MINUTES
CITY COUNCIL MEETING
FRUIT HEIGHTS CITY
910 South Mountain Road
August 18, 2026

COUNCIL BRIEFING SESSION 6:30
Present: Mayor Jeanne Groberg,
Council Member Gary Anderson, David Hale, Eileen Moss, and Blake Winslow.
City Manager Darren Frandsen, Public Works Director Layne Leonard, Deputy Recorder Hailee Ballingham.

There was no recording due to the City Council having individual conversations and discussions with residents.

WELCOME:
Mayor Jeanne Groberg called the Regular meeting to order at 7:00 pm.

PLEDGE & OPENING CEREMONY:
The Pledge of Allegiance was led by Mayor Jeanne Groberg with Council Member Gary Anderson conducting the opening ceremony by prayer.

COUNCIL MEMBERS PRESENT:
Mayor Jeanne Groberg Council Member Gary Anderson, David Hale, Eileen Moss, and Blake Winslow. Council Member Mark Cottrell was Excused.

CITY STAFF PRESENT:
City Manager Darren Frandsen, Public Works Director Layne Leonard, Deputy Recorder Hailee Ballingham,

VISITORS:
Frank Leaver, Amanda House, Linda Crismer, Jim Crismer, Mary Monson, Keth Lloyd, Tammy Lloyd, Trevor Myers, Mike Burnett, Cindy Roybd, Kolby Leaver, Anne Quintes-Bosz, Dale Kunkel
DECLARATION OF CONFILICT(S) OF INTEREST:
None

CITY COUNCIL REPORTS:
Council Member Winslow Report:
Council Member Winslow reported on the Legislative Policy Committee. The Legislature is currently in its interim session, and several proposed pieces of legislation related to land use are being discussed. Council Member Winslow stated that the city will continue to monitor these proposals as they move forward, but there are no specific updates to report at this time.

MAYOR REPORT:
The mayor reported that the Utah League of Cities and Towns is one of the City's strongest lobbying efforts and an organization the city belongs to. The Mayor, Blake, and Darren regularly attend meetings, and Blake has volunteered to serve on the League's Housing Subcommittee. The mayor thanked Blake for representing Fruit Heights City in those discussions.

The mayor also recognized Ted Parry, who is retiring after 26 years of service with the city, A farewell and appreciation gathering was held the previous week. The mayor noted that Ted has worked in several areas of the city, most recently with storm drains, and thanked him publicly for his many years of hard work and service to the community.

The mayor also informed the public that Congressman Blake Moore's office will be holding town halls throughout Davis County. The Davis County town hall will be held Thursday, August 20, 2026, from 12:00 p.m. to 1:30 p.m. at the Clearfield Arts Center, in Clearfield. Residents interested in meeting with the Congressman were encouraged to attend.

STAFF REPORT:

Public works Director Layne Leonard:

Public works Director Layne Leonard reported that the street maintenance project has started. The project includes lowering the collars, milling the roads, and paving. Milling is scheduled to begin at the beginning of the 4th week of August, with paving expected to begin midweek. The project is anticipated to be completed by September 15. The City Manager confirmed that all roads included in the project are being addressed. Residents in the affected areas have been notified and have received flyers regarding the project.

City Manager Darren Frandsen:

City Manager Darren Frandsen reported that he is beginning preparations for the City's annual audit, which is expected to begin around the middle of September. He also reported that the pickleball courts are currently out for bid. The bids are scheduled to be opened on September 3, and the item may be brought before the City Council for consideration at the second Council meeting in September.

PUBLIC COMMENT:

Davis County Commissioner Kamalu: County Commissioner Kamalu introduced Michelle Hicks, Animal Care Director, and the Animal Care Office Manager, who were in attendance to provide additional information regarding Animal Care. Commissioner Kamalu stated that she would not be able to stay for the entire meeting but would leave her contact cards with the city. Commissioner Kamalu encouraged residents to contact her regarding county-related questions or concerns and noted that she is available to meet with residents at the County Building. She emphasized the importance of local government and the services provided by cities and counties. Commissioner Kamalu expressed her appreciation for Fruit Heights City and thanked the Mayor, Council, and residents for their service and participation.

