



EAGLE MOUNTAIN CITY COUNCIL MEETING MINUTES

JANUARY 7, 2025, 4:00 PM

EAGLE MOUNTAIN CITY COUNCIL CHAMBERS

1650 E STAGECOACH RUN, EAGLE MOUNTAIN, UT 84005

ELECTED OFFICIALS PRESENT: Councilmember Brett Wright appeared as Mayor Pro Tempore for Policy Session. Councilmembers Donna Burnham, Melissa Clark and Rich Wood.

CITY STAFF PRESENT: Benjamin Reeves, City Manager; Steve Mumford, Deputy City Manager; Fionnuala Kofoed, Assistant City Manager and City Recorder; Evan Berrett, Economic Development Director; Marcus Draper, City Attorney; Kimberly Ruesch, Director of Administrative Services; Angela Valenzuela, Human Resources Manager; Brandon Larsen, Planning Director; Robert Hobbs, Senior Planner; Steven Lehmitz, Planner; Vince Hogge, City Engineer; Brad Hickman, Public Works Director; David Salazar, Assistant City Engineer; Natalie Winterton, Grants Coordinator and Management Analyst; Terrence Dela Pena, Finance/Management Analyst; Todd Black, Wildlife Biologist/Environmental Planner; Mack Straw, Public Utility Manager; Jeff Weber, Fleet and Facilities Director; Zac Hilton, Public Services Manager; Bailey Ensign, Digital Communications Specialist; Kristin Allred, Library Assistant Director; Eric McDowell, Chief Deputy Sheriff and Gina Olsen, Deputy Recorder.

CITY STAFF PRESENT ELECTRONICALLY: Councilmember Jared Gray appeared as Mayor Pro Tempore for Work Session and Embret Fossum, UFA Battalion Chief.

OTHER STAFF PRESENT: Dawn Hancock, Events Director; Melissa Yates, Purchasing Agent; John Magness, Management and Policy Analyst and Jason Hall, Recreation Manager.

Due to technical difficulties the video stream begins at Item 15.B. in the Agenda Review.

4:00 PM WORK SESSION – CITY COUNCIL CHAMBERS

Mayor Pro Tempore Gray called the meeting to order at 4:10 PM.

1. INTRODUCTION

2. DISCUSSION AND INFORMATION ITEMS

1.A. DISCUSSION - CDBG FY2026

3. AGENDA REVIEW

Item 13.A. was discussed after Item 19.B. because Auditor Ron Short was delayed by traffic and did not arrive on time.

15.B. ORDINANCE/PUBLIC HEARING - An Ordinance of Eagle Mountain City, Utah, Amending the Eagle Mountain Municipal Code 16.10.080 Criteria for Approval of MDAs and Enacting

Section 17.90.090 Rezone Initiation Post Development Agreement Expiration or Termination.

[The recording of the discussion can be found online here at 00:01:35.](#)

Planner Steven Lehmitz introduced the proposed ordinance which amends Municipal Code to require the Planning Director to initiate a Rezone action when a Master Development Agreement lapses or is terminated. This process will address the zoning of properties associated with the expired or terminated Agreement.

- 16.A. ORDINANCE/PUBLIC HEARING - An Ordinance of Eagle Mountain City, Utah, Amending the Eagle Mountain Municipal Code Section 17.25.060 Projection into Setbacks.

[The recording of the discussion can be found online here at 00:01:52.](#)

Planner Steven Lehmitz presented the proposed ordinance which amends Eagle Mountain Municipal Code to add allowed projections into setbacks for sub-grade structures such as basement walkouts.

- 16.B. ORDINANCE/PUBLIC HEARING - An Ordinance of Eagle Mountain City, Utah, Amending the Eagle Mountain Municipal Code 16.10.080 Criteria for Approval of MDAs and Enacting Section 17.90.090 Rezone Initiation Post Development Agreement Expiration or Termination.

[The recording of the discussion can be found online here at 00:07:08.](#)

Senior Planner Robert Hobbs presented proposed ordinance which amends Municipal Code to require the Planning Director to initiate a Rezone action when a Master Development Agreement lapses or is terminated. This process will address the zoning of properties associated with the expired or terminated Agreement.

