



**Minutes of the
Millcreek City Council
September 28, 2026
5:00 p.m.
Work Meeting
7:00 p.m.
Regular Meeting**

The City Council of Millcreek, Utah, met in a public work meeting and regular meeting on September 28, 2026, at City Hall, located at 1330 E. Chambers Avenue, Millcreek, UT 84106. The meeting was recorded for the City's website and had an option for online public comment.

PRESENT:

Council Members

Cheri Jackson, Mayor
Silvia Catten, District 1
Thom DeSirant, District 2 (left at 8:28pm)
Nicole Handy, District 3
Bev Uipi, District 4

City Staff

Mike Winder, City Manager
Elyse Sullivan, City Recorder
John Brems, City Attorney
Kurt Hansen, Facilities Director
Francis Lilly, Assistant City Manager
Brad Sanderson, Current Planning Manager
Rita Lund, Communications Director
John Miller, Public Works Director
Jim Hardy, Building Services Director
Lisa Dudley, HR-Finance Director

Attendees: Rick Hansen, Chief Petty-Brown, Jackie Rosen, Michael Keller, Koi Canfield, Shane Manwaring, Andrei Tarassov, Tess Wenger

WORK MEETING – 5:00 p.m.

TIME COMMENCED: 5:00 p.m.

Mayor Jackson called the work meeting to order.

1. Closed Meeting per Utah Code Ann. §52-4-205(c) Strategy Sessions to Discuss Pending or Reasonably Imminent Litigation

Council Member Handy moved to go into closed meeting per Utah Code Ann. §52-4-205(c) Strategy Sessions to Discuss Pending or Reasonably Imminent Litigation at 5:01 p.m. Council Member Uipi seconded. Mayor Jackson called for the vote. Council Member Catten voted yes, Council Member DeSirant voted yes, Council Member Handy voted yes, Council Member Uipi voted yes, and Mayor Jackson voted yes. The motion passed unanimously.

Council Member DeSirant moved to end the closed session at 5:34 p.m. Council Member Uipi seconded. Mayor Jackson called for the vote. Council Member Catten voted yes, Council Member DeSirant voted yes, Council Member Handy voted yes, Council Member Uipi voted yes, and Mayor Jackson voted yes. The motion passed unanimously.

2. Traffic Calming Discussion; John Miller, Public Works Director

John Miller explained that the Engineering Department encompasses multiple responsibilities, including transportation, stormwater, planning and development, and public works. He expressed appreciation to the council for providing an additional \$50,000 above the department's typical request, for a total of \$100,000 available this year to address traffic-calming needs within Millcreek. Miller stated that he wanted to provide the council with an overview of the city's existing traffic-calming policy, explain the rationale behind its criteria, and present engineering recommendations. He noted that some of the recommended projects have already been implemented or funded and that traffic-calming efforts often span multiple fiscal years.

Miller explained that traffic calming incorporates the "three E's"—education, enforcement, and engineering—to reduce vehicle speeds and improve the operation of local streets. He emphasized that traffic calming is intended to slow traffic rather than reduce the number of vehicles using a roadway. He also clarified that unwarranted stop signs are not considered an appropriate traffic-calming measure because they can create safety concerns when drivers routinely roll through them. Under the city's traffic-calming policy, eligibility for physical traffic-calming improvements is based on several factors, including roadway classification, street configuration, traffic volumes, neighborhood characteristics, measured vehicle speeds, and constructability. Local streets are generally eligible for traffic-calming measures, while collector and arterial roads are generally excluded because they serve important transportation and emergency-response functions. Traffic volumes are also considered, with local streets generally having between approximately 400 and 2,000 vehicles per day. Miller used Scott Avenue as an example, noting that its average annual daily traffic is just below 400 vehicles per day and explaining that this threshold represents a relatively modest volume of traffic.

Miller further explained that the city uses measured speed data, including the 85th-percentile speed, to determine whether a documented speeding problem exists. Additional considerations include the existing condition and use of the street, crash history within the previous five years, impacts on police and fire operations and winter maintenance, and community support. Generally, support from at least two-thirds of affected residents is required for a traffic-calming project. Constructability is also evaluated to ensure that proposed treatments are appropriate for the roadway's physical characteristics, including slope and drainage. Miller noted that the city's traffic-calming policy is due for an update, although Engineering generally follows the existing policy while incorporating some practices that have evolved over time.

Examples of traffic-calming treatments discussed included speed humps, street narrowing and bulb-outs, traffic circles, median islands, raised crosswalks, raised intersections, and dynamic feedback signs. Miller provided examples of existing treatments in Millcreek, including speed humps on Evergreen Avenue, bulb-outs near Upland Drive and Birch Drive, a traffic circle on Heritage Way, and a median island near Moss Elementary on 500 East. He noted that dynamic

feedback signs are relatively inexpensive and easy to install and can help remind drivers to comply with posted speed limits.

Miller outlined the process Engineering follows when a traffic-calming concern is received. Engineering collects speed and traffic-volume data for every reported speeding concern, evaluates the results, determines the level of community support, and conducts an engineering assessment. The assessment considers factors such as roadway design, drainage, emergency access, and other operational requirements before determining the appropriate treatment. If a project is approved and funded, Engineering designs and implements the improvement and collects additional data afterward to evaluate its effectiveness. Miller emphasized that traffic concerns are evaluated using objective data rather than relying solely on residents' perceptions of speeding.

