

MINUTES OF THE WORK/STUDY MEETING OF THE SPRINGVILLE CITY COUNCIL HELD ON TUESDAY, AUGUST 08, 2023, AT 5:30 P.M. AT THE CIVIC CENTER, 110 SOUTH MAIN STREET, SPRINGVILLE, UTAH.

Presiding and Conducting:	Mayor Matt Packard
Elected Officials in Attendance:	Liz Crandall arrived at 6:00 p.m. Jason Miller Mike Snelson Chris Sorensen
Excused	Craig Jensen

City Staff in Attendance: City Administrator Troy Fitzgerald, Assistant City Administrator/City Attorney John Penrod, Assistant City Administrator/Finance Director Bruce Riddle, City Recorder Kim Crane, Deputy Recorder Jennifer Grigg, Community Development Director Josh Yost, Public Works Director Brad Stapley, Golf Pro Craig Norman, Police Chief Lance Haight, Library Director Dan Mickelson, Power Director Shawn Black, Administration Director Patrick Monney, Parks and Recreation Director Stacey Child, Museum of Art Director Emily Larsen and Planner/Economic Development Specialist Carla Weise.

CALL TO ORDER

Mayor Packard welcomed everyone and called the meeting to order at 5:32 p.m.

COUNCIL BUSINESS

1. Calendar

- Aug 15 - Work Study Meeting 5:30 p.m., Regular Meeting 6:00 p.m., Truth in Taxation Public Hearing 7:00 p.m.
- Sep 04 - Labor Day Holiday Observation (City Offices Closed - Monday)
- Sep 05 - Municipal Primary Election
- Sep 05 - Work Study Meeting 5:30 p.m., Regular Meeting 7:00 p.m.

Mayor Packard reviewed the calendar and changed the August 15, 2023 regular city council meeting to 6:30 p.m. Councilmember Snelson clarified the other agenda item is final budget approval for the Truth and Taxation meeting.

2. MAYOR, COUNCIL, AND ADMINISTRATIVE REPORTS

a) Community Board Update - Mayor Packard/Cl. Crandall

Mayor Packard reported the Community Board is well indoctrinated in facets of the general plan. Currently, the meetings have shifted to once a month for two hours which is much more productive. The committee is working well with good input and getting into the meat of rewriting the general plan in the next few months. Director Monney added that spending a year educating the committee is working because they have a deeper understanding of what a general plan is. Mayor Packard said it drives nongovernmental people nuts how slow the process can be. He turned the time over to Chief Haight.

b) Public Safety-Chief Haight

Chief Haight presented the updated statistics from the Fire Department since the change to 24/7 service specifically in *response to calls* and the requests to receive *mutual aid*. Mayor Packard asked when the department became 24/7 full-time. Chief Haight answered the first part of this year and

continued to explain *alpha/bravo calls* that require only one ambulance and *charlie/delta calls* that require two ambulances. Since that refinement, the department has been better at sending only the resources needed and he will continue to monitor that as well as *mutual aid*. Mayor Packard asked if we get called for *mutual aid* from other cities. Chief Haight answered yes, but not as much as we requested *mutual aid*. He explained that Provo is pretty self-sufficient and Spanish Fork is staffing up as well. Mapleton does not get very many calls. He said the model is working well and he will continue to monitor. This month he posted a position for an assistant fire chief with the credentials to be the next fire chief.

He continued to explain statistics that there were 3,115 *911* calls and 12,822 non-emergency calls in the fourth quarter. The numbers for the police department show the officers are very proactive, especially concerning DUI arrests. In July officers executed 420 traffic stops most with a warning to educate the driver. Springville averages two accidents a day. A police report is required when the combined property damage exceeds \$2,500 and any accident with injury always requires a report. Other cities just have the drivers exchange information. A luxury Springville still offers is unlocking cars and as we get busier and busier it will get tougher to staff luxury services. Mayor Packard asked Chief Haight to send a year-over-year comparison report to him and the Council. Councilmember Snelson asked if the police department is fully staffed and later about the starting wage. Chief Haight moved on to address staff turnover. The starting wage for a Springville police officer is \$26.40 an hour which is pretty competitive but it is tough to keep up with other communities that offer higher raises in the first three years. He is continuing to research wages and will provide a more robust report. His department has lost six people—two sergeants, one corporal, and three officers so far this year.

