



Tuesday, June 27, 2023





Approval of Minutes from May 23, 2023



Meeting Minutes



Open and Public Meetings Act Training



QUIZ!

**NSL Open & Public
Meetings Act Training**



**1. The legislative intent of the
OPMA is for public bodies to
deliberate and act
_____?**

- A. Civilly
- B. Respectfully
- C. Openly
- D. Transparently

C. Openly



52-4-102 (2) It is the intent of the Legislature that the state, its agencies, and its political subdivisions:

- (a) Take their actions **openly**; and
- (b) Conduct their deliberations **openly**.



2. How is a quorum defined in the OPMA?

- A. A simple majority of the membership of a public body
- B. Three or more members of the public body
- C. A minimum number of the public body needed to hold a valid meeting
- D. The number of people needed to conduct official business of the public body



A. A simple majority of the membership of a public body



52-4-103 (11)(a) “Quorum” means **a simple majority of the membership of a public body**, unless otherwise defined by applicable law.

NSL City Council = 3 of 5

NSL Eaglewood Golf Oversight Committee = 3 of 5

NSL Health & Wellness Committee = 3 of 5

NSL Parks, Arts, Trails & Recreation Advisory Board = 4 of 7

NSL Planning Commission = 4 of 7

3. How soon do approved minutes need to be posted for the public?

- A. Within three business days after approving written minutes of an open meeting
- B. Within 30 days after holding the open meeting
- C. Within seven calendar days after approving written minutes of an open meeting
- D. As soon as reasonably possible



A. Within three business days after approving written minutes of an open meeting



52-4-203(4)(f)(ii) **within three business days after approving written minutes of an open meeting**, post and make available a copy of the approved minutes and any public materials distributed at the meeting



4. What is a justifiable reason you may hold a closed meeting?



- A. Discussion regarding a controversial recommendation from an advisory board
- B. To learn confidential details about a recent crime in the City
- C. Interview a person applying to fill an elected position or midterm vacancy
- D. Strategy session to discuss pending or reasonable imminent litigation

D. Strategy session to discuss pending or reasonable imminent litigation



52-4-205 Purposes of closed meetings (1) A closed meeting described in Section 52-4-204 may only be held for:

- (a) Discussion of the character, professional competence, or physical or mental health of an individual;
- (c) **Strategy sessions to discuss pending or reasonable imminent litigation;**
- (d) Strategy session to discuss the purchase, exchange, or lease of real property...;
- (e) Strategy sessions to discuss the sale of real property...if the public discussion of the transaction would (A) disclose the appraisal or estimate value...; or (B) prevent the public body from completing the transaction on the best possible terms...
- (f) Discussion regarding deployment of security personnel, devices, or systems
- (b) & (g) – (t) not common for municipalities; mostly applicable to other Boards or Commissions

5. How much time is required to notice a public meeting?



- A. At least 24 hours
- B. If regular meetings are held, annual notice is required
- C. Not less than 24 hours
- D. All of the above



D. All of the above



52-4-202 Public notice of meetings

(1)(a)(i) A public body shall give **not less than 24 hours'** public notice of each meeting

(2)(a) ...a public body which holds regular meetings that are scheduled in advance over the course of a year shall give public notice at least once each year of its **annual meeting schedule...**

(3)(a) ..., **for at least 24 hours.**

Public Notice





6. How often is a public body required to be trained on the Open and Public Meetings Act?

- A. Each time a member of the public body is newly elected or appointed
- B. Annually
- C. Too much
- D. Monthly

B. Annually



52-4-104 Training

(1) The presiding officer of the public body shall ensure that the members of the public body are provided with **annual** training on the requirements of this chapter.



7. What is something that does NOT need to be recorded in the official minutes?



- A. Date, time, and place of the meeting
- B. Names of members present and absent
- C. A record, by individual member, of each vote taken by the public body
- D. The verbatim dialog of all matters proposed, discussed, or decided by the public body

D. The verbatim dialog of all matters proposed, discussed, or decided by the public body



52-4-203 (2)(a) Written minutes of an open meeting shall include:

- (i) the date, time and place of the meeting;
- (ii) the names of members present and absent;
- (iii) **the substance of all matter proposed, discussed, or decided by the public body** which may include a summary of comments made by members of the public body;
- (iv) a record, by individual member, of each vote taken by the public body;
- (v) the name of each person who: (A) is not a member of the public body; and (B) after being recognized by the presiding member of the public body, provided testimony or comments to the public body
- (vi) the substance, in brief, of the testimony or comments provided by the public...; and
- (vii) any other information that is a record of the proceedings of the meeting that any member requests be entered in the minutes or recording.

