

**WOODS CROSS CITY COUNCIL MEETING  
OCTOBER 4, 2022**

The minutes of the Woods Cross City Council meeting held October 4, 2022, at 6:30 P.M. in the Woods Cross City Hall located at 1555 South 800 West, Woods Cross, Utah.

**COUNCIL MEMBERS PRESENT:**

Ryan Westergard, Mayor  
Julie Checketts  
Jessica Kelemen

Gary Sharp  
Matt Terry

**COUNCIL MEMBERS EXCUSED:**

Wally Larrabee

**STAFF PRESENT:**

Bryce Haderlie, City Administrator  
LaCee Bartholomew, Community Services Coordinator  
Tim Stephens, Community Development Director  
Jessica Sims, Assistant City Administrator

Annette Hanson, City Recorder  
Sonia Kelley, City Administration  
Mike Daugherty, Police Sergeant  
Sam Christensen, Public Works Director

**STAFF EXCUSED:**

Chad Soffe, Chief of Police

**PUBLIC ATTENDANCE:**

LeGrande Blackley  
Dennis Hooper

Mark Johnson  
Jim Grover

Don Schrader  
LeAnn Hanson

Marly Ferrin  
Jordan Dearden

**INVOCATION:**

**PLEDGE OF ALLEGIANCE:**

Gary Sharp  
Jessica Sims

**CONSIDERATION TO APPROVE MINUTES**

The Mayor called for the review of the minutes for the City Council meeting held on 9/6/22 and 9/20/22.

Following the review of the minutes by the City Council, Council Member Sharp made a motion to approve the minutes as written. Council Member Checketts seconded the motion, and all voted in favor of the motion through a roll call vote.

**RATIFY CASH DISBURSEMENTS**

The Mayor then called for the ratification for the cash disbursements for the time period of 9/10/22-9/23/22.

Council Member Checketts made a motion to ratify the cash disbursements for the time period of 9/10/22-8/23/22. Council Member Kelemen seconded the motion, and all voted in favor of the motion through a roll call vote.

**COUNCIL KUDOS AND RECOGNITION**

The Mayor gave the floor to Council Member Checketts who noted there were two people who had been nominated for Council Kudos and some honorable mentions.

**OFFICIAL MINUTES**  
**WOODS CROSS CITY COUNCIL MEETING**  
**OCTOBER 4, 2022**  
**PAGE 2**

The first nominee was Jake Wilson from the Public Works Department who was nominated by Liz Redford who noted that while Jake is the “New Kid on the Block” and should be recognized for his willingness to work and his ability to get along well with everyone. It was noted that on the Day of Service, Jake was early to work and was hustling to get the bathrooms open before the days event. Ms. Redford said he also made sure his area was taken care of as well as being available to help with anything needed.

The next nominee, nominated by Bonnie Craig, was Sonia Kelley from the front office. It was noted that Sonia is always kind and helpful to everyone. She goes the extra mile to step in and help when others need it. Sonia was also described as very knowledgeable and always pleasant at work. Ms. Craig said Sonia can take care of most anything that comes up at the front office counter. Council Member Checketts also thanked Sonia for taking all of the forwarded phone calls when the internet was down earlier in the week. Mr. Haderlie commend Sonia for flexibility in coming into the office to help when the internet was down.

The next people to be recognized were police officers; they were given letter of commendation from the Bountiful Police Department for a case involving a suspect who was involved in the kidnapping of his daughter. It was noted that Mitchell Salas, Austin Strong and Gavin Hanselmen were very professional, staying calm and focused, in this critical event and contributed to a positive outcome of a successful arrest and the reuniting of the daughter with her mother.

There was also a letter of commendation that came from the West Bountiful Police Department for assistance with a traffic collision with injuries involving a bike accident with two people, one of which lost their life. It was noted that Officer Mitch Salas and Officer Austin Strong were very instrumental t in this situation where things could have been very confusing and chaotic, they showed their dedication and professionalism and did an commendable job in this situation.

Council Member Checketts also added her thanks and appreciation for the officers’ hard work in assisting other cities on behalf of Woods Cross City..

**PUBLIC COMMENT**

The Mayor opened the public comment portion of the meeting that allows the public to make comments that will take less than two of three minutes.

Mr. Dennis Hooper, a city resident, addressed the Council saying he was very upset with the M & M Contractor who had been doing road work in his circle. He said he got home on Thursday night at 5:30 P.M. and found a notice on his door saying the road would be closed the next day. Mr. Hooper said he had arranged to have a door to be installed on Friday morning at 9:30 A.M. but as he didn’t get the notice until the previous evening at 5:30 P.M. there was nothing he could do to rearrange the installation of the door he had been waiting for delivery for some time. Mr. Hooper said he had taken the day off from work for the installation of the door. He tried to call M & M but did not get anywhere with them letting them know what had happened. Mr. Hooper said he is very disturbed with M & M because of the short notice he had received about the road closure. He said he would appreciate the city letting M & M know they should send out more timely notice before roads are closed.

**OFFICIAL MINUTES  
WOODS CROSS CITY COUNCIL MEETING  
OCTOBER 4, 2022  
PAGE 3**

The Mayor and Council and Public Works Director said they would contact them and make sure they are aware that M & M's contract with the city says there should be a 48 hour notice before a road closure, and city staff will let them know they need to follow what the contract says.

Mr. Jordan Dearden then addressed the Council and said he lives on 1350 West. Behind his home there are new commercial buildings going in. He said there is a building going in for the Thomas and Sons Signs. He said they have very bright lights that are shining into his home. The intensity of the lights is frustrating and is worse now it is getting dark sooner

Mr. Stephens said he can contact the company and have them adjust the lights. If adjustments are not satisfactory, the Planning Commission can become involved.

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

**COMMUNITY CONNECTIONS REPORT**

The Mayor gave the floor to the Community Services Coordinator who noted Pumpkins in the Park would be held this Saturday at Mills Park from 6:00-8:00 P.M. She also noted the Veterans Dinner will be November 18<sup>th</sup> at 6:00 P.M.

