

WOODS CROSS CITY

Water Conservation Plan



JULY
2023

Gregory L Seegmiller, P.E.
J-U-B Engineers, Inc.
7/10/2023

Water Conservation Plan
Woods Cross City
July 2023

Table of Contents

1. WATER SYSTEM PROFILE.....	3
2. SUPPLY	4
3. WATER MEASUREMENT, LOSS, AND BILLING	6
4. WATER USE	7
5. CONSERVATION PRACTICES	8
Current Practices.....	8
Water Conservation Committee	8
Public Involvement and Education	8
Rebates/Incentives/Rewards	8
Ordinances and Standards	9
Water Pricing	9
Physical System	9
Additional, Future Conservation Measures and Procedures.....	10
Public Involvement and Education	10
Ordinances and Standards	10
Physical System	10
Conservation Goals	10
Completed Goals.....	10
Implementation of the Water Conservation Plan.....	11
Appendix A.....	A-1

List of Figures

Figure 1 Water Supply and Use.....	5
Figure 2 Water Efficiency Progress (City Indoor Use Only).....	7
Figure 3 Service Area Map	A-2
Figure 4 Water Bill.....	A-3

List of Tables

Table 1 Water Connections.....	3
Table 2 City Owned Water Rights	4
Table 3 Tiered Pricing Structure.....	6
Table 4 Current Water Deliveries.....	7
Table 5 Current Usage (GPCD)	7
Table 6 Water Conservation Committee	8
Table 7 Responsibilities for Efficiency Goals.....	11

Prepared by:

J-U-B Engineers, Inc.

466 N 900 W, Kaysville UT 84037

office: 801-547-0393



J·U·B ENGINEERS, INC.

1. WATER SYSTEM PROFILE

Woods Cross City located in Davis County services a population of approximately 11,659 people. The population at the projected build out of residents is estimated to be 14,500. Presently, the Woods Cross City Water System is comprised of infrastructure constructed from its early beginning in 1936. With growth and development, the demands of increased storage capacity, up –sizing of lines, and source development require review and analysis of the Water Master Plan every 5-7 years, most recently completed in 2018. A map of the current service area is included in Appendix A (Figure 3).

All of the buildings and developments in Woods Cross have meters, which are read monthly. Commercial and multi-family units are required to have a mechanical engineer review of the proper meter sizing, and no upsizing of water lines before or after the meter is allowed. The number of meters is broken down by type in Table 1.

Type	Meters	Ratio
Residential	3151	90.68%
Commercial	276	7.94%
Industrial	15	0.43%
Institutional	33	0.95%
Totals:	3475	100%

Table 1 Water Connections

Woods Cross City has been and will continue to see the disappearance of agricultural land that is being developed into residential or commercial areas. This growth will continue within the city. The City Council has adopted an ordinance that requires all residential development to provide pressurized secondary irrigation for all developed lots. Pressurized secondary water for all residential lots and some commercial lots within the city is supplied by Weber Basin Water and Bountiful Irrigation Water Districts.

2. SUPPLY

Woods Cross City has a water right of over 15,983 acre-feet through wells for all culinary use. (See Table 2).

Right	Water Right #	Ac-Ft	Volume (CFS)	Total (GPM)
1	31-5209	3142.0731	4.34	1948
2	31-4569	4097.7267	5.66	2540
3	31-3849	180.995	0.25	112
4	31-2059	54.68	0.46	206
5	a39404	240.57	2.331	1046
6	31-4600	5067.78	7	3142
7	31-3971	1447.96	2	898
8	31-2068	15.14	0.157	70
9	a33833	240.57	2.331	1046
10	31-2069	33.532	0.352	158
11	31-2070	12.69	0.103	46
12	31-2071	15.42	0.18	81
13	31-2084	30.55	0.303	136
14	31-2091	362	0.5	224
15	31-2145	32.776	0.286	128
16	31-2147	33.532	0.352	158
17	31-2148	12.52	0.125	56
18	31-2149	15.14	0.157	70
19	31-2150	15.14	0.157	70
20	31-2398	484	0.668	300
21	31-2040	2.7	0.033	15
22	31-2041	2.7	0.033	15
23	31-2046	2.37	0.067	30
24	31-2047	2.37	0.111	50
25	31-5255	33.3408	-	-
26	31-5256	5.724	-	-
27	31-5257	138.364	-	-
28	31-5258	15.748	-	-
29	31-5262	8.4476	-	-
30	31-5263	29.6472	-	-
31	31-5264	33.724	-	-
32	31-5265	13.672	-	-
33	31-5266	91.104	-	-
34	31-5267	3.2384	-	-
35	31-5268	14.62	-	-
36	31-5270	23.1184	-	-
37	31-5272	13.7608	-	-
38	31-5273	9.1484	-	-
39	31-5276	2.352	-	-
40	31-5277	2.352	-	-
Total Water Rights		15983.2964	27.956	12545

Table 2 City Owned Water Rights

These water rights are anticipated to meet the present and future needs of the city (see Figure 1). In addition to city water rights, a contract for 100 acre-feet of water through the Weber Basin Water Conservation District is used as an additional emergency source of water.