- 16.C. ORDINANCE/PUBLIC HEARING - An Ordinance of Eagle Mountain City, Utah, Amending the Eagle Mountain Municipal Code Section 17.100.050 Site Plan Development Standards.

[The recording of the discussion can be found online here at 00:09:35.](#)

Planner Brandon Larsen presented the proposed ordinance which amends Municipal Code to define where the distance separation of a driveway on a site plan and a right-of-way is measured.

- 17.A. RESOLUTION - A Resolution of Eagle Mountain City, Utah, Authorizing Staff to Engage the Services of a Third-Party Broker for Major Land Acquisition and Disposal of Significant Land

[The recording of the discussion can be found online here at 00:14:29.](#)

Councilmember Wood presented the item and discussed hiring the services of a third-party broker for land acquisition and discussed changes to the Resolution.

18.B. MOTION - Assignment of City Council Board Liaisons

[The recording of the discussion can be found online here at 00:36:23.](#)

Councilmember Wood discussed how the council allocates time to assignments and raised the question of whether similar attention should be extended to third parties, such as citizen advisory boards or elected official boards within the county.

19.B. DISCUSSION - Lobbying Services Proposal

[The recording of the discussion can be found online here at 00:52:16.](#)

Councilmembers discussed to postpone this item so that Mayor Westmoreland and Director of Legislative Affairs Clifford Strachan could be in attendance to answer further questions. The City has received a proposal from a governmental lobbyist to provide lobbying services for the City. The City currently has a lobbyist under contract and the current proposal is intended to give the City an additional lobbyist to support the State Legislature, particularly for transportation issues, and could provide support for any issues affecting the City.

13.A. MOTION - Acceptance of the 2024 Eagle Mountain City Fiscal Year Audit

[The recording of the discussion can be found online here at 00:55:49.](#)

Auditor Ron Short provided an overview of the audit process for Eagle Mountain City, including the scope of the audit, key findings and compliance with financial regulations.

19.A. UPDATE - Legislative Priorities List.

[The recording of the discussion can be found online here at 01:03:08.](#)

Purchasing Agent Melissa Yates discussed the updates for the Mortgage Assistance Program.

4. ADJOURN TO A CLOSED SESSION

MOTION: *Councilmember Burnham moved to adjourn into a Closed Session for the purpose of discussion of pending or reasonably imminent litigation; the character, professional competence, or physical or mental health of an individual; and/or the purchase, lease, or exchange of real property, pursuant to Section 52-4-205(1) of the Utah Code, Annotated. Councilmember Wood seconded the motion.*

Donna Burnham	Yes
Melissa Clark	Yes
Jared Gray	Yes
Rich Wood	Yes
Brett Wright	Yes

The motion passed with a unanimous vote.

[The recording of the motion can be found online here at 01:06:12.](#)

The work session was adjourned to closed session at 5:51 PM.

7:00 PM POLICY SESSION – CITY COUNCIL CHAMBERS

5. CALL TO ORDER

Mayor Pro Tempore Gray called the meeting to order at 07:19 PM.

6. PLEDGE OF ALLEGIANCE

Steve Mumford led the Pledge of Allegiance.

Item 18.A. was moved to the top of Policy Session.

Mayor Pro Tempore Gray discussed moving Item 18.A. to the top of Policy Session so Councilmember Wright can be appointed Mayor Pro Tempore for this meeting.

[The recording of the discussion can be found online here at 01:10:52.](#)

18.A. MOTION - Appointment of City Councilmember as Mayor Pro Tempore

MOTION: *Councilmember Wood nominates Councilmember Brett Wright as Mayor Pro Tempore for 2025. Councilmember Gray seconded the motion.*

Donna Burnham	Yes
Melissa Clark	Yes
Jared Gray	Yes
Rich Wood	Yes
Brett Wright	Yes

The motion passed with a unanimous vote.

