

**WOODS CROSS CITY COUNCIL MEETING  
NOVEMBER 2, 2021**

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

**CONDUCTING:** Ryan Westergard, Mayor Protem

**COUNCIL MEMBERS PRESENT:**  
Ryan Westergard, Mayor Protem Tamra Dayley  
Julie Checketts

**COUNCIL MEMBERS EXCUSED:**  
Rick Earnshaw Matt Terry  
Wally Larrabee

**STAFF PRESENT:**  
Bryce Haderlie, City Administrator Annette Hanson, City Recorder  
Sam Christiansen, Public Works Director Chad Soffe, Chief of Police  
Tim Stephens, Community Development Director Mark Bell, City Attorney

**STAFF EXCUSED:**  
Jessica Sims

**PUBLIC ATTENDANCE:**  
LeGrande Blackley Marly F Tori Simmons  
Gary Sharp Marc Jay Warren  
Jarom Bodell Mark Vlasic

**INVOCATION:** Tamra Dayley  
**PLEDGE OF ALLEGIANCE:** Julie Checketts

**CONSIDERATION TO APPROVE MINUTES**

Mayor Protem Westergard called for the review of the minutes for the City Council meeting held October 19, 2021.

Following the review of the minutes by the City Council, Council Member Checketts made a motion to approve the minutes as written with Council Member Dayley 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 review and ratification of the cash disbursements for the time period of 10/8/21-10/25/21.

Council Member Checketts made a motion to ratify the cash disbursements for the time period of 10/8/21-10/25/21. Council Member Dayley seconded the motion, and all voted in favor of the motion through a roll call vote.

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**PUBLIC COMMENT—BRIEF ITEMS**

The Mayor Protem then opened the meeting to the public for any brief items they would like to bring before the City Council.

Mr. Gary Sharp addressed the City Council and he noted there had been an incident in his neighborhood resulting in an arrest for a bail jumper who had been living in a nearby storage unit. He said he wondered if there was any process in place where those storage sheds were being checked to make sure there was no one living in them.

The Mayor Protem said there were several storage unit businesses within the city of Woods Cross. He asked Chief Soffe if there was anything they do to monitor the storage areas. The Mayor Protem said most of the units have an onsite property manager and the units are gated and secured. The Mayor Protem said the storage units by Mr. Sharp were older, so they did not have cameras or a property manager. Mr. Sharp said he was just wondering if there was something that could or should be done to monitor these types of storage unit areas. He said he realized the police are overworked and understaffed but he just wanted to address that since he was at tonight's meeting.

There were no further comments from the public at this time.

**COUNCIL/STAFF RESPONSE TO PUBLIC COMMENT**

Chief Soffe responded to the above comment and said police officers regularly patrol those storage areas and he said they are currently in the process of arresting someone who has been living in the storage unit. Chief Soffe said that when they rent out the storage units to people, they do not ask the renters many questions about what they plan to store. He said it is hard to tell if someone is living there because they leave during the day and come back to stay in the storage unit at night.

**COMMUNITY OF PROMISE REPORT**

The Mayor then gave the floor to Tori Simmons of the Youth City Council and then to Ms. LaCee Bartholomew who serves as the city's Community Services Coordinator.

Ms. Simmons reported on the activities of the Youth City Council and noted the activity for October had been Pumpkins in the Park. She said they had moved the activity from the park to the public works building because of weather, but the activity worked out really well by holding it there. She said this month they will be having the Veteran's Dinner on November 12<sup>th</sup> which will also be held at the public works building.

Ms. Bartholomew then reported on the activities of the Community of Promise as follows:

The flags on Main will be up today for election day and the again on Veterans Day. There had been some concerns expressed by residents since the flags are placed in the center of the parking strip, sprinkler lines could be damaged. Ms. Bartholomew asked what the rules for parking strips were as per the city regulations.

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The Public Works Director said that parking strips are city owned but are maintained by residents. He said there is a valid concern with the possibility of damage to the sprinkling systems. He said there were a couple of options that could be considered. He said they could reduce the number of flags and just place them around city hall and Hogan Park, or they could construct a more permanent hole in the ground for the flags. He said it would depend on how many flags the Council would like to see how put up in the city. It was noted there have been a smaller number of flags put up now than in the past.

The Mayor Protem said there used to be a conduit in the ground where the flags were put but now, they have been filled with mud and debris.

