

**WOODS CROSS CITY COUNCIL MEETING
OCTOBER 6, 2026**

The Woods Cross City Council held a meeting on October 6, 2026, at 6:30 P.M. The meeting took place at Woods Cross City Hall, located at 1555 South 800 West, Woods Cross, Utah.

COUNCIL MEMBERS PRESENT:

Ryan Westergard, Mayor
Julie Checketts
Jim Grover

Eric Jones
Rachel Peterson (via Zoom)
Wally Larrabee

STAFF PRESENT:

Bryce Haderlie, City Administrator
Curtis Poole, Community Development Director
Annette Hanson, City Recorder
Tara Kinser, Parks Manager

James Bigelow, Police Chief
Brian Passey, Finance Director
Jim Linton

PUBLIC ATTENDANCE:

LeGrande Blackley
Jeanette Harris
Marly Ferrin
Penelope Messel

Brandon Johnson
Mark Anderson
Michael Miller
Rebekah Bowman

Don Schrader
Lois Schrader
Ben Bohman

INVOCATION/PLEDGE:

Jim Grover

CONSENT AGENDA ITEMS

The Council reviewed the consent agenda items. Council Member Checketts made a motion to approve the consent agenda items as presented with the exception of tabling items (e) (Authorization of the Employee Manual) and (c) (the Bamberger Bridge Options presented by UDOT) for further discussion at a later date. Council Member Jones seconded the motion, and all voted in favor of the motion through a roll call vote.

CONSIDERATION TO APPROVE MINUTES

The Council reviewed the minutes of the City Council meeting held on 9/15/26. The minutes were approved as written through the consent agenda.

RATIFY CASH DISBURSEMENTS

The Council ratified the cash disbursements for 9/11/26-10/1/26 through the consent agenda.

CONSIDERATION TO AUTHORIZE LETTER TO UDOT REGARDING BAMBERGER BRIDGE OPTIONS

Council Member Peterson said she would like to discuss the Bamberger Bridge options at a later date and this item was tabled as noted above.

CONSIDERATION TO ADOPT RESOLUTION APPROVING FERTILIZER PURCHASE FOR FY27

The Parks Manager recommended expenditure of \$29,049.56 for fertilizer which is lower than last year's purchase amount due to:

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- The subtraction of the acreage of Hogan Park due to planned construction
- The planned use of 62 unused bags of fertilizer from last year's purchase

If, for any reason, Hogan Park needs fertilization, we will need to make an additional purchase.

Order Details

- Three city-wide fertilizer applications tailored to seasonal needs. \$29,049.56
- An 80/20 Kentucky/Rye grass seed mix. \$2,102.20

Total cost: \$31,151.76 plus shipping

The resolution approving a fertilizer purchase for FY27 was approved through the consent agenda.

**CONSIDERATION TO ADOPT RESOLUTION AUTHORIZING NEW EMPLOYEE POLICY MANUAL
PUBLIC COMMENT**

This item was tabled to be discussed at a later date.

PUBLIC COMMENT

The Mayor opened the meeting for public comments that would take less than two or three minutes.

Seargent Linton addressed the Commission and said he would be retiring and he invited the Council to his retirement party. He said he had enjoyed working with everyone for the past twenty years and said he will miss everyone.

The Mayor and Council thanked Seargent Linton and said he had made a big difference in many lives in the community especially with the high school students.

There were no further public comments, and the Mayor closed the public comment period.

**CONSIDERATION TO APPROVE AN ORDINANCE AMENDING TITLE 6, BUSINESS REGULATIONS, OF
WOODS CROSS CITY MUNICIPAL CODE, FOR THE PURPOSE OF UPDATING AND CLARIFYING
BUSINESS LICENSING—PUBLIC HEARING**

The Mayor gave the floor to the Community Development Director, Mr. Curtis Poole, who noted Title 6 of the Woods Cross Municipal code relating to business regulations, including general licensing requirements, fees, license denial or revocation procedures, beer licenses, and regulations for sexually oriented businesses needed updating. He said much of the existing language within Title 6 has been in place for a number of years and contains provisions that no longer reflect how the city currently administers its business licensing program.

The Council reviewed the proposed changes and said they would like to leave the grace period for expiration as January 31, and to move up the date for license expiration to March 1.

