PROVO MUNICIPAL COUNCIL

Redevelopment Agency of Provo
Stormwater Service District of Provo
Regular Meeting Agenda

5:30 PM, Tuesday, May 16, 2023
Council Chambers (Room 100)
Hybrid meeting: 445 W. Center Street, Provo, UT 84601 or
https://www.youtube.com/provocitycouncil

The in-person meeting will be held in the **Council Chambers**. The meeting will be available to the public for live broadcast and on-demand viewing on YouTube and Facebook at: youtube.com/provocitycouncil and facebook.com/provocouncil. If one platform is unavailable, please try the other. If you do not have access to the Internet, you can join via telephone following the instructions below.

TO MAKE A VIRTUAL PUBLIC COMMENT:
To participate in the public comment portion(s) of the meeting, call in as an audience member as the presentation is wrapping up. Be sure to mute/silence any external audio on your end to reduce feedback (if you are viewing the live proceedings on YouTube, mute the YouTube video; you will be able to hear the meeting audio through the phone while you are on the line).

Press *9 from your phone to indicate that you would like to speak. When you are invited to speak, the meeting host will grant you speaking permission, calling on you by the last four digits of your phone number. Please begin by stating your first and last name, and city of residence for the record. After you have shared your comment, hang up. If you wish to comment on a later item, simply re-dial to rejoin the meeting for any subsequent comment period(s).

May 16 Council Meeting: Dial 346 248 7799. Enter Meeting ID 814 2126 6747 **and press #. When asked for a participant ID, press #. To join via computer, visit zoom.us and enter the meeting ID and passcode: 224113.**

Decorum
The Council requests that citizens help maintain the decorum of the meeting by turning off electronic devices, being respectful to the Council and others, and refraining from applauding during the proceedings of the meeting.

Opening Ceremony

Roll Call

Prayer

Pledge of Allegiance

Public Comment
Fifteen minutes have been set aside for any person to express ideas, concerns, comments, or

issues that are not on the agenda:

Please state your name and city of residence into the microphone.
Please limit your comments to two minutes.
State Law prohibits the Council from acting on items that do not appear on the agenda.

Redevelopment Agency of Provo

1. A resolution tentatively adopting a proposed budget for the Redevelopment Agency of Provo City Corporation for the fiscal year beginning July 1, 2023 and ending June 30, 2024. (23-008)

Stormwater Service District of Provo

2. A resolution tentatively adopting a proposed budget for the Provo City Stormwater Service District for the Fiscal Year beginning July 1, 2023 and ending June 30, 2024. (23-008)

Action Agenda

3. A resolution tentatively adopting a proposed budget for Provo City Corporation for the Fiscal Year beginning July 1, 2023 and ending June 30, 2024. (23-008)

4. An ordinance amending the General Plan Map of Provo City to include General Plan Map amendments previously adopted in ordinances 2022-37, 2022-38, AND 2022-56. Citywide Application. (Related to PLGPA20210364)

5. An ordinance amending Provo City General Plan Appendix C regarding annexation map and policies. Citywide application. (PLGPA20230063)

6. An ordinance amending the zone map class. of approx. 2 acres of property, located at 2075 W Center Street, from One-Family Residential (R1.8) to Mixed Use (MU) & authorizing and related development agreement. Provo Bay Neighborhood. (PLRZ20210271)

7. An ordinance amending Provo City Code regarding development landscaping requirements. Citywide Application. (PLOTA20230079)

8. An ordinance to amend the General Plan Appendix S: Downtown Master Plan to update the document policies, graphics, and data. (PLGPA20220362)

9. **CONTINUED** Provo City Development Services requests Text Amendments to Section 14.34.060 (Location of Boats, Boat Trailers, and Travel Trailers). Citywide Application. PLOTA20230034

Adjournment

If you have a comment regarding items on the agenda, please contact Councilors at council@provo.org or using their contact information listed at: provo.org/government/city-council/meet-the-council

Materials and Agenda: agendas.provo.org
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To send comments to the Council or weigh in on current issues, visit OpenCityHall.provo.org.

The next Council Meeting will be held on Tuesday, June 6, 2023. The meeting will be held in the Council Chambers, 445 W. Center Street, Provo, UT 84601 with an online broadcast. Work Meetings generally begin between 12 and 4 PM. Council Meetings begin at 5:30 PM. The start time for additional meetings may vary. All meeting start times are noticed at least 24 hours prior to the meeting.

Notice of Compliance with the Americans with Disabilities Act (ADA)

In compliance with the ADA, individuals needing special accommodations (including auxiliary communicative aids and services) during this meeting are invited to notify the Provo Council Office at 445 W. Center, Provo, Utah 84601, phone: (801) 852-6120 or email evanderwerken@provo.org at least three working days prior to the meeting. Council meetings are broadcast live and available for on demand viewing at youtube.com/ProvoCityCouncil.

Notice of Telephonic Communications

One or more Council members may participate by telephone or Internet communication in this meeting. Telephone or Internet communications will be amplified as needed so all Council members and others attending the meeting will be able to hear the person(s) participating electronically as well as those participating in person. The meeting will be conducted using the same procedures applicable to regular Municipal Council meetings.

Notice of Compliance with Public Noticing Regulations

This meeting was noticed in compliance with Utah Code 52-4-207(4), which supersedes some requirements listed in Utah Code 52-4-202 and Provo City Code 14.02.010. Agendas and minutes are accessible through the Provo City website at agendas.provo.org. Council meeting agendas are available through the Utah Public Meeting Notice website at utah.gov/pmn, which also offers email subscriptions to notices.

PROVO MUNICIPAL COUNCIL STAFF REPORT

Submitter: MDAYLEY
Department: Council
Requested Meeting Date: 05-03-2022

SUBJECT: A resolution tentatively adopting a proposed budget for the Redevelopment Agency of Provo City Corporation for the fiscal year beginning July 1, 2023 and ending June 30, 2024. (23-008)

RECOMMENDATION: Presentation only

BACKGROUND: As part of the annual budgeting process, the administration will present the proposed tentative budget for the upcoming fiscal year. Over the next two months, the Council will meet to discuss the budget, make changes, and vote on and adopt a final FY23-24 budget for the Redevelopment Agency of Provo.

FISCAL IMPACT:

PRESENTER'S NAME: John Borget, Director of Administrative Services

REQUESTED DURATION OF PRESENTATION: 15 minutes

COMPATIBILITY WITH GENERAL PLAN POLICIES, GOALS, AND OBJECTIVES:

CITYVIEW OR ISSUE FILE NUMBER: 23-008

RESOLUTION 2023-RDA-XX

A RESOLUTION TENTATIVELY ADOPTING A PROPOSED BUDGET FOR THE REDEVELOPMENT AGENCY OF PROVO CITY CORPORATION FOR THE FISCAL YEAR BEGINNING JULY 1, 2023 AND ENDING JUNE 30, 2024. (23-008)

WHEREAS, the Chief Executive Officer has prepared a proposed budget (the "Proposed Budget") for the Redevelopment Agency of Provo City Corporation (the "RDA") as required by Utah state law; and

WHEREAS, the Proposed Budget, together with supporting schedules and data, will be available for public inspection in the office of the Agency Secretary; and

WHEREAS, the Governing Board of the RDA will consider formal adoption of the Proposed Budget in public hearings to be held on June 6, 2023 and June 20, 2023; and

WHEREAS, the Governing Board of the RDA finds the Proposed Budget for the RDA for the fiscal year beginning July 1, 2023 and ending June 30, 2024, as set forth in the attached Exhibit A, should be tentatively adopted.

NOW, THEREFORE, be it resolved by the Governing Board of the Redevelopment Agency of Provo City Corporation as follows:

PART I:

1. The Proposed Budget for the Redevelopment Agency of Provo City Corporation in the amount of $1,206,958 is hereby tentatively adopted for the fiscal year beginning July 1, 2023 and ending June 30, 2024, as set forth in the attached Exhibit A.

2. The Governing Board of the RDA directs that public hearings to consider the Proposed Budget shall be held on June 6, 2023 and June 20, 2023 and that notice of both hearings shall be published at least seven days prior to the first hearing as required by Section 17C-1-601.5 of the Community Reinvestment Agency Act.

PART II:

This resolution shall take effect immediately.

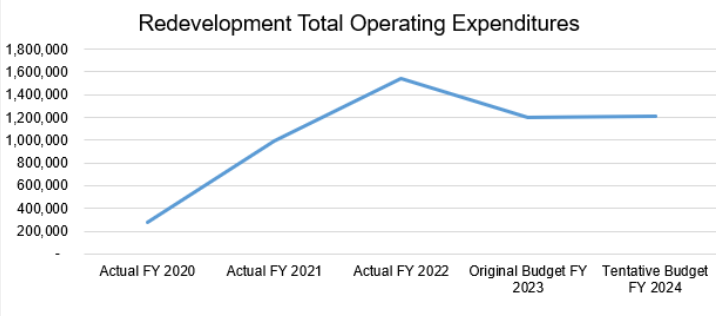
END OF RESOLUTION.

Provo City Redevelopment Agency

Redevelopment Summary	Actual FY 2020	Actual FY 2021	Actual FY 2022	Original Budget FY 2023	Adjusted Budget FY 2023	Tentative Budget FY 2024
Revenue						
Charges for Services	$ -	$ 101,692	$ 110,166	$ 101,000	$ 101,000	$ 115,000
Property Tax	1,143,316	984,574	712,021	1,321,000	1,341,000	1,461,225
Lease Income	-	-	-	-	-	-
Miscellaneous	101,692	100,692	87,285	51,600	-	-
Interest Income	159,149	103,090	94,559	109,185	140,785	56,000
Total Revenue	1,404,157	1,290,047	1,004,031	1,582,785	1,582,785	1,632,225
Expenditure						
Tax Increment	$ 240,945	$ 992,593	$ 1,422,468	$ 1,169,188	$ 4,651,619	$ 1,172,658
New Development	42,753	1,480	120,232	34,300	140,104	34,300
Total Expenditure	283,699	994,073	1,542,700	1,203,488	4,791,723	1,206,958
Net Increase (Decrease)	1,120,458	295,974	(538,669)	379,297	(3,208,938)	425,267

Department Function

- The Redevelopment Agency of Provo City (Agency) is a separate governmental entity created by Provo City under Title 17 of the Utah Code which governs “community development and renewal agencies.” The City Council is the governing board of the Redevelopment Agency and the Mayor also serves as the Agency’s Chief Executive Officer. The Redevelopment Agency primarily deals with programs and projects to help revitalize targeted areas of the City of Provo including the Central Business District (Provo’s downtown and surrounding neighborhoods) and other project areas as designated by the City Council. The Redevelopment Agency’s primary asset in this revitalization effort is tax increment financing which allows the Agency to participate in a variety of ways in its redevelopment efforts. The Redevelopment Agency also administers federal grants on behalf of the City of Provo that relate to community development and housing.Two funds fall under the Agency as of FY 2020: the Tax Increment fund and the New Development fund. Those funds are managed by the Department of Development Services.



Tax Increment

Tax Increment	Actual FY 2020	Actual FY 2021	Actual FY 2022	Original Budget FY 2023	Adjusted Budget FY 2023	Tentative Budget FY 2024
Revenue						
Taxes	$ 1,143,316	$ 984,574	$ 712,021	$ 1,321,000	$ 1,341,000	$ 1,461,225
Investment Income	140,358	97,740	88,994	104,185	135,785	51,000
Miscellaneous	-	(1,000)	87,285	51,600	-	-
Other Financing	-	500	-	-	-	-
Transfer In	-	-	-	-	-	-
Total Revenue	1,283,674	1,081,814	888,300	1,476,785	1,476,785	1,512,225
Expenditure						
Tax Increment	$ 240,945	$ 992,593	$ 1,422,468	$ 1,169,188	$ 4,651,619	$ 1,172,658
Total Expenditure	240,945	992,593	1,422,468	1,169,188	4,651,619	1,172,658
Net Change in Fund Balance	1,042,728	89,221	(534,168)	307,597	(3,174,834)	339,567
Beginning Fund Balance	6,380,904	7,423,632	7,512,853	4,241,035	6,978,685	4,241,035
Ending Fund Balance	7,423,632	7,512,853	6,978,685	4,548,632	3,803,851	4,580,602

Department Function

- The Tax Increment Fund is for the property tax increment we receive from Utah County and pay for projects. Property tax increment is the increase in the property taxes generated in a project area over and above the property taxes that were collected prior to the new development. The Redevelopment Agency can receive a portion of the increase in property taxes if the taxing entities agree to participate.

New Development

New Development	Actual FY 2020	Actual FY 2021	Actual FY 2022	Original Budget FY 2023	Adjusted Budget FY 2023	Tentative Budget FY 2024
Revenue						
Charges for Services	$ -	$ 101,692	$ 110,166	$ 101,000	$ 101,000	$ 115,000
Lease Income	-	-	-	-	-	-
Investment Income	18,791	5,350	5,565	5,000	5,000	5,000
Miscellaneous	101,692	101,692	-	-	-	-
Total Revenue	120,483	107,042	5,565	5,000	106,000	120,000
Expenditure						
New Development	$ 42,753	$ 1,480	$ 120,232	$ 34,300	$ 140,104	$ 34,300
Total Expenditure	42,753	1,480	120,232	34,300	140,104	34,300
Net Change in Fund Balance	77,730	105,562	(114,667)	(29,300)	(34,104)	85,700
Beginning Fund Balance	1,110,304	1,188,034	1,293,595	1,178,928	1,178,928	1,144,824
Ending Fund Balance	1,188,034	1,293,595	1,178,928	1,149,628	1,144,824	1,230,524

Department Function

- The New Development Fund was used to hold funds the Redevelopment Agency received that weren't property tax increment. For example, when the Redevelopment Agency was leasing out the former Sears building to RC Willey, those lease payments went into the New Development Fund.

Performance Measures

Priority	Goal	Performance Measure	Annual Totals			
			FY 2022	FY 2023		FY 2024
			Actual	Current	Target	Target
Business and Economic Vitality	Prioritize Areas Within the City for Economic Development. (1.4.13)	Economic Development is working on grocery store sites for west Provo and southeast Provo to compliment the newly announced Target at Provo Towne Centre. Ongoing Development and Redevelopment of the Downtown Area Including The Old City Hall Site, and Other Key Areas such as the New Mill Race Site and the Harris Music Block, Redeveloping and Stabilizing the Provo Towne Centre and the Riverwoods.	Ongoing			
Business and Economic Vitality	Facilitate a Dialogue Between Local Businesses and City Government so that Business and Government Needs and Concerns Can be Addressed In a Timely Manner. (7.4.10.2)	Economic Development continues to increase the Number of Business Visits We Do. Provo does more business visits anually with the Economic Development Corporation of Utah than any other city in the state to Address Business Needs and to Capitalize on Business Retention and Expansion Opportunities.	Ongoing			
Business and Economic Vitality	Develop Provo As The Leader In The State Of Utah And Mountain West In Entrepreneurial Support And The Preeminent Place To Start And Grow A Business. (7.4.12)	Economic Development is in the second year of our award winning marketing campaign Called the Provo Advantage to Brand Provo as the Best City in Utah to Do Business. Ongoing Efforts to Strengthen and Support the Startup Environment at The Startup, the New Kiln, Ryan Smith's River District and the Provo Medical Technology Campus.	Ongoing			
Business and Economic Vitality	Utilize Redevelopment Programs and Incentives to Encourage the Revitalization of Blighted Commercial and Industrial Areas. (7.4.1.2)	The Redevelopment Agency is finalizing the sale of the remaining city owned parcels in Mountain Vista while Continuing to Work on Areas such as the Provo Towne Centre Mall and Evaluating Future Opportunities like the Old City Hall Property and Other Key Areas such as the gateways to Provo.	Ongoing			

PROVO MUNICIPAL COUNCIL STAFF REPORT

Submitter: MDAYLEY
Department: Council
Requested Meeting Date: 05-03-2022

SUBJECT: A resolutiosn tentatively adopting a proposed budget for the Provo City Stormwanter Service District for the Fiscal Year beginning July 1, 2023 and ending June 30, 2024. (23-008)

RECOMMENDATION: Presentation and discussion

BACKGROUND: As part of the annual budgeting process, the administration will present the proposed tentative budget for the upcoming fiscal year. Over the next two months, the Council will meet to discuss the budget, make changes, and vote on and adopt a final FY23-24 budget for the Provo City Stormwater Service District.

FISCAL IMPACT:

PRESENTER'S NAME: John Borget, Director of Administrative Services

REQUESTED DURATION OF PRESENTATION: 20 minutes

COMPATIBILITY WITH GENERAL PLAN POLICIES, GOALS, AND OBJECTIVES:

CITYVIEW OR ISSUE FILE NUMBER: 23-008

RESOLUTION 2023-SSD-XX

A RESOLUTION TENTATIVELY ADOPTING A PROPOSED BUDGET FOR THE PROVO CITY STORMWATER SERVICE DISTRICT FOR THE FISCAL YEAR BEGINNING JULY 1, 2023 AND ENDING JUNE 30, 2024. (23-008)

WHEREAS, the district budget officer has prepared a proposed budget (the "Proposed Budget") for the Provo City Stormwater Service District as required by Utah state law; and

WHEREAS, the Proposed Budget, together with supporting schedules and data, will be available for public inspection in the business offices of the Service District; and

WHEREAS, the Governing Board of the Provo City Stormwater Service District will consider formal adoption of the Proposed Budget in public hearings to be held on June 6, 2023 and June 20, 2023; and

WHEREAS, the Governing Board finds the Proposed Budget for the Provo City Stormwater Service District for the fiscal year beginning July 1, 2023 and ending June 30, 2024, as set forth in the attached Exhibit A, should be tentatively adopted as required by Section 17B-1-607(4) of the Utah Code.

NOW, THEREFORE, be it resolved by the Governing Board of the Provo City Stormwater Service District as follows:

PART I:

1. The Proposed Budget for the Provo City Stormwater Service District in the amount of $6,213,623 is hereby tentatively adopted for the fiscal year beginning July 1, 2023 and ending June 30, 2024, as set forth in the attached Exhibit A.

2. The Governing Board directs that public hearings to consider the Proposed Budget shall be held on June 6, 2023 and June 20, 2023 and that notice of both hearings shall be published at least seven days prior to the first hearing as required by Section 17B-1-609 of the Utah Code.

PART II:

This resolution shall take effect immediately.

END OF RESOLUTION.

Stormwater Service District

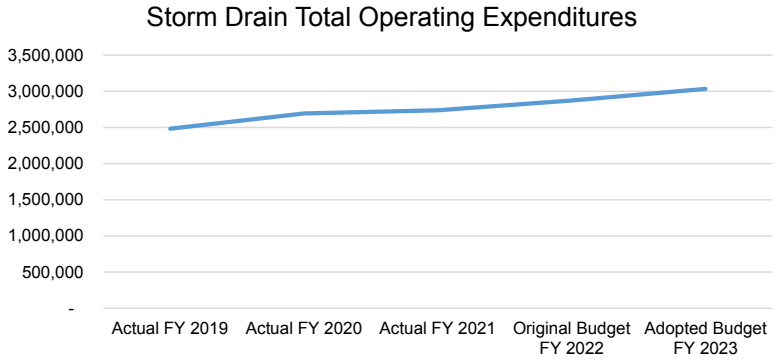
Storm Drain	Actual FY 2020	Actual FY 2021	Actual FY 2022	Original Budget FY 2023	Adjusted Budget FY 2023	Tentative Budget FY 2024
Revenue						
Utilities Revenue	$ 5,722,453	$ 5,805,616	$ 5,861,001	$ 5,800,000	$ 5,800,000	$ 5,825,000
Miscellaneous	57,653	706,440	379,652	35,000	391,000	-
Charges for Services	540,849	23,985	15,895	371,000	15,000	381,000
Investment Income	71,452	23,458	30,344	15,000	15,000	50,000
Total Revenue	6,392,407	6,559,499	6,286,892	6,221,000	6,221,000	6,256,000
Operation Expenditure						
Storm Drain	$ 2,691,579	$ 2,735,246	$ 2,897,792	$ 3,030,933	$ 3,084,371	$ 3,414,523
Total Expenditure	2,691,579	2,735,246	2,897,792	3,030,933	3,084,371	3,414,523
Capital Expenditure						
Storm Drain CIP	$ 1,159,897	$ 2,263,542	$ 2,075,348	$ 2,600,000	$ 6,762,746	$ 2,799,100
Total Expenditure	1,159,897	2,263,542	2,075,348	2,600,000	6,762,746	2,799,100
Transfer Out	673,264	695,559	692,375	652,979		655,729
Total Revenues	6,392,407	6,559,499	6,286,892	6,221,000	6,221,000	6,256,000
Total Expenditures and Transfers Out	(3,851,475)	(4,998,788)	(4,973,140)	(5,630,933)	(9,847,117)	(6,869,352)
Net Change in Fund Balance	2,540,932	1,560,711	1,313,752	590,067	(3,626,117)	(613,352)
Beginning Fund Balance	18,806	2,559,738	4,120,449	5,434,201	5,434,201	1,808,084
Ending Fund Balance	2,559,738	4,120,449	5,434,201	6,024,268	1,808,084	1,194,732

Department Function

- The Stormwater Division of the Public Works Department is responsible for protecting property from flooding and preventing the public street system from being encumbered with flood water during rainstorms and spring snow melt runoff. This division also builds, operates, and maintains a storm drainage system such that citizens, property owners, business people, and even Stormwater employees can rest comfortably during runoff events. The division complies with new federal storm water quality regulations. Irrigation water is delivered to customers along the City irrigation ditches in the central and southwest areas of the City.

Highlights

- Employees received a 4% cost of living adjustment.
- Supplemental request for $143,000 approved to fund a new full-time flood plains manager.



Performance Measures

Priority	Goal	Performance Measure	Annual Totals 2022 Actual	2023 Current	2023 Target	2024 Target
Education	Provide Storm Water Pollution Training	Number Of Staff Who Completed the State-Mandated Training for Illicit Discharge Detection & Elimination (Idde)			350	

PROVO MUNICIPAL COUNCIL STAFF REPORT

Submitter: MDAYLEY
Department: Council
Requested Meeting Date: 05-02-2023

SUBJECT: A resolutiosn tentatively adopting a proposed budget for Provo City Corporation for the Fiscal Year beginning July 1, 2023 and ending June 30, 2024. (23-008)

RECOMMENDATION: Presentation and discussion.

BACKGROUND: As part of the annual budgeting process, the Mayor will present the proposed tentative budget for the upcoming fiscal year. Over the next two months, the Council will meet to discuss the budget, make changes, and vote on and adopt a final FY23-24 budget for Provo City.

FISCAL IMPACT: presentation on the proposed tentative budget for Provo City for Fiscal Year 2023-2024

PRESENTER'S NAME: John Borget, Director of Administrative Services and Mayor Kaufusi

REQUESTED DURATION OF PRESENTATION: 30 minutes

COMPATIBILITY WITH GENERAL PLAN POLICIES, GOALS, AND OBJECTIVES:

CITYVIEW OR ISSUE FILE NUMBER: 23-008

RESOLUTION 2023-XX

A RESOLUTION TENTATIVELY ADOPTING A PROPOSED BUDGET FOR PROVO CITY CORPORATION FOR THE FISCAL YEAR BEGINNING JULY 1, 2023 AND ENDING JUNE 30, 2024. (23-008)

WHEREAS, the Mayor has prepared a proposed budget (the "Proposed Budget") for Provo City Corporation as required by Utah state law; and

WHEREAS, the Proposed Budget, together with supporting schedules and data, will be available for public inspection in the office of the City Recorder as required by law; and

WHEREAS, the Municipal Council will consider formal adoption of the Proposed Budget in public hearings to be held on June 6, 2023 and June 20, 2023; and

WHEREAS, the Municipal Council finds the Proposed Budget for Provo City Corporation for the fiscal year beginning July 1, 2023 and ending June 30, 2024, as set forth in the attached Exhibit A, should be tentatively adopted as required by Section 10-6-111(3) of the Uniform Fiscal Procedures Act for Utah Cities.

NOW, THEREFORE, be it resolved by the Municipal Council of Provo City, Utah as follows:

PART I:

1. The Proposed Budget for Provo City Corporation in the amount of $342,048,943 is hereby tentatively adopted for the fiscal year beginning July 1, 2023 and ending June 30, 2024, as set forth in the attached Exhibit A.

2. The Municipal Council directs that public hearings to consider the Proposed Budget shall be held on June 6, 2023 and June 20, 2023 and that notice of both hearings shall be published at least seven days prior to the first hearing as required by Section 10-6-113 of the Uniform Fiscal Procedures Act for Utah Cities.

PART II:

This resolution shall take effect immediately.

END OF RESOLUTION.

Provo City
Tentative Budget FY 2024



Provo City Corporation | 445 W Center St Provo, UT 84601 | Phone No: 801-852-6504

Provo City Tentative Budget FY 2024: Table of Contents

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Executive Summary



Mayor's Office
TEL (801) 852-6105
445 W Center St
PROVO, UT 84601

May 1, 2023

Provo Municipal Council
445 W Center Street
Provo, Utah 84601

Dear members of the Provo City Municipal Council,

I would like to start by expressing my deep gratitude for the team effort that has led to this budget. First and foremost, let me thank you fine city council members for your dedicated public service and for your cooperative work with my administration to improve Provo for our residents. Thank you particularly for your many hours listening to the needs of our departments and wrestling through your own budget priorities.

I want to also thank Department Director John Borget and his fine team, including Kelsey Zarbock and Andrea Wright, for their expertise in helping me assemble the budget. John loses many hours of sleep every budget year, and I love and appreciate him for his dedication. As in past years, he and his team have run countless options as my team and I have had my own personal wrestles with those options. Guiding everyone in this process is a desire to serve Provo City and its residents. I can honestly say that I believe everyone involved with this budget wants to see Provo City fulfill our new mission statement: exceptional care for an exceptional community. In doing so, we keep an eye on Provo's four pillars: Welcoming, Safe and Sound, Economically Vibrant, and Forward-looking.

I think you know that I have tried very hard each year to tailor a budget to the guidance you, as a city council, have provided me—and this year is no different. Your top priorities included public safety, cybersecurity, and employee retention, and this budget addresses those, as follows:

Public Safety

I am proud to announce that my proposed budget includes two new police officers. This builds on my steady record of increasing our city's investment in public safety throughout my tenure in office, including by increasing our number of police officers in every budget I have prepared. It also includes the funding requested by Chief Beebe for a technology known as Flock Safety, which as he indicated, will be a force multiplier for his team.

This budget also includes three new positions in the fire department, which are needed to be ready for future airport expansion. Remarkably, the airport is already able to cover the funding for these positions. Indeed, one of great success stories this budget year is our airport. For

many years, our airport has operated with the help of a general fund subsidy. In this budget, the airport will be covering not only all its direct operational expenses but also all expenses pertaining to police and fire services at the airport. This points to the amazing leadership and team at the airport. I congratulate them on this major achievement.

Cybersecurity

Part of being safe and sound is being protected from cyberattacks. This budget provides funding for the critically needed email gateway requested by our full-time cybersecurity specialist. It also provides an additional member to our Informational Services department, which bodes well for our cybersecurity. This new IT employee will be focused largely on assisting our Public Works Department, including the airport.

Employee Retention

Like you, I recognize that for Provo City to provide exceptional care to our exceptional community, we must recruit and retain the very best team members. We must treat them with respect and dignity. Keeping our wages and salaries on pace with inflation—or as close to it as we can—is one of the ways we can do that. I am therefore pleased to announce that in addition to our usual package of market-study adjustments and merit increases, this budget proposes a 4% cost-of-living adjustment. Although I wish I could do much more, this amount is in harmony with the cost-of-living adjustments provided by other local-government organizations in our area (I know, because I've been talking to mayors and others about this for months!). I care deeply about our employees and am thrilled when we are able to give them a little boost in this way.

This budget certainly does not make every dream come true. To my department directors who did not get everything you sought: please know that your requests were not ignored and that I would love to find ways to meet your needs in the future. The reality is that inflation is making everyone's life more difficult, including the life of a mayor wrestling through a budget.
But this budget keeps Provo City on a sound path forward, with no cuts to resident services and no use of rainy-day funds.

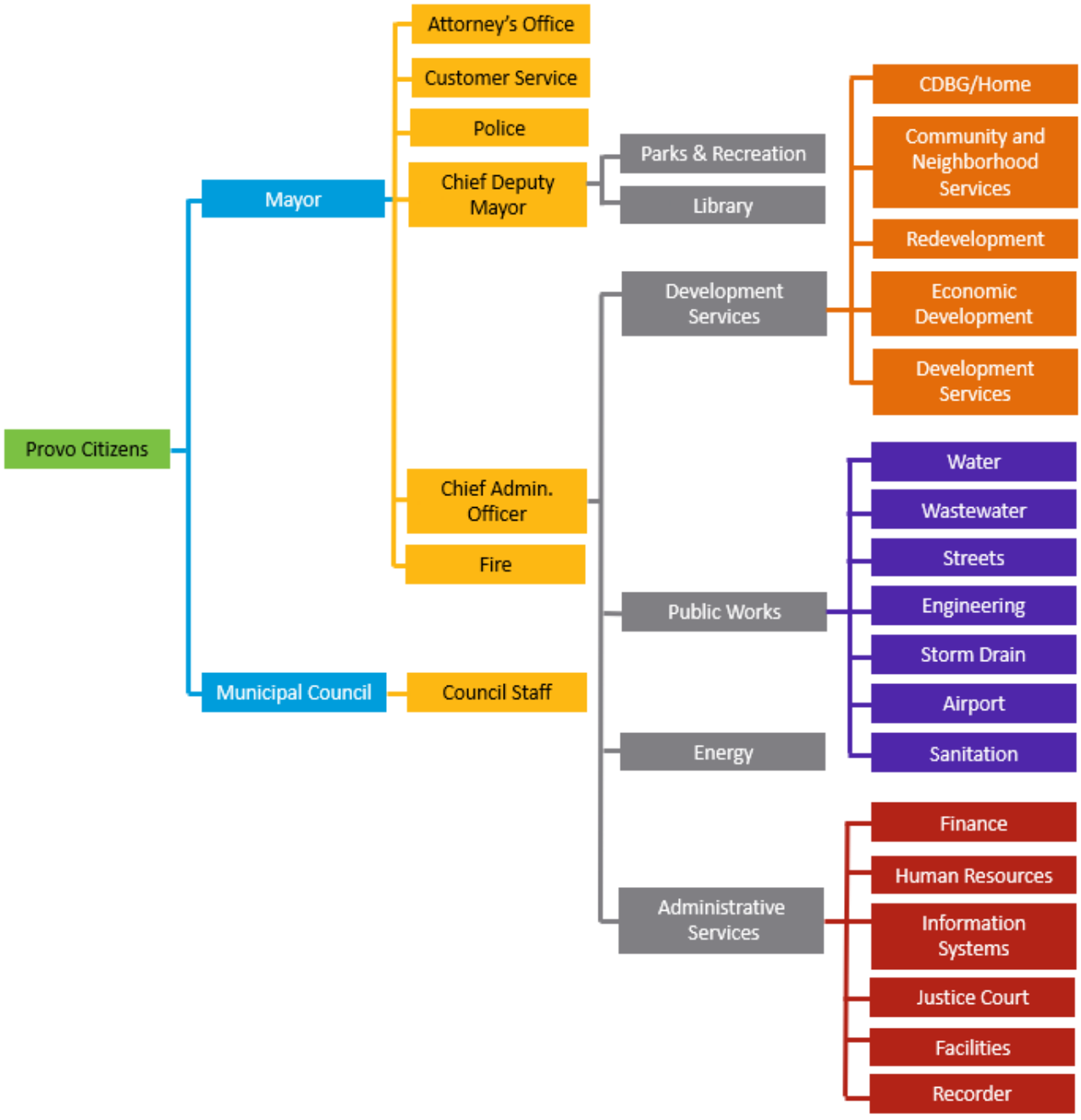
I am pleased to submit it for your consideration.

Sincerely,



Michelle Kaufusi
Provo City Mayor

Organizational Chart



Elected and Staff Positions



Left to right: Bill Fillmore, Rachel Whipple, George Handley, Mayor Michelle Kaufusi, Travis Hoban, Shannon Ellsworth, David Shipley, Katrice MacKay

City Administration

Mayor	Michelle Kaufusi
Deputy Mayor	Isaac Paxman
Chief Administrative Officer	Wayne Parker
Assistant Chief Administrative Officer	Dixon Holmes
Administrative Services	John Borget
City Attorney	Brian Jones
Customer Service	Amanda Ercanbrack
Development Services	Bill Peperone
Energy	Travis Ball
Fire Chief	James Miguel
Library Services	Gene Nelson
Parks and Recreation	Scott Henderson
Police Chief	Fred Ross
Public Works	David Decker

City Council

District 1: Bill Fillmore
Present Term: Jan. 2020–Jan. 2024

District 2: George Handley (Vice-Chair)
Present Term: Jan. 2022–Jan. 2026

District 3: Shannon Ellsworth
Present Term: Jan. 2020–Jan. 2024

District 4: Travis Hoban (Chair)
Present Term: Jan. 2020–Jan. 2024

District 5: Rachel Whipple
Present Term: Jan. 2022–Jan. 2026

Citywide District I: Katrice Mackay
Present Term: Jan. 2022–Jan. 2026

Citywide District II: David Shipley
Present Term: Jan. 2020–Jan. 2024

Executive Director: Justin Harrison

provo
MUNICIPAL
COUNCIL

TEL 801 852 6118
445 West Center Street
Provo, UT 84601

January 30, 2023

Mayor Michelle Kaufusi
Provo City
445 West Center Street
Provo, UT 84601

Re: Municipal Council Budget Priorities for Fiscal Year 2024

Mayor Kaufusi,

We would like to thank you, your administrative team, and departments who attended the January 10, 2023, Work Meeting of the Provo Municipal Council. The goal of the meeting was to discuss preliminary Council priorities for the upcoming fiscal year, and we thank you for engaging in those conversations. The Council looks forward to the impending FY2024 department budget presentations and hopes to have departments address the following preliminary budget priorities that were discussed on January 10th. Some of the items listed are carryover items from FY2023 and others include the priorities set forth by the Administration known as the "Big 6".

The Provo Municipal Council preliminary budget priority items for FY2024 are as follows:

- Long-term Plans (Conservation & Resiliency, Canyons & Hillsides, River & Lakeshore, Gateways, etc.)
- Provo specific Housing Audit/Study
- Five-Year Staffing Plan for Police and Fire
- Implement Consultant Recommendations (IS/Cybersecurity)
- Employee Retention
- City Debt Reduction
- Provo App
- Implement Rock Canyon Master Plan
- Update and Implement Slate Canyon Master Plan
- Updates to Peaks Ice Arena/Fieldhouse
- Sidewalk Repair and Replacement
- Traffic Calming
- Center Street Improvements
- Southeast Grocery Store
- Preserve Open Space by Identifying Potential Conservation Easements

- Big 6
    - Regional Sports Park
    - Fire Station 1 and Former City Hall Redevelopment
    - Airport Terminal Expansion – Including International Access
    - Westside Grocery Store
    - Water Treatment Plant/Aquifer Recharge
    - Website Redesign

The Council Office will be reaching out to departments to review each of the preliminary budget priority items in greater detail. We look forward to hearing department budget presentations for FY2024 over the coming months, receiving the FY2024 Tentative Budget, and working with you to adopt the FY2024 Final Budget.

Respectfully,

Justin Harrison
Municipal Council Executive Director
Provo Municipal Council Office

CC: Katrice Mackay, Council Chair
Rachel Whipple, Council Vice-Chair
Wayne Parker, CAO
Isaac Paxman, Deputy Mayor
Municipal Council

Provo City Municipal Council

FY2024 Department Budget Presentation Schedule

January 30, 2023

The City Council wishes to receive budget presentations from each department regarding the FY2024 budget. These presentations are crucial in assisting the Council with understanding the priorities and goals of departments within Provo City with respect to the upcoming budget year. The Council will be setting aside approximately 2-3 hours each work meeting (30-45 minutes per department) from February 28 through April 18 to learn the following:

- What were the most important accomplishments for your department from FY2023?
- What were your supplemental requests in FY2023, how did you compensate for those that were not funded?
- What needs are currently unfunded or underfunded in your department?
- The Council adopted several preliminary budget priorities for FY2024, please address those items relative to your department and how those priorities could be executed within your departmental budget.
- Are there other requests related to the FY2024 budget you would like to bring before the Council?
- Are there current budget constraints within your department that do not allow you to execute the city's long-term vision? What keeps you up at night?
- What are you asking for in your budget that will increase your department's ongoing operations and maintenance costs?
- What are your current department performance measures as reported in each fiscal year budget? What would you change?

We ask you to prepare your presentation in the form of a report, listing your department priorities and potential costs. By providing this information the Council can focus on discussing those items that are most important to your department. We generally will not have enough time to discuss every item.

In addition, the Council held a work meeting on January 10, 2023, to discuss their collective, preliminary priorities. As part of your budget presentation, departments should also address the fiscal impact of the Council's preliminary priorities to your department budget. Discussion by the Council during budget presentations will be clarified by specific motions signaling specified budget priorities.

The proposed department budget presentation schedule is provided below. If a date does not work for you, please work out a trade with another department, have it approved by the CAO, and communicate the change of schedule to me at your earliest opportunity.

Thank you,

Justin Harrison
Municipal Council Executive Director

FY2024 Budget Presentation Schedule

February 28, 2023
- Fiscal/Budget preview (Finance overview of revenues and debt/Human Resource overview of workforce issues, etc.)
- Administrative Services (including Facilities, Finance, Human Resources, Information Systems/Security, Justice Court, Recorder etc.)
- Fire
- Police

March 14, 2023
- Finance review of the Five-Year CIP Report and Revenue Update
- Public Works (including Airport, Engineering, Public Services, and Water Resources)
- Development Services (including Economic Development, Redevelopment Agency, etc.)

March 28, 2023
- Parks & Recreation (including Covey Center, Parks Administration and Maintenance, Peaks Ice Area, Recreation Center, Timpanogos Golf Course, etc.)
- Customer Service
- Council Office

April 18, 2023
- Energy
- Library
- Legal
- Mayor's Office (including Media Services)

Provo City Community Vision Statement

In 2017, Provo City revised its General Plan and included a Community Vision Statement featuring eight core values. These values served as a basis for goals and performance measures and can be viewed at https://provo.municipal.codes/GenPlan/CVS-CoreValues. An overview of the vision statement is provided below.

Community Visioning

Provo — an inspiring place to live, learn, work, and play

We value:

- Faith, respect, and service to each other and our community
- Individual responsibility
- Families and individuals
- Our environment and natural amenities

We support:

- Safe, desirable neighborhoods
- A vibrant economy and high-quality jobs
- Fiscally responsible governance
- Life-long education



With the guidance of the Community Vision Statement and the focus on the eight Provo Core Values, the General Plan provides specific goals and objectives for each of the following topics:

Family	Education
Safe City	Business & Economic Vitality
Community	Responsible Government
Faith	Healthy, Inviting Environment



Informational Section



Budget Information

Basis of Budgeting

This budget document is prepared using the modified-accrual basis for all funds, the same basis used to prepare the City's financial statements in the Annual Comprehensive Financial Report. The modified accrual method is a governmental accounting method where revenue is recognized when it becomes measurable and available. Expenditures are typically recognized in the period in which the liability is incurred. Budgets are prepared annually, with regular review with each department director. All funds included in the budget book are legally appropriated by the Municipal Council.

Budget Administration and Methodology

Provo City's Finance Division in the Administrative Services Department assists the Mayor in preparing the City's budget, following regulations from the Utah State Auditor's Office and within approved guidelines listed in the Utah Municipal Code 10.6 Uniform Fiscal Procedures for Utah Cities. The budget team works closely together to present to the Municipal Council a balanced budget. The balanced budget methodology means that revenue is greater than expenditures, revenue equals expenditures, or revenue and appropriated fund balance equals expenditures. An approved budget is required for any fund that will have expenditures throughout the year. Further budget policies and processes will be discussed throughout the budget book.

Budget Approval

Once the budget process is complete, the Mayor presents the completed budget to the Municipal Council by the first Tuesday in May. The Council then reviews the budget and presents any questions or concerns to the administration. Two public hearings are held in the month of June during regularly scheduled Council meetings. Per Utah State Code, the budget must be adopted by resolution by June 30th of each fiscal year, unless the City is planning on Truth in Taxation. If the City holds a Truth in Taxation hearing, the budget must be adopted by August 31st. Once the budget is adopted, this becomes the legal working budget for each department/division in the City.

The budget resolution presented to the Council provides the budget staff with the ability to make changes to the budget throughout the fiscal year. The resolution provides for the following:

- Authorization to carry outstanding encumbrances and project/grant balances from one fiscal year to the next, and authorization to re-appropriate with the Mayor's approval.
- Capital Improvement Function funds cannot be deleted; changed in budget amount by more than 10% of the original cost or $50,000, whichever is less; or new functions added without approval from the Municipal Council.
- Authorization to move budget appropriations along with needed expenditure adjustments including capital labor from the individual enterprise funds to the corresponding capital improvement fund in conjunction with the capital expenditure.
- Authorization for the Mayor to increase appropriations for revenues in excess of the adopted budget in the following areas: Police & Fire reimbursable overtime, medical supply inventory, grants, cemetery fees received in Parks & Recreation CIP Fund, lease and interest revenue, new development street signs and street overlays, impact fees, aid-to-construction, reimbursements, revenues in self-sustaining funds, and donations.
- Mayor is authorized to transfer excess fund balances of funds subsidized by the General Fund, Justice Court, and Trust and Agency back to the General Fund.

Budget Presentation

Each fund or department's financial report includes three years of actuals, the FY2023 original budget, the FY 2023 "adjusted" budget and the FY 2024 adopted budget. The adjusted budget includes the FY 2023 adopted budget, carryover from the previous fiscal year—including capital project budgets, and any appropriations that occurred during FY 2023.

Fiscal Year 2023-2024 Budget Calendar

January

- Jan 5 - Directors receive Revenue Projection spreadsheets from Finance
- Jan 5 - Directors receive Five-Year CIP template & instructions from Finance
- Jan 12 - Mayor and Finance meet to review budget calendar and CIP Process
- Jan 19 - Directors **submit** revenue forecasts to Finance
- Jan 24 - Council and Finance staff meet to review budget calendar and CIP process
- Jan 24 – Directors receive budget calendar and budget instruction packets/templates for payroll budgets, operating budgets/TM1, supplemental requests, consolidated fee schedule, and performance measures.
- Jan 26 - Directors **submit** Five-Year CIP spreadsheets to Finance
- Jan 31 - Work Meeting: Finance reviews budget calendar with the Council

February

- Feb 2 - Directors receive list of current employees and FY23 budgeted positions from Finance (Payroll, Phase 1)
- Feb 8 - Mayor and Finance review revenue forecasts
- Feb 9 - Directors **submit** reconciled list of current employees and budgeted positions to Finance (Payroll, Phase 1)
- Feb 15 - Finance team reviews CIP reports
- Feb 15 - Parks & Rec, Mayor, & Finance review Parks & Rec's Five-Year CIPs
- Feb 16 - Mayor and Finance review General, Econ Dev, & Legacy Five-Year CIPs
- Feb 21 - Energy, Mayor, & Finance review Energy's Five-Year CIPs
- Feb 21 - Public Works, Mayor, & Finance review Airport's Five-Year CIP
- Feb 22 - Mayor and Finance conduct final Five-Year CIP review
- Feb 23 - Public Works, Mayor, & Finance review Public Works' Five-Year CIPs
- Feb 23 - Council and Finance staff review revenue projections and Five-Year CIP
- Feb 27 - Directors receive payroll budgets from Finance (Payroll, Phase 2)
- Feb 28 - Work Meeting: Directors begin budget presentations to the Council

March

- Mar 1 - Finance delivers Five-Year CIP report to Municipal Council
- Mar 9 - Directors **submit** reviewed payroll budgets to Finance (Payroll, Phase 2)
- Mar 14 - Work Meeting: Finance reviews Five-Year CIP report with the Council
- Mar 14 - Work Meeting: Directors continue budget presentations to the Council
- Mar 16 - Directors **submit** operating budgets to Finance through TM1 and email operating increase justifications to Finance
- Mar 23 - Directors **submit** supplemental requests to Finance
- Mar 28 - Work Meeting: Directors continue budget presentations to the Council
- Mar 30 - Finance meets with Council Staff to give update on budget process
- Mar 30 - Directors **submit** consolidated fee schedule updates
- Finance determines Chargeback and Utility allocation budgets
- HR completes payroll market study

Fiscal Year 2023-2024 Budget Calendar

April

- Apr 4 – Directors **present** supplemental requests to Mayor
- Apr 4 - Mayor and Finance review supplemental requests and operating budgets
- Apr 6 - Directors **submit** performance measures to Finance
- Apr 13 - Mayor conducts final review of tentative budget
- Apr 13 – Finance confirms revenue projections with departments
- Apr 18 - Municipal Council continues budget meetings with Directors
- Finance prepares proposed operating budget sheets based on recommendations from Administration
- Apr 20 – Directors of affected departments review chargebacks with Finance
- Apr 25 - Finance reviews key issues of proposed budget with Council Staff
- Finance prepares final proposed documents prior to May 2 work meeting.

May

- **May 2 – The Mayor presents tentative budget to the Municipal Council**
- May 16 - Council tentatively adopts the proposed tentative budget
- May 9, 23, and/or 30 - Council budget retreats/presentations occur as needed
- Council staff produce Citizen's Budget document as a reference for the public

June

- June 6 - First public hearing for proposed budget
- June 6 - Public hearing on transfers to the General Fund
- June 20 - Council adopts certified tax rate if not proposing a property tax increase (June 22 is State Code deadline)
- June 20 – Council holds second public hearing for proposed budget; Council adopts final budget OR, if property tax increase is proposed, Council temporarily adopts the tentative budget until after the Truth in Taxation hearing.
- June 22 - State deadline for adopting certified tax rate if not holding a Truth in Taxation hearing
- June 30 - State deadline for final budget adoption if not holding a Truth in Taxation hearing
- June 30 - If doing Truth in Taxation: Finance submits proposed property tax revenue to Utah County for valuation notices.

July

- If property tax increase is proposed:
  - Finance works with County to establish a Truth in Taxation public hearing before September 1st.
  - County sends out property valuation notices to residents.

August

- Truth in Taxation hearing held if property tax increase is proposed
- Sept 1 - State deadline for budget adoption if property tax increase is proposed
- Finance submits budget to Utah State Auditor's Office
- Finance submits budget to GFOA for budget award consideration.
- Departments submit carryover requests from FY23 Budget to Finance. (Mayor will review in September.)

Budget Highlights

Municipal Council:

I am pleased to submit our proposed budget for the City of Provo, Utah for the fiscal year beginning July 1, 2023 and ending June 30, 2024.

This budget is the result of many hours and the contributions of Council members, the public, employees, and City leadership.

Preparation for the Fiscal Year 2024 budget began in January 2023 with the Mayor, Deputy Mayor, CAO and administrative budget team looking at early revenue forecasts, projected retirement and insurance increases, and department needs for the Fiscal Year 2024.

The administrative budget team met with the City Administration to monitor and plan for the following:

- Revenue Needs & Forecasts
- Budget Expenses & Shortfalls
- Impacts from inflation
- Merit Increases, Retirement, Health Insurance, Operation and Maintenance Needs, Capital Needs, Vehicle Replacement, Outsourcing, Adequacy of Fees & Taxes

Provo City continues to work hard in maximizing every dollar and providing a great value to our residents. Our employees understand that every tax dollar we receive is a sacrifice from our residents who trust us to use it wisely.

The Fiscal Year 2024 Budget supports our ongoing goal of continued fiscal health with a sustainable budget. Monies are invested in capital improvements, vehicle replacement, and employees. Provo City employees are among the greatest and most critical assets the City has, and by investing in them, we are better able to recruit, develop, and retain top employees.

The Administration continues to look for opportunities for its employees to grow and be prepared to become future leaders in the City organization. The City continues to provide full-time employees the opportunity to apply to the education assistance board to further their education and be reimbursed by up to fifty percent of their educational costs.

The Administration has reviewed and addressed the Budget Priorities that were provided by the Municipal Council in the Fiscal Year 2024 Tentative Budget.

In accordance with Council and Administration priorities to promote the sustainability and long-term outlook of the City, rates and fees are designed to cover costs of their services. Included in

the appendix to the Budget Document is a list of Consolidated Fee Schedule changes. A comprehensive list of fees is included in Provo City Code as well.

Utility rate increases are being implemented to fund ongoing operational and capital improvements throughout the City.

The following utility rate increases are being included in the recommended budget:

- An average 2% or $1.27 monthly increase per average residential home on energy utility sales (Energy Fund)
- An average 3% or $2.49 monthly increase per average residential home on wastewater utility sales (Wastewater Fund)
- An average 5% or $2.61 monthly increase per average residential home on water utility sales (Water Fund)
- An average 7% or $2.17 monthly increase per average residential home on sanitation utility sales (Sanitation)
- An average 5% or $.18 monthly increase per average residential home on transportation utility sales (Utility Transportation)

Funded Personnel Costs

To improve retention of existing employees and recruitment of new employees, the following personnel costs are included in the budget:

- Cost of living increase for Full-Time Employees (4%)
- Merit Increases (2.5%)
- Health Insurance Cost Increases (4.6%, effective January 1, 2024)
- Career Series Advancements and Market Study increases
    - All full-time positions were reviewed, and market adjustments were made to the grades of those positions that were 5% below the market.
- Sick leave buyout
- Utah Retirement System
- Employee Appreciation
- Employee Recognition
- Birth Parent and Adoption leave

Expenditures

All departments and divisions continue to do the same or more with very limited operational budget changes. The expenses below are categorized as restored budget cuts, supplemental requests, and other funded items.

Supplemental Requests

Each department/division had the opportunity to submit supplemental requests as part of the Fiscal Year 2024 budget process. Sixty requests were made, totaling $5,274,746. Of that amount, $1,513,238 has been funded in Fiscal Year 2024 in the following departments:

Development Services

- $28,936 This amount will provide a pay increase following a successful performance review for part-time parking officers. The expectations and workload have increased for part-time parking enforcement officers. To maintain the customer service and quality of our employees, it is necessary to compensate our part-time staff.

Fire/Airport

- $443,486 The budget recommends that the City hire three fire captains to supervise the Airport operations for the Fire Department. The captains will be stationed full-time at the Airport.

Information Systems/Cyber Security

- $145,000 Public Works/Airport Analyst, the Administration and Council have identified the Provo Airport operation and growth as one of the city's top priorities. As Provo pushes to create a nationally recognized airport, the technology needs must be addressed. The new Provo Airport terminal requires many specialized software solutions to operate. These include, but are not limited to, flight information displays, common-use passenger processing systems, baggage handling systems, gate management systems, parking management systems, public address systems, wireless internet, and many others. The Provo Airport terminal is also a first for Provo City as it is the only multi-tenant facility which requires a significant amount of time for our team to meet with tenants to help manage their technological needs.

  The existing and new services require advanced technology and are expected to operate 24x7 while also meeting critical extended public hours of operation. As one example, flights operate outside normal city business hours. During this time, the public utilizes automated parking, flight information systems, and needs services at the check in counters. Additionally, FAA security measures rely on the technical architecture to be reliable and secure. To operate these systems and be able to respond to issues outside normal operations, Public Works requires dedicated resources that can focus on having the right skill while also being available during alternating work schedules.

  In addition to a planned airport expansion, the City is also in the middle of a wastewater treatment plant upgrade and finishing the design of a new culinary water treatment plant. These, and other road mapped projects, highlight the expansion of the Public Works department, which additionally necessitates adding specialized support resources for their operations.

- $125,000 Funding is included to add an email security gateway solution to improve Provo's capability to protect from phishing and similar cyber-attacks.

Municipal Council

- $25,000 To ensure all Provo residents are aware of Neighborhood District Meetings, a citywide mailing will be distributed to all residents with the schedule of meetings for the year and additional event programming.

Parks and Recreation

- $53,000 Part-time studio position, recreation instructors, usher staffing, and the Harbor Park lease will be funded by additional anticipated revenue from these requests.

Police

- $254,316 will fund 2 new officers, vehicles, and needed equipment.
- $52,500 will fund the ongoing software maintenance for the Flock Safety Program.

Public Works

Water

- $16,000 will fund the reclassification of the existing Business Manager position to create a Deputy Director for Administration

Wastewater

- $116,000 will fund a pretreatment specialist
- $111,000 will fund an instrumentation technician

Storm Water

- $143,000 will fund a flood plain manager

Other Funded Items

- As needed, Directors were able to build in inflation-based increases to specific line items in their operating budget provided they were justified with a brief explanation.
- $191,000 Upgrade CityView software to the current supported release. The cost is primarily for professional services, along with $41k in infrastructure (required by new CityView version).

  The CityView solution that provides License, Permit, Code Enforcement, and Cemetery functions now has several industry version upgrades available that improve the accessibility, usability, security, and supportability of the solution.

CityView went into production for Provo City in 2017 and was expected to require upgrades once every five to seven years.

Support for this solution is key as customers expect to be able to interact with their government services on the web 24x7.

- With the Municipal Council adopting the Percent for the Arts Ordinance (Chapter 3.15) all new capital projects are evaluated to determine if they meet the requirements of the ordinance and if so, funds are set aside for arts as specified in the ordinance.

- Currently the Parks and Recreation Department sells the Triple Play season pass that provides access to amenities at the Recreation Center, Peaks Ice Arena, and the Timpanogos Golf Club. To meet the capital needs of these three facilities, beginning in Fiscal Year 2022, a funding mechanism was established in a new fund called the Recreation Facilities Capital Fund.

  Each year after the completion of the fiscal year, revenues will be compared with expenses at the Recreation Center to determine net income. The general fund will contribute to the Recreation Facilities Capital Fund the first $400,000 of net income. If net income for the Recreation Center exceeds $400,000, the general fund will contribute half of the amount that exceeds $400,000 to the Recreation Facilities Capital Fund. The other half will fall to general fund balance. If fund balance at the Peaks Ice Arena or the Timpanogos Golf Club exceeds 25% of revenues, a transfer of the excess will be made to the Recreation Facilities Capital Fund.

- In addition to the Recreation Center, the General Fund has a number of facilities it maintains. The Administration and the Municipal Council have a strong desire to have the funding necessary to adequately maintain the different facilities within the General Fund so that it will be able to serve residents over the long term. In order to meet this need, as has been done in prior years, we have set aside funding to adequately maintain the building and equipment over their useful life. Any unused funds in any given year will be moved forward for future use.

- The budget includes funding from a Recreation, Arts, and Parks (RAP) Tax that was approved by the voters in November 2015. The proposed budget assumes the tax will generate approximately $2.3 million in Fiscal Year 2024 for recreation and arts projects.

- The City has included in the budget the recommended vehicle replacements from the City Fleet Committee.

Summary

Provo City has been recognized as a community of choice by recent national accolades and the citizen survey results. Our goal is to provide residents with the services they need in an efficient and transparent manner. I believe the budget process forces us to make difficult decisions and prioritize what items should be funded. The City continues to make difficult decisions to reduce ongoing costs and to strengthen revenues. For Fiscal Year 2024, the Administration is proposing a balanced budget. During the Fiscal Year 2024 budget process, there has been an attempt to make good financial decisions that consider both the short-term and long-term impacts.

We welcome and encourage your careful review of our recommended budget. We also welcome the input of our residents as we proceed through the process of adopting the City's annual budget. As always, our staff is at your disposal to respond to questions and assist in any way the Municipal Council would like over the next several weeks. We believe that you will find this budget responsive to your concerns and aspirations, and forward-thinking as we plan together for the future of the Provo community.

Sincerely,



John Borget
Director of Administrative Services

Functional Unit Matrix

Departments (Functional Units)	Municipal Council	Legal	General Services	Mayor's Office & Media	Administrative Services	Development Services	Fire	Police	Parks & Rec.	Power	Public Works	Library	Customer Service	Non Depart.
GOVERNMENTAL FUNDS														
General Fund	X	X	X	X	X	X	X	X	X		X			
ENTERPRISE FUNDS														
Airport											X			
Power										X				
Peaks Ice Arena									X					
Sanitation											X			
Wastewater											X			
Water											X			
Utility Transportation											X			
Golf Course									X					
SPECIAL REVENUE FUNDS														
Justice Court					X									
Emergency Response							X							
Library												X		
Covey Center									X					
Cemetery Perpetuity									X					
Cemetery Plots									X					
Vending														X
CDBG						X								
Rental Rehabilitation						X								
Home Consortium						X								
Special Purpose Grants						X								
CAPITAL IMPROVEMENT PROJECT (CIP) FUNDS														
General CIP														X
B&C CIP											X			
Engineering CIP											X			
Parks CIP									X					
Econ. Development CIP						X								
INTERNAL SERVICE FUNDS														
Employee Benefits														X
Insurance & Claims														X
Facility Services					X									
Computer Replacement														X
Vehicle Maintenance											X			
Vehicle Replacement											X			
Telecom														X
Customer Service													X	
DEBT SERVICE FUNDS														
Debt Service														X
ERP Debt Service														X
Telecom Debt Service														X



Financial Information

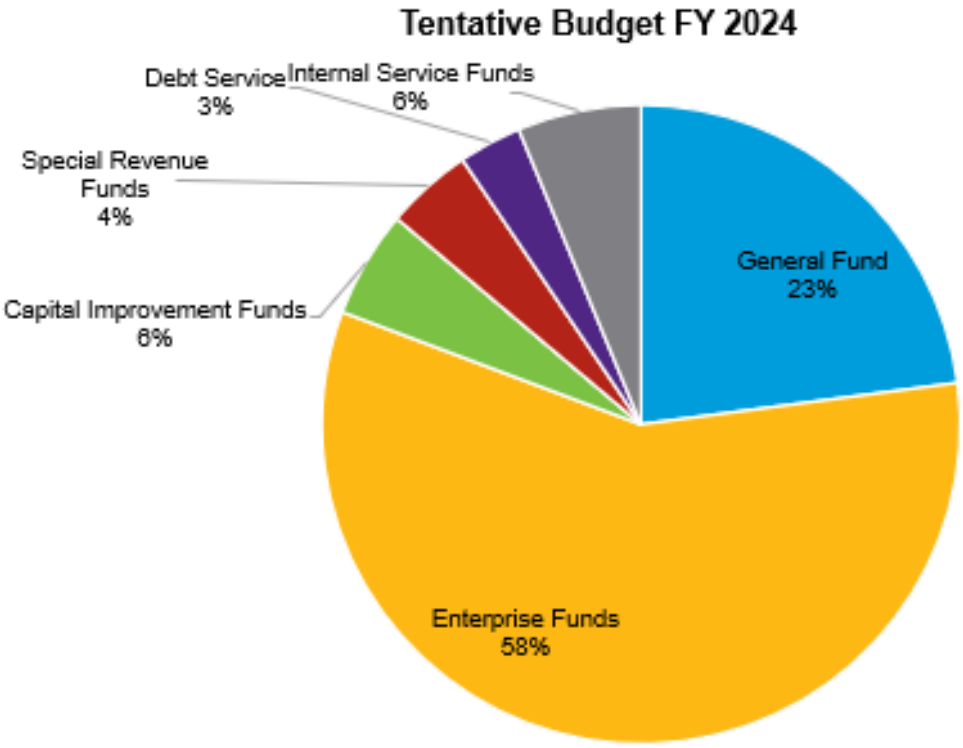


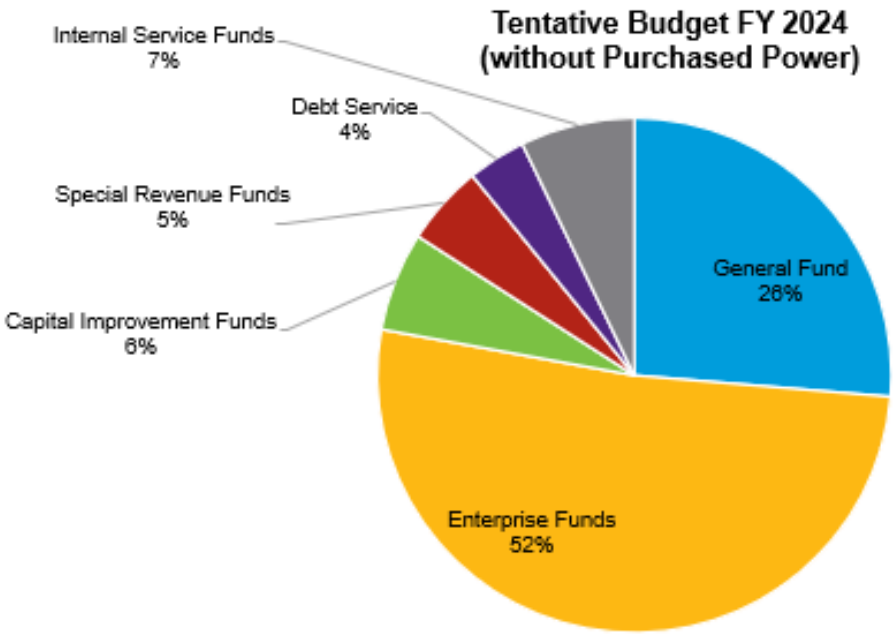
FY2024 Tentative Budget by Fund					
Fund	Revenue	Transfer In	Expenditures	Transfer Out	Change in Fund Balance
General Fund	$ 70,625,234	$ 14,464,032	$ (76,026,777)	$ (9,062,489)	$ -
Enterprise Funds					
Airport	56,355,555	1,600,000	(57,859,526)	(21,778)	74,251
Energy	80,412,600	-	(73,744,459)	(11,583,594)	(4,915,453)
Golf Course	1,817,706	60,882	(1,902,916)	-	(24,328)
Peaks Ice Arena	2,410,000	-	(3,147,174)	-	(737,174)
Sanitation	7,026,900	-	(6,662,105)	(771,641)	(406,846)
Utility Transportation	2,289,000	-	(2,280,000)	-	9,000
Wastewater	34,841,000	-	(30,847,344)	(3,485,490)	508,166
Water	18,916,534	583,820	(20,285,471)	(1,974,756)	(2,759,873)
Total Enterprise Funds	204,069,295	2,244,702	(196,728,995)	(17,837,259)	(8,252,257)
Capital Improvement Funds					
B&C Road	75,000	2,619,859	(2,840,000)	-	(145,141)
Engineering	3,199,774	-	(1,150,000)	(1,650,000)	399,774
General CIP	375,000	51,000	(242,000)	-	184,000
Mountain Vista CIP	60,882	-	-	-	60,882
Economic Development CIP	39,000	-	-	-	39,000
Parks & Recreation CIP	9,765,689	2,275,212	(14,230,672)	-	(2,189,771)
Total Capital Improvement Funds	13,515,345	4,946,071	(18,462,672)	(1,650,000)	(1,651,256)
Special Revenue Funds					
Covey Center	893,428	442,191	(1,335,619)	-	-
Cemetery Perpetuity	34,500	307,500	-	(169,857)	172,143
Covey Center Performance	360,000	-	(360,000)	-	-
Emergency Response	3,210,910	1,274,493	(4,485,403)	-	-
Justice Court	1,038,985	614,926	(1,653,911)	-	-
Library	4,570,670	-	(5,278,748)	-	(708,078)
Trust & Agency	452,160	-	(3,000)	-	449,160
Development Services	3,630,357	-	(3,072,443)	-	557,914
Total Special Revenue Funds	14,191,010	2,639,110	(16,189,124)	(169,857)	471,139
Debt Service					
Telecom	200,000	3,575,000	(3,221,498)	-	553,502
ERP	-	470,274	(22,660)	-	447,614
General	9,044,310	169,857	(8,172,310)	(440,000)	601,857
Total Debt Service Funds	9,244,310	4,215,131	(11,416,468)	(440,000)	1,602,973
Internal Service Funds					
Computer Replacement	-	-	-	-	-
Customer Service	3,759,239	78,917	(4,197,635)	-	(359,479)
Employee Benefits	1,760,908	-	(1,763,651)	-	(2,743)
Vehicle Replacement	6,434,520	629,766	(7,324,652)	-	(260,366)
Facility Services	1,911,164	597,605	(2,508,769)	-	-
Telecom	300,000	-	(342,383)	-	(42,383)
Insurance/Claims	2,686,358	-	(2,357,178)	-	329,180
Vehicle Maintenance	4,647,925	-	(4,730,639)	-	(82,714)
Total Internal Service Funds	21,500,114	1,306,288	(23,224,907)	-	(418,505)
Total - All Funds	$ 333,145,308	$ 29,815,334	$ (342,048,943)	$ (29,159,605)	$ (8,247,906)
*Storm Drain - See Appendix	6,256,000	-	(6,213,623)	(655,729)	(613,352)
*Redev. Agency - See Appendix	1,632,225	-	(1,206,958)	-	425,267
Adjusted Total	341,033,533	29,815,334	(349,469,524)	(29,815,334)	(8,435,991)
Provo City's FY 24 Budget amount					

*Storm Drain and the Redevelopment Agency are separate legal entities outside of the Provo City organization and consequently have individual budgets that are approved separately.

All Funds Summary	Actual FY 2020	Actual FY 2021	Actual FY 2022	Original Budget FY 2023	Adjusted Budget FY 2023	Tentative Budget FY 2024
Utility Sales	$ 106,229,733	$ 112,901,308	$ 114,441,756	$ 117,901,510	$ 118,106,510	$ 122,230,034
Sales Tax	20,675,621	23,865,184	27,030,311	28,719,480	28,719,481	29,778,533
Chargeback	14,526,004	12,317,871	3,566,280	15,811,604	15,418,355	20,874,878
Property Tax	18,090,329	19,560,124	18,791,273	19,030,738	19,030,738	19,798,871
Recreation, Arts & Parks (RAP)	1,433,495	1,647,562	1,943,033	1,902,440	1,902,440	2,275,212
Franchise Fee	9,602,848	10,096,367	10,605,350	11,003,000	11,003,000	11,424,131
Fees	21,517,136	20,771,136	33,985,276	27,273,051	21,964,878	30,860,489
Grants	31,283,633	18,862,105	7,723,269	66,764,194	54,724,438	51,101,696
Telecom Debt Charge	3,382,212	3,494,632	3,500,000	3,500,000	3,500,000	3,575,000
B&C Roads	3,846,845	4,154,904	4,214,301	4,000,000	4,000,000	4,200,000
Fines	631,000	520,741	588,466	600,000	551,937	666,187
Miscellaneous	16,790,196	22,182,304	29,671,291	7,593,434	6,897,924	19,844,349
Other Tax	3,383,003	3,743,518	3,482,400	4,196,983	3,350,000	3,863,229
License	447,555	470,276	465,800	500,000	500,000	615,000
Principal/Interest Income	4,129,299	1,335,354	2,152,855	1,739,100	2,769,517	4,237,701
Land Sales	3,686,695	-	-	-	-	-
Loan/Bond Proceeds	5,000,000	10,398	27,144,448	35,000,000	35,000,000	7,800,000
Transfer In	29,698,103	29,671,082	32,297,340	28,473,030	23,505,745	29,815,334
Total Revenue & Transfer In	294,353,707	285,604,866	321,603,447	374,008,564	350,944,963	362,960,644
Expenditures & Transfer Out						
General Fund	67,722,715	77,247,855	74,442,123	81,171,858	97,397,334	85,089,266
Enterprise Funds	144,578,120	161,275,194	246,732,968	246,365,835	322,231,956	214,566,255
Capital Improvement Funds	28,258,737	41,435,137	58,585,038	15,912,613	63,186,527	20,112,672
Special Revenue Funds	13,398,054	11,490,630	12,866,223	13,140,288	20,379,700	16,358,981
Debt Service	15,596,139	13,293,958	13,413,789	12,706,228	12,391,229	11,856,468
Internal Service Funds	18,378,374	18,677,136	17,053,355	21,477,331	28,429,914	23,224,907
Total Expenditures & Transfer Out	287,932,139	323,419,910	423,093,496	390,774,153	544,016,660	371,208,549

Total expenditures above include the cost of purchased power from Utah Municipal Power Agency, which is included in the Enterprise Funds total. Total expenditures are compared both with the purchased power cost and without the purchased power cost.





Personnel Totals by Department (Full-Time Equivalents)

Department	Division	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Difference
Parks & Recreation	Parks	163.2	156.8	156.9	158.4	166.1	162.3	164.8	163.3	167.8	169.0	1.3
Police	Police	164.9	168.5	172.0	174.7	150.5	156.5	155.0	157.2	159.2	161.2	2.0
Fire	Fire	80.0	80.0	80.0	83.0	83.0	83.0	84.0	84.5	85.4	87.9	2.5
Development Services	Development Services	24.3	24.3	27.3	26.3	26.0	27.0	30.5	37.6	36.9	37.7	0.8
Public Works	Engineering	18.5	18.5	19.1	19.1	19.6	19.6	18.0	20.5	20.5	20.5	-
Admin. Services	Information Systems	15.5	16.3	16.0	16.0	16.4	19.4	18.2	18.2	19.7	20.7	1.0
Public Works	Streets	16.0	16.0	16.0	16.0	16.0	16.0	16.0	16.0	16.0	16.0	-
Legal	Legal	13.4	13.3	13.3	14.0	14.0	14.0	13.5	14.8	14.1	14.1	-
Mayor's Office	Mayor's Office	11.4	11.6	11.4	12.4	10.4	10.4	11.3	11.3	11.6	11.6	-
Municipal Council	Municipal Council	7.7	8.3	8.3	8.8	8.8	8.8	8.6	8.7	8.7	9.6	0.8
Admin. Services	Human Resources	8.5	8.5	8.5	8.5	8.5	7.5	7.6	7.6	7.6	7.6	-
Admin. Services	Finance	9.5	9.5	8.0	8.0	9.0	7.0	8.5	8.5	7.5	7.5	-
Development Services	Economic Development	4.0	4.0	4.0	4.0	3.0	3.0	1.0	2.0	2.0	2.0	-
Admin. Services	Recorder	1.0	1.0	1.0	1.6	1.6	1.6	1.4	1.4	1.4	1.4	-
	General Fund Total	**537.1**	**535.4**	**541.8**	**550.8**	**533.0**	**536.1**	**538.4**	**551.7**	**558.4**	**566.8**	8.4
Energy	Energy	64.5	66.1	66.6	69.1	69.1	69.8	66.5	68.0	68.0	65.0	(3.0)
Library	Library	57.6	57.8	61.0	57.7	59.1	59.2	58.8	58.7	59.1	58.5	(0.5)
Public Works	Water	36.0	36.6	36.6	35.1	36.1	36.6	39.0	39.0	39.1	39.1	-
Public Works	Wastewater	27.8	28.3	28.3	29.1	31.1	34.9	33.9	34.4	36.0	38.0	2.0
Parks & Recreation	Golf	7.7	7.7	12.2	12.2	13.2	13.2	15.1	25.3	28.4	28.4	-
Fire	Emergency Response	7.0	5.0	4.0	4.0	27.0	26.0	25.2	28.3	27.8	43.5	15.8
Customer Service	Customer Service	31.5	29.5	30.2	29.7	35.1	37.6	25.0	25.1	25.2	26.3	1.1
Public Works	Sanitation	13.6	16.6	16.6	19.4	21.4	21.4	21.4	21.0	22.0	22.0	-
Parks & Recreation	Peaks Ice Arena	-	-	-	-	14.5	14.5	14.5	14.5	17.3	17.3	-
Public Works	Airport	3.7	4.2	4.2	4.2	4.2	5.2	6.2	6.2	14.2	14.2	-
Parks & Recreation	Covey Center	11.3	15.3	15.3	15.3	15.3	15.3	15.3	11.5	12.8	14.3	1.5
Public Works	Vehicle Maintenance	8.0	8.0	8.0	8.0	8.0	9.0	9.0	10.3	11.9	11.9	-
Admin. Services	Justice Court	12.6	11.5	11.5	9.5	9.5	9.5	9.0	10.0	10.0	10.0	-
Admin. Services	Facilities	8.0	8.0	8.0	8.0	8.0	8.0	7.5	7.5	7.5	7.5	-
Development Services	Community Development Block Grant	-	-	-	-	-	5.0	6.0	4.0	4.0	4.0	-
Legal	Insurance/Claims	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	-
Admin. Services	Employee Benefits	0.7	0.7	0.7	0.7	0.7	1.0	1.0	1.0	1.0	1.0	-
	Non General Fund Total	**290.8**	**296.1**	**304.0**	**302.9**	**353.2**	**367.2**	**354.4**	**365.6**	**385.2**	**402.0**	16.8
	Total	**827.9**	**831.5**	**845.8**	**853.7**	**886.1**	**903.3**	**892.9**	**917.3**	**943.6**	**968.8**	25.2

Full-Time Equivalent Changes—Explanation

The number of Full-Time Equivalent (FTE) employees experienced a net increase of 25.2FTEs in the FY 2024 budget. This is due to the following factors:

- Provo and Orem's Emergency Response (Dispatch) centers combined in January 2023, effectively adding 15.8 FTEs to Provo's budget while actually lowering overall costs.
- New positions were added to the FY 2024 budget based on supplemental requests.
- Some part-time/seasonal FTE hours increased based on revenue projections that would support the increases.

FTE Changes to General Fund

Division	Net Changes in Full-Time Equivalents (FTE)	Explanation
Parks	1.30	+1.30 FTE: Increased part-time/seasonal hours based on revenue projections
Police	2.00	+2.00 FTE: Supplemental request for two police officers approved
Fire	2.50	+3.00 FTE: Supplemental request for three fire captains designated for the airport approved. - 0.50 FTE: Management analyst part-time position not in the budget
Development Services	0.80	+.80 FTE: Supplemental request for part-time parking enforcement hours approved
Information Systems	1.00	+1.00 FTE: Supplemental request for Public Works Systems Analyst approved
Council	0.80	+.80 FTE: Part-time management analyst position was approved by the Council & Mayor mid-year in FY2023
Mayor's Office	0.30	+0.30 FTE: Corrected hours for part-time media services position
Finance	-1.00	- 1.00 FTE: Cybersecurity position moved from Finance to Information Systems in FY23 budget

FTE Changes to Other Funds

Division	Net Changes in Full-Time Equivalents (FTE)	Explanation
Energy	-3.00	- 3.00 FTE: Three full-time vacant positions removed at department's request (Line Clearance Ground Worker, GIS CAD Technician, and Lead Meter Technician)
Library	-0.50	- 0.50 FTE: Adjusted hours for some part-time employees to reflect hours they will be working.
Wastewater	2.00	+1.00 FTE: Supplemental request approved for new pretreatment specialist +1.00 FTE: Supplemental request approved for new instrumentation technician
Emergency Response	15.80	+15.80 FTE: The large FTE increase is a result of Orem's dispatchers combining with Provo. Orem is covering the cost for its dispatchers through its 911 tax revenue and a direct payment from Orem to Provo based on its population and # of calls for services. While Provo's FTE count is increasing, combining with Orem was more cost effective.
Customer Service	1.10	+1.00 FTE: FY23, the Business Licensing function was moved from Development Services to Customer Service; however, the plan for FY23 was for Customer Service to absorb the cost for the position using payroll savings from impending vacancies. In FY24, Customer Service is officially budgeting for the position that was added in FY23. +0.10: Small adjustment to part-time hours.
Covey Center	1.50	+0.60 FTE: Supplemental request approved for part-time studio coordinator position, based on revenue projections +0.13 FTE: Supplemental request approved for recreation instructors, based on revenue projections +0.75 FTE: Supplemental request approved for ushers, based on revenue projections

General Fund Information

The General Fund is the primary fund for the City. This fund is used to account for all financial resources not accounted for in other funds. The departments/divisions included in the General Fund are the Municipal Council, Mayor's Office & Media, Administrative Services (Finance, Cybersecurity, Human Resources, Information Systems, Recorder), Community & Neighborhood Services, Development Services, General Services, Fire, Police, Parks and Recreation, Engineering, and Streets.

Revenue

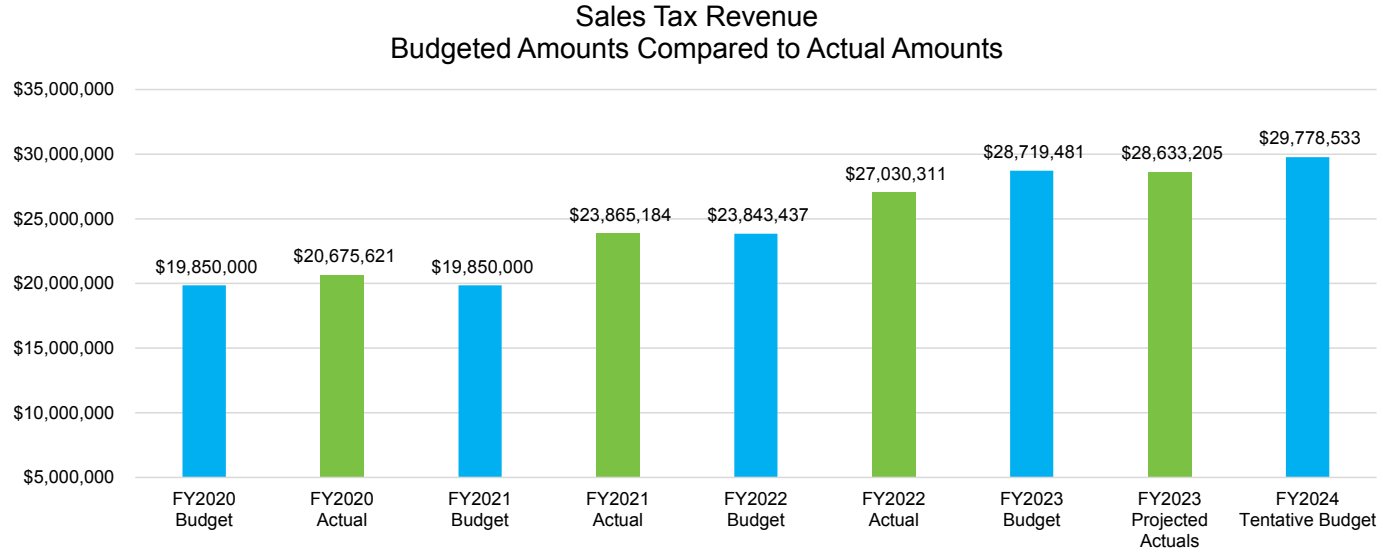
Revenue for the City can be classified into three major sources: taxes, transfers in, and fees. Taxes consist of sales tax, property tax, and road tax. Fees include inspection fees, franchise fees, user fees, parks fees, business licenses, apartment licenses, and other fees. Transfers in include transfers from the enterprise funds. Other sources of revenue include intergovernmental revenues, grants, interest income, land sales, and other miscellaneous revenue. Revenue projections are done using trend analysis for those revenues that are not flat. Trend analysis generally includes a ten-year review of revenues received.

Taxes

Sales Tax

The largest source of revenue (35%) for the General Fund is sales tax. Sales tax for FY 2024 is budgeted at $29.78 million, a 3.7% increase from the FY 2023 budget. The projected increase is based on sales tax revenues received in FY 2023. In addition, Provo City has consistently been named one of the best cities to do business in the United States, and the City is always looking for new businesses to help bolster the economy further.

General Fund Revenue Summary	Actual FY 2020	Actual FY 2021	Actual FY 2022	Original Budget FY 2023	Adjusted Budget FY 2023	Tentative Budget FY 2024	% of Total
Sales Tax	$ 20,675,621	$ 23,865,184	$ 27,030,311	$ 28,719,481	$ 28,719,481	$ 29,778,533	35%
Transfer In	12,589,027	13,442,686	-	13,942,466	13,942,466	14,464,032	17%
Fees	8,807,034	10,729,788	11,222,676	12,281,982	11,831,778	11,828,709	14%
Franchise Fees	9,602,848	10,096,367	10,605,350	11,003,000	11,003,000	11,424,131	13%
Other Revenue	11,504,965	8,150,231	6,393,593	5,334,610	5,912,246	7,280,465	9%
Property Tax	5,499,448	5,835,841	5,574,559	6,037,938	5,890,319	6,113,398	7%
Road Tax	3,846,845	4,154,904	4,214,301	4,000,000	4,000,000	4,200,000	5%
Total Rev & Trans. In	$ 72,525,788	$ 76,275,000	$ 65,040,790	$ 81,319,477	$ 81,299,290	$ 85,089,268	



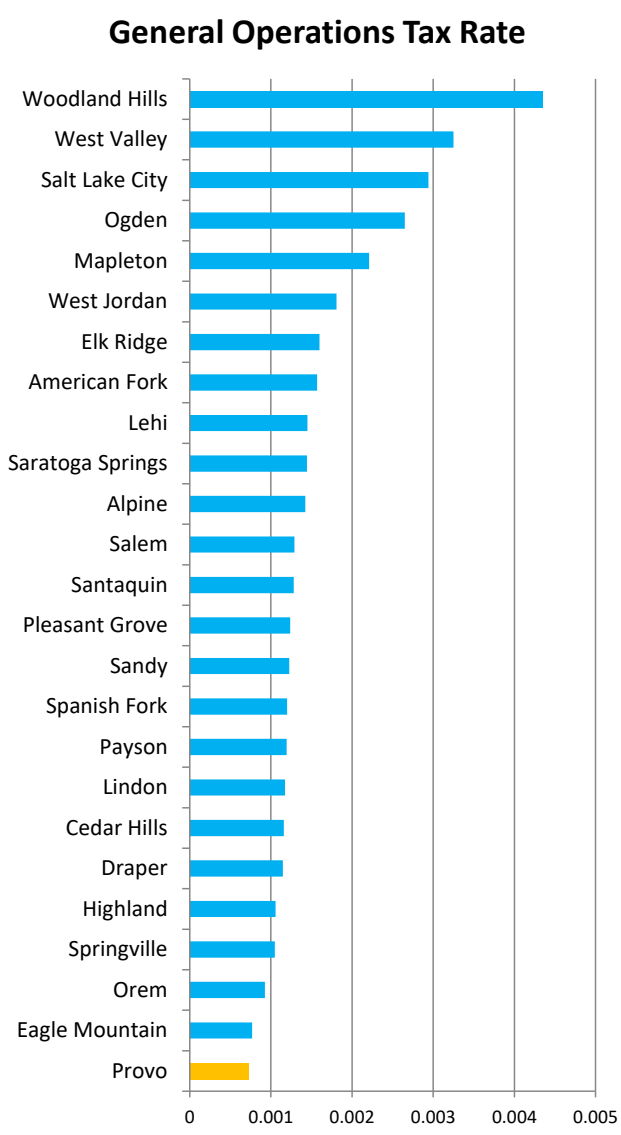
*FY 2021 budget was approved at the beginning of the COVID-19 pandemic.

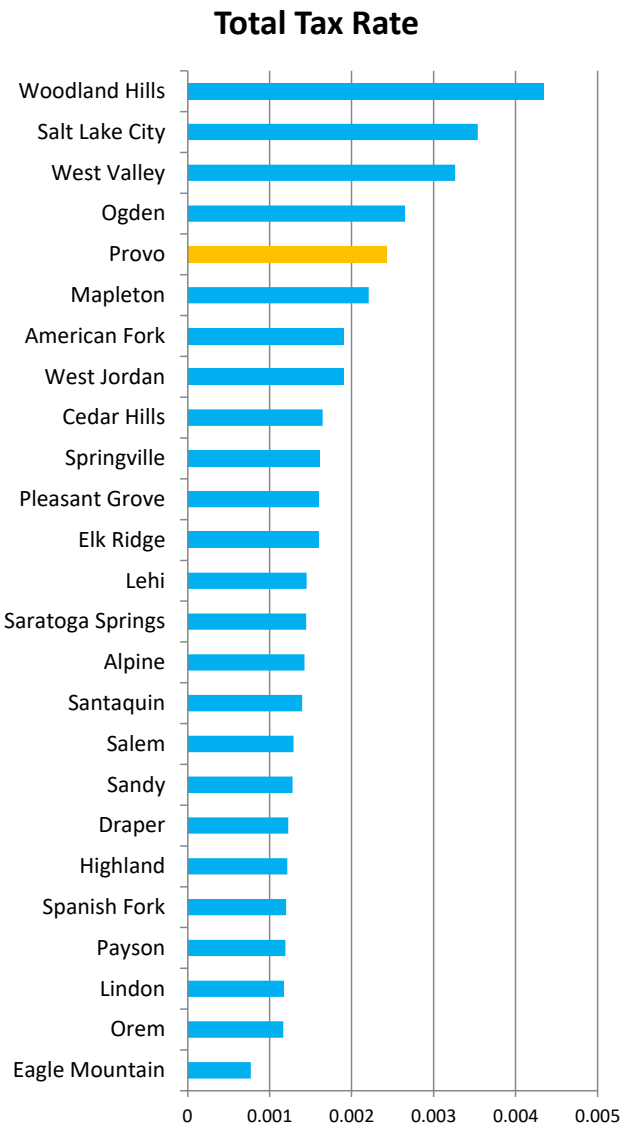
Property Tax

Property tax is the second largest source of *tax* revenue for Provo City. The City has three separate property tax levies that are imposed—general operations, library, and debt service. The general operations levy assists in paying for public safety, parks & recreation, and other General Fund operations. The library levy pays for the operations of the Provo City Library. The debt service levy pays the principal and interest on the General Obligation bonds that Provo City has outstanding. Detail about the bonds outstanding are included in the Debt Service section of this book. The rates and charts below are the certified 2023 rates and will be updated once the Council determines whether to pursue a rate increase in FY24.

Levy	Rate
General Operations	0.000539
Bond Obligations	0.000791
Library Operations	0.000380
Total Property Tax Rate	0.00171

Below is a comparison of property tax rates, total and only general operations, for all cities in Utah County and comparable cities in surrounding counties. The data came from taxrates.utah.gov for the 2023 tax year.





The total Property Tax budget includes ad valorem taxes and motor vehicle tax collections, which are *not* included in the City's total Property Tax levy.

Other Taxes

Other taxes included in the FY 2024 budget are the lodging tax, the 1/4 cent sales tax, and the B&C Road taxes. The lodging tax pays for General Fund functions, the 1/4 cent sales tax is designated for transportation, and the Road Tax pays for road maintenance throughout Provo City. The B&C Road Tax is received in the General Fund, and a transfer is done to the B&C Capital Improvement Fund to pay for these expenses.

Transfers In

Transfers In account for 17% of the total revenue and transfers in for the General Fund. Enterprise funds transfer 11% of their utility sales to the General Fund—10% for general operations and 1% to help pay for road maintenance in the Streets Division.

Fees

Franchise Fees

Franchise fees account for 13% of the total General Fund revenue and transfers in. State law authorizes cities to collect up to 6% on utilities operating within city boundaries. In FY 2024, there is a budgeted increase in franchise fee revenue of 0.03%, which is in direct correlation to the increase in utility rates from Provo City utilities, as well as increases in rates for other privately owned utilities.

Other Fees

The other fees account for 14% of the total General Fund revenue and transfers in aggregate, but each fee individually is a smaller percentage of the total revenue. This revenue includes fees generated by the Community & Neighborhood Services Department (building permits, planning and zoning fees, inspection fees, and other fees pertaining to building), fees generated by the Parks and Recreation Department (recreation center fees, sports participation fees, etc.), and fees generated by the Public Safety Departments (ambulance fees, commuting fees, etc.).

Other Revenue

Other revenue accounts for 9% of the total revenue and transfers in for the General Fund. This category includes grant and intergovernmental revenue, land sales, interest income, other tax, and miscellaneous revenue.

Expenses

The FY 2024 General Fund budget presents a balanced budget. Expenses are analyzed each fiscal year by the Finance Division and reviewed by the department directors. The largest expense in the General Fund is personnel (salaries and benefits).

Budget Highlights

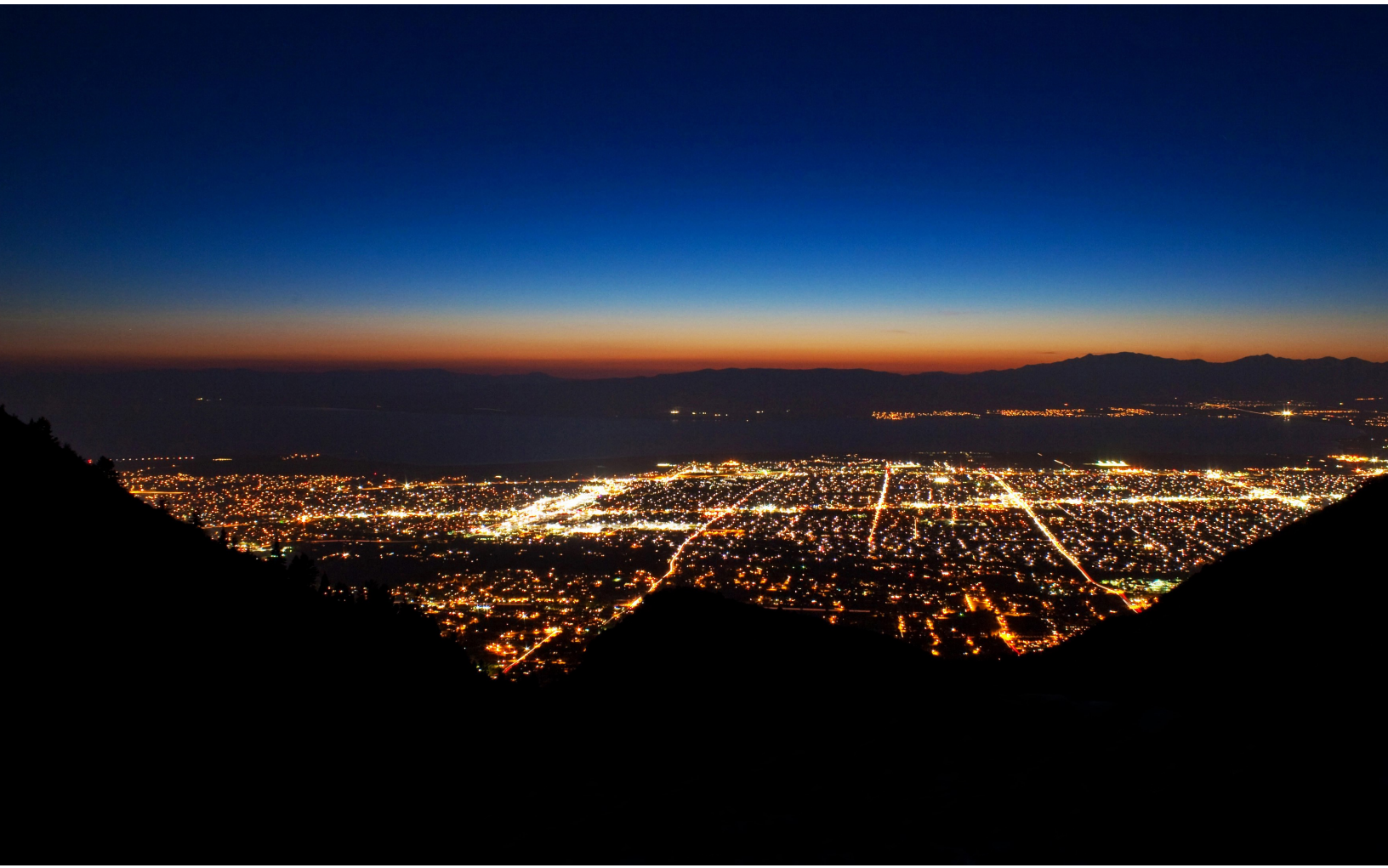
- Personnel expenses increased due to a 4 percent cost of living adjustment, 2.5 percent merit increase, market study adjustments, and a 4.6 percent increase in medical insurance for the last six months of the fiscal year.
- Overhead expenses include costs for employee benefits, insurance and claims, vehicle replacement, vehicle fuel and repairs, utility charges, and facility maintenance charges.
- Transfers out to the Parks & Rec CIP fund increased for the RAP tax.
- The increase in Operations in the adjusted FY 2023 budget is largely due to prior year carryovers and appropriations.