Miller also presented an overview of the city's traffic-count data collected from 2018 through 2026. The map displayed traffic volumes by the size of the data points and vehicle speeds by color, with locations experiencing higher speeds identified separately. He noted that the city has conducted a substantial number of traffic counts but that relatively few locations demonstrate significant speeding based on the established criteria. He also discussed the importance of crosswalks in improving pedestrian safety and reviewed existing and requested crosswalk locations, noting that several improvements have already been completed, including two crosswalks on 3300 S Street.

Miller explained that locations already addressed were not shown as outstanding requests. He highlighted 2700 East near Upland Terrace Elementary, where speeding concerns had been raised by the crossing guard and where sidewalk gaps and a recent accident reinforced the need for improvements. The city secured grant funding for 75% of the sidewalk work and plans to coordinate it with improvements on Birch Drive.

Miller outlined proposed crosswalk and traffic-calming projects, including rapid-flashing beacons and accessibility upgrades at several locations. Some work was already completed or underway; improvements on Highland Drive near Elgin Avenue would be coordinated with an anticipated grant, and UDOT planned to evaluate a HAWK signal at State Street. The proposal also included purchasing 10 new dynamic feedback signs and addressing priority locations. Miller said the \$100,000 allocation would be divided roughly between the signs and crossing improvements, with unfinished lower-priority work carried forward as needed. He noted that the proposed order reflected engineering priorities and that staff would collect before-and-after data where appropriate. In response to a council question, Miller said the city takes traffic counts for reported speeding concerns and tries to update residents, though responses can sometimes be delayed; overall, the data did not indicate widespread speeding but did identify specific locations for attention.

3. Employee Pay Philosophy; Lisa Dudley, HR-Finance Director

Lisa Dudley introduced the concept of establishing a formal compensation philosophy for Millcreek. She explained that the city has issued a request for proposals to engage a third-party consultant to conduct a citywide compensation study, which will be led by Human Resources with involvement from executive staff. The study will evaluate approximately 63 full-time positions and numerous job descriptions, with the goal of streamlining and grouping positions based on factors such as job complexity, responsibility, required qualifications, and

the potential impact of errors. Dudley emphasized that compensation benchmarking should be based on the position itself rather than the individual employee. She explained that a formal compensation philosophy would establish a consistent and transparent framework for determining employee pay and would ultimately become part of the city's employee handbook.

Dudley reviewed key components of a compensation philosophy, including market positioning, performance, equity, longevity, and the distinction between cost of living and cost of labor. She noted that while the city currently addresses compensation through processes such as cost-of-living adjustments and merit increases, additional objective criteria are needed to consistently determine performance-based increases. Longevity should be considered when institutional knowledge and experience materially improve an employee's ability to perform a particular job, but it should not automatically determine compensation. Dudley also explained that cost-of-living measures, such as the Consumer Price Index, reflect changes in the cost of goods and services, whereas the cost of labor reflects what the market is willing to pay for employees with particular skills. These factors do not necessarily increase at the same rate and should therefore be evaluated separately when developing the city's compensation practices.

Dudley reviewed compensation philosophy examples from both the private and public sectors and noted that Millcreek should establish a philosophy that is transparent and clearly communicated to current and prospective employees. She highlighted public-sector examples, including Salt Lake City, local public safety agencies, and the State of North Carolina. The North Carolina model provides objective criteria for positioning employees within a salary range based on qualifications, experience, proficiency, independence, specialized knowledge, and demonstrated performance. Dudley presented a four-quartile approach in which entry-level employees with limited related experience would generally fall within the first quartile, employees demonstrating solid knowledge and independent proficiency would progress toward the midpoint, employees providing specialized or significant value would fall within the third quartile, and proven subject-matter experts with highly specialized expertise would be positioned in the fourth quartile. She noted that such objective criteria could assist the city in making consistent compensation decisions for new hires, promotions, transfers, and career advancement.

Dudley stated that Millcreek's compensation philosophy should align with the city's vision, motto, and strategic objectives and should consider the city's total compensation package, including benefits. The philosophy should be data-driven, consistently applied, transparent, and sufficiently flexible to guide compensation decisions during hiring, transfers, career advancement, economic downturns, and periods of budgetary constraint. She emphasized that the policy should also promote pay equity and ensure that employees performing substantially similar work are compensated fairly and equitably without regard to gender, race, or ethnicity.

Dudley presented a preliminary draft policy for council feedback. The proposed policy would assign Human Resources responsibility for evaluating job descriptions and establishing consistent benchmarking practices. She explained that the city should maintain a defined group of comparable organizations for compensation benchmarking and establish a consistent process for situations in which sufficient external comparables are unavailable. In those circumstances, internal positions with comparable levels of complexity, responsibility, and

potential risk to the city could be considered. The council discussed whether South Salt Lake with other nearby jurisdictions should be included among the city's benchmark organizations, with Dudley noting that the most important consideration is establishing and consistently applying an appropriate methodology.

