2.09.050 Limitations

- A. Nothing in this chapter shall be construed to authorize any city official, officer or employee to bring a lawsuit against the City.
- B. Nothing in this chapter shall be construed to limit the authority of a court of competent jurisdiction from levying costs or attorneys' fees in accordance with applicable law.

Chapter 2.12 WHITE CITY OFFICERS AND EMPLOYEES

2.12.010 Applicability Of Chapter Provisions

2.12.015 Definitions

2.12.020 Eligibility Of Appointees

2.12.030 Elective Officers--Term Of Office--Vacancies

2.12.040 Official Oath Of Office

2.12.060 Assignment Of Duties

2.12.080 Salaries

2.12.090 Recordkeeping

2.12.100 Inspections And Enforcement

2.12.110 Termination Of Office

2.12.120 Interfering With Officers Or Employees Prohibited

2.12.130 Impersonation Of Officers Or Employees Prohibited

2.12.010 Applicability Of Chapter Provisions

The provisions of this chapter shall apply alike to all elected and appointed officers or employees of the City, regardless of the time of the creation of the office or of the time of the appointment of the officer.

2.12.015 Definitions

"Appointed officer" means merit-exempt managers, including department directors, chief deputies, administrative assistants or otherwise exempt under the Personnel Management Act and other state law.

"Assistant" means merit exempt appointed positions of elected officers.

"Elected officer" means mayor, Council member,.

"Deputy" means sworn personnel of an elected officer holding the powers and authority granted by the elected officer.

"Employee" means a person in the paid employment of White City. "Officer" means an elected or appointed officer or a deputy.

2.12.020 Eligibility Of Appointees

No person is eligible for an elected city, district or precinct office who, at the time of his election or appointment to an elective office, is not an elector of that city or district; however, the provisions of the Utah Code shall apply to the appointment of the attorney. Elected officers shall continue, during their term of office, to reside in the City or district in which they were elected.

2.12.030 Elective Officers--Term Of Office--Vacancies

Elected officers, except as otherwise provided, shall be elected at the general election and shall hold office for the term for which elected, beginning at noon on the first Monday in January following their election and until their respective successors are elected or appointed and qualified. Members of the Council and the mayor shall hold no other elective public office during their term of office. Elected officers may be removed during their terms pursuant to the requirements of state law.

2.12.040 Official Oath Of Office

Every elected officer and deputy of the City shall, before entering upon duties, take the oath prescribed by law.

2.12.060 Assignment Of Duties

When a duty or function has not been expressly assigned to a City office or agency by or statute, the Council may assign, by ordinance, that duty or function. The Council may determine, by resolution, disputes or questions relating to duties or functions. The Council may request the assistance of the attorney in resolving disputes. The Council or members of the Council shall not appoint, select, dismiss or give directions to any member of the executive branch or other elected offices and their employees except as part of a lawful process or as part of a discussion in an open meeting. The mayor, elected officials or members of their office shall not appoint, dismiss or direct the activities of any member or employee of the legislative branch.

2.12.080 Salaries

All elected officers of the City herein designated shall receive such annual salaries as are fixed by the Council as provided by the Utah Code. The Council shall approve the pay plan for all other City employees after consideration of a pay plan submitted by the personnel division. Salary for assistants shall be fixed by the elected officer appointing the assistant consistent with the approved budget of the office.

2.12.090 Recordkeeping

All records as defined by the Government Records Access and Management Act, kept by any officer or employee of the City shall be open to inspection by any member of the Council or by the mayor at all reasonable times and upon reasonable notice.

2.12.100 Inspections And Enforcement

Any officer or employee of the City who is authorized to enforce ordinances may make such inspections as are necessary to ensure their enforcement. Whenever an officer or employee shall have reason to believe that there exists on any premises within the City's jurisdiction any health or fire hazard, or a structural or electrical defect likely to result in injury to person or property, he shall ask permission of the occupant, owner or custodian thereof to inspect the same. In the event that such permission is refused, the officer or employee must follow the procedure set out in state statute in order to make an inspection.

2.12.110 Termination Of Office

Every officer of White City, upon the expiration of his term for any cause whatsoever, shall deliver to his successor all property, books and records that may be the property of the City; and if no successor has been

appointed within one week after the termination of office, such property shall be delivered either to the City clerk or to the City treasurer. Every officer is charged with the responsibility of completing all business of his office prior to the expiration of the official term. Should unfinished work remain for which the outgoing officer has received compensation, he shall be liable to pay his successor the full value of any services performed by such successor.

2.12.120 Interfering With Officers Or Employees Prohibited

It is unlawful to interfere with or hinder any officer or employee of the City while the officer or employee is engaged in the duties of office or employment.

2.12.130 Impersonation Of Officers Or Employees Prohibited

It is unlawful for any person to impersonate any White City officer or employee with intent to deceive another. Violation of this section is a Class B misdemeanor.

Chapter 2.56 COMMUNITY COUNCILS

2.56.010 Purpose

2.56.020 Establishment

2.56.030 Community Councils--Representation

2.56.040 Community Councils--Participation

2.56.050 Community Council Meetings

2.56.060 Community Councils--Appointment Of Members

2.56.070 Budget

2.56.080 City Council Participation

2.56.090 Volunteer Status--Indemnification

2.56.010 Purpose

The purpose of establishing and recognizing a community council in White City is to provide for formulating and presenting recommendations on actions within the authority of White City (including those of the White City Council and the White City Planning Commission) which affect the community by force of law or practice.

2.56.020 Establishment

A community council is created by private citizens as private corporations, associations or otherwise, and is not created by White City. A privately created community council may be recognized by White City as provided in this chapter.

2.56.030 Community Councils--Representation

A community council consisting of residents who reside in White City may be elected pursuant to the requirements of Section 2.56.060 and pursuant to the community council's bylaws. All members of the community council shall serve without compensation and for terms established in the Community Council bylaws. Vacancies on the community council shall be filled in accordance with the community council's bylaws. In the event of failure to meet responsibilities of community council membership or of egregious behavior, members may be removed from the community council, as specified in the community council's bylaws. All community council meetings shall be open to the public. No individual shall serve concurrently on the community council and on the White City Council or on the White City Planning Commission.

2.56.040 Community Councils--Participation

The citizens may by choice decline to create a community council under the terms of this chapter.

2.56.050 Community Council Meetings

Community councils shall conduct open and public meetings and shall permit interested persons to attend and participate in those meetings in accordance with applicable council bylaws and regulations.

2.56.060 Community Councils--Appointment Of Members

- A. Members of a community council shall be appointed to the Council as determined by the community Council's bylaws. The community Council must appoint a Chairperson, Vice-Chairperson, a Treasurer, and a Secretary. These appointed members of the community Council are responsible for the effective operation of the community council.
- B. Each community Council member must submit a completed conflict of interest form and ethics form to the City Council no later than January 31st of each year.

2.56.070 Budget

- A. The City Council may appropriate funds annually for the community councils upon receipt of a request detailing the amount of funds requested and proposed use of said funds as related to the benefit the City will receive in return for the appropriated funds. The community council shall submit a letter requesting funding for the current year no later than January 31st.
- B. An accounting of the use of any appropriated funds expended during the previous year shall be provided to the City Council by January 31st of each year in a form approved by the City Council.
- C. The community council shall be subject to an audit of appropriated funds by the City each year. The City Council shall determine the financial manager to conduct the financial audit.

2.56.080 City Council Participation

- A. The City Council shall schedule at least one meeting annually with the community councils for the purpose of receiving recommendations on policy, budget and other priorities established by the community council.
- B. Members of the City Council may serve on sub-committees; however, members of the City Council may not serve on the community council.

2.56.090 Volunteer Status--Indemnification

Community Council members shall be considered volunteers to the City and not employees, officials or officers of the City. Community Council members shall be defended and indemnified by the City pursuant to the provisions of the Utah Governmental Immunity Act in any civil action which may arise within the course and scope of performance of their duties under this chapter.

Chapter 2.70 QUASI-JUDICIAL FUNCTIONS STANDARDS OF CONDUCT

2.70.010 Purpose

2.70.020 Definitions

2.70.030 Conflict Of Interest

2.70.040 Gifts And Favors

2.70.050 Ex-Parte Communication

2.70.060 Other Provisions Applicable

2.70.010 Purpose

The City Council of White City recognizes the importance of guaranteeing both the reality and perception that all individuals appearing before quasi-judicial officials or bodies in White City are afforded a full, fair and impartial hearing on the merits. The Council finds it in the best interests of the citizens of White City to provide uniform standards of conduct for all members of quasi-judicial bodies. To that end, the City Council of White City hereby provides uniform standards of conduct for individuals performing quasi-judicial functions in White City.

2.70.020 Definitions

For the purposes of this chapter, the following words and phrases shall have the meanings respectively described to them below:

A "conflict of interest" exists when:

- A. A quasi-judicial official has a direct or indirect financial interest which will be or is reasonably likely to be affected by the outcome of the matter currently pending before the official; or Resolution of the matter before the official will or is reasonably likely to create a material personal gain or provide a gain or advantage to relatives, friends, agents, business associates, or to groups and associations which hold some share of the official's loyalty. Membership in a group or association alone shall not be considered a conflict of interest with respect to any matter affecting such group or association unless a reasonable and informed person would conclude that such membership in itself would prevent an objective quasi-judicial consideration of the matter.
- B. "Ex-parte contact or communication" means contact by one side only of a matter before an individual, board or council when said individual, board or council is acting in a quasi-judicial capacity and the contact is outside of the hearing or official proceedings in the matter.
- C. "Interested party" in a quasi-judicial proceeding means any applicant, party, representative or agent of an applicant or party, any person or entity who may claim to be adversely affected by the resolution of a matter or any issue of fact or law related to a matter, and any person or entity who claims a substantial property interest which could be adversely affected by the resolution of a matter or an issue of fact or law related to a matter.
- D. "Legislative capacity" means activity by a board or council when involved with the framing and enactment of ordinances and policies for White City. Included without limitation in such category is the adoption of or amendment to the White City code of ordinances, policies and procedures.
- E. "Quasi-judicial capacity" means the role of an individual, board, or council acting to investigate facts and draw conclusions therefrom as a basis for its official actions and the exercise of discretion of a judicial nature is a matter which is currently before the individual, board or council, or which would come under the individual's, board's or Council's jurisdiction pursuant to an appeal of an administrative determination including the White City Council. In determining whether the individual or entity is quasi-judicial in nature, the nature of the activity engaged in shall control over the title of the individual or entity or the other duties assigned to or otherwise engaged in by the individual or entity.

2.70.030 Conflict Of Interest

- A. Any official acting in a quasi-judicial capacity with or reasonably likely to have a conflict of interest with regard to an applicant or its agent who has a matter before the official, must declare his or her conflict of interest and the nature of the interest giving rise to the conflict publicly prior to discussion of the matter and enter the same upon the record of the proceeding. The official must abstain from

deliberating or voting on the matter and may not discuss the matter either publicly or privately with any other official participating in the proceeding. The vote of an official experiencing a conflict of interest who fails to disqualify himself shall be disallowed.

- B. A conflict of interest may exist under this section although an official may not believe that an actual conflict exists. Therefore, any official who has a question as to whether a conflict of interest exists under this section with respect to his or her participation or the participation of another official participating in the proceeding should raise the matter with the other officials participating in the proceeding at a public meeting and with the district attorney's office in order that a determination may be made as to whether a conflict of interest exists.

2.70.040 Gifts And Favors

No quasi-judicial official, relative or agent of a quasi-judicial official shall accept any gift, favor or advantage from any party, individual, or from their agents or representatives if the party or individual has a matter currently before the quasi-judicial body or in circumstances when the quasi-judicial official has knowledge that said party or individual intends to or commonly brings matters before the quasi-judicial official for adjudication. Gifts, favors or advantages shall not include a meal with a value of less than twenty-five dollars provided in conjunction with a meeting at which the subject of a quasi-judicial proceeding is discussed. The meal and the communication shall be disclosed pursuant to Section 2.70.050(B). Campaign contributions shall be subject to all other provisions of applicable law but shall not be prohibited under this section.

2.70.050 Ex-Parte Communication

- A. No quasi-judicial official shall initiate contact or initiate discussion with any party or the representative or agent of any party or a person who may claim to be "adversely affected" by the resolution of the matter with respect to an issue of law or fact in issue on a matter which is either currently before the quasi-judicial official for adjudication or which is reasonably likely to come before the quasi-judicial official unless the official provides notice to all parties and an opportunity to participate. Any such discussion, after notice and with an opportunity for participation by the public or other affected parties, shall occur in a meeting duly convened and noticed pursuant to the Utah Open Meetings Act and shall be made a matter of the official record of the proceeding.
- B. Any quasi-judicial official who receives an ex-parte communication with respect to a matter which is either currently before the official or reasonably likely to come before the official shall, at the next public meeting following the communication, place into the official minutes or record the following:
 - 1. The name of the party making the communication;
 - 2. If the communication was in writing, a copy of the communication;
 - 3. If the communication was oral, a summary of the communication;
 - 4. The date of the communication.

Following disclosure of the communication at the hearing on the matter, the public and opposing parties shall be given an opportunity to submit written responses to the communication prior to the quasi-judicial official or entity closing the evidentiary phase of the proceedings. All ex-parte communication, with the exception of discussions of procedural matters such as the dates and times of hearings, is prohibited after the conclusion of the evidentiary phase of the proceedings.

Engaging in prohibited ex-parte communications or the failure of a quasi-judicial official to disclose a

communication and place the communication or a summary of it in the public record shall be grounds for voiding the official's vote on the matter.

C. An ex-parte contact or communication does not include:

1. Discussions of procedural matters such as the dates and times of hearings which are unrelated to the merits of the appeal, proceeding or motion;
2. Communications by the quasi-judicial official, whether in person or otherwise, with City administrative staff who do not constitute representatives of a party to the proceeding, district attorney staff not representing a party to the proceeding, or Council staff.

2.70.060 Other Provisions Applicable

The standards of conduct provided for by this chapter are in addition to other legal requirements imposed on quasi-judicial officials and bodies of White City including the Municipal Officers and Employees Ethics Act, the Governments Records and Management Act and other White City ordinances and policies applicable specifically to the quasi-judicial body.

Chapter 2.81 SECURITY OF PERSONAL IDENTIFIERS

2.81.010 Definitions

2.81.020 Protecting Personal Identifiers--Requirement For City Department Or Division Regulations

2.81.030 Private Contractors

2.81.040 Penalty

2.81.010 Definitions

- A. As used in this chapter, "agency" refers to any office, department, division, or other subdivision of City government.
- B. As used in this chapter, "individual" refers to any natural person including City clients and patrons; members of the public; and City officers, employees and volunteers.
- C. As used in this chapter, "personal identifiers" means and includes an individual's home address, home telephone number, personal cellular telephone number, signature, social security number, birth date, personal email address, driver's license number, passport number, and any financial identification numbers, including, but not limited to, bank account numbers, credit card numbers and information obtained to authenticate a cardholder or effectuate a payment card transaction.

2.81.020 Protecting Personal Identifiers--Requirement For City Department Or Division Regulations

City agencies shall ensure that all personal identifiers in the agency's control are kept confidential and secure and are not used for any purpose other than a bona fide government necessity.

- A. No agency shall collect or maintain personal identifiers except where provided by law or ordinance, or where necessary to the functioning of the agency. The collection of credit card numbers is permitted for those agencies which accept payment, in the regular course of City business, by credit card.
- B. Any City agency which collects, maintains or transmits personal identifiers shall make a formal

determination, in writing, which explains why personal identifiers are collected, maintained or transmitted and explains which specific personal identifiers are necessary. Agencies shall collect or use only those specific personal identifiers which are necessary to government business.

1. Each agency shall have in place a written regulation or policy which establishes procedures for the secure collection, maintenance, transmission, transfer, or disposal of personal identifiers.

- C. City agencies are bound by the provisions of state and federal law regarding the public or confidential nature of records containing personal identifiers, including but not limited to the Utah Governmental Records Access and Management Act (GRAMA) and the federal Health Insurance Portability and Accountability Act (HIPAA) of 1996.

2.81.030 Private Contractors

If a City agency contracts with a private entity and the contract contemplates or provides for the transmission or use of any individual's personal identifiers, the contract shall include mandatory provisions requiring that the contractor exercise care to ensure the protection of personal identifiers and that the contractor shall be legally liable for any breach of that duty.

2.81.040 Penalty

Any City officer or employee who knowingly violates this chapter may be guilty of a Class B misdemeanor and shall be subject to appropriate disciplinary action.

Chapter 2.82 RECORDS MANAGEMENT

2.82.010 Government Records Findings--Recognition Of Public Policy

2.82.020 Purpose And Intent

2.82.030 Definitions

2.82.040 Public Access

2.82.050 Availability--Restrictions

2.82.060 Right Of Privacy

2.82.070 Designation, Classification And Retention Scheduling

2.82.080 Requisition--Response Time--Denial

2.82.090 Fee Determination

2.82.100 Appeals

2.82.110 Access For Persons With Disabilities

2.82.120 Amendments And Corrections

2.82.130 Liability For Unauthorized Release

2.82.140 Access Management And Archiving

2.82.150 Custody And Control

2.82.160 Receipt, Storage And Preservation

2.82.165 Retention Scheduling

2.82.170 Computerized And Non-Written Format Records

2.82.180 City Justice Court System

2.82.190 Violation--Penalty

2.82.010 Government Records Findings – Recognition of Public Policy

The City Council of White City finds the following:

- A. It is in the best interests of White City and the citizens thereof, and essential for the administration of City government, to maintain and preserve accurate governmental records; to provide ready access

to records which are defined by law as open to the public; to maintain the security of records which are defined by law as nonpublic; and to ensure the preservation of vital and historically valuable records.

- B. As the records of White City government agencies are a resource containing information which (1) allows government programs to function; (2) provides officials with a basis for making decisions and ensuring continuity with past operations; and (3) permits citizens to research and document matters of personal and community importance; this resource must be systematically and efficiently managed.
- C. It is the policy of the City that all governmental records, which are defined by applicable Utah statutory and case law as public records, shall be made available to citizens as set forth in this chapter.
- D. The City recognizes a public policy interest in allowing the government to restrict access to certain records, as specified in the Act and this chapter, for the public good.

2.82.020 Purpose And Intent

In enacting this chapter, it is the purpose and intent of the Council to provide, in accordance with the Government Records Access and Management Act (hereinafter referred to as "the Act"), Utah Code 63-2, (1953), an ordinance acknowledging and complying with the Act and providing for its application in the City. City agencies shall comply with the provisions of this chapter, the Act, and other federal and state statutory and regulatory recordkeeping requirements.

2.82.030 Definitions

As used in this chapter:

- A. "Act" means the Government Records Access and Management Act.
- B. "Agency" means any office, department, division, section, staff office, board, committee or other division of White City Government, any public or private entity or person which contracts with the City to provide goods or services directly to the City, or any private nonprofit entity that receives funds from the City.
- C. "Agency designee" means an individual chosen by the Agency to review an initial appeal of a person aggrieved by the City's classification of a record, the fees charged for a record, or by an agency's response to a record request.
- D. "Chief Administrative Officer for Appeals" means an individual chosen by the City to be the chief administrative officer for purposes of a specific GRAMA request appeal.
- E. "Computer software application" means the series of instructions or statements that permit the functioning of a computer system in a manner designed to provide storage, retrieval, and manipulation of data from the computer system, and any associated documentation, manuals or other source material explaining how to operate the software application. "Software" does not include the original data or record which is manipulated by the software.
- F. "Controlled records" means those defined as controlled under the provisions of this chapter and in accordance with the provisions of the Act.

- G. "Data" means individual elements or fields (for example, birth date, address) in records.
- H. "Designate" or "designation" means to give an initial or primary classification to a record or record series indicating the likely classification that a majority of such records or record series would likely be given if classified.
- I. "Dispose" means to destroy, or render irretrievable or illegible, a record or the information contained in it by any physical, electronic or other means, including unauthorized deletion or erasure of electronically recorded audio, visual, nonwritten formats, data processing or other records.
- J. "Nonpublic records" means those records defined as private, controlled or protected under the provisions of this chapter and of the Act.
- K. "Private" records means those records classified as private under the provisions of this chapter and of the Act.
- L. "Protected" records means those records classified as protected under the provisions of this chapter and the Act.
- M. "Public" records means those records which have not been classified as nonpublic in accordance with the provisions of this chapter and the Act.
- N. "Record" means those materials as defined as records in the Act.

2.82.040 Public Access

- A. Members of the public shall have the right to see, review, examine and take copies, in any format maintained by the City and subject to Section 2.82.170 hereof, of all City governmental records designated as "public" under the provisions of this chapter, and of the Act and policies and procedures developed hereunder.
- B. The City has no obligation to create a record or record series in response to a request from a member of the public, if the record requested is not otherwise regularly maintained or kept.
- C. When a record is temporarily held by a custodial City agency, pursuant to that custodial agency's statutory and ordinance functions, such as records storage, investigation, litigation or audit, the record shall not be considered a record of the custodial agency for the purpose of this chapter. The record shall be considered a record of the agency or agencies which usually keeps or maintains that record and any requests for access to such records shall be directed to that agency or agencies, rather than the custodial agency, pursuant to procedures established by the City. Only when records have been formally filed for permanent archival retention shall City archives be responsible for responding to requests for another agency's records.

2.82.050 Availability--Restrictions

- A. Public records shall be those City records as defined in the Act, Utah Code § 63-2-301, (1953, as amended), as public. Public records shall be made available to any person. All City records are considered public unless they are expressly classified otherwise in accordance with policies and procedures established under this chapter and the Act or are made nonpublic by the Act or other applicable law.
- B. Private records shall be those City records classified as "private," as defined in the Act, Utah § 63-

2-302, (1953, as amended), and as classified and defined in procedures established pursuant to this chapter and in accordance with the Act. Private records shall be made available to the following persons: The subject of the record, the parent or legal guardian of an unemancipated minor who is the subject of a record, the legal guardian of an incapacitated individual who is the subject of a record, any person who has a power of attorney or a notarized release dated not more than ninety days prior to the request from the subject of the record or his legal representative, or any person presenting a legislative subpoena or a court order issued by a court of competent jurisdiction.

- C. Controlled records shall be those City records classified as "controlled," as defined in the Act, Utah Code § 63-2-303, (1953, as amended), and as classified and defined in procedures established in this chapter and in accordance with the Act. Controlled records shall be made available to a physician, psychologist or licensed social worker who submits a notarized release dated not more than ninety days prior to the request from the subject of the record or any person presenting a legislative subpoena or a court order issued by a court of competent jurisdiction.
- D. Protected records shall be those City records classified as "protected," as defined in the Act, Utah Code § 63-2-304, (1953, as amended), and as classified and defined in procedures established in this chapter and in accordance with the Act. Protected records shall be made available to the person who submitted the record, to a person who has power of attorney or notarized release dated not more than ninety days prior to the request from any persons or governmental entities whose interests are protected by the classification of the record, or to any person presenting a legislative subpoena or a court order issued by a court of competent jurisdiction.
- E. Under circumstances set out by the Act, it may be appropriate to disclose nonpublic City records to persons other than those set out in this section. The determination to so release records shall be at the discretion of the department director or elected official or designee, consistent with the Act, and upon the advice of the attorney.

2.82.060 Right Of Privacy

- A. The City recognizes and upholds the personal right of privacy retained by persons who may be the subject of governmental records. The City also recognizes that the Act and Utah case law establish a presumption that governmental records will generally be considered open and public, with certain specific exceptions. In circumstances where a record's public or nonpublic status is not specifically established by the Act or another statute, by this chapter, or by policies established or designations made under this chapter, the public's right to access and the record subject's right of privacy must be compared. The City shall not release any records when to do so would constitute a clearly unwarranted invasion of personal privacy, in accordance with the Act, applicable case law, and procedures established in this chapter. Under circumstances and procedures established by this chapter, certain items of data may be rendered nonpublic, although other items of data in the record, or the record itself, may be classified public.
- B. The City may, as determined appropriate by the agency director of the agency responding to a request for records, notify a subject of a record that a request for access to the subject's record has been made.

2.82.070 Designation, Classification And Retention Scheduling

All City records and record series, of any format, shall be evaluated, designated, classified and scheduled for retention according to the provisions of the Act and this chapter. The City may designate or redesignate or classify or reclassify records or data at any time and is not required to classify a particular record or item of data until access thereto is requested. Any records or record series generated in the future shall also be so

designated, classified and scheduled for retention. Records designation, classification and scheduling for retention shall be conducted under the supervision of the City records manager or designee in consultation with the agency director of the agency in charge of the record in question, or designee. All proposed schedules shall be submitted to the City records manager. Assistance may be requested from the attorney as needed. Designation, classification and retention scheduling forms and guidelines shall be prepared and promulgated by the City records manager and the records policy administration.

2.82.080 Requisition--Response Time--Denial

- A. Under circumstances in which an agency is not able to immediately respond to a records request, the requester shall fill out and present to the agency a written request on forms provided by the City. The date and time of the request shall be noted on the written request form and all times provided under this chapter shall commence from that time and date. Requesters of nonpublic records shall adequately identify themselves and, if applicable, their status when requesting access to nonpublic records.
- B. An agency may respond to a request for a record by approving the request and providing the records, denying the request, or such other appropriate response as may be established by policies and procedures. If a written request is denied in whole or in part, the agency shall provide a notice of denial to the requester. The denial notice shall include the reasons for denial and information regarding the appeals process and such other information as may be required by this chapter and the Act.
- C. An agency shall respond to a written request for a record as soon as reasonably possible, but no later than ten business days after receiving the request or five business days after receiving a request if the requester satisfactorily demonstrates that an expedited response time primarily benefits the public at large, rather than the requester individually. A requester seeking records for a story or report for publication or broadcast to the general public is presumed to be acting to benefit the public rather than a person.
 - 1. The following extraordinary circumstances shall justify an agency's failure to timely respond to a written request for a record and shall extend the time for response thereto to that time reasonably necessary to respond to the request, as determined by the agency director. Extraordinary circumstances include:
 - a. The agency, another agency, or some other governmental entity is currently and actively using the record requested;
 - b. The record requested is for either a voluminous quantity of records or requires the agency to review a large number of records or perform extensive research to locate the materials requested;
 - c. The agency is currently processing either a large number of records requests or is subject to extraordinary seasonal work loads in the processing of other work;
 - d. The release of a record involves legal issues that require an agency to seek legal counsel for analysis of applicable laws;
 - e. The request involves extensive editing to separate public data in a record from that which is not public; or
 - f. Providing the information request requires computer programming or other format

manipulation.

2. When a timely response cannot be made to a record request, the agency shall notify the requester that it cannot immediately approve or deny the request because of one of the extraordinary circumstances listed in subsection (C)(2) of this section, and provide an explanation of the circumstances and an estimate of the time required to respond to the request. If the agency fails to provide the requested record within the estimated time, that failure shall be considered a denial of the request.
- D. The failure or inability of an agency to respond to a request for a record within the time frames set out herein, or the agency's denial of such a request, shall give the requester the right to appeal as provided in Section 2.82.100.
 - E. Any City record which is subject to litigation, criminal investigation or audit or has been requested in accordance with this chapter and the Act, that is disposable by approved retention schedule, may not be disposed of until the litigation or audit has been resolved or the request is granted and fulfilled, or sixty days after the request is denied if no appeals are filed, or sixty days after all appeals are completed, pursuant to Section 2.82.100.
 - F. In response to a request for access, an agency may designate or reclassify the record or segregate data in the requested record in accordance with this chapter and the Act.

2.82.090 Fee Determination

- A. An agency may charge a reasonable fee to cover its actual cost of duplicating a record or compiling a record in a form other than that maintained by the agency.
- B. An agency may fulfill a record request without charge and is encouraged to do so when it determines that:
 1. Releasing the record primarily benefits the public rather than a person;
 2. The individual requesting the record is the subject of the record; or
 3. The requester's rights are directly implicated by the information in the record, and the requester is impecunious.
- C. Fee policies adopted under this chapter shall be consistent with this section.

2.82.100 Appeals

- A. Persons aggrieved by the City's classification of a record, the fees charged for a record, or by an agency's response to a record request may request and be granted an initial administrative appeal of that grievance, in accordance with Citywide policies and procedures adopted by the Council. The initial administrative appeal is made to the agency designee pursuant to Citywide policies and procedures adopted by Council.
 1. A written notice of appeal shall be filed with the agency designee within thirty calendar days after notice of the date of the agency's action has been sent. The notice of appeal shall state the basis of the appeal and the relief requested.
 2. Unless otherwise stipulated by the City and the persons aggrieved, the agency designee

shall have seven calendar days after the agency designee's receipt of the notice of appeal (or fourteen calendar days after the City sends a notice of appeal to a person who submitted a claim of business confidentiality) to respond to the record request.

3. Agency designee shall hear appeal in process chosen within designee's discretion and issue decision in writing to appellant.
4. In the event the agency designee affirms the access denial, or fails to respond to the records request within the time limits listed above, the person aggrieved may then appeal the agency designee's decision to affirm the access denial.
5. The administrative appeal is made to the chief administrative officer for appeals ("CAOA") pursuant to Citywide policies and procedures adopted by the Council.
6. A written notice of appeal shall be filed with the CAO within thirty calendar days after notice of the date of the agency's action has been sent. The notice of appeal shall state the basis of the appeal and the relief requested.
7. Unless otherwise stipulated by the City and the persons aggrieved, the CAO shall have seven calendar days after the CAO's receipt of the notice of appeal (or fourteen calendar days after the City sends a notice of appeal to a person who submitted a claim of business confidentiality) to respond to the record request.
8. In the event the CAO affirms the access denial, or fails to respond to the records request within the time limits listed above, the person aggrieved may then appeal the CAO's decision to affirm the access denial.
9. The City hereby establishes an appeals board to decide an appeal of a decision of the CAO affirming an access denial.
 - a. An appeals board shall be composed of three members:
 - (1) one of whom shall be an employee of the City; and
 - (2) two of whom shall be members of the public, at least one of whom shall have professional experience with requesting or managing records.
10. The City shall send written notice by certified mail of the date and location of the appeal hearing to be heard by the appeals board to the requester within seven calendar days of receiving notice of the appeal. The City shall also send written notice to the agency administrator.
11. The appeal hearing shall be conducted in accordance with policies adopted by the Council and with the Utah Open Meetings Act.
12. No later than seven calendar days after an appeal hearing, the appeals board shall issue a signed order upholding, amending, or reversing the agency action.
13. Either the City or the appellant may appeal the appeals board decision to the state records committee or by filing a petition for judicial review with the district court.

B. The decision of CAO A regarding access to or classification of records shall be forwarded to the City records policy administration for corrective action, including any reclassification or designation of data or records that may be necessitated by the decision.

C. The duties of the CAO A may be delegated.

2.82.110 Access For Persons With Disabilities

Reasonable accommodations regarding access to governmental records shall be provided to persons with disabilities in accordance with policies developed under this chapter and in compliance with the Americans with Disabilities Act.

2.82.120 Amendments And Corrections

Records held by the City may be amended or corrected as needed and as authorized by law. Requests for amendments, corrections or other changes shall be made in writing to the agency having custody of the records and setting forth, with specificity, the amendment or correction requested and the reason for the change. When an amendment or correction of a government record is made, generally both the original record and the amended or corrected record shall be retained, unless the nature of the record indicates otherwise or as may be provided by policies and procedures adopted under the provisions of this chapter.