General Fund Summary	Actual FY 2020	Actual FY 2021	Actual FY 2022	Original Budget FY 2023	Adjusted Budget FY 2023	Tentative Budget FY 2024
Revenues						
Sales Tax	$ 20,675,621	$ 23,865,184	$ 27,030,311	$ 28,719,481	$ 28,719,481	$ 29,778,533
Franchise Fees	9,602,848	10,096,367	10,605,350	11,003,000	11,003,000	11,424,131
Fees	8,807,034	10,729,788	11,222,676	12,076,798	12,076,798	11,828,709
Property Tax	5,499,448	5,835,841	5,574,559	6,037,938	6,037,938	6,113,398
RAP Tax	1,433,495	1,647,562	1,943,033	1,902,440	1,902,440	2,275,212
B&C Roads	3,846,845	4,154,904	4,214,301	4,000,000	4,000,000	4,200,000
Chargeback	-	-	-	-	-	-
License	447,555	470,276	465,800	500,000	500,000	615,000
Intergovernmental	7,171,454	4,093,500	1,585,602	1,225,457	1,225,457	795,047
Fines	631,000	520,741	588,466	600,000	600,000	666,187
Miscellaneous	802,799	581,084	650,508	186,897	186,897	1,036,002
Other Tax	739,067	743,627	1,001,787	950,000	950,000	993,455
Interest Income	279,595	93,441	158,396	175,000	175,000	899,562
Land Sales	-	-	-	-	-	-
Total Revenue	59,936,761	62,832,314	65,040,790	67,377,011	67,377,011	70,625,234
Transfer In						
Transfer from Energy	7,341,740	7,559,994	7,856,770	7,625,374	7,625,374	7,891,026
Transfer from Water	1,650,358	1,769,721	1,556,116	1,835,191	1,835,191	1,925,169
Transfer from Wastewater	1,825,236	2,302,332	2,543,367	2,787,001	2,787,001	2,870,560
Transfer from Sanitation	674,779	699,263	689,094	691,900	691,900	749,749
Transfer from Storm Drain	627,764	638,596	635,412	638,000	638,000	640,750
Transfer from Justice Court	-	-	-	-	-	-
Transfer from ERP Debt Service	419,151	422,779	435,491	-	-	-
Transfers from Engineering	50,000	50,000	50,000	50,000	50,000	50,000
Transfers from Debt Service	-	-	-	315,000	315,000	315,000
Transfer from Airport	-	-	-	-	-	21,778
Total Transfers In	12,589,027	13,442,686	13,766,250	13,942,466	13,942,466	14,464,032
Total Revenues & Transfer In	72,525,788	76,275,000	78,807,040	81,319,477	81,319,477	85,089,266
Expenditures						
Police	$ 18,725,937	$ 18,924,457	$ 20,154,479	$ 21,553,297	$ 22,561,446	22,761,771
Parks	10,652,192	10,343,488	11,323,644	12,938,849	13,226,928	13,575,605
Fire	11,191,201	11,379,860	12,362,302	12,436,216	12,718,885	13,490,007
Information Systems	3,904,774	3,592,416	4,225,957	4,937,854	5,344,917	5,567,918
Comm & Neighborhood Srvcs	1,526,923	1,615,672	2,094,282	2,003,693	1,918,880	2,147,424
Streets	2,088,973	2,034,868	2,257,909	2,519,937	2,643,104	3,306,963
Engineering	2,262,813	2,136,826	1,961,952	2,720,459	2,796,184	2,859,891
General Services	902,776	1,191,698	764,778	1,835,937	4,649,893	1,343,788
Legal	1,586,670	1,506,699	1,695,943	1,920,490	1,967,353	2,112,916
Recorder	231,366	120,767	305,022	214,227	244,448	220,662
Finance	1,260,963	1,549,731	1,271,831	1,256,726	1,273,990	1,272,470
Mayor's Office & Media	1,831,975	1,760,232	1,918,255	2,098,910	2,098,910	2,237,743
Human Resources	919,258	869,075	902,047	990,671	990,671	1,049,487
Municipal Council	1,065,867	995,784	1,012,865	1,191,804	1,281,087	1,210,661
Development Services	1,499,386	1,491,842	1,597,731	2,049,064	2,187,362	2,207,072
Economic Development	531,387	518,437	617,968	636,607	823,942	662,399
Total Expenditures	$ 60,182,462	$ 60,031,852	$ 64,466,965	$ 71,304,744	$ 76,728,000	$ 76,026,777

General Fund Summary (cont.)	Actual FY 2020	Actual FY 2021	Actual FY 2022	Original Budget FY 2023	Adjusted Budget FY 2023	Tentative Budget FY 2024
Transfers Out						
Transfer to Airport	$ 89,308	$ 755,608	$ 733,236	$ 733,236	$ 1,451,448	$ -
Transfer to Covey Center	350,023	401,580	398,077	398,077	492,150	442,191
Transfer to B&C Roads	3,082,292	3,300,063	3,163,734	2,946,745	2,714,378	2,619,859
Transfer to Customer Service	591,313	75,000	75,000	75,000	101,470	78,917
Transfer to ERP Debt Service	435,830	803,087	803,087	803,087	235,138	235,138
Transfer to General CIP	40,000	51,000	160,663	160,663	51,000	51,000
Transfer to Golf	56,737	295,882	-	-	305,882	60,882
Transfer to Justice Court	-	346,147	276,963	276,963	684,545	614,926
Transfer to Parks and Rec CIP	1,433,495	1,647,562	1,943,033	1,633,532	7,402,440	2,275,212
Transfer to Vehicle Replacement	-	-	-	-	-	504,766
Transfer to Facilities	237,000	-	247,611	247,611	481,534	597,605
Transfer to Emergency Response	1,224,255	1,660,789	1,768,734	1,768,734	1,941,849	1,274,493
Transfer to Legacy Fund	-	7,779,285	-	-	4,500,000	-
Transfer to Econ Dev CIP	-	100,000	-	-	-	-
Transfer to Cemetery Perpetuity	-	-	162,179	267,500	307,500	307,500
Transfer to CDBG	-	-	42,841	42,841	-	-
Transfer to Energy	-	-	200,000	-	-	-
Total Transfers Out	7,540,253	17,216,003	9,975,158	9,353,989	20,669,334	9,062,489
Total Exp. & Trans. Out	67,722,715	77,247,855	74,442,123	80,658,733	97,397,334	85,089,266
Net Increase (Decrease)	4,803,073	(972,855)	4,364,917	660,745	(16,098,044)	-
Beginning Fund Balance	11,922,258	16,725,332	15,752,477	20,117,394	20,117,394	4,019,350
Ending Fund Balance	16,725,332	15,752,477	20,117,394	$ 20,778,138	$ 4,019,350	$ 4,019,350



General Fund Departments



Municipal Council

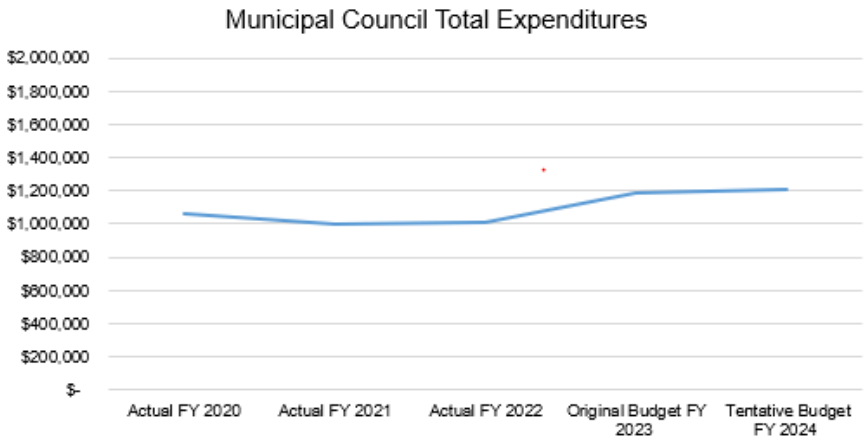
Municipal Council	Actual FY 2020	Actual FY 2021	Actual FY 2022	Original Budget FY 2023	Adjusted Budget FY 2023	Tentative Budget FY 2024
Revenue						
Miscellaneous	$ -	$ 23	$ -	$ -	$ -	$ -
Total Revenue	-	23	-	-	-	-
Expense						
Council Administration	1,050,154	976,628	473,388	549,735	635,515	546,804
Council Legislation	-	-	436,022	486,430	489,932	445,114
Council Communication	1,574	-	102,695	114,389	114,390	174,893
Council Programs	14,138	19,156	760	41,250	41,250	43,850
Total Expenditures	$ 1,065,867	$ 995,784	$ 1,012,865	$ 1,191,804	$ 1,281,087	$ 1,210,661

Department Function

- The Municipal Council is the legislative branch and policy making body of Provo City. The Council, through the adoption of ordinances and resolutions, establishes laws, sets policy, oversees the budget, provides opinion on the administrative branch's execution of the law, and approves long-term contracts and commitments of City resources. The Council annually supervises the independent financial audit and performance audits of the City's affairs. Council staff provides policy analysis, legal counsel, and administrative support for the Council's legislative activities and provides the public with access to the Provo City ordinances, resolutions, agendas, minutes, and adopted policies. In addition, an extensive volunteer Neighborhood Program is administered through the Council Office.

What's new in FY 2024?

- Employees received a 4% cost of living adjustment.
- Supplemental request : $25,000 for Resident Communications and Programing.



Performance Measures

Priority	Goal	Performance Measure	Annual Totals			
			2022	2023		2024
			Actual	Current	Target	Target
Healthy, Inviting Environment	Adopt new, and approve updates to, long-range plans	Number of plans adopted		3	3	5
Safe City	Maintain or increase the ratio of public safety officers per capita	Increase the budgeted of public safety officers		118	118	120
Responsible Government	Improve retention and recruitment of employees	Approve merit increase for Provo City employees		2.5%	2.5%	2.5%
Community	Engage more citizens in the Neighborhood District Program	Appoint one resident from each neighborhood to their respective Neighborhood District Board		31	34	34

Legal Department

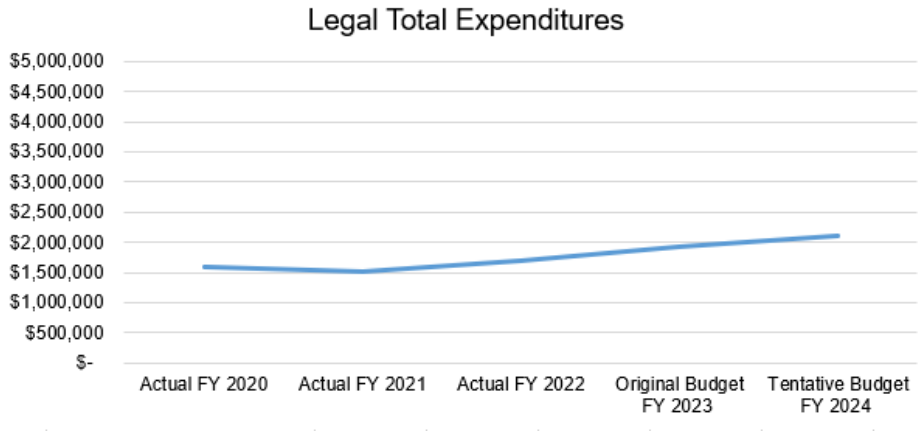
Legal	Actual FY 2020	Actual FY 2021	Actual FY 2022	Original Budget FY 2023	Adjusted Budget FY 2023	Tentative Budget FY 2024
Revenue						
Charges for Services	$ -	$ -	$ -	$ -	$ -	$ -
Miscellaneous	15,630	6,705	13,657	-	-	-
Total Revenue	15,630	6,705	13,657	-	-	-
Expense						
Legal Administration	1,586,670	1,506,699	567,771	400,998	447,859	421,696
Legal Services - Executive	-	-	317,276	375,224	375,225	389,799
Legal Services - Legislative	-	-	172,022	189,256	189,257	205,274
Criminal Prosecution	-	-	384,137	583,495	583,495	680,679
Litigation & Risk Management	-	-	124,812	222,215	222,215	267,136
Code Enforcement	-	-	129,925	149,302	149,302	148,332
Total Expenditures	$ 1,586,670	$ 1,506,699	$ 1,695,943	$ 1,920,490	$ 1,967,353	$ 2,112,916

Department Function

- The City Attorney's Office provides Provo City with a broad range of legal services. It is responsible for the City's legal affairs, which includes serving as the legal advisor to the Mayor, Municipal Council, City departments, agencies, and boards and commissions. The office is governed by state statutes and City ordinances. It has the following divisions: Legal Services; Claims, Litigation, Risk Management & Safety Division; and Criminal Prosecution.

What's new in FY 2024?

- Employees received a 4% cost of living adjustment.
- Personnel Budget increase due to turnover costs between FY23 and FY24.



Performance Measures

Priority	Goal	Performance Measure	Annual Totals			
			2022	2023		2024
			Actual	Current	Target	Target
Responsible Government	Provide Exceptional Legal Services in a Responsible and Efficient Manner through Education and	Turnover Rate (# of attorneys leaving)	10%	20%	<15%	<15%
		# of Continuing Legal Education Hours	230	92	120	120
	Support Citywide Values And Missions Through Interdisciplinary Training	# of Hours of Cross-Training	128	276	120	120

General Services

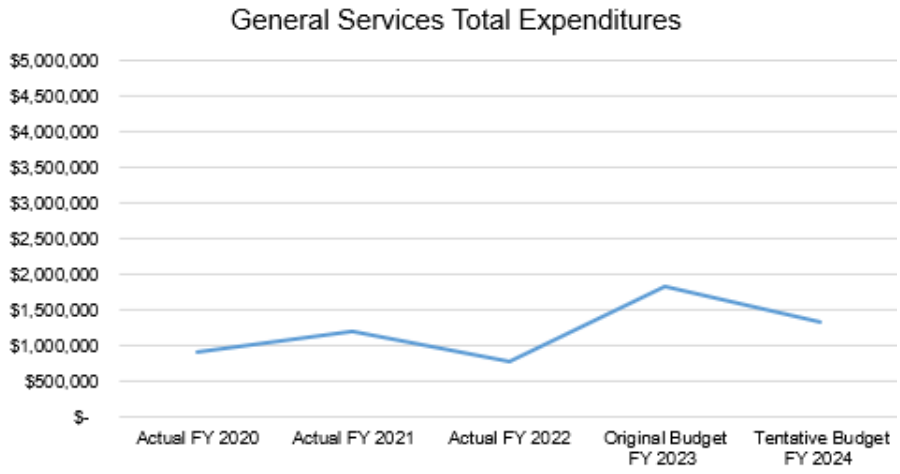
General Services	Actual FY 2020	Actual FY 2021	Actual FY 2022	Original Budget FY 2023	Adjusted Budget FY 2023	Tentative Budget FY 2024
Revenue						
Intergovernmental	$ 134,819	$ 431,356	$ -	$ -	$ -	$ -
Miscellaneous	184	78	-	-	-	-
Total Revenue	135,003	431,433	-	-	-	-
Expense						
General Services	902,776	1,191,698	764,778	1,835,937	4,649,893	1,343,788
Total Expenditures	$ 902,776	$ 1,191,698	$ 764,778	$ 1,835,937	$ 4,649,893	$ 1,343,788

Department Function

The General Services Department's purpose is to centralize all General Fund contributions for General Fund combined purchases.

What's new in FY 2024?

- In FY23, the Council adopted a property tax increase that increased general fund revenues by 2.9%. The expense tied to that property tax increase was budgeted in General Services' expenses in FY23, but not in FY24.
- The budget for vehicle loan payments decreased overall in FY24, but it includes loans for 2 new Police cars.
- Administrative overhead contra expense increased, offsetting other expenses.
- Facilities core chargeback was added to FY24 budget.







Mayor's Office & Media

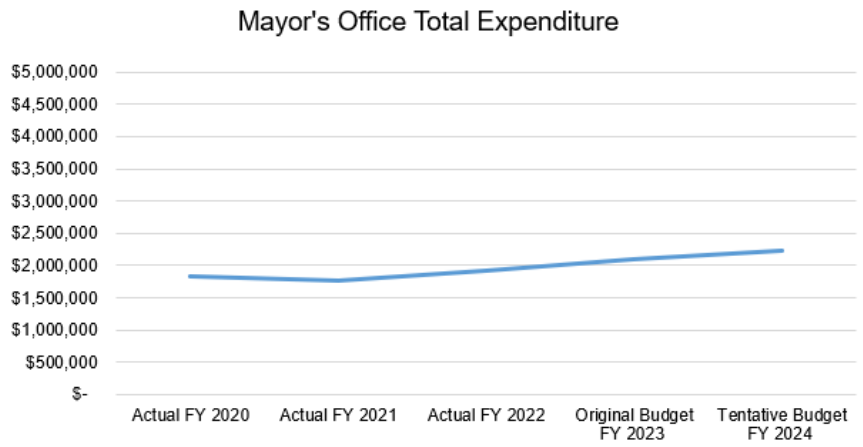
Mayor's Office & Media	Actual FY 2020	Actual FY 2021	Actual FY 2022	Original Budget FY 2023	Adjusted Budget FY 2023	Tentative Budget FY 2024
Revenues						
Miscellaneous	$ 17,778	$ 16,890	$ 900	$ -	-	$ -
Total Revenue	17,778	16,890	900	-	-	-
Expenditures						
Mayor Administration	671,666	659,366	690,614	574,735	553,555	592,000
Mayor CAO	293,598	283,500	366,536	564,236	564,237	567,591
Mayor Deputy Mayor	373,415	320,071	345,320	367,873	389,052	397,252
Mayor Public Information Off	180,611	163,872	213,854	216,243	216,243	276,503
Mayor General	27,768	43,029	22,492	19,487	19,487	19,487
Media Services Division	284,917	290,393	279,439	356,336	356,336	384,910
Media/Web Services	-	-	-	-	-	-
Parking Management	-	-	-	-	-	-
Total Expenditures	$ 1,831,975	$ 1,760,232	$ 1,918,255	$ 2,098,910	$ 2,098,910	$ 2,237,743

Department Function

- The Mayor and immediate staff oversee the enforcement of all laws applicable to those residing or conducting business in Provo; execute the policies adopted by the Municipal Council; prepare and submit a proposed annual budget; hire executive employees and administrative department heads; recommend for adoption such measures as may be deemed necessary or proper for the efficient operation of the City; and perform numerous other duties as prescribed by law.

What's new in FY 2024?

- Employees received a 4% cost of living adjustment.
- Operating budget increase due to inflation.

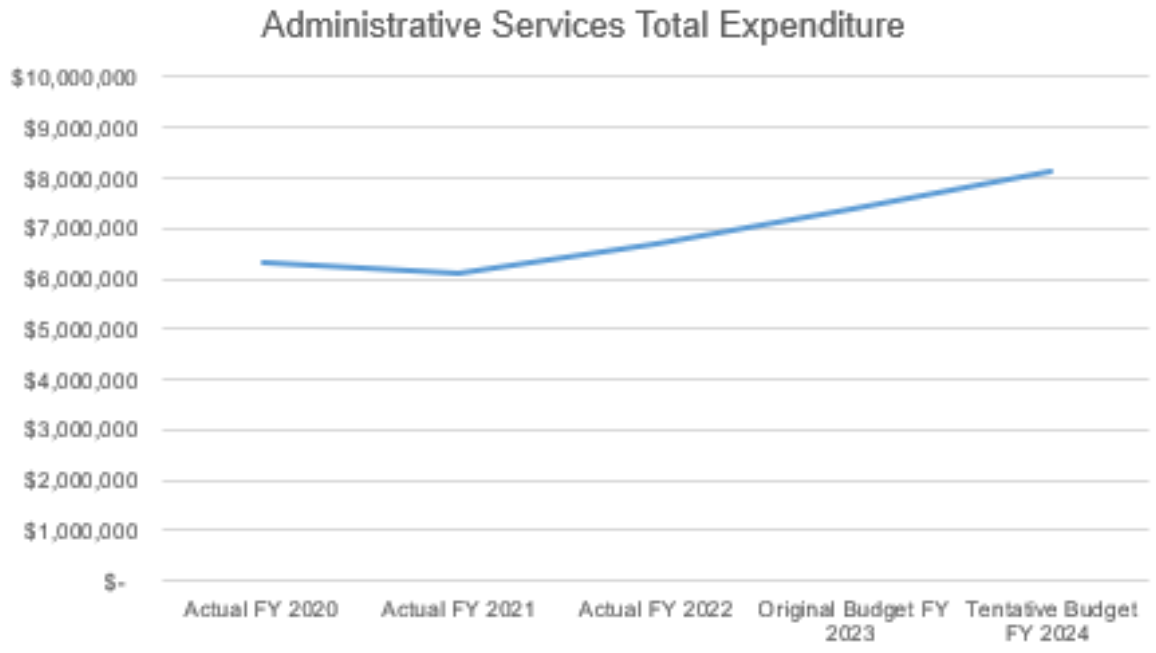


Performance Measures

Priorities	Goal	Performance Measure	2024 Target
Welcoming	Increase the Public Engagement to our Residents and Businesses through Social Media	Facebook Posts Views	15% increase
		Channel 17 Views	15% increase
		Blog Posts Views	15% increase
Safe and Sound	Maintain high level of community policing and fire safety	Hiring addtitional police officers and fire fighters	5
Economically Vibrant	Improve retail offerings in Provo	Host two significant ground breakings/ribbon cuttings	2
Forward Looking	Implement the To-Be Adopted 2024 Budget Document as Approved by the Municipal Council	Implement the Balanced City Budget	1

Administrative Services - General Fund

Administrative Services	Actual FY 2020	Actual FY 2021	Actual FY 2022	Original Budget FY 2023	Adjusted Budget FY 2023	Tentative Budget FY 2024
Revenue						
Charges for Services	$ -	$ 1,604	$ -	$ -	$ -	$ -
Miscellaneous	1,001	130	-	-	-	-
Total Revenue	1,001	1,734	-	-	-	-
Expenditure						
Recorder						
Recorder	126,112	120,767	108,500	149,227	149,227	155,662
Elections	105,254	-	196,522	65,000	95,221	65,000
Recorder Total	231,366	120,767	305,022	214,227	244,448	220,662
Human Resources						
HR Administration	916,521	868,793	794,445	531,249	531,250	556,801
Benefits	580	203	101,465	705	705	909
Recruitment	366	-	1,436	119,091	119,090	127,672
Payroll	715	79	3,270	235,004	235,003	250,595
Classification	575	-	-	1,330	1,330	1,330
Workman's Compensation	300	-	-	-	-	-
Training	200	-	1,431	103,293	103,293	112,180
Human Resources Total	919,258	869,075	902,047	990,671	990,671	1,049,487
Finance						
Administrative Services	213,499	249,219	269,467	273,652	265,999	278,176
Finance Administration	387,196	318,473	351,660	298,575	323,493	298,235
Budget	242,209	549,544	222,106	248,952	248,951	269,568
Accounting	209,647	208,963	171,524	117,649	117,649	126,724
Accounts Payable	-	-	31,456	83,246	83,245	88,822
Purchasing	83,349	86,704	91,453	101,853	101,853	78,145
Collections	2,446	-	-	-	-	-
Indigent Defense	122,617	136,829	134,165	132,800	132,800	132,800
Finance Total	1,260,963	1,549,731	1,271,831	1,256,726	1,273,990	1,272,470
Information Systems						
IS Administration	2,048,018	2,119,651	437,353	523,210	538,258	552,408
Help Desk	19,499	25,699	241,332	350,063	350,064	380,037
Systems	538,431	1,038,884	1,847,436	1,898,427	2,216,565	2,413,109
Communications	366,091	267,863	1,000,248	1,161,745	1,235,620	1,230,612
GIS	30,981	32,084	298,105	336,939	336,940	302,857
Technology	807,727	368	137,480	-	-	-
Security	78,897	93,142	76,883	400,616	400,616	539,209
Web	15,130	14,726	187,120	266,854	266,854	149,686
Information Systems Total	3,904,774	3,592,416	4,225,957	4,937,854	5,344,917	5,567,918
Total Expenditures	$ 6,316,361	$ 6,131,989	$ 6,704,857	$ 7,399,479	$ 7,854,026	$ 8,110,537



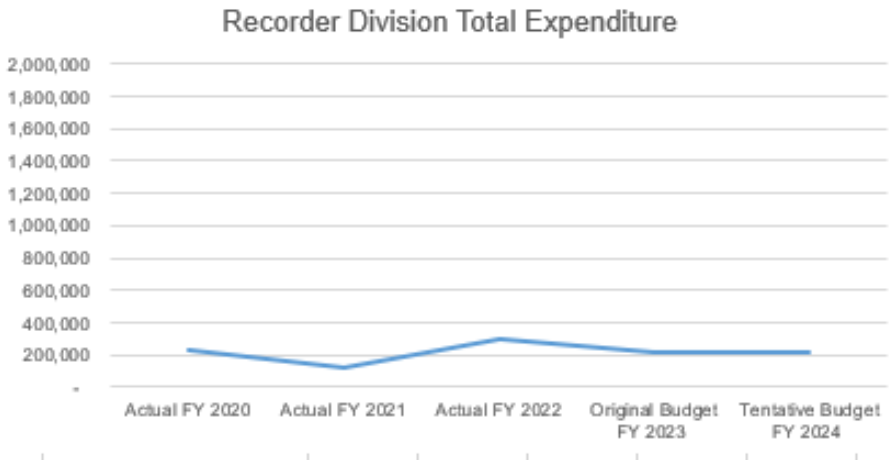
Recorder Division

Division Function

- The Recorder maintains the City's records, reviews GRAMA requests, and oversees elections.

What's new in FY 2024?

- Employees received a 4% cost of living adjustment.



Performance Measures

Priority	Goal	Performance Measure	Annual Totals			
			2022	2023		2024
			Actual	Current	Target	Target
Education	Train Departments Annually on Records Management	Annual Training Complete	postponed*	pending	Yes	Yes
	Maintain Reliable Document Management System by Keeping Onbase Certification Current.	Annual Recertification of Onbase Complete	Yes	pending	Yes	Yes
Responsible Government	Complete and get approval on Council Meeting minutes with in 45 days	Average Number of Days to Complete Meeting Minutes	54	21	30	30
	Quickly Respond to Grama Requests	Average Number of Days to Respond	4	5	5	5

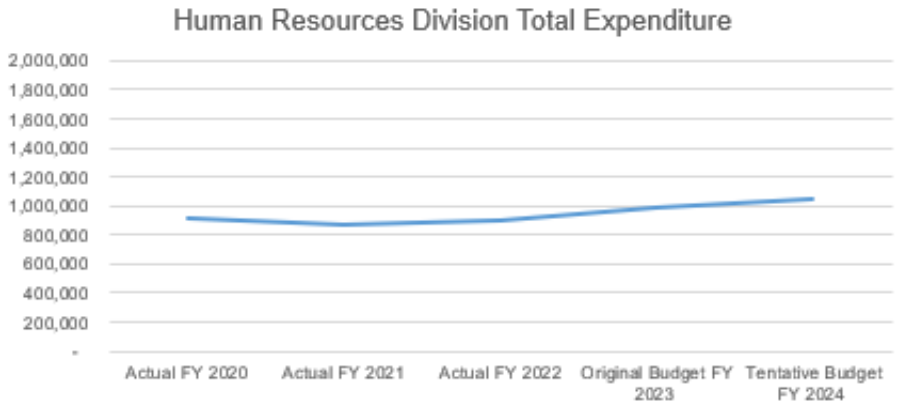
Human Resources Division

Division Function

As a division of the Administrative Services Department, the Human Resources Division provides citywide service and support to its customers: City employees and managers, applicants, and the public. Division responsibilities include: HR Administration (citywide policy development and maintenance, HR budgeting, employment liability monitoring, legislative research and compliance with state and federal laws, investigation and dispute resolution of allegations of unlawful employment-related actions, employee record maintenance, citywide performance appraisal); Staffing and Onboarding (internal and external recruitment and selection, background investigations, new employee orientation, new employee processing, drug testing); Benefits/Wellness Services (benefit contract negotiations, benefits administration, wellness program); Payroll (pay administration); Classification and Compensation (job analysis, classification specification development, position control, pay plan development and maintenance); Training and Career Counseling (organizational development, professional development); Workers' Compensation (accident reporting, recording, and prevention, claim processing and monitoring, safety education); and Employee Recognition (awards administration and processing).

What's new in FY 2024?

- Employees received a 4% cost of living adjustment.



Performance Measures

Priority	Goal	Performance Measure	Annual Totals			
			2022	2023		2024
			Actual	Current	Target	Target
Responsible Government	Provide Accurate Payroll	Number of Payroll Period Deadlines Met (Out Of 26)	26	4	26	26
	Maintain Employee Essentials Training	Number of Courses Completed By Employees	2,518	pending	7,000	7,000
	Maintain Stable, Competent Workforces	Turnover Rate Calculated	14.6%	pending	10%	10%
	Maintain Classification Specifications to 5-year Span	Percentage of Classification Specifications Updated/Created	66%	pending	100%	100%
Healthy, Inviting Environment	Increase Wellness Screening Participation	Number of Wellness Incentives Provided*	182	pending	400	400

* Wellness screenings canceled in FY21 and FY22 due to COVID-19. Will resume in FY23.

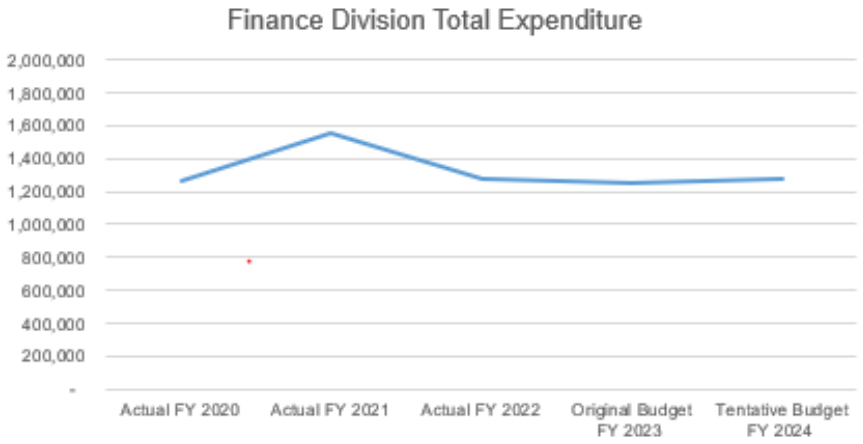
Finance Division

Division Function

- The Finance Division is part of the Administrative Services Department. This division provides support services to the Administration, Council, and City departments. It is responsible for the overall financial procedures and processes of the City. The Finance Division includes the purchasing, treasury, budget, and accounting functions. Purchasing controls the purchase of all materials, supplies and capital outlay, oversight of the City procurement card program, along with providing central billing for City Services. Treasury oversees cash management, debt, accounts receivable, and collections. Budget assists in the yearly preparation of the City's operating budget and capital improvement budget, preparation of annual budget document, along with executing the day-to-day operations of the budget. Accounting maintains the general ledger, performs the accounts payable function, monitors the internal controls of the City, tracks grants and identifies new grant opportunities, and provides support for preparation of the Comprehensive Annual Financial Report and Popular Annual Financial Report (PAFR).

What's new in FY 2024?

- Employees received a 4% cost of living adjustment.



Performance Measures

Priority	Goal	Performance Measure	Annual Totals			
			2022	2023		2024
			Actuals	Current	Target	Target
Responsible Government	Promote Financial Stability and Transparency	Receive GFOA Annual Budget Certification for the Prior Year	Yes	Pending	Yes	Yes
		Receive GFOA Popular Annual Financial Report Certification for the Prior Year	Pending	Pending	Yes	Yes
		Receive GFOA Comprehensive Annual Financial Report Certification for the Prior Year	Pending	Pending	Yes	Yes
		Number Of Quarterly Reports Presented To City Council	2/4	Pending	4/4	4/4
		Moodys GO Rating	Aa1	Aa1	Aa1	Aa1
		S&P Global GO Rating	AA+	AA+	AA+	AA+
		In Compliance With Cares Act And ARPA Funding Requirements	Yes	Yes	Yes	Yes

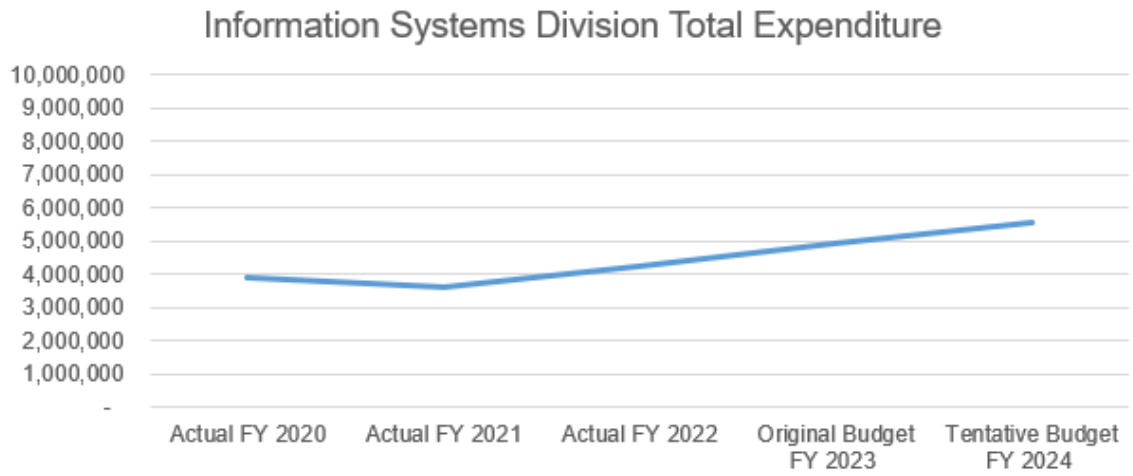
Information Systems Division

Division Function

- The Information Systems Division is part of the Administrative Services Department. This division is split into the following functional areas to provide the below defined services:
  - Helpdesk – provides technical assistance and support for computer systems, software and hardware.
  - GIS – provides electronic mapping data services to help city organizations visualize and analyze data.
  - Communications – provides installation & support for networking, voice and data services for city operations.
  - Systems – provides installation, support, & maintenance of technology infrastructure and software.
  - Security – provides services to mitigate risks associated with cyber security incidents.
  - Technology – provides technological investment and upgrades.
  - Web & eGovernment – provides web services to create and maintain city websites and web applications.
  - Administrative – provides leadership and management for IS Division functions.

What's new in FY 2024?

- Employees received a 4% cost of living adjustment.
- Supplemental request: $145,000 Public Works/Airport Analyst



Performance Measures

Priorities	Goal	Performance Measure	Annual Totals			
			2022	2023		2024
			Actuals	Current	Target	Target
Responsible Government	Provide excellent customer service to City employees as measured by periodic employee surveys that review Quality, Delivery, Business Skill, Communication, Timeliness, Technical Skill, Courtesy, and Value. Employees respond on a 4-point scale in which one (1) means 'very dissatisfied,' two (2) means 'dissatisfied,' three (3) means 'satisfied,' and four (4) means 'very satisfied.'	Average score of all eight service indicators.	3.9	3.7	3.1	3.1
	Resolve customer reported technical issues quickly.	Average number of business days to resolve an issue and close a service ticket.	3.2	3.96	3	3
	Provide rapid purchasing and delivery of new productivity technology including computers, monitors, office suites, and printers.	Average number of calendar days to purchase and deliver.	58	22.47	30	30

Cybersecurity Division

Division Function

- The Cybersecurity Division is part of the Administrative Services Department. This division provides support for all City departments including the Council and the Administration. The Cybersecurity Division is responsible for :
    - Creating and updating cybersecurity-related policies and procedures
    - Developing trainings and performing phishing campaigns to create cybersecurity awareness
    - Protecting Provo City from bad guys trying to steal sensitive information, disrupt daily business operations, or cause chaos to public utilities infrastructure
    - Engaging in incident response by responding to security events on computers and computer networks

What's new in FY 2024?

- Employees received a 4% cost of living adjustment.
- Supplement request: $125,000 Email Gateway

Performance Measures

Priority	Goal	Performance Measure	Annual Totals			
			2022	2023		2024
			Actual	Current	Target	Target
Responsible Government	Provide Virtual Employee Cybersecurity Awareness Training	Number of Trainings	3	2	12	12
	Provide Employee Essentials Training Cybersecurity Training to all Employees	Number of Trainings	1	1	1	1
	Create/Update Security Policies/Procedures	Number of Created, Updated Security Policies, Procedures	0	4	4	4
	Perform Phishing Campaigns	Number of Campaigns Performed	20	10	20	20

Development Services

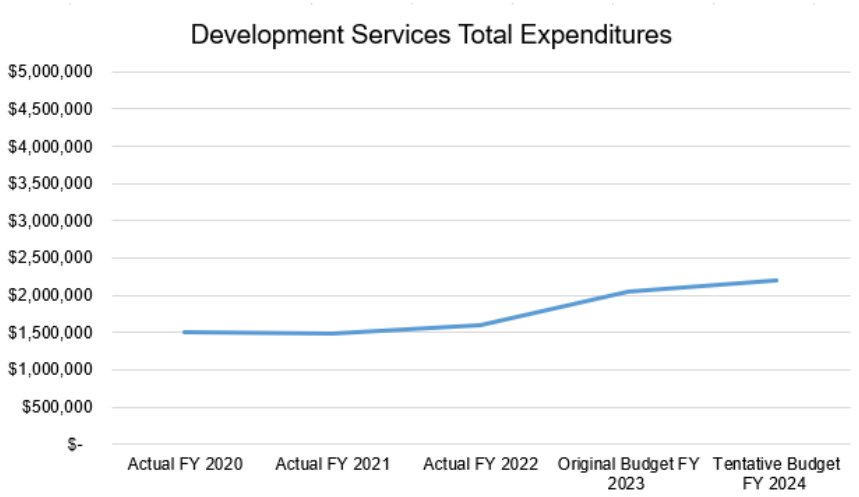
Development Services	Actual FY 2020	Actual FY 2021	Actual FY 2022	Original Budget FY 2023	Adjusted Budget FY 2023	Tentative Budget FY 2024
Revenue						
Charges for Services	$ -	$ 2,732,627	$ 2,115,460	$ 2,150,000	$ 2,150,000	$ 2,155,000
License	-	137,580	555	-	-	-
Miscellaneous	-	7,670	3,169	-	-	-
Total Revenue	-	2,877,877	2,119,184	2,150,000	2,150,000	2,155,000
Expense						
Development Services Admin	303,319	320,709	435,207	530,790	669,088	630,262
Current Planning	488,168	470,455	350,180	385,921	385,921	407,716
Building Inspection	707,900	700,678	812,344	1,132,353	1,132,353	1,169,094
Total Expenditures	$ 1,499,386	$ 1,491,842	$ 1,597,731	$ 2,049,064	$ 2,187,362	$ 2,207,072

Division Function

- The Development Services Department was a new addition in the FY 2020 budget, intended to address needs of developers within Provo City. The Development Services Division (housed within the Development Services Department) takes elements from what has historically been part of Community Development including short-term planning and building inspection as well as synergizing efforts from Engineering, Fire, and other aspects of the development process. This division is responsible for reviewing construction plans and the systematically inspecting of all new structures, remodels, and existing structures as required. The board of Building Code of Appeals falls under Development Services as well.

What's new in FY 2024?

- Employees received a 4% cost of living adjustment.
- Moved Administrative costs from Community and Neighborhood Services to Development Services



Performance Measures

Priority	Goal	Performance Measure	Annual Totals			
			FY 2022	FY 2023		FY 2024
			Actual	Current	Target	Target
Community	Promote New Residential & Commercial Construction.	Number Of Planning Applications Received	421	266	364	400
Responsible Government	Facilitate Communications with the Public. (1.4.7.1, 1.4.10.1)	Number Of Public Meetings Held	44	31	38	48
Safe City	Assure Building Quality and Safety	Number Of Building Inspections Completed	7498	5630	6750	7500
Business and Economic Vitality	Promote New Residential & Commercial Construction.	Number Of Building Permits Issued	1006	860	1200	1200

Community & Neighborhood Services

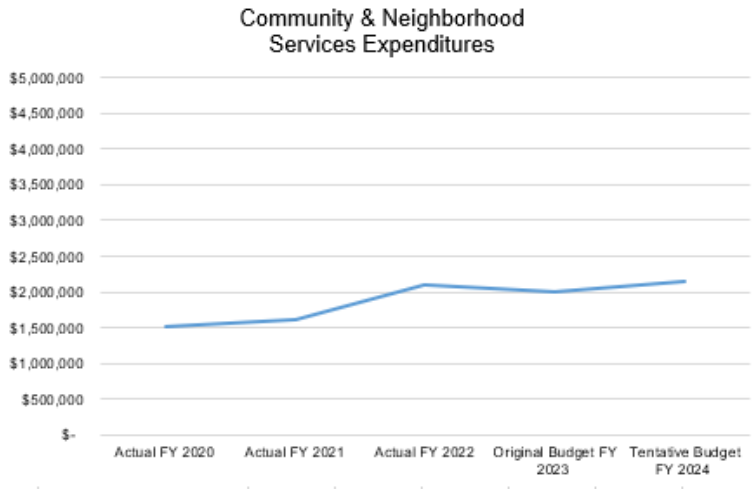
Community & Neighborhood Services	Actual FY 2020	Actual FY 2021	Actual FY 2022	Original Budget FY 2023	Adjusted Budget FY 2023	Tentative Budget FY 2024
Revenue						
Charges for Services	$ 2,134,901	$ 13,686	$ 14,398	$ 152,500	$ -	$ 175,000
Fines	-	1,600	-	-	2,500	
Intergovernmental	-	-	-	-	-	
License	-	128,662	120,966	-	150,000	150,000
Miscellaneous	45,636	18,539	13,250	-	-	-
Total Revenue	2,180,537	162,487	148,614	152,500	152,500	325,000
Expenditure						
CNS Administration	563,985	544,733	322,313	208,313	79,129	222,999
Planning	452,359	425,914	662,982	514,753	519,607	527,801
Building Inspection	213,622	-		-	-	-
Zoning Enforcement		159,969	455,174	605,405	624,119	639,326
Com Dev Grants		1,696	(547)	-	-	-
Property Management	116,447	110,885	125,107	144,088	144,088	151,679
Parking Management	180,510	-	-	-	-	-
Parking Enforcement		272,326	410,317	531,135	551,937	605,619
Business Licensing	-	100,149	118,936	-	-	-
Total Expenditures	$ 1,526,923	$ 1,615,672	$ 2,094,282	$ 2,003,693	$ 1,918,880	$ 2,147,424

Department Function

- The Community & Neighborhood Services Division, formerly the Community Development Department, provides long-term planning, zoning code enforcement, property management, parking, and ombudsman services for the City of Provo. Community & Neighborhood Services has the responsibility for the administration of the Planning Commission, Board of Adjustments, Design Review Committee, Landmark Commission, Transportation and Mobility Advisory Committee, Administrative Hearing Program, and Board of Appeals. This division also oversees comprehensive planning, zoning code enforcement, apartment licensing, business licensing, development and maintenance of the citywide land use database, tracing and accounting for all City-owned property, assisting the public in resolving issues or problems with any City department.

What's new in FY 2024?

- Employees received a 4% cost of living adjustment.
- Supplemental request: $28,936 Increase in PTE personal budget for Parking Enforcement



Performance Measures

Priority	Goal	Performance Measure	Annual Totals			
			FY 2022	FY 2023		FY 2024
			Actual	Current	Target	Target
Community	Improve Zoning Compliance	Number of Zoning Complaints Resolved	1186	810	800	1000

Economic Development

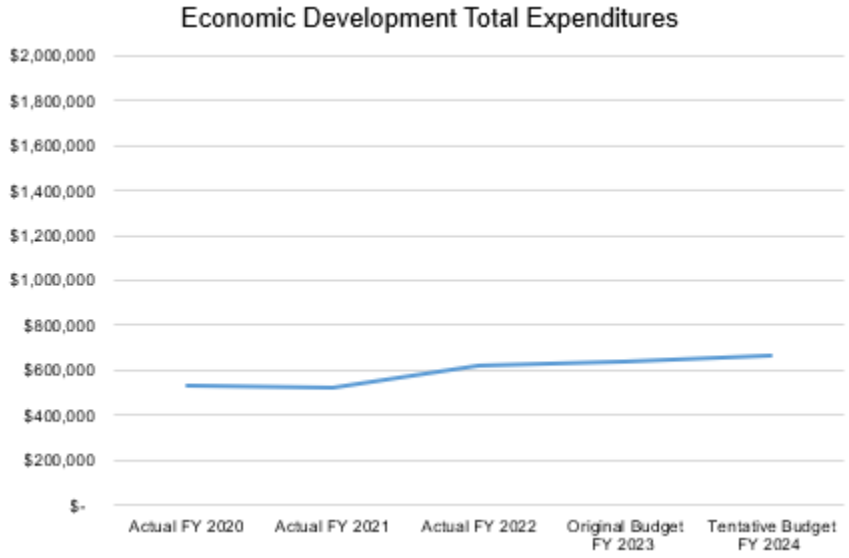
Economic Development	Actual FY 2020	Actual FY 2021	Actual FY 2022	Original Budget FY 2023	Adjusted Budget FY 2023	Tentative Budget FY 2024
Revenue						
Miscellaneous	$ 1,140	$ 526	$ -	$ -	$ -	$ -
Intergovernmental	-	40,000	-	-	-	-
Other Financing	-	1,500	-	-	-	-
Total Revenue	1,140	526	-	-	-	-
Expense						
Economic Development	354,278	354,002	423,255	316,961	484,960	320,156
Downtown Vibrancy	122,809	73,722	72,439	188,196	188,195	195,793
Business Development	14,200	15,313	12,561	27,400	27,400	27,400
Community Promotion	40,100	75,400	109,713	104,050	123,387	119,050
Total Expenditures	$ 531,387	$ 518,437	$ 617,968	$ 636,607	$ 823,942	$ 662,399

Division Function

- The Economic Development Division used to be included in the Mayor's Office Department, but in FY 2020, it became a part of the newly created Development Services Department. Economic Development is responsible for the development and execution of programs that facilitate economic activity in Provo City. Included within the office are responsibilities related to the following activities: business retention and attraction, business liaison, downtown and citywide retail growth, workforce and startup promotion with an emphasis in underserved populations, and development and implementation of the citywide economic development strategic plan.

What's new in FY 2024?

- Employees received a 4% cost of living adjustment.
- Interlocal contributions budget increased due to Freedom Festival request



Performance Measures

Priority	Goal	Performance Measure	Annual Totals			
			FY 2022	FY 2023		FY 2024
			Actual	Current	Target	Target
Business and Economic Vitality	Prioritize Areas Within the City for Economic Development. (1.4.13)	Economic Development is working on grocery store sites for west Provo and southeast Provo to compliment the newly announced Target at Provo Towne Centre. Ongoing Development and Redevelopment of the Downtown Area Including The Old City Hall Site, and Other Key Areas such as the New Mill Race Site and the Harris Music Block, Redeveloping and Stabilizing the Provo Towne Centre and the Riverwoods.	Ongoing			
Business and Economic Vitality	Facilitate a Dialogue Between Local Businesses and City Government so that Business and Government Needs and Concerns Can be Addressed In a Timely Manner. (7.4.10.2)	Economic Development continues to increase the Number of Business Visits We Do. Provo does more business visits anually with the Economic Development Corporation of Utah than any other city in the state to Address Business Needs and to Capitalize on Business Retention and Expansion Opportunities.	Ongoing			
Business and Economic Vitality	Develop Provo As The Leader In The State Of Utah And Mountain West In Entrepreneurial Support And The Preeminent Place To Start And Grow A Business. (7.4.12)	Economic Development is in the second year of our award winning marketing campaign Called the Provo Advantage to Brand Provo as the Best City in Utah to Do Business. Ongoing Efforts to Strengthen and Support the Startup Environment at The Startup, the New Kiln, Ryan Smith's River District and the Provo Medical Technology Campus.	Ongoing			
Business and Economic Vitality	Utilize Redevelopment Programs and Incentives to Encourage the Revitalization of Blighted Commercial and Industrial Areas. (7.4.1.2)	The Redevelopment Agency is finalizing the sale of the remaining city owned parcels in Mountain Vista while Continuing to Work on Areas such as the Provo Towne Centre Mall and Evaluating Future Opportunities like the Old City Hall Property and Other Key Areas such as the gateways to Provo.	Ongoing			

Fire Department

Fire Department	Actual FY 2020	Actual FY 2021	Actual FY 2022	Original Budget FY 2023	Adjusted Budget FY 2023	Tentative Budget FY 2024
Revenue						
Charges for Services	$ 1,587,315	$ 1,752,598	$ 2,044,518	$ 2,071,000	$ 2,071,000	$ 2,149,911
License	-	3,600	2,600	-	-	-
Intergovernmental	2,379,965	2,626,132	690,610	194,184	194,184	253,214
Miscellaneous	101,890	70,878	92,851	-	-	478,786
Total Revenue	4,069,170	4,453,208	2,830,579	2,265,184	2,265,184	2,881,911
Expenditure						
Fire Dept. Administration	1,709,859	1,810,550	1,823,377	1,816,507	1,806,419	1,861,169
Emergency Fire Response	9,059,261	8,098,413	8,813,695	9,309,577	9,309,577	9,746,864
Fire Prevention	13,627	339,176	457,532	441,656	451,656	495,947
Training	23,977	24,649	414,156	392,235	392,235	419,001
Emergency Management	28,322	52,587	181,262	132,900	142,901	156,852
Emergency Medical Response	79,910	493,141	132,388	94,320	155,320	106,320
Airport	60,797	75,594	96,728	54,838	54,838	478,786
Fire Reimbursable O/T	39,503	130,495	42,835	-	-	-
Fire Grants	-	-	-	-	-	-
Wildfire Response	175,944	355,253	400,329	194,184	405,939	-
Wild Urban Interface (WUI)	-	-	-	-	-	225,068
Total Expenditures	$ 11,191,201	$ 11,379,860	$ 12,362,302	$ 12,436,216	$ 12,718,885	$ 13,490,007

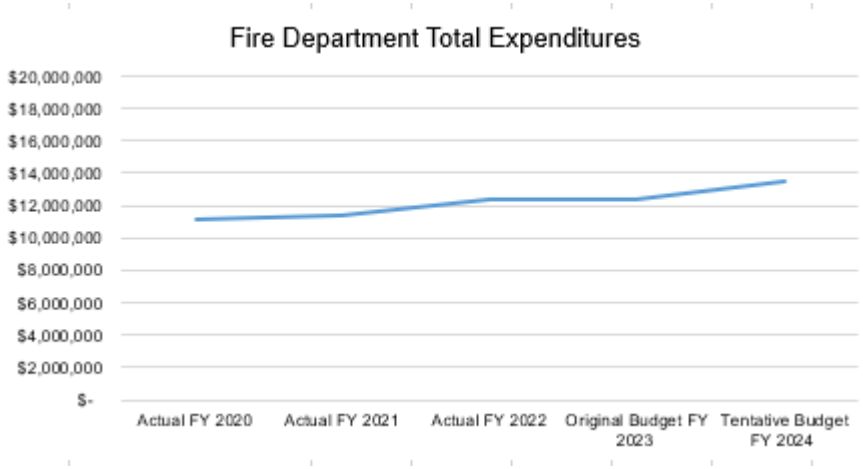
** Grants revenue in FY2020 was largely from the CARES Act allocation (COVID-19 relief).*

Department Function

- The Fire Department is responsible for providing emergency fire response, fire prevention, and emergency medical response services throughout the City.

What's new in FY 2024?

- Employee received a 4% cost of living adjustment.
- Supplemental request: $443,786 for three fire captains who will be responsible for fire operations at the Airport.
- Wildland function housed Wildland Urban Interface (WUI) activities in FY23, but in FY24, WUI became its own function.



Performance Measures

Priority	Goal	Performance Measure	Annual Totals				
			2022 Current	2022 Target	2023 Target	2023 Current	2024 Target
Safe City	Business Safety/Familiarization inspection	New Construction/Target Hazard Familiarization	NA	150	150	135	150
	Wildland-Urban Interface	Homes educated in Community Risk Reduction Program	250	300	400	450	600
Community	Participate in Community Events	Provide Fire/Medical Education Training	125	20	200	230	200
Business & Economic Vitatility	New Construction Inspections	Within 48 hours (in percentage)	96	95	95	95	98
Responsible Government	Reduce Job Related Injuries	Time loss injuries	3	<2	<2	1	<2
Healthy, Inviting Environment	Eliminate Hazardous Blight	Mitigate within 90 days (by percentage)	75%	90%	90%	80%	90%



Police Department

Police Department	Actual FY 2020	Actual FY 2021	Actual FY 2022	Original Budget FY 2023	Adjusted Budget FY 2023	Tentative Budget FY 2024
Revenue						
Charges for Services	$ 1,824	$ 293	$ 2,434	$ 50,000	$ 50,000	$ -
Intergovernmental	4,647,958	920,697	786,838	363,785	363,785	402,635
License	-	-	-	-	-	-
Miscellaneous	425,823	364,483	443,459	-	-	261,877
Total Revenue	5,075,604	1,285,473	1,232,731	413,785	413,785	664,512
Expenditure						
Police Administration	2,262,305	2,257,355	2,572,959	2,093,765	2,518,857	2,324,908
Operational Support	2,556,235	2,489,312	2,462,832	2,495,795	2,544,579	2,853,736
Reimbursable Overtime	442,311	405,004	439,165	-	-	-
Police Grants	631,785	451,526	369,719	-	452,889	-
Community Policing	1,988,715	2,255,283	2,678,902	2,842,759	2,844,258	3,072,341
Detectives	1,690,414	2,076,177	1,994,285	2,201,312	2,201,312	2,459,275
Victim Advocates	148,512	123,793	163,448	196,692	196,692	212,871
Patrol	8,408,739	8,322,954	8,809,560	10,641,694	10,686,163	10,747,181
Animal Control	418,916	392,962	453,161	513,816	521,405	552,362
Parking	-	-	-	-	-	-
Crossing Guards	127,857	120,291	126,845	271,896	271,897	272,936
Airport Operations	50,149	29,800	83,603	295,568	323,394	266,161
Dispatch	-	-	-	-	-	-
Total Expenditures	$ 18,725,937	$ 18,924,457	$ 20,154,479	$ 21,553,297	$ 22,561,446	$ 22,761,771

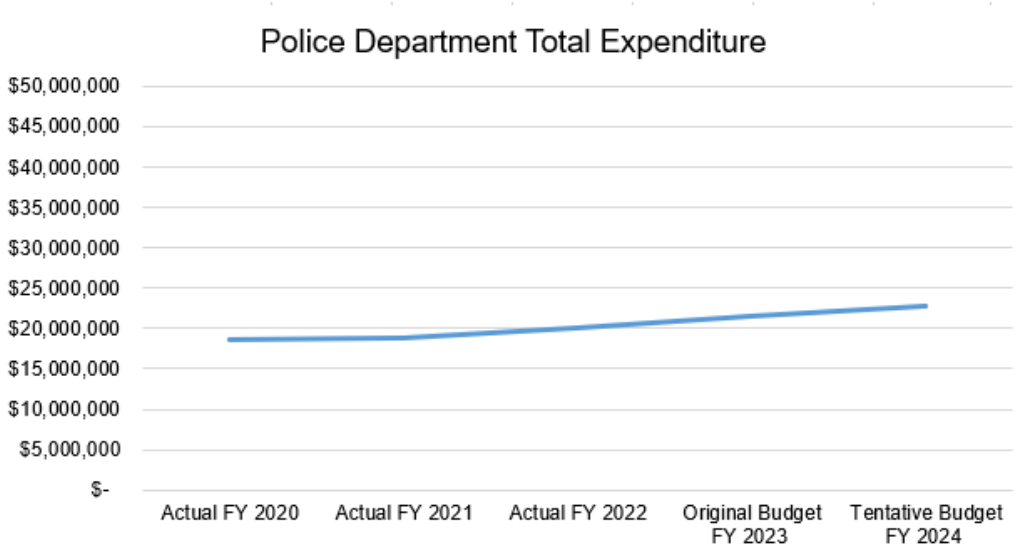
** Grants revenue in FY2020 was largely from the CARES Act allocation (COVID-19 relief).*

Department Function

- Provo City's Police Department provides high quality community-based police services with compassion, professionalism, protecting constitutional rights, problem solving, teamwork, openness, planning for the future, and providing leadership to the profession. The Police Department provides response to community initiated calls for service, proactive policing, enforces all laws, service to the community including CBP traffic incidents, animal control and crime prevention. Criminal activity occurring in Provo is the responsibility of the police department. Internal divisions also provide support services to the Department and citizens in the form of Records, School Crossing Guards, Communications, and other internal functions.

What's new in FY 2024?

- Employees received a 4% cost of living adjustment.
- Supplemental request: $52,500 Flock Safety software
- Supplemental request: $261,646 for two additional officers



Performance Measures

Priority	Goal	Performance Measures	Annual Totals 2023 Current	Annual Totals 2024 Target
PROTECT & SERVE PROVO CITY	Serve the Community	Increase the number of youth participating in police annual programs. Cops & Bobbers, Youth Court, & Police Olympics. These youth programs increase positive interactions with law enforcement, teach values critical for good community development and provides opportunities to be engaged in community service.	500	600
		Help connect underserved communities to services available to them.	Ongoing	
	Be Prepared	Remain vigilant in combatting terrorism and always being prepared for active gunman and other critical incidents.	Ongoing	
	Traffic Safety	Enhance the traffic enforcement team to reduce traffic accidents.	n/a	10%
	Public Engagement	Implement *Intelligence Analysis Group* to collect data and information on potential threats of cyberattacks and other potential dangers.	n/a	10%
		Implement *Chiefs Advisory Board* to provide input, feedback and information on quality of life issues within the department and	n/a	20%
		Implement the *Social Media Campaign* to increase public engagement by spotlighting officers, civilians and the community.	n/a	25%
ENRICH TRAINING	Host Training	Host trainings to other agencies to provide a more cost effective option for classroom based trainings.	10	30
	Health and Wellness	We will continue to improve on critical training needs, management of workloads, stress management, leadership training, and employee wellness. We will add additional training hours as budget permits.	n/a	10%
While the department strives to meet the changes happening in the city, society, and the department, the core mission remains the same: policing with a purpose, compassion, and partnership.				

Streets & Engineering Divisions

Streets & Engineering	Actual FY 2020	Actual FY 2021	Actual FY 2022	Original Budget FY 2023	Adjusted Budget FY 2023	Tentative Budget FY 2024
Revenue						
Charges for Services	$ 724,768	$ 782,002	$ 969,635	$ 846,000	$ 846,000	$ 508,800
Miscellaneous	6,239	1,854	-	-	-	-
Total Revenue	731,007	783,856	969,635	846,000	846,000	508,800
Expenditure						
Streets & Maintenance	2,088,973	2,034,868	2,257,909	2,519,937	2,643,104	3,306,963
Engineering						
Engineering Administration	584,046	556,068	1,956,908	2,720,459	2,796,184	2,859,891
Design General Engineering	1,678,767	1,224,569	5,044	-	-	-
Traffic General Engineering	-	356,189	-	-	-	-
Engineering Total	2,262,813	2,136,826	1,961,952	2,720,459	2,796,184	2,859,891
Total Expenditures	$ 4,351,785	$ 4,171,694	$ 4,219,861	$ 5,240,396	$ 5,439,288	$ 6,166,854

Streets Division

Division Function

- The Streets Maintenance Division is part of the Public Works Department of Provo City. This division is responsible for year-round street maintenance, which includes asphalt repairs, crack sealing, road rehabilitation preparation, road shoulder maintenance (grading), sidewalk replacement, weed abatement on streets right-of-way, street sweeping, and snow removal during winter months. Traffic safety functions are also performed by the Streets Division, including street painting (lane lines, crosswalks, stop bars, road symbols and parking stalls), sign fabrication and installation. This division also manages the City's gravel pit in the mouth of Provo Canyon.

What's new in Fiscal Year 2024?

- Employees received a 4% cost of living adjustment.
- Budget increase due to inflation for road salt, metal, hardware, and certifications

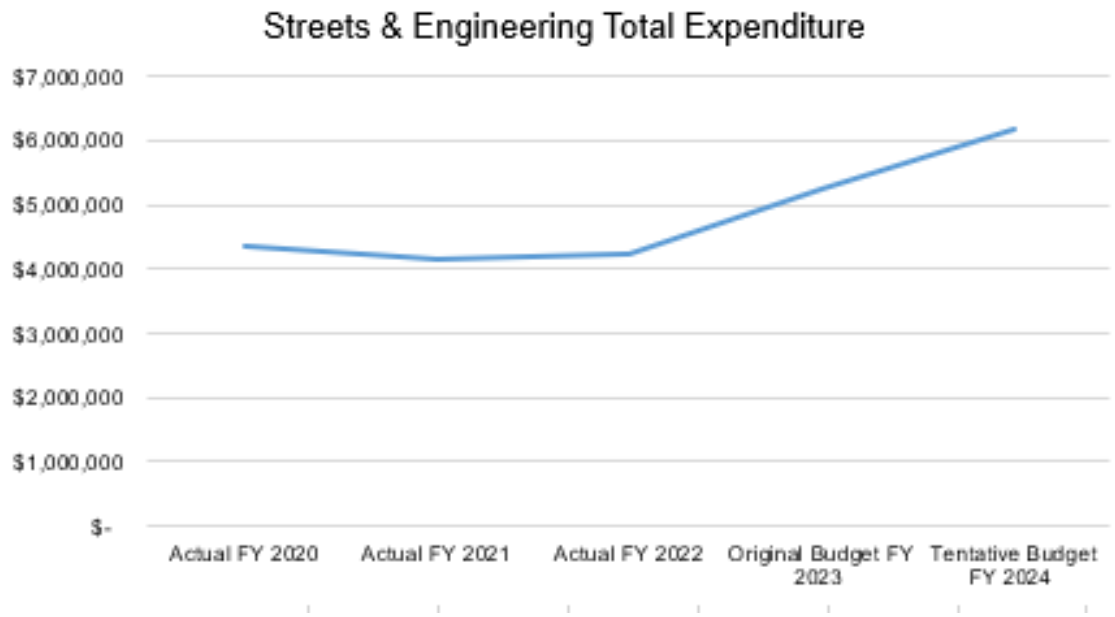
Engineering Division

Division Function

- The Engineering Division of the Public Works Department provides professional engineering support (design, survey, drafting, traffic engineering development review, records maintenance, utility permits and inspection and public information) to the City Administration, the Municipal Council, the Planning Commission, other City departments, and the public. The Engineering Division also provides administration, design, inspection, and construction management of Public Works capital improvement projects, professional transportation, engineering services, and traffic signal operations for the City.

What's new in Fiscal Year 2024?

- Employees received a 4% cost of living adjustment.
- Budget increase due to $500,000 one-time insurance claim



Performance Measures

Priority	Goal	Performance Measure	Annual Totals			
			2022	2023		2024
			Actual	Current	Target	Target
Healthy, Inviting Environment	Replace Street Name Signs	Number of Street Name Signs replaced with new Provo Logo	155	87	200	70

Parks and Recreation

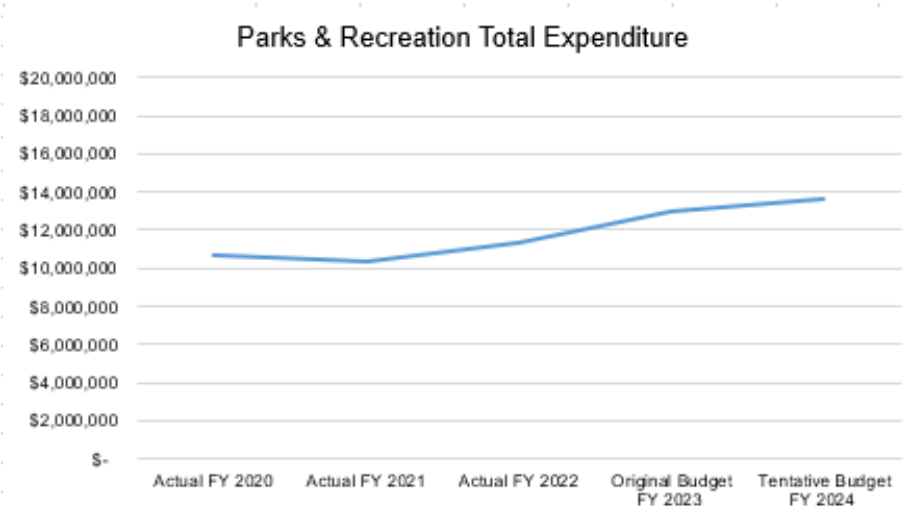
Parks and Recreation	Actual FY 2020	Actual FY 2021	Actual FY 2022	Original Budget FY 2023	Adjusted Budget FY 2023	Tentative Budget FY 2024
Revenue						
Charges for Services	$ 4,355,933	$ 5,443,987	$ 6,073,252	$ 6,801,705	$ 6,801,705	$ 6,834,405
Intergovernmental	8,713	16,316	9,155	11,000	11,000	11,000
Miscellaneous	67,153	71,899	61,813	-	-	56,000
Total Revenue	4,431,799	5,532,203	6,144,220	6,812,705	6,812,705	6,901,405
Expenditure						
Parks And Rec Administration	1,449,018	1,353,092	1,659,089	1,721,585	1,721,584	1,875,588
Cemetery	527,675	520,298	550,695	666,957	684,528	705,489
Arboriculture	169,064	166,444	176,936	200,693	200,693	247,956
Park Projects	414,400	412,120	490,173	530,224	530,224	588,018
Shooting Sports Park	46,423	39,073	43,021	56,122	56,121	63,259
Downtown Streetscape	44,922	29,676	65,905	74,926	83,926	83,132
Parks	2,419,101	2,508,519	2,500,283	3,153,217	3,326,261	3,411,597
Grounds	255,534	269,900	287,428	363,411	363,411	332,942
Weed Abatement	25,511	8,985	379	-	-	-
Community Recreation Center	4,405,498	4,220,290	4,601,054	4,856,870	4,883,325	4,719,924
Adult Sports	272,210	228,239	264,175	345,234	398,235	296,875
Youth Sports	283,260	260,480	254,452	385,246	394,256	372,095
Special Events	237,301	221,720	206,911	222,518	222,518	234,541
Athletic Field Maintenance	102,276	104,653	223,143	361,847	361,846	385,733
Foothills/Trails	-	-	-	-	-	258,456
Peaks Ice Arena	-	-	-	-	-	-
Parks Maintenance	-	-	-	-	-	-
Parks North Area	-	-	-	-	-	-
Total Expenditures	$ 10,652,192	$ 10,343,488	$ 11,323,644	$ 12,938,849	$ 13,226,928	$ 13,575,605

Department Function

- The Provo Parks and Recreation Department enhances quality of life by inspiring residents through our commitment to create dynamic parks, recreation facilities, programs, and service of the highest standard. Included in the Parks and Recreation budget is administration, parks, trails, ball field and downtown maintenance, cemetery operations, arboriculture, park projects, weed abatement, The Provo Shooting Sports Park, Provo Recreation center, sports, aquatics, special programs, senior services, and community special events.

What's new in FY 2024?

- Employees received a 4% cost of living adjustment.
- Supplemental request: $3,000 Harbor Park Lease
- Operating budget increased due to inflation



Parks & Grounds-Performance Measures

Priority	Goal	Performance Measure	Annual Totals 2022 Actual	2023 Actual	2024 Target
Safe City	Prepare and maintain safe outdoor recreation facilities, parks and trails	Trees Pruned	765	1,060	1,175
		Public Playground Safety Inspections	324	324	348
Community	Create opportunities for residents to participate in caring for outdoor recreation faculties and open spaces through volunteer service	Volunteers	876	710	1,000
		Volunteer Hours	1,891	2,895	3,000
		Value of Volunteer Services	$ 25,573	$ 39,076	$ 40,500
	Provide facilities and support community by hosting special events and other gatherings	Pavilion Reservations	1,175	1,253	1,292
		Hosted Special Events	75	71	80
Healthy, Inviting Environment	Provide ongoing stewardship of outdoor recreation facilities and natural areas through environmentally sustainable practices	Solar Lighting Units	20	35	70
		Trees Planted	50	48	500
		Loads of Green Waste Recycled (5 yards per load)	Loads 368 Yards 1840	Loads 275 Yards 1375	Loads 380 Yards1900
	Enhance quality of life and healthy lifestyles by providing consistent public access to canyons, open spaces and other natural areas	Rock Canyon - Individual Visits	165,913	143,794	175,000
		Provo River Trail(500N.) - Individual Trips	169,449	179,668	180,233
		College Connector Trail - Individual Trips	13,870	37,500	38,000

Parks Projects-Performance Measures

Priority	Goal	Performance Measure	Annual Totals 2022 Actual	2023 Actual	2024 Target
Safe City	Provide safe access and use of existing outdoor recreation facilities	ADA site compliance enhancements	6	6	6
	Meet national public playground safety standards and requirements	Playgrounds that have exceeded service life replaced	0	2	2
Community	Upgrade public restroom facilities to new standards and capacity	Public restrooms renovated or replaced	2	6	4
Business & Economic Vitality	Provide cost effective project outcomes through a combination of innovative project management strategies	Project cost savings due to internal management, contracting and self-performance.	$ 4,100,000	$ 4,400,000	$ 4,550,000
		Regional Sports Park project savings due to negotiated and managed imported fill	$ 4,164,240	$ 3,265,570	$ 3,000,000
Healthy, Inviting Environment	Integrate sustainable practices in all phases of project design, construction and development.	Water wise landscape designs, including irrigation audits to assure efficiency standards are met at project completion	2	4	4
		Old water fixtures replaced with new high efficiency and low flow fixtures	44	55	150

RECREATION CENTER PERFORMANCE MEASURES

Priority	Goal	Performance Measure	Annual Totals			
			2022	2023		2024
			Actual	Current	Target	Target
Healthy, Inviting Environment	Fitness Opportunities	Number of Weekly Participation in Fitness Classes	5,088	5,250	5,650	5,775
			180	250	325	325
	Increased Recreation Opportunities	Number of Current Memberships	23,370	23,400	25,000	25,000
		Number Day Passes Sold	300,744	192,771	315,410	325,333
		Total Attendance	1,390,894	998,754	1,500,000	1,600,000
Responsible Government	Fiscal Responsibility	Cost Recovery % of operations funded by revenue	109%	109%	109%	109%
		Self-funded operation of Triple play facilities	Yes	Yes	Yes	Yes
Community	Improve senior engagement, wellness and activity	Yearly Participation in Senior classes, programs and facility usage	67,401	77,427	96,356	105,991
Safe City	Promote safe and healthy swimming to the community	# of participants in Learn-to Swim classes	4,510	4,655	5,200	5,200

SPORTS PERFORMANCE MEASURES

Priority	Goal	Performance Measure	Annual Totals		
			2022	2023	2024
			Actual	Actual	Target
Community	Identify the sports program needs and desires of both youth and adult program participants	Participants participating in focus groups, surveys, committees and other strategies	1,237	1,356	1,500
	Measure participant satisfaction with sports program business analytics tools. Net Promoter Scores (NPS) of 30-50 indicate excellent performance	Combined average of all program NPS Scores from post-season surveys	24	49	55
Safe City	Assure sports facility safety through compliance of national safety standards and regular site inspections	Facility safety inspections and repairs	1,525	1,732	1,850
Education	Coaching/mentorship instruction and training to volunteer team leaders	Coach Clinics & Parent Meetings	10	20	25
		Participants in coach training and workshops	746	983	1,200
Business & Economic Vitality	Leveraging the effectiveness and reach of sports programs with volunteer coaching opportunities	Volunteers	1,243	1,608	1,850
		Volunteer Hours served	14,916	19,296	22,200
		Value of Volunteer Service	$ 446,734	$ 577,915	$ 664,890
Healthy, Inviting Environment	Encourage healthy and active lifestyles by offering individual and team sports programs for youth and adults	Participant Hours in Youth & Adult Programs	92,991	110,000	120,000



Enterprise Funds



Enterprise Fund Information

The City's enterprise funds are used to account for operations that are financed and operated in a manner similar to private business enterprises. The intent of the City is that 1) the costs of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges and/or 2) the City has decided that periodic determination of revenues earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, accountability, or other purposes.

Each individual enterprise fund consists of an operating fund and a capital improvement fund. Each individual fund accounts for all of its user fees, debt, maintenance, and assets individually. Each individual capital improvement fund accounts for all construction and projects associated with each enterprise fund. In the individual section, the operating and capital improvement funds will be presented separately. Future project detail and historical information is included in the Capital Improvement Plan section on page 93.

Revenue Summary	Actual FY 2020	Actual FY 2021	Actual FY 2022	Original Budget FY 2023	Adjusted Budget FY 2023	Tentative Budget FY 2024
Revenue						
Utility Sales	$ 106,229,733	$ 112,901,308	$ 114,441,756	$ 117,901,510	$ 118,106,510	$ 122,230,034
Fees	12,739,035	11,554,377	24,382,034	15,388,600	12,342,100	17,582,786
Property tax revenue	-	752,469	609,876	511,225	511,225	511,225
Principal/Interest Income	1,127,469	352,005	380,661	448,000	448,000	1,317,000
Loan/Bond Proceeds	5,000,000	10,398	27,144,448	35,000,000	35,000,000	7,800,000
Grants	14,386,941	12,623,740	(690,848)	56,711,000	50,689,000	37,660,250
Miscellaneous	5,654,438	8,471,666	7,010,539	2,649,000	5,094,000	16,968,000
Total Revenue	145,137,616	146,665,964	173,278,466	228,609,335	222,190,835	204,069,295
Transfer In	2,646,045	1,635,310	1,317,056	1,538,931	1,575,456	2,244,702
Total Revenue & Transfer In	$ 147,783,661	$ 148,301,274	$ 174,595,522	$ 230,148,266	$ 223,766,291	$ 206,313,997

Major Revenue Sources

The major revenue source for enterprise funds is utility sales. Revenue projections are done using trend analysis. Prior year revenue collections are reviewed, along with any changes in utility rates. There are multiple utility rate increases; Energy has a proposed increase of 2%, Water has a proposed increase of 5%, Wastewater has a proposed increase of 3%, Sanitation has proposed a 7% rate increase, and the utility transportation fee is proposed to increase by 5%.

The transfers in are for other transfers pertaining to debt and operations in enterprise funds. Fees include impact fees, aid to construction fees, and other user fees associated with service provided by each fund. Miscellaneous revenue includes lease income, overhead revenue, Telecom debt, sale of fixed assets, and franchise fees.

Enterprise Summary	Actual FY 2020	Actual FY 2021	Actual FY 2022	Original Budget FY 2023	Adjusted Budget FY 2023	Tentative Budget FY 2024
Revenue & Transfer In						
Airport	$ 23,136,419	$ 15,429,154	$ 14,500,529	$ 23,935,954	$ 13,913,479	$ 57,955,555
Energy	76,373,644	77,240,374	77,258,996	77,372,584	77,012,584	80,412,600
Peaks Ice Arena	1,585,162	1,617,433	1,952,415	2,282,000	2,282,000	2,410,000
Sanitation	6,396,575	6,493,818	6,654,185	6,541,500	6,541,500	7,026,900
Wastewater	18,013,496	23,770,459	53,357,462	69,462,869	61,463,369	34,841,000
Water	16,083,047	19,175,485	17,033,677	46,622,377	58,622,377	19,500,354
Utility Transportation Fund	2,154,688	2,228,255	2,194,847	2,160,000	2,160,000	2,289,000
Golf	4,040,629	2,346,296	1,655,273	1,770,982	1,770,982	1,878,588
Total Revenue & Transfer In	147,783,661	148,301,274	174,607,384	230,148,266	223,766,291	206,313,997
Expenditure & Transfer Out						
Airport	13,702,645	23,712,843	26,494,346	23,494,954	36,971,989	57,881,305
Energy	76,801,694	75,486,333	79,071,144	82,342,218	86,647,486	85,328,053
Peaks Ice Arena	1,400,361	1,493,471	1,669,031	2,120,766	2,545,265	3,147,174
Sanitation	5,480,941	6,230,862	6,131,085	7,785,298	8,034,906	7,433,746
Wastewater	21,068,061	32,954,454	107,128,261	77,509,529	86,447,362	34,332,834
Water	16,198,648	16,233,775	22,063,714	47,941,089	97,107,093	22,260,227
Utility Transportation Fund	3,894,913	1,946,301	2,429,413	2,160,000	2,706,872	2,280,000
Golf	6,030,857	3,217,156	1,745,974	1,770,982	1,770,983	1,902,916
Total Expenditures & Transfer Out	144,578,120	161,275,194	246,732,968	245,124,835	322,231,956	214,566,255
Net Increase (Decrease)	$ 3,205,541	$ (12,973,920)	$ (72,125,584)	$ (14,976,569)	$ (98,465,665)	$ (8,252,258)

Airport

	Actual FY 2020	Actual FY 2021	Actual FY 2022	Original Budget FY 2023	Adjusted Budget FY 2023	Tentative Budget FY 2024
Revenue & Transfer In						
Charges for Services	$ 692,351	$ 522,695	$ 12,528,691	$ 1,737,000	$ 1,577,000	$ 4,122,580
Property Tax Revenue	-	752,469	609,876	511,225	511,225	-
Intergovernmental	14,386,941	12,623,740	(690,848)	20,711,000	10,689,000	37,660,250
Miscellaneous	344,207	725,439	1,309,803	82,000	205,000	14,061,000
Bond Proceeds	5,000,000	-	-	-	-	-
Investment Income	123,612	49,202	9,771	500	500	500
Transfer In	2,589,308	755,608	733,236	894,229	930,754	1,600,000
Total Revenue & Transfer In	23,136,419	15,429,154	14,500,529	23,935,954	13,913,479	57,444,330
Operation Expenditures						
Airport Operations	$ 6,120,855	$ 1,260,468	$ 1,469,442	$ 2,735,400	$ 4,425,424	$ 19,032,742
Airport Tower	21,216	26,672	18,066	48,117	48,117	55,733
Airport Terminal	-	-	-	441,000	441,000	673,826
Transfer Out	-	-	-	-	-	21,778
Total Operating Expenditures	6,142,071	1,287,141	1,487,508	2,783,517	4,473,541	19,784,079
Capital Expenditures						
Airport CIP	$ 7,424,594	$ 22,425,702	$ 25,006,838	$ 20,711,437	$ 30,047,838	$ 37,660,250
Infrastructure Improvements	135,980	-	-	-	1,288,922	-
Taxiway Improvements	-	-	-	-	1,161,688	-
Total Capital Expenditures	7,560,574	22,425,702	25,006,838	20,711,437	32,498,448	37,660,250
Total Airport Revenues	23,136,419	15,429,154	14,500,529	23,935,954	13,913,479	57,444,330
Total Airport Expenditures	(13,702,645)	(23,712,843)	(26,494,346)	(23,494,954)	(36,971,989)	(57,444,330)
Net Increase (Decrease)	9,433,774	(8,283,689)	(11,993,817)	441,000	(23,058,510)	-
Beginning Fund Balance	11,133,271	20,567,045	12,283,356	289,539	730,539	(22,327,971)
Ending Fund Balance	20,567,045	12,283,356	289,539	730,539	(22,327,971)	(22,327,971)

Division Function

- The Airport and Airport CIP funds are a division of the Public Works Department. The purpose of the Airport Division is to operate and maintain the airport for the greatest benefit to the citizens of Provo. Some of its responsibilities include a) maintaining safe operations as airport use increases to include scheduled air passenger commercial service; b) minimizing potential impacts on surrounding neighborhoods through consistent enforcement of policies; c) maintaining compliance with Federal Aviation Administration (FAA) grant assurances; d) protecting the Provo taxpayers' investment in the airport; and e) assuring continued FAA funding. The Airport CIP tracks all major renovations at the Airport, along with runway maintenance and other capital projects. The main source of funding for the CIP fund is the FAA.

What's new in FY 2024?

- Employees received a 4% cost of living adjustment.
- $2 Million projected parking revenue increase
- In FY2023, the Airport received an $894,229 transfer from the general fund. In FY2024, the Airport is self-sustaining based on projected revenues. In addition to covering Airport operations, the Airport is funding the Police and Fire costs tied to the Airport.
- Capital expense increase for terminal expansion to provide international flights and additional gates.

Airport Tax Increment

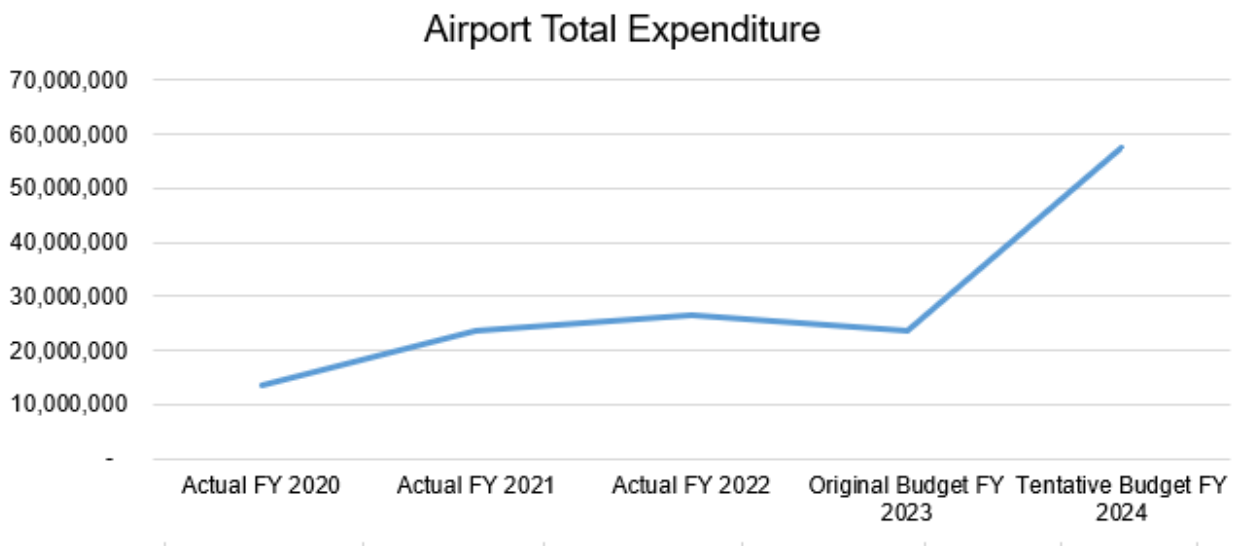
	Actual FY 2020	Actual FY 2021	Actual FY 2022	Original Budget FY 2023	Adjusted Budget FY 2023	Tentative Budget FY 2024
Revenue & Transfer In						
Property Tax Revenue	-	-	-	-	-	511,225
Transfer In	-	-	-	-	-	-
Total Revenue & Transfer In	-	-	-	-	-	511,225
Operation Expenditures						
Airport Tax Increment	$ -	$ -	$ -	$ -	$ -	$ 436,975
Total Operating Expenditures	-	-	-	-	-	436,975
Net Increase (Decrease)	-	-	-	-	-	74,250
Beginning Fund Balance	-	-	-	-	-	-
Ending Fund Balance	-	-	-	-	-	74,250

Division Function

- This fund is part of the Airport division, but it exists to separate out the accounting for the Duncan Aviation tax increment revenue and associated payment.

What's new in FY 2024?

- In the past, the Duncan Aviation tax increment property tax revenue and the related principal payment and interest expenses were housed in the Airport fund. In FY24, the Airport Tax Increment fund was created so that this agreement could be tracked outside of regular Airport operations and capital expenses. Most of the City's tax increment agreements are accounted for in the Redevelopment Agency's Tax Increment Fund, but since this agreement was not done through the Redevelopment Agency, it could not be housed in that fund.



Performance Measures

Priority	Goal	Performance Measure	Annual Totals			
			2022	2023		2024
			Actual	Current	Target	Target
Business & Economic Vitality	Fully Utilize Hangar Space At The Airport	Number Of Hangars Rented Out	44	44	45	48



Energy

Energy	Actual FY 2020	Actual FY 2021	Actual FY 2022	Original Budget FY 2023	Adjusted Budget FY 2023	Tentative Budget FY 2024
Revenue						
Utilities Revenue	$ 69,082,089	$ 70,181,895	$ 70,365,056	$ 69,571,584	$ 70,586,584	$ 71,676,600
Miscellaneous	1,483,371	3,171,288	3,038,670	2,370,000	2,435,000	2,670,000
Telecom Debt Charge	3,382,212	3,494,632	3,500,000	3,500,000	3,500,000	3,575,000
Charges for Services	1,285,149	168,455	90,135	206,000	156,000	200,000
Principal Payment	-	-	-	-	-	-
Aid to Construction	497,037	-	-	1,390,000	-	1,180,000
Investment Income	643,787	224,104	253,273	335,000	335,000	1,110,000
Taxes	-	-	-	-	-	-
License	-	-	-	-	-	-
Other Financing	-	12,487	11,862	2,000	2,000	1,000
Total Revenue	76,373,644	77,240,374	77,258,996	77,372,584	77,012,584	80,412,600
Operating Expenditures						
Energy Administration	$ 5,627,040	$ 5,145,450	$ 5,093,022	$ 5,763,646	$ 5,763,647	$ 5,919,831
Energy Office Buildings	176,529	199,328	199,607	266,951	266,951	333,005
Energy Budget & Rate Analysis	182,767	159,503	174,398	216,990	216,991	228,277
Energy Customer Assistance	186,705	336,592	333,867	381,781	427,815	331,744
Energy Warehouse Operations	169,469	163,207	217,803	226,139	226,140	239,327
Energy Warehouse Inventory	(3,625)	(64,572)	165,910	10,000	10,000	10,000
Energy System Engineering	436,296	347,173	385,852	428,042	428,041	461,351
Energy Service Engineering	489,414	514,514	732,871	753,082	753,082	822,694
Energy GIS/CAD	273,585	244,148	165,411	272,226	272,227	296,003
Energy Purchased Power	44,636,438	43,670,309	47,801,987	46,338,914	46,338,914	49,100,311
Energy Dispatch	651,811	661,176	703,458	770,939	770,940	809,036
Energy Substations	771,718	784,742	847,437	943,014	943,014	989,173
Energy Smart Grid	450,542	684,446	400,320	501,479	501,479	502,038
Energy Street Lighting	23,326	10,953	160,040	195,090	195,091	202,404
Energy Distribution Meters	-	-	351,970	420,055	420,055	296,504
Energy Street Trees	220,225	254,343	130,871	409,485	409,484	426,355
Energy Forestry	1,033,056	1,082,726	1,253,236	1,209,040	1,209,040	1,281,792
Energy Transmission & Distribution	2,268,260	2,446,061	2,459,159	3,482,586	3,482,585	3,571,992
Total Operation Expenditures	57,593,556	56,640,095	61,577,219	62,589,459	62,635,496	65,821,837
Capital Expenditure						
Distribution System	$ 3,112,186	$ 3,401,058	$ 3,515,550	$ 3,392,200	$ 3,636,553	$ 3,996,940
Transmission System	140,939	522,840	116,149	241,000	241,000	431,000
Substations	2,887,794	2,885,022	37,864	2,989,500	6,204,378	574,500
City Projects	954,628	345,990	841,034	1,230,000	1,230,000	730,000
SCADA/AMI	44,218	4,289	5,880	200,000	200,000	500,000
Administration Projects	1,042,494	185,317	442,392	707,117	1,507,117	780,182
Vehicle Replacement- Outright Purchase	-	-	-	800,000	-	910,000
Total Capital Expenditure	8,182,259	7,344,516	4,958,869	8,759,817	13,019,048	7,922,622
Transfer Out	11,025,879	11,501,721	12,535,056	10,992,942	10,992,942	11,583,594
Total Energy Revenues	76,373,644	77,240,374	77,258,996	77,372,584	77,012,584	80,412,600
Total Energy Expenditure & Transfer Out	(76,801,694)	(75,486,333)	(79,071,144)	(82,342,218)	(86,647,486)	(85,328,053)
Net Change in Fund Balance	(428,050)	1,754,041	(1,812,148)	(4,969,634)	(9,634,902)	(4,915,453)
Beginning Fund Balance	37,327,714	36,899,664	38,653,705	36,841,557	36,841,557	27,206,655
Ending Fund Balance	36,899,664	38,653,705	36,841,557	31,871,923	27,206,655	22,291,202

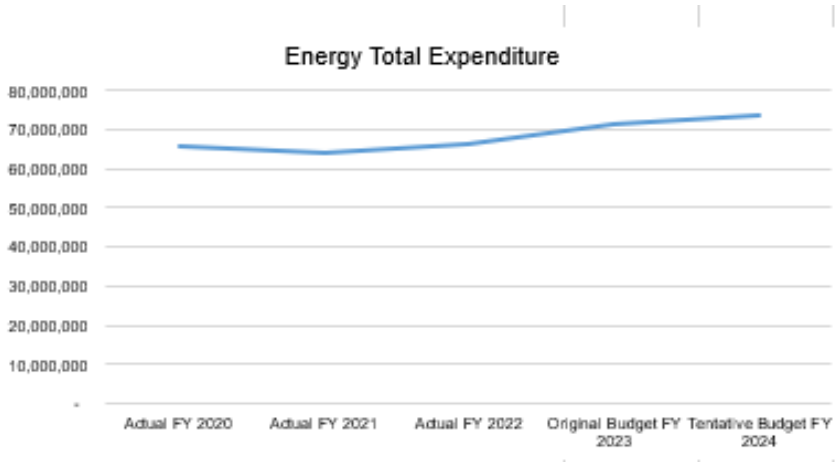
*SCADA stands for Supervisory Control and Data Acquisition; AMI stands for Advanced Metering Infrastructure.

Department Function

- The Energy Department provides reliable electricity with superior customer service at a competitive price to the residents and businesses in Provo. The department operates and maintains over 35,000 meters, 380 miles of distribution lines, 48 miles of transmission lines, and 18 substation transformers. Provo City Power is the largest municipally-owned electric utility in the state. Provo is a member of the Utah Municipal Power Agency (UMPA) which is responsible for the management and scheduling of all power resources serving Provo and the other member utilities. The electricity is generated from coal fired power plants, hydroelectric generation and natural gas plants. One major challenge for the utility is to develop new resources for future loads and manage the environmental landscape.

What's new in FY 2024?

- Employees received a 4% cost of living adjustment.
- Natural gas increases are driving up cost of power from UMPA
- Operation increase due to inflation
- Utilities revenue projection is based on a 2% rate increase.



Performance Measures

City Priority	Department Goal	Performance Measures	Annual Totals			
			2022	2023		2024
			Actual	Current	Target	Target
Safe City	Safe Employees	Injuries	4	1	0	0
		Hours Worked Without Injury	168,469	299,491	1,000,000	1,000,000
		Vehicle Accidents	1	1	0	0
Responsible Government	Healthy Financials	Days Cash on Hand	133	90	120	120
		Debt Service Coverage: Reserves Divided by Debt	1.54	1.38	2.00	2.00
		Rate Stabilization Fund	$22,885,805	$18,287,107	$25,000,000	$25,000,000
		Total Fund Balance	$36,775,109	$35,937,552	$35,000,000	$35,000,000
	Efficient Operations	Overtime as percent of Operating Expenses	0.2%	0.2%	<3%	<3%
		Connections per Employee	571	575	>400	>400
		Operating Cost per Customer	$186	$147	$350	$350
Community	Minimize Credit Shut Offs	Delinquent Revenue as percent of Total Revenue	0.3%	0.2%	<1%	<1%
Healthy, Inviting Environment	Sustainability	Green Energy Sources as percent of Total Energy Sources	33%	38%	40%	45%
	Reliable Power	CAIDI: Minutes per Outage	78	76	<120	<120
		SAIDI: Outage Minutes per Customer	1	2	<12	<12
		SAIFI: Outages per Customer	0.02	0.03	<0.11	<0.11
		Load: Actual kWh as percent of Max Possible kWh	71%	63%	>65%	>65%

Peaks Ice Arena

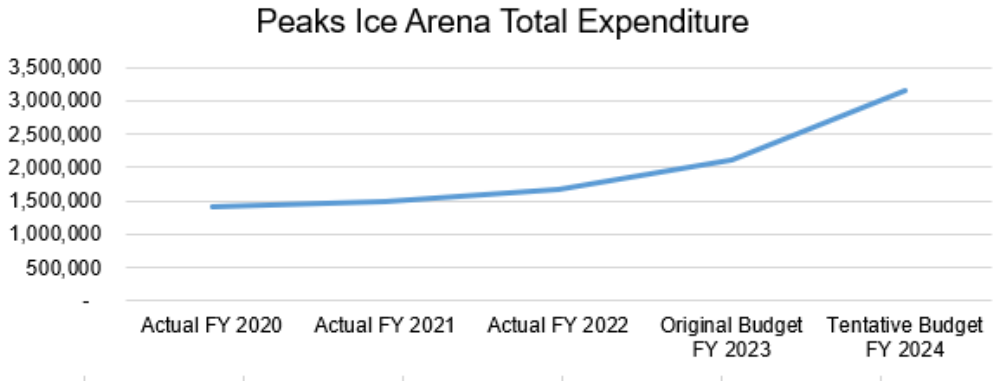
Peaks Ice Arena	Actual FY 2020	Actual FY 2021	Actual FY 2022	Original Budget FY 2023	Adjusted Budget FY 2023	Tentative Budget FY 2024
Revenue & Transfer In						
Charges for Services	$ 1,514,042	$ 1,567,240	$ 1,897,255	$ 2,185,000	$ 2,225,000	$ 2,290,000
Miscellaneous	2,900	(4,675)	1,491	42,000	2,000	65,000
Other Financing (Interlocal Cont)	50,000	50,000	50,000	50,000	50,000	50,000
Investment Income	18,219	4,867	3,669	5,000	5,000	5,000
Transfer In	-	-	-	-	-	-
Total Revenue & Transfer In	1,585,162	1,617,433	1,952,415	2,282,000	2,282,000	2,410,000
Operation Expenditures						
Peaks Ice Arena	$ 1,400,361	$ 1,493,471	$ 1,669,031	2,120,766	2,545,265	3,147,174
Total Operating Expenditures	1,400,361	1,493,471	1,669,031	2,120,766	2,545,265	3,147,174
Total Peaks Revenues	1,585,162	1,617,433	1,952,415	2,282,000	2,282,000	2,410,000
Total Peaks Expenditures	(1,400,361)	(1,493,471)	(1,669,031)	(2,120,766)	(2,545,265)	(3,147,174)
Net Increase (Decrease)	184,801	123,962	283,384	161,234	(263,265)	(737,174)
Beginning Fund Balance	455,224	640,025	763,987	373,824	373,824	110,559
Ending Fund Balance	640,025	763,987	1,047,371	535,058	110,559	(626,615)

Department Function

- The Peaks Ice Arena is a facility constructed for the 2002 Winter Olympics in Utah. It was a joint venture between Utah County and Provo city. As of the end of FY 2018, Utah County and Provo City agreed that Provo City would be the sole operator with a minimal fixed contribution from the county.

What's new in FY 2024?

- Employees received a 4% Cost of Living Adjustment.



Performance Measures

Priority	Goal	Performance Measure	Annual Totals			
			2022	2023		2024
			Actual	Current	Target	Target
Family	Learn to Skate Program	Increase attendance in Learn to Skate program	1,632	2,092	2,000	2,500
Community	Community Outreach	Total Public Skating Attendance	65,782	60,000	67,000	7,000
		Number of Hockey Games Played	1,143	1,132	1,150	1,200
Business & Economic Vitality	Promote Financial Stability	Self Sustaining Percentage	100%	100%	100%	100%



Sanitation

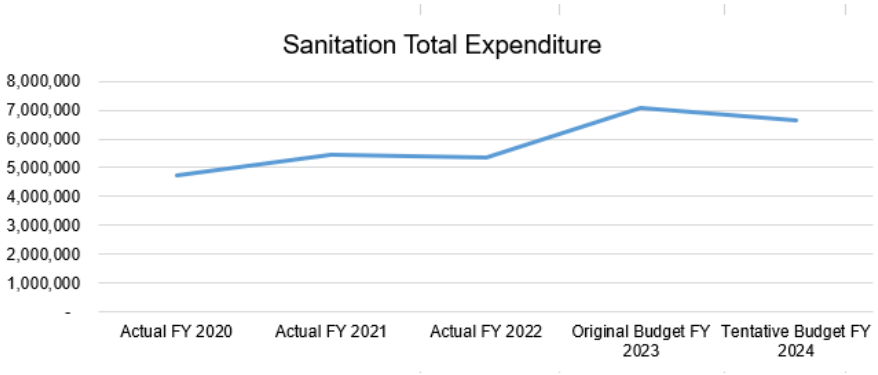
Sanitation	Actual FY 2020	Actual FY 2021	Actual FY 2022	Original Budget FY 2023	Adjusted Budget FY 2023	Tentative Budget FY 2024
Revenue						
Utilities Revenue	$ 5,365,379	$ 5,420,496	$ 5,551,317	$ 6,290,000	$ 5,500,000	$ 6,925,900
Miscellaneous	(11,297)	21,254	42,046	4,500	19,500	10,000
Charges for Services	1,023,939	1,046,414	1,052,346	241,000	1,016,000	41,000
Investment Income	18,553	5,653	8,476	6,000	6,000	50,000
Total Revenue	6,396,575	6,493,818	6,654,185	6,541,500	6,541,500	7,026,900
Operating Expenditures						
Sanitation Collections	$ 4,625,029	$ 5,384,227	$ 5,340,448	$ 6,821,506	$ 6,633,090	$ 6,482,105
Total Operating Expenditures	4,625,029	5,384,227	5,340,448	6,821,506	6,633,090	6,482,105
Capital Expenditures						
Sanitation Projects	$ 114,633	$ 64,119	$ 18,290	$ 250,000	$ 688,024	$ 180,000
Total Capital Expenditure	114,633	64,119	18,290	250,000	688,024	180,000
Transfers Out	741,279	782,516	772,347	713,792	713,792	771,641
Total Sanitation Revenues	6,396,575	6,493,818	6,654,185	6,541,500	6,541,500	7,026,900
Total Sanitation Expenses	(5,480,941)	(6,230,862)	(6,131,085)	(7,785,298)	(8,034,906)	(7,433,746)
Net Change in Fund Balance	915,634	262,956	523,100	(1,243,798)	(1,493,406)	(406,846)
Beginning Fund Balance	(19,698)	895,936	1,158,892	1,681,992	1,681,992	188,586
Ending Fund Balance	895,936	1,158,892	1,681,992	438,194	188,586	(218,260)

Division Function

- Sanitation is a division within the Public Works Department. This division provides automated residential refuse (black can) collection, recyclable (blue can) collection, and green waste (green can) recycling. Sanitation also manages neighborhood-oriented cleanup programs in the spring and fall of each year.