The Mayor Protem said they may want to discuss this further and just not put flags on certain properties if a resident is concerned about sprinkler damage. He said he would like this to be on a future agenda so it can be discussed further.

The City Administrator said if residents do not want the flags on their property, they can make that request. He said if the flags are placed on the park strip and damage is caused, the city will take care of the damage. He said he felt it is a minimal risk.

Veterans Dinner – Ms. Bartholomew said she was wondering if next year the focus should be shifted to veterans in our community. Ms. Bartholomew asked about hosting the Veteran’s dinner in conjunction with Continue Mission because the dinner is held for Veterans outside of the city. She said she has some concern that the veterans in the city have not been invited to this dinner and she would like to see them invited in the future. The Council said they would also like to see the veterans living in Woods Cross invited and asked to have a list compiled of those veterans living in the city for future invitations.

Angel Tree/Sub-for-Santa – Ms. Bartholomew said this event is getting underway; the Christmas Tree is in the lobby and the sign up and donation link are on the website. She said there are a just a few families that have signed up for help. Council Member Checketts said they could also work with some of the senior living centers to give gifts and also some of the schools to supply coats and gloves. The Council said they would like to do more to help more people in the community. It was noted this could be discussed again at the Community of Promise meeting.

Tree Lighting –She noted prep is getting started for the tree lighting in the city.

**Review of Community Organizations**

- Recreation – Will be hosting a winter recreation class at Public Works from December 20-22 – 9:00-12:00

**Upcoming Items:**

- Bosses Day Lunch November 9th @ City Hall - Noon
- Senior Lunch – November 11 @ Public Works
- Veterans Dinner hosted by YCC is November 12 @ Public Works
- Angel Tree – Now – December 10
- Tree Lighting on December 6, 2021 @ City Hall

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**PUBLIC WORKS REPORT**

The Mayor Protem gave the floor to the Public Works Director who noted the following:

**WATER/STORM WATER**

- After Hours callouts October—6
- Water Leaks repaired October—3
- Blue Stakes tickets October—122
- Storm Water Inspections/Plan reviews October—18
- GPS Meters is complete
- Water Inspections
- Sampling

**STREETS**

- Signalized Pedestrian crossing installed at 1950 S and 1955 W
- Snowplow Preparations
- Snowplow Safety Training
- Install Winter Parking Signs
- Trim trees on Sorrento Drive for Paving

**PARKS**

- Sanitizing boweries and bathrooms
- Hogan Park Design Ideas
- Plant 30 trees in park strips and Parks
- Start Christmas Lights
- Winterize Restrooms
- Playgrounds that need to be replaced earlier than planned due to minor safety issues discovered by inspections. Proposals and bids are being prepared
  - Towne Centre—Heat related damage
  - Morningside—Heat and Age-related damage

**PUBLIC WORKS ADMINISTRATIVE**

**In the Works**

- Development Review Committee
- Elements work orders and Asset set up
- ARPA Funding Project planning
  - Redwood Road Techite
- 800 W Street Rebuild 770 S to 1500 S in design
  - Weber is replacing line this Winter/Spring
  - Road Repair will start July 2022
- Parking and Pickleball options at Mills, contact property owner (on hold)
- Fleet Replacement Program Update
- Prep for Google Fiber Installation
- Grant Applications

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**PROJECTS**

- West Legacy Trail—In Progress
- 800 W and 1500 S Traffic Light funded, and engineering started
- 1100 W 3<sup>rd</sup> quarter funded road widening from 1733 S to 1750 S in design
- Google Pre Construction Meeting scheduled this week
- Flashing Crossing Signs at Odyssey—INSTALLED
- Hogan Park Remodel—30% design done
- Mills Park Trail Overlay and 1500 S Trail Crossing Project
- Streets/Water Projects
  - Overlays on Sorrento, 1500 S, 625, 750 S and 850 S
    - Asphalt Complete, Concrete in progress
  - Water Line Projects ARPA funded—Awarded and Materials Ordered. Construction to start once materials come in
    - 1500 S: 675 W to 829 W
    - 1200 W: 1500 S to 1750 S