2.82.130 Liability For Unauthorized Release

- A. A City employee or other person having lawful custody of City records who knowingly refuses to permit access to records in accordance with the Act and this chapter, or who permits access to nonpublic records knowing that such access is prohibited, or who knowingly, without authorization or legal authority, disposes of, alters, or removes records or allows other persons to do so in violation of the provisions of the Act, this chapter, or other law or regulation may be subject to criminal prosecution and disciplinary action, including termination of employment.
- B. In accordance with the Act, neither the City nor any of its agencies, officers or employees shall be liable for damages resulting from the release of a record where the requester presented evidence of authority to obtain the record, even if it may be subsequently determined that the requester had no such authority.

2.82.140 Access Management And Archiving

- A. There shall be designated a City records manager to oversee and coordinate records access and management and City archives activities. The records manager shall make annual reports of records services activities to the Council.
- B. There is hereby created the government records access and management policy administration ("records policy administration"), to be chaired by the City records manager. Members of the records policy administration shall include representatives from the Council staff, the City departments and from the elected offices. The records policy administration shall meet periodically as needed, as determined by the City records manager. The minutes and other records of the records policy administration shall be maintained and staff provided by records management and archives section.
- C. Each agency of City government shall appoint an individual or individuals to assist with and be directly responsible for the implementation of this chapter. Regular training shall be provided under the direction of the records manager to agency records personnel.
- D. The records policy administration shall develop and provide records management, maintenance and

access standards, policies and procedures, as approved by the Council to govern and implement the provisions of the Act and this chapter. Approval and promulgation of records policies and procedures shall be in accordance with the provisions of this code of ordinances and the Act. Copies of any rule or policy promulgated under this chapter shall be forwarded by the City record manager to the Utah State Division of Archives within thirty days after its effective date. Any agency's internal policies regarding records management and access shall be consistent with this chapter and state law.

2.82.150 Custody And Control

- A. Records maintenance procedures shall be developed to ensure that due care is taken to maintain and preserve City records safely and accurately over the long term. The records manager shall be responsible for monitoring the application and use of technical processes in the creation, duplication, and disposal of City records and shall monitor compliance with required standards of quality, permanence, and admissibility pertaining to the creation, use and maintenance of records. Citywide policies and regulations regarding types and formats of papers, inks, electronic media, and other records and information storage media, materials, equipment, procedures and techniques shall be developed and promulgated, subject to the approval of the Council.
- B. All City records which constitute an intellectual property right shall remain the property of the City unless federal or state legal authority provides otherwise. All other records shall be the property of the state. Property rights to City records may not be permanently transferred from the City to any private individual or entity, including those legally disposable obsolete City records of City archives or other agencies. This prohibition does not include the providing of record copies for release or distribution under this chapter. All records disposals shall be conducted in accordance with policies and procedures.
- C. Any City officer or employee having custody or control of any City records shall, at the expiration of their terms of office, appointment or employment, deliver custody and control of all records kept or received by them to their successors, supervisors, or to the City records manager.
- D. All records which are in the possession of any City agency shall, upon termination of activities of such agency, be transferred to any successor agency or to City records management and archives, provided that such transfer is consistent with the formal provisions of such termination.

2.82.160 Receipt, Storage And Preservation

There is created the City archives and records services section, to be managed by the City records manager. It is the responsibility of the section to receive, store, and preserve City agency records and other materials and to store and to provide reasonable access thereto as may be calculated to accurately and safely maintain City records over a long term in compliance with this chapter and the Act. Policies and guidelines regarding the nature of records and record series which are to be received and stored by City records management and archives shall be developed and promulgated by the records policy administration. City records management and archives shall be considered the formal, official repository of City records; the central depository for the reports, publications, productions in other media, rules, policies and regulations of the City, where not otherwise determined by law; and, where appropriate, historical artifacts. Each agency shall be responsible for assisting City records management and archives in the collection of such records, depository materials, and artifacts through methods promulgated by the records policy administration.

2.82.165 Retention Scheduling

- A. All City records as defined by the Act, whether hard copy, electronic or otherwise, shall be scheduled for retention and retained based on the standards and requirements set out in the Act and this ordinance.

- B. The responsibility for developing retention schedules shall reside with the City offices, departments and divisions, with the assistance and advice of the City records manager. Retention schedules may be subject to review and approval by the Government Records Access and Management Policy Administration.
- C. In scheduling records for retention, the following considerations shall be taken into account:
 - 1. Any specific retention requirement established by law, statute or ordinance;
 - 2. Reasonable records standards and needs, based on best business practices, retention storage capabilities, and particular industry or professional requirements or standards;
 - 3. Legal needs, including pending or likely litigation;
 - 4. Applicable statutes of limitation;
 - 5. Any pending fiscal or performance audit process;
 - 6. Administrative and policy needs; and
 - 7. Historical value.
- D. Based on the considerations in subparagraph C, a record may have an extremely limited retention schedule, permitting the deletion of a record immediately or after administrative need ceases. Such records may be deleted immediately and without further processing.
- E. Offices, departments and divisions should observe and adhere to all applicable retention schedules. Records which have reached the end of their retention schedules should be deleted, removed or destroyed in a timely manner.

2.82.170 Computerized And Non-Written Format Records

- A. The City retains and reserves to itself the right to use any type of formats for the storage, retention and retrieval of government records, including, but not limited to, audio tapes, video tapes, micro-forms, and any type of computer, data processing, imaging, or electronic information storage or processing equipment or systems, which are not prohibited by state statute and do not compromise legal requirements for record storage, retrieval, security and maintenance, to store and maintain City records. All computerized and non-written format records and data which are designated and classified in accordance with the act and this chapter, shall be made available to a requester in accordance with this chapter and the Act.
- B. The methods of access to records in non-written formats or data processing systems shall be as determined appropriate by the agency director of the agency maintaining the records, considering all circumstances. Access may include, but not be limited to, the following:
 - 1. By using a City computer workstation, data system or other viewing or listening device to retrieve data directly from the workstation screen or device; provided, however, that due regard shall be exercised to ensure that any nonpublic records will not be accessed, retrieved or displayed on the device and that records are not erased or damaged;
 - 2. By providing paper or "hard" copies of record printouts or by providing magnetic tapes, disks or other means of electronic storage containing the non-written format or data processing

system records; or

3. By the use, where appropriate, of remote workstations which have access to City computer, data processing or electronic information systems pursuant to a formal two-party contract permitting such remote terminal access and provided that due regard shall be exercised to ensure that nonpublic records will not be available by remote terminal access.

- C. Computer software applications are not considered a record. Software applications shall not be subject to disclosure under this chapter or the Act, including copyrighted software applications and other copyrighted materials which have been purchased by or licensed to the City and software applications and other materials which have been copyrighted by the City.

2.82.180 City Justice Court System

Records activities of the City justice court system shall comply with and be governed by Section 63-2-702 of the Act.

2.82.190 Violation--Penalty

Knowing violation of this chapter is a misdemeanor, punishable as set forth in this code of ordinances.

Chapter 2.85 ELECTRONIC SIGNATURES

2.85.010 Purpose

2.85.020 Uses Of Electronic Signatures Allowed

2.85.030 Rules Regarding Force And Effect Of Electronic Signatures

2.85.040 Determination Of Approved Technologies, Vendors, And Uses Of Electronic Signatures

2.85.050 Enactment Date

2.85.010 Purpose

The ordinance codified in this chapter regulates the use of electronic signatures by elected officials and other parties in approving legislation, contracts, and/or other legally-binding documents of White City.

2.85.020 Uses Of Electronic Signatures Allowed

In any document accepted by White City in which a signature is required or used, White City may authorize the use of an electronic signature so long as it complies with the requirements of the most currently adopted version of Utah Code § 46-4: Uniform Electronic Transactions Act.

2.85.030 Rules Regarding Force And Effect Of Electronic Signatures

The use of an electronic signature shall have the same force and effect as the use of a "wet" or manual signature if:

- A. The signature is capable of verification;
- B. The signature is under the sole control of the person using it; and
- C. The signature is linked to the data in such a manner that it is readily ascertainable if the data is changed after the signature is applied.

2.85.040 Determination Of Approved Technologies, Vendors, And Uses Of Electronic

Signatures

Upon the recommendations of Staff, the Council shall determine and approve acceptable technologies and vendors under this section consistent with industry best practices to ensure the security and integrity of the data and the signature. The Administrator shall further determine and recommend to the Council the documents for which White City will accept electronic signatures.

2.85.050 Enactment Date

This Ordinance shall be effective on the 31st day after the date of its adoption by the Council.

Chapter 2.86 EMERGENCY RESPONSE AND RECOVERY

2.86.010 Intent--Liberal Construction

2.86.020 Definitions

2.86.030 Declaration Of An Emergency

2.86.040 Succession

2.86.050 Powers Of The Mayor

2.86.060 Powers Of The City Council

2.86.070 Relocation Of Offices

2.86.080 Mutual Aid

2.86.090 Contracts For Goods And Services During An Emergency

2.86.100 Criminal Penalties

2.86.110 Emergency Management Advisory Committee

2.86.120 Severability

2.86.010 Intent--Liberal Construction

It is the intent of this chapter to provide the organization, powers and authority necessary to enable the timely and effective use of all available City resources to prepare for, respond to and recover from emergencies and disasters likely to affect the health, security, safety, or property of the inhabitants of the City. It is intended to grant the broadest powers permitted. The provisions of this chapter shall be liberally construed to allow for the greatest opportunity to preserve and protect life and property.

2.86.020 Definitions

As used in this chapter:

"Attack" means a nuclear, conventional, biological, or chemical warfare action against the United States of America, the State of Utah, or White City.

"Disaster" or "emergency" means a situation causing or threatening to cause widespread damage, injury or loss of life, or significant property damage resulting from an attack, internal disturbance, natural phenomena, public health emergency, or technological hazard.

"Internal disturbance" means a riot, prison break, disruptive terrorism, or a widespread strike, which strike causes significant social disruption or injury to persons or property.

"Natural phenomena" means any earthquake, tornado, storm, flood landslide, avalanche, forest or range fire,

drought or epidemic.

"Public health emergency" means an occurrence or imminent credible threat of an illness or health condition caused by bioterrorism, epidemic or pandemic disease, or novel and highly infectious agent or biological toxin, that poses a substantial risk of a significant number of human fatalities or incidents of permanent or long-term disability. Such illness or health condition includes an illness or health condition resulting from a natural disaster Utah Code § 26-23b-102(b).

"State of emergency" means a condition in White City which requires City government emergency assistance to save lives and to protect property, public health and safety, and to reduce the threat and effects of a disaster.

"Technological hazard" means any hazardous materials spill or accident, mining accident, train derailment, aircraft crash, radiation incident, pollution, structural fire or explosion.

2.86.030 Declaration Of An Emergency

- A. The mayor is authorized to declare a state of emergency when the mayor finds that the City or any part thereof is suffering from or is in imminent danger of suffering an emergency or disaster.
- B. Any declaration of an emergency or disaster by the mayor shall be promptly filed with the City clerk and the public shall be notified through general publicity of the declaration. The mayor shall promptly notify the City Council of any declaration of an emergency or disaster.
- C. The declaration of an emergency or disaster shall be in effect as determined by the mayor for a period of up to thirty days in accordance with the Utah Disaster Response and Recovery Act, Utah Code § 63-5a-6. This period may be continued or renewed only upon the approval of the City Council. The Council may, by resolution, express its opinion regarding an emergency declaration by the mayor.
- D. The declaration of an emergency provided in this chapter shall become effective immediately upon issuance by the mayor and the only required publication is the general dissemination to the public by appropriate news media.
- E. The declaration shall, to the extent possible, state the nature of the emergency, the area threatened, and any applicable duration, conditions, actions or needs pursuant to Section 2.86.050. The declaration may be amended and periodically brought up to date as needed.

2.86.040 Succession

- A. If the mayor is unavailable to perform the duties set out herein, the deputy mayor shall have the same authority as granted to the mayor. If both the mayor and deputy mayor are unavailable, the authority to exercise the powers set out in this chapter vests in the City chief administrative officer, the chair of the City Council, or the City law enforcement official, in that order.
- B. Notwithstanding the order of succession set forth in subsection A, if the mayor is unavailable to issue an evacuation order as set forth in Section 2.86.050, only the City law enforcement official may issue an evacuation order, including any orders establishing evacuation routes, for a period not to exceed thirty-six hours, if the order is necessary for the preservation of life. The mayor may ratify, modify, or revoke the City law enforcement official's order if he becomes available.
- C. By July 1st of every year, each City elected official, except for members of the City Council, shall

designate three emergency interim successors, specify the order of succession, and provide the list of those persons to the mayor, as set out in Utah Code § 63-5b-401. The mayor may direct that department heads of the mayor's office also designate three successors. During a state of emergency, if a City elected official is unavailable or unable to perform the duties of the office, those persons designated as emergency interim successors may be vested with all legal power and authority of the elected or appointed official who is being succeeded. An emergency interim successor shall exercise those powers and duties only until the elected official is able to perform the duties of office or, in the event of a permanent vacancy, until that vacancy is filled in accordance with state law.

- D. By July 1st of every year, each member of the City Council shall designate one emergency interim successor and deliver to the mayor the name of that successor. During a state of emergency, if a City Council member is unavailable or unable to perform the duties of the office, those persons designated as emergency interim successors may be vested with all legal power and authority of the City Council member who is being succeeded. The emergency interim successor shall only exercise those powers and duties until the Council member is able to perform the duties of office or, in the event of a permanent vacancy, until that vacancy is filled in accordance with state law.

2.86.050 Powers Of The Mayor

- A. In a state of emergency, declared by either the mayor or the governor, the mayor is empowered to make all necessary efforts to respond to, prevent, or ameliorate the effects of an emergency or disaster, including, but not limited to, using all City resources, issuing evacuation orders, establishing evacuation routes, suspending the sale of alcoholic beverages, controlling entry to and exit from any disaster area, clearing or removing debris or wreckage, invoking the provisions of any mutual aid agreement with another governmental entity, and such other powers and authority which are reasonably necessary for the preservation of life and property and as may be set out the Utah Disaster Response and Recovery Act, Utah Code § 63-5a-4.
1. The mayor shall have full power to secure the availability of supplies, clothing, vehicles, fuel, equipment, food and water as may be reasonably necessary to respond to the emergency.
 2. The mayor's authority does not extend to an emergency wholly located within a municipality unless the governing body of the municipality requests relief and assistance from the City or to the extent assistance is provided pursuant to an interlocal or mutual aid agreement.
- B. In a state of emergency, the mayor may exercise emergency powers and functions in response to the exigencies of the disaster, including waiving compliance with any time consuming procedures and formalities, including notices, as may otherwise be required.
- C. In a state of emergency, the mayor may issue any and all such other orders or undertake such other functions and activities as the mayor reasonably believes is required to protect the health, safety, or welfare of persons or property within the City or to otherwise preserve the public peace or to abate, clean up, or mitigate the effects of any emergency or disaster. Rules and regulations adopted by the mayor in response to the state of emergency have the force and effect of law, upon filing with the City clerk. All rules and regulations adopted in response to a state of emergency shall expire once the state of emergency is no longer in effect.
- D. In a state of emergency, the mayor is responsible to appoint City employees or agencies to perform the following activities during the emergency:
1. Coordinate the activities and management of private volunteers, including maintaining

records of volunteer work in accordance with Federal Emergency Management Agency (FEMA) needs;

2. Ensure that all records and receipts for funds expended in emergency response are maintained in accordance with FEMA needs;
 3. Coordinate and ensure prompt communication with the media about the emergency, providing to the extent possible, one consistent voice regarding City activities;
 4. Maintain ongoing communication with the City Council, City elected officials and other government entities.
- E. In the event of a public health emergency, the mayor may declare a state of emergency at the request of the director of the health department or the board of health. To prevent or contain the outbreak and spread of a communicable or infectious disease, the mayor, together with the director of the health department, may issue orders to:
1. Close theaters, schools and other public places and prohibit gatherings of people when necessary to protect the public health. (Utah Code § 26A-1-114(1)(e));
 2. Exercise physical control over property and over individuals as the Health Department finds necessary for the protection of public health. (Utah Code § 26A-1-114(1)(b));
 3. Exclude from school attendance any person, including teachers, who is suffering from any communicable or infectious disease, if the person is likely to convey the disease to those in attendance. (Utah Code § 26A-1-114(3)(b));
 4. The authority of the director of the health department extends to a public health emergency wholly located within a municipality.
- F. The City law enforcement official's office and such other law enforcement and peace officers as may be authorized by the mayor are further authorized and directed to enforce the orders, rules and regulations made or issued pursuant to this chapter.
2. During the period of a declared emergency or disaster, a person shall not:
 - a. Enter or remain upon the premises of any establishment not open for business to the general public, unless such person is the owner or authorized agent of the establishment;
 - b. Violate any orders duly issued by the mayor or authorized personnel; or
 - c. Willfully obstruct, hinder, or delay any duly authorized City officers, employees or volunteers in the enforcement or exercise of the provisions of this chapter, or in the undertaking of any activity pursuant to this chapter.

2.86.060 Powers Of The City Council

- A. Nothing in this chapter shall prevent the City Council from acting as the legislative body of City government in a state of emergency, or from exercising those powers and authorities set out in state statute and. The Council's legislative authority shall include the power to legislate, budget, and appropriate and to perform any other duties as required by state statute and by.

- B. The City Council shall also fulfill those duties and responsibilities as required by any emergency response declaration or order to the extent it does not conflict with federal, state, or local law, or the provisions of this chapter.

2.86.070 Relocation Of Offices

- A. Whenever an emergency or disaster makes it imprudent or impossible to conduct the affairs of the City at its regular locations, the mayor, City Council, elected officials, departments, and divisions may meet at any safe and convenient place, inside or outside White City. Any temporary meeting location shall continue until a new location is established, the emergency or disaster is terminated, or City operations are able to return to their normal locations.
- B. Any official act or meeting required to be performed at any regular location of the mayor, City Council, elected officials, or any department is valid when performed at any temporary location under the terms of this section.

2.86.080 Mutual Aid

- A. The mayor may, on behalf of the City, enter into such reciprocal aid, mutual aid, intergovernmental cooperation agreements or other contracts or plans with other governmental entities for the protection of life and property. Such agreements may include the furnishing or exchange of supplies, equipment, facilities, personnel and services and do not require fair and adequate consideration.
- B. The City may act as a participating political subdivision consistent with the Statewide Mutual Aid Act, Utah Code § 53-2-401 et seq.

2.86.090 Contracts For Goods And Services During An Emergency

- A. In accordance with the provisions of Section 3.20.040 of this code of ordinances, the City or any of its officers, employees, committees, or agencies may acquire goods and services in response to the exigencies of the emergency or disaster as are necessary and the mayor may suspend or waive compliance with time consuming ordinances (excluding Section 3.20.040 of the City code), policies, procedures and formalities prescribed by law pertaining thereto, including City purchasing ordinances regarding the acquisition of goods and services.
- B. The purchasing agent shall prepare and maintain a list of persons in each department or office who are authorized to act as emergency procurement designees, in accordance with Section 3.20.040(C).

2.86.100 Criminal Penalties

Any person who knowingly refuses to comply with an order to evacuate issued under this chapter or who refuses to comply with any other order issued during a state of emergency, as provided in this chapter and after notice of the order has been given to that person, is guilty of a Class B Misdemeanor.

2.86.110 Emergency Management Advisory Committee

- A. An emergency management advisory committee is created for the purpose of providing advice to the mayor and City Council on matters, policies and issues relating to City government emergency or disaster planning, mitigation, response and recovery actions. The committee's activities shall include, but are not limited to:
 - 1. Coordinating emergency management policy implementation;
 - 2. Overseeing emergency management training for employees and members of the public;

3. Making recommendations to the City Council regarding policies, procedures, or ordinance changes and amendments;
4. Developing an emergency operations plan, including providing for the continuity of City operations and essential functions;
5. Giving consideration to and making recommendations regarding a current list of private sources of aid and materials and of private contractors who may be able to assist in an emergency;
6. Making recommendations regarding "pre-contracts" and ongoing relations with private sources of aid and materials; and
7. Reviewing and making recommendations regarding interlocal and mutual aid contracts with other government activities for services in an emergency.

B. The committee shall report any finding or recommendation to the mayor and City Council.

C. The committee shall meet at the direction of the mayor or the mayor's designee.

D. The emergency management advisory committee shall consist of:

1. The mayor or the mayor's designee;
2. The assessor, auditor, clerk, district attorney, recorder, City law enforcement official, surveyor, and treasurer or said officials' designees;
3. One representative of each of the following City departments or divisions: Public works, community services, administrative services, human services, personnel, health department, and unified fire authority;
4. Two Council members or designees;
5. One citizen member who has experience and training in emergency preparation and response, appointed by the mayor; and
6. Successors of any member, if that member is unable to participate.

E. The committee shall be chaired by the emergency management coordinator or other mayor's designee.

F. The committee may create and appoint its members to technical and other specialized subcommittees as needed to fulfill its obligations under this section.

G. A quorum of the committee consists of nine persons and attendance by a quorum is required for any committee vote or action to be effective.

H. In the event of an emergency or disaster and the mayor determines that a recommendation of the committee is either not available or not practicable, the mayor may waive that requirement or recommendation as needed to meet the needs of the public.

2.86.120 Severability

The provisions of this chapter are declared to be severable, and if any provision of this chapter shall, for any reason, be held to be invalid or unconstitutional or if the application of this chapter to any person or circumstance is held to be invalid or unconstitutional, such holding shall not affect the validity of the remaining provisions of the ordinance codified in this chapter.

Chapter 2.88 HISTORIC PRESERVATION COMMISSION

2.88.010 Purpose

2.88.020 Establishment

2.88.030 Duties

2.88.010 Purpose

White City recognizes that the historical heritage of the unincorporated area of the City is among its most valued and important assets. It is therefore the intent of White City to identify, preserve, protect and enhance historic buildings, structures, sites, objects, and districts lying within the unincorporated area of the City.

2.88.020 Establishment

An historic preservation commission is hereby established by White City with the following provisions:

- A. The Commission shall consist of seven members with a demonstrated interest, competence, or knowledge in historic preservation, appointed by the mayor with the advice and consent of the City Council. The members of the commission shall be appointed to staggered terms of three years, provided that members may be appointed to terms longer than three years when necessary to provide for staggered terms. These terms are renewable. The members of the commission shall be residents of the unincorporated area of the City.
- B. To the extent available in the unincorporated area of the City, two commission members shall be professionals, as defined by National Park Service regulations, from the disciplines of history, archaeology, planning, architecture or architectural history.
- C. The commission may hold meetings at such times as the commission determines it is necessary. The commission shall conduct business in accordance with the Open Public Meeting laws of Utah. This includes public notification of meeting place, time and agenda items.
- D. Written minutes of each commission meeting shall be prepared and made available for public inspection.

2.88.030 Duties

The historic preservation commission shall have the following duties:

- A. Survey and inventory historic resources within the unincorporated area of the City. The commission shall conduct or cause to be conducted a survey of the historic architectural, and archaeological resources within the unincorporated area of the City. The survey shall be compatible with the Utah Inventory of Historic and Archaeological Sites. Survey and inventory documents shall be maintained and shall be open to the public. The survey shall be updated at least every ten years.
- B. Review proposed nominations to the national register of historic places. The commission shall review and comment to the state historic preservation officer on all proposed National Register

nominations for properties within the unincorporated area of the City. When the commission considers a National Register nomination which is normally evaluated by professionals in a specific discipline, and that discipline is not represented on the commission, the commission shall seek expertise in that area before rendering its decision.

C. Provide advice, information and recommendations.

1. The historic preservation commission shall act in an advisory role regarding the identification and protection of local historic and archaeological resources. Specifically, the commission shall make recommendations to the relevant planning commission, who may then recommend to the City Council designation of historic sites in accordance with Section 19.86.020 and Chapter 19.90 of this code.
2. The historic preservation commission shall work toward the continuing education of citizens regarding historic preservation and community history.

D. Oversee/assist in the maintenance and rehabilitation of White City-owned historic buildings and sites within the unincorporated area of the City.

E. Apply for and administer grants and other financial aid for historic preservation projects in the unincorporated area of the City.

F. Support enforcement of state historic preservation laws. The commission shall support the enforcement of all state laws relating to historic preservation. These include, but are not limited to: Utah Code §§ 9-8-305, 307, and 308 regarding the protection of Utah antiquities; and Utah Code § 9-8-404 regarding notification of the state historic preservation office of any known proposed action which will destroy or affect a site, building or object owned by the State of Utah and included on or eligible for the State or National Registers.

Chapter 2.95 CITY BUDGET PROCESS

2.95.010 Provisions

2.95.020 Definitions

2.95.030 Authority

2.95.040 Purpose

2.95.050 Tentative And Proposed Budgets

2.95.060 Council Budget--Final Budget

2.95.080 Budget Limitations

2.95.090 Final Adopted Budget Amendments

2.95.100 Tax Rates

2.95.110 Budget And Financial Policies

2.95.010 Provisions

This chapter shall define the process of preparation, revenue projection, tax rate setting, hearings, adoption and modification of the annual fiscal year City budget. The chapter further defines the responsibilities of the mayor, council, offices, departments and agencies of the City in the process as defined by law and the charter.

2.95.020 Definitions

"Final budget" means the budget finally adopted by the Council pursuant to its legislative authority.

"Proposed budget" means the budget prepared in the format of the tentative budget by the mayor and forwarded to the Council pursuant to the mayor's executive authority.

"Tentative budget" means the budget prepared and submitted by the auditor to the mayor for further executive action and preparation of a proposed budget pursuant to the statutory authority of the auditor, including projected revenues and the auditor's budget message.

2.95.030 Authority

This chapter is based upon the requirements of Uniform Fiscal Procedures Act for Utah Cities, Utah Code § 10-6 et seq., Utah Property Tax Code, and Utah Code 59, (1953).

2.95.040 Purpose

This chapter is enacted to establish a process for the preparation, review, modification, adoption and reopening of the City budget which shall include all the funds and accounts that are required to be maintained by the City including special districts within the authority of the City. The process includes the required forms, timelines and assignments to adopt and modify a budget by the Council.

2.95.050 Tentative And Proposed Budgets

- A. All offices, agencies and departments, including the Council, shall prepare and submit to the mayor by October 1 of each year a requested budget in sufficient detail, content and scope and in a manner and on forms approved pursuant to the Uniform Fiscal Procedures Act.
- B. The mayor shall review the requested budgets for consistency with statute, ordinance and Citywide fiscal and budget policies including the Fiscal Procedures Act and recommend modifications where necessary after consultation with the affected offices, agencies and departments.
- C. The mayor shall submit to the Council the tentative budget, including projected City revenues, the mayor's budget message and budget requests for all funds, along with any additional items requested by the Council, with recommendations as the mayor feels appropriate, fourteen or more days before the first regularly scheduled meeting of the Council in the last May of the current fiscal period, as required by Utah Code § 10-6-111.
- D. The mayor shall prepare a proposed budget for all City offices, departments and agencies, to be submitted to the Council and to the public before the public hearing on the final budget and may hold budget meetings with all affected offices, agencies and departments to assist in preparing the proposed budget. The mayor shall give any affected offices, agencies and departments an opportunity to be heard in budget meetings if the mayor proposes a modification to any requested or tentative budget appropriation of an office, agency or department. The mayor may request the assistance of the auditor and attorney and may hold budget meetings jointly with the Council. The time for submittal of the proposed budget may be continued if requested by the mayor and approved by a majority of the Council. The proposed budget shall include the mayor's revenue projections and

budget message, the mayor's revenue proposals and comments, if any, and proposed tax or fee increases, if any. The Council shall reject any tax increase or increases not submitted to the public before the public hearing on the final budget unless the delay was caused by a state of emergency or disaster as defined by state statute.

- E. In preparing the proposed budget, the mayor shall include a budget for capital improvements and maintenance in the capital improvements fund. The property tax rate for capital improvements shall not be considered fungible with the other tax funds of the City.
- F. The mayor shall submit a budget calendar outlining all applicable budget related dates prior to September 1 of each year for Council approval.
- G. Prior to adoption, the mayor and Council may hold joint meetings for purposes of preparing a tentative, proposed or final budget.
- H. The mayor may revise and update revenue projections and expenditure projections throughout the budget process and fiscal year and shall notify the Council as soon as possible of any adjustments to the revenue projections in the tentative, proposed and final budgets.
- I. In the event an unforeseen reduction in revenue or other event that may require the Council to make an urgent or emergency appropriation or funding shift, the mayor or the mayor's designee shall immediately notify the members of the City Council. Within one business day of receiving, notice from the mayor or mayor's designee, the Council chair, vice-chair or temporary chair shall call a special meeting or emergency meeting to discuss any necessary emergency appropriation or funding shift. The Council chair, vice-chair or temporary chair shall provide notice and conduct the special meeting or emergency meeting consistent with the Utah Open and Public Meetings Act. At the special or emergency meeting:
 - 1. The mayor or designee shall brief the Council on the nature of the unforeseen reduction in revenue and on the mayor's contingency plan to address the loss of revenue.
 - 2. The mayor or designee may make a request for an urgent or emergency appropriation or budget shift if necessary. The Council may only make an emergency appropriation or budget shift if it determines that the public health, safety and welfare require action.

2.95.060 Council Budget--Final Budget

- A. The Council shall adopt by resolution a final budget before June 30 of each year for the ensuing fiscal year, which begins July 1 and ends June 30, as required by Utah Code § 10-6-105 and § 10-6-118; provided that, if a property tax increase under Utah Code §§ 59-2-919 through 59-2-923 is proposed, the final budget shall be adopted before September 1. The recommended final budget of the Council shall be posted in the offices of the clerk, auditor and mayor for at least ten days prior to the public hearing. No budget may be adopted or considered unless it has been prepared and reviewed as provided in this chapter. The Council, after consultation with the mayor, shall set the date for the time and place of the public hearing on the final budget, and advise, in advance of the public hearing, the mayor, treasurer and auditor of the date of the public hearing, and cause the notice to be published and posted. The Council shall also publish any notices in regard to truth in taxation requirements or tax increases. The Council may hold public hearings as required. The Council may also hold public budget meetings with the mayor and affected offices as needed, including a referral to the legislative committee. All interested parties shall have an opportunity to be heard at the public hearing pursuant to rules established by the Council. Adjustments may be made by the Council after the public hearing on the recommended final budget. The final budget shall be

available in the offices of the Council, mayor, and auditor during business hours for public inspection. The auditor shall file with the state auditor a certified copy of the final budget within thirty days after adoption.

- B. The Council shall not shift any of the capital improvement tax funds to other funds or accounts of the City.

2.95.080 Budget Limitations

The mayor shall propose no budget and the Council shall adopt no final budget or make any appropriation in the final budget of any fund that exceeds the estimated expendable revenue, including fund balances and reserves, of the fund for the fiscal year as required by Utah Code § 10-6-117. Any tax increase shall meet the requirements of state statute.

2.95.090 Final Adopted Budget Amendments

The Council may amend a final fiscal year budget pursuant to law and any budget increase in any fund shall require five days notice and a public hearing except under emergency conditions declared by the Council.

2.95.100 Tax Rates

The Council shall set tax rates for each fund before June 22nd of each calendar year unless the time is extended by law or by the state tax commission. Budgets may be amended as provided by law at the time of setting tax rates. The Council may require additional budget hearings and information from the offices, agencies and departments as provided in this chapter to assist in amending the budget or setting tax rates. The Council shall set the date, time and place for setting the tax rates and cause appropriate publication and posting, including statutory notices.