What's new in FY 2024?

- Employees received a 4% cost of living adjustment.
- Utilities revenue projection is based on a 7% rate increase
- Operation expenses increased due to tipping fees and inflation
- Included capital expense for compost yard equipment



Performance Measures

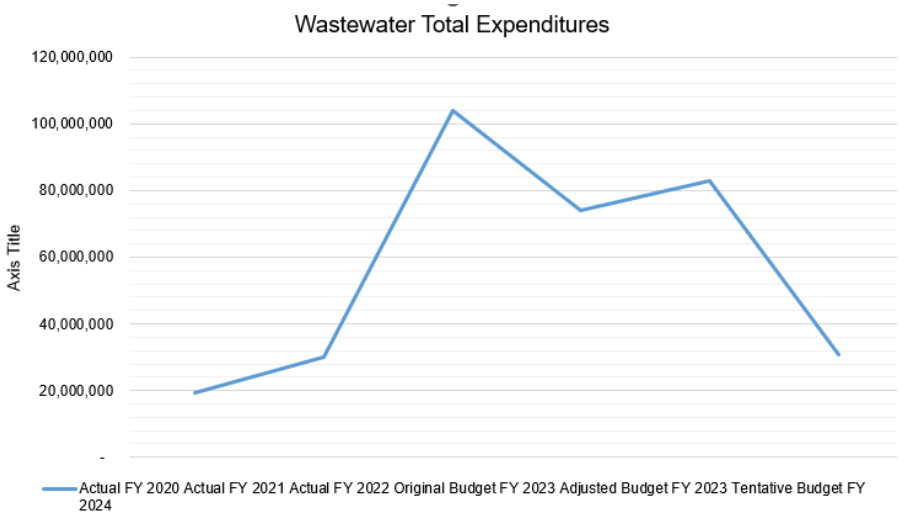
Priority	Goal	Performance Measure	Annual Totals			
			2022	2023		2024
			Actual	Current	Target	Target
Healthy, Inviting Environment	Decrease Recycling Contamination	Number Of Household Recycling Audits Per Month	0	24	20	20

Wastewater

Wastewater	Actual FY 2020	Actual FY 2021	Actual FY 2022	Original Budget FY 2023	Adjusted Budget FY 2023	Tentative Budget FY 2024
Revenue						
Utilities Revenue	$ 16,671,826	$ 21,081,271	$ 23,547,496	$ 25,336,369	$ 25,336,369	$ 26,096,000
Miscellaneous	289,856	2,107,074	1,158,841	50,000	1,077,000	60,000
Charges for Services	926,313	545,000	1,446,919	1,026,500	-	835,000
Other Financing	-	10,398	27,144,448	35,000,000	35,000,000	7,800,000
Intergovernmental	-	-	-	8,000,000	-	-
Investment Income	125,502	26,715	59,758	50,000	50,000	50,000
Total Revenue	18,013,496	23,770,459	53,357,462	69,462,869	61,463,369	34,841,000
Operations Expenditure						
Wastewater Reclamation	$ 4,305,802	$ 5,413,211	$ 53,347,182	$ 9,870,154	$ 6,554,771	$ 6,771,559
Wastewater Collection	856,411	872,516	906,256	1,083,444	1,083,996	1,195,785
Total Operating Expenditure	5,162,212	6,285,727	54,253,438	10,953,598	7,638,767	7,967,344
Capital Expenditure						
Wastewater Capital	$ 13,986,112	$ 23,664,267	$ 49,629,329	$ 63,154,000	$ 75,406,664	$ 22,880,000
Total Capital Expenditure	13,986,112	23,664,267	49,629,329	63,154,000	75,406,664	22,880,000
Transfer Out	1,919,736	3,004,459	3,245,494	3,401,931	3,401,931	3,485,490
Total Wastewater Revenue	18,013,496	23,770,459	53,357,462	69,462,869	61,463,369	34,841,000
Total Wastewater Expenditures	(21,068,061)	(32,954,454)	(107,128,261)	(77,509,529)	(86,447,362)	(34,332,834)
Net Change in Fund Balance	(3,054,564)	(9,183,995)	(53,770,799)	(8,046,660)	(24,983,993)	508,166
Beginning Fund Balance	60,729,351	57,674,787	48,490,792	(5,280,007)	(5,280,007)	(30,264,000)
Ending Fund Balance	57,674,787	48,490,792	(5,280,007)	(13,326,667)	(30,264,000)	(29,755,834)

Department Function

- Wastewater is composed of two sections (Wastewater Collections and Water Reclamation) within the Water Resources Division of the Public Works Department. These sections provide comprehensive sanitary wastewater collection and treatment services to the community. These sections operate a fully delegated Industrial Pre-treatment Program to control the discharge of toxic, harmful or untreatable wastes to the sewer system. Funding for operation, maintenance, and capital wastewater needs are provided by sewer rates and minor miscellaneous revenues.

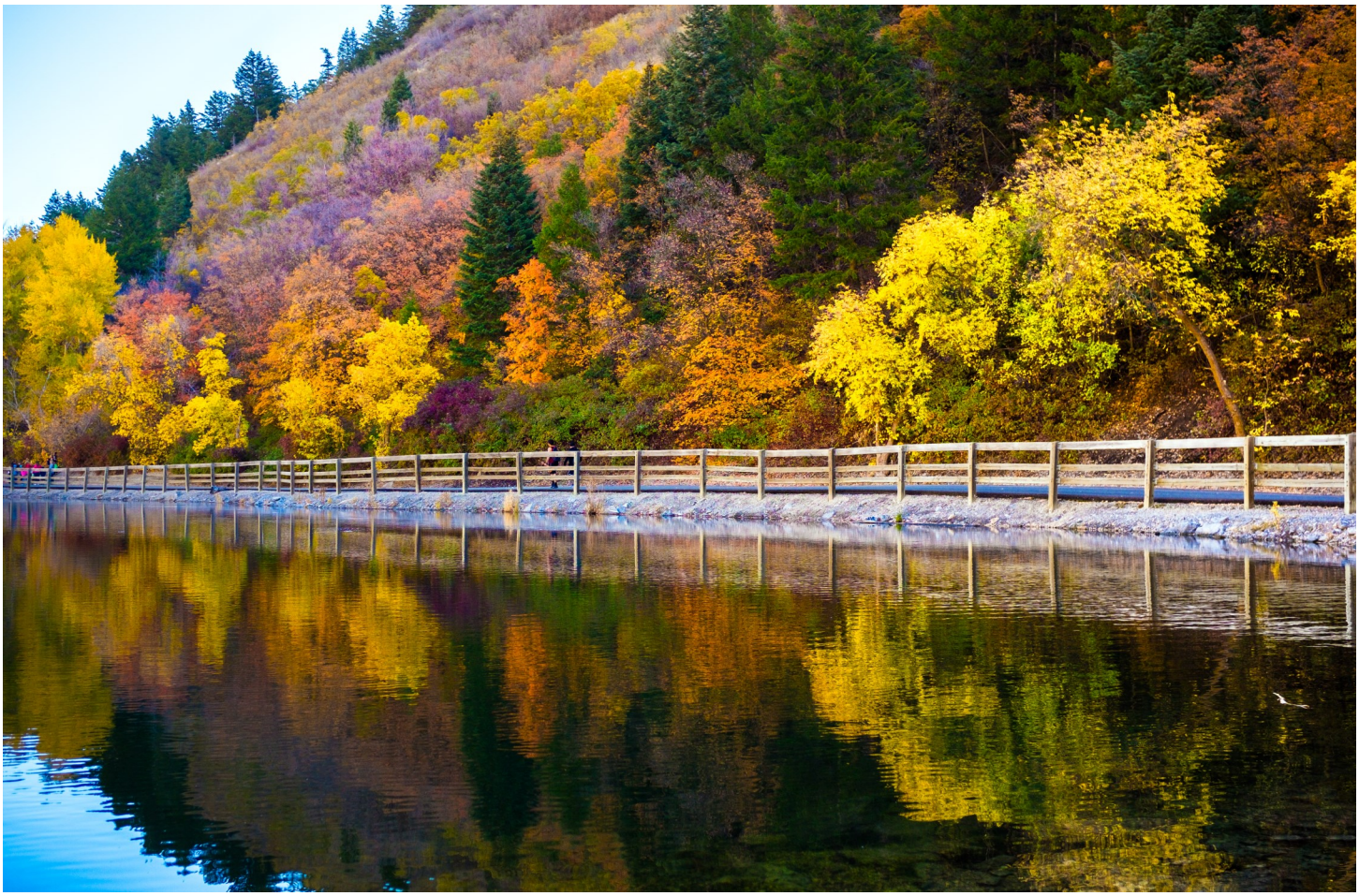


What's new in FY 2024?

- Employees received a 4% cost of living adjustment.
- Wastewater utilities revenue projection is based on a 3% rate increase.
- Wastewater revenues and expenses decreased significantly due to the funding in FY23 for the first phase of the wastewater treatment plant. Revenue sources include grants and low interest state loans.
- Operating expense increased due to inflation.
- Supplemental Request for $116,000 approved to fund a new full-time pretreatment specialist.
- Supplemental Request for $111,000 approved to fund a new full-time instrumentation technician.

Performance Measures

Priority	Goal	Performance Measure	Annual Totals			
			2022	2023		2024
			Actual	Current	Target	Target
Safe City	Maintain Healthy Waterways	Gallons of Sewage Treated in Billions (Calendar Year)	3.9	0.8	4.0	4.0

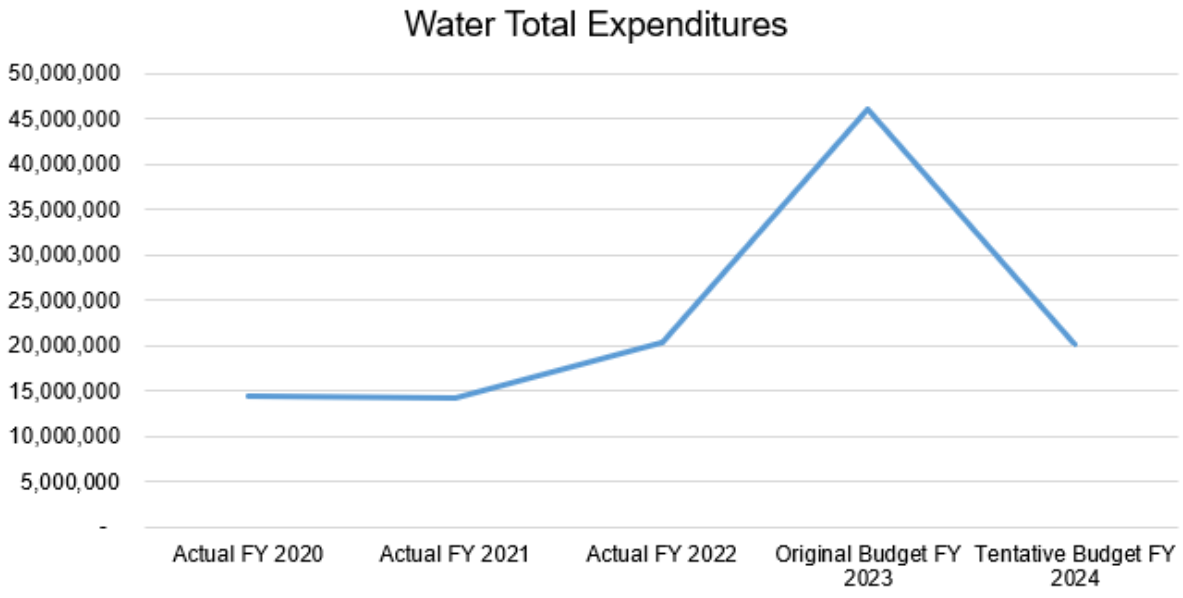


Water

Water	Actual FY 2020	Actual FY 2021	Actual FY 2022	Original Budget FY 2023	Adjusted Budget FY 2023	Tentative Budget FY 2024
Revenue						
Utilities Revenue	$ 15,110,439	$ 16,217,645	$ 14,977,887	$ 16,703,557	$ 16,683,557	$ 17,531,534
Intergovernmental	-	-	-	28,000,000	40,000,000	-
Miscellaneous	(76,300)	2,293,372	1,402,390	50,000	1,305,000	50,000
Charges for Services	851,111	39,197	23,876	1,235,000	-	1,235,000
Investment Income	197,796	41,451	45,704	50,000	50,000	100,000
Transfer In	-	583,820	583,820	583,820	583,820	583,820
Total Revenue & Transfer In	16,083,047	19,175,485	17,033,677	46,622,377	58,622,377	19,500,354
Operations Expenditure						
Public Works Administration	$ 427,599	$ 450,992	$ 471,111	$ 523,755	$ 489,876	$ 553,276
Water Administration	4,305,068	4,176,441	4,395,432	4,615,784	5,008,237	5,030,970
Water Sources	2,447,243	2,858,138	3,044,904	3,183,231	3,183,232	3,334,641
Water Distribution	1,638,849	1,553,560	1,620,785	1,932,541	1,969,471	1,958,658
Water Inventory	10,942	119,732	(22,962)	1,000	1,000	1,000
Total Operating Expenditure	8,829,699	9,158,862	9,509,270	10,256,311	10,651,816	10,878,545
Capital Expenditure						
Water Capital	$ 5,567,964	$ 5,116,620	$ 10,809,756	$ 35,800,000	$ 84,570,499	$ 9,406,926
Total Capital Expenditure	5,567,964	5,116,620	10,809,756	35,800,000	84,570,499	9,406,926
Transfer Out	$ 1,800,985	$ 1,958,293	$ 1,744,688	$ 1,884,778	$ 1,884,778	$ 1,974,756
Total Water Revenues	16,083,047	19,175,485	17,033,677	46,622,377	58,622,377	19,500,354
Total Water Expenditure & Transfer Out	(16,198,648)	(16,233,775)	(22,063,714)	(47,941,089)	(97,107,093)	(22,260,227)
Net Change in Fund Balance	(115,601)	2,941,710	(5,030,037)	(1,318,712)	(38,484,716)	(2,759,873)
Beginning Fund Balance	14,567,685	14,452,084	17,393,794	12,363,757	12,363,757	(26,120,959)
Ending Fund Balance	14,452,084	17,393,794	12,363,757	11,045,046	(26,120,959)	(28,880,832)

Department Function

- The Water Distribution and Water Sources Sections of the Water Resources Division are included in the Public Works Department. The mission of these sections is to protect the community's health and welfare by providing an abundant supply of high quality water in a way which exceeds federal and state water quality standards at a competitive price. These sections provide comprehensive culinary water services to the community utilizing water service sales, connection fees, and minor miscellaneous revenues.



What's new in FY 2024?

- Employees received a 4% cost of living adjustment.
- Water utility revenues projection is based on a 5% rate increase.
- Wastewater revenues and expenses decreased significantly due to the funding in FY23 for the first phase of the wastewater treatment plant. Revenue sources include grants and low interest state loans.
- Operating expenses increased due to inflation.
- Supplemental Request for $16,000 was approved to convert an existing position to be the Deputy Director of Administration.

Performance Measures

Priority	Goal	Performance Measure	Annual Totals			
			2022	2023		2024
			Actual	Current	Target	Target
Safe City	Provide Safe Water	Number of Bacteriological Samples Taken	1356	327	1320	1330
		Water Usage (Billion Gallons)	8.5	1.17	9	



Utility Transportation

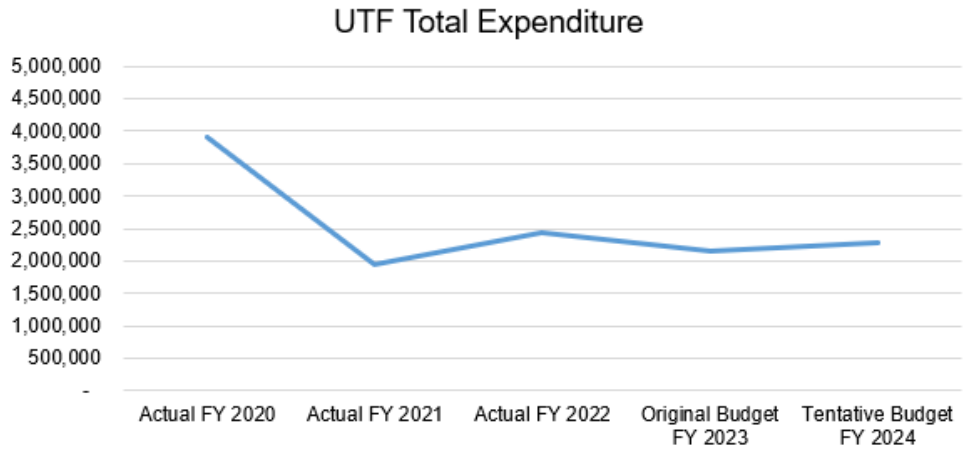
Utility Transportation	Actual FY 2020	Actual FY 2021	Actual FY 2022	Original Budget FY 2023	Adjusted Budget FY 2023	Tentative Budget FY 2024
Revenue						
Charges for Services	$ 2,128,555	$ 2,228,255	$ 2,194,847	$ 2,160,000	$ 2,160,000	$ 2,289,000
Miscellaneous	26,134	-	-	-	-	-
Investment Income	-	57	62	-	-	-
Total Revenue	2,154,688	2,228,255	2,194,847	2,160,000	2,160,000	2,289,000
Expenditure						
Utility Transportation	$ 3,894,913	$ 1,946,301	$ 2,429,413	$ 2,160,000	$ 2,706,872	$ 2,280,000
Total Expenditure	3,894,913	1,946,301	2,429,413	2,160,000	2,706,872	2,280,000
Net Change in Fund Balance	(1,740,225)	281,954	(234,566)	-	(546,872)	9,000
Beginning Fund Balance	2,510,760	770,536	1,052,490	817,924	817,924	271,052
Ending Fund Balance	770,536	1,052,490	817,924	817,924	271,052	280,052

Department Function

- The Utility Transportation Fund (UTF) was established in FY 2014 to provide a transparent, sustainable and equitable source of funding for road maintenance. A monthly fee is assessed to all property owners within the City on their monthly utility bill. The basis of the monthly charge is calculated on the estimated number of average daily vehicle trips generated by each property in the City. In the past, Provo City has used bonding as a resource of revenue for ongoing street maintenance. The Provo City Municipal Council and City Administration determined that this was not a sustainable source of funding for street maintenance.

Highlights

- Utility transportation charges for services revenue includes 5% fee increase.



Performance Measures

Priority	Goal	Performance Measure	Annual Totals			
			2021	2022		2023
			Actual	Current	Target	Target
Safe City	Maintain High Quality City Street Network Pavement Condition	Average Remaining Service Life of City Street Network Pavement (RSL in years)	10.7	10.5	10-12>	10-12>

Golf Course

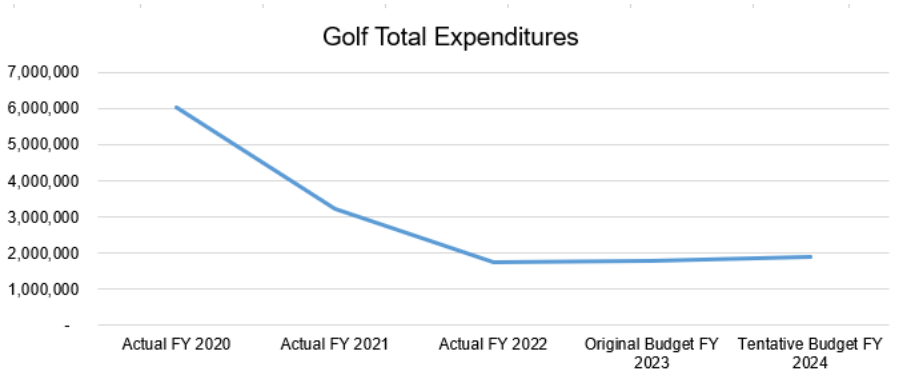
Golf	Actual FY 2020	Actual FY 2021	Actual FY 2022	Original Budget FY 2023	Adjusted Budget FY 2023	Tentative Budget FY 2024
Revenue & Transfer In						
Charges for Services	$ 438,324	$ 1,942,490	$ 1,647,965	$ 1,708,100	$ 1,708,100	$ 1,815,206
Miscellaneous	3,545,568	107,912	7,298	500	500	1,000
Investment Income	-	12	10	1,500	1,500	1,500
Transfer In	56,737	295,882	-	60,882	60,882	60,882
Total Revenue & Transfer In	4,040,629	2,346,296	1,655,273	1,770,982	1,770,982	1,878,588
Operations Expenditure						
Golf Course	$ 1,009,209	$ 1,889,019	$ 1,588,502	$ 1,770,982	$ 1,770,983	$ 1,902,916
Golf Course Maintenance	-	-	-	-	-	-
Total Operations Expenditure	1,009,209	1,889,019	1,588,502	1,770,982	1,770,983	1,902,916
Capital Expenditure						
Golf Capital Projects	$ 5,021,648	$ 1,328,137	$ 157,472	$ -	$ -	$ -
Total Capital Expenditure	5,021,648	1,328,137	157,472	-	-	-
Total Golf Revenues	4,040,629	2,346,296	1,655,273	1,770,982	1,770,982	1,878,588
Total Golf Expenditures	(6,030,857)	(3,217,156)	(1,745,974)	(1,770,982)	(1,770,983)	(1,902,916)
Net Change in Fund Balance	(1,990,229)	(870,860)	(90,701)	-	(1)	(24,328)
Beginning Fund Balance	193,713	(1,796,516)	(2,667,376)	(2,758,077)	(2,758,077)	(2,758,078)
Ending Fund Balance	(1,796,516)	(2,667,376)	(2,758,077)	(2,758,077)	(2,758,078)	(2,782,406)

Department Function

- The purpose and mission of the East Bay Golf Course is to offer a complete golf experience for players at all levels, at a fair price, that makes the East Bay Golf Course the best recreational value for golfers in the region. This is accomplished through exceptional customer service and superior public facilities including an 18-hole championship course, a seven-hole short course, a full length practice range, three practice greens, and clubhouse with banquet hall, pro shop and food service operation.

What's new in FY 2024?

- Employees received a 4% cost of living adjustment.
- Expense increase includes an interfund loan payment for Electric Cart building



Performance Measures

Priority	Goal	Performance Measure	Annual Totals			
			2022	2023		2024
			Actual	Current	Target	Target
COMMUNITY	Community charitable funds raised and donated at golf course events.	Charitable dollars donated to Provo Police and Fire, Provo School District and Noorda COM's Kaufusi's Keiki's.	N/A	N/A	N/A	$150,000
RESPONSIBLE GOVERNMENT	100% self sustaining operations	Percentage of operational costs covered by golf course revenues.	100%	100%	100%	100%
HEALTHY, INVITING ENVIRONMENT	Increase rounds played to 80,000	Total number of rounds played on three courses existing at the Timpanogos Golf Club	70,000	42,000	75,000	80,000





Special Revenue Funds



Justice Court

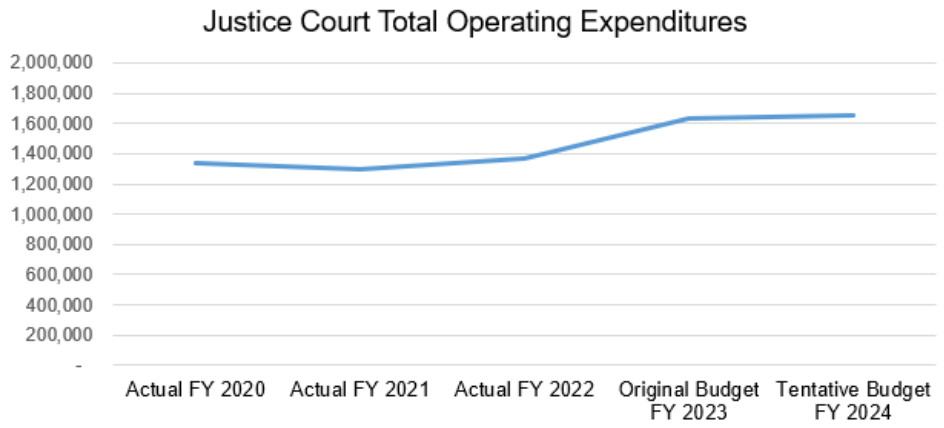
Justice Court	Actual FY 2020	Actual FY 2021	Actual FY 2022	Original Budget FY 2023	Adjusted Budget FY 2023	Tentative Budget FY 2024
Revenue & Transfer In						
Fines	$ 1,040,805	$ 858,203	$ 844,723	$ 815,000	$ 815,000	$ 875,000
Miscellaneous	124,631	129,918	143,565	133,000	133,000	163,985
Investment Income	6,644	815	68	-	-	-
Transfer In	-	346,147	276,963	276,963	684,545	614,926
Total Revenue & Transfer In	1,172,079	1,335,083	1,265,319	1,224,963	1,632,545	1,653,911
Expenditure & Transfer Out						
Justice Court Administration	$ 1,117,073	$ 1,133,701	$ 1,044,823	$ 827,271	$ 853,921	$ 828,071
Criminal Court	65,771	30,489	158,339	422,778	422,778	386,240
Traffic Court	-	-	123	78,356	78,357	89,055
Warrants	7,991	178	1,302	12,000	12,000	-
Security	144,783	137,327	168,473	197,000	197,000	252,000
Small Claims	-	-	106	95,140	95,141	98,545
Transfer Out	-	-	-	-	-	-
Total Expenditure & Transfer Out	1,335,618	1,301,696	1,373,166	1,632,545	1,659,197	1,653,911
Net Change in Fund Balance	(163,538)	33,387	(107,847)	(407,582)	(26,652)	-
Beginning Fund Balance	237,999	74,460	107,847	-	-	(434,234)
Ending Fund Balance	74,460	107,847	-	(407,582)	(434,234)	(434,234)

Division Function

- The Justice Court is part of the Administrative Services Department. The Justice Court provides a community-oriented justice court that focuses on the needs of Provo City. The Justice Court has authority over Class B and Class C misdemeanors, infractions, and violations of city ordinances which includes zoning violations committed within the boundaries of Provo City. The court will also resolve small claim disputes. The Justice Court will offer the citizens of Provo a structured community court that is convenient for the public and will provide excellent customer service through courteous and professional staff.

What's new in FY 2024?

- Employees received a 4% cost of living adjustment.



Performance Measures

Priority	Goal	Performance Measure	Annual Totals			
			2022	2023		2024
			Actual	Current	Target	Target
Safe City	Keep Safe Streets by Enforcing Traffic Citations	Number of Traffic Cases Filed	6,466	7,976	2,522	N/A
	Keep the Community Safe by Providing Admin for Criminal Cases	Number of Criminal Cases Filed	1,767	1,565	1,082	N/A
Responsible Government	Time to Disposition 90 Days - Traffic 95%	Monthly Time to Disposition Report	89%	89%	90%	95%
	Time to Disposition 180 Days- Criminal 95%	Monthly Time to Disposition Report	70%	63%	70%	95%
	Time to Disposition 270 Days- Small Claims 95%	Monthly Time to Disposition Report	87%	88%	85%	95%



Emergency Response

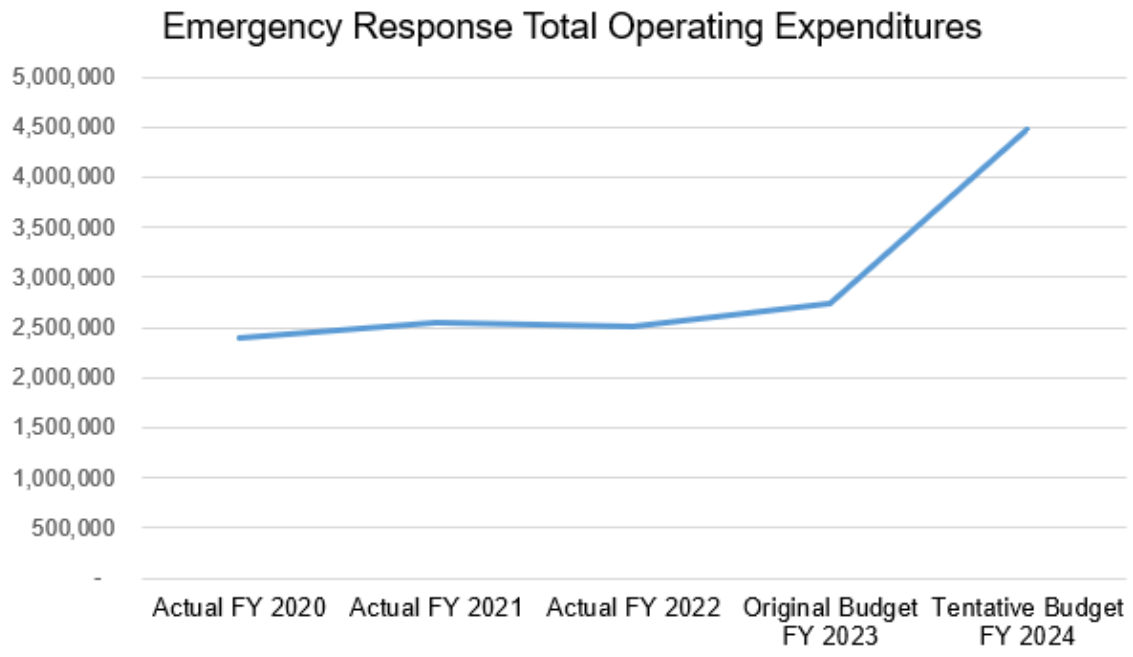
Emergency Response	Actual FY 2020	Actual FY 2021	Actual FY 2022	Original Budget FY 2023	Adjusted Budget FY 2023	Tentative Budget FY 2024
Revenue & Transfer In						
Charges for Services	$ 798,055	$ 826,645	$ 953,828	$ 846,983	$ 846,983	$ 1,880,000
Taxes	-	-	-	-	-	-
Intergovernmental	57,847	2,943	2,876	-	284,037	-
Investment Income	4,860	921	-	-	-	6,792
Miscellaneous	4,860	921	-	-	-	1,324,118
Transfer In	1,224,255	1,660,789	1,768,734	1,941,849	1,941,850	1,274,493
Total Revenue & Transfer In	2,089,878	2,492,220	2,725,438	2,788,832	3,072,870	4,485,403
Expenditure & Transfer Out						
Emergency Response	$ 2,399,082	$ 2,554,471	$ 2,499,805	$ 2,617,717	$ 2,788,833	$ 4,485,403
Emergency Response Grants	-	4,246	2,876	117,243	284,037	-
Total Expenditure & Transfer Out	2,399,082	2,558,716	2,502,681	2,734,960	3,072,870	4,485,403
Net Change in Fund Balance	(309,205)	(66,497)	222,757	53,872	-	-
Beginning Fund Balance	252,462	(56,742)	(123,239)	99,518	99,518	-
Ending Fund Balance	(56,742)	(123,239)	99,518	153,390	99,518	-

Department Function

- The Emergency Response Fund is used to account for appropriations associated with the operation of Provo City's Emergency 911 program.

What's new in FY 2024?

- Employees received a 4% cost of living adjustment.
- Provo & Orem's dispatch teams were combined in January 2023. Since the combined dispatch center is housed in Provo, the Emergency Response fund's revenues and expenses drastically increased in the FY2024 budget. Despite the budget increase, the change is actually resulting in lower costs and improved services for both cities.



Performance Measures

Priority	Goal	Performance Measure	Annual Totals 2024 Target
Safe City	Maintain or exceed the Utah Communications Authority recommended standard for 911 call answering times.	Ninety percent (90%) of all 911 calls arriving at the public safety answering point shall be answered within fifteen (15) seconds and ninety-five percent (95%) of calls arriving at the public safety answering point shall be answered within twenty (20) seconds	90%
	Follow the National Emergency Number Association Call Answering Standards and Recommendations for 9-1-1 Call Transfers	Transfer Less than 2% of all 9-1-1 calls to other agencies (percentage of calls transferred to other agencies)	2.00%



Trust and Agency

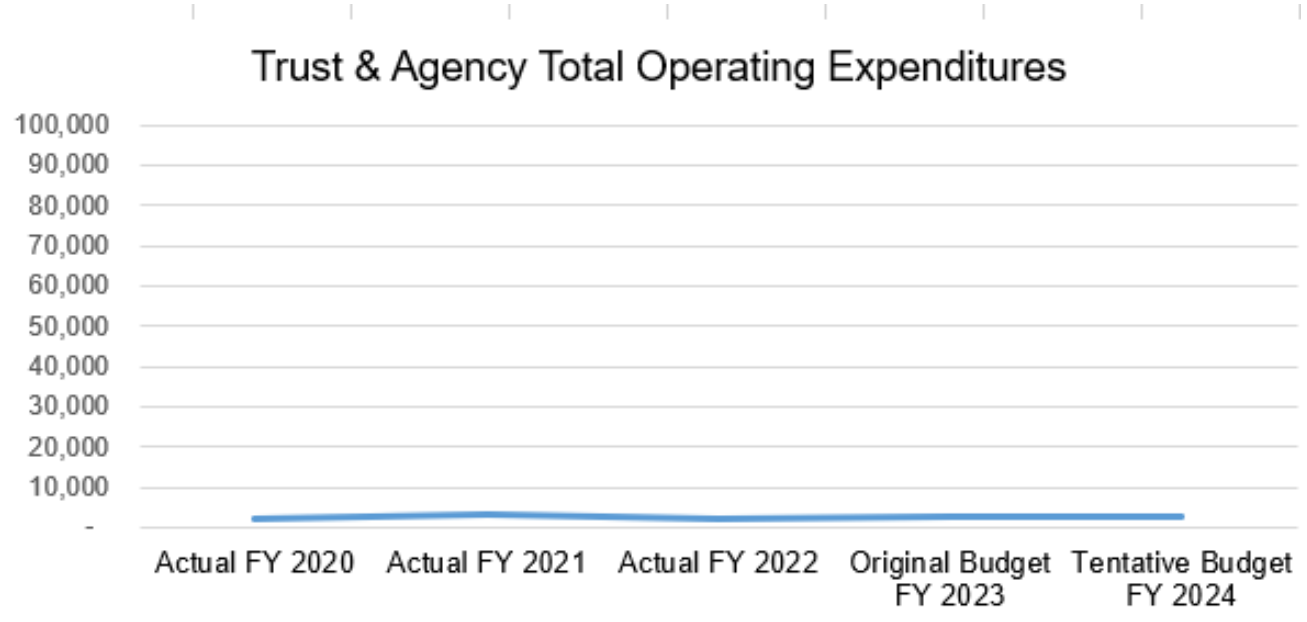
Trust & Agency	Actual FY 2020	Actual FY 2021	Actual FY 2022	Original Budget FY 2023	Adjusted Budget FY 2023	Tentative Budget FY 2024
Revenue						
Investment Income	$ 148,681	$ 50,919	$ 55,805	$ 45,000	$ 45,000	$ 452,160
Miscellaneous	-	-	-	-	-	-
Total Revenue	148,681	50,919	55,805	45,000	45,000	452,160
Expenditure						
Trust & Agency	$ 2,137	$ 3,412	$ 2,000	$ 3,000	$ 3,000	$ 3,000
Total Expenditure	2,137	3,412	2,000	3,000	3,000	3,000
Net Change in Fund Balance	146,543	47,507	53,805	42,000	42,000	449,160
Beginning Fund Balance	501,119	647,663	695,170	748,975	748,975	832,975
Ending Fund Balance	647,663	695,170	748,975	790,975	832,975	1,282,135

Department Function

- The Trust & Agency Fund is used to hold deposits for construction and performance bonds and also to accumulate money for large capital projects. Budget appropriations are generally limited to interest payments on deposits and transfers to other funds.

What's new in FY 2024?

- No significant changes in the upcoming fiscal year.



Library

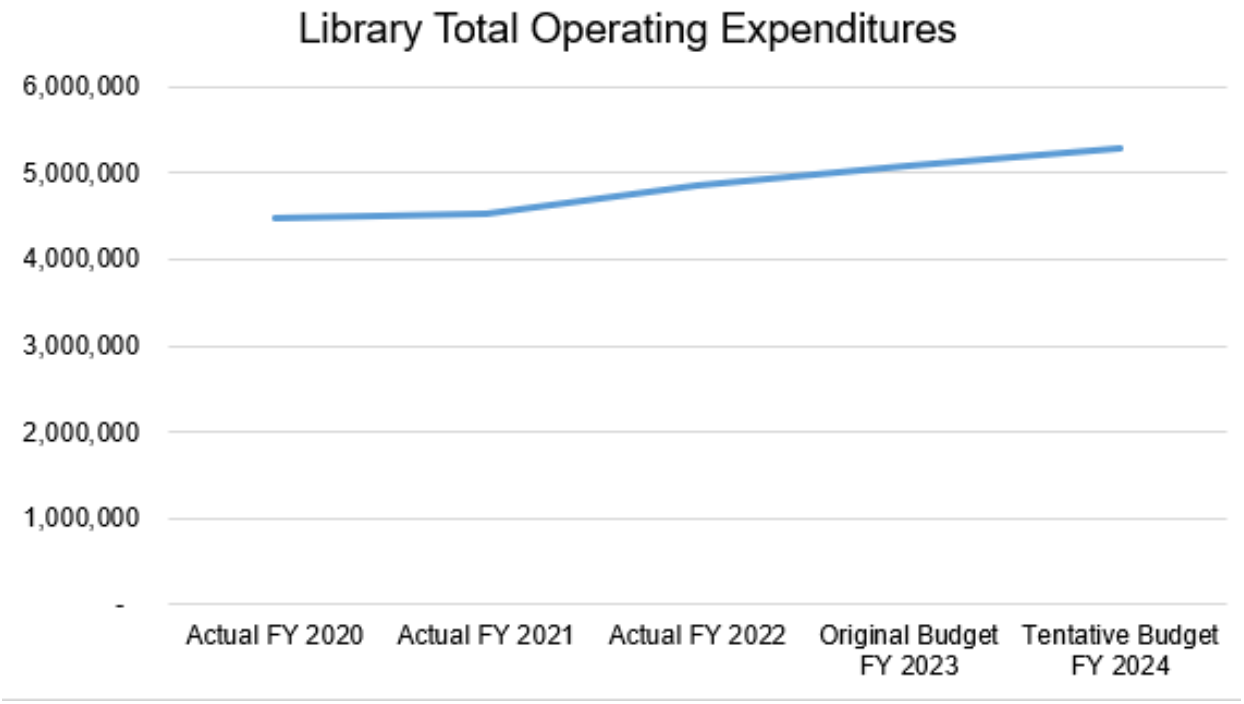
Library	Actual FY 2020	Actual FY 2021	Actual FY 2022	Original Budget FY 2023	Adjusted Budget FY 2023	Tentative Budget FY 2024
Revenue						
Taxes (Property)	$ 4,079,332	$ 4,079,332	$ 4,118,961	$ 4,324,338	$ 4,324,338	$ 4,275,438
Charges for Services	243,926	120,822	249,519	226,000	226,000	228,498
Miscellaneous	7,251	3,046	1,730	2,000	2,000	1,500
Intergovernmental	33,167	53,615	133,571	-	-	-
Investment Income	82,548	24,188	22,602	95,000	95,000	65,234
Total Revenue	4,446,224	4,281,003	4,526,383	4,647,338	4,647,338	4,570,670
Expenditure						
Library Administration	$ 1,179,339	$ 1,217,461	$ 1,279,535	$ 1,221,734	$ 1,415,940	$ 1,185,275
Library Custodial	181,939	207,918	172,630	241,997	241,744	244,391
Library Circulation	415,161	352,414	393,838	431,994	431,274	444,903
Community & Library Events	168,650	169,998	213,014	237,035	236,804	255,469
Library Community Relations	199,549	184,720	225,044	158,374	158,373	183,297
The Attic	32,222	19,423	20,677	39,620	44,570	42,600
AV Production Lab	41,528	42,467	40,954	55,883	55,821	53,377
Library Children's Services	581,794	611,054	666,465	698,022	697,569	783,707
Library Systems	453,102	490,491	467,848	424,412	934,737	473,451
Library Adult Services	942,279	976,908	1,008,689	1,132,025	1,131,494	1,145,480
Library Technical Services	243,449	199,346	243,140	253,057	252,854	285,692
Library Grants	29,650	53,615	133,571	-	8,903	-
Library Outreach	-	-	2,159	180,845	175,845	181,106
Total Expenditure	4,468,662	4,525,814	4,867,562	5,074,999	5,785,928	5,278,748
Net Change in Fund Balance	(22,438)	(244,811)	(341,179)	(427,661)	(1,138,590)	(708,078)
Beginning Fund Balance	3,855,382	3,832,944	3,588,132	3,246,953	3,246,953	2,108,363
Ending Fund Balance	3,832,944	3,588,132	3,246,953	2,819,293	2,108,363	1,400,285

Department Function

- Founded over 100 years ago the Provo City Library's function is to provide the community with an inviting center for information, instruction, learning, leisure, and cultural opportunities. The appointed Library Board is responsible for approving the annual budget, policy approval and oversight of the director's performance. The Library is divided into four major divisions: 1) Administration provides leadership for all areas of the Library and is responsible for the human resources, financial and facilities services for the Library. This division also includes the Events department which manages and facilitates the meeting room usage and the Community Relations department which coordinates many programs, supervises and installs the Attic exhibits and creates and implements the marketing strategies and associated graphic design. 2) Adult/teen services provides reference and reader's advisory assistance and plans and implements weekly and monthly programs and activities. 3) Children's services provides reference and reader's advisory services and plans and implements weekly story times and a variety of other programs throughout a typical month. 4) Support Services consists of Circulation, Technical Services and the Information Systems departments. Circulation provides checkout and check-in assistance of the Library's collection as well as shelf management. Technical services orders and processes new items. Information Systems provides support for the 100 public computers, 50 staff computers and wireless access points.

What's new in FY 2024?

- Employees received a 4% cost of living adjustment.



Performance Measures

Priority	Goal	Performance Measure	Annual Totals			
			2022	2023		2024
			Actual	Current	Target	Target
Community	Celebrate historical assets and local character.	Present at least 5 art exhibits featuring local professional or amatuer artists	5	4	5	5
		Present at least 1 program highlighting or celebrating local indigenous cultures & heritages.	0	0	1	1
	Expand Library services to underserved areas of Provo.	Establish monthly Outreach Van visits to neighborhood parks during months when weather permits.	0	8	12	12
		Present weekly storytimes in parks throughout Provo in June and July.	56	19	50	50
	Support ongoing comminty efforts to ensure our comminty is welcoming and inclusive	Create at least 15 resource displays or marketing messages highlighting the diversity represented in our library collections and resources.	12	11	15	15
Healthy, Inviting Environment	Provide prgramming for Spanish speaking residents.	Present 10 programs each month in Spanish.	78	77	55	120
Education	Provide Access to library services for residents unable to physically visit the Library.	Schedule regular visits to 7 preschools in Provo.	0	7	7	7
		Schedule regular visits to 6 residential centers in Provo.	0	6	6	6

Covey Center for the Arts

Covey Center for the Arts	Actual FY 2020	Actual FY 2021	Actual FY 2022	Original Budget FY 2023	Adjusted Budget FY 2023	Tentative Budget FY 2024
Revenue & Transfer In						
Charges for Services	$ -	$ -	$ 341	$ 511,000	$ -	$ -
Miscellaneous	370,444	471,138	613,671	274,378	785,378	883,378
Investment Income	1,049	47	348	800	800	10,050
Intergovernmental		59,246	12,750	-	-	-
Transfer In	350,023	521,251	398,077	398,077	492,151	442,191
Total Revenue & Transfer In	721,516	1,051,682	1,025,187	1,184,255	1,278,329	1,335,619
Expenditure						
Covey Center for the Arts	$ 892,240	$ 939,719	$ 981,609	$ 1,278,328	$ 1,278,329	$ 1,335,619
Total Expenditure	892,240	939,719	981,609	1,278,328	1,278,329	1,335,619
Net Change in Fund Balance	(170,724)	111,963	43,578	(94,073)	-	-
Beginning Fund Balance	15,183	(155,541)	(43,578)	-	-	-
Ending Fund Balance	(155,541)	(43,578)	-	(94,073)	-	-

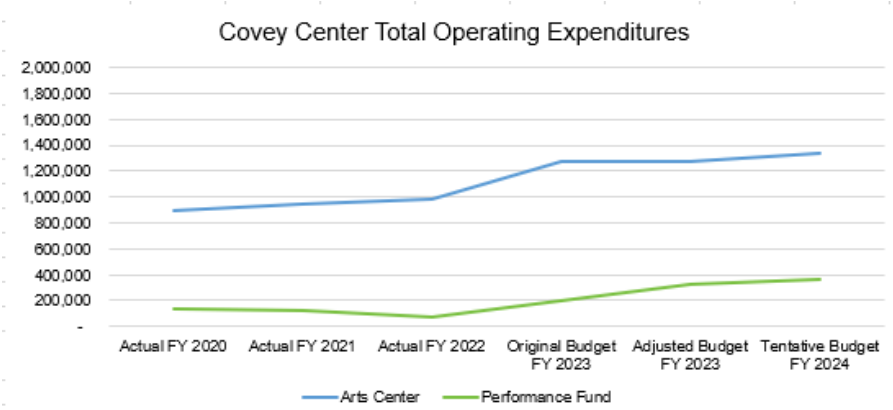
Covey Center for the Arts- Performance Fund	Actual FY 2020	Actual FY 2021	Actual FY 2022	Original Budget FY 2023	Adjusted Budget FY 2023	Tentative Budget FY 2024
Revenue						
Miscellaneous	$ 183,806	$ 56,180	$ 172,736	$ 200,000	$ 200,000	$ 360,000
Charges for Services	-	-	-	-	-	-
Investment Income	2,524	115	112	-	-	-
Total Revenue	186,330	56,295	172,848	200,000	200,000	360,000
Expenditure						
Performance Fund	$ 134,279	$ 8,593	$ 73,690	$ 200,000	$ 327,392	$ 360,000
Transfer Out	-	119,671	-	-	-	-
Total Expenditure	134,279	128,264	73,690	200,000	327,392	360,000
Net Change in Fund Balance	52,052	(71,969)	99,158	-	(127,392)	-
Beginning Fund Balance	(63,525)	(11,474)	(83,443)	15,715	15,715	(111,677)
Ending Fund Balance	(11,474)	(83,443)	15,715	15,715	(111,677)	(111,677)

Department Function

- The mission of the Covey Center is to enrich the lives of our community, provide for educational and creative development opportunities for all ages, provide first class entertainment appropriate for youth and families, and give an opportunity to endow all that is good in the arts for generations to come.
- The Covey Center has hosted over 1,200 performances, including concerts and performances by international, national, and local artists, as well as symphonies, operas, ballets, children's theatricals, dance recitals, pageants, graduations, benefits and fundraisers. There have been over 40 plays and musicals presented in the Brinton Black Box Theater and the Main Hall. The dance studios have not only provided a place for jazz, ballet, hip hop, middle eastern and ballroom dance classes, but they also are the home of the Covey Center's high school a cappella group, FreQuency. In addition to performances in the Covey Center, there are three visual art galleries which present rotating exhibits by 18 to 20 different artists, plus a Summer Showcase that features the works of 50 plus different artists.

What's new in FY 2024?

- Employees received a 4% cost of living adjustment.
- Supplemental request: $50,000 in payroll for additional staffing to cover operations . This increase is offset by higher revenue projections that are tied to the staffing increases.



Performance Measures

Priority	Goal	Performance Measure	Annual Totals			
			2022	2023		2024
			Actual	Anticipated	Target	Target
Community	Maintain community client usage	Percentage of available days rented by community clients	96%	94%	96%	96%
Family	Host Family Centered Events	Performances - Combined Covey Center and Community Presented	452	301	347	350
Education	Promote performance development	Number of students in performing arts classes	239	416	200	425
Business and Economic Vitality	Increase rental fees to be in line with market	Revenue from Client rentals	$ 635,438	$ 742,907	$ 785,378	$ 883,378
Healthy, Inviting Environment	Provide arts opportunities for residents	Total Covey Center attendance	170,000	155,000	175,000	175,000

Cemetery Perpetuity

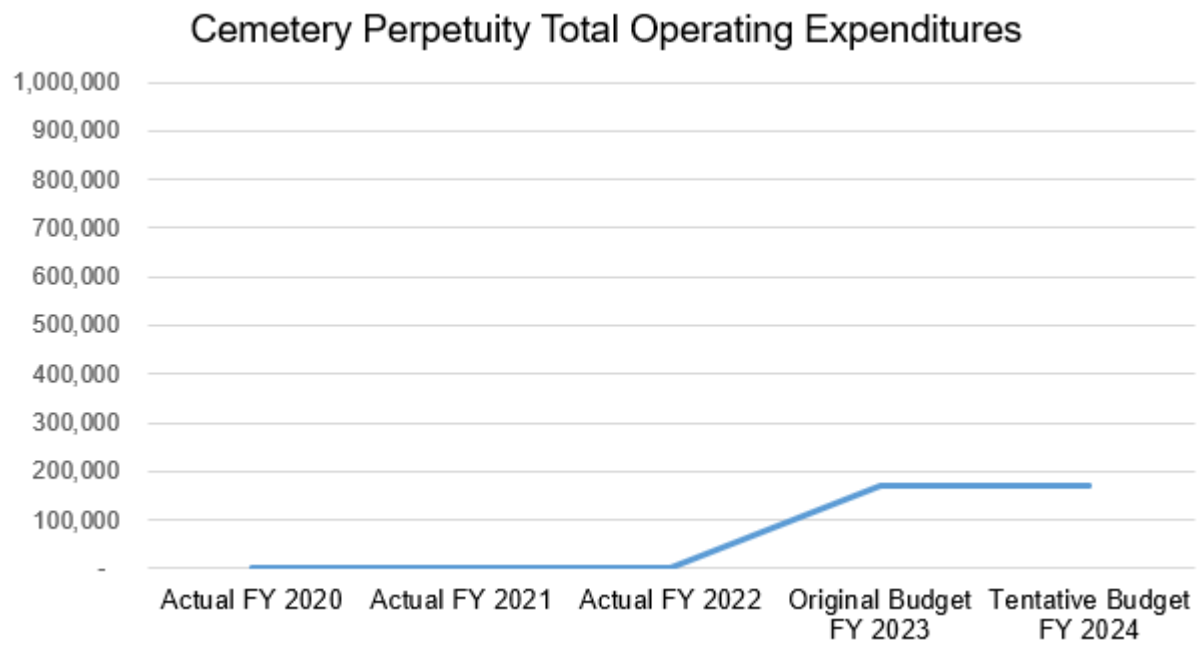
Cemetery Perpetuity	Actual FY 2020	Actual FY 2021	Actual FY 2022	Original Budget FY 2023	Adjusted Budget FY 2023	Tentative Budget FY 2024
Revenue						
Charges for Services	$ 244,638	$ 335,458		$ -	$ -	$ -
Investment Income	10,353	3,774	5,329	3,000	3,000	34,500
Transfer In	-	-	162,179	307,500	307,500	307,500
Total Revenue & Transfer In	254,990	339,232	167,508	310,500	310,500	342,000
Expenditures & Transfer Out						
Transfer Out	$ -	$ -	$ -	$ 168,997	$ 168,997	$ 169,857
Total Transfer Out	-	-	-	168,997	168,997	169,857
Net Change in Fund Balance	254,990	339,232	167,508	141,503	141,503	172,143
Beginning Fund Balance	273,004	527,994	867,226	1,034,734	1,034,734	1,317,740
Ending Fund Balance	527,994	867,226	1,034,734	1,176,237	1,317,740	1,489,883

Department Function

- The Perpetuity Fund is used to set aside funds for future debt service payments from revenues of cemetery activities.

What's new in FY 2024?

- No significant changes in the upcoming fiscal year.



Cemetery Plots

Cemetery Plots	Actual FY 2020	Actual FY 2021	Actual FY 2022	Original Budget FY 2023	Adjusted Budget FY 2023	Tentative Budget FY 2024
Revenue						
Charges for Services	$ -	$ (7,800)	$ 210	$ -	$ -	$ -
Investment Income	303	73	65	-	-	-
Total Revenue	303	(7,727)	275	-	-	-
Expenditure						
Cemetery Plots	$ 2,200	$ -	$ -	$ -	$ -	
Total Expenditure	2,200	-	-	-	-	-
Net Change in Fund Balance	(1,897)	(7,727)	275	-	-	-
Beginning Fund Balance	19,094	17,197	9,471	9,746	9,746	9,746
Ending Fund Balance	17,197	9,471	9,746	9,746	9,746	9,746

Department Function

- This fund is to account for the sale of previously purchased cemetery plots.

What's new in FY 2024?

- No significant changes in the upcoming fiscal year.

Performance Measures

Priority	Goal	Performance Measure	Annual Totals		
			2022 Actual	2023 Current	2024 Target
Business & Economic Vitality	Maintain Sales Through Interment and Burial Plot Options	FY Cemetery Revenue	$ 638,207	$ 379,914	$ 610,000
Responsible Government	Provide a Variety of Interment Services to Meet Community Needs	CY Total Interments	310	51	330
Responsible Government	Publicly Accessible Burial Records	Total Searchable Website Visits	6,056	3,798	7,500
Responsible Government	Revenue Bond Debt Payments	Balance	$1,602,000	$1,495,000	$1,383,000

Development Services

Development Services Special Rev Summary	Actual FY 2020	Actual FY 2021	Actual FY 2022	Original Budget FY 2023	Adjusted Budget FY 2023	Tentative Budget FY 2024
Revenue						
Grants	$ 6,699,061	$ 1,599,597	$ 2,497,004	$ 2,400,000	$ 2,400,000	$ 2,972,088
Miscellaneous	(36,614)	(494,306)	-	87,250	-	-
Principal Payment	0	0	-	740,800	-	607,452
Interest Income	85,012	49,455	47,507	11,000	758,050	50,817
Transfer In	-	-	-	-	-	-
Total Revenue	6,747,460	1,154,746	2,544,511	3,239,050	3,158,050	3,630,357
Expenditure						
Rental Rehabilitation	1,096	586	485	1,500	2,515	1,500
Community Development Block Grant	3,880,412	1,799,750	1,561,423	697,087	3,773,919	1,680,943
Home Consortium	282,144	222,523	1,503,416	1,200,000	3,936,685	1,300,000
Special Purpose Grant	184	10,150	191	95,000	370,868	90,000
Total Expenditures & Transfers Out	4,163,836	2,033,009	3,065,515	1,993,587	8,083,987	3,072,443
Net Change in Fund Balance	2,583,624	(878,262)	(521,004)	1,245,463	(4,925,937)	557,914

Department Function

- The bulk of the functions within the Development Services Department are funded by the general fund, but starting in FY 2020, several funds that used to report to the Redevelopment Agency (CDBG, Rental Rehabilitation, Home Consortium, and Special Purpose Grant funds) became part of the designed Department of Community and Neighborhood Services. In FY 2023, Community & Neighborhood Services became a division under Development Services efficiently moving these four funds under Development Services as well.
- The tables below show the budget for the special revenue funds that fall under the Development Services department. All funding originated from the U.S. Department of Housing and Urban Development (HUD).

What's new in FY 2024?

- Employees received a 4% cost of living adjustment.

Rental Rehabilitation

Rental Rehabilitation	Actual FY 2020	Actual FY 2021	Actual FY 2022	Original Budget FY 2023	Adjusted Budget FY 2023	Tentative Budget FY 2024
Revenue						
Principal Payment	$ -	$ -	$ -	$ 6,800	$ -	$ 6,763
Investment Income	13,291	3,656	3,615	2,000	8,800	3,600
Total Revenue	13,291	3,656	3,615	8,800	8,800	10,363
Expenditure						
Rental Rehabilitation	$ 1,096	$ 586	$ 485	$ 1,500	$ 2,515	$ 1,500
Total Expenditure	1,096	586	485	1,500	2,515	1,500
Net Change in Fund Balance	12,195	3,070	3,130	7,300	6,285	8,863
Beginning Fund Balance	932,119	944,314	947,384	950,514	950,514	956,799
Ending Fund Balance	944,314	947,384	950,514	957,814	956,799	965,662

The Rental Rehab fund originated around thirty years ago when HUD administered a program that was exclusively for rental rehabs. Since then, HUD discontinued the program, and integrated most of the program elements into CDBG. However, because Provo had this separate rental rehab fund, HUD allowed us to continue using the balance, as long as it was used for housing low-income individuals. HUD gave the City the option to establish its own definition for "low-income," which Provo has set at "80% or under area median income." To perpetuate the usefulness of the grant, Provo has only used the fund as a loan source for applicable projects. The last time the money was loaned out was 10-15 years ago when a nonprofit borrowed the money to buy a property for low-income housing. The money is still being paid back.

Community & Neighborhood Block Grant (CDBG)

Community Development Block Grant	Actual FY 2020	Actual FY 2021	Actual FY 2022	Original Budget FY 2023	Adjusted Budget FY 2023	Tentative Budget FY 2024
Revenue						
Intergovernmental	$ 3,855,655	$ 1,400,412	$ 1,401,931	$ 1,200,000	$ 1,200,000	$ 1,380,936
Investment Income	19,392	4,132	3,177	3,500	84,500	3,120
Principal Payment	-	-	-	-	-	5,000
Miscellaneous	-	(33)	-	81,000	-	-
Total Revenue	3,875,047	1,404,511	1,405,108	1,284,500	1,284,500	1,389,056
Expenditure						
CDBG Administrative	$ 357,470	$ 365,868	$ 274,645	$ 697,087	$ 697,087	$ 817,943
CDBG Capital Projects	1,022,942	1,372,851	1,138,838	-	2,052,243	863,000
CDBG Special Funds	-	61,031	147,940	-	1,024,589	-
Transfer Out	2,500,000	-	-	-	-	-
Total Expenditure	3,880,412	1,799,750	1,561,423	697,087	3,773,919	1,680,943
Net Change in Fund Balance	(5,365)	(395,239)	(156,315)	587,413	(2,489,419)	(291,887)
Beginning Fund Balance	2,367,273	2,361,908	1,966,670	1,810,355	1,810,355	(679,064)
Ending Fund Balance	2,361,908	1,966,670	1,810,355	2,397,767	(679,064)	(970,951)

Every year, HUD uses a formula to determine how much to provide in CDBG funding to Provo City. The purpose of the grant is to create “viable urban communities” through housing, good living environments, and economic opportunities for low- and moderate-income individuals. After HUD announces the allocation amount each year, a committee reviews City needs and nonprofit applications to determine how to distribute the funding in the community. The City Council reviews and edits the recommendations, ultimately approving how the CDBG money should be spent in the coming fiscal year.

Home Consortium

Home Consortium	Actual FY 2020	Actual FY 2021	Actual FY 2022	Original Budget FY 2023	Adjusted Budget FY 2023	Tentative Budget FY 2024
Revenue						
Intergovernmental	$ 2,843,406	$ 199,185	$ 1,095,073	$ 1,200,000	$ 1,200,000	$ 1,591,152
Investment Income	67,050	44,261	41,803	8,000	698,000	42,147
Miscellaneous	(36,614)	(494,273)	-	6,000	-	-
Principal Payment	0	0	-	684,000	-	555,689
Total Revenue	2,873,842	(250,827)	1,136,876	1,898,000	1,898,000	2,188,988
Expenditure						
Home Consortium	$ 282,144	$ 222,523	$ 1,503,416	$ 1,200,000	$ 3,936,685	$ 1,300,000
Total Expenditure	282,144	222,523	1,503,416	1,200,000	3,936,685	1,300,000
Net Change in Fund Balance	2,591,699	(473,350)	(366,540)	698,000	(2,038,685)	888,988
Beginning Fund Balance	16,473,650	19,065,349	18,591,999	18,225,459	18,923,459	16,884,774
Ending Fund Balance	19,065,349	18,591,999	18,225,459	18,923,459	16,884,774	17,773,762

The Home Consortium Fund houses two programs. The first program is “Home Purchase Plus”, which provides down payment assistance to Provo residents who make *under* 80% of area median income. The second program is called “Loan to Own,” which provides down payment assistance for the rest of Utah County but is administered through Provo’s Development Services department. The Home Consortium funding automatically comes each year from HUD, based on entitlement formulas.

Special Purpose Grant

Special Purpose Grant	Actual FY 2020	Actual FY 2021	Actual FY 2022	Original Budget FY 2023	Adjusted Budget FY 2023	Tentative Budget FY 2024
Revenue						
Miscellaneous	$ -	$ -	$ 10,000	$ -	$ -	$ -
Charges for Services	$ -	$ -	$ -	$ 250	$ -	$ -
Investment Income	4,672	1,538	2,089	1,000	51,250	1,950
Principal Payments	-	-	-	50,000	-	40,000
Total Revenue	4,672	1,538	12,089	51,250	51,250	41,950
Expenditure						
Special Purpose Grant	$ 184	$ 10,150	$ 191	$ 95,000	$ 370,868	$ 90,000
Total Expenditure	184	10,150	191	95,000	370,868	90,000
Net Change in Fund Balance	4,487	(8,612)	11,898	(43,750)	(319,618)	(48,050)
Beginning Fund Balance	934,020	938,507	929,895	941,793	941,793	622,175
Ending Fund Balance	938,507	929,895	941,793	898,043	622,175	574,125

When Provo applies for and receives one-off HUD grants, those grants are accounted for in the Special Purpose Grants fund. (In contrast, CDBG money and Home Consortium money are recurring grants that are automatically given to Provo each year, based on an entitlement formula.) Currently, the Special Purpose Grants fund houses the “Own in Provo” program, which was established in 2006. The original grant was approximately $1.2 million, and the program was designed to help “over income” individuals (individuals who make 80% to 120% of median income) with down payment assistance for a home in Provo, on the condition that they pay back the assistance amount over time. This is different than the down payment assistance funding under the Home Consortium fund.



Capital Improvement Funds



General Capital Improvements

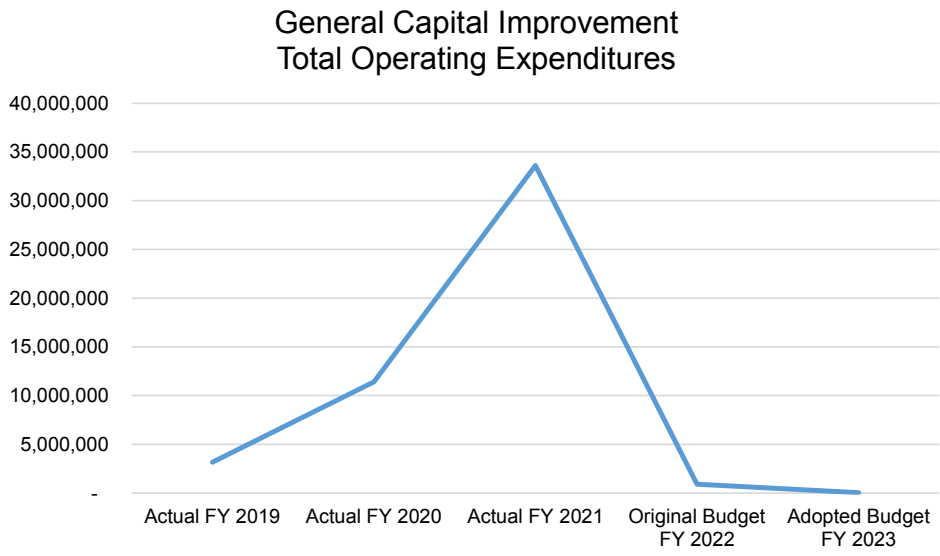
General Capital Improvements	Actual FY 2020	Actual FY 2021	Actual FY 2022	Original Budget FY 2023	Adjusted Budget FY 2023	Tentative Budget FY 2024
Revenue & Transfer In						
Intergovernmental	$ 267,718	$ 267,718	$ 222,030	$ -	$ -	$ -
Investment Income	1,434,277	250,259	72,383	-	-	-
Charges for Services		(820)	-	-	-	375,000
Bond Proceeds	-	-	-	-	-	-
Miscellaneous	-	-	198,131	-	-	-
Transfer In	2,627,557	439,115	858,378	51,000	51,000	51,000
Total Revenue & Transfer In	4,329,552	956,272	1,350,922	51,000	51,000	426,000
Expenditure						
General Capital Improvements	4,438,367	-	-	$ 51,000	$ 4,871,440	$ 242,000
City Building Projects	6,704,490	33,617,068	26,922,663	-	-	-
Grant Operations	267,718	-	-	-	-	-
Transfer Out	-	-		-		-
Total Expenditure & Transfer Out	11,410,575	33,617,068	26,922,663	51,000	4,871,440	242,000
Net Change in Fund Balance	(7,081,023)	(32,660,796)	(25,571,741)	-	(4,820,440)	184,000
Beginning Fund Balance	95,595,795	88,514,772	55,853,976	30,282,235	30,282,235	25,461,795
Ending Fund Balance	88,514,772	55,853,976	30,282,235	30,282,235	25,461,795	25,645,795

Department Function

- The General Capital Improvement Fund is to account for general City projects not specifically associated with a specific City department. For example, in FY 2019, this fund received the bond proceeds for the new Public Safety/City Hall building and Fire Station 2.
- Regardless of whether major projects are being accounted for in the fund, the City typically budgets $51,000 for capital equipment purchases for the Fire Department.

What's new in FY 2024?

- In addition to the $51,000 set aside annually for Fire capital equipment, the FY24 also includes a one-time amount of $191,000 for the CityView software upgrade.



B&C Capital Improvement

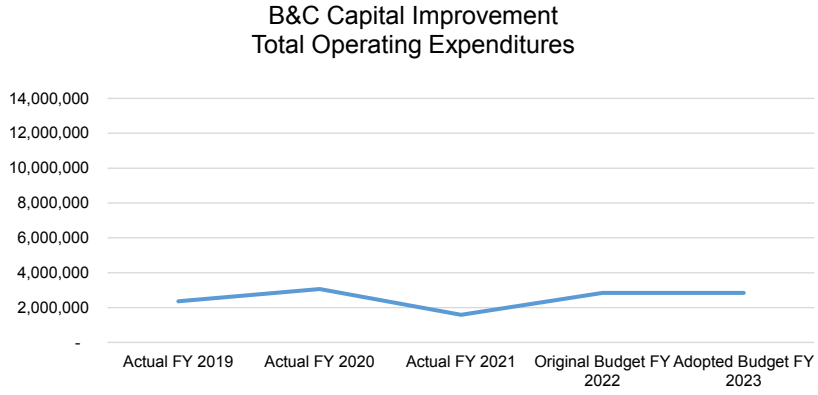
B&C Capital Improvements	Actual FY 2020	Actual FY 2021	Actual FY 2022	Original Budget FY 2023	Adjusted Budget FY 2023	Tentative Budget FY 2024
Revenue & Transfer In						
Charges for Services	$ 5,908	$ 184,033	$ 225,061	$ -	$ -	$ -
Investment Income	70,898	22,575	32,751	16,000	16,000	75,000
Miscellaneous	12,990	5,849	8,996	-	-	-
Transfer In	3,082,292	3,300,063	3,163,734	2,714,378	2,824,000	2,619,859
Total Revenue & Transfer In	3,172,087	3,512,519	3,430,542	2,730,378	2,840,000	2,694,859
Expenditure						
B&C Capital Improvements	$ 3,062,549	$ 1,592,618	$ 2,073,694	$ 2,840,000	$ 8,561,914	$ 2,840,000
Transfer Out	-	-	-	-	-	-
Total Expenditure & Transfer Out	3,062,549	1,592,618	2,073,694	2,840,000	8,561,914	2,840,000
Net Change in Fund Balance	109,538	1,919,901	1,356,848	(109,622)	(5,721,914)	(145,141)
Beginning Fund Balance	2,494,025	2,603,562	4,523,463	5,880,311	5,880,311	158,397
Ending Fund Balance	2,603,562	4,523,463	5,880,311	5,770,689	158,397	13,256

Department Function

- The B&C Capital Improvement Project fund accounts for city projects dealing with roads. Revenue for this fund comes from the B&C Road Tax transferred from the General fund. (In the State of Utah, B&C Roads are the roads operated by counties and cities.)

What's new in FY 2024?

- No significant changes in the upcoming fiscal year.



Engineering Capital Improvement

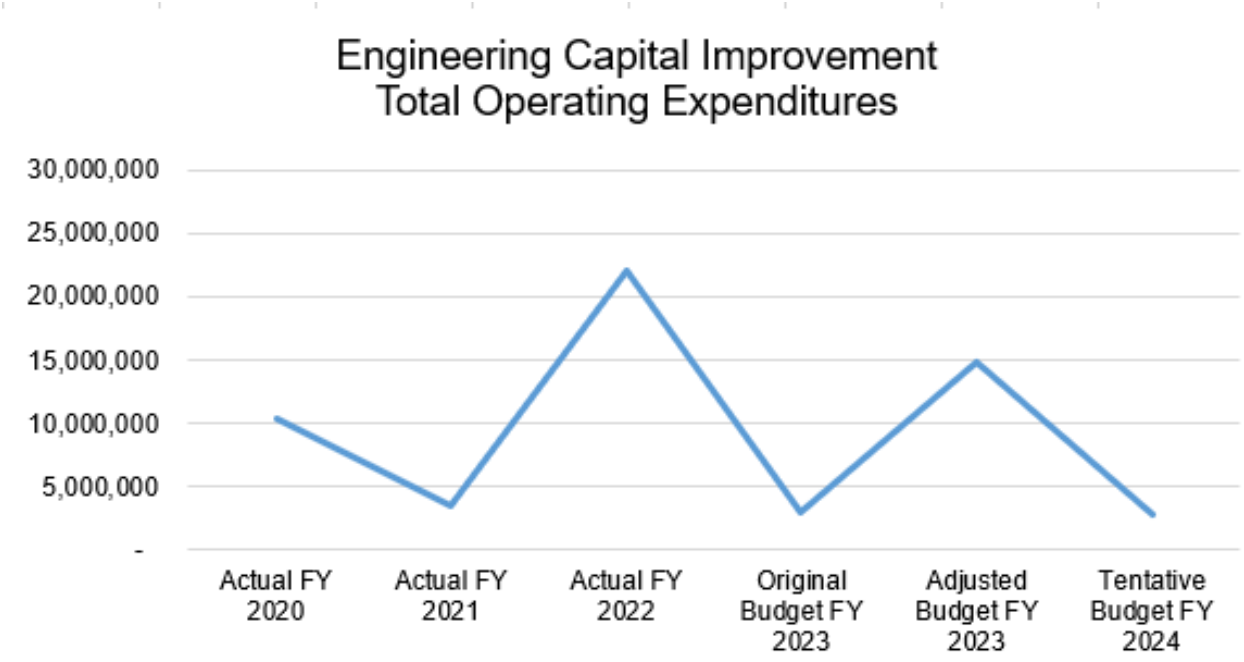
Engineering Capital Improvements	Actual FY 2020	Actual FY 2021	Actual FY 2022	Original Budget FY 2023	Adjusted Budget FY 2023	Tentative Budget FY 2024
Revenue & Transfer In						
Charges for Services	$ 692,847	$ 387,687	$ 298,927	$ 250,000	$ 250,000	$ 250,000
Intergovernmental	2,641,829	70,991	3,972,409	400,000	400,000	-
Taxes	1,845,880	2,173,246	2,480,613	2,400,000	2,400,000	2,869,774
Investment Income	88,458	34,644	43,171	25,000	25,000	80,000
Miscellaneous	6,756,331	4,297,574	5,690,909	-	-	-
Transfer In	-	-	-	-	-	-
Total Revenue & Transfer In	12,025,345	6,964,143	12,486,029	3,075,000	3,075,000	3,199,774
Expenditure						
Engineering Capital Improvements	$ 10,316,119	$ 3,405,943	$ 21,955,562	$ 2,900,000	$ 14,871,131	$ 1,150,000
Transfer Out	50,000	50,000	50,000	50,000	41,667	1,650,000
Total Expenditure & Transfer Out	10,366,119	3,455,943	22,005,562	2,950,000	14,912,798	2,800,000
Net Change in Fund Balance	1,659,226	3,508,200	(9,519,533)	125,000	(11,837,798)	399,774
Beginning Fund Balance	15,011,373	16,670,599	20,178,798	10,659,265	10,659,265	(1,178,533)
Ending Fund Balance	16,670,599	20,178,798	10,659,265	10,784,265	(1,178,533)	(778,759)

Department Function

- The Engineering Capital Improvement Project fund accounts for city projects dealing with roads, bridges, sidewalks, and traffic signals. Revenue from these funds come from impact and developer fees, grants, and transfers from other funds.

What's new in FY 2024?

- No significant changes in the up-coming fiscal year.



Parks Capital Improvement

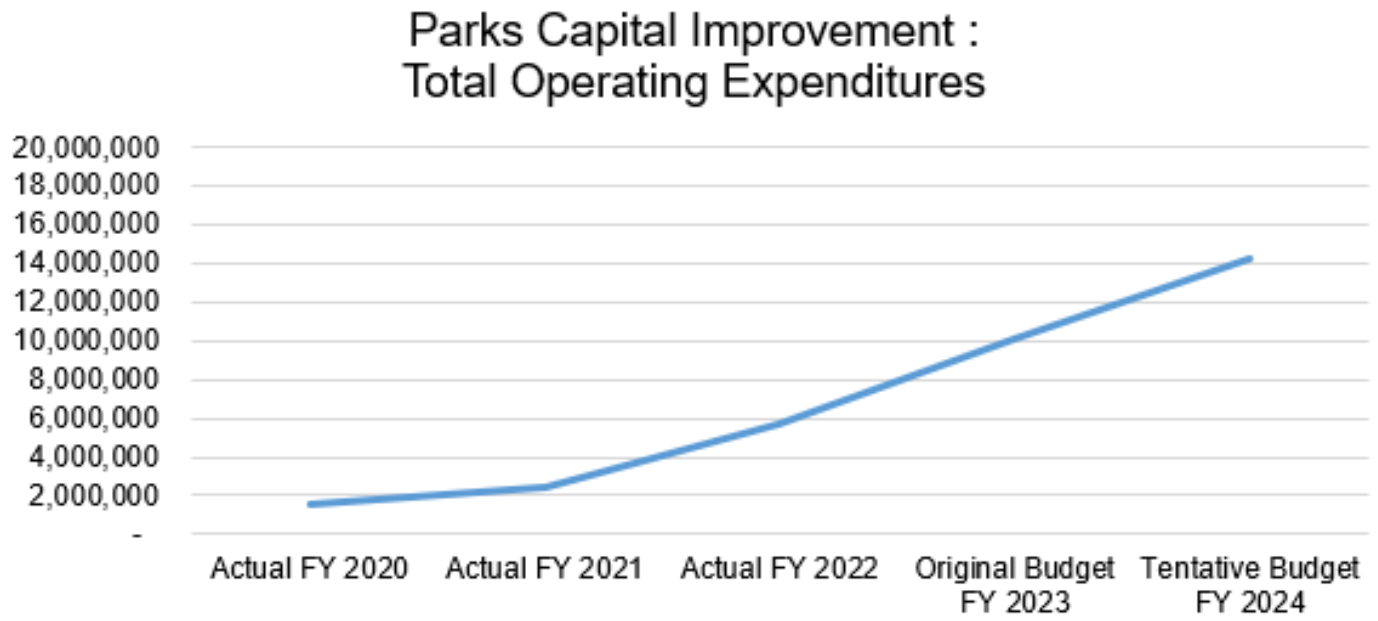
Parks Capital Improvement	Actual FY 2020	Actual FY 2021	Actual FY 2022	Original Budget FY 2023	Adjusted Budget FY 2023	Tentative Budget FY 2024
Revenue & Transfer In						
Charges for Services	$ 1,088,457	$ 103,210	$ 261,784	$ 1,300,469		$ 1,415,496
Miscellaneous	7,500	3,028,767	1,775,091	-		
Intergovernmental	-	150,000	625	6,232,917		8,350,193
Investment Income	119,081	38,477	49,408	-		-
Transfer In	1,433,495	2,647,562	1,943,033	1,902,440		2,275,212
Total Revenue & Transfer In	2,648,533	5,968,015	4,029,941	9,435,826	-	12,040,901
Expenditure						
Parks Capital Improvement	$ 1,561,818	$ 2,479,858	$ 5,750,892	$ 9,771,117	$ 21,737,648	$ 14,230,672
Transfer Out	-	-	-	$ 300,496	300,496	-
Total Expenditure	1,561,818	2,479,858	5,750,892	10,071,613	22,038,144	14,230,672
Net Change in Fund Balance	1,086,716	3,488,157	(1,720,951)	(635,787)	(22,038,144)	(2,189,771)
Beginning Fund Balance	7,922,469	9,009,184	12,497,341	10,776,390	10,776,390	(11,261,754)
Ending Fund Balance	9,009,184	12,497,341	10,776,390	10,140,603	(11,261,754)	(13,451,525)

Department Function

- This fund is used to account for monies spent on capital improvement projects associated with the Parks and Recreation Department, such as trails and new parks.

What's new in FY 2024?

- No significant changes in the upcoming fiscal year.



Economic Development CIP

Economic Development Capital Improvement	Actual FY 2020	Actual FY 2021	Actual FY 2022	Original Budget FY 2023	Adjusted Budget FY 2023	Tentative Budget FY 2024
Revenue						
Investment Income	$ 4,292	$ 1,436	$ 5,130	$ 5,000	$ -	$ 39,000
Intergovernmental	25,616	-	-	-	-	-
Miscellaneous	17,400	9,600	-	-	-	-
Other Financing	-	5,400	15,000	-	-	-
Transfer In	-	1,000,000	-	-	-	-
Total Revenue	47,308	11,036	20,130	5,000	-	39,000
Expenditure						
Economic Development Capital Improvement	$ 28,705	$ -	$ -	$ 1,242,859	$ 1,242,859	$ -
Total Expenditure	28,705	-	-	1,242,859	1,242,859	-
Net Change in Fund Balance	18,603	11,036	20,130	(1,237,859)	(1,242,859)	39,000
Beginning Fund Balance	1,218,357	1,236,960	1,247,996	1,268,126	1,268,126	25,267
Ending Fund Balance	1,236,960	1,247,996	1,268,126	30,267	25,267	64,267

Department Function

- The Economic Development Capital Improvement fund and the Mountain Vista fund have been used to account for expenditures to help promote and create opportunities for business development within Provo City.

What's new in FY 2024?

- No significant changes in the upcoming fiscal year.



Internal Service Funds



Internal Service Fund Information

Internal Service Funds are used to report activities that result in accumulation and allocation of costs of supplies and services provided and used internally among the City's various functions. The City uses internal service funds to account for employee benefits, insurance and claims, vehicle management and replacement, internal telecom maintenance, facility services, interfund loans, and customer service functions.

Major Revenue Source

The primary revenue source for all internal service funds is chargeback revenue and transfers in from other funds. Below is a revenue and expenses summary from all internal services funds.

Revenue Source	Actual FY 2020	Actual FY 2021	Actual FY 2022	Original Budget FY 2023	Adjusted Budget FY 2023	Tentative Budget FY 2024
Chargeback	$ 14,526,004	$ 12,317,871	$ 3,566,280	$ 15,811,604	$ 15,418,355	$ 20,874,878
Principal/Interest Income	270,224	60,956	62,981	126,000	126,000	193,752
Bond Proceeds	-	-	-	-	-	-
Miscellaneous	2,770,734	5,550,788	13,603,545	4,058,909	421,115	431,484
Total Revenue	17,566,963	17,929,615	17,232,806	19,996,513	15,965,470	21,500,114
Transfer In	953,313	75,000	322,611	708,004	708,004	1,306,288
Total Revenue & Transfer In	18,520,276	18,004,615	17,555,417	20,704,517	16,673,474	22,806,402

Internal Service Summary	Actual FY 2020	Actual FY 2021	Actual FY 2022	Original Budget FY 2023	Adjusted Budget FY 2023	Tentative Budget FY 2024
Revenue & Transfer In						
Employee Benefits	$ 2,170,243	$ 1,888,851	$ 1,753,142	$ 1,851,730	$ 1,851,730	$ 1,760,908
Insurance/Claims	1,948,054	2,294,592	2,330,186	2,234,683	2,234,683	2,686,358
Facility Services	1,586,751	1,029,353	1,408,014	2,353,188	2,353,188	2,508,769
Computer Replacement	557,648	457,502	179,308	-	263,845	-
Vehicle Maintenance	2,601,486	2,761,693	3,566,280	4,015,273	4,017,465	4,647,925
Vehicle Replacement	4,559,463	5,704,124	5,071,399	6,068,683	2,051,603	7,064,286
Telecom	567,995	531,730	529,289	510,000	510,000	300,000
Customer Service	4,528,635	3,627,736	3,255,060	3,670,960	3,681,095	3,838,156
Total Revenue & Transfer In	18,520,276	18,295,583	18,092,678	20,704,517	16,963,609	22,806,402
Expenditure & Transfer Out						
Employee Benefits	$ 1,914,527	$ 2,232,022	$ 1,948,531	$ 1,851,728	$ 1,916,727	$ 1,763,651
Insurance/Claims	1,756,947	1,809,608	2,182,590	2,234,686	2,351,686	2,357,178
Facility Services	1,266,831	1,239,691	1,290,716	2,353,188	3,413,076	2,508,769
Computer Replacement	323,616	286,397	-	-	-	-
Vehicle Maintenance	2,770,755	3,028,491	3,851,517	4,207,004	4,266,278	4,730,639
Vehicle Replacement	6,028,796	6,873,089	4,270,901	6,820,187	12,044,338	7,324,652
Telecom	57,025	33,997	414,139	339,579	562,683	342,383
Customer Service	4,259,878	3,173,840	3,094,961	3,670,960	3,875,126	4,197,635
Total Expenditure & Transfer Out	18,378,374	18,677,136	17,053,355	21,477,331	28,429,914	23,224,907
Net Surplus (Deficit)	141,901	(381,553)	1,039,323	(772,814)	(11,466,305)	(418,505)

Employee Benefits

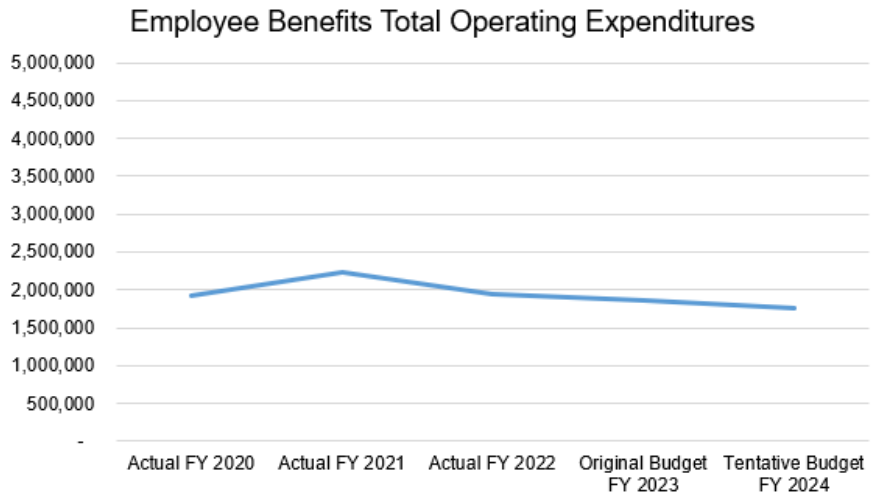
Employee Benefits	Actual FY 2020	Actual FY 2021	Actual FY 2022	Original Budget FY 2023	Adjusted Budget FY 2023	Tentative Budget FY 2024
Revenue						
Chargeback	$ 1,965,083	$ 1,795,975		$ 1,641,896	$ 1,641,896	$ 1,370,990
Miscellaneous	101,884	57,811	1,716,341	109,834	109,834	312,000
Investment Income	103,276	35,066	36,801	100,000	100,000	77,918
Total Revenue	2,170,243	1,888,851	1,753,142	1,851,730	1,851,730	1,760,908
Expenditure						
Employee Benefits	$ 1,898,816	$ 2,203,289	$ 1,931,524	$ 1,816,728	$ 1,881,727	$ 1,719,151
Wellness	3,114	2,000	7,753	35,000	35,000	35,000
Benefits Fair	3,660	4,000	-	-	-	-
Fitness for Duty	8,938	22,733	9,254	-	-	-
OPEB Valuation	-	-	-	-	-	9,500
Total Expenditure	1,914,527	2,232,022	1,948,531	1,851,728	1,916,727	1,763,651
Net Change in Fund Balance	255,716	(343,171)	(195,389)	2	(64,997)	(2,743)
Beginning Fund Balance	3,023,501	3,279,217	2,936,046	2,740,657	2,740,657	2,675,660
Ending Fund Balance	3,279,217	2,936,046	2,740,657	2,740,660	2,675,660	2,672,917

Department Function

- The Employee Benefits Fund is an internal service fund established to account for the benefits afforded to City employees. The Fund consists of several chargeback accounts such as workers compensation and retiree dollars used for medical and life insurance benefits. The fund also covers other non-chargeback employee benefit and training expenditures such as drug testing, employee assistance program, unemployment, training, wellness program, background checks, fitness for duty, case management and administration fees for benefit-related services such as COBRA, Health Savings Accounts and Health Reimbursement Arrangement.

What's new in FY 2024?

- Employees received a 4% cost of living adjustment.
- The cost of retirees insurance decreased by $73,335, and the cots of worker's compensation premiums decreased by $60,000.
- Workday consulting costs were added, which increased expenses by $38,000.



Insurance and Claims

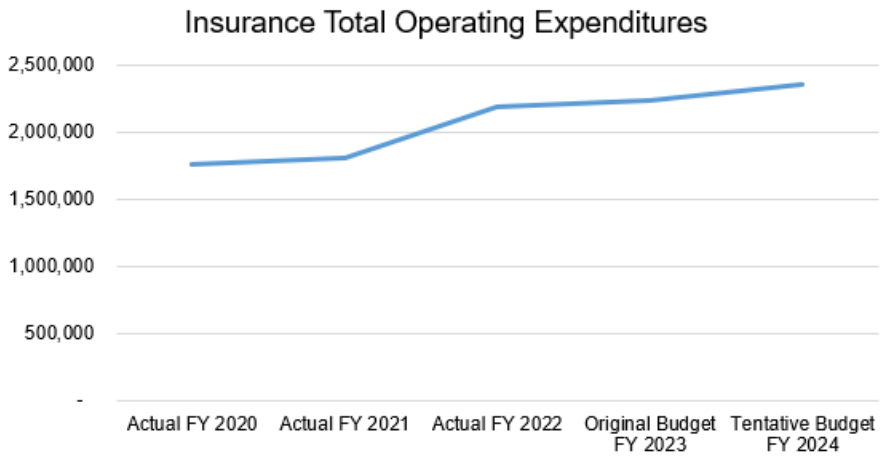
Insurance	Actual FY 2020	Actual FY 2021	Actual FY 2022	Original Budget FY 2023	Adjusted Budget FY 2023	Tentative Budget FY 2024
Revenue						
Chargeback	$ 1,918,579	2,286,343	-	$ 2,226,683	$ 2,226,683	$ 2,626,358
Miscellaneous	-	-	2,320,415	-	-	-
Investment Income	29,475	8,250	9,771	8,000	8,000	60,000
Total Revenue	1,948,054	2,294,592	2,330,186	2,234,683	2,234,683	2,686,358
Expenditure						
Insurance	$ 1,756,947	$ 1,809,608	$ 2,182,590	$ 2,234,686	$ 2,351,686	$ 2,357,178
Total Expenditure	1,756,947	1,809,608	2,182,590	2,234,686	2,351,686	2,357,178
Net Change in Fund Balance	191,107	484,985	147,596	(3)	(117,003)	329,180
Beginning Fund Balance	773,163	964,270	1,449,255	1,596,851	1,596,851	1,479,848
Ending Fund Balance	964,270	1,449,255	1,596,851	1,596,848	1,479,848	1,809,028

Department Function

- The Insurance and Claims Fund is established to manage the risk management activities of the City. Insurance costs, legal expenses and settlements are budgeted in this fund. The fund balance in this fund is designed to cover the self-insured portion of the City's liability coverage.

What's new in FY 2024?

- Employees received a 4% cost of living adjustment.
- Insurance premiums increased by $192,478.
- The claims budget was temporarily reduced since a large one-time claim will be paid through the insurance chargeback in the General Fund.



Facility Services

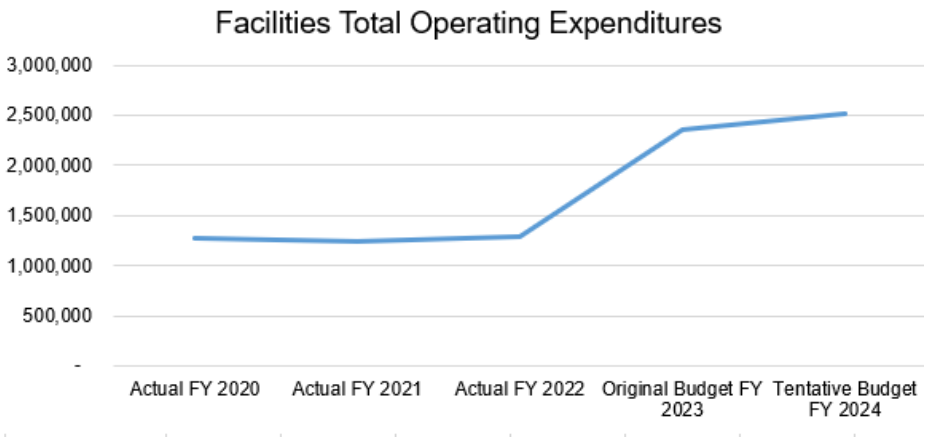
Facility Services	Actual FY 2020	Actual FY 2021	Actual FY 2022	Original Budget FY 2023	Adjusted Budget FY 2023	Tentative Budget FY 2024
Revenue						
Chargeback	$ 1,319,673	$ 1,022,031		$ 1,853,218	$ 1,853,218	$ 1,842,846
Miscellaneous	464	102	1,153,531	12,436	12,436	12,484
Investment Income	29,614	7,221	6,872	6,000	6,000	55,834
Transfer In	237,000	-	247,611	481,534	481,534	597,605
Total Revenue	1,586,751	1,029,353	1,408,014	2,353,188	2,353,188	2,508,769
Expenditure						
Facility Administration	$ 261,563	$ 276,604	$ 294,854	$ 312,896	$ 336,181	$ 340,632
Janitorial	-	-		-	-	-
Preventative Maintenance	450,034	394,913	433,060	480,191	480,191	491,917
Service Requests	232,505	264,264	217,680	280,000	280,000	280,000
Projects	-	-		-	-	-
Surplus	-	-		12,436	12,436	12,484
Contracts	302,814	292,730	305,272	786,131	786,131	786,131
General Fund Maintenance	19,914	11,180	39,850	481,534	1,518,137	597,605
Transfer Out	-	-	-	-	-	-
Total Expenditure & Transfer Out	1,266,831	1,239,691	1,290,716	2,353,188	3,413,076	2,508,769
Net Change in Fund Balance	319,920	(210,337)	117,298	0	(1,059,888)	-
Beginning Fund Balance	1,335,023	1,654,944	1,444,606	1,561,904	1,561,904	1,916,727
Ending Fund Balance	1,654,944	1,444,606	1,561,904	1,851,728	1,916,727	1,763,651
	1,266,831	1,239,691	1,290,716	2,353,188	3,413,076	2,508,769

Department Function

- The Facility Service Division is part of the Administrative Services Department. This division is responsible for the construction, remodeling and maintenance of more than 740,000 square feet in City facilities. To fulfill these responsibilities, the Facility Services provides technical expertise, project management, preventive and ongoing maintenance services, asset management, contract oversight, etc. Facility Services offers this wide variety of services to each of the City's offices in order to reduce costs, meet state and federal standards and assist each department in accomplishing its mission in an effective and efficient manner. Facility Services staff maintain and repair electrical, plumbing and HVAC systems, making certain that infrastructure operating systems in City facilities function safely and in the manner in which they were designed.

What's new in FY 2024?

- Employees received a 4% cost of living adjustment.
- Hourly billing rate increased to $72 as of July 1, 2023



- **Performance Measures**

Priority	Goal	Performance Measure	Annual Totals			
			2022	2023		2024
			Actual	Current	Target	Target
Responsible Government	Complete New Public Safety - City Hall Building Construction	Percentage Completed by May 2022	85%	100%	100%	N/A
Healthy, Inviting Environment	Record 80% Of Billable Hours To Department Work Orders	80% of Work Hours Billable To Various Departments	80%	pending	80%	80%



Computer Replacement

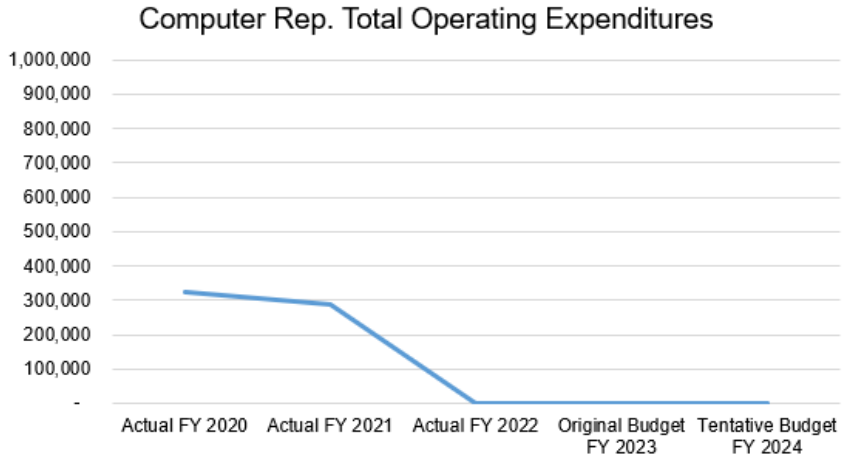
Computer Replacement	Actual FY 2020	Actual FY 2021	Actual FY 2022	Original Budget FY 2023	Adjusted Budget FY 2023	Tentative Budget FY 2024
Revenue						
Miscellaneous	$ 548,756	$ 454,289	$ 176,912	$ -	$ 263,845	$ -
Investment Income	8,892	3,213	2,396	-	-	-
Transfer In	-	-	-	-	-	-
Total Revenue	557,648	457,502	179,308	-	263,845	-
Expenditure						
Computer Replacement	$ 323,616	$ 286,397	$ -	$ -	$ -	$ -
Total Expenditure	323,616	286,397	-	-	-	-
Net Change in Fund Balance	234,032	171,105	179,308	-	263,845	-
Beginning Fund Balance	252,348	486,380	657,485	836,793	836,793	1,100,638
Ending Fund Balance	486,380	657,485	836,793	836,793	1,100,638	1,100,638

Department Function

- The Computer Replacement Fund (Computer Bank) was established to help departments establish a funding source for the replacement of computers and printers to stay abreast with technology, control repair costs, and employee productivity. Each department determines the amount to transfer for computer replacement. Each department may keep a balance in the Computer Bank of up to 50% of total department needs. When determining the value of the department's needs, the current market price for CPU, monitor, software, keyboard and mouse will be used.

