• GARLAND CITY EST. 1904 •

NOTICE AND AGENDA

Notice is hereby given that the Garland City Council will hold a work session meeting at 6:00 p.m., followed by a City Council meeting at 7:00 p.m. or thereafter on the 19th day of August 2026, at the Garland City Building. The Mayor reserves the right to modify the sequence of agenda items in order to facilitate special needs. The agenda shall be as follows:

Work Session – 6:00 p.m.

1. Call Work Session to Order
2. Department Head Reports – Police/Fire/Emergency Preparedness/Code Enforcement
3. Lakeshore Learning- Discussion on Easement Maintenance
4. Adjourn

Regular Meeting – 7:00 p.m.

1. Call to Order – Mayor Austin
2. Thought/Prayer – Council Member Allen
3. Pledge of Allegiance – Council Member Atkinson
4. Vote to Approve Agenda
5. Vote to Approve Minutes
   a. August 5, 2026
6. Open Comments
7. New Business
   a. Discussion and Possible Action on Resolution R-26-26 Stipend for Fire Department
   b. Discussion and Possible Action on letter of Selection for Emergency Medical Services to the State of Utah
   c. Discussion and Possible Action on Resolution R-26-27 Chain of Command
   d. Discussion and Possible Action on PO # 08234 3 flow meters for the Aeromod Air Flow at the Sewer Plant
8. Mayor and City Council Reports
   a. Mayor Austin – Administration/Fire
   b. Council Member Allen – Emergency Preparedness/Library
   c. Council Member Atkinson - Youth Council/Beautification/Garland City Days
   d. Council Member Hall - Parks & Recreation/Sewer
   e. Council Member Munns - Facilities/Water/Streets
   f. Council Member Johnsen - Planning & Zoning/Police
9. Financial Review - Approval of Coding for Payroll and Accounts Payable and Utility Account Adjustments
10. Requests for Future Agenda Items
11. Adjourn

Dated the 14th day of August 2026

Whitney Eggleston

Whitney Eggleston
Garland City Recorder

GARLAND CITY CORPORATE SEAL BOX ELDER COUNTY, UTAH

**Garland City Council reserves the right to go into a closed session at any time during this meeting.*

GARLAND CITY EST. 1904

Code Compliance & Enforcement
PO Box 129
72 North Main Street
Garland, UT 84312

Official Ordinance Violation Notification

Lakeshore Learning Materials, LLC
Attn: Legal Department/Executive Leadership
2695 E. Dominguez St.
Carson, CA 90895

Parcel: 06-064-0099
Lakeshore Learning Materials, LLC
Attn: Facilities Manager/EHS Specialist
415 W Factory St
Garland, UT 84312

7/20/2026

Dear Facilities Manager ;

There are a large number of weeds in the easement area dedicated to the future walking path on your property. As per the Declaration of Easement, you are responsible for keeping this area cut, pruned and free from debris and rubbish at its own cost and expense. I have included a copy of the legal document for your reference. The specific ordinance for enforcement is below:

5-6-5: WEEDS AND REFUSE:

A. Real Property To Be Kept Clean: It shall be an infraction, subject to penalty as provided in section 1-4-1 of this code, for any person owning or occupying real property to allow weeds to grow higher on such property than is permitted by this section, or not to remove from such property any cuttings of such weeds or any refuse, unsightly or deleterious objects after having been given notice from the city. (Ord. 04-02, 4-20-2004, eff. 4-20-2004; amd. 2006 Code)

B. Weeds Defined: "Weeds" shall include any vegetation commonly referred to as a weed, or which shall have been designated a noxious weed by the Utah commissioner of agriculture.

C. Standards Of Weed Control:

1. It is hereby declared that the above stated weeds constitute a nuisance when they:

a. Create a fire hazard, a source of contamination, or pollution of the water, air or property, a danger to health, a breeding place or habitation for insects or rodents or other forms of life deleterious to humans or are unsightly or deleterious to their surroundings; and

435-257-3177
RaeAnn@GarlandUtah.gov
www.GarlandUtah.gov

b. Exceed six inches (6") from the ground or soil in which they are anchored.