**CITY ADMINISTRATOR’S REPORT**

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

1. Police Wages. Wages have been adjusted so that the final paycheck the officers receive in October (covering Oct. 9-22) will have the increases shared at the last Council meeting.
2. Compensation Survey. Jessica and I spoke with Personnel Systems & Services and negotiated the initial contract down from \$16,379.00 to \$10,479.00 based on some of the work that we already have completed. We will begin this work immediately so that we can have a wage date for our budget retreat in early 2022.
3. 1960 S Assessment Area. Ongoing work on the Assessment Area to enact the required documents through Council action that is anticipated to take place on November 2<sup>nd</sup>. Construction continues to progress although material acquisition continues to be a challenge that we are working through.
4. City Council Meeting Location. We are having challenges getting the sound components that need to be replaced in City Hall sound system. We will let you know when City Hall is ready for use.
5. Meeting with Mayor and Council Members. I look forward to meeting with each of you in the early part of November to learn more about you, your visions for the city and how I can work with you individually and as a Council to fulfill my duties. I will be happy to meet with you at a time that works with your schedule and will email you soon to set up those appointments.

The City Administrator said he had recently done the I-15 Project walkthrough that is an environmental impact statement process. He said staff from Woods Cross and North Salt Lake did a walk on 2600 South for the walkability and bike path study. He said this is the first phase of the project and said there would be another meeting in the spring. He said there will be some reconstruction on I-15 coming in the future.

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It was noted there has been concern from parents over the walkability for the school children as they walk to school through that 2600 South interchange because the kids are no longer being bused to school. The Public Works Director said they will be working on some of those issues.

The Action Items list is as follows:

19-Oct.-21	Negotiation on property purchase authorized by Council Staff to meet with realtor to discuss purchase options.	Bryce Haderlie
5-Oct.-21	Include mow strip provisions in zoning ordinance Tim indicated that these provisions are included in the new zoning ordinance	Tim Stephens
15-Sep-20	Welcome packet to include Emergency Information Working with Sam to get information to Cindee for the packet	Gary Uresk
6-Oct-20	Review streetlights in Argyle Acres Lights are being installed 19-Jan-21	Sam Christiansen
19-Jan-21	Have attorney provide legal remedies for drug houses Will continue to review in the next couple of weeks	Gary Uresk
12-Mar-21	Work with UDOT to widen Redwood Road UDOT has contacted Sam about re-painting the lines	Gary Uresk
6-Jul-21	Evaluate Construction of garage at 1559 South 580 West Property has been red tagged and construction stopped	Tim Stephens
6-Jul-21	Review zoning ordinance requirements for home occup. Will review ordinances to see if changes can be made.	Tim Stephens
7-Sep-21	Monitor Airport on Airport improvements for Jets They have laid down the asphalt at the ends of the runway	Gary Uresk

**DISCUSSION ITEMS**

Council Member Checketts said there is still graffiti on the fence on 1100 West. She said she would like to have that taken care of. Chief Soffe said Officer Timothy is working on finding the owner of the fence and then will contact them to get it cleaned up.

**PUBLIC HEARING: RECEIVE PUBLIC COMMENTS ON THE PROPOSED UPDATE TO THE LAND USE REGULATIONS OF THE CITY OF WOODS CROSS KNOWN AS THE "ZONING ORDINANCE OF WOODS CROSS CITY;" CODIFIED AS TITLE 12 OF THE WOODS CROSS CITY CODE. THE PROPOSED UPDATE CONSISTS OF A GENERAL REVISION OF TITLE 12; THE VARIOUS CHAPTERS OF THE REVISED CODE ARE SHOWN ON EXHIBIT "A" TO THIS AGENDA.**

The Mayor Protem gave the floor to the Community Development Director who noted the following for the City Council:

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“We have scheduled a public hearing to receive public comment on the proposed draft of the zoning ordinance. Mr. Mark Bell, the city attorney, and Mr. Mark Vlastic, consultant from Landmark Design, and I will participate in the hearing to answer any questions that the public or City Council may have as we proceed through the hearing.”

Mr. Stephens also noted the Planning Commission has recommended to the City Council adoption of the draft zoning ordinance.

The Mayor Protem asked if there were any questions for Mr. Bell or Mr. Vlastic or Mr. Stephens. There were no questions at this time and the Mayor Protem opened the Public Hearing.

Mr. Jim Grover addressed the Council and said he had a comment on the C-3 Zone. He said he did have a concern a crematorium is listed as a use in that zone as it could affect the air quality of the area. He said he would like to have that looked at and possibly put it as a conditional use. He said the other thing he wanted to make sure the Council was aware of was that there is a matching grant available for city’s rezone for land use. He said he thought there was one area in the city that there could be funds available for the city to utilize.