What's new in FY 2024?

- In a typical year, there is no initial budget for the computer replacement fund. As departments determine computer-related purchasing needs throughout the year, they move money from their operating accounts and funds to the computer bank. In FY2022, a transfer-in amount was budgeted to cover anticipated costs related to the WorkDay software implementation. In FY2024, no transfer is anticipated.



Vehicle Maintenance (Fleet)

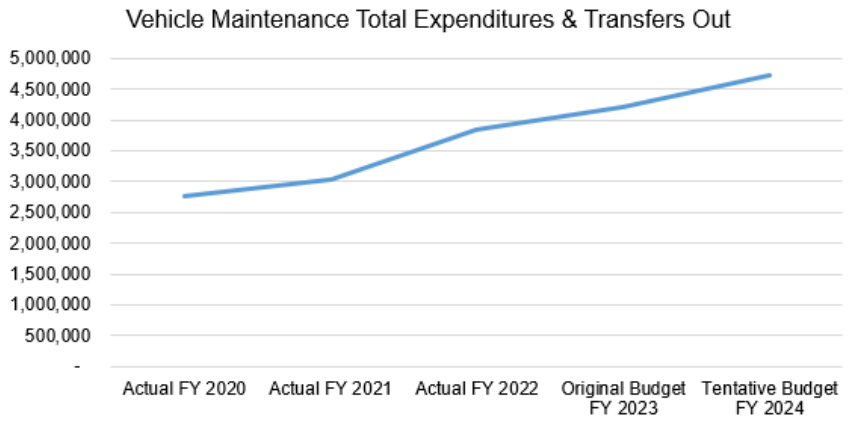
Vehicle Maintenance	Actual FY 2020	Actual FY 2021	Actual FY 2022	Original Budget FY 2023	Adjusted Budget FY 2023	Tentative Budget FY 2024
Revenue						
Chargeback	$ 1,668,187	$ 1,913,648	$ 3,566,280	$ 2,275,048	$ 4,017,465	$ 4,647,925
Miscellaneous	933,299	848,045	-	1,740,225	-	-
Investment Income	-	-	-	-	-	-
Total Revenue	2,601,486	2,761,693	3,566,280	4,015,273	4,017,465	4,647,925
Expenditure & Transfer Out						
Vehicle Maintenance	$ 2,770,755	$ 3,028,491	$ 3,851,517	$ 4,207,004	$ 4,266,278	$ 4,730,639
Transfer Out	-	-	-	-	-	-
Total Expenditure & Transfer Out	2,770,755	3,028,491	3,851,517	4,207,004	4,266,278	4,730,639
Net Change in Fund Balance	(169,269)	(266,798)	(285,237)	(191,731)	(248,813)	(82,714)
Beginning Fund Balance	454,163	284,894	18,096	(267,141)	(267,141)	(515,954)
Ending Fund Balance	284,894	18,096	(267,141)	(458,872)	(515,954)	(598,668)

Department Function

- The Vehicle Management Fund (Fleet) is responsible for the management and maintenance of the City fleet. The program maintains approximately 733 vehicles and pieces of equipment with the focus on preventive maintenance schedules to reduce downtime and provide safe vehicles and equipment to operate for all our departments. A collaborative effort with all City departments is made to provide transparency and information on program analysis, cost tracking, customer fulfillment, and maximum quality workmanship.

What's new in FY 2024?

- Employees received a 4% cost of living adjustment.
- Operating budget increased due to inflation and high costs of fuel. The budget assumes $4.50/gallon for unleaded gas and $5.25/gallon for diesel.
- Hourly billing rate increased to $100 as of July 1, 2023



Performance Measures

Priority	Goal	Performance Measure	Annual Totals			
			2021	2022		2023
			Actual	Current	Target	Target
Responsible Government	Proactively seek out Sanitation maintenance and repair needs	Number of Sanitation vehicles inspected per month.	N/A	N/A	N/A	13

Vehicle Replacement

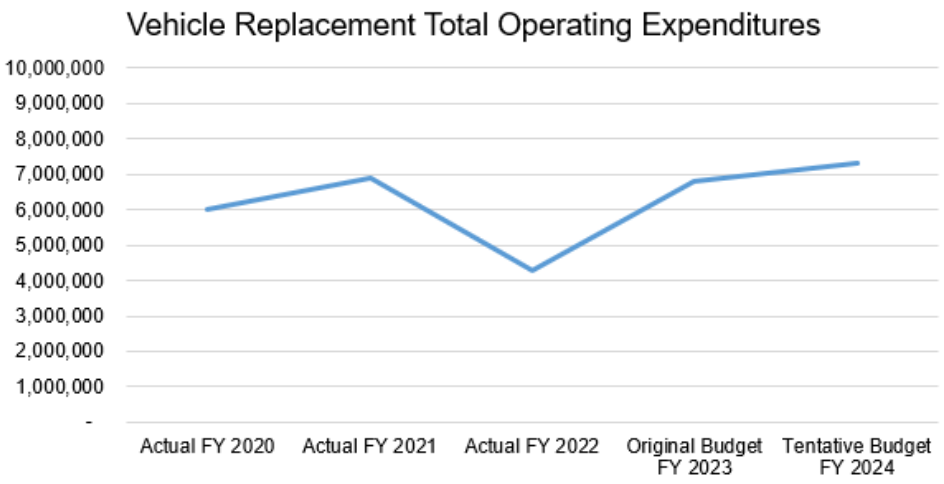
Vehicle Replacement	Actual FY 2020	Actual FY 2021	Actual FY 2022	Original Budget FY 2023	Adjusted Budget FY 2023	Tentative Budget FY 2024
Revenue & Transfer In						
Chargeback	$ 3,559,444	$ 4,961,160		$ 4,060,269	$ 1,924,603	$ 6,434,520
Miscellaneous	789,451	675,381	4,762,916	1,881,414	-	-
Gain on Sale of Asset	-	62,550	307,972	-	-	-
Investment Income	85,568	5,033	511	2,000	2,000	-
Bond Proceeds	-	-	-	-	-	-
Transfer In	125,000	-	-	125,000	125,000	629,766
Total Revenue & Transfer In	4,559,463	5,704,124	5,071,399	6,068,683	2,051,603	7,064,286
Expenditure						
Vehicle Replacement	$ 6,028,796	$ 6,873,089	$ 4,270,901	$ 6,820,187	$ 12,044,338	$ 7,324,652
Total Expenditure	6,028,796	6,873,089	4,270,901	6,820,187	12,044,338	7,324,652
Net Change in Fund Balance	(1,469,333)	(1,168,965)	800,498	(751,504)	(9,992,735)	(260,366)
Beginning Fund Balance	4,882,228	3,412,895	2,243,930	3,044,428	3,044,428	(6,948,307)
Ending Fund Balance	3,412,895	2,243,930	3,044,428	2,292,924	(6,948,307)	(7,208,673)

Department Function

- The Vehicle Replacement Fund is used to purchase rolling stock for City departments. As vehicles and equipment reach their useful lifecycle they are replaced through this fund. Funds are systematically transferred from City departments into the Vehicle Replacement Fund to ensure that funds are available to replace budgeted replacement vehicles and equipment.

What's new in FY 2024?

- A transfer from the general fund was included to cover fire truck lease expenses.
- Revenue from vehicle loan payments and outright vehicle purchases is expected to increase by $509,873.
- Vehicle purchases are expected to increase in FY24.
- Supplemental Request: $219,000 was added to the Police Vehicle Replacement account to purchase three new Police vehicles at $73,000 each. The first year of loan payments for these vehicles is budgeted in the General Services FY2024 budget.



Telecom

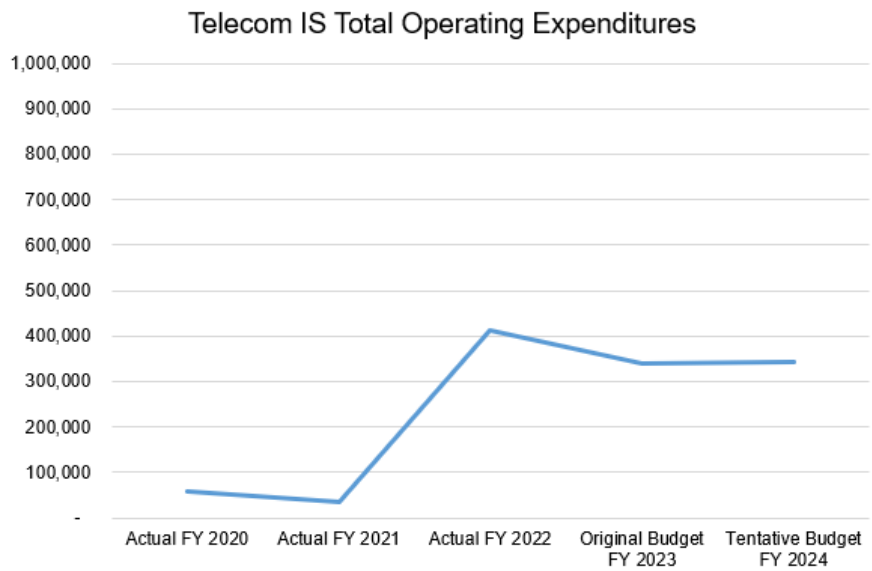
Telecom Internal Service	Actual FY 2020	Actual FY 2021	Actual FY 2022	Original Budget FY 2023	Adjusted Budget FY 2023	Tentative Budget FY 2024
Revenue						
Chargeback	$ 303,313	$ 303,313		$ 300,000	$ 300,000	$ 300,000
Miscellaneous	264,682	-	300,000	210,000	-	-
Investment Income	-	18,739	19,686	-	-	-
Taxes	-	209,678	209,603	-	210,000	
Total Revenue	567,995	531,730	529,289	510,000	510,000	300,000
Expenditure						
Telecom Internal Service	$ 57,025	$ 33,997	$ 414,139	$ 339,579	$ 562,683	$ 342,383
Transfer Out	-	-	-	-	-	-
Total Expenditure & Transfer Out	57,025	33,997	414,139	339,579	562,683	342,383
Net Change in Fund Balance	510,970	497,733	115,150	170,421	(52,683)	(42,383)
Beginning Fund Balance	3,149,014	3,659,984	4,157,718	4,272,868	4,272,868	4,220,185
Ending Fund Balance	3,659,984	4,157,718	4,272,868	4,443,289	4,220,185	4,177,802

Department Function

- The Telecom Internal Service Fund was created at the end of FY 2014 after the sale of the Provo fiber network to Google Fiber. The Telecom Internal Service Fund accounts for maintenance and equipment replacement for the City's fiber network not maintained by Google Fiber.

What's new in FY 2024?

- No significant changes in the upcoming fiscal year.



Customer Service

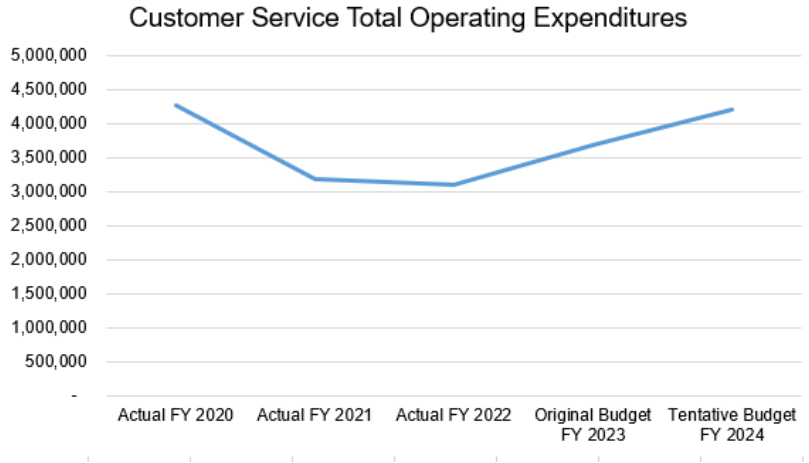
Customer Service	Actual FY 2020	Actual FY 2021	Actual FY 2022	Original Budget FY 2023	Adjusted Budget FY 2023	Tentative Budget FY 2024
Revenue & Transfer In						
Chargeback	$ 3,791,725	$ 35,401		$ 3,454,490	$ 3,454,490	$ 3,652,239
Charge for Services	-	-		-	80,135	72,000
Miscellaneous	132,197	3,515,161	3,173,430	105,000	35,000	35,000
Investment Income	13,400	2,173	6,630	10,000	10,000	-
Transfer In	591,313	75,000	75,000	101,470	101,470	78,917
Total Revenue & Transfer In	4,528,635	3,627,736	3,255,060	3,670,960	3,681,095	3,838,156
Expenditure & Transfer Out						
Customer Service Administration	$ 1,800,706	$ 1,165,906	$ 967,755	$ 985,730	$ 1,097,331	$ 1,430,046
Billing	929,705	880,142	1,023,939	1,319,811	1,319,810	1,264,713
Customer Service-IT	195,527	152,873	171,902	248,513	326,079	249,431
Call Center	939,641	846,463	813,804	1,090,436	1,090,436	1,226,975
Business License	110,750	18,332	12,561	26,470	41,470	26,470
Parking Management	273,176	1,811	-	-	-	-
Field Services		-	-	-	-	-
Meter Reader	10,373	12,063	-	-	-	-
Transfer Out	-	96,250	105,000	-	-	-
Total Expenditure & Transfer Out	4,259,878	3,173,840	3,094,961	3,670,960	3,875,126	4,197,635
Net Change in Fund Balance	268,757	453,895	160,099	0	(194,031)	(359,479)
Beginning Fund Balance	368,351	637,108	1,091,003	1,251,102	1,251,102	1,057,071
Ending Fund Balance	637,108	1,091,003	1,251,102	1,251,103	1,057,071	697,592

Department Function

- The Customer Service Department was first created as a division of the Mayor's Office in July of 2012 to provide quality centralized service to residents and businesses of Provo City. In 2017, it became its own department. The Customer Service Department is located in the Provo City Center building and is a 311 Call Center. Services offered by 311 are by phone, walk-ins, and online. Services provided include, utility billing, electronic fingerprinting, airport badging, licensing (animal, bicycle), special events, park reservations, street banner reservations, parking tickets, parking permits, centralized cashier, payments for police reports, general information and reports of city-related problems. Calls handled through the 311 Customer Service division average 98,000 per year. Walk-in traffic average 70,000 per year.

What's new in FY 2024?

- Employees received a 4% cost of living adjustment.
- The administrative overhead chargeback expense in the Customer Service Administration function increased to cover Provo360 costs in addition to making a correction from last year.



Performance Measures

Priority	Goal	Performance Measure	Annual Totals			
			2022	2023		2024
			Actual	Current	Target	Target
Safe City	Increase Certified Staff For Tsa Airport Badging, Official Notary Public, And Federal Passport Agents	Number of Certified CSR/ Other Services	65%	50%**	75%	75%
Community	Increase Customer Services	Number of Passports Issued	1604	825	1600	1700
		Number of Passport Photos	1024	573	700	1000
		Number of Fingerprints	3590	2183	5000	5000
Business and Economic Vitality	Make Accessing Information and Doing Business with the City Easier	Percentage of 311 Utilization (Use of Abbreviated Dialing Num.)	23%	23%	25%	26%
Responsible Government	Increase Customer Service Call Center Performance	Call Center Average Time to Answer	79 sec	112 sec*	45	40
		Call Center Abandon Rate	4.00%	9.00%	6.00%	5.00%
Healthy Inviting Environment	Continue "Customer Service Cares" Initiative	Number of Charity, Community Outreach Assistance, and Promotional Events Participated In	2	2	2	3

*Suspended services for a limited time due to COVID-19
** Increased calls and call duration due to rate increases, new billing software, and COVID -19.



Debt Service Funds



Debt Service Funds

Municipalities have the option of funding long-term expenses through debt, often in the form of bonds, leases, and notes payable. Provo has maintained a AAA sales tax bond rating, which has helped the City secure debt, as needed.

- Provo City has issued two types of bonds: general obligation and revenue bonds. General obligation bonds are repaid through property tax levies. Current general obligation bonds include bonds for the Rec Center and the new City Hall/Public Safety Headquarters/Fire Station 2. In contrast, revenue bonds are repaid through a designated revenue source. Currently, Provo's revenue bonds are for the cemetery, the fiber network, and enterprise-fund-related projects.
- Long-term debt can also be incurred through finance leases. Provo City currently has finance leases for ERP debt (i.e., Provo 360), fire apparatus, and golf course equipment.
- Finally, Provo also has several expenses that are accounted for in notes payable. These expenses are related to the Regional Sports Park and Airport projects.

Debt service funds manage principal and interest payment requirements on outstanding obligations. Provo City has three debt service funds—1) Debt Service, 2) Telecom Debt Service, and 3) Enterprise Resource Planning (ERP) Debt Service. None of these funds are tied to a specific department. The budgets for these three funds are shown in the tables below:

Debt Service Fund

Debt Service	Actual FY 2020	Actual FY 2021	Actual FY 2022	Original Budget FY 2023	Adjusted Budget FY 2023	Tentative Budget FY 2024
Revenue						
Taxes	$ 8,511,549	$ 8,892,482	$ 8,487,876	$ 8,304,856	$ 8,304,856	$ 8,898,810
Bond Proceeds	-	-	-	-	-	-
Investment Income	166,142	16,061	20,263	25,000	25,000	145,500
Transfer In	-	-	-	469,493		169,857
Total Revenue	8,677,691	8,908,543	8,508,139	8,799,349	8,329,856	9,214,167
Expenditure						
Debt Service	$ 8,073,056	$ 8,072,511	$ 7,869,180	$ 8,173,850	$ 8,173,850	$ 8,172,310
Transfer Out	440,000	315,000	315,000	440,000	125,000	440,000
Total Expenditure	8,513,056	8,387,511	8,184,180	8,613,850	8,298,850	8,612,310
Net Change in Fund Balance	164,635	521,033	323,959	185,499	31,006	601,857
Beginning Fund Balance	1,443,849	1,608,485	2,129,518	2,453,477	2,453,477	2,669,982
Ending Fund Balance	1,608,485	2,129,518	2,453,477	2,638,976	2,669,982	3,271,839

Telecom Debt Service Fund

Telecom Debt Service	Actual FY 2020	Actual FY 2021	Actual FY 2022	Original Budget FY 2023	Adjusted Budget FY 2023	Tentative Budget FY 2024
Revenue						
Investment Income	$ 52,496	$ 14,707	$ 13,151	$ 20,000	$ 20,000	$ 200,000
Transfer In	3,382,212	3,494,632	6,365,227	3,250,000	3,250,000	3,575,000
Total Revenue	3,434,708	3,509,340	6,378,378	3,270,000	3,270,000	3,775,000
Expenditure						
Telecom Debt Service	$ 3,223,657	$ 3,218,291	$ 3,216,063	$ 3,222,689	$ 3,222,689	$ 3,221,498
Total Expenditure	3,223,657	3,218,291	3,216,063	3,222,689	3,222,689	3,221,498
Net Change in Fund Balance	211,051	291,049	3,162,315	47,311	47,311	553,502
Beginning Fund Balance	(876,896)	(665,845)	(374,796)	2,787,519	2,787,519	2,882,141
Ending Fund Balance	(665,845)	(374,796)	2,787,519	2,834,830	2,882,141	3,435,643

ERP Debt Service Fund

ERP Debt Service	Actual FY 2020	Actual FY 2021	Actual FY 2022	Original Budget FY 2023	Adjusted Budget FY 2023	Tentative Budget FY 2024
Revenue						
Investment Income	$ 21,622	$ 6,559	$ 2,382	$ -	$ -	$ -
Transfer In	1,409,884	2,108,527	2,117,277	470,274	470,274	470,274
Total Revenue & Transfer In	1,409,884	2,108,527	2,117,277	470,274	470,274	470,274
Expenditure & Transfer Out						
ERP Debt Service	$ 852,719	$ 877,262	$ 880,340	$ 869,689	$ 869,690	$ 22,660
Transfer Out	3,006,707	810,894	1,133,206	-		-
Total Expenditure	3,859,426	1,688,156	2,013,546	869,689	869,690	22,660
Net Change in Fund Balance	(2,449,542)	420,371	103,731	(399,415)	(399,416)	447,614
Beginning Fund Balance	1,313,256	(1,136,286)	(715,915)	(612,184)	(612,184)	(1,411,015)
Ending Fund Balance	(1,136,286)	(715,915)	(612,184)	(1,011,599)	(1,411,015)	(963,401)

Current Debt Obligations

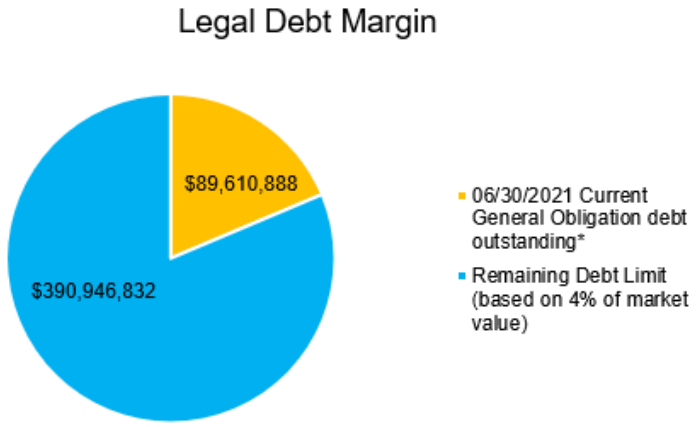
The tables below show Provo City's current debt obligations as of June 30, 2023.

Series	Purpose	Original Amount	Final Maturity Date	Outstanding Balance
Government-Type General Obligation Bonds				
2017 Series GO Bond (Refunded 2011 Series)	Recreation Center Refunding	24,550,000	1/1/2032	20,965,000
2019 Series GO Bond	City Center and Fire Station	65,930,000	2/1/2039	56,580,000
	Year ended June 30,	**Principal**	**Interest**	**Total**
	2024	4,415,000	3,271,456	7,686,456
	2025	4,640,000	3,050,706	7,690,706
Total Government-Type General Obligation Bonds	2026	4,870,000	2,818,706	7,688,706
	2027	5,120,000	2,575,206	7,695,206
	2028	5,370,000	2,319,206	7,689,206
	2029-2039	53,130,000	10,813,744	63,943,744
	Total	77,545,000	24,849,025	102,394,025
Government-Type Revenue Bonds				
Telecom 2004 Taxable Series	Fiber Network	39,500,000	2/15/2026	8,690,000
2014 Cemetery Bond	Cemetery Expansion	2,334,000	5/1/2034	1,495,000
	Year ended June 30,	**Principal**	**Interest**	**Total**
	2024	2,857,000	528,855	3,385,855
	2025	3,011,000	375,741	3,386,741
Total Government-Type Revenue Bonds	2026	3,170,000	214,343	3,384,343
	2027	125,000	44,389	169,389
	2028	130,000	39,551	169,551
	2029-2035	892,000	124,614	1,016,614
	Total	10,185,000	1,327,493	11,512,493
Combined Government-Type General Obligation and Revenue Bonds Debt Schedule				
	Year ended June 30,	**Principal**	**Interest**	**Total**
	2024	7,272,000	3,800,311	11,072,311
	2025	7,651,000	3,426,447	11,077,447
Total Government-Type General Obligation and Revenue Bonds Combined	2026	8,040,000	3,033,049	11,073,049
	2027	5,245,000	2,619,595	7,864,595
	2028	5,500,000	2,358,757	7,858,757
	2029-2039	54,022,000	10,938,358	64,960,358
	Total	87,730,000	26,176,518	113,906,518

Series	Purpose	Original Amount	Final Maturity Date	Balance
Lease Agreements				
2017 Finance Lease - $2,040,000	Fire Apparatus	2,040,000	3/15/2025	543,353
2019 Finance Lease - $2,490,000	Fire Apparatus	2,490,000	4/1/2027	1,309,583
2020 Finance Lease - $521,093	Golf Maintenance Equipment	521,093	8/25/2024	210,227
Golf Carts - $280,337	Golf Carts	280,337	7/15/2027	219,788
Golf Carts - $175,010	Club Car Connect	175,010	7/15/2027	137,210
Total Lease Obligations as of June 30, 2023				2,420,161
Notes Payable				
2020 108 Note Payable - $2,500,000	Airport	2,500,000	8/1/2029	1,679,000
2021 Note Payable - $10,149,553	Airport	10,149,553	11/1/2026	10,149,553
Total Lease Obligations as of June 30, 2023				11,828,553
Enterprise Funds - Revenue Bonds				
Storm Water District 2010 Series B		3,850,000	6/1/2024	710,000
Water 2015		10,775,000	2/1/2035	7,435,000
Wastewater 2015		8,980,000	2/1/2035	6,195,000
Energy 2015		19,550,000	2/1/2035	13,240,000
Airport Sales Tax Revenue Bonds 2017		4,975,000	2/15/2034	3,985,000
Wastewater 2020		75,800,000	9/1/2043	75,800,000
Wastewater 2022		10,000,000	9/1/2045	10,000,000
	Year ended June 30,	**Principal**	**Interest**	**Total**
Total Enterprise Funds- Revenue Bonds	2024	2,870,000	1,587,373	4,457,373
	2025	2,245,000	1,469,497	3,714,497
	2026	2,380,000	1,383,498	3,763,498
	2027	6,425,000	1,268,947	7,693,947
	2028	6,515,000	1,160,598	7,675,598
	2029-2045	96,930,000	5,657,337	102,587,337
	Total	117,365,000	12,527,250	129,892,250

Legal Debt Margin

The City does not have the final tax valuation for the 2023 tax year, so the 2022 valuation was used to compute the legal debt margin for the City.



Estimated Market Value	12,013,943,000
Total Legal Debt Limit (4% of market value)	480,557,720
06/30/2021 Current General Obligation debt outstanding*	89,610,888
Legal Debt Margin	390,946,832

*Includes unamortized costs

Bond Ratings

Similar to how individuals have credit scores, municipalities receive bond ratings from three agencies . The three agencies are S&P Global, Fitch Ratings, and Moody's Investors Service. The table below shows Provo City's bond ratings from one or more of these agencies for individual revenue and general obligation bonds that comprise the City's debt portfolio.

Bond Ratings			
	Rating Agency		
Bond	**S&P**	**Fitch**	**Moody's**
Energy System Revenue Bonds Series 2015A	AA	AA-	
Wastewater Revenue Bonds Series 2015A	AA	AA	
Water Revenue Bonds Series 2015A	AA	AA-	
General Obligation Series 2011	AA+		
General Obligation Refunding Bonds Series 2017	AA+		Aa1
General Obligation Bonds Series 2019	AA+		Aa1
Sales Tax Revenue Bonds 2004	AAA		Baa2
Sales Tax Revenue Bonds Series 2017	AAA		
Stormwater Revenue Bonds Series 2010B			Aa3

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Capital Improvement Plan



Capital Expenditures

Every year, the City prepares a five-year capital improvement plan for capital projects over $5,000. The fiscal year 2024 Capital Improvement Plan is available here: https://www.provo.org/departments/finance/financial-reports/-folder-528#docan4337_9609_696.

To understand the policies behind the capital improvement plan and associated funds, please see the "Capital Improvement Program and Capital Assets" under the Principals of Financial Management section of this budget document.

Included below is an overview of each capital improvement fund—the five-year projection for each fund by project, along with the adjusted FY 2024 budget, and actuals for the previous four years. For further detail on each individual project, please visit the financial reports page at www.provo.org to review the 5-Year CIP report.

Capital Improvement Program Consolidated Budget Plan

CIP Funds	Prior Fiscal Years 2019-2022	Adjusted Budget FY 2023	Tentative Budget FY 2024	Proposed 2025-2028
General CIP				
General Capital Projects	$ 7,097,708	$ 51,000	$ 426,000	$ -
City Building Projects	$ 43,539,472	-	-	-
B&C Roads	$ 10,451,718	2,840,000	2,694,859	11,360,000
Economic Development	$ 48,835	5,000	39,000	-
Engineering	$ 31,530,230	3,075,000	3,199,774	8,600,000
Parks & Rec	$ 12,615,037	9,435,826	12,040,901	37,222,628
Water	$ 21,851,107	84,570,499	9,406,926	47,720,000
Wastewater	$ 100,438,214	75,406,664	22,880,000	63,924,000
Energy	$ -			
Distribution Systems	$ 13,772,365	3,392,200	3,996,940	14,231,850
Transmission Systems	$ 846,340	241,000	431,000	1,539,000
Substations	$ 10,156,862	2,989,500	574,500	14,434,682
City Projects	$ 2,878,974	1,230,000	730,000	2,385,000
SCADA/AMI	$ 55,527	200,000	500,000	2,250,000
Administration	$ 1,736,711	707,117	780,182	5,053,573
Vehicle Replacement	$ 1,294,319	-	910,000	
Airport	$ -			
General	$ 59,256,149	20,711,437	37,660,250	68,685,125
Public Ramp	$ 916,366	-	-	-
Utility infrastructure	$ 2,217,019	-	-	-
Sanitation	$ 581,024	250,000	180,000	720,000
Storm Drain	$ 7,981,192	2,600,000	$ 2,799,100	11,400,000
Utility Transportation	$ 10,264,761	2,160	2,280,000	9,720,000
Golf Course	$ 6,767,246	-	-	-
Total	$ 346,297,175	$ 207,707,403	$ 101,529,432	$ 299,245,858

Beginning in FY 2018, Provo City changed financial systems and in doing so, adjusted the methodology for budgeting for capital improvement projects. The new method appropriates funds in capital functions as listed above. Only Energy, General CIP, and the Airport utilize multiple capital functions per fund.

Detail for individual projects that comprise these budgeted totals can be found in the Provo City 5-year CIP report published on the City's website at https://www.provo.org/departments/finance/financial-reports.

Significant Non-Recurring Capital Projects—Operating Impact

The majority of the projects included in the total capital appropriations are ongoing infrastructure maintenance projects. The projects listed below are non-routine and most expensive.

Department	Project	Tentative FY 2024	Proposed FY2025-2028	Funding Source	Operating Impact
Parks	Regional Sports Park	$ 4,057,292	$ 10,670,388	Grants, CIP & Impact Fees	Little to No Impact
Airport	Airport Terminal Expansion	$ 30,000,000	$ 30,000,000	Grrants	Little to No Impact
Water	Aquifer Storage and Recovery Projects	$ 1,250,000	$ 5,000,000	New Year Budget	Little to No Impact
Energy	Distribution Upgrade	$ 2,312,000	$ 8,111,850	City Labor & Fund balance	Little to No Impact

The table below describes the operating impact of each previously mentioned project. Provo City typically does not debt-finance infrastructure projects. As such, most of these projects have operating impacts that place pressure on existing resources but as yet do not require additional operating dollars.

Department	Project	Operating Impact	Operating Budget - Annual Impact
Parks	Regional Sports Park	Little to No Impact	Description and Justification: The Epic 100 regional sports park was designated as a visionary project in the Provo Parks and Recreation Master Plan. Currently, over 300 local teams are competing for very limited field space in Provo, with the largest site accommodating 5 fields.
Airport	Airport Terminal Expansion	Little to No Impact	Expansion of the Airport Terminal from 4 gates to 10.
Water	Aquifer Storage and Recovery Projects	Little to No Impact	Aquifer recharging projects that will help us utilize water rights more effectively.
Energy	Distribution Upgrade	Little to No Impact	This project provides for the rebuild and upgrade of the electrical infrastructure required by growth and/or wear and tear on the system.

For additional details on any of the CIP projects, see the Provo City 5-year CIP report published on the City's website at https://www.provo.org/departments/finance/financial-reports.



Other Information



TOP RANKINGS & LOCATION



#1 Best Performing City (Milken Institute; March 2022)

#2 Hottest Job Market in America (The Wall Street Journal, April 2022)

#2 Safest Big City in the U.S. (August 2021; Safe-Wise)

#3 Most Affordable City to Live and Work (GoodHire; February 2022)

#4 U.S. City with the Best Job Market (GoodHire; February 2022)

#5 Most Dynamic Metropolitan (Heartland Foward; April 2022)

Provo is one of the Best Places to Live and Retire Now (November 2021, AARP)



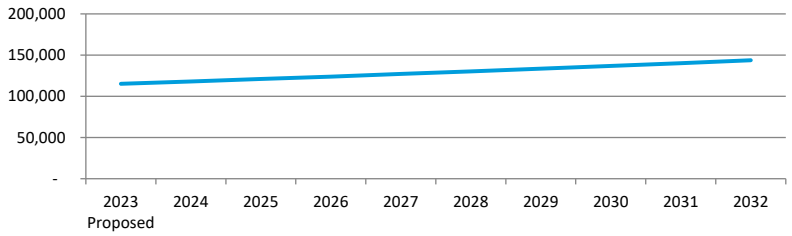
Demographic Information

Provo is located in central Utah and is likely best-known as the home to Brigham Young University (BYU). The neighboring city to the north is Orem, which is where Utah Valley University is located. The large number of university students in the area has helped Provo become an incubator for start-up companies and a vibrant community for young adults and families. Knowing about the university impact helps explain some of the demographic trends Provo has seen over the years. The information below provides an overview of Provo's demographics, highlights principal employers within the city, and lists the principal property taxpayers.

Principal Employers

Brigham Young University
Utah Valley Regional Med Center
Vivint, Inc.
Revere Health (Central Utah Medical Clinic)
Chrysalis Utah, Inc
Qualtrics, LLC
A&A Staffing Solutions
Nu Skin International
RBD Acquisition Sub, Inc
Utah State Hospital

Provo City Population



Principal Property Taxpayers

Nu Skin International, Inc.
Sir Properties Trust
IHC Health Services, Inc
B+F Timpanogas Tech Center
Central Utah Investment
Duncan Aviation
Qualtrics
Union Pacific Railroad Company
Questar Gas
Brixton Provo Mall



Long Term Planning

The City of Provo, incorporated in 1851, is located in a metropolitan area that has a dynamic and diverse economy. The City has a diverse manufacturing and industrial base. Major industries include retail business, light manufacturing, software development, and a university community. This diversity stabilizes the unemployment rate and offers a broad range of employment opportunities.

The City of Provo provides a full range of services that include public safety, streets, recreational and cultural events, community development and general administrative services. The City of Provo also operates energy, water, wastewater, sanitation, municipal golf course, and storm drain utilities. A general aviation airport and a telecom network are also part of the City of Provo. Component units are legally separate entities for which the nature and significance of their relationship with the City of Provo are such that exclusion would cause the financial statements to be misleading or incomplete. Blended component units are included as part of the primary government. Accordingly, Provo City Redevelopment Agency is reported as special revenue fund and the Provo City Storm Water Service District as an enterprise fund.

The Administration and Municipal Council has worked hard to submit a responsible, sustainable budget. The City is closely monitoring the current economic environment. As the City plans for the future, we are being very cautious to align the commitment of City resources with the anticipated revenues for the City. We continue to focus on the results that matter to citizens, prioritize and improve levels of service, and find cost effective and innovative options for service delivery.

The City undertook an in-depth and detailed look at the budgeting process for Fiscal Year 2024. Administration began reviewing preliminary budget projections in January of 2023 in preparation for the FY 2024 budget.

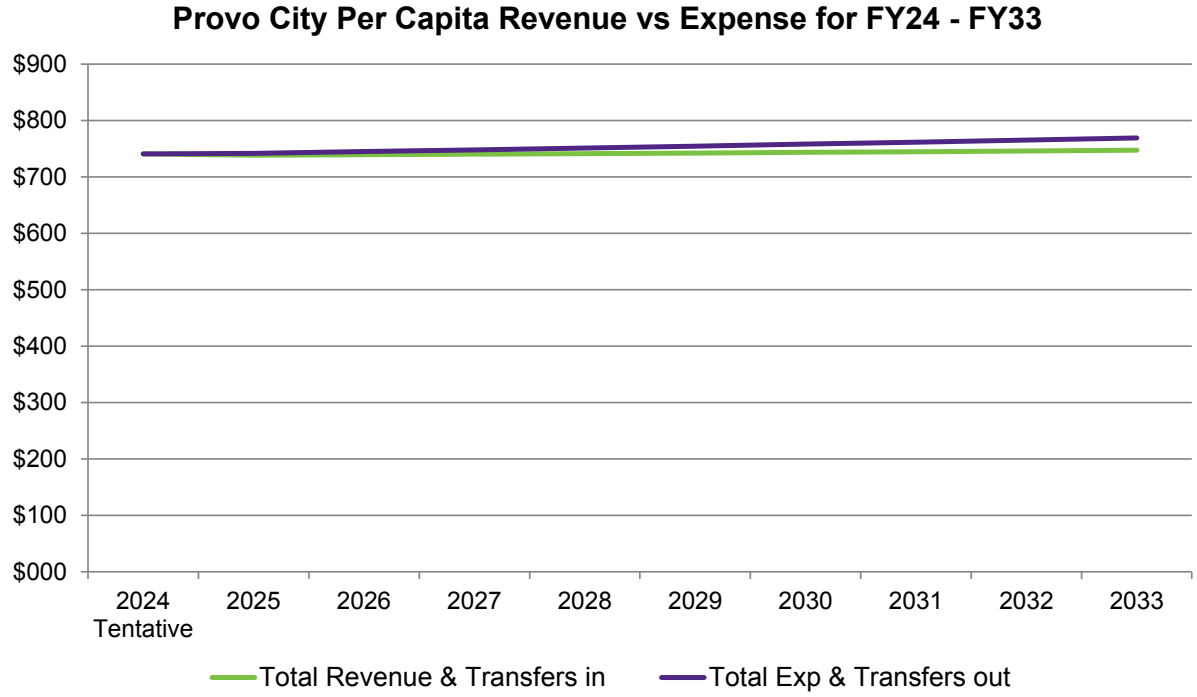
The Administration includes a 10-year model that provides the Adopted budget for Fiscal Year 2024, with a nine-year look forward. This 10-year model currently reflects revenues, transfers in, expenses and transfers out for the General Fund.

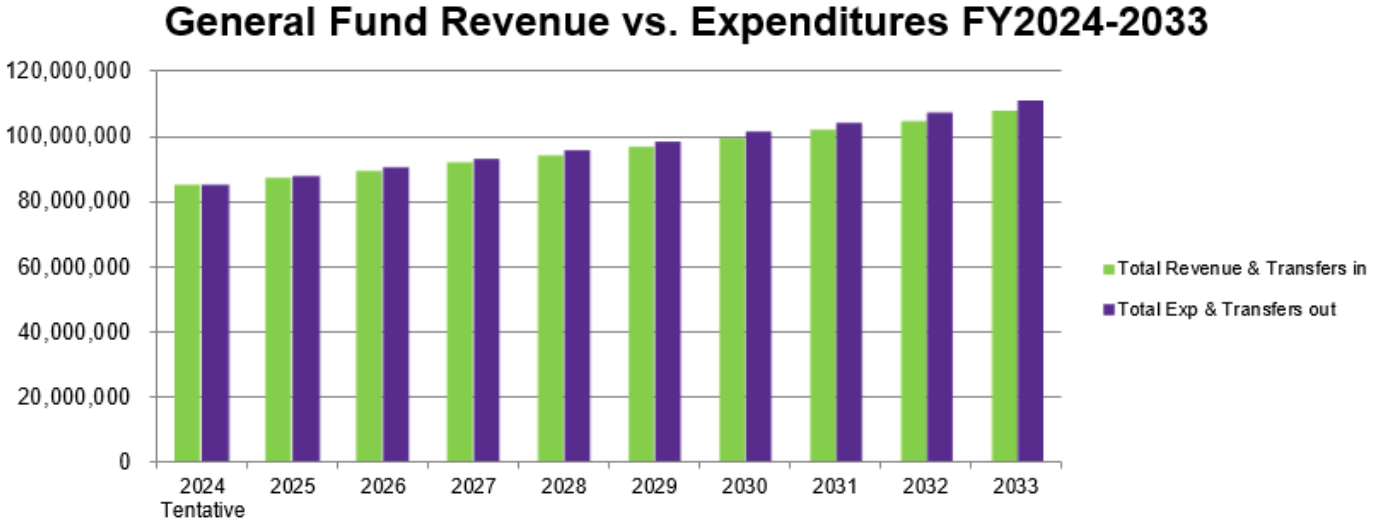
The spreadsheet has been designed with numerous assumptions in mind, with the capability of changing them as needed for analysis. The major assumptions included for Fiscal Year 2024 is the following: a 4% cost of living increase for all full-time employees, 2.5% merit increases, health insurance increase of 4.6%, 401K match of 2%, a 3% wastewater utility increase, a 5% water utility increase, a 2% energy utility increase, a 7% sanitation rate increase and a 5% Utility Transportation increase.

The spreadsheet is dynamic with the option to change the assumptions provided and add additional items. Other assumptions available in the spreadsheet are: changes to revenues and current transfers in, other utility rate increases, increases to operations, capital, vehicle replacement, and transfers out to other departments.

For the Fiscal 2024 and budget years forward, the following assumptions have been made, with FY24 being the base:

- Payroll Funding— 4% increase going forward, considering future merit increases, market studies, and possible cost of living adjustments
- Defined Contribution Retirement— 1.0% increase going forward
- Insurance— 3.5% increase going forward
- Property Tax— 4.0% increase for FY25; 3% projected for FY26; 2.5% projected going forward
- Sales and Use Tax— 4% increase projected for FY24; 3.5% projected for FY25; 3% projected afterwards
- Franchise Tax— 1.0% increase for FY25; future years tied to utility transfer revenue projections
- Lodging Tax— 6% increase for FY25 & 5% for FY26, assuming spike in hotel stays tied to the regional sports park. Community & Neighborhood Services and Development Services Fees— 2.0% increase going forward
- Parks & Recreation Fees— 2.0% increase going forward
- Public Safety Fees, Ambulance Charges, Internal Service Chargebacks, and Interest Income — 1% increase going forward
- Utility Sales—1.25% increase going forward based on growth
- Population—1.25% increase going forward
- Utility Rates— 5.0% increase for Water going forward; 2.5% increase for Wastewater going forward
- Operations—1% increase going forward





Provo City General Fund Projection (Thousands of Dollars)

	2024 Tentative	2025	2026	2027	2028	2029	2030	2031	2032	2033
Revenues:										
Current Property Tax	$ 5,368	$ 5,583	$ 5,751	$ 5,894	$ 6,042	$ 6,193	$ 6,348	$ 6,506	$ 6,669	$ 6,836
Vehicle Taxes	320	320	320	320	320	320	320	320	320	320
Sales and Use Taxes	29,779	30,970	32,054	33,015	34,006	35,026	36,077	37,159	38,274	39,422
RAP Tax	2,275	2,366	2,449	2,523	2,598	2,676	2,756	2,839	2,924	3,012
Franchise Taxes	11,742	11,859	11,970	12,314	12,670	13,038	13,418	13,812	14,218	14,638
Lodging Tax	676	717	752	786	822	859	880	902	925	948
Parks & Recreation	6,901	7,039	7,180	7,324	7,470	7,620	7,772	7,928	8,086	8,248
Business Licenses	465	470	474	479	484	489	494	499	504	509
Road Projects	4,200	4,200	4,200	4,200	4,200	4,200	4,200	4,200	4,200	4,200
Community Development Fees	2,480	2,530	2,580	2,632	2,684	2,738	2,793	2,849	2,906	2,964
Public Safety	295	298	301	304	307	310	313	316	319	322
Fire	2,882	2,911	2,940	2,969	2,999	3,029	3,059	3,090	3,121	3,152
Interest Income	900	909	918	927	936	945	955	964	974	984
Intergovernmental	498	287	287	287	287	287	287	287	287	287
Misc.	1,845	1,845	1,845	1,845	1,845	1,845	1,845	1,845	1,845	1,845
Total Revenue	70,626	72,304	74,021	75,819	77,670	79,575	81,517	83,516	85,572	87,687
Transfers in:										
Transfer from ERP Debt Service	315	-	-	-	-	-	-	-	-	-
Transfer from Engineering CIP	50	50	50	50	50	50	50	50	50	50
Transfers (Utilities)										
Transfer from Water	1,925	2,047	2,176	2,313	2,459	2,615	2,780	2,955	3,142	3,340
Transfer from Wastewater	2,871	2,979	3,092	3,209	3,330	3,456	3,587	3,722	3,863	4,009
Transfer from Energy	7,891	8,149	8,416	8,692	8,977	9,271	9,574	9,888	10,212	10,546
Transfer from Sanitation	750	759	769	778	788	798	808	818	828	838
Transfer from Storm Drain	641	649	657	665	673	682	690	699	708	717
Total Transfers in	14,443	14,633	15,160	15,707	16,277	16,872	17,489	18,132	18,803	19,500
Total Revenue & Transfers in	85,069	86,937	89,181	91,526	93,947	96,447	99,006	101,648	104,375	107,187
Expenditures:										
Personnel	41,182	42,829	44,542	46,324	48,177	50,104	52,108	54,193	56,360	58,615
Insurance	8,846	9,156	9,476	9,808	10,151	10,507	10,874	11,255	11,649	12,057
Retirement	8,523	8,608	8,694	8,781	8,869	8,957	9,047	9,137	9,229	9,321
Operations	17,475	17,638	17,814	17,992	18,172	18,354	18,538	18,723	18,910	19,099
Total Expenditures	76,026	78,231	80,526	82,905	85,369	87,922	90,567	93,308	96,148	99,092
Transfers out:										
Transfer to Arts Council	442	442	442	442	442	442	442	442	442	442
Transfer to Customer Service	79	79	79	79	79	79	79	79	79	79
Transfer to Justice Court	615	615	615	615	615	615	615	615	615	615
Transfer to ERP Debt Service	235	-	-	-	-	-	-	-	-	-
Transfer to General CIP	51	51	51	51	51	51	51	51	51	51
Transfer to Parks & Recreation CIP	2,275	2,366	2,449	2,523	2,598	2,676	2,756	2,839	2,924	3,012
Transfer to Road CIP	2,620	2,742	2,865	2,987	3,110	3,232	3,355	3,477	3,600	3,722
Transfer to Airport	-	-	-	-	-	-	-	-	-	-
Total Transfers out	9,062	9,092	9,350	9,601	9,857	10,117	10,382	10,651	10,926	11,206
Total Exp & Transfers out	85,088	87,323	89,876	92,506	95,226	98,039	100,949	103,959	107,074	110,298
Operating Surplus (Deficit)	$ (19)	$ (388)	$ (697)	$ (981)	$ (1,279)	$ (1,594)	$ (1,944)	$ (2,313)	$ (2,702)	$ (3,112)
Beginning Fund Balance	$ 12,733	$ 12,733	$ 12,346	$ 11,648	$ 10,668	$ 9,388	$ 7,794	$ 5,850	$ 3,537	$ 835
Ending Fund Balance	$ 12,733	$ 12,346	$ 11,648	$ 10,668	$ 9,388	$ 7,794	$ 5,850	$ 3,537	$ 835	$ (2,277)
Rev Per Capita	517	522	527	530	534	538	542	546	550	555
Exp Per Capita	498	506	513	521	528	536	541	549	558	567

Principles of Financial Management

This fiscal policy is a statement of the guidelines and goals that will influence and guide the financial management practices for the City of Provo. A fiscal policy that is adopted, adhered to, and regularly reviewed is recognized as the cornerstone of sound financial management. The fiscal year 2024 budget complies with the financial polices described below.

Effective fiscal policies:

1. Contribute significantly to the City's ability to insulate itself from fiscal crisis.
2. Enhances short-term and long-term financial credit ability by helping to achieve the highest possible credit and bond ratings.
3. Promotes long-term financial stability by establishing clear and consistent guidelines.
4. Directs attention to the total financial picture of the City rather than single issue areas.
5. Promotes the view of linking long-term financial planning with day-to-day operations.
6. Provides the Municipal Council and citizens with a framework for measuring the fiscal impact of government services against established fiscal parameters and guidelines.

Following these principles will enhance the City's image and credibility with the public, credit rating agencies, and investors. Many people and businesses who deal with the City (including the rating agencies) take comfort knowing the City adheres to established guiding financial policies.

Policy changes may be needed as the City and its citizen base grow and becomes more diverse and complex. It is important to regularly engage in the process of financial planning including reaffirming and updating these financial guidelines. To these ends, the following fiscal policy statements are presented.

Fund Balance

Fund Balance is the difference between assets and liabilities reported in governmental funds. It is used to measure the net financial resources available to finance future expenditures. The Governmental Accounting Standards Board specifies the classification of fund balance. The components include: 1) non-spendable, 2) restricted, 3) committed, 4) assigned, and 5) unassigned. A definition of these components can be found in the Appendix. These classifications are currently only used in the Governmental Fund types.

Municipalities may accumulate fund balances in any fund. However Utah Code 10-6-116 states the General Fund balance amount must be within the following limits: 5% of total revenues must be maintained as a minimum fund balance, and the accumulation shall not exceed 35% of the total estimated revenue of the General Fund. The fund balance percentage will be calculated using the Utah State Auditors guidelines. The fund balance policy focuses on the assigned and unassigned components of fund balance. Fund balance in excess of 35% should be used to 1) fund one-time expenditures in the current year, 2) prepay existing City debt, or 3) transfer to a capital project fund to be used for capital expenditures.

Governmental Funds

General Fund

1. The General Fund is the primary fund for the City. This fund is used to account for all financial resources not accounted for in other funds.
2. The desired unassigned fund balances at the close of each fiscal year should be between 20-35% of the total budgeted revenues for the following fiscal year.
3. The City's unassigned fund balance will be maintained to provide the City with sufficient working capital and a margin of safety to address local and regional emergencies without borrowing.
4. In the event of a declared fiscal emergency or other such global purpose as to protect the long-term fiscal security of the City there may be a need to appropriate unassigned fund balance below the 20% policy level. In such circumstances, the City will:

Take measures necessary to prevent its use in the following fiscal year by increasing fees or taxes and/or

decreasing expenditures.

b. Adopt a plan to restore the available fund balances to the policy level within 36 months from the date of the appropriation. If restoration cannot be accomplished within such time period without severe hardship to the City, then the Municipal Council will establish a different but appropriate time period.

5. The unassigned fund balance should not be used to support recurring operating expenditures.
6. The annual budgets for all City funds will be structurally balanced throughout the budget process. Recurring revenue will equal or exceed recurring expenditures in both the Adopted and Adopted Budgets. If a structural imbalance occurs, a plan will be developed and implemented to bring the budget back into balance.
7. The unassigned fund balance can only be appropriated by Municipal Council resolution.

Other Governmental Funds

1. *Special Revenue Funds* - used by the City to account for revenues derived from specific taxes, licenses and intergovernmental grants which are designated to finance particular functions or activities in the City.
2. *Debt Service Funds* - used to account for the accumulation of resources for the payment of general obligation bonds and for the accumulation of special assessments for the payment of special improvement bonds.
3. *Capital Project Funds* - used to account for resources designated to construct governmental capital assets which may require more than one fiscal year for completion.

Proprietary Funds

Enterprise Funds

1. Enterprise Funds are used to account for operations that are financed and operated in a manner similar to private business enterprises. Each individual Enterprise Fund has a capital improvement fund associated with it.
2. The existing enterprise funds account for construction; operation; maintenance; related debt; and property, plant and equipment within each fund.
3. Airport, Energy, Golf Course, Sanitation, Storm Drain, Water, Wastewater, Utility Transportation are classified as Enterprise Funds.
4. The desired fund balance at the close of each fiscal year should be 25% of the operating revenues for the following fiscal year.

Internal Service Funds

1. Internal Service Funds are used to account for the financing of services provided by one department to other departments with the City.
2. Customer Service, Employee Benefits, Insurance/Claims, Fleet Management, Vehicle Replacement, Capital Resources, Facility Services, and Computer Replacement, Telecom are classified as Internal Service Funds.
3. Chargebacks

Administrative

A. Cover costs for the following:
    a. Finance
    b. Human Resources
    c. Legal
    d. Information Systems
B. Departments charged (non-general fund):
    a. Library
    b. Energy
    c. Water
    d. Wastewater

e. Sanitation

f. Storm Drain

C. Allocations

a. Finance:

i. 50% number of journal lines

ii. 50% annual budget

b. Human Resources:

i. Number of full-time equivalents

c. Legal:

i. Percent of time estimated by the City Attorney

d. Information Systems:

i. Telephone & Internet Services (number of extensions)

ii. Radios (number of radios)

iii. Security Cameras (number of security cameras)

iv. Provo 360 (Full-time equivalents)

v. Backup System—based on agreed upon percentage

vi. General—device count

Employee Benefits

A. Categories

a. Workman's Compensations

b. Retiree insurance (employees who were hired before 7-1-1987)

c. Unemployment claims

d. Employee counseling

e. Community (UTA)

f. Wellness

g. Fitness for duty

B. Allocations

a. Workman's Compensation (rate for type of work, budgeted wages)

b. Retiree insurance and other full-time benefits, allocated based on budgeted full-time positions

c. Employee benefits for all employees, allocated based on budgeted full-time equivalents

Facilities

A. Core

a. Administrative:

i. Facilities Manager

ii. Office Specialist

iii. Part-time position

iv. Operating expenses

v. Chargebacks

b. Allocation

i. Based on square footage and category

ii. A credit is given to departments that have their own facility technician(s)

B. Facility Maintenance Contracts

a. Categories

i. Mats

ii. HVAC

iii. Alarms

iv. Elevator

v. Boiler

vi. Overhead doors

vii. Janitorial supplies

b. The contracts are budgeted and paid for by Facilities, and then the total budgeted amount for the contracts are charged to the departments based on following:

i. Each service such as “Mats” are broken out by department.

ii. Total for all services is then calculated and charged to the departments based on the budget on a monthly basis.

C. Direct Facilities Charges (service orders and preventative maintenance)

a. Cost of materials

b. The charges for billable rate are adjusted annually based on changes in wages from merit increases, market adjustments, COLA and medical insurance increases

Insurance and Claims

A. Claims—allocated based on actual claims history for the last three years for all claims that are less than $250,000. Claims that are equal to or greater than $250,000 will be charged directly by the department that incurred the claim in the budget year following when the claim was paid.

B. Insurance premiums—allocated based on the following:

a. Number and type of vehicles

b. Type of coverage

c. Property value and cost of coverage provided by insurance carrier

Telecom

To provide funding for Fiber infrastructure replacement, fixed charge based on the following:

Council	1,488
Parks And Rec	6,699
Media Services	2,606
Economic Development	3,350
Engineering	7,072
Fire	16,749
Information Systems	32,008
Justice Court	2,234
Library	2,234
Golf Course	2,234
Wastewater	29,776
Water	48,013
Energy	145,537
	300,000

Tuition

A. Provide educational assistance to employees

B. Education Assistance Committee reviews applications

C. Provides funding up to 50% of tuition and eligible expenses

D. A pool of funds is maintained to provide funding

E. Allocation based on number of full-time employees (General Fund—charged to General Services)

Utilities

A. Water, Wastewater, Storm Drain, Natural Gas, Electric, Sanitation, Telephone and Utility Transportation.

B. Bills are split between departments based on square footage or agreed upon percentage.

C. Not all utilities are allocated to all departments; some are charged to an administrative function such as General Services for the General Fund.

Utility Billing

A. Net cost of Customer Service

    a. Total Expenses less:

        i. Transfer from General Fund

        ii. Budget other revenue

B. Enterprise funds

    a. Energy, Water, Sanitation and Storm Drain

    b. Allocated based on the following percentages

Energy	62.78%
Water	27.51%
Sanitation	4.75%
Storm Drain	4.96%
	100.00%

Vehicle

A. Vehicle Replacement

    a. Annual payment for vehicle purchased the Vehicle Bank

B. Vehicle Repairs

    a. Cost of materials plus 30%

    B. The charges for billable rate are adjusted annually based on changes in wages from merit increases, market adjustments, COLA and medical insurance increases.

C. Vehicle Fuel

    a. Based on actual fuel purchases from the previous year

4. The desired fund balance for each fund at the close of each fiscal year should be as listed:

    a. Customer Service - $50,000 with excess being returned to contributing departments.

    b. Employee Benefits - $2 Million with excess being returned to contributing departments.

    c. Insurance/Claims – $1.5 Million minimum with a maximum of $3 Million with excess being returned to contributing departments.

    d. Fleet Management - $200,000 with excess being returned to contributing departments.

    e. Facility Services - $100,000 with excess being transferred to the General Capital Improvement Fund.

    f. Computer Replacement – no limit. Departments are allowed to accumulate up to ½ of their computer replacement needs in this fund.

    g. Telecom – no limit. Fund balance will be used to provide a network that meets City needs. Any excess fund balance will be maintained to provide funding for bond payments at the end of the term so the telecom debt service fee may be eliminated early.

Capital Improvement Program and Capital Assets

Provo City defines a capital asset as tangible property of a more or less permanent nature with a useful life of at least three years, and costing at least $5,000. Most capital expenditures for the City are in the Capital Improvement Funds and the Equipment Replacement Fund, with some minor capital purchases made in the other operating funds. The City's assets are held primarily in the form of infrastructure, physical assets, or capital plants such as roads, buildings, and equipment. Sound infrastructure is an important aspect of the quality of life, economic development, and the credit quality of the City.

Dedicating resources to capital investment is appropriate for a growing City such as the City of Provo. Committing to and implementing the City's capital investment program will protect its capital assets and minimize future maintenance and replacement costs.

Capital Improvement Plan

1) The City will direct its annual allocation for its capital investments to projects which best support the City's strategic goals, the comprehensive plan and facility master plans. The City will consider all capital improvements in accordance with an adopted capital improvement plan.
2) The City will maintain a five-year plan for capital improvements and review and update the plan annually. The Mayor will submit the Capital Improvement Plan for review by the Municipal Council each year. Submission of the Capital Improvement Plan shall be consistent with State of Utah and City of Provo legal requirements.
3) The Capital Improvement Plan may include capital improvements for all funds and agencies for which the City sets tax rates, makes levies or approves budgets or plans.
4) The Capital Improvement Plan shall include the following elements:
    a) An implementation plan for each of the capital improvements
    b) A statement of the objectives of the Capital Improvement Plan and the relationship with the comprehensive plan and the City's strategic plan
    c) An estimate of the cost and of the anticipated sources of revenue for financing the capital improvements, and an estimate of the impact of each capital improvement on City revenues and the capital and operating budget, including estimated debt service costs, if applicable.
5) The City will fund projects and activities identified in the Capital Improvement Plan with the most appropriate revenue sources. Such revenues as impact fee revenue, utility rate revenue, B&C-Road revenue, state and federal grant revenues, and transfers of unrestricted cash from governmental funds.
6) The City will return remaining appropriated funds upon the completion of any capital project to the most appropriate capital reserve.
7) The City will project its equipment replacement needs as part of the capital improvement process. From this projection, a replacement schedule will be developed and followed. The City will maintain a schedule of capital fixed assets in its fixed asset accounting system.

Capital Improvement Budget Policies

1) The City will enact an annual capital budget based on the five-year capital improvement plan. Future capital expenditures necessitated by changes in population, changes in real estate development, or changes in economic base will be included in capital budget projections.
2) The City will coordinate development of the capital improvement budget with development of the operating budget. Future operating costs associated with new capital improvements will be projected and included in operating budget forecasts.
3) The City will maintain all its assets at a level adequate to protect the City's capital investment and to minimize future maintenance and replacement costs.
4) The City will identify the estimated costs and potential funding sources for each capital project proposal before it is submitted for approval.
5) When current revenues or resources are available for capital improvement projects, consideration will be given first to those capital assets with the shortest useful life and/or to those capital assets whose nature makes them comparatively more difficult to finance with bonds or lease financing.

6) Nonrecurring revenues, which cannot be used to fund recurring costs and are not required to meet the Unassigned Fund Balance objectives in the City's policy on Fund Balance, should be used for nonrecurring capital expenditures or the early retirement of existing City debt.

7) The City will attempt to determine the least costly and most flexible financing method for all new projects. Financing may include debt financing or "pay as you go" or other financing sources.

Recreation Facilities Capital Fund

In the past (except for the Fiscal Year 2021 budget), Provo City has provided regular capital replacement funding for the Recreation Center – approximately $400,000 each year. During discussions on the Fiscal Year 2022 budget, the Parks and Recreation department and the Administration agreed to propose a new funding model. Currently the Parks and Recreation Department sells the Triple Play season pass that provides access to amenities at the Recreation Center, Peaks Ice Arena, and the Timpanogos Golf Club. To meet the capital needs of these three facilities, beginning in fiscal 2022, a funding mechanism was established in a new fund which is called the Recreation Facilities Capital Fund.

Each year after the completion of the fiscal year, revenues will be compared with expenses at the Recreation Center to determine net income. The general fund will contribute to the Recreation Capital Fund the first $400,000 of net income. If net income for the recreation center exceeds $400,000, the general fund will contribute half of the amount that exceeds $400,000 to the Recreation Capital Fund, the other half will fall to general fund balance. If fund balance at the Peaks Ice Arena or the Timpanogos Golf Club exceeds 25% of revenues, a transfer of the excess will be made to the Recreation Capital Fund.

Fiscal Planning and Budgeting

The budget is one of the most important documents the City prepares since it identifies the services to be provided and how the services are to be financed.

Budget Process

1. The Mayor shall provide annually a Budget Calendar outlining the preparation timelines for the Adopted budget.
2. Budget packages for the preparation of the budget, including forms and instructions, shall be distributed to City departments to complete. Departments shall prepare and return their budget proposals to the City Budget Officer as required in the Budget Calendar.
3. The budget that will be submitted by the Administration shall be submitted to the Municipal Council on the first Tuesday in May and will be in compliance with state and City legal requirements.
4. The Municipal Council will budget revenues and expenditures on the basis of a fiscal year which begins July 1 and ends on the following June 30.
5. The City Budget Staff will prepare a budget in accordance with the guidelines established by the Government Finance Officers Association in its Distinguished Budget Award Program.
6. The annual fiscal plan will contain the following:
    a. Revenue estimates by major category
    b. Expenditure estimates by program levels and major expenditure categories
    c. Debt service summarized by issues detailing principal and interest amounts by fund
    d. Adopted personnel staffing level
    e. A detailed schedule of capital projects
    f. Overhead charges allocation methodologies are designed and used to reasonably allocate the cost of internal service fund expenses to line departments; charge for service formulas should be calculated to fairly allocate these internal services costs among line departments and functions.
    g. Any additional information, data, or analysis requested of management by the Municipal Council
7. The Municipal Council will adopt the budget no later than June 30; if a Truth in Taxation hearing is necessary adoption must take place before September 1.

Budget Policies

1. The City will fund current expenditures with current revenues and other resources.
2. The encumbered balances (open purchase orders) will be considered for re-appropriation in the subsequent fiscal year with approval from the Mayor.
3. By City ordinance, funds appropriated for multi-year capital projects will be automatically re-appropriated for the same project in subsequent years until the project is complete.
4. The City will not use debt to fund current operations.
5. The City will maintain a Capital Asset Replacement Schedule which provides a five-year estimate of the funds necessary to maintain and replace the City's capital assets. The Capital Asset Replacement Schedule will be updated as part of the Capital Improvement Program planning process.
6. If a deficit is projected during any fiscal year, the City will take steps to reduce expenditures, increase revenues or, **if a deficit is caused by an emergency**, consider using fund balance, to the extent necessary to ensure a balanced budget at the close of the fiscal year.
7. The Mayor may institute a cessation during the fiscal year on hiring, promotions, transfers, and capital equipment purchases. Such action will not be used arbitrarily and without knowledge and support of the Municipal Council and will allow for exceptions in appropriate areas to comply with emergency needs such as a loss or decline in a major revenue source or natural disaster.
8. Unspent budget may be considered for re-appropriation in the subsequent fiscal year with approval from the Mayor.

Performance and Measurement

1. Budgeting procedures will attempt to identify distinct functions and activities and to allocate budget resources to perform these functions and activities as required.
2. Alternatives for improving the efficiency and effectiveness of the City's programs and the productivity of its employees will be considered during the budget process.
3. Duplication of services and inefficiency in delivery should be eliminated wherever identified. The City will continue to examine alternative service delivery options for all City functions.
4. Performance measurement and productivity indicators will be integrated into the budget process as appropriate.
5. A quarterly report on the status of the General Fund and other major funds will be presented to the Municipal Council within 75 days of the end of each quarter. This report will include a forecast of revenues.
6. Department directors and division heads are required to monitor revenues and control expenditures to prevent exceeding the amount of their total departmental expenditure budget.
7. Annually the Mayor shall submit to the Municipal Council a General Fund Ten-Year Budget Forecast, including revenue and expenditure projections.

Revenues

The City collects revenues from many sources to provide services and meet operational needs. The largest revenue sources are sales taxes, franchise fees and user fees. The structure, fluctuation, and collection of revenues are examined by rating agencies to determine the City's credit quality.

1. The City will strive to maintain a diversified and stable revenue system to shelter it from short-term fluctuations in any one revenue source.
2. Major revenue sources should provide for the following principles:
    a. Revenue sources should provide appropriate treatment of taxpayers at different economic levels.
    b. Revenue sources should treat taxpayers equally regardless of income or wealth.
    c. Revenue sources should not unduly influence economic decisions by consumers or business except for targeted development or redevelopment programs approved by the Municipal Council.
    d. Revenue administration and enforcement should not absorb an undue percentage of revenue collected.
3. The City will periodically recalculate the full costs of providing services in order to provide a basis for setting the as-

sociated service charge or fee. Full cost shall incorporate direct and indirect costs, including operations and maintenance, overhead, and charges for use of capital facilities, thereby setting fees at a level that is related to the cost of producing the good or service, unless otherwise restricted by law. The City will periodically examine current competitive rates and establish new charges and fees as needed and as permitted by law. It is recognized that occasionally competing policy objectives may result in user fee levels that recover only a portion of service costs.

4. The Mayor will provide the Municipal Council with an estimate of the City's revenues annually.
5. The City will pursue intergovernmental aid, including grants, for those programs and activities that address a recognized need and are consistent with the City's long-range objectives, and will attempt to recover all allowable costs associated with those programs.
6. Before accepting grant funds, the following will be reviewed:
    a. Present and future funding requirements.
    b. Cost of administering the funds.
    c. Matching funds and requirements to retain positions beyond the grant period.
    d. Costs associated with the special conditions or regulations attached to the grant award.
7. When grants are reduced or eliminated, the plan or project it supported will be reduced by a commensurate amount.
8. For an overview of revenues collected see the Appendix in this document, for detail of all fees collected see the Consolidated Fee Schedule at http://www.codepublishing.com/ut/provo/.

Transfers

The City uses the transfer from the enterprise utility funds to the General Fund as a dividend to the taxpayers of Provo for their initial investment in establishing these enterprise funds (return on investment) and in the risk undertaken by the taxpayers in creating these utilities. Investor owned utilities provide a similar return to their investors and allowing such returns has been a long established practice in rate setting.

1. Transfers from
    a. Enterprise utility funds provide a transfer of 11% of utility sales to the General Fund each fiscal year.
    b. Additional transfers may be approved by the Municipal Council but should not be considered a long-term revenue source for the General Fund
    c. The Justice Court collects fines from traffic, parking and criminal cases. The fines are collected to recover a portion of the costs incurred by the Police and Legal Departments. As a result, a transfer is made to the General Fund after expenses are covered during the fiscal year.
2. Transfer to
    a. The General Fund provides transfers to various departments for debt service, lease payments and operating subsidies.
    b. Current funds receiving an annual subsidy from the General Fund are: Airport, Airport Capital Improvement Fund, Golf Course, Peaks Ice Area, and Covey Center for the Arts.

Other Budget Information

All City budgets are included in this budget book, with the exception of the Storm Water Service District and the Provo Redevelopment Agency. Those budgets are approved separately by the governing boards of those entities. The budgets are included in the Appendix at the end of this book.

Additional Principles of Financial Management

Cash management is the practice of safeguarding and maximizing the income earned on liquid assets. Cash, liquidity, and investment management activities shall be conducted prudently. The City shall maintain adequate management procedures, controls, and policies for the City's liquid assets.

1) The City Treasurer shall invest all funds of the City according to four criteria, in order of their importance: (1) legality, (2) safety (3) liquidity, (4) yield.
2) The City shall comply with all requirements of the Utah Money Management Act (Utah Code, Title 51) and rules of

the State Money Management Council or other legal requirements regarding the management of cash. The City maintains a written Investment Policy approved by the Council.

3) The City will collect, deposit and disburse all funds on a schedule which ensures optimum cash availability.
4) All City bank accounts shall be reconciled and reviewed on a timely basis.
5) Investment performance will be measured using standard indices specified in the City's written investment policy.
6) The City will optimize the amount of funds available for investment by rapid collection of money owed to the City. Cash invested shall at a minimum equal 100% of total bank cash balances.
7) The City Treasurer shall provide to the State Money Management Council with a bi-annual report that includes state pool and bond balances.
8) The City will conduct its treasury activities with financial institutions based upon written contracts.

Personnel

Personnel costs are the most significant portion of the City's operating budget.

1) City personnel are required adhere to legal, moral, ethical, and professional standards of conduct in the fulfillment of their professional responsibilities.
2) The City shall maintain written personnel policies in accordance with City, state and federal laws.
3) The City shall have an employee compensation policy to provide competitive salaries to other similarly functioning cities and counties enabling the City to compete for and retain high quality employees. A yearly market study will be prepared by the Human Resources Division.

Internal Control and Financial Reporting

Internal control or the system of internal controls is the integration of activities, plans, attitudes, policies, and efforts of the people in an organization working together to provide reasonable assurance that the organization will achieve its goals and objectives. Financial reporting provides the informational infrastructure for the City.

1) The City will maintain a system of internal controls in order to maintain accountability to the citizens of the City and the City Council; meet established goals and objectives; promote adherence to laws and regulations; encourage sound financial and operational practices; develop and maintain accurate, reliable and timely financial and management data; safeguard assets/resources and prevent, detect and deter fraud.
2) The City will comply with Generally Accepted Accounting Principles (GAAP) in its accounting and financial reporting as contained in the following publications:
   a) *Codification and Pronouncements of Governmental Accounting and Financial Reporting Standards*, issued by the Governmental Accounting Standards Council (GASB)
   b) *Codification and Pronouncements of Accounting and Financial Reporting Standards,* issued by the Financial Accounting Standards Council, (FASB)
   c) *Governmental Accounting, Auditing, and Financial Reporting* (GAAFR), issued by the Government Finance Officers Association (GFOA) of the United States and Canada. The City will prepare its comprehensive annual financial report in compliance with the GFOA's Certificate of Achievement for Excellence in Financial Reporting Plan.
   d) Uniform Accounting Manual for Utah Cities, issued by the Utah State Auditor's Office. The City's comprehensive annual financial report will be issued by December 30 of each year for the preceding fiscal year to the State Auditor's Office and to the City Council as required by the Utah Code.
   e) State and Local Governments – Audit and Accounting Guide, an industry guide published by the American Institute of Certified Public Accounts (AICPA)
   f) *Government Accounting Standards*, issued by the Comptroller General of the United States.
   g) The City will contract for a comprehensive financial audit, including an audit of federal grants in accordance with U.S. Office of Management and Budget Circular A-133, *Audits of States, Local Governments and Non-Profit Organizations,* to be performed annually by an independent external auditor (public accounting firm). The independent external auditor will express an opinion on the City's Financial Statements.
      a. The City will prepare a Comprehensive Annual Financial Report (CAFR), Popular Annual Financial Report (PAFR) and a Single Audit Report each year after the completion of the annual financial audit.
3) The City Council Chair and Vice Chair *(or other Councilors as appointed)* will act as the "Audit Committee" to govern and provide oversight of the City's internal control environment. The Council Audit Committee will coordinate activities between the independent external auditor(s) and Finance Division staff in connection with the annual compre-

hensive financial audit and other internal and external audits.

4) Quarterly financial data will be made available electronically to the City Council and department directors allowing them to review key financial data.

Risk Management

Risk Management functions to protect City resources such as employees, buildings, equipment, vehicles, and financial assets. The City will manage its risk and limit risk exposure in a professional and prudent manner.

1) The City shall make diligent efforts to protect and preserve City assets against losses that could deplete City resources or impair the City's ability to provide services to its citizens. The City shall reduce its exposure to liability through training, safety, risk financing and the transfer of risk when cost effective.
2) The City shall manage its exposure to risk through the most appropriate means of self-insurance and/or the purchase of traditional insurance in the following areas:
   a) General liability
   b) Automobile liability
   c) Public officials' errors and omissions
   d) Police professional liability
   e) Property loss and workers' compensation
3) The City will further control its exposure to risk through the use of hold harmless agreements in City contracts and by requiring contractors to carry liability insurance.

Procurement

1) Procurement authorizes contracts using monetary assets of the City to purchase products and services. All acquisitions must be performed in accordance with applicable laws and regulations.
2) The City will endeavor to obtain supplies, equipment and services as economically as possible.
3) The City will establish purchasing guidelines consistent with all applicable state and federal laws.
4) The City will maintain a purchasing system which provides needed services and materials in a timely manner to avoid interruptions in the delivery of services.
5) The City shall encourage full and open competition on all purchases and sales. Procurement shall be based upon competitive bidding with formal bids whenever possible.
6) It is the policy of Provo City, when replacing automobiles and other fleet vehicles, to purchase electric and other alternative fuel vehicles rather than standard gasoline or diesel vehicles, where not imprudent; and for the Administration to report to the Municipal Council annually on the application of this policy.

Economic Development

The City's economic base is an important element and has a dramatic influence on the City's financial health in determining the City's quality of life and credit rating.

1) The City shall continue to expand and diversify its economic base by attracting industrial and commercial firms to the City. Special emphasis should be given to industrial and commercial enterprises that will employ the local labor force and generate sales tax revenues. Such business and industry will be in accordance with the plans and ordinances of the City.
2) The City will endeavor to utilize a network of public facilities that link planned industrial and commercial areas with its growing residential areas.
3) The City will endeavor to increase, to the greatest degree possible, its commercial/industrial tax base and place professional employment within the City.
4) The City will perform a due diligence analysis of each economic development investment to evaluate the level of each type of risk associated with the economic development investment. The due diligence evaluation shall be presented to the City Council along with the economic development investment.

The City will perform a fiscal impact analysis on each economic development investment that evaluates the economic costs, economic benefits, intrinsic benefits and the levels of each type of risk associated with the economic development investment.

Debt Service Information

Financial Policy

The City will maintain a high credit rating in the financial community to: 1) assure the City's taxpayers that the City government is well managed and financially sound; 2) obtain reduced borrowing costs. The City will utilize a balanced approach to capital funding utilizing debt financing, draws on capital reserves and/or fund balances in excess of policy targets, and current-year (pay-as-you-go) appropriations.

General Policies

1) The City will consider the project and its useful life and utilize the most appropriate method to finance the project.

2) The City will not use debt financing to fund current operations.

3) The City will confine long-term borrowing to capital improvement or projects that cannot be financed from current revenues except where approved justification is provided.

4) Reserve funds, when required, will be provided to adequately meet debt service requirements in the subsequent years.

5) The term of any bond or lease obligation issue will not exceed 20 years or the useful life of the capital project or equipment for which the borrowing is intended.

6) The City shall comply with federal, state and City legal requirements regarding the issuance of bonds and certificates of the City or its debt issuing authorities.

Debt Levels/Ratios

1) Debt ratios will be calculated annually and included in the Statistical Section of the Comprehensive Annual Financial Report.

2) Direct net debt is defined as any and all debt that is tax-supported. This ratio will be measured annually. Direct net debt as a percentage of estimated market value of taxable property should not exceed 4%.

3) The City recognizes the importance of underlying and overlapping debt in analyzing financial condition. The City will regularly analyze total indebtedness including underlying and overlapping debt.

Interfund Loans

The City uses a Capital Resource Fund to facilitate inter-fund loans. This mechanism lends monies from funds that have excess fund balance and loans it other funds to make purchases for land, equipment, or for infrastructure improvements in the City. Loans should not be made unless there is a clear source of funding, based on a competitive market interest rate and terms should not exceed 7 years. Loan approvals require Municipal Council approval.

Bond Categories

Where feasible, the City will explore the usage of special assessment, revenue, or other self-supporting bonds instead of general obligation bonds.

Tax-Supported/Tax Exempt Bonds

1) Whenever the City finds it necessary to issue tax supported bonds, the following policy will be adhered to:

a) Tax supported bonds will, whenever feasible, be issued on a competitive basis unless market conditions fa-vor negotiated sales.

b) Average weighted maturities for general obligation bonds of the City, and whenever possible for any type of annual appropriation debt, will be maintained at twenty years or less.

2) General obligation bond issues, and whenever possible for any type of annual appropriation debt, will be structured to allow an equal principal amount to be retired each year over the life of the issue thereby producing a total debt service with an annual declining balance.

3) The City shall comply with the following tax compliance policies for Tax-Exempt Governmental Bonds:

a) Purpose. Issuers of tax-exempt “governmental bonds” must comply with federal tax rules pertaining to expenditure of proceeds for qualified costs, rate of expenditures, use of bond-financed property, investment of proceeds in compliance with arbitrage rules, and retention of record all U.S. Internal Revenue Service rules and regulations regarding issuance of tax exempt governmental bond debt including arbitrage rebate requirements for bonded indebtedness, and with all Securities and Exchange Commission requirements for continuing disclosure of the City’s financial condition, and with all applicable Municipal Securities Rulemaking Council requirements.

Revenue Bonds

1) The City will adhere to the following guidelines when it finds it necessary to issue revenue bonds:

a) For any bonds or lease anticipation or appropriation debt in which the debt service is partially paid from revenue generated by the project and partially paid from tax sources, the portion of the bond or lease to the extent that its debt service is paid from non-tax sources shall be deemed to be revenue bonds and is excluded from the calculation of the annual debt service limitation in.

b) Revenue bonds of the City and any of its agencies will be analyzed carefully by the Finance Division for fiscal soundness. The issuance of City revenue bonds will be subject to the most careful review and must be se cured by covenants sufficient to protect the bondholders and the credibility of the City.

2) Revenue bonds will, whenever feasible, be issued on a competitive basis and will be structured to allow an approximately equal annual debt service amount over the life of the issue.

Tax Anticipation Notes

The City will only issue tax anticipation debt due to unforeseen circumstances and where cash flow projections identify an absolute need, and will retire any such tax anticipation debt annually. Bond anticipation debt will be retired within six months after completion of the project or upon availability of permanent financing.

Variable Interest Debt

The issuance of variable rate debt by the City will be subject to the most careful review and will be issued only in a prudent and fiscally responsible manner.

Current Debt Service

The City has three debt service funds: Debt Service, Provo 360 Debt Service, and Telecom Debt Service.

Impact of Debt on Operations

There is little direct impact of the City’s current debt on day-to-day operations. The main reason for this is that the City levies taxes to meet its long-term bond obligations. The capital leases that the City is currently paying are coming from the General Fund. The City’s policy is to not issue debt for general operations of the City.

Mountain Vista

Provo City has invested in the Mountain Vista Business Center for the purpose of providing a location for companies to expand or relocate a business, which then provides investment, jobs and increased tax base for Provo and Utah Valley.

Provo City has a financial obligation to US Steel for the site characterization and cleanup of the property. The repayment of this obligation is derived from the sales or lease proceeds from property development and sales transactions.

The schedule is as follows: Provo receives the first $1.2 million. US Steel receives the next approximate $750-850K (as of September 2013 this number has not been provided by US Steel) for the site characterization. Provo receives the next $2 million. Provo and US Steel then share the remaining proceeds on a 70/30 (70 for Provo and 30 for US Steel) split until US Steel has recouped their cleanup costs. If all the land is sold prior to the payback then Provo has no further obligation. If there is land remaining or revenue continues to be generated, once US Steel is repaid for the cleanup, Provo has no further obligation.

The Division of Economic Development is pursuing a course that brings in a developer to construct buildings on the property. Under this model, Provo would not sell the underlying land, but would split lease proceeds on a predetermined rate with the developer. This arrangement would potentially generate a perpetual revenue stream into the foreseeable

future. Provo would split the proceeds from the revenue stream with US Steel as outlined above.

Once the US Steel obligation is satisfied, it is Adopted that all future revenue generated at the Mountain Vista Business Center be used to fund additional infrastructure and utility construction, demolition or other necessary improvements to increase value in the business park.

If at some point there are no continuing financial needs at the Mountain Vista Business Center, all further land sales and lease revenue generated would be directed to the Economic Development Fund (shown in the Capital Improvement Section) for the purpose of economic development activities city wide. This fund would be used for land purchases, writing down land costs, incentives for expanding or relocating businesses and other related, approved economic development activities.

Policy Review

The City Council will review and approve by resolution the financial policies contained in this document as part of the annual budget document each year.



Appendix



Stormwater Service District

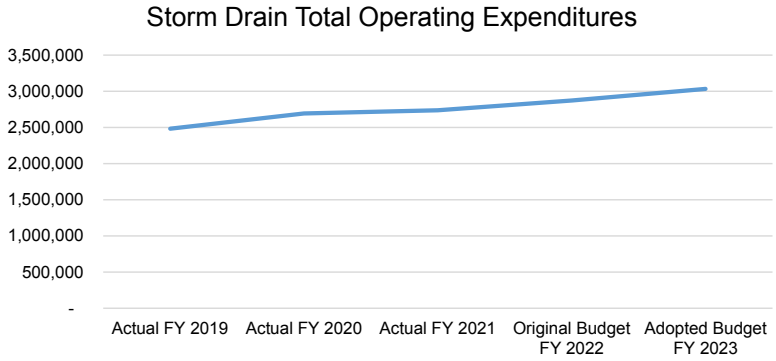
Storm Drain	Actual FY 2020	Actual FY 2021	Actual FY 2022	Original Budget FY 2023	Adjusted Budget FY 2023	Tentative Budget FY 2024
Revenue						
Utilities Revenue	$ 5,722,453	$ 5,805,616	$ 5,861,001	$ 5,800,000	$ 5,800,000	$ 5,825,000
Miscellaneous	57,653	706,440	379,652	35,000	391,000	-
Charges for Services	540,849	23,985	15,895	371,000	15,000	381,000
Investment Income	71,452	23,458	30,344	15,000	15,000	50,000
Total Revenue	6,392,407	6,559,499	6,286,892	6,221,000	6,221,000	6,256,000
Operation Expenditure						
Storm Drain	$ 2,691,579	$ 2,735,246	$ 2,897,792	$ 3,030,933	$ 3,084,371	$ 3,414,523
Total Expenditure	2,691,579	2,735,246	2,897,792	3,030,933	3,084,371	3,414,523
Capital Expenditure						
Storm Drain CIP	$ 1,159,897	$ 2,263,542	$ 2,075,348	$ 2,600,000	$ 6,762,746	$ 2,799,100
Total Expenditure	1,159,897	2,263,542	2,075,348	2,600,000	6,762,746	2,799,100
Transfer Out	673,264	695,559	692,375	652,979		655,729
Total Revenues	6,392,407	6,559,499	6,286,892	6,221,000	6,221,000	6,256,000
Total Expenditures and Transfers Out	(3,851,475)	(4,998,788)	(4,973,140)	(5,630,933)	(9,847,117)	(6,869,352)
Net Change in Fund Balance	2,540,932	1,560,711	1,313,752	590,067	(3,626,117)	(613,352)
Beginning Fund Balance	18,806	2,559,738	4,120,449	5,434,201	5,434,201	1,808,084
Ending Fund Balance	2,559,738	4,120,449	5,434,201	6,024,268	1,808,084	1,194,732

Department Function

- The Stormwater Division of the Public Works Department is responsible for protecting property from flooding and preventing the public street system from being encumbered with flood water during rainstorms and spring snow melt runoff. This division also builds, operates, and maintains a storm drainage system such that citizens, property owners, business people, and even Stormwater employees can rest comfortably during runoff events. The division complies with new federal storm water quality regulations. Irrigation water is delivered to customers along the City irrigation ditches in the central and southwest areas of the City.

Highlights

- Employees received a 4% cost of living adjustment.
- Supplemental request for $143,000 approved to fund a new full-time flood plains manager.



Performance Measures

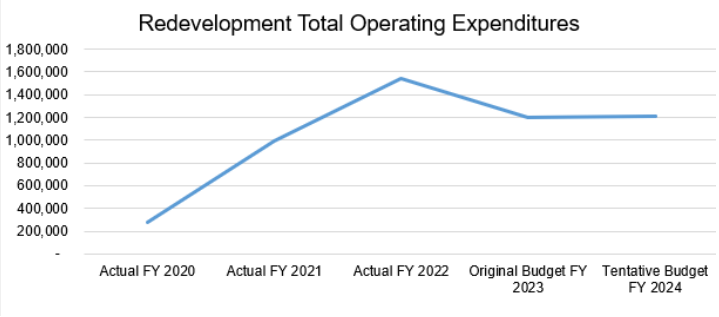
Priority	Goal	Performance Measure	Annual Totals 2022 Actual	2023 Current	2023 Target	2024 Target
Education	Provide Storm Water Pollution Training	Number Of Staff Who Completed the State-Mandated Training for Illicit Discharge Detection & Elimination (Idde)			350	

Provo City Redevelopment Agency

Redevelopment Summary	Actual FY 2020	Actual FY 2021	Actual FY 2022	Original Budget FY 2023	Adjusted Budget FY 2023	Tentative Budget FY 2024
Revenue						
Charges for Services	$ -	$ 101,692	$ 110,166	$ 101,000	$ 101,000	$ 115,000
Property Tax	1,143,316	984,574	712,021	1,321,000	1,341,000	1,461,225
Lease Income	-	-	-	-	-	-
Miscellaneous	101,692	100,692	87,285	51,600	-	-
Interest Income	159,149	103,090	94,559	109,185	140,785	56,000
Total Revenue	1,404,157	1,290,047	1,004,031	1,582,785	1,582,785	1,632,225
Expenditure						
Tax Increment	$ 240,945	$ 992,593	$ 1,422,468	$ 1,169,188	$ 4,651,619	$ 1,172,658
New Development	42,753	1,480	120,232	34,300	140,104	34,300
Total Expenditure	283,699	994,073	1,542,700	1,203,488	4,791,723	1,206,958
Net Increase (Decrease)	1,120,458	295,974	(538,669)	379,297	(3,208,938)	425,267

Department Function

- The Redevelopment Agency of Provo City (Agency) is a separate governmental entity created by Provo City under Title 17 of the Utah Code which governs “community development and renewal agencies.” The City Council is the governing board of the Redevelopment Agency and the Mayor also serves as the Agency’s Chief Executive Officer. The Redevelopment Agency primarily deals with programs and projects to help revitalize targeted areas of the City of Provo including the Central Business District (Provo’s downtown and surrounding neighborhoods) and other project areas as designated by the City Council. The Redevelopment Agency’s primary asset in this revitalization effort is tax increment financing which allows the Agency to participate in a variety of ways in its redevelopment efforts. The Redevelopment Agency also administers federal grants on behalf of the City of Provo that relate to community development and housing.Two funds fall under the Agency as of FY 2020: the Tax Increment fund and the New Development fund. Those funds are managed by the Department of Development Services.



Tax Increment

Tax Increment	Actual FY 2020	Actual FY 2021	Actual FY 2022	Original Budget FY 2023	Adjusted Budget FY 2023	Tentative Budget FY 2024
Revenue						
Taxes	$ 1,143,316	$ 984,574	$ 712,021	$ 1,321,000	$ 1,341,000	$ 1,461,225
Investment Income	140,358	97,740	88,994	104,185	135,785	51,000
Miscellaneous	-	(1,000)	87,285	51,600	-	-
Other Financing	-	500	-	-	-	-
Transfer In	-	-	-	-	-	-
Total Revenue	1,283,674	1,081,814	888,300	1,476,785	1,476,785	1,512,225
Expenditure						
Tax Increment	$ 240,945	$ 992,593	$ 1,422,468	$ 1,169,188	$ 4,651,619	$ 1,172,658
Total Expenditure	240,945	992,593	1,422,468	1,169,188	4,651,619	1,172,658
Net Change in Fund Balance	1,042,728	89,221	(534,168)	307,597	(3,174,834)	339,567
Beginning Fund Balance	6,380,904	7,423,632	7,512,853	4,241,035	6,978,685	4,241,035
Ending Fund Balance	7,423,632	7,512,853	6,978,685	4,548,632	3,803,851	4,580,602

Department Function

- The Tax Increment Fund is for the property tax increment we receive from Utah County and pay for projects. Property tax increment is the increase in the property taxes generated in a project area over and above the property taxes that were collected prior to the new development. The Redevelopment Agency can receive a portion of the increase in property taxes if the taxing entities agree to participate.

New Development

New Development	Actual FY 2020	Actual FY 2021	Actual FY 2022	Original Budget FY 2023	Adjusted Budget FY 2023	Tentative Budget FY 2024
Revenue						
Charges for Services	$ -	$ 101,692	$ 110,166	$ 101,000	$ 101,000	$ 115,000
Lease Income	-	-	-	-	-	-
Investment Income	18,791	5,350	5,565	5,000	5,000	5,000
Miscellaneous	101,692	101,692	-	-	-	-
Total Revenue	120,483	107,042	5,565	5,000	106,000	120,000
Expenditure						
New Development	$ 42,753	$ 1,480	$ 120,232	$ 34,300	$ 140,104	$ 34,300
Total Expenditure	42,753	1,480	120,232	34,300	140,104	34,300
Net Change in Fund Balance	77,730	105,562	(114,667)	(29,300)	(34,104)	85,700
Beginning Fund Balance	1,110,304	1,188,034	1,293,595	1,178,928	1,178,928	1,144,824
Ending Fund Balance	1,188,034	1,293,595	1,178,928	1,149,628	1,144,824	1,230,524

Department Function

- The New Development Fund was used to hold funds the Redevelopment Agency received that weren't property tax increment. For example, when the Redevelopment Agency was leasing out the former Sears building to RC Willey, those lease payments went into the New Development Fund.

Performance Measures

Priority	Goal	Performance Measure	Annual Totals			
			FY 2022	FY 2023		FY 2024
			Actual	Current	Target	Target
Business and Economic Vitality	Prioritize Areas Within the City for Economic Development. (1.4.13)	Economic Development is working on grocery store sites for west Provo and southeast Provo to compliment the newly announced Target at Provo Towne Centre. Ongoing Development and Redevelopment of the Downtown Area Including The Old City Hall Site, and Other Key Areas such as the New Mill Race Site and the Harris Music Block, Redeveloping and Stabilizing the Provo Towne Centre and the Riverwoods.	Ongoing			
Business and Economic Vitality	Facilitate a Dialogue Between Local Businesses and City Government so that Business and Government Needs and Concerns Can be Addressed In a Timely Manner. (7.4.10.2)	Economic Development continues to increase the Number of Business Visits We Do. Provo does more business visits anually with the Economic Development Corporation of Utah than any other city in the state to Address Business Needs and to Capitalize on Business Retention and Expansion Opportunities.	Ongoing			
Business and Economic Vitality	Develop Provo As The Leader In The State Of Utah And Mountain West In Entrepreneurial Support And The Preeminent Place To Start And Grow A Business. (7.4.12)	Economic Development is in the second year of our award winning marketing campaign Called the Provo Advantage to Brand Provo as the Best City in Utah to Do Business. Ongoing Efforts to Strengthen and Support the Startup Environment at The Startup, the New Kiln, Ryan Smith's River District and the Provo Medical Technology Campus.	Ongoing			
Business and Economic Vitality	Utilize Redevelopment Programs and Incentives to Encourage the Revitalization of Blighted Commercial and Industrial Areas. (7.4.1.2)	The Redevelopment Agency is finalizing the sale of the remaining city owned parcels in Mountain Vista while Continuing to Work on Areas such as the Provo Towne Centre Mall and Evaluating Future Opportunities like the Old City Hall Property and Other Key Areas such as the gateways to Provo.	Ongoing			

Glossary

Account A separate financial reporting unit. All budgetary transactions are recorded in accounts.

Accrual Basis of Accounting A method of accounting where revenues are recorded when service is given and expenses are recognized when the benefit is received.

Accounting Period A period of time (e.g. one month, one year) where the city determines its financial position and results of operations.

Actuarial A person or methodology that makes determinations of required contributions to achieve future funding levels that addresses risk and time.

Ad Valorem Tax A tax levied on the assessed value of real estate and personal property. This tax is also known as property tax.

Adjusted Budget The adjusted budget as formally adjusted by the Municipal Council.

Adopted Budget The Adopted budget as initially formally approved by the Municipal Council.

Amortization The reduction of debt through regular payments of principal and interest sufficient to retire the debt instrument at a predetermined date known as maturity.

Annual debt service expenditures Annual debt service for measuring debt capacity for the City shall include debt service on outstanding principal for: general obligation bonds of the City, all lease appropriation debt to the extent that it is support by tax revenue, this excludes revenue bonds, and bonds issued for RDA and EDA.

Annual revenue Annual revenue for measuring debt capacity shall include the revenues of the General Fund and special revenue funds for the fiscal year in which the debt service expenditures occur.

Appropriation A specific amount of money authorized by the Municipal Council for the purchase of goods or services.

Arbitrage The gain which may be obtained by borrowing funds at a lower (often tax-exempt) rate and investing the proceeds at higher (often taxable) rates.

Assessed Valuation The appraised worth of property as set by a taxing authority through assessments for purposes of ad valorem taxation. The method of establishing assessed valuation varies from state to state, with the method generally specified by state law. For example, in certain jurisdictions the assessed evaluation is equal to the full or market value of the property. In other jurisdictions, the assessed valuation is equal to a percentage of the full market value.

Balanced Budget A budget in which planned funds or revenues available are equal to fund planned expenditures.

Basis Point Equal to 1/100 of one percent. If interest rates rise from 7.50 percent to 7.75 percent, the difference is referred to as an increase of 25 basis points.

Benchmarking Determining the quality of products, services, and practices by measuring critical factors (e.g., how fast, how reliable a product or service is) and comparing the results to those of highly regarded competitors.

Benefits Payments to which participants may be entitled under a pension plan, including pension benefits, death benefits, and benefits due on termination of employment.

Bond Covenants A legally enforceable promise made to the bondholders from the issuer, generally in relation to the source of repayment funding.

Bond Rating The City of Provo uses three of the Nation's primary bond rating services: Moody's Investors Service, Fitch Ratings, and Standard & Poor's. These rating services perform credit analyses to determine the probability of an issuer of debt defaulting partially or fully.

Bonds A security that represents an obligation to pay a specified amount of money on a specific date in the future, typically with periodic principal and interest payments.

Budget Calendar A schedule of key dates which the City follows in the preparation, adoption and administration of the budget.

Budget Highlights Included in the opening section of the budget, provides a summary of most important challenges of the budget year, changes from previous years, and recommendations regarding the financial policy for the upcoming period.

Capital Equipment Physical plant and equipment with an expected life of five years or more.

Capital Expenditures The approved budget for improvements to or acquisition of infrastructure, park development, building, construction or expansion, utility systems, streets or other physical structure with an estimated cost of $5,000 or more.

Capital Improvement Plan (CIP) A plan for capital expenditures to be incurred each year over a five-year period. Essentially, the plan allows for a systematic evaluation of all potential projects, and specifies funding sources for all approved projects.