She also said she had been approached by several companies about texting services if the city would be interested in that service. It was noted the city uses Code Red which is the emergency texting service that sends out notices in the event of an emergency. There was discussion on whether texting services for other events or important information would benefit the residents and could let them know about upcoming events such as road closures or when garbage cans have not been picked up for a certain reason. She said there could be specific things sent out to residents. She also said it would be a program that residents would have to opt in to use the service.

The Mayor said recommended investigating the cost would be to have this type of service to gather and disseminate information. The Community Services Coordinator said she would get some proposals and see what she could find out.

The Mayor thanked those who helped at the 911 Davis Remembers Program, saying it was a fabulous event. He said about 3500 students came to the event and there were as many citizens as numbering 15,000 people in total who visited the event.

**PUBLIC WORKS REPORT**

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

**WATER/STORM WATER**

- After Hours callouts September—13
- Water Leaks September—7
- Blue Stakes tickets September—160
- Storm Water Inspection/Plan reviews September—8

**OFFICIAL MINUTES  
WOODS CROSS CITY COUNCIL MEETING  
OCTOBER 4, 2022  
PAGE 4**

- Redwood Road Techite Project
- Replace Valve Bolts on 800 West
  - 8 valves
- Lead water services Inventory
- Water Sampling Lead/Copper
- Water Hammer Leaks on September 27-28

**STREETS**

- Fleet Repairs
- Road Patches
- Tree Trimming in Morningside along 925 W
- Remove concrete and prep for contractor replacement
- Snowplow Prep
- Bond Inspections
- Garbage Cans

**PARKS**

- Irrigation was shut off on September 26<sup>th</sup>
- Turf Weed Spraying Application
- Spot Fertilizing Athletic Fields
- Morningside and Lower Mills Playgrounds replaced
- Towne Center replacement in October (contractor delays)
- Day of Service prep and event
- Water Trees
- Sprinklers

**TREES IN VALLEY MEADOWS**

There was a big thank you to Marc Evans for his help in the Valley Meadows neighborhood. Marc was very helpful working with a resident regarding street trees, explaining about the new trees to be planted in her park strip and how to care for them. The city resident said she was very appreciative of his help.

**800 W RECONSTRUCTION**

- Weekly construction updates are being held with Kilgore, Bountiful Irrigation, Police, and the School Principal when available.
- City Crews replaced city culinary water valve bolts. "Hot Soils" corroded through soft bolts
- Safe routes to school and bus routes remain the highest concerns for the group and have been prioritized to minimally impact the children as much as possible.
- School access will always be available from 770 S and from the back of the school off 675 W
- 1100 S access has been eliminated to help with the safety of students. The decision was made by the school principal, police, and public works.

**OFFICIAL MINUTES  
WOODS CROSS CITY COUNCIL MEETING  
OCTOBER 4, 2022  
PAGE 5**

- Construction will shift to the west side of 800 W the 7<sup>th</sup> of October. The east side will be open to traffic on the road base.
- As the construction shifts, the Langdon Group will provide maps and information to the Woods Cross Elementary Principal and LaCee to get out to residents, parents, and the public
- The Council previously has authorized road closures for whenever school is not in session. Kilgore has requested a 3-day weekend closure, Friday thru Saturday, of 800 W to get final grade and complete all the paving. This will happen in late October. This will affect 1 day of school.
- Raising utilities and the road paint markings will occur after paving.
- The City Council will be updated as it gets closer to paving.

**PUBLIC WORKS ADMINISTRATIVE**

Projects

- 1970 S is open to traffic
  - Punch list created and working out the final details with 3XL
- Google
  - 2 new permits approved
    - Finish Southwest of 1500 S and 1100 W. Begin work on North of 1500 S between the Mains tracks and Argyle Acres. Begin work between freeway and Main tracks, south of 1500 S
- West Legacy Trail
  - Bind weeds coming up in the middle of the asphalt, working with the county to find solutions
- Streets/Water Projects
  - Redwood Road Techite (last of the Techite in the city) started and moving swiftly
  - 2 change orders for field changes for a total increase of \$4,000
- 1100 W Waterline Awarded to AAA Construction
- 800 W Street Rebuild 770 S to 1500 S has started
- Fall Crack Seal Services in process
- Fall Street Preservations almost done
- Adjust Manholes in Farm Meadows 10 on 1200 S and 2 on 1100 S

In the Works

- Development Review Committee
- Possible additional street preservations, mill and overlays in the spring
- Fleet Replacement Program with Enterprise
- Grant Applications—BRIC and Congressman Stewarts Earmarks
- 1100 W 500 S—1100 S Widening Project
  - Affected residents and businesses are and continue to be contacted by the Langdon Group for construction easements and Right of Way cleanup
  - Bid out in October/November
- Elements work orders in use, set up building permitting
- East Mills Parking lots rebuild (not increasing) in design
- Parking and Pickleball options at Mills (funding)

**OFFICIAL MINUTES  
WOODS CROSS CITY COUNCIL MEETING  
OCTOBER 4, 2022  
PAGE 6**

- 1200 S (Farm Meadows) Road subsidence low spots, storm drain install designed ,waiting on funding
- Truck Weight restrictions code update—waiting on legal review

The Mayor and Council thanked the Public Works Department for their hard work over the past few days in dealing with the water leaks that had taken place. They said they appreciated the good work the public works employees do in making sure the city is running smoothly.