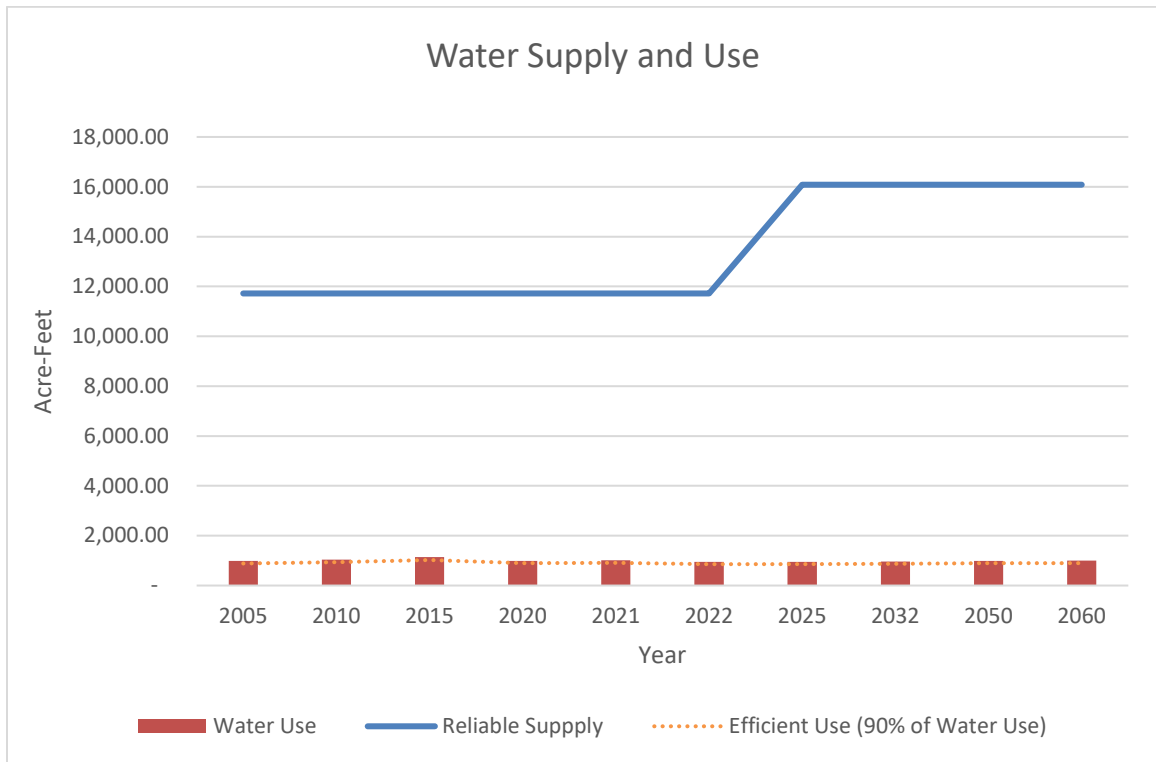


Figure 1 Water Supply and Use

To accommodate the expected growth within the city, additional facilities will be constructed to meet demand. The Master Plan outlines a need for additional 1,000 GPM (nearly 2 CFS) of developed sources. A water treatment facility was constructed in 2015 that utilizes contaminated water from wells that have been impacted by a VOC contaminant. The construction of this facility allows the use of the existing wells delaying the need to develop additional sources. The city plans to increase GAC capacity at the water treatment facility in 2029 to fill the need for additional sources. This is projected to cost approximately \$800,000.00.

Woods Cross City is aware of the issues of groundwater depletion, and the need for aquifer recharge and storage and recovery practices. The city is currently working with state and local agencies on addressing aquifer recharge. There is a link on the city website with more information on groundwater depletion.

3. WATER MEASUREMENT, LOSS, AND BILLING

The current meter reading system is a 3 to 5-year-old cellular read system. This new system allows for daily correspondence and notifications of customer-side water leakage and provides the opportunity for customers to log in and review their own usage practices. The city currently has 3475 meters and will replace them every 20 years. This replacement schedule allows for meters to be fixed as needed, if not reading correctly, but they will not need calibration before being replaced.

Water meters and associated reading systems are depreciated and are included within a depreciation cost schedule.

Woods Cross City reviews the monthly usage and production of water within the city by performing a water audit monthly. Water leaks are repaired upon discovery. Investigations are done in system areas with high ground water or by request from customers. These water leaks are logged so the city can pinpoint problem areas and can replace old infrastructure more efficiently.

Woods Cross City averages approximately 137 acre-feet of water loss since 2005, this has accounted for approximately \$70,400 annual revenue loss. Weber Basin and Bountiful irrigation are tracking their own water losses in their conservation plan.

Woods Cross City, by resolution, adopted a consolidated fee schedule (See Table 3). A recent water bill is included in Appendix A (figure 4). This table will be updated after a new utility rate is adopted following a rate study.

WATER USAGE RATES			
METER SIZE	MONTHLY MIN. RATE	MAX. GAL. AT MIN. RATE	RATE PER 1,000 GAL. OVER MAX.
Residential			
¾"	\$21.80	2,000	\$1.10
¾"		8,000	\$1.60
1"	\$58.30	20,000	\$1.60
Commercial			
¾"	\$28.40	8,000	\$1.60
1"	\$58.30	20,000	\$1.60
1 ½"	\$125.80	48,000	\$1.60
2"	\$202.20	80,000	\$1.60
3"	\$444.00	181,000	\$1.60
4"	\$1,336.00	552,500	\$1.60

Table 3 Tiered Pricing Structure

4. WATER USE

The following table is based on woods Cross City recorded usage (typically indoor usage with the exception of 73 lots of a mobile home park and 20 lots of typical residential development, this is considered minimal and are not included in tables below) and does not account for outdoor usage through Weber Basin Water and Bountiful Irrigation Water districts.

Type	Connections	ERUs	MGAL	MGAL per Connection
Residential	3151	3151	195.222	0.062
Commercial	276	1536	95.190	0.345
Industrial	15	263	16.271	1.085
Institutional	33	56	3.443	0.104
Wholesale	0	0	0	0
Un-Metered	0	0	0	0

Table 4 Current Water Deliveries

Table 5 outlines the current Water System Usage in gallons per capita per day. Woods Cross City has an overall water use reduction goal to use less than 200 GPCD by the year 2030. The city will measure progress and re-evaluate this goal again once all secondary meters are installed by Weber Basin Water Conservation District and Bountiful Irrigation. Woods Cross City's water efficiency progress since the year 2005 is shown in Figure 2. This figure shows indoor use only, outdoor use will be added when available.

Type	Indoor	Non-Potable (Secondary by others)	Total Water Usage (GPCD)
Residential	45.87	179.90	225.77
Commercial	22.37	0	22.37
Industrial	3.82	0	3.82
Institutional	0.81	0	0.81
Totals:	72.87	179.90	252.77

Table 5 Current Usage (GPCD)