Capital Lease An agreement conveying the right to use property, plant or equipment usually for a stated period of time where the lessee assumes all the risks and rewards of ownership.

Capitalized Interest When interest cost is added to the cost of an asset and expensed over the useful life of the asset.

Chargeback Term used to describe the method to reimburse the costs incurred by the internal service funds or general fund to all departments throughout the City.

Community Development Block Grant (CDBG) One of the longest-running programs of the U.S. Department of Housing and Urban Development that funds local community development activities such as affordable housing, anti-poverty programs, and infrastructure development.

Consumer Price Index An index of the variation in prices paid by typical consumers for retail goods and other items.

Comprehensive Annual Financial Report (CAFR) This official annual report presents the status of the City's finances in a standardized format. The CAFR is organized by fund and contains two basic types of information: a balance sheet that compares assets with liabilities and fund balance; and an operating statement that compares revenues and expenditures.

Community & Neighborhood Services (CNS) A department in Provo City that oversees long-term development projects and planning.

Contingency An appropriation of funds available to cover unforeseen events that occur during the fiscal year. These funds, if not used, lapse at year end. This is not the same as fund balance.

Debt Service The amount necessary to pay principal and interest requirements on outstanding obligations for a given year or series of years.

Debt Service Fund The amount necessary to pay principal and interest requirements on outstanding obligations for a given year or series of years.

Defeasance A provision that voids a bond when the borrower puts cash in escrow via a refunding bond issuance sufficient to service the borrower's debt. When a bond issue is deceased the borrower sets aside cash to pay off the bonds, therefore the outstanding debt and cash offset each other on the balance sheet and are removed from the financial statements.

Deficit The excess of liabilities over assets , or expenditures over revenues, in a fund over an accounting period.

Depreciation The decrease in value of physical assets due to use and the passage of time.

Designated Funds that have been identified for a specific purpose. This differs from reserved funds, in that there is no legal requirements for funds that have been designated.

Distinguished Budget Presentation Program A voluntary program administered by the Government Finance Officers Association to encourage governments to publish efficiently organized and easily readable budget documents and to provide peer recognition and technical assistance to the fiscal officers preparing them.

Encumbrances Obligations incurred in the form of orders, contracts and similar items that will become payable when goods are delivered or services rendered.

Enterprise Fund A self supporting fund designed to account for activities supported by user charges.

Enterprise Resource Planning (ERP) A debt service fund in the City that pays for obligations related to the Provo 360 software system that has been implemented over the past several years.

Escrow Money or property held in the custody of a third part that is returned only after the fulfillment of specific conditions.

Expenditure The disbursement of appropriated funds to purchase goods and/or service.

Fiduciary Funds Funds used to report assets held in a trustee or agency capacity for others and which therefore cannot be used to support the government's own programs. The fiduciary fund category includes pension trust funds, investment trust funds, private-purpose trust fund, and agency funds.

Fines and Forfeitures Consists of a variety of fees, fines and forfeitures collected by the State Court System.

Fiscal Year (FY) Any period of 12 consecutive months designated as the budget year. The City's budget year is July 1st and end June 30th.

Fixed Assets Items owned by the City that cost a considerable amount and has a useful life exceeding two years – e.g., computers, furniture, equipment and vehicles.

Fleet The vehicles owned and operated by the City.

Forfeiture The automatic loss of property, including cash, as a penalty for breaking the law, or as compensation for losses resulting from illegal activities. Once property has been forfeited, the City may claim it, resulting in confiscation of the property.

Franchise Fee Charges to utilities for exclusive/non-exclusive rights to operate within municipal boundaries.

Full-Time Equivalent Position A part-time position converted to the decimal equivalent of a full-time position based on 2,080 hours per year.

Fund A set of interrelated accounts to record revenues and expenditures associated with a specific purpose.

Fund Balance The difference between assets and liabilities reporting in a governmental fund at the end of the fiscal year.

General Fund A governmental fund established to account for resources and uses of general operating functions of City departments. Resources are, in the majority, provided by taxes.

General Obligation (GO) Bond Bonds for the payment of which the full faith and credit of the issuing government are pledged.

General Obligation (GO) Debt Debt that is secured by a pledge of the ad valorem taxing power of the issuer. Also known as a full faith and credit obligation.

General Services Referring to activities, revenues and expenditures that are not assigned to a department.

Governmental Funds Funds generally used to account for tax-supported activities. There are five different types of governmental funds: the general fund, special revenue funds, debt service funds, capital project funds, and permanent funds.

Grant A contribution by one governmental unit to another unit. The contribution is usually made to aid in the support of a specified function.

Inflation A rise in price levels caused by an increase in available funds beyond the proportion of available goods.

Infrastructure Public domain fixed assets including roads, bridges, curbs, gutters, sidewalks, drainage systems, lighting systems and other items that have value only to the City.

Interest Income Revenue associated with the City cash management activities of investing fund balances.

Intergovernmental Revenue Revenue received from or through the Federal, State, or County government.

Interlocal Agreement A contractual agreement between two or more governmental entities.

Lease The difference between assets and liabilities reporting in a governmental fund at the end of the fiscal year.

Mission Statement The statement that identifies the particular purpose and function of a department.

Modified Accrual Basis The basis of accounting under which revenues are recognized when measurable and available to pay liabilities and expenditures are recognized when the liability is incurred except for interest on long-term debt which is recognized when due, and the noncurrent portion of accrued vacation and sick leave which is recorded in general long-term debt. The General Fund, Debt Service Funds, Special Revenue Funds, and some Capital Improvement Funds are prepared on the modified accrual basis of accounting except that encumbrances are treated like expenditures.

Municipal Code A collection of laws, rules and regulations that apply to the City and its Citizens.

Objective Something to be accomplished in specific, well-defined, and measurable terms and that is achievable within a specific time frame.

Operating Budget A budget for general revenues and expenditures such as salaries, utilities, and supplies.

Operating Lease A lease that is paid out of current operating income rather than capitalized.

Ordinance A formal legislative enactment by the City that carries the full force and effect of the law within corporate boundaries of the City unless in conflict with any higher form of law, such as state or federal.

Outcomes Quality performance measures of effectiveness and of achieving goals. (e.g., customer satisfaction, awareness level, etc.)

Outputs Process performance measures of efficiency and productivity.

Pay-as-You-Go Financing A method of paying for capital projects that relies on current tax and grant revenues rather on debt.

Per Capita A measurement of the proportion of some statistic to an individual resident determined by divided the statistic by the current population.

Performance Budget A budget wherein expenditures are based primarily upon measurable performance of activities and work programs.

Permit Revenue Fees imposed on construction-related activities and for the acquisition of other nonbusiness permits.

Popular Annual Financial Report (PAFR) is a brief summary of the City's Comprehensive Financial Report (CAFR). The report is intended to increase knowledge through the community of Provo's financial condition. The financial information within the report is taken in large part from the City's independently audited set of financial statements. Unlike the CAFR, the PAFR is not prepared in accordance with generally accepted accounting principles.

Present Value The discounted value of a future amount of cash, assuming a given rate of interest, to take into account the time value of money. To put it another way, a dollar is worth a dollar today, but is worth less than today's dollar tomorrow.

Privatization An act of outsourcing a program or process to a non-governmental entity.

Program Group activities, operations or organizational units directed to attaining specific objectives and achievements and budgeted as a sub-unit of a department.

Property Tax A tax levied on the assessed value of real and personal property. This tax is also known as ad valorem tax.

Proprietary Fund Enterprise and internal service funds that are similar to corporate funds, in that they are related to assets, liabilities, equities, revenues, expenses and transfers determined by business or quasi-business activities.

Quality Excellence, as defined by the customer.

Quarterly Report A document that collects quarterly financial information in the major City funds.

Redevelopment Agency (RDA) A separate governmental entity created by Provo City under Title 17 of the Utah Code which governs "community development and renewal agencies." The City Council is the governing board of the Redevelopment Agency and the Mayor also serves as the Agency's Chief Executive Officer. The Redevelopment Agency primarily deals with programs and projects to help revitalize targeted areas of the City of Provo

Refunding Retiring an outstanding bond issue at maturity by using money from the sale of a new bond offering. In other words, issuing more bonds to pay off the old bonds that just matured. In an Advance Refunding a new bond issuance is used to pay off another outstanding bond. The new bond will often be issued at a lower rate than the older outstanding bond. Typically, the proceeds from the new bond are invested and when the older bonds become callable they are paid off with the invested proceeds.

Reserves A portion of the fund balance or retained earnings are legally segregated for specific purposes.

Residual Equity Transfers Nonrecurring or nonroutine transfers of equity between funds.

Resolution A legislative act by the City with less legal formality than an ordinance.

Retained Earnings An account in the equity section of the balance sheet reflecting the accumulated earnings of the Proprietary Funds.

Revenue Monies received from all sources (with exception of fund balances) which will be used to fund expenditures in a fiscal year.

Revenue Bonds Bonds whose principal and interest are payable exclusively from a designated revenue source or enterprise fund.

Sales Tax Tax imposed on the taxable sales of all final goods.

Special Assessment A compulsory levy made against certain properties to defray part or all of the cost of a specific improvement or service deemed to primarily benefit those properties.

Special Revenue Fund A fund used to account for revenues legally restricted to expenditures for a particular purpose.

Tax supported bonds Bonds for which the funding used to make annual debt service expenditures is derived from tax revenue of the City's General and Special Revenue Funds.

Taxable Value The assessed value less homestead and other exemptions, if applicable.

Total bonded debt For purposes of measuring debt capacity, total bonded debt shall include total outstanding principal for: general obligation bonds of the City, bonds issued for the RDA and EDA projects, all lease appropriation debt to the extent that it is support by tax revenues, this excludes revenue bonds.

Trust and Agency Funds These funds are used to account for assets held by the City in a trustee capacity or as an agent for individuals, private organization, other governments and/or other funds.

Truth in Taxation In order to understand property tax in Utah it is necessary to understand a section of Utah Lawn known as "Truth in Taxation." The County is responsible for administering property taxes and each June it submits to the cities a certified tax rate that would generate the same amount of revenues as the previous year plus any new growth. The certified tax rate does not provide for additional tax revenue due to increased valuation of existing property. If the City chooses to adopt a tax rate higher than the certified rate, state law has very specific requirements for newspaper advertisement and public hearing from which the name "Truth in Taxation" is derived.

Unappropriated Not obligated for specific purposes.

Unassigned Fund Balance Used as a measure of the amount of resources a jurisdiction has available for spending, including its ability to meet special needs and withstand financial emergencies. In these policies, unassigned fund balance means it is neither earmarked nor reserved for other uses. It is available for discretionary spending.

Undesignated Without a specific purpose.

Unencumbered The portion of an allotment not yet expended or encumbered.

Useful life The period of time that a fixed asset is able to be used. This can refer to a budgeted period of time for an equipment class or the actual amount of time for a particular item.

User Fees Charges for expenses incurred when services are provided to an individual or groups and not the community at large. The key to effective utilization of user fees is being able to identify specific beneficiaries of services and then determine the full cost of service they are consuming.

Variable Rate Bond or Note A bond or note on which the interest rate is reset periodically. The interest rate is reset either by means of an auction or through an index.

Vision 2030 A steering committee completed a long-range strategic plan for the City.

Working Capital A financial metric which represents operating liquidly available to a business. It is calculated as current assets minus current liabilities.

Consolidated Fee Schedule Changes Summary

Rate and Fee Changes Adopted to take effect July 1, 2023, unless otherwise noted. To see the most up-to-date Consolidated Fee Schedule, visit https://provo.municipal.codes/Code/CFS.

BUSINESS LICENSING FEE CHANGES

- Towing Bond fee for $1,000 was added to Business Licensing fees.

DEVELOPMENT SERVICES FEE CHANGES

- Development Services added accessory dwelling unit fees for single ($100) and multiple ($500) units.
- Service charge and inspection fees increased from $50.00 to $75.00.
- Mechanical inspection fees were simplified, resulting in the minimum fee amount increasing from $50.00 to $75.00.
- Plumbing inspection minimum fee was increased from $50.00 to $75.00.
- Permit fees were added and broken out in detail:

Fast Track Fee each Permit	$500.00
Temporary Certificate of Occupancy	
Residential (180 days or less)	$250.00
Commercial (180 days or less)	$500.00
After Hours Emergency Inspection/2 hrs. Minimum (See Hourly)	$120.00
180-day Issued Permit Extension	$200.00
180-day Permit Application Extension	$150.00
Permit Re-Instatement Fee (Final Inspection only)	$200.00
Extension of Temporary Occupancy	$250.00
STOP WORK notice (RED TAG – penalty)	$150.00
Re-Review of Plans after 2 revisions ($ Hourly Rate, minimum 1 hour)	*See hourly rate
Hourly Rate (Per hour fee for overtime, after hours, re-review, etc.)	$120.00
Building without Permit	** 2 x Building Permit Fee
Canceled Building Permit Fee	25% of Building Permit Fee

FIRE FEE CHANGES

- Plan Review fees for automatic fire sprinkler systems and fire alarm systems, will increase from $90 per hour to $126 per hour.
- Plan Review fee for LPG Storage Tanks and Gas Systems is increasing from $50 to $100.
- Plan Review fee for Liquid Storage Tanks Installation is increasing from $50 to $126.

- Plan Review for Sprinkler System Expedited fee is increasing from $200 to $314.
- Paramedic Ambulance fee is increasing from $150 per hour to $180 per hour.
- Brush Truck Type 6 fee is increasing from $150 per hour to $172 per hour.
- Heavy Rescue/Haz Mat fee is increasing from $250 per hour to $375 per hour.
- Plan Review fee for Combustible/Flammable Liquid Systems is increasing from $50 to $60.
- Exempt Child Care Facility fee is increasing from $40 to $60.
- Plan Review for Alarm Expedited fee is increasing from $100 to $144.

PARKS AND RECREATION FEE CHANGES

Covey Center

- Fee increases and restructures due to increases in staffing, supplies, utilities, and merchant fees. No discretionary revenue expected.

Golf

- Fees raised to cover increase in staff costs and supplies, no discretionary revenue expected

Park Pavilion Reservations

- Reservation Fee Increases - Fees raised to cover increase in staff and maintenance costs, no discretionary revenue expected.

Parks, Parkways, Trails and Other Park Properties

- Event Fee Increases - Fees raised to cover increase in staff and maintenance costs, no discretionary revenue expected.

Recreation Center

- Special Events
    - ◊ Drive-In Movie – removed, was only offered during Covid
    - ◊ Summer Luau/Christmas Gala – got rid of price difference for resident/non-resident

Programs, Adult/Youth/Senior

- Tumbling Tots – increase to cover cost of supplies and staffing
- Photography – decreased to better match other offerings
- Ski Program – there are several different prices depending on if they have a Sundance Pass and if they need rentals. Listed a range instead of all the different options. Price did increase with the new ownership of Sundance.
- Summer Camp – increase to cover the cost of gas, materials, field trips, and staffing

Adult Sports

- Increases due to staffing costs, inflation on program supplies

Youth Sports

- Jr Jazz – cost increase accommodates additional value added of a Jazz ticket for every participant
- High School Basketball – matching adult basketball price due to being officiated by adult referees and added Jazz bundles
- Flag Football – cost associated with partnering with NFL Flag, similar to the Jr Jazz partnership

Sports Field Rental Fees

- Increase to recapture maintenance cost. Restructure to simplify fee structure.

Peaks Ice Arena

- Broomball – increase in employee staffing for setup and equipment costs, no extra income expected

- Skate Sharpening – added fee for current service that wasn't reflected
- Walker Rental – increase due to the demand and limited stock
- Youth Hockey – increase due to personnel, matching market value
- Adult Hockey – increase due to personnel, matching market value
- Private Instruction – no longer offering this

ENERGY FEE CHANGES

- After consulting with the Legal Department, in FY23, Energy deleted its fees from the beginning of the Energy section through "Customer Service Fees," opting to direct readers to its website for up-to-date rate schedules: http://provopower.org/customer-service/ . The details of Energy's 2% utility rate increases should be reflected there.

PUBLIC WORKS FEE CHANGES

Airport

- Two new fees were added: 1) Passenger Facility Charge at $4.50 per passenger; 2) Document Review Fee at $200 per application.
- The Airport Parking Fee will increase from $10 per vehicle per day to $12 per vehicle per day.
- The Landing Fee will increase from $0.97 to $1.03.
- The Terminal Fee will increase from $1.83 to $1.95.

Culinary Water

The monthly base charges for each pipe size and seasonal commodity charges will increase as follows, beginning September 1, 2023:

Pipe Size	FY23	FY24	Description
3/4"	$19.52	$20.50	per month
1"	$24.63	$25.86	per month
1 1/2"	$52.95	$55.60	per month
2"	$79.21	$83.17	per month
3"	$153.58	$161.26	per month
4"	$255.92	$268.72	per month
6"	$303.90	$319.10	per month
8"	$458.16	$481.07	per month
10"	$609.41	$639.88	per month
12"	$989.51	$1,038.99	per month

Commodity Charge	Tier	FY23	FY24	Description
Residential-Winter (November to April)	Tier 1 <100K gallons	$1.11	$1.17	per 1,000 gallons
	Tier 2 >100K gallons	$1.22	$1.28	per 1,000 gallons
Residential-Summer (May to October)	Tier 1 <100K gallons	$1.84	$1.93	per 1,000 gallons
	Tier 2 >100K gallons	$2.04	$2.14	per 1,000 gallons
Commercial-Winter (November to April	Tier 1 <500K gallons	$1.11	$1.17	per 1,000 gallons
	Tier 2 >500K gallons	$1.22	$1.28	per 1,000 gallons
Commercial-Summer (May to October	Tier 1 <500K gallons	$1.84	$1.93	per 1,000 gallons
	Tier 2 >500K gallons	$2.04	$2.14	per 1,000 gallons

Wastewater

- Equipment rates for jetter trucks and closed circuit tv trucks will increase from $250/hour to $400/hour.
- A new pretreatment compliance reinspection fine has been added: $500 per occurrence.
- Hauled in Waste fees for resident and nonresident septic and holding tanks are being eliminated and replaced with one Septage Waste fee: $60 per $1,000 gallons.
- Three Wastewater Surcharge Fees are increasing: 1) Biochemical Oxygen Demand is increasing from $0.25 per pound to $0.27 per pound; 2) Suspended Solids fee is increasing rom $0.10 per pound to $0.23 per pound; 3) Oil or Grease fee is increasing from $0.17 per pound to $0.28 per pound.

Residential	**FY23**	**FY24**	**Description**
Single Family Home Base Rate	$20.58	$21.20	per month
Multi-Unit per Unit Base Rate	$18.53	$19.09	per month
Commodity Charge (Single & Multiple Units	$5.64	$5.81	per 1,000 gallons
Non-Residential - Pipe Size	**FY23**	**FY24**	**Description**
3/4"	$20.58	$21.20	per month
1"	$51.45	$52.99	per month
1 1/2"	$102.91	$106.00	per month
2"	$164.63	$169.57	per month
3"	$308.70	$317.96	per month
4"	$514.49	$529.92	per month
6"	$1,028.97	$1,059.84	per month
8"	$1,646.35	$1,695.74	per month
Non-Residential	**FY23**	**FY24**	**Description**
Commodity Charge	$5.64	$5.81	per 1,000 gallons
Other	**FY23**	**FY24**	**Description**
Nonconnection to Available Sewer Within 300 ft of City Sewer	$20.58	$21.20	per month

- Beginning September 1, 2023, the monthly base rates for residential and non-residential will increase as follows:

Utility Transportation

- The Utility Transportation fee will increase by 5%:

Category	**Fee per Month**	
	FY23	**FY24**
Residential A – Single-Family	$3.50	$3.68
Residential B – Multifamily	$2.10	$2.21
Commercial A (< 100 Trip-Ends)	$9.50	$9.98
Commercial B (100 – 199 Trip-Ends)	$25.10	$26.36
Commercial C (200 – 599 Trip-Ends)	$75.50	$79.28
Commercial D (600+ Trip-Ends)	$225.50	$236.78
Public Use A (< 300 Trip-Ends)	$20.50	$21.53
Public Use B (≥ 300 Trip-Ends)	$91.50	$96.08

Sanitation

- Compost purchases for residents will increase from $3.00 per cubic yard to $5.00 per cubic yard. Compost purchases for nonresidents will increase from $6.00 per cubic yard to $10.00 per cubic yard.
- Sanitation rates will increase by 7%:

Curbside Residential Fees (per month for weekly service)	FY23	FY24
Garbage – No Recycling (No Yard Waste or Household Recycling)	$19.25	$20.60
Garbage – With Recycling (Yard Waste and/or Household Recycling)	$17.25	$18.60
Household Recycling	$7.70	$8.25
Yard Waste Recycling (Billed March – November only)	$6.00	$6.40

JUSTICE COURT FEE CHANGES

- All fines/fees issued by the Justice Court are still governed by Utah State Uniform Fine Schedule, which is available online. This will likely be updated in July: https://legacy.utcourts.gov/rules/appendices/Appendix_C/Uniform_Fine_Schedule.pdf

LIBRARY FEE CHANGES

- Fee for colored photocopies/prints is decreasing from $0.50/page to $0.40/page.
- Internet Computer Pass fee is being eliminated.

PROVO MUNICIPAL COUNCIL STAFF REPORT

Submitter: JBLARSEN
Department: Development Services
Requested Meeting Date: 05-02-2023

SUBJECT: An ordinance amending the General Plan Map of Provo City to include General Plan Map amendments previously adopted in ordinances 2022-37, 2022-38, AND 2022-56. Citywide Application. (Related to PLGPA20210364)

RECOMMENDATION: Approve

BACKGROUND: Staff inadvertently left off a few localized General Plan amendments (see Ordinances 2022:37, 2022;38, and 2022;56), which were adopted by the Council at the later end of 2022, from the (entire) General Plan Map revision adopted by Council on January 17, 2023. This proposal would restore these localized General Plan amendments to the (entire) General Plan Map. Staff spoke with the City Attorney's Office and it appears this proposal would not need to go to the Planning Commission because they have already given a recommendation on these localized General Plan amendments.

FISCAL IMPACT: None

PRESENTER'S NAME: Brandon Larsen, Planning Supervisor

REQUESTED DURATION OF PRESENTATION: 5

COMPATIBILITY WITH GENERAL PLAN POLICIES, GOALS, AND OBJECTIVES:
This proposal is inline with the policies, goals, and objectives of the General Plan.

CITYVIEW OR ISSUE FILE NUMBER: Related to PLGPA20210364

ORDINANCE 2023-___.

AN ORDINANCE AMENDING THE GENERAL PLAN MAP OF PROVO CITY TO INCLUDE GENERAL PLAN MAP AMENDMENTS PREVIOUSLY ADOPTED IN ORDINANCES 2022-37, 2022-38, AND 2022-56. CITYWIDE APPLICATION. (RELATED TO PLGPA20210364)

WHEREAS, on January 17, 2023, the Provo Municipal Council adopted an ordinance completely amending, revising, and updating the General Plan Map of Provo City (shown in Exhibit A), which amended, revised, and updated land use designations for all land within Provo City; and

WHEREAS, after that adoption of the General Plan Map of Provo City, it was found that three (3) previously approved general plan map amendments (Ordinance 2022-37, 2022-38, and 2022-56), adopted by the Municipal Council in the later part of 2022, were inadvertently left off the General Plan Map adopted on January 17. 2023; and

WHEREAS, Information Systems staff has prepared an amended, updated, and revised General Plan Map of Provo City (shown in Exhibit B) that includes the general plan map amendments previously adopted by ordinances 2022-37, 2022-38, and 2022-56; and

WHEREAS, on May 2, 2023, the Municipal Council met to ascertain the facts regarding this matter and receive public comment, which facts and comments are found in the public record of the Council's consideration; and

WHEREAS, all persons for and against the proposed General Plan amendment were given an opportunity to be heard; and

WHEREAS, the after considering the facts and comments presented, including the Planning Commission recommendations associated with the previously adopted ordinances, the Municipal Council finds (i) the General Plan Map of Provo City should be amended, revised, and updated to include the previously adopted general plan map amendments described herein and (ii) such action reasonably furthers the health, safety and general welfare of the citizens of Provo City

NOW, THEREFORE, be it ordained by the Municipal Council of Provo City, Utah, as follows:

PART I:

The General Plan Map of Provo City is hereby adopted as set forth in Exhibit B.

PART II:

A. If a provision of this ordinance conflicts with a provision of a previously adopted ordinance, this ordinance shall prevail.

B. This ordinance and its various sections, clauses and paragraphs are hereby declared to be severable. If any part, sentence, clause or phrase is adjudged to be unconstitutional or invalid, the remainder of the ordinance shall not be affected thereby.

C. The Municipal Council hereby directs that the official copy of the Provo City General Plan Map be updated to reflect the enactments of this ordinance.

D. This ordinance shall take effect immediately after it has been posted or published in accordance with Utah Code 10-3-711, presented to the Mayor in accordance with Utah Code 10-3b-204, and recorded in accordance with Utah Code 10-3-713.

END OF ORDINANCE.

EXHIBIT A

Provo City General Plan Map – before adding amendments from Ordinances 2022-37, 2022-38, and 2022-56

Provo City General Plan Map

As amended by Ordinance 2023-1 (BEFORE reinstating changes from Ordinance 2022-37, Ordinance 2022-38, and Ordinance 2022-56)

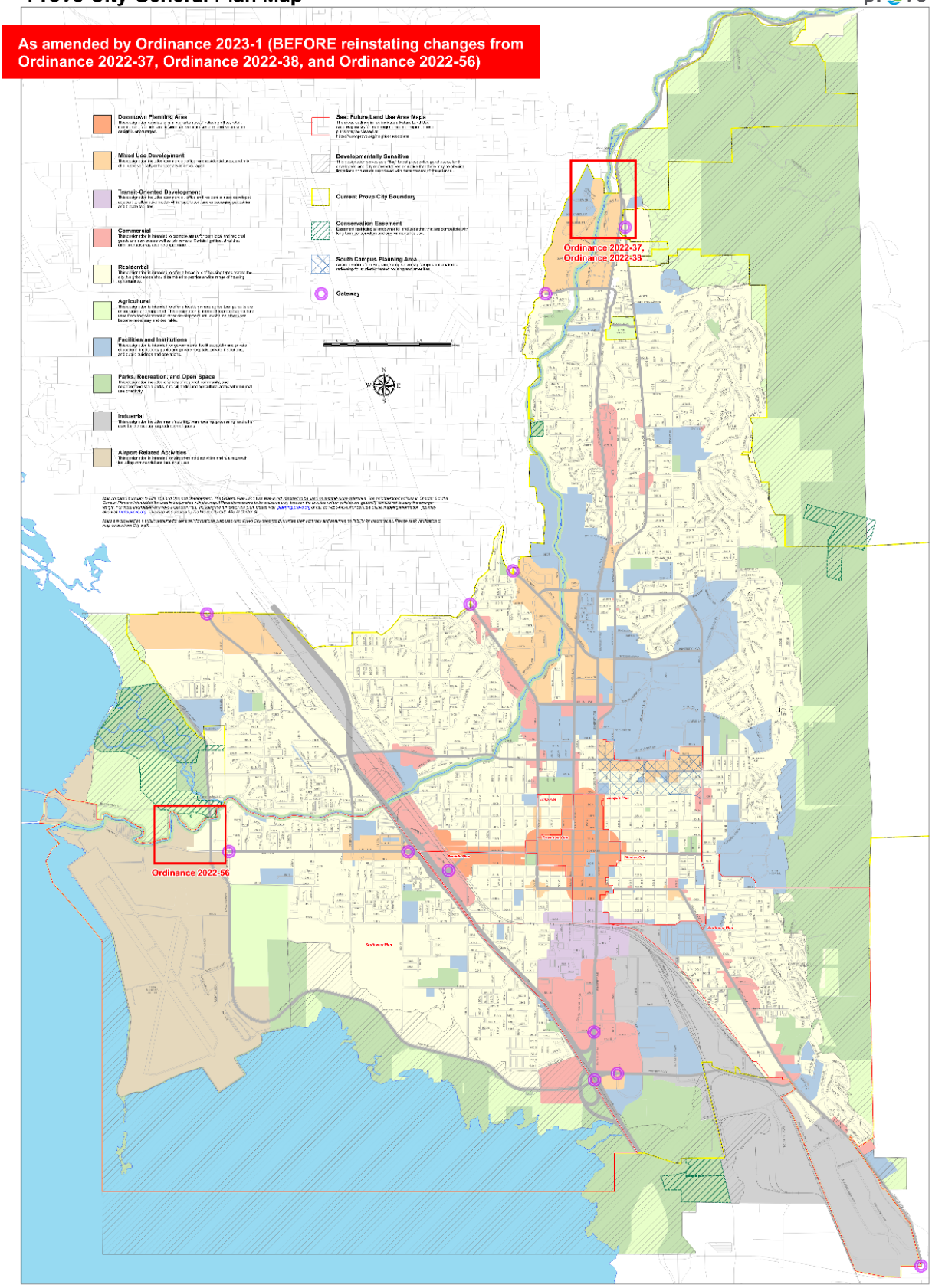
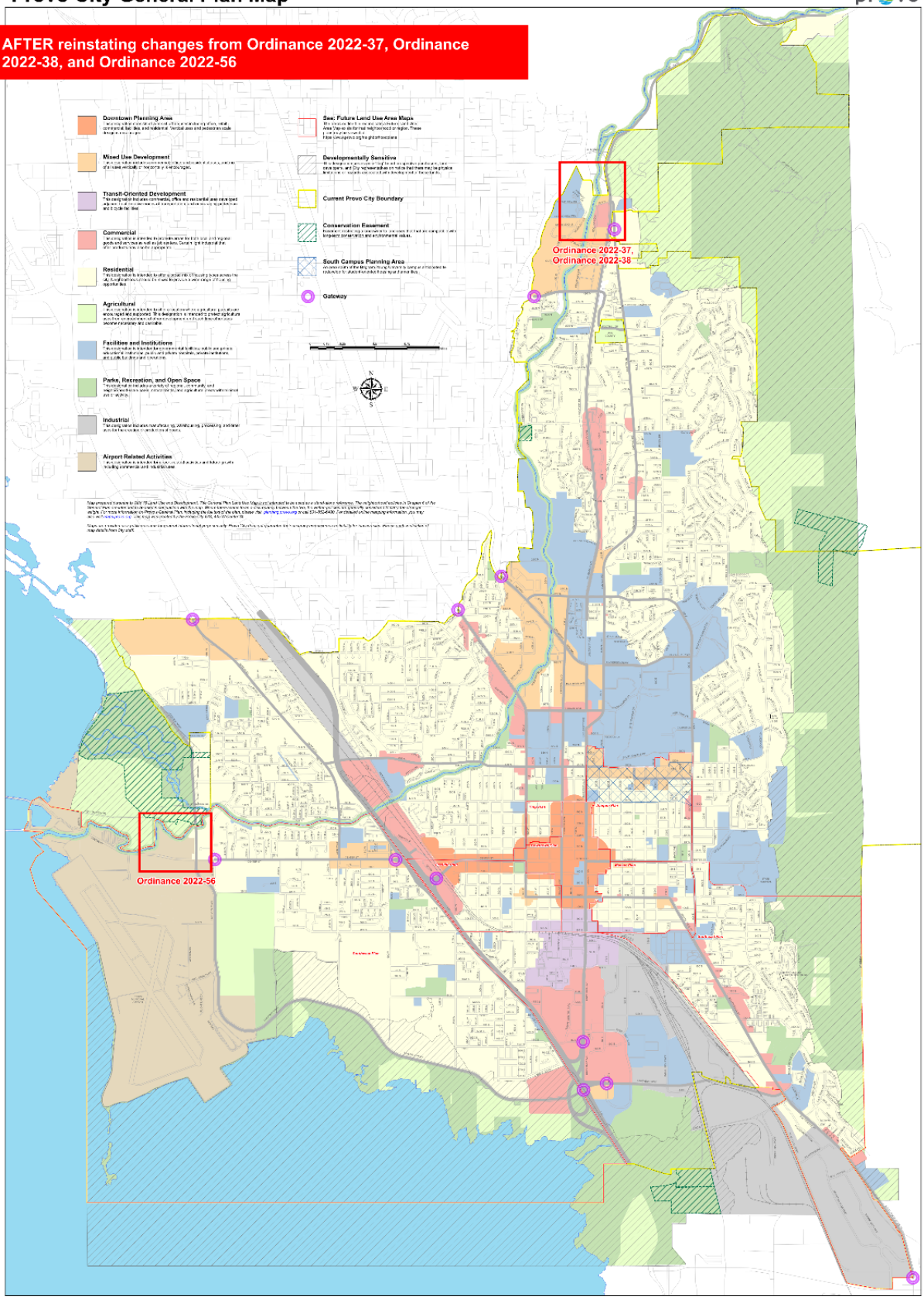


EXHIBIT B

Provo City General Plan Map – after adding amendments from Ordinances 2022-37, 2022-38, and 2022-56

Provo City General Plan Map

AFTER reinstating changes from Ordinance 2022-37, Ordinance 2022-38, and Ordinance 2022-56



Ordinance 2022-37

SHORT TITLE:

AN ORDINANCE AMENDING THE GENERAL PLAN MAP DESIGNATION FROM COMMERCIAL TO RESIDENTIAL FOR PROPERTY GENERALLY LOCATED AT 5544 RIVER RUN DRIVE. RIVERBOTTOMS NEIGHBORHOOD. (PLGPA20220007)

I
PASSAGE BY MUNICIPAL COUNCIL

ROLL CALL

DISTRICT	NAME	FOR	AGAINST	OTHER
CW 1	KATRICE MACKAY	✓		
CW 2	DAVID SHIPLEY	✓		
CD 1	BILL FILLMORE	✓		
CD 2	GEORGE HANDLEY	✓		
CD 3	SHANNON ELLSWORTH	✓		
CD 4	TRAVIS HOBAN	✓		
CD 5	RACHEL WHIPPLE	✓		
	TOTALS	7	0	

This ordinance was passed by the Municipal Council of Provo City, on the 4th day of October 2022, on a roll call vote as described above. Signed this 19th day of October 2022.

Chair

II
APPROVAL BY MAYOR

This ordinance is approved by me this 20th day of October 2022.

Mayor

Ordinance 2022-37

III

CITY RECORDER'S CERTIFICATE AND ATTEST

This ordinance was signed and recorded in the office of the Provo City Recorder on the 20th day of October 2022 and was published on the Utah Public Notice Website on the 6th day of October 2022. I hereby certify and attest that the foregoing constitutes a true and accurate record of proceedings with respect to Ordinance Number 2022-37.

PROVO CITY SEAL
INDUSTRY AND COMMERCE
UTAH COUNTY, UTAH

Heidi Allman

City Recorder

ORDINANCE 2022-37

AN ORDINANCE AMENDING THE GENERAL PLAN MAP DESIGNATION FROM COMMERCIAL TO RESIDENTIAL FOR PROPERTY GENERALLY LOCATED AT 5544 RIVER RUN DRIVE. RIVERBOTTOMS NEIGHBORHOOD. (PLGPA20220007)

WHEREAS, it is proposed that the General Plan Map be amended; and

WHEREAS, on September 14, 2022, the Planning Commission held a duly noticed public hearing to consider the proposed amendment, and after such meeting, the Planning Commission recommended approval to the Municipal Council by a vote of 5:0; and

WHEREAS, on September 20, 2022 and October 4, 2022, the Municipal Council met to ascertain the facts regarding this matter and receive public comment, which facts and comments are found in the public record of the Council's consideration; and

WHEREAS, after considering the Planning Commission's recommendation and facts and comments presented to the Municipal Council, the Council finds (i) Provo City General Plan should be amended as described herein and (ii) the proposed amendment reasonably furthers the health, safety and general welfare of the citizens of Provo City.

NOW, THEREFORE, be it ordained by the Municipal Council of Provo City, Utah, as follows:

PART I:

The Provo City General Plan Map is hereby amended as set forth in Exhibit A.

PART II:

A. If a provision of this ordinance conflicts with a provision of a previously adopted ordinance, this ordinance shall prevail.

B. This ordinance and its various sections, clauses and paragraphs are hereby declared to be severable. If any part, sentence, clause or phrase is adjudged to be unconstitutional or invalid, the remainder of the ordinance shall not be affected thereby.

C. The Municipal Council hereby directs that the official copy of the Provo City Code be updated to reflect the provisions enacted by this ordinance.

D. This ordinance shall take effect immediately after it has been posted or published in accordance with Utah Code 10-3-711, presented to the Mayor in accordance with Utah Code 10-3b-204, and recorded in accordance with Utah Code 10-3-713.

END OF ORDINANCE.

Exhibit A

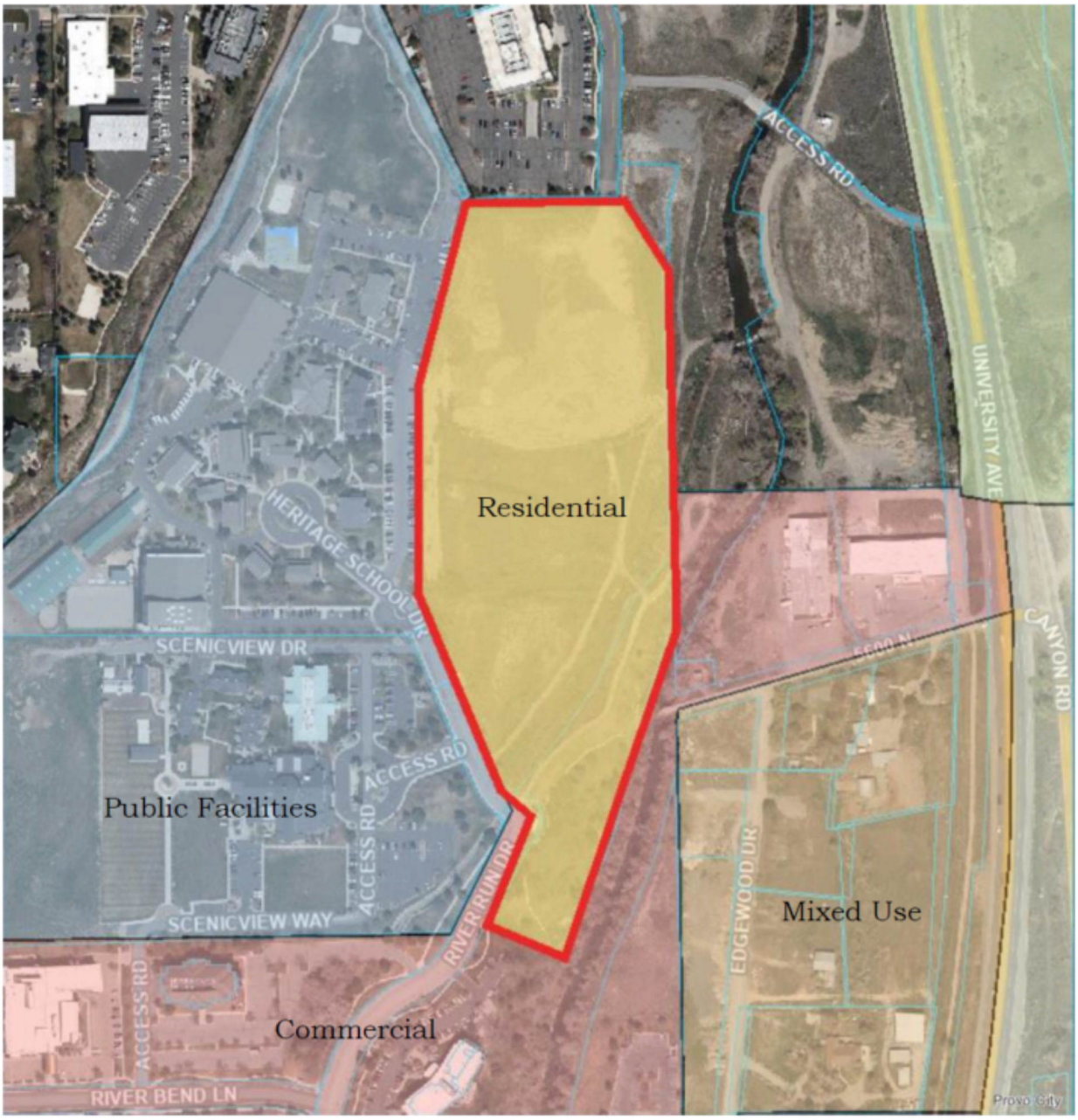
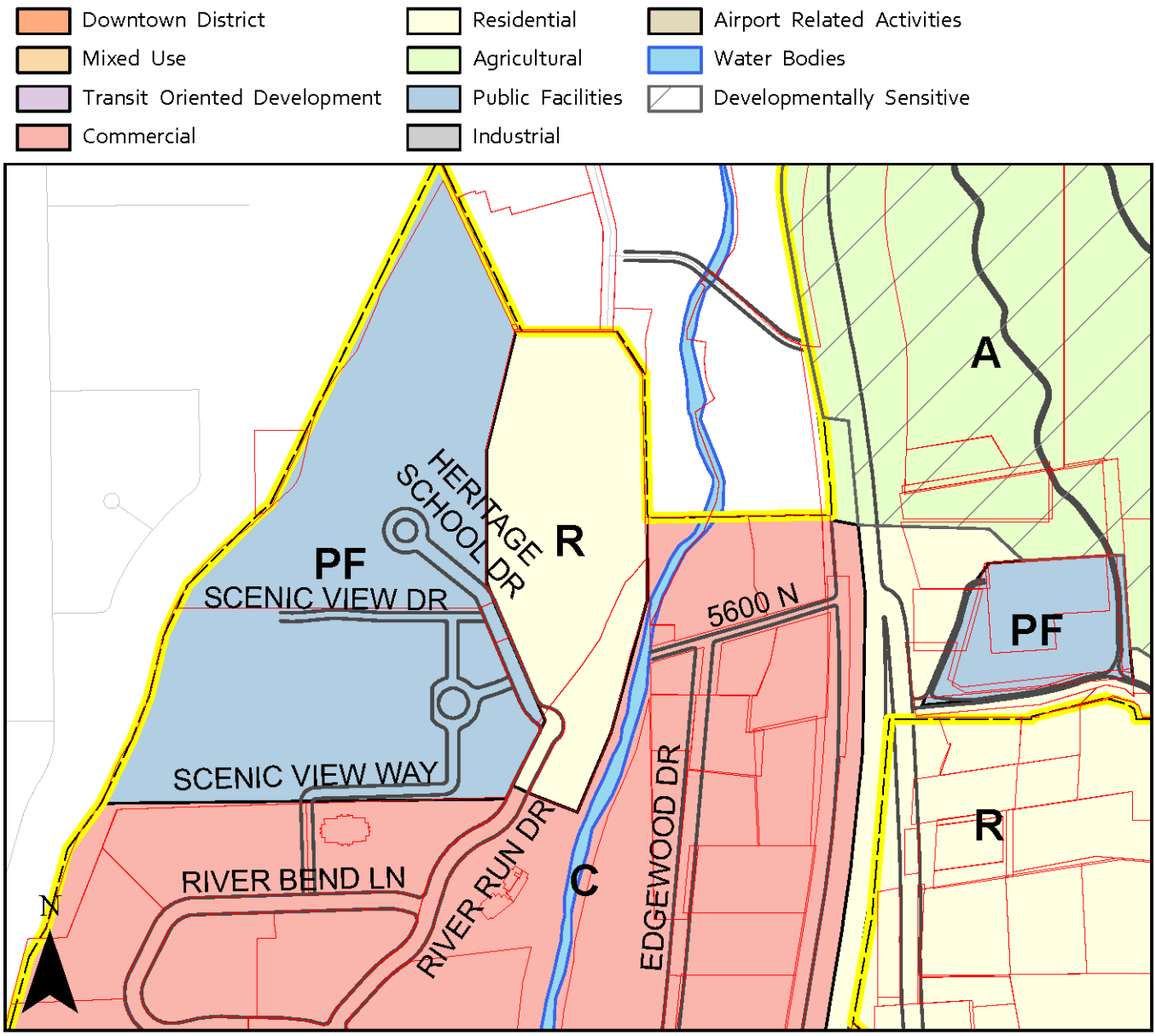

Residential
Public Facilities
Commercial
Mixed Use
ACCESS RD
UNIVERSITY AVE
HERITAGE SCHOOL DR
SCENICVIEW DR
SCENICVIEW WAY
ACCESS RD
ACCESS RD
RIVER RUN DR
ACCESS RD
RIVER BEND LN
EDGEWOOD DR
CANYON RD
Provo City

Exhibit B

Ordinance: 2022-37

The Provo City General Plan is hereby amended to reflect a designation change from Commercial (C) to Residential (R) for approximately 15 acres generally located at 5544 River Run Drive. Riverbottoms Neighborhood. The approximate location of which is generally shown in the attached Exhibit A, and which will be more precisely reflected in a map to be prepared by the GIS department at a future time and attached hereto as Exhibit B for future reference.



Ordinance 2022-38

SHORT TITLE:

AN ORDINANCE AMENDING THE GENERAL PLAN DESIGNATION FROM MIXED USE TO COMMERCIAL FOR PROPERTY GENERALLY LOCATED AT 5515 N EDGEWOOD DRIVE. RIVERBOTTOMS NEIGHBORHOOD. (PLGPA20220004)

I
PASSAGE BY MUNICIPAL COUNCIL

ROLL CALL

DISTRICT	NAME	FOR	AGAINST	OTHER
CW 1	KATRICE MACKAY	✓		
CW 2	DAVID SHIPLEY	✓		
CD 1	BILL FILLMORE	✓		
CD 2	GEORGE HANDLEY	✓		
CD 3	SHANNON ELLSWORTH	✓		
CD 4	TRAVIS HOBAN	✓		
CD 5	RACHEL WHIPPLE	✓		
	TOTALS	7	0	

This ordinance was passed by the Municipal Council of Provo City, on the 4th day of October 2022, on a roll call vote as described above. Signed this 19th day of October 2022.

Chair

II
APPROVAL BY MAYOR

This ordinance is approved by me this 20th day of October 2022.

Mayor

Ordinance 2022-38

III

CITY RECORDER'S CERTIFICATE AND ATTEST

This ordinance was signed and recorded in the office of the Provo City Recorder on the 20th day of October 2022 and was published on the Utah Public Notice Website on the 6th day of October 2022. I hereby certify and attest that the foregoing constitutes a true and accurate record of proceedings with respect to Ordinance Number 2022-38.

PROVO CITY SEAL
INDUSTRY AND COMMERCE
UTAH COUNTY, UTAH

Heidi Allman
City Recorder

ORDINANCE 2022-38

AN ORDINANCE AMENDING THE GENERAL PLAN DESIGNATION FROM MIXED USE TO COMMERCIAL FOR PROPERTY GENERALLY LOCATED AT 5515 N EDGEWOOD DRIVE. RIVERBOTTOMS NEIGHBORHOOD. (PLGPA20220004)

WHEREAS, it is proposed that the General Plan Map be amended; and

WHEREAS, on September 14, 2022, the Planning Commission held a duly noticed public hearing to consider the proposed amendment, and after such meeting, the Planning Commission recommended approval to the Municipal Council by a vote of 5:0; and

WHEREAS, on September 20, 2022 and October 4, 2022, the Municipal Council met to ascertain the facts regarding this matter and receive public comment, which facts and comments are found in the public record of the Council's consideration; and

WHEREAS, after considering the Planning Commission's recommendation and facts and comments presented to the Municipal Council, the Council finds (i) the Provo City General Plan should be amended as described herein and (ii) the proposed amendment reasonably furthers the health, safety and general welfare of the citizens of Provo City.

NOW, THEREFORE, be it ordained by the Municipal Council of Provo City, Utah, as follows:

PART I:

The Provo City General Plan Map is hereby amended as set forth in Exhibit A.

PART II:

A. If a provision of this ordinance conflicts with a provision of a previously adopted ordinance, this ordinance shall prevail.

B. This ordinance and its various sections, clauses and paragraphs are hereby declared to be severable. If any part, sentence, clause or phrase is adjudged to be unconstitutional or invalid, the remainder of the ordinance shall not be affected thereby.

C. The Municipal Council hereby directs that the official copy of the Provo City Code be updated to reflect the provisions enacted by this ordinance.

D. This ordinance shall take effect immediately after it has been posted or published in accordance with Utah Code 10-3-711, presented to the Mayor in accordance with Utah Code 10-3b-204, and recorded in accordance with Utah Code 10-3-713.

END OF ORDINANCE.

Exhibit A

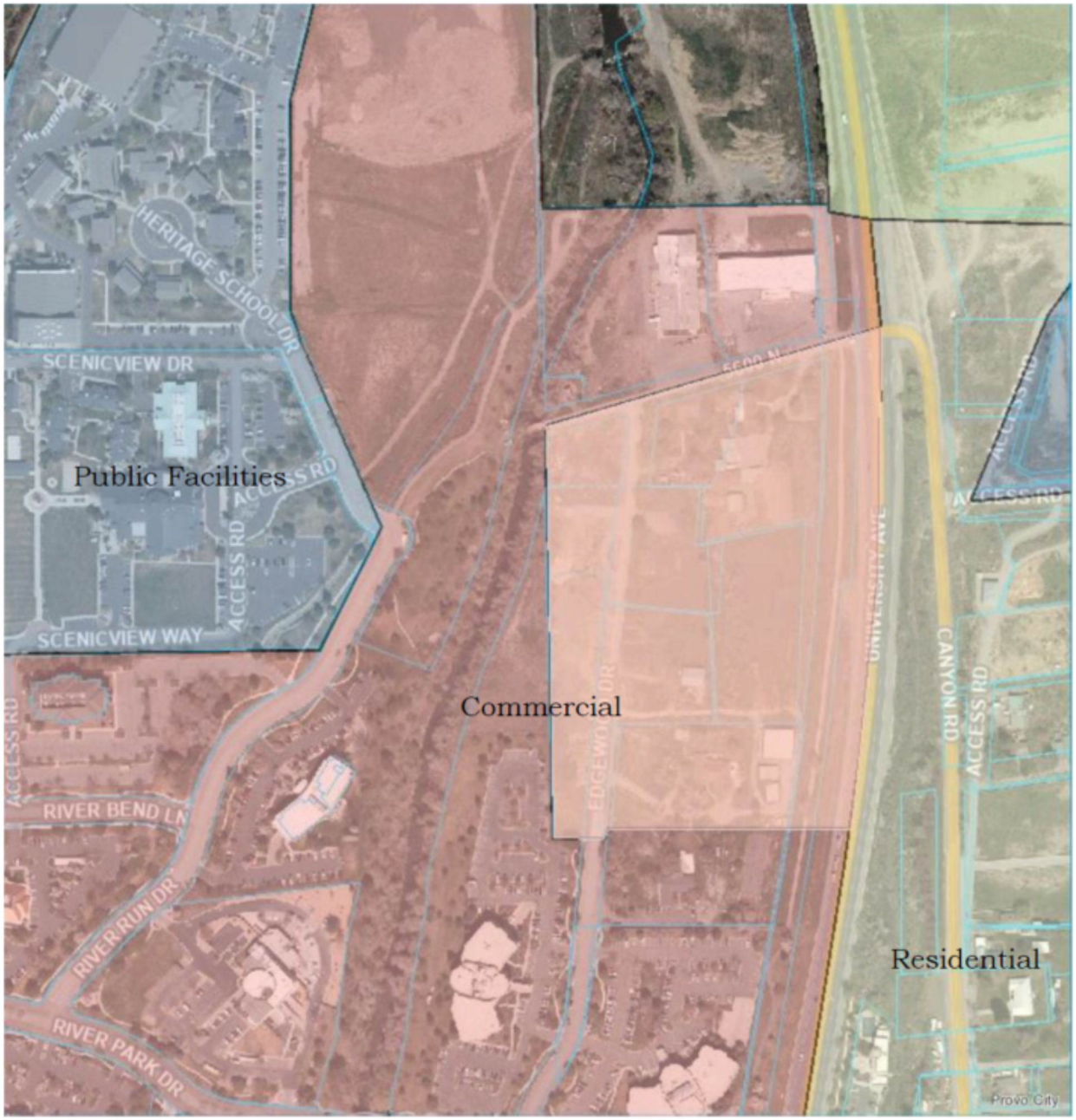
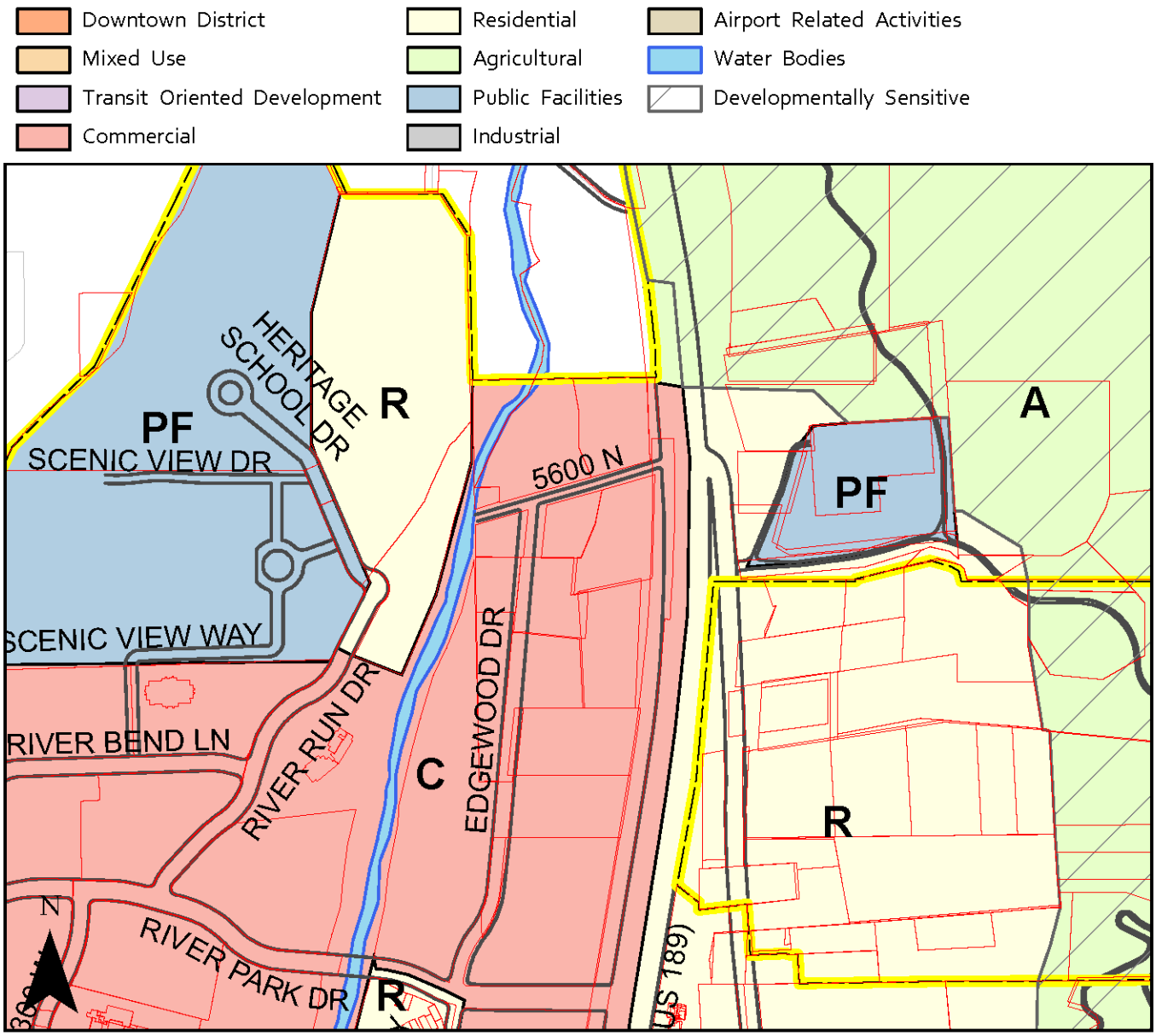

HERITAGE SCHOOL DR
SCENICVIEW DR
Public Facilities
ACCESS RD
SCENICVIEW WAY
Commercial
EDGEWOOD DR
UNIVERSITY AVE
CANYON RD
ACCESS RD
RIVER BEND LN
RIVER RUN DR
RIVER PARK DR
Residential
Provo City

Exhibit B

Ordinance: 2022-38

The Provo City General Plan is hereby amended to reflect a designation change from Mixed Use (M) to Commercial (C) for approximately 15 acres generally located at 5515 N Edgewood Drive. Riverbottoms Neighborhood. The approximate location of which is generally shown in the attached Exhibit A, and which will be more precisely reflected in a map to be prepared by the GIS department at a future time and attached hereto as Exhibit B for future reference.



Provo City Planning Commission

Report of Action

September 14, 2022

*ITEM #4 Dudley & Associates requests a General Plan Map Amendment from a Mixed-Use designation to a Commercial designation as part of an overall development plan to establish professional office uses on the site, located approximately at 5515 N Edgewood Drive. Riverbottoms Neighborhood. Aaron Ardmore (801) 852-6404 aardmore@provo.org PLGPA20220004

The following action was taken by the Planning Commission on the above described item at its regular meeting of September 14, 2022:

RECOMMENDED APPROVAL

On a vote of 5:0, the Planning Commission recommended that the Municipal Council approve the above noted application.

Motion By: Raleen Wahlin
Second By: Robert Knudsen
Votes in Favor of Motion: Raleen Whalin, Robert Knudsen, Daniel Gonzales, Andrew South, Melissa Kendall
Daniel Gonzales was present as Chair.

- Includes facts of the case, analysis, conclusions and recommendations outlined in the Staff Report, with any changes noted; Planning Commission determination is generally consistent with the Staff analysis and determination.

LEGAL DESCRIPTION FOR PROPERTY TO BE AMENDED
The property to be amended to the Commercial Designation is described in the attached Exhibit A.

RELATED ACTIONS
A future zone map amendment and concept plan will come to the Planning Commission for these properties.

DEVELOPMENT AGREEMENT
- Does not apply at this stage of review or approval.
- May apply with future approvals.

STAFF PRESENTATION
The Staff Report to the Planning Commission provides details of the facts of the case and the Staff's analysis, conclusions, and recommendations. Staff gave an overview of the report and related the swap of commercial for residential land across the river with items 5-7 on the September 14, 2022 Planning Commission agenda. Keith Morey also spoke about the overall plan for the properties.

CITY DEPARTMENTAL ISSUES

- The Coordinator Review Committee (CRC) has reviewed the application and given their approval.

NEIGHBORHOOD MEETING DATE

- A neighborhood meeting was held on 02/03/2022.

NEIGHBORHOOD AND PUBLIC COMMENT

- The Neighborhood Chair was not present or did not address the Planning Commission during the hearing.
- Neighbors or other interested parties were present or addressed the Planning Commission.

CONCERNS RAISED BY PUBLIC

Any comments received prior to completion of the Staff Report are addressed in the Staff Report to the Planning Commission. Key issues raised in written comments received subsequent to the Staff Report or public comment during the public hearing included the following:

- Robert Harris stated concerns with increased traffic and his water rights on his property.
- Stuart Harris asked about zoning on the adjacent property to the south.
- Lynn Martin asked how this would impact the residential property to the south.
- Jeff Tremaine shared concerns with the proposals to develop the area.

APPLICANT RESPONSE

Key points addressed in the applicant's presentation to the Planning Commission included the following:

- Jim Ivory represented the applicant and shared information on the request and plans for the site.

PLANNING COMMISSION DISCUSSION

Key points discussed by the Planning Commission included the following:

- The Planning Commission asked about the homes occupied on the property and if the residents know of the future plans.
- The Commission asked about the occupancy and layout of the future office buildings, as well as access to the river near the site and the pedestrian bridge over the river.
- Daniel Gonzales asked the applicant what other concepts were discussed on the property and noted that the change in 2013 from the Commercial designation was significant.
- Melissa Kendall noted that the office use would be less of an impact on the adjacent properties than a residential use.
- The Planning Commission noted that concerns with site design and traffic will be worked out at a future Project Plan stage.

Planning Commission Chair

Director of Development Services

See Key Land Use Policies of the Provo City General Plan, applicable Titles of the Provo City Code, and the Staff Report to the Planning Commission for further detailed information. The Staff Report is a part of the record of the decision of this item. Where findings of the Planning Commission differ from findings of Staff, those will be noted in this Report of Action.

Legislative items are noted with an asterisk (*) and require legislative action by the Municipal Council following a public hearing; the Planning Commission provides an advisory recommendation to the Municipal Council following a public hearing.

Administrative decisions of the Planning Commission (items not marked with an asterisk) **may be appealed** by submitting an application/notice of appeal, with the required application and noticing fees to the Community and Neighborhood Services Department, 330 West 100 South, Provo, Utah, **within fourteen (14) calendar days of the Planning Commission's decision** (Provo City office hours are Monday through Thursday, 7:00 a.m. to 6:00 p.m.).

BUILDING PERMITS MUST BE OBTAINED BEFORE CONSTRUCTION BEGINS

EXHIBIT A

Commencing at a point located South 00°44'56" East along the Section line 9.97 feet and West 27.26 feet from the Southeast corner of Section 12, Township 6 South, Range 2 East, Salt Lake Base and Meridian: thence North 00°04'25" East 812.82 feet; thence North 26°56'16" East 43.77 feet more or less to the south side of 5600 North Street; thence North 75°09'23" East along 5600 North Street 585.73 feet to the beginning of a non-tangential curve along the westerly boundary line of University Ave, said curve turning to the right through an angle of 10°10'43", having a radius of 5706.42 feet, and whose long chord bears South 05°30'31" West 1012.3995 feet to a point of intersection with a non-tangential line; thence North 89°19'07" West 489.91 feet to the point of beginning.

Area = 11.71 Acres

DEVELOPMENT SERVICES

Planning Commission Hearing
Staff Report
Hearing Date: September 14, 2022

***ITEM #4** Dudley & Associates requests a General Plan Map Amendment from a Mixed-Use designation to a Commercial designation as part of an overall development plan to establish professional office uses on the site, located approximately at 5515 N Edgewood Drive. Riverbottoms Neighborhood. Aaron Ardmore (801) 852-6404 aardmore@provo.org PLGPA20220004

Applicant: Dudley & Associates

Staff Coordinator: Aaron Ardmore

Property Owner: Canyon River Hold Co. LLC

Parcel ID#: 20:014:0045; 20:014:0093; 20:014:0012; 20:014:0064; 20:014:0002; 20:014:0043; 20:014:0014; 20:014:0500

Acreage: 11.7 acres

Number of Properties: 8

ALTERNATIVE ACTIONS

1. **Continue** to a future date to obtain additional information or to further consider information presented. The next available meeting date is September 28th at 6:00 p.m.

2. **Recommend Denial** of the requested General Plan Map Amendment. This action would not be consistent with the recommendations of the Staff Report. The Planning Commission should state new findings.

Current Legal Use: The area is mostly vacant but has two existing residences with some accessory agricultural buildings between Edgewood Drive and University Avenue.

Relevant History: These properties were designated as Commercial until 2013 when the Council at the time changed that to Mixed Use in preparation of a proposed condominium project. Since that time four of these properties have had the homes removed. The current property owner has proposed a master plan for these and adjacent properties to bring in new office and residential uses to the area. The application for this General Plan Amendment, as well as a Zone Map Amendment and Concept Plan were submitted in January 2022 and the applicant has been working with City Staff to refine their proposals since that time.

Neighborhood Issues: A neighborhood meeting was held on February 3, 2022 and this proposal has been on Open City Hall since that time. The proposal is generally supported, but the following concerns have been expressed:

- Height of proposed office buildings.
- Amount of surface parking against University Ave.

Summary of Key Issues:

- The Rezone and Concept Plan are not ready to move forward at this time.
- The General Plan Amendment would return the land to its' initial commercial purpose.

Staff Recommendation: Staff would recommend that the Planning Commission forward a positive recommendation to the City Council.

BACKGROUND

Dudley & Associates is representing the owner of properties along Edgewood Drive, from 5400 North to 5600 North, in applying for a General Plan Map Amendment. The request is to change the General Plan land use designation from Mixed Use to Commercial in anticipation of a new commercial office development to come to the area.

The proposal would reverse the action taken in 2013 when the same area was changed from Commercial to Mixed Use in relation to a mixed-use condominium proposal at the time. In making the change back to a Commercial designation now the applicants could move forward with their designs for multiple commercial buildings in this important gateway into Provo City. The applicants have a related request to amend the General Plan from Commercial to Residential for property just west of the subject property, along River Run Drive, culminating in the same amount of residential and commercial designated land in the area.

ANALYSIS

The same developer is pursuing approval on adjacent properties on the east and west sides of Provo River. The two properties, together, are intended to create a mixed-use development of residential and commercial professional office space. The two projects will initially be connected by an existing pedestrian bridge and staff has asked the developer to preserve sufficient right-of-way so the pedestrian bridge may be widened for vehicular use in the future.

The residential use next to an existing residential group home, and office space with University Avenue frontage make sense from a land-use perspective. Staff is comfortable recommending approval of the General Plan Amendment for the subject property ahead of the zone change and concept plan applications because the City Council would still retain complete discretion when the zone change application is heard by the Council.

Sec. 14.020.020(2) establishes criteria for the amendments to the zoning title as follows: **(Staff response in bold type)**

> Before recommending an amendment to this Title, the Planning Commission shall determine whether such amendment is in the interest of the public, and is consistent with the goals and policies of the Provo City General Plan. The following guidelines shall be used to determine consistency with the General Plan:
>
> (a) Public purpose for the amendment in question.

Staff response: The public purpose for this change is to provide for more commercial office space along University Avenue to enhance the economic

viability and tax base for Provo. Additionally, office building at this location will make a better statement as an important entrance to Provo than a multi-family residential development would.

(b) Confirmation that the public purpose is best served by the amendment in question.

Staff response: This amendment would pave the way for the property owners to move forward in designing new commercial office space on these properties in a key corridor of Provo, helping to fulfill the public purpose stated above.

(c) Compatibility of the proposed amendment with General Plan policies, goals, and objectives.

Staff response: Chapter Seven of the General Plan lists goals to "foster the entrepreneurial spirit" and "encourage growth" of businesses within the city. Staff believes that allowing for new office space on this underutilized and blighted land would help to meet these goals.

(d) Consistency of the proposed amendment with the General Plan's "timing and sequencing" provisions on changes of use, insofar as they are articulated.

Staff response: There are no "timing and sequencing" issues with this request.

(e) Potential of the proposed amendment to hinder or obstruct attainment of the General Plan's articulated policies.

Staff response: Since the applicants are proposing a swap of commercial land for residential land in this area, there should not be any hinderance in achieving the goals and policies of the General Plan. Staff believes that having commercial land against University Avenue will allow the City to more effectively meet the articulated Policies of the General Plan.

(f) Adverse impacts on adjacent land owners.

Staff response: While increased traffic will impact adjacent land owners with the development of these properties, the proposed General Plan Map Amendment from Mixed Use to Commercial should not increase this impact. Also, vehicular access to the subject property will not be directly onto University Avenue; it will be from 5400 North and 5600 North.

(g) Verification of correctness in the original zoning or General Plan for the area in question.

Staff response: Staff has verified that the zoning and General Plan designation for the area is correct.

(h) In cases where a conflict arises between the General Plan Map and General Plan Policies, precedence shall be given to the Plan Policies.

Staff response: Staff does not see a conflict with the proposed change and the policies of the General Plan but believes that this amendment will be more aligned with the General Plan policies.

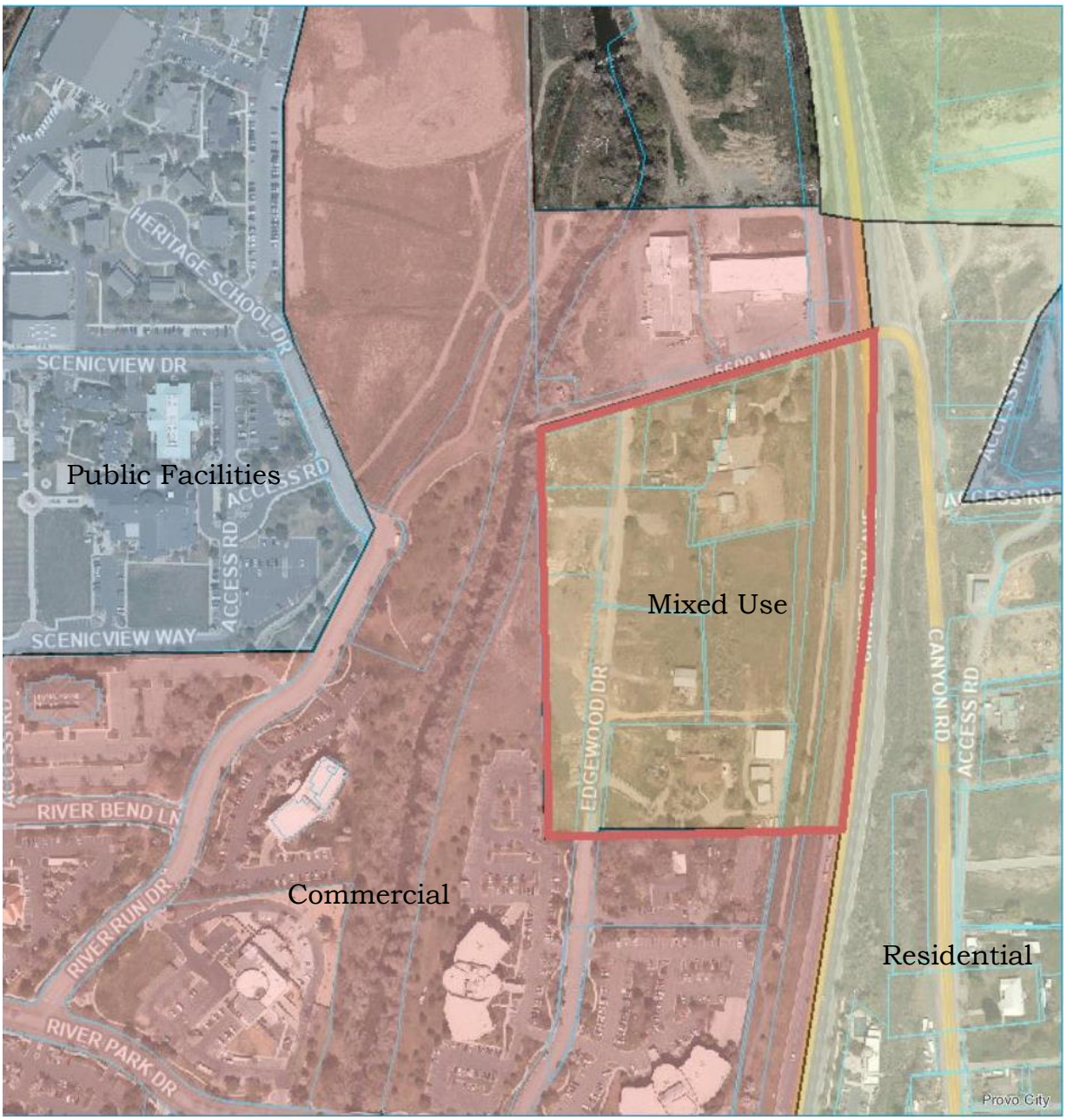
CONCLUSIONS

Staff believes that the proposed General Plan Map Amendment furthers the goals of Provo City and should be approved to allow the property owner to feel confident moving forward with a zone change and concept plans to develop new office space in what is an important gateway into the city.

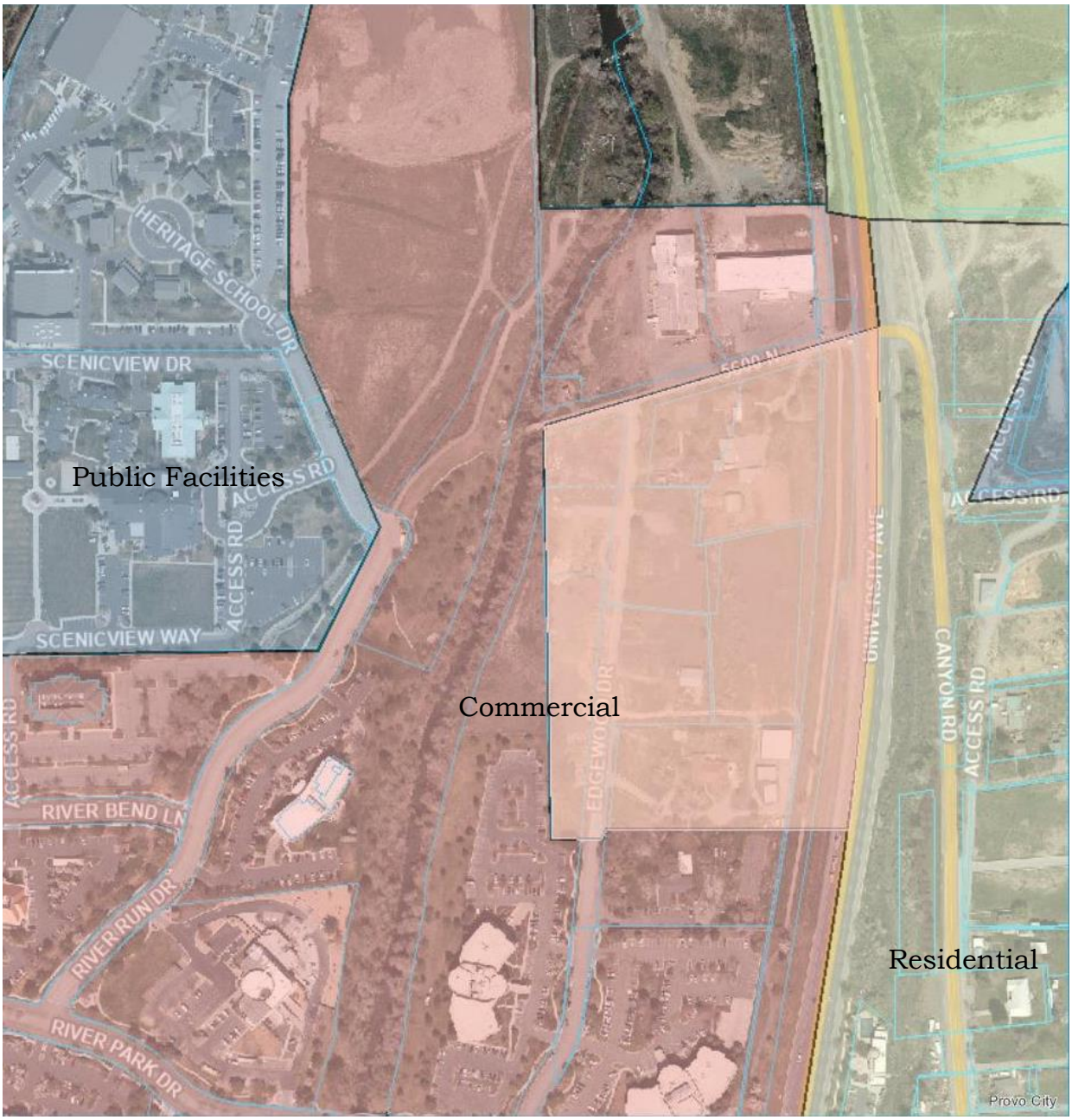
ATTACHMENTS

1. Current General Plan Map
2. Proposed General Plan Map
3. Public Works Staff Report

ATTACHMENT 1 – CURRENT GENERAL PLAN MAP



ATTACHMENT 2 – PROPOSED GENERAL PLAN MAP



PUBLIC WORKS
TEL 801 852 6780
1377 S 350 E
PROVO, UT 84606

Public Works Staff Report
Hearing Date: 9/14/2022

General Plan Map Amendment from Mixed-Use to Commercial

Item #4 Summary:
Dudley & Associates requests a General Plan Map Amendment from a Mixed-Use designation to a Commercial designation as part of an overall development plan to establish professional office uses on the site, located approximately at 5515 N Edgewood Drive. Riverbottoms Neighborhood. Aaron Ardmore (801) 852-6404 aardmore@provo.org PLGPA20220004

Staff Recommendation:
Public Works staff has no concerns with the requested action.

Dave Decker, Public Works Director
David Day, Development Engineering Coordinator

Provo City Planning Commission

Report of Action

September 14, 2022

*ITEM #5 Dudley & Associates requests a General Plan Map Amendment from a Commercial designation to a Residential designation as part of an overall plan to develop a multi-family residential district, located approximately at 5544 River Run Drive. Riverbottoms Neighborhood. Aaron Ardmore (801) 852-6404 aardmore@provo.org PLGPA20220007

The following action was taken by the Planning Commission on the above described item at its regular meeting of September 14, 2022:

RECOMMENDED APPROVAL

On a vote of 5:0, the Planning Commission recommended that the Municipal Council approve the above noted application.

Motion By: Raleen Whalin
Second By: Robert Knudsen
Votes in Favor of Motion: Daniel Gonzales, Robert Knudsen, Raleen Whalin, Melissa Kendall, Andrew South
Daniel Gonzales was present as Chair.

- Includes facts of the case, analysis, conclusions and recommendations outlined in the Staff Report, with any changes noted; Planning Commission determination is generally consistent with the Staff analysis and determination.

LEGAL DESCRIPTION FOR PROPERTY TO BE AMENDED
The property to be amended to the Residential designation is described in the attached Exhibit A.

RELATED ACTIONS
A related rezone (PLRZ20220008) and concept plan (PLCP20220014) were also heard at the September 14, 2022 Planning Commission hearing.

DEVELOPMENT AGREEMENT
- Does not apply at this stage of review or approval.
- May apply with future approvals.

STAFF PRESENTATION
The Staff Report to the Planning Commission provides details of the facts of the case and the Staff's analysis, conclusions, and recommendations. Staff responded to Planning Commission questions regarding use, density, and design of the site.

CITY DEPARTMENTAL ISSUES
- The Coordinator Review Committee (CRC) has reviewed the application and given their approval.

NEIGHBORHOOD MEETING DATE
- A neighborhood meeting was held on 02/03/2022.

NEIGHBORHOOD AND PUBLIC COMMENT

- The Neighborhood Chair was not present or did not address the Planning Commission during the hearing.
- Neighbors or other interested parties were present or addressed the Planning Commission.

CONCERNS RAISED BY PUBLIC

Any comments received prior to completion of the Staff Report are addressed in the Staff Report to the Planning Commission. Key issues raised in written comments received subsequent to the Staff Report or public comment during the public hearing included the following:

- Lynn Martin expressed concerns about access to the river and rental property on the site and hoped to address concerns for her fathers' land near the site.
- Kevin Curtis expressed concerns with increased traffic and impacts on the adjacent specialty schools to the west.
- Karen Harris stated concerns with traffic for the area.
- Ronald Wooley shared concerns with the site fly ash underground from a past coal plant, as well as traffic, trash pickup and parking.
- Jeff Jermaine shared concerns about the fly ash in the ground and has concerns with increased traffic and safety.

APPLICANT RESPONSE

Key points addressed in the applicant's presentation to the Planning Commission included the following:

- Jason White represented the applicant and illustrated the background, research, and goals that brought this proposal forward. He noted the need for this type of housing in Provo.
- Jim Ivory confirmed that the development will tie to Provo water and will not be a threat to adjacent property water rights.

PLANNING COMMISSION DISCUSSION

Key points discussed by the Planning Commission included the following:

- Melissa Kendall confirmed with staff that the townhomes being rented by one owner would be a benefit for the development and confirmed occupancy for the proposed development.
- Daniel Gonzales inquired what density would currently be allowed in the MDR zoned property against University Avenue compared to what is able to be built on this proposed residential land. He also wanted to confirm that the trail network on the site was going to continue.
- The commission confirmed with staff that the proposal doesn't sit in the flood plain zone.
- Andrew South asked about walkable commercial opportunities, to which the applicant said that future plans will address that need.
- Daniel Gonzales shared that the concerns mentioned will be worked out as the applicant moves through the Project Plan and provides the studies necessary with that review. He is happy to see a concept plan that has a lot of open space along the river.
- The Planning Commission felt confident that the issues will be addressed by the City as the plans move forward. The proposed development agreement locking the developer into the proposed concept density helps the commission feel comfortable moving these applications forward.

Planning Commission Chair

Director of Development Services

See Key Land Use Policies of the Provo City General Plan, applicable Titles of the Provo City Code, and the Staff Report to the Planning Commission for further detailed information. The Staff Report is a part of the record of the decision of this item. Where findings of the Planning Commission differ from findings of Staff, those will be noted in this Report of Action.

Legislative items are noted with an asterisk (*) and require legislative action by the Municipal Council following a public hearing; the Planning Commission provides an advisory recommendation to the Municipal Council following a public hearing.

Administrative decisions of the Planning Commission (items not marked with an asterisk) **may be appealed** by submitting an application/notice of appeal, with the required application and noticing fees to the Community and Neighborhood Services Department, 330 West 100 South, Provo, Utah, **within fourteen (14) calendar days of the Planning Commission's decision** (Provo City office hours are Monday through Thursday, 7:00 a.m. to 6:00 p.m.).

BUILDING PERMITS MUST BE OBTAINED BEFORE CONSTRUCTION BEGINS

EXHIBIT A

Commencing at a point located North 00°53'00" West along the Section line 354.20 feet and West 249.91 feet from the Southeast corner of Section 12, Township 6 South, Range 2 East, Salt Lake Base and Meridian: thence North 60°09'16" West for a distance of 178.48 feet to North River Run Drive; thence along North River Run Drive as follows: North 27°21'29" East 148.02 feet to the beginning of a curve, said curve turning to the right through 26°53'31", having a radius of 50.00 feet, and whose long chord bears North 40°48'49" East 23.27 feet to the beginning of a non-tangential curve, said curve turning to the left through 134°58'49", having a radius of 60.00 feet, and whose long chord bears North 13°13'50" West for a distance of 110.85 feet to the beginning of a non-tangential curve, said curve turning to the right through 49°38'46", having a radius of 50.00 feet, and whose long chord bears North 55°53'51" West 41.98 feet to the beginning of a non-tangential curve, said curve turning to the right through an angle of 08°02'10", having a radius of 100.00 feet, and whose long chord bears North 27°03'23" West 14.01 feet, thence North 23°02'18" West 342.70 feet to the beginning of a curve, said curve turning to the left through an angle of 21°55'00", having a radius of 156.00 feet, and whose long chord bears North 33°59'51" West 59.31 feet to a point of intersection with a non-tangential line; thence North 14°29'10" East 18.51 feet; thence North 00°00'00" East 435.12 feet; thence North 13°24'09" East 402.81 feet to the Provo City boundary line as follows: South 89°58'59" East 333.39 feet, South 32°40'33" East 164.1826 feet, South 01°17'21" East 477.7975 feet, thence South 01°17'41" East 137.0172 feet; thence South 01°12'57" East 136.80 feet; thence South 17°27'13" West 187.99 feet; thence South 13°35'43" West 264.65 feet; thence South 21°53'12" West 155.38 feet; thence South 24°26'55" West 132.6600 feet to the point of beginning.

Area = 14.45 Acres

DEVELOPMENT SERVICES

Planning Commission Hearing
Staff Report
Hearing Date: September 14, 2022

***ITEM #5** Dudley & Associates requests a General Plan Map Amendment from a Commercial designation to a Residential designation as part of an overall plan to develop a multi-family residential district, located approximately at 5544 River Run Drive. Riverbottoms Neighborhood. Aaron Ardmore (801) 852-6404 aardmore@provo.org PLGPA20220007

Applicant: Dudley & Associates

Staff Coordinator: Aaron Ardmore

Property Owner: Canyon River Hold Co. LLC

Parcel ID#: 51:198:0001; 17:057:0058

Acreage: 14.45

Number of Properties: 2

ALTERNATIVE ACTIONS

1. **Continue** to a future date to obtain additional information or to further consider information presented. The next available meeting date is September 28th at 6:00 p.m.

2. **Recommend Denial** of the requested General Plan Map Amendment. This action would not be consistent with the recommendations of the Staff Report. The Planning Commission should state new findings.

Current Legal Use: The two properties are vacant and have no established legal uses though the southern property has been improved with landscaping as part of the Riverwoods Business Park Trail.

Relevant History: The current property owner applied for this General Plan Amendment, along with a Rezone and Concept Plan for these two properties to develop into a townhome apartment community in January 2022. Staff has been working through concept plan issues since that time.

Neighborhood Issues: A neighborhood meeting was held on February 3, 2022 and this proposal has been on Open City Hall since that time. The proposal is generally supported, but the following concerns have been expressed:

- The number of units versus green space.
- The occupancy of the townhome apartments.

Summary of Key Issues:

- The overall plan for the area moves the residential off of University Avenue and into a more secluded area.
- The amendment would make way for needed additional housing.

Staff Recommendation: Staff would recommend that the Planning Commission forward a positive recommendation to the City Council.

BACKGROUND

Dudley & Associates is representing the owner of properties at 5448 and 5544 N River Run Drive, in applying for a General Plan Map Amendment. The request is to change the General Plan land use designation from Commercial to Residential in anticipation of a new townhome apartment community to be built on the land.

The proposal would enable the applicant to move forward with the associated Zone Map Amendment request to the MDR (Medium Density Residential) zone and provide additional housing in the area. The applicants have a related request to amend the General Plan from Mixed Use to Commercial for property just east of the subject property, along Edgewood Drive and University Avenue. A majority of that land is already zoned MDR, so completing these two changes would bring about approximately the same amount of housing that could already be built in the area.

ANALYSIS

The same developer is pursuing approval on adjacent properties on the east and west sides of Provo River. The two properties, together, are intended to create a mixed-use development of residential and commercial professional office space. The two projects will initially be connected by an existing pedestrian bridge and staff has asked the developer to preserve sufficient right-of-way so the pedestrian bridge may be widened for vehicular use in the future.

The residential use next to an existing residential group home, and office space with University Avenue frontage make sense from a land-use perspective. Staff is comfortable recommending approval of the General Plan Amendment for the subject property along with the zone change and concept plan applications because the applicant has already proffered a development agreement to guarantee the layout and density of the residential area.

Sec. 14.020.020(2) establishes criteria for the amendments to the zoning title as follows: **(Staff response in bold type)**

> Before recommending an amendment to this Title, the Planning Commission shall determine whether such amendment is in the interest of the public, and is consistent with the goals and policies of the Provo City General Plan. The following guidelines shall be used to determine consistency with the General Plan:
>
> (a) Public purpose for the amendment in question.

Staff response: The public purpose for this change is to provide for additional housing and a variety of housing types in the northeast area of Provo.

(b) Confirmation that the public purpose is best served by the amendment in question.

Staff response: This amendment would enable the applicant to move forward with a townhome apartment community that meets the above purpose.

(c) Compatibility of the proposed amendment with General Plan policies, goals, and objectives.

Staff response: Chapter Three of the General Plan lists goals to "encourage healthy and balanced neighborhoods" and "encourage the development of various types of housing inventory" within the city. Staff believes that allowing for residential uses in this location will help to meet these goals.

(d) Consistency of the proposed amendment with the General Plan's "timing and sequencing" provisions on changes of use, insofar as they are articulated.

Staff response: There are no "timing and sequencing" issues with this request.

(e) Potential of the proposed amendment to hinder or obstruct attainment of the General Plan's articulated policies.

Staff response: Since the applicants are proposing a swap of commercial land for residential land in this area, there should not be any hinderance in achieving the goals and policies of the General Plan. Staff believes that having commercial land against University Avenue and this land as residential will allow the City to more effectively meet the articulated Policies of the General Plan.

(f) Adverse impacts on adjacent land owners.

Staff response: While increased traffic will impact adjacent land owners with the development of these properties, better access through the area as shown in the related concept plan should mitigate this concern.

(g) Verification of correctness in the original zoning or General Plan for the area in question.

Staff response: Staff has verified that the zoning and General Plan designation for the area is correct.

(h) In cases where a conflict arises between the General Plan Map and General Plan Policies, precedence shall be given to the Plan Policies.

Staff response: Staff does not see a conflict with the proposed change and the policies of the General Plan but believes that this amendment will be more aligned with the General Plan policies.

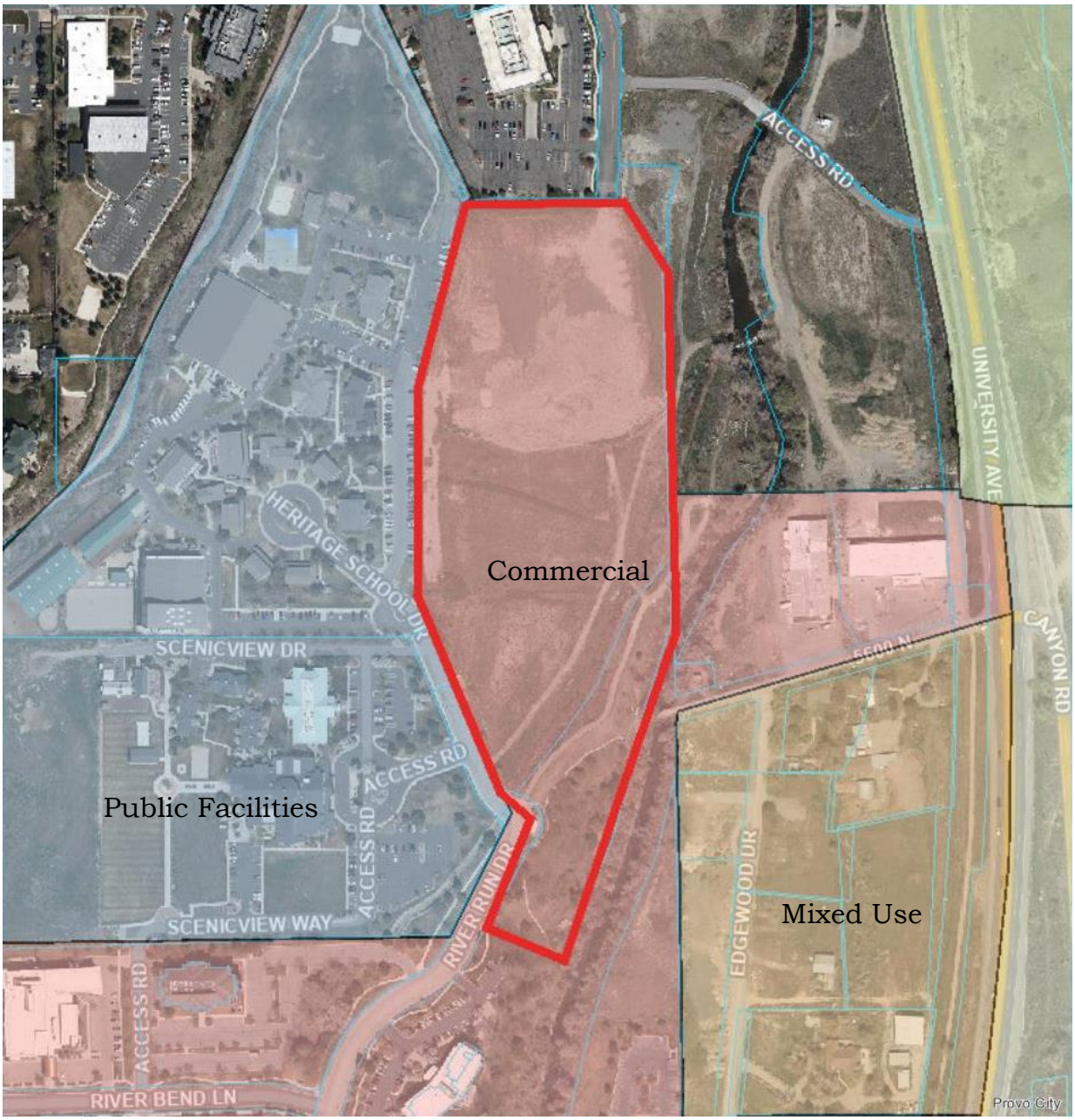
CONCLUSIONS

Staff believes that the proposed General Plan Map Amendment furthers the goals of Provo City and should be approved to allow the property owner to have the related Zone Map Amendment and Concept Plan requests approved.

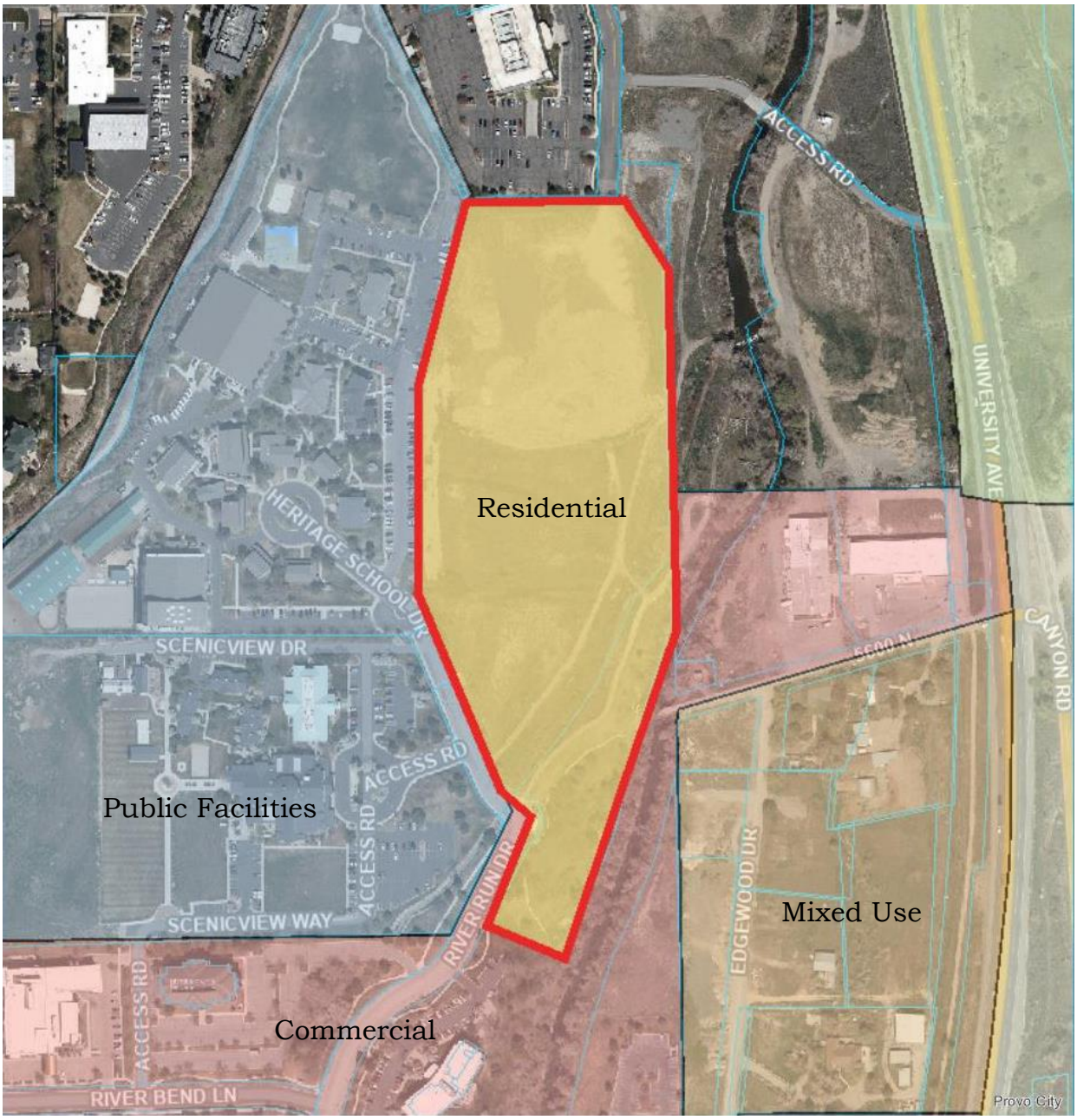
ATTACHMENTS

1. Current General Plan Map
2. Proposed General Plan Map
3. Public Works Staff Report

ATTACHMENT 1 – CURRENT GENERAL PLAN MAP



ATTACHMENT 2 – PROPOSED GENERAL PLAN MAP



PUBLIC WORKS
TEL 801 852 6780
1377 S 350 E
PROVO, UT 84606

Public Works Staff Report
Hearing Date: 9/14/2022

General Plan Map Amendment from Commercial to Residential

Item #5 Summary:
Dudley & Associates requests a General Plan Map Amendment from a Commercial designation to a Residential designation as part of an overall plan to develop a multi-family residential district, located approximately at 5544 River Run Drive. Riverbottoms Neighborhood. Aaron Ardmore (801) 852-6404 aardmore@provo.org PLGPA20220007

Staff Recommendation:
Public Works staff has no concerns with the requested action.