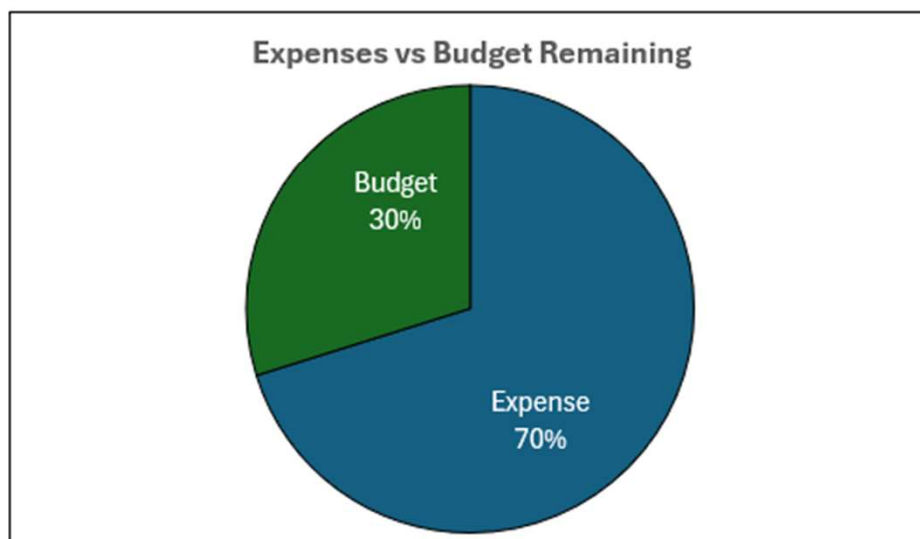
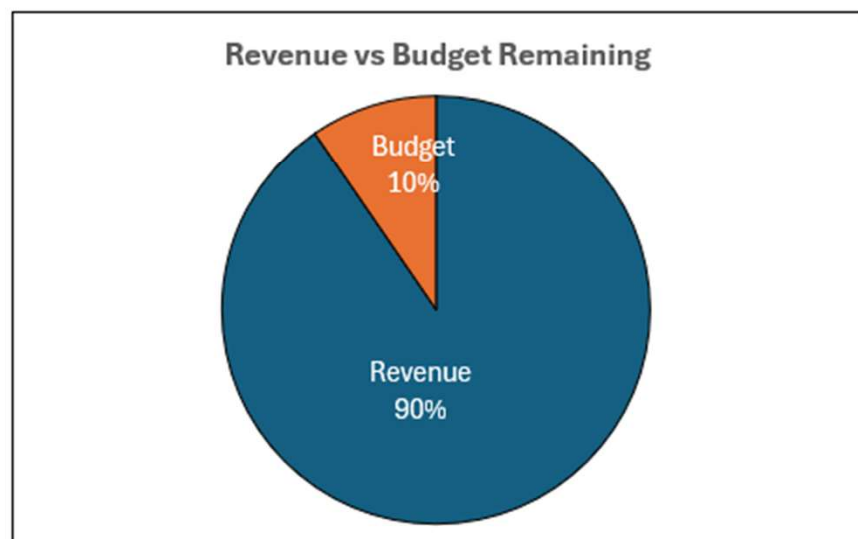
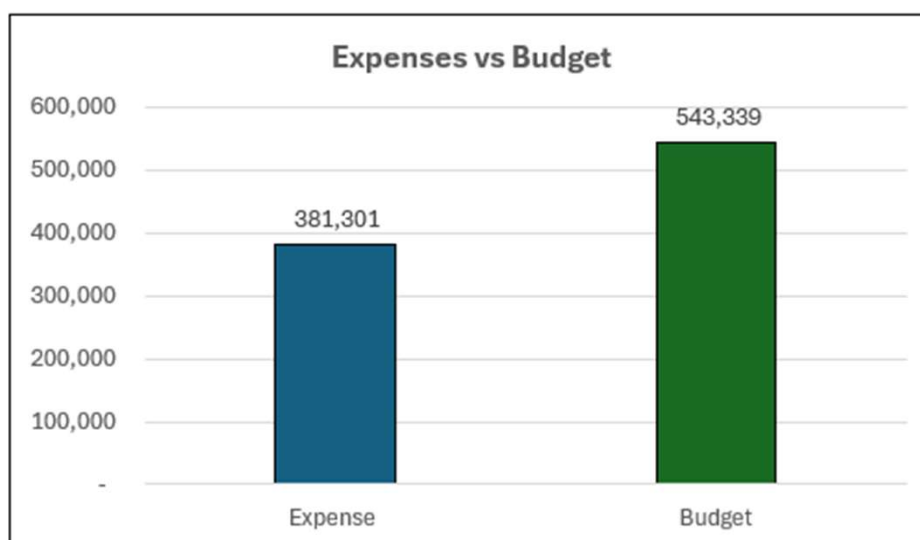
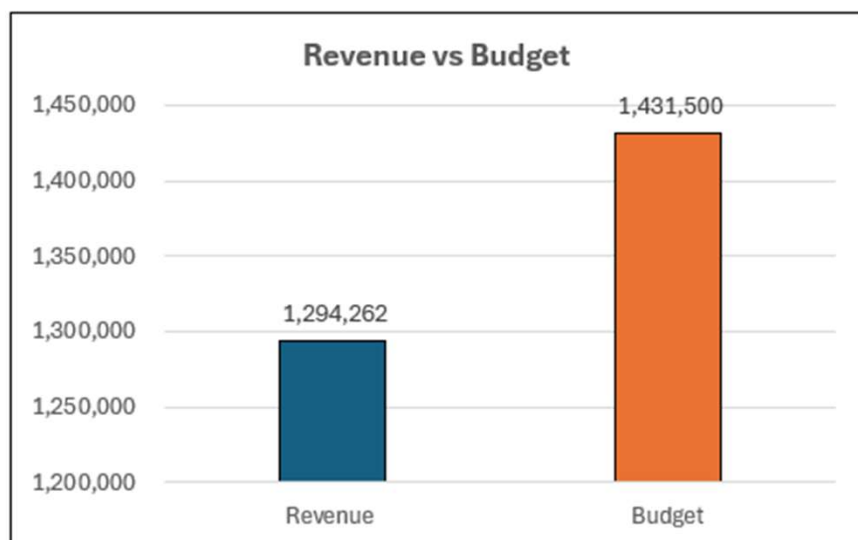
2.95.110 Budget And Financial Policies

The Council may provide by Citywide policy or procedure for additional requirements for all offices, departments and agencies of the City in regard to the budget process not inconsistent with law. The mayor may adopt policies or issue orders not inconsistent with law or these ordinances in regard to the budget process. The auditor may recommend proposed budget and financial policies to the mayor and council. The Council shall adopt a set of fiscal or financial policies and standards and make them a part of the annual budget process.

Greater Salt Lake Municipal Services District
Check Register
All Bank Accounts - 06/01/2026 to 06/30/2026

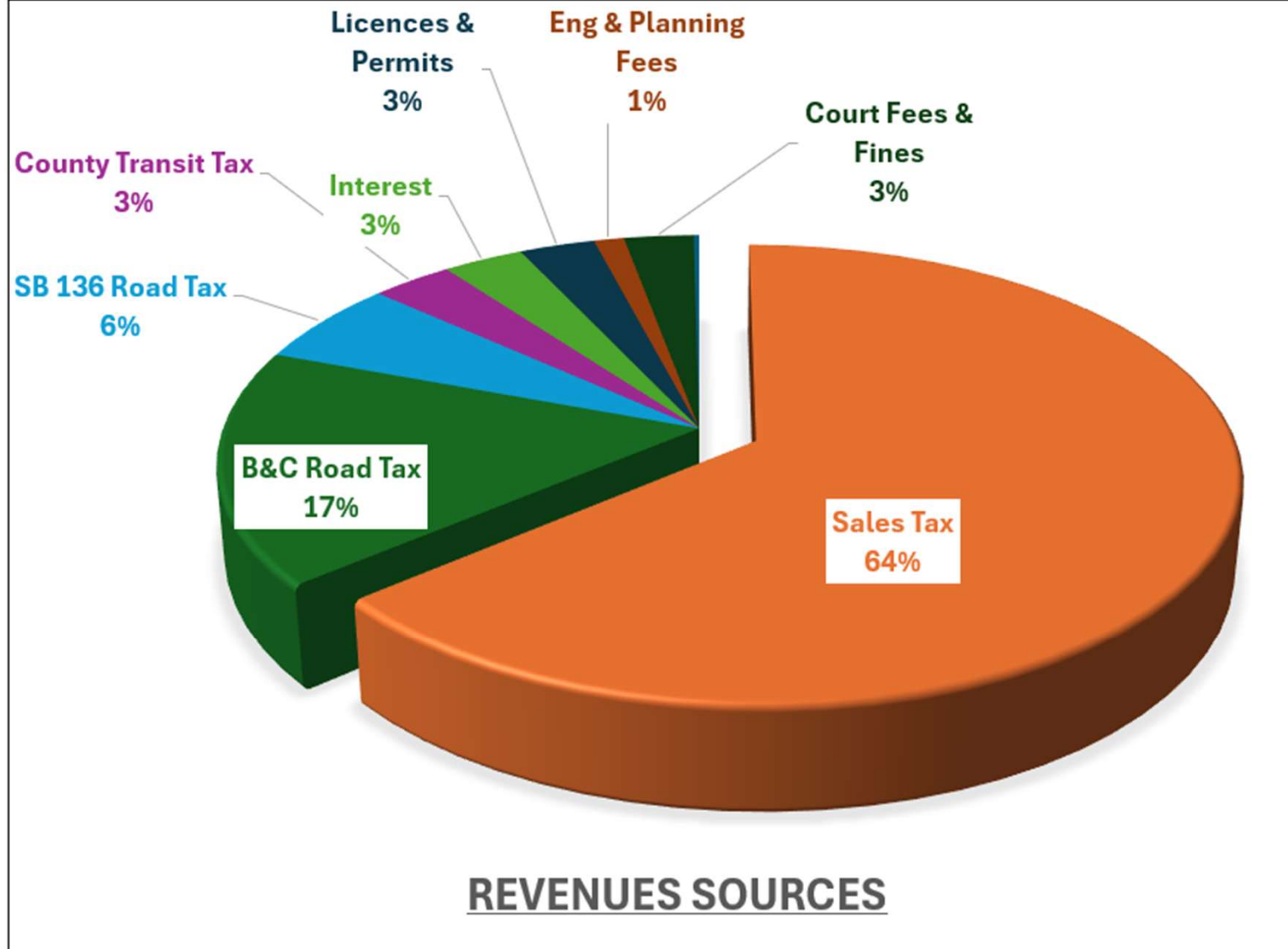
<u>Payee Name</u>	<u>Reference Number</u>	<u>Invoice Number</u>	<u>Invoice Ledger Date</u>	<u>Payment Date</u>	<u>Amount</u>	<u>Description</u>	<u>Ledger Account</u>	<u>Activity Code</u>
Apple Spice Junction	CC-RA	FZB8K	06/09/2026	06/30/2026	363.69	Food purchased - White City - June 2026	704100.200 - Awards, Promotional &	
Apple Spice Junction	CC-RA	FZB9D	06/09/2026	06/30/2026	429.69	Food purchased - White City - June 2026	704100.200 - Awards, Promotional &	
					\$793.38			
Canva	CC-RA	X37WF	06/15/2026	06/30/2026	120.00	Canva to create social media posts - White City - J	704100.210 - Subscriptions/Members	
					\$120.00			
Holiday 33	CC-WC RA	H578320260615d	06/14/2026	06/30/2026	8.44	Holiday 33	704100.200 - Awards, Promotional &	
					\$8.44			
Paylocity	EFT	INV3899472	06/22/2026	06/22/2026	213.50	Payroll Fees Emigration June 2026	704100.390 - Payroll Processing Fee	
					\$213.50			
Positive Impact Consulting, LLC	ACH.0608261253.429	135	05/30/2026	06/08/2026	7,000.00	Services as Administrator of White City - May 2026	704100.600 - Professional and Techni	
					\$7,000.00			
Streamline Software, Inc.	ACH.0610261242.3009	61BCFC47-0019	06/01/2026	06/10/2026	840.00	Streamline Flex - June 1 - July 1, 2026	704100.360 - Web Page Developmen	
					\$840.00			
Unified Police Department	ACH.0624261218.2171	WC-062326	06/23/2026	06/24/2026	3,466.37	White City Beer Tax Allocation to UPD	724100.850 - Beer Funds	
					\$3,466.37			
Walmart Super Center	CC-RA	4H1JR	06/10/2026	06/30/2026	12.32	Water bottles - White City - June 2026	704100.200 - Awards, Promotional &	
					\$12.32			
West Wind Litho	ACH.0615261241.422	31833	05/21/2026	06/15/2026	844.98	White City Newsletter Postage - May 2026	704100.220 - Printing/Publications/Ad	
					\$844.98			
ZOOM Video Communications Inc.	CC-RA	9TKHY	06/02/2026	06/30/2026	10.76	Online meeting software - White City - June 2026	704100.370 - Software/Streaming	
					\$10.76			
					\$13,309.75			

White City - Financials June 2026

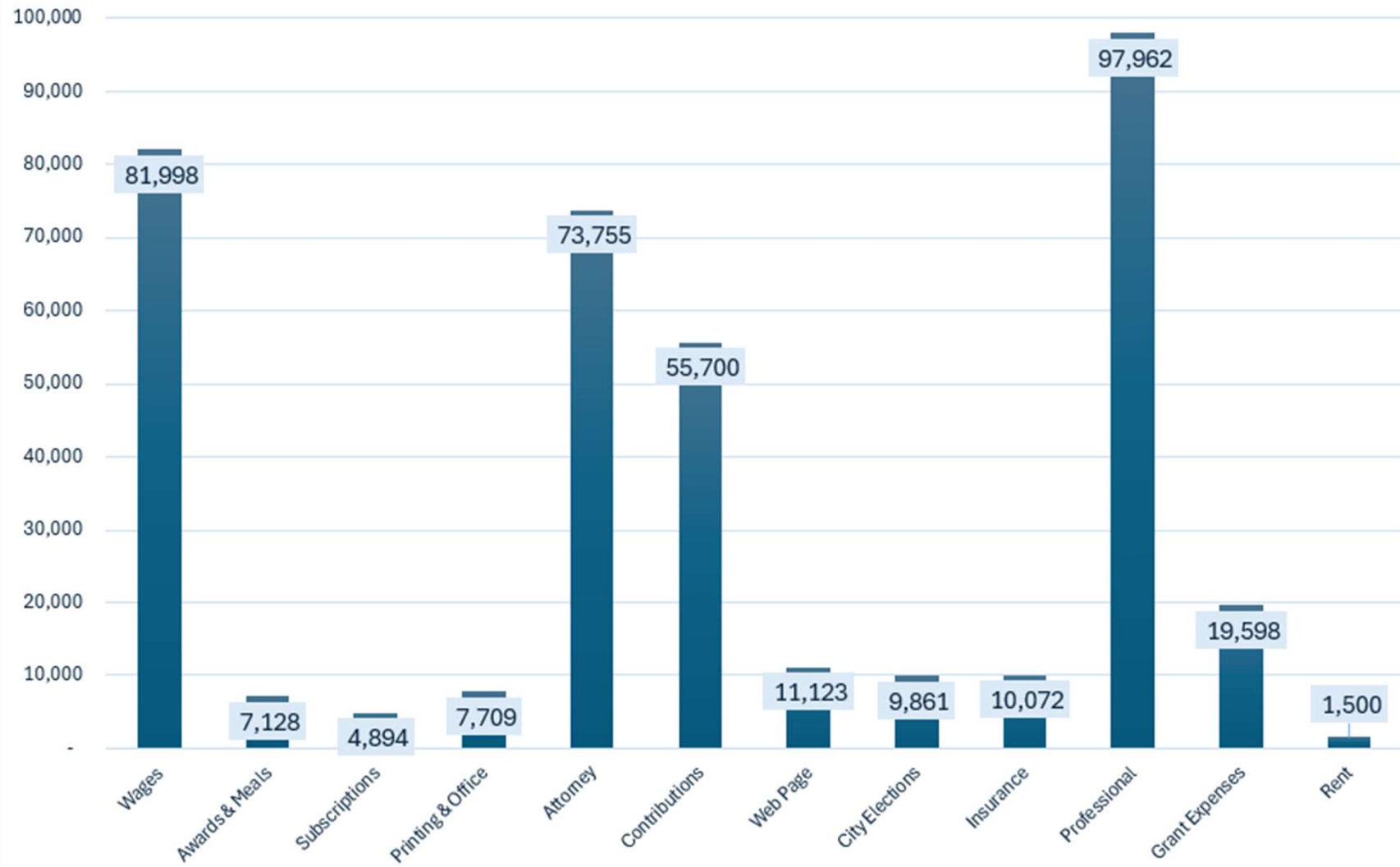


Revenues

Sales Tax	827,375
B&C Road Tax	217,029
SB 136 Road Tax	77,442
County Transit Tax	41,103
Interest	40,624
Licences & Permits	37,966
Eng & Planning Fees	15,105
Court Fees & Fines	34,918
Other	2,700
Totals:	1,294,262



Administrative Expenses



Greater Salt Lake Municipal Services District

Standard Financial Report

70 White City - 07/01/2025 to 06/30/2026

100.00% of the fiscal year has expired

	2025 Year-End Actual	2026 YTD Actual
Net Position		
Assets:		
Current Assets		
Cash and cash equivalents		
10100 Cash - Zions Checking	67.00	(5,506.84)
10110 Cash - Xpress Bill Pay	0.00	3,872.49
10200 Cash - PTIF	927,668.54	1,117,387.99
10401 Zions Credit Card	0.00	(860.29)
10750 Undeposited Receipts	(0.40)	(1,546.21)
Total Cash and cash equivalents	927,735.14	1,113,347.14
Receivables		
12500 Due From Other Gov.	233,780.41	(148,108.04)
Total Receivables	233,780.41	(148,108.04)
Total Current Assets	1,161,515.55	965,239.10
Non-Current Assets		
Restricted assets		
10102 Cash - Zions Bond Escrow	653.00	653.00
Total Restricted assets	653.00	653.00
Total Non-Current Assets	653.00	653.00
Total Assets:	1,162,168.55	965,892.10
Liabilites and Fund Equity:		
Liabilities:		
Current liabilities		
21000 Accounts Payable	8,050.00	20,766.19
23450 Performance Bonds Payable	653.00	653.00
24000 Due to Other Funds	233,792.71	0.00
Total Current liabilities	242,495.71	21,419.19
Total Liabilities:	242,495.71	21,419.19
Equity - Fund Balance		
29000 Unassigned Net Position (Fund Bal)	752,372.84	177,172.91
29010 Assigned Capital Fund	167,300.00	767,300.00
Total Equity - Fund Balance	919,672.84	944,472.91
Total Liabilites and Fund Equity:	1,162,168.55	965,892.10
Total Net Position	0.00	0.00

Greater Salt Lake Municipal Services District

Standard Financial Report

70 White City - 07/01/2025 to 06/30/2026

100.00% of the fiscal year has expired

	2025 Year-End Actual	2026 YTD Actual	2026 Budget	Unearned/ Unused Budget	% Earned/ Used
Change In Net Position					
Revenue:					
Taxes					
Sales Taxes					
3100.300 Sales Tax	948,691.80	827,374.83	1,000,000.00	172,625.17	82.74%
Total Sales Taxes	948,691.80	827,374.83	1,000,000.00	172,625.17	82.74%
SB 136 Sales Tax					
3100.350 SB 136 Sales Tax	88,220.78	77,442.23	90,000.00	12,557.77	86.05%
Total SB 136 Sales Tax	88,220.78	77,442.23	90,000.00	12,557.77	86.05%
Total Taxes	1,036,912.58	904,817.06	1,090,000.00	185,182.94	83.01%
Intergovernmental revenue					
Road Funds					
3100.560 B&C Road Fund Allotment	278,114.78	217,028.96	240,000.00	22,971.04	90.43%
3100.562 County Public Transit Tax	918.35	41,103.36	0.00	(41,103.36)	0.00%
Total Road Funds	279,033.13	258,132.32	240,000.00	(18,132.32)	107.56%
Total Intergovernmental revenue	279,033.13	258,132.32	240,000.00	(18,132.32)	107.56%
Licenses and permits					
Business licenses					
3100.130 Business Licenses	3,930.46	3,081.00	2,500.00	(581.00)	123.24%
Total Business licenses	3,930.46	3,081.00	2,500.00	(581.00)	123.24%
Building permits					
3100.260 Building Permit	35,332.70	34,603.44	25,000.00	(9,603.44)	138.41%
Total Building permits	35,332.70	34,603.44	25,000.00	(9,603.44)	138.41%
Other license and permits					
3100.250 Dog Licenses	0.00	100.00	0.00	(100.00)	0.00%
3100.262 Plumbing & Electric Permits	0.00	181.80	0.00	(181.80)	0.00%
Total Other license and permits	0.00	281.80	0.00	(281.80)	0.00%
Total Licenses and permits	39,263.16	37,966.24	27,500.00	(10,466.24)	138.06%
Charges for services					
Charges other					
3100.420 Engineering Services	8,666.00	13,899.50	2,000.00	(11,899.50)	694.98%
3100.450 Planning Services	1,065.00	1,205.00	0.00	(1,205.00)	0.00%
Total Charges other	9,731.00	15,104.50	2,000.00	(13,104.50)	755.23%
Total Charges for services	9,731.00	15,104.50	2,000.00	(13,104.50)	755.23%
Fines and forfeitures					
Justice court fines/forfeitures					
3100.500 Justice Court Fines/Forfeitures	40,029.46	34,918.14	30,000.00	(4,918.14)	116.39%
Total Justice court fines/forfeitures	40,029.46	34,918.14	30,000.00	(4,918.14)	116.39%
Total Fines and forfeitures	40,029.46	34,918.14	30,000.00	(4,918.14)	116.39%
Miscellaneous revenue					
Interest					
3600.100 Interest Earnings	37,452.28	40,623.91	42,000.00	1,376.09	96.72%
Total Interest	37,452.28	40,623.91	42,000.00	1,376.09	96.72%
Miscellaneous other					
3100.870 Donations	0.00	2,700.00	0.00	(2,700.00)	0.00%
3600.900 Other Revenue	5.96	0.00	0.00	0.00	0.00%
Total Miscellaneous other	5.96	2,700.00	0.00	(2,700.00)	0.00%
Total Miscellaneous revenue	37,458.24	43,323.91	42,000.00	(1,323.91)	103.15%
Contributions and transfers					
3100.001 Operating transfers in	167,300.00	0.00	0.00	0.00	0.00%
3800.100 Contribution from GF	499,992.00	543,339.00	543,339.00	0.00	100.00%
Total Contributions and transfers	667,292.00	543,339.00	543,339.00	0.00	100.00%
Total Revenue:	2,109,719.57	1,837,601.17	1,974,839.00	137,237.83	93.05%
Expenditures:					
Administration					
4100.100 Wages	82,500.00	75,625.00	82,500.00	6,875.00	91.67%
4100.150 Social Security Tax	5,115.00	4,688.75	7,000.00	2,311.25	66.98%

Greater Salt Lake Municipal Services District

Standard Financial Report

70 White City - 07/01/2025 to 06/30/2026

100.00% of the fiscal year has expired

	2025 Year-End Actual	2026 YTD Actual	2026 Budget	Unearned/ Unused Budget	% Earned/ Used
4100.160 Medicare	1,196.30	1,096.59	2,000.00	903.41	54.83%
4100.190 FUTA	0.00	588.15	0.00	(588.15)	0.00%
4100.200 Awards, Promotional & Meals	5,514.18	7,127.83	10,070.00	2,942.17	70.78%
4100.210 Subscriptions/Memberships	400.00	3,537.93	0.00	(3,537.93)	0.00%
4100.220 Printing/Publications/Advertising	2,748.11	4,273.07	15,000.00	10,726.93	28.49%
4100.240 Office Expense and Supplies	1,819.94	806.90	1,500.00	693.10	53.79%
4100.255 Computer Equip/Software	0.00	128.94	0.00	(128.94)	0.00%
4100.310 Attorney-Civil	54,587.50	73,755.43	82,000.00	8,244.57	89.95%
4100.320 Attorney-Land Use	0.00	0.00	15,000.00	15,000.00	0.00%
4100.330 Training and Seminars	0.00	0.00	7,070.00	7,070.00	0.00%
4100.360 Web Page Development/Maintenance	2,760.00	11,123.00	24,452.00	13,329.00	45.49%
4100.370 Software/Streaming	5,106.86	1,356.32	2,000.00	643.68	67.82%
4100.390 Payroll Processing Fees	592.00	1,434.96	1,000.00	(434.96)	143.50%
4100.410 Communications	0.00	0.00	21,900.00	21,900.00	0.00%
4100.420 Contributions/Special Events	52,500.00	55,700.00	53,000.00	(2,700.00)	105.09%
4100.430 City Elections and Voting	0.00	9,360.97	0.00	(9,360.97)	0.00%
4100.510 Insurance	9,740.23	9,113.34	17,250.00	8,136.66	52.83%
4100.520 Workers Comp Insurance	83.50	958.89	1,200.00	241.11	79.91%
4100.590 Postage	4,885.27	1,437.53	8,000.00	6,562.47	17.97%
4100.600 Professional and Technical	95,921.67	97,962.05	144,900.00	46,937.95	67.61%
4100.635 Election Support Services	0.00	500.00	39,497.00	38,997.00	1.27%
4100.640 Grant Related	0.00	19,598.00	0.00	(19,598.00)	0.00%
4100.650 SL (Client) County Support Services	121.90	0.00	0.00	0.00	0.00%
4100.860 Code Enforcement Abatements	0.00	(372.55)	0.00	372.55	0.00%
4100.870 Rent	164.02	1,500.00	3,000.00	1,500.00	50.00%
4100.880 Non-Classified Expenses	0.00	0.00	5,000.00	5,000.00	0.00%
Total Administration	325,756.48	381,301.10	543,339.00	162,037.90	70.18%
Transfers					
4100.928 Contribution to General Fund	1,441,872.71	1,431,500.00	1,431,500.00	0.00	100.00%
48450.001 Operational Transfers out	567.16	0.00	0.00	0.00	0.00%
Total Transfers	1,442,439.87	1,431,500.00	1,431,500.00	0.00	100.00%
Total Expenditures:	1,768,196.35	1,812,801.10	1,974,839.00	162,037.90	91.79%
Total Change In Net Position	341,523.22	24,800.07	0.00	(24,800.07)	0.00%

Greater Salt Lake Municipal Services District
Standard Financial Report
72 White City Beer Tax Special Fund - 07/01/2025 to 06/30/2026
100.00% of the fiscal year has expired

	2025	2026
	Year-End	YTD
	Actual	Actual
Net Position		
Assets:		
Current Assets		
Cash and cash equivalents		
10100 Cash - Zions Checking	0.00	(3,466.37)
10200 Cash - PTIF	0.00	3,488.10
Total Cash and cash equivalents	0.00	21.73
Total Current Assets	0.00	21.73
Total Assets:	0.00	21.73
Liabilites and Fund Equity:		
Equity - Fund Balance		
29000 Unassigned Net Position (Fund Bal)	0.00	21.73
Total Equity - Fund Balance	0.00	21.73
Total Liabilites and Fund Equity:	0.00	21.73
Total Net Position	0.00	0.00

Greater Salt Lake Municipal Services District
Standard Financial Report
72 White City Beer Tax Special Fund - 07/01/2025 to 06/30/2026
100.00% of the fiscal year has expired

	2025 Year-End Actual	2026 YTD Actual	2026 Budget	Unearned/ Unused Budget	% Earned/ Used
Change In Net Position					
Revenue:					
Intergovernmental revenue					
State liquor fund					
3100.580 State Liquor Fund Allotment	6,860.95	3,466.37	5,000.00	1,533.63	69.33%
Total State liquor fund	6,860.95	3,466.37	5,000.00	1,533.63	69.33%
Total Intergovernmental revenue	6,860.95	3,466.37	5,000.00	1,533.63	69.33%
Miscellaneous revenue					
Interest					
3600.100 Interest	0.00	21.73	0.00	(21.73)	0.00%
Total Interest	0.00	21.73	0.00	(21.73)	0.00%
Total Miscellaneous revenue	0.00	21.73	0.00	(21.73)	0.00%
Total Revenue:	6,860.95	3,488.10	5,000.00	1,511.90	69.76%
Expenditures:					
Administration					
4100.850 Beer Funds	6,860.95	3,466.37	5,000.00	1,533.63	69.33%
Total Administration	6,860.95	3,466.37	5,000.00	1,533.63	69.33%
Total Expenditures:	6,860.95	3,466.37	5,000.00	1,533.63	69.33%
Total Change In Net Position	0.00	21.73	0.00	(21.73)	0.00%

Greater Salt Lake Municipal Services District
Standard Financial Report
75 White City Council Designated Fund - 07/01/2025 to 06/30/2026
100.00% of the fiscal year has expired

	2025 Year-End Actual	2026 YTD Actual
Net Position		
Assets:		
Current Assets		
Cash and cash equivalents		
10100 Cash - Zions Checking	0.00	130,113.13
10101 Cash - Zions CARES	567.16	567.16
10200 Cash - PTIF	163,933.60	260,412.88
10202 Cash - PTIF 9074 CARES	200,371.78	209,258.32
10750 Undeposited Receipts	0.00	2,336.80
Total Cash and cash equivalents	364,872.54	602,688.29
Receivables		
12500 Due From Other Gov.	30,451.24	10,564.70
Total Receivables	30,451.24	10,564.70
Total Current Assets	395,323.78	613,252.99
Total Assets:	395,323.78	613,252.99
Liabilities and Fund Equity:		
Liabilities:		
Deferred revenue		
23455 CARES2 Deferred Revenue	184,684.55	184,684.55
Total Deferred revenue	184,684.55	184,684.55
Total Liabilities:	184,684.55	184,684.55
Equity - Fund Balance		
29000 Unassigned Net Position (Fund Bal)	210,639.23	428,568.44
Total Equity - Fund Balance	210,639.23	428,568.44
Total Liabilities and Fund Equity:	395,323.78	613,252.99
Total Net Position	0.00	0.00

Greater Salt Lake Municipal Services District
Standard Financial Report
75 White City Council Designated Fund - 07/01/2025 to 06/30/2026
100.00% of the fiscal year has expired