2. The cut weeds shall be removed from the premises within twenty-four (24) hours after cutting. (Ord. 04-02, 4-20-2004, eff. 4-20-2004)

At this time, we are requesting voluntary compliance, and it is our hope that you will resolve these matters within 10 days of the receipt of this *official notice of violations*. In the event you are not willing to comply with this request, or if you disagree with the determination of the inspection and you do not wish to comply with the provisions of this notice or if you object to the factual or legal basis of this notice, you may request in writing a hearing before the governing body at a time and place to be set by the governing body.

If you fail or neglect to correct the objectionable conditions, the city will correct the objectionable conditions and will collect the costs of so correcting the objectionable conditions by either a court action, in which case you will be assessed such costs, together with reasonable attorney fees and court costs or will be charged the cost of correcting the violations against the property as a tax.

Your prompt attention to this matter is greatly appreciated, and we look forward to hearing from you soon.

Sincerely,

R. Bott

R. Bott

Code Compliance/Code Enforcement Officer

Cc: Lakeshore Learning Materials, LLC

Attn: Facilities Manager/EHS Specialist

415 W Factory St

Garland, UT 84312

Enclosure: Declaration of Easement

PREPARED BY AND WHEN
RECORDED RETURN TO:

Mandana DC3, LLC
Attn: Chris Wong
2695 E Dominguez St.
Carson, CA 90895

Tax Parcel Nos.: 06-064-0010; 06-064-0012

(Space above for Recorder's use only.)

DECLARATION OF EASEMENT
(Potential Trail)

THIS DECLARATION OF EASEMENT (the "**Declaration**") is made this _____ day of September, 2024 by and between MANDANA DC3, LLC, a Delaware limited liability company ("**Grantor**"), and the City of Garland ("**Grantee**"). Grantor and Grantee are sometimes referred to in this Declaration collectively as the "**Parties**."

RECITALS

A. Grantor is the fee owner of that certain real property located in Box Elder County, Utah and more particularly described on **Exhibit A** attached hereto and incorporated herein by this reference (the "**Grantor's Property**").

B. As part of the entitlement process and certain work with the Utah Inland Port Authority Grantor agreed to provide a 20 foot wide trail easement to Grantee along the east side of Grantor's property for the potential future construction of a pedestrian trail.

C. The Parties desire to execute this Declaration to provide an area for the future construction of such pedestrian trail (if, in fact, Grantee desires to construct such Future Trail) within the area located on Grantor's Property more particularly described on **Exhibit B** attached hereto and incorporated herein (the "**Easement Area**").

NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

1. Grant of Easement. Grantor does hereby create, grant and convey to Grantee a perpetual, exclusive easement (the "**Easement**") on and across the Easement Area to construct, maintain, repair, replace and operate a pedestrian trail (the "**Future Trail**") for the benefit of its citizens and the use and enjoyment of the general public. The Easement shall be limited to the use of constructing, maintaining, repairing, replacing and operating a Future Trail, and Grantee shall not use the Easement Area for any other use without the prior written consent of Grantor, in each instance. Until such Future Trail is constructed, Grantee shall maintain the Easement Area in a responsible manner and shall keep the Easement Area cut, pruned and free from debris and rubbish at its own cost and expense. After such Future Trail is constructed Grantee shall repair and maintain the Easement Area together with any improvements constructed or installed thereon by Grantee or associated with Grantee's use of the Easement Area (or the public's use of

the Easement Area), and shall keep the Easement Area cut, pruned and free from debris and rubbish at its own cost and expense.

2. Grantor Use. The Easement shall be exclusive and Grantor shall not use Grantor's Property within the Easement Area without the prior written consent of Grantee.

3. Amendment or Termination; Duration of Declaration. This Declaration may be amended or terminated by, but only by, an instrument filed for record in the office of the County Recorder of Box Elder County, Utah that is executed by Grantor and Grantee and/or their respective successors and/or assigns. The term of this Declaration is perpetual; this Declaration shall be and remain in force and effect until terminated by a written agreement pursuant to this Section.

