

**WOODS CROSS CITY COUNCIL MEETING  
AUGUST 2, 2022**

The minutes of the Woods Cross City Council meeting held August 2, 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	Gary Sharp	Wally Larrabee
	Matt Terry	Jessica Kelemen-remote

**COUNCIL MEMBERS EXCUSED:**

Julie Checketts

**STAFF PRESENT:**

Bryce Haderlie, City Administrator	Annette Hanson, City Recorder
Sam Christiansen, Public Works Director	Chad Soffe, Police Chief
LaCee Bartholomew, Community Services Coordinator	Johnny Filler, Public Works
Jessica Sims, Assistant City Administrator-remote	Marc Evans, Public Works

**PUBLIC ATTENDANCE:**

LeGrande Blackley	Neil Barnett	Dixie Weeks
Norene Riedle	Marley Ferrin	Cathy Larrabee

**INVOCATION:**

**PLEDGE OF ALLEGIANCE:**

Wally Larrabee  
Matt Terry

**COUNCIL KUDOS**

The Mayor gave the floor to Council Member Terry who noted that Michelle Rowley from the Police Department had been nominated for a Council Kudos by LaCee Bartholomew for going above and beyond for the Summer Recreation Program activities that were sponsored by the Police Department for the children attending that program. It was noted the kids loved the behind-the-scenes tour of the Police Department and enjoyed seeing all the cool bikes that were in the basement. Ms. Rowley was given an Amazon gift card as a token of appreciation for her hard work.

**CONSIDERATION TO APPROVE CITY COUNCIL MINUTES**

The Mayor called for the review of the minutes for the City Council meeting held July 19, 2022. Council Member Terry made a motion to approve the minutes as written with Council Member Larrabee seconding 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 of the cash disbursements for the time period of 7/16/22-7/28/22. Council Member Sharp then made a motion to ratify the cash disbursements for the time period of 7/16/22-7/28/22. Council Member Larrabee seconded the motion, and all voted in favor of the motion through a roll call vote.

**PUBLIC COMMENT**

The Mayor then opened the meeting to anyone who would like to make a comment.

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Ms. Norene Riedle and Neil Barnett addressed the Council regarding a neighbor property that is not being taken care. They expressed their frustration regarding the continuing mess even though they had talked to the Council on earlier occasions, voicing that nothing seems to be getting done to correct the problem.

The Mayor asked the Police Chief to give an update on this matter. The Chief said there have been a few things that had been accomplished but that things are still not looking very good on the property at this point. Chief Soffe said two citations had been issued and the property owner has been to court once and will be going to court again at a future date regarding this matter. The Chief said if the property owner pays the fine, then by law, the process starts over again because the fine was paid. Chief Soffe said the code enforcement officer also gave the property owner a letter and the property owner did not comply. Chief Soffe said the Judge would be the one that makes the determination on what will happen in the future.

Ms. Riedle said she felt it is sad to see this happen in Woods Cross and the property owner does not seem to care at all. The Chief said they can only write a citation for this issue and if the property owner pays the fine, they do not have any further recourse but to write another citation according to city ordinance. He said they continue to visit the property owner and talk with him about getting things cleaned up.

The Mayor said there is a process that needs to be followed with warnings and citations that are issued and once those have taken place and the correct amount of time has passed, there are additional enforcement actions that can take place. He said the City must follow what is outlined by law in the city ordinance.

The City Administrator said he has been over and checked on the property to monitor what has been happening there. He said that the City is doing everything allowed within the law to get this property owner to clean up his property.

Ms. Riedle said there are issues now with mice and other small animals because they are finding places to reside among the debris in the yard. The Mayor suggested staff contact the Health Department so they may also be involved in this process specifically to address health concerns, and they may also be a resource to help in taking care of some of the issues.

The Mayor said he would like staff to look at the ordinance to see if it can be tightened and see if there are any changes that can be made that might help with these types of nuisances.

Ms. Riedel and Mr. Barnett thanked the Council for their time.

There were no further comments, and the Mayor closed the public comment portion of the meeting.