There was a discussion about the possibility of sending out a postcard after the first of the year to reach those who may have missed the email reminder for renewal. There was also discussion about what the penalty would be for businesses operating without a business license. Mr. Poole noted there is enforcement

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by the code enforcement officer checking on the businesses to make sure they are operating with a business license.

Council Member Jones asked why the liquor language was being removed and is being referred back to the state. Council Member Jones said he thought it was a little harder to navigate. Mr. Poole said if the state changes its standards, then we have to change our code. Mr. Poole said anyone wanting a liquor license has to start that process with the state to begin with.

The Mayor then opened the meeting for public comments regarding this matter.

There were no public comments, and the Mayor closed the public hearing.

Council Member Checketts made a motion to approve the ordinance amending Title 6, Business Regulations, of the Woods Cross Municipal Code, for the Purpose of Updating and Clarifying Business Licensing with the change that the grace period for renewal if a business license be January 31, and expiration of the license if not paid will be March 1. Council Member Grover seconded the motion, and all voted in favor of the motion through a roll call vote.

CONSIDERATION TO ADOPT A RESOLUTION GRANTING BOUNTIFUL DAVIS ART CENTER FUNDING

The Mayor gave the floor to the City Manager who noted the Bountiful Davis Arts Center is requesting funds to help support the Bountiful Davis Arts Center. The following information was given regarding donations to the Bountiful Davis Arts Center:

“The Bountiful Davis Art Center (BDAC) has requested continued financial support from Woods Cross City. I recommend that the Council consider the request and adopt a resolution authorizing funding at the level you determine is appropriate, taking into account the proposed programs, benefits to residents, and the City’s available resources.

“Woods Cross City has supported BDAC periodically over a number of years. The City contributed \$1,500 annually from 2010 through 2016, with no contribution in 2017, followed by \$1,500 in 2018 and \$2,000 in 2019. In 2025, the Council approved a \$5,000 contribution following a formal written request. BDAC acknowledged that this amount was significantly higher than the City’s past contributions and described the programs the funding would support.

“The \$5,000 award approved in October 2025 was for FY2026 and was authorized through Recreation, Arts, and Parks (RAP) funds.

“While the FY2027 budget allows for up to \$5000, it would be prudent for the City Council to consider alternative ways that this money can benefit the community and if some of the budgeted funds should be reserved for other opportunities.”

The Council discussed what they thought they would like to donate this year. The Council decided they could support the arts center once again with a donation of \$2000.

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Council Member Larrabee made a motion to adopt a resolution granting Bountiful Davis Art Center funds in the amount of \$2000. Council Member Jones seconded the motion, and all voted in favor of the motion through a roll call vote.

APPOINTMENT TO THE PLANNING COMMISSION UNTIL THE END OF THE REMAINDER OF TERM TO REPLACE THE MEMBER OF THE PLANNING COMMISSION WHO HAD RESIGNED

The City Manager noted Ms. Mariah Wall had resigned from the Planning Commission. The Mayor proposed that Ms. Shari Phippen be appointed to fill the remainder of the term of Mariah Wall.

Council Member Checketts made a motion to appoint Sharim Phippen to the Planning Commission for the remainder of the term for Mariah Wall who had resigned. Council Member Peterson seconded the motion, and all voted in favor of the motion through a roll call vote.

The Mayor and Council said they were excited for Ms. Phippen to serve on the Planning Commission and thanked her for her previous efforts as a citizen of Woods Cross in trying to use her knowledge and understanding to help other residents of the city.

MOVE FROM CITY COUNCIL TO CONVENE AS A BOARD OF TRUSTEES OF THE LOCAL BUILDING AUTHORITY

Council Member Jones made a motion to move from City Council to convene as a Board of Trustees of the Local Building Authority.

Council Member Larabee seconded the motion, and all voted in favor of the motion through a roll call vote.

