ESCALANTE CITY COUNCIL MEETING
NOVEMBER 10, 2026
REGULAR MEETING/ELECTRONIC MEETING – 5:00 P.M.
ESCALANTE CITY COUNCIL CHAMBERS - 65 NORTH CENTER STREET

Mayor Melani Torgersen called the meeting to order at 5:00 p.m. in the Escalante City Council Chambers.

Present at said meeting were Mayor Torgersen, Council members Sally Orme, Tara Woolsey, Marlene Stowe, Chad Lyman, Ryan Cottam, and City Recorder Stephanie Steed.
City Attorney Barry Huntington was excused.

Also present were Trenton Brown and Kendrick Thomas.

Austin Chappell, Saxon Petersen, Derek Lamb, Brandon Quinton and Carl Greene joined electronically.

Mayor Torgersen led the Pledge of Allegiance.

ADOPTION OF THE AGENDA
Council member Lyman moved to adopt the agenda as written. Council member Cottam seconded the motion. Motion carried with Council members Stowe, Lyman, Woolsey, Orme and Cottam voting aye.

APPROVAL OF THE MINUTES OF OCTOBER 20. 2026 MEETING
Council member Orme moved to approve the minutes of the October 20, 2026 meeting as written. Council member Woolsey seconded the motion. Motion carried with Council members Woolsey, Orme, Lyman, Stowe and Cottam voting aye.

PUBLIC COMMENTS
There were no public comments at this time.

PLANNING AND ZONING ITEMS
PLANNING AND ZONING UPDATES
There were no Planning and Zoning updates at this time.

SCHEDULED ITEMS
PROFESSIONAL ENGINEERING SERVICES REQUEST FOR QUALIFICATIONS (RFQ) ESCALANTE CITY PARK IMPROVEMENTS.
City Recorder Steed explained that selecting an engineer now would allow them to assist the City with writing multiple grants, including CDBG funding, which has specific requirements about engineer involvement. City Recorder Steed said four engineering firms sent a proposal, Jones & DeMille Engineering, Sunrise Engineering, American Consulting and Engineering, and McNeil Engineering. Council member Stowe explained she has reviewed all four submissions and expressed that each firm presented strong qualifications, experience, and positive attributes. Council member Stowe said after considering the proposals, she preferred Jones & DeMille,

noting the firm's previous work with the City, including the medical center addition and the Senior Citizens Center. Council member Stowe said the familiarity with the firm's work and its contributions to the community influenced her recommendation, while acknowledging that all four firms had submitted quality proposals. Council member Lyman expressed agreement with Council member Stowe's assessment, stating that after reviewing the proposals in detail, Jones & DeMille and Sunrise Engineering appeared to be very close in overall competence, familiarity with the project, and relevant job experience. Mayor Trogersen invited the Engineering firms to introduce themselves.

Kendrick Thomas said he is representing Jones & DeMille Engineering. Mr. Thomas expressed appreciation for the opportunity to work with the City again and highlighted the firm's previous successful projects with Escalante City. Mr. Thomas discussed the firm's experience securing grant funding for other communities and emphasized its goal of helping the City combine multiple grant opportunities to minimize the City's financial contribution. Mr. Thomas also noted the importance of tailoring the project to meet Escalante's needs and budget limitations.

Trent Brown said he is representing Sunrise Engineering. Mr. Brown explained Sunrise Engineering recent experience with local park projects, including the design and construction of Escalante's pickleball courts. Mr. Brown also discussed assisting Tropic Town with grant funding for their park improvements and helping Gunnison City secure funding through three different agencies. Mr. Brown said the additional funding allowed Gunnison to expand its project to include restrooms and playground equipment.

AustinChappell said he is representing American Consulting Engineering. Mr. Chappell apologized for being unable to attend the meeting tonight in person due to prior meetings in Tooele City. Mr. Chappell introduced the firm, which was established approximately five years ago in the St. George area, and highlighted its experience working with small communities. Mr. Chappell discussed assisting Lyman Town in securing grant funding for a pump track and emphasized the firm's fresh approach to projects. Mr. Chappell also noted that the firm has a federal funding specialist with extensive experience in securing federal grants and preparing federal funding applications.

Saxon Peterson from Landform Design Group introduced the firm and highlighted its experience in park planning and design, including project management of two regional parks in Rexburg, Idaho. Mr. Peterson explained Landform Design Group has completed numerous park projects throughout Salt Lake County, as well as projects in southern Utah. Mr. Peterson clarified he is working with American Consulting Engineering and Derik Lamb is with Landform Design Group but is working with Jones and DeMille on this project.