	2025 Year-End Actual	2026 YTD Actual	2026 Budget	Unearned/ Unused Budget	% Earned/ Used
Change In Net Position					
Revenue:					
Taxes					
MET Taxes					
3100.112 MET-Municipal Telecom	16,163.87	27,506.15	9,600.00	(17,906.15)	286.52%
3100.113 MET-Pacificorp/Rocky Mtn Power	75,868.53	108,411.20	108,000.00	(411.20)	100.38%
3100.114 MET-Questar Gas/Dominion Energy	62,178.94	53,264.44	108,000.00	54,735.56	49.32%
Total MET Taxes	154,211.34	189,181.79	225,600.00	36,418.21	83.86%
Franchise Taxes					
3100.401 Google Franchise Fee	38,999.00	11,829.00	12,000.00	171.00	98.58%
Total Franchise Taxes	38,999.00	11,829.00	12,000.00	171.00	98.58%
Total Taxes	193,210.34	201,010.79	237,600.00	36,589.21	84.60%
Intergovernmental revenue					
CARES Act					
3100.326 ARPA	682,646.00	0.00	0.00	0.00	0.00%
Total CARES Act	682,646.00	0.00	0.00	0.00	0.00%
Total Intergovernmental revenue	682,646.00	0.00	0.00	0.00	0.00%
Miscellaneous revenue					
Interest					
3600.100 Interest Earnings	16,861.73	16,918.42	9,000.00	(7,918.42)	187.98%
Total Interest	16,861.73	16,918.42	9,000.00	(7,918.42)	187.98%
Total Miscellaneous revenue	16,861.73	16,918.42	9,000.00	(7,918.42)	187.98%
Contributions and transfers					
3100.001 Operating Transfers in	567.16	0.00	0.00	0.00	0.00%
Total Contributions and transfers	567.16	0.00	0.00	0.00	0.00%
Total Revenue:	893,285.23	217,929.21	246,600.00	28,670.79	88.37%
Expenditures:					
COVID Related Expenses					
4100.243 ARPA Act Expense and Supplies	682,646.00	0.00	0.00	0.00	0.00%
Total COVID Related Expenses	682,646.00	0.00	0.00	0.00	0.00%
Total Expenditures:	682,646.00	0.00	0.00	0.00	0.00%
Total Change In Net Position	210,639.23	217,929.21	246,600.00	28,670.79	88.37%

**Greater Salt Lake Municipal Services District
General Ledger for White City - 6/1/2026 to 6/30/2026**

Account		Description	Debit	Credit	Balance
Date	Code				
4100.100 - Wages					\$68,750.00
6/30/2026	JE	Import: 1380 - Payroll Jun 2026 White City	6,875.00		75,625.00
			\$6,875.00		\$75,625.00
4100.150 - Social Security Tax					\$4,262.50
6/30/2026	JE	Import: 1380 - Payroll Jun 2026 White City	426.25		4,688.75
			\$426.25		\$4,688.75
4100.160 - Medicare					\$996.90
6/30/2026	JE	Import: 1380 - Payroll Jun 2026 White City	99.69		1,096.59
			\$99.69		\$1,096.59
4100.190 - FUTA					\$494.52
6/30/2026	JE	Import: 1380 - Payroll Jun 2026 White City	93.63		588.15
			\$93.63		\$588.15
4100.200 - Awards, Promotional & Meals					\$6,313.69
6/9/2026	AP	INV: FZB8K Apple Spice Junction - Food purchased - White City - June 2026	363.69		6,677.38
6/9/2026	AP	INV: FZB9D Apple Spice Junction - Food purchased - White City - June 2026	429.69		7,107.07
6/10/2026	AP	INV: 4H1JR Walmart Super Center - Water bottles - White City - June 2026	12.32		7,119.39
6/11/2026	AP	INV: LJB01 Holiday 33 - Ice and Dr Pepper purchased - White City - June 2026	10.76		7,130.15
6/11/2026	AP	VOID INV: LJB01 Holiday 33 - Ice and Dr Pepper purchased - White City - June 2026		10.76	7,119.39
6/14/2026	AP	INV: H578320260615dxdgttqxx Holiday 33 - Holiday 33	8.44		7,127.83
			\$824.90	(\$10.76)	\$7,127.83
4100.210 - Subscriptions/Memberships					\$3,417.93
6/15/2026	AP	INV: X37WF Canva - Canva to create social media posts - White City - June 2026	120.00		3,537.93
			\$120.00		\$3,537.93
4100.220 - Printing/Publications/Advertising					\$4,856.77
6/1/2026	AP	VOID INV: DE6-51C-F35 Faces Photography - Headshots & Group photo of Mayor/Council - White City		583.70	4,273.07
				(\$583.70)	\$4,273.07
4100.240 - Office Expense and Supplies					\$806.90
4100.255 - Computer Equip/Software					\$128.94
4100.310 - Attorney-Civil					\$68,640.33
6/30/2026	AP	INV: 2119 Shield Law, LLC - General Municipal Legal Services - White City - June 2026	5,115.10		73,755.43
			\$5,115.10		\$73,755.43
4100.360 - Web Page Development/Maintenance					\$10,283.00
6/1/2026	AP	INV: 61BCFC47-0019 Streamline Software, Inc. - Streamline Flex - June 1 - July 1, 2026	840.00		11,123.00
			\$840.00		\$11,123.00
4100.370 - Software/Streaming					\$1,345.56
6/2/2026	AP	INV: 9TKHY ZOOM Video Communications Inc. - Online meeting software - White City - June 2026	10.76		1,356.32
			\$10.76		\$1,356.32
4100.390 - Payroll Processing Fees					\$1,221.46
6/22/2026	AP	INV: INV3899472 Paylocity - Payroll Fees Emigration June 2026	213.50		1,434.96
			\$213.50		\$1,434.96
4100.420 - Contributions/Special Events					\$55,700.00
4100.430 - City Elections and Voting					\$9,360.97
4100.510 - Insurance					\$9,113.34
4100.520 - Workers Comp Insurance					\$958.89
4100.590 - Postage					\$1,437.53
4100.600 - Professional and Technical					\$90,962.05
6/30/2026	AP	INV: 136 Positive Impact Consulting, LLC - Servies as Administrator of White City - June 2026	7,000.00		97,962.05
			\$7,000.00		\$97,962.05

**Greater Salt Lake Municipal Services District
General Ledger for White City - 6/1/2026 to 6/30/2026**

<u>Account</u>		<u>Description</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
<u>Date</u>	<u>Code</u>				
		4100.635 - Election Support Services			\$500.00
		4100.640 - Grant Related			\$19,598.00
		4100.860 - Code Enforcement Abatements			(\$372.55)
		4100.870 - Rent			\$1,500.00
		4100.928 - Contribution to General Fund			\$1,431,500.00
Report Total:					\$1,812,801.10

Greater Salt Lake Municipal Services District
General Ledger for White City Beer Tax Special Fund - 6/1/2026 to 6/30/2026

Account		Description	Debit	Credit	Balance
Date	Code				
4100.850 - Beer Funds					\$0.00
6/23/2026	AP	INV: WC-062326 Unified Police Department - White City Beer Tax Allocation to UPD	3,466.37		3,466.37
			\$3,466.37		\$3,466.37
Report Total:					\$3,466.37

Sandy City Fire Dept Service to White City
July, 2026

SUMMARY	Incidents
Fire	9
Medical	24
Totals:	33

FIRE

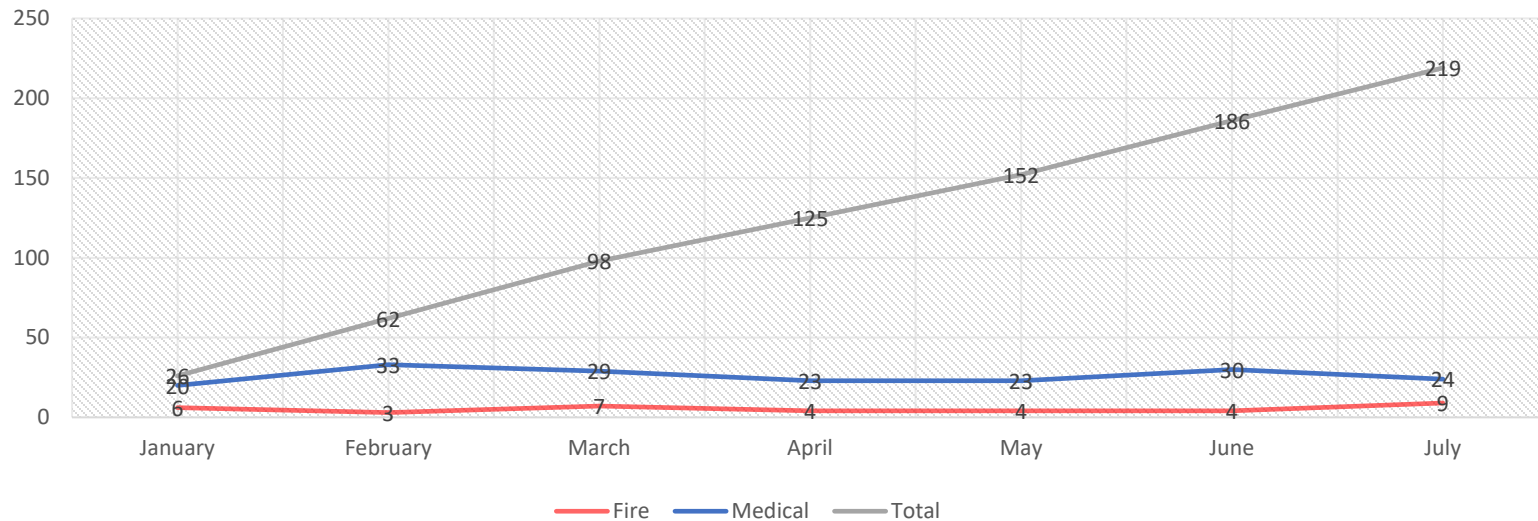
Incident ID	Incident Date	Inc Code	Inc Category	Response Area
SF26000005101	7/2/2026	LIFT3		34DF
SF26000005288	7/7/2026	ALARMF	Fire Alarm	34BF
SF26000005377	7/10/2026	ALARMF	Fire Alarm	34BF
SF26000005444	7/12/2026	ALARMF	Fire Alarm	34CF
SF26000005517	7/14/2026	ALARMF	Fire Alarm	34DF
SF26000005724	7/20/2026	ALARMF	Fire Alarm	34BF
SF26000005787	7/22/2026	HYD	Hydrant Problem	32EF
SF26000006000	7/29/2026	HOUSE	Fire-Residential	34DF
SF26000006001	7/29/2026	STBY	Standby	34DF
				9

MEDICAL

Incident ID	Incident Date	Inc Code	Inc Category	Response Area
SF26000005069	7/1/2026	UNCON	Unconscious/Not Alert	34AF
SF26000005128	7/3/2026	SEIZ2	Seizure	32DF
SF26000005137	7/3/2026	SICK4	Sick	34DF
SF26000005146	7/4/2026	SFALL	Fall	34DF
SF26000005210	7/5/2026	SICK3	Sick	34DF
SF26000005213	7/5/2026	SFALL3	Fall	34DF
SF26000005251	7/6/2026	ASSAM3	Assault	32EF
SF26000005243	7/6/2026	SFALL3	Fall	34DF
SF26000005300	7/7/2026	OD3	Overdose	34AW
SF26000005399	7/10/2026	UNKNM3	Unknown	34CF

SF26000005449	7/12/2026	DIAB	Diabetic Problem	34BF
SF26000005451	7/12/2026	BREAT3	Breathing Problem	34AF
SF26000005456	7/12/2026	UNCON2	Unconscious/Not Alert	34DF
SF26000005592	7/16/2026	STROK	Stroke Related	34BF
SF26000005836	7/23/2026	SEIZ2	Seizure	34AF
SF26000005852	7/24/2026	DIAB	Diabetic Problem	34BF
SF26000005868	7/24/2026	IFW	Fireworks	34AF
SF26000005896	7/25/2026	AUTO3	Automobile Accident	34CF
SF26000005928	7/26/2026	SFALL	Fall	32EF
SF26000005956	7/27/2026	CHEST	Chest Pain	32EF
SF26000005994	7/28/2026	SFALL3	Fall	34AW
SF26000006025	7/29/2026	DIAB	Diabetic Problem	34DF
SF26000006083	7/31/2026	FULL	Full Arrest	34AF
SF26000006089	7/31/2026	HEART2	Heart Problem	34BF
				24

Incidents by Month 2026





Ordinance Amendment

Meeting Body:

White City Council

Meeting Date: August 6, 2026

File Number & Project Type:

OAM2026-001636

Adoption of the 2026-2027 fee schedule

Planner: Justin Smith, Planner I

Key Findings:

- Per Utah Code, planning commission is required as part of the land use fee schedule adoption process.

Staff Recommendation:

Recommended approval to the Planning Commission.

Planning Commission Recommendation:

Favorable recommendation of approval to the White City Council.

Exhibits:

- A. Explanation Memo
- B. Proposed Fee Schedule

PROJECT DESCRIPTION

Each year, the Council adopts a fee schedule for all fees collected by the MSD in behalf of White City, including land use, business license, building permit, code enforcement, and engineering fees. Per Utah Code, fees specific to land use applications must be considered by the planning commission for recommendation prior to the Council taking action to adopt the fee schedule. The adoption of the fee schedule is based on the fiscal budget year (July 1 – June 30).

PUBLIC INPUT

Planning Staff did not receive any public comments on this item before or during the planning commission meeting.

ANALYSIS AND RECOMMENDATION**Analysis and Summary:**

The only change to the “Land Use” application fee section of the fee schedule is to change “Simple Conditional Use Permit” to “Simple Land Use Permit” in the fee table. This is due to the fact that most of the applicable uses on the list are now either permitted uses or are covered under the “temporary uses” chapter of the code.

Recommendation:

Planning staff recommended that the planning commission forward a recommendation for approval to the Council.

PLANNING COMMISSION RECOMMENDATION

On Tuesday, July 28th, the White City Planning Commission provided a favorable recommendation of approval to the White City Council.



G R E A T E R S A L T L A K E

Municipal Services District

STAFF REPORT

Date: June 24, 2026

From: Brian Hartsell, Associate General Manager, MSD

RE: Fee Schedule Update

Issue Summary

The MSD administers the County, City and Town fee schedules of its member communities. The fee schedule is reviewed and updated regularly, sometimes annually, then approved by the Council. Often these updates are a result of new legislation that impacts how fees are charged or administered. The core of the fee schedule is common to all entities within the boundaries of the Municipal Services District with customization as desired and approved by each jurisdiction. The commonality where applicable facilitates efficient administration of the schedule.

Last year, after careful review of the land use regulation definition (as provided in 10-9a-103(34)(a)) and upon guidance by the SLCo District Attorney's Office our land use legal team at Smith Hartvigsen, certain fees (such as building permit fees) found in the County, City and Town fee schedules should be considered part of the "land use regulation definition." Therefore, beginning last year fees related to land use were considered by your Planning Commission as provided in 10-9a-302(1)(b) and, after a public hearing at the Planning Commission meeting, a recommendation was brought to City/Town/County council.

Fee Schedule Updates

A few key changes you may have noted in the redline schedule include:

- Updated valuation table used to calculate building permits as provided by the International Code Council (ICC). This is a regular and predictable update to the schedule.
- A change of the re-inspection fee from \$50 to \$100, and the overtime/after-hours inspection fee from \$120 to \$150. These adjustments reflect average actual time, fuel and vehicle costs and to encourage readiness at the initial inspection so that a reinspection or untimely inspection is not even needed.
- Adding "or violating a stop work order" to "building or grading without a permit" as a reason for a fee to be assessed. Also, updating the base fee as requested and clarifying that the 200% reference was to be a double fee, so reworded that section to avoid it being inadvertently



G R E A T E R S A L T L A K E

Municipal Services District

viewed as a triple fee. A very small base fee may not be seen as a deterrent in some cases. Fees are not intended as a revenue generator, but to encourage compliance.

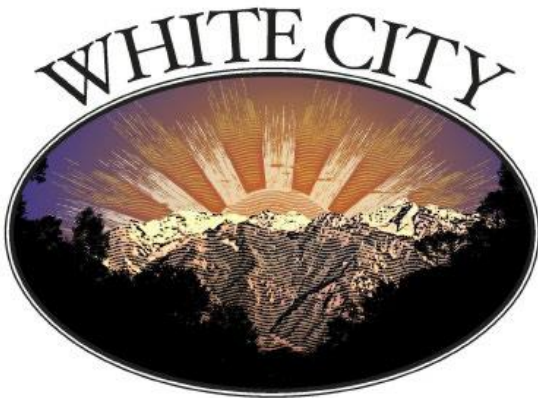
- Clarification that plan check fees apply to up to four reviews prior to building permit issuance. This helps ensure a single fee is being applied to scenarios where updates to plans are not being made and plan checks are occurring at high volume without a fee increase.
- Clarification that plan check fees “small projects” includes residential solar plan checks.
- Change Simple Conditional Use Permit to “Simple Land Use Permit” since many of these uses are now permitted uses rather than conditional uses due to code or state statute updates.
- Removal of Stormwater Pollution Prevention Plans (SWPPP) oversight inspections fee due to legislative and stormwater permit changes.
- Adding parking violation fee updates where applicable
- Clarification of individual vs non-individual special event violations. Reducing individual fee amount to \$1,000 consistent with UCA 10-3-703 and Title 76-3-301(1)(d).
- Update of engineering fees to include excavation permit fee amounts per Title 14 instead of having the fees buried in the code. Also, eliminating some of the calculations based on a percentage of construction costs and changing to set fees to make fees more modest and consistent with other jurisdictions.

Recommendation

Approve the updated Fee Schedule with an effective date of Jul 1, 2026 at the earliest or the date of the meeting approved in if later. The approval should also authorize the ability for MSD Staff to make non-substantive changes to facilitate formatting, grammar and other changes to support publishing the schedule.

Fee Schedule for White City

effective date



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White City contracts with the Greater Salt Lake Municipal Services District (“MSD”) to provide planning and zoning, building permit, business license, and code enforcement services. The MSD provides these services on behalf of and under the direction of the White City.

NOTE: Fees and Fines will be applied as approved and set forth in this schedule. The Director of Engineering, Chief Building Official or Director of Planning and Development may on occasion adjust fees/fines in unique circumstances up to \$1,500 per application. The MSD’s General Manager may do the same up to \$5,000. These adjustments must be documented and reported on if requested. Adjustments over \$5,000 require approval of the governing body of the jurisdiction to which the application pertains.

Address Fees

Fee Type	Description	Amount
Assignment of Address	Provide address information on recorded subdivision plat and/or individual parcel/building addresses. Ensure assignments meet addressing standards and are suitable for mail delivery, public safety, utility services and general delivery of services.	\$100.00 base fee plus \$40.00 per lot ^a ; for multi-family units, \$40.00 for the first 8 units in addition to base fee and \$5 per unit for each unit over 8 units
Street Name Change	Confirm that petition includes the required signatures. Document street name change and address change for each property along street by filing an affidavit with the Salt Lake County Recorder's Office. Notify the property owner, Public Safety dispatch and the Salt Lake County Treasurer of the address/street name change.	\$250.00 base fee plus \$50.00 per lot

^a The per lot fee does not apply to Accessory Dwelling Units (ADU).

Business License Fees

General Business Licenses

Fee Type	Description	Amount
General Business License – Commercial Business	For commercial business locations. Includes inspections and verification of zoning compliance.	\$150.00
General Business License – Home-Based Business (simple)	For home-based businesses <u>without</u> on-site visitors and customers.	No Fee
General Business License – Home-Based Business	For home-based businesses with on-site visitors and customers. Includes inspections and verification of zoning compliance.	\$150.00
Per-employee Fee	Includes verification of EIN documentation.	\$6.00
Seasonal Business License	For business operations of up to 60 days per year. Includes inspections and verification of zoning compliance.	\$120.00
Solicitor ID	Includes photograph of applicant and issuance of ID card.	\$65.00
Accessory Dwelling Unit (ADU) License		\$50.00
Administrative Citation	Issued for operating a business without a license or with an expired license.	\$300.00

Notes regarding business license fees:

1. Withdrawn applications are subject to a charge of 25% of the fee amount.
2. Licenses must be renewed prior to the expiration date.
 - o Licenses renewed within 30 days of expiring will not be charged a penalty.
 - o Licenses renewed 31-60 days of expiring will be charged a penalty of 25% of the general license fee.
 - o Licenses renewed more than 60 days of expiring will be charged a penalty of 100% of the general license fee

Short-term Rental Licenses

To the extent allowed under Municipal Code the following applies for White City.

Fee Type	Description	Amount
Umbrella Short-term Rental License Fee – main license	Primary license for short-term rental management companies with multiple rental units/locations.	\$500.00
Umbrella Short-term Rental License Fee – per unit	Includes inspections and verification of zoning compliance.	\$50.00
Short-term Rental License Fee – homeowner	Short-term rental license for homeowners renting their primary residence. Includes verification of zoning compliance.	\$500.00

Alcohol-Related Licenses

Fee Type	Description	Amount
Off-Premise Beer Retailer		\$250.00
Recreational On-Premise Beer Retailer		\$350.00
Restaurant Liquor		\$500.00
Limited Restaurant Liquor		\$500.00
Beer-Only Restaurant		\$350.00
On-Premise Beer Tavern		\$350.00
Resort		\$500.00
Club Liquor		\$600.00
Banquet & Catering		\$500.00
Single Event		\$150.00
Wholesale Beer		\$300.00
Manufacturing		\$350.00

Alcohol-related business license applications are referred to local communities for consent and approval.

Sexually-oriented Business Licenses

Fee Type	Description	Amount
Sexually Oriented Business - Outcall Services	Includes inspections and verification of zoning compliance.	\$500.00
Sexually Oriented Business - excluding Outcall Services	Includes inspections and verification of zoning compliance.	\$300.00

Building Permit Fees

Building permits include necessary inspections. If additional inspections are required, applicants will be charged the reinspection fee for each additional visit. Most building permits will require a plan check fee in addition to the building permit fee. Plan check fees are listed separately.

Building permits and mechanical, plumbing & electrical permits will be charged a state surcharge equal to 1% of the permit fee.

Fee Type	Description	Amount
Building Permit – Minimum Fee		\$70.00
Building Permit - new construction	See below for valuation schedules	Varies ^a
Building Permit - addition or remodel	See below for valuation schedules	Varies ^a
Mobile Home Setup Permit		\$200.00
Mechanical, Plumbing & Electrical Permit	Includes on-site inspection of one system. Additional appliances and fixtures after the first will be charged the per-unit fee listed below.	\$70.00
Fee per additional appliance or fixture	Applies to each additional appliance, fixture, etc. inspected by inspector already on site.	\$20.00
Grading Permit		Varies ^b
Retaining Wall Permit		Varies ^c
Demolition Permit		Varies ^d
Window & Door Replacement – residential	Applies when no other work is being done.	\$70.00
Window & Door Replacement – commercial	Applies when no other work is being done.	Varies ^d
Reroofing Permit Fees		
Reroofing – residential roof with sheathing	Includes inspection of sheathing or decking.	\$125.00
Reroofing – residential roof without sheathing	Shingles only; no decking or sheathing.	\$75.00
Reroofing – small commercial	Commercial roof project under \$10,000 valuation.	\$150.00
Reroofing – medium commercial	Commercial roof project between \$10,000 and \$49,999 valuation.	\$175.00
Reroofing – large commercial	Commercial roof project \$50,000 valuation or higher.	\$250.00
Solar Power System Permit Fees		
Residential/Small Commercial Solar Permit – base fee	Applies to residential and commercial installations up to 20 kW. Does not include fees for required plan check.	\$100.00
Residential/Small Commercial Solar Permit – fee per kW	Additional fee based on size of installation. Does not include fees for required plan check.	\$30.00 per kW
Commercial Solar over 20 kW	Applies to larger commercial installations over 20 kW.	Varies ^e
Battery Storage System	Assumes that inspector is already on site for inspection of installation.	\$2.00 per battery
Additional Inspection Fees		
Reinspection		\$100.00
Pre-inspection	Inspections after a fire or disaster to determine extent of damage and permits needed for repairs.	\$70.00
Multi-unit Inspection		\$100.00
Overtime/After-hours Inspection		\$150.00 (Per hour)
Administrative Fees		
Cancellation of building permit	Applies when permit is cancelled before work commences.	25% of permit fee (\$200 maximum)
Reinstatement Fee – general	Applies when permit has been expired for more than 30 business days.	50% of permit fee
Reinstatement Fee – final inspection	Applies when only final inspection is required, and permit has been expired for more than 30 business days.	50% of permit fee (\$200 maximum)

Building or grading without a permit, or violating a stop work order.	Base fee equal to \$250 for first offense, \$500 for second offense in 12 months, and \$1,000 for third offense in 12 months or 100% of the building permit fee, whichever is greater; plus daily fees commencing 15 business days after notice of violation has been issued if issue not resolved or permit has not been obtained.	Base fee plus \$50 max per day
---	---	--------------------------------

- ^a Permit fees for new construction, additions and remodels are based on calculated square footage and the current ICC valuation tables (see below). When square footage determinations not practical or possible, permit fees will be based on applicant's declared valuation as reasonably determined by Director or Designee.
- ^b Permit fees for grading are based on the number of cubic yards of earth cut or filled. [Base fee is \\$243 for cut fill operations under 1400 cubic yards](#)
- ^c Permit fees for retaining walls are based on the size of the project in lineal feet.
- ^d Permit fees for demolition and window/door replacement are based on declared valuation.
- ^e Permit fees for large solar installations are based on applicant's declared valuation as reasonably determined by Director or designee.

Construction Valuation Tables

The valuations below are used to determine construction valuations for building permit fee calculations. The valuations will be updated automatically as new standards are published by ICC, which is usually twice per year.

Square Foot Construction Costs ^{a, b, c}

Square Foot Construction Costs ^{a, b, c}

Group (2024 International Building Code)	IA	IB	IIA	IIB	IIIA	IIIB	IV	VA	VB
A-1 Assembly, theaters, with stage	357.33	344.89	333.96	321.01	300.49	291.98	310.03	280.47	269.61
A-1 Assembly, theaters, without stage	328.57	316.12	305.20	292.25	271.49	262.97	281.27	251.46	240.61
A-2 Assembly, nightclubs	277.44	269.30	260.84	250.89	234.99	228.61	242.28	213.69	205.58
A-2 Assembly, restaurants, bars, banquet halls	276.44	268.30	258.84	249.89	232.99	227.61	241.28	211.69	204.58
A-3 Assembly, churches	331.74	319.29	308.36	295.42	275.14	266.62	284.43	255.12	244.26
A-3 Assembly, general, community halls, libraries, museums	276.12	263.67	251.75	239.80	218.28	210.76	228.82	198.26	188.40
A-4 Assembly, arenas	327.57	315.12	303.20	291.25	269.49	261.97	280.27	249.46	239.61
B Business	309.01	297.89	287.04	274.77	250.17	241.34	264.17	223.59	213.27
E Educational	296.02	285.47	275.84	264.24	245.34	232.84	255.15	214.74	207.79
F-1 Factory and industrial, moderate hazard	169.11	160.95	150.84	145.13	129.25	122.95	138.37	107.18	99.77
F-2 Factory and industrial, low hazard	168.11	159.95	150.84	144.13	129.25	121.95	137.37	107.18	98.77
H-1 High Hazard, explosives	157.75	149.59	140.48	133.77	119.20	111.90	127.00	97.13	N.P.
H234 High Hazard	157.75	149.59	140.48	133.77	119.20	111.90	127.00	97.13	88.73
H-5 HPM	309.01	297.89	287.04	274.77	250.17	241.34	264.17	223.59	213.27
I-1 Institutional, supervised environment	283.25	273.10	263.35	253.39	231.93	225.70	252.86	208.88	201.43
I-2 Institutional, hospitals	485.04	473.91	463.07	450.80	425.24	N.P.	440.20	398.66	N.P.
I-2 Institutional, nursing homes	334.61	323.48	312.64	300.37	277.75	N.P.	289.77	251.17	N.P.
I-3 Institutional, restrained	325.77	314.64	303.80	291.53	269.89	260.06	280.93	263.64	230.99
I-4 Institutional, day care facilities	283.25	273.10	263.35	253.39	231.93	225.70	252.86	208.88	201.43
M Mercantile	207.08	198.94	189.48	180.53	164.30	158.91	171.92	143.00	135.89
R-1 Residential, hotels	286.53	276.38	266.63	256.68	234.71	228.48	256.15	211.66	204.20
R-2 Residential, multiple family	239.24	229.09	219.34	209.38	188.69	182.45	208.85	165.63	158.18
R-3 Residential, one- and two-family ^d	224.62	218.65	213.40	208.84	201.86	194.67	213.06	187.70	175.92
R-4 Residential, care/assisted living facilities	283.25	273.10	263.35	253.39	231.93	225.70	252.86	208.88	201.43
S-1 Storage, moderate hazard	156.75	148.59	138.48	132.77	117.20	110.90	126.00	95.13	87.73
S-2 Storage, low hazard	155.75	147.59	138.48	131.77	117.20	109.90	125.00	95.13	86.73
U Utility, miscellaneous	125.18	118.05	109.33	104.91	93.46	87.55	99.89	74.38	71.07

- a. Private Garages use Utility, miscellaneous
- b. For shell only buildings deduct 20 percent
- c. N.P. = not permitted
- d. Unfinished basements (Group R-3) = \$31.50 per sq. ft.

Supplemental Construction Valuation Tables

The supplemental valuations below may be updated annually as part of the annual fee approval process.

Construction Type	Unit	Valuation
Basements – Unfinished	Square Foot	As provided in the ICC valuation table footnote above
Basements – Finished	Square Foot	\$41.00
Decks (any type)	Square Foot	\$22.00
Carport/Covered Patio	Square Foot	\$22.00
Roof Conversions	Square Foot	\$22.00
Fence (any type)	Lineal Foot	\$20.00
Retaining Wall (any type)	Lineal Foot	\$59.00
Exterior Finish	Square Foot	\$5.00
Fire Sprinklers	Square Foot	\$6.00
Remodel/Alteration	Square Foot	\$39.00
Basement TI	Square Foot	\$28.00
Grading	Cubic Yard Cut and Fill	Equation
Tenant Improvements	Calculated	35% of the valuation for new construction
Shell Only	Calculated	80% of the valuation for new construction

Building and Inspection Fee Calculation

Building permit fees based on valuation are calculated based on the calculations below.

Construction Valuation	Fee
Less than and including \$2,000	\$70.00
\$2,001 to \$25,000	\$76.50 for the first \$2,000 plus \$16.50 for each additional \$1,000 or fraction thereof, to and including \$25,000. . Example: Valuation of \$3,400 would be \$76.50 plus \$33.00 (\$16.50 x 2), or \$109.50
\$25,001 to \$50,000	\$456.00 for the first \$25,000 plus \$12.00 for each additional \$1,000 or fraction thereof, to and including \$50,000.
\$50,001 to \$100,000	\$765.00 for the first \$50,000 plus \$8.50 for each additional \$1,000 or fraction thereof, to and including \$100,000.
\$100,001 to \$500,000	\$1,181.00 for the first \$100,000 plus \$6.50 for each additional \$1,000 or fraction thereof, to and including \$500,000.
\$500,001 to \$1,000,000	\$3,781.00 for the first \$500,000 plus \$5.50 for each additional \$1,000 or fraction thereof, to and including \$1,000,000.
Over \$1,000,001	\$6,531.00 for the first \$1,000,000 plus \$4.50 for each additional \$1,000 or fraction thereof.

Plan Check Fees

Plan checks for building permits include up to 4 reviews. Additional reviews will be charged the hourly fee listed below.