5. Covenants to Run with Land. This Declaration and the rights, easements, covenants, and obligations created by, and the provisions and requirements of, this Declaration are intended by the Parties to be, and shall constitute, covenants running with the land, and shall be binding upon and shall inure to the benefit of any person who acquires or comes to have any interest in the Easement Area, the Grantor's Property and/or the Grantee's Property, and their respective grantees, transferees, lessees, heirs, devisees, personal representatives, successors and assigns.

6. Miscellaneous.

(a) Applicable Law. This Declaration shall be construed in accordance with and governed by the laws of the State of Utah, without reference to its choice of law rules that would apply the law of another jurisdiction.

(b) Entire Agreement. This Declaration, including the attached exhibits, contains the entire agreement between the Parties with respect to the subject matter of this Declaration, and all prior negotiations and agreements with respect to such subject matter are merged herein.

(c) Counterparts. This Declaration may be executed in any number of counterparts. Each such counterpart of this Declaration shall be deemed to be an original instrument, and all such counterparts together shall constitute but one agreement.

(d) Exhibits. All exhibits attached to this Declaration are expressly made a part of and incorporated in this Declaration as fully as though completely set forth in this Declaration.

[Signatures commence on following page]

BACK TO AGENDA

Minutes of the Work Session Garland City Council held Wednesday, August 5, 2026, at 6:00 p.m., at Garland City Hall, 72 North Main Street, Garland Utah, 84312

Present:	City Council:	**Danny Austin, Mayor** **Jim Hall, Councilmember** **Jeanette Atkinson, Councilmember** **Tena Allen, Councilmember** **Josh Munns, Councilmember** **Angie Johnson, Councilmember- Virtually Attended**
	City Employees:	Skyler Gailey, Police Department Lieutenant Travis Atkinson, Public Works Jessica Howell, Treasurer Whitney Eggleston, Recorder
	Visitors:	Sharece Munns Lanise Hall Katie Hirschi

Welcome & Roll Call

The City Council meeting began at 6:04 p.m. Mayor Austin called the meeting to order and welcomed those in attendance, including all Council Members, City staff, and members of the public.

Department Head Reports

Public Works Director – Travis Atkinson

Mr. Atkinson reported that all water meters were successfully read with zero non-reading meters. He discussed PO #08233 for a park water meter and fire hydrant repairs.

He also reported on the Division of Drinking Water Sanitary Survey, which identified several items requiring correction, including bullet holes in spring lids and vegetation around the spring. Garland City has 120 days to complete the required improvements, and Mr. Atkinson stated that a plan is in place to address the deficiencies.

Mr. Atkinson reported that Xylem serviced the sewer plant, replaced six UV bulbs, helped with ballasts, and wiring, programing and provided training to staff. The remaining six bulbs will be kept as backups. The representative from Xylem provided lots of education/training. Mr. Atkinson felt very positive about the progress that happened with the Xylem representative.

Mayor Austin thanked the Public Works Department for their hard work.

A discussion was held regarding weeds at the Ashley Meadows retention pond. It was noted that the subdivision remains under warranty, the City has not yet accepted the subdivision or released the escrow funds, and Code Enforcement may review the issue.

Library- Councilmember Allen gave report for Linda King who was absent

The Library reported a successful Summer Reading Program with over 200 participants. Upcoming August activities include a Pokémon event on August 12 and a Star Party on August 22.

Parks and Recreation- Councilmember Hall gave report for Shannon King who was absent

The football program has over 250 participants which will be divided into 13 teams. The park is getting prepared for the City's Wheat & Beet Days.

Adjournment

There being no further business, the meeting was adjourned at 6:27 p.m.

Closed Session

At 6:29 P.M., Councilmember Atkinson moved to enter a closed session pursuant to Utah Code § 52-4-205(1)(a). Councilmember Allen seconded.

Roll Call Vote:
Hall – Yes
Munns – Yes
Atkinson – Yes
Allen – Yes
Johnson- Unable to vote virtually

The motion passed.