Dudley said the proposed policy would also establish criteria for compensation adjustments, including addressing identified pay-equity concerns, positions that significantly lag the established market, changes in job responsibilities or classification, and employee-retention situations. Dudley noted that retention-related adjustments should generally be supported by documentation, such as a bona fide external employment offer, and should be evaluated by the employee's supervisor and Human Resources to determine whether an adjustment is appropriate. The policy would also address employees who reach the maximum of their established salary range. One potential approach would be to provide a non-cumulative lump-sum payment equivalent to an otherwise applicable increase while encouraging employees who have reached the maximum of their position's salary range to pursue professional development and advancement opportunities into positions with greater responsibilities.

Dudley concluded by emphasizing that the material presented was a preliminary draft intended to initiate council discussion and feedback. The proposed compensation philosophy would provide a consistent framework for attracting, retaining, developing, and fairly compensating employees while recognizing the city's financial constraints and operational needs. She noted that the proposed policy would apply to benefited employees and would not apply to non-benefited employees, and she welcomed continued council discussion as the city develops the formal policy and completes the broader compensation study.

Council Member Uipi offered feedback on the draft compensation philosophy, including considering state job classifications and newer cities as benchmarks, clarifying how experience and qualifications affect starting pay and interview eligibility, and establishing consistent hiring and performance-evaluation practices. She also noted the need for meaningful evaluation criteria and supervisor training to support employee development and address performance concerns. Dudley said the council would set policy while administration would handle operational details; she noted that the compensation study would explore best practices for linking merit and performance to pay. Dudley also described ongoing supervisor training and explained that evaluations should begin with clear job descriptions and essential functions, while recognizing that differences among evaluators can make citywide comparisons difficult.

Council Member Jackson requested that the presentation be shared for review and that the compensation discussion continue at a future work session. Dudley invited Council members to submit questions in advance.

4. Staff Reports

There were none.

5. Discussion of Agenda Items, Correspondence, and/or Future Agenda Items

There was none.

Council Member Uipi moved to adjourn the work meeting at 6:43 p.m. Council Member DeSirant seconded. Mayor Jackson called for the vote. Council Member Catten voted yes, Council Member DeSirant voted yes, Council Member Handy voted yes, Council Member Uipi voted yes, and Mayor Jackson voted yes. The motion passed unanimously.

REGULAR MEETING – 7:00 p.m.

TIME COMMENCED: 7:04 p.m.

1. Welcome, Introduction and Preliminary Matters

1.1 Pledge of Allegiance

Mayor Jackson called the meeting to order and led the pledge of allegiance.

1.2 Unified Police Department Millcreek Precinct Officer of the Month for August 2026

Chief Petty-Brown announced Sergeant Scott Wilberger as Officer of the Month for August 2026 for his professionalism, compassion, and willingness to assist a community member in need. During difficult weather conditions on August 24, Sergeant Wilberger responded to a motorist whose vehicle had become stranded on a median near 1300 East and Spring Lane. Sergeant Wilberger remained with the driver in the rain, assessed the situation, and attempted to assist before requesting assistance from another officer with a push bar. The officers successfully removed the vehicle from the median and inspected it for apparent damage. Chief Petty-Brown read a letter from the driver expressing sincere appreciation for Sergeant Wilberger and the assisting officer, noting that their actions saved the driver significant stress, time, and potential expense. Chief Petty-Brown stated that Sergeant Wilberger's actions reflect positively on both him and the Unified Police Department and demonstrate the professionalism, compassion, and commitment to community service expected of its officers.

1.3 Public Comment

Mayor Jackson recognized the recent passing of Robert May, one of Millcreek's earliest city employees and a valued member of the Planning Department. Mayor Jackson noted that May was also a Millcreek resident and became actively involved in the development of the new city. He was recognized for his positive personality, friendship, and significant contributions to the city's General Plan and code updates. In particular, May was committed to ensuring that city codes were practical, accessible, and understandable to residents, builders, and the broader community. Mayor Jackson expressed appreciation for May's service and contributions to Millcreek and extended condolences to his family, noting that he would be greatly missed by the city and community.

Koi Canfield expressed opposition to the current form of the interlocal agreement concerning the installation of street lighting along Main Street, specifically requesting that the agreement address light pollution and dark-sky considerations. Canfield's concern that recently installed city streetlights have been excessively bright and may illuminate adjacent properties and windows throughout the night. She cited concerns regarding the potential impacts of excessive nighttime lighting on birds, nocturnal insects, ecosystems, and human health, as well as the loss of opportunities for residents to

experience dark, starry skies. Canfield clarified that she supports appropriate lighting along Main Street for public safety and was not requesting that the proposed lighting be eliminated. Instead, she asked that the city require lighting that is limited to the areas where illumination is needed, such as sidewalks and roadways, minimizes light trespass onto private property and into the sky, uses only the necessary level of brightness, and avoids wavelengths associated with greater impacts from nighttime lighting. Canfield requested that the city consider including language in the agreement requiring the proposed streetlights to meet Dark Sky standards and be recognized as Dark Sky-friendly. Canfield thanked the council for its consideration.