**COMMUNITY CONNECTIONS REPORT**

The Mayor thanked the Community Services Coordinator for the very successful Night Out Against Crime. He said it was a great event. The Mayor gave the floor to the LaCee Bartholomew, Community Services Coordinator who noted the following for the City Council:

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Fresh Market was the corporate sponsor for the Night Out Against Crime event again for the second year, and they provided hot dogs, popsicles, and drinks for the event. She said many safety and community partners committed to participate this year which was very nice. She said 35 kids participated in the 1<sup>st</sup> annual Cruise with the Blues event with the Police Department and it was also very popular. The Public Works Department also cooked 400 hot dogs which also added to the success of the event.

She reported that Summer Recreation had been very successful this year with a 27% growth rate of the program without hosting traditional large classes like soccer and flag football. She said they are looking into hosting a winter recreation course and other options for next year.

She also noted Summer Literacy was a big hit with over 300 children receiving books this month and advanced readers were able to attend a writing workshop with local children's book author Kristyn Crow. She said there was a 15% growth rate in this program, and the committee is already working on getting this program ready for next year. She said that Hawk Watch has committed to coming next year.

She said she is looking at a Marathon Kids and Memorial Day Race series and a Woods Cross Employee Slow Paced Marathon.

She noted that upcoming events would include the swearing in of the YCC leadership and members on September 6<sup>th</sup>. She said the Davis Remembers Event will be at the Legacy Events Center on September 5<sup>th</sup> through October 22<sup>nd</sup>. September 10<sup>th</sup> will be the Day of Service with work projects throughout the city starting at 8:00 A.M. She noted Pumpkins in the Park will be held at Hogan Park on October 8<sup>th</sup>. The Veterans Dinner will be on November 12<sup>th</sup> at the Public Works Building and the Tree Lighting event will be held on November 28<sup>th</sup> also at Hogan Park.

The Council thanked Ms. Bartholomew for all of her hard work in making all the events such a success.

**PUBLIC WORKS REPORT**

The Mayor gave the floor to the Public Works Director who reported the following to the City Council:  
WATER/STORM WATER

- After Hours callouts July—8
- Water Leaks July—2
- Blue Stakes Tickets July—179
- Storm Water Inspections/Plan Reviews July—10
- Waterline Inspections—8
- Mow Reservoirs and Basins
- Backflow Assembly Testing Letters
- Replace pre-filters at the Treatment Plant
- Plan Lead Water Services Inventory
  - State Requirement
- Water Sampling
- Google Final Inspections

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**STREETS**

- Mow Detention Basins
- Fleet Repairs
- Road Patches
- Garbage Can Order Delivered
- Concrete Replacement Planning
- Bond Inspections
- Street Light Inspections and Repair Sent to RMP and our Electrician

**PARKS**

- Grass growth has slowed down due to heat and water restrictions. We have enough water left in our allotment to make it until Weber turns off the water on September 15<sup>th</sup>.
- Mowing Contractor is installing bark tree rings while the grass is not growing due to heat and drought stress. Spot mowing will occur until needed for growth. They started the tree rings in Mountain View Park and will head east.
- Towne Centre Park swing set install. Soft fall is being delivered this week. Sprinkler and landscape repair began.
- Morning Side, Lower Mills, Towne Centre Playgrounds replace in August (Contractor Delay)
- Repair tractor to mow the Mills Park Property (Luna) and others
- Plant and Water Trees
- Assist LaCee with Summer Recreation
- The volcano play feature is broken at Hogan Park. The playground contractor is preparing designs that will fit the area and can be used elsewhere.
- Shout Out to the police—Helping with restroom lock up

**FALL LEAGUE**

- When the Spring Ball was scheduled, we informed the leagues of the possibilities of fall and spring 2023 ball based on the restrictions and this winter's snowpack.
- We started the season doing additional fertilizer and water allocation to the sports fields.
- We requested that all play would stop at the end of the spring season. Practices and some suspected games continued past the end of the season.
- Each field hosted 40+ games this spring, which is the highest use seen (Possibly due to limited fields in other agencies)
- Every single available area of turf that would fit a regulation soccer field was used this spring along with all ball diamonds. We have no other areas for them to use.
- Turf has worn to dirt in front of the goals and some centerfield areas. Reseeding and re-sodding were discussed in June, but heat and water restriction did not allow for the grow in. Planned for Fall.
- Grass growth has slowed down due to heat and water restrictions. We have enough water left in our allotment to make it until Weber turns off the water on September 15<sup>th</sup> and no additional water to be reallocated without sacrificing other areas any further.