[The recording of the nomination can be found online here at 01:11:22.](#)

Councilmember Gray asks that Councilmember Wright start Mayor Pro Tempore immediately.

7. INFORMATION ITEMS/UPCOMING EVENTS

8. PUBLIC COMMENTS

Mayor Pro Tempore Wright opened the public comment period at 7:19 PM.

The following individuals spoke during the public comment period: Dale Benson, Jason Rasmussen, Joy Rasmussen, Ana Benson, Gabriel Gaona.

Mayor Pro Tempore Wright closed the public comment period at 7:39 PM.

[The recording of the public comments can be found online here at 01:14:34.](#)

9. CITY COUNCIL/MAYOR ITEMS

The Mayor Pro Tempore and Councilmembers offered comments to the public.

[The recording of the comments can be found online here at 01:30:43.](#)

Councilmembers introduced the new City Manager Benjamin Reeves.

[The recording of the introduction can be found online here at 01:37:01.](#)

10. APPOINTMENTS

10.A. Library Advisory Board

Adam Jacobs was appointed to a three-year term, serving through 2027.

MOTION: *Councilmember Clark moved to approve the appointment of Adam Jacobs for a three year term, through 2027, to the Library Advisory Board. Councilmember Wood seconded the motion.*

Donna Burnham	Yes
Melissa Clark	Yes
Jared Gray	Yes
Rich Wood	Yes
Brett Wright	Yes

The motion passed with a unanimous vote.

[The recording of the motion can be found online here at 01:41:29.](#)

Benjamin Perez was appointed to a three-year term, serving through 2027.

MOTION: *Councilmember Clark moved to approve the appointment of Benjamin Perez for a three year term, through 2027, to the Library Advisory Board. Councilmember Burnham seconded the motion.*

Donna Burnham	Yes
Melissa Clark	Yes
Jared Gray	Yes
Rich Wood	Yes
Brett Wright	Yes

The motion passed with a unanimous vote.

[The recording of the motion can be found online here at 01:42:17.](#)

City Recorder Fionnuala Kofoed administered the oath to Adam Jacobs and Benjamin Perez.

[The recording of the oath can be found online here at 01:43:26.](#)

CONSENT AGENDA

11. BOND RELEASES

- 11.A. Browns Meadow - Into Warranty
- 11.B. Harmony Phase A - Ira Hodges Road Dedication - Into Warranty
- 11.C. Harmony Phase A - Rachel Way Road Dedication - Into Warranty
- 11.D. Harmony Phase A, Plat 12 - Into Warranty
- 11.E. Sweetwater Industrial Phase A, Plat 3 - Into Warranty
- 11.F. Eagle Heights Village Plat 3 - Out of Warranty
- 11.G. Harmony Phase A, Plat 4.1 - Out of Warranty
- 11.H. Harmony Phase A, Plat 6 - Out of Warranty
- 11.I. Harmony Phase A, Plat 7 - Out of Warranty
- 11.J. Harmony Phase A, Plat 8 - Out of Warranty
- 11.K. New Park at Porter's Crossing - Out of Warranty
- 11.L. Parkway Fields Phase A, Plat 1 - Out of Warranty
- 11.M. Parkway Fields Phase B, Plat 1 - Out of Warranty

12. MINUTES

- 12.A. October 29, 2024 Minutes - Special Joint Work Session
- 12.B. November 14, 2024 Minutes - Strategic Planning Conference
- 12.C. November 15, 2024 Minutes - Strategic Planning Conference
- 12.D. December 3, 2024 Minutes - Regular City Council Meeting

13. MOTION

- 13.A. MOTION - Acceptance of the 2024 Eagle Mountain City Fiscal Year Audit

14. RESOLUTIONS

- 14.A. RESOLUTION - A Resolution of Eagle Mountain City, Utah, Approving an Amended Interlocal Cooperation Agreement between the Redevelopment Agency of Eagle Mountain City and Eagle Mountain City for the Collection and Remittance of Incremental Property Taxes Collected from Property within the Triple Tail Community Reinvestment Project Area.
- 14.B. RESOLUTION - A Resolution of Eagle Mountain City, Utah, Approving a Contract with Ultimate Home Lending LLC to Administer the Mortgage Assistance Program.
- 14.C. RESOLUTION - A Resolution of Eagle Mountain City, Utah, Appointing the Eagle Mountain City Recorder.