8. Which of these is NOT a requirement for electronic meetings?



- A. Adoption of a resolution, rule, or ordinance governing the use of electronic meetings by the public body
- B. Always have an anchor location where the public may attend
- C. Give public notice of the electronic meeting in accordance with State Code
- D. Except for a unanimous vote, all votes shall be taken by roll call

B. Always have an anchor location where the public may attend



52-4-207 Electronic meetings

(4)(a) **Except** as provided in Subsection (5), a public body that convenes and conducts an electronic meeting shall provide space and facilities at an anchor location for members of the public to attend the open portions of the meeting.

(5) Subsection (4)(a) does not apply to an electronic meeting **if: (a)(i) the chair of the public body determines that: (A) conducting the meeting as provided in Subsection (4)(a) presents a substantial risk to the health or safety of those present or who would otherwise be present at the anchor location; or (B) the location where the public body would normally meet has been ordered closed to the public for health or safety reasons; and...**(the public notice includes three more specific things)



9. Which of these would NOT be a public meeting regulated by OPMA?



- A. A chance gathering in the grocery store
- B. A social gathering at the City's holiday party
- C. Liberty Fest when a quorum of the public body are in attendance
- D. All of the above



D. All of the above



52-4-208 Chance or social meetings.

(1) This chapter does not apply to any chance meeting or a social meeting.

(2) A chance meeting or social meeting may not be used to circumvent the provisions of this chapter.



10. What must be included on an agenda?

- A. Reasonable specificity about topics to be considered
- B. Dress code for the meeting
- C. Action Items
- D. Pledge of Allegiance

A. Reasonable specificity about topics to be considered



CITY OF NORTH SALT LAKE
COMMUNITY & ECONOMIC DEVELOPMENT

10 East Center Street, North Salt Lake, Utah 84064
(801) 335-8700
(801) 335-8719 Fax

**NORTH SALT LAKE PLANNING COMMISSION
NOTICE & AGENDA
May 23, 2023
6:30 p.m.**

Notice is given of a public meeting of the North Salt Lake Planning Commission to be held on the above noted date and time in the North Salt Lake City Council Chambers located at 10 East Center Street. The agenda will be as follows:

- 1) Welcome and Introduction
- 2) Public comments
- 3) Public Hearing: Consideration of General Development Plan & P-District Rezone for Cutler Lofts, located at 805 North Redwood Road, Brighton Homes Utah, LLC, Sam Pugsley, applicant
- 4) Public Hearing: Consideration of a code amendments to Title 10, related to animal control
- 5) Consideration of a site plan amendment for Eaglewood Plaza, LLC, for the construction of 2 commercial retail structures at 290 South Orchard Dr., Michael, Macfarlane, applicant
- 6) Consideration of a conditional use permit for S Link Plus LLC for a general warehousing and distribution business, located at 95 North Foxboro Dr. #100, Sean Clark, applicant
- 7) Report on City Council actions on items recommended by Planning Commission
- 8) Approval of minutes: 5/9/2023

Adjourn

This meeting has an option to attend electronically via Zoom, with joining information below:
Time: May 23, 2023, 06:30 PM Mountain Time (US and Canada)

Join Zoom Meeting: <https://bit.ly/4TKyb7Q>

Meeting ID: 876 7371 3538

The public is invited to attend all Planning Commission meetings. If you need special accommodations to participate in the Planning Commission meeting, please call the City offices at (801) 335-8700. Please provide at least 24 hours' notice for adequate arrangements to be made. The agenda items may be heard in a different order as warranted by the Commission.

Notice of Posting:

I, the duly appointed City Recorder for the City of North Salt Lake, certify that copies of the agenda for the Planning Commission meeting to be held May 23, 2023 were posted on the Utah Public Notice Website: <https://www.utah.gov/pnu>, City's Website: <https://www.nslakecity.org>, and at City Hall: 10 E. Center St. North Salt Lake.

Dated Posted: May 14, 2023

Wendy Page
Wendy Page, City Recorder



52-4-202 (6)(a) A public notice that is required to include an agenda...shall provide **reasonable specificity to notify the public as to the topics to be considered** at the meeting. Each topic shall be listed under an agenda item on the meeting agenda.



QUIZ!