**CITY ADMINISTRATOR'S REPORT**

The Mayor gave the floor to the City Administrator who reported the following to the City Council:

1. We are working with other Davis County cities on the discussion of dispatch. Many of the Chief's and administrators feel that having at least two dispatch agencies in the county is better than a unified dispatch because of the redundancy. We understand that the County Commission is pushing for a unified dispatch and that is not the consensus of the majority of the first responders.  
There was discussion from the Mayor and Council that they would like to have two dispatch centers for redundancy.
2. Wasatch Front Regional Council is soliciting for projects, but we have decided not to apply this year due to the number of projects already approved (see project list on agenda item 6d). We will monitor opportunities and obtain Council approval on projects in the future that will require matching funds.
3. Staff met with County representatives yesterday to review project funding for the traffic signal projects at 1500 S 800 W and 2600 S 1425 W (joint project with NSL). We will get notice if we are successful in a few weeks.
4. Fielding many calls with citizens frustrated with the subsidence damage to their homes and that more assistance is not being offered. We are explaining what we are doing and efforts that we are making to get larger grants to help with the problem.
5. A Letter Of Intent was submitted to Davis County requesting assistance for two CDBG funded homes in 2023. We have received preliminary confirmation that at least one home can be funded.
6. I was asked to be the Vice Chair of the municipal body of the Joint Highway Non-Urban Technical Sub-Committee. Gary served on this board that reviews project applications for various road projects throughout the state and gives advice on what projects should be selected.
7. Contacted State on preservation of Pappa's Steak house sign and determined that this is a private property issue, and that the City has no jurisdiction being involved.

The City Administrator also said he wanted to thank Marshall from ETS who had really made an effort to help during the time the internet had gone down. The City Administrator said Marshall had come in several different times, including over the weekend, to check and see how things were going and to help with the problems that were occurring.

**OFFICIAL MINUTES  
WOODS CROSS CITY COUNCIL MEETING  
OCTOBER 4, 2022  
PAGE 7**

**Action Item Report**

Date	Item	Assigned to	Status
10/5/21	Include mow strip provisions in zoning ordinance	Tim Stephens	Ordinance updated to allow citizens to access money.
1/19/21	Have attorney provide legal remedies for drug houses	Bryce Haderlie	Will continue to review in the next couple of weeks
3/12/21	Work with UDOT to widen Redwood Road	Sam Christiansen	Sam has emailed UDOT regarding the striping this spring but has not had a response.
7/6/21	Review zoning ordinance requirements for home occupancy.	Tim Stephens	Will review ordinances to see if changes can be made.
4/5/22	Junk Home Code Enforcement Review	Chief Soffe	Review code enforcement activities around the city

**PUBLIC HEARING—PROPOSED AMENDMENT TO THE WOODS CROSS CITY GENERAL PLAN TO COMPLY WITH STATE HOUSE BILL 462 TO FACILITATE PRODUCTION OF MODERATE-INCOME HOUSING**

The Mayor gave the floor to the Community Development Director who noted for the City Council that the Utah State Legislature adopted House Bill 462 which significantly revised the moderate-income housing element of the Utah Code. He explained the following to the City Council:

“Earlier this year, the state legislature adopted House Bill 462 which created several new requirements for moderate-income housing elements of general plans. This revision now requires cities to amend their general plan housing element with descriptions of moderate-income housing strategies selected from the menu list in the new state law. The plan amendment also has to include an implementation plan for the selected strategies with measures and timeline for progress and completion. As such, the Planning Commission, in a few of their meetings this summer, reviewed the state requirements and made a detailed review of the strategies menu. The Commission and staff have assembled a proposed general plan amendment to the moderate-income housing section which would add strategies. It should be noted, because Woods Cross City has a fixed transportation facility also known as the Frontrunner Rail Station, we are required to, at a minimum, select and adopt four strategies. Also written in the state law was a club to be raised over cities that did not comply with this requirement specifically being prohibited from applying for or using certain state transportation funding for projects. It has been communicated to the cities that a minimum requirement number of strategies must be adopted for future project funding; however, communities that adopt additional strategies above the minimum will rank higher during project funding selection. The Commission has recommended the general plan amendment entitled Moderate-Income Housing Element Update 2022. Within the document you will find six strategies and their description. In addition, on Tuesday night, the Planning Commission asks that a seventh strategy be drafted and added to the document. However, due the short turnaround between Commission and Council meetings, I will not be able to complete this until Monday at the earliest. Given to the Council is the document that has the six original proposed strategies.

“On Tuesday evening, the planning commission, as noted above, reviewed the document adding an additional strategy. As required to amend the general plan, they held a public hearing and received no comment. On Tuesday evening a second public hearing has been scheduled and posted for the city council meeting to take any public input regarding the proposed amendment. At the conclusion of that hearing, the planning commission has recommended that the city council amend the general plan by adopting the

**OFFICIAL MINUTES  
WOODS CROSS CITY COUNCIL MEETING  
OCTOBER 4, 2022  
PAGE 8**

proposed Moderate-Income Housing Element Update 2022. It should be noted that we are running a little bit behind and, of course, will not make the October 1st deadline the state set for submittal of our amendment. Due to this fact, we will probably receive a nastygram from the state saying that we are out of compliance. However, once this is adopted and submitted to the state it will clear that matter up. Again, the planning commission has recommended adoption of the attached draft amendment with the addition of a forthcoming seventh strategy.”

Mr. Stephens also noted that the revision now requires that designated cities and counties of certain population groupings are to include additional reporting content which is specifically:

- A description of each moderate-income housing strategy selected by the municipality, from a menu listing the multiple options outlined in House Bill 462.
- An implementation plan for those selected strategies with specific measures and benchmarks to explain the progress of each of the selected strategies.

The Community Development Director went over the 6 strategies from the menu options outlined in House Bill 462, as well as the 7<sup>th</sup> strategy the Planning Commission had requested as follows:

Moderate Income Strategy #1: Rezone for densities necessary to facilitate the production of moderate-income housing.