Fee Type	Description	Amount
Plan Check Fee – residential construction	<u>Provides for up to four reviews prior to building permit issuance. After four reviews or after the permit issuance, additional reviews are subject to the hourly plan check fee.</u>	40% of building permit fee
Plan Check Fee – commercial construction	<u>Provides for up to four reviews prior to building permit issuance. After four reviews or after the permit issuance, additional reviews are subject to the hourly plan check fee.</u>	65% of building permit fee
Plan Check Fee – smaller projects	Includes residential solar plan check	\$150.00
Plan Check Fee – FCOZ projects	Applies to any parcel within a Foothills & Canyons Overlay Zone.	65% of building permit fee
Land Use Review Fee		\$110.00
Card File Plan Check Fee – single-family or duplex	Includes accessory structures.	\$175.00
Card File Plan Check Fee – multi-family residential		\$350.00
Plan Check Fee – hourly		\$80.00 per hour

Stormwater Review & Stormwater Pollution Prevention Plans (SWPPP)

Stormwater Review & Inspection Fees

Fee Type	Description	Amount
Stormwater Review – base fee	Base fee per project.	\$200.00
Stormwater Review – per-acre fee	Additional fee per acre after the first acre; applies when SWPPP required.	\$30.00
Floodplain Development Permit	Permit is required for any development within a mapped floodplain as required by FEMA.	\$75.00

SWPPP Control Measures

All penalties and fines may be doubled for a second or third offense. Violations may be referred to the District Attorney for further action.

Penalty Type	Description	Amount
Working without an approved stormwater permit	Per occurrence and then for each business day beginning the day after the day on which fine was issued	\$500.00
Tracking mud on road	Per occurrence and then for each business day beginning the day after the day on which fine was issued	\$300.00
Failure to clean up or report spills	Per occurrence and then for each business day beginning the day after the day on which fine was issued	\$250.00
Failure to conduct stormwater inspections	Per occurrence and then for each business day beginning the day after the day on which fine was issued	\$100.00
Failure to use general best management practices as determined by the authority	Per site, per occurrence and then for each business day beginning the day after the day on which fine was issued	\$250.00

SWPPP Illicit Discharge Fines

The table below lists illicit discharges common to construction and maintenance activities. It is a violation to discharge pollutants. The presence of BMPs does not excuse an illicit discharge.

Penalty Type	Description	Amount
Sediment	Per day per violation.	\$1,000.00
Cementitious Material	Per day per violation.	\$500.00
Paints and Solvents	Per day per violation.	\$500.00
Solid Waste	Per day per violation.	\$500.00
Sanitary Waste	Per day per violation.	\$2,000.00
Fuels	Per day per violation.	\$1,000.00
Fertilizers	Per day per violation.	\$500.00
Organics	Per day per violation.	\$250.00
Cleansers	Per day per violation.	\$500.00
Hazardous materials	Any illicit discharge may be assigned to this category depending on the impact. Per day per violation.	\$5,000.00

Land Use Fees

Permitted and Conditional Uses

Fee Type	Description	Amount
Building permit site plan	Over-the-counter staff review. Permitted uses not requiring separate land use permit.	\$110.00
Change of Use Permit	Over-the-counter staff review. Includes tenant changes and uses subordinate to an existing Conditional Use Permit.	\$110.00
Sign Permit	Over-the-counter staff review.	\$110.00
Business license review	Over-the-counter staff review.	\$110.00
Accessory Dwelling Unit	Includes limited agency review	\$175.00
Site Plan Review (less than 3 acres)	Includes agency review meeting and technical review.	\$990.00
Site Plan Review (3 acres or more)	Includes agency review meeting, technical review and Planning Commission meeting.	\$1,640.00
Minor Site Plan Amendments	Limited agency review	\$175.00
Residential Development (FCOZ)	Includes agency review meeting and technical review.	\$990.00
Foothills/Canyons	Includes agency review meeting and technical review.	\$990.00
Simple Land Use Permit	Home daycare/pre-school, mobile store, condominium conversion, similar uses requiring limited staff review.	\$175.00
Other Conditional Use Permits	Commercial uses, residential uses, or signs needing conditional use approval. Includes agency review, technical review and Planning Commission meeting.	\$1,640.00

Subdivision and Land Development Permits

Fee Type	Description	Amount
Minor Subdivision (<5 lots)	Includes agency review meeting and technical review.	\$990.00
Major Subdivision (Single Phase)	Includes agency review meeting, technical review and Planning Commission meeting.	\$1,640.00
Major Subdivision with Multiple Phases (Includes Preliminary Plat and First Phase Final Plat)	Includes agency review meeting, technical review and Planning Commission Meeting	\$1,640.00
Final Plat Approval for Phases Two and Beyond	Includes Technical Review	\$535.00
Planned Unit Development (Preliminary approval and First Phase Final Approval/Plat)	Includes agency review meeting, technical review and Planning Commission meeting.	\$1,640.00
Final Planned Unit Development Approval for Phases Two and Beyond	Includes Technical Review	\$535.00
Subdivision amendments	Includes agency review meeting and technical review. In some cases, a Planning Commission and/or Mayors meeting is required. These fees will be added as needed based on the applicable fees in this fee schedule.	\$990.00
Simple Boundary Adjustment	Includes limited staff review.	\$110.00
Full Boundary Adjustment	Includes limited staff review. Applicable when amended plat not necessary.	\$175.00
Extension of Time	Includes review by Director.	\$275.00

Ordinance Adjustments

Fee Type	Description	Amount
Text Change	Includes Planning Commission meeting and Council meeting.	\$765.00
Zoning Map Change – minor	Changes less than 3 acres. Includes limited staff review, Planning Commission meeting and Council meeting.	\$940.00
Zoning Map Change – small	Changes 3 up to 10 acres. Includes agency review meeting, staff review, Planning Commission meeting and Council meeting.	\$1,755.00
Zoning Map Change – medium	Changes over 10 up to 50 acres. Includes agency review meeting, staff review, Planning Commission meeting, Council meeting, and General Plan fees.	\$1,755.00 plus \$200 per acre
Zoning Map Change – large	Changes over 50 up to 100 acres. Includes agency review meeting, staff review, Planning Commission meeting, Council meeting, and General Plan fees.	\$1,755.00 plus \$300 per acre
Zoning Map Change – Major	Changes over 100 acres.	To be determined by agreement between agency and applicant prior to acceptance of the application.

Other Land Use Applications

Fee Type	Description	Amount
Land Use Hearing Officer	Needed for appeal of decisions, variances, nonconforming use expansions, takings relief petition, etc.	\$1,000.00 ^a
Land Use Hearing Officer	Double fee if construction has started.	\$2,000.00
Administrative Determination	Requires Director review.	\$275.00
Special Exception to have Use violation declared legal	Planning Commission meeting.	\$650.00
Zoning Verification Letter	Base fee plus costs for research time.	\$25.00 base fee plus \$25.00 per hour
General Plan Amendment	Includes limited staff review, Planning Commission meeting, Council meeting, and General Plan fees.	\$2,440.00
Agency Review Meeting at applicants' request	Agency Review meeting that includes outside agencies.	\$455.00
Other applications requiring preliminary and/or technical review.	Up to 4 total review sessions. Additional charge if 4 total sessions exceeded for any application type.	\$535.00
Other applications requiring Planning Commission meeting	Planning Commission meeting.	\$650.00
Other applications requiring Council or Mayor's meeting	Council or Mayor's meeting.	\$115.00

^a For appeals, if the Land Use Hearing Officer finds in favor of the appellant then the fee shall be refunded less a \$100.00 administration fee.

Code Enforcement Fees

Fee Type	Description	Amount
Administrative Citation	All minor violations unless specified otherwise.	\$100.00 per violation
Appeal Fee	As provided for in 12.04.530 of White City code.	\$375.00 per appeal request
Civil Penalties	All violations of the code other than zoning violations and as otherwise prescribed in the code.	
	Violation per day for first 30 days.	\$100.00 per violation per day CE not enforcing
	Violation per day for days 31-60.	\$150.00 per violation per day CE is enforcing
	Violation per day over 60 days.	\$200.00 per violation per day CE is not enforcing
Clean-up Fees	Administrative fee plus costs billed from Public Works or other contracted firm.	\$100.00 plus actual costs usual process
Parking violation - minor	Violations under section 11.20.070, 11.20.080, 11.20.090 or 11.20.140	\$75.00 per violation

Parking violation - major	Violations under section 11.20.050, 11.20.060 11.20.110, 11.20.120, 11.20.130 or 11.20.135	\$150.00 per violation
Short-Term Rental Violations		
Operating short-term rental without a business license		\$650.00 per infraction per day
Operating short-term rental for less than two nights for each stay		\$650.00 per infraction per day
Holding special event at short-term rental – first violation		\$650.00 per infraction per day
Holding special event at short-term rental – subsequent violations (individual)		<u>\$1,000.00 per infraction per day</u>
Holding special event at short-term rental – subsequent violations (non-individual)		\$1,300.00 per infraction per day
Other short-term rental violations	Violations not covered in the above categories.	\$100.00 per infraction per day

Civil Penalties for Violation of Zoning Regulations

Violation of the provisions of Title 19 of the White City Municipal Code shall result in civil penalties pursuant to the following schedule:

CIVIL PENALTIES FOR VIOLATION OF ZONING REGULATIONS

Type of Zone	Classification of Violation	Fine Per Day (after warning period)
Residential Zones R-1's R-2's	Conditional use without a permit Other violations	\$75
	Non-permitted use Violation of permit for approval	\$150
Mixed Zones NMU CMU	Conditional use without a permit Other violations	\$100
	Non-permitted use Violation of permit or approval	\$200
Commercial/Manufacturing Zones C's	Conditional use without a permit Other violations	\$150
	Non-permitted use Violation of permit or approval	\$300
Agricultural Zones	Conditional use without a permit Other violations	\$75

A's	Non-permitted use Violation of permit or approval	\$150
Other Zones PR	Conditional use without a permit Other violations	\$100
	Non-permitted use Violation of permit or approval	\$200

Each day a violation is continued or maintained after receipt of notice shall give rise to a separate civil penalty for each day of violation.

Bond Administration Fees

Fee Type	Description	Amount
Bond Processing Fee	Must be paid prior to acceptance of bond.	\$100.00
Bond Forfeiture	Will be called if improvements are not complete by expiration date.	Varies ^a
Deferred Curb and Gutter		Varies ^b
Bond Reinspection	Inspections required for partial bond release or if applicant fails bond inspections twice.	\$100.00
Overtime/After-hours Inspection		\$120.00 (Per hour)

^a Based on bond amount.

^b Based on project size.

Miscellaneous Service Fees

Fee Type	Description	Amount
Development Agreements		Varies ^a
Hourly Rate	Per hour fees for staff time not covered under specific fee types.	\$80.00 per hour
GRAMA	Time spent on research and compiling.	Actual cost ^b
Material Costs	Copies, maps, CDs, USB drives, etc.	Actual cost ^b
Research	Research related to administrative decisions, zoning compliance letters, or determination of legal status of a lot or parcel.	\$25.00 base fee plus \$25.00 per hour
Health Department Review	Activities performed by the Salt Lake County Health Department.	County fee ^c
Postage	For noticing mailings, postage is charged per meeting.	Actual cost ^b
Newspaper Notices	Notices of meetings before Councils.	Actual cost ^b

^a Development agreements will be determined between local government agency and Applicant prior to acceptance of the application.

^b Customer will be charged actual costs of materials per MSD Records and Access and Management Policy.

^c Health Department fees will be charged as provided in the Salt Lake County Fee Schedule.

Engineering Fees

The fees below are collected by the MSD on behalf of the Engineering Division.

Right-of-way Improvement Review & Inspection Fees		Amount
Replacement of existing improvements	Replacement of existing curb & gutter, sidewalk, and drive approach improvements in the same configuration.	No charge
Changes to improvements (existing curb & gutter)	Changes to sidewalks and drive approaches where curb & gutter are already present. Includes review and inspection by County. Design and staking by applicant.	\$20.00 base fee plus \$1.00 per linear foot
Changes to improvements (no existing curb & gutter or sidewalk)	Addition of curb & gutter, sidewalks, and/or drive approaches where no curb & gutter or sidewalk are present. Includes review and inspection by County. Design and staking by applicant.	\$150.00 base fee plus \$1.00 per linear foot

Changes to sidewalk (no existing curb & gutter or sidewalk)	Addition of sidewalk only. Includes review and inspection by County. Design and staking by applicant.	\$100.00 base fee plus \$1.00 per linear foot
Changes to drive approach (no existing curb & gutter or sidewalk)	Addition of drive approaches only. Includes review and inspection by County. Design and staking by applicant.	\$100.00 base fee plus \$0.50 per linear foot
Engineering Plan Check Fees		Amount
For Subdivision Development–Master Planning	Engineering check fee, reviewing master planning for subdivision development	\$500 plus \$50/dwelling unit or lot
For Subdivision Development – Final	Engineering check fee, final subdivision fee and plat filing for subdivisions	\$500 plus \$125/dwelling unit or lot
Amended Subdivision Plat		\$400.00
Non-Subdivision Development		\$1,000 plus \$500 per acre

Excavation Permit Fees		Amount
Excavation within asphalt or concrete		\$0.50 per square foot \$250 minimum
Excavation within dirt		\$0.25 per square foot \$125 minimum
Road Closures or Obstructions caused by Excavation Permits		\$50 per day per lane or partial lane closed or obstructed for more than 72 hours
Permit Extension		Fee equal to one-half of the original fee
Excavation Work Without Permit Penalty	A person found doing work in the public right-of-way without having obtained a permit shall be required to pay a penalty	Penalty Fee equal to two times the normal permit fee

Other Fees		Amount
Road Dedication (non-subdivision development)	Where required for street widening and improvements.	\$150.00
Street Sign	Includes sign and installation by MSD or contracted service provider	\$200.00
Geology/Natural Hazard Review Fees		Amount
Initial Site Assessment	Determination of whether project falls within boundaries of any mapped hazards.	\$200.00
Review of Technical Report	Coordination and review of third-party technical report.	Actual cost of third-party review plus \$300.00 agency review
Traffic Impact Review Fees		Amount
Initial Site Assessment	Determination of whether project meets TIS threshold.	\$200.00

Review of Technical Report	Coordination and review of third-party technical report.	Actual cost of third-party review plus \$100 agency review
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Public Works – Engineering Special Events

Special Events within the following areas require the submittal of an application: Big Cottonwood Canyon, Emigration Canyon, Kearns, Magna, Unincorporated Salt Lake County, and White City.

PW Engineering does not provide special event permitting services to the Town of Copperton or any incorporated city outside the District.

Insurance certificates, maps, and fees will need to be submitted to the Permit Specialist before your request can be fully processed. See fee schedule below.

Special Event Permit Fees (for municipalities within the District)	
# of Participants	Fee per day
0 to 100	\$50.00
100 to 200	\$100.00
200 to 400	\$200.00
400 to 600	\$500.00
Over 600	\$1,000.00
Filming Fees	\$200.00
Late/Expedited Filing Fee	\$500.00

- \$50 fee for Big Cottonwood Canyon and any Unincorporated Salt Lake County areas.
- Special events or Filming held on any state roadway(s) may also require an additional permit from Utah Department of Transportation.
- Special events or Filming held in any canyon may also require an additional permit from United States Department of Agriculture, Forest Service Division.
- Sponsors of block parties will also be required to submit paperwork with the signatures of affected neighbors' concurrence of the road closure. This paperwork should reflect the addresses of each resident, as well as their signature indicating agreement for the road closure. Barricades and security are the responsibility of the applicant.

Glossary of Terms

Condominium Plat: The procedure to review and record a condominium plat is subject to the Condominium Ownership Act (57.8- Utah Code). Staff review includes addressing all units, a review to verify compliance with the zoning ordinance and conditions of approval previously imposed and an engineering review to verify compliance with platting requirements.

Director: The Director of Planning and Development or designee.

General Plan Amendment: Planning Commissions make a recommendation to the Council who must authorize Amendments to a General Plan. A study that includes public involvement is conducted after Council gives the direction to proceed to the Development Services Director.

Home Daycare I Pre-school Application Fees: Although a home daycare or pre-school may be operated out of a private residence, it is not considered or reviewed in the same manner as a home business. Therefore, they are listed separately in the fee schedule and in the ordinance.

Modification to a Recorded Subdivision Plat: Utah Code requires a specific process be followed to amend, vacate or alter a recorded subdivision plat. This involves application, notice, a public hearing before the planning commission and executive (commonly referred to as a 608 hearing/ Mayor's Meeting). Additionally, an engineering review of the preliminary and final plat prior to approval and recording is required. Fees may include Planning Commission Review, Additional Public Body Review, Technical Review.

MSD: Means the Greater Salt Lake Municipal Services District, which White City has contracted with to provide planning and zoning, building permit, business license, and code enforcement services

PUD (Planned Unit Development): In those zones which allow development of a PUD they are listed as a Conditional Use, which requires review by the Planning Commission. For developers who intend to sell individual lots within the PUD both the Planning Commission Review, Conditional Use and a Subdivision Preliminary Plat review would be required, and a Technical Review prior to final approval is also required. Per the fee schedule each of these reviews requires separate fee.

Additionally, because more than one review process is required the application would also involve an Agency Review Meeting. Fees may include: Agency Coordination Meeting, Planning Commission Review (Conditional Use), Planning Commission Review (Preliminary Plat), Technical Review.

The conditional use approval (Planning Commission approval) is required prior to preparation of the subdivision preliminary plat to ensure that the recommendations of the Planning Commission are properly incorporated into the preliminary plat.

Re-Zone (Zoning Map Amendment): A request to change the existing zoning (re-zone) requires: review and recommendation from the planning commission (Public Body Review) and final decision by the council (Additional Public Body Review) and technical work (Technical Review) for map and index work).

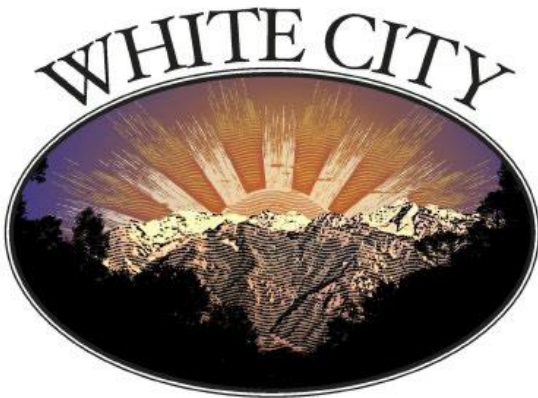
Signs: Signs vary in the type and complexity of review process required therefore they are listed under several review types. It is intended that the fees are assessed per review process and not per sign. For example, a business that had 2 signs requiring Planning Commission review would be charged for 1 Planning Commission review. However, a business which had 1 sign which required Planning Commission review and another sign which did not would be charged for 1 Planning Commission review and 1 staff review.

Subdivision: A request to subdivide property requires review and approval of a preliminary plat, and a Technical Review of the Final Plat. Additionally, an Agency Review Meeting is required. Note that in the case of a "one-lot" subdivision there might also be an Administrative Review for the proposed Single-Family Dwelling. Fees may include: Agency Coordination Meeting, Planning Commission Meeting, Technical Review, Staff Review of a Site Plan.

Valuation: The estimated construction cost for a project.

Fee Schedule for White City

effective date



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White City contracts with the Greater Salt Lake Municipal Services District (“MSD”) to provide planning and zoning, building permit, business license, and code enforcement services. The MSD provides these services on behalf of and under the direction of the White City.

NOTE: Fees and Fines will be applied as approved and set forth in this schedule. The Director of Engineering, Chief Building Official or Director of Planning and Development may on occasion adjust fees/fines in unique circumstances up to \$1,500 per application. The MSD’s General Manager may do the same up to \$5,000. These adjustments must be documented and reported on if requested. Adjustments over \$5,000 require approval of the governing body of the jurisdiction to which the application pertains.

Address Fees

Fee Type	Description	Amount
Assignment of Address	Provide address information on recorded subdivision plat and/or individual parcel/building addresses. Ensure assignments meet addressing standards and are suitable for mail delivery, public safety, utility services and general delivery of services.	\$100.00 base fee plus \$40.00 per lot ^a ; for multi-family units, \$40.00 for the first 8 units in addition to base fee and \$5 per unit for each unit over 8 units
Street Name Change	Confirm that petition includes the required signatures. Document street name change and address change for each property along street by filing an affidavit with the Salt Lake County Recorder's Office. Notify the property owner, Public Safety dispatch and the Salt Lake County Treasurer of the address/street name change.	\$250.00 base fee plus \$50.00 per lot

^a The per lot fee does not apply to Accessory Dwelling Units (ADU).

Business License Fees

General Business Licenses

Fee Type	Description	Amount
General Business License – Commercial Business	For commercial business locations. Includes inspections and verification of zoning compliance.	\$150.00
General Business License – Home-Based Business (simple)	For home-based businesses <u>without</u> on-site visitors and customers.	No Fee
General Business License – Home-Based Business	For home-based businesses with on-site visitors and customers. Includes inspections and verification of zoning compliance.	\$150.00
Per-employee Fee	Includes verification of EIN documentation.	\$6.00
Seasonal Business License	For business operations of up to 60 days per year. Includes inspections and verification of zoning compliance.	\$120.00
Solicitor ID	Includes photograph of applicant and issuance of ID card.	\$65.00
Accessory Dwelling Unit (ADU) License		\$50.00
Administrative Citation	Issued for operating a business without a license or with an expired license.	\$300.00

Notes regarding business license fees:

1. Withdrawn applications are subject to a charge of 25% of the fee amount.
2. Licenses must be renewed prior to the expiration date.
 - o Licenses renewed within 30 days of expiring will not be charged a penalty.
 - o Licenses renewed 31-60 days of expiring will be charged a penalty of 25% of the general license fee.
 - o Licenses renewed more than 60 days of expiring will be charged a penalty of 100% of the general license fee

Short-term Rental Licenses

To the extent allowed under Municipal Code the following applies for White City.

Fee Type	Description	Amount
Umbrella Short-term Rental License Fee – main license	Primary license for short-term rental management companies with multiple rental units/locations.	\$500.00
Umbrella Short-term Rental License Fee – per unit	Includes inspections and verification of zoning compliance.	\$50.00
Short-term Rental License Fee – homeowner	Short-term rental license for homeowners renting their primary residence. Includes verification of zoning compliance.	\$500.00

Alcohol-Related Licenses

Fee Type	Description	Amount
Off-Premise Beer Retailer		\$250.00
Recreational On-Premise Beer Retailer		\$350.00
Restaurant Liquor		\$500.00
Limited Restaurant Liquor		\$500.00
Beer-Only Restaurant		\$350.00
On-Premise Beer Tavern		\$350.00
Resort		\$500.00
Club Liquor		\$600.00
Banquet & Catering		\$500.00
Single Event		\$150.00
Wholesale Beer		\$300.00
Manufacturing		\$350.00

Alcohol-related business license applications are referred to local communities for consent and approval.

Sexually-oriented Business Licenses

Fee Type	Description	Amount
Sexually Oriented Business - Outcall Services	Includes inspections and verification of zoning compliance.	\$500.00
Sexually Oriented Business - excluding Outcall Services	Includes inspections and verification of zoning compliance.	\$300.00

Building Permit Fees

Building permits include necessary inspections. If additional inspections are required, applicants will be charged the reinspection fee for each additional visit. Most building permits will require a plan check fee in addition to the building permit fee. Plan check fees are listed separately.

Building permits and mechanical, plumbing & electrical permits will be charged a state surcharge equal to 1% of the permit fee.

Fee Type	Description	Amount
Building Permit – Minimum Fee		\$70.00
Building Permit - new construction	See below for valuation schedules	Varies ^a
Building Permit - addition or remodel	See below for valuation schedules	Varies ^a
Mobile Home Setup Permit		\$200.00
Mechanical, Plumbing & Electrical Permit	Includes on-site inspection of one system. Additional appliances and fixtures after the first will be charged the per-unit fee listed below.	\$70.00
Fee per additional appliance or fixture	Applies to each additional appliance, fixture, etc. inspected by inspector already on site.	\$20.00
Grading Permit		Varies ^b
Retaining Wall Permit		Varies ^c
Demolition Permit		Varies ^d
Window & Door Replacement – residential	Applies when no other work is being done.	\$70.00
Window & Door Replacement – commercial	Applies when no other work is being done.	Varies ^d
Reroofing Permit Fees		
Reroofing – residential roof with sheathing	Includes inspection of sheathing or decking.	\$125.00
Reroofing – residential roof without sheathing	Shingles only; no decking or sheathing.	\$75.00
Reroofing – small commercial	Commercial roof project under \$10,000 valuation.	\$150.00
Reroofing – medium commercial	Commercial roof project between \$10,000 and \$49,999 valuation.	\$175.00
Reroofing – large commercial	Commercial roof project \$50,000 valuation or higher.	\$250.00
Solar Power System Permit Fees		
Residential/Small Commercial Solar Permit – base fee	Applies to residential and commercial installations up to 20 kW. Does not include fees for required plan check.	\$100.00
Residential/Small Commercial Solar Permit – fee per kW	Additional fee based on size of installation. Does not include fees for required plan check.	\$30.00 per kW
Commercial Solar over 20 kW	Applies to larger commercial installations over 20 kW.	Varies ^e
Battery Storage System	Assumes that inspector is already on site for inspection of installation.	\$2.00 per battery
Additional Inspection Fees		
Reinspection		\$100.00
Pre-inspection	Inspections after a fire or disaster to determine extent of damage and permits needed for repairs.	\$70.00
Multi-unit Inspection		\$100.00
Overtime/After-hours Inspection		\$150.00 (Per hour)
Administrative Fees		
Cancellation of building permit	Applies when permit is cancelled before work commences.	25% of permit fee (\$200 maximum)
Reinstatement Fee – general	Applies when permit has been expired for more than 30 business days.	50% of permit fee
Reinstatement Fee – final inspection	Applies when only final inspection is required, and permit has been expired for more than 30 business days.	50% of permit fee (\$200 maximum)

Building or grading without a permit, or violating a stop work order.	Base fee equal to \$250 for first offense, \$500 for second offense in 12 months, and \$1,000 for third offense in 12 months or 100% of the building permit fee, whichever is greater; plus daily fees commencing 15 business days after notice of violation has been issued if issue not resolved or permit has not been obtained.	Base fee plus \$50 max per day
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- ^a Permit fees for new construction, additions and remodels are based on calculated square footage and the current ICC valuation tables (see below). When square footage determinations not practical or possible, permit fees will be based on applicant's declared valuation as reasonably determined by Director or Designee.
- ^b Permit fees for grading are based on the number of cubic yards of earth cut or filled. [Base fee is \\$243 for cut fill operations under 1400 cubic yards](#)
- ^c Permit fees for retaining walls are based on the size of the project in lineal feet.
- ^d Permit fees for demolition and window/door replacement are based on declared valuation.
- ^e Permit fees for large solar installations are based on applicant's declared valuation as reasonably determined by Director or designee.

Construction Valuation Tables

The valuations below are used to determine construction valuations for building permit fee calculations. The valuations will be updated automatically as new standards are published by ICC, which is usually twice per year.

Square Foot Construction Costs ^{a, b, c}

Square Foot Construction Costs ^{a, b, c}

Group (2024 International Building Code)	IA	IB	IIA	IIB	IIIA	IIIB	IV	VA	VB
A-1 Assembly, theaters, with stage	357.33	344.89	333.96	321.01	300.49	291.98	310.03	280.47	269.61
A-1 Assembly, theaters, without stage	328.57	316.12	305.20	292.25	271.49	262.97	281.27	251.46	240.61
A-2 Assembly, nightclubs	277.44	269.30	260.84	250.89	234.99	228.61	242.28	213.69	205.58
A-2 Assembly, restaurants, bars, banquet halls	276.44	268.30	258.84	249.89	232.99	227.61	241.28	211.69	204.58
A-3 Assembly, churches	331.74	319.29	308.36	295.42	275.14	266.62	284.43	255.12	244.26
A-3 Assembly, general, community halls, libraries, museums	276.12	263.67	251.75	239.80	218.28	210.76	228.82	198.26	188.40
A-4 Assembly, arenas	327.57	315.12	303.20	291.25	269.49	261.97	280.27	249.46	239.61
B Business	309.01	297.89	287.04	274.77	250.17	241.34	264.17	223.59	213.27
E Educational	296.02	285.47	275.84	264.24	245.34	232.84	255.15	214.74	207.79
F-1 Factory and industrial, moderate hazard	169.11	160.95	150.84	145.13	129.25	122.95	138.37	107.18	99.77
F-2 Factory and industrial, low hazard	168.11	159.95	150.84	144.13	129.25	121.95	137.37	107.18	98.77
H-1 High Hazard, explosives	157.75	149.59	140.48	133.77	119.20	111.90	127.00	97.13	N.P.
H234 High Hazard	157.75	149.59	140.48	133.77	119.20	111.90	127.00	97.13	88.73
H-5 HPM	309.01	297.89	287.04	274.77	250.17	241.34	264.17	223.59	213.27
I-1 Institutional, supervised environment	283.25	273.10	263.35	253.39	231.93	225.70	252.86	208.88	201.43
I-2 Institutional, hospitals	485.04	473.91	463.07	450.80	425.24	N.P.	440.20	398.66	N.P.
I-2 Institutional, nursing homes	334.61	323.48	312.64	300.37	277.75	N.P.	289.77	251.17	N.P.
I-3 Institutional, restrained	325.77	314.64	303.80	291.53	269.89	260.06	280.93	263.64	230.99
I-4 Institutional, day care facilities	283.25	273.10	263.35	253.39	231.93	225.70	252.86	208.88	201.43
M Mercantile	207.08	198.94	189.48	180.53	164.30	158.91	171.92	143.00	135.89
R-1 Residential, hotels	286.53	276.38	266.63	256.68	234.71	228.48	256.15	211.66	204.20
R-2 Residential, multiple family	239.24	229.09	219.34	209.38	188.69	182.45	208.85	165.63	158.18
R-3 Residential, one- and two-family ^d	224.62	218.65	213.40	208.84	201.86	194.67	213.06	187.70	175.92
R-4 Residential, care/assisted living facilities	283.25	273.10	263.35	253.39	231.93	225.70	252.86	208.88	201.43
S-1 Storage, moderate hazard	156.75	148.59	138.48	132.77	117.20	110.90	126.00	95.13	87.73
S-2 Storage, low hazard	155.75	147.59	138.48	131.77	117.20	109.90	125.00	95.13	86.73
U Utility, miscellaneous	125.18	118.05	109.33	104.91	93.46	87.55	99.89	74.38	71.07

- a. Private Garages use Utility, miscellaneous
- b. For shell only buildings deduct 20 percent
- c. N.P. = not permitted
- d. Unfinished basements (Group R-3) = \$31.50 per sq. ft.

Supplemental Construction Valuation Tables

The supplemental valuations below may be updated annually as part of the annual fee approval process.

Construction Type	Unit	Valuation
Basements – Unfinished	Square Foot	As provided in the ICC valuation table footnote above
Basements – Finished	Square Foot	\$41.00
Decks (any type)	Square Foot	\$22.00
Carport/Covered Patio	Square Foot	\$22.00
Roof Conversions	Square Foot	\$22.00
Fence (any type)	Lineal Foot	\$20.00
Retaining Wall (any type)	Lineal Foot	\$59.00
Exterior Finish	Square Foot	\$5.00
Fire Sprinklers	Square Foot	\$6.00
Remodel/Alteration	Square Foot	\$39.00
Basement TI	Square Foot	\$28.00
Grading	Cubic Yard Cut and Fill	Equation
Tenant Improvements	Calculated	35% of the valuation for new construction
Shell Only	Calculated	80% of the valuation for new construction

Building and Inspection Fee Calculation

Building permit fees based on valuation are calculated based on the calculations below.