WOODS CROSS LOCAL BUILDING AUTHORITY (LBA)

The following information was given to the City Council:

Introduction:

As the Local Building Authority (LBA) of Woods Cross City was created on September 15, 2026, attorney Brandon Johnson informed the City Council that a number of steps would be taken at the October 6th meeting to move forward. These will be accomplished with a series of motions to:

1. Convene the LBA meeting
2. Elect a President and Secretary
3. Adopt the Bylaws
4. Ratify prior actions of the LBA
5. A resolution "Authorizing the Issuance and Sale of Lease Revenue Bond, Series 2027"

By motion, the LBA will close that meeting and return to the city council meeting. The city council will then have the opportunity to consider the following:

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A resolution “expressing intent to issue lease revenue bonds of up to \$33,000,000 by the Local Building Authority of Woods Cross City, Utah and providing for a public hearing relating to the Bonds.”

Due to the volatility of the bond market, our financial advisor, Mark Anderson, with Zions Bank has recommended that the city move forward with the two resolutions above that are commonly referred to as parameters resolution. This is because they define the parameters of how much the city/LBA intends to issue in Lease Revenue Bonds to fund the construction of the Woods Cross City Hall and Hogan Park project.

These resolutions do not obligate the City to borrow the full amount identified in the resolution, it merely states the “maximum” amount (\$33,000,000) that the City could acquire, the maximum years of the bond (31 years), the maximum interest rate (6.50%) and other matters identified in Section 2(b) of the “LBA Final Bond Resolution.”

While the project budget created in early 2026 anticipated the issuance of \$25,000,000 in bonds for the project, current economic factors are creating an environment where it may be necessary to borrow more than this amount. After consulting with Mayor Westergard and Mark Anderson, a decision was made to set the maximum amount at \$33,000,000. We can borrow less than this amount, but we would not be able to borrow more.

Following the adoption of these resolutions, City Recorder, Annette Hanson, will post required public notices for a public hearing on November 3rd and other matters required for this process. Mark Anderson and Jeanette, with Zions Bank and Brandon Johnson, with Farnsworth Johnson PLLC will attend the October 6th meeting to explain the process and answer questions.

Process Steps

Mr. Johnson has prepared the attached “script” to assist the LBA and City Council with the steps required at the October 6th meeting. This script includes the proposed language for each action, and this corresponds with the documents contained in the packet. Staff recommend following this script to ensure that all necessary steps are taken to fulfill the legal requirements of this process.

CONSIDERATION TO ELECT PRESIDENT AND SECRETARY OF THE AUTHORITY BY MOTION

The Mayor noted the Local Building Authority will consider a motion electing the President and Secretary of the Authority. Ms. Peterson moved that the normal rules of order be waived and that Ryan Westergard and Annette Hanson be elected as President and Secretary/Treasurer, respectively, of the Authority until their successors are duly elected and qualified. Ms. Checketts seconded the motion, and all voted in favor of the motion through a roll call vote.

CONSIDERATION TO APPROVE THE ORGANIZATION OF THE AUTHORITY AND ITS BY-LAWS- BY MOTION

The President said the Authority would consider a motion adopting the Bylaws of the Authority. Mr. Jones moved that the Authority adopt the Bylaws submitted at this meeting. Ms. Peterson seconded the motion, and all voted in favor of the motion through a roll call vote.

CONSIDERATION TO RATIFY PRIOR ACTIONS OF THE AUTHORITY BY MOTION

The President said the Authority would consider a motion ratifying prior actions of the Authority. Ms. Checketts moved that any and all actions taken by the officers of the Authority prior to this meeting are ratified, confirmed, and approved as the act and deed of the Authority, including all actions taken in connection with the organization of the Authority. Mr. Larrabee seconded the motion and all voted in favor of the motion through a roll call vote.

CONSIDERATION TO ADOPT A RESOLUTION AUTHORIZING ISSUANCE OF LEASE REVENUE BONDS

President Westergard said the Authority would consider a resolution authorizing the issuance of lease revenue bonds by the Authority.

Mr. Brandon Johnson, Bond Council for the city, addressed the Authority and gave information on how this leasing of the bonds would work. Mr. Johnson answered questions from the Authority regarding this matter.

Ms. Jeanette Harris also answered questions about the bonds and how they work with selling them and interest rates.

Mr. Grover moved that the Authority adopt the resolution authorizing the issuance of lease revenue bonds setting the parameters for up to \$33,000,000 and maximum interest rate of 31 years. Ms. Checketts seconded the motion, and all voted in favor of the motion through a roll call vote.