Current Implementation: Over the last year and a half, Woods Cross City has rewritten and updated its Zoning Ordinance and land use regulations. Specifically, several hundred acres of vacant ground in the northwest quadrant of the city was rezoned to newly created zones at this time. Prior to this vast rezoning, the northwest quadrant of the city was zoned Legacy Gateway which would have facilitated the development of commercial, business, office areas with very limited opportunity for residential development. However, due to the city’s moderate income housing goals at the time, the city developed several new zones for this quadrant of the city many of which permitted not only housing but higher density housing which includes apartments, townhomes, small lot singlefamily homes, patio homes, garden type housing in addition to a mixed-use zone providing for residential and non-residential uses which facilitates the implementation of strategy #1

Further Implementation: There are 80 acres of undeveloped property (formerly known as the Smith property) which lie adjacent to and just outside the Woods Cross City boundary in the unincorporated area of Davis County. This area is earmarked for future annexation to the city in the Woods Cross City Annexation Policy Declaration. Presently, the General Plan designates this property for nonresidential use, specifically commercial or business development. Recently, a developer has purchased this property and contemplates a high-density housing development of almost 1000 housing units which would involve apartments, townhomes, cottage homes and small lot single-family residential development. As such, when annexing this property in the near future, the city will consider the developer’s development proposal and zone the subject area in a manner that will permit and encourage the development of density necessary to facilitate the production of moderate-income housing. Timeline: • Develop and Adopt Higher Density Zoning to Support the Development – July 2023 • Annexation and Rezoning – September 2023 The annexation and development of this area is dependent on the developer’s timeline. It is understood that the developer/property owner would like to initiate the annexation process by early 2023 but first will need to resolve access and annexation



**OFFICIAL MINUTES  
WOODS CROSS CITY COUNCIL MEETING  
OCTOBER 4, 2022  
PAGE 9**

issues with the neighboring community of West Bountiful. The property owner has begun working on these issues. Woods Cross City has been a participant in these reviews and discussions. A realistic timeline for the annexation and zoning of this area is September 2023.

Moderate Income Strategy #2: Zone or rezone for higher density or moderate income housing development in commercial or mixed-use zones near major transit investment corridors, commercial centers, or employment centers.

Woods Cross City has a Frontrunner Rail Station located near 500 South and 800 West. Unfortunately, this transit stop is in close proximity to a large petroleum refinery in West Bountiful City. In 2009, Woods Cross City experienced widespread damage and disruption from an explosion at a similar facility elsewhere in the city. It was apparent from this accident that placing residential development, particularly high-density residential development, near such hazardous facilities was ill-advised. Due to this situation, there is very little possibility of future residential development in the vicinity of the Woods Cross Frontrunner Rail Station. However, the northwest quadrant of the city and the recent rezoning of hundreds of acres to high-density housing, commercial and mixed use provides a best, nearby opportunity for higher-density or moderate-income housing development. The northwest quadrant will also be home to future development of commercial and mixed-use land uses. As mentioned above, recently the city has rezoned large areas of the northwest quadrant to higher-density residential zoning in addition to commercial and mixed use. The city has envisioned, in the future, a UTA bus trolley connection between the Frontrunner Station and the northwest quadrant along 500 South and Redwood Road. This Transit mode would easily connect future residents of the northwest quadrant with the nearby Frontrunner Rail Station and transit corridor to the east near 500 South and 800 West. Also, UTA and the Wasatch Regional Council have indicated that once the northwest quadrant of Woods Cross is developed and coupled with growth of North Salt Lake's west side, a commuter bus route on Redwood Road and 500 South could be a possibility. Development of the northwest quadrant with higher density residential, mixed use and commercial development will facilitate the need for UTA bus service and a transit connection to the nearby Frontrunner Rail Station. Implementation: • The city will proceed with discussions and planning with UTA, Wasatch Front Regional Council, and other entities for a future transit connection between the northwest quadrant and the nearby Frontrunner Station. – December 2023 Timeline: 2030 It may take many years for the northwest quadrant to develop to a point that would support a bus or bus trolley connection to the Frontrunner Station. A majority of northwest quadrant is controlled by one property owner that has not shown interest in developing the hundreds of acres of property under their control. It is anticipated that other property owners with the minority of property in this quadrant of Woods Cross will begin to consider development in line with the present zoning that supports higher densities for moderate-income housing, mixed use, and commercial development near and along the important arterial corridors of 500 West and Redwood Road. Though depend on the majority property owner of this area, a timeline of 2030 may be a best guess for development of a magnitude to facilitate development and implementation of bus transit and transit connection to the rail station. The city will begin, in the year 2023, a dialogue with UTA and others to lay the groundwork and conceptual planning for future transit and rail station connection to support the northwest quadrant of Woods Cross.

Moderate Income Housing Strategy #3: Develop and adopt a station area plan in accordance with Section 10-9A-103.1 of the Utah State Code.

**OFFICIAL MINUTES  
WOODS CROSS CITY COUNCIL MEETING  
OCTOBER 4, 2022  
PAGE 10**

Approximately three years ago, the city, UTA, and the Wasatch Front Regional Council selected a consultant to work with the city and develop a Station Area Plan for the Woods Cross Frontrunner Station located on 800 West near 500 South. That plan was reviewed by both the planning commission and city council and accepted. However, the plan was never formally adopted as part of the Woods Cross General Plan. The Station Area Plan, during its development and analysis, found and acknowledged that, as stated above, the Woods Cross Frontrunner Station is in very close proximity to a large petroleum refinery. Due to the very hazardous nature of this facility and a large explosion and damage caused by a similar facility elsewhere in the city, housing opportunities for the rail station are extremely limited. The station plan did identify opportunities to relocate station area parking and develop a very modest 12-18 townhomes near the station platform. Implementation: • Woods Cross City will review the station area plan making any necessary revisions to comply with present state requirements for station area plans. – February 2024 • Adoption of the station area plan as part of the Woods Cross City General Plan. – April 2024 Timeline: 2024.

Moderate Income Housing Strategy #4: Create or allow for and reduce regulations relating to internal or detached accessory units in residential zones.

Less than a year ago, the city updated its zoning regulations to permit accessory dwelling units (ADU's) within several of our residential zones. The present regulations permit ADU's within the footprint of existing residential structures. Furthermore, the present ADU regulations require that the planning commission review all applications for ADUs to ensure compliance with the regulations for such use. Woods Cross City should reevaluate the present ADU regulations to reduce regulations by amending the zoning ordinance to eliminate the planning commission review and permit staff to determine compliance. This would streamline the review process and shorten the permitting process for those desiring to create ADUs. Implementation: • Woods Cross City will draft ADU regulations to eliminate planning commission review and allow staff to review of ADU applications and determine compliance with the ADU standards and requirements. – August 2023 • Zoning ordinance amendment adoption by city council – December 2023 Timeline: 2023 Amend ADU zoning requirements to eliminate planning commission review and permit staff review of applications by the December 2023.