PRESENTATIONS:

5.1 Animal Care of Davis County

Michelle Hicks, Animal Care Director, provided an overview of Animal Care of Davis County's services, including adoptions, owner surrenders, field enforcement, foster and volunteer programs, pet food assistance, and emergency preparedness. She reviewed Fruit Heights' January through June.
To view the full presentation, visit the Fruit Heights City website.
https://www.fruitheights.gov/AgendaCenter

5.2 Farmington Fire Report

Chief Willis presented the Farmington Fire Department's second-quarter report and provided updates on staffing, emergency response, wildland fire activity, community risk reduction, training, and department operations.

To view the full presentation, visit the Fruit Heights City website.
https://www.fruitheights.gov/AgendaCenter

DISCUSSION ITEMS:
6.1 Appoint a Planning Commission Member

The mayor reported that several applications were received for the district 4 Planning Commission position. Interviews were conducted by the Mayor, a Planning Commission member, and a staff member. Following the interviews, the mayor recommended Callen Bagley for appointment and noted his professional experience and interest in serving the community.

The council discussed the appointment and expressed appreciation to all residents who applied. The mayor explained the appointment and vetting process and noted that the mayor is responsible for making the appointment, subject to Council confirmation.

Council Member Blake Winslow made a motion to appoint Callen Bagley to the planning Commission. Council Member David Hale seconded the motion.

The motion was approved by the City Council with roll call the at (0:59)

- Gary Anderson –YES
- Mark Cottrell—Excused
- David Hale—YES
- Eileen Moss—YES
- Blake Winslow –YES

Motion Carried (4-0)

6.2 LRB Cemetery Financial proposal

The Council discussed the LRB proposal for a cemetery financial feasibility and sustainability study. The mayor provided background on the Cemetery Committee's work during 2026 and explained that the Committee was asked to determine whether Fruit Heights could develop a cemetery that would be self-sustaining without a tax impact on residents. Funding for a potential study was included in the approved budget.

It was clarified that the current LRB proposal was specifically developed to evaluate the costs associated with a city-owned, City-built, City-operated, and City-maintained cemetery that would be self-sustaining and cover its own costs. The Council discussed how this model differs from the Cemetery Committee's more recent efforts to explore a potential private cemetery company or other partnership arrangement.

Todd Steveson, Cemetery Committee Chair, explained that the Committee is considering several options, including a city-operated cemetery, a private or public-private arrangement, and potentially working with another municipality. The Committee is also evaluating the number of burial and cremation plots that could be accommodated, potential demand, project size, phasing, and different development options.

The Council discussed factors that could affect the feasibility of a cemetery project, including the use of City property, existing mountain bike trail agreements and grant requirements, the potential size and phasing of the project, and the availability of suitable burial areas. Additional geological and soil testing was discussed to determine the suitability of the property. It was suggested that two or three additional test pits could provide useful information. The Council noted that previous geological testing in the Rock Loft Ridge area found fewer rocks than anticipated and agreed that additional testing could help determine the feasibility of burial areas.

The Council also discussed preparing a Request for Information (RFI) to determine whether a private cemetery company would be interested in developing and operating a cemetery on City property. The RFI should provide sufficient information for interested companies to identify the amount of property they would require, whether the available acreage would meet their needs, project requirements, the length of the proposed commitment, and the type of arrangement they would propose. Council noted that the current map should be clarified so that it does not imply that the entire property would be used for cemetery purposes.

The Council discussed the differences between a city-operated cemetery and a private cemetery operation. A private company would conduct its own financial analysis to determine the cost of developing and maintaining the cemetery and whether the project could generate a profit. Council discussed the importance of independently evaluating any information received from a private company, including long-term maintenance obligations, the length of the company's commitment, and whether responsibility could eventually return to the city.