MOVE TO ADJOURN MEETING OF THE LBA AND RETURN TO CITY COUNCIL

At 7:38 P.M. Mr. Larrabee made a motion to adjourn the LBA and reconvene as the City Council. Mr. Jones seconded the motion, and all voted in favor the motion through a roll call vote.

CONSIDERATION TO ADOPT A RESOLUTION EXPRESSING INTENT TO ISSUE LEASE REVENUE BONDS BY THE LOCAL BUILDING AUTHORITY OF WOODS CROSS CITY

The Mayor said the LBA would consider a resolution expressing intent to issue lease revenue bonds by the Local Building Authority of the City.

Council Member Jones made a motion that the Council adopt the resolution expressing intent to issue lease revenue bonds by the Local Building Authority of the City. Council Member Grover seconded the motion, and all voted in favor of the motion through a roll call vote.

PUBLIC WORKS ROOF REPAIRS

The Mayor gave the floor to the Public Works Director who noted the following for the City Council:

“The Public Works Building at 2287 South 1200 West was constructed in 2018-2019. The roof includes standing-seam metal, membrane, and galvanized metal roofing. Since the City took occupancy from the general contractor, it has experienced recurring leaks at roof-to-wall transitions, parapet walls, flashing, membrane roof areas, and the improvised membrane gutter.

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With the General Contractor (GC) filing for bankruptcy, the City cannot charge them for the poor workmanship. Staff also reviewed performance bonds for the GC and the architect, but cannot seek damages from them. The City replaced the standing-seam roof over the community room in 2025, but problems remain in other roof areas.

“A recommended roofing contractor reviewed the building and advised that the existing metal roof system, even with extensive repair attempts, would not serve as intended. The contractor proposed a comprehensive membrane-roofing solution over the affected roof surfaces, including drainage improvements, parapet details, and a 25-year manufacturer guarantee. The recommended budget price is \$550,000.

“The City also requested a separate repair budget of \$40,000 for the roof over the offices. That proposal would remove and reuse existing metal roofing and siding, install new plywood and ice-and-water shield and install membrane roofing at those locations. This represents a more limited repair approach rather than a comprehensive roof solution.”

Key Considerations

- Funding available in the current fiscal year and the effect of either option on other capital projects.
- The frequency and severity of active leaks and the risk of additional damage to the building if some areas are deferred.
- Whether a phased approach can be divided into technically independent roof areas without creating new transition or warranty concerns.
- Whether Council prefers a larger one-time capital investment intended to comprehensively address the roof issues or a multi-year approach that reduces the immediate budget impact.

Following the information given by the Public Works Director, Council Member Checketts said she felt like if they did not fix the current problem, the issue with mold it was just going to get worse and more expensive to fix in the future. She said she felt like the roof should be replaced.

Council Member Jones also said he agreed the roof should be replaced because they will continue to try to fix continuous leaking.

The Public Works Director said he can get with the Finance Director and try to get some funding options to replace the roof.

The Public Works Director said the biggest concern right now would be leaks in the offices, but inflation will continue to grow making it more expensive to fix if they decide to wait to fix the problem.

The City Manager said they could possibly tackle the offices the first year and then tackle the rest of the project at another time.

Council Member Checketts said she would prefer to do it all at once if it is financially possible. She said she felt like mold will continue to keep producing the longer they wait for the roof to be fixed or replaced.

Staff said they would get with the Finance Director and get a proposal for the Council to review.

CITY HALL/HOGAN PARK UPDATE RELATED TO A PARKS COMMITTEE, BUILDING FAÇADE, PROJECT BUDGET REVIEW, DESIGN DEVELOPMENT PROCESS, OTHER

The Mayor and Council were given updates that related to a Parks Committee, building façade, project budget review, design development process and other things relating to the city hall and Hogan Park redevelopment.

The Council talked about the large boulders that were delivered to Hogan Park by Hogan Construction and said they were pleased with them and the cost of them and would like more if they are available.

The Council reviewed the various façades of the new building and decided they liked the Front Concept 02a as the preferred version.

It was noted the Parks Committee would include Council Member Checketts, Council Member Peterson, the Public Works Director, the Parks Manager, Johnny with the Parks Department, the Community Services Manager, and the Community Development Director to work on the park details.

CITY MANAGER REPORT

The following information was provided to the City Council by the City Manager.