At 6:50 P.M., Councilmember Atkinson moved to end the closed session. Councilmember Hall seconded. The motion passed.

The undersigned, duly acting Recorder for Garland City Corporation, hereby certifies that the foregoing is a true and correct copy of the minutes for the Work Session Meeting held on the above-referenced date.

____

Whitney Eggleston, Recorder

Date Approved:

◦ GARLAND CITY EST. 1904 ◦

Minutes of the Work Session Garland City Council held Wednesday, August 5, 2026 at 7:00 p.m., at Garland City Hall, 72 North Main Street, Garland Utah, 84312

Present:	City Council:	**Danny Austin, Mayor** **Josh Munns, Councilmember** **Jim Hall, Councilmember** **Jeanette Atkinson, Councilmember** **Tena Allen, Councilmember** **Angie Johnson, Councilmember- Virtually Attended**
	City Employees:	Skyler Gailey, Police Lieutenant Quinn Dance, City Engineer Virtually Valerie Claussen, City Planner Jessica Howell, Treasurer Whitney Eggleston, Recorder
	Visitors:	Sharece Munns Lanise Hall Katie Hirschi Emmalee Fishburn Josh Thompson Mont Rose Lance Rose Richard Owen Bryce Goodson Dan Taster Jan Erik Schow Jennifer Schow

1. **Call to Order**

   Mayor Austin called the meeting to order at 7:00 PM and welcomed all in attendance.

2. **Thought/Prayer**

   Councilmember Johnsen offered a thought and a prayer.

3. **Pledge of Allegiance**

   Councilmember Allen led the Pledge of Allegiance.

4. **Vote to approve agenda**

   Councilmember Atkinson moved to approve the meeting agenda. Councilmember Allen seconded the motion. All voted in favor; the agenda was approved.

5. **Vote to approve meeting minutes**

   Councilmember Atkinson moved to approve the July 15, 2026, meeting minutes. Councilmember Johnson seconded the motion. All voted in favor; the minutes were approved.

6. **Open Comments**

   Mayor Austin invited public comments.

   Richard Owen expressed concern over Ordinance O-26-04 in regard to retiring with water benefits.

   Sharece Munns stated that the Library needs new carpet upstairs.

7. **Public Hearing**

   Public Hearing – Ordinance O-26-11:
   Mayor Austin opened the Public Hearing and invited public comment. No comments were received. City Planner Valerie Claussen explained that O-26-11 amends Title 9 of the Garland City Code to establish procedures for certificates of non-compliance, including building and zoning violations. A certificate of non-compliance would be recorded with the County to protect the City. Discussion ensued. With no public comments, Mayor Austin closed the Public Hearing.

   Discussion and Possible Action O-26-11:
   Mayor Austin opened the discussion on Ordinance O-26-11, amending Title 9, Chapter 1, Section 9 regarding certificates of non-compliance procedures. Councilmember Atkinson moved to adopt O-26-11. Councilmember Hall seconded the motion.

   Roll Call Vote:
   Hall – Yes
   Munns – Yes
   Atkinson – Yes
   Allen – Yes
   Johnson- Yes

   Ordinance passes unanimously.

8. **New Business**

   a. **Discussion and Possible Action on PO # 08233 Meter at the Park & Fire Hydrant Repairs**

      Councilmember Munns move to approve PO # 08233 for a meter at the park and 2 fire hydrants within our city that need to be replaced through Grover Excavation for the price of

$35,812.50. Councilmember Atkinson seconded the motion. All voted in favor of the Motion.

b. Discussion and Possible Action on Resolution R-26-24 Adopting the Adequate Public Facilities Administration Policy.

City Planner Valerie Claussen stated that the policy was presented to the Council in draft form in July. The policy establishes administrative procedures and standards for determining adequate public facilities, including sewer capacity and annual ERU tier standards. Discussion ensued.

Councilmember Atkinson moved to adopt Resolution R-26-24. A Resolution of the Garland City Council, adopting the Garland City Adequate Public Facility Policy. Councilmember Munns seconded the motion.

