



Sandy City, Utah

10000 Centennial Parkway
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Phone: 801-568-7141

Meeting Minutes

City Council

Brooke Christensen, District 1
Alison Stroud, District 2
Kris Nicholl, District 3
Marci Houseman, District 4
Aaron Dekeyzer, At-large
Brooke D'Sousa, At -large
Cyndi Sharkey, At-large

Tuesday, May 12, 2026

5:15 PM

Council Chambers

5:15 Council Meeting

Present: 7 - Council Member Alison Stroud
Council Member Kris Nicholl
Council Member Marci Houseman
Council Member Cyndi Sharkey
Council Member Brooke Christensen
Council Member Brooke D'Sousa
Council Member Aaron Dekeyzer

Council Staff in Attendance
Dustin Fratto, Council Director
Justin Sorenson, Assistant Director
Chris Edwards, Council Clerk
Liz Theriault, Sr. Policy and Comms Analyst
Tracy Cowdell, Council Attorney

Administration in Attendance
Mayor Zoltanski
Shane Pace, CAO
Lynn Pace, City Attorney
Ryan McConaghie, Fire
Jeff Nigbur, Police
Tom Ward, Public Utilities
Ben Hill, Parks & Recreation
Ryan Kump, Public Works
James Sorensen, Community Development
Brian Kelley, Administrative Services
Kasey Dunlavy, Economic Development
Martin Jensen, Deputy CAO
Susan Wood, Public Affairs/PIO
Ryan Mecham, Senior Policy Advisor
Cory Hess, Police
Brian McCuiston, Community Development
Jake Warner, Community Development

Prayer, Pledge of Allegiance, and Introductions

Council Chair Cyndi Sharkey welcomed those in attendance.

Council Member Brooke Christensen offered the Prayer.
Council led the Pledge.

Council moved to Item 1 on the Agenda.

General Citizen Comment Period (No earlier than 6:00 PM)

Council Chair Cyndi Sharkey invited the public to participate in General Citizen Comment.

Public comment opened.
Public comment closed.

Council convened a recess at 8:19 pm.
Council reconvened at 8:26 and moved to Item 2 on the Agenda.

Council Member Aaron Dekeyzer was excused from the meeting at 8:25 pm.

Council Business

Informational Items

1. [26-273](#) Administrative Services, Non-Departmental, Police, Fire, Community Development, and RDA/Economic Development presenting an overview of their tentative departmental budgets for FY 26-27.

Attachments: [FY 2027 Department Budget Presentations \(Week 2\)](#)
[FY27 Week 2 Dept Presentations Bud Book Sections](#)

Brian Kelley, Administrative Services Director, presented the proposed FY27 budget for Administrative Services Department which includes the following divisions: finance & accounting, human resources, facility services and information technology. The net general fund impact for FY27 for his department was an overall decrease of \$112,000. He provided a summary of budget adjustments to his department which included the following: elimination and underfilling of positions, reduction in travel and meeting expenses, funding of employee engagement and wellness initiatives, one-time capital project costs, and IT capital equipment investments.

Following the presentation of the Administrative Services budget, Mr. Kelley reviewed the proposed budget for Non-Departmental. He reviewed key budget transfers of programs to the departments directly responsible for managing and administering the program services: the neighborhood traffic safety program, employee tuition and recognition program, building and safety professional peer review services, and audit services. These changes are primarily administrative reallocations and do not create new expenditures.

Police Chief Jeff Nigbur and Deputy Chief Cory Hess presented the FY27 budget for the Police Department. They reviewed the FY27 grants, costs associated with software upgrades, drone upgrades, training, dispatch, special programs (SET Team), ammunition, cell phones and one-time costs. They spoke about the capabilities and effectiveness of using drone technology in law enforcement. They also reviewed future challenges to their department and the financial impact.

Fire Chief Ryan McConaghie presented the tentative FY27 budget for the Fire Department. He provided an overview of proposed budget requests, cost savings, grant funding, and future needs and reviewed how their budget considered the council's budget priorities. He reviewed grant funding sources, cost savings related to training, recruiting, inventory management and cost sharing. He also reviewed budget requests and fleet replacement needs.