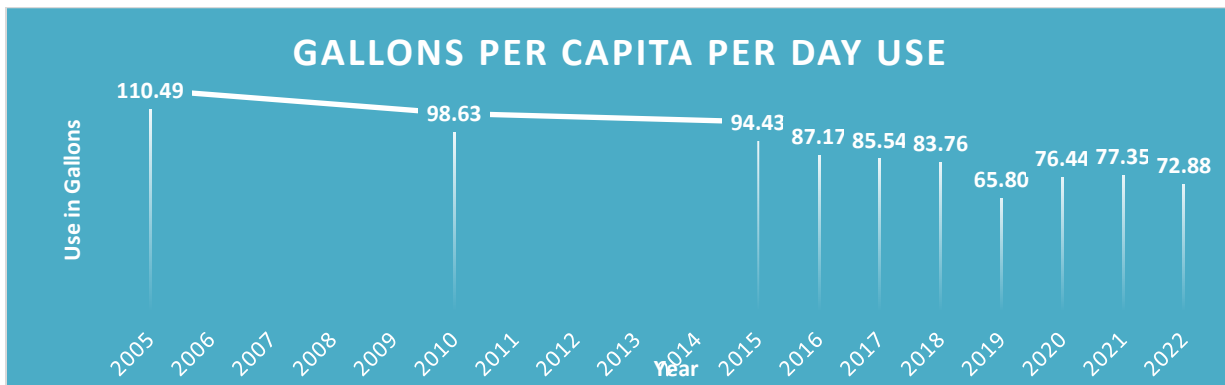


Figure 2 Water Efficiency Progress (City Indoor Use Only)

5. CONSERVATION PRACTICES

Current Practices

We have taken actions that have promoted conservation. These include:

Water Conservation Committee

1. Form a Water Conservation Committee to help research, coordinate, create and implement public information campaigns, water conservation programs and incentives, including:

Position	Name	Title	Organization
Water Conservation Coordinator	Greg Seegmiller	City Engineer	J-U-B Engineers, Inc.
Public Works Director	Sam Christiansen	Public Works Director	Woods Cross City
City Council Member	Jessica Kelemen	City Council	Woods Cross City
Local Advocate	Kurtis Anderson	Managing Supervisor/Citizen	Bountiful Irrigation/Citizen

Table 6 Water Conservation Committee

Public Involvement and Education

1. Utilize existing messaging from Slow the Flow, Water Resources, CWEL and WaterSense.
2. Providing public education on conservation in water billings and the city newsletter.
3. Offer residential water budgeting programs. (Fall of 2020)
4. Hold or collaborate events, programs and/or presentations. Participate in the annual water fair to teach 5th graders, run by the Davis County Stormwater Coalition.
5. Direct residents to Weber Basin Conservancy District's Conservation Garden for adult efficient water use education.
6. Educate customers about new water-saving technology, such as weather based smart controllers.
7. Promote large efficient landscape training programs.
<https://www.qwelutah.com/training/>

Rebates/Incentives/Rewards

1. To address water waste complaints, the city incentivizes the resident to fix leaks by lowering their water rate to the lower tier on any water used for the month prior to fixing it.
2. Collaborate on Weber Basin's free landscape consultation program.
3. Participating in all applicable regional rebates through <https://utahwatersavers.com>. This includes toilets, E.T. Controllers, flip the strip, and localscape design.

Ordinances and Standards

1. The city has an ordinance that requires outside irrigation in all new residential developments to be provided by a secondary irrigation system; in order to:
 - a. Preserve culinary water for indoor use.
 - b. Place the responsibility on the irrigation companies to implement conservation measures, with support from the city.
2. Support irrigation system restrictions on watering during the day between the hours of 10 A.M. to 6 P.M.
3. Maintain adoption of most current plumbing codes.
4. Amended current Landscape Ordinance to require all new, non-residential connections to include an automatic E.T. controller. (2021).
5. E.T. controllers have been installed on city properties. Also, E.T. controllers are required on all new developments where city water/secondary water is being used for irrigation.
6. Adopted an ordinance requiring water-efficient landscaping in all new commercial and residential development. (May 2022)
7. Continue monthly high-usage audit. This information is used to produce a usage report per ERC/Connection on a yearly basis.

Water Pricing

1. Implemented a tiered residential water rate structure beginning at a base rate of 2,000 gallons of water per month to encourage water conservation. (2019)
2. Review monthly billing to:
 - a. Detect and notify customers of possible leaks.
 - b. Perform water audits on culinary water usages.
3. High water use notifications are sent with monthly water bill and via water use app from new meter.

Physical System

1. Support Weber Basin Conservancy District and Bountiful Irrigation in their efforts to install secondary meters.
2. Review monthly billing to:
 - a. Detect and notify customers of possible leaks.
 - b. Perform water audits on culinary water usages.
3. Maintain E.T. controllers that have been installed on city properties. Also, E.T. controllers are required on all new developments where city water/secondary water is being used for irrigation.
4. The city has completed a plan to update all meters. These new meters allow customers to log in to review water usage and trends within their own home. (Culinary - fall of 2020, secondary - by 2030).

Additional, Future Conservation Measures and Procedures

Woods Cross City recognizes the need for water conservation. We will promote and encourage conservation for the next five years by:

Public Involvement and Education

1. Continue to provide educational information on water conservation.
2. Collaborate with the Davis County Coalition in holding a Water Fair covering water resources. (2023)
3. Offer agency materials and resources to community partners for distribution.
4. Provide new homeowner water-efficient landscape information. (2025)
5. Distribute “how to videos”. (track through “likes” on social media; 2025)

Ordinances and Standards

1. Adopt a time-of-day water ordinance as established by Weber Basin Water & Bountiful Irrigation. (2025)
2. Continue to update our land use ordinances to encourage landscaping that promotes water conservation as needed and required.
3. Amend our ordinance regulating the waste of water with accompanying enforcement and authority to issue fines. (2025)
4. Amend ordinance to require secondary water for all non-residential developments. (2025)

Physical System

1. Use available technology to find leaks in old sections of piping and replace those pipes.
2. Encourage proper watering techniques on all city property.
3. Support outside irrigation water providers to find a way to measure outdoor water usage of residents for reporting and measuring conservation effectiveness. (To be completed 2030 by local irrigation companies)
4. Gather records of potable and non-potable water use by sector and service area population from 2005 to the current year.
5. Apply for water reuse intent. (November 2023)

Conservation Goals

1. Following conservation plan guidelines, water consumption usage will be reduced to 200 GPCD for residential usage and reduced by 2% for all other connections. (2030)

Completed Goals

1. Amended current Landscape Ordinance to require all new, non-residential connections to include an automatic E.T. controller. (November 2021)
2. Promoted State Water Conservation Rebate Program (<https://utahwatersavers.com>) on the city website for toilet replacement. (January 2023)
3. Encouraged the use of smart controllers for secondary irrigation systems. Rebates for these can also be found <https://utahwatersavers.com>. (January 2023)
4. Offered residential water budgeting programs. (Fall of 2020)

- Adopted an ordinance requiring water-efficient landscaping in all new commercial and residential development. (May 2022)

Implementation of the Water Conservation Plan.