**800 WEST RECONSTRUCTION**

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- A Pre-construction meeting was held with the City, the Langdon Group (Public Involvement), Engineers, both contractors, Davis School District and Woods Cross Elementary School representatives, Bountiful Irrigation, and Police.
- Safe Routes to school and bus routes are the highest concerns for the group and have been prioritized to minimally impact the children as much as we can.
- School access will always be available from 770 So. and from the back of the school off 675 So.
- Bowen Construction has started concrete and will be completed by the end of August. There is no planned road closure while they are working.
- Bowen is focused to complete concrete on the west side and all of 1100 South concrete work so there will be a safe path to school at all times. The east side concrete will impact more sidewalk area and cannot be done prior to school starting. Children will be routed to the west side until all concrete is done.
- The Langdon Group will provide maps and information in the next week to the school principal and LaCee to get out to the parents and the public.
- Road work by Kilgore will start the 1<sup>st</sup> or 2<sup>nd</sup> week of September and is to finish by November 1<sup>st</sup>. They have not put together a firm schedule yet. Once finalized with school, police, and city input, I will update the Council on the road work schedule plans and the Langdon Group will provide information for the Principal to disperse to parents and LaCee to post on social media.
- Road closures will happen on the road asphalt work. The Council previously has authorized this for whenever school is not in session. This is a major rebuild and they will be excavating down up to 24 inches and rebuilding the structure that the asphalt will be on for the most durability of the asphalt.

**PROJECTS**

- 1970 is open to traffic
  - Punch list created and working out the final details with 3XL
- Google
  - No additional Permits (Possibly in August)
- West Legacy Trail
  - Bind Weeds coming up in the middle of the asphalt, working with the County to find solution.
- Streets/Water Projects
  - Redwood Road Techite (last of the Techite in the City) Scheduled to start in late September, pending supply chain issues.
  - 800 West Street rebuild 770 South to 1500 South has started
  - 1100 West 500 South—1100 South Widening Project. Design and ROW
    - Affected Residents and Businesses to be contacted this month by Langdon Group for construction easements and Right of Way cleanup.
  - 800 West and 1500 South Traffic Light funded, in the engineering phase
- Day of Service Planning September 10<sup>th</sup>
- Emergency Preparedness Fair at the Megaplex in Centerville September 17<sup>th</sup>.

**CITY ADMINISTRATOR REPORT**

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

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1. **Truth in Taxation Process**—The response from the public has been very minimal for the Truth in Taxation. The City Recorder has the final required ad placed in the Deseret News during the week leading up to August 8<sup>th</sup> so that we meet all of the State requirements. The public hearing will be held on Monday August 8<sup>th</sup> at 6:00 P.M. The Council meeting will close immediately after the public hearing and the Council will have the ability to adopt the final budget and tax rate at the August 16<sup>th</sup> meeting or at a special meeting of your choice before the end of August.
2. **Foundation Subsidence Grants**—The Public Works Director and the City Engineer have been inspecting homes this week and we anticipate formalizing the grant recipients very quickly to keep the process moving forward.
3. **2022 Road Bond**—Mark Anderson is preparing the bond issuance letter to work with financial institutions to receive bids on the bond. We will bring you information as it progresses and prepare for the public hearing on August 16<sup>th</sup>.
  - i. **1960 S Special Assessment Area**—Staff is meeting with legal counsel to determine upcoming steps with the project improvements. Assessment letters were mailed, and we are working with concerned property owners to resolve concerns.
4. **Crossing Guards**—With the completion of heavy construction west of Odyssey Elementary, it is staff's recommendation that one crossing guard be positioned at the corner of 1950 South and 1950 West. This will fit in the budget now that the developer is no longer paying the 2<sup>nd</sup> crossing guard.
5. **Park/Field Use During Drought**—Staff is recommending that open field sports use (not including baseball) be terminated for the remainder of the year due to the extreme drought conditions and the fragile nature of the sod.