James Sorensen and Brian McCuiston, Community Development, presented and overview of the department's FY27 proposed budget. They reviewed cost savings and department line item adjustments. General fund savings during FY26 were returned to the general fund. Mr. Sorensen thanked the Council for funding the Administrative Law Judge. This program has been very effective and successful.

Kasey Dunlavy, Economic Development/Redevelopment Agency Director presented an overview of the department's FY27 proposed budget. He reviewed department efficiencies which has resulted in budget reductions over the last four consecutive years. He reviewed FY26 highlights which include participation/development agreements with developers, approval of Cairns HTRZ zone, and small business development and support. He also spoke about RDA project areas that are sunseting and the financial impact on the department budget.

Council questions and comments occurred throughout the department presentations.

Following the presentations, Council moved to General Citizen Comments at approximately 8:18 pm.

2. [26-272](#) First Reading: Council Member Houseman proposing amendments to the Sandy City Administrative Code Title 4 (Administrative Code) amending Chapter 4 (Departmental Organization) and adding a new Chapter 8 (Division of Communications)

Sponsors: Houseman

Attachments: [Memorandum - Houseman](#)
[Powers of Council in Council-Mayor Gov](#)
[Draft Ordinance](#)
[Chapter 4-4 Redline](#)
[Chapter 4-8 New Section Redline](#)

First Reading: Council Member Marci Houseman presented amendments to the Sandy City Administrative Code Title 4, amending Chapter 4 (Department Organization) and adding a new Chapter 8 (Division of Communications). The proposed amendments serve to establish and define the specific functions and duties of the Division of Communications. This process has been in place and the Council has used this process before to define the functions and duties of City Recorder's division and the Human Resources division. The proposed ordinance will provide the structure necessary to ensure our city's messaging remains highly coordinated and transparent to the public, administration, and the City Council. She mentioned at the start of her presentation that the Council received a legal memo from the City Attorney at 4:30 pm this afternoon that was requested by the Chief Administrative Officer regarding the proposed ordinance. Ms. Houseman has requested a legal review of this memo by the Council Attorney.

Ms. Houseman provided an overview of the proposed amendments. Utah State Code 10-3b-203 authorizes the City Council with creating, consolidating, or abolishing departments, divisions and further authorizes the City Council to adopt an ordinance defining or altering the functions and duties of each department and division. We are not creating new authority this evening. The Council has this authority already, and this ordinance puts a process in place for the Council to receive the information we need to fulfill this statutory duty as the legislative branch of Sandy City. The proposed ordinance will provide the structure to help resolve three problems: visibility, accountability and ensure the equitable use of resources by both branches of government by setting clear expectations. This ordinance creates a clear path for defining our communications standards while protecting the Council's role in oversight and policymaking. When the Council needs communications support, this ordinance will ensure that support is available. Following Council Member Houseman's presentation, the Council provided feedback and a lengthy Council discussion followed. Many on the Council acknowledged the Communications team and the great service they were providing to the City and residents. Council expressed support for this item to move to a second reading.

Public Hearing

3. [ANX0409202](#) LaCaille 2 Annexation (R-1-40 and CC Zones)
[6-007187](#) 9561, 9563 and remainder of 9565 S Wasatch Blvd parcels
[\(CC\)](#) [Community #30]

Attachments: [Vicinity Map](#)
[LaCaille 2 Staff Report](#)
[Public Notice Sign](#)
[26-46 Ordinance LaCaille 2 Annexation](#)
[PPT](#)

Public Hearing: Brian McCuiston presented Ordinance 26-46, an ordinance annexing La Caille 2, a property totaling approximately 7.82 acres located at 9561, 9563 and 9565 Wasatch Blvd. The Planning Commission forwarded a positive recommendation. Council questions regarding zoning followed. James Sorensen responded to Council questions.

Public Hearing comment period opened.
Public Hearing comment period closed.

A motion was made by Kris Nicholl, seconded by Marci Houseman to adopt Ordinance 26-46, an ordinance annexing parcels of a contiguous unincorporated area, totaling approximately 7.82 acres for properties located at 9561, 9563, and remainder of 9565 S. Wasatch Blvd in Salt Lake County into the municipality of Sandy City; establishing zoning for the annexed property; also providing a severance and effective date for the annexation...The motion carried by the following roll call vote:

Yes: 6 - Alison Stroud
Kris Nicholl
Marci Houseman
Cyndi Sharkey
Brooke Christensen
Brooke D'Sousa

Excused: 1 - Aaron Dekeyzer

Nonvoting: 0

Consent Calendar

A motion was made by Brooke Christensen, seconded by Marci Houseman to approve the Consent Calendar...The motion carried by a unanimous voice vote.

