



EAGLE MOUNTAIN CITY COUNCIL MEETING MINUTES

July 16, 2024, 4:00 p.m.

Eagle Mountain City Council Chambers

1650 East Stagecoach Run, Eagle Mountain, Utah 84005

4:00 P.M. WORK SESSION – CITY COUNCIL CHAMBERS

ELECTED OFFICIALS PRESENT: Councilmembers Donna Burnham, Melissa Clark, Jared Gray, Rich Wood, and Brett Wright. Mayor Tom Westmoreland arrived at 5:12 PM.

ELECTED OFFICIALS ELECTRONICALLY: Councilmember Brett Wright.

CITY STAFF PRESENT: Steve Mumford, Interim City Manager; Fionnuala Kofoed, Assistant City Manager/City Recorder; Cliff Strachan, Director of Legislative Affairs; Evan Berrett, Economic Development Director; Marcus Draper, City Attorney; Kimberly Ruesch, Director of Legislative Affairs; Tyler Maffitt, Communications Manager; Angela Valenzuela, Human Resources Manager; Natalie Winterton, Grants Coordinator/Management Analyst; Terrence Dela Pena, Finance/Management Analyst; Brandon Larsen, Planning Director; Steven Lehmitz, Planner; Lianne Pengra, Chief Deputy Recorder; Mack Straw, Public Utilities Manager; Zac Hilton, Streets and Storm Drain Manager/Parks and Recreation Manager; Jeff Weber, Fleet and Facilities/Operations Director; Brad Hickman, Public Works Director; Michele Graves, Library Director; Embret Fossum, Unified Fire Authority Battalion Chief; and BJ Eccles, Sergeant.

Mayor Pro Tempore Gray called the meeting to order at 4:09 PM.

1. INFORMATION ITEMS

1.A. DISCUSSION – Public Engagement Survey for the General Plan Update.

Planning Director Brandon Larsen and Ron Gailey with Onpoint Insights presented the item. Onpoint Insights and Planning staff have been working to prepare a draft survey to engage City residents on topics germane to updating the City's General Plan. Topics include land use, growth/development, housing, transportation, recreation, etc. The resident's experiences, preferences, and opinions will be very valuable as the City considers updating its land use related policies. Onpoint and staff worked to refine the survey questions which were presented during the discussion. Staff believe the survey will provide helpful data to show the successes and challenges residents are experiencing in the City.

[The recording of the discussion can be found online here at 00:00:05.](#)

2. AGENDA REVIEW

9.A. WDG Website Services Change Order #1

Economic Development Director Evan Berrett presented the item. The change order is not a modification of what has been shared in the past. The contract with WDG allowed for the City to

make use of some optional services, such as Content & SEO Strategy, Content Migration, and the “Innovation Budget” that acts as buffer hours for requested features or working on tools/services that go beyond the typical website build. Our team has opted to use only the option of the buffer or “innovation” hours to gain access to functionality desired by residents. The base cost of completing the website was presented to the Council in January as \$95,000, with the innovation budget taking the final project cost to \$135,000. The innovation budget will help us to implement an industry-leading search tool for the website, and develop custom functionality, allowing for residents to create their own individualized dashboards or quick-access menus.

[The recording of the discussion can be found online here at 00:23:10.](#)

- 12.A. RESOLUTION – A Resolution of Eagle Mountain City, Utah, Approving an Amendment to the Eagle Mountain City Consolidated Fee Schedule.

The proposed resolution is a housekeeping item that adds an appendix detailing the City's impact fees, clarifies that additional impact fees will not be assessed for accessory dwelling units, and that interments at the Pony Express Memorial Cemetery are not available on holidays.

The City Council determined to include updates to impact fees on the Legislative Priority List to ensure that the impact fees are updated biannually.

[The recording of the discussion can be found online here at 00:41:55.](#)

- 12.B. RESOLUTION – A Resolution of Eagle Mountain City, Utah, Confirming the Intent to Adjust the Boundary Line of Certain Real Property from the Geographical Boundaries of the Town of Cedar Fort to the Geographical Boundaries of Eagle Mountain City.