Brandon Quinton, representing Wright Structural Engineers, introduced the firm and noted its offices in Santa Clara and St. George, as well as 10 offices nationwide. Mr. Quinton explained Wright Structural Engineers is licensed in all 50 states and provides structural engineering services for projects of various sizes. Mr. Quinton highlighted his experience working with landscape architects, including significant involvement in the Pioneer Park project in downtown Salt Lake City and large-scale developments in Summerlin, Nevada.

Council Member Cottam asked for clarification on the benefit of having the engineering firm selected through the RFQ process before pursuing grant funding. City Recorder Steed explained that completing the RFQ process in advance allows the selected firm to potentially handle the entire project. City Recorder Steed said under CDBG requirements, the firm assisting with the grant application may not be eligible to perform the project work if the RFQ process has not been completed beforehand. Council Member Stowe expressed appreciation to all firms that submitted qualifications, acknowledging the time and effort involved in preparing their proposals and noting that each firm demonstrated significant experience relevant to the City's project. **Council member Stowe moved to award the engineering services for the City Park Improvement Project to Jones & DeMille Engineering. Council member Woolsey seconded the motion. Motion carried with Council members Lyman, Stowe, Cottam, Orme and Woolsey voting aye.**

DEPARTMENT REPORTS
ADMINISTRATIVE

City Recorder Steed said the budget and financial reports are available for review.

City Recorder Steed explained that JJ McGuire, representing Sphere One, the owner of the airport fuel system, requested that the City consider helping fund an $11,000 replacement pump needed for the fuel system at the airport. City Recorder Steed said Ms. McGuire said that the investment would take approximately three to four years to recover the cost and her boss is not interested in purchasing it unless the City can help. City Recorder Steed said she would like to place the request on the next City Council agenda for further discussion and consideration.

PUBLIC WORKS DEPARTMENT

The Public Works Department was not present at said meeting.

FIRE DEPARTMENT

The Fire Department was not present at said meeting.

COUNCIL REPORTS
MAYOR MELANI TORGERSEN

Mayor Torgersen said the annual Light Up the Park Christmas celebration will be held on the Tuesday before Thanksgiving. Mayor Torgersen said residents and Main Street businesses are encouraged to put up their Christmas lights and decorations. Mayor Torgersen explained City employees have been hanging lights, and the park preparations are getting underway. Mayor Torgersen also mentioned that a special visitor will be attending the event.

Mayor Torgersen reported the City receiving a nearly $1.1 million grant for the water filtration project, with 100% of the project costs covered by grant funding and no loan required. Mayor Torgersen said Escalante City was the only recipient to receive full grant funding, making this a significant accomplishment.

COUNCIL MEMBER CHAD LYMAN

Council member Lyman asked if the new backhoe had arrived. City Recorder Steed said it arrived today.

COUNCIL MEMBER TARA WOOLSEY
Council member Woolsey had nothing to report at this time.

COUNCIL MEMBER RYAN COTTAM
Council Member Cottam reported making several trips around town during the past month to assess drainage issues. Council member Cottam discussed possible short-term solutions, noting that a longer-term drainage project will need further evaluation. Council member Cottam said there has been significant water accumulation in the park and asked for assistance in keeping drainage areas open and clear until a permanent solution can be determined.

Council member Cottam said with the flooding above the reservoir the City has exposed waterlines, and explained efforts are underway to address the issue and secure the lines.

COUNCIL MEMBER MARLENE STOWE
Council Member Stowe reported inspecting the old seminary building, currently used as the library, following the recent heavy rainstorm. Council member Stowe said the building's door was difficult to open and required assistance from City Recorder Steed, Public Work employees Terry Olsen and Brent Pickering. Council member Stowe explained upon entering the building, they found wet carpeting, additional roof leaks, water damage to the ceiling and walls, falling wallpaper and plaster, and some water-damaged books.

Council Member Stowe also inspected the City Gym and complimented the condition of the newly refinished floor. Council member Stowe said there are possible leaks in the two rooms near the entrance. Council member Cottam said the leaks may be a clogged drainpipe. Council member Stowe said the Public Works employees will check the drainpipe and then she will report back to the Council.

COUNCIL MEMBER SALLY ORME
Council member Orme had nothing to report at this time.

UNPAID BILLS
Council member Orme moved to pay the unpaid bills. Council member Cottam seconded the motion. Motion carried with Council members Stowe, Orme, Lyman, Woolsey and Cottam voting aye.

CLOSED MEETING
There was no closed meeting needed at this time.

Mayor Torgersen adjourned the meeting at 6:29 p.m.

/s/ Stephanie Steed
Stephanie Steed, MMC, UCC
City Recorder

Date minutes approved: 11/17/2026