4. [26-270](#) Community Development Department requesting City Council action regarding renewal of the City's membership in the Salt Lake County HOME Consortium for federal fiscal years 2027 through 2029.

Attachments: [Resolution 26-58C-HOME \(5.7.26\).pdf](#)
[Exhibit "A" - HOME Interlocal Agreement \(2027-2029\)](#)

Item adopted.

Council Voting Items

5. [26-271](#) Community Development Department requesting City Council action regarding the 2026 Annual Action Plan (PY2026), including the proposed PY2026 activity funding allocation, for the use of Community Development Block Grant funds.

Attachments: [CC Presentation-2026 AAP \(revised\)](#)
[Resolution 26-56C-2026 AAP](#)
[Exhibit "A"-2026 Annual Action Plan](#)

Jake Warner, Community Development, presented Resolution 26-56C for Council consideration and action. He responded to council questions and spoke about the reporting requirements associated with the CDBG funds.

Public comment opened.
Public comment closed.

A motion was made by Alison Stroud, seconded by Brooke Christensen to adopt Resolution 25-56C, a resolution approving the 2026 Annual Action Plan for the use of CDBG funds during the 2026 program year and authorizing the Mayor to submit the 2026 Annual Action Plan to HUD and execute associated documents...The motion carried by the following roll call vote:

Yes: 6 - Alison Stroud
Kris Nicholl
Marci Houseman
Cyndi Sharkey
Brooke Christensen
Brooke D'Sousa

Excused: 1 - Aaron Dekeyzer

Nonvoting: 0

6. [26-269](#) Recess the City Council meeting and convene a meeting of the Sandy City Redevelopment Agency

Attachments: [5-12-26 RDA Agenda](#)
[Raddon Summit Omnibus Amendment Agreement\(A\)- with Resolution](#)
[Raddon Summit Omnibus Amendment Agreement \(B ROFR\) - Resolution](#)
[3.10.26 Minutes](#)

Council convened a meeting of the Redevelopment Agency Board at 9:23 pm.

A motion was made by Cyndi Sharkey, seconded by Brooke D'Sousa to convene a meeting of the Redevelopment Agency Board...The motion carried by a unanimous voice vote.

Council reconvened at 9:27 and moved to Standing Reports.

Standing Reports

Agenda Planning Calendar Review & Council Office Director's Report

Dustin Fratto, Council Executive Director: The employee luncheon is tomorrow. Friday the Parks & Recreation will be having the beam signing event for the Sandy Recreation Center. The position for the Council Communications Director will be posted tomorrow.

Council Member Business

Council Member Marci Houseman mentioned that she would not be in attendance at next week's Council meeting.

Council Member Brooke Christensen congratulated Mountain West Ballet on the amazing performance. She also enjoyed the tour of the Sandy Recreation Center with the Sandy Youth Council.

Council Member Cyndi Sharkey attended the Creek Road transportation meeting and provided an update to the Council. She also spoke of the amazing work of our recently retired city planner, Doug Wheelwright and the legacy he has left on our city. She spoke about how much she appreciated his work and dedication.

Council Member Alison Stroud also attended the Creek Road transportation meeting and provided an update. She thanked Ben Hill and the Parks & Recreation team for taking the Sandy Youth Council on a tour of the Sandy Recreation Center construction site. Applications for the Sandy Youth Council 2026-27 program year close this Friday.

Council Member Brooke D'Sousa spoke about the Sandy Youth Council application deadline. She thought the Administration and the Communications department can help with communicating to the community about the SYC and the upcoming application deadline.

Mayor's Report

Mayor Zoltanski requested to meet with Council members and spoke about city communications. She spoke about the Sandy America 250 art competition.

CAO Report

No report.

Recreation Center Construction Report

Ben Hill, Parks & Recreation Director provided an update on the construction of the Sandy Recreation Center. The north stairs and decking have been completed. Crews continue installation. Signage for the facility has been reviewed, approved and ordered.

Adjournment

Council unanimously agreed to adjourn the meeting at 9:39 pm.