Construction Valuation	Fee
Less than and including \$2,000	\$70.00
\$2,001 to \$25,000	\$76.50 for the first \$2,000 plus \$16.50 for each additional \$1,000 or fraction thereof, to and including \$25,000. . Example: Valuation of \$3,400 would be \$76.50 plus \$33.00 (\$16.50 x 2), or \$109.50
\$25,001 to \$50,000	\$456.00 for the first \$25,000 plus \$12.00 for each additional \$1,000 or fraction thereof, to and including \$50,000.
\$50,001 to \$100,000	\$765.00 for the first \$50,000 plus \$8.50 for each additional \$1,000 or fraction thereof, to and including \$100,000.
\$100,001 to \$500,000	\$1,181.00 for the first \$100,000 plus \$6.50 for each additional \$1,000 or fraction thereof, to and including \$500,000.
\$500,001 to \$1,000,000	\$3,781.00 for the first \$500,000 plus \$5.50 for each additional \$1,000 or fraction thereof, to and including \$1,000,000.
Over \$1,000,001	\$6,531.00 for the first \$1,000,000 plus \$4.50 for each additional \$1,000 or fraction thereof.

Plan Check Fees

Plan checks for building permits include up to 4 reviews. Additional reviews will be charged the hourly fee listed below.

Fee Type	Description	Amount
Plan Check Fee – residential construction	Provides for up to four reviews prior to building permit issuance. After four reviews or after the permit issuance, additional reviews are subject to the hourly plan check fee.	40% of building permit fee
Plan Check Fee – commercial construction	Provides for up to four reviews prior to building permit issuance. After four reviews or after the permit issuance, additional reviews are subject to the hourly plan check fee.	65% of building permit fee
Plan Check Fee – smaller projects	Includes residential solar plan check	\$150.00
Plan Check Fee – FCOZ projects	Applies to any parcel within a Foothills & Canyons Overlay Zone.	65% of building permit fee
Land Use Review Fee		\$110.00
Card File Plan Check Fee – single-family or duplex	Includes accessory structures.	\$175.00
Card File Plan Check Fee – multi-family residential		\$350.00
Plan Check Fee – hourly		\$80.00 per hour

Stormwater Review & Stormwater Pollution Prevention Plans (SWPPP)

Stormwater Review & Inspection Fees

Fee Type	Description	Amount
Stormwater Review – base fee	Base fee per project.	\$200.00
Stormwater Review – per-acre fee	Additional fee per acre after the first acre; applies when SWPPP required.	\$30.00
Floodplain Development Permit	Permit is required for any development within a mapped floodplain as required by FEMA.	\$75.00

SWPPP Control Measures

All penalties and fines may be doubled for a second or third offense. Violations may be referred to the District Attorney for further action.

Penalty Type	Description	Amount
Working without an approved stormwater permit	Per occurrence and then for each business day beginning the day after the day on which fine was issued	\$500.00
Tracking mud on road	Per occurrence and then for each business day beginning the day after the day on which fine was issued	\$300.00
Failure to clean up or report spills	Per occurrence and then for each business day beginning the day after the day on which fine was issued	\$250.00
Failure to conduct stormwater inspections	Per occurrence and then for each business day beginning the day after the day on which fine was issued	\$100.00
Failure to use general best management practices as determined by the authority	Per site, per occurrence and then for each business day beginning the day after the day on which fine was issued	\$250.00

SWPPP Illicit Discharge Fines

The table below lists illicit discharges common to construction and maintenance activities. It is a violation to discharge pollutants. The presence of BMPs does not excuse an illicit discharge.

Penalty Type	Description	Amount
Sediment	Per day per violation.	\$1,000.00
Cementitious Material	Per day per violation.	\$500.00
Paints and Solvents	Per day per violation.	\$500.00
Solid Waste	Per day per violation.	\$500.00
Sanitary Waste	Per day per violation.	\$2,000.00
Fuels	Per day per violation.	\$1,000.00
Fertilizers	Per day per violation.	\$500.00
Organics	Per day per violation.	\$250.00
Cleansers	Per day per violation.	\$500.00
Hazardous materials	Any illicit discharge may be assigned to this category depending on the impact. Per day per violation.	\$5,000.00

Land Use Fees

Permitted and Conditional Uses

Fee Type	Description	Amount
Building permit site plan	Over-the-counter staff review. Permitted uses not requiring separate land use permit.	\$110.00
Change of Use Permit	Over-the-counter staff review. Includes tenant changes and uses subordinate to an existing Conditional Use Permit.	\$110.00
Sign Permit	Over-the-counter staff review.	\$110.00
Business license review	Over-the-counter staff review.	\$110.00
Accessory Dwelling Unit	Includes limited agency review	\$175.00
Site Plan Review (less than 3 acres)	Includes agency review meeting and technical review.	\$990.00
Site Plan Review (3 acres or more)	Includes agency review meeting, technical review and Planning Commission meeting.	\$1,640.00
Minor Site Plan Amendments	Limited agency review	\$175.00
Residential Development (FCOZ)	Includes agency review meeting and technical review.	\$990.00
Foothills/Canyons	Includes agency review meeting and technical review.	\$990.00
Simple Land Use Permit	Home daycare/pre-school, mobile store, condominium conversion, similar uses requiring limited staff review.	\$175.00
Other Conditional Use Permits	Commercial uses, residential uses, or signs needing conditional use approval. Includes agency review, technical review and Planning Commission meeting.	\$1,640.00

Subdivision and Land Development Permits

Fee Type	Description	Amount
Minor Subdivision (<5 lots)	Includes agency review meeting and technical review.	\$990.00
Major Subdivision (Single Phase)	Includes agency review meeting, technical review and Planning Commission meeting.	\$1,640.00
Major Subdivision with Multiple Phases (Includes Preliminary Plat and First Phase Final Plat)	Includes agency review meeting, technical review and Planning Commission Meeting	\$1,640.00
Final Plat Approval for Phases Two and Beyond	Includes Technical Review	\$535.00
Planned Unit Development (Preliminary approval and First Phase Final Approval/Plat)	Includes agency review meeting, technical review and Planning Commission meeting.	\$1,640.00
Final Planned Unit Development Approval for Phases Two and Beyond	Includes Technical Review	\$535.00
Subdivision amendments	Includes agency review meeting and technical review. In some cases, a Planning Commission and/or Mayors meeting is required. These fees will be added as needed based on the applicable fees in this fee schedule.	\$990.00
Simple Boundary Adjustment	Includes limited staff review.	\$110.00
Full Boundary Adjustment	Includes limited staff review. Applicable when amended plat not necessary.	\$175.00
Extension of Time	Includes review by Director.	\$275.00

Ordinance Adjustments

Fee Type	Description	Amount
Text Change	Includes Planning Commission meeting and Council meeting.	\$765.00
Zoning Map Change – minor	Changes less than 3 acres. Includes limited staff review, Planning Commission meeting and Council meeting.	\$940.00
Zoning Map Change – small	Changes 3 up to 10 acres. Includes agency review meeting, staff review, Planning Commission meeting and Council meeting.	\$1,755.00
Zoning Map Change – medium	Changes over 10 up to 50 acres. Includes agency review meeting, staff review, Planning Commission meeting, Council meeting, and General Plan fees.	\$1,755.00 plus \$200 per acre
Zoning Map Change – large	Changes over 50 up to 100 acres. Includes agency review meeting, staff review, Planning Commission meeting, Council meeting, and General Plan fees.	\$1,755.00 plus \$300 per acre
Zoning Map Change – Major	Changes over 100 acres.	To be determined by agreement between agency and applicant prior to acceptance of the application.

Other Land Use Applications

Fee Type	Description	Amount
Land Use Hearing Officer	Needed for appeal of decisions, variances, nonconforming use expansions, takings relief petition, etc.	\$1,000.00 ^a
Land Use Hearing Officer	Double fee if construction has started.	\$2,000.00
Administrative Determination	Requires Director review.	\$275.00
Special Exception to have Use violation declared legal	Planning Commission meeting.	\$650.00
Zoning Verification Letter	Base fee plus costs for research time.	\$25.00 base fee plus \$25.00 per hour
General Plan Amendment	Includes limited staff review, Planning Commission meeting, Council meeting, and General Plan fees.	\$2,440.00
Agency Review Meeting at applicants' request	Agency Review meeting that includes outside agencies.	\$455.00
Other applications requiring preliminary and/or technical review.	Up to 4 total review sessions. Additional charge if 4 total sessions exceeded for any application type.	\$535.00
Other applications requiring Planning Commission meeting	Planning Commission meeting.	\$650.00
Other applications requiring Council or Mayor's meeting	Council or Mayor's meeting.	\$115.00

^a For appeals, if the Land Use Hearing Officer finds in favor of the appellant then the fee shall be refunded less a \$100.00 administration fee.

Code Enforcement Fees

Fee Type	Description	Amount
Administrative Citation	All minor violations unless specified otherwise.	\$100.00 per violation
Appeal Fee	As provided for in 12.04.530 of White City code.	\$375.00 per appeal request
Civil Penalties	All violations of the code other than zoning violations and as otherwise prescribed in the code.	
	Violation per day for first 30 days.	\$100.00 per violation per day CE not enforcing
	Violation per day for days 31-60.	\$150.00 per violation per day CE is enforcing
	Violation per day over 60 days.	\$200.00 per violation per day CE is not enforcing
Clean-up Fees	Administrative fee plus costs billed from Public Works or other contracted firm.	\$100.00 plus actual costs usual process
Parking violation - minor	Violations under section 11.20.070, 11.20.080, 11.20.090 or 11.20.140	\$75.00 per violation

Parking violation - major	Violations under section 11.20.050, 11.20.060 11.20.110, 11.20.120, 11.20.130 or 11.20.135	\$150.00 per violation
Short-Term Rental Violations		
Operating short-term rental without a business license		\$650.00 per infraction per day

Operating short-term rental for less than two nights for each stay		\$650.00 per infraction per day
Holding special event at short-term rental – first violation		\$650.00 per infraction per day
Holding special event at short-term rental – subsequent violations (individual)		\$1,000.00 per infraction per day
Holding special event at short-term rental – subsequent violations (non-individual)		\$1,300.00 per infraction per day
Other short-term rental violations	Violations not covered in the above categories.	\$100.00 per infraction per day

Civil Penalties for Violation of Zoning Regulations

Violation of the provisions of Title 19 of the White City Municipal Code shall result in civil penalties pursuant to the following schedule:

CIVIL PENALTIES FOR VIOLATION OF ZONING REGULATIONS

Type of Zone	Classification of Violation	Fine Per Day (after warning period)
Residential Zones R-1's R-2's	Conditional use without a permit Other violations	\$75
	Non-permitted use Violation of permit for approval	\$150
Mixed Zones NMU CMU	Conditional use without a permit Other violations	\$100
	Non-permitted use Violation of permit or approval	\$200
Commercial/Manufacturing Zones C's	Conditional use without a permit Other violations	\$150
	Non-permitted use Violation of permit or approval	\$300
Agricultural Zones	Conditional use without a permit Other violations	\$75

A's	Non-permitted use Violation of permit or approval	\$150
Other Zones PR	Conditional use without a permit Other violations	\$100
	Non-permitted use Violation of permit or approval	\$200

Each day a violation is continued or maintained after receipt of notice shall give rise to a separate civil penalty for each day of violation.

Bond Administration Fees

Fee Type	Description	Amount
Bond Processing Fee	Must be paid prior to acceptance of bond.	\$100.00
Bond Forfeiture	Will be called if improvements are not complete by expiration date.	Varies ^a
Deferred Curb and Gutter		Varies ^b
Bond Reinspection	Inspections required for partial bond release or if applicant fails bond inspections twice.	\$100.00
Overtime/After-hours Inspection		\$120.00 (Per hour)

^a Based on bond amount.

^b Based on project size.

Miscellaneous Service Fees

Fee Type	Description	Amount
Development Agreements		Varies ^a
Hourly Rate	Per hour fees for staff time not covered under specific fee types.	\$80.00 per hour
GRAMA	Time spent on research and compiling.	Actual cost ^b
Material Costs	Copies, maps, CDs, USB drives, etc.	Actual cost ^b
Research	Research related to administrative decisions, zoning compliance letters, or determination of legal status of a lot or parcel.	\$25.00 base fee plus \$25.00 per hour
Health Department Review	Activities performed by the Salt Lake County Health Department.	County fee ^c
Postage	For noticing mailings, postage is charged per meeting.	Actual cost ^b
Newspaper Notices	Notices of meetings before Councils.	Actual cost ^b

^a Development agreements will be determined between local government agency and Applicant prior to acceptance of the application.

^b Customer will be charged actual costs of materials per MSD Records and Access and Management Policy.

^c Health Department fees will be charged as provided in the Salt Lake County Fee Schedule.

Engineering Fees

The fees below are collected by the MSD on behalf of the Engineering Division.

Right-of-way Improvement Review & Inspection Fees		Amount
Replacement of existing improvements	Replacement of existing curb & gutter, sidewalk, and drive approach improvements in the same configuration.	No charge
Changes to improvements (existing curb & gutter)	Changes to sidewalks and drive approaches where curb & gutter are already present. Includes review and inspection by County. Design and staking by applicant.	\$20.00 base fee plus \$1.00 per linear foot
Changes to improvements (no existing curb & gutter or sidewalk)	Addition of curb & gutter, sidewalks, and/or drive approaches where no curb & gutter or sidewalk are present. Includes review and inspection by County. Design and staking by applicant.	\$150.00 base fee plus \$1.00 per linear foot

Changes to sidewalk (no existing curb & gutter or sidewalk)	Addition of sidewalk only. Includes review and inspection by County. Design and staking by applicant.	\$100.00 base fee plus \$1.00 per linear foot
Changes to drive approach (no existing curb & gutter or sidewalk)	Addition of drive approaches only. Includes review and inspection by County. Design and staking by applicant.	\$100.00 base fee plus \$0.50 per linear foot
Engineering Plan Check Fees		Amount
For Subdivision Development–Master Planning	Engineering check fee, reviewing master planning for subdivision development	\$500 plus \$50/dwelling unit or lot
For Subdivision Development – Final	Engineering check fee, final subdivision fee and plat filing for subdivisions	\$500 plus \$125/dwelling unit or lot
Amended Subdivision Plat		\$400.00
Non-Subdivision Development		\$1,000 plus \$500 per acre

Excavation Permit Fees		Amount
Excavation within asphalt or concrete		\$0.50 per square foot \$250 minimum
Excavation within dirt		\$0.25 per square foot \$125 minimum
Road Closures or Obstructions caused by Excavation Permits		\$50 per day per lane or partial lane closed or obstructed for more than 72 hours
Permit Extension		Fee equal to one-half of the original fee
Excavation Work Without Permit Penalty	A person found doing work in the public right-of-way without having obtained a permit shall be required to pay a penalty	Penalty Fee equal to two times the normal permit fee

Other Fees		Amount
Road Dedication (non-subdivision development)	Where required for street widening and improvements.	\$150.00
Street Sign	Includes sign and installation by MSD or contracted service provider	\$200.00

Geology/Natural Hazard Review Fees		Amount
Initial Site Assessment	Determination of whether project falls within boundaries of any mapped hazards.	\$200.00
Review of Technical Report	Coordination and review of third-party technical report.	Actual cost of third-party review plus \$300.00 agency review

Traffic Impact Review Fees		Amount
Initial Site Assessment	Determination of whether project meets TIS threshold.	\$200.00

Review of Technical Report	Coordination and review of third-party technical report.	Actual cost of third-party review plus \$100 agency review
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Public Works – Engineering Special Events

Special Events within the following areas require the submittal of an application: Big Cottonwood Canyon, Emigration Canyon, Kearns, Magna, Unincorporated Salt Lake County, and White City.

PW Engineering does not provide special event permitting services to the Town of Copperton or any incorporated city outside the District.

Insurance certificates, maps, and fees will need to be submitted to the Permit Specialist before your request can be fully processed. See fee schedule below.

Special Event Permit Fees (for municipalities within the District)	
# of Participants	Fee per day
0 to 100	\$50.00
100 to 200	\$100.00
200 to 400	\$200.00
400 to 600	\$500.00
Over 600	\$1,000.00
Filming Fees	\$200.00
Late/Expedited Filing Fee	\$500.00

- \$50 fee for Big Cottonwood Canyon and any Unincorporated Salt Lake County areas.
- Special events or Filming held on any state roadway(s) may also require an additional permit from Utah Department of Transportation.
- Special events or Filming held in any canyon may also require an additional permit from United States Department of Agriculture, Forest Service Division.
- Sponsors of block parties will also be required to submit paperwork with the signatures of affected neighbors' concurrence of the road closure. This paperwork should reflect the addresses of each resident, as well as their signature indicating agreement for the road closure. Barricades and security are the responsibility of the applicant.

Glossary of Terms

Condominium Plat: The procedure to review and record a condominium plat is subject to the Condominium Ownership Act (57.8- Utah Code). Staff review includes addressing all units, a review to verify compliance with the zoning ordinance and conditions of approval previously imposed and an engineering review to verify compliance with platting requirements.

Director: The Director of Planning and Development or designee.

General Plan Amendment: Planning Commissions make a recommendation to the Council who must authorize Amendments to a General Plan. A study that includes public involvement is conducted after Council gives the direction to proceed to the Development Services Director.

Home Daycare I Pre-school Application Fees: Although a home daycare or pre-school may be operated out of a private residence, it is not considered or reviewed in the same manner as a home business. Therefore, they are listed separately in the fee schedule and in the ordinance.

Modification to a Recorded Subdivision Plat: Utah Code requires a specific process be followed to amend, vacate or alter a recorded subdivision plat. This involves application, notice, a public hearing before the planning commission and executive (commonly referred to as a 608 hearing/ Mayor's Meeting). Additionally, an engineering review of the preliminary and final plat prior to approval and recording is required. Fees may include Planning Commission Review, Additional Public Body Review, Technical Review.

MSD: Means the Greater Salt Lake Municipal Services District, which White City has contracted with to provide planning and zoning, building permit, business license, and code enforcement services

PUD (Planned Unit Development): In those zones which allow development of a PUD they are listed as a Conditional Use, which requires review by the Planning Commission. For developers who intend to sell individual lots within the PUD both the Planning Commission Review, Conditional Use and a Subdivision Preliminary Plat review would be required, and a Technical Review prior to final approval is also required. Per the fee schedule each of these reviews requires separate fee.

Additionally, because more than one review process is required the application would also involve an Agency Review Meeting. Fees may include: Agency Coordination Meeting, Planning Commission Review (Conditional Use), Planning Commission Review (Preliminary Plat), Technical Review.

The conditional use approval (Planning Commission approval) is required prior to preparation of the subdivision preliminary plat to ensure that the recommendations of the Planning Commission are properly incorporated into the preliminary plat.

Re-Zone (Zoning Map Amendment): A request to change the existing zoning (re-zone) requires: review and recommendation from the planning commission (Public Body Review) and final decision by the council (Additional Public Body Review) and technical work (Technical Review) for map and index work).

Signs: Signs vary in the type and complexity of review process required therefore they are listed under several review types. It is intended that the fees are assessed per review process and not per sign. For example, a business that had 2 signs requiring Planning Commission review would be charged for 1 Planning Commission review. However, a business which had 1 sign which required Planning Commission review and another sign which did not would be charged for 1 Planning Commission review and 1 staff review.

Subdivision: A request to subdivide property requires review and approval of a preliminary plat, and a Technical Review of the Final Plat. Additionally, an Agency Review Meeting is required. Note that in the case of a "one-lot" subdivision there might also be an Administrative Review for the proposed Single-Family Dwelling. Fees may include: Agency Coordination Meeting, Planning Commission Meeting, Technical Review, Staff Review of a Site Plan.

Valuation: The estimated construction cost for a project.

WHITE CITY, UTAH
RESOLUTION NO. 2026-08-01

**A RESOLUTION OF THE WHITE CITY COUNCIL ADOPTING THE
FISCAL YEAR 2027 WHITE CITY CONSOLIDATED FEE SCHEDULE**

WHEREAS, White City is a Municipality pursuant to Utah Code §§ 10-1-201.5 *et seq.*, and

WHEREAS, White City is a five-member elected Council, which Council elects from its members a Mayor, and

WHEREAS, the Greater Salt Lake Municipal Services District (the “MSD”) is a local district that provides certain municipal-type services to White City pursuant to UCA Section 17B-2a-1103 *et al*; and

WHEREAS, pursuant to fiscal policy for funding the FY2027 White City Budget, the Greater Salt Lake Municipal Services District (the “MSD”) adopted the FY2027 Budget for the MSD on May 13, 2026, releasing the funding for the FY2027 White City Budget; and

WHEREAS, the FY2027 White City Budget, and recently adopted Greater Salt Lake Municipal Services District Budget both used revenue projections based on the FY2027 Consolidated Fee Schedule ("Attachment A"); and

WHEREAS, to be in compliance with state law, White City must annually adopt a consolidated fee schedule; and

NOW, THEREFORE, BE IT RESOLVED BY THE WHITE CITY COUNCIL as follows:

SECTION 1. The White City Council hereby adopts the FY2027 White City Consolidated Fee Schedule, Attachment “A”.

SECTION 2. This Resolution shall become effective immediately upon passage thereof.

APPROVED AND ADOPTED this 6th day of August, 2026 by the White City Council, White City, Utah.

WHITE CITY:

ALLAN PERRY, MAYOR

ATTESTED:

Rori L. Andreason, MMC
City Administrator/Recorder

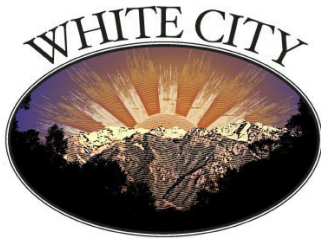
APPROVAL AS TO FORM:

CAMERON PLATT
ATTORNEY

VOTING

MAYOR PERRY voting _____
COUNCIL MEMBER PRICE voting _____
COUNCIL MEMBER MAHONEY voting _____
COUNCIL MEMBER SHELTON voting _____

ATTACHMENT “A”



WHITE CITY
COUNCIL MEETING MINUTES

July 2, 2026

WHITE CITY WATER IMPROVEMENT DISTRICT
999 E GALENA DRIVE, WHITE CITY, UTAH 84094

Mayor: Mayor Allan Perry

City Council: Council Member Greg Shelton
Council Member Linda Price
Council Member Neil Mahoney
Council Member Tyler Huish

Staff: Rori Andreason, City Administrator; Cameron Platt, Attorney; Daniel Hoffman, Senior Accountant; Daniele Benigni, Long Range Planner; Richard Stephens, Engineer; Chief Ken Aldridge, UFA; Deputy Chief Mike Bullock, Sandy City Fire; and Detective Josh Smith, UPD; Chief April Morse, UPD; and Chief Jason Mazuran, UPD.

6:00 P.M. – WORKSHOP

Mayor Allen Perry called the meeting to order at 6:00 p.m.

1. PUBLIC COMMENTS

Amber Gustavason, 943 Buddlea Dr., expressed her appreciation to the Mayor and City Council for prohibiting fireworks this season due to the high fire danger and dry conditions.

Misty Riley, 1250 E. Forgetmenot Ave., spoke regarding the fireworks ban and residents awaiting a response from Governor Cox. She emphasized that communications regarding matters affecting the community should come from the City first and requested that future communications be distributed to all residents.

Robert Frone, 949 Statice Ave., referenced an email he had sent to the Mayor and City Council expressing concerns about wildfire preparedness. He asked whether the City is coordinating with the local water district to ensure an adequate water supply for firefighting efforts and whether it is communicating with the United Fire Service Authority to confirm readiness for potential fires. He also inquired about the City's wildfire prevention planning, including coordination with White City, Salt Lake County, and other agencies to remove combustible vegetation such as dead trees and underbrush. Finally, he asked what measures the City is taking to encourage residents to continue watering their properties to help reduce fire hazards throughout the community.

2. DISCUSSION/CLARIFICATION OF AGENDA ITEMS

None

3. DISCUSSION ON FIREWORKS IN 2026

Mayor Perry explained that the statewide fireworks ban was issued through the Governor's executive order and implemented by the State Forester due to extreme fire danger. He noted that several municipalities supported the order and that White City waited for the official written

directive before taking action. Once received, the City announced through its website and social media that it would support the Governor's and State Forester's fireworks ban to help reduce wildfire risk.

The Council clarified that the statewide fireworks ban remains in effect through July 21 and discussed whether additional restrictions would be considered for Pioneer Day. Updating the City's fireworks restriction map was also discussed; however, City Attorney, Cameron Platt, noted that the deadline to amend the map had already passed.

The Council reviewed White City's current fire restrictions in comparison to Salt Lake County's Stage 2 fire restrictions. It was noted that White City's ordinances differ in certain areas, including regulations related to work activities near dry vegetation. While White City does not prohibit all open fires citywide, it does restrict open fires within 300 feet of dry vegetation. Council acknowledged that these provisions could be amended in the future if desired.

The Council also discussed methods for communicating emergency information to residents. Mayor Perry stated that the City has previously used the CodeRED notification system but has experienced issues related to compromised data and is exploring alternative notification services. City Administrator, Rori Andreason, reported meeting with representatives from TextMyGov as a potential replacement. The Council expressed support for implementing a new resident notification system to improve public communication and agreed to continue the discussion at a future meeting.

4. INTRODUCTION OF BEN GUSTAFSON, EMERGENCY PLANNER

Ben Gustafson introduced himself as the Municipal Emergency Planner with UFA. He provided an overview of his professional background, which included serving as a public safety dispatcher, working in emergency management for Taylorsville City, coordinating disaster response with the American Red Cross, and participating in responses to major incidents, including large wildfires and the Las Vegas shooting. He also previously served in internal emergency management for The Church of Jesus Christ of Latter-day Saints before joining UFA.

Ben explained that his approach to emergency management is centered on three key principles: partnerships, planning, and priorities. He emphasized the importance of collaborating with local partners and regularly reviewing emergency plans to help protect White City residents.

The Council asked about methods for improving public emergency communications. Ben recommended using multiple, redundant communication methods to ensure residents receive timely information. He discussed the IPAWS (Integrated Public Alert and Warning System), which functions similarly to an Amber Alert by using cellular networks to send geographically targeted emergency notifications. He offered to assist the City in evaluating and implementing this resource. City Administrator, Rori Andreason, noted that TextMyGov is compatible with IPAWS. Ben also stated that, when necessary, emergency notifications may include door-to-door communication.

The Mayor and Council expressed their appreciation for Ben's experience and welcomed him as a partner in strengthening White City's emergency preparedness efforts.

5. INTRODUCTION AND DISCUSSION ON DOOR-TO-DOOR SALES REGULATIONS

Cameron Platt reviewed the County's solicitation regulations, which have been adopted into White City's municipal code. He explained that the City will need to coordinate with the MSD to ensure the registration and enforcement process is implemented effectively. The ordinance requires door-to-door solicitors to register and obtain an identification badge. It also establishes permitted solicitation hours of 9:00 a.m. to 9:00 p.m., provides penalties for unregistered solicitors, and allows violations to be issued when solicitors disregard posted "No Soliciting" signs.

The Council asked whether a single solicitation license could be valid throughout Salt Lake County. Cameron explained that each municipality is required to maintain its own registration process. He also noted that some solicitors may hold a state registration, which can create confusion for residents who may assume it authorizes solicitation within the City when a local registration is still required.

Cameron suggested the Council consider revising the permitted solicitation hours, noting that 9:00 p.m. may be too late for residential neighborhoods.

Mayor Perry asked the Council to continue reviewing the ordinance and bring forward any recommended revisions for future discussion.

6. INTRODUCTION AND DISCUSSION ON ACCESSORY STRUCTURES AND FREESTANDING CARPORT REGULATIONS

The Council discussed potential updates to the City's carport regulations. It was noted that representatives from the MSD Planning Department and Code Enforcement should be involved in future discussions to provide technical guidance and assist with implementation.

The Council reviewed the current ordinance, which requires detached carports to be located at least six feet from the primary structure. Side-yard setback requirements currently range from one to six feet, depending on the location of the property and adjacent lots.

Council members discussed whether the existing requirements are primarily intended for aesthetic purposes, fire safety, or both. It was acknowledged that these considerations may vary depending on the property and circumstances.

The Council agreed to continue evaluating whether carports should be permitted, where they should be allowed, and what size limitations should apply. Council members will review the existing regulations and bring recommendations for possible code amendments at a future meeting.

7. INTRODUCTION AND DISCUSSION ON SHORT TERM RENTAL REGULATIONS

Planner, Daniele Benigni presented an overview of White City's current regulations and potential policy options for short-term rentals (STRs). He explained that the City has received resident complaints regarding issues such as noise, parking, trash, parties, and difficulty contacting property owners. Following the Council's strategic planning meeting, staff was directed to research how other municipalities regulate STRs and identify potential solutions for White City.

Daniele reviewed the City's existing ordinance, noting that while STRs are currently permitted under certain conditions, the code provides limited guidance on licensing,

operations, and enforcement. Staff identified approximately 16 existing STRs operating within White City.

The Council reviewed the City's authority to regulate STRs, including the ability to establish licensing requirements, determine where STRs are permitted, limit the number of rentals, require owner occupancy, and impose business license fees and applicable taxes.

Daniele also explained that state law limits enforcement based solely on online listings, requiring municipalities to rely on complaints or investigations to address violations. He discussed both the potential benefits and challenges associated with STRs, including increased tourism and economic opportunities, balanced against concerns related to neighborhood character, parking, noise, and housing availability. It was noted that many of these impacts can be addressed through well-defined local ordinances.

Daniele recommended gathering additional public input through surveys or community meetings before proposing ordinance changes. He suggested next steps include further research, public engagement, and continued discussions with the Council, staff, and the City Attorney to determine appropriate regulations.

Council members requested additional information on how other cities have regulated STRs and whether those regulations have successfully reduced neighborhood impacts. City Attorney Cameron Platt, clarified that while state law limits enforcement based solely on online listings, those listings may be used to initiate investigations into potential violations once local regulations are established.

Mayor Perry directed staff to continue researching successful STR policies in neighboring communities, including Sandy City and Salt Lake County, and asked Council members to review the information and bring additional questions and recommendations to a future meeting.

8. DISCUSS FUTURE AGENDA ITEMS

None

9. CLOSE WORKSHOP MEETING

Mayor Perry closed the workshop meeting

BUSINESS MEETING – 7:11p.m.

1. WELCOME AND DETERMINE QUORUM

Mayor Perry stated the Quorum was present with Council Member, Greg Shelton virtually present, allowing the meeting to proceed.

2. DISCUSS FINANCIAL REPORT

The Council reviewed the financial report and discussed projected revenue trends. It was noted that municipal revenues are down and the MSD is projecting a decrease in sales tax revenue for the upcoming year.

3. ENGINEERING UPDATE

City Engineer, Richard Stephens, provided an update on current and upcoming engineering projects throughout White City.

He reported that Salt Lake County has completed asphalt overlay projects on various city streets, and the Marble Street storm drain project has been completed along with White City Water's water main improvements.

Current design projects include the addition of a sidewalk on Onyx Street and intersection improvements at Onyx Street and Sego Lily Drive. Richard Stephens noted that a crosswalk at 1280 East is not feasible due to grade requirements; however, a crosswalk will be located at the intersection.

Richard Stephens also provided updates on several planning studies currently underway, including a transportation utility fee study, a street lighting master plan, Big Bear Park improvement planning, a citywide drainage system evaluation, and the Transportation Master Plan. The Transportation Master Plan includes roadway cross-section evaluations, future traffic projections, roadway capacity needs, and safety improvements. He stated that draft materials, including the master plan and story maps, will be shared with the Council for review as they become available.