The implementation of the Water Conservation Plan will be the responsibility of the Public Works Director (Sam Christiansen – schristiansen@woodscross.com). The Public Works Director will:

- Monitor the implementation of the measures and procedures outlined in the proceeding section to ensure that they are implemented.
- Review the Water Department budget yearly to observe effects from conservation.
- Review and revise the Conservation Plan as needed and present amendments to the City Council for discussion and adoption by resolution.
- Review city code and requirements pertaining to greywater, rainwater, groundwater discharge, construction standards and building codes, new development requirements, and water efficiency standards.

Woods Cross City can be reached at (801) 292-4421. Others involved with meeting efficiency goals can be found in Table 7.

Position	Name	Email	Responsibility
Mayor	Ryan Westergard	rwestergard@woodscross.com	Policy Approval
Council	Jessica Kelemen	jkelemen@woodscross.com	Policy Approval
	Wally Larrabee	wlarrabee@woodscross.com	Policy Approval
	Matt Terry	mterry@woodscross.com	Policy Approval
	Gary Sharp	gsharp@woodscross.com	Policy Approval
	Julie Checketts	jchecketts@woodscross.com	Policy Approval
City Administrator	Bryce Haderlie	bhaderlie@woodscross.com	City Administrator
Committee	Sam Christiansen	schristiansen@woodscross.com	Recommend Policy/PW Director
	Danny Rhodes	drhodes@woodscross.com	Water Superintendent
	Greg Seegmiller	gseegmiller@jub.com	Conservation Coordinator
	Dan Johnson	djohnson@jub.com	Water Champion
	Kurtis Anderson	kurtis@bountifulirrigation.com	Committee
	Jessica Kelemen	jkelemen@woodscross.com	Committee
Other Resource	Weber Basin Water	customerservice@weberbasin.com	Education
	Utah Water Savers	https://utahwatersavers.com/	Incentives/Rebates
	Lacey Bartholomew	lbartholomew@woodscross.com	City Social Media
	USU Extension Services	https://extension.usu.edu/davis/	Education

Table 7 Responsibilities for Efficiency Goals

Appendix A

Figure 3 Service Area Map

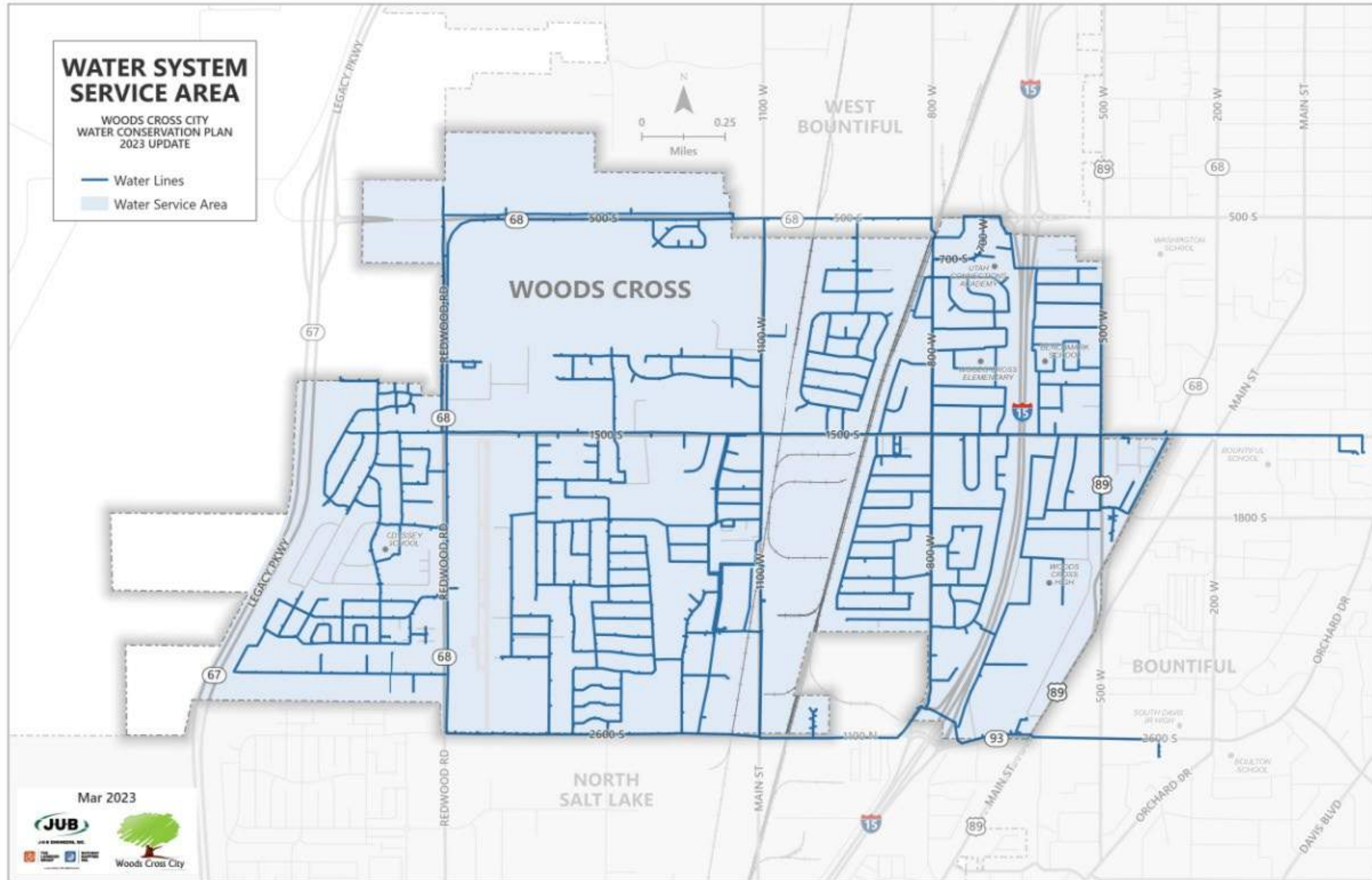


Figure 4 Water Bill



Woods Cross City

1555 South 800 West
 Woods Cross, UT 84097
 (801) 292-4421
 utilities@woodscross.com
 Monday - Thursday 7:30am - 5:30pm, Friday
 7:30am - 11:30am, Closed Holidays

[Remove Account](#)

Please pay PAST DUE BALANCE (if applicable) on or before 04/09/2023 to avoid a \$20 delinquency fee. SIGN UP FOR PAPERLESS BILLING AND RECEIVE THE NEWSLETTER VIA EMAIL. SIGN UP FOR OUR CONVENIENT PAY BY TEXT FEATURE - JUST TYPE PAY WHEN YOU GET NOTIFIED THAT YOUR BILL HAS BEEN POSTED. www.EyeOnWater.com or mobile app to view your water usage and detect leaks. For city information, details on upcoming events, and the water quality report go to www.woodscross.com

Have your bill paid automatically each month with Xpress Bill Pay's hassle-free Auto Pay feature.