Mr. Gary Sharp addressed the Council and said as a general land use document this should be adopted. He said if there are minor changes that may still be needed, he would be supportive of that. He said he feels like this document should be adopted as there had been many hours spent on getting this document to where it is.

There were no further comments from the public and the Mayor Protem closed the Public Hearing.

Council Member Checketts asked if the funeral establishment with a crematorium is necessary to be offered in that zone. Mr. Stephens said they may be able to permit it as a funeral home but exclude the crematorium. Mr. Bell compared the allowance to what the city ordinance allows for dry cleaning establishments and how the actual dry cleaning is not allowed on site. He said they could look into that provision to be modified to exclude crematoriums as an allowed use if there is concern. He said there will be another Public Hearing in two weeks.

The Mayor Protem said he thought it would be good to look at this matter further and said he felt like the city could have as a permitted use a funeral establishment and mortuary excluding a crematorium. Council Member Checketts said she wanted to make sure this issue was addressed. Council Member Dayley also agreed this would be a good change to consider.

Mr. Bell said the process on November 16 at the next City Council meeting would be to adopt the ordinance as presented and modify 12-37-103 to exclude crematorium uses as part of the mortuary and funeral home permitted use.

The Mayor Protem said he wanted to thank the Planning Commission for their hard work on getting this zoning rewrite done. He also thanked Mr. Bell, Mr. Vlastic, and Mr. Stephens for their hard work on this matter. He said there had been a lot of long hours that had gone into this matter and he appreciated everyone’s participation in getting it done.

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**CONSIDERATION TO APPROVE SHAMROCK VILLAGE PHASE 5 FINAL ACCEPTANCE**

The Mayor Protem gave the floor to the Public Works Director. He noted the following:

“The Public Works, Engineering and Community Development departments have reviewed the Shamrock Village Phase 5 development located near Odyssey Elementary for Final Acceptance and ending the warranty period, releasing appropriate bond funds.

“We recommend final acceptance of this development and authorize the release of all the bond funds except the following:

Slurry Seal (to be completed Spring of 2022)                      \$7, 20300

Following the information given, Council Member Checketts made a motion to approve Shamrock Village Phase 5 Final Acceptance with the exception as noted above. Council Member Dayley seconded the motion, and all voted in favor of the motion through a roll call vote.

**CONSIDERATION TO APPROVE ORDINANCE 2021-603 LEVYING AN ASSESSMENT AGAINST CERTAIN PROPERTIES IN WOODS CROSS, UTAH 1970 SOUTH STREET ASSESSMENT AREA**

The City Administrator noted that the City Attorney had some additional information regarding this item and recommended the Council go into a closed session to discuss the information regarding this matter.

**MOTION TO GO INTO CLOSED SESSION**

At 7:28 P.M. Council Member Checketts made a motion to go into closed session, with Council Member Dayley seconding the motion and all voted in favor through a roll call vote.

**MOTION TO RETURN TO OPEN SESSION**

At 7:46 P.M. Council Member Dayley made a motion to return to open session of the City Council meeting with Council Member Checketts seconding the motion and all voted in favor of the motion through a roll call vote.

**CONSIDERATION TO APPROVE ORDINANCE 2021-603 LEVYING AN ASSESSMENT AGAINST CERTAIN PROPERTIES IN WOODS CROSS, UTAH 1970 SOUTH STREET ASSESSMENT AREA**

Following the closed session, Council Member Checketts made a motion to table both items 7 b. **Consideration to Approve Ordinance 2021-603 Levying an Assessment Against Certain Properties in Woods Cross, Utah 1970 South Street Assessment Area** and 7 c. **Consideration to Approve an Agreement with Lewis, Young, Robertson and Burningham to Provide Assessment Area Administration Services for the 1960 South Street Assessment Area** until the next Council meeting. Council member Dayley seconded the motion, and all voted in favor of the motion through a roll call vote.

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**COUNCIL QUESTIONS/DIRECTIONS TO CITY ADMINISTRATOR/STAFF**

There was nothing to add for this item.

**MAYOR'S REPORT**

There was no report from the Mayor since he was unable to attend the meeting due to illness.

**ADJOURNMENT**

There being no further business before the City Council, Council Member Checketts made a motion to adjourn the meeting at 7:48 P.M. Council Member Dayley seconded the motion, and all voted in favor of the motion through a roll call vote.

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Ryan Westergard, Mayor Protem

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Annette Hanson, City Recorder

Approved by City Council 11/16/21