Moderate Income Housing Strategy #5: Amend land use regulations to eliminate or reduce parking requirements for residential development where a resident is less likely to rely on residents own vehicles, such as residential development near major transit investment corridors or senior living facilities.

The Woods Cross Frontrunner Station would provide an environment where residents of the station area would be less likely to rely on their own vehicle and use the Frontrunner Station and rail transit corridor. As stated above, due to the existence of a hazardous facility near the station, there is limited opportunity for additional housing in the station area. However as mentioned above, the Station Area Plan completed a few years ago did outline an opportunity to create a small number of multi-family units near the station platform if existing parking at the station can be relocated to the west side of the rail corridor. As such, Woods Cross City will amend its parking regulations to reduce the parking requirement for residential development at the train station and the station area. Implementation: • Parking requirement development, drafting and review by the planning commission. – July 2024 • Amend Chapter 12-24 Off Street Parking and Loading chapter of the zoning ordinance to reduce the requirement for parking for residential development in the Frontrunner Station Area. City Council Public Hearing and Adoption – December 2024 Timeline: 2024

**OFFICIAL MINUTES**  
**WOODS CROSS CITY COUNCIL MEETING**  
**OCTOBER 4, 2022**  
**PAGE 11**

Moderate Income Housing Strategy #6: Create or allow for and reduce regulations relating to multi-family residential dwellings compatible in scale and form with detached single-family residential dwellings and located in walkable communities within residential or mixed-use zones.

Within the last year and a half, Woods Cross City created a new mixed-use zone known as the Commercial Residential Transition (CRT) zone. The purpose of the CRT Zone is to allow a mix of commercial and residential uses that provide a well-designed transition between adjacent residential and commercial uses. This zone would permit residential neighborhoods that create effective and efficient transitions between other zones and shall encompass a mix of smallscale commercial uses and a range of residential and housing types. The zone permits commercial and residential uses being mixed either vertically or horizontally. In addition to smaller-scale commercial use, the zone permits small, single-family uses such as patio homes, green court homes, single family dwellings in addition to townhomes, and multi-family residential units such as apartments as part of the vertically or horizontally mixed commercial/residential area. This mix of uses would create a walkable community or neighborhood. Recently, approximately 80 acres or more of the northwest quadrant have been rezoned to the CRT Zone and should be considered implementation of this land use strategy. Implementation: • Completed in 2021

Moderate-Income Housing Strategy # 7: Demonstrate implementation of any other program/strategy addressing housing needs of residents of Woods Cross who earn less than 80% of the area median income.

Portions of the city's undeveloped northwest quadrant are designated for future higher density housing. As such, the city will pursue a strategy of not only connecting the northwest quadrant with the Frontrunner Rail Station to the east but also using this connection and the arterial roadways of 500 South and Redwood Road as connection to the larger public transportation system. The city will pursue establishment of a future transit bus corridor along Redwood Road and 500 South. This will permit a convenient connection to the Frontrunner Rail Station. It is anticipated that the future Bus Rapid Transit corridor, which will be further east and west of I15, will have a connection to the Woods Cross Frontrunner Station. This will create a well-connected transit system to serve the future higher density residential growth of the northwest quadrant. The need and timing for such bus transit connections will be dictated by the pace of development of higher density housing and non-residential land uses in the northwest quadrant and surrounding region.

Implementation: The city will support and participate in future transit planning within South Davis County with particular emphasis on the arterial corridors of Redwood Road and 500 South encouraging connections to the Frontrunner Rail Station and future Bus Rapid system. Timeline: 2030

Following the information given, the Mayor opened the public hearing.

Mr. Dennis Hooper made a comment and said that in Salt Lake City where he works there are several large multi-family buildings and the residents living in those buildings still have cars and there is not enough parking for them. He said the residents try to park in the parking lot where he works at or on the street. He said he would caution the city in making sure there is adequate parking around the city.

The Mayor said the city is always aware of parking and there have been parking issues in the past with some projects in the city, but the parking ordinance was changed in order to help mitigate parking problems from these large projects. He said in our area of Utah people still use their cars. He said the city pushes the developers to have enough parking for people in their developments.

**OFFICIAL MINUTES  
WOODS CROSS CITY COUNCIL MEETING  
OCTOBER 4, 2022  
PAGE 12**

LeeAnn Hansen, a city resident, asked if high density is required will they be rentals or will they be owned. She said she feels like there should be ownership not rentals because she feels like there could be problems with too many rentals in a high density area.

Mr. Stephens said the project that is being contemplated right now lies outside of the city and they are looking at a mixture of both ownership and rentals. Ms. Hansen asked who gets to decide that. Mr. Stephens said it is up to the owner of the property and the market. He said sometimes they can apply a development agreement to a project to ask for a higher degree of ownership versus rental properties.

The Mayor said it is tricky and there was another project in the past that was being constructed that was being considered for either ownership or rentals. He said you cannot zone for only owner-occupied projects and not consider rentals. It was also noted that people can buy a unit and then turn them into a rental which is also something the city cannot control.

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

**CONSIDERATION TO APPROVE RESOLUTION 2022-784 AMENDING THE WOODS CROSS CITY GENERAL PLAN TO COMPLY WITH STATE HOUSE BILL 462 TO FACILITATE THE PRODUCTION OF MODERATE-INCOME HOUSING**

Following the public hearing, Council Member Checketts said she appreciates the Planning Commission's input, she said she felt like number five needed to be removed because she is concerned that developers would not abide by the city's parking ordinances. She said from past experience the Council recognizes parking problems may still occur.