MOTION: *Councilmember Clark moved to adopt the Consent Agenda. Councilmember Wood seconded the motion.*

Councilmembers clarified the changes to the Consent Agenda that were made during the Work Session in relation to the fiscal year financial audit.

AMENDED MOTION: *Councilmember Clark moved to adopt the Consent Agenda with the changes as discussed in Work Session to the audit. Councilmember Wood seconded the motion.*

Councilmembers clarified changes to the Consent Agenda to include the appointment of City Recorder Gina Olsen.

AMENDED MOTION: *Councilmember Clark moved to adopt the Consent Agenda with the changes as discussed in Work Session to the audit and appointing Gina Olsen as Eagle Mountain City Recorder. Councilmember Wood seconded the motion.*

Donna Burnham	Yes
Melissa Clark	Yes
Jared Gray	Yes
Rich Wood	Yes
Brett Wright	Yes

The motion passed with a unanimous vote.

[The recording of the amended motion can be found online here at 01:45:10.](#)

Fionnuala Kofoed administered the oath to newly appointed City Recorder Gina Olsen. Newly appointed Assistant City Manager Fionnuala Kofoed gave remarks to council.

[The recording of the remarks can be found online here at 01:48:50.](#)

SCHEDULED ITEMS

15. CEDAR CORNERS PHASE 5

- 15.A. ORDINANCE/PUBLIC HEARING - An Ordinance of Eagle Mountain City, Utah, Amending the General Plan Future Land Use Map for Certain Lands Known as Cedar Corners Phase 5.

[The recording of the discussion can be found online here at 01:52:34.](#)

Planner Steven Lehmitz presented a proposed General Plan amendment of Utah County Parcel No. 59:007:0092, located between Cedar Corners Park and Poplar Drive. The proposal would change the Future Land Use Map from Neighborhood Residential 1 to Neighborhood Residential 2.

Mayor Pro Tempore Wright opened the Public Hearing at 8:11 PM, Public Hearing will remain open.

MOTION: *Councilmember Wood moved to table an Ordinance of Eagle Mountain City, Utah, Amending the General Plan Future Land Use Map for Certain Lands Known as Cedar Corners Phase 5 and continue the Public Hearing. Councilmember Clark seconded the motion.*

Donna Burnham	Yes
Melissa Clark	Yes
Jared Gray	Yes
Rich Wood	Yes
Brett Wright	Yes

The motion passed with a unanimous vote.

[The recording of the motion can be found online here at 02:02:37.](#)

- 15.B. ORDINANCE/PUBLIC HEARING - An Ordinance of Eagle Mountain City, Utah, Rezoning Certain Lands Known as Cedar Corners Phase 5.

[The recording of the discussion can be found online here at 02:03:28.](#)

Planner Steven Lehmitz presented a proposed rezone of Utah County Parcel No. 59:007:0092, located between Cedar Corners Park and Poplar Drive. The proposal would change the zone from Residential to RC.

Mayor Pro Tempore Wright opened the Public Hearing at 8:13 PM and seeing no one desired to speak, Mayor Pro Tempore Wright stated the Public Hearing will remain open.

MOTION: *Councilmember Wood moved to table an Ordinance of Eagle Mountain City, Utah, Rezoning Certain Lands Known as Cedar Corners Phase 5 and continue the Public Hearing. Councilmember Clark seconded the motion.*

Donna Burnham	Yes
Melissa Clark	Yes

Jared Gray	Yes
Rich Wood	Yes
Brett Wright	Yes

The motion passed with a unanimous vote.

[The recording of the motion can be found online here at 02:04:01.](#)

16. ORDINANCES/PUBLIC HEARINGS

- 16.A. ORDINANCE/PUBLIC HEARING - An Ordinance of Eagle Mountain City, Utah, Amending the Eagle Mountain Municipal Code Section 17.25.060 Projection into Setbacks.