Roll Call Vote:
Hall – Yes
Munns – Yes
Atkinson – Yes
Allen – Yes
Johnson- Absent

The Resolution passed unanimously.

c. Discussion and Possible Action on Adequacy Determination associated with 657 Factory Street rezoning application.

Mayor Austin disclosed a conflict of interest due to a family relationship. City Planner Valerie Claussen presented the adequacy determination. Discussion ensued.

Councilmember Atkinson moved to approve the Adequacy Determination associated with the 657 Factory Street rezoning application. Councilmember Hall seconded. Motion Passed.

d. Discussion and Possible Action on Adequacy Determination associated with CAPSA site plan application.

Councilmember Munns moved to approve the Adequacy Determination associated with the CAPSA Site Plan Application. Councilmember Atkinson seconded the motion.

Motion Passed.

e. Discussion and Possible Action on Adequacy Determination associated with the Bear River Eye Center site plan.

Councilmember Atkinson moved to approve the Adequacy Determination associated with Bear River Eye Center site plan. Councilmember Munns seconded the motion.

Motion Passed.

f. Discussion and Possible Action on Resolution R-26-25 approving a Development Agreement with CAPSA.

City Planner Valerie Claussen presented the Development Agreement with CAPSA, which will establish 350 West as a cul-de-sac and provide security for both the CAPSA site and the City by addressing the future roadway. Discussion ensued.

Councilmember Atkinson moved to make a motion to pass Resolution R-26-25. A Resolution approving a Development Agreement with CAPSA. Councilmember Allen seconded the motion.

Roll Call Vote:
Hall – Yes
Munns – Yes
Atkinson – Yes
Allen – Yes
Johnsen- Yes

The resolution passed.

g. Discussion and Possible Action on awarding the 300 South Bid

City Engineer Quinn Dance stated that Kilgore Construction Company was the lowest bidder at $219,552.93. The second- and third-lowest bids were from Next Construction and Dobe Construction. Discussion ensued.

Councilmember Munns moved to award the 300 South Project to Kilgore Construction Company for $219,552.93. Councilmember Hall seconded. Motion carried unanimously.

9. Mayor and City Council Reports

a. Mayor Austin - Administration/Fire

Mayor Austin reported that Fire Chief Harrington stated the Fire Department was assisting with the Johnson Canyon Fire and has been very busy. He expressed appreciation for the local and statewide firefighters.

b. Council Member Allen - Emergency Preparedness/Library
No report given

c. Council Member Atkinson - Youth Council/Beautification/Garland City Days/America250

Councilmember Atkinson reported that Garland City Days will be held this weekend and encouraged everyone to attend. She noted that former firefighter Gary Hess, who recently passed away, will be honored Saturday evening. The Special Olympics raised funds to donate a bench to the City in honor of Sergeant Lee Sorensen and Officer Eric Estrada, who were strong supporters of the Special Olympics. The bench will be presented Friday, August 7, 2026, at 6:45 p.m. at the Bowery. D.R. Horton sponsored the City Days fireworks.

d. **Council Member Hall - Parks & Recreation/Sewer**

No report given.

e. Council Member Munns - Facilities/Water/Streets

No report given.

f. Council Member Johnson - Planning & Zoning/Police

Councilmember Johnsen reported that she has been working with Lieutenant Gailey to establish a Traffic Advisory Board. The first meeting is scheduled for next week. Committee members are Lieutenant Gailey, Councilmember Johnsen, Public Works Director Travis Atkinson, Cody Bardwell, Russ Petersen, and Wendy Crowshaw. The Sorensen and Estrada Blood Drive will be held at the Armory on August 14 from 1:00–7:00 p.m.

9. Financial Review - Approval of Coding for Payroll and Accounts Payable and Utility Account Adjustments

Councilmember Hall moved to approve the coding for payroll and Utility Account Adjustments. Councilmember Atkinson seconded the motion. All voted in favor; the motion passed.