Billing Address

[REDACTED]
 WOODS CROSS, UT 84087

Service Address

[REDACTED]

Account Information

Account Number [REDACTED]
 Billing Period End 03/31/2023
 Account Type Utility
 Due Date 04/25/2023
 Select Billing Period 3/31/2023

DESCRIPTION	PREV READ DATE	READ DATE	METER	PREV READING	PRESENT READING	TOTAL USAGE
WA	02/22/2023	03/22/2023	200092563	144	146	2

Previous Payment Date 03/25/2023
 Previous Payment Amount \$56.71

Total Charges

WATER	\$21.80
RECYCLE	\$6.80
GARBAGE	\$14.76
GREEN WASTE	\$7.15
STORM WATER	\$4.00
Statement Charges	\$54.51
Amount Due	\$54.51

The information displayed here is provided by Woods Cross City. If there is a discrepancy, please contact Woods Cross City. Please note that this bill is only displaying payments made on or after 03/31/2023. Payments made directly to Woods Cross may or may not be displayed here.

56.0° Partly Cloudy

Search   

Woods Cross City

U T A H

Home **Government** Departments Residents I Want To: City Services Elections

Public Notices

You are invited to participate in all public hearings to provide your input. If you wish to comment but are unable to attend or have any questions, contact the City Administrator at [801-292-4421](tel:801-292-4421)

NOTICE OF PUBLIC HEARING

The Woods Cross City Council will hold a public hearing on Tuesday, December 5, 2023 within the regularly scheduled City Council meeting set to begin at 6:30 p.m. to receive public comment and to consider Holly Energy/UDOT appeal for exemption from Woods Cross City Code related to driveway width restrictions. [See full appeal.](#)

NOTICE OF PUBLIC HEARING

The Woods Cross Planning Commission will hold a public hearing to consider a conditional use application by MWGA Holdings III, LLC for a proposed 22-unit townhouse project. [View the full public notice and attachments here.](#)

NOTICE OF PUBLIC HEARING

The Woods Cross City Council will hold a public hearing on Tuesday, November 7, 2023 at 6:30 p.m. to receive public comment regarding the Woods Cross City Water Conservation Plan. [View a draft of the proposed plan.](#)

RESOLUTION 2023- 832

A RESOLUTION APPROVING THE WOODS CROSS CITY WATER CONSERVATION PLAN UPDATE

WHEREAS, Woods Cross City is required as per the Water Conservation Act, Section 73-10-32 Utah Code Annotated that requires of distributors of culinary water to more than 500 connections to develop and update a Water Conservation Plan; and

WHEREAS, said plan is to include, among other things, suggestions, or recommendations to help conserve water and limit or reduce its use in the State in terms if per capita consumption so that adequate supplies of water are available for current and future needs; and

WHEREAS, to comply with the requirements of Section 73-10-32 of the Utah State Code, the Woods Cross City Water Department, City Engineer, and the Water Conservation Plan Committee studied the water supply and distribution system of the City as well as future needs projections and update the previous Water Conservation Plan and attached the updated “Woods Cross City Wate Conservation Plan” hereto as “Exhibit A”.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of Woods Cross City, Utah:

1. That the WOODS CROSS CITY WATER CONSERVATION PLAN attached hereto as “Exhibit A” is hereby approved and adopted as the updated water conservation plan of Woods Cross City.

2. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED BY THE CITY COUNCIL OF WOODS CROSS CITY, STATE OF UTAH, ON THIS 7th DAY OF NOVEMBER, 2023.

**WOODS CROSS CITY
A MUNICIPAL CORPORATION**



RYAN WESTERGARD, MAYOR

ATTEST:



ANNETTE HANSON, CITY RECORDER

Voting:

Julie Checketts	Yea <input checked="" type="checkbox"/>	Nay <input type="checkbox"/>
Jessica Kelemen	Yea <input checked="" type="checkbox"/>	Nay <input type="checkbox"/>
Wallace Larrabee	Yea <input checked="" type="checkbox"/>	Nay <input type="checkbox"/>
Matt Terry	Yea <input checked="" type="checkbox"/>	Nay <input type="checkbox"/>
Gary Sharp	Yea <input checked="" type="checkbox"/>	Nay <input type="checkbox"/>
Ryan Westergard	Yea <input type="checkbox"/>	Nay <input type="checkbox"/>

[tie vote only]



Utah Public Notice

Revised Notice

[City Council](#)

[Woods Cross City Public Hearing - Water Conservation Plan](#)

Notice Date & Time: 11/7/23 6:30 PM

Description/Agenda:

Public Notice of Public Hearing Regarding Woods Cross City Water Conservation Plan

State code [73-10-32](#) requires that public water systems have and maintain a Water Conservation Plan (WCP) that is updated every five years and submitted to the State. The plan contains information about the City water system, and the rate structure for metered water sales along with historical data in areas of water production and gallons per capita day. This plan also includes goals the City has to increase water conservation with both culinary and irrigation water in mind. A draft of the proposed WCP is available to review on Woods Cross City's website: <https://www.woodscross.com/notices> or https://bit.ly/WX-WCP_2023

A public hearing will be held at Woods Cross City Hall during the regular session of the City Council meeting at 6:30 p.m., or as the agenda allows, Tuesday, November 7, 2023 prior to adoption of the updated WCP.

Notice of Special Accommodations:

NOTICE OF SPECIAL ACCOMMODATION DURING PUBLIC MEETINGS In compliance with the Americans with Disabilities Act, individuals needing special accommodations (including auxiliary communicative aids and services) during this meeting should notify City Administrator @ 801-292-4421 24 hours prior to the meeting.