Shane Manwaring of Bluffdale introduced himself to the mayor and council and announced his candidacy for Salt Lake County Sheriff. Manwaring stated that he is married with five children and recently retired from the Utah National Guard after more than 30 years of military service, retiring at the rank of colonel. He discussed his leadership experience, including commanding a task force of approximately 2,995 personnel during a 2019–2020 deployment to Afghanistan and overseeing a budget of approximately \$300 million. He also noted that he has served as a local police officer for approximately 23 years. Manwaring outlined several priorities for his campaign, including establishing a strong partnership between the Salt Lake County Sheriff's Office and municipalities throughout the county. He expressed concern about inefficiencies in the current system, noting that municipal police officers can spend significant amounts of time at the county jail processing individuals, which reduces the time available for proactive policing within their communities. He stated that the Sheriff's Office should focus on services that provide value to municipalities and perform functions that cities cannot effectively provide themselves, while allowing cities to maintain responsibility for local patrol services. Manwaring also identified improvements to the county jail system as a priority, particularly addressing the short-term detention of individuals charged with serious offenses and the need for greater opportunities for individuals struggling with substance use to receive appropriate assistance while in custody. He concluded by thanking the Mayor and Council for their time and providing his campaign's social media information.

Andrei Tarassov expressed appreciation for the work of city employees and the City Council, noting that he wished to take a break from raising concerns and instead recognize individuals who have provided exceptional service. Tarassov specifically commended Lisa Dudley, the city's Finance Director, for providing clear and understandable explanations of city finances, stating that her explanations were among the clearest he had encountered. Tarassov also praised the staff responsible for preparing City Council meeting summaries, noting that the summaries effectively captured and clarified public comments. Finally, Tarassov thanked the Council for listening to community feedback and making changes in response, including adding a contact email address to the city's printed newsletter.

1.4 Discussion and Consideration of Resolution 26-25, Approving Appointments to the Historic Preservation Commission

Francis Lilly noted there were two openings on the commission and an interview panel consisting of him, the mayor, and the Historic Preservation Commission Chair

recommended, with the advice and consent of the council, Tess Wenger and Richard Hansen be appointed.

Tess Wenger introduced herself to the council as an attorney and new Millcreek resident who was excited to give back to the community. Richard Hansen declined to comment.

Council Member Uipi moved to approve Resolution 26-25, Approving Appointments to the Historic Preservation Commission. Council Member Catten seconded. The Recorder called for the vote. Council Member Catten voted yes, Council Member DeSirant voted yes, Council Member Handy voted yes, Council Member Uipi voted yes, and Mayor Jackson voted yes. The motion passed unanimously.

2. Financial Matters

2.1 Public Hearing to Consider a Nonmonetary/Service Contribution of Up to \$3,000 to Establish the NeighborHelp Property Cleanup Assistance Program

Mayor Jackson explained that the city established a fund to assist with community service efforts in situations where residents are unable to maintain their properties, such as elderly or otherwise limited neighbors experiencing code compliance issues due to overgrown yards or accumulated debris. The fund is intended for specific circumstances in which neighbors are willing to perform the necessary work but require assistance with costs such as dumpster services. Mayor Jackson emphasized that the program is not intended to subsidize routine property maintenance or provide dumpsters to residents who simply do not wish to incur the expense themselves. She noted that the program is intended to encourage neighbors to assist one another while providing limited city support to facilitate those efforts. The program is expected to reduce long-term costs by helping resolve code compliance issues before they require ongoing monitoring, enforcement, or more expensive city-funded remediation. The city will evaluate the program during the year to determine its effectiveness.

Council Member DeSirant moved to open the public hearing. Council Member Catten seconded. The Recorder called for the vote. Council Member Catten voted yes, Council Member DeSirant voted yes, Council Member Handy voted yes, Council Member Uipi voted yes, and Mayor Jackson voted yes. The motion passed unanimously.

There were no comments.

Council Member DeSirant moved to close the public hearing. Council Member Uipi seconded. The Recorder called for the vote. Council Member Catten voted yes, Council Member DeSirant voted yes, Council Member Handy voted yes, Council Member Uipi voted yes, and Mayor Jackson voted yes. The motion passed unanimously.

2.2 Discussion and Consideration of Ordinance 26-68, Approving a Nonmonetary/Service Contribution of Up to \$3,000 to Establish the NeighborHelp Property Cleanup Assistance Program

Council Member Catten asked if the service was only available once. John Brems said residents could apply once every 3 years.

Council Member Uipi moved to approve item 2.2, Ordinance 26-68, Approving a Nonmonetary/Service Contribution of Up to \$3,000 to Establish the NeighborHelp Property Cleanup Assistance Program. Council Member Handy seconded. The Recorder called for the vote. Council Member Catten voted yes, Council Member DeSirant voted yes, Council Member Handy voted yes, Council Member Uipi voted yes, and Mayor Jackson voted yes. The motion passed unanimously.