10. Requests for Future Agenda Items

Mayor Austin invited suggestions for future agenda items. Councilmember Atkinson reported a water leak concern in Centennial Estates and noted that Public Works Director Travis Atkinson is aware. Councilmember Allen noted that Lakeshore is scheduled for the next Council work session. Councilmember Munns requested revisiting O-26-04 regarding the water benefit in September.

Adjournment

There being no further business, Councilmember Atkinson moved to adjourn. Councilmember Hall seconded the motion. All voted in favor. The meeting adjourned at 7:47p.m.

The undersigned, duly acting Recorder for Garland City Corporation, hereby certifies that the foregoing is a true and correct copy of the minutes for the Work Session Meeting held on the above-referenced date.

____

Whitney Eggleston, Recorder

Date Approved:

BACK TO AGENDA

◦ GARLAND CITY EST. 1904 ◦

RESOLUTION NO. R-26-26

A RESOLUTION OF THE CITY COUNCIL OF GARLAND CITY, UTAH, APPROVING PAY INCREASES FOR THE FIRE CHIEF, DEPUTY CHIEF AND FIRE CAPTAINS FOR THE GARLAND FIRE DEPARTMENT

WHEREAS, Garland City, Utah ("City"), maintains a volunteer fire department that provides fire protection, emergency medical response, and related public-safety services to the City and surrounding service area; and

WHEREAS, the Fire Chief, Deputy Fire Chief, and Fire Captains perform substantial leadership, supervisory, training, incident-command, administrative, emergency-response, and public-safety duties; and

WHEREAS, the City Council finds that adjustment of the compensation paid to these Fire Department command positions is appropriate to recognize the duties, responsibilities, availability, training, and leadership required of those positions; and

WHEREAS, the City Council further finds that the compensation adjustments approved by this Resolution are in the public interest and are authorized within the appropriations contained in the City's adopted budget, as may be amended according to law.

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

Section 1. Approval of Compensation Adjustments.
Effective ________________, the compensation for the following Garland City Fire Department command positions shall be adjusted as follows:

Position	Current Compensation	New Compensation
Fire Chief	$	$ 6,000.00 p/yr.
Deputy Fire Chief	$	$ 4,000.00 p/yr.
Fire Captain	$	$ 2,000.00 p/yr.

The approved compensation for the position applies to each person duly appointed and serving in that position, subject to budgeted funds and continued appointment.

Section 2. Nature of Compensation.
The compensation approved by this Resolution shall be paid in accordance with the City's established practices as specifically reflected in the City's payroll records and applicable Fire Department compensation schedule.

This Resolution does not create an employment contract, entitlement to continued appointment, or guarantee of a particular number of calls, shifts, assignments, or hours.

Section 3. Budget Authorization.
The City Recorder, City Treasurer, payroll personnel, and other appropriate City staff are authorized and directed to implement the compensation adjustments approved by this Resolution, subject to applicable payroll withholding, retirement, tax, budget, and accounting requirements.

Any budget amendment necessary to fund the adjustments approved herein shall be presented to and acted upon by the City Council in accordance with applicable law and City procedures.

Section 4. Superseding Effect.
To the extent any prior City resolution, compensation schedule, policy, payroll rate, or administrative practice conflicts with this Resolution, this Resolution controls as to the positions and compensation adjustments expressly addressed herein.

Section 5. Severability.
If any provision of this Resolution is determined to be invalid or unenforceable, the remaining provisions shall remain in full force and effect.

Section 6. Effective Date.
This Resolution shall take effect immediately upon adoption, subject to the effective date for compensation specified in Section 1.

PASSED AND ADOPTED by the City Council of Garland City, Utah, this 19th day of August, 2026.