The Council also discussed whether the specialized nature of the LRB study would qualify as a single-source or specialty service under the City's purchasing requirements. It was suggested that any interested private companies could communicate with LRB, so the city could obtain assistance in comparing potential proposals with other cemetery options.

The mayor reported that she had spoken with an LRB representative and discussed questions previously submitted by Todd. Although an LRB representative was unable to attend the meeting due to other commitments, the mayor provided the Council with information received during the discussion.

Council members expressed that several questions regarding the cemetery project remain unresolved and that proceeding with the LRB proposal at this time may be premature. The Council discussed obtaining additional input from the Cemetery Committee before proceeding with the study. It was also noted that a proposed City-wide survey may include a question regarding cemeteries, which could provide additional information regarding community interest and support.

The Council generally agreed that a financial feasibility study would be valuable in determining whether the City could financially support a cemetery; however, members expressed that additional information should be obtained before proceeding with the current LRB proposal. The Council discussed tabling the proposal and allowing the Cemetery Committee and staff to continue gathering information, including exploring a potential RFI for private cemetery companies, before determining the appropriate next steps.

6.3 Purchase of Telemetry (SCADA) system upgrade

The Council discussed the purchase of an upgraded SCADA (Supervisory Control and Data Acquisition) telemetry system for the City's water system. Staff explained that SCADA serves as the control system for the water system and monitors and operates equipment such as water pumps, chlorine feeders, wells, and system flows, while also providing alarms when issues occur.

The existing SCADA system was installed around 2000 and is approximately 25 years old. Staff noted that replacement parts for the current system are increasingly difficult to obtain and may require rebuilding, resulting in potential delays when repairs are needed.

Staff recommended purchasing the MA Automation system at a cost of $75,202. The Council discussed the other bids received and noted that the recommended system was more than $50,000 less than the other bids while providing comparable functionality. Staff indicated that the system had been reviewed with Computech and that references for MA Automation had been contacted with positive results.

The upgraded system would operate through the City's fiber network, providing improved security. The Council also discussed the system's flexibility and ability to accommodate future water system improvements, including additional pumps or tanks. Staff confirmed that the proposed control panel would have additional capacity for future inputs and outputs and could be expanded without replacing the entire system. The Council expressed support for the recommended system.

6.4 Public Works trailer replacement

The Council discussed replacing the Public Works equipment trailer. Staff explained that the existing trailer is capable of hauling the City's mini excavator but is operating near its weight and capacity limits, creating a potential safety concern when additional attachments and equipment are transported.

Staff recommended purchasing a new three-axle gooseneck trailer at a cost of $18,148. The existing trailer would be sold rather than traded in, with the proceeds returned to the vehicle service fund. Staff estimated that the existing trailer could sell for approximately $7,000.

The Council discussed the proposed trailer and confirmed that it would provide additional capacity and improved safety for Public Works operations. Staff also confirmed that the purchase was within the available budget. The Council noted that approximately $28,000 had been budgeted for a new Parks utility vehicle and that using a portion of those funds for the trailer would leave the City approximately $10,000 under budget.

The Council also briefly discussed potential conflicts of interest related to purchasing equipment from vendors with connections to City officials or employees. Staff indicated that, to their knowledge, there were no such conflicts associated with the proposed purchase.

The Council expressed support for the purchase and thanked staff for researching the equipment and identifying a cost-effective option.

6.5 Award bid for city wide survey

The Council discussed the RFP process for a citywide community survey. City Manager Darren Frandsen reported that 17 companies submitted proposals. Proposals exceeding the City's budget were not included in the formal scoring process. Seven individuals, including Darren, scored the proposals based on scope of work, cost, references, and experience. The scores were very close, and staff is conducting additional follow-up with the top five or six firms to obtain clarification and additional information before making a final selection.