[The recording of the discussion can be found online here at 02:04:41.](#)

Planner Steven Lehmitz presented a proposed ordinance to amend the Eagle Mountain Municipal Code, allowing certain sub-grade structures, such as basement walkouts, to project into required setback areas.

Mayor Pro Tempore Wright opened the Public Hearing at 8:19 PM.

The following individuals spoke during the Public Hearing period: Joy Rasmussen.

Mayor Pro Tempore Wright closed the Public Hearing at 8:20 PM.

MOTION: *Councilmember Burnham moved to adopt an Ordinance of Eagle Mountain City, Utah, Amending the Eagle Mountain Municipal Code Section 17.25.060 Projection into Setbacks. Councilmember Wright seconded the motion.*

Donna Burnham	Yes
Melissa Clark	Yes
Jared Gray	Yes
Rich Wood	Yes
Brett Wright	Yes

The motion passed with a unanimous vote.

[The recording of the motion can be found online here at 02:12:37.](#)

- 16.B. ORDINANCE/PUBLIC HEARING - An Ordinance of Eagle Mountain City, Utah, Amending the Eagle Mountain Municipal Code 16.10.080 Criteria for Approval of MDAs and Enacting Section 17.90.090 Rezone Initiation Post Development Agreement Expiration or Termination.

[The recording of the discussion can be found online here at 02:13:22.](#)

Senior Planner Robert Hobbs presented the proposed ordinance that amends the Municipal Code to require the Planning Director to initiate a Rezone when a Master Development Agreement lapses or is terminated. This process will address the zoning of properties associated with the expired or terminated Agreement.

Mayor Pro Tempore Wright opened the Public Hearing at 8:23 PM and seeing no one desired to speak, he closed the Public Hearing.

MOTION: *Councilmember Wood moved to adopt an Ordinance of Eagle Mountain City, Utah, Amending the Eagle Mountain Municipal Code Section 16.10.080 Criteria for Approval of MDAs and changing section F to read "Expired or otherwise terminated agreements upon expiration or termination of a Master Development Agreement or a Development Agreement that zoned property, the Planning Director shall initiate proceedings to rezone the land." Also, enacting Section 17.90.090 Rezone Initiation Post Development Agreement Expiration or Termination with the following change in 17.90.090 to read "Expired or otherwise terminated agreements upon expiration or termination of a Master Development Agreement or a Development Agreement that zoned property, the Planning Director shall initiate proceedings to rezone the land." Councilmember Burnham seconded the motion.*

Donna Burnham	Yes
Melissa Clark	Yes
Jared Gray	Yes
Rich Wood	Yes
Brett Wright	Yes

The motion passed with a unanimous vote.

[The recording of the motion can be found online here at 02:14:17.](#)

- 16.C. ORDINANCE/PUBLIC HEARING - An Ordinance of Eagle Mountain City, Utah, Amending the Eagle Mountain Municipal Code Section 17.100.050 Site Plan Development Standards.

[The recording of the discussion can be found online here at 02:16:18.](#)

Senior Planner David Stroud presented the proposed ordinance that amends the Municipal Code to define where the distance separation of a driveway on a site plan and a right-of-way is measured.

Mayor Pro Tempore Wright opened the Public Hearing at 8:28 PM and seeing no one desired to speak, he closed the Public Hearing.

MOTION: *Councilmember Wood moved to table an Ordinance of Eagle Mountain City, Utah, Amending the Eagle Mountain Municipal Code Section 17.100.050 Site Plan Development Standards clarifying the method of measuring and also clarifying from the distance of existing right-of-way, not existing curb, and a diagram to give direction to that effect. Councilmember Gray seconded the motion.*

Donna Burnham	Yes
Melissa Clark	Yes
Jared Gray	Yes
Rich Wood	Yes
Brett Wright	Yes

The motion passed with a unanimous vote.

[The recording of the motion can be found online here at 02:19:06.](#)

17. RESOLUTIONS

- 17.A. RESOLUTION - A Resolution of Eagle Mountain City, Utah, Authorizing Staff to Engage the Services of a Third-Party Broker for Major Land Acquisition and Disposal of Significant Land.