Notice of Electronic or telephone participation:

Electronic or telephonic participation is available for meetings

Other information:

Location:

[1555 S 800 E, Woods Cross, 84087](#)

Contact information:

**WOODS CROSS CITY COUNCIL MEETING
NOVEMBER 7, 2023**

The minutes of the Woods Cross City Council meeting held November 7, 2023, 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

Wally Larrabee
Gary Sharp
Matt Terry

STAFF PRESENT:

Bryce Haderlie, City Administrator
Jessica Sims, Assistant City Administrator
LaCee Barthlomew, Community Service Coordinator
Sam Christiansen, Public Works Director

Scott Buchanan, Chief of Police
Johnny Filler, Public Works
Annette Hanson, City Recorder
Corey Boyle, Police Department

PUBLIC ATTENDANCE:

LeGrande Blackley
Seth Preston
Simon Downs
Corbin Reese

Kellie Bevan
Chris Preston
Don Schrader
Kevin Plamer

Marly Ferrin
Dixie Weeks
Rowena Palmer
Caleb Padilla

INVOCATION:

PLEDGE OF ALLEGIANCE:

Gary Sharp
Seth Preston Scout Troop 109

YOUTH CITY COUNCIL REPORT

The Mayor gave the floor to Kellie Bevan from the Youth City Council who reported on the upcoming activities of the YCC which include the Veteran's Day Dinner on November 10th at 6:00 PM, Sub For Santa on December 2nd at 9:00 AM and the Tree Lighting and Visit With Santa on December 4th at 5:00 PM.

The Mayor and Council thanked her for her report and for the great job the Youth Council does in supporting the activities in the community.

MINUTE APPROVAL

The Mayor called for the review of the minutes of the meeting held 10/17/23.

Following the review of the minutes, Council Member Checketts made a motion to approve the minutes as written with Council Member Sharp seconding the motion and all voted in favor of the motion through a roll call vote except for Council Members Terry and Kelemen who abstained from voting for the October 17th meeting minutes as they were not in attendance.

RATIFY CASH DISBURSEMENTS

The Mayor then called for the ratification of the cash disbursements for the time period of 10/17/23-10/24/-23.

**OFFICIAL MINUTES
WOODS CROSS CITY COUNCIL MEETING
NOVEMBER 7, 2023
PAGE 2**

Council Member Terry made a motion to ratify the cash disbursements as listed for the time period of 10/17/23-10/24-23. Council Member Checketts seconded the motion, and all voted in favor of the motion through a roll call vote.

PUBLIC COMMENT

The Mayor then opened the meeting for brief public comments.

Ms. Dixie Weeks addressed the Council and said she was concerned about parking in her neighborhood, and parking enforcement is hard in an HOA. She said when officers come to her neighborhood, they cannot issue tickets because it is private property. She said the HOA's have very little enforcement and she wanted to let the Council know that.

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

PUBLIC HEARING

The Mayor announced a public hearing held in accordance with State Code §73-10-32 requiring that public water systems have and maintain a Water Conservation Plan (WCP) that is updated every five years.

CONSIDERATION TO ADOPT RESOLUTION 2023-832 MEMORIALIZING 2023 WATER CONSERVATION PLAN

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

"Per State Code 73-10-32, we must update our Water Conservation Plan every five years. Our last update occurred in 2019 and memorialized in 2022. The Utah Division of Water Resources notified the city of the need for an update before the end of this year. On April 4th of this year, the Council appointed a Water Conservation Committee to update the plan. This committee is composed of city staff, a Council representative, and a citizen representative.

"Additional changes were made to the update to be in compliance with legislative bills passed in the 2023 State General Legislative Session. Tim Stephens has reviewed the plan, and it complies with recent growth planning requirements. He plans to bring to the Council the necessary changes in 2024 in the planning and zoning code. This plan is required by the Division of Water Resources to be adopted by December 31st of this year.

"Some highlights of the update are:

- Adopt the State 2030 goal of 200 gallons per capita per day, which includes irrigation use.
- Promote water conservation in the city newsletters and social media
- Participate in and promote the Utah Water Savers rebate program
- Adopt a tiered water rate that penalizes water waste"

Following the information given by the Public Works Director, the Council asked what the rebates were, and the Public Works Director talked about the rebates that were available and said they were on

**OFFICIAL MINUTES
WOODS CROSS CITY COUNCIL MEETING
NOVEMBER 7, 2023
PAGE 3**

UtahWaterSavers.com. He also said there were other ways to save with rebates at the state and federal level and the ways they could educate the public on ways to be able to save water and receive rebates.

The Mayor then opened the public hearing.

Ms. Dixie Weeks commented that she wondered if the plan should be called a water protection plan. She said she wondered if the city had put a water protection plan together some years ago if an issue with the dry-cleaning solvents that had contaminated the city's water back 20 years ago could have been avoided.

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

The Mayor replied to Ms. Weeks comment and said he thought it would have been a great idea to have a water protection plan in place years ago, but the contamination that affected Woods Cross water came from outside of our city and it came downhill, as such a plan by the city probably would not have protected the water from the PCE that came from that site. The Public Works Department said there are mechanisms now in place that protect our water so that type of thing does not happen again.

Following the comments, Council Member Kelemen made a motion to adopt resolution 2023-832, a resolution memorializing the 2023 Water Conservation Plan. Council Member Terry seconded the motion, and all voted in favor of the motion through a roll call vote.

CONSIDERATION TO REAPPOINT PLANNING COMMISSION MEMBERS BLACKLEY AND DOXEY

The Mayor noted there were two Planning Commission members whose terms of service had expired. He had spoken with both, and they were still willing to serve another term on the Commission. He said he would be in favor of reappointing both of these Planning Commission members to the Planning Commission.

Council Member Sharp made a motion to approve the reappointment of LeGrande Blackley and Mike Doxey to the Planning Commission. Council Member Checketts seconded the motion, and all voted in favor of the motion through a roll call vote.