Mayor Packard asked about promotion. Chief Haight explained officers are promoted quickly with the minimum amount of experience for the new position. Teams optimally work in groups of five for a 12-hour shift; a sergeant, a corporal, and three officers. Because of current vacancies, teams are operating with four which makes it hard if one calls in sick. Three hires will graduate on August 18th. New officers are energized but training is stressful to experienced staff. Councilmember Sorensen asked about filling vacancies. Chief Haight explained the three that graduate will go straight into training and an experienced officer has also been hired. Mayor Packard asked about the county poaching trained officers from our department. Chief Haight answered there is a salary survey. Mayor Packard questioned why we share salary information. Director Monney explained *Technet* is software that shares job grades and pay rates between government entities. He said HR directors are competing for police officers by offering up to \$31 per hour. He explained the county does not budget for training rather they invest in higher salaries and recruit from Springville. Administrator Fitzgerald said our ranges are competitive but agencies are hiring above the bottom of the range. Mayor Packard agreed with being aggressive with wages. Chief Haight said our main competition is the Utah County Sheriff and Spanish Fork City. Councilmember Snelson asked about incentives other than wages. Administrator Fitzgerald said the county and Orem do not participate in Social Security. Chief Haight complimented his department and said they are very motivated.

c) Finance

Director Riddle showed policies being updated and reviewed. Councilmember Snelson asked for an example. Director Riddle explained the *Gift Card* policy and reporting incentives for employees as wages to the federal government. He listed the updated policies like *Reporting Fraud*, and *Utilities Shut-off* then explained that recalculating the *Equal Pay* amount more than twice a year protects the city as well as the resident when there is a fuel factor adjustment or a very hot summer. Director Riddle said recalculating multiple times a year is his preference but there is pushback from staff. Councilmember Sorensen said *Equal Pay* is a service to help residents balance their budget even if it is inconvenient for employees. He asked about adding a line to the bill to buy a cemetery plot. Director Riddle answered his department has that technology and it could be a new policy. Mayor Packard and Councilmember Crandall agreed it was a great idea.

Director Riddle continued to utility billing collections and write-offs for bad debt, showing that Springville City is well below average meaning residents generally pay their bills with 40-50% of outstanding debt collected in-house. After two months of attempting to collect in-house about \$3,000 per month goes to outside collections services.

d) Community Development

Director Yost showed his department's planning priorities including 18 projects in different stages of *completion* and *unstarted*. Mayor Packard clarified the *Active Transportation Plan* is updated with previous concerns. Director Yost explained many plans are tied into the *General Plan Update*. Administrator Fitzgerald said he is meeting with UTA on the *Station Area Plan* on Friday because it will be a key factor in discussions with UPRR. Councilmember Crandall asked about state control over density in the Station Area Plan. Mayor Packard answered the state requires higher density around a UTA station. Administrator Fitzgerald said the state passed a new law giving municipalities a new card to play which is a density incentive to give to developers. Mayor Packard said the required density is too high and this Station Area Plan might have a higher density than the Lakeside development. Councilmember Crandall clarified the density is still being negotiated. Director Yost answered the *HTRZ* (Housing and Transit Reinvestment Zones) area and land use are in the hands of the Council. Administrator Fitzgerald added the consultant is willing to use our current densities. Planner Weise explained to the Council that the *HTRZ* has stair-stepped tax increments for dedicating units to affordable housing but the property owner is not overly receptive. Mayor Packard said the Council is not required to accept the transit station and it is open for discussion. Director Yost said the request for proposals for the North Main Street Plan goes out next week. Councilmember Snelson clarified the North Main Street Plan completion is in Q2 2024. Director Yost said there will be a draft of the updated general plan in late Q4 2024.