Council Member Sharp said he also appreciated the work by the Planning Commission. He said the state requires four strategies and the Commission had listed seven. He said the city had taken the lead on this a year ago and as far as he knows, there is no credit being given to the city for being proactive with projects the city had previously done. He said he is afraid of giving the state more than they had asked for because they may come back again with more requirements and the city will have already given more than had been required. He did say he is very concerned about parking in the city, and it is definitely a problem. He said he does not want to lose control of ADU's and parking. He said he felt like they should remove 4, 5, and 7 and see what happens.

Mr. Stephens said he could agree with 5, 6, and 7 but he felt 4 was one that would be easier to accomplish.

There was discussion by the Council on which of the outlined menu items would work best for the city. The Mayor asked how the bonus points would work for the city were they to submit more of the choices and not less of them. Mr. Stephens said he thought cities with more choices would be given priority in funding. The Public Works Director said he understood that funding applications who have the highest points tend to get the funds. Council Member Kelemen asked if there was some way the city could find out how the grading system works in this case. Mr. Stephens said someone on the Wasatch Regional Council could be contacted to find out how the grading system would work.

**OFFICIAL MINUTES  
WOODS CROSS CITY COUNCIL MEETING  
OCTOBER 4, 2022  
PAGE 13**

There was further discussion, and it was decided that number 5 should be removed because of what had been discussed about parking concerns.

Following the discussion, Council Member Sharp made a motion to approve resolution 2022-784, a motion to amend the Woods Cross General Plan to comply with State House Bill 462 to facilitate the production of moderate-income housing with the removal of strategy number 5 and renumbering the strategies to have 6 strategies instead of 7. Council Member Checketts seconded the motion, and all voted in favor of the motion through a roll call vote.

**CONSIDERATION TO AUTHORIZE \$25,000 MATCHING FUNDS FROM RAP TAX IN COOPERATIVE AGREEMENT WITH NORTH SALT LAKE TO UPDATE DOG PARK AND TO APPOINT A COUNCIL MEMBER TO SIT ON THE COMMITTEE**

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

“In the past year, North Salt Lake City Staff have reached out to the City about working together on updating the Woods Cross 2425 S dog run located at the Legacy Trailhead on UDOT Property. North Salt Lake and Woods Cross City staff feel that an updated Dog Park will be beneficial to residents in the area. The demand for dedicated dog parks is high, with more cities building these parks. Neither City has a dedicated Dog Park for the public to bring their dogs. This idea was discussed between City Mayors and City Administrators and then discussed at the Public Works Directors' level to determine how to accomplish this idea best. After meeting with David Frandsen, Assistant City Manager and Public Works Director, we came up with some ideas and discussed managing the cooperative dog park between the 2 entities. Some items discussed were:

- How much will it cost, and how will the cities split the costs? Depending on amenities, it can cost upwards of \$300,000 to 400,000. It is anticipated to be split 50/50
- Who will manage the park once it is built? Staff felt that both cities would have a third party clean up and do minor upkeep (dog cleanup, trash cleanup, and Restrooms), which the cost would be split between the Cities. However, both City crews will do major upkeep (Tree Maintenance, repairs, etc.)
- Who will manage, steer the design, and decide how to build it? It has been recommended to be overseen by a Committee consisting of a City Council member and the Public Works Director from each City. They will report back to city Councils and get the necessary approvals.
- Which City benefits most from the new Dog Park? This is not easy to pin down; it would benefit both cities with access from North Salt Lake's Legacy Park and the Legacy trail and parking lot at the bottom of 2425 S.
- An agreement with UDOT will need to be made as this is UDOT property.
- To reduce costs, City Staff from both cities will design the layout, landscape/irrigation design, and amenities of the park and use engineering only when required for any Water/Sewer tie-ins and UDOT approvals.

“We recommend that the Council appoint a Council member to be on the committee, authorize City staff to work with North Salt Lake on a Cooperative Agreement between the Cities and begin design. We ask the council to authorize \$25,000 out of the RAP Tax fund to use as seed money for the design and drawings

**OFFICIAL MINUTES  
WOODS CROSS CITY COUNCIL MEETING  
OCTOBER 4, 2022  
PAGE 14**

needed to create a bid set of plans for final Council approvals prior to further funding and construction. North Salt Lake is matching the \$25,000 seed money.”

There was discussion with concerns expressed on the cost to construct the park and the cost to maintain the park. There was also discussion that road base should not be used because it is an unattractive surface for dogs and there would be more of a draw to the dog park if there was a grass type of area. There was discussion on whether or not bathrooms were needed for a dog park. It was noted the Council might be hesitant to invest very much money into this project where there is limited funding and there are other large park projects that are more of a priority at this time. The Mayor said it may not be the right thing to focus funding on upgrading the dog park at this time, but that this could be looked at more in depth in the future.

The Public Works Director said it would be nice to have a City Council Member on a committee to help discuss this matter further and try to make good decisions on how money could be invested for a dog park that would still be a good place for pet owner’s and their pets to go and enjoy.

Council Member Terry said he would like to see something done well so it can be enjoyed if they were going to make a dog park. He said there are residents that would take advantage of this amenity with investing a moderate amount of money. He said it would be beneficial to share the cost with North Salt Lake. He also said he felt like this could be put on hold for now and could be looked at again in a year or so.

The City Administrator said if the Council were willing to commit the \$25,000 to the project, it could get the wheels moving and a plan can be brought back to let the Council know how the money might be spent. It would allow the two cities to work together and make a plan.

The Mayor suggested a committee be put together with two representatives from the City Council and two public works representatives from the two cities to work together and get the committee moving forward with plans for the dog park without spending any money right now. The Public Works Director said he did have a concept plan that was designed in-house, and they plan to do as much of the planning in-house as possible. The Assistant City Administrator suggested moving forward with the citizen survey that had been discussed at the Council retreat and this survey could add questions about the interest in having a dog park. The Public Works Director said they were also going to send out a citizen survey regarding parks and recreation and this could be added to that survey. He said they do want to get a good feel for what the citizens of the city want.