CONSIDERATION TO ADOPT A PROCLAMATION RECOGNIZING NOVEMBER AS LUNG CANCER AWARENESS MONTH IN WOODS CROSS CITY

The Mayor noted he had received a letter from Medha Mana who is a member of the American Lung Cancer Screening Initiative (ALCSI) team that consists of over 200 doctors and students working to raise awareness for lung cancer and lung cancer screening. The Mayor said the ALCSI was requesting a proclamation from the city to declare November 2023 as Lung Cancer Awareness Month to bring awareness to lung cancer which is the deadliest cancer in the United States. Ms. Naga noted that it has been shown that lung cancer screening significantly reduces mortality due to earlier diagnoses. She said that only 5.8% of high-risk individuals are currently getting screened, and many people are losing their lives due to lack of awareness. She said a proclamation would lend an official recognition to the importance of educating the public on lung cancer, as well as emphasizing Woods Cross's commitment to raising awareness about the resources available to screen for the disease.

**OFFICIAL MINUTES
WOODS CROSS CITY COUNCIL MEETING
NOVEMBER 7, 2023
PAGE 4**

Following the information given, Council Member Larrabee made a motion to adopt a proclamation recognizing November as Lung Cancer Awareness Month in Woods Cross City. Council Member Checketts seconded the motion, and all voted in favor of the motion through a roll call vote.

STREET PARKING ORDINANCE

The Mayor turned the time over to Chief Buchanan who reviewed information with the Council on the street parking ordinance in the city. He said he had given some documentation to the Council for their review of possible changes to the parking ordinance. He said there were potential adjustments to the city's parking ordinance in the information in five different areas. He said he would like to review those adjustments with the Council. He said there was an option to leave the current ordinance, but the current ordinance does not speak to snow removal. He said the dates as currently given may not be reality with this type of support with snow removal. He shared some ordinances from other nearby cities and some of their guidelines for winter parking, for instance, North Salt Lake says you cannot have your vehicle parked on the road at any time during a snow event. He said the vehicle cannot be on the road until the snow is removed from the road. He said the vehicles are subject to citation, removal, and impound in this type of event. Chief Buchanan said this is more restrictive but allows the removal of snow without delay. He said the purpose of this discussion was to get guidance and get refinement done so it can eventually become an action item.

The Council discussed that this ordinance would be implemented in the middle of the winter season. Commissioner Checketts said early implementation would allow time to educate people on what the new ordinance would be beginning in 2024 year and encourage people to try to prepare for the changes. It was discussed that there still needs to be an educational ticket issued to warn residents of parking violations before action is taken in 2024. It was noted there could be a warning ticket issued with a note that moving forward would be a date included when enforcement and consequences would start. The Chief said the education component would help people to comply without penalty. The police are not interested in towing vehicles but want the public to become aware and comply when the new parking ordinance is in place.

There was discussion about making changes and then coming back to the Council for approval and also have an implementation date. It was suggested this be brought back to the November 21st meeting for adoption and then promote education and implement the new ordinance completely in January 1st.

The Chief continued to present options for changes in the ordinance such as an opportunity for extended parking through a permit, removal of parked cars from roadways after 48 hours, parking on a narrow roadway with excessive vehicles, the term of highway opposed to roadways, and fees associated with towing and storage.

SOUTH DAVIS SEWER DISTRICT TAX INCREASE

The Mayor noted that the South Davis Sewer District is proposing a tax increase of about \$4.00 per month on the average home price. He said the state continues to ratchet down the limits of nutrients that can be put back into the river after the process cleaning process and as they reduce those limits, they have to build new processes to make this possible. He said many of these processes are very expensive, so the tax increase needs to be able to cover these mandated processes.

**OFFICIAL MINUTES
WOODS CROSS CITY COUNCIL MEETING
NOVEMBER 7, 2023
PAGE 5**

Council Member Larrabee asked if other sewer districts were facing these increases and the Mayor said yes other districts are facing tax increases as well. It was noted it is very expensive to come into compliance with EPA and state requirements.

The Mayor wanted to make sure the Council was aware of this increase and why it was going to happen.

PUBLIC WORKS REPORT

The Mayor gave the floor to the Public Works Director who shared the following information:

STREETS

- Red Curb Painting
- HOT Tape Crosswalk
- Snowplow prep
- Tree Trimming
- Asphalt patching/potholes
- Garbage can graveyard cleaned up
- Garbage can deliveries
- Street signs
- Street Light Checks
- Crosswalk flags

PARKS

- Sprinkler repairs
- Gopher battling
- DOS—supplies, work, cleanup & graduating
- Planted 23 trees
- Mowing
- Fall banners
- Placed 6 new benches
- Sprayed weeds
- Playground inspections
- Tree removal at Mills Park
- Dailey restroom service/Closed restrooms for the season
- Planter bed fall cleanup

WATER

- Water leaks—2
- 20% of lead/copper completed
- Continue 1100 W Inspections—6
- Back Flush at the Treatment Plant:
 - New chlorine pump
 - New pre-filters ordered

**OFFICIAL MINUTES
WOODS CROSS CITY COUNCIL MEETING
NOVEMBER 7, 2023
PAGE 6**

- 156 Blue Stakes
- New water employee—Training
- Newman/675 W water line
- 500 S storm drain cleaning/TV
- Monitoring well checks
- Begin well log/treatment plant tracking
- SWPPP Inspections—5

RAILROAD QUIET ZONE

Woods Cross helped establish this zone in 2007 and is the managing entity from downtown Salt Lake through Ogden for all railroad crossings along the Frontrunner corridor and will be following up with all road agencies on the deficiencies from summer inspection.

1100 W ROAD WIDENING

MC Green is working on the north section

- Landscape Restoration in progress
- Wall on Glen Jenkins property
- Manholes and valves collared

MISC. STREETS PROJECTS

800 W Traffic light is scheduled to bid out in winter. Working on Right of Way acquisitions 2 out of the 3 done. Additional \$250,000 funding approved by WFRC TAC Committee. Further concrete to be replaced before snow falls.

PARKS AND WATER PROJECTS

- All waterline work has been completed
 - Some ADA Ramps completed did not meet requirements. They will be replaced before final payment occurs.
- Mill and overlay in the culinary waterline project area planned for spring.

PUBLIC WORKS ADMINISTRATIVE

- Parks and Recreation Master Plan update
 - Is at the Planning Commission level
- Met with South Davis Water Users and kicked off the planning grant application. We asked for commitments from the other cities and refineries.
- Bind weeks are coming up in the middle of asphalt, working with JUB, the County and contractor to find solutions
- Streets/Water Projects
 - Lifted sidewalk around 1500 S and the freeway and crosswalk area
 - Fill in large cracks on 1200 S and 1100 S Farm Meadows
 - These will be an ongoing struggle. We will crack seal every fall
- Development Review Committee
- Planning Spring Street Repair/Preservations

**OFFICIAL MINUTES
WOODS CROSS CITY COUNCIL MEETING
NOVEMBER 7, 2023
PAGE 7**

- Grant applications
 - Sitting in on the new Safe Action Plan group
 - CDBG grants for road/utility repairs will continue
 - BRIC and Earmarks
- Elements work orders in use, setting up building permitting and excavation permitting in Citizen Portal
 - Integrate Express Bill pay
- Rate Study, IFFP, and Impact Fee Updates for Water and Storm Water ready for Council review. Public notice and hearing for the December 5th Council.