In response to Council questions regarding traffic safety near Larkspur Elementary School, Richard Stephens explained that planned improvements include drainage upgrades at Larkspur Drive and Peony Way, a raised crosswalk within the school zone, and a raised trail crossing at the Sandy Canal Trail to help reduce vehicle speeds. Additional traffic calming measures may be considered if needed after the improvements are completed.

Richard Stephens said he anticipates completing the design for the Onyx Street and Sego Lily Drive improvements by the end of September, with construction potentially beginning next year.

Council Member Linda Price requested that potholes at the intersection of 1300 East and Sego Lily Drive be addressed.

4. UNIFIED FIRE AUTHORITY REPORT

Sandy City Fire Chief Ryan McConaghie and Deputy Chief Mike Bullock provided a quarterly fire update. They reported 30 medical calls and four fire calls in June, with a quarterly total of 76 medical calls and 12 fire calls.

Chief McConaghie addressed previous communication concerns and acknowledged a delay in reaching out to Mayor Perry regarding fire-related matters. He apologized for the delay and expressed appreciation for the City's support of the statewide fireworks restrictions.

Chief McConaghie provided updates on wildfire mitigation efforts, including work being conducted in the Dimple Dell area in coordination with Sandy City, forest lands, and state agencies. Sandy City secured a three-year mitigation grant to support wildfire prevention projects throughout the community. Efforts include removing dead vegetation, reducing tall grasses, and creating defensible space around properties. Chief McConaghie reported that three fires have occurred in the Dimple Dell area within the past three weeks, but crews were able to respond quickly and prevent the fires from reaching nearby homes.

Chief McConaghie emphasized the importance of coordination with forestry officials, state lands, and fire agencies when addressing wildfire risks. Residents were encouraged to create defensible space around their homes to help reduce the potential for fire spread.

The City has placed community-wide fireworks restriction signage throughout Sandy City. Chief McConaghie reported that Sandy City received 12 calls related to illegal fireworks use. Residents were reminded to call 911 for immediate emergencies involving fire or smoke and to use the non-emergency dispatch line for other fireworks concerns.

Chief McConaghie reported that Sandy City Fire has hired three new employees and is now fully staffed. The department is also awaiting delivery of a new brush truck and has budget approval for a new ambulance to replace aging equipment.

The Chief announced the second annual Firefighter Breakfast, scheduled for August at the new Fire Station 31 from 8:00 a.m. to 10:00 a.m.

Deputy Chief Mike Bullock reminded residents that vehicle-pedestrian accidents have been increasing and encouraged everyone to use caution, especially during the summer months when more pedestrians are outdoors.

Chief Jon Wilde with UFA provided an update in Chief Ken Aldridge's absence. He thanked the City for its communication and efforts regarding the fireworks ban and reported that some UFA personnel are currently assisting with wildfire response efforts in southern Utah.

Chief Wilde also discussed the importance of defensible space and encouraged residents to think of their properties in three zones:

- **Zone 1 (0–5 feet from the home):** Keep areas clear of combustible materials such as stacked firewood, outdoor furniture, and other items that could catch embers.
- **Zone 2 (5–30 feet from the home):** Reduce fire hazards by maintaining vegetation, keeping grasses short, and preventing dry vegetation buildup.
- **Zone 3 (30–100 feet from the home):** Reduce heavier brush and vegetation to limit potential fire spread.

It is encouraged that residents to continue wildfire prevention efforts and remain aware of conditions that could increase fire risk.

5. UNIFIED POLICE DEPARTMENT REPORT

Detective Josh Smith and Chief April Morse reported in today's meeting. They mentioned the White City 5k being very successful and that they are honored to help out with community events.

Detective Josh Smith provided a monthly report for the UPD. He reported 106 calls for service, resulting in 40 reports. Of those reports, six were handled over the telephone, one was submitted online, and the remaining reports were completed through in-person interactions. Detective Smith noted the value of officers continuing to engage directly with residents and work within the community.

Detective Smith reviewed reported incidents for recurring locations and did not identify any current patterns or problem addresses. There was an increase in traffic-related incidents, although most involved property damage only. A slight increase in domestic-related calls was also reported, with the majority not involving criminal activity.

Detective Smith reminded residents to be mindful of personal valuables and encouraged them to consider whether items are needed and to not leave valuables in vehicles to prevent theft.

Chief April Morse provided additional UPD updates, including the distribution of commemorative lapel pins celebrating the U.S. 250th anniversary. She noted that officers purchased the pins themselves and may wear them throughout the year.

Chief Morse reported that UPD has transitioned its information technology services away from the County. Although the transition had initial challenges, the system is now functioning more smoothly, with an anticipated savings of approximately \$1 million. She also provided an update on departmental restructuring, including the appointment of Justin Hoyle as Assistant Chief and the transition back to a civilian Human Resources Director, with interviews currently underway.

Residents were reminded that the UPD non-emergency number is 801-840-4000. Chief Morse clarified that Sandy City uses a separate dispatch system, and residents should continue to call 911 for emergencies.

UPD increased staffing throughout the holiday weekend to assist with fireworks enforcement and coordinated with UFA regarding procedures for addressing and, if necessary, confiscating illegal fireworks.

6. ACTION ITEMS

6.1 APPROVE MINUTES OF JUNE 4 & 11, 2026

MOTION: Council Member Linda Price **MOVED** to approve the Minutes of June 4, 2026 and June 11, 2026. The motion was **SECONDED** by Council Member Neil Mahoney. Mayor Perry called for discussion on the motion There being none, he called for a roll call vote.

Mayor Allan Perry	Aye
Council Member Neil Mahoney	Aye
Council Member Greg Shelton	Aye
Council Member Tyler Huish	Aye
Council Member Linda Price	Aye

The motion passed unanimously.

6.2 DISCUSSION AND POSSIBLE ACTION TO ADOPT ORDINANCE 2026-O-02 AMENDING TITLE 1 OF THE WHITE CITY MUNICIPAL CODE REGULATING GENERAL PROVISION CODE AMENDMENTS

The Council discussed the holiday hours language and questioned whether it applied to White City as they do not currently have an office. City Attorney, Cameron Platt, explained that the language could be removed if desired; however, the Council agreed to leave it in place for potential future use.

MOTION: Council Member Linda Price **MOVED** to adopt ordinance 2026-O-02, Amending Title 1 of the White City Municipal Code regarding general provision code amendments. The motion was **SECONDED** by Council Member Tyler Huish. Mayor Perry called for discussion on the motion There being none, he called for a roll call vote.

Mayor Allan Perry	Aye
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Council Member Neil Mahoney Aye
Council Member Greg Shelton Aye
Council Member Tyler Huish Aye
Council Member Linda Price Aye
The motion passed unanimously.

**6.3 DISCUSSION AND POSSIBLE ACTION TO ADOPT ORDINANCE 2026-O-03
AMENDING TITLE 11 CHAPTER 34 OF THE WHITE CITY MUNICIPAL CODE
REGULATING E-BIKES AND OTHER MOBILITY DEVICES**

The Council discussed proposed speed limits for e-bikes and other mobility devices, including whether to align with Salt Lake County's 20 mph limit or maintain White City's proposed 15 mph limit. After discussion, the Council supported keeping the maximum speed at 15 mph. The Council also reviewed provisions allowing riders under the age of 14 to use sidewalks when necessary while following applicable regulations.

MOTION: Council Member Tyler Huish **MOVED** to adopt ordinance 2026-O-03, Amending Title 11 Chapter 34 and to include optional sections 120 and 130 of the White City Municipal Code regulating e-bikes and other mobility devices. The motion was **SECONDED** by Council Member Neil Mahoney. Mayor Perry called for discussion on the motion There being none, he called for a roll call vote.

Mayor Allan Perry Aye
Council Member Neil Mahoney Aye
Council Member Tyler Huish Aye
Council Member Linda Price Aye
Council Member Greg Shelton Abstained
The motion passed 4-1 in favor.

**6.4 DISCUSSION AND POSSIBLE ACTION TO ADOPT RESOLUTION NO. 2026-07-01
APPOINTING MEMBERS TO THE BIG BEAR PARK MASTER PLAN COMMITTEE**

After discussion, Council decided that a closed discussion will be necessary and decided to move this to the end of the agenda.

MOTION: Council Member Neil Mahoney **MOVED** to table the discussion and possible action to adopt resolution No. 2026-07-01 appointing members to the Big Bear Park master plan committee to the end of the agenda. The motion was **SECONDED** by Council Member Linda Price. Mayor Perry called for discussion on the motion There being none, he called for a roll call vote.

Mayor Allan Perry Aye
Council Member Neil Mahoney Aye
Council Member Greg Shelton Aye
Council Member Tyler Huish Aye
Council Member Linda Price Aye
The motion passed unanimously.

7. COUNCIL REPORTS

7.1 Mayor Allan Perry

Greater Salt Lake Municipal Services District

Mayor Perry reported that the Salt Lake County Council has provided notice of its intent to withdraw from the MSD and SLVLESA. He also noted that MSD is planning a public finance training for council members and staff, tentatively scheduled for late August. Additionally, MSD continues its search for a Director of Finance and Economic Development.

Council of Governments

Nothing to report

Unified Police Department/SLVLESA

Mayor Perry announced the appointment of Assistant Chief Justin Hoyle. He also reported the contribution to the UPD budget decreased by approximately one-quarter this year. While the overall UPD budget increased by 1.44%, most of that increase was due to individual cities funding additional services specific to their communities. Mayor Perry expressed appreciation for UPD's efforts to maintain a relatively neutral budget overall.

7.2 Council Member Tyler Huish

Unified Fire Authority

Council Member Tyler Huish reported that the UFA budget has been approved.

Unified Fire Service Area

Council Member Tyler Huish reported that the budget and tax rate have been approved. He noted that there was no increase in the tax rate, with any additional tax revenue resulting solely from new growth within the service area. He also reported that overall revenues have increased compared to the previous fiscal year.

7.3 Council Member Linda Price

Mosquito Abatement District

Council Member Linda Price reported that the District approved its budget with no tax increase. The District is fully staffed with 25 seasonal employees and interns. Due to current water conditions, mosquito activity is more concentrated, and crews are focusing on increased treatment efforts, including residential fish and horse trough inspections, catch basin treatments, wetland monitoring, and weekly trap placement. She also noted that the District's black fly program is available to respond to screw worm concerns if needed.

Salt Lake County Animal Control

Council Member Price reported that there was no Animal Services meeting. She shared holiday safety reminders for pet owners, including keeping pets indoors during fireworks, walking them earlier in the day, ensuring identification is current, and providing a safe, secure place for pets during the evening.

7.4 Council Member Greg Shelton

Wasatch Front Waste & Recycling

Council Member Greg Shelton said he had no report as he was traveling and was unable to attend the meeting.

7.5 Council Member Neil Mahoney

White City Community Council

Council Member Neil Mahoney reported that the White City Community Council's annual 5K had a record turnout of approximately 100 participants. Preparations are also underway for the upcoming Car Parade and Last Blast of Summer events.

He provided a brief update on improvements to the Sego Lily corner lot, including volunteer landscaping efforts, irrigation planning, and pollinator garden installation, with work expected to begin in August.

Following a Council question regarding liability for the landscape agreement, City Attorney Cameron Platt, stated that he would review the matter further.

8. CITY ADMINISTRATOR REPORT

Rori Andreason, City Administrator, had nothing to report.

9. ATTORNEY REPORT

Cameron Platt, City Attorney, had nothing to report.

10. CLOSED SESSION TO DISCUSS CHARACTER, PROFESSIONAL COMPETENCE OR PHYSICAL OR MENTAL HEALTH OF AN INDIVIDUAL

Attendees: Mayor Allan Perry
Council Member Neil Mahoney
Council Member Greg Shelton
Council Member Tyler Huish
Council Member Linda Price
Rori Andreason, City Administrator
Cameron Platt, City Attorney

MOTION: Council Member Neil Mahoney **MOVED** to go into closed session as allowed under Utah Code Ann. 52-4-205 to discuss the character, professional competence or physical or mental health of an individual related to the Master Plan Park Committee, the motion was **SECONDED** by Council Member Linda Price. Mayor Perry called for discussion on the motion There being none, he called for a roll call vote. The vote was as follows:

Mayor Perry	Aye
Council Member Shelton	Aye
Council Member Huish	Aye
Council Member Price	Aye
Council Member Mahoney	Aye

The motion passed by unanimous vote.

The Council went into closed session at 8:30 p.m.

MOTION: Council Member Tyler Huish **MOVED** to reconvene into open session. The motion was **SECONDED** by Council Member Neil Mahoney. Mayor Perry called for discussion on the motion There being none, he called for a vote. The motion passed by unanimous vote.

The Council reconvened at 8:59 p.m.

**6.4 DISCUSSION AND POSSIBLE ACTION TO ADOPT RESOLUTION NO. 2026-07-01
APPOINTING MEMBERS TO THE BIG BEAR PARK MASTER PLAN COMMITTEE**

MOTION: Council Member Tyler Huish **MOVED** to adopt Resolution No. 2026-07-01 appointing members to the Big Bear Park Master Plan Committee with Section 3 called out specifically, the committee shall consist of 5 residents and 2 Council members as follows:

Council Member Greg Shelton
Council Member Linda Price

Residents:

Jason Malczyk
Christopher McDonald
Janene Cardenaz
Alexis Snider
Jamie Broadhead

The motion was **SECONDED** by Council Member Greg Shelton. Mayor Perry called for discussion on the motion There being none, he called for a roll call vote.

Mayor Allan Perry	Aye
Council Member Neil Mahoney	Aye
Council Member Greg Shelton	Aye
Council Member Tyler Huish	Aye
Council Member Linda Price	Aye

The motion passed unanimously.

10. ADJOURN

MOTION: Council Member Tyler Huish **MOVED** to adjourn. The motion was **SECONDED** by Council Member Linda Price. Mayor Perry called for the question, there being none, he called for a roll call vote.

Mayor Allan Perry	Aye
Council Member Neil Mahoney	Aye
Council Member Greg Shelton	Aye
Council Member Tyler Huish	Aye
Council Member Linda Price	Aye

The motion passed unanimously.

Mayor Perry declared the meeting adjourned at 9:01 p.m.

Rori L. Andreason, City Administrator/Recorder

Approved this 6th day of August 2026.

WHITE CITY, UTAH

RESOLUTION NO.: 2026-08-02

DATE: August 6, 2026

**A RESOLUTION OF THE WHITE CITY METRO TOWNSHIP COUNCIL
APPOINTING _____ TO SERVE AS WHITE CITY'S
MEMBER ON THE BOARD OF TRUSTEES OF THE UNIFIED FIRE
AUTHORITY AND UNIFIED FIRE SERVICE AREA**

Whereas, White City is a Municipality pursuant to Utah Code §§ 10-2a-401 *et seq.*

Whereas, White City is part of the Unified Fire Service Area ("UFSA"), a local district, and the Unified Fire Authority ("UFA"), an interlocal entity consisting of various municipalities and Salt Lake County, and

Whereas, White City has the right and legal responsibility to appoint a member of the Board of Trustees for UFSA and to the governing body of UFA, which appointment in the past has been Allan Perry, and

Whereas, on this date, the White City Council, the legislative body of White City elected by the voters of White City, has determined it is in the best interest of White City to appoint _____ as White City's member of the Board of Trustees of UFSA and the governing body of UFA.

THEREFORE, BE IT RESOLVED by the White City Council, the Council formally appoints _____ to serve as White City's member of the Board of Trustees of the Unified Fire Service Area and government body of the Unified Fire Authority; and

BE IT FURTHER RESOLVED the Council hereby directs staff to provide a copy of this Resolution to the Unified Fire Service Area and the governing body of the Unified Fire Authority to inform them of the appointment.

APPROVED AND ADOPTED in the White City, Salt Lake County, Utah this 6th day of August 2026.

BY:

Allan Perry, Mayor

ATTEST:

Rori L. Andreason, MMC
City Administrator/Recorder

VOTING

Mayor Allan Perry

Council Member Neil Mahoney

Council Member Greg Shelton

Council Member Linda Price

APPROVED AS TO FORM:

Cameron Platt
Attorney



Ordinance Amendment

Meeting Body: White City Council

Meeting Date: August 6, 2026

File Number & Project Type:

OAM2026-001644

Amending 15.08.011 of the White City Code to replace the 2006 Utah Wildland Urban Interface Code with the 2024 International Wildland Urban Interface Code.

Presenter:

Cameron Platt (Attorney)

Key Findings:

- HB41 (2026 general session) requires all municipalities to adopt this code.

Staff Recommendation:

Positive recommendation to the Planning Commission

Planning Commission

Recommendation:

Positive recommendation to the White City Council

Exhibits:

- A. Proposed ordinance

PROJECT DESCRIPTION

H.B. 41, passed by the Utah Legislature in 2026, has amended 15A-2-103 of the Utah Code to specify that the 2024 edition of the International Wildland-Urban Interface Code is the edition adopted by the State of Utah. This ordinance amendment is to keep White City Code in line with state code.

PUBLIC INPUT

No public comments have been received on this item prior to the planning commission meeting or during the public hearing.

ANALYSIS AND RECOMMENDATION

Analysis and Summary:

The 2024 edition of the International Wildland-Urban Interface Code (IWUIC) has been adopted by the State of Utah as being adopted and endorsed by the International Code Council. As a more up to date version of the code, the 2024 IWUIC acknowledges the use of currently available fire-resistant construction techniques and materials.

Recommendation:

Planning Staff recommended that the planning commission forward a positive recommendation to the Council for adoption.

PLANNING COMMISSION RECOMMENDATION:

On July 28, 2026, the White City Planning Commission provided a favorable recommendation of approval to the White City Council.

WHITE CITY, UTAH

ORDINANCE NO. 2026-O-05

DATE: August 6, 2026

AN ORDINANCE AMENDING SECTION 15.08.011 OF THE WHITE CITY MUNICIPAL CODE TO REPLACE THE 2006 UTAH WILDLAND-URBAN INTERFACE CODE WITH THE 2024 EDITION OF THE INTERNATIONAL WILDLAND-URBAN INTERFACE CODE TO COMPLY WITH H.B. 41

WHEREAS, on December 4, 2025, the White City Council (“**Council**”) adopted Ordinance 2025-O-06 to comply with H.B. 48, which the Utah Legislature passed in 2025; and

WHEREAS, among other things, Ordinance 2025-O-06 enacted Section 15.08.011 of the White City Municipal Code to adopt the 2006 Edition of the Utah Wildland-Urban Interface Code (“**2006 WUI Code**”); and

WHEREAS, during the 2026 Legislative Session, the Utah Legislature passed H.B. 41, which requires municipalities to replace the 2006 WUI Code with the 2024 edition of the International Wildland-Urban Interface Code (“**2024 WUI Code**”); and

WHEREAS, the White City Planning Commission held a duly noticed public hearing on July 28, 2026, to consider amending Section 15.08.011 of the White City Municipal Code to replace the 2006 WUI Code with the 2024 WUI Code; and

WHEREAS, after taking public comment on the proposed amendment, the White City Planning Commission issued a favorable recommendation to the Council; and

WHEREAS, after considering the White City Planning Commission’s recommendation, the Council desires to amend Section 15.08.011 of the White City Municipal Code to comply with H.B. 41.

NOW, THEREFORE, IT IS HEREBY ORDAINED by the White City Council:

1. Amendment: Section 15.08.011 of the White City Municipal Code is repealed in its entirety and enacted to read as follows:

15.08.011 2024 International Wildland-Urban Interface Code

The 2024 International Wildland-Urban Interface Code, along with any amendments and appendices, shall apply to those areas within the City that the Council designates as wildland-urban interface areas in the City’s official Wildland-Urban Interface Map.

2. Severability: If a court of competent jurisdiction determines that any part of this Ordinance is unconstitutional or invalid, then such portion of this Ordinance, or specific application of this Ordinance, shall be severed from the remainder, which shall continue in full force and effect.

3. Direction to Mayor and Staff: The Mayor and staff are authorized and directed to take such steps as may be needed: (a) for this Ordinance to become effective under Utah law, including but not limited to compliance with the requirements of Utah Code § 10-3-711; and (b) to finalize and post the Ordinance to Municode, including but not limited to making non-substantive edits to correct any scrivener's, formatting, and numbering errors.
4. Effective Date: This Ordinance shall become effective immediately upon its posting.

[execution on following page]

ADOPTED AND APPROVED at a duly called meeting of the White City Council on this
____ day of _____, 2026.

WHITE CITY COUNCIL

By: Allan Perry, Mayor

ATTEST

Rori Andreason, Recorder

Voting:

Mayor Allan Perry voting	_____
Council Member Mahoney voting	_____
Council Member Price voting	_____
Council Member Shelton voting	_____

(Complete as Applicable)

Date ordinance summary was posted to the White City website, the Utah Public Notice website,
and in a public place within White City per Utah Code §10-3-711: _____

Effective date of ordinance: _____

**SUMMARY OF
WHITE CITY
ORDINANCE NO. 2026-O-05**

On August 6, 2026, the White City Council enacted Ordinance No. 2026-O-05, which amends Section 15.08.011 of the White City Municipal Code to replace the 2006 Utah Wildland-Urban Interface Code with the 2024 International Wildland-Urban Interface Code to comply with H.B. 41.

WHITE CITY COUNCIL

By: Allan Perry, Mayor

ATTEST

Rori Andreason, Recorder

Voting:

Mayor Allan Perry voting	_____
Council Member Mahoney voting	_____
Council Member Price voting	_____
Council Member Shelton voting	_____

A complete copy of Ordinance No. 2026-O-05 is available in the office of the White City Clerk, 860 Levoy Drive, Suite 300, Taylorsville, Utah 84123.

WHITE CITY COUNCIL

ORDINANCE NO. 2026-O-5

DATE: August 6, 2026

AN ORDINANCE ENACTING THE TIE-BREAKING PROCEDURE AS DESCRIBED IN UTAH CODE ANN. § 20A-1-510(3)(e)(i) and (ii)

WHEREAS, Utah Code Ann. § 20A-1-510 governs the filling of a midterm vacancy in the office of municipal executive or a member of a municipal legislative body, and requires the municipal legislative body to appoint a qualified registered voter to fill the unexpired term; and

WHEREAS, Utah Code Ann. § 20A-1-510(3)(e) requires that, before the meeting at which the municipal legislative body interviews candidates and acts to fill such a vacancy, the body pass a resolution or ordinance identifying a fair and transparent method that the body will use to break ties by lot in the circumstances described in Subsections 20A-1-510(3)(e)(i) and (ii); and

WHEREAS, Utah Code Ann. § 20A-1-510(4)(d) provides that the breaking of a tie by lot is to be conducted by the municipal clerk or recorder, at a public meeting, in the presence of the municipal legislative body; and

WHEREAS, the City Council of White City finds that adopting a standing method by ordinance – rather than a separate resolution before each vacancy – best ensures a fair, transparent, orderly, and predictable process in which each tied candidate has an equal chance of elimination; and

WHEREAS, the Council finds that this ordinance is in the best interests of the residents of White City;

NOW, THEREFORE, IT IS HEREBY ORDAINED by the Council of White City as follows:

Title 2 Chapter 5 Mid-Term Vacancy

2.05.010 Purpose.

The purpose of this ordinance is to establish, in advance and by ordinance, the fair and transparent method the Municipal Legislative Body will use to break ties by lot when filling a midterm vacancy in a municipal office under Utah Code Ann. § 20A-1-510, as required by Subsection 20A-1-510(3)(e). This ordinance is intended to satisfy that statutory requirement and to be applied consistent with Section 20A-1-510 as it may be amended.

2.05.020 Definitions.

As used in this ordinance:

- (a) “**Candidate**” means an individual whose name is submitted for consideration, and who meets the qualifications for office, to fill a midterm vacancy under Utah Code Ann. § 20A-1-510.
- (b) “**Clerk**” means the White City clerk or recorder, or that officer’s designee acting under 2.05.060.

- (c) **“Council”** or **“Municipal Legislative Body”** means the Council of White City, being the municipal legislative body that acts to fill a midterm vacancy under Utah Code Ann. § 20A-1-510.
- (d) **“Elimination by lot”** means selection by a random draw conducted under 2.05.060 in which the Candidate whose token is drawn is eliminated, and in which each remaining tied Candidate has an equal chance of elimination.
- (e) **“Fair and transparent method”** means the by-lot procedure set out in 2.05.040 through 2.05.060, which gives each tied Candidate an equal chance of elimination, is conducted in public and in the presence of the Council, and affords each affected Candidate and the public notice of, and an opportunity to observe, the drawing.
- (f) **“Lot”** means a method of random chance, conducted under 2.05.060, by which no Candidate has any advantage over another and the outcome cannot be predicted or influenced by any person.
- (g) **“Presiding Officer”** means the Mayor or, in the Mayor’s absence, the member of the Council designated to preside.

2.05.030 When this ordinance applies.

- (a) This ordinance applies whenever, in the course of filling a midterm vacancy in a municipal office under Utah Code Ann. § 20A-1-510, a tie among Candidates must be resolved so that the Council can proceed under Subsection 20A-1-510(4).
- (b) Specifically, the method in this ordinance applies:
 - (i) in the event of a tie between three or more Candidates, to eliminate Candidates by lot until only two Candidates remain, as described in 2.05.050; and
 - (ii) in the event that one Candidate receives the most votes, but not a majority of the votes, and two or more Candidates tie for receiving the second most votes, to eliminate the Candidates tied for the second most votes by lot until only one of the tied Candidates remains, as described in 2.05.050.
- (c) This ordinance governs the breaking of ties **by lot**. It does not govern the coin toss between two Candidates required by Utah Code Ann. § 20A-1-510(4)(c) when neither Candidate receives a majority on the second vote; the manner of conducting that coin toss is prescribed by 2.05.060(g).
- (d) Consistent with Utah Code Ann. § 20A-1-510(6)(c), the tie-breaking provisions of this ordinance do not apply if the tie can be broken by the vote of the Mayor under Utah Code Ann. § 20A-1-510(6)(b)(iii). The by-lot method applies only after any such mayoral tie-breaking authority has been exhausted or is unavailable.

2.05.040 General principles governing the drawing.

- (a) **Equal chance.** In every drawing under this ordinance, each tied Candidate shall have an equal chance of elimination. The tokens representing the tied Candidates shall be identical in size, shape, weight, feel, and appearance, and shall be concealed so that they cannot be distinguished by the person drawing.
- (b) **Transparency.** Each drawing shall be conducted openly, in the presence of the Council, at a public meeting, and in a manner that allows those present to observe that

the tokens are identical, that all tied Candidates are represented, and that the draw is random.

- (c) **No predictability or influence.** No person may arrange, mark, or handle the tokens or the receptacle in a manner that gives any Candidate an advantage or that allows the outcome to be predicted or influenced.

2.05.050 Method for breaking ties by lot.

- (a) **Scenario (i) — tie among three or more Candidates (narrowing to two).** When three or more Candidates are tied and the tie must be resolved so that only two Candidates remain, the Clerk shall conduct successive elimination-by-lot draws under 2.05.060 as follows:

- (1) The Clerk shall prepare one identical token for each tied Candidate, place all such tokens in the receptacle, and draw one token at random.
- (2) The Candidate whose token is drawn is eliminated.
- (3) If more than two Candidates remain tied after a draw, the Clerk shall repeat the process using only the tokens of the Candidates who remain, until exactly two Candidates remain.
- (4) The two Candidates who remain after the draws are the two Candidates between whom the Council proceeds under Utah Code Ann. § 20A-1-510(4)(b).

- (b) **Scenario (ii) — one Candidate leads without a majority and two or more tie for second (narrowing the second-place tie to one).** When one Candidate has received the most votes but not a majority, and two or more Candidates are tied for the second most votes, the Clerk shall conduct successive elimination-by-lot draws under 2.05.060 as follows:

- (1) Only the Candidates tied for the second most votes shall participate in the drawing. The Candidate who received the most votes does not participate and advances automatically.
- (2) The Clerk shall prepare one identical token for each Candidate tied for second, place all such tokens in the receptacle, and draw one token at random.
- (3) The Candidate whose token is drawn is eliminated.
- (4) If more than one Candidate remains among those tied for second after a draw, the Clerk shall repeat the process using only the tokens of the Candidates who remain, until only one of the tied Candidates remains.
- (5) The single Candidate who remains from the second-place tie, together with the Candidate who received the most votes, are the two Candidates between whom the Council proceeds under Utah Code Ann. § 20A-1-510(4)(b).

2.05.060 Conduct of the drawing.

- (a) **Who conducts.** Each drawing shall be conducted by the Clerk, at a public meeting, in the presence of the Council, as required by Utah Code Ann. § 20A-1-510(4)(d). If the Clerk is unavailable, the Clerk's designee, who shall be a disinterested municipal officer or employee, shall conduct the drawing.

- (b) **Notice and opportunity to observe.** Each Candidate involved in the tie shall be given notice of, and an opportunity to attend and observe, the drawing, or to send a representative to observe, and the drawing shall occur at a meeting open to the public. The drawing shall be conducted so that those present can observe each step.
- (c) **Tokens.** For each drawing, the Clerk shall prepare one token for each participating Candidate. Each token shall bear the name of one Candidate, shall be folded, enclosed, or otherwise concealed in an identical manner, and shall be identical to every other token in the drawing in all respects other than the concealed name.
- (d) **Verification.** Before each draw, the Clerk shall display the tokens, confirm on the record that one token has been prepared for each participating Candidate and that the tokens are identical and indistinguishable by touch or sight, and invite the Candidates present, or their representatives, to inspect the tokens and the receptacle.
- (e) **Receptacle and draw.** The Clerk shall place the tokens in an opaque receptacle, mix them so that their order cannot be known, and, without looking into the receptacle, draw a single token at random. The Clerk shall then announce and display the name on the drawn token.
- (f) **Successive draws.** Where this ordinance requires successive draws, each subsequent draw shall be conducted in the same manner using new or re-verified identical tokens for only the Candidates who remain, and each draw shall begin only after the result of the prior draw has been announced and recorded.
- (g) **Coin toss under Subsection 20A-1-510(4)(c).** If, after the second vote, neither of the two Candidates receives a majority vote of the Council, the vacancy shall be determined by a coin toss between the two Candidates, conducted by the Clerk, at a public meeting, in the presence of the Council. The Clerk shall assign one side of a single, fair coin to each Candidate on the record, announce the assignment before the toss, toss the coin so that it rotates freely and lands without interference, and announce the result. The Candidate whose assigned side faces up is selected to fill the vacancy.

2.05.070 Record and public disclosure.

- (a) The Clerk shall record in the minutes of the meeting, for each drawing or coin toss conducted under this ordinance: the names of the Candidates who participated; the verification performed under 2.05.060(d); the result of each draw or toss in the order conducted; and the Candidate or Candidates eliminated or selected.
- (b) The result of each drawing and coin toss, and the outcome of any vote of the Council taken under Utah Code Ann. § 20A-1-510, shall be immediately disclosed to the public, and any vote of the Council shall disclose how each member voted, consistent with Utah Code Ann. § 20A-1-510(4)(e).

2.05.080 Construction and conflict with state law.

This ordinance shall be construed to comply with Utah Code Ann. § 20A-1-510. If any provision of this ordinance conflicts with Section 20A-1-510 or other applicable state law, the state law controls, and the remaining provisions of this ordinance shall be applied to

give effect to the statute's requirement of a fair and transparent method in which each tied Candidate has an equal chance of elimination.