**CONGRATULATIONS –
Your OPMA Training is
Completed!**



Public Works Update



Dog Park Discussion



Legacy Park



Dog Park Discussion



Legacy Dog Park Conceptual Plan



Prefab restroom structure (Or match Legacy)



MyTCoat DogN Play Products



We could utilize old fire hydrants and pipe to add in the play area



Waste Stations



Benches



Webcoat Pet Water Fountains (3)



Shade Structures to match Splash Pad (3)



Double gate entry systems (4 Entries)

Fencing not shown, but would be needed around the Small Dog Area. Around everything else and dividing the "Play" and "Open" areas

Parks Department

Events

- Juneteenth
- Pride



Parks Department



Liberty Fest Preparations

- Car Show Volunteers





THIRD OF JULY

CELEBRATION

VERSION: Tuesday, June 27, 2023

Date	Time	Operation	Team	Responsibility	Notes	Needs
June 26, 2023		Sign Boards set up warning about road shut down		Luke Lantz	Eagleridge/Eaglewood and Eaglewood loop and Eagleridge	
		Event banners in multiple locations		Luke Lantz	Get with Linda for locations	Need a map of locations in
		Legacy Early Warning Event Signs		Randy		
		Sweep 5k Route		Jason Boulton	Might not need to be swept	
	7:15 AM	Preliminary Briefing and Team Meetings		Streets Department		Total Barrel
June 28, 2023	8:00 AM	Temporary Fence Set Up at Eagles Landing		Streets Department		Total Barrel
		Type 3 & Barrel Delivery		Streets Department	80 candlesticks needed for race	
		Candlestick Preparations		Streets Department		
		Sandbag Preparations/Delivery		Streets Department		
		Cone/Road Closure drop off for all events		Streets Department	Sand bags	2 Pallets Sandbags (120 Bags)
		Generator Pick Up		Jon Rueckert	Pick Up June 28, Hero rentals	
		Light Tower Pick Up (7)		Randy	Pick Up June 28, Equipment share	8 Total Towers
		Put together race signs				
		Shop Cleanup				
		Garbage Can Delivery		Extras help with this		
June 29, 2023	7:00 AM	Round tables City Hall & Podelium				
		Liberty Fair Vendor Painting		TJ Riley/Randy Simmons		
		Charge radios				
		Skid Loader Delivery with forks		Robert/Broc		
	4:00 PM	Load round tables for golf course				
June 30, 2023	4:00 PM	Load water Barricades onto trailers				
	7:00 AM	Electrical needs			Generator setup/Temp pannels/Light Towers on Eagleridge (Food Trucks)	Jon working with electrician
	7:00 AM	Load Race Signage				
		Set Up "No Street Parking" signs for car show				
		***** ETS/WIFI & Hunt Electric				
July 1, 2023		Liberty Fair Restrooms		Afordable Portables		
	1:00 PM	Dumpster Delivery (ACE)		(3) 3 Yard Dumpsters	ACE	20 Candlesticks/Arrow Signs
	4:30 AM	Race Course Set Up				
	5:00 AM	Block area for food trucks at Liberty Fair				
	5:30 AM	Flag Set Up/Feather Flags			30 Flags	30 Flags
	5:30 AM	PA System Set Up (if needed)			Storage shed before event	PA System/Speakers/Mics/Etc
	6:00 AM	Table/Trash Can on Race				Table/Trash Can
	6:00 AM	Sponsor Banners			Linda Horocks	
	6:00 AM	Bounce House Water Supply				
	6:00 AM	City Blow Up Set Up				
	6:30 AM	Registration Begins				
	7:00 AM	Liberty Fair Begins				
	7:00 AM	Race Begins				
	7:00 AM	Vendor Assistance/Rec Tent Set Up				
	***** Course/Park Clean Up				Garbage bags	
	***** Run Candlesticks up to Car Show					
2:00 PM	Liberty Fair Ends Clean Up				Garbage bags	
2:00 PM	Flag Take Down					
2:00 PM	Blow Up Logo Take Down			Take up to car show	Garbage bags	
July 1, 2023		***** Lunch				
		Water Barricade Delivery				All barricades
		Water Buffalo Delivery				
	1:00 PM	Round table delivery to Golf Course				
		Garbage Can Set Up				
		Portable Toilet Delivery		Afordable Portables		
	1:00 PM	Parking lot "Permit Only" signs set up at golf course				



Eaglewood

HOUSING



City Council Updates

TED





Chair Updates





2023/2024 Event Planning and Discussion



- **Action Items**





Discussion and Introduction of Arts Sub Committee