Dave Decker, Public Works Director
David Day, Development Engineering Coordinator

Provo City General Plan Map

AFTER reinstating changes from Ordinance 2022-37, Ordinance 2022-38, and Ordinance 2022-56

Downtown Planning Area
This designation consists of a mix of urban uses including office, retail, commercial, facilities, and residential. Vertical uses and pedestrian scale design is encouraged.

Mixed Use Development
This designation includes commercial, office, and residential uses, and mix of all uses vertically or horizontally is encouraged.

Transit-Oriented Development
This designation includes commercial, office and residential uses developed adjacent to alternative modes of transportation, and encouraging pedestrian and bicycle facilities.

Commercial
This designation is intended to promote areas for both local and regional goods and services as well as job centers. Certain light industrial that offer products may also be appropriate.

Residential
This designation is intended to offer a broad mix of housing types across the city. Neighborhoods should be mixed to provide a wide range of housing opportunities.

Agricultural
This designation is intended to offer a location where agricultural pursuits are encouraged and supported. This designation is intended to protect agricultural uses from encroachment of other development until such time other uses become necessary and desirable.

Facilities and Institutions
This designation is intended for governmental facilities, public and private educational institutions, public and private hospitals, private institutions, and public buildings and operations.

Parks, Recreation, and Open Space
This designation includes a variety of regional, community, and neighborhood-scale parks, natural lands, and agricultural areas with minimal use or activity.

Industrial
This designation includes manufacturing, warehousing, processing, and other uses for the creation or production of goods.

Airport Related Activities
This designation is intended for airport-related activities and future growth including commercial and industrial uses.

See: Future Land Use Area Maps
The areas outlined in red indicate a Future Land Use Area Map exists for that neighborhood or region. These plans may be viewed at: https://www.provo.org/neighborhoodplans

Developmentally Sensitive
This designation serves as a "flag" to put prospective purchasers, land developers, and City representatives on notice that there may be physical limitations or hazards associated with development of these lands.

Current Provo City Boundary

Conservation Easement
Easement restricting a landowner to land uses that that are compatible with long-term conservation and environmental values.

South Campus Planning Area
An area south of the Brigham Young University campus anticipated to redevelop for student-oriented housing and amenities.

Gateway

0 0.13 0.25 0.5 0.75 1 Miles

N W E S

Map prepared pursuant to Title 15 Land Use and Development. The General Plan Land Use Map is not intended to be used as a stand-alone reference. The neighborhood policies in Chapter 6 of the General Plan are intended to be used in conjunction with the map. Where there seems to be a discrepancy between the two, the written policies are generally considered to carry the stronger weight. For more information on Provo's General Plan, including the full text of the plan, please visit planning.provo.org or call 801-852-6400. For detailed online mapping information, you may also visit maps.provo.org. This map was created by the Provo City GIS, 445 W Center St.

Maps are provided as a public resource for general informational purposes only. Provo City does not guarantee their accuracy and assumes no liability for inaccuracies. Please seek verification of map details from City staff.

Ordinance 2022-37, Ordinance 2022-38

Ordinance 2022-56

Timp Plan

Joaquin Plan

Downtown Plan

Franklin Plan

Maeser Plan

Southwest Plan

Southeast Plan

Provo City General Plan Map

As amended by Ordinance 2023-1 (BEFORE reinstating changes from Ordinance 2022-37, Ordinance 2022-38, and Ordinance 2022-56)

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This designation consists of a mix of urban uses including office, retail, commercial, facilities, and residential. Vertical uses and pedestrian scale design is encouraged.

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Ordinance 2022-37, Ordinance 2022-38

Ordinance 2022-56

Timp Plan

Joaquin Plan

Downtown Plan

Franklin Plan

Maeser Plan

Southeast Plan

Southwest Plan

PROVO MUNICIPAL COUNCIL STAFF REPORT

Submitter: NLA
Department: Development Services
Requested Meeting Date: 05-16-2023

SUBJECT: An ordinance amending Provo City General Plan Appendix C regarding annexation map and policies. Citywide application. (PLGPA20230063)

RECOMMENDATION: To be heard at the May 16, 2023 Work & Council Meeting. Please see supporting documents.

BACKGROUND: Staff have reviewed the General Plan policies against some of the properties in areas five and six and have determined that the policies on land use for annexation need to be amended. There are agricultural lands in these annexation areas that would have to come in as Open Space zoning under the current policies. Adding language to allow agricultural properties to come in under agricultural zoning will simplify the process for annexation and ease the burden on these agricultural landowners. The language change would only apply to properties previously used for agriculture and that are intended to remain in agricultural production.

FISCAL IMPACT:

PRESENTER'S NAME: Aaron Ardmore (801) 852-6404 aardmore@provo.org

REQUESTED DURATION OF PRESENTATION: 10 minutes

COMPATIBILITY WITH GENERAL PLAN POLICIES, GOALS, AND OBJECTIVES:

CITYVIEW OR ISSUE FILE NUMBER: PLGPA20230063

ORDINANCE 2023-.

AN ORDINANCE AMENDING PROVO CITY GENERAL PLAN APPENDIX C REGARDING ANNEXATION MAP AND POLICIES. CITYWIDE APPLICATION. (PLGPA20230063)

WHEREAS, it is proposed that Provo City General Plan Appendix C (Annexation Map and Policies) be amended to allow annexation of agricultural properties to be included in the A1 Zone; and

WHEREAS, on April 26, 2023, the Planning Commission held a duly noticed public hearing to consider the proposed amendment, and after such meeting, the Planning Commission recommended approval to the Municipal Council by a vote of 5:0; and

WHEREAS, on May 16, 2023, the Municipal Council met to ascertain the facts regarding this matter and receive public comment, which facts and comments are found in the public record of the Council's consideration; and

WHEREAS, after considering the Planning Commission's recommendation and facts and comments presented to the Municipal Council, the Council finds (i) the Provo City General Plan should be amended as described herein and (ii) the proposed amendment reasonably furthers the health, safety and general welfare of the citizens of Provo City.

WHEREAS, all persons for and against the proposed General Plan amendment were given an opportunity to be heard; and

NOW, THEREFORE, be it ordained by the Municipal Council of Provo City, Utah, as follows:

PART I:

Provo City General Plan Appendix C is hereby amended as set forth in Exhibit A.

PART II:

A. If a provision of this ordinance conflicts with a provision of a previously adopted ordinance, this ordinance shall prevail.

B. This ordinance and its various sections, clauses and paragraphs are hereby declared to be severable. If any part, sentence, clause or phrase is adjudged to be unconstitutional or invalid, the remainder of the ordinance shall not be affected thereby.

C. The Municipal Council hereby directs that the official copy of the Provo City General Plan be updated to reflect the provisions enacted by this ordinance.

D. This ordinance shall take effect immediately after it has been posted or published in accordance with Utah Code 10-3-711, presented to the Mayor in accordance with Utah Code 10-3b-204, and recorded in accordance with Utah Code 10-3-713.

END OF ORDINANCE.

Exhibit A

Appendix C: Annexation Map and Policies

. . .

Areas Proposed for Annexation

. . .

Area Five
Area Five is bounded on the west and south by existing Provo City limits, and on the east by the Uinta National Forest boundary. Existing water pressure zones can serve this area to an elevation of approximately 4,876 feet. Area Five can be served by gravity wastewater systems, but main lines would have to be extended into the area from existing lines several thousand feet away. Development in sizeable portions of this area would be subject to the city's Hillside Development Standards, as well as the Critical Hillside Overlay (CH) Zone. The General Plan calls for residential development in a portion of this area; however, any property identified as Agriculture on the map should be included in the OSPR zone upon being annexed~~,~~. Nevertheless, properties in agricultural use prior to annexation and that are intended to remain in agricultural use after annexation may be included in the Agricultural (A1) zone upon being annnexed. Any future development project requiring a rezone from the OSPR or A1 zone would be required to demonstrate a substantial benefit to the city and would be subject to the requirements of the Critical Hillside Overlay Zone.

Area Six
Area Six is bounded on the west, south, and north by the Provo City limits and on the east by Utah County. The area encompasses the Forest Service land east and north of Sherwood Hills and north of Little Rock Canyon. Even though this area contains steep slopes that would limit development, it would be annexed into Provo to preserve the hillsides from future mining uses. Upon annexation, properties in this area should be included in the OSPR zone~~,~~. Nevertheless, properties in agricultural use prior to annexation and that are intended to remain in agricultural use after annexation may be included in the Agricultural (A1) zone upon being annnexed. Any future development project requiring a rezone from the OSPR or A1 zone would be required to demonstrate a substantial benefit to the city and would be subject to the requirements of the Critical Hillside Overlay Zone. Area Six should consist of property that is owned by government entities.

. . .

Planning Commission Hearing Staff Report
Hearing Date: April 26, 2023

***ITEM #1** Provo City Development Services requests approval of General Plan Text Amendments to Appendix C (Annexation Map and Policies) in order to update zoning standards for agricultural lands. Citywide Application. Aaron Ardmore (801) 852-6404 aardmore@provo.org PLGPA20230063

Applicant: Development Services

Staff Coordinator: Aaron Ardmore

ALTERNATIVE ACTIONS

1. **Continue** to a future date to obtain additional information or to further consider information presented. *The next available meeting date is May 10, 2023 at 6:00 P.M.*

2. **Recommend Denial** of the requested General Plan Amendment. *This action would not be consistent with the recommendations of the Staff Report. The Planning Commission should state new findings.*

Relevant History: The most recent version of the General Plan Annexation Map and Policies was adopted in early 2023. Staff identified a gap in land use assignment in that process and have brought forward an amendment to provide space for agricultural properties to continue that land use, when annexed into Provo City.

Neighborhood Issues: This is a citywide application, and all neighborhood districts were notified, but no issues have been reported to staff at the time of this report.

Summary of Key Issues:

- The proposal would allow lands historically used for agriculture to continue with that use when annexed, without a need for a subsequent zone change.
- Current annexation policy would require agricultural lands to be zoned with the OSPR (Open Space, Preservation and Recreation) zone.
- The proposal to allow these properties to annex as A1 (Agricultural) zones would apply to Area 5 and Area 6 of the Provo City Annexation Map and Policies (appendix C) of the General Plan.

Staff Recommendation: Staff recommends that the Planning Commission recommend approval of the proposed General Plan Amendment.

OVERVIEW

Staff have reviewed the General Plan policies against some of the properties in areas five and six and have determined that the policies on land use for annexation need to be amended. There are agricultural lands in these annexation areas that would have to come in as Open Space zoning under the current policies. Adding language to allow agricultural properties to come in under agricultural zoning will simplify the process for annexation and ease the burden on these agricultural landowners. The language change would only apply to properties previously used for agriculture and that are intended to remain in agricultural production.

STAFF ANALYSIS

To help evaluate this proposal, staff will use criteria found in Subsection 14.020.020(2), Provo City Code. These standards establish criteria for amendments as follows: **(Staff response in bold type)**

> Before recommending an amendment to this Title, the Planning Commission shall determine whether such amendment is in the interest of the public, and is consistent with the goals and policies of the Provo City General Plan. The following guidelines shall be used to determine consistency with the General Plan:
>
> (a) Public purpose for the amendment in question.

Staff response: As stated above, the public purpose for these amendments is to simplify annexation for agricultural properties, being valued by Provo City.

> (b) Confirmation that the public purpose is best served by the amendment in question.

Staff response: Staff has determined that the proposed amendments provide the best strategy for bringing in agricultural lands in areas 5 and 6 of the Annexation Map.

> (c) Compatibility of the proposed amendment with General Plan policies, goals, and objectives.

Staff response: This proposal is compatible with the specific goal to "simplify zoning and codes to be more user friendly" as stated in goal #3a, on page thirty-six of the General Plan.

> (d) Consistency of the proposed amendment with the General Plan's "timing and sequencing" provisions on changes of use, insofar as they are articulated.

Staff response: The language proposed to be amended has no relevance to any "timing and sequencing" provisions of the General Plan.

> (e) Potential of the proposed amendment to hinder or obstruct attainment of the General Plan's articulated policies.

Staff response: Staff does not see any way that the proposed amendment could hinder or obstruct the policies of the General Plan.

(f) Adverse impacts on adjacent land owners.

Staff response: There are no adverse impacts related to this request.

(g) Verification of correctness in the original zoning or General Plan for the area in question.

Staff response: Staff has verified the correctness of the General Plan related to this request.

(h) In cases where a conflict arises between the General Plan Map and General Plan Policies, precedence shall be given to the Plan Policies.

Staff response: This proposal amends the policies; the map would stay as it is.

CONCLUSIONS

Staff see this amendment as a simple change to ease the annexation of agricultural lands in the north and east of Provo City and recommend that the proposed language be approved.

ATTACHMENTS

1. Proposed General Plan Text Amendment
2. Appendix C (2023 Provo City General Plan Annexation Policy Map)

ATTACHMENT 1 – PROPOSED GENERAL PLAN TEXT AMENDMENT

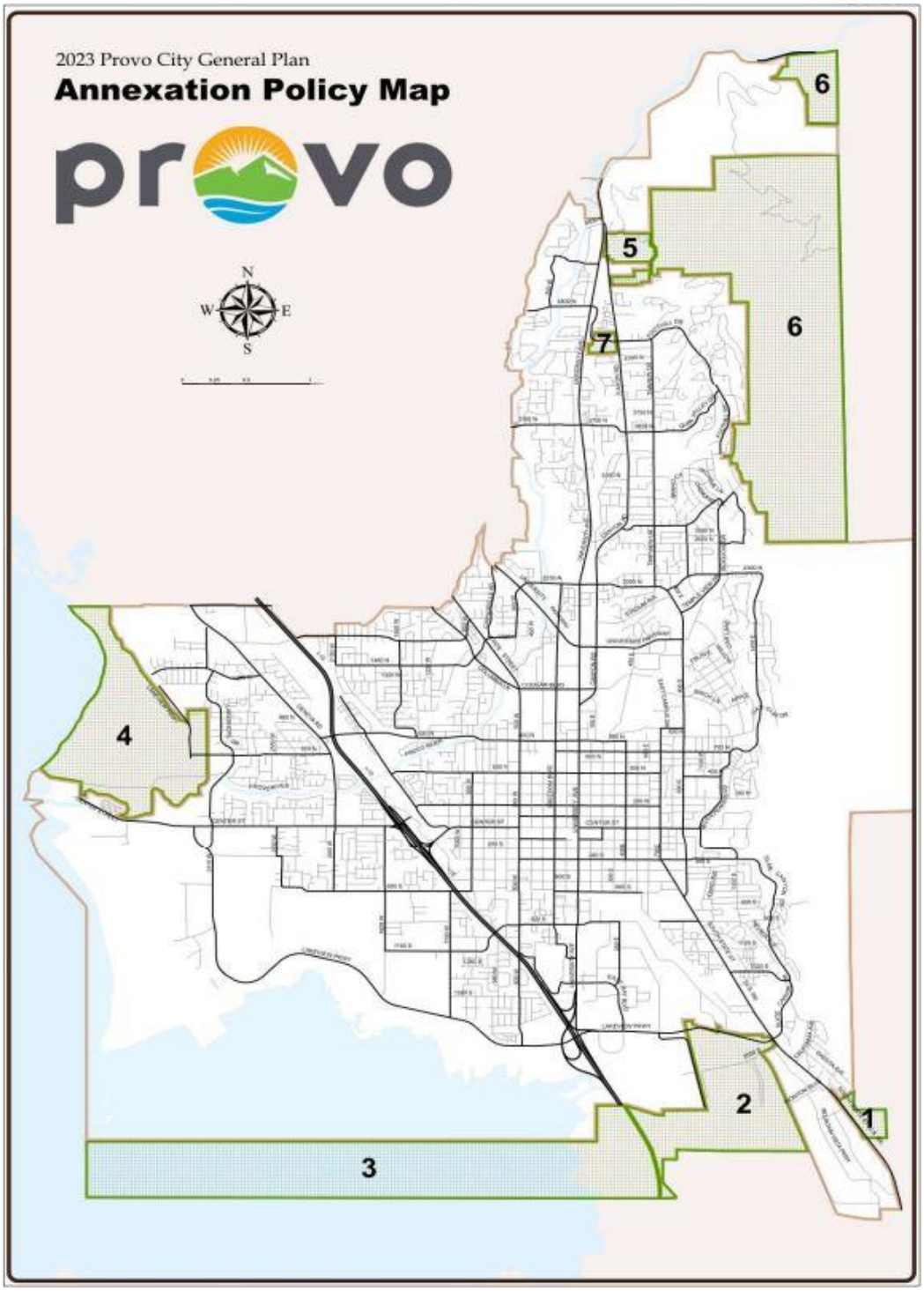
Area Five

Area Five is bounded on the west and south by existing Provo City limits, and on the east by the Uinta National Forest boundary. Existing water pressure zones can serve this area to an elevation of approximately 4,876 feet. Area Five can be served by gravity wastewater systems, but main lines would have to be extended into the area from existing lines several thousand feet away. Development in sizeable portions of this area would be subject to the city's Hillside Development Standards, as well as the Critical Hillside Overlay (CH) Zone. The General Plan calls for residential development in a portion of this area; however, any property identified as Agriculture on the map should be included in the OSPR zone upon being annexed, except for those that are intended to remain in agricultural use after annexation which may annex with agricultural zoning. Any future development project requiring a rezone from the OSPR zone would be required to demonstrate a substantial benefit to the city and would be subject to the requirements of the Critical Hillside Overlay Zone.

Area Six

Area Six is bounded on the west, south, and north by the Provo City limits and on the east by Utah County. The area encompasses the Forest Service land east and north of Sherwood Hills and north of Little Rock Canyon. Even though this area contains steep slopes that would limit development, it would be annexed into Provo to preserve the hillsides from future mining uses. Upon annexation, properties in this area should be included in the OSPR zone, however, properties to remain in agricultural production may annex with agricultural zoning. Any future development project requiring a rezone from the OSPR zone would be required to demonstrate a substantial benefit to the city and would be subject to the requirements of the Critical Hillside Overlay Zone. Area Six should consist of property that is owned by government entities.

ATTACHMENT 2 – APPENDIX C (2023 PROVO CITY GENERAL PLAN ANNEXATION POLICY MAP)



*ITEM 1

Provo City Development Services requests approval of General Plan Text Amendments to Appendix C (Annexation Map and Policies) in order to update zoning standards for agricultural lands. Continued from the April 12, 2023 agenda.

Citywide Application

PLGPA20230063

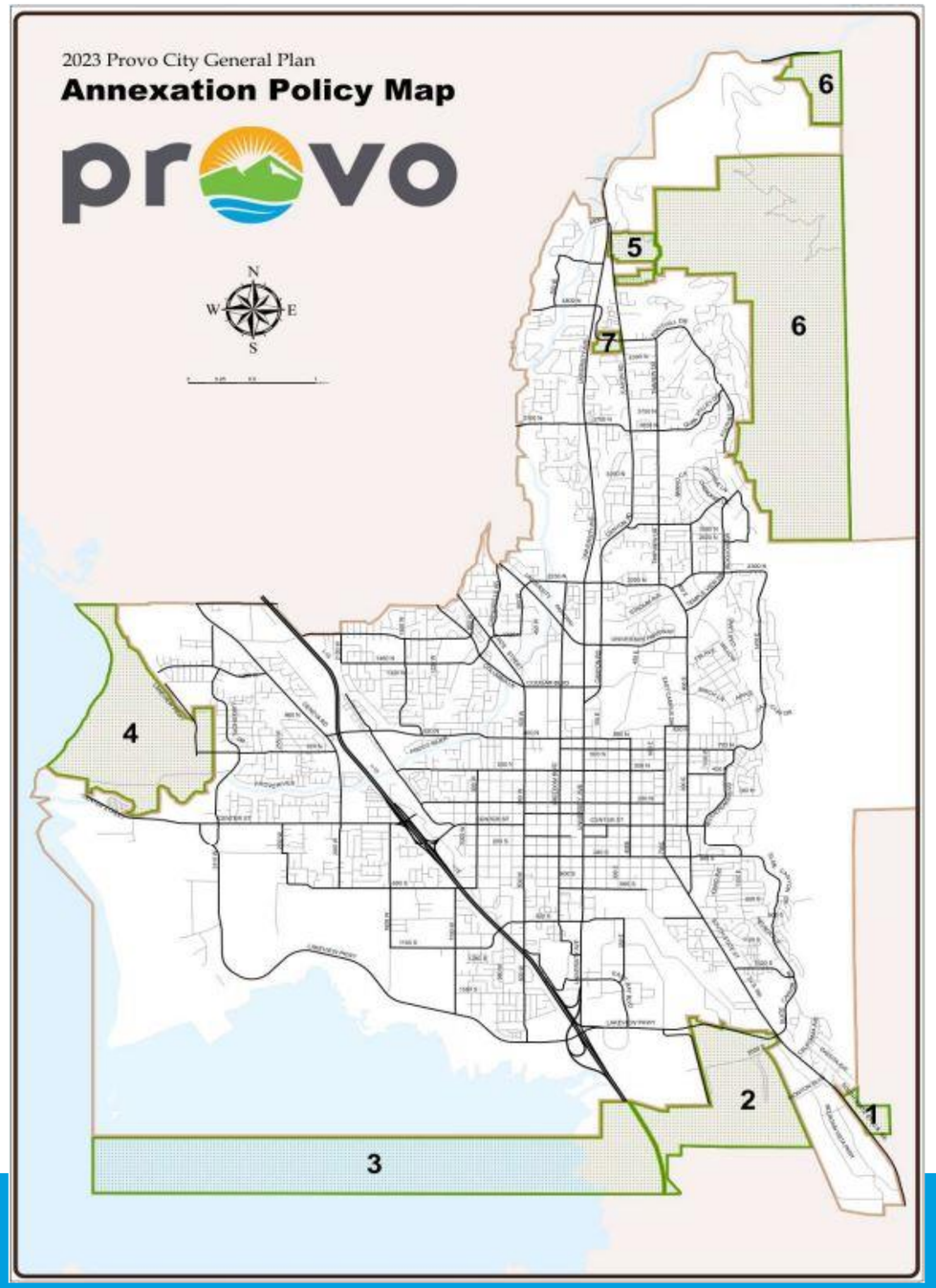
Appendix C

Area Five

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Provo City Planning Commission

Report of Action

April 26, 2023

*ITEM #1	Provo City Development Services requests approval of General Plan Text Amendments to Appendix C (Annexation Map and Policies) in order to update zoning standards for agricultural lands. Citywide Application. Aaron Ardmore (801) 852-6404 aardmore@provo.org PLGPA20230063

The following action was taken by the Planning Commission on the above described item at its regular meeting of April 26, 2023:

RECOMMENDED APPROVAL

On a vote of 5:0, the Planning Commission recommended that the Municipal Council approve the above noted application.

Motion By: Robert Knudsen
Second By: Raleen Wahlin
Votes in Favor of Motion: Robert Knudsen, Raleen Wahlin, Lisa Jensen, Melissa Kendall, Daniel Gonzales
Lisa Jensen was present as Chair.

- Includes facts of the case, analysis, conclusions and recommendations outlined in the Staff Report, with any changes noted; Planning Commission determination is generally consistent with the Staff analysis and determination.

TEXT AMENDMENT
The text of the proposed amendment is attached as Exhibit A.

STAFF PRESENTATION
The Staff Report to the Planning Commission provides details of the facts of the case and the Staff's analysis, conclusions, and recommendations.

CITY DEPARTMENTAL ISSUES
- The Coordinator Review Committee (CRC) has reviewed the application and given their approval.

NEIGHBORHOOD MEETING DATE
- City-wide application; all Neighborhood Chairs received notification.

NEIGHBORHOOD AND PUBLIC COMMENT
- This item was City-wide or affected multiple neighborhoods.
- Neighbors or other interested parties were present or addressed the Planning Commission.

PUBLIC COMMENTS
Any comments received prior to completion of the Staff Report are addressed in the Staff Report to the Planning Commission. Key issues raised in written comments received subsequent to the Staff Report or public comment during the public hearing included the following:

- Ellen Smith spoke in favor of the amendment, stating her support is to continue farming and demonstrate that agriculture is an important function of the city.
- Scott Smith noted that this will affect his property as a farmer and is supportive of the change.

PLANNING COMMISSION DISCUSSION

Key points discussed by the Planning Commission included the following:

- The Planning Commission confirmed with staff that this will only affect areas five and six of the annexation plan, other annexation areas do not have the same language.
- Commissioner Jensen suggested that the A1 (agricultural) Zone should be added to the last sentences of the paragraphs to have the change consistent through the policy, staff agreed and stated they will make that change.
- The Commissioners stated that they were comfortable with the agricultural uses that would be able to come into the city with this change.

Lisa Jensen

Planning Commission Chair

Bill Peperone

Director of Development Services

See Key Land Use Policies of the Provo City General Plan, applicable Titles of the Provo City Code, and the Staff Report to the Planning Commission for further detailed information. The Staff Report is a part of the record of the decision of this item. Where findings of the Planning Commission differ from findings of Staff, those will be noted in this Report of Action.

Legislative items are noted with an asterisk (*) and require legislative action by the Municipal Council following a public hearing; the Planning Commission provides an advisory recommendation to the Municipal Council following a public hearing.

Administrative decisions of the Planning Commission (items not marked with an asterisk) **may be appealed** by submitting an application/notice of appeal, with the required application and noticing fees to the Development Services. 445 W Center Street, Provo, Utah, **within fourteen (14) calendar days of the Planning Commission's decision** (Provo City office hours are Monday through Thursday, 7:00 a.m. to 6:00 p.m.).

BUILDING PERMITS MUST BE OBTAINED BEFORE CONSTRUCTION BEGINS

EXHIBIT A

Area Five

Area Five is bounded on the west and south by existing Provo City limits, and on the east by the Uinta National Forest boundary. Existing water pressure zones can serve this area to an elevation of approximately 4,876 feet. Area Five can be served by gravity wastewater systems, but main lines would have to be extended into the area from existing lines several thousand feet away. Development in sizeable portions of this area would be subject to the city's Hillside Development Standards, as well as the Critical Hillside Overlay (CH) Zone. The General Plan calls for residential development in a portion of this area; however, any property identified as Agriculture on the map should be included in the OSPR zone upon being annexed, except for those that are intended to remain in agricultural use after annexation which may annex with agricultural (A1) zoning. Any future development project requiring a rezone from the OSPR or A1 zone would be required to demonstrate a substantial benefit to the city and would be subject to the requirements of the Critical Hillside Overlay Zone.

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PROVO MUNICIPAL COUNCIL STAFF REPORT

Submitter: SWILMOTH
Department: Development Services
Requested Meeting Date: 05-02-2023

SUBJECT: An ordinance amending the zone map class. of approx. 2 acres of property, located at 2075 W Center Street, from One-Family Residential (R1.8) to Mixed Use (MU) & authorizing and related development agreement. Provo Bay Neighborhood. (PLRZ20210271)

RECOMMENDATION: To be heard at the May 2, 2023 Work & Council Meeting. Please see supporting documents.

BACKGROUND: Steve Turley is requesting approval of a zone change at 2075 West Center Street that would replace approximately 2 acres of the existing R1.8 (One-Family Residential) zone on the north portion of the parcel with the MU (Mixed Use) zone and leave the remainder of the lot as undeveloped R1.8 zoned land.
The property is surrounded by mostly detached one-family dwellings, with R1.8 zoning to the west and south and R1.8PD zoning to the southeast. The property to the south of this lot is currently vacant, and there is a PF zone on one parcel to the east for a fire station. To the north and northeast of the property is the CG zone which includes the 7-11 and some vacant commercial parcels that are home to temporary commercial uses at times. The dominant land use in this area are single-family homes, with around forty (40) one family detached dwellings within five-hundred feet (500') of the subject property.

FISCAL IMPACT:

PRESENTER'S NAME: Aaron Ardmore (801) 852-6404 aardmore@provo.org

REQUESTED DURATION OF PRESENTATION: 10 minutes

COMPATIBILITY WITH GENERAL PLAN POLICIES, GOALS, AND OBJECTIVES:

CITYVIEW OR ISSUE FILE NUMBER: PLRZ20210271

ORDINANCE 2022-.

AN ORDINANCE AMENDING THE ZONE MAP CLASSIFICATION OF APPROXIMATELY TWO (2) ACRES OF REAL PROPERTY, GENERALLY LOCATED AT 2075 WEST CENTER STREET, FROM ONE FAMILY RESIDENTIAL (R1.8) TO MIXED USE (MU) AND AUTHORIZING A RELATED DEVELOPMENT AGREEMENT. PROVO BAY NEIGHBORHOOD. (PLRZ20210271)

WHEREAS, it is proposed that the classification on the Zone Map of Provo for approximately 2 acres of real property, generally located at 2075 West Center Street (an approximation of which is shown or described in Exhibit A and a more precise description of which will be attached hereto as Exhibit B after the Zone Map has been updated), be amended from One Family Residential (R1.8) to Mixed Use (MU); and

WHEREAS, on April 18, 2023, the Planning Commission held a duly noticed public hearing to consider the proposal and after such hearing the Planning Commission recommended denial to the Municipal Council by a 3:3 vote; and

WHEREAS, the Planning Commission's recommendation was based on the project design presented to the Commission; and

WHEREAS, on May 16, 2023, the Municipal Council met to ascertain the facts regarding this matter and receive public comment, which facts and comments are found in the public record of the Council's consideration; and

WHEREAS, after considering the Planning Commission's recommendation, and facts and comments presented to the Municipal Council, the Council finds (i) the Zone Map of Provo, Utah, should be amended as described herein; and (ii) the proposed zone map classification amendment for the real property described herein reasonably furthers the health, safety and general welfare of the citizens of Provo City.

NOW, THEREFORE, be it ordained by the Municipal Council of Provo City, Utah, as follows:

PART I:

The Mayor is hereby authorized to negotiate and execute a development agreement as proposed by the applicant for this zone change, consistent with those commitments described in the representations made by the applicant and the applicant's representatives in the Council

Meeting of May 16, 2023 in form substantially similar to the draft attached hereto as Exhibit C, an executed copy of which shall be attached hereto as Exhibit D after execution.

PART II:

The classification on the Zone Map of Provo, Utah is hereby amended from the One Family Residential (R1.8) Zone to the Mixed Use (MU) Zone for approximately 2 acres of real property generally located at 2075 West Center Street, as described herein. The effective date of this zone map change shall be the date of final execution of the development agreement described in Part I.

PART III:

A. If a provision of this ordinance conflicts with a provision of a previously adopted ordinance, this ordinance shall prevail.

B. This ordinance and its various sections, clauses and paragraphs are hereby declared to be severable. If any part, sentence, clause or phrase is adjudged to be unconstitutional or invalid, the remainder of the ordinance shall not be affected thereby.

C. The Municipal Council hereby directs that the official copy of the Zone Map of Provo City, Utah be updated and codified to reflect the provisions enacted by this ordinance.

D. Except as otherwise stated in Part II, this ordinance shall take effect immediately after it has been posted or published in accordance with Utah Code 10-3-711, presented to the Mayor in accordance with Utah Code 10-3b-204, and recorded in accordance with Utah Code 10-3-713.

E. Notwithstanding any provision or language to the contrary in this ordinance, if the Development Agreement authorized in Part I has not been fully executed by the necessary parties within one year from the date of the Municipal Council's approval of this ordinance, the entire ordinance shall expire, becoming null and void as if it had never been approved. Because the zone classification change contemplated in Part II cannot come into effect if the Development Agreement is not executed, neither the applicant nor any successor(s) in interest shall have any vested rights under this ordinance if it expires.

END OF ORDINANCE

EXHIBIT A – ZONE MAP

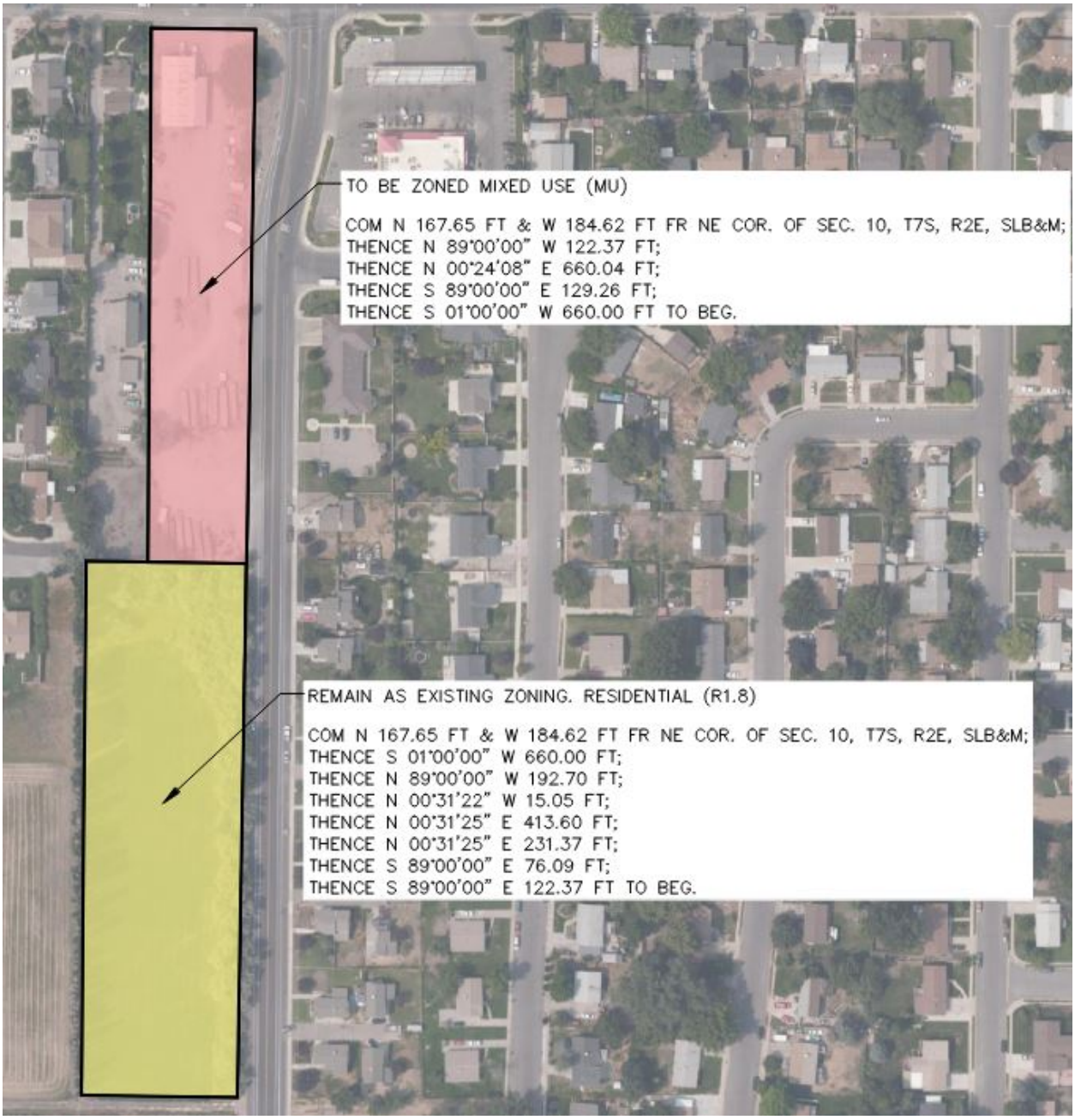


EXHIBIT C – DEVELOPMENT AGREEMENT

DEVELOPMENT AGREEMENT
FOR
LAKEVIEW CROSSING

(Center Street to 130 South, 2050 West, Provo, Utah)

THIS DEVELOPMENT AGREEMENT ("Agreement") is made and entered into as of the _____ day of _____, 20__ (the "Effective Date"), by and between the CITY OF PROVO, a Utah municipal corporation, hereinafter referred to as "City," and Premier Realty Investments, LLC, a Utah limited liability company, hereinafter referred to as "Developer." The City and Developer are hereinafter collectively referred to as "Parties."

RECITALS

A. Developer is the owner of approximately two (2) acres of land located within the City of Provo as is more particularly described on EXHIBIT A, attached hereto and incorporated herein by reference (the "Property").

B. On _____, the City Council approved Ordinance _____, vesting zoning (the "Vesting Ordinance"), based on the Concept Plan set forth on EXHIBIT B ("Concept Plan"), attached hereto and incorporated herein by reference, which will govern the density, development and use of the Property (said density, development, and use constituting the "Project").

C. Developer is willing to design and construct the Project in a manner that is in harmony with and intended to promote the long range policies, goals, and objectives of the City's general plan, zoning and development regulations in order to receive the benefit of vesting for certain uses and zoning designations under the terms of this Agreement as more fully set forth below.

D. The City Council accepted Developer's proffer to enter into this Agreement to memorialize the intent of Developer and City and decreed that the effective date of the Vesting Ordinance be the date of the execution and delivery of this Agreement and the recording thereof as a public record on title of the Property in the office of the Utah County Recorder.

E. The City Council further authorized the Mayor of the City to execute and deliver this Agreement on behalf of the City.

F. The City has the authority to enter into this Agreement pursuant to Utah Code Section 10-9a-102(2) and relevant municipal ordinances, and desires to enter into this Agreement with the Developer for the purpose of guiding the development of the Property in accordance with the terms and conditions of this Agreement and in accordance with applicable City Ordinances.

G. This Agreement is consistent with, and all preliminary and final plats within the Property are subject to and shall conform with, the City's General Plan, Zoning Ordinances, and Subdivision Ordinances, and any permits issued by the City pursuant to City Ordinances and regulations.

H. The Parties desire to enter into this Agreement to specify the rights and responsibilities of the Developer to develop the Property as expressed in this Agreement and the rights and responsibilities of the City to allow and regulate such development pursuant to the requirements of this Agreement.

I. The Parties understand and intend that this Agreement is a "development agreement" within the meaning of, and entered into pursuant to, the terms of Utah Code Ann., §10-9a-102.

J. The Parties intend to be bound by the terms of this Agreement as set forth herein.

AGREEMENT

NOW, THEREFORE, in consideration of the mutual covenants contained herein, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the City and the Developer hereby agree as follows:

1. Incorporation of Recitals. The foregoing Recitals are hereby incorporated into this Agreement, as a substantive part hereof.

2. Zoning. The Property shall be developed in accordance with (i) the requirements of the Mixed-Use Zones, (ii) all other features as generally shown on the Concept Plan, and (iii) this Agreement. The Developer shall not seek to develop the Property in a manner that deviates materially from the Concept Plan as permitted by the aforementioned zoning designations for the Property.

3. Governing Standards. The Concept Plan, the Vesting Ordinance and this Agreement establish the development rights for the Project, including the use, maximum density, intensity and general configuration for the Project. The Project shall be developed by the Developer in accordance with the Concept Plan, the Vesting Ordinance and this Agreement. All Developer submittals must comply generally with the Concept Plan, the Vesting Ordinance and this Agreement. Non-material variations to the Concept Plan, as defined and approved by the City's Community Development Director, such as exact building locations, exact locations of open space and parking may be varied by the Developer without official City Council or Planning Commission approval. Such variations however shall in no way change the maximum density, use and intensity of the development of the Project.

4. Additional Specific Developer Obligations. As an integral part of the consideration for this agreement, the Developer voluntarily agrees as follows:

> ROOFTOP AMENITY - **a minimum of 9,036 square feet of massed area be included in Lakeview Crossing as a rooftop garden, including patio, canopy, deck, BBQ, firepit, pet exercise space, gardens, kitchenette, lounge furniture, and storage. This proffer is subject to change based on the final project plan but the rooftop amenity space shall not be less than the minimum square footage required by the Mixed-Use (MU) zone for the size and scope of the amenity.**

5. Construction Standards and Requirements. All construction on the Property at the direction of the Developer shall be conducted and completed in accordance with the City Ordinances,

including, but not limited to setback requirements, building height requirements, lot coverage requirements and all off-street parking requirements.

6. Vested Rights and Reserved Legislative Powers.

a. Vested Rights. As of the Effective Date, Developer shall have the vested right to develop and construct the Project in accordance with the uses, maximum permissible densities, intensities, and general configuration of development established in the Concept Plan, as supplemented by the Vesting Ordinance and this Agreement (and all Exhibits), subject to compliance with the City Ordinances in existence on the Effective Date. The Parties intend that the rights granted to Developer under this Agreement are contractual and also those rights that exist under statute, common law and at equity. The Parties specifically intend that this Agreement grants to Developer "vested rights" as that term is construed in Utah's common law and pursuant to Utah Code Ann., §10-9a-509.

i. Examples of Exceptions to Vested Rights. The Parties understand and agree that the Project will be required to comply with future changes to City Laws that do not limit or interfere with the vested rights granted pursuant to the terms of this Agreement. The following are examples for illustrative purposes of a non-exhaustive list of the type of future laws that may be enacted by the City that would be applicable to the Project:

1. Developer Agreement. Future laws that Developer agrees in writing to the application thereof to the Project;

2. Compliance with State and Federal Laws. Future laws which are generally applicable to all properties in the City and which are required to comply with State and Federal laws and regulations affecting the Project;

3. Safety Code Updates. Future laws that are updates or amendments to existing building, plumbing, mechanical, electrical, dangerous buildings, drainage, or similar construction or safety related codes, such as the International Building Code, the APWA Specifications, AAHSTO Standards, the Manual of Uniform Traffic Control Devices or similar standards that are generated by a nationally or statewide recognized construction/safety organization, or by the State or Federal governments and are required to meet legitimate concerns related to public health, safety or welfare; or,

4. Taxes. Taxes, or modifications thereto, so long as such taxes are lawfully imposed and charged uniformly by the City to all properties, applications, persons and entities similarly situated.

5. Fees. Changes to the amounts of fees for the processing of Development Applications that are generally applicable to all development within the City (or a portion of the City as specified in

the lawfully adopted fee schedule) and which are adopted pursuant to State law.

6. Impact Fees. Impact Fees or modifications thereto which are lawfully adopted, imposed and collected.

b. Reserved Legislative Powers. The Developer acknowledges that the City is restricted in its authority to limit its police power by contract and that the limitations, reservations and exceptions set forth herein are intended to reserve to the City all of its police power that cannot be so limited. Notwithstanding the retained power of the City to enact such legislation of the police powers, such legislation shall not modify the Developer's vested right as set forth herein unless facts and circumstances are present which meet the exceptions to the vested rights doctrine as set forth in Section 10-9a-509 of the Municipal Land Use, Development, and Management Act, as adopted on the Effective Date, *Western Land Equities, Inc. v. City of Logan*, 617 P.2d 388 (Utah 1980), its progeny, or any other exception to the doctrine of vested rights recognized under state or federal law.

7. Default. An "Event of Default" shall occur under this Agreement if any party fails to perform its obligations hereunder when due and the defaulting party has not performed the delinquent obligations within sixty (60) days following delivery to the delinquent party of written notice of such delinquency. Notwithstanding the foregoing, if the default cannot reasonably be cured within that 60-day period, a party shall not be in default so long as that party commences to cure the default within that 60-day period and diligently continues such cure in good faith until complete.

a. Remedies. Upon the occurrence of an Event of Default, the non-defaulting party shall have the right to exercise all of the following rights and remedies against the defaulting party:

1. All rights and remedies available at law and in equity, including injunctive relief, specific performance, and termination, but not including damages or attorney's fees.

2. The right to withhold all further approvals, licenses, permits or other rights associated with the Project or development activity pertaining to the defaulting party as described in this Agreement until such default has been cured.

3. The right to draw upon any security posted or provided in connection with the Property or Project by the defaulting party.

The rights and remedies set forth herein shall be cumulative.

8. Notices. Any notices, requests and demands required or desired to be given hereunder shall be in writing and shall be served personally upon the party for whom intended, or if mailed, by certified mail, return receipt requested, postage prepaid, to such party at its address shown below:

To the Developer: Premier Realty Investments, LLC
Attn: Steve Turley
1480 South State Street

Provo, Utah 84606

To the City: City of Provo
Attention: City Attorney
351 W Center
Provo, UT 84601
Phone: (801) 852-6140

9. General Term and Conditions.

a. Headings. The headings contained in this Agreement are intended for convenience only and are in no way to be used to construe or limit the text herein.

b. Binding Effect. This Agreement shall inure to the benefit of, and be binding upon, the parties hereto and their respective heirs, representatives, officers, agents, employees, members, successors and assigns (to the extent that assignment is permitted). Without limiting the generality of the foregoing, a "successor" includes a party that succeeds to the rights and interests of the Developer as evidenced by, among other things, such party's submission of land use applications to the City relating to the Property or the Project.

c. Non Liability of City Officials and Employees. No officer, representative, consultant, attorney, agent or employee of the City shall be personally liable to the Developer, or any successor in interest or assignee of the Developer, for any default or breach by the City, or for any amount which may become due to the Developer, or its successors or assignees, or for any obligation arising under the terms of this Agreement. Nothing herein will release any person from personal liability for their own individual acts or omissions.

d. Third Party Rights. Except for the Developer, the City and other parties that may succeed the Developer on title to any portion of the Property, all of whom are express intended beneficiaries of this Agreement, this Agreement shall not create any rights in and/or obligations to any other persons or parties. The Parties acknowledge that this Agreement refers to a private development and that the City has no interest in, responsibility for, or duty to any third parties concerning any improvements to the Property unless the City has accepted the dedication of such improvements.

e. Further Documentation. This Agreement is entered into by the Parties with the recognition and anticipation that subsequent agreements, plans, profiles, engineering and other documentation implementing and carrying out the provisions of this Agreement may be necessary. The Parties agree to negotiate and act in good faith with respect to all such future items.

f. Relationship of Parties. This Agreement does not create any joint venture, partnership, undertaking, business arrangement or fiduciary relationship between the City and the Developer.

g. Agreement to Run With the Land. This Agreement shall be recorded in the Office of the Utah County Recorder against the Property and is intended to and shall be deemed

to run with the land, and shall be binding on and shall benefit all successors in the ownership of any portion of the Property.

h. Performance. Each party, person and/or entity governed by this Agreement shall perform its respective obligations under this Agreement in a manner that will not unreasonably or materially delay, disrupt or inconvenience any other party, person and/or entity governed by this Agreement, the development of any portion of the Property or the issuance of final plats, certificates of occupancy or other approvals associated therewith.

i. Applicable Law. This Agreement is entered into under and pursuant to, and is to be construed and enforceable in accordance with, the laws of the State of Utah.

j. Construction. This Agreement has been reviewed and revised by legal counsel for both the City and the Developer, and no presumption or rule that ambiguities shall be construed against the drafting party shall apply to the interpretation or enforcement of this Agreement.

k. Consents and Approvals. Except as expressly stated in this Agreement, the consent, approval, permit, license or other authorization of any party under this Agreement shall be given in a prompt and timely manner and shall not be unreasonably withheld, conditioned or delayed. Any consent, approval, permit, license or other authorization required hereunder from the City shall be given or withheld by the City in compliance with this Agreement and the City Ordinances.

l. Approval and Authority to Execute. Each of the Parties represents and warrants as of the Effective Date this Agreement, it/he/she has all requisite power and authority to execute and deliver this Agreement, being fully authorized so to do and that this Agreement constitutes a valid and binding agreement.

m. Termination.

i. Notwithstanding anything in this Agreement to the contrary, it is agreed by the parties hereto that in the event the final plat for the Property has not been recorded in the Office of the Utah County Recorder within ten (10) years from the date of this Agreement (the "Term"), or upon the occurrence of an event of default of this Agreement that is not cured, the City shall have the right, but not the obligation, at the sole discretion of the City Council, to terminate this Agreement as to the defaulting party (*i.e.*, the Developer). The Term may be extended by mutual agreement of the Parties.

ii. Upon termination of this Agreement for the reasons set forth herein, following the notice and process required hereby, the obligations of the City and the defaulting party to each other hereunder shall terminate, but none of the licenses, building permits, or certificates of occupancy granted prior to expiration of the Term or termination of this Agreement shall be rescinded or limited in any manner.

10. Assignability. The rights and responsibilities of Developer under this Agreement may be assigned in whole or in part by Developer with the consent of the City as provided herein.

a. Notice. Developer shall give Notice to the City of any proposed assignment and provide such information regarding the proposed assignee that the City may reasonably request in making the evaluation permitted under this Section. Such Notice shall include providing the City with all necessary contact information for the proposed assignee.

b. Partial Assignment. If any proposed assignment is for less than all of Developer's rights and responsibilities, then the assignee shall be responsible for the performance of each of the obligations contained in this Agreement to which the assignee succeeds. Upon any such approved partial assignment, Developer shall be released from any future obligations as to those obligations which are assigned but shall remain responsible for the performance of any obligations that were not assigned.

c. Grounds for Denying Assignment. The City may only withhold its consent if the City is not reasonably satisfied of the assignee's reasonable financial ability to perform the obligations of Developer proposed to be assigned.

d. Assignee Bound by this Agreement. Any assignee shall consent in writing to be bound by the assigned terms and conditions of this Agreement as a condition precedent to the effectiveness of the assignment.

11. Sale or Conveyance. If Developer sells or conveys parcels of land, the lands so sold and conveyed shall bear the same rights, privileges, intended uses, configurations, and density as applicable to such parcel and be subject to the same limitations and rights of the City as when owned by Developer and as set forth in this Agreement without any required approval, review, or consent by the City except as otherwise provided herein.

12. No Waiver. Any party's failure to enforce any provision of this Agreement shall not constitute a waiver of the right to enforce such provision. The provisions may be waived only in writing by the party intended to be benefited by the provisions, and a waiver by a party of a breach hereunder by the other party shall not be construed as a waiver of any succeeding breach of the same or other provisions.

13. Severability. If any portion of this Agreement is held to be unenforceable for any reason, the remaining provisions shall continue in full force and effect.

14. Force Majeure. Any prevention, delay or stoppage of the performance of any obligation under this Agreement which is due to strikes, labor disputes, inability to obtain labor, materials, equipment or reasonable substitutes therefore; acts of nature; governmental restrictions, regulations or controls; judicial orders; enemy or hostile government actions; wars, civil commotions; fires or other casualties or other causes beyond the reasonable control of the party obligated to perform hereunder shall excuse performance of the obligation by that party for a period equal to the duration of that prevention, delay or stoppage.

15. Amendment. This Agreement may be amended only in writing signed by the Parties hereto.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement by and through their respective, duly authorized representatives as of the day and year first hereinabove written.

CITY:

CITY OF PROVO

ATTEST:

By: _____ By:_____
City Recorder Mayor Michelle Kaufusi

DEVELOPER:

Premier Realty Investments, LLC, a Utah limited liability company

By: _____
Name: _____
Title: _____

STATE OF UTAH)
:ss
COUNTY OF UTAH)

On the ____ day of _____, 2023, personally appeared before me _____, who being by me duly sworn, did say that he is the _____ of _____, a Utah limited liability company, and that the within and foregoing instrument was signed on behalf of said limited liability company with proper authority and duly acknowledged to me that he executed the same.

_____
Notary Public
Residing at:

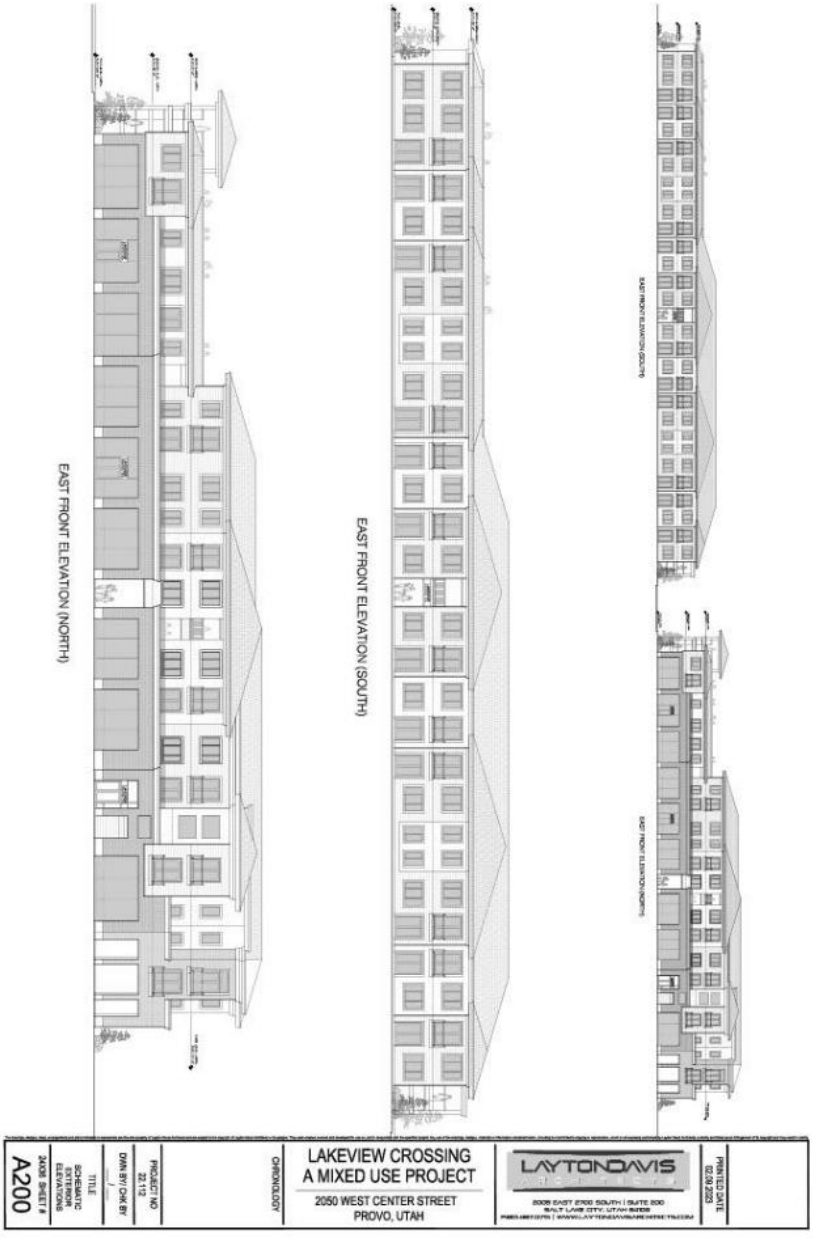
Exhibit A

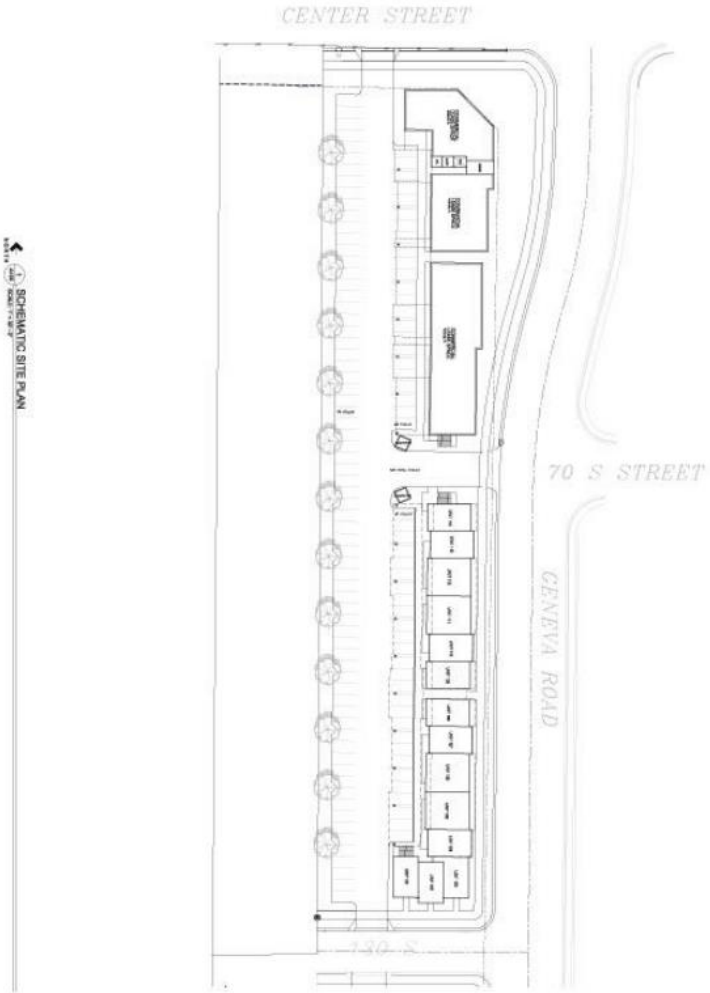
Legal Description of the Property

COM N 167.65 FT & W 184.62 FT FR NE COR. OF SEC 10, T7S, R2E, SLB&M;
THENCE N 89°00’00” W 122.37 FT;
THENCE N 00°24’08 E 660.04 FT;
THENCE S 89°00’00” E 129.26 FT;
THENCE s 01°00’00” W 660.00 FT TO BEG

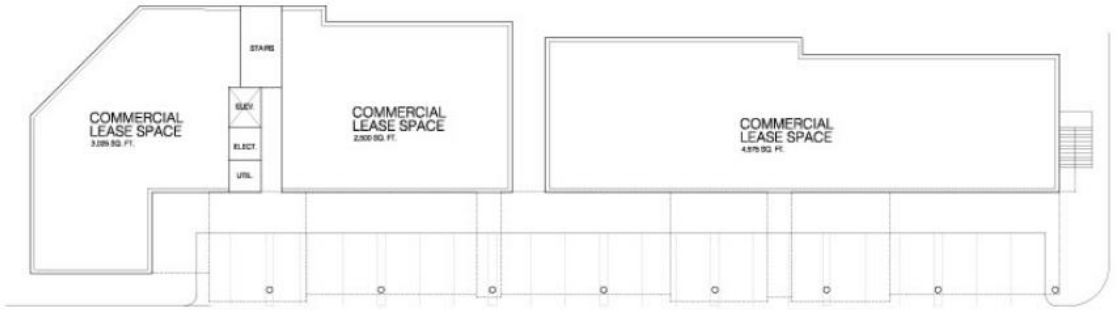
Exhibit B

Concept Plan

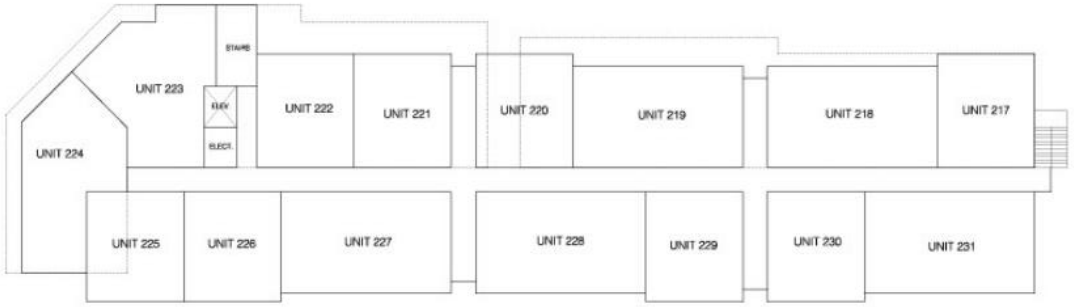




A100	PROJECT NO 22.112	CHRONOLOGY	LAKEVIEW CROSSING A MIXED USE PROJECT 2050 WEST CENTER STREET PROVO, UTAH	LAYTONDAVIS ARCHITECTS 8005 EAST 2700 SOUTH | SUITE 200 SALT LAKE CITY, UTAH 84109 PHONE (801) 272-0278 | WWW.LAYTONDAVISARCHITECTS.COM	PRINTED DATE 02.13.2023
24X36 SHEET #	DWN BY | CHK BY				
	TITLE SCHEMATIC SITE PLAN				



NORTH BUILDING - MAIN FLOOR PLAN



NORTH BUILDING - SECOND FLOOR PLAN

PRINTED DATE
02.13.2023

LAYTON DAVIS

LAKEVIEW CROSSING
A MIXED USE PROJECT
2050 WEST CENTER STREET
PROVO, UTAH

CHRONOLOGY

PROJECT NO
22.112

DWN BY/ CHK BY
—/—

TITLE
NORTH - MAIN AND SECOND FLOOR PLANS

24X36 SHEET #
A101

PRINTED DATE	02.13.2023
LAYTONDAVIS ARCHITECTURE	2005 EAST 2700 SOUTH | SUITE 200 SALT LAKE CITY, UTAH 84109 PHONE (801) 278-7678 | WWW.LAYTONDAVISARCHITECTS.COM
LAKEVIEW CROSSING A MIXED USE PROJECT	2050 WEST CENTER STREET PROVO, UTAH
CHRONOLOGY	
PROJECT NO	22.112
DWN BY/ CHK BY	___/___
TITLE	NORTH - THIRD FLOOR PLAN
24X36 SHEET #	A102

UNIT 114
UNIT 113
UNIT 112
UNIT 111
UNIT 110
UNIT 109
UNIT 108
UNIT 107
UNIT 106
UNIT 105
UNIT 104
UNIT 103
UNIT 102
UNIT 101
SOUTH BUILDING - MAIN FLOOR PLAN
UNIT 214
UNIT 213
UNIT 212
UNIT 211
UNIT 210
UNIT 209
UNIT 208
UNIT 207
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UNIT 215
UNIT 216
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UNIT 219
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UNIT 221
UNIT 222
SOUTH BUILDING - SECOND FLOOR PLAN
LAKEVIEW CROSSING
A MIXED USE PROJECT
2050 WEST CENTER STREET
PROVO, UTAH
LAYTONDAVIS
ARCHITECTS
2005 EAST 2700 SOUTH | SUITE 200
SALT LAKE CITY, UTAH 84109
PHONE 801.277.7275 | WWW.LAYTONDAVISARCHITECTS.COM
PRINTED DATE
02.13.2023
CHRONOLOGY
PROJECT NO
22.12
DWN BY/ CHK BY
TITLE
SOUTH - MAIN
FLOOR PLAN AND
FLOOR PLANS
2408 SHEET #
A103

LAKEVIEW CROSSING
A MIXED USE PROJECT

2050 WEST CENTER STREET
PROVO, UTAH

LAYTONDAVIS ARCHITECTS

2005 EAST 2700 SOUTH | SUITE 200
SALT LAKE CITY, UTAH 84109
P.801.967.2570 | WWW.LAYTONDAVISARCHITECTS.COM

PRINTED DATE
02.13.2023

CHRONOLOGY

PROJECT NO
22.112

DWN BY/ CHK BY
__/__

TITLE
SOUTH - THIRD FLOOR PLAN

24X36 SHEET #
A104

Planning Commission Hearing Staff Report Hearing Date: April 12, 2023

***ITEM #5** Steve Turley requests a Zone Change from the R1.8 (One Family Residential) zone to the MU (Mixed Use) zone for approximately two acres of land, located at 2075 W Center Street. Provo Bay Neighborhood. Aaron Ardmore (801) 852-6404 aardmore@provo.org PLRZ20210271

Applicant: Steve Turley

Staff Coordinator: Aaron Ardmore

Property Owner: LL Income - Miscellaneous Properties LLC

Parcel ID#: 21:038:0083

Acreage: 5.20

Number of Properties: 1

ALTERNATIVE ACTIONS

1. **Recommend Approval** of the requested zone change. *This action would not be consistent with the recommendations of the Staff Report. The Planning Commission should state new findings.*

2. **Continue** to a future date to obtain additional information or to further consider information presented. *The next available meeting date is April 26, 2023.*

3. **Recommend Denial** of the requested zone change. *This action would not be consistent with the recommendations of the Staff Report. The Planning Commission should state new findings.*

Current Legal Use: The property is mostly vacant land with a legal, nonconforming commercial trucking business on the north.

Relevant History: The zone for the property has been R1.8 since 1974. This area was considered with the Southwest Area Future Land Use Map adopted by the City Council in 2018.This item was continued from the January 11, 2023 PC hearing with specific items to address on a revised concept plan.

Neighborhood Issues: A neighborhood meeting was held for this item on December 2nd, 2021 through an online format, the following concerns have been shared:

- Not enough open space and trees
- Lack of commercial entrance to the street
- Too much parking

Summary of Key Issues:

- The General Plan calls for commercial on the corner and single-family housing of no more than four units per acre on the rest of the property.
- The Mixed-Use zone for the amount of property requested is not supported as it would increase the planned mixed-use by nearly 50% on the parcel and bring densities above four units per acre.
- Staff recommends following the Southwest Area Future Land Use Map for any westside development.

Staff Recommendation: That the Planning Commission recommend that the City Council **approve a zone change, limited to the area shown in the Mixed-Use area in Appendix V of the General Plan**.

OVERVIEW

Steve Turley is requesting approval of a zone change at 2075 West Center Street that would replace approximately 2 acres of the existing R1.8 (One-Family Residential) zone on the north portion of the parcel with the MU (Mixed Use) zone and leave the remainder of the lot as undeveloped R1.8 zoned land.

The property is surrounded by mostly detached one-family dwellings, with R1.8 zoning to the west and south and R1.8PD zoning to the southeast. The property to the south of this lot is currently vacant, and there is a PF zone on one parcel to the east for a fire station. To the north and northeast of the property is the CG zone which includes the 7-11 and some vacant commercial parcels that are home to temporary commercial uses at times. The dominant land use in this area are single-family homes, with around forty (40) one family detached dwellings within five-hundred feet (500') of the subject property.

The concept for the mixed-use portion includes a north building with just over ten thousand (10,000) square feet of ground-floor commercial space with twenty-four (24) residential apartments in the two stories above. The south building plans show another thirty-six (36) residential apartments in a three-story building. The plans also show the required amount of amenity spaces provided through rooftop gardens on both buildings. The applicant has provided a draft development agreement detailing the amenity program that is attached to this report.

The parking requirement for the residential portion alone would be eighty (80) stalls based on the summary of sixty (60) units. These numbers are *with* the code giving a 25% reduction for the MU zone. The concept shows a total of 120 total stalls for the site, that would leave forty (40) stalls for the commercial use, equating to one stall per 252 square feet of commercial space.

STAFF ANALYSIS

In addition to the concerns staff have regarding the extension of the Mixed-Use zone into the second acre, there are still pending review comments that have not been addressed. The concept plan has yet to show the required design corridor standards, residential design standards, and transitional development standards. Staff has made the applicant aware of these issues in review of the concept plan and noted that all relevant codes would need to be complied with at the Project Plan phase if the zone changes are approved.

The Southwest General Plan provides for just over two-thousand multi-family units west of I-15, not including any multi-family units within the mixed-use node at this location. The applicant is proposing to stretch the mixed-use node into what would amount to a

doubling of residential density over two acres and not be in line with the General Plan. Provo has seen multi-family units outpace detached single-family homes over the last several years at a rate of nine to one. With all of the multi-family units the city has approved, stretching a mixed-use node to allow for even more multi-family, to the detriment of single-family lots, does not make sense to staff. Further reducing land slated for single-family homes, as this proposal suggests, does not fall in line with the goals and policies for west-side development. Staff is concerned that the city is becoming more and more out-of-balance in terms of rental units to owner-occupied units and multi-family units compared to single-family homes.

Staff is not in favor of this proposal as shown, especially considering that the applicant has already provided another concept application for a single-family subdivision that meets the current zoning and has been approved by the Coordinator Review Committee (CRC). Alternatively, rezoning only the north one (1) acre would be in line with the General Plan and still provide for a quality mixed-use development on the corner.

Section 14.020.020(2) establishes criteria for the amendments to the zoning title as follows: **(Staff response in bold type)**

> Before recommending an amendment to this Title, the Planning Commission shall determine whether such amendment is in the interest of the public, and is consistent with the goals and policies of the Provo City General Plan. The following guidelines shall be used to determine consistency with the General Plan:
>
> (a) Public purpose for the amendment in question.

Staff response: The public purpose for the request is to provide additional commercial and residential opportunities on the west side of Provo.

> (b) Confirmation that the public purpose is best served by the amendment in question.

Staff response: While staff may support a zone change for the north part of the property, the public is not best served by carrying that further south on the parcel. The MU zone would allow for increased density that was not accounted for when analyzing the west side for infrastructure limits. There are specific nodes for these densities expressed on the Southwest Area Future Land Use map that amount to around two-thousand multi-family units. Attempting to double the size of this particular node creates a concern that the public would not have the infrastructure to meet demands for the larger area. Additionally, substantially increasing the multi-family node in the highest density permitted on the west side will encourage all other multi-family nodes to also seek expansions. Again, staff suggests that the city not expand multi-family at the expense of single-family.

> (c) Compatibility of the proposed amendment with General Plan policies, goals, and objectives.

Staff response: As stated earlier, this proposal to extend the MU zone over two acres is not compatible with the General Plan maps, policies, and objectives for this property. Section 1.2.9 states that the overall average density of the west side should average four units per acre, and that the single-family home should be the predominant housing type. Staff would be comfortable with the MU on the north one acre of the property and R1 zoning on the remainder.

(d) Consistency of the proposed amendment with the General Plan's "timing and sequencing" provisions on changes of use, insofar as they are articulated.

Staff response: There are no timing and sequencing provisions articulated for this property.

(e) Potential of the proposed amendment to hinder or obstruct attainment of the General Plan's articulated policies.

Staff response: Approving this request would obstruct attainment for development goals for the rest of the west side. Allowing increased density on this parcel would essentially take it away from those areas that anticipate growth and increased density on the west side.

(f) Adverse impacts on adjacent land owners.

Staff response: There are impacts associated with this request to the surrounding properties, on top of impacts to the entire west side of Provo. The adjacent properties would experience increased traffic and parking demands.

(g) Verification of correctness in the original zoning or General Plan for the area in question.

Staff response: Staff has verified the correctness of the General Plan and zoning for this area.

(h) In cases where a conflict arises between the General Plan Map and General Plan Policies, precedence shall be given to the Plan Policies.

Staff response: Staff has found no such conflict.

CONCLUSIONS

The proposed zone change does not comply with the General Plan's policies, maps, or appendices. Additionally, the related concept plan shows issues in meeting the proposed zone. The General Plan Appendix V designates specific areas for densities over four units per acre, otherwise we need to hold property owners and developers to that standard on the west side of Provo in order to maintain the ability to provide water and sewer services to all in the City; but also, to hold to existing owners' expectations on how their neighborhoods will develop. The applicant asked that these items come before the Planning Commission and City Council for decision knowing that there is not staff support.

The Planning Commission noted six specific items to be addressed on this project before it came back to them when they continued it at the January hearing. Those items were to:

1. Provide a draft development agreement detailing the amenity space.
2. Have the number of units solidified.
3. Redistribute the number of units (or decrease the number) in the proposal to transition to the south.
4. Provide a plan with no parking reduction request.
5. Put the highest use and most intensity on the north corner.
6. Have verification from Provo City Engineering on preferred access points.

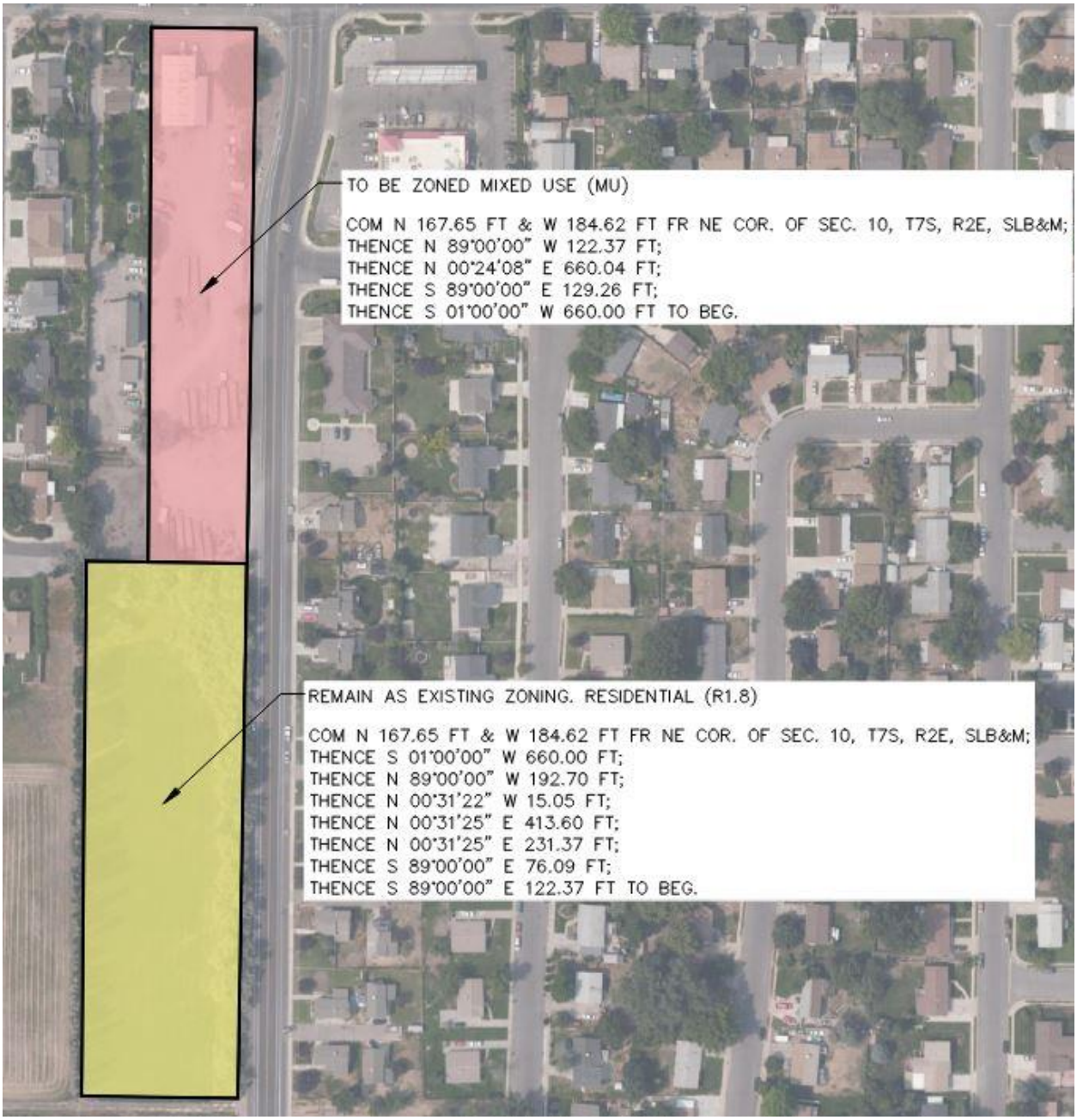
While the applicants have provided a draft development agreement to detail the amenity spaces, they have not provided that content in the plans. Staff feels that the amenities need to be detailed and show some type of coverage from the weather. The other items have been sufficiently addressed in the plans.

Since the rezone request does not comply with the General Plan of the City, staff recommends that the Planning Commission approve a revised zone map amendment, rezoning the portion of this property that lies within the Mixed-Use area of the Southwest Area Future Land Use map (appendix V) of the General Plan.

ATTACHMENTS

1. Proposed Zone Change Map
2. General Plan Map
3. Conceptual Site Plan
4. Concept Plan Summary Table
5. Draft Development Agreement
6. Applicant Submittal

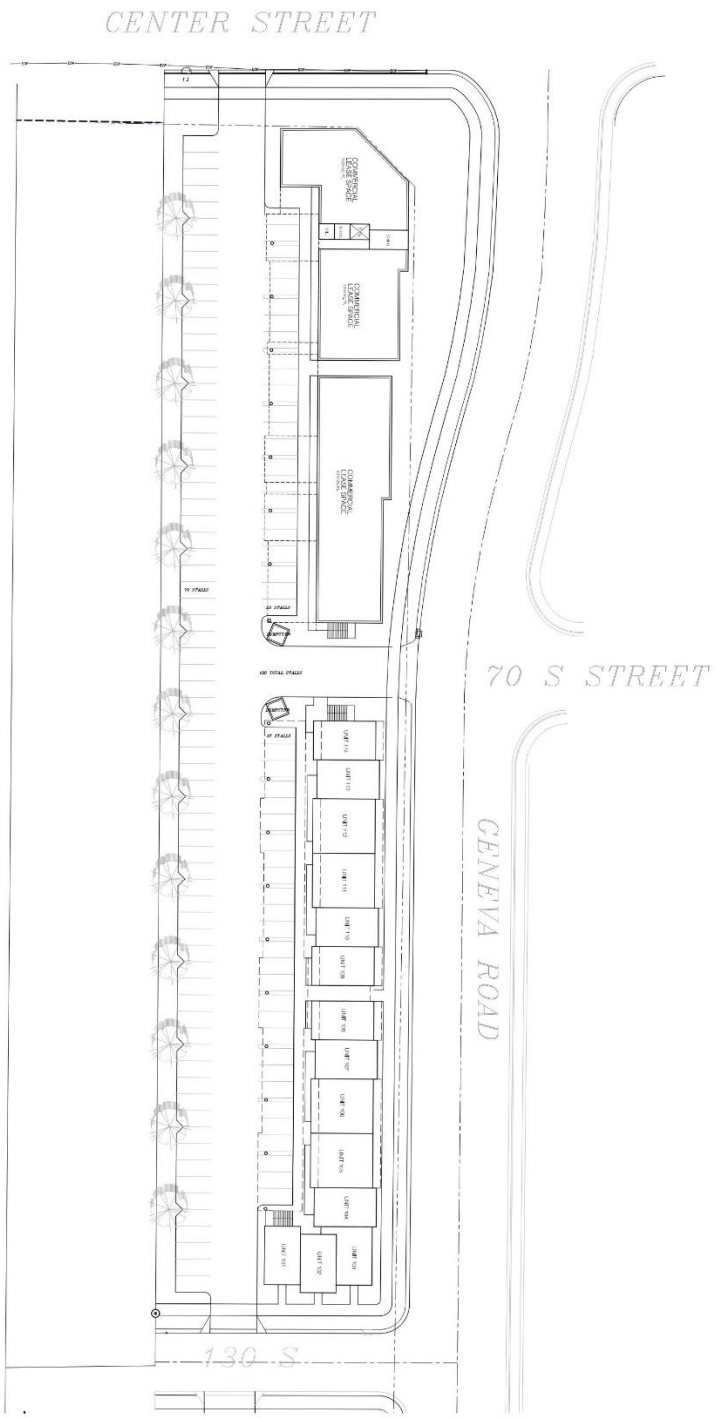
ATTACHMENT 1 – PROPOSED ZONE CHANGE MAP



ATTACHMENT 2 – GENERAL PLAN MAP



ATTACHMENT 3 – CONCEPTUAL SITE PLAN



ATTACHMENT 4 – CONCEPT PLAN SUMMARY TABLE

Parking requirements as per 14.14D.110, land uses within the Mixed-Use (MU) Zone "*need only provide seventy-five (75%) of the required off-street parking*" (see also 14.37.050 & 14.37.100).

The Staff supports this MU Zone parking allowance for this location as follows: "*Staff would not be supportive of a parking reduction for this location beyond the 25% reduction allowed in the zone*" (Staff Report – January 11, 2023).

	UNITS	TYPE	STALLS/UNIT	STALLS	REQUIRED	REQUIRED STALLS
Studio	20	DU	1.5	30.0		
1-Bedroom	20	DU	1.5	30.0		
2-Bedroom	18	DU	2.25	40.5		
3-Bedroom	2	DU	2.25	4.5		
Retail	10.1	KSF	5	50.5		
TOTAL REQUIRED				**155.5**	75%	**117**

TOTAL PROVIDED	**120**

ATTACHMENT 5 – DRAFT DEVELOPMENT AGREEMENT LANGUAGE

4. Additional Specific Developer Obligations. As an integral part of the consideration for this agreement, the Developer voluntarily agrees as follows:

We proffer that a minimum of 9,036 square feet of massed area to be included in Lakeview Crossing as a rooftop garden, including patio, canopy, deck, BBQ, firepit, pet exercise space, gardens, kitchenette, lounge furniture, and storage. This proffer is subject to change based on the final project plan, but the rooftop amenity space shall not be less than the minimum square footage required by the Mixed-Use (MU) zone for the size and scope of the amenity.

ATTACHMENT 6 – APPLICANT SUBMITTAL

LAKEVIEW CROSSING

Center Street and Geneva Road

Zone Change application: PLRZ20210271
Concept Plan application: PLCP20210398

Applicant Responses to Planning Commission Requests – 1/11/2023

1. PROVIDE A DRAFT DEVELOPMENT AGREEMENT DETAILING THE AMENITY SPACE 2
2. HAVE THE NUMBER OF UNITS SOLIDIFIED 21
3. REDISTRIBUTE THE NUMBER OF UNITS (OR DECREASE THE NUMBER) IN THE PROPOSAL TO TRANSITION TO THE SOUTH. 28
4. PROVIDE A PLAN WITH NO PARKING REDUCTION REQUEST 33
5. PUT THE HIGHEST USE AND MOST INTENSITY ON THE NORTH CORNER 37
6. VERIFICATION FROM PROVO CITY ENGINEERING ON PREFERRED ACCESS POINTS 39
SUPPLEMENTAL INFORMATION 41
A. STATEMENT REGARDING LAKEVIEW CROSSING COMPLIANCE WITH GENERAL PLAN 41
B. PUBLIC WORKS STATEMENT REGARDING ADEQUATE SEWER CAPACITY 44

1. PROVIDE A DRAFT DEVELOPMENT AGREEMENT DETAILING THE AMENITY SPACE

APPLICANT RESPONSE:

Mixed-Use Zones 14.14D.120(1) requires the following:

> "an area equivalent to twenty percent (20%) or more of the residential gross floor area must be developed in recreational amenities, such as a common … rooftop garden, or other amenity."
>
> "Any open space counting towards this requirement must be massed or accumulated to be functional as a recreational amenity or gathering place."

The total residential gross floor area of the proposed concept plan equals 45,178 square feet, therefore, based on the 20% amenity requirement, the required amenity area minimum would be 9,036 square feet.

We proffer that a minimum of 9,036 square feet of massed area be included in Lakeview Crossing as a rooftop garden, including patio, canopy, deck, BBQ, firepit, pet exercise space, gardens, kitchenette, lounge furniture, and storage. This proffer is subject to change based on the final project plan but the rooftop amenity space shall not be less than the minimum square footage required by the Mixed-Use (MU) zone for the size and scope of the amenity.

See draft development agreement, including concept plan, attached.



Image of what rooftop amenity could possibly look like.

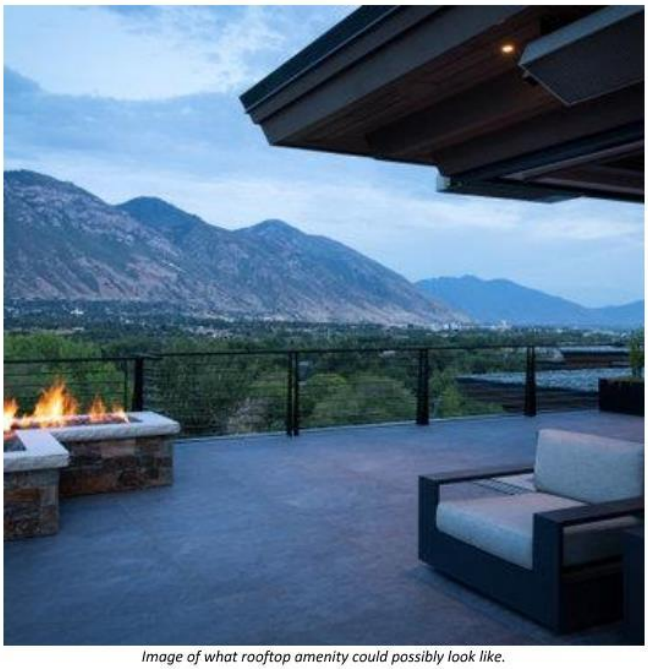
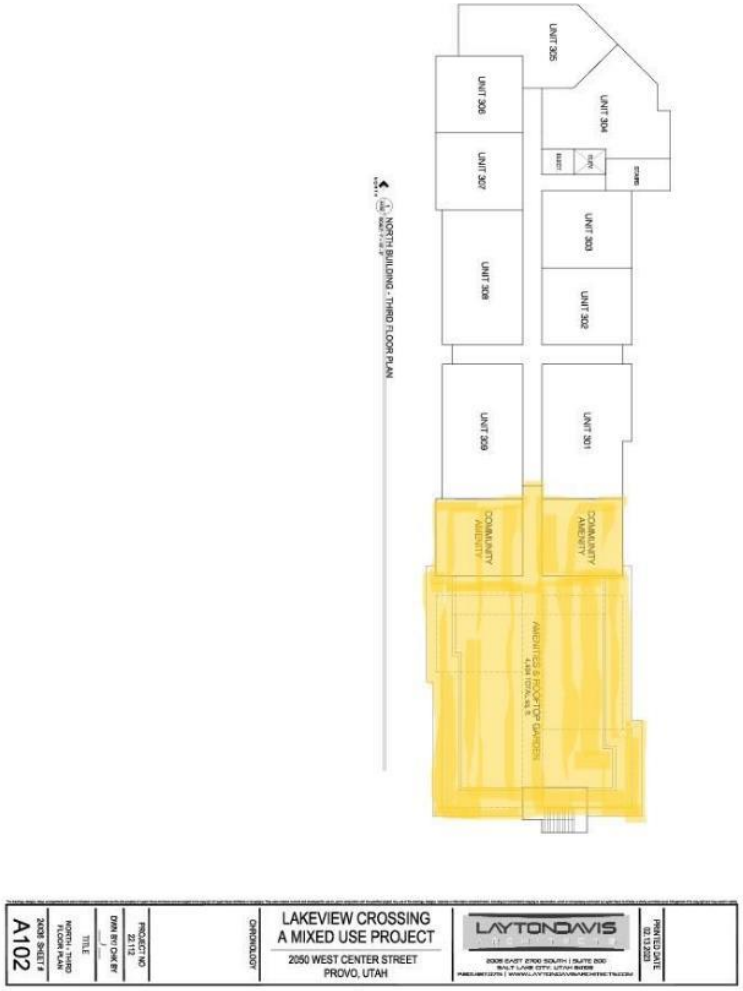


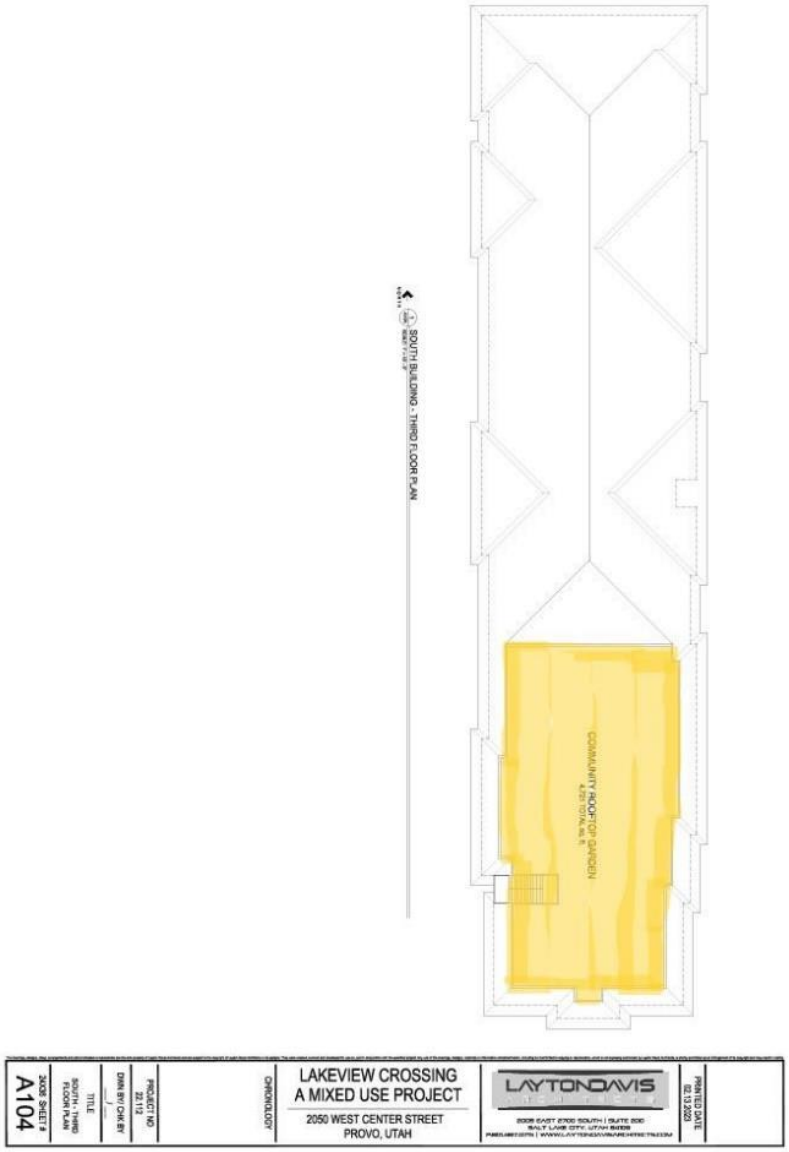
Image of what rooftop amenity could possibly look like.



Image of what rooftop amenity could possibly look like.

CONCEPT PLAN WITH AMENITY AREA HIGHLIGHTED




SOUTH BUILDING - THIRD FLOOR PLAN
COMMUNITY ROOFTOP GARDEN
4,751 TOTAL sq. ft.
LAKEVIEW CROSSING
A MIXED USE PROJECT
2050 WEST CENTER STREET
PROVO, UTAH
LAYTONDAVIS
A104
SHEET #
TITLE
SOUTH - THIRD FLOOR PLAN
DWN BY CHK BY
PROJECT NO
22.113
CHRONOLOGY
PRINTED DATE
02.13.2023

DEVELOPMENT AGREEMENT
FOR
LAKEVIEW CROSSING

(Center Street to 130 South, 2050 West, Provo, Utah)

THIS DEVELOPMENT AGREEMENT ("Agreement") is made and entered into as of the _____ day of _____, 20__ (the "Effective Date"), by and between the CITY OF PROVO, a Utah municipal corporation, hereinafter referred to as "City," and Premier Realty Investments, LLC, a Utah limited liability company, hereinafter referred to as "Developer." The City and Developer are hereinafter collectively referred to as "Parties."

RECITALS

A. Developer is the owner of approximately two (2) acres of land located within the City of Provo as is more particularly described on EXHIBIT A, attached hereto and incorporated herein by reference (the "Property").

B. On _____, the City Council approved Ordinance _____, vesting zoning (the "Vesting Ordinance"), based on the Concept Plan set forth on EXHIBIT B ("Concept Plan"), attached hereto and incorporated herein by reference, which will govern the density, development and use of the Property (said density, development, and use constituting the "Project").

C. Developer is willing to design and construct the Project in a manner that is in harmony with and intended to promote the long range policies, goals, and objectives of the City's general plan, zoning and development regulations in order to receive the benefit of vesting for certain uses and zoning designations under the terms of this Agreement as more fully set forth below.

D. The City Council accepted Developer's proffer to enter into this Agreement to memorialize the intent of Developer and City and decreed that the effective date of the Vesting Ordinance be the date of the execution and delivery of this Agreement and the recording thereof as a public record on title of the Property in the office of the Utah County Recorder.

E. The City Council further authorized the Mayor of the City to execute and deliver this Agreement on behalf of the City.

F. The City has the authority to enter into this Agreement pursuant to Utah Code Section 10-9a-102(2) and relevant municipal ordinances, and desires to enter into this Agreement with the Developer for the purpose of guiding the development of the Property in accordance with the terms and conditions of this Agreement and in accordance with applicable City Ordinances.

G. This Agreement is consistent with, and all preliminary and final plats within the Property are subject to and shall conform with, the City's General Plan, Zoning Ordinances, and Subdivision Ordinances, and any permits issued by the City pursuant to City Ordinances and regulations.

H. The Parties desire to enter into this Agreement to specify the rights and responsibilities of the Developer to develop the Property as expressed in this Agreement and the rights and

responsibilities of the City to allow and regulate such development pursuant to the requirements of this Agreement.

I. The Parties understand and intend that this Agreement is a "development agreement" within the meaning of, and entered into pursuant to, the terms of Utah Code Ann., §10-9a-102.

J. The Parties intend to be bound by the terms of this Agreement as set forth herein.

AGREEMENT

NOW, THEREFORE, in consideration of the mutual covenants contained herein, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the City and the Developer hereby agree as follows:

1. Incorporation of Recitals. The foregoing Recitals are hereby incorporated into this Agreement, as a substantive part hereof.

2. Zoning. The Property shall be developed in accordance with (i) the requirements of the Mixed-Use Zones, (ii) all other features as generally shown on the Concept Plan, and (iii) this Agreement. The Developer shall not seek to develop the Property in a manner that deviates materially from the Concept Plan as permitted by the aforementioned zoning designations for the Property.

3. Governing Standards. The Concept Plan, the Vesting Ordinance and this Agreement establish the development rights for the Project, including the use, maximum density, intensity and general configuration for the Project. The Project shall be developed by the Developer in accordance with the Concept Plan, the Vesting Ordinance and this Agreement. All Developer submittals must comply generally with the Concept Plan, the Vesting Ordinance and this Agreement. Non-material variations to the Concept Plan, as defined and approved by the City's Community Development Director, such as exact building locations, exact locations of open space and parking may be varied by the Developer without official City Council or Planning Commission approval. Such variations however shall in no way change the maximum density, use and intensity of the development of the Project.

4. Additional Specific Developer Obligations. As an integral part of the consideration for this agreement, the Developer voluntarily agrees as follows:

> We proffer that a minimum of 9,036 square feet of massed area to be included in Lakeview Crossing as a rooftop garden, including patio, canopy, deck, BBQ, firepit, pet exercise space, gardens, kitchenette, lounge furniture, and storage. This proffer is subject to change based on the final project plan, but the rooftop amenity space shall not be less than the minimum square footage required by the Mixed-Use (MU) zone for the size and scope of the amenity.

5. Construction Standards and Requirements. All construction on the Property at the direction of the Developer shall be conducted and completed in accordance with the City Ordinances, including, but not limited to setback requirements, building height requirements, lot coverage requirements and all off-street parking requirements.

