



MINUTES
August 27, 2025

****FIELD TRIP****

CITY COUNCIL "WALK ABOUT" Oakley City Property Parcel OT-270-X
6:00 PM

Starting Point: Oakley City Public Works Building
5600 North Pinion Lane, Oakley UT 84055

City Officials and Staff present: Mayor Zane Woolstenhulme, Councilmember Kelly Kimber, Councilmember Tom Smart, Public Works Director Kendell Staples, Water Operator Dallas Hansen.

Members of the Public: Doug Evans

Areas of the parcel were walked to view potential areas for consideration of a conservation easement with Summit Land Conservancy. Locations where high-value water assets were pointed out and visited as well as trail areas under consideration for preservation. Focus was on property east of Pinion Lane and Boulderville Road.

"Walk About" was completed at approximately 6:45 PM to allow for Councilmembers to travel to City Hall for Regular Session.

Oakley City Council
Regular Session
7:00 PM
Oakley City Hall

Zoom Meeting Platform
Meeting ID 820 258 4629
Passcode 777869

Anchor Location: 960 West Center Street, Oakley UT 84055

In Attendance:

City Administration: Mayor Zane Woolstenhulme; Councilmembers: Kelly Kimber, Tom Smart, Steve Wilmoth; Absent: Joe Frazier and Dave Neff.

City Staff: Public Works Director, Kendell Staples; *Absent:* City Recorder, Amy Rydalch;

Other City Administration: None.

Members of the Public: In Person: Ennis Gibbs, Jeff Jones, Spencer Foster (Mountainland Association of Governments), Chris Dillman, Jack Clegg.

1. Mayor Woolstenhulme called the meeting to order.

a. Invocation: Councilmember Kimber

b. Pledge: Councilmember Smart

2. PUBLIC COMMENT:

None Received.

3. CONSENT CALENDAR

Councilmember Smart motioned to approve the items on the consent calendar. Councilmember Wilmoth seconded the motion. Consent Calendar Approved.

4. WREATHS ACROSS AMERICA: Ennis Gibbs

Mr. Gibbs explained the importance of the Wreaths Across America program. He shared statistics about the program's growth and impact, including the number of veteran's graves honored and the number of sponsoring parties. He made a financial request from the City for \$808.00 for wreaths ceremonial displays and flags for the program.

Councilmember Smart thanked Mr. Gibbs for his presentation and shared his positive experience from the previous year's ceremony. Mr. Gibbs emphasized the three-legged mission of the program: to remember veterans, honor living veterans, and teach children about the importance of veterans. Mayor Z. Woolstenhulme recommended approving the financial request.

Councilmember Wilmoth motioned to approve the financial request for Wreaths Across America.

Councilmember Kimber seconded the motion. All voted in favor. Request Granted.

5. PUBLIC WORKS PROPOSAL-VEHICLE PURCHASE: Public Works Director, Kendell Staples

Director Staples addressed the Council with a proposal to purchase a new public works pick-up truck. He provided them with several estimates for a new vehicle with a range between \$40,000-\$50,000. The dollar amount of the purchase requires Council action. Councilmember Smart advised that the Council consider an extended warranty which was agreed upon.

Councilmember Smart motioned to approve the purchase of a new public works truck up to \$55,000.

Councilmember Wilmoth seconded the motion. All voted in favor. Purchase approved.

84 **Mayor Z. Woolstenhulme** stated that he has been working with **Recorder Rydalch** regarding a
85 master lease agreement that would address vehicle replacement for the city in a more
86 organized manner. He hopes to bring something to Council before the end of the year.
87

88 **6. PRIVACY ACT LEGISLATIVE UPDATES: Spencer Foster, Mountainland Association of**
89 **Government.**

90 **Mr. Foster** explained his role in assisting small cities and towns with a variety of projects. One
91 of which is assisting with the implementation of the Government Data Privacy Act and its
92 requirements for government entities. He outlined the steps for compliance including the
93 appointment of a Chief Administrative Officer and a records officer by the end of 2025. He
94 stressed the importance of simplifying data collection and notifying residents about data
95 collection practices. He advised against selling personally identifiable information and stressed
96 the need for annual staff training on data privacy. He suggested conducting a data inventory to
97 understand the scope of data collection and create a privacy policy. He offered to help with the
98 implementation of the Data Privacy Act and will provide templates and documents for
99 compliance as needed.
100

101 **7. SUMMIT COUNTY ECONOMIC DEVELOPMENT UPDATE: Jeff Jones, Summit County Office of**
102 **Economic Development.**

103 **Mr. Jones** presented an overview of the County's economic and demographic trends. The
104 population of Summit County is projected to decline by 333 people over the next 10 years, while
105 employment is expected to increase by 7,300 jobs. The County currently has the lowest
106 unemployment rate in Utah at 2.7% but faces challenges with the cost of living and affordable
107 housing. The median household income in Summit County is \$181, 000, but the cost of living is
108 36.5 points higher than the national average.
109

110 **Mr. Jones** discussed the impact of short-term rentals on the housing market and the
111 competition for real estate within the county. He shared data on the median list prices for a
112 home in the County and the area median income for a family of four as \$168,600 stating that
113 this makes affordability an issue. He highlighted the challenges of developing affordable
114 housing.
115

116 **8. OAKLEY CITY CEMETERIES – WATER USAGE DISCUSSION: Jack Clegg and Cindy Butterfield**

117 **Mayor Z. Woolstenhulme** shared an issue that was brought to him by the Cemetery district
118 concerning the billing amounts on the cemeteries in Oakley. The cemetery district has not been
119 paying overages on their water bills and there is confusion regarding possible previous
120 agreements. **Mr. Clegg** from the cemetery district believes that the City agreed years ago that
121 the district should pay a flat fee of \$250.00 per cemetery per month.
122

123 The Council members discussed the cemeteries, water usage and current billing practices of the
124 City. They considered the budgetary impact of the cemetery usage and decided that a formal
125 agreement needs to be worked out and memorialized. They agreed to revisit this discussion in

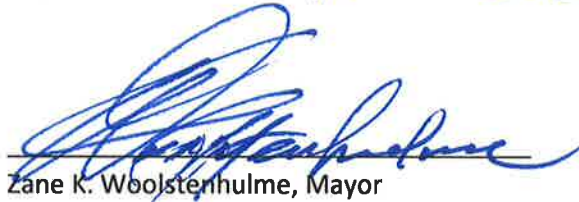
126 two weeks after staff have looked for documentation in minutes for a previous arrangement
127 with the cemetery district.

128
129 **9. GOVERNOR'S OFFICE OF ECONOMIC OPPORTUNITY UPDATE – LISTED ON THE AGENDA IN**
130 **ERROR. No discussion or presentation was held.**

131
132 **10. POSSIBLE CLOSED SESSION: NONE HELD.**

133
134
135 **11. ADJOURNMENT.**

136
137
138
139 Approval is to form this 10 day of December, 2025.

140
141
142
143
144 
Zane K. Woolstenhulme, Mayor


Amy Rydalch, City Recorder