[The recording of the discussion can be found online here at 02:20:09.](#)

Councilmember Wood changed 17.A. title as follows: Resolution of Eagle Mountain City, Utah, Authorizing Staff to Engage the Services of a Third-Party Real Estate Brokerage or Real Estate Attorney for Major Land Acquisition and Disposal of Significant Real Property.

MOTION: *Councilmember Wood moved to adopt a Resolution of Eagle Mountain City, Utah, Authorizing Staff to Engage the Services of a Third-Party Real Estate Brokerage or Real Estate Attorney for Major Land Acquisition and Disposal of Significant Real Property in accordance with the changes stated. Councilmember Gray seconded the motion.*

Donna Burnham	No
Melissa Clark	Yes
Jared Gray	Yes
Rich Wood	Yes
Brett Wright	Yes

The motion passed 4:1.

[The recording of the motion can be found online here at 02:24:59.](#)

18. MOTIONS

- 18.A. MOTION - Appointment of City Councilmember as Mayor Pro Tempore

This Item was discussed after Item 6.

- 18.B. MOTION - Assignment of City Council Board Liaisons

[The recording of the discussion can be found online here at 02:26:01.](#)

Councilmembers discussed continuing 2024 liaison assignments through January.

MOTION: *Councilmember Clark moved to table the Assignment of City Council Board Liaisons position and continue with our 2024 assignments until such time that the Mayor can meet with councilmembers to determine the new assignments. Councilmember Burnham seconded the motion.*

Councilmember Wood requested that the City Manager prepare a list of all potential boards and commissions for City Council review.

AMENDED MOTION: *Councilmember Clark moved to table the Assignment of City Council Board Liaisons position and continue with our 2024 assignments until such time that the Mayor can meet with councilmembers to determine the new assignments and request our City Manager meet with the Mayor and prepare a list for City Council of all potential boards and commissions that the City wants a liaison. Councilmember Burnham seconded the motion.*

Donna Burnham	Yes
Melissa Clark	Yes
Jared Gray	Yes
Rich Wood	Yes
Brett Wright	Yes

The motion passed with a unanimous vote.

[The recording of the amended motion can be found online here at 02:29:48.](#)

19. LEGISLATIVE ITEMS

19.A. UPDATE – Legislative Priorities List

[The recording of the discussion can be found online here at 02:31:46.](#)

Councilmember Clark reported that representatives from Peruchi's Pilot Program for Public Transportation Funding expressed interest in giving a presentation. However, she recommended postponing it until a more central group of individuals involved in the project is in place.

19.B. DISCUSSION – Lobbying Services Proposal

[The recording of the discussion can be found online here at 02:33:58.](#)

Mayor Pro Tempore Wright encouraged councilmembers to reach out to Director Legislative Affairs Clifford Strachan, Mayor Westmoreland and City Planner Benjamin Reeves with any questions or concerns.

20. CITY COUNCIL/MAYOR'S BUSINESS AND LIAISON REPORTS

[The recording of the discussion can be found online here at 02:34:29.](#)

Councilmember Clark reported that the senior community has requested deeper garden boxes along with additional soil. She also noted that the Senior Board would like to have greater input in the design and planning of the cemetery. Councilmember Burnham reported various approved bills related to the Affordable Housing Committee.

21. COMMUNICATION ITEMS

21.A. Department Updates

21.B. Upcoming Agenda Items

22. ADJOURNMENT

MOTION: *Councilmember Clark moved to adjourn the meeting at 8:47 PM. Councilmember Wood seconded the motion.*

Donna Burnham	Yes
Melissa Clark	Yes
Jared Gray	Yes
Rich Wood	Yes
Brett Wright	Yes

The motion passed with a unanimous vote.

[The recording of the motion can be found online here at 02:38:25.](#)

The meeting was adjourned at 8:47 PM.

Approved by the City Council on January 20, 2026.



Lacie Messerly
Interim City Recorder