6. Vested Rights and Reserved Legislative Powers.

a. Vested Rights. As of the Effective Date, Developer shall have the vested right to develop and construct the Project in accordance with the uses, maximum permissible densities, intensities, and general configuration of development established in the Concept Plan, as supplemented by the Vesting Ordinance and this Agreement (and all Exhibits), subject to compliance with the City Ordinances in existence on the Effective Date. The Parties intend that the rights granted to Developer under this Agreement are contractual and also those rights that exist under statute, common law and at equity. The Parties specifically intend that this Agreement grants to Developer "vested rights" as that term is construed in Utah's common law and pursuant to Utah Code Ann., §10-9a-509.

i. Examples of Exceptions to Vested Rights. The Parties understand and agree that the Project will be required to comply with future changes to City Laws that do not limit or interfere with the vested rights granted pursuant to the terms of this Agreement. The following are examples for illustrative purposes of a non-exhaustive list of the type of future laws that may be enacted by the City that would be applicable to the Project:

1. Developer Agreement. Future laws that Developer agrees in writing to the application thereof to the Project;

2. Compliance with State and Federal Laws. Future laws which are generally applicable to all properties in the City and which are required to comply with State and Federal laws and regulations affecting the Project;

3. Safety Code Updates. Future laws that are updates or amendments to existing building, plumbing, mechanical, electrical, dangerous buildings, drainage, or similar construction or safety related codes, such as the International Building Code, the APWA Specifications, AAHSTO Standards, the Manual of Uniform Traffic Control Devices or similar standards that are generated by a nationally or statewide recognized construction/safety organization, or by the State or Federal governments and are required to meet legitimate concerns related to public health, safety or welfare; or,

4. Taxes. Taxes, or modifications thereto, so long as such taxes are lawfully imposed and charged uniformly by the City to all properties, applications, persons and entities similarly situated.

5. Fees. Changes to the amounts of fees for the processing of Development Applications that are generally applicable to all development within the City (or a portion of the City as specified in the lawfully adopted fee schedule) and which are adopted pursuant to State law.

6. Impact Fees. Impact Fees or modifications thereto which are lawfully adopted, imposed and collected.

b. Reserved Legislative Powers. The Developer acknowledges that the City is restricted in its authority to limit its police power by contract and that the limitations, reservations and exceptions set forth herein are intended to reserve to the City all of its police power that cannot be so limited. Notwithstanding the retained power of the City to enact such legislation of the police powers, such legislation shall not modify the Developer's vested right as set forth herein unless facts and circumstances are present which meet the exceptions to the vested rights doctrine as set forth in Section 10-9a-509 of the Municipal Land Use, Development, and Management Act, as adopted on the Effective Date, *Western Land Equities, Inc. v. City of Logan*, 617 P.2d 388 (Utah 1980), its progeny, or any other exception to the doctrine of vested rights recognized under state or federal law.

7. Default. An "Event of Default" shall occur under this Agreement if any party fails to perform its obligations hereunder when due and the defaulting party has not performed the delinquent obligations within sixty (60) days following delivery to the delinquent party of written notice of such delinquency. Notwithstanding the foregoing, if the default cannot reasonably be cured within that 60-day period, a party shall not be in default so long as that party commences to cure the default within that 60-day period and diligently continues such cure in good faith until complete.

a. Remedies. Upon the occurrence of an Event of Default, the non-defaulting party shall have the right to exercise all of the following rights and remedies against the defaulting party:

1. All rights and remedies available at law and in equity, including injunctive relief, specific performance, and termination, but not including damages or attorney's fees.

2. The right to withhold all further approvals, licenses, permits or other rights associated with the Project or development activity pertaining to the defaulting party as described in this Agreement until such default has been cured.

3. The right to draw upon any security posted or provided in connection with the Property or Project by the defaulting party.

The rights and remedies set forth herein shall be cumulative.

8. Notices. Any notices, requests and demands required or desired to be given hereunder shall be in writing and shall be served personally upon the party for whom intended, or if mailed, by certified mail, return receipt requested, postage prepaid, to such party at its address shown below:

To the Developer: Premier Realty Investments, LLC
Attn: Steve Turley
1480 South State Street
Provo, Utah 84606

To the City: City of Provo
Attention: City Attorney

351 W Center
Provo, UT 84601
Phone: (801) 852-6140

9. General Term and Conditions.

a. Headings. The headings contained in this Agreement are intended for convenience only and are in no way to be used to construe or limit the text herein.

b. Binding Effect. This Agreement shall inure to the benefit of, and be binding upon, the parties hereto and their respective heirs, representatives, officers, agents, employees, members, successors and assigns (to the extent that assignment is permitted). Without limiting the generality of the foregoing, a "successor" includes a party that succeeds to the rights and interests of the Developer as evidenced by, among other things, such party's submission of land use applications to the City relating to the Property or the Project.

c. Non Liability of City Officials and Employees. No officer, representative, consultant, attorney, agent or employee of the City shall be personally liable to the Developer, or any successor in interest or assignee of the Developer, for any default or breach by the City, or for any amount which may become due to the Developer, or its successors or assignees, or for any obligation arising under the terms of this Agreement. Nothing herein will release any person from personal liability for their own individual acts or omissions.

d. Third Party Rights. Except for the Developer, the City and other parties that may succeed the Developer on title to any portion of the Property, all of whom are express intended beneficiaries of this Agreement, this Agreement shall not create any rights in and/or obligations to any other persons or parties. The Parties acknowledge that this Agreement refers to a private development and that the City has no interest in, responsibility for, or duty to any third parties concerning any improvements to the Property unless the City has accepted the dedication of such improvements.

e. Further Documentation. This Agreement is entered into by the Parties with the recognition and anticipation that subsequent agreements, plans, profiles, engineering and other documentation implementing and carrying out the provisions of this Agreement may be necessary. The Parties agree to negotiate and act in good faith with respect to all such future items.

f. Relationship of Parties. This Agreement does not create any joint venture, partnership, undertaking, business arrangement or fiduciary relationship between the City and the Developer.

g. Agreement to Run With the Land. This Agreement shall be recorded in the Office of the Utah County Recorder against the Property and is intended to and shall be deemed to run with the land, and shall be binding on and shall benefit all successors in the ownership of any portion of the Property.

h. Performance. Each party, person and/or entity governed by this Agreement shall perform its respective obligations under this Agreement in a manner that will not

unreasonably or materially delay, disrupt or inconvenience any other party, person and/or entity governed by this Agreement, the development of any portion of the Property or the issuance of final plats, certificates of occupancy or other approvals associated therewith.

i. Applicable Law. This Agreement is entered into under and pursuant to, and is to be construed and enforceable in accordance with, the laws of the State of Utah.

j. Construction. This Agreement has been reviewed and revised by legal counsel for both the City and the Developer, and no presumption or rule that ambiguities shall be construed against the drafting party shall apply to the interpretation or enforcement of this Agreement.

k. Consents and Approvals. Except as expressly stated in this Agreement, the consent, approval, permit, license or other authorization of any party under this Agreement shall be given in a prompt and timely manner and shall not be unreasonably withheld, conditioned or delayed. Any consent, approval, permit, license or other authorization required hereunder from the City shall be given or withheld by the City in compliance with this Agreement and the City Ordinances.

l. Approval and Authority to Execute. Each of the Parties represents and warrants as of the Effective Date this Agreement, it/he/she has all requisite power and authority to execute and deliver this Agreement, being fully authorized so to do and that this Agreement constitutes a valid and binding agreement.

m. Termination.

i. Notwithstanding anything in this Agreement to the contrary, it is agreed by the parties hereto that in the event the final plat for the Property has not been recorded in the Office of the Utah County Recorder within ten (10) years from the date of this Agreement (the "Term"), or upon the occurrence of an event of default of this Agreement that is not cured, the City shall have the right, but not the obligation, at the sole discretion of the City Council, to terminate this Agreement as to the defaulting party (*i.e.*, the Developer). The Term may be extended by mutual agreement of the Parties.

ii. Upon termination of this Agreement for the reasons set forth herein, following the notice and process required hereby, the obligations of the City and the defaulting party to each other hereunder shall terminate, but none of the licenses, building permits, or certificates of occupancy granted prior to expiration of the Term or termination of this Agreement shall be rescinded or limited in any manner.

10. Assignability. The rights and responsibilities of Developer under this Agreement may be assigned in whole or in part by Developer with the consent of the City as provided herein.

a. Notice. Developer shall give Notice to the City of any proposed assignment and provide such information regarding the proposed assignee that the City may reasonably request in making the evaluation permitted under this Section. Such Notice shall include providing the City with all necessary contact information for the proposed assignee.

b. Partial Assignment. If any proposed assignment is for less than all of Developer's rights and responsibilities, then the assignee shall be responsible for the performance of each of the obligations contained in this Agreement to which the assignee succeeds. Upon any such approved partial assignment, Developer shall be released from any future obligations as to those obligations which are assigned but shall remain responsible for the performance of any obligations that were not assigned.

c. Grounds for Denying Assignment. The City may only withhold its consent if the City is not reasonably satisfied of the assignee's reasonable financial ability to perform the obligations of Developer proposed to be assigned.

d. Assignee Bound by this Agreement. Any assignee shall consent in writing to be bound by the assigned terms and conditions of this Agreement as a condition precedent to the effectiveness of the assignment.

11. Sale or Conveyance. If Developer sells or conveys parcels of land, the lands so sold and conveyed shall bear the same rights, privileges, intended uses, configurations, and density as applicable to such parcel and be subject to the same limitations and rights of the City as when owned by Developer and as set forth in this Agreement without any required approval, review, or consent by the City except as otherwise provided herein.

12. No Waiver. Any party's failure to enforce any provision of this Agreement shall not constitute a waiver of the right to enforce such provision. The provisions may be waived only in writing by the party intended to be benefited by the provisions, and a waiver by a party of a breach hereunder by the other party shall not be construed as a waiver of any succeeding breach of the same or other provisions.

13. Severability. If any portion of this Agreement is held to be unenforceable for any reason, the remaining provisions shall continue in full force and effect.

14. Force Majeure. Any prevention, delay or stoppage of the performance of any obligation under this Agreement which is due to strikes, labor disputes, inability to obtain labor, materials, equipment or reasonable substitutes therefore; acts of nature; governmental restrictions, regulations or controls; judicial orders; enemy or hostile government actions; wars, civil commotions; fires or other casualties or other causes beyond the reasonable control of the party obligated to perform hereunder shall excuse performance of the obligation by that party for a period equal to the duration of that prevention, delay or stoppage.

15. Amendment. This Agreement may be amended only in writing signed by the Parties hereto.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement by and through their respective, duly authorized representatives as of the day and year first hereinabove written.

CITY:

CITY OF PROVO

ATTEST:

By: _____
City Recorder

By:_____
Mayor Michelle Kaufusi

DEVELOPER:

Premier Realty Investments, LLC, a Utah limited liability company

By: _____
Name: _____
Title: _____

STATE OF UTAH)
:ss
COUNTY OF UTAH)

On the ____ day of _____, 2023, personally appeared before me _____, who being by me duly sworn, did say that he is the _____ of _____, a Utah limited liability company, and that the within and foregoing instrument was signed on behalf of said limited liability company with proper authority and duly acknowledged to me that he executed the same.

_____
Notary Public
Residing at:

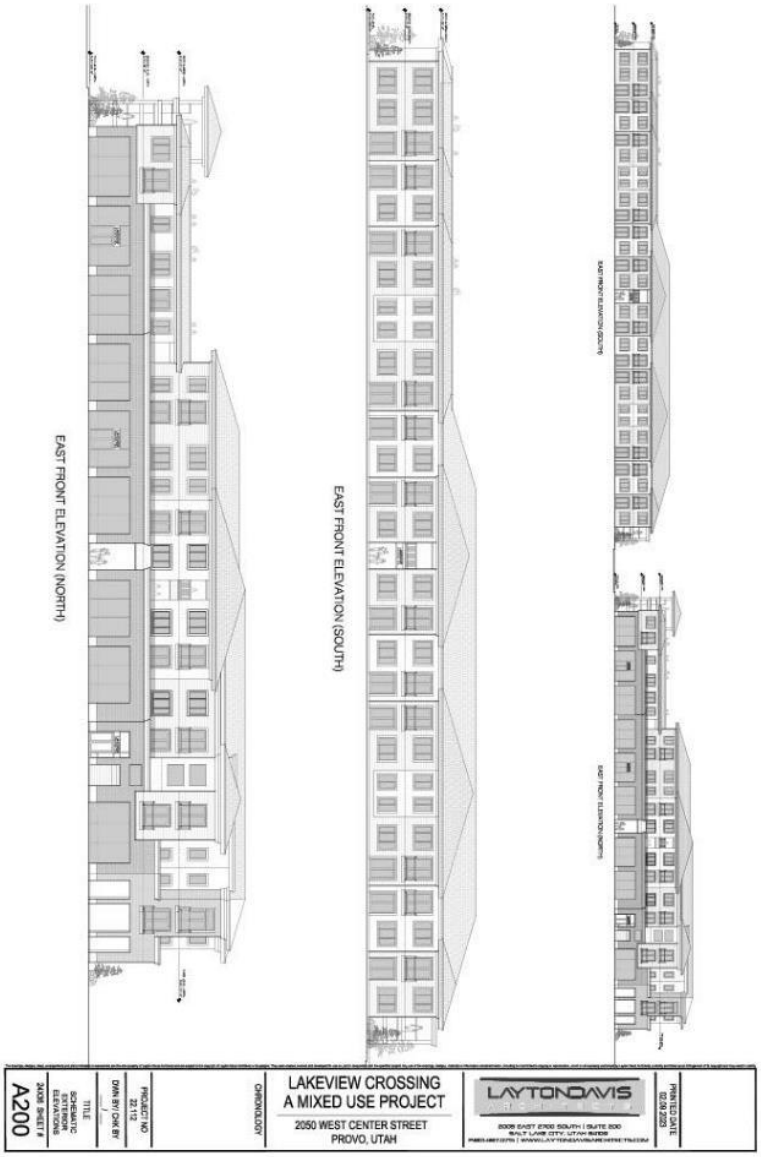
Exhibit A

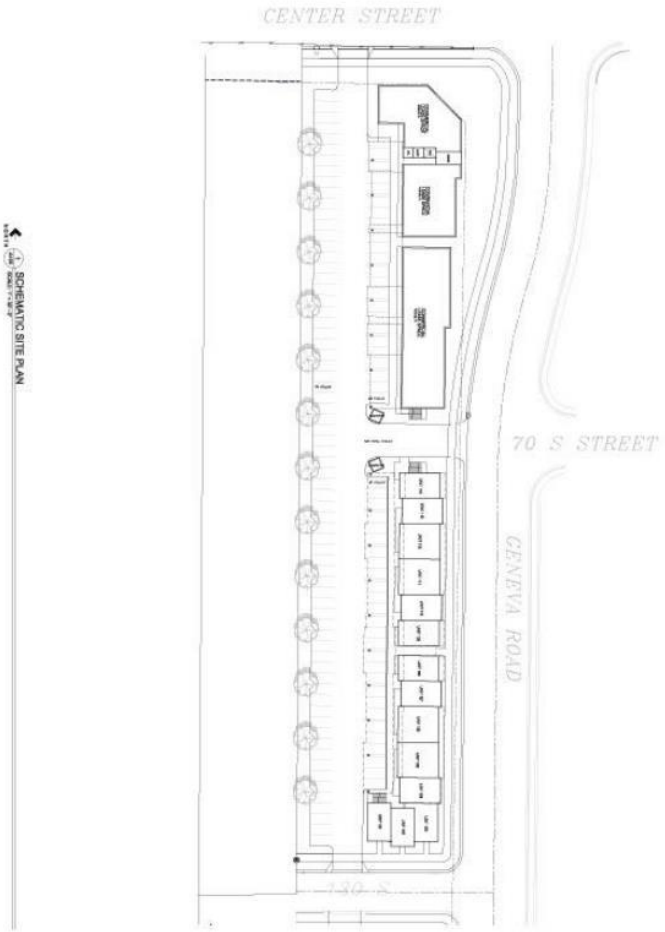
Legal Description of the Property

COM N 167.65 FT & W 184.62 FT FR NE COR. OF SEC 10, T7S, R2E, SLB&M;
THENCE N 89°00'00" W 122.37 FT;
THENCE N 00°24'08 E 660.04 FT;
THENCE S 89°00'00" E 129.26 FT;
THENCE s 01°00'00" W 660.00 FT TO BEG

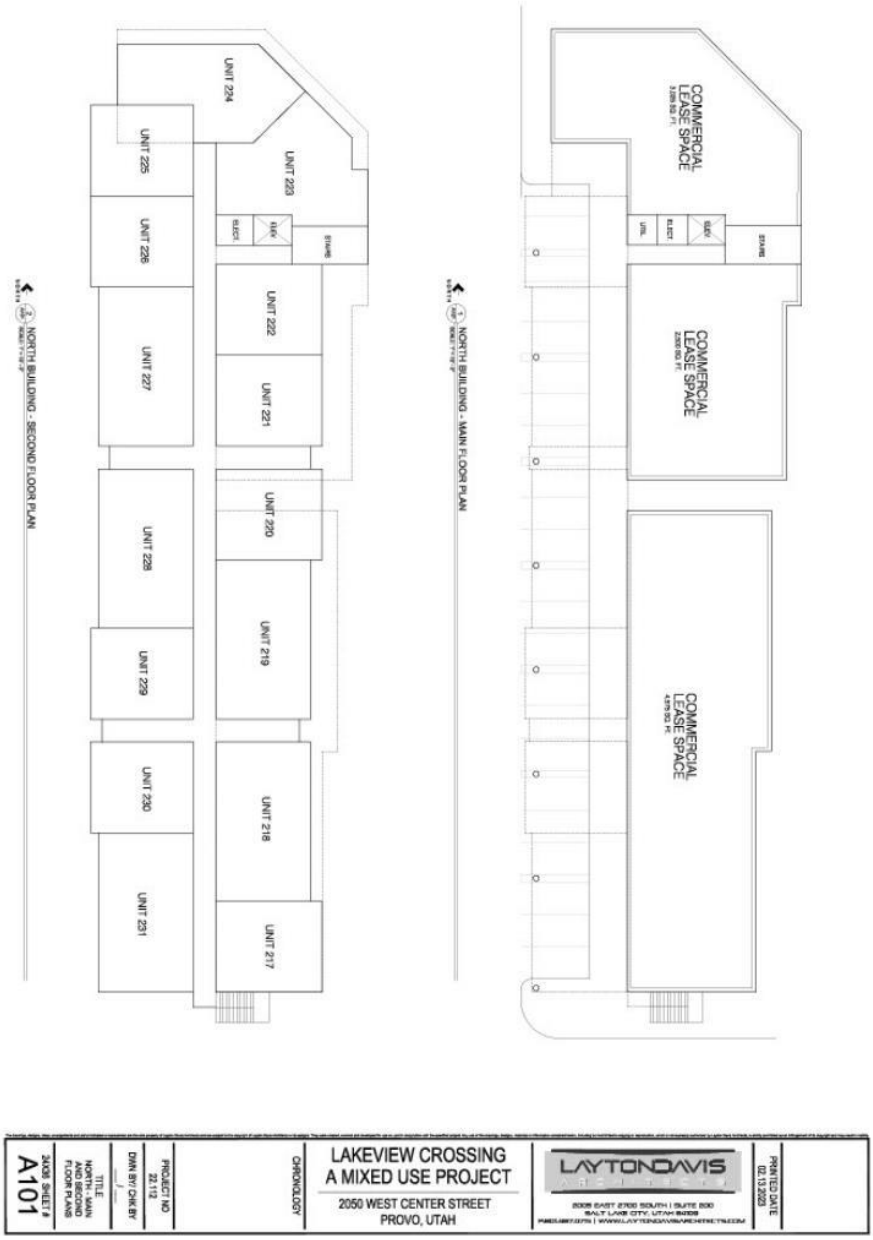
Exhibit B

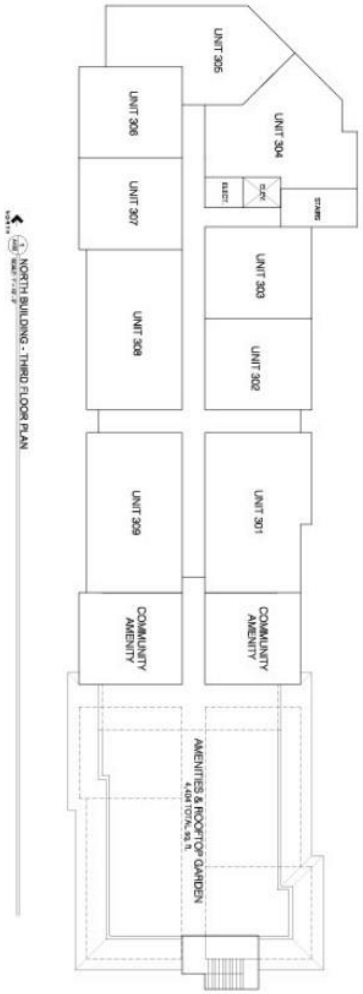
Concept Plan





A100 SHEET #	TITLE: SCHEMATIC SITE PLAN	PROJECT NO: 22.113 / DWN BY / CHK BY: /	CHRONOLOGY	LAKEVIEW CROSSING A MIXED USE PROJECT 2050 WEST CENTER STREET PROVO, UTAH LAYTONDAVIS ARCHITECTURE 5006 EAST 2700 SOUTH | SUITE 300 SALT LAKE CITY, UTAH 84109	PRINTED DATE: 02.13.2023


NORTH BUILDING - SECOND FLOOR PLAN
UNIT 224
UNIT 225
UNIT 226
UNIT 227
UNIT 228
UNIT 229
UNIT 230
UNIT 231
UNIT 223
UNIT 222
UNIT 221
UNIT 220
UNIT 219
UNIT 218
UNIT 217
NORTH BUILDING - MAIN FLOOR PLAN
COMMERCIAL LEASE SPACE
COMMERCIAL LEASE SPACE
COMMERCIAL LEASE SPACE
LAKEVIEW CROSSING
A MIXED USE PROJECT
2050 WEST CENTER STREET
PROVO, UTAH
LAYTONDAVIS
PROJECT NO
22.112
DWN BY/ CHK BY
TITLE
NORTH - MAIN AND SECOND FLOOR PLANS
SHEET #
A101
CHRONOLOGY
PRINTED DATE
02.13.2023



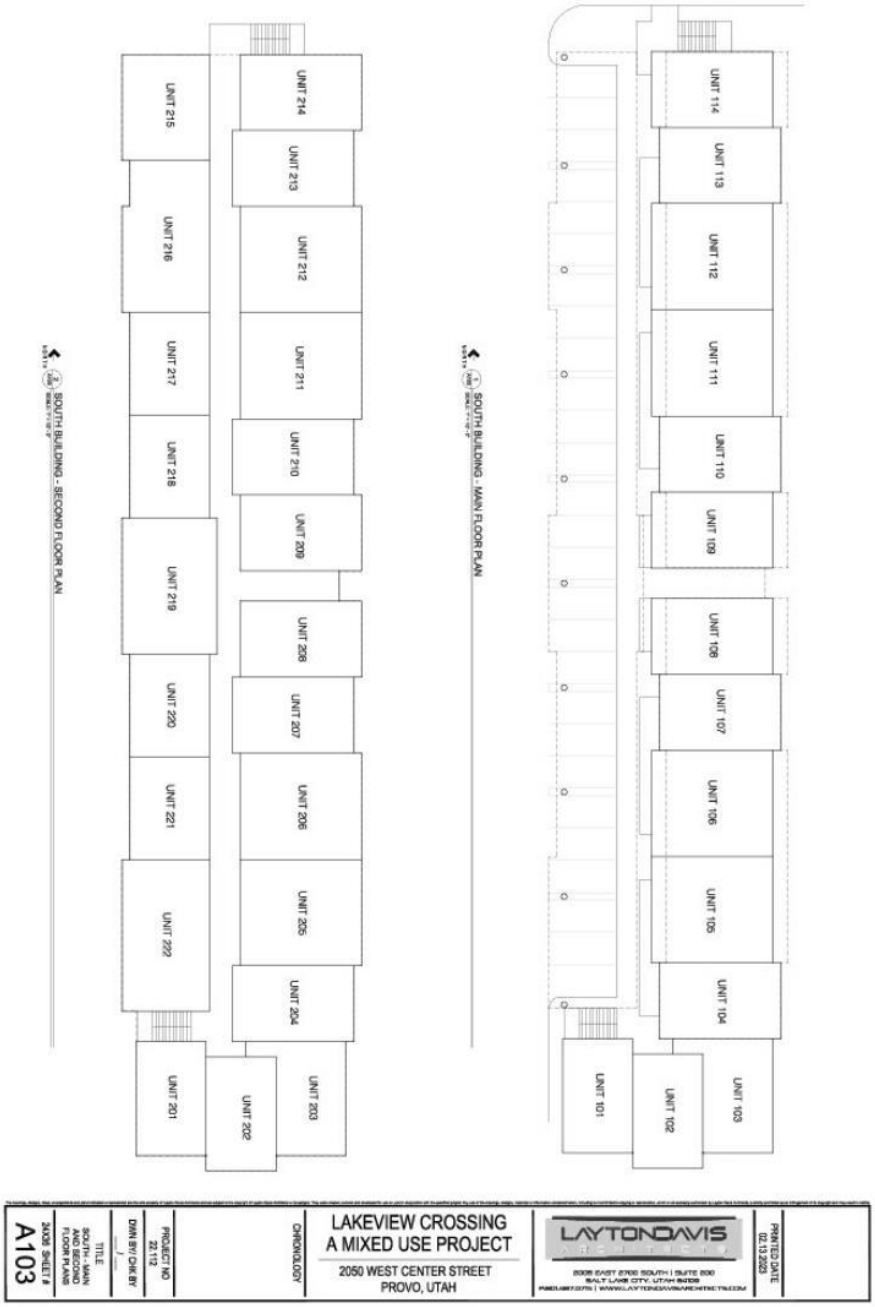
LAKEVIEW CROSSING
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2050 WEST CENTER STREET
PROVO, UTAH

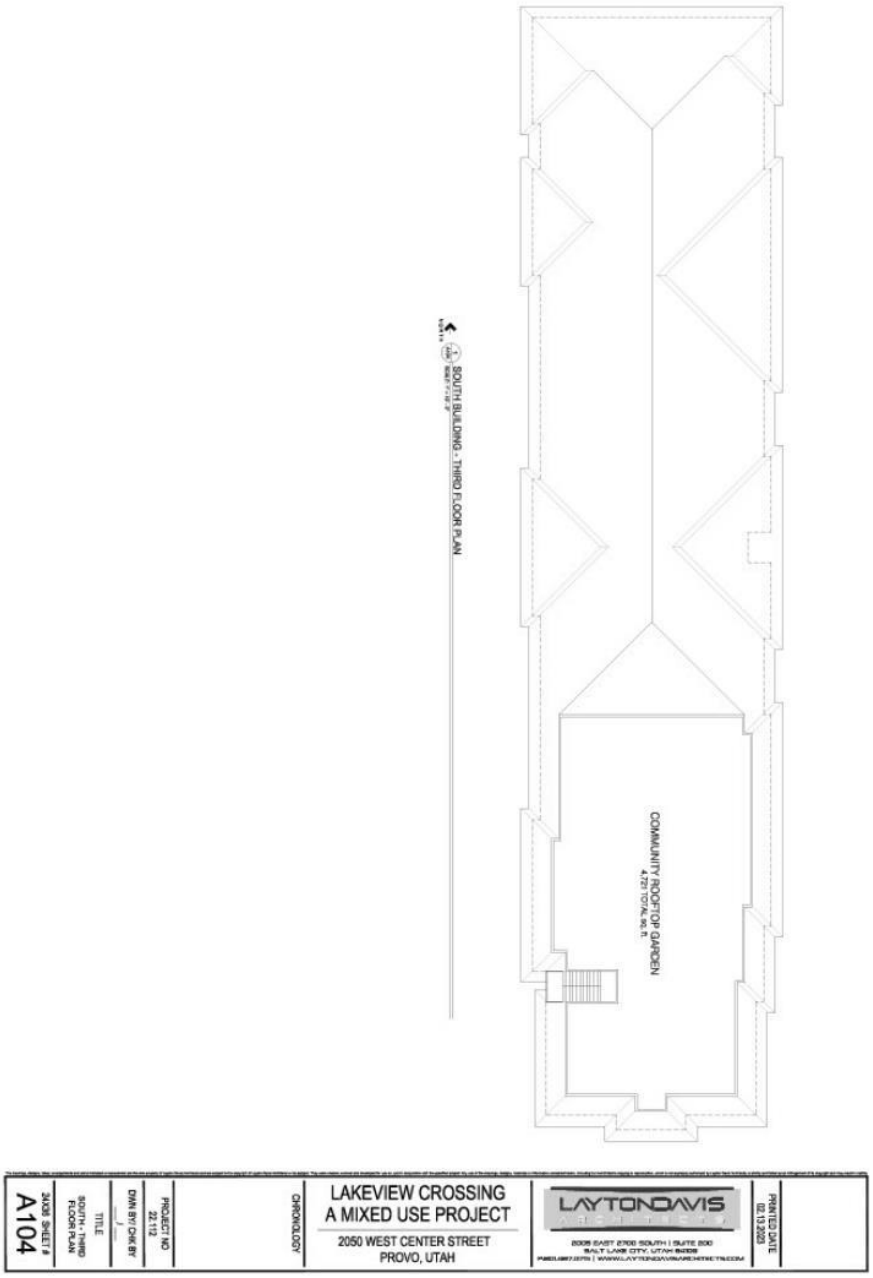
LAYTONDAVIS ARCHITECTURE
8305 EAST 2700 SOUTH | SUITE 200
SALT LAKE CITY, UTAH 84109

PROJECT NO: 22.13
DWN BY/ CHK BY: ___/___
TITLE: NORTH - THIRD FLOOR PLAN
SHEET #: A102

CHRONOLOGY

PRINTED DATE: 02.13.2023


SOUTH BUILDING - SECOND FLOOR PLAN
UNIT 214
UNIT 213
UNIT 212
UNIT 211
UNIT 210
UNIT 209
UNIT 208
UNIT 207
UNIT 206
UNIT 205
UNIT 204
UNIT 203
UNIT 202
UNIT 201
UNIT 215
UNIT 216
UNIT 217
UNIT 218
UNIT 219
UNIT 220
UNIT 221
UNIT 222
SOUTH BUILDING - MAIN FLOOR PLAN
UNIT 114
UNIT 113
UNIT 112
UNIT 111
UNIT 110
UNIT 109
UNIT 108
UNIT 107
UNIT 106
UNIT 105
UNIT 104
UNIT 103
UNIT 102
UNIT 101
LAKEVIEW CROSSING
A MIXED USE PROJECT
2050 WEST CENTER STREET
PROVO, UTAH
LAYTONDAVIS
PRINTED DATE
02.13.2023
PROJECT NO
22.112
DWN BY/ CHK BY
TITLE
SOUTH - MAIN AND SECOND FLOOR PLANS
24X36 SHEET #
A103


SOUTH BUILDING - THIRD FLOOR PLAN
COMMUNITY ROOFTOP GARDEN
LAKEVIEW CROSSING
A MIXED USE PROJECT
2050 WEST CENTER STREET
PROVO, UTAH
LAYTONDAVIS
A104

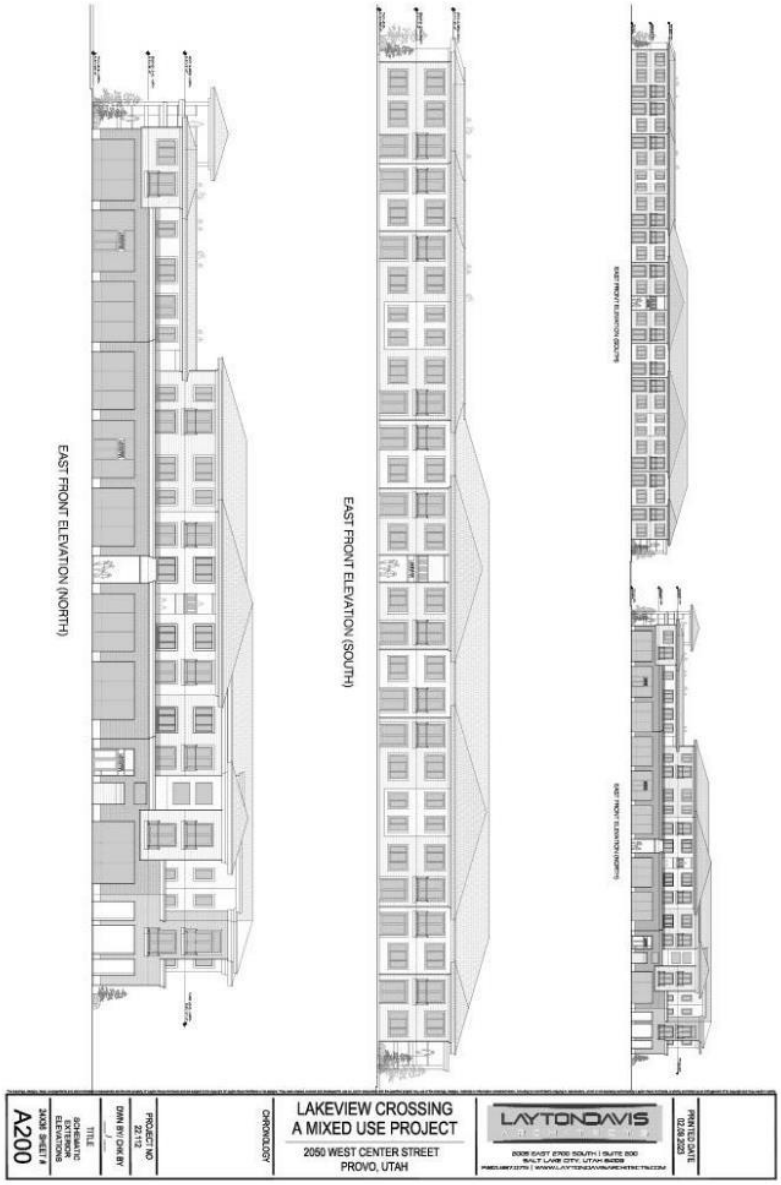
2. HAVE THE NUMBER OF UNITS SOLIDIFIED

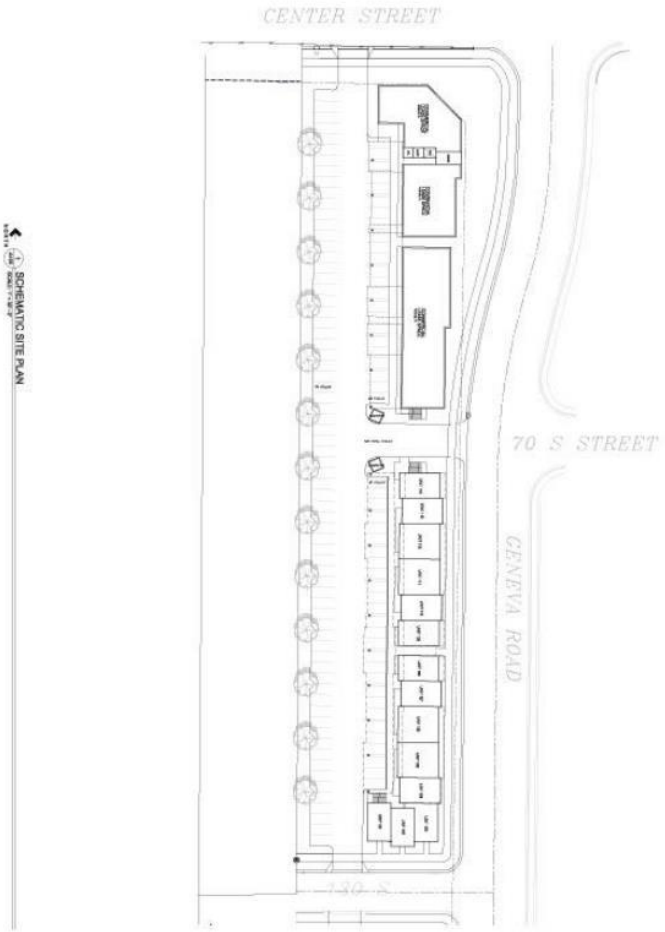
APPLICANT RESPONSE:

	UNIT COUNT
Studio	20
1-Bedroom	20
2-Bedroom	18
3-Bedroom	2
TOTAL	**60**

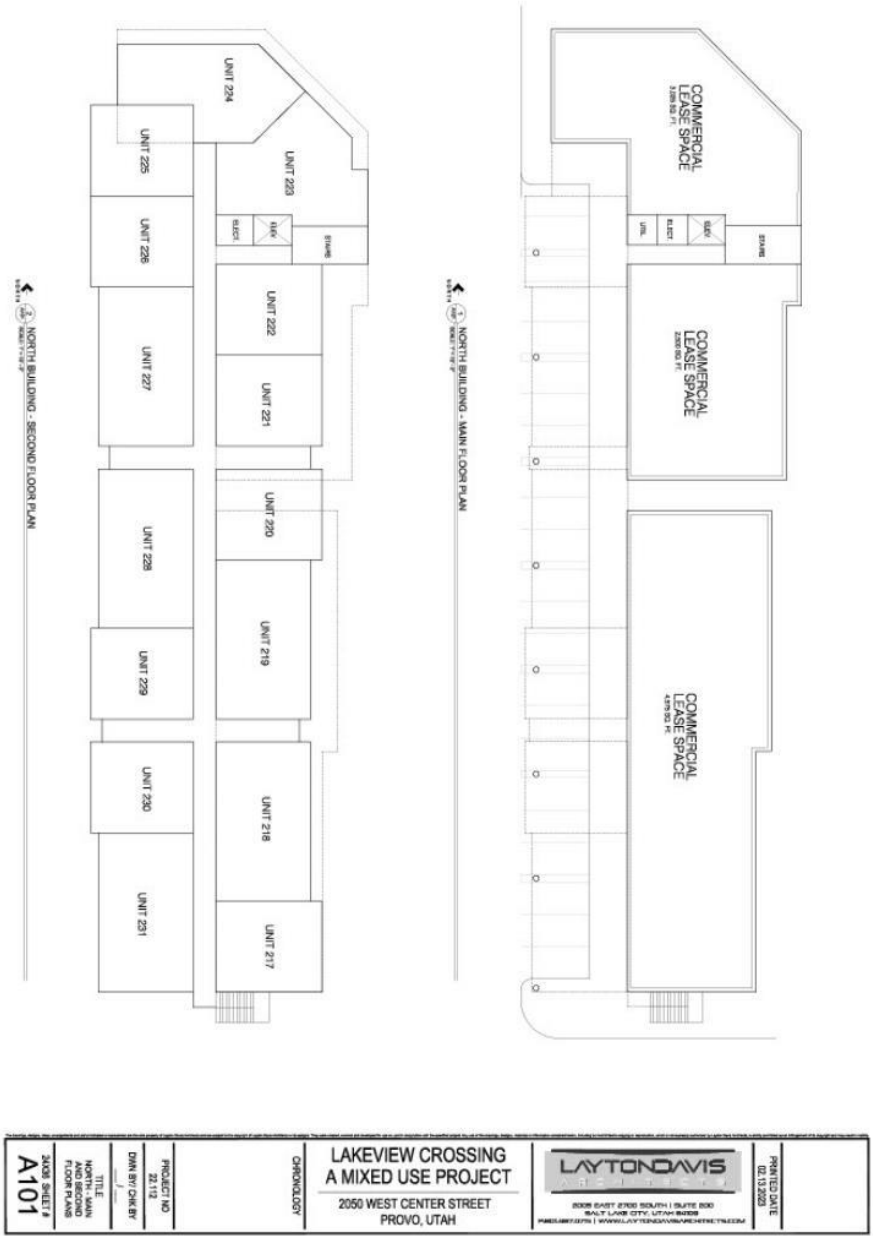
See concept plan attached.

CONCEPT PLAN SHOWING UNITS:





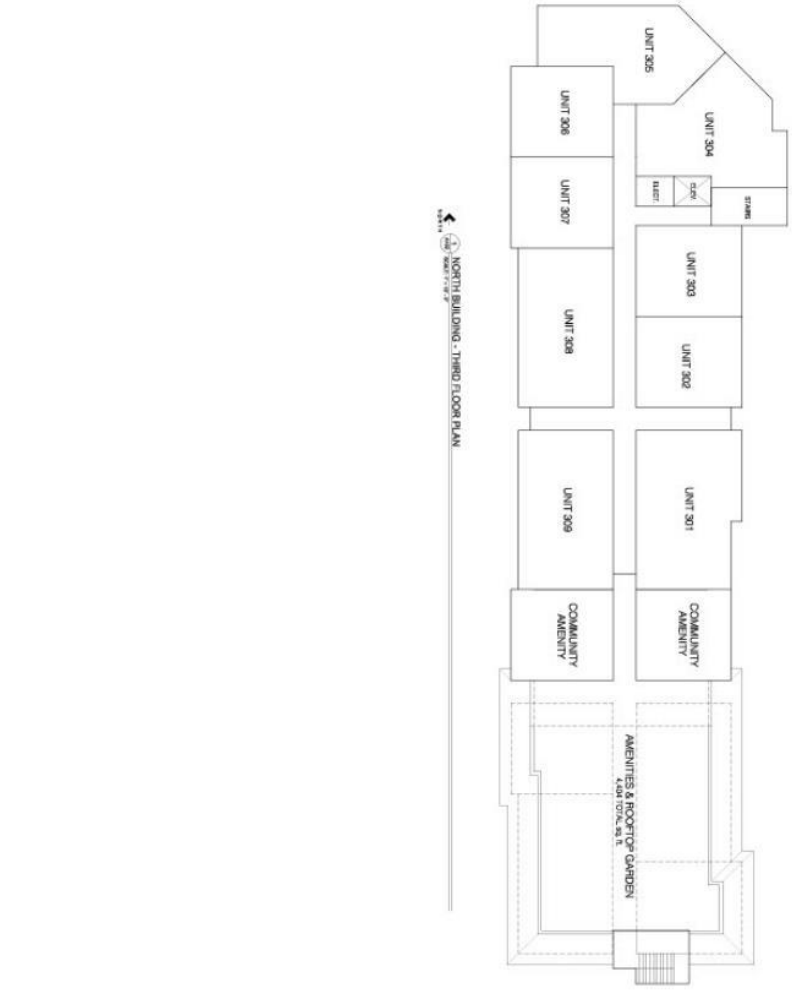
A100 SHEET #	PROJECT NO 22.13	CHRONOLOGY	LAKEVIEW CROSSING A MIXED USE PROJECT 2050 WEST CENTER STREET PROVO, UTAH	LAYTONDAVIS 8305 EAST 2700 SOUTH | SUITE 300 SALT LAKE CITY, UTAH 84109	PRINTED DATE 02.13.2023
TITLE SCHEMATIC SITE PLAN	DWN BY / CHK BY				



LAKEVIEW CROSSING
A MIXED USE PROJECT
2050 WEST CENTER STREET
PROVO, UTAH

LAYTONDAVIS

PROJECT NO 22.112
DWN BY/ CHK BY
TITLE NORTH - MAIN AND SECOND FLOOR PLANS
24X36 SHEET # A101
CHRONOLOGY
PRINTED DATE 02.13.2023



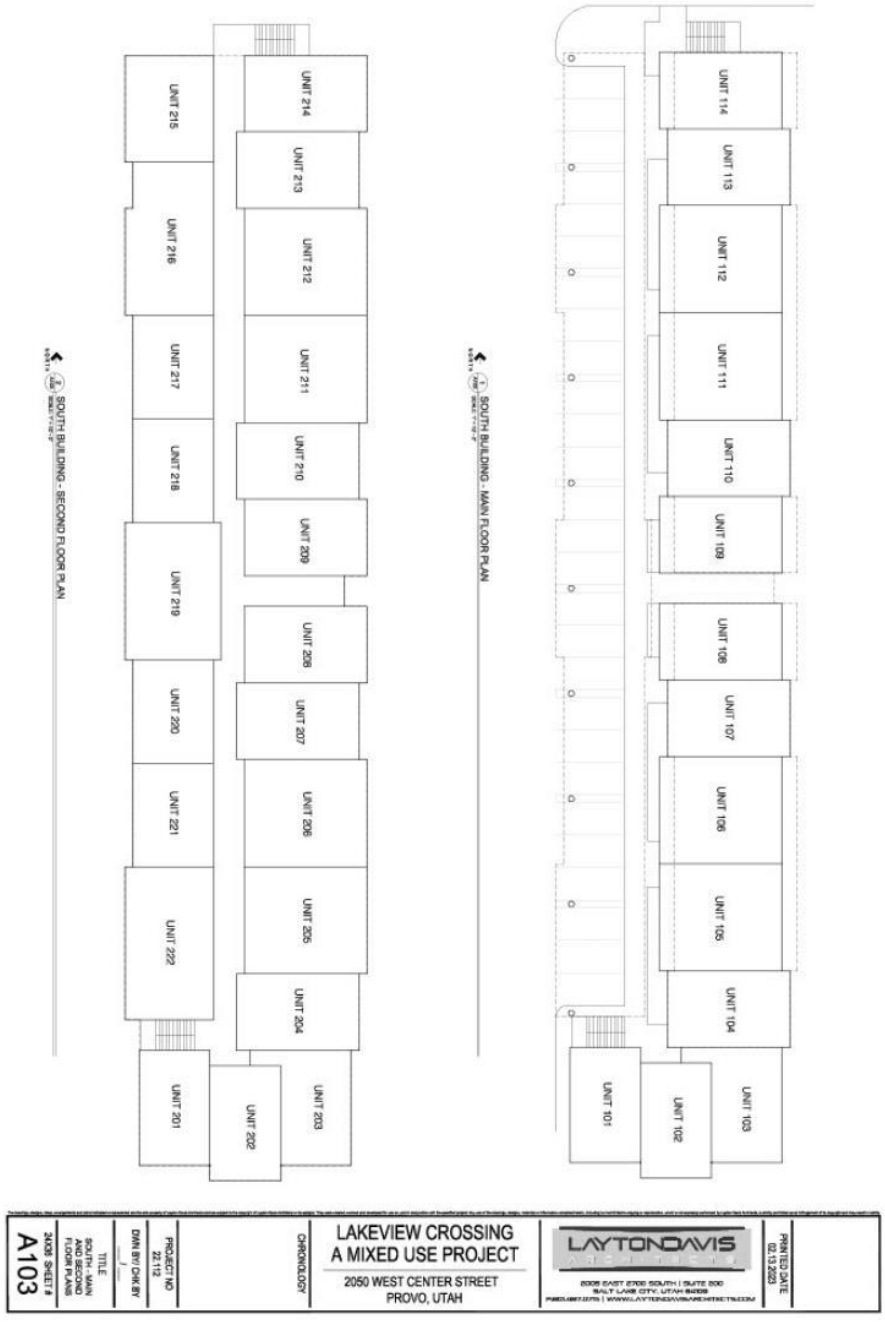
LAKEVIEW CROSSING
A MIXED USE PROJECT
2050 WEST CENTER STREET
PROVO, UTAH

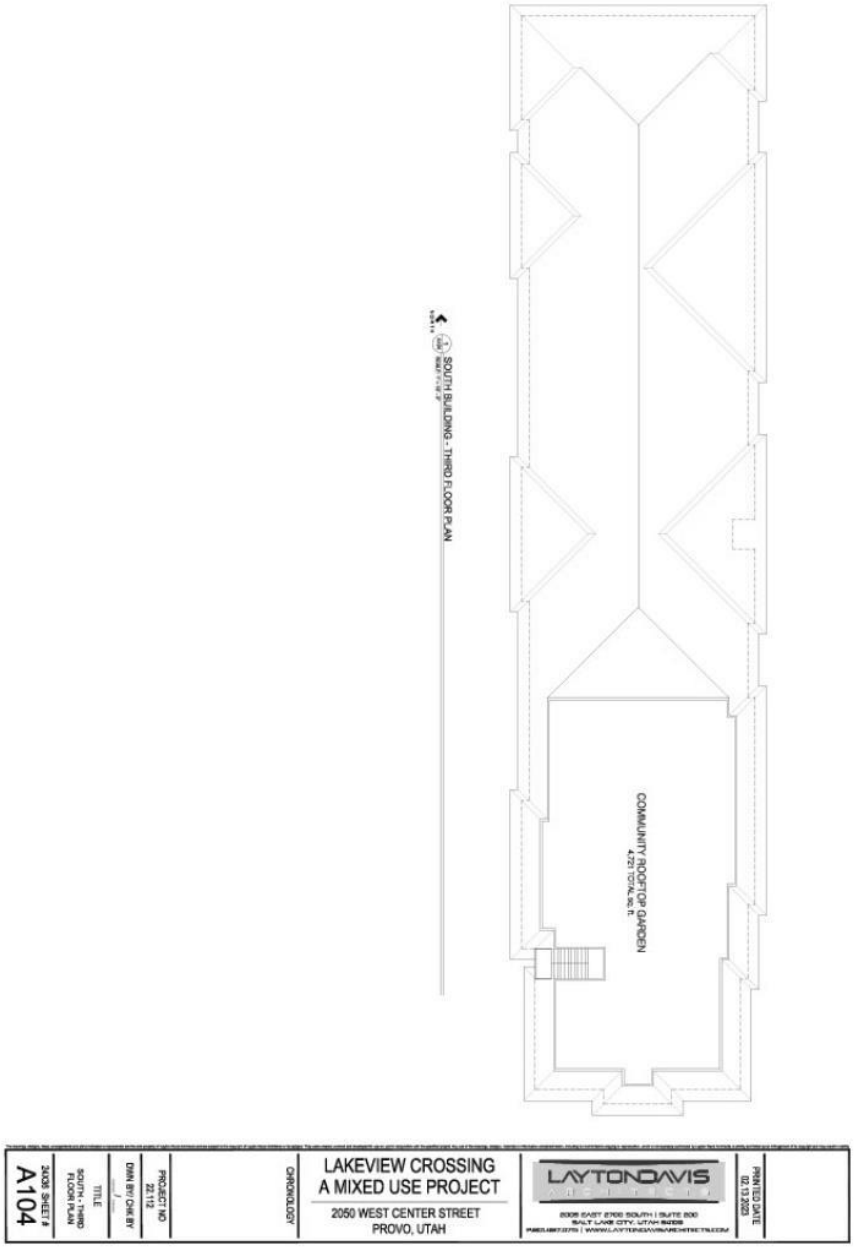
LAYTONDAVIS ARCHITECTS
8308 EAST 6700 SOUTH | SUITE 200
SALT LAKE CITY, UTAH 84609
PHONE (801) 255-1 | WWW.LAYTONDAVISARCHITECTS.COM

CHRONOLOGY

PROJECT NO 22.112
DWN BY/ CHK BY
TITLE NORTH - THIRD FLOOR PLAN
24X36 SHEET # A102

PRINTED DATE 02.13.2023


SOUTH BUILDING - SECOND FLOOR PLAN
UNIT 214
UNIT 213
UNIT 212
UNIT 211
UNIT 210
UNIT 209
UNIT 208
UNIT 207
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UNIT 205
UNIT 204
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UNIT 202
UNIT 201
UNIT 215
UNIT 216
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UNIT 221
UNIT 222
SOUTH BUILDING - MAIN FLOOR PLAN
UNIT 114
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UNIT 107
UNIT 106
UNIT 105
UNIT 104
UNIT 103
UNIT 102
UNIT 101
LAKEVIEW CROSSING
A MIXED USE PROJECT
2050 WEST CENTER STREET
PROVO, UTAH
LAYTONDAVIS
PROJECT NO
22.112
DWN BY/ CHK BY
TITLE
SOUTH - MAIN AND SECOND FLOOR PLANS
24X36 SHEET #
A103
CHRONOLOGY
PRINTED DATE
02.13.2023


SOUTH BUILDING - THIRD FLOOR PLAN
COMMUNITY ROOFTOP GARDEN
4721 TOTAL sq. ft.
LAKEVIEW CROSSING
A MIXED USE PROJECT
2050 WEST CENTER STREET
PROVO, UTAH
LAYTONDAVIS
PROJECT NO
22.112
DWN BY CHK BY
TITLE
SOUTH - THIRD FLOOR PLAN
SHEET #
A104
PRINTED DATE
02.13.2023
CHRONOLOGY

3. REDISTRIBUTE THE NUMBER OF UNITS (OR DECREASE THE NUMBER) IN THE PROPOSAL TO TRANSITION TO THE SOUTH.

APPLICANT RESPONSE:

North Building: 55% of total project square footage

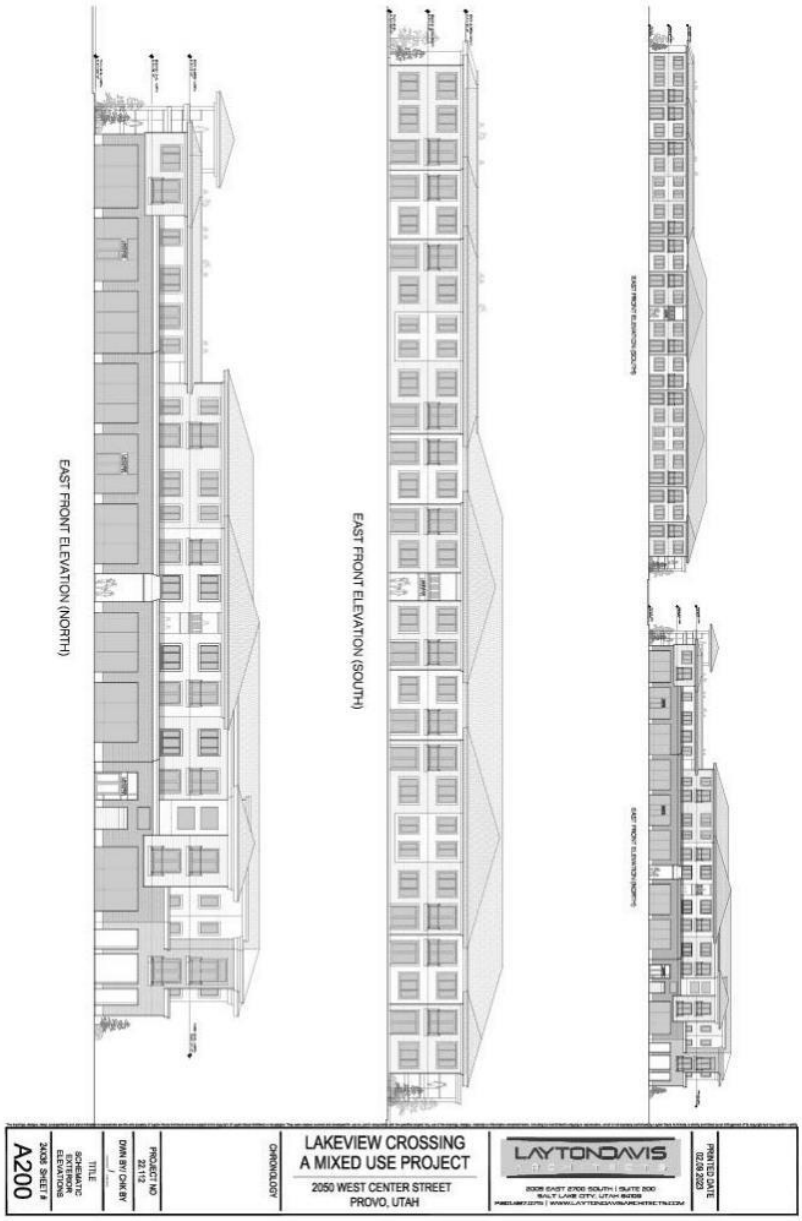
Height:	3 stories
	40' to eave
	47' to ridge
Use:	commercial & residential
Transition:	3 story building to 2 story building

South Building: 45% to total project square footage

Height:	2 stories
	26' to eave
	32' to ridge
Use:	residential only
Transition:	2 story townhome-style units on south elevation facing 130 South Street

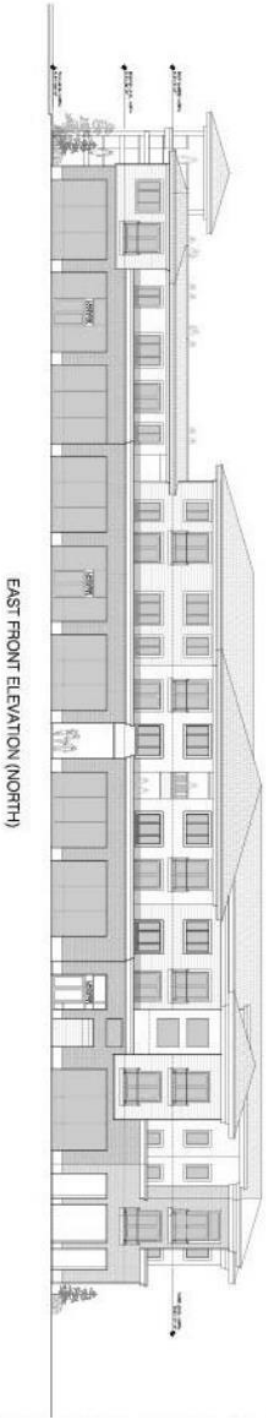
See revised architectural elevations attached.

REVISED ARCHITECTUTRAL RENDERINGS

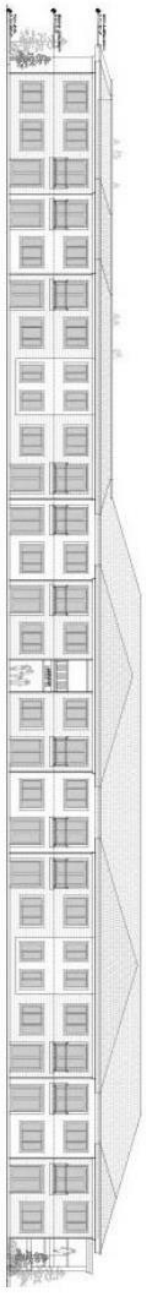




30



EAST FRONT ELEVATION (NORTH)



EAST FRONT ELEVATION (SOUTH)

32

4. PROVIDE A PLAN WITH NO PARKING REDUCTION REQUEST

APPLICANT RESPONSE

Parking requirements as per 14.14D.110, land uses within the Mixed-Use (MU) Zone "*need only provide seventy-five (75%) of the required off-street parking*" (see also 14.37.050 & 14.37.100).

The Staff supports this MU Zone parking allowance for this location as follows: "*Staff would not be supportive of a parking reduction for this location beyond the 25% reduction allowed in the zone*" (Staff Report – January 11, 2023).

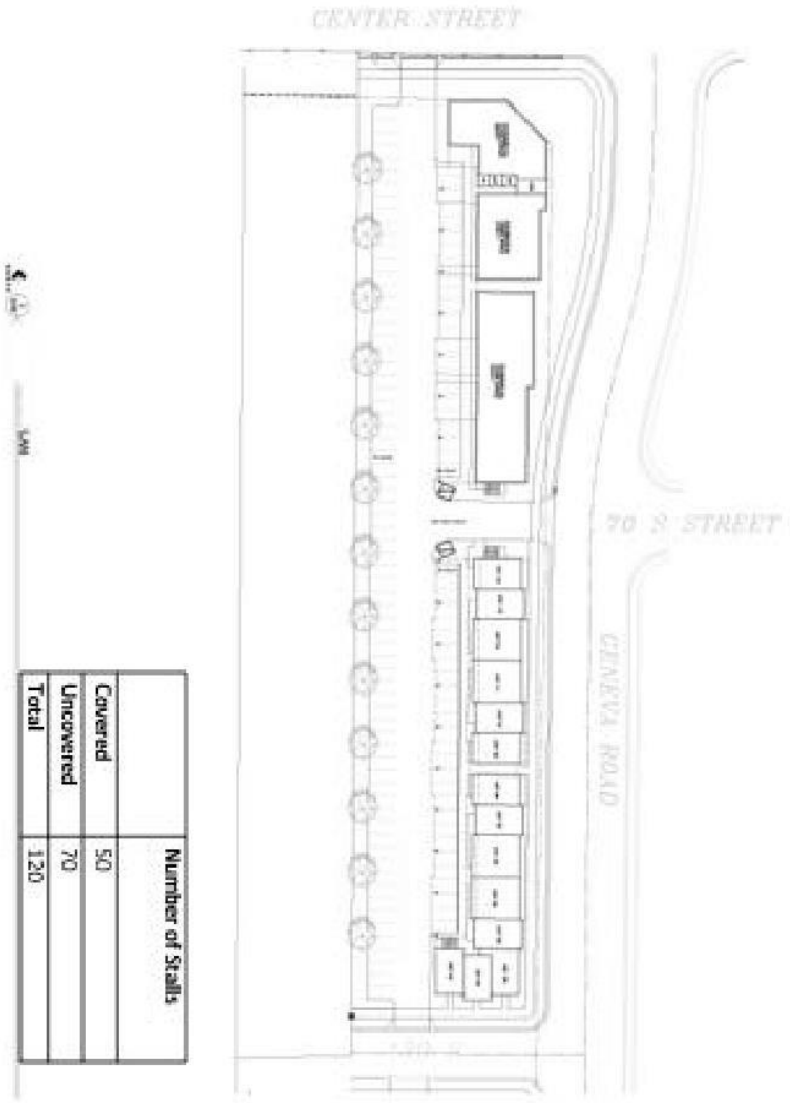
	UNITS	TYPE	STALLS/UNIT	STALLS	REQUIRED	REQUIRED STALLS
Studio	20	DU	1.5	30.0		
1-Bedroom	20	DU	1.5	30.0		
2-Bedroom	18	DU	2.25	40.5		
3-Bedroom	2	DU	2.25	4.5		
Retail	10.1	KSF	5	50.5		
TOTAL REQUIRED				**155.5**	75%	**117**

TOTAL PROVIDED	**120**

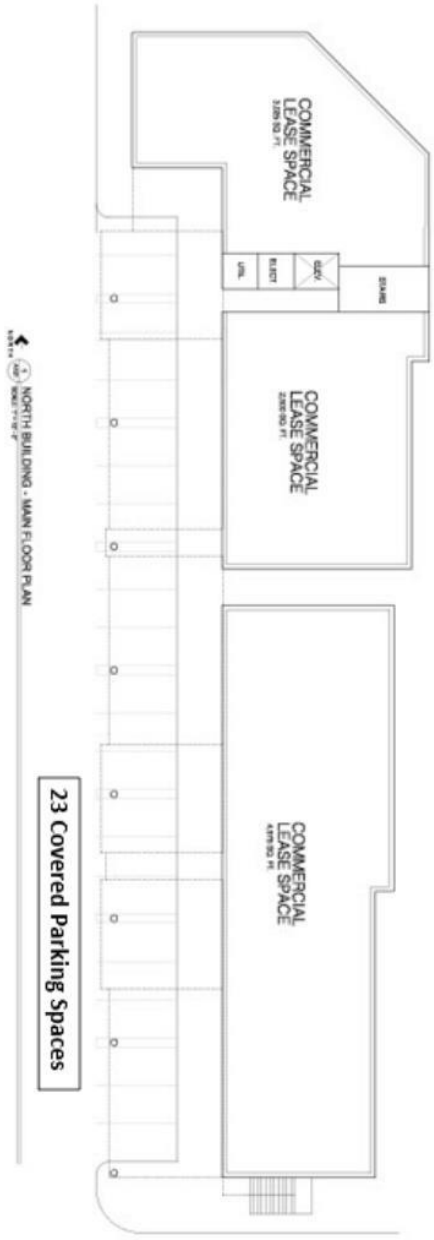
- **No shared use parking reduction request**
- 50 covered parking stalls / 70 uncovered parking stalls
- 25% more parking stalls than parking demand study (Hales Engineering – Report UT22-2389)
- Electric Vehicle (EV) charging - 50 stalls (public charging & private charging)
- Bike lockers & bike repair station
- Public Transit (UTA Route 833)
    - 7 minutes to Provo Airport
    - 10 minutes to Provo Center Station (UVX bus rapid transit line & UTA FrontRunner commuter rail)

See concept site plan and parking detail attached.

CONCEPT SITE PLAN:



Number of Stalls	
Covered	50
Uncovered	70
Total	120


COMMERCIAL LEASE SPACE
COMMERCIAL LEASE SPACE
COMMERCIAL LEASE SPACE
23 Covered Parking Spaces
NORTH BUILDING - MAIN FLOOR PLAN


UNIT 114
UNIT 113
UNIT 112
UNIT 111
UNIT 110
UNIT 109
UNIT 108
UNIT 107
UNIT 106
UNIT 105
UNIT 104
UNIT 101
UNIT 102
UNIT 103
SOUTH BUILDING - MAIN FLOOR PLAN
27 Covered Parking Spaces

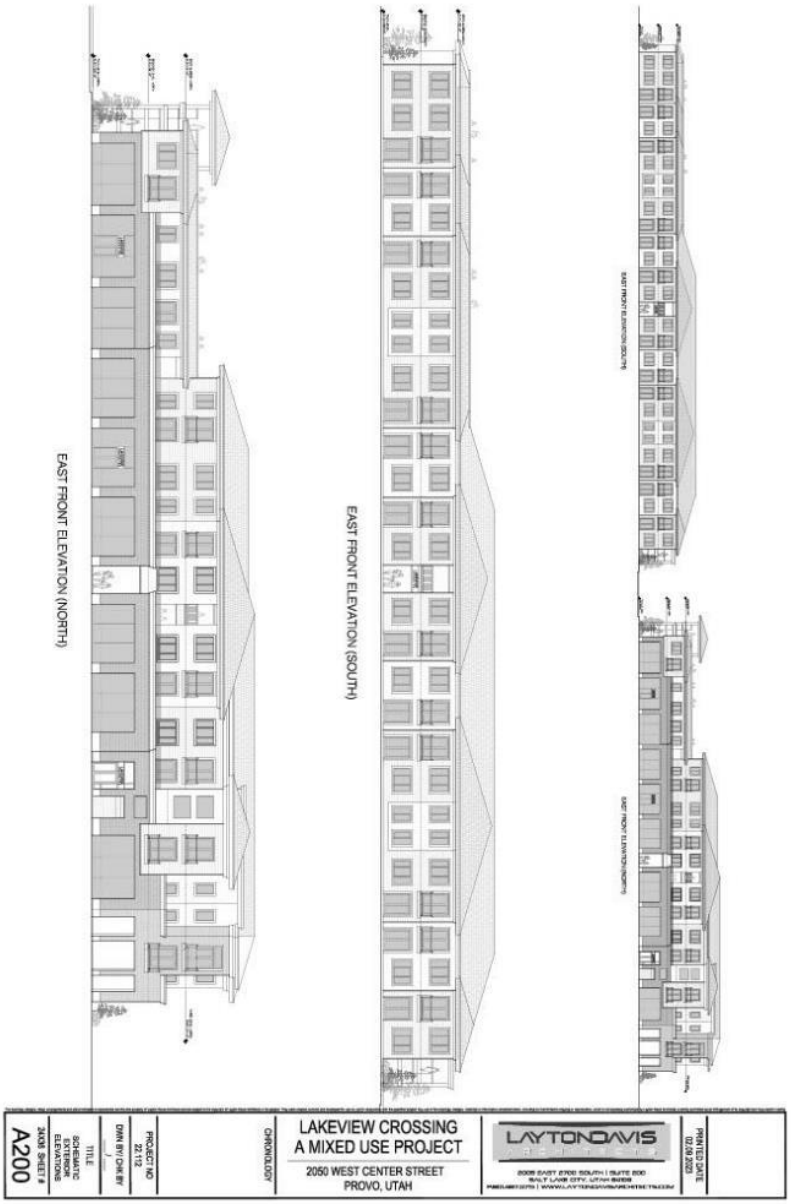
5. PUT THE HIGHEST USE AND MOST INTENSITY ON THE NORTH CORNER

APPLICANT RESPONSE:

North Building: 55% of total project square footage
Height: 3 stories
40' to eave
47' to ridge
Mixed-Use:
Commercial - 10,100 sqft
Residential - 20,040 sqft

See revised architectural elevation attached.

REVISED ARCHITECTUTRAL RENDERINGS



6. VERIFICATION FROM PROVO CITY ENGINEERING ON PREFERRED ACCESS POINTS

APPLICANT RESPONSE

In meeting with David Day on January 19, 2023, David reviewed the proposed site plan (attached) and verified the following:

- The proposed driveway accessing 130 South Street is at an acceptable location.
- The proposed driveway accessing Geneva Road (2050 West) is at an acceptable location (where it is aligned with the opposing 70 South Street to the east).
- The proposed driveway accessing Center Street is at an acceptable location. Center Street is an Arterial Street, and all improvements need to be constructed according to Provo City Standard Detail P-900 on the north (Center Street) frontage of the project.

See email confirmation attached.

ATTACHED EMAIL FROM DAVID DAY

From: David Day <DDay@provo.utah.gov>
Sent: Tuesday, January 24, 2023 11:54 AM
To: Steve Turley <StevenTurley001@msn.com>
Subject: RE: Lakeview Crossing discussion 1/19/2022

Yes

From: Steve Turley <StevenTurley001@msn.com>
Sent: Monday, January 23, 2023 6:29 PM
To: David Day <DDay@provo.utah.gov>
Subject: Lakeview Crossing discussion 1/19/2022

CAUTION: This email originated from outside of Provo's email system. Do not click links or open attachments unless you recognize the sender and know the content is safe.

David,

Thanks for talking me through the accesses on the proposed project at Center Street and Geneva Road last week.

I'm drafting a response to the staff report. Can I include the following?

6. VERIFICATION FROM PROVO CITY ENGINEERING ON PREFERRED ACCESS POINTS
APPLICANT RESPONSE:
In meeting with David Day on January 19, 2023, David reviewed the proposed site plan (attached) and verified the following:

- The proposed driveway accessing 130 South Street is at an acceptable location.
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- The proposed driveway accessing Center Street is at an acceptable location. Center Street is an Arterial Street and all improvements need to be constructed according to Provo City Standard Detail P-900 on the north (Center Street) frontage of the project.

SUPPLEMENTAL INFORMATION

A. STATEMENT REGARDING LAKEVIEW CROSSING COMPLIANCE WITH GENERAL PLAN

STATEMENT REGARDING COMPLIANCE WITH GENERAL PLAN

Lakeview Crossing @ Center Street & Geneva Road (2050 West), Provo
re-zone and concept plan

Staff maintains that the General Plan only supports changing the existing *R1-8 One-Family Residential Zone* designation to the *Mixed-Use Zone* on the northern-most one acre area (on the corner of Center Street and Geneva Road) of the project, and that any area further south must remain zoned as *R1.8 One-Family Residential*. Support for this determination is based on the strict interpretation of the boundary of land use bubbles on the General Plan's *Southwest Area Future Land Use Map*.

The General Plan's adopted Southwest Neighborhood Plan states the following regarding the Southwest area Future Land Use map:

> *"The boundaries of the illustrated land uses should be viewed as flexible and not hard boundaries in order to allow creativity in the layout and development of a site."*
> Provo City Council Meeting, November 15, 2022 - p. 14

Please further consider the following comment by Bill Peperone, Director of Development Services, when he presented the *Southwest Area Future Land Use Map* to the City Council on November 13, 2018, (when the area plan was approved and adopted):

> *"There's a certain amount of ebb and flow that we expect to go with this. So as development applications come in, it's expected that there's going to be some give and take on the boundaries of all of those areas."*
> Provo City Council Meeting, November 13, 2018 - Bill Peperone (31:48)

Clearly, the land use bubble boundaries in the *Southwest Area Future Land Use Map* are intended to be flexible and are not hard delineations. As stated, these bubble boundaries "should be viewed as flexible and not hard boundaries" and that these boundaries "ebb and flow" and there is "give and take" according to the interpretation and discretion of the Planning Commission and City Council. Regarding projects that may not fit entirely within the land use bubbles, Provo City Councilor David Harding stated the following:

> *"These very specifically were drawn as kind of bubbles. What we are trying to communicate with the community is this is what you can expect. We'd like to communicate to developers this is what we are looking for. Now if you come in with something that doesn't quite fit, but it's aligned with the vision of what we are trying to achieve, great bring it in."*
> Provo City Council Meeting, November 13, 2018 - City Councilor David Harding (1:18:33)

The northern-most one acre of the proposed rezone area lies in the *Village Center / Commercial Mixed-Use* land use bubble. The southern one acre of the proposed rezone area lies in an area that is not included in any land use bubble. In fact, there is approximately 600 feet between the *Village Center / Commercial Mixed-Use* land use bubble to the north and the *Residential* land use bubble to the south. The Staff's position that there is a hard boundary of the north *Village Center / Commercial Mixed-Use* land use bubble but not a hard boundary to the south *Residential* land use bubble is untenable and arbitrary. Such a position would render the 600 feet between land use bubbles as not designated for any land use. Clearly this is not logical.

While the proposed rezone area does not entirely fit within the *Village Center / Commercial Mixed-Use* bubble, the proposed rezone meets the vision that the area is intended to be a mix of well-designed commercial and residential uses. Staff specified that the new *Mixed-Use Zone* should be used for the *Village Center / Commercial Mixed-Use* area and the proposed project concept meets the requirements of this zone.

When the proposed rezone was originally presented to the Planning Commission on March 9, 2022, commissioners provided the following direction:

> *"What you are proposing for the two [acres] on the north doesn't bother me at all. It seems like that is a perfect location for that kind of thing and certainly having higher density housing, if it were on top of the commercial, it would be fine."*
> Planning Commission Meeting, March 9, 2022 - Commissioner Laurie Urquiaga (2:06:00)

> *"We would feel comfortable with the [Mixed-Use Village Center] commercial General Plan designation being rezoned in an area that was larger than the bubble shown on the map because it meets the intent, which is to provide something useful in that commercial node…we actually want it [Mixed-Use Village Center area] to be something useful to the community so allowing [the rezone] to go further than what the bubble shows, would, in my mind, meet that requirement."*
> Planning Commission Meeting, March 9, 2022 - Commissioner Lisa Jensen (2:19:00)

> *"I support what [Commissioner Jensen] has just recommended."*
> Planning Commission Meeting, March 9, 2022 - Commissioner Laurie Urquiaga (2:19:40)

> *"I agree with Commissioner Jensen, it makes more sense to clean things up on the zoning, but to stick strictly to the General Plan just because something is not quite within the bubble doesn't make sense…"*
> Planning Commission Meeting, March 9, 2022 - Commissioner Miles Miller (2:22:19)

> *"A 'village center' to me is a more walkable neighborhood….to see something that meets the corner is a building that helps define the intersection with shops on the bottom with apartments above that to me says: 'village center'… I would love to see something that is actually mixed-use on that corner…to create something a little more walkable, a little more 'mini downtown' feel."*
> Planning Commission Meeting, March 9, 2022 - Commissioner Brian Henrie (2:24:23)

In consideration of the guidance provided by these comments, the request to change the zone designation from the existing *R1-8 One-Family Residential Zone* designation to the proposed *Mixed-Use Zone* allows the two acres at the corner of Center Street and Geneva Road to accommodate a mix of ground-floor commercial uses with higher density residential uses above.

Please also consider that the *Mixed-Use Zone* requires at least 10,000 square feet of commercial uses to facilitate the desired mixed-use walkable community. The parking spaces required to support 10,000 square feet of commercial uses can range from 40 parking spaces (office), 50 spaces (retail), to 100 parking spaces (restaurant). Requiring the minimum of 10,000 square feet of commercial space and even the minimum of 40 parking stalls cannot fit on a single acre site. The combination of requiring the 10,000 square feet of commercial space and the adequate parking requirement necessitates incorporating the additional acreage to the south (logically bounded by 130 South street). Limiting the *Mixed-Use Zone* to only one acre makes development simply impossible. Either rezone both acres, or rezone none and eliminate the opportunity for this corner property to contribute to the *Village Center / Commercial Mixed-Use* area.

In conclusion, Staff maintains that the rezone request does not comply with the General Plan based on the southern one-acre area of the proposed rezone being designated on the *Southwest Future Land Use Map* as limited to residential uses not exceeding three (3) units per acre. This determination is arbitrarily based on strictly defining the boundary of one land use bubble (*Village Center / Commercial Mixed-Use*) to NOT include the southern acre, but fudging the boundary of the other land use bubble (*Residential*) by 600 feet.

- This position is contrary to the adopted Southwest Neighborhood Plan (pending adoption by City Council on November 15, 2022).
- This position is contrary to the prior statements made by Staff, Planning Commision, and City Council when this map was being created and adopted.
- This position is contrary to the opinions expressed by a majority of the planning commissioners when they considered this project's rezone request at their March 9, 2022, meeting.

Staff suggests that 'hands are tied' and that the Planning Commission and City Council must interpret the General Plan solely on the arbitrary boundary of a bubble (and curtail development accordingly). The General Plan itself states the opposite and is actually much broader and details greater goals. The General Plan aspires for a vibrant mixed-use node at west Provo's most prominent intersection facilitating the beginnings of a much-desired west-side walkable community. This project creates the desired "mix of retail, office, and higher density residential uses, with attractive site amenities and distinctive design features with a density limit of 30 residential units per acre (see: Southwest Neighborhood Plan, p. 15). It is a choice to encourage and facilitate the creation of mixed retail, office, and residential uses (and extend an arbitrary flexible boundary of a bubble on a map), or hold fast to an arbitrary line of a bubble on a map (and exclude the potential benefits of the proposed mixed-use project). We hope you'll choose to support this project as proposed and begin to realize the Village Center envisioned by Provo's General Plan.

B. PUBLIC WORKS STATEMENT REGARDING ADEQUATE SEWER CAPACITY

Planning Commission Meeting-January 11, 2023

1:36:15

Commissioner Whitlock: I had a question for Mr. Day from Public Works. There was a comment made about sewage and I didn't see anything about that in the Staff Report. Is that a concern at all from Public Works about the project?

David Day: No

Commissioner Whitlock: No. OK.

Commissioner Jensen: I think the comment was in relation to the thing we've talked about a lot on the West Side where there's a limit to the number of units that the sewer system can sustain and so that always comes up in just an aside.

Commissioner Whitlock: Yea, and I just wanted to know if it was pertinent to this particular project.

David Day: [inaudible] I should probably come to the microphone, right? David Day with Public Works. Don't let that influence your decision on this. I think that the sewer and water issue is far below what you're contemplating here. So, just don't let that even influence you.

Provo City Planning Commission

Report of Action

April 12, 2023

*ITEM #5	Steven Turley requests a Zone Change from the R1.8 (One Family Residential) zone to the MU (Mixed Use) zone for approximately two acres of land, located at 2075 W Center Street. Provo Bay Neighborhood. Aaron Ardmore (801) 852-6404 aardmore@provo.org PLRZ20210271

The following action was taken by the Planning Commission on the above described item at its regular meeting of April 12, 2023:

RECOMMENDED DENIAL

On a vote of 3:3, the Planning Commission failed to recommend that the Municipal Council approve the above noted application.

Motion By: Daniel Gonzales (to recommend approval to the City Council)
Second By: Jeff Whitlock
Votes in Favor of Motion: Daniel Gonzales, Jeff Whitlock, Andrew South
Votes Against the Motion: Melissa Kendall, Robert Knudsen, Lisa Jensen
Lisa Jensen was present as Chair.

- Includes facts of the case, analysis, conclusions and recommendations outlined in the Staff Report, with any changes noted; Planning Commission determination is generally consistent with the Staff analysis and determination.

LEGAL DESCRIPTION FOR PROPERTY TO BE REZONED

The property to be rezoned to the MU Zone is described in the attached Exhibit A.

RELATED ACTIONS

The related concept plan request was also voted on at the April 12th Planning Commission hearing and was denied due to a 3:3 split vote (PLCP20210398).

DEVELOPMENT AGREEMENT

- May apply with future approvals.

STAFF PRESENTATION

The Staff Report to the Planning Commission provides details of the facts of the case and the Staff's analysis, conclusions, and recommendations. Planning staff gave an overview of the changes from the last time the item was before the Planning Commission and noted that the specific criteria asked for by the Commission had been addressed. Staff reiterated that there is only support for the north building.

CITY DEPARTMENTAL ISSUES

- There are remaining issues from the Coordinator Review Committee (CRC) review that need to be resolved.
- Important issues raised by other departments – addressed in Staff Report to Planning Commission

NEIGHBORHOOD MEETING DATE

- A neighborhood meeting was held on 12/02/2021.

NEIGHBORHOOD AND PUBLIC COMMENT

- The Neighborhood Chair was not present during the hearing.
- Neighbors or other interested parties were present or addressed the Planning Commission.

CONCERNS RAISED BY PUBLIC

Any comments received prior to completion of the Staff Report are addressed in the Staff Report to the Planning Commission. Key issues raised in written comments received subsequent to the Staff Report or public comment during the public hearing included the following:

- Brian Taylor sent a message that he is in support of staff recommendations on this project.
- Rick Cox spoke in favor of the project as proposed as a way to attract more commercial services.
- Dave Lewis spoke in favor of the project for the full two acres.
- Frank Gilbert spoke in favor of the project to bring business to the west side.
- Vicki Gilbert spoke in favor of the project.
- Becky Bogdin agreed with the staff recommendation and wants to stick to the area plan.
- Michael Mitchell spoke in favor of the proposal and stated there would be no issues with traffic.

APPLICANT RESPONSE

Key points addressed in the applicant's presentation to the Planning Commission included the following:

- Steve Turley went into detail on how he has addressed each of the six criteria that the Planning Commission had asked about at the previous hearing.
- Mr. Turley also expressed his opinion on how the plan would meet the General Plan for this property and confirmed with Public Works that the sewer demand would not be an issue if the project were approved.
- Mr. Turley stated that he is not interested in doing only the north building and that parking would not work for the site due to the minimum 10,000 square feet of commercial space and the parking for that use.

PLANNING COMMISSION DISCUSSION

Key points discussed by the Planning Commission included the following:

- The Commission confirmed that there are 24 units proposed on the north, with 36 in the south building.
- Lisa Jensen indicated that the scale of the buildings is fine, but the density limits of the General Plan should be followed.
- Some of the commissioners discussed the southwest plan and noted that there are areas specified for higher density that should be respected, while some others thought that those areas could be adjusted to make the project work.
- Commissioners Jensen and Kendall were expecting a decrease in density after the continuance and thought the project could still be revised to work on the north one acre.
- Commissioners Whitlock and South noted that the project seems to fit and would be a positive for the area.
- The Commission confirmed with David Day that the proposed project would not pose any issues with the sewer demand.



Planning Commission Chair



Director of Development Services

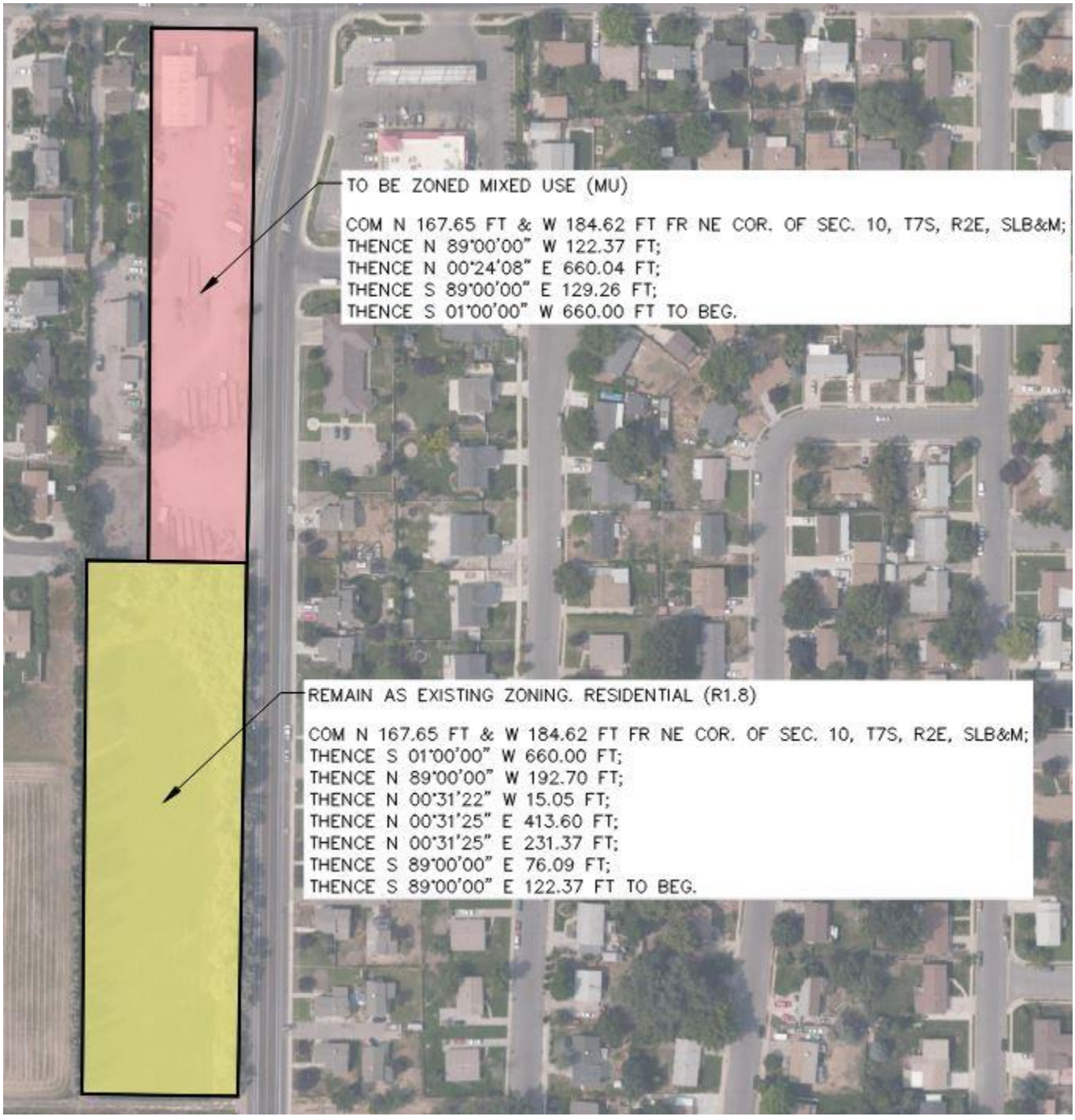
See Key Land Use Policies of the Provo City General Plan, applicable Titles of the Provo City Code, and the Staff Report to the Planning Commission for further detailed information. The Staff Report is a part of the record of the decision of this item. Where findings of the Planning Commission differ from findings of Staff, those will be noted in this Report of Action.

Legislative items are noted with an asterisk (*) and require legislative action by the Municipal Council following a public hearing; the Planning Commission provides an advisory recommendation to the Municipal Council following a public hearing.

Administrative decisions of the Planning Commission (items not marked with an asterisk) **may be appealed** by submitting an application/notice of appeal, with the required application and noticing fees to Development Services, 445 W Center Street, Provo, Utah, **within fourteen (14) calendar days of the Planning Commission's decision** (Provo City office hours are Monday through Thursday, 7:00 a.m. to 6:00 p.m.).

BUILDING PERMITS MUST BE OBTAINED BEFORE CONSTRUCTION BEGINS

EXHIBIT A


TO BE ZONED MIXED USE (MU)
COM N 167.65 FT & W 184.62 FT FR NE COR. OF SEC. 10, T7S, R2E, SLB&M;
THENCE N 89°00'00" W 122.37 FT;
THENCE N 00°24'08" E 660.04 FT;
THENCE S 89°00'00" E 129.26 FT;
THENCE S 01°00'00" W 660.00 FT TO BEG.
REMAIN AS EXISTING ZONING. RESIDENTIAL (R1.8)
COM N 167.65 FT & W 184.62 FT FR NE COR. OF SEC. 10, T7S, R2E, SLB&M;
THENCE S 01°00'00" W 660.00 FT;
THENCE N 89°00'00" W 192.70 FT;
THENCE N 00°31'22" W 15.05 FT;
THENCE N 00°31'25" E 413.60 FT;
THENCE N 00°31'25" E 231.37 FT;
THENCE S 89°00'00" E 76.09 FT;
THENCE S 89°00'00" E 122.37 FT TO BEG.

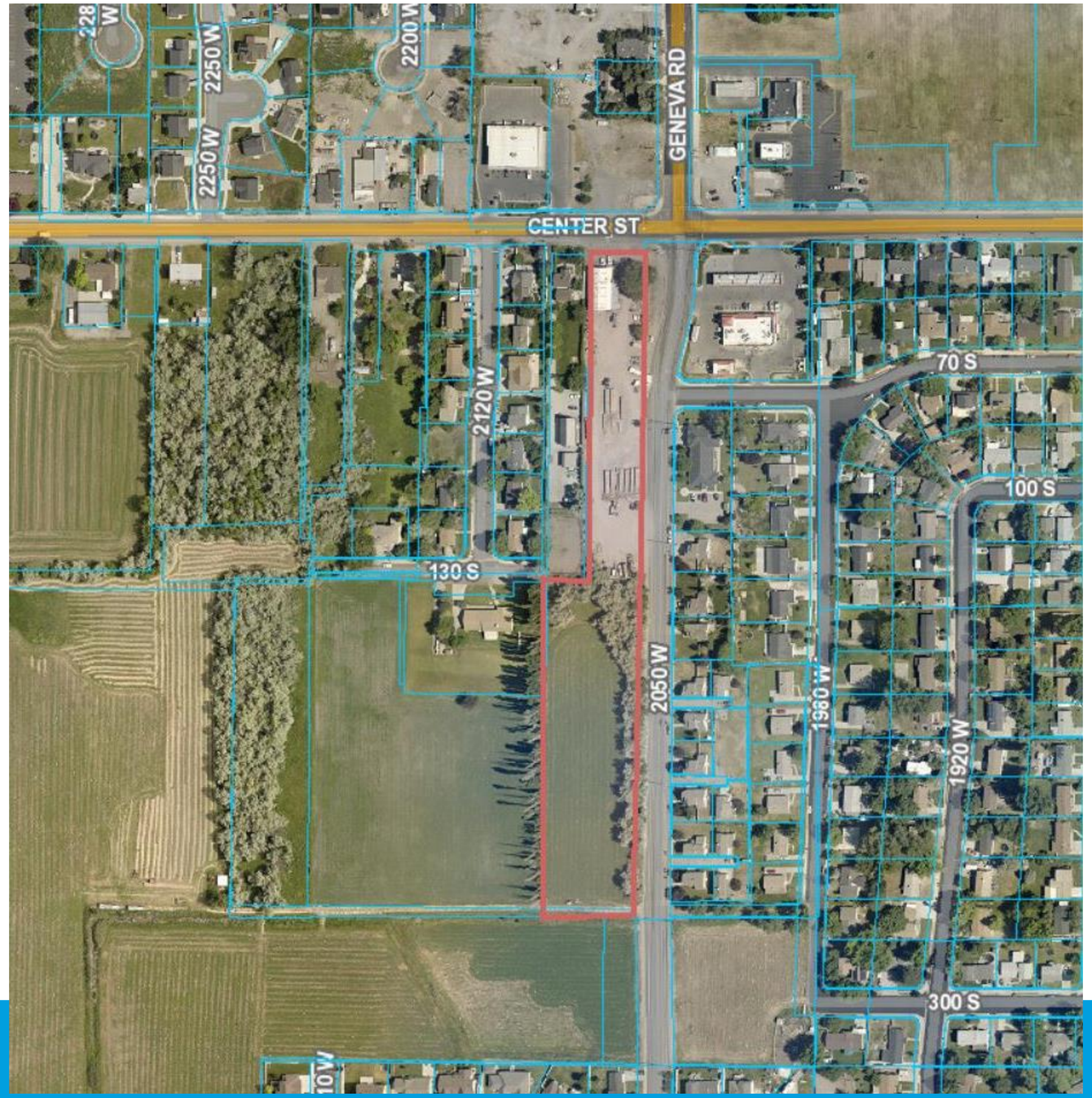
ITEM 5*

Steven Turley requests a Zone Change from the R1.8 (One Family Residential) zone to the MU (Mixed Use) zone for approximately two acres of land, located at 2075 W Center Street.