He showed a significant drop-off in construction and compared our numbers to Saratoga Springs. Councilmember Sorensen asked about July. Director Yost continued by reporting zero building permits were filed in July 2023. Administrator Fitzgerald acknowledged the large drop and said the national lending market is an influence. Councilmember Sorensen clarified that is why the Allen's block project is delayed. Mayor Packard added construction costs have not adjusted downward with the current interest rates. Administrator Fitzgerald added construction wages also influence city hiring in water and streets departments. Mayor Packard said Utah is doing better than other places. Director Yost said commercial leasing has also slowed. Administrator Fitzgerald said the Lakeside developers signed a road dedication on Thursday so development has slowed down, not stopped or disappeared and the infrastructure is complete in the Westfield Central development so those building permits will come. Director Yost said Westfield Central, has 40 lots under contract. The Allen's Block development is in the midst of its 3rd site plan review because they missed architectural planning comments so staff is working with them to finish in the next quarter. Administrator Fitzgerald said new Utah State legislation will slow permitting down. Director Yost added the new law does not apply to commercial permits and staff will spend more time reviewing requests for review so the limited reviews are not wasted. Councilmember Snelson asked about prior approvals of the Allen's Block site plan in 2020. Director Yost explained amendments in December 2021 and they are taking their time updating the engineering and architectural plans. Administrator Fitzgerald added the development will look the same but needs engineering and architectural updates. Mayor Packard asked about a traffic study for the Allen's Block development. Director Yost said it is in UDOT's purview. Mayor Packard asked staff to follow up with UDOT so the intersection is not worse than today. Mayor Packard asked who is following up to make sure that gets done. Director Stapley and Administrator Fitzgerald committed to follow-up.

e) Library

Director Mickelson quizzed the Council on fun facts about the library. He showed that even with the popularity of services like *Audible* and *Amazon Kindle*, library circulation is still increasing. Because of his injury, Councilmember Snelson reported he is frequently utilizing the library. Springville citizens can

recoup their annual investment in a single visit to the library. The typical library user will check out 2 items at an average of \$18 per item, saving users \$36 per visit, which exceeds the per capita contribution of \$33.72. Springville citizens are using our desktop computers much less these days less than half the number of sessions as reported in 2018. He feels it is still important to provide access as roughly 50 people per day are connecting to find information and entertainment. The library is adapting to the changes in computer use by adding mobile hotspots, improving Wi-Fi in the building, and making laptops available. Director Mickelson concluded by reporting library program attendance is growing and his staff is the best in Utah. Mayor Packard complimented Director Mickelson by stating staff take on the traits of their leader. Councilmember Sorensen said the Library Board is independent and they are a great group.

Councilmember Crandall reported she received a letter from Mr. Nelson about the skate park. Director Child reported most neighbors surveyed agree to remove the fence and staff is continuing to make contacts. Councilmember Snelson said neighbors are worried about noise and aggravation without a locked gate.

ADJOURNMENT/CLOSED SESSION, IF NEEDED - TO BE ANNOUNCED IN MOTION

The Springville City Council may temporarily recess the regular meeting and convene in a closed session to discuss the character, professional competence, or physical or mental health of an individual, pending or reasonably imminent litigation, and the purchase, exchange, or lease of real property, as provided by UCA 52-4-205.

Motion: Councilmember Crandall moved to adjourn to a closed meeting at 6:56 p.m. to discuss property and at the end adjourn the work session. **Councilmember Sorensen seconded** the motion. **Roll Call vote: Voting Yes:** Councilmember Crandall, Councilmember Jensen EXCUSED, Councilmember Miller, Councilmember Snelson, and Councilmember Sorensen. The motion **Passed Unanimously 4-0 with 1 excused.**

This document constitutes the official minutes for the Springville City Council Regular Meeting held on Tuesday, August 08, 2023

I, Jennifer Grigg, do hereby certify that I am the duly appointed, qualified, and acting Deputy Recorder for Springville City, of Utah County, State of Utah. I do hereby certify that the foregoing minutes represent a true, accurate, and complete record of this meeting held on Tuesday, August 08, 2023.

DATE APPROVED: September 05, 2023

Jennifer Grigg
Deputy Recorder