The Council discussed the survey topics and the importance of narrowing the broad subject areas identified in the RFP. The survey is intended to provide information for future City planning and will be coordinated with the General Plan process to avoid duplicating questions and public outreach. The Council discussed potential questions regarding parks, recreation, trails, emergency services, the election process, caucus versus primary elections, term limits and Cemetery.

Staff explained that the selected survey company would be responsible for developing the actual survey questions and that the Council would provide direction regarding the subjects and information it would like the survey to address. The survey is expected to contain approximately 25–30 questions and should be designed to take no more than approximately 15 minutes to complete.

The Council discussed efforts to obtain responses from City residents and property owners, including potentially surveying every household. Staff reported that the firms have proposed various methods for reaching residents, including mailing notices or surveys to addresses obtained through City records and other available data sources. The Council also discussed using the RidgeRunner, social media, Notify Me, and other City communications to inform residents that the survey would be forthcoming and encourage participation.

Staff requested that the Council authorize an amount not to exceed **$14,000** so the selection process could be completed without waiting for another Council meeting. The Council discussed the proposals within the budgeted amount and noted that the difference between the lowest proposal and the $14,000 maximum was approximately $2,400. Staff indicated that additional questions were being directed to the firms and that a final selection had not yet been made.

The Council discussed providing staff with additional direction on specific survey topics and questions while allowing the selected firm to develop the wording of the questions. Staff indicated that once the final selection is made, the Council would be notified of the selected company. The Council also requested that the selected survey company be identified in a brief report at the next Council meeting.

6.6 Letter for 5th/5th local option sales taxes support

The Council discussed whether to submit a letter to Davis County expressing support for the proposed fifth-fifth local option sales tax. The mayor provided background on the tax and explained that the tax would be adopted by the County, not the city. The proposed tax is 0.20%, which equates to approximately $0.02 on a $10 purchase and $0.20 on a $100 purchase.

The Council discussed how the revenue would be distributed. Under the proposed allocation, 0.05% would be distributed directly to cities for transportation-related purposes, including roads, sidewalks, trails, and other transportation needs. For Fruit Heights, the estimated revenue was approximately $44,000 annually. Another 0.05% would be available to the County for transportation and/or public safety purposes.

The remaining 0.10% would be available to the County for discretionary purposes for approximately three years, following the triggering of the statutory timeline. After that period, the funds would be allocated for transit and a commuter rail subaccount.

The Council discussed the differences between sales taxes and property taxes, including that sales tax revenue is generated by both County residents and visitors who make purchases within Davis County. The mayor noted that the tax could provide an additional revenue source for County needs without relying solely on property tax increases.

The Council discussed the purpose of the proposed letter of support and noted that Davis County was seeking support from the cities within the County before determining whether to move forward with the tax. It was explained that the City's support would indicate that Fruit Heights supports the County considering adoption of the local option sales tax.

Several Council members expressed a desire for additional information and discussion before providing a recommendation. Concerns were raised regarding the discretionary use of a portion of the revenue during the initial three-year period and the need for additional information regarding how the County intends to use those funds. The Council also discussed the importance of being able to provide residents with sufficient information regarding the proposed tax.

The Council discussed the timing of the proposal and noted that the statutory timeline had already begun, although no specific deadline for the City's letter of support had been established.

The Council discussed tabling the item for two weeks to allow additional time to review the proposal, obtain information regarding the County's intended use of the funds, and hear additional perspectives before determining whether to submit a letter of support. No final action was taken during the discussion.

ACTION ITEMS:
7.1 Appoint a Planning Commission Member

The vote was on in the discussion portion of this meeting; the vote was 4-0.

7.2 LRB cemetery financial proposal

Council Member Eileen Moss made a motion to table the LRB Cemetery Financial Proposal. Council Member Gary Anderson seconded the motion.