2.3 Public Hearing to Consider Amending the 2026-27 Fiscal Year Budget

Lisa Dudley presented the city's first budget amendment for the fiscal year, outlining adjustments to the General Fund, Community Reinvestment Areas (CRAs), Capital Improvement Program (CIP) funds, and utility funds. General Fund amendments included clarification of certain revenue lines, recognition of additional funding received for the Promise Program and a non-cash event donation, a \$3,000 allocation for the newly established community service dumpster program, \$1,600 in restricted United Way funds carried forward for the Promise Program, and \$20,000 for a citywide compensation study. The amendment also included adjustments to departmental wage allocations with no net impact to the General Fund, the creation of a separate department for the Community Life Events production team, and the transfer of funds to the Olympus Hill CRA to fulfill the sales tax-sharing agreement associated with the Porsche dealership. Remaining appropriations from the Rock Your Block program will also be transferred to the Promise Program to support murals at Sunnyvale.

Dudley explained that the CRA amendments primarily consist of accepting the General Fund transfer and funding the associated sales tax-sharing agreement, along with an adjustment in the MedTech CRA for professional services related to an appraisal of the former Millcreek Elementary property. The CIP amendments include re-budgeting funds for completion of the Westerly parking structure project shared with Cottonwood Heights, including payment of retained amounts expected to be released during the fiscal year. A new CIP fund is also being established for the anticipated Public Works yard, with a significant portion of the funding transferred from the Stormwater Utility Fund. Dudley explained that funds had been restricted within the Stormwater Utility since its creation for the eventual development of a Public Works yard. The corresponding Stormwater Utility amendment reflects this transfer.

Finally, Dudley noted the creation of a new utility fund for a program that was approved after the current fiscal year's budget had already been adopted; therefore, no original budget was established for the new fund. In response to a council question, Dudley stated that the proposed amendments are expected to cover the remainder of the fiscal year and that additional amendments should not be necessary on a monthly basis. She noted, however, that the city may return with an additional adjustment if sales tax receipts are significantly higher than projected, although the current budget was based on a realistic estimate with some additional allowance.

Council Member Uipi moved to open the public hearing. Council Member DeSirant seconded. The Recorder called for the vote. Council Member Catten voted yes, Council Member DeSirant voted yes, Council Member Handy voted yes, Council Member Uipi voted yes, and Mayor Jackson voted yes. The motion passed unanimously.

Koi Canfield commented on the city's investment in structured parking, noting that the project is costing nearly \$1 million more than anticipated. She expressed concern that structured parking is particularly expensive and suggested that the city carefully consider the amount of parking provided, particularly in areas where walkability and public transportation can reduce the need for vehicle parking. She noted that parking needs can vary significantly between suburban and more urban settings and encouraged the city to consider whether funds devoted to additional or subsidized parking could instead be used for other community priorities, including significant traffic-calming improvements.

Council Member Uipi moved to close the public hearing. Council Member DeSirant seconded. The Recorder called for the vote. Council Member Catten voted yes, Council Member DeSirant voted yes, Council Member Handy voted yes, Council Member Uipi voted yes, and Mayor Jackson voted yes. The motion passed unanimously.

2.4 Discussion and Consideration of Ordinance 26-67, Amending the 2026-27 Fiscal Year Budget

Council Member DeSirant moved to approve Ordinance 26-67, Amending the 2026-27 Fiscal Year Budget. Council Member Handy seconded. The Recorder called for the vote. Council Member Catten voted yes, Council Member DeSirant voted yes, Council Member Handy voted yes, Council Member Uipi voted yes, and Mayor Jackson voted yes. The motion passed unanimously.

3. Planning Matters

3.1 Discussion and Consideration of Ordinance 26-64, Rezoning the East 0.64 Acres of Property Located at Approximately 3496 South 1300 East and 3500 South 1300 East from the R-1-8 Single-Household Zone and R-2-8 Two-Household Zone to the R-2-6.5 Two-Household Zone; and Rezoning the Remaining Westerly 0.96 Acres of the Same Property from the R-1-8 Single-Household Zone and R-2-8 Two-Household Zone to the R-1-5 Single-Household Zone

Brad Sanderson presented a rezone application for approximately 1.6 acres of property located near 1300 East, south of Lorraine Drive and between Lorraine Drive and Ash Tree Cove. The property consists of several parcels and is currently designated Neighborhood 1 on the future land use map, with portions zoned R-2-8 and R-1-8. The applicant is proposing to rezone approximately 0.6 acres adjacent to 1300 East to the R-2-6.5 zone, with the remaining western portion proposed for the R-1-5 zone. Sanderson explained that the R-1-5 zone is intended for modest-sized residential lots, with a minimum lot size of approximately 5,050 square feet and a minimum width of 50 feet. The proposed zoning would accommodate a combination of residential development types, including duplexes oriented towards 1300 East and single-family detached homes on the western portion. Conceptual renderings were provided to illustrate potential development; however, Sanderson clarified that the renderings were conceptual and that the rezone application establishes the proposed zoning boundaries rather than a final development plan.

Sanderson reviewed the applicable dimensional and development standards for the proposed zoning districts, including lot sizes, setbacks, and building-height requirements. He noted that the differences between the existing R-2-8 zone and proposed R-2-6.5 zone

are primarily related to lot size and building-height envelopes. The application had been reviewed through an open house, neighborhood meeting, and Planning Commission meeting process. Sanderson reported that one written comment had been received in support of the rezone, with the resident noting that additional housing in the area could benefit the neighborhood. The Planning Commission generally determined that a development agreement was not necessary because the city's existing code adequately addressed the applicable concerns, although one planning commissioner supported a development agreement, particularly to address potential trail access connecting the development to the neighborhood to the west. Sanderson indicated that he had not yet received clarification from the applicant regarding the status of that potential connection but noted that the applicant was present and could provide additional information.