GARLAND CITY, UTAH

____
Danny Austin, Mayor

ATTEST:

____
Whitney Eggleston, City Recorder

APPROVED AS TO FORM:

____
Steve Brooks, City Attorney

CITY COUNCIL VOTE:

Jeanette Atkinson	_____ Yes	_____ No	_____ Absent
Angie Johnsen	_____ Yes	_____ No	_____ Absent
Tena Allen	_____ Yes	_____ No	_____ Absent
Jim Hall	_____ Yes	_____ No	_____ Absent
Josh Munns	_____ Yes	_____ No	_____ Absent

BACK TO AGENDA

∘ GARLAND CITY EST. 1904 ∘

Letter of Selection: Emergency Medical Services

To:

Bureau of Emergency Medical Services (BEMS)
Department of Public Safety
4501 South 2700 West
Salt Lake City, Utah 84114

Subject: Formal Letter of Selection for EMS Provider – Utah Code § 11-48-103

To the Bureau of Emergency Medical Services,

In accordance with the requirements detailed in Utah Code § 11-48-103 and following the updates under Senate Bill 215, this letter serves as the formal notice of selection for emergency medical services.

The governing body of Garland City has officially selected Tremonton City Fire EMS to serve as the primary provider of emergency medical services within our jurisdictional boundaries. This selection is intended to fulfill statutory requirements and ensure the continued delivery of high-quality, life-saving care to our residents.

The terms of this selection are as follows:

- **Service Boundary:** The selection covers all incorporated and unincorporated areas within the licensed boundary of Garland City.
- **Duration:** This selection is effective for a period of four (4) years.
- **Compliance:** This designation is made to ensure full compliance with Utah Administrative Rule R911-3-10 and to maintain the agency's standing with the Bureau of Emergency Medical Services.

We value the dedication of our local responders and are committed to maintaining a seamless partnership with the Bureau to protect the health and safety of our community.

Should you require any further documentation or have questions regarding this selection, please contact our administrative office.

Sincerely,
Mayor Daniel Austin

BACK TO AGENDA

• GARLAND CITY EST. 1904 •

RESOLUTION R-26-27

A RESOLUTION OF THE CITY COUNCIL OF GARLAND CITY, UTAH, ESTABLISHING AN EMERGENCY CHAIN OF COMMAND, DELEGATION OF AUTHORITY, AND CONTINUITY OF GOVERNMENT PROCEDURES.

WHEREAS, Garland City, Utah ("City"), has the responsibility to protect life, property, public health, safety, and welfare during emergencies and disasters affecting the City;

WHEREAS, the City Council finds that an orderly and documented chain of command is necessary to ensure continuity of governmental operations, timely emergency decision-making, coordinated allocation of City resources, and effective communication with emergency responders, Box Elder County, the State of Utah, and the public;

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

Section 1. Purpose
The purpose of this Resolution is to establish:

1. A clear chain of command for City operations, emergency operations and EOC activation;
2. Delegations of authority when the Mayor or other designated officials are unavailable;
3. An orderly continuity-of-government for regular operations and structure during an emergency;

Section 2. Scope and Authority
This Resolution applies whenever the City is in need of continuity of operations and/or activities, activates its EOC, operates under an emergency or disaster declaration, or otherwise conducts coordinated emergency response, recovery, mitigation.

Nothing in this Resolution shall be construed to:

1. Limit the lawful authority of the Mayor, City Council, or City officers;
2. Transfer tactical authority from an on-scene Incident Commander to the EOC;
3. Supersede applicable federal law, Utah law, City ordinances, mutual-aid agreements, or an adopted City emergency operations plan; or
4. Authorize any expenditure, contract, emergency procurement, declaration, or exercise of authority beyond that permitted by applicable law.

Section 3. Succession to the Office of Mayor

A. Temporary Succession
If the Mayor is absent, unavailable, incapacitated, has a conflict of interest, or is otherwise unable to perform his or her duties, authority shall pass temporarily as follows:

1. The Mayor Pro Tempore (or Council President), if one has been lawfully appointed;
2. If no Mayor Pro Tempore is serving or available, then the next available City Council Member with the longest continuous service on the City Council shall preside;

B. Acting Mayor
A person serving under this Section shall be known as the **Acting Mayor** and may exercise all powers and duties generally assigned to the Mayor, including the emergency powers of the Mayor, only to the extent permitted by law and necessary to manage the affairs of the city and/or any emergency until the Mayor or a lawfully authorized successor resumes authority.