City Attorney Marcus Draper and applicant representative Chase Andrizzi with Oquirrh Wood Ranch LLC presented the item. Oquirrh Wood Ranch owns 120 acres of land on 2 parcels directly west of the Tyson plant that is currently located in Cedar Fort. They would like to adjust the municipal boundaries between Eagle Mountain and Cedar Fort in accordance with Utah Code Section 10-2-419 in order to annex the parcels into Eagle Mountain. In order to that, both municipalities have to adopt resolutions signifying an intent to initiate a boundary adjustment. The municipal councils of each jurisdiction would then have to hold a public hearing no less than 60 days after the adoption of the resolution. Following their respective public hearings, the municipal councils of each jurisdiction would have to adopt an ordinance approving the boundary adjustment before it could become final. If annexed into the City, the parcels would become eligible for automatic inclusion into the Firefly ARMDA upon notice from the master developer. It is the developer's intent to do so. Pursuant to the ARMDA, the developer would be entitled to develop the property as industrial or commercial. Residential development would not be possible without amending the ARMDA.

[The recording of the discussion can be found online here at 00:54:04.](#)

- 13.A. ORDINANCE – An Ordinance of Eagle Mountain City, Utah, Amending the Eagle Mountain Municipal Code, Section 17.55.120 Tables, Regarding Parking Requirements for Hotel, Motel, and Bed and Breakfast Uses.

Economic Development Director Evan Berrett presented the item. The proposed ordinance amends Table 17.55.120(c) Required Parking by Land Use to change the parking standard for hotels, motels, and bed and breakfasts from one stall per bed to one stall per sleeping unit, plus one stall for each employee on duty, and one stall for every 200 square feet of banquet, meeting room, or restaurant space within the building.

[The recording of the discussion can be found online here at 00:58:05.](#)

- 13.B. ORDINANCE – An Ordinance of Eagle Mountain City, Utah, Amending the Eagle Mountain Municipal Code to Enact Chapter 17.69 Second Kitchens or Kitchenettes.

Planner Steven Lehmitz presented the item. The proposed ordinance enacts EMMC 17.69 Second Kitchens or Kitchenettes, which clarifies that second kitchens can be established without creating an accessory dwelling unit.

[The recording of the discussion can be found online here at 01:12:09.](#)

3. ADJOURN TO A CLOSED SESSION

MOTION: *Councilmember Wood moved to adjourn to a closed session for the purpose of discussing reasonably imminent litigation; and/or the purchase, lease, or exchange of real property, pursuant to Utah State Code Section 52-4-205(1). at p.m. 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 meeting was adjourned at 5:25 PM.

7:00 PM POLICY SESSION – CITY COUNCIL CHAMBERS

4. CALL TO ORDER

Mayor Westmoreland called the meeting to order at 7:09 PM.

5. PLEDGE OF ALLEGIANCE

Councilmember Gray led the Pledge of Allegiance.

6. INFORMATION ITEMS/UPCOMING EVENTS

7. PUBLIC COMMENTS

Mayor Westmoreland opened the public comment period at 7:11 PM.

Jeff Ruth spoke during the public comment period regarding upkeep of City property.

Mayor Westmoreland closed the public comment period at 7:22 PM.

[The recording of the public comments can be found online here at 01:17:36.](#)

8. CITY COUNCIL/MAYOR ITEMS

[The recording of the Mayor and Councilmember comments can be found online here at 01:29:40.](#)

CONSENT AGENDA

9. CHANGE ORDERS

9.A WDG Website Services Change Order #1

10. BOND RELEASES

10.A. Sunset Flats Phase A, Plat 2 – Out of Warranty

11. MINUTES

11.A. July 9, 2024 Minutes - Special City Council Meeting

12. RESOLUTIONS

12.A. RESOLUTION - A Resolution of Eagle Mountain City, Utah, Approving an Amendment to the Eagle Mountain City Consolidated Fee Schedule.

12.B. RESOLUTION - A Resolution of Eagle Mountain City, Utah, Confirming the Intent to Adjust the Boundary Line of Certain Real Property from the Geographical Boundaries of the Town of Cedar Fort to the Geographical Boundaries of Eagle Mountain City.

MOTION: *Councilmember Clark moved to approve the Consent Agenda, moving item 9.A. WDG Website Services Change Order #1 to the Scheduled Items for further discussion. 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 1:47:25.](#)

SCHEDULED ITEMS

9. CHANGE ORDERS

9.A WDG Website Services Change Order #1

Economic Development Director Evan Berret provided the update regarding the changes to the contract language discussed during the work session: Everything after the first sentence in Section 2 will be removed and replaced with, “While this estimate is prepared with precision and with the details provided to WDG during the estimation, WDG has the right to account for unknown variables that may affect the final budget, timeline, or fee structure.”