During Council discussion, clarification was requested regarding the conceptual site layouts and proposed street access. Sanderson explained that the renderings represented concepts rather than a final site plan. He noted that an earlier concept showed a street connection between the development and 1300 East, but the concept had been modified because city code requires an offset from the existing street connection across 1300 East. The revised concept is intended to reduce potential conflicts associated with closely spaced intersections and left-turn movements.

John Brems added that if the council wanted the illustration presented as part of the approval, it could be included in the motion. If the council wanted to change the access street, they could add that, too.

Council Member DeSirant moved to adopt Ordinance 26-64, Rezoning the East 0.64 Acres of Property Located at Approximately 3496 South 1300 East and 3500 South 1300 East from the R-1-8 Single-Household Zone and R-2-8 Two-Household Zone to the R-2-6.5 Two-Household Zone; and Rezoning the Remaining Westerly 0.96 Acres of the Same Property from the R-1-8 Single-Household Zone and R-2-8 Two-Household Zone to the R-1-5 Single-Household Zone. Council Member Handy seconded. The Recorder called for the vote. Council Member Catten voted yes, Council Member DeSirant voted yes, Council Member Handy voted yes, Council Member Uipi voted yes, and Mayor Jackson voted yes. The motion passed unanimously.

3.2 Discussion and Consideration of Ordinance 26-65, Amending Title 18 of the Millcreek Municipal Code for the Purpose of Making Text Amendments to Title 18

Francis Lilly presented the second round of procedural amendments to the city's zoning code following the comprehensive 2025 zoning code update. He stated that the updated code has resulted in improved development projects and a more efficient approval process but noted that periodic amendments are necessary as state law changes, staff gain experience implementing the code, and opportunities arise to improve customer service and development outcomes. The proposed amendments generally fall into four categories: compliance with state statutes, customer service enhancements, clarification of existing requirements, and provisions intended to promote quality development. Lilly also noted that additional review of sensitive lands, historic preservation, and reasonable accommodation for residential facilities is anticipated in the future.

Regarding state-law compliance, Lilly explained that several provisions would be updated to reflect the Legislature's recodification of the Land Use, Development, and Management Act and new requirements concerning the removal or vacancy of Planning Commission members. The proposed amendments would allow the mayor, with the advice and consent of the city council, to remove a planning commission member for malfeasance, misfeasance, or nonfeasance, subject to the applicable legal process. The amendments would also revise procedures for appeals of land-use classification requests and clarify who may participate in certain appeal hearings and the applicable due-process standards. Lilly further explained that the city's detached accessory dwelling unit (ADU) regulations are generally compliant with recent state requirements, but the code would be amended to remove local restrictions on ADU window placement, roof pitch, and materials where state law prohibits such regulation.

Lilly then reviewed proposed customer-service enhancements. The amendments would exempt office-only home businesses from the city's change-of-use permit requirement when the business does not create additional neighborhood impacts such as parking or customer traffic. He also proposed allowing staff to make determinations regarding legally established but currently nonconforming uses without requiring an application or fee when the city already possesses sufficient historical zoning maps, permits, codes, or business-license records to establish the property's status. In addition, the amendments would establish an ordinary maintenance and repair provision for existing fences and retaining walls, allowing certain structures to be repaired or replaced in their existing location rather than requiring them to comply with current setback requirements. New retaining walls up to three feet in height could also be located closer to a right-of-way when appropriate surveys are provided and the applicable clear-view requirements are satisfied. Lilly explained that these changes are intended to address the city's numerous existing walls and fences, particularly in areas with challenging topography, while preventing the expansion or enlargement of noncompliant structures.

The proposed clarifications address several areas where existing code language could be interpreted inconsistently. Lilly explained that the portion of a lot or parcel dedicated to a private street would not count toward the minimum lot-area requirement, ensuring that properties would remain compliant if a private street were eventually dedicated as public right-of-way. Additional clarification would be provided for setback calculations on unusually wide residential lots, and an inconsistency in the R-1 zoning provisions for civic and institutional uses would be corrected so the written requirement and zoning table are consistent. The amendments would also clarify that enhanced setbacks for accessory structures on properties adjacent to a right-of-way apply only to the property line affected by the right-of-way, rather than extending unnecessarily to other property lines. Finally, the code would be clarified to permit yard and garage sales for up to three consecutive days, with a maximum of two occurrences per year, restoring the limitation that existed prior to the 2025 zoning code update.

Lilly reviewed the final category of proposed zoning code amendments, focused on promoting quality development. He explained that the changes reflect lessons learned through the city's development review process and feedback from the council, planning commission, developers, and other stakeholders. Lilly emphasized that while the individual amendments are relatively minor, they could improve development flexibility

and the usability of certain properties. One proposed change would allow multifamily developments in the RM zone to provide additional common open space in lieu of the currently required 60-square-foot balcony or patio for each unit. Lilly used the proposed Park Hill Apartments on Park Hill Way as an example, noting that the 70-unit project would provide deeply affordable housing through Housing Connect. He explained that Housing Connect supports the proposed flexibility because balconies may not be well suited to its planned senior and disabled housing program. The amendment would not reduce the overall amount of required open space but would allow developers to meet the requirement through additional open space elsewhere on the property.