- We have sent communication to the Legacy Parkway Improved team requestion clarification on the noise wall being constructed through the city limits. Please see the attached series of emails regarding this dialogue.
- I attended the Utah League of Cities and Towns policy meeting on September 21st and a special property tax workshop meeting on September 22nd where we discussed proposed changes to the state code on the Truth in Taxation process. The LPC agenda and minutes for that meeting can be found at <https://www.ulct.utah.gov/advocacy/legislative-policy-committee/lpc-agenda-minutes/>
- The city received confirmation from the Utah State Tax Commission that it fulfilled the requirements of the 2026 Truth in Taxation process.
- Working with Zions Bank for the creation of the Local Building Authority and future funding for the City Hall/Hogan Park project.
- Assisting public works with the 1500 S water tank easements, well #3 redrilling, 1100 W road project, and Bureau of Reclamation Waterwise Grant.
- I attended the South Davis Metro Fire Service Area Board of Trustees meeting on Thursday, Sept. 21st to present possible modifications to the administrative committee functions per the bylaws and organizational structure of the agency.
- Regular meetings for the city hall/Hogan Park project design. We continue to refine the floor plan and functional layout of the building.
- Coordination meetings with the Community Services and Finance departments to ensure that proper money management processes and support is provided at community events.

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The Public Works Director noted that Bountiful Irrigation will be doing construction on Wildcat Way and wants to replace and install a new water main and will be closing the road during fall break. He said he would make sure it will be opened back up when school gets back in session.

FINANCE REPORTS JULY AND AUGUST

The City Finance Director provided information to the Council for their review of the financial reports for July and August.

QUESTIONS/DIRECTION TO CITY MANAGER OR STAFF

Council Member Checketts asked for additional SRO information at the high school to see what the pressing issues are and wanted it to be added to the Police Department report.

Council Member Checketts asked for a record of action items or directions to staff be included in the minutes, by a bulleted list or in the City Manager Report as follow-up actions and links to YouTube Videos.

The City Manager said he would work on getting a method of keeping track of those items.

Council Member Grover asked to have questions and direction as action items.

Council Member Checketts asked about charging a merchant fee when people pay for city items by credit card. The City Manager said they estimate that fee in the utility fees. He said he was told some years ago they were not allowed to add a fee but that could have changed. The City Manager said he would look into the matter and report back to Council.

COUNCIL REPORTS

Council Member Larrabee said the ARCON conference was very good and informative.

Council Member Checketts said she had been interviewed by several news outlets/foundations about polarization within local governments and she said she was happy to report not much of that happens within our city.

The City Manager noted the finance department would be taking payments from people at Pumpkins in the Park. He said they are working on who will be handling the money for the activity. He said they will have two adults handling the money. He said they are trying to improve the city's control system.

The Mayor said he and Council Member Jones attended the Local Government Information meeting and they went over the 5th of 5th, the Davis County Justice Center, the Davis County Animal Care Facility, the South Branch Library and the Western Sports Park. He said the Western Sports Park has been very busy and has been utilized which leads to supporting businesses around them. He said they have lots of interest from sporting events and tournaments. He said 5th of 5th passed unanimously and will be implemented January 1, 2027, and will help with transportation opportunities. He said the South Branch Library will be torn down to the structure but not completely taken down to the studs.

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The Mayor said there would be a pinning ceremony for both new deputy chiefs for the South Davis Metro Fire Agency tomorrow night. He said these two new deputy chiefs are going to be great additions to the South Davis Metro Fire Agency.

The Mayor said the Veteran's Dinner is coming up and reminded the Council to put it on their calendar.

He also noted there is a ribbon cutting at the emergency operations center that everyone is invited to attend.

CLOSED SESSION

At 9:26 P.M. Council Member Jones made a motion to go into closed meeting to discuss items pursuant to UCA §52-4-205. Council Member Grover seconded the motion, and all voted in favor of the motion and Council Members Grover, Peterson, Checketts, Jones, and Larrabee voted in favor of the motion through a roll call vote.

ADJOURNMENT

There being no further business before the City Council, Council Member Grover made a motion to adjourn the meeting at 10:45 P.M. Council Member Jones seconded the motion and Council Members Grover, Peterson, Checketts, Jones, and Larrabee voted in favor of the motion through a roll call vote.

Approved by Council October 20, 2026