2.05.090 Severability.

If any provision of this ordinance, or its application to any person or circumstance, is held invalid, the invalidity does not affect other provisions or applications that can be given effect without the invalid provision or application, and to this end the provisions of this ordinance are severable.

[execution on following page]

ADOPTED AND APPROVED at a duly called meeting of the White City Council on this
____ day of _____, 2026.

WHITE CITY COUNCIL

By: Allan Perry, Mayor

ATTEST

Rori Andreason, City Recorder

Voting:

Mayor Perry voting	_____
Council Member Mahoney voting	_____
Council Member Price voting	_____
Council Member Shelton voting	_____

(Complete as Applicable)

Date ordinance summary was posted to the White City website, the Utah Public Notice website,
and in a public place within White City per Utah Code §10-3-711: _____

Effective date of ordinance: _____

**SUMMARY OF
WHITE CITY
ORDINANCE NO. 2026-O-XXXX**

On XXXXXX, 2026, the White City Council enacted Ordinance No. 2026-O-XXXX, which adopts the tie-breaking procedure as described in Utah Code Ann. § 20A-1-510(3)(e)(i) and (ii)

WHITE CITY COUNCIL

By: Allan Perry, Mayor

ATTEST

Rori Andreason, City Recorder

Voting:

Mayor Perry voting	_____
Council Member Mahoney voting	_____
Council Member Price voting	_____
Council Member Shelton voting	_____

A complete copy of Ordinance No. 2026-O-XXXX is available in the office of the White City Recorder, 860 Levoy Drive, Suite 300, Taylorsville, Utah 84123.

INTERLOCAL COOPERATION AGREEMENT
between
SANDY CITY
and
WHITE CITY

FOR STORMWATER IMPROVEMENTS

THIS INTERLOCAL COOPERATION AGREEMENT ("Agreement") is made and entered into this ___ day of _____, 2026 (the "Effective Date") between SANDY CITY, a municipal corporation of the State of Utah ("Sandy"), and WHITE CITY METRO TOWNSHIP, a municipal corporation of the State of Utah ("White City"). Sandy and White City are referred to individually herein as a "Party" and collectively referred to herein as the "Parties."

WITNESSETH:

WHEREAS, Utah Code Ann. §11-13-101, *et seq.* (the "Interlocal Cooperation Act"), authorizes public agencies to enter into joint agreements with each other on a basis of mutual advantage to provide services and facilities in a manner consistent with best geographic, economic, population, and other factors influencing the needs and development of local communities; and

WHEREAS, White City operates and maintains a stormwater system (the "Stormwater System"), with some of the Stormwater System facilities being located within Sandy's municipal boundaries; and

WHEREAS, a portion of the Stormwater System within Sandy's municipal boundaries needs to be repaired/replaced; and

WHEREAS, White City has asked Sandy to repair/replace the damaged storm drain (the "Work") at White City's cost; and

WHEREAS, Sandy and White City have agreed that the Work will be performed pursuant to this Agreement, which sets forth the respective obligations of the Parties for performance and cost-sharing to complete the Work.

AGREEMENT:

NOW, THEREFORE, for and in consideration of the mutual promises, covenants, and provisions contained herein, the Parties mutually hereby agree as follows:

1. The Work; Procurement. The Work shall be performed by a contractor selected by Sandy. The Work shall include the storm drain repair/replacement as shown in **Exhibit A** of

this Agreement, attached hereto and incorporated herein by this reference. The Work shall be procured/contracted via change order to an existing contract or other procurement that meets applicable laws, ordinances, rules and procedures applicable to Sandy construction projects.

2. Term; Early Termination.

(a) The term of this Agreement begins on the Effective Date and shall terminate as follows: (i) two years after the Effective Date if Sandy has not contracted or approved a change order for the Work within that time; or (ii) when the Work is fully completed and accepted by White City, and all funds have been paid/returned to the appropriate Party pursuant to this Agreement.

(b) Upon written notice to the other Party, either Party may terminate this Agreement at any time prior to award of a construction contract or approval of a change order for the Work.

3. Access. White City hereby grants to Sandy all required permission and access for the Work to be performed in accordance with this Agreement.

4. Procurement. Sandy's selected contractor is Lyndon Jones Construction, and the selected contractor's estimate for the Work is \$86,995.00 (the "Estimated Cost") as shown in **Exhibit A**.

5. Deposit. Within thirty (30) days after the Effective Date, White City shall deposit with Sandy an amount (the "Deposit") equal to one hundred percent (100%) of the Estimated Cost.

6. Use of Deposit; Actual Cost.

(a) Sandy shall require its contractor to submit pay requests for performance of the Work, and Sandy shall pay them using the Deposit, less any standard retention held in accordance with Sandy ordinances, rules, regulations and policies generally applicable to similar Sandy construction projects.

(b) White City shall be responsible for the actual cost of the Work. If the actual cost of the Work is greater than the Deposit, White City shall pay the additional amount required within thirty (30) days of receiving an invoice from Sandy. If the actual cost of the Work is less than the Deposit, Sandy will refund the excess amount within thirty (30) days of verifying the final cost of the Work.

7. Construction Management, Contract Administration, and Inspection.

(a) Sandy shall perform all construction management and contract administration relating to the Work at no additional cost to White City. Sandy shall manage and administer the construction contract in accordance with Sandy's ordinances, rules, regulations and policies generally applicable to Sandy construction projects and the Work.

(b) Sandy shall perform inspections of the Work. White City may perform inspections and shall have access at all times to visit and inspect the site during performance of the Work. Communication with Sandy's contractor shall be through Sandy, and White City shall not coordinate directly with Sandy's contractor. White City shall inform Sandy's representative of all communications that may affect the cost or schedule of the Work.

8. Modifications and Change Orders.

(a) White City agrees that if it modifies or cancels this Agreement at any time after it has been signed, White City shall pay all cancellation penalties and costs incurred by Sandy as a result of the Work being modified or cancelled.

(b) White City shall be responsible for all actual costs associated with the Work. Costs incurred by Sandy as a result of Work scope or schedule changes will be the responsibility of White City. Sandy may approve change orders for the Work in its sole discretion; however, Sandy shall consult with White City prior to approving any change order affecting the schedule or cost of the Work. White City shall promptly respond to any changed site conditions affecting the Work with reasonable modifications as needed to keep the Work on schedule.

(c) White City shall notify Sandy of any desired revisions or additions to the Work scope, and Sandy shall determine, in its sole discretion, whether such changes or additions may be incorporated. If White City requests changes or additions, and Sandy determines to incorporate such changes or additions, a modification to this Agreement approved in writing by the Parties hereto and an increase to the Deposit is required prior to the start of work on any requested changes or additions. If the changes in the scope are associated with changed site conditions or other emergency, work may commence immediately, and the costs may be paid from the Deposit; upon reasonable request from Sandy, White City shall replenish the Deposit to one hundred percent (100%) of the remaining Work within fifteen (15) days of such request.

9. Ownership, Operation, and Maintenance of the System. Nothing in this Agreement shall affect the ownership, operation and maintenance of the Stormwater System.

10. General Provisions. The following provisions are also an integral part of this Agreement:

(a) *Binding Agreement.* This Agreement shall be binding upon and shall inure to the benefit of the successors and assigns of the respective Parties hereto.

(b) *Captions.* The headings used in this Agreement are inserted for reference purposes only and shall not be deemed to define, limit, extend, describe, or affect in any way the meaning, scope or interpretation of any of the terms or provisions of this Agreement or the intent thereof.

(c) *Counterparts*. This Agreement may be signed in any number of counterparts with the same effect as if the signatures upon any counterpart were upon the same instrument. All signed counterparts shall be deemed to be one original.

(d) *Liability and Indemnification*. The Parties are both governmental entities under the “Governmental Immunity Act of Utah” (Utah Code Ann. §63G-7-101, et seq.) (the “Act”). Consistent with the terms of the Act, and as provided herein, it is mutually agreed that each Party is responsible and liable for its own wrongful or negligent acts which are committed by it or by its agents, officials, or employees. Neither Party waives any defenses otherwise available under the Act nor does any Party waive any limits of liability currently provided by the Act.

(e) *Severability*. The provisions of this Agreement are severable, and should any provision hereof be deemed void, voidable, unenforceable or invalid, such void, voidable, unenforceable or invalid provision shall not affect the other provisions of this Agreement, and those other provisions shall remain in full force and effect.

(f) *Waiver of Breach*. Any waiver by either Party of any breach of any kind or character whatsoever by the other Party, whether such breach be direct or implied, shall not be construed as a continuing waiver of, or consent to any subsequent breach of this Agreement.

(g) *Amendment*. This Agreement may not be modified except by an instrument in writing signed by the Parties hereto.

(h) *Interpretation*. This Agreement shall be interpreted, construed and enforced according to the substantive laws of the State of Utah. This Agreement is the result of arms-length negotiations between the Parties, and both Sandy and White City have had substantive input regarding the various provisions of this Agreement. Accordingly, each of the Parties affirms its desire that this Agreement be interpreted in an absolutely neutral fashion with no regard to any rule of interpretation (or the like) requiring that the provisions of this Agreement be construed to favor of the non-drafting Party.

(i) *Notice*. Any notice required or permitted to be given hereunder shall be deemed sufficient if given by any communication in writing and shall be deemed to have been received (a) upon personal delivery or actual receipt thereof, or (b) within three (3) days after such notice is deposited in the United States Mail, postage prepaid, and certified and addressed to the Parties as set forth below:

White City: White City Metro Township
Attn: Allan Perry
10467 S Carnation Drive
Sandy, UT 84094

Sandy: Sandy City Public Works Director
8775 S 700 W
Sandy, UT 84070

Copy to: Sandy City Attorney's Office
10000 Centennial Parkway, Suite 301
Sandy, UT 84070

(j) *Assignment*. Neither Party may assign its rights or delegate its duties under this Agreement to any other person(s) or entity(ies) without prior written consent of the other Party.

(k) *Survival*. All of the Parties' respective representations, covenants, warranties, and obligations including, without limitation, any obligation to indemnify, set forth herein shall survive the Termination of this Agreement.

(l) *Exhibits and Recitals*. The recitals set forth above and all exhibits to this Agreement are incorporated herein to the same extent as if such items were set forth herein in their entirety within the body of this Agreement.

(m) *Interlocal Cooperation Act*. In satisfaction of the requirements of the Interlocal Cooperation Act, and in connection with this Agreement, the Parties hereby agree as follows:

(i) This Agreement shall be approved by each Party pursuant to Section 11-13-202.5 of the Interlocal Cooperation Act;

(ii) This Agreement shall be reviewed as to proper form and compliance with applicable law by a duly authorized attorney on behalf of each Party, pursuant to Section 11-13-202.5 of the Interlocal Cooperation Act;

(iii) A duly executed original counterpart of this Agreement shall be filed with the keeper of records of each Party, pursuant to Section 11-13-209 of the Interlocal Cooperation Act;

(iv) Except as otherwise specifically provided herein, each Party shall be responsible for its own costs of any action taken pursuant to this Agreement, and for any financing of such costs; and

(v) No separate legal entity is created by the terms of this Agreement. To the extent that this Agreement requires administration other than as set forth herein, it shall be administered by a joint board of the representatives for both White City and Sandy, or their designees. No real or personal property shall be acquired jointly by the Parties as a result of this Agreement. To the extent that a Party acquires, holds or disposes of any real or personal property for use in the joint or cooperative undertaking contemplated by this Agreement, such Party shall do so in the same manner that it deals with other property of such Party.

(n) *Protection of the Scrivener*. No provision of this Agreement, nor any ambiguities that may be contained within this Agreement, shall be construed against any Party on the grounds that such Party or Party's counsel drafted the provision at issue or that the provision at issue contains a covert, representation or warranty of such Party.

IN WITNESS WHEREOF, the Parties hereto enter into this Agreement as of the date first written above.

SANDY CITY

By: _____
Mayor Monica Zoltanski

Date: _____

Attest:

By: _____
Sandy City Recorder

Approved as to Legal Form:

By: _____
Sandy City Attorney

WHITE CITY METRO TOWNSHIP

By: _____

Its: _____

Date: _____

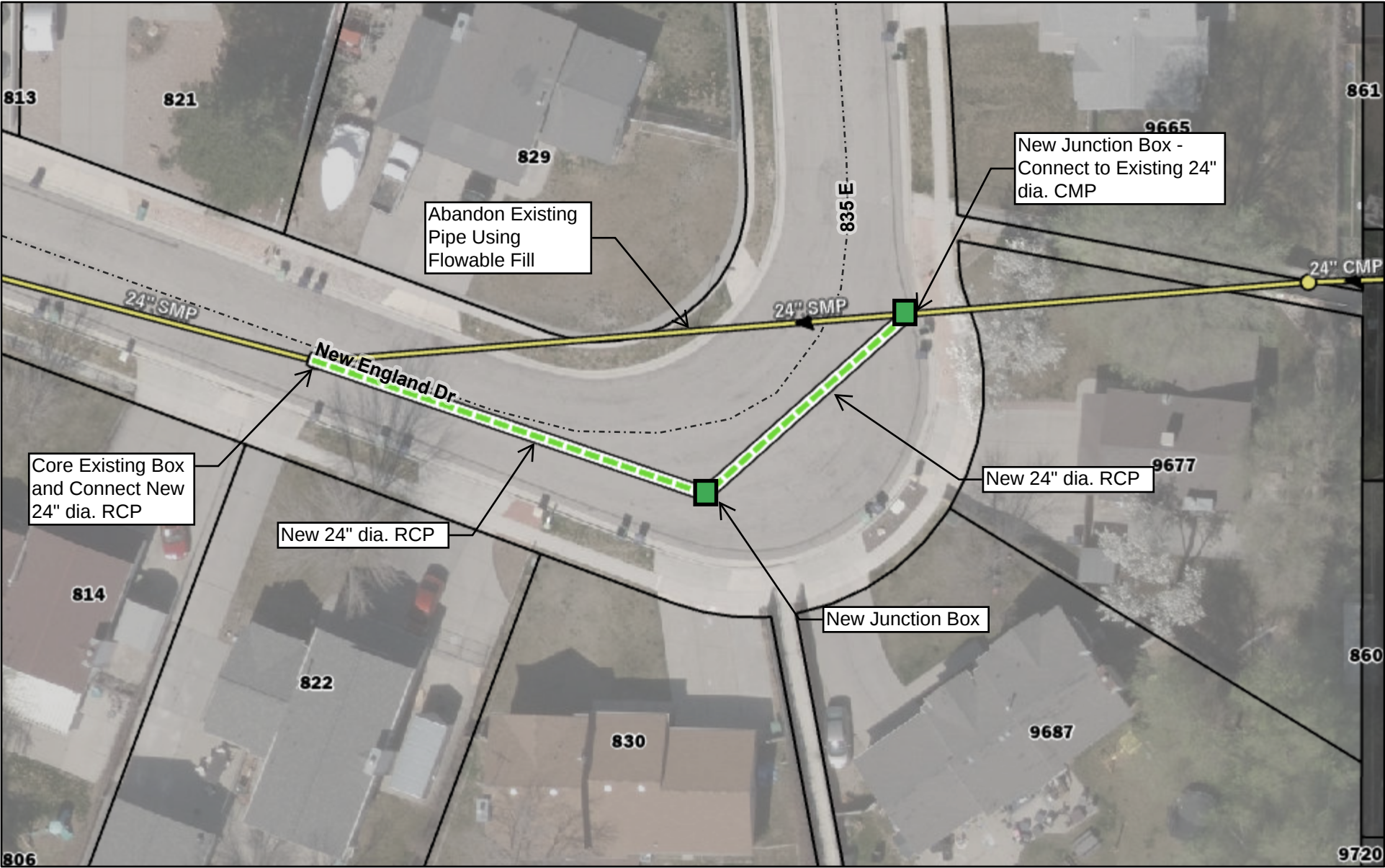
Approved as to Legal Form:

By: _____
White City Attorney

EXHIBIT A
(The Work and Estimated Cost)

DRAFT

Exhibit A



7/22/2026, 11:14:38 AM

Storm Drain - Design Pipes

Design

Manholes

Other City

Other City

Address Labels

Parcels

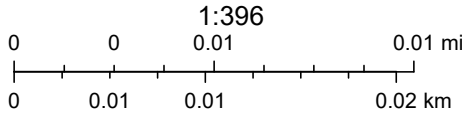
Street Names

Outside City Shade

Aerial White Mask

Aerials._2026.Sandy_4Band_3in

- Red: Band_1
- Green: Band_2
- Blue: Band_3



Costs for New England Drive Storm Drain

Description: White City desires to install a new storm drain in New England Drive due to a collapse in the existing storm drain as shown on Exhibit A drawing. Below are the costs for the New England Drive Storm Drain improvements.

Unit Price:

Item No.	Item Description	Quantity Unit	Unit Price	Amount
C-1	Mobilization (Schedule C)	1 LUMP SUM	\$3,795.00	\$3,795.00
C-2	Traffic Control and Pedestrian Safety (Schedule C)	1 LUMP SUM	\$2,645.00	\$2,645.00
C-3	Quality Control and Materials Testing (Schedule C)	1 LUMP SUM	\$2,875.00	\$2,875.00
C-4	24" Dia. RCP (Class III)	180 LINEAR FEET	\$175.20	\$31,536.00
C-5	4' x 4' Junction Box	2 EACH	\$8,680.00	\$17,360.00
C-6	8" Untreated Base Course	1,080 SQUARE FEET	\$5.80	\$6,264.00
C-7	4" Asphalt Pavement Restoration	1,080 SQUARE FEET	\$9.10	\$9,828.00
C-8	Plug/Abandon Existing Storm Drain	1 LUMP SUM	\$9,260.00	\$9,260.00
C-9	Concrete Collar at Finish Grade	3 EACH	\$1,144.00	\$3,432.00
TOTAL				\$86,995.00

Measurement and Payment:

1. Item No. C-1 – Mobilization (Schedule C)

- a. **General** This bid item is provided to cover CONTRACTOR's cost for general and miscellaneous responsibilities and operations not normally attributed to any other single bid item within this schedule.
- b. **Method of Measurement** Mobilization shall not be measured, but shall be paid for on a lump sum basis.
- c. **Basis of Payment** Includes all labor, equipment, and materials as required in the contract documents for this item, including but not limited to, mobilization; demobilization; videotaping site conditions prior to construction and after completing construction; temporary facilities; obtaining any additional permits (including a Sandy City Public Works Road Cut Permit); miscellaneous responsibilities and operations not normally attributed to any other single bid item to complete the project; and all other

applicable work and incidentals as required in the Measurement and Payment Summary, drawings, and specifications.

For purposes of payment, Mobilization will be paid for on a percent complete basis as summarized in the table below:

Partial Payment	Amount	When Paid
1 st	20 percent of item lump sum price.	With 1 st pay request.
2 nd	50 percent (up to 70 percent total) of item lump sum price.	When contract is at least 30 percent complete.
3 rd	20 percent (up to 90 percent) of item lump sum price.	When contract is at least 70 percent complete.
4 th	10 percent (up to 100 percent) of item lump sum price.	With final pay request when project is complete.

2. Item No. C-2 – Traffic Control and Pedestrian Safety (Schedule C)

- a. **Method of Measurement** This item will not be measured but shall be paid for on a lump sum price basis.
- b. **Basis of Payment** Includes all labor, equipment, and materials as required in the contract documents for this item, including but not limited to, developing and maintaining a traffic control plan in accordance with requirements from Sandy City; maintaining smooth vehicular and pedestrian traffic flow on the local streets and sidewalks during the time of construction, including but not limited to: signage, barriers, electronic message boards, warning devices, flaggers, and cleaning roads and sidewalks to maintain a clean condition with no accumulation of dirt, debris or other foreign objects; and all other applicable work and incidentals as required in the Measurement and Payment, drawings, and specifications.

For purposes of payment, Traffic Control and Pedestrian Safety will be paid for on a percent complete basis as summarized in the table below:

Partial Payment	Amount	When Paid
1 st	20 percent of item lump sum price.	With 1 st pay request.
2 nd	50 percent (up to 70 percent total) of item lump sum price.	When contract is at least 30 percent complete.
3 rd	20 percent (up to 90 percent) of item lump sum price.	When contract is at least 70 percent complete.
4 th	10 percent (up to 100 percent) of item lump sum price.	With final pay request when project is complete.

3. Item No. C-3 – Quality Control and Materials Testing (Schedule C)

- a. **Method of Measurement** This item will not be measured but shall be paid for on a lump sum price basis.
- b. **Basis of Payment** Includes all labor, equipment, and materials as required in the contract documents for this item, including but not limited to, quality control and testing required for asphalt, concrete, road base, and backfill material; and all other applicable work and incidentals as required in the Measurement and Payment, drawings, and specifications.

For purposes of payment, Quality Control and Materials Testing will be paid for on a percent complete basis as summarized in the table below:

Partial Payment	Amount	When Paid
1 st	20 percent of item lump sum price.	With 1 st pay request.
2 nd	50 percent (up to 70 percent total) of item lump sum price.	When contract is at least 30 percent complete.
3 rd	20 percent (up to 90 percent) of item lump sum price.	When contract is at least 70 percent complete.
4 th	10 percent (up to 100 percent) of item lump sum price.	With final pay request when project is complete.

4. Item No. C-4 – 24” Dia. RCP (Class III)

- a. **Method of Measurement** This item shall be measured by the lineal foot measured along the center line of the pipe between horizontal stationing distances of the installed and accepted pipe from inside wall to inside wall of manholes and boxes. Please note that measured length of installed pipe does not include length through manholes and boxes.
- b. **Basis of Payment** This item shall be paid for at the contract unit price per lineal foot of storm drain accepted in place. Payment shall be considered complete compensation for all labor, equipment, and materials, including but not limited to: initial saw cut for excavation; excavation; dewatering; bypass piping and pumping as required; shoring; furnishing and installing pipe of the material, size and class indicated, including couplings, gaskets, adapters, and plugs; connection to existing structures where applicable, backfilling with import granular bedding material, pipe zone material, and import trench backfill material; compaction; removal and disposal of excavated material; protection of buried utilities; potholing; excavating and coordinating looping and/or rerouting of any affected utilities (either temporarily or permanently) other than utilities already listed in bid schedule; management of storm water during construction; measures to protect the new pipeline from being damaged or filled with sediment from runoff during construction; connection of the existing infrastructure to the new infrastructure; pipe cutting; field closures; cleaning new pipe and post-construction video

inspection; commissioning pipelines; and all other operations and materials required to complete the item in accordance with the plans, technical specifications, and Sandy City standards.

Note that there will be no payment for over excavation unless approved in written form by the Engineer prior to the excavation.

5. Item No. C-5 – 4' x 4' Junction Box

- a. **Method of Measurement** This item shall be measured per each junction box installed and accepted in place. Measurement shall be by actual field count of each type of installed structure identified on the bid schedule.
- b. **Basis of Payment** Includes all labor, equipment, and materials as required in the contract documents for these items, including but not limited to: potholing; initial saw cut for excavation; pavement removal; shoring; excavation; removal and disposal of excess excavated material; dewatering; coordination with entities for utility relocations, furnishing and installing structure; reinforced concrete; supplying and installing frames, grates, and covers; pipe-to-structure collar; grouting; connection to existing and/or new pipes; backfilling; compaction; cleaning and placing structure in service; and all other operations and materials required to complete the item in accordance with the plans, technical specifications, and Sandy City standards.

6. Item No. C-6 – 8" Untreated Base Course

- a. **Method of Measurement** This item shall be measured by the square foot of installed and accepted in place Untreated Base Course (UBC).
- b. **Basis of Payment** Includes all labor, equipment, and materials as required in the contract documents for this item, including but not limited to: supply of material; hauling; transporting; distribution; compaction; grading to line and grade of material, preparation for asphalt or concrete; and all other operations and materials required to complete the item in accordance with the plans, technical specifications, and Sandy City standards.

7. Item No. C-7 – 4" Asphalt Pavement Restoration

- a. **Method of Measurement** This item shall be measured by the square foot of asphalt placed.
- b. **Basis of Payment** Includes all labor, equipment, and materials as required in the contract documents for this item, including but not limited to saw cutting; furnishing, placing and compacting asphalt pavement; tack coat; adjusting all street fixtures not specified elsewhere to final grade; and all other operations and materials required to complete the item in accordance with the plans, technical specifications, and Sandy City standards.

8. Item No. C-8 – Plug/Abandon Existing Storm Drain

- a. **Method of Measurement** This item shall be measured per each location where the existing storm drain is plugged and abandoned, as shown in the drawings.

- b. **Basis of Payment** This item shall be paid for at the contract unit price per each location where the existing storm drain is plugged and abandoned. Payment shall be considered complete compensation for all labor, equipment and materials including but not limited to: excavation; dewatering, shoring, and removal and disposal of excavation materials; plugging the existing storm drain pipe with concrete; backfilling with import trench backfill material; compaction; and all other operations and materials required to complete the item in accordance with the plans, technical specifications, and Sandy City standards.

9. Item No. C-9 – Concrete Collar at Finish Grade

- a. **Method of Measurement** This item shall be measured per each concrete collar installed and accepted in place and as shown on the drawings.
- b. **Basis of Payment** Includes all labor, equipment, and materials as required in the contract documents for this item, including but not limited to: pavement removal; installing the concrete collar at finish grade; and all other operations and materials required to complete the item in accordance with the plans, technical specifications, and Sandy City standards.

MEMORANDUM

TO: Mayor Perry and City Council of White City

FROM: Cameron Platt

DATE: August 4, 2026

RE: Process for Filling the Current Midterm Vacancy on the City Council

Executive Summary

The midterm vacancy on the City Council must be filled by Council appointment under Utah Code § 20A-1-510. White City's own code adopts that statute by reference, so the state process controls in full. The statute sets a default 30-day appointment deadline but permits a statutory extension of an additional 30 days if the Council notifies the Lieutenant Governor that it cannot timely comply. (**Utah Code Ann. § 20A-1-510 (West)**) (**Utah Code Ann. § 20A-1-510 (West)**) The City has elected to use that extended path to allow full public notice, adequate application time, and complete public deliberation rather than convening a rushed special meeting. The Council's remaining obligations are to (1) adopt a tie-break resolution before interviewing candidates and (2) conduct public interviews and the appointment vote on September 3, 2026. (**Utah Code Ann. § 20A-1-510 (West)**)

Facts

A seat on the White City Council is currently vacant. White City Code § 2.04.050 provides that when a Council vacancy occurs — through ineligibility, resignation, death, refusal to act, or any other reason — the vacancy shall be filled as provided by Utah Code § 20A-1-510. The City has committed to a transparent, well-noticed appointment process rather than a compressed timeline, and has elected to notify the Lieutenant Governor so that the appointment may be completed under the statute's extended timeframe.

The City's planned schedule is: public notice of the vacancy from July 13 through July 31, 2026 (exceeding the 14-day minimum and allowing application time); adoption of tie-break procedures and closed-session review of applications at the August 6, 2026 regular meeting; and public interviews followed by the formal appointment vote on September 3, 2026.

Discussion

1. The appointment is governed entirely by Utah Code § 20A-1-510.

Because § 2.04.050 of the City Code directs that a Council vacancy shall be filled as provided by Utah Code § 20A-1-510, there is no separate or superseding local process; the state statute supplies the complete procedure. The Council fills the seat by appointing a registered voter of the municipality who meets the qualifications for office, to serve the unexpired term. (**Utah Code Ann. § 20A-1-510 (West)**) The Council may not appoint the individual who vacated the office. (**Utah Code Ann. § 20A-1-510 (West)**)

2. The statute imposes mandatory notice, interview, and voting steps.

Before acting to fill the vacancy, the Council must:

- **Public notice.** Give public notice of the vacancy at least 14 calendar days before the meeting at which the vacancy will be filled. (Utah Code Ann. § 20A-1-510 (West)) The notice must state the date, time, and place of that meeting, identify the person to whom interested individuals submit their names, and set the deadline for submissions. (Utah Code Ann. § 20A-1-510 (West)) White City's notice period of July 13–31 exceeds the statutory minimum.
- **Open-meeting interviews.** Interview each individual who is qualified for office and whose name is submitted, in an open meeting. (Utah Code Ann. § 20A-1-510 (West))
- **Tie-break resolution — adopted first.** Before the interview meeting, the Council must pass a resolution or ordinance identifying a fair and transparent method to break ties by lot: reducing three or more tied candidates until two remain, and resolving a tie for second place so a single runoff field is fixed. (Utah Code Ann. § 20A-1-510 (West)) This is a prerequisite that must be in place before interviews, which is why the schedule places the resolution on the August 6 agenda, ahead of the September 3 interviews.
- **Appointment vote.** The Council takes an initial vote among the interviewed candidates. If no candidate receives a majority, it takes a second vote between the two candidates with the most votes (applying the tie-break method to fix that field if necessary). If neither candidate receives a majority on the second vote, the appointment is decided by coin toss. Any lot or coin toss is conducted by the clerk or recorder at a public meeting, and each member's vote is disclosed. (Utah Code Ann. § 20A-1-510 (West))

An appointee takes office on the later of the day after appointment or the day after the vacancy occurred. (Utah Code Ann. § 20A-1-510 (West))

3. The 30-day deadline and the statutory extension.

The default rule requires the Council to appoint within 30 calendar days after it receives the letter of resignation. (Utah Code Ann. § 20A-1-510 (West)) If the Council does not timely comply, the clerk or recorder must notify the Lieutenant Governor, who then directs the Council to complete the appointment within an additional 30 calendar days under the same notice and voting procedures. (Utah Code Ann. § 20A-1-510 (West)) This provides a statutory extension — effectively up to roughly 60 days total — while keeping the appointment local.

Meeting the strict 30-day deadline without a special meeting would have required compressing the public notice period, holding a special session to enact the tie-break resolution, and limiting deliberation. To avoid that and ensure a fair, well-noticed process, the City has elected to use the extended timeframe.

4. The tie-break resolution should track the statutory sequence.

A model tie-break code is proposed, which sets a sequential method: open-meeting interviews of qualified applicants, an initial voice vote, elimination by lot where votes tie, a second vote between the two remaining candidates, and a public coin toss if the second vote ties. White City's resolution should mirror § 20A-1-510(3)(e) and (4) in this way so the tie-break mechanics are settled before interviews begin. (**Utah Code Ann. § 20A-1-510 (West)**) (**Utah Code Ann. § 20A-1-510 (West)**)

Conclusion and Recommendations

The Council should proceed under Utah Code § 20A-1-510 on the planned schedule. Specific next steps:

1. **The public notice is published** for July 13–31, 2026, and states the September 3 meeting details, the contact for submitting names, and the submission deadline. (**Utah Code Ann. § 20A-1-510 (West)**)
2. **Adopt the tie-break resolution at the August 6, 2026 meeting**, before any interviews, using a fair and transparent lot-and-coin-toss method. (**Utah Code Ann. § 20A-1-510 (West)**)
3. **Direct staff to send a letter to the Lieutenant Governor** so the appointment may be completed within the extended 30-day window. (**Utah Code Ann. § 20A-1-510 (West)**)
4. **On September 3, 2026, conduct open-meeting interviews of all qualified applicants and hold the appointment vote**, disclosing each member's vote, and appoint a qualified candidate to the unexpired term. (**Utah Code Ann. § 20A-1-510 (West)**) (**Utah Code Ann. § 20A-1-510 (West)**) (**Utah Code Ann. § 20A-1-510 (West)**)