Following the discussion, Council Member Checketts made a motion to table this item until they can receive parks and recreation survey information from city residents. Council Member Kelemen seconded the motion, and all voted in favor of the motion through a roll call vote.

Council Member Sharp said he would be happy to be the Council representative on the committee for the dog park for discussion on this item. The Mayor appointed Council Member Sharp to be on the committee to explore options for the dog park.

**CONSIDERATION TO AUTHORIZE PURCHASE OF 2 SPEED RADAR SIGNS FROM ADDITIONAL FEMA 2020 WINDSTORM REIMBURSEMENT FUNDS**

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

**OFFICIAL MINUTES  
WOODS CROSS CITY COUNCIL MEETING  
OCTOBER 4, 2022  
PAGE 15**

‘On September 19, the City was notified that the September 2020 Windstorm reimbursement grant had been increased by 15% due to changes in the Public Assistance Federal Cost-share. As a result, the City will receive \$7,262.44 from FEMA, care of the Utah Division of Emergency Management. This is in addition to the money we received last fall for the windstorm reimbursement. Since these are reimbursement funds, there have no restrictions on the use. Recently city personnel have been receiving calls and emails about the traffic on Mountain View Boulevard. Now that the road is completed through Shamrock Estates, Traffic has increased. The most common resident concern is how fast drivers are driving along the road to get to the traffic light on 1500 S. We have reminded the residents that the City follows the Manual of Uniform Traffic Control Devices (MUTCD) and cannot simply install stop signs. But we know their concerns and have a desire to help slow the traffic. During budget planning, a request was made to purchase some Radar Speed Signs to help the Police enforce speeding issues throughout the City. The Police also applied for a Grant to buy these signs this last spring. Unfortunately, the budget request did not make it into the budget this year, and the Police have not heard from the Department of Public Safety (DPS) about the grant. The current price of a Traffic Logix Radar Sign is approximately \$3,100 as of April 2022, when the Police applied for the DPS Grant. I propose that the City Council authorize City Personnel to use the windstorm reimbursement funds to purchase 2 Speed Radar signs to help the Police enforce speed throughout the City.’

The City Council said they were in favor of purchasing these two signs with the FEMA funds. Council Member Checketts made a motion to authorize the purchase of 2 speed radar signs from the additional FEMA 2020 windstorm reimbursement funds. Council Member Kelemen seconded the motion, and all voted in favor of the motion through a roll call vote.

**CONSIDERATION TO MEMORIALIZE 2022 ROAD TAX REVENUE BOND PROJECTS**

The Mayor gave the floor to the City Administrator who explained the following to the City Council

“With the closing of the \$3,500,000 Excise Tax Road Revenue Bond (2022 Road Tax Bond), I would like to confirm the projects that we have discussed and will be paid from that bond revenue. Having this as a Council meeting agenda item will further solidify that the Council has reviewed and authorized these expenditures. In an email sent to the Council on July 21, 2022, staff outlined the following projects and inflationary projections. The email also included the 800 West reconstruction projects as an additional cost that the 2022 Road Tax Bonds will cover. The projects/expenses include:

- Bond issuance expenses (GL Acct. 21-40-620) \$ 28,000
- 800 West Reconstruction (Area 3) Estimate (GL Acct. 21-40-733)
  - o Approved Contracts
    - Bowen \$ 323,387
    - Kilgore \$ 669,232
  - o Change Orders Year to Date \$ 65,000
  - o UTA land lease cost \$ 9,500
  - o Engineering Estimate \$150,000
- 1. 800 W 1500 S Traffic Signal Estimate (GL Acct. 21-40-733) \$ 390,197
- 2. 1100 W (500 S to 1200 S) Est. (GL Acct. 21-40-751) \$ 566,182
- 3. 1100 W (1750 S to 1975 S) Est. (GL Acct. 21-40-731) \$ 233,281

**OFFICIAL MINUTES  
WOODS CROSS CITY COUNCIL MEETING  
OCTOBER 4, 2022  
PAGE 16**

4. 1100 W (2100 S to 2600 S) WFRC/City Match Est. (GL Acct. 21-40-737)	\$ 499,732
5. 1100 W (2100 S to 2600 S) DC3Q/City Match Est. (GL Acct. 21-40-737)	<u>\$ 236,400</u>
<b>Sub-total</b>	<b>\$3,170,911</b>
Other Projects can include:	
A. 2600 S Traffic Signal Match to NSL	\$ 80,000
B. 2600 S Grade Crossing Match to NSL	<u>\$ 240,000</u>
<b>Sub-total</b>	<b>\$ 320,000</b>
<b>Grand Total</b>	<b>\$3,490,911</b>

Council Member Terry asked if they would be allowed to amend these numbers after it has been memorialized if an urgent need were to come up in the future where funds would be needed and if things could be changed. The City Administrator said the Council could make changes down the line if an urgent need were to come up in the future.

There were no further questions and Council Member Checketts made a motion to approve the memorialization of the 2022 Road Tax Revenue Bonds Projects. Council Member Sharp seconded the motion, and all voted in favor of the motion through a roll call vote.

Council Member Sharp asked if these expenses were for future projects. The City Administrator said most of this money will be spent in the next five or six years, but things can be modified at any time if the Council feels the need to do so.