Following the information, Council Member Checketts asked if the faded stop signs had been replaced by new ones. The Public Works Director said the signs had been replaced.

CITY ADMINISTRATOR'S REPORT

1. Coordinated with Tim Stephens to complete the housing survey report requested by the Utah League of Cities and Towns for the upcoming legislative session.
2. I met with Duane Huffman, West Bountiful City Manager and Ken Leetham, North Salt Lake City Manager, to discuss possible collaborations on the upcoming IT contract and solid waste hauling contract. I will share our process with them and see if we can lower costs and improve service response in these areas.
3. Mayor Westergard and I met with Beth Holbrook, UTA Board of Trustee representative for Davis County. She shared information on the proposed Davis – Salt Lake Community Connector bus transit route that is being proposed for funding. It will be a 26-mile route between Farmington and the U of U. UTA is seeking county and local support for the \$75 million dollar project.
4. Ongoing work with Davis County and JUB Engineering to resolve job quality concerns on West Legacy Trail asphalt project. The asphalt has not deteriorated any further since last summer, but the County has concerns that need to be resolved with the contractor. JUB is assisting us with those issues where they performed the inspections and approvals on the job.
5. I attended the I-15 EIS meeting at the South Davis Recreation Center on Oct. 18th. The same information was presented and aside from a public hearing, there was nothing new. I have solicited Chief Dane Stone and Chief Scott Buchanan to please submit letters of concern on the 800 West connection at 2600 S.
6. Prepared for and held strategy meeting with City Council, Planning Commission members and invited citizens to take next steps on the future city parks improvements, city hall planning, and discussion on a possible cemetery. This was a great meeting that moved consensus forward on preliminary planning and the determination to focus on the city hall location in connection with the parks improvements while putting the cemetery discussion on hold for the time being.
7. Jessica, Chief Buchanan and I met with Darren Elkins with Blomquist Hale to discuss our EAP (employee assistance program) and police officer mental health evaluations. We were pleased to learn that employee use of the service is nearly double that of 2021. which means that employees and family members are using the services. While we don't know the names of anyone using the service, we feel that this is a worthwhile benefit for the staff. The police officers have participated and will continue to

**OFFICIAL MINUTES
WOODS CROSS CITY COUNCIL MEETING
NOVEMBER 7, 2023
PAGE 8**

participate with the mental health checks with a licensed therapist at least once a year and can voluntarily use the service more as needed.

8. Jessica and I reviewed the police chief applications and determined the candidates that will be discussed in a closed session on Nov. 7th prior to starting the interview process.

There was discussion on offering Woods Cross police officers overtime hours before reaching out to other agency to help with coverage for the city. The Chief said there needs to be care taken to make sure officers are not working more hours than is safe for their health and safety and dealing with critical events in the community. There was also discussion on officers being required to see the mental health specialist the city is working with to make sure officers are getting the help they might need.

CITY BEAUTIFICATION

There was discussion about staff challenges in code enforcement within the city. It was noted city beautification efforts continue to take place.

QUESTIONS/DIRECTION TO CITY ADMINISTRATOR OR STAFF

Council Member Sharp said he had a resident that missed a function in the city and said he would like to see things advertised a little further ahead. There was also discussion on the city's text service and how it works with citizens. The Council asked that there be information given in the next city newsletter for information on how to get texts on specific events or information.

COUNCIL REPORTS

Council Member Terry said he had been to a conference on mosquito control and had enjoyed the discussions on how to manage the mosquito population and keep costs down.

Council Member Sharp reported on the last Planning Commission meeting. Please see the minutes of that meeting for the details of his report.

Council Member Larrabee said Wasatch Integrated Waste Management had received some good news and there was a mandate that by June of 2025 all cities using Wasatch Integrated Waste Management will need to have a recycling program and the city's will be charged \$2.00 per resident if they do not participate by 2025. In 2026 that fee will go up to \$4.00 per resident. He said cities that have not participated in the past are now working on getting cans and setting up. He said when all cities participate in recycling, it will help keep costs down. It was also noted that the city would be issuing an RFP for waste services as the current contract expires in June of 2024. There was also discussion on offering a price break for a second blue recycling can.

It was noted the city is getting some funding to help with street funding and street light projects.

The Mayor said at the Truth in Taxation meeting for the Recreation District that was held recently there were not many people who were in favor of the tax increase. He said the proposed tax increase was not approved and he felt like that was good news for now. The board has asked staff to come back with additional ideas on what a reasonable tax increase would be with a balance between all expenses and fees.

**OFFICIAL MINUTES
WOODS CROSS CITY COUNCIL MEETING
NOVEMBER 7, 2023
PAGE 9**

The Mayor said the sewer district will have their board meeting and Truth and Taxation coming up.

The Mayor talked about Code Blue helping with homelessness and the county is now responsible for solutions to help with the homeless population. He said the Code Blue system gives requirements for helping with the homeless population in our community. The cities and county will continue to work on coming up with a plan for locations for a homeless shelter. The county is trying to be proactive in meeting the requirements.

CLOSED SESSION

At 8:45 Council Member Terry made a motion to go into closed session to discuss personnel matters and possible legal action, discussion on real property, pursuant to UCA § 52-4-205. Council Member Sharp seconded the motion, and all voted in favor of the motion through a roll call vote.

MOVE TO ADJOURN CLOSED SESSION

At 10:50 P.M. Council Member Kelemen made a motion to adjourn the closed session with Council Member Checketts seconding the motion and all voted in favor of the motion through a roll call vote.

ADJOURN CITY COUNCIL

At 10:54 P.M. Council Member Terry made a motion to adjourn the City Council meeting with Council Member Larrabee seconding the motion and all voted in favor of the motion through a roll call vote.


Annette Hanson, City Recorder


Ryan Westergard, Mayor



Approved by city Council 12/5/2023