[The recording of the discussion can be found online here at 1:43:10 and 1:48:00.](#)

MOTION: *Councilmember Burnham moved to approve the WDG Website Services Change Order #1 with the following change: Everything after the first sentence in Section 2 will be removed and replaced with, “While this estimate is prepared with precision and with the details provided to WDG during the estimation, WDG has the right to account for unknown variables that may affect the final budget, timeline, or fee structure.” Councilmember Clark seconded the motion.*

[The recording of the discussion regarding the motion can be found online here at 01:51:40.](#)

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

The motion passed with a vote of 4:1.

[The recording of the motion can be found online here at 01:50:55.](#)

13. ORDINANCES/PUBLIC HEARINGS

13.A. ORDINANCE/PUBLIC HEARING – An Ordinance of Eagle Mountain City, Utah, Amending the Eagle Mountain Municipal Code Section 17.55.120 Tables, Regarding Parking Requirements for Hotel, Motel, and Bed and Breakfast Uses.

The proposed ordinance amends Table 17.55.120(c) Required Parking by Land Use to change the parking standard for hotels, motels, and bed and breakfasts from one stall per bed to one stall per sleeping unit, plus one stall for each employee on duty, and one stall for every 200 square feet of banquet, meeting room, or restaurant space within the building.

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

Mayor Westmoreland opened the public hearing at 7:57 PM. As there were no comments, he closed the hearing.

The Council discussed potential changes regarding trailer and bus parking, and bed and breakfast licensing, and determined to approve the ordinance as presented.

MOTION: *Councilmember Burnham moved to approve an Ordinance of Eagle Mountain City, Utah, Amending the Eagle Mountain Municipal Code Section 17.55.120 Tables, Regarding Parking Requirements for Hotel, Motel, and Breakfast Uses. 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 02:11:38.](#)

- 13.B. ORDINANCE/PUBLIC HEARING – An Ordinance of Eagle Mountain City, Utah, Amending Eagle Mountain Municipal Code to Enact Chapter 17.69 Second Kitchens or Kitchenettes.

The proposed ordinance enacts EMMC 17.69 Second Kitchens or Kitchenettes, which clarifies that second kitchens can be established without creating an accessory dwelling unit.

[The recording of the discussion can be found online here at 02:18:48.](#)

Mayor Westmoreland opened the public hearing at 8:12 PM. As there were no comments, he closed the hearing.

MOTION: *Councilmember Wood moved to approve An Ordinance of Eagle Mountain City, Utah, Amending Eagle Mountain Municipal Code to Enact Chapter 17.69 Second Kitchens or Kitchenettes. 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 02:19:22.](#)

14. LEGISLATIVE ITEMS

- 14.A. UPDATE - Legislative Priorities List

Director of Legislative Affairs Clifford Strachan reported that there were no significant changes to the Legislative Priorities List.

14.B. Mortgage Assistance Program

Director of Legislative Affairs Clifford Strachan presented the item. Moderate Income Housing Chapter Nine in the General Plan identifies five moderate income housing strategies as action items for achieving the overall goal and the objectives and were chosen from the strategies identified in UCA 10-9a403(2)(b)(iii). Strategy number two proposes to "Implement a mortgage assistance program for employees of the municipality, an employer that provides contracted services to the municipality, or any other public employer that operates within the municipality."

Following a presentation on this topic at the June 18, 2024, City Council meeting in which the Council provided feedback concerning the elements and objectives of a mortgage assistance program, staff has worked on a draft framework for the City Council's consideration, which was presented during the meeting.

[The recording of the discussion can be found online here at 02:21:48.](#)

15. CITY COUNCIL/MAYOR'S BUSINESS

16. CITY COUNCIL BOARD LIAISON REPORTS

The City Council provided comments on City business and reports on the boards they are assigned to as liaisons to the City Council.

[The recording of the Mayor and Council's business and liaison reports can be found online here at 03:17:23.](#)

17. COMMUNICATION ITEMS

17.A. Upcoming Agenda Items

18. ADJOURNMENT

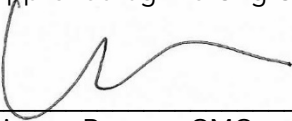
MOTION: *Councilmember Gray moved to adjourn at 9:52 PM. Councilmember Clark seconded the motion.*

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

The motion passed with a unanimous vote.

The meeting was adjourned at 9:52 PM.

Approved by the City Council on August 20, 2024.



Lianne Pengra, CMC
Chief Deputy Recorder