C. Notice and Documentation
The City Recorder or EOC Manager shall document:

1. The date and time succession became effective;
2. The reason succession was necessary;
3. The name and position of the Acting Mayor;
4. Significant actions taken under emergency authority; and
5. The date and time authority returned to the Mayor or other lawful official.

Section 4. City Council Role
The City Council shall retain its legislative and policy-making responsibilities during an emergency and at all other times. To the extent practicable, the Mayor or Acting Mayor shall keep the City Council informed regarding:

1. City operations
2. EOC activation and operational status;
3. Emergency declarations and extensions;
4. Major emergency expenditures or contracts;
5. Requests for mutual aid, state assistance, or federal assistance;
6. Significant public-health, public-safety, infrastructure, or continuity-of-government issues; and
7. Recovery actions requiring Council approval.

Individual City Council Members shall not issue operational directives to City employees, EOC staff, or field responders unless specifically authorized by the Mayor, Acting Mayor, City Council acting as a body, or applicable law.

Section 5. Continuity of Government
The City shall maintain current emergency contact information, succession lists, delegation-of-authority forms, records-protection procedures, and alternate operating arrangements.
If City Hall or the primary EOC is unavailable, the Mayor, Acting Mayor, or EOC Manager may establish an alternate EOC at a suitable City-owned, county-owned, school-district, fire-department, or other safe and available facility.

The City Recorder shall preserve official emergency records, including declarations, directives, meeting notices, orders, expenditures, contracts, action logs, public notices, and records necessary for reimbursement or post-incident review.

Section 6. Training and Review
The City shall review this Resolution at least bi-annually and address any issues concerning the contents herein.

Section 7. Severability
If any provision of this Resolution is determined to be invalid or unenforceable, the remaining provisions shall remain in full force and effect.

Section 8. Effective Date
This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED by the City Council of Garland City, Utah, this 19th day of August, 2026.

GARLAND CITY, UTAH

____
Danny Austin, Mayor

ATTEST:

____
Whitney Eggleston, City Recorder

APPROVED AS TO FORM:

____
Steve Brooks, City Attorney

CITY COUNCIL VOTE:

Jeanette Atkinson	_____ Yes	_____ No	_____ Absent
Angie Johnsen	_____ Yes	_____ No	_____ Absent
Tena Allen	_____ Yes	_____ No	_____ Absent
Jim Hall	_____ Yes	_____ No	_____ Absent
Josh Munns	_____ Yes	_____ No	_____ Absent

BACK TO AGENDA

◦ GARLAND CITY EST. 1904 ◦
P.O. Box 129 Garland, Utah 84312
(435) 257-3118

PURCHASE ORDER

08234

Date ____ / ____ / ____

Vendor: Golden Spike Automation

Charge Code:

Quantity	Item	@ $	Total Amount
	3 Flow meters		
	for the		
	Aeromod Air Flow		$13,548.00

Bills and invoices should be mailed to Garland City
and should show this order number.

Requestor

Approver

GOLDEN SPIKE
AUTOMATION

820 North 2000 West
Tremonton, Utah 84337
Phone: (435) 257-6398
Fax: (435) 257-2353

PROPOSAL

DATE: 7-31-2026

TO: Garland City c/o Danny Austin **Project: Garland WWTP Aeromod Flow Meters**

We hereby submit a proposal for:
Purchase 3 flow meters for the aeromod air flow.

Note: Installation and configuration will be charged by the hour.

We propose hereby to furnish materials - complete in accordance with the above specifications.

For the sum of: **FCI Flow Meters: $13,548.60**

Payment to be made as follows:
Payment 30 days after delivery

All work to be guaranteed for the period of
One (1) year from completion of the project.
Work will be performed according to specifications
And the latest version of the NEC. Any additional work
Will be covered by written authorization and will be an
Additional charge. Our workers are covered by
Workers Compensation Insurance.

Authorized Signature____________________

BACK TO AGENDA