**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

**CONSIDERATION TO APPROVE UPDATED CONSOLIDATED FEE SCHEDULE**

The City Administrator continued with the floor and noted the following for the City Council:

“Following the comments made at the June 7<sup>th</sup> Council meeting, staff has made the modifications requested by the Council and solicited a final review by the staff. The modifications to the document include:

1. **Impact Fees**—Statement added that Impact Fees must be paid by check or money order. Added a final line to the section confirming that fire impact fees are charged during the building permit process and fees are set by SDMF.

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2. Development Review Services—Although there have not been a large number of applications, the Community Development Director suggested charging Urban Chicken and Bees permits \$15.00 due to the time spent with these permits.
3. Business License—We have put a request in to Lewis, Young, Robertson and Burningham for a cost to conduct a disproportionate business license fee study. I spoke with Stacy Steckler at North Salt Lake, and they have used their fee schedule for the past 10 years.
4. A Public Works Billing Rates—a header has been added on page 5 to define the section.
5. GRAMA Requests—Capitalized the heading and added a line (3<sup>rd</sup> line) about electronic records being sent at no cost except for costs to compile the record as stated in the line above.
6. False Alarm Fees/Fines—A new section has been added for this issue based on a model we found from Cottonwood Heights.
7. Athletic Field Use—Changes made to 2<sup>nd</sup> and 3<sup>rd</sup> rows to identify “Seasonal (3 month block) rather than annual reservations. This is because some sports use the fields fall and spring and others just use a field for a season (3 month) period. This is to make the fees for the total periods of field use fairer. A new section was made for an “Individual Team” using the field and paying \$100.00.
8. Rental Reservations—Statement added after “Deposit” section that states, “A credit card may be on file in lieu of a \$250.00 check to the City to cover the cost of cleanup and damage for all facility rentals. The renter will be responsible for the full cost of any cleanup or damage repairs as a result of the rental.” The non-resident rate of \$100.00 was re-inserted for pavilion rentals of up to 40 hours.
9. Water Service—Several corrections and clarifications were made in this section on multi-family water meter deposit per unit (\$100 down to \$50 per unit), gallons of use, water meter install price increased to match updated cost of meters, and fire hydrant meter charge.
10. Garbage Collection—Changed to Garbage/Recycling/Green Waste Collection along with several revisions in language in the section to match the fee schedule to the way it is billed (rates have not been increased). Language was added to indicate that an additional can is available to be rented for a minimum of 6-months.
11. Typos and Hidden Words—There were several typos and cells enlarged to include all of the verbiage in the section.

The City Administrator noted he would suggest adding ADU’s to the conditional use section of the document and noting that an ADU is not a conditional use but would cost the same amount of money. There was also a change that needed to be made in the rental section.

Following the information given by the City Administrator, Council Member Sharp made a motion to approve the updated Consolidated Fee Schedule for Woods Cross City with changes as noted. Council Member Larrabee seconded the motion and all voted in favor of the motion through a roll call vote.

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

Council Sharp said he would like to have a work session with the Planning Commission and the City Council regarding master planning for parks and city hall, possibly in November.

The Mayor said he had concerns over off-premises signs on 1500 South and Redwood Road. Chief Soffe said Code Enforcement would address getting those signs taken down.

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**COUNCIL REPORTS**

The Mayor reported that the board had requested additional information on South Davis Recreation finances and budget. He said there will be a careful review regarding the finances and budget, as well as an in-depth report on each program to conclude which are profitable and determine if any programs need to be cut.

**ADJOURNMENT**

There being no further business before the City Council, Council Member Terry made a motion to adjourn the meeting at 7:55 P.M. Council Member Larrabee seconded the motion, and all voted in favor of the motion through a roll call vote.

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Wallace Larrabee, Mayor Protem

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Annette Hanson, City Recorder