Lilly also discussed proposed flexibility for wireless telecommunications facilities to facilitate the removal and replacement of existing cell towers. The amendment would increase the allowable horizontal projection for a wall-mounted antenna from two feet to 36 inches to accommodate the removal of the existing tower near 3300 South and 1300 East, while maintaining requirements regarding the appearance and materials of the structure. A similar adjustment would allow an additional foot of horizontal projection for the replacement of the existing cell tower at Evergreen Junior High without increasing its height. Lilly noted that the Planning Commission also recommended extending the city's requirement for stealth monopoles to the RM zone. Existing requirements apply to monopoles in the R-1, R-2, R-4, and AG zones, and the proposed amendment would extend the requirement to the RM zone.

Lilly reviewed proposed new and revised zoning definitions, including definitions for “ordinary maintenance and repair,” “parking lot,” and “recreational vehicle.” The amendments would clarify what constitutes ordinary maintenance and repair of nonconforming structures and align the zoning code's definition of recreational vehicle with the corresponding definition in Title 14. Lilly reported that public comment on the proposed amendments had been limited. The East Mill Creek Community Council recommended approval, the Planning Commission unanimously approved the proposal with the changes presented and detailed in the staff report, and Housing Connect submitted a letter supporting the proposed flexibility regarding the multifamily balcony requirement.

Council Member DeSirant moved to adopt Ordinance 26-65, Amending Title 18 of the Millcreek Municipal Code for the Purpose of Making Text Amendments to Title 18. Council Member Catten seconded. The Recorder called for the vote. Council Member Catten voted yes, Council Member DeSirant voted yes, Council Member Handy voted yes, Council Member Uipi voted yes, and Mayor Jackson voted yes. The motion passed unanimously.

4. Business Matters

4.1 Discussion and Consideration of Ordinance 26-66, Adding Section 9.56.120 to the Millcreek Code of Ordinances to Establish the NeighborHelp Property Cleanup Assistance Program

Mayor Jackson reported this ordinance would add the NeighborHelp Property Cleanup Assistance Program to the city code.

Council Member Uipi moved to approve item 4.1, Ordinance 26-66, Adding Section 9.56.120 to the Millcreek Code of Ordinances to Establish the NeighborHelp Property Cleanup Assistance Program. Council Member Handy seconded. The Recorder called for the vote. Council Member Catten voted yes, Council Member DeSirant voted yes, Council Member Handy voted yes, Council Member Uipi voted yes, and Mayor Jackson voted yes. The motion passed unanimously.

4.2 Discussion and Consideration of Resolution 26-24, Approving an Interlocal Cooperative Agreement with Salt Lake County for Streetlight Installations on Main Street Between 3900 South and 4200 South

Mike Winder presented the proposed interlocal agreement with Salt Lake County to improve street lighting along Main Street in West Millcreek. He explained that increased residential and commercial activity in the area has highlighted the need for additional lighting along what has historically been a dark section of roadway. The agreement would provide for the installation of 16 new light fixtures, with 12 installed on existing Rocky Mountain Power poles and four on new poles. Winder noted that the proposed fixtures are 110-watt LED Cobra-style fixtures rather than the older lighting technology and discussed the importance of incorporating dark-sky principles into the project.

In response to concerns raised during public comment regarding light pollution, Winder explained that dark-sky compliance depends not only on the use of LED fixtures but also on appropriate shielding to direct illumination downward. He noted that the industry standard evaluates backlight, uplight, and glare and that a U0 rating would ensure that no light is directed upward. Because staff had not yet confirmed whether the proposed fixtures would include the necessary shielding, Winder suggested that the council could condition approval of the interlocal agreement by adding language to Exhibit A requiring the installation of 16 top shields on the Cobra fixtures. He explained that the shields would make the lighting more directional, focusing illumination on the roadway and sidewalks while minimizing light directed toward the sky and surrounding properties. Winder indicated that staff believed the shielding was likely part of the proposed installation but recommended including the requirement in the agreement to ensure the desired outcome.

Council Member Handy moved to approve Resolution 26-24, Approving an Interlocal Cooperative Agreement with Salt Lake County for Streetlight Installations on Main Street Between 3900 South and 4200 South, amending Exhibit A that the 16 lights would have top shields on them. Council Member DeSirant seconded. The Recorder called for the vote. Council Member Catten voted yes, Council Member DeSirant voted yes, Council Member Handy voted yes, Council Member Uipi voted yes, and Mayor Jackson voted yes. The motion passed unanimously.

5. Reports

5.1 Mayor's Report

Mayor Jackson reported on several recent meetings and community initiatives. She stated that city representatives met with Granite School District personnel and board members, including Superintendent Horsley, at the former Millcreek Elementary School to discuss the vacant property as a potential site for a future Public Works yard. The discussion was positive, and the city remains hopeful that an agreement with the school district can be

developed. She also reported attending a Granite School District budget meeting, where district officials discussed current financial challenges and plans to engage a third-party consultant to conduct a school population analysis and provide recommendations regarding potential school closures and boundary adjustments. The analysis is expected to be completed by the end of August of the following year.