**CONSIDERATION TO APPROVE AGREEMENTS WITH ENTERPRISE FLEET MANAGEMENT FOR PW VEHICLES**

The Mayor gave the floor to the City Administrator who noted the following for the City Council:

“Following Council direction on September 6th to proceed with the Enterprise Equity Lease program, we have received the agreements and ask that the Council authorize them for the Mayor to sign. This agreement outlines the conditions of the lease and must be signed for us to lease any vehicle with Enterprise. Sam, Jessica, and I have discussed the agreement in great detail with Chase Lewis and confirmed that: 1. The city will be building equity that belongs to the city over the payment period of each vehicle. This is why it is called an Equity Lease. 2. That equity rolls over to the next vehicle leased which lowers the payments on future vehicles. If the city chooses to end the lease, Enterprise cuts the city a check for the equity when the vehicle is sold. 3. The city can end the lease agreement at any time with Enterprise by either paying off the vehicle and taking full ownership or have Enterprise sell the vehicle and return the equity to the city. 4. There are no milage limitations. If the vehicles value is diminished by excessive milage or wear and tear, the city could be required to pay the difference if the sale price is below the balance owing on the vehicle. Working with Enterprise will avoid this potential problem by ensuring that we sell before the value drops too far. Our vehicle use history is also well below the standard milage of 15,000 miles per year. Full Maintenance Agreement – This agreement uses Enterprise’s maintenance program to ensure that regular maintenance is conducted, and the payment covers standard maintenance costs for the lease life of the vehicle except for tires and brakes. Sam will analyze this option and decide if it has a cost benefit. This is optional and added or left off of each vehicle lease, so we are under no obligation by having the Mayor sign it now. Summary - As we have



**OFFICIAL MINUTES  
WOODS CROSS CITY COUNCIL MEETING  
OCTOBER 4, 2022  
PAGE 17**

discussed in the past, the city will not pay anything until the vehicle is delivered to the city. We will bring a contract for each vehicle lease to the Council for approval before ordering so that you will see the actual costs and what options are included in the purchase.”

After the information given, Council Member Sharp made a motion to approve the agreements with Enterprise Fleet Management for PW Vehicles. Council Member Checketts seconded the motion, and all voted in favor of the motion through a roll call vote.

**DISCUSSION OF SOLID WASTE BUDGET AND POSSIBLE RATE INCREASE**

The City Administrator noted the Council had asked him to find out what solid waste rates were for neighboring communities and what their bulk waste may cost. The City Administrator provided the information to the City Council and the Council discussed the different costs and uses. There was also discussion on how the occasional use of a neighborhood dumpster might be beneficial to the community. The City Council directed staff to prepare a consolidated fee schedule with changes as discussed and bring it back to the Council before the first of the year to add \$1.21 to the first can in order to help subsidize the roll-off bulk waste program cost for the residents using the dumpster and the cost would be \$50 for one dumpster per year, per resident. In addition, there would be a rate increase of \$1.30 per resident being proposed because of increased cost and the rate increase would total \$2.51.

**DISCUSSION ON HEAVY TRUCK ROUTES AND POSSIBLE WEIGHT LIMITS**

The Mayor gave the floor to the Public Works Director who noted the following for the City Council: “City staff has investigated the restrictions for Commercial trucks in City Code that the police can enforce. Currently, the City code only restricts based on what they carry 14-18-190. No current City code allows for restrictions based on size, type, or weight. City staff looked into ways the police could enforce truck restrictions to limit the impact on residential neighborhoods with the support of the City code. City Staff researched what other cities are restricting. Other entities restrict based on size, weight, and what they carry. Recently other cities have been establishing “Truck Routes,” allowing trucks on roads they need to transit in the city to access current businesses that utilize these trucks and restricting those trucks from non-Truck Routes. The City attorney recommended that we add these restrictions as it was easier to enforce and less likely to have courts throw out the infractions due to the verbiage of the Truck Route Restrictions code. Attached is the draft the City staff and the City Attorney have put together. This new Truck Route Restriction Code is 14-18-240. We ask that the council give the staff feedback on the draft code update and map, which will be provided before Council Meeting. The staff has listed all Truck Routes in the draft. City staff will update the draft and map to prepare for a code approval in the next council meeting. The anticipated cost of posting the required signage on city roads is \$2,400 (12 signs) with an additional \$800 for a sign for the I-15 South Bound off ramp onto 800 W if desired (UDOT spec Sign).”

Council Member Terry asked what would be considered a heavy weight truck and the Public Works Director said 36,000 pounds or higher.

The Council said they liked what had been presented and asked that a few of the street off of 500 West be added to the heavy truck map.

**OFFICIAL MINUTES  
WOODS CROSS CITY COUNCIL MEETING  
OCTOBER 4, 2022  
PAGE 18**

**QUESTIONS/DIRECTION TO CITY ADMINISTRATOR OR STAFF**

Council Member Checketts thanked the Public Works Director for following up with UDOT on the graffiti and Bamberger Bridge.

Council Member Sharp said he had been asked if some of the De Luna property could be used as a community garden. It was noted it would depend on how soon something would go in at that location. It was also discussed there could be some liability on that property. Council Member Terry said he didn't support a garden being put in for a year and then put something on the property, causing the garden to have to go away. North Salt Lake had a community garden and had problems with it, so they did away with it.

Council Member Sharp said he had seen something on social media saying some negative things about water restrictions in the city. It was noted this person had been contacted and given information why the restrictions were set, and it seemed to solve the concerns.

Council Member Kelemen said she had wondered if there could be a fact sheet made so citizens can understand how the processes of new construction or code enforcement work so if there are concerns, they have education so they can know what is happening, allowing regular citizens to be educated in simple ways. This may help public gain understanding and to feel more on how to have a voice.

The City Administrator said it would be good to evaluate the best way to be able to communicate information to everyone so residents can have a better idea of what is happening in their neighborhoods.

**COUNCIL REPORTS**

The Mayor noted the Recreation District had a planning retreat to discuss the budget.

**MOVE TO CLOSED SESSION** – held at 1555 S 800 W, Woods Cross, UT 84087

At 9:30 P.M. Council Member Checketts made a motion to go into closed session with Council Member Sharp seconding the motion and all voted in favor of the motion through a roll call vote.

Matt Terry	aye	Julie Checketts	aye
Gary Sharp	aye	Jessica Kelemen	aye

**MOVE INTO OPEN SESSION**

At 9:53 P.M. Council Member Kelemen made a motion to go into open session with Council Member Sharp seconding the motion and all voted in favor of the motion through a roll call vote.

**ADJOURNMENT**

There being no further business before the City Council, Council Member Terry made a motion to adjourn the meeting at 9:54 P.M. with Council Member Sharp seconding the motion and all voted in favor of the motion through a roll call vote.

---

Ryan Westergard, Mayor

---

Annette Hanson, City Recorder