The motion was approved by the City Council with roll call the at (2:19)

- Gary Anderson –YES
- Mark Cottrell—Excused
- David Hale—YES
- Eileen Moss—YES
- Blake Winslow –YES

Motion Carried (4-0)

7.3 Purchase of Telemetry (SCADA) system upgrade

*Council Member Eileen Moss made a motion to award the bid for the telemetry SCADA system upgrade to **MA Automation** in the amount of **$75,202**. Council Member Blake Winslow seconded the motion.*

During discussion, the Council requested that staff confirm with MA Automation the amount of additional capacity available in the system for potential future needs, such as additional pumps or other water system expansions. Staff indicated that the proposed system is flexible and can be expanded as needed and agreed to confirm the available capacity.
The motion was approved by the City Council with roll call the at (2:23)

- Gary Anderson –YES
- Mark Cottrell—Excused
- David Hale—YES
- Eileen Moss—YES
- Blake Winslow –YES

Motion Carried (4-0)

7.4 Purchase of Public Works trailer replacement

*Council Member Gary Anderson made a motion to approve the purchase of a replacement Public Works trailer from **RawMax Trailers Sales** for **$18,148**. Council Member David Hale seconded the motion.*

The motion was approved by the City Council with roll call the at (2:24)

- Gary Anderson –YES
- Mark Cottrell—Excused
- David Hale—YES
- Eileen Moss—YES
- Blake Winslow –YES

Motion Carried (4-0)

7.5 Award bid for city wide survey

Council Member Blake Winslow made a motion to approve an award of up to **$14,000** for the Citywide Survey. Council Member David Hale seconded the motion.

The motion was approved by the City Council with roll call the at (2:25)

- Gary Anderson –NO
- Mark Cottrell—Excused
- David Hale—YES
- Eileen Moss—YES
- Blake Winslow –YES

Motion Carried (3-1)

7.6 Letter for 5th/5th local option sales taxes support

Council Member Eileen Moss made a motion to table the proposed letter to Davis County expressing support for the fifth-fifth local option sales tax. Council Member Gary Anderson seconded the motion.

The Council discussed the need for additional information regarding the proposed tax. Council Members were informed that an informational meeting would be held Thursday, August 20 from 6:00–8:00 p.m. at the Old Courthouse in Farmington, with County Commissioner Croft and additional representatives expected to provide information. Council Members were also encouraged
To contact County Commissioners directly with questions.

The motion was approved by the City Council with roll call the at (2:25)

- Gary Anderson –YES
- Mark Cottrell—Excused
- David Hale—YES
- Eileen Moss—YES
- Blake Winslow –YES

Motion Carried (4-0)

7.7 Approve City Council Meeting minutes for August 4, 2026,

Council Member Blake Winslow made a motion to approve the City Council meeting minutes for August 4, 2026. Council Member David Hale seconded the motion.

The motion was approved by the City Council with roll call the at (2:29)

- Gary Anderson –YES
- Mark Cottrell—Excused
- David Hale—YES
- Eileen Moss—YES
- Blake Winslow –YES

Motion Carried (4-0)

<u>TABLED ITEMS:</u>
None

NEW BUSINESS FOR UPCOMING MEETING-NO ACTION

Council Member Eileen Moss requested that the Planning Commission revisit its March or April 2025 discussions regarding potential changes to the R-3 zoning, including density, building height, setbacks, and development on parcels smaller than one acre.

The Planning Commission has also been reviewing the Moderate-Income Housing (MIH) strategies and will provide recommendations at the next meeting.

CALENDAR:
August 18, 2026, City Council Meeting
August 25, 2026, Planning Commission Meeting

CLOSED SESSION: None

ADJOURNMENT:
Council Member Blake Winslow made a motion to adjourn the meeting with Council Member Gary Anderson seconded. It was unanimously approved by the Council. (9:37)

Date approved by City Council: September 1, 2026

/S/: Hailee Ballingham

Hailee Ballingham, City Deputy Recorder