Mayor Jackson further reported on a meeting in Clearfield regarding the city's Promise programs, involving Promise leadership from Davis and Utah Counties, United Way, and Bridgestone, a potential funding partner interested in investing in the Promise programs serving South Salt Lake and Millcreek. She expressed optimism about the potential funding opportunities and their ability to expand services for Millcreek students and residents. Mayor Jackson reported that she, Mike Winder, and Kristopher Land met with Representative Dunnigan and Senator Harper to discuss the City's AHIF grant applications. She noted that the meeting provided useful feedback and commended Land for his thorough presentation. Winder and Land were scheduled to present the applications to the AHIF board committee later that week, with the city hopeful that funding would be awarded to support the Millcreek Common North project.

5.2 City Council Member Reports

Council Member Handy reported that the Promise Resource Fair at Bud Bailey Apartments was well attended and praised the program's work bringing community organizations together. She also outlined a proposed curbside bulky-waste collection program that would replace dumpster reservations with scheduled pickups twice a year, with residents notified of their collection week by postcard. The plan would exclude construction debris, set limits for items such as green waste, and require materials to be placed on private property rather than in the street. Dumpster rentals would remain available for projects, with pricing being adjusted to reflect costs. Council members noted that the program would need clear resident guidance and further review, including how to handle rejected items and prevent scavenging of recyclable materials.

Council Member Catten reported attending the Jordan River Friends celebration at the zoo with the mayor. She and Council Member DeSirant also attended the Common Mi Gente community event on Saturday, which they said was better attended than the previous year and became busier as the event went on.

5.3 Treasurer's Report

Council Member Catten reported as of September 28, 2026, the city reported \$987,916 in its operating account and \$34,563,826 in its PTIF account, for total shared cash of \$35,551,742. Current property tax receipts totaled \$130,355, while one month of general sales tax revenue totaled \$1,442,857 and building permit revenue totaled \$305,803. Total General Fund revenue was reported at \$3,868,669. For August, the city processed 186 checks, 33 EFT bank drafts, and two payroll periods, resulting in total disbursements of \$5,185,447.

5.4 Staff Reports

There were none.

5.5 Unified Police Department Report

Chief Petty-Brown presented the August police department report. Response times were six minutes for Priority 1 calls, seven minutes for Priority 2 calls, and 12 minutes for Priority 3 calls. Total cases increased from 833 in 2025 to 926 in 2026, while calls for service decreased slightly and police reports increased modestly. The department responded to 53 transient-related calls and 50 mental health calls. Department-wide mental health training was completed to satisfy the state-mandated requirement, with an emphasis on best practices for interacting with individuals experiencing mental health disorders, brain injuries, aging-related issues, substance use disorders, and homelessness. Crisis Response Detective Caleb Head has taken a proactive role in working with unhoused individuals in Millcreek, focusing on connecting them with appropriate resources and support.

Traffic activity for August included 352 citations, 60 DUI arrests, 64 accident reports, and 18 hit-and-run reports. The department also participated in the annual Night Out Against Crime and parade, which were reported as successful and well attended. Chief Petty-Brown recognized former Sergeant Mike Mays on his promotion to Lieutenant, noting his approximately 10 years of service in Millcreek, leadership, mentorship, community involvement, and positive impact on the department. Although promoted, Lieutenant Mays will continue working with Millcreek through shared investigations and services. August case activity included 44 assaults, 24 fraud cases, five burglaries, no homicides, nine sex offenses, 12 stolen vehicles, 89 larceny cases, 28 drug offenses, 61 domestic violence cases, and one robbery. Detectives were assigned 69 cases, with 21 subsequently submitted to Justice Court.

6. Consent Agenda

6.1 Approval of September 14, 2026 Work Meeting and Regular Meeting Minutes

Council Member Uipi moved to approve item 6.1. Council Member Catten seconded. Mayor Jackson called for the vote. Council Member Catten voted yes, Council Member Handy voted yes, Council Member Uipi voted yes, and Mayor Jackson voted yes. The motion passed unanimously.

7. New Items for Subsequent Consideration

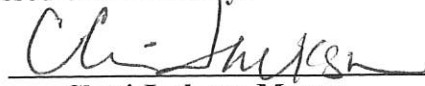
There was none.

8. Calendar of Upcoming Meetings

- Historic Preservation Commission Mtg., 10/8/26, 6:00 p.m.
- City Council Mtg., 10/12/26, 7:00 p.m.

Council Member Handy said there would be a Veterans Day event on November 10 at 3pm.

ADJOURNED: Council Member Uipi moved to adjourn the meeting at 8:33 p.m. Council Member Handy seconded. Mayor Jackson called for the vote. Council Member Catten voted yes, Council Member Handy voted yes, Council Member Uipi voted yes, and Mayor Jackson voted yes. The motion passed unanimously.

APPROVED:  Date 10/12/26
Cheri Jackson, Mayor

Attest:



Elyse Sullivan, City Recorder