Provo Bay Neighborhood

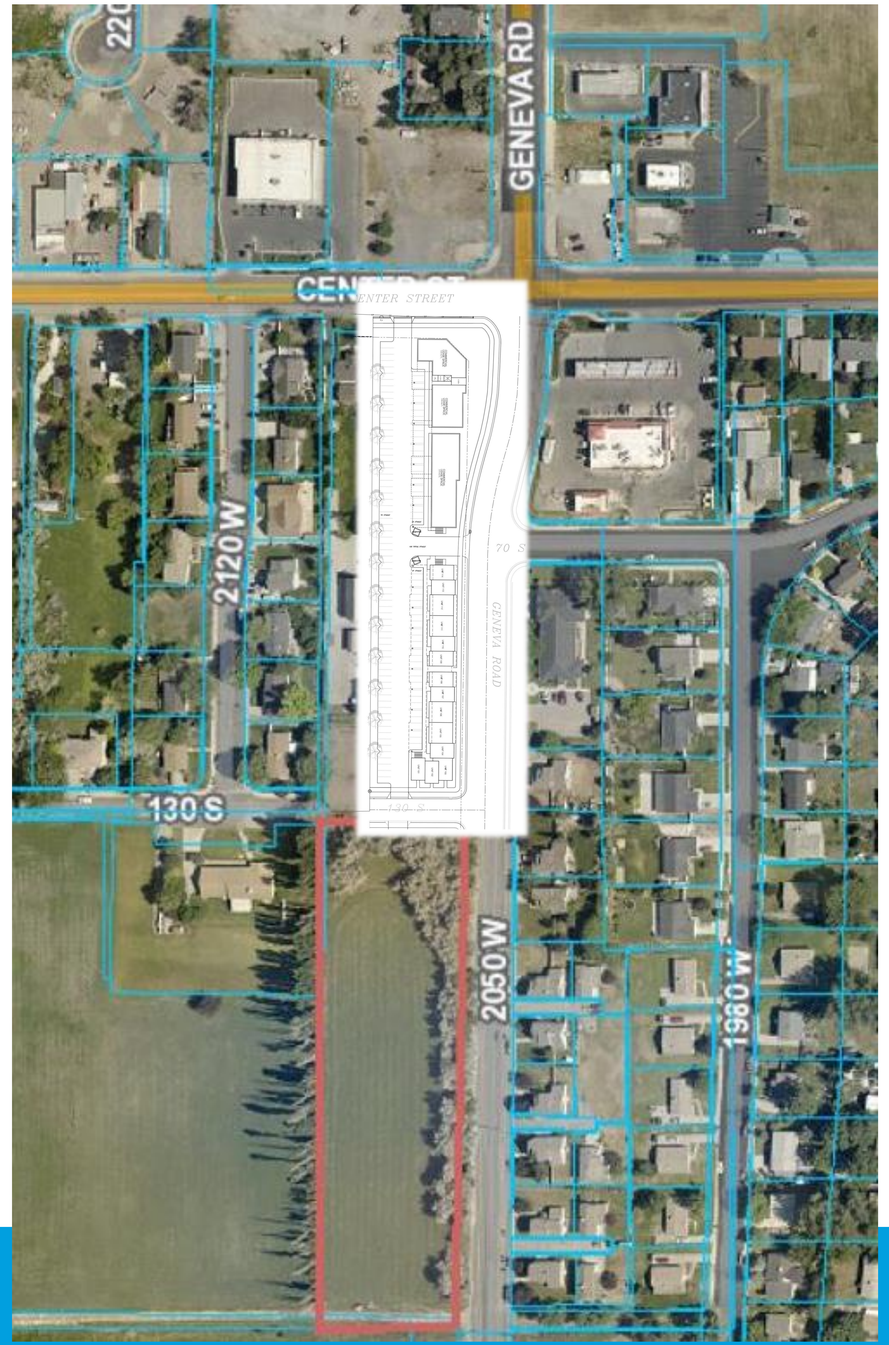
PLRZ20210271

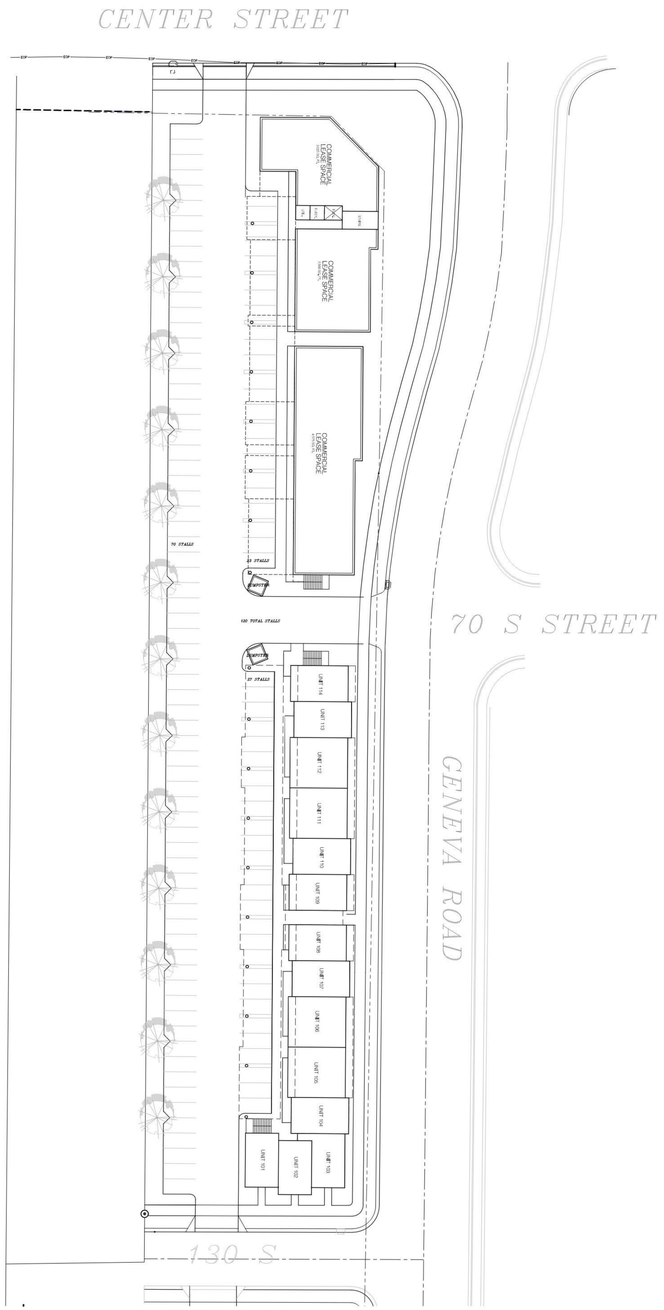
2075 W Center



2075 W Center

- Concept: 10,100 sq. ft. of commercial space and 60 res. units.





2075 W Center

- Concept: 10,100 sq. ft. of commercial space and 60 res. units.

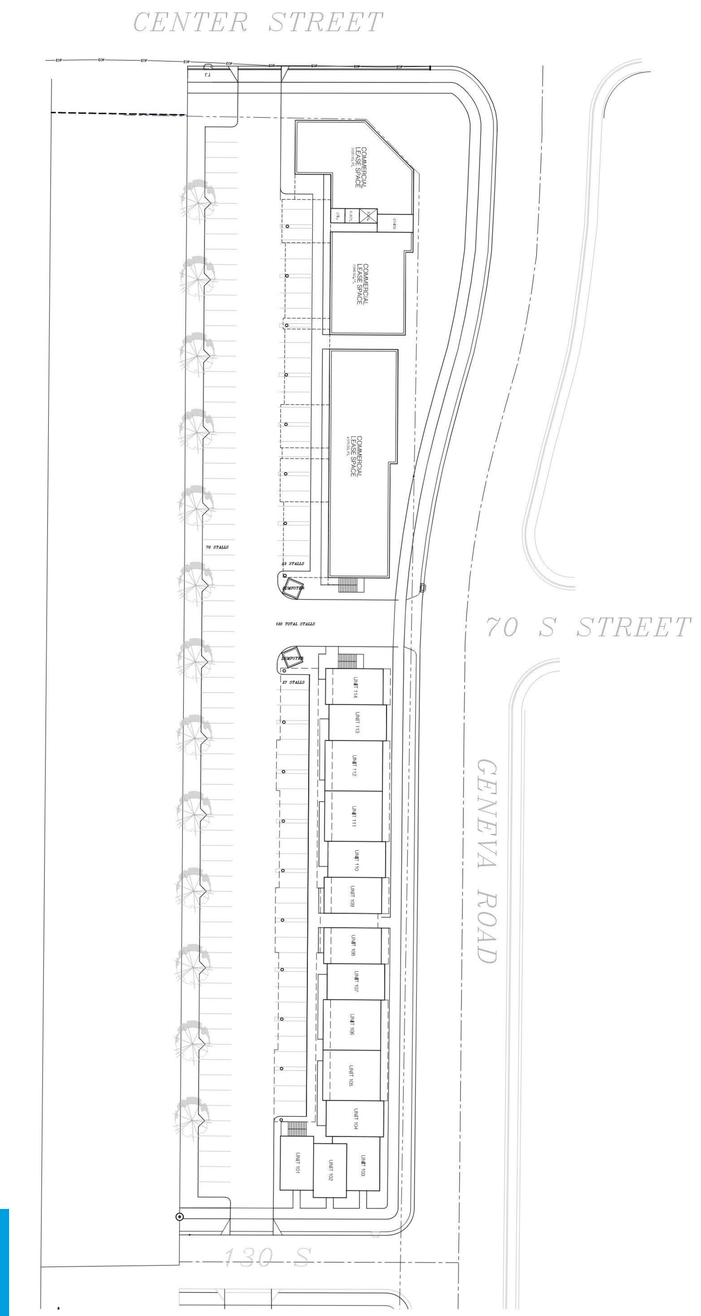
- Revised Plans provide parking to meet code.

Parking requirements as per 14.14D.110, land uses within the Mixed-Use (MU) Zone "*need only provide seventy-five (75%) of the required off-street parking*" (see also 14.37.050 & 14.37.100).

The Staff supports this MU Zone parking allowance for this location as follows: "*Staff would not be supportive of a parking reduction for this location beyond the 25% reduction allowed in the zone*" (Staff Report – January 11, 2023).

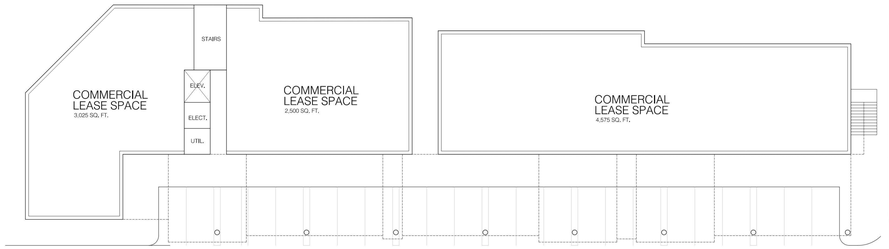
	UNITS	TYPE	STALLS/UNIT	STALLS	REQUIRED	REQUIRED STALLS
Studio	20	DU	1.5	30.0		
1-Bedroom	20	DU	1.5	30.0		
2-Bedroom	18	DU	2.25	40.5		
3-Bedroom	2	DU	2.25	4.5		
Retail	10.1	KSF	5	50.5		
TOTAL REQUIRED				**155.5**	75%	**117**

TOTAL PROVIDED	**120**

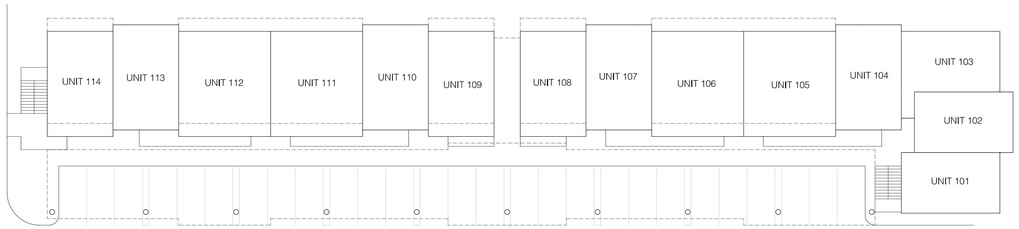


2075 W Center

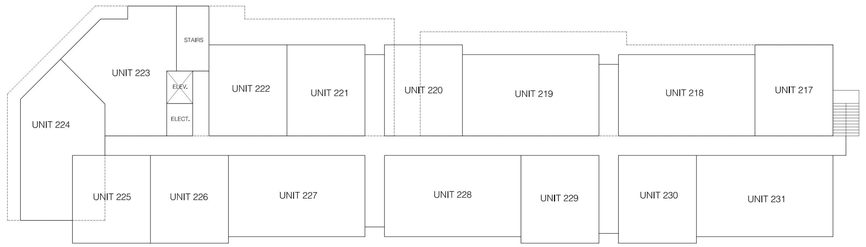
- Concept: 10,100 sq. ft. of commercial space and 60 res. units.
- Revised Plans provide parking to meet code.
- Floor Plans and Elevations address most of the prior concerns.



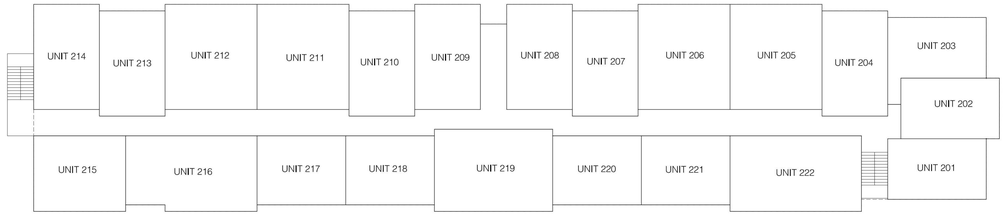
NORTH BUILDING - MAIN FLOOR PLAN



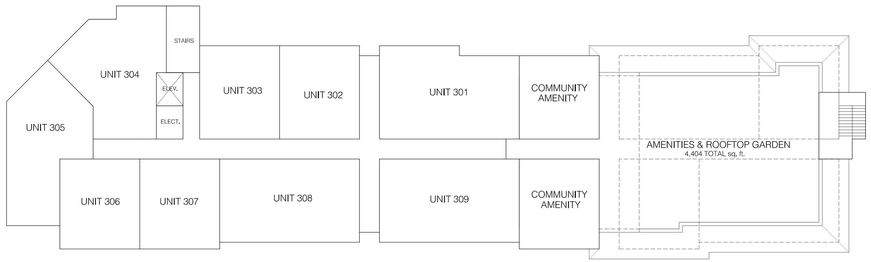
SOUTH BUILDING - MAIN FLOOR PLAN



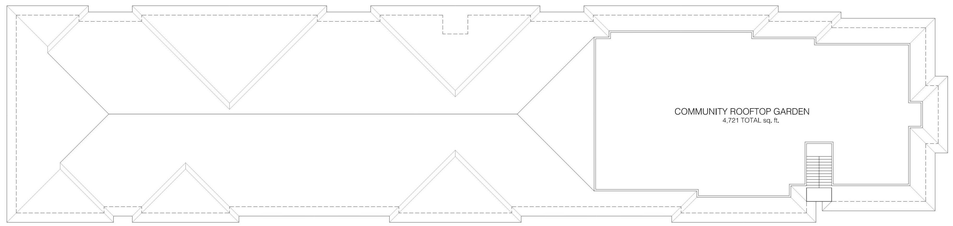
NORTH BUILDING - SECOND FLOOR PLAN



SOUTH BUILDING - SECOND FLOOR PLAN



NORTH BUILDING - THIRD FLOOR PLAN



SOUTH BUILDING - THIRD FLOOR PLAN

2075 W Center

- Concept: 10,100 sq. ft. of commercial space and 60 res. units.
- Revised Plans provide parking to meet code.
- Floor Plans and Elevations address most of the prior concerns.



EAST FRONT ELEVATION (SOUTH)



EAST FRONT ELEVATION (NORTH)



EAST FRONT ELEVATION (SOUTH)

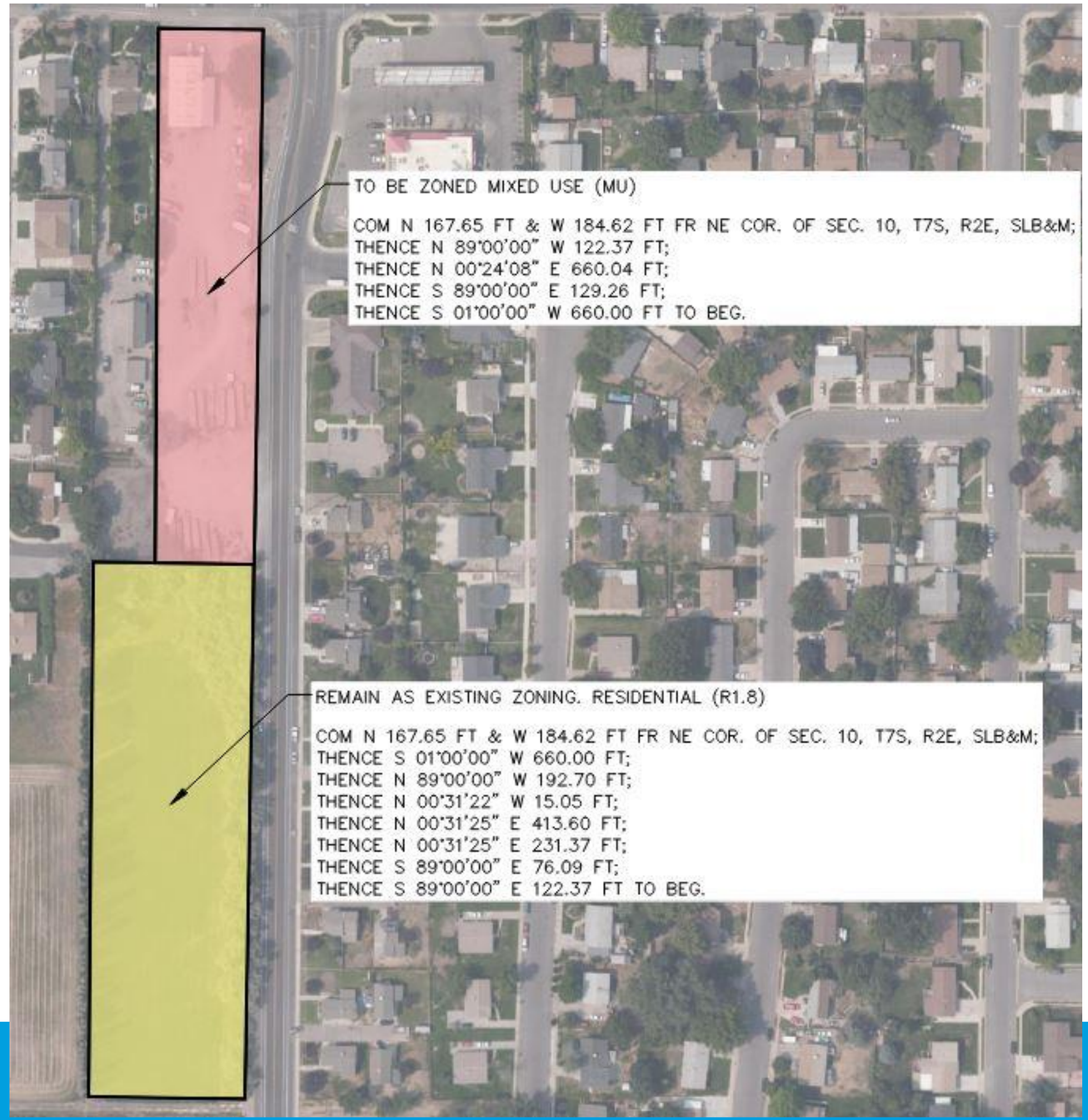


EAST FRONT ELEVATION (NORTH)

2075 W Center

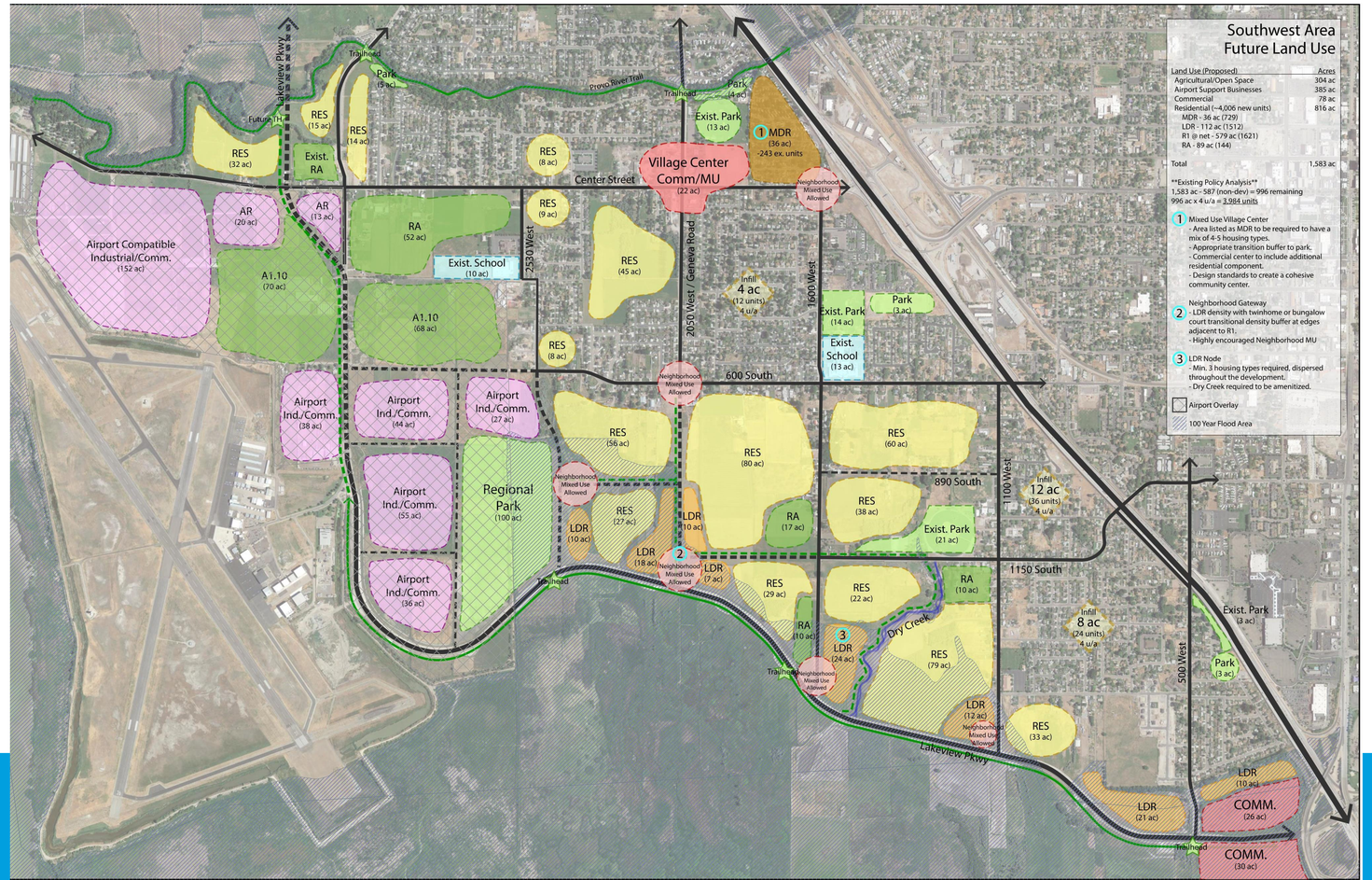
- Concept: 10,100 sq. ft. of commercial space and 60 res. units.

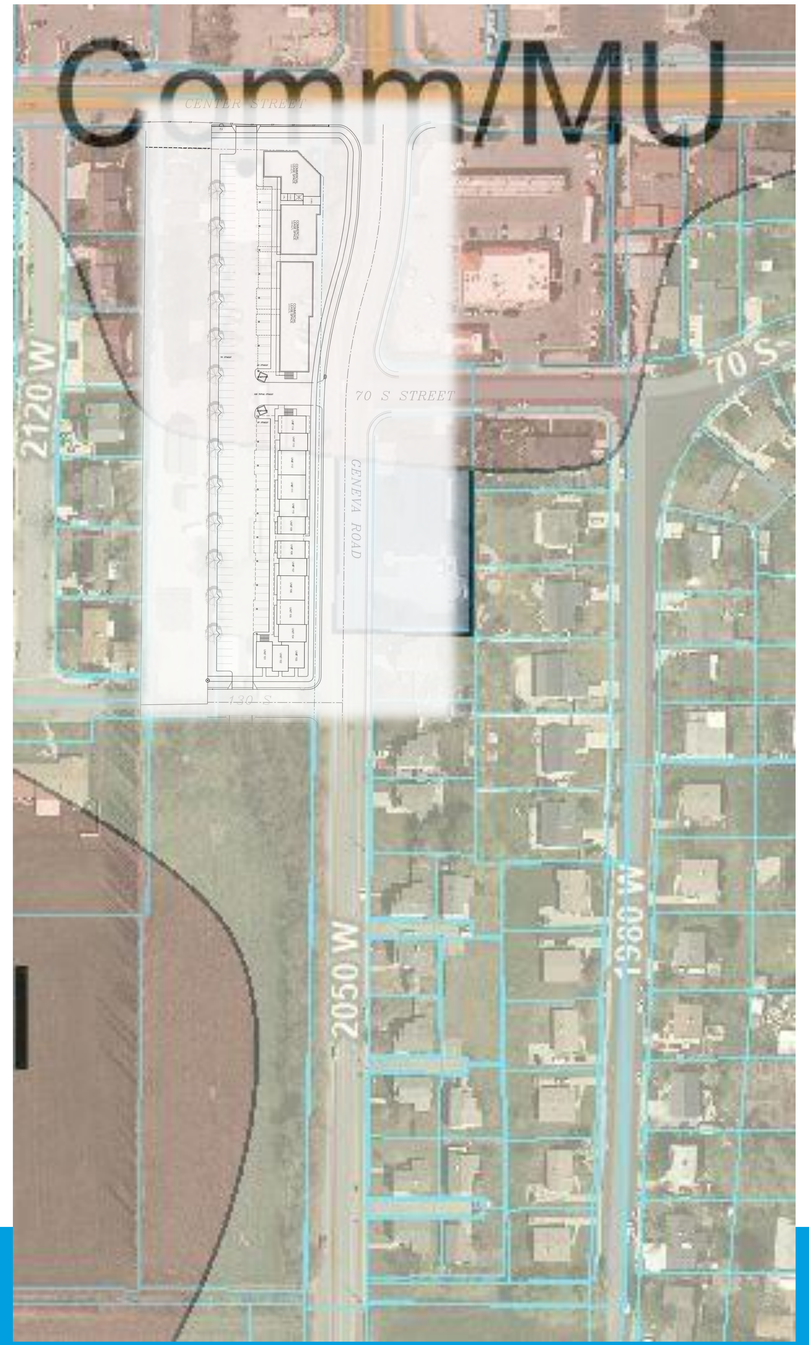
- Zone Change Request: north 2 acres from R1.8 to MU



2075 W Center

- Concept: 10,100 sq. ft. of commercial space and 60 res. units.
- Zone Change Request: north 2 acres from R1.8 to MU
- General Plan: only supports mixed-use on north acre, and 4 units/acre on remainder.





2075 W Center

- Applicant Slides

LAKEVIEW CROSSING

Center Street and Geneva Road

Zone Change application: PLRZ20210271
Concept Plan application: PLCP20210398

Applicant Responses to Planning Commission Requests – 1/11/2023

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1. PROVIDE A DRAFT DEVELOPMENT AGREEMENT DETAILING THE AMENITY SPACE

APPLICANT RESPONSE:

Mixed-Use Zones 14.14D.120(1) requires the following:

> "an area equivalent to twenty percent (20%) or more of the residential gross floor area must be developed in recreational amenities, such as a common … rooftop garden, or other amenity."
>
> "Any open space counting towards this requirement must be massed or accumulated to be functional as a recreational amenity or gathering place."

The total residential gross floor area of the proposed concept plan equals 45,178 square feet, therefore, based on the 20% amenity requirement, the required amenity area minimum would be 9,036 square feet.

We proffer that a minimum of 9,036 square feet of massed area be included in Lakeview Crossing as a rooftop garden, including patio, canopy, deck, BBQ, firepit, pet exercise space, gardens, kitchenette, lounge furniture, and storage. This proffer is subject to change based on the final project plan but the rooftop amenity space shall not be less than the minimum square footage required by the Mixed-Use (MU) zone for the size and scope of the amenity.

See draft development agreement, including concept plan, attached.



Image of what rooftop amenity could possibly look like.

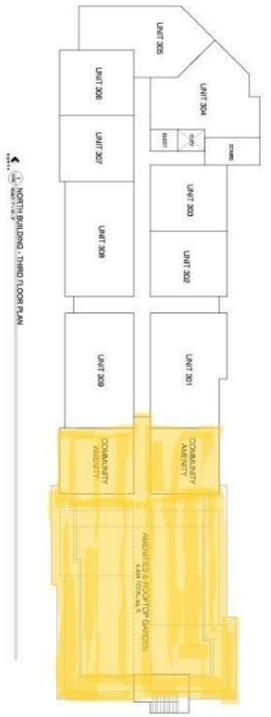


Image of what rooftop amenity could possibly look like.



Image of what rooftop amenity could possibly look like.

CONCEPT PLAN WITH AMENITY AREA HIGHLIGHTED



A102

LAKEVIEW CROSSING
A MIXED USE PROJECT
2050 WEST CENTER STREET
PROVO, UTAH

LAYTON DAVIS



DEVELOPMENT AGREEMENT
FOR
LAKEVIEW CROSSING

(Center Street to 130 South, 2050 West, Provo, Utah)

THIS DEVELOPMENT AGREEMENT ("Agreement") is made and entered into as of the _____ day of _____, 20__ (the "Effective Date"), by and between the CITY OF PROVO, a Utah municipal corporation, hereinafter referred to as "City," and Premier Realty Investments, LLC, a Utah limited liability company, hereinafter referred to as "Developer." The City and Developer are hereinafter collectively referred to as "Parties."

RECITALS

A. Developer is the owner of approximately two (2) acres of land located within the City of Provo as is more particularly described on EXHIBIT A, attached hereto and incorporated herein by reference (the "Property").

B. On _____, the City Council approved Ordinance _____, vesting zoning (the "Vesting Ordinance"), based on the Concept Plan set forth on EXHIBIT B ("Concept Plan"), attached hereto and incorporated herein by reference, which will govern the density, development and use of the Property (said density, development, and use constituting the "Project").

C. Developer is willing to design and construct the Project in a manner that is in harmony with and intended to promote the long range policies, goals, and objectives of the City's general plan, zoning and development regulations in order to receive the benefit of vesting for certain uses and zoning designations under the terms of this Agreement as more fully set forth below.

D. The City Council accepted Developer's proffer to enter into this Agreement to memorialize the intent of Developer and City and decreed that the effective date of the Vesting Ordinance be the date of the execution and delivery of this Agreement and the recording thereof as a public record on title of the Property in the office of the Utah County Recorder.

E. The City Council further authorized the Mayor of the City to execute and deliver this Agreement on behalf of the City.

F. The City has the authority to enter into this Agreement pursuant to Utah Code Section 10-9a-102(2) and relevant municipal ordinances, and desires to enter into this Agreement with the Developer for the purpose of guiding the development of the Property in accordance with the terms and conditions of this Agreement and in accordance with applicable City Ordinances.

G. This Agreement is consistent with, and all preliminary and final plats within the Property are subject to and shall conform with, the City's General Plan, Zoning Ordinances, and Subdivision Ordinances, and any permits issued by the City pursuant to City Ordinances and regulations.

H. The Parties desire to enter into this Agreement to specify the rights and responsibilities of the Developer to develop the Property as expressed in this Agreement and the rights and

responsibilities of the City to allow and regulate such development pursuant to the requirements of this Agreement.

I. The Parties understand and intend that this Agreement is a "development agreement" within the meaning of, and entered into pursuant to, the terms of Utah Code Ann., §10-9a-102.

J. The Parties intend to be bound by the terms of this Agreement as set forth herein.

AGREEMENT

NOW, THEREFORE, in consideration of the mutual covenants contained herein, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the City and the Developer hereby agree as follows:

1. Incorporation of Recitals. The foregoing Recitals are hereby incorporated into this Agreement, as a substantive part hereof.

2. Zoning. The Property shall be developed in accordance with (i) the requirements of the Mixed-Use Zones, (ii) all other features as generally shown on the Concept Plan, and (iii) this Agreement. The Developer shall not seek to develop the Property in a manner that deviates materially from the Concept Plan as permitted by the aforementioned zoning designations for the Property.

3. Governing Standards. The Concept Plan, the Vesting Ordinance and this Agreement establish the development rights for the Project, including the use, maximum density, intensity and general configuration for the Project. The Project shall be developed by the Developer in accordance with the Concept Plan, the Vesting Ordinance and this Agreement. All Developer submittals must comply generally with the Concept Plan, the Vesting Ordinance and this Agreement. Non-material variations to the Concept Plan, as defined and approved by the City's Community Development Director, such as exact building locations, exact locations of open space and parking may be varied by the Developer without official City Council or Planning Commission approval. Such variations however shall in no way change the maximum density, use and intensity of the development of the Project.

4. Additional Specific Developer Obligations. As an integral part of the consideration for this agreement, the Developer voluntarily agrees as follows:

We proffer that a minimum of 9,036 square feet of massed area to be included in Lakeview Crossing as a rooftop garden, including patio, canopy, deck, BBQ, firepit, pet exercise space, gardens, kitchenette, lounge furniture, and storage. This proffer is subject to change based on the final project plan, but the rooftop amenity space shall not be less than the minimum square footage required by the Mixed-Use (MU) zone for the size and scope of the amenity.

5. Construction Standards and Requirements. All construction on the Property at the direction of the Developer shall be conducted and completed in accordance with the City Ordinances, including, but not limited to setback requirements, building height requirements, lot coverage requirements and all off-street parking requirements.

6. Vested Rights and Reserved Legislative Powers.

a. Vested Rights. As of the Effective Date, Developer shall have the vested right to develop and construct the Project in accordance with the uses, maximum permissible densities, intensities, and general configuration of development established in the Concept Plan, as supplemented by the Vesting Ordinance and this Agreement (and all Exhibits), subject to compliance with the City Ordinances in existence on the Effective Date. The Parties intend that the rights granted to Developer under this Agreement are contractual and also those rights that exist under statute, common law and at equity. The Parties specifically intend that this Agreement grants to Developer "vested rights" as that term is construed in Utah's common law and pursuant to Utah Code Ann., §10-9a-509.

i. Examples of Exceptions to Vested Rights. The Parties understand and agree that the Project will be required to comply with future changes to City Laws that do not limit or interfere with the vested rights granted pursuant to the terms of this Agreement. The following are examples for illustrative purposes of a non-exhaustive list of the type of future laws that may be enacted by the City that would be applicable to the Project:

1. Developer Agreement. Future laws that Developer agrees in writing to the application thereof to the Project;

2. Compliance with State and Federal Laws. Future laws which are generally applicable to all properties in the City and which are required to comply with State and Federal laws and regulations affecting the Project;

3. Safety Code Updates. Future laws that are updates or amendments to existing building, plumbing, mechanical, electrical, dangerous buildings, drainage, or similar construction or safety related codes, such as the International Building Code, the APWA Specifications, AAHSTO Standards, the Manual of Uniform Traffic Control Devices or similar standards that are generated by a nationally or statewide recognized construction/safety organization, or by the State or Federal governments and are required to meet legitimate concerns related to public health, safety or welfare; or,

4. Taxes. Taxes, or modifications thereto, so long as such taxes are lawfully imposed and charged uniformly by the City to all properties, applications, persons and entities similarly situated.

5. Fees. Changes to the amounts of fees for the processing of Development Applications that are generally applicable to all development within the City (or a portion of the City as specified in the lawfully adopted fee schedule) and which are adopted pursuant to State law.

6. Impact Fees. Impact Fees or modifications thereto which are lawfully adopted, imposed and collected.

b. Reserved Legislative Powers. The Developer acknowledges that the City is restricted in its authority to limit its police power by contract and that the limitations, reservations and exceptions set forth herein are intended to reserve to the City all of its police power that cannot be so limited. Notwithstanding the retained power of the City to enact such legislation of the police powers, such legislation shall not modify the Developer's vested right as set forth herein unless facts and circumstances are present which meet the exceptions to the vested rights doctrine as set forth in Section 10-9a-509 of the Municipal Land Use, Development, and Management Act, as adopted on the Effective Date, *Western Land Equities, Inc. v. City of Logan*, 617 P.2d 388 (Utah 1980), its progeny, or any other exception to the doctrine of vested rights recognized under state or federal law.

7. Default. An "Event of Default" shall occur under this Agreement if any party fails to perform its obligations hereunder when due and the defaulting party has not performed the delinquent obligations within sixty (60) days following delivery to the delinquent party of written notice of such delinquency. Notwithstanding the foregoing, if the default cannot reasonably be cured within that 60-day period, a party shall not be in default so long as that party commences to cure the default within that 60-day period and diligently continues such cure in good faith until complete.

a. Remedies. Upon the occurrence of an Event of Default, the non-defaulting party shall have the right to exercise all of the following rights and remedies against the defaulting party:

1. All rights and remedies available at law and in equity, including injunctive relief, specific performance, and termination, but not including damages or attorney's fees.

2. The right to withhold all further approvals, licenses, permits or other rights associated with the Project or development activity pertaining to the defaulting party as described in this Agreement until such default has been cured.

3. The right to draw upon any security posted or provided in connection with the Property or Project by the defaulting party.

The rights and remedies set forth herein shall be cumulative.

8. Notices. Any notices, requests and demands required or desired to be given hereunder shall be in writing and shall be served personally upon the party for whom intended, or if mailed, by certified mail, return receipt requested, postage prepaid, to such party at its address shown below:

To the Developer: Premier Realty Investments, LLC
Attn: Steve Turley
1480 South State Street
Provo, Utah 84606

To the City: City of Provo
Attention: City Attorney

351 W Center
Provo, UT 84601
Phone: (801) 852-6140

9. General Term and Conditions.

a. Headings. The headings contained in this Agreement are intended for convenience only and are in no way to be used to construe or limit the text herein.

b. Binding Effect. This Agreement shall inure to the benefit of, and be binding upon, the parties hereto and their respective heirs, representatives, officers, agents, employees, members, successors and assigns (to the extent that assignment is permitted). Without limiting the generality of the foregoing, a "successor" includes a party that succeeds to the rights and interests of the Developer as evidenced by, among other things, such party's submission of land use applications to the City relating to the Property or the Project.

c. Non Liability of City Officials and Employees. No officer, representative, consultant, attorney, agent or employee of the City shall be personally liable to the Developer, or any successor in interest or assignee of the Developer, for any default or breach by the City, or for any amount which may become due to the Developer, or its successors or assignees, or for any obligation arising under the terms of this Agreement. Nothing herein will release any person from personal liability for their own individual acts or omissions.

d. Third Party Rights. Except for the Developer, the City and other parties that may succeed the Developer on title to any portion of the Property, all of whom are express intended beneficiaries of this Agreement, this Agreement shall not create any rights in and/or obligations to any other persons or parties. The Parties acknowledge that this Agreement refers to a private development and that the City has no interest in, responsibility for, or duty to any third parties concerning any improvements to the Property unless the City has accepted the dedication of such improvements.

e. Further Documentation. This Agreement is entered into by the Parties with the recognition and anticipation that subsequent agreements, plans, profiles, engineering and other documentation implementing and carrying out the provisions of this Agreement may be necessary. The Parties agree to negotiate and act in good faith with respect to all such future items.

f. Relationship of Parties. This Agreement does not create any joint venture, partnership, undertaking, business arrangement or fiduciary relationship between the City and the Developer.

g. Agreement to Run With the Land. This Agreement shall be recorded in the Office of the Utah County Recorder against the Property and is intended to and shall be deemed to run with the land, and shall be binding on and shall benefit all successors in the ownership of any portion of the Property.

h. Performance. Each party, person and/or entity governed by this Agreement shall perform its respective obligations under this Agreement in a manner that will not

unreasonably or materially delay, disrupt or inconvenience any other party, person and/or entity governed by this Agreement, the development of any portion of the Property or the issuance of final plats, certificates of occupancy or other approvals associated therewith.

i. Applicable Law. This Agreement is entered into under and pursuant to, and is to be construed and enforceable in accordance with, the laws of the State of Utah.

j. Construction. This Agreement has been reviewed and revised by legal counsel for both the City and the Developer, and no presumption or rule that ambiguities shall be construed against the drafting party shall apply to the interpretation or enforcement of this Agreement.

k. Consents and Approvals. Except as expressly stated in this Agreement, the consent, approval, permit, license or other authorization of any party under this Agreement shall be given in a prompt and timely manner and shall not be unreasonably withheld, conditioned or delayed. Any consent, approval, permit, license or other authorization required hereunder from the City shall be given or withheld by the City in compliance with this Agreement and the City Ordinances.

l. Approval and Authority to Execute. Each of the Parties represents and warrants as of the Effective Date this Agreement, it/he/she has all requisite power and authority to execute and deliver this Agreement, being fully authorized so to do and that this Agreement constitutes a valid and binding agreement.

m. Termination.

i. Notwithstanding anything in this Agreement to the contrary, it is agreed by the parties hereto that in the event the final plat for the Property has not been recorded in the Office of the Utah County Recorder within ten (10) years from the date of this Agreement (the "Term"), or upon the occurrence of an event of default of this Agreement that is not cured, the City shall have the right, but not the obligation, at the sole discretion of the City Council, to terminate this Agreement as to the defaulting party (*i.e.*, the Developer). The Term may be extended by mutual agreement of the Parties.

ii. Upon termination of this Agreement for the reasons set forth herein, following the notice and process required hereby, the obligations of the City and the defaulting party to each other hereunder shall terminate, but none of the licenses, building permits, or certificates of occupancy granted prior to expiration of the Term or termination of this Agreement shall be rescinded or limited in any manner.

10. Assignability. The rights and responsibilities of Developer under this Agreement may be assigned in whole or in part by Developer with the consent of the City as provided herein.

a. Notice. Developer shall give Notice to the City of any proposed assignment and provide such information regarding the proposed assignee that the City may reasonably request in making the evaluation permitted under this Section. Such Notice shall include providing the City with all necessary contact information for the proposed assignee.

b. Partial Assignment. If any proposed assignment is for less than all of Developer's rights and responsibilities, then the assignee shall be responsible for the performance of each of the obligations contained in this Agreement to which the assignee succeeds. Upon any such approved partial assignment, Developer shall be released from any future obligations as to those obligations which are assigned but shall remain responsible for the performance of any obligations that were not assigned.

c. Grounds for Denying Assignment. The City may only withhold its consent if the City is not reasonably satisfied of the assignee's reasonable financial ability to perform the obligations of Developer proposed to be assigned.

d. Assignee Bound by this Agreement. Any assignee shall consent in writing to be bound by the assigned terms and conditions of this Agreement as a condition precedent to the effectiveness of the assignment.

11. Sale or Conveyance. If Developer sells or conveys parcels of land, the lands so sold and conveyed shall bear the same rights, privileges, intended uses, configurations, and density as applicable to such parcel and be subject to the same limitations and rights of the City as when owned by Developer and as set forth in this Agreement without any required approval, review, or consent by the City except as otherwise provided herein.

12. No Waiver. Any party's failure to enforce any provision of this Agreement shall not constitute a waiver of the right to enforce such provision. The provisions may be waived only in writing by the party intended to be benefited by the provisions, and a waiver by a party of a breach hereunder by the other party shall not be construed as a waiver of any succeeding breach of the same or other provisions.

13. Severability. If any portion of this Agreement is held to be unenforceable for any reason, the remaining provisions shall continue in full force and effect.

14. Force Majeure. Any prevention, delay or stoppage of the performance of any obligation under this Agreement which is due to strikes, labor disputes, inability to obtain labor, materials, equipment or reasonable substitutes therefore; acts of nature; governmental restrictions, regulations or controls; judicial orders; enemy or hostile government actions; wars, civil commotions; fires or other casualties or other causes beyond the reasonable control of the party obligated to perform hereunder shall excuse performance of the obligation by that party for a period equal to the duration of that prevention, delay or stoppage.

15. Amendment. This Agreement may be amended only in writing signed by the Parties hereto.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement by and through their respective, duly authorized representatives as of the day and year first hereinabove written.

CITY:

CITY OF PROVO

ATTEST:

By: _____ By:_____
City Recorder Mayor Michelle Kaufusi

DEVELOPER:

Premier Realty Investments, LLC, a Utah limited liability company

By: _____
Name: _____
Title: _____

STATE OF UTAH)
:ss
COUNTY OF UTAH)

On the ____ day of _____, 2023, personally appeared before me _____, who being by me duly sworn, did say that he is the _____ of _____, a Utah limited liability company, and that the within and foregoing instrument was signed on behalf of said limited liability company with proper authority and duly acknowledged to me that he executed the same.

_____
Notary Public
Residing at:

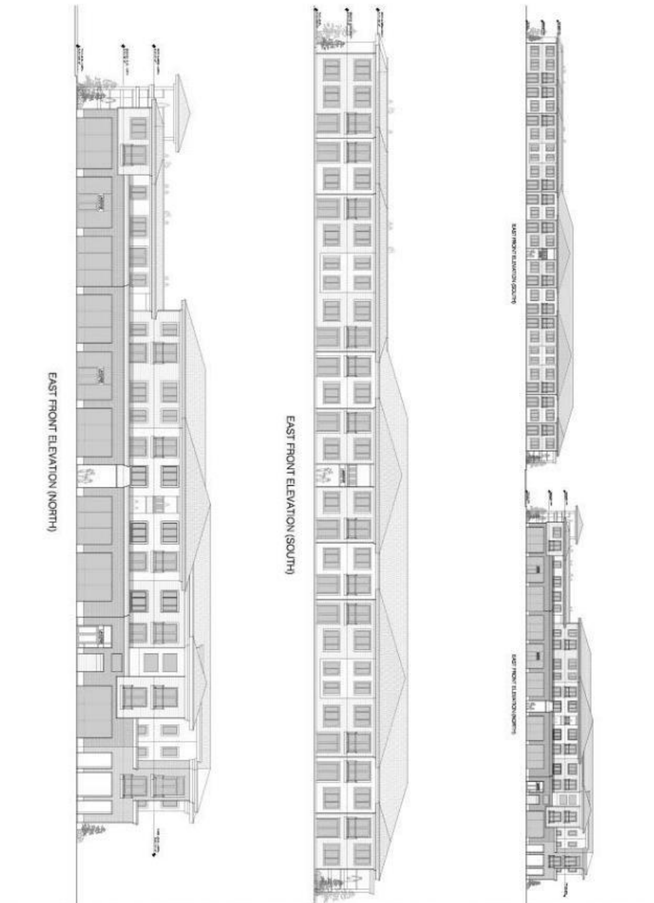
Exhibit A

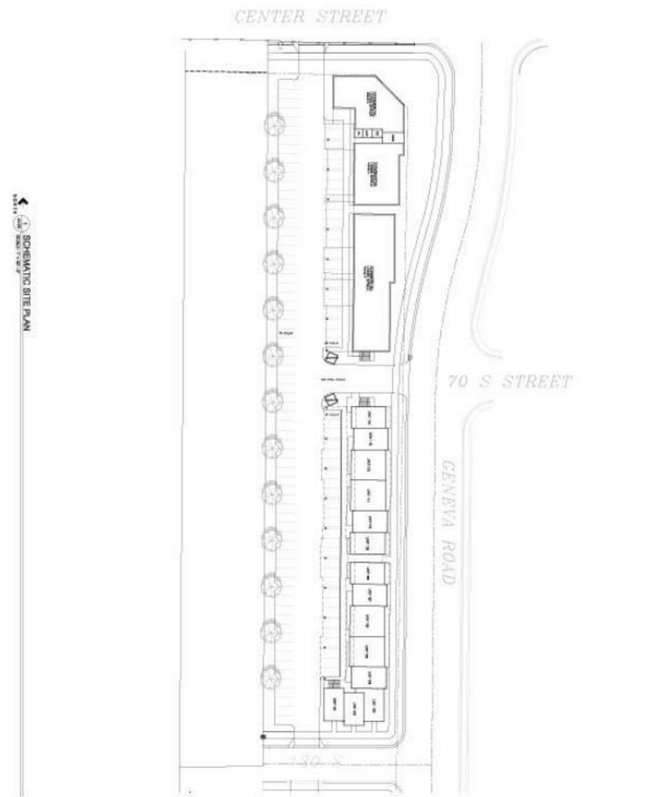
Legal Description of the Property

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THENCE N 89°00’00” W 122.37 FT;
THENCE N 00°24’08 E 660.04 FT;
THENCE S 89°00’00” E 129.26 FT;
THENCE s 01°00’00” W 660.00 FT TO BEG

Exhibit B

Concept Plan





LAKEVIEW CROSSING
A MIXED USE PROJECT
2050 WEST CENTER STREET
PROVO, UTAH

LAYTONDAVIS ARCHITECTS
2005 EAST 2700 SOUTH | SUITE 200
SALT LAKE CITY, UTAH 84109
P:801.487.0378 | WWW.LAYTONDAVISARCHITECTS.COM

CHRONOLOGY

PRINTED DATE
02.13.2020

PROJECT NO
22.112

DWN BY/ CHK BY
__/__

TITLE
NORTH BUILDING
FLOOR PLANS

SHEET #
A101

LAKEVIEW CROSSING
A MIXED USE PROJECT
2050 WEST CENTER STREET
PROVO, UTAH

LAYTONDAVIS ARCHITECTS
2005 EAST 2700 SOUTH | SUITE 200
SALT LAKE CITY, UTAH 84109
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CHRONOLOGY

PRINTED DATE
02.13.2020

PROJECT NO
22.112

DWN BY/ CHK BY
__/__

TITLE
NORTH - THIRD
FLOOR PLAN

SHEET #
A102

LAKEVIEW CROSSING
A MIXED USE PROJECT
2050 WEST CENTER STREET
PROVO, UTAH

LAYTONDAVIS ARCHITECTS
3905 EAST 2700 SOUTH | SUITE 200
SALT LAKE CITY, UTAH 84109
PHONE:(801)272-2276 | WWW.LAYTONDAVISARCHITECTS.COM

CHRONOLOGY

PRINTED DATE
02.13.2023

PROJECT NO
22.112
DWN BY/ CHK BY
___/___
TITLE
SOUTH - MAIN & SECOND FLOOR PLANS
SHEET #
A103

LAKEVIEW CROSSING
A MIXED USE PROJECT
2050 WEST CENTER STREET
PROVO, UTAH

LAYTONDAVIS ARCHITECTS
3905 EAST 2700 SOUTH | SUITE 200
SALT LAKE CITY, UTAH 84109
PHONE:(801)272-2276 | WWW.LAYTONDAVISARCHITECTS.COM

CHRONOLOGY

PRINTED DATE
02.13.2023

PROJECT NO
22.112
DWN BY/ CHK BY
___/___
TITLE
SOUTH - THIRD FLOOR PLAN
SHEET #
A104

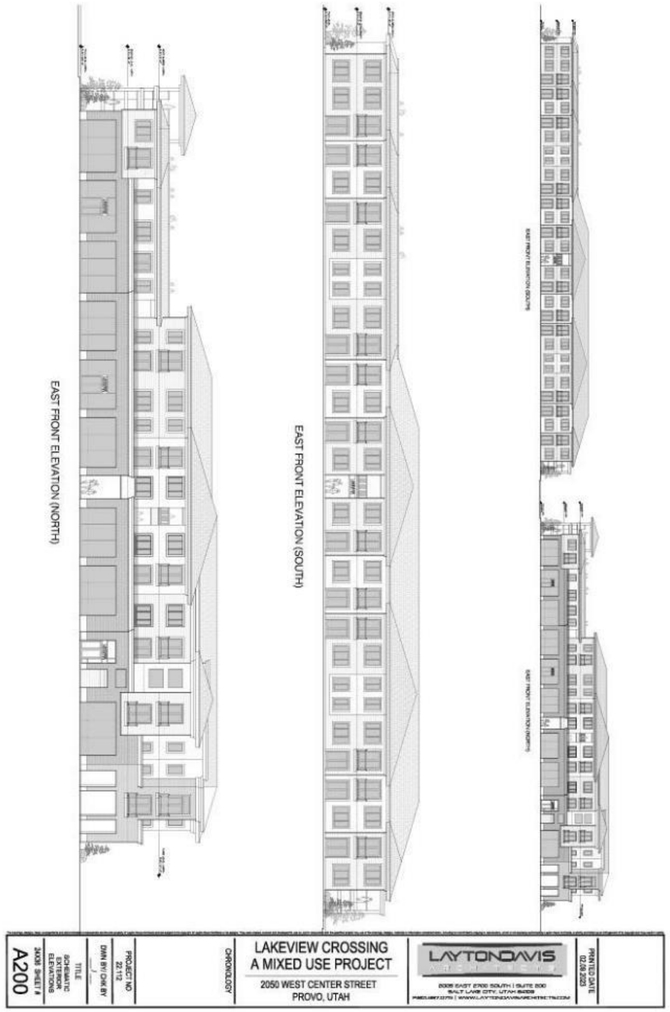
2. HAVE THE NUMBER OF UNITS SOLIDIFIED

APPLICANT RESPONSE:

	UNIT COUNT
Studio	20
1-Bedroom	20
2-Bedroom	18
3-Bedroom	2
TOTAL	**60**

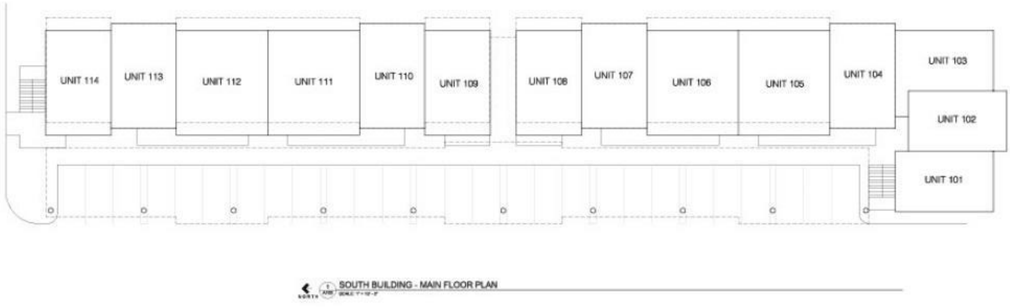
See concept plan attached.

CONCEPT PLAN SHOWING UNITS:

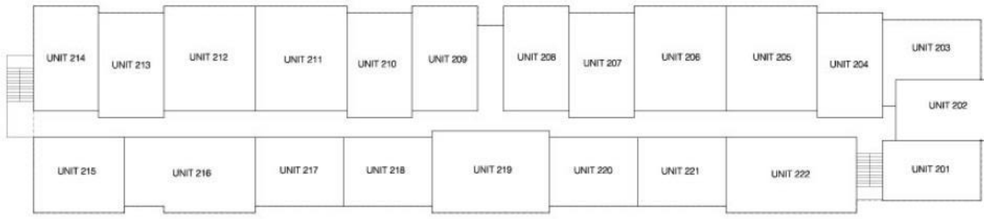


CHRONOLOGY	
	LAKEVIEW CROSSING A MIXED USE PROJECT 2050 WEST CENTER STREET PROVO, UTAH
	LAYTONDAVIS ARCHITECTURE 3005 EAST 2700 SOUTH | SUITE 200 SALT LAKE CITY, UTAH 84109 P:801.487.0378 | WWW.LAYTONDAVISARCHITECTS.COM
PRINTED DATE	02.13.2020
PROJECT NO	22.112
DWN BY | CHK BY	___ | ___
TITLE	SCHEMATIC SITE PLAN
24X36 SHEET #	A100

CHRONOLOGY	
	LAKEVIEW CROSSING A MIXED USE PROJECT 2050 WEST CENTER STREET PROVO, UTAH
	LAYTONDAVIS ARCHITECTURE 3005 EAST 2700 SOUTH | SUITE 200 SALT LAKE CITY, UTAH 84109 P:801.487.0378 | WWW.LAYTONDAVISARCHITECTS.COM
PRINTED DATE	02.13.2020
PROJECT NO	22.112
DWN BY | CHK BY	___ | ___
TITLE	NORTH MAIN AND SECOND FLOOR PLANS
24X36 SHEET #	A101



SOUTH BUILDING - MAIN FLOOR PLAN



SOUTH BUILDING - SECOND FLOOR PLAN

PRINTED DATE
02.13.2023

LAYTONDAVIS

LAKEVIEW CROSSING
A MIXED USE PROJECT
2050 WEST CENTER STREET
PROVO, UTAH

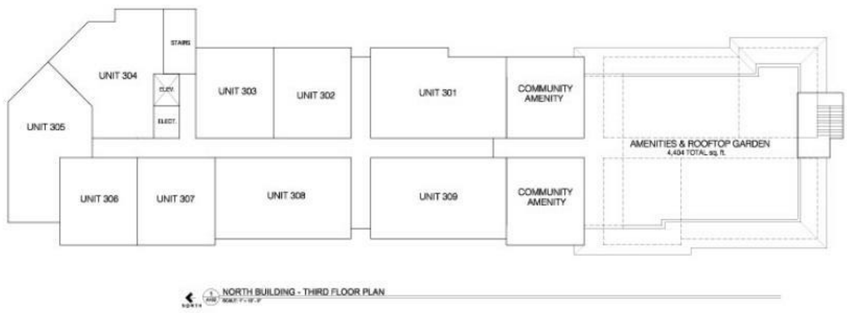
CHRONOLOGY

PROJECT NO
22.112

DWN BY/ CHK BY
/

TITLE
SOUTH - MAIN
AND SECOND
FLOOR PLANS

24X36 SHEET #
A103



NORTH BUILDING - THIRD FLOOR PLAN

PRINTED DATE
02.13.2023

LAYTONDAVIS

LAKEVIEW CROSSING
A MIXED USE PROJECT
2050 WEST CENTER STREET
PROVO, UTAH

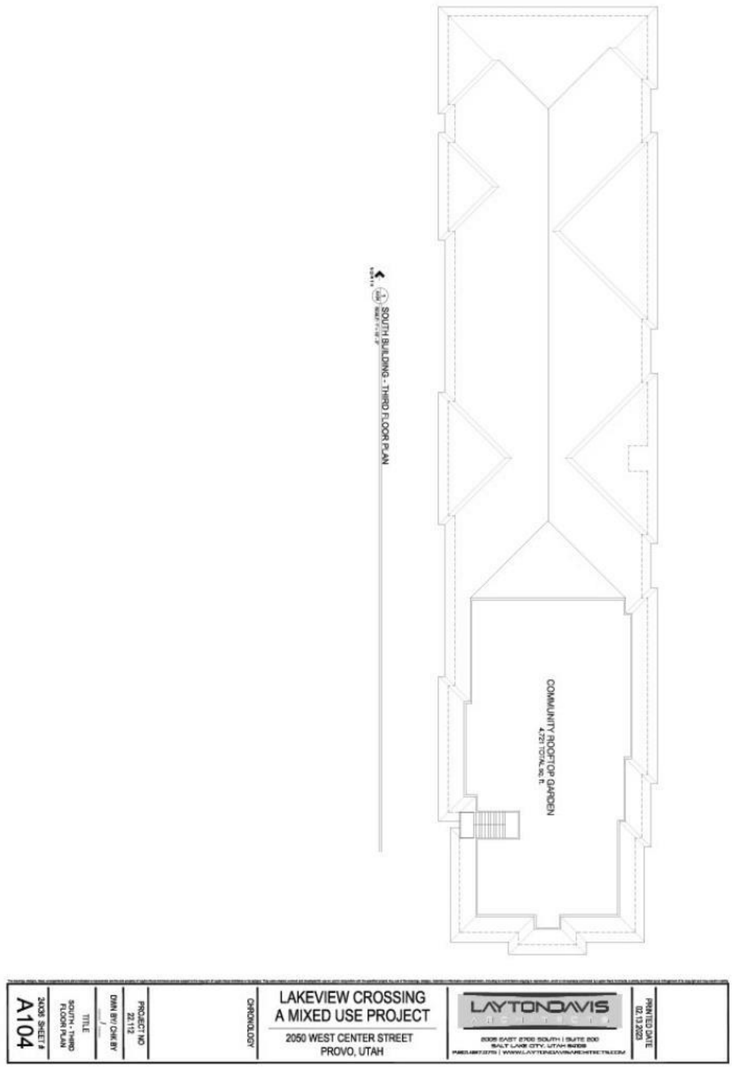
CHRONOLOGY

PROJECT NO
22.112

DWN BY/ CHK BY
/

TITLE
NORTH - THIRD
FLOOR PLAN

24X36 SHEET #
A102



3. REDISTRIBUTE THE NUMBER OF UNITS (OR DECREASE THE NUMBER) IN THE PROPOSAL TO TRANSITION TO THE SOUTH.

APPLICANT RESPONSE:

North Building: **55% of total project square footage**

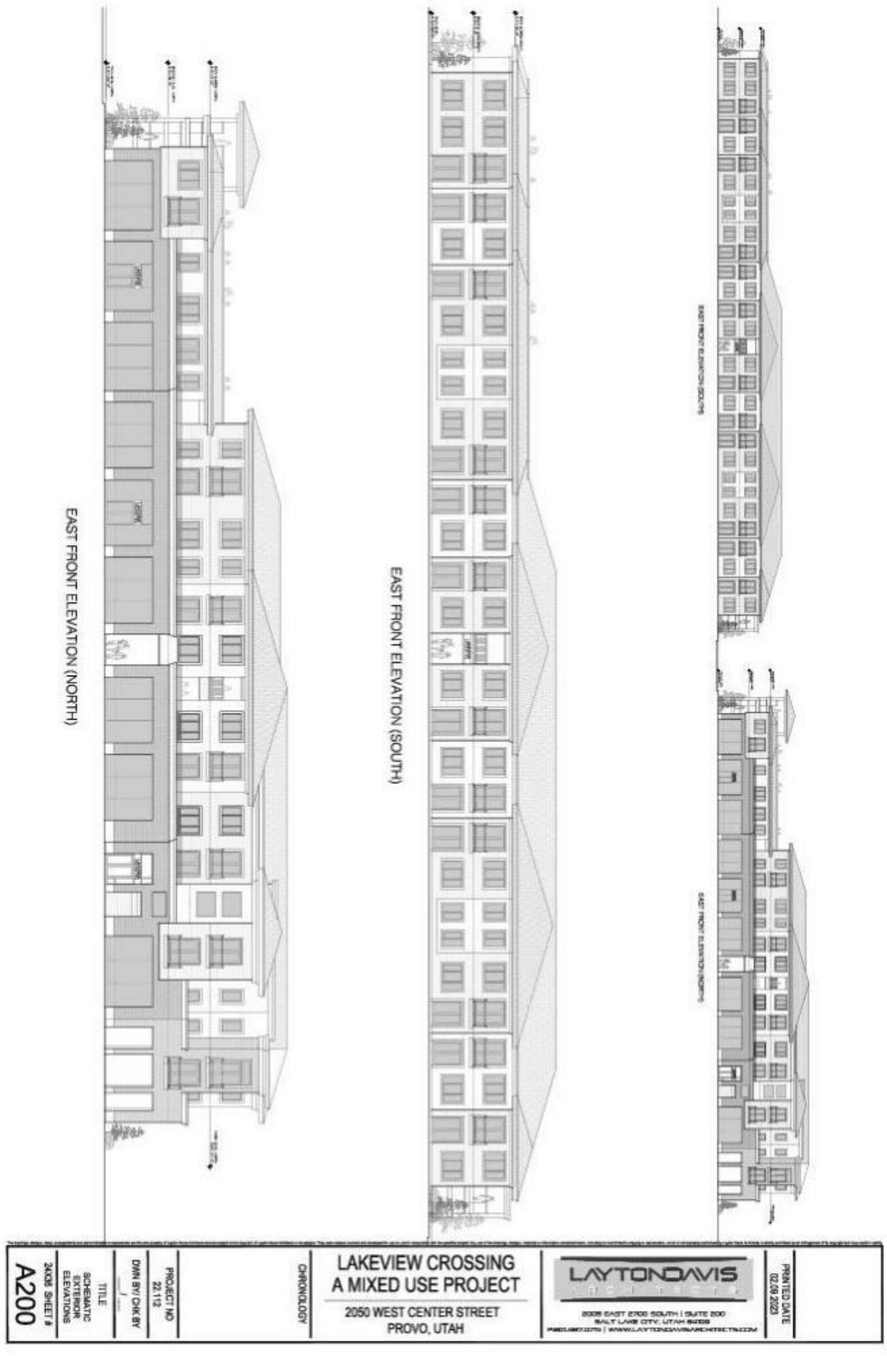
Height:	3 stories
	40′ to eave
	47′ to ridge
Use:	commercial & residential
Transition:	3 story building to 2 story building

South Building: **45% to total project square footage**

Height:	2 stories
	26′ to eave
	32′ to ridge
Use:	residential only
Transition:	2 story townhome-style units on south elevation facing 130 South Street

See revised architectural elevations attached.

REVISED ARCHITECTUTRAL RENDERINGS



EAST FRONT ELEVATION (SOUTH)

EAST FRONT ELEVATION (NORTH)

31



EAST FRONT ELEVATION (NORTH)

32



EAST FRONT ELEVATION (SOUTH)

4. PROVIDE A PLAN WITH NO PARKING REDUCTION REQUEST

APPLICANT RESPONSE

Parking requirements as per 14.14D.110, land uses within the Mixed-Use (MU) Zone "*need only provide seventy-five (75%) of the required off-street parking*" (see also 14.37.050 & 14.37.100).

The Staff supports this MU Zone parking allowance for this location as follows: "*Staff would not be supportive of a parking reduction for this location beyond the 25% reduction allowed in the zone*" (Staff Report – January 11, 2023).

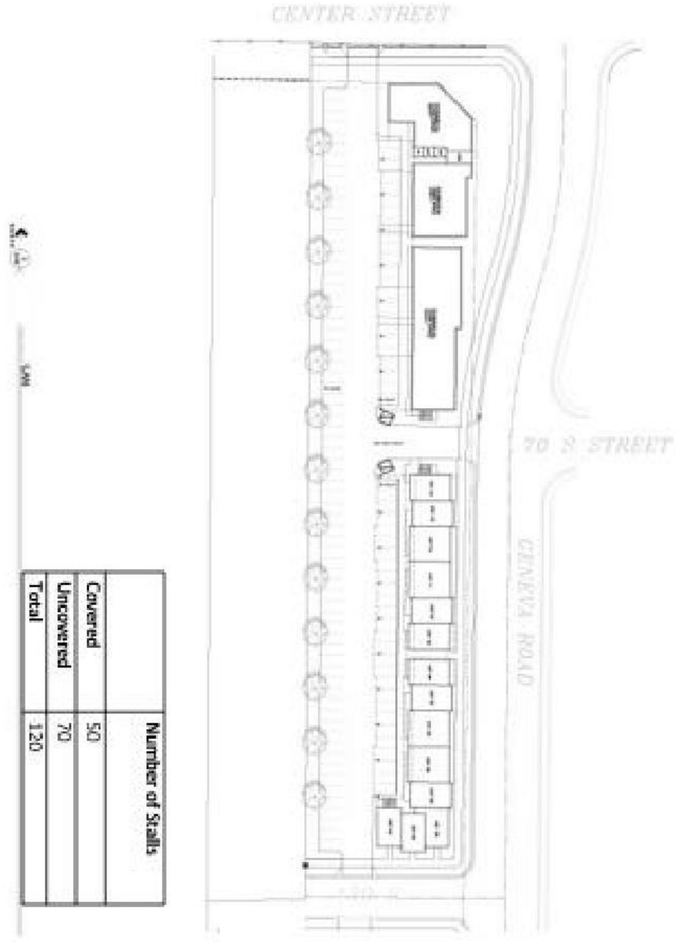
	UNITS	TYPE	STALLS/UNIT	STALLS	REQUIRED	REQUIRED STALLS
Studio	20	DU	1.5	30.0		
1-Bedroom	20	DU	1.5	30.0		
2-Bedroom	18	DU	2.25	40.5		
3-Bedroom	2	DU	2.25	4.5		
Retail	10.1	KSF	5	50.5		
TOTAL REQUIRED				**155.5**	75%	**117**

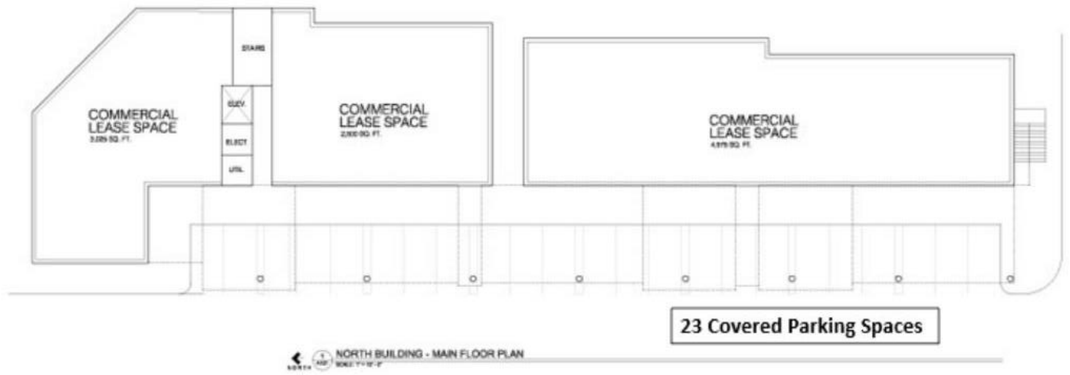
TOTAL PROVIDED	**120**

- **No shared use parking reduction request**
- 50 covered parking stalls / 70 uncovered parking stalls
- 25% more parking stalls than parking demand study (Hales Engineering – Report UT22-2389)
- Electric Vehicle (EV) charging - 50 stalls (public charging & private charging)
- Bike lockers & bike repair station
- Public Transit (UTA Route 833)
    - 7 minutes to Provo Airport
    - 10 minutes to Provo Center Station (UVX bus rapid transit line & UTA FrontRunner commuter rail)

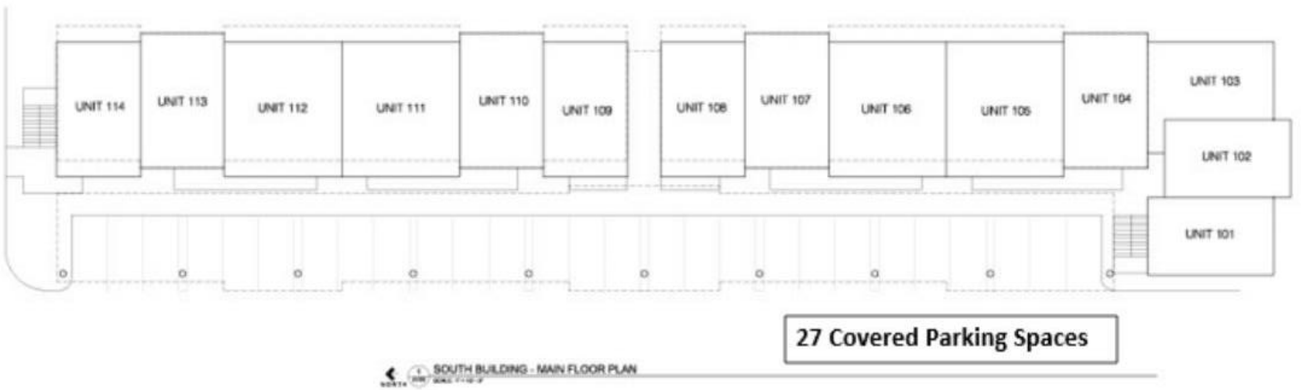
See concept site plan and parking detail attached.

CONCEPT SITE PLAN:





23 Covered Parking Spaces



27 Covered Parking Spaces

5. PUT THE HIGHEST USE AND MOST INTENSITY ON THE NORTH CORNER

APPLICANT RESPONSE:

North Building: 55% of total project square footage

Height: 3 stories

40’ to eave

47’ to ridge

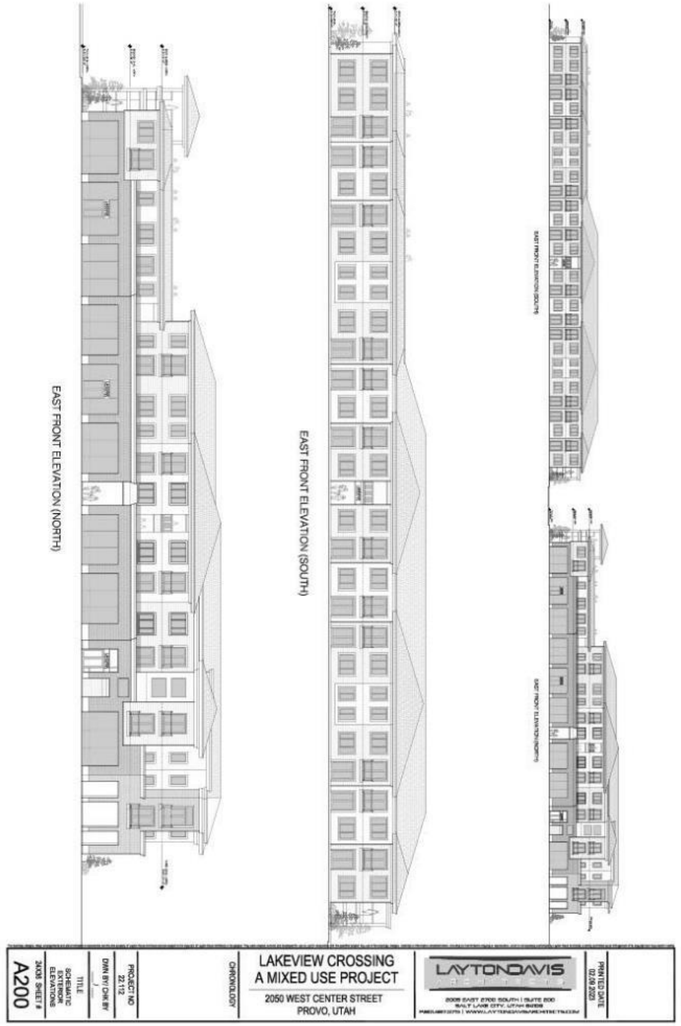
Mixed-Use:

Commercial - 10,100 sqft

Residential - 20,040 sqft

See revised architectural elevation attached.

REVISED ARCHITECTUTRAL RENDERINGS



6. VERIFICATION FROM PROVO CITY ENGINEERING ON PREFERRED ACCESS POINTS

APPLICANT RESPONSE

In meeting with David Day on January 19, 2023, David reviewed the proposed site plan (attached) and verified the following:

- The proposed driveway accessing 130 South Street is at an acceptable location.
- The proposed driveway accessing Geneva Road (2050 West) is at an acceptable location (where it is aligned with the opposing 70 South Street to the east).
- The proposed driveway accessing Center Street is at an acceptable location. Center Street is an Arterial Street, and all improvements need to be constructed according to Provo City Standard Detail P-900 on the north (Center Street) frontage of the project.

See email confirmation attached.

ATTACHED EMAIL FROM DAVID DAY

From: David Day <DDay@provo.utah.gov>
Sent: Tuesday, January 24, 2023 11:54 AM
To: Steve Turley <StevenTurley001@msn.com>
Subject: RE: Lakeview Crossing discussion 1/19/2022

Yes

From: Steve Turley <StevenTurley001@msn.com>
Sent: Monday, January 23, 2023 6:29 PM
To: David Day <DDay@provo.utah.gov>
Subject: Lakeview Crossing discussion 1/19/2022

CAUTION: This email originated from outside of Provo's email system. Do not click links or open attachments unless you recognize the sender and know the content is safe.

David,

Thanks for talking me through the accesses on the proposed project at Center Street and Geneva Road last week.

I'm drafting a response to the staff report. Can I include the following?

6. VERIFICATION FROM PROVO CITY ENGINEERING ON PREFERRED ACCESS POINTS
APPLICANT RESPONSE:
In meeting with David Day on January 19, 2023, David reviewed the proposed site plan (attached) and verified the following:

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SUPPLEMENTAL INFORMATION

A. STATEMENT REGARDING LAKEVIEW CROSSING COMPLIANCE WITH GENERAL PLAN

STATEMENT REGARDING COMPLIANCE WITH GENERAL PLAN

Lakeview Crossing @ Center Street & Geneva Road (2050 West), Provo
re-zone and concept plan

Staff maintains that the General Plan only supports changing the existing *R1-8 One-Family Residential Zone* designation to the *Mixed-Use Zone* on the northern-most one acre area (on the corner of Center Street and Geneva Road) of the project, and that any area further south must remain zoned as *R1.8 One-Family Residential*. Support for this determination is based on the strict interpretation of the boundary of land use bubbles on the General Plan's *Southwest Area Future Land Use Map*.

The General Plan's adopted Southwest Neighborhood Plan states the following regarding the Southwest area Future Land Use map:

> *"The boundaries of the illustrated land uses should be viewed as flexible and not hard boundaries in order to allow creativity in the layout and development of a site."*
> Provo City Council Meeting, November 15, 2022 - p. 14

Please further consider the following comment by Bill Peperone, Director of Development Services, when he presented the *Southwest Area Future Land Use Map* to the City Council on November 13, 2018, (when the area plan was approved and adopted):

> *"There's a certain amount of ebb and flow that we expect to go with this. So as development applications come in, it's expected that there's going to be some give and take on the boundaries of all of those areas."*
> Provo City Council Meeting, November 13, 2018 - Bill Peperone (31:48)

Clearly, the land use bubble boundaries in the *Southwest Area Future Land Use Map* are intended to be flexible and are not hard delineations. As stated, these bubble boundaries "should be viewed as flexible and not hard boundaries" and that these boundaries "ebb and flow" and there is "give and take" according to the interpretation and discretion of the Planning Commission and City Council. Regarding projects that may not fit entirely within the land use bubbles, Provo City Councilor David Harding stated the following:

> *"These very specifically were drawn as kind of bubbles. What we are trying to communicate with the community is this is what you can expect. We'd like to communicate to developers this is what we are looking for. Now if you come in with something that doesn't quite fit, but it's aligned with the vision of what we are trying to achieve, great bring it in."*
> Provo City Council Meeting, November 13, 2018 - City Councilor David Harding (1:18:33)

The northern-most one acre of the proposed rezone area lies in the *Village Center / Commercial Mixed-Use* land use bubble. The southern one acre of the proposed rezone area lies in an area that is not included in any land use bubble. In fact, there is approximately 600 feet between the *Village Center / Commercial Mixed-Use* land use bubble to the north and the *Residential* land use bubble to the south. The Staff's position that there is a hard boundary of the north *Village Center / Commercial Mixed-Use* land use bubble but not a hard boundary to the south *Residential* land use bubble is untenable and arbitrary. Such a position would render the 600 feet between land use bubbles as not designated for any land use. Clearly this is not logical.

While the proposed rezone area does not entirely fit within the *Village Center / Commercial Mixed-Use* bubble, the proposed rezone meets the vision that the area is intended to be a mix of well-designed commercial and residential uses. Staff specified that the new *Mixed-Use Zone* should be used for the *Village Center / Commercial Mixed-Use* area and the proposed project concept meets the requirements of this zone.

When the proposed rezone was originally presented to the Planning Commission on March 9, 2022, commissioners provided the following direction:

> *"What you are proposing for the two [acres] on the north doesn't bother me at all. It seems like that is a perfect location for that kind of thing and certainly having higher density housing, if it were on top of the commercial, it would be fine."*
> Planning Commission Meeting, March 9, 2022 - Commissioner Laurie Urquiaga (2:06:00)

> *"We would feel comfortable with the [Mixed-Use Village Center] commercial General Plan designation being rezoned in an area that was larger than the bubble shown on the map because it meets the intent, which is to provide something useful in that commercial node…we actually want it [Mixed-Use Village Center area] to be something useful to the community so allowing [the rezone] to go further than what the bubble shows, would, in my mind, meet that requirement."*
> Planning Commission Meeting, March 9, 2022 - Commissioner Lisa Jensen (2:19:00)

> *"I support what [Commissioner Jensen] has just recommended."*
> Planning Commission Meeting, March 9, 2022 - Commissioner Laurie Urquiaga (2:19:40)

> *"I agree with Commissioner Jensen, it makes more sense to clean things up on the zoning, but to stick strictly to the General Plan just because something is not quite within the bubble doesn't make sense…"*
> Planning Commission Meeting, March 9, 2022 - Commissioner Miles Miller (2:22:19)

> *"A 'village center' to me is a more walkable neighborhood….to see something that meets the corner is a building that helps define the intersection with shops on the bottom with apartments above that to me says: 'village center'… I would love to see something that is actually mixed-use on that corner…to create something a little more walkable, a little more 'mini downtown' feel."*
> Planning Commission Meeting, March 9, 2022 - Commissioner Brian Henrie (2:24:23)

In consideration of the guidance provided by these comments, the request to change the zone designation from the existing *R1-8 One-Family Residential Zone* designation to the proposed *Mixed-Use Zone* allows the two acres at the corner of Center Street and Geneva Road to accommodate a mix of ground-floor commercial uses with higher density residential uses above.

Please also consider that the *Mixed-Use Zone* requires at least 10,000 square feet of commercial uses to facilitate the desired mixed-use walkable community. The parking spaces required to support 10,000 square feet of commercial uses can range from 40 parking spaces (office), 50 spaces (retail), to 100 parking spaces (restaurant). Requiring the minimum of 10,000 square feet of commercial space and even the minimum of 40 parking stalls cannot fit on a single acre site. The combination of requiring the 10,000 square feet of commercial space and the adequate parking requirement necessitates incorporating the additional acreage to the south (logically bounded by 130 South street). Limiting the *Mixed-Use Zone* to only one acre makes development simply impossible. Either rezone both acres, or rezone none and eliminate the opportunity for this corner property to contribute to the *Village Center / Commercial Mixed-Use* area.

In conclusion, Staff maintains that the rezone request does not comply with the General Plan based on the southern one-acre area of the proposed rezone being designated on the *Southwest Future Land Use Map* as limited to residential uses not exceeding three (3) units per acre. This determination is arbitrarily based on strictly defining the boundary of one land use bubble (*Village Center / Commercial Mixed-Use*) to NOT include the southern acre, but fudging the boundary of the other land use bubble (*Residential*) by 600 feet.

- This position is contrary to the adopted Southwest Neighborhood Plan (pending adoption by City Council on November 15, 2022).
- This position is contrary to the prior statements made by Staff, Planning Commision, and City Council when this map was being created and adopted.
- This position is contrary to the opinions expressed by a majority of the planning commissioners when they considered this project's rezone request at their March 9, 2022, meeting.

Staff suggests that 'hands are tied' and that the Planning Commission and City Council must interpret the General Plan solely on the arbitrary boundary of a bubble (and curtail development accordingly). The General Plan itself states the opposite and is actually much broader and details greater goals. The General Plan aspires for a vibrant mixed-use node at west Provo's most prominent intersection facilitating the beginnings of a much-desired west-side walkable community. This project creates the desired "mix of retail, office, and higher density residential uses, with attractive site amenities and distinctive design features with a density limit of 30 residential units per acre (see: Southwest Neighborhood Plan, p. 15). It is a choice to encourage and facilitate the creation of mixed retail, office, and residential uses (and extend an arbitrary flexible boundary of a bubble on a map), or hold fast to an arbitrary line of a bubble on a map (and exclude the potential benefits of the proposed mixed-use project). We hope you'll choose to support this project as proposed and begin to realize the Village Center envisioned by Provo's General Plan.

B. PUBLIC WORKS STATEMENT REGARDING ADEQUATE SEWER CAPACITY

Planning Commission Meeting-January 11, 2023

1:36:15

Commissioner Whitlock: I had a question for Mr. Day from Public Works. There was a comment made about sewage and I didn't see anything about that in the Staff Report. Is that a concern at all from Public Works about the project?

David Day: No

Commissioner Whitlock: No. OK.

Commissioner Jensen: I think the comment was in relation to the thing we've talked about a lot on the West Side where there's a limit to the number of units that the sewer system can sustain and so that always comes up in just an aside.

Commissioner Whitlock: Yea, and I just wanted to know if it was pertinent to this particular project.

David Day: [inaudible] I should probably come to the microphone, right? David Day with Public Works. Don't let that influence your decision on this. I think that the sewer and water issue is far below what you're contemplating here. So, just don't let that even influence you.

PLRZ20210271 - Provo Bay Neighborhood

April 27, 2023, 9:05 AM

Contents

i.	Introduction	2
ii.	Summary of statements	3
iii.	Individual statements	4

PLRZ20210271 - Provo Bay Neighborhood

Provo Bay Neighborhood Neighborhood - What do you think about the proposed zone change from residential to commercial for a property at 2075 W Center Street?

Introduction

Provo City residents are encouraged to provide input on new development within the city. We value our residents' opinion and ideas. Your input assists staff in ensuring that all viewpoints are heard and to make them aware of concerns as well as what residents see as a match to the City's vision.

Developer/Applicant
Steven Turley

Project address
2075 W Center Street

Description
Steven Turley requests a zone change from One-Family Residential (R1.8) zone to General Commercial (CG) for approximately one acre, located at 2075 W Center St. in the Provo Bay Neighborhood. This part of the project would have frontage and access to Center Street (to the north) and frontage (but only a single driveway access) on 2050 West (to the east). The Southwest Area Future Land Use Map designates this area as the mixed use village center. The larger project from this applicant includes a mix of commercial uses and several housing types and would transition from higher intensity commercial uses (to the north) gradually to medium and lower density residential (to the south).

The zone change request discussed in the Provo Bay Neighborhood meeting is for the General Commercial zone.

Status
A neighborhood meeting was held in December 2021. The application has been under review of various Provo City departments and will later be heard by the Planning Commission Because it is a zone change, it will also need to be heard by the Provo City Council.

Project Contacts
Planner - Brandon Larsen, 801-852-6404, aardmore@provo.org

Resources
Provo City Zoning Map
Provo City Code
Key Land Use Policies - listed by area and neighborhood (see policies that guide the land use for particular areas of the city)

Provo Bay Neighborhood Meeting about this project

PLRZ20210271 - Provo Bay Neighborhood

Provo Bay Neighborhood Neighborhood - What do you think about the proposed zone change from residential to commercial for a property at 2075 W Center Street?

Summary Of Statements

As of April 27, 2023, 9:05 AM, this forum had:		Topic Start	Topic End
Attendees:	139	December 8, 2021, 3:03 PM	April 26, 2023, 11:59 PM
Statements:	27		
Minutes of Public Comment:	54		

PLRZ20210271 - Provo Bay Neighborhood

Provo Bay Neighborhood Neighborhood - What do you think about the proposed zone change from residential to commercial for a property at 2075 W Center Street?

Individual Statements

Name not shown
more than 2 miles
December 8, 2021, 6:14 PM

There is already limited housing in provo. I think small residential is important for a community in order to allow people with less means to buy land and begin acquiring wealth. Just having larger homes or getting rid of residential homes increases prices/difficulty finding places and so I think it'd be a bad idea and I'd be against changing this zoning

Chris West
more than 2 miles
December 8, 2021, 6:34 PM

My wife and I live in Provo near BYU and are currently students, but we're considering buying a home here after we graduate. When looking it seems that there are more affordable options over on the West side of the freeway, however, there's nothing else over there that I'd want to live near. There are no grocery stores. There aren't many restaurants, gyms, shops, etc. (that I know of). Preferably, some, if not all of these things would be in walking distance to where I live, but, in West Provo this doesn't seem to be the case almost anywhere. I think that this development is a good way to start mixing some commercial into the residential zone in a light and iterative way that would make the amenities of West Provo much more inviting.

Others may be concerned that zoning this as commercial will hurt our ability to provide housing as it will take land away from residential; however, this doesn't actually take any land away from residential zoning. Currently, according to google maps, this area is an empty parking lot looking thing, not housing. Furthermore, this will provide the means to support more housing in this area. The area has lots of space for housing, but for that housing to exist, there needs to be the necessary support system in place: grocery stores, restaurants, shops, in short, commercial services.

7 Supporters

C Mayo
1 to 2 miles
December 8, 2021, 6:54 PM

That corner lot is an existing business office that is low traffic and low commercial value to those of us near it. It is not housing as mentioned in some feedback by folks that don't seem to even live in the area. Some seem to think the city can control housing prices too. Market forces have more bearing, but the city can balance out zoning so that the community can be a bit more sustainable commercially. This zoning change could bring more commercial opportunities to the surrounding area that is so much needed since most of the commercial opportunities on the West side (and the southwest connector especially) are being missed and used for yet more bedroom community growth (Provo becoming a bedroom for other cities it seems). Driving across Provo along a West-East corridor is horrible, so adding a few shops and commercial opportunities to the West side would be wise to allow (or we can keep driving to Orem or Springville which is pretty easy in a lot of cases).

5 Supporters

Name not shown
¼ to ½ mile
December 9, 2021, 10:10 AM

We have a place on Center Street that's very close to your planned development. Although I much prefer open land and larger single family residential lots, I understand that's not realistic for the needs of our community as it's currently and rapidly being developed in other areas on the west side. It appears that your commercial development and dense housing plans are a good fit for that particular location. Good luck with your project.

Name not shown
¼ to ½ mile
December 9, 2021, 10:11 AM

This looks consistent with the area. There is commercial on the other corners around it. I live just a few blocks away and more retail on that piece of land would be welcome.

PLRZ20210271 - Provo Bay Neighborhood

Provo Bay Neighborhood Neighborhood - What do you think about the proposed zone change from residential to commercial for a property at 2075 W Center Street?

1 Supporter

Name not shown
more than 2 miles
December 10, 2021, 1:42 PM

I have heard that this area is in need of a grocery store. If that could happen down there that would be great.

I am in general in favor of mixing more commercial zoning in with residential zoning, to decrease travel time required for daily living needs. However, I am also hopeful that new commercial zoning will be more pedestrian and neighborhood friendly, without requirements for big parking lots that space commercial buildings blocks apart from each other. From what I've read, having more commercial areas built like downtown Provo is the way to go.

If this commercial zoning would result in a commercial area built like Orem, I am opposed.

3 Supporters

Name not shown
1 to 2 miles
December 15, 2021, 11:09 PM

This southwest corner of Center and Geneva as proposed allows for a good transition from Center and Geneva to single family residential. As proposed the commercial on the corner is directly to the west of the gas station, the apartment/condo is directly to the west of the fire station, the townhomes and twin homes are directly to the west of the current cottages. This is a good transition from commercial on the corner and reduced housing as you get closer to the existing single family southwest of the Geneva/Center corner.

Also, Provo City needs to continue negotiations with the Grocery store on the northeast corner of Geneva/Center. Lakeview Provo (west of I-15) would benefit from new and closer grocery and other needed lower impact commercial.

1 Supporter

Name not shown
more than 2 miles
December 16, 2021, 12:12 AM

West Provo is losing to Vineyard and west Orem in Commercial development. More projects like this are necessary to make West Provo attractive as a community.

1 Supporter

Name not shown
more than 2 miles
December 20, 2021, 4:33 PM

super awesome

Name not shown
more than 2 miles
December 21, 2021, 1:02 PM

Increasing the mix of commercial among these residential areas would be beneficial. It would offer closer shopping options for those that live in the area. It would be beautiful to have a new commercial building there to make that part of town look nicer. Great work!

2 Supporters

Aubree Lewis
more than 2 miles
December 21, 2021, 1:48 PM

As a homeowner in Provo (Joaquin Neighborhood) I am supportive of this change. The area seems ideal for Commercial properties and this is a good way to evolve as Provo continues to grow.

1 Supporter

Chad Lewis
more than 2 miles
December 21, 2021, 1:48 PM

We need good growth that will provide jobs. This looks like a great project.

PLRZ20210271 - Provo Bay Neighborhood

Provo Bay Neighborhood Neighborhood - What do you think about the proposed zone change from residential to commercial for a property at 2075 W Center Street?

Ben Lewis
more than 2 miles
December 21, 2021, 1:58 PM

I think think that the area is in need of more commercial opportunities and I think that it fits well with the surrounding area. West Provo and Vineyard are in major need of new commercial developments to bring amenities to the increasing number of residents in twin homes and apartment complexes being built.

2 Supporters

Jackson Lewis
1 to 2 miles
December 21, 2021, 2:11 PM

I think this area of Provo needs this. It needs a few more small commercial building to bring some small companies. Provo also needs to continue to push smiths to build near this listed property

---

Julie Lewis
more than 2 miles
December 23, 2021, 3:41 PM

I think this is the ideal location for light commercial .... A good transition of mixed use housing from light commercial to residential. Brings in more jobs and adds to the spirit of Provo. This is a good move .

Holly Lewis
more than 2 miles
December 24, 2021, 12:25 PM

I think this sounds like a great idea. By having the designated commercial area, it would help alleviate some traffic in the neighborhoods as well as spread the busy consumerism so it's not all in one spot in Provo.

1 Supporter

Kameron Ho Ching
1 to 2 miles
December 27, 2021, 10:54 PM

I just feel like this area of Provo needs more commercial business and activity. More people coming through for commercial reasons would help the community tremendously.

Ana Lewis
more than 2 miles
December 27, 2021, 10:55 PM

This area of Provo would thrive by adding commercial. As the temple in orem is completed and as development continues commercial will be critical!

1 Supporter

Kaleb Ho Ching
1 to 2 miles
December 27, 2021, 10:57 PM

This part of Provo needs more commercial building because it is a little run down and there is not a lot of stores close by. Building more buildings will be very effective at this time.

Nikki Holbrook
1 to 2 miles
December 28, 2021, 12:25 PM

I love this neighborhood but I think it needs more stores and shops. It would build a better community and bring some life to this neighborhood. It needs more commercial property

---

Name not shown
1 to 2 miles
January 1, 2022, 5:48 PM

While I support adding more commercial and mixed development to West Provo, the design as proposed is lacking. Trees should be lining the street before the sidewalk, and optimally these stores would have outward

facing doors to the street to make for a more welcoming front akin to downtown. Some parallel parking on the street would add to all of this as well and cut down on parking space down the back. A store on the corner would also add a desirable space for a business with it right on Center.

1 Supporter

Name not shown
more than 2 miles
January 16, 2022, 9:20 PM

This project looks like it would be a positive addition to the neighborhood. The south-west side of town is in desperate need of commercial opportunities and a lower price point for more affordable housing.

3 Supporters

William Taylor
more than 2 miles
February 21, 2022, 4:58 PM

That seems like too much parking for such a small commercial space. I would like to see more open space along the street with more trees. Too often we have commercial areas with few trees along the road and this needs to change. Also, having the stores have an entrance that opens onto the street opens up the area to walkability.

Name not available
March 2, 2022, 5:39 PM

My concern is with parking. Take a look at the Geneva Townhomes development located at the southeast corner of 820 N and Geneva Road. This is a development with a lot of townhomes crammed onto a small block with insufficient parking spaces. It looks a mess. West Provo is not walkable like downtown so you have to anticipate an average of two cars per townhome. Are we talking townhomes with garages? Or townhomes with one dedicated space per residence? West Provo should not become a parking lot for higher-density developments.

Todd Lewis
more than 2 miles
March 9, 2022, 5:14 PM

This is a good project that is supportive to the immediate neighborhood surrounding and would be a great benefit to the city of Provo.

Name not shown
within ¼ mile
March 16, 2022, 2:59 PM

This would a great addition to west Provo! Sure, I could be picky on exactly how it should be, but the reality is that west Provo is seriously lacking in access to stores, restaurants, & shops. This entire intersection needs a facelift, honestly. Let's do it!

1 Supporter

Name not shown
more than 2 miles
March 19, 2023, 11:03 PM

This could be a positive addition to this part of Provo and I am in support. It looks like a lot of the space will be used for parking. Is there a way to design the space such that pedestrian access is placed ahead of cars? With the river trail and baseball fields close by I could foresee these shops having bike or pedestrian traffic if the space is designed in their favor and is not too heavily car-centric. Thank you!

PROVO MUNICIPAL COUNCIL STAFF REPORT

Submitter: NLA
Department: Development Services
Requested Meeting Date: 05-16-2023

SUBJECT: An ordinance amending Provo City Code regarding development landscaping requirements. Citywide Application. (PLOTA20230079)

RECOMMENDATION: To be heard at the May 16, 2023 Work & Council Meeting. Please see supporting documents.

BACKGROUND: Parkstrips are currently limited to 60% nonvegetative coverage while xeric landscaping in front yards requires a minimum of 35% vegetative coverage (not including trees and weeds). By amending the requirements for both parkstrips and yards to a minimum of 40% vegetative coverage (not including trees), the City can standardize language while slightly increasing the amount of vegetation required for xeric landscaping. Staff recommend that the minimum vegetative coverage requirement for interior landscaping strips in a parking lot be increased from 35% to 40% to remain consistent.

FISCAL IMPACT:

PRESENTER'S NAME: Hannah Salzl (801) 852-6423 hsalzl@provo.org

REQUESTED DURATION OF PRESENTATION: 10 minutes

COMPATIBILITY WITH GENERAL PLAN POLICIES, GOALS, AND OBJECTIVES:

CITYVIEW OR ISSUE FILE NUMBER: PLOTA20230079

ORDINANCE 2023-

AN ORDINANCE AMENDING PROVO CITY CODE REGARDING DEVELOPMENT LANDSCAPING REQUIREMENTS. CITYWIDE APPLICATION. (PLOTA20230079)

WHEREAS, it is proposed that Provo City Code Chapter 15.20 (Development Landscaping Requirements) be amended; and

WHEREAS, on April 26, 2023, the Planning Commission held a duly noticed public hearing to consider the proposed amendment, and after such meeting, the Planning Commission recommended approval to the Municipal Council by a vote of 5:0; and

WHEREAS, on May 16, 2023, the Municipal Council met to ascertain the facts regarding this matter and receive public comment, which facts and comments are found in the public record of the Council's consideration; and

WHEREAS, after considering the Planning Commission's recommendation and facts and comments presented to the Municipal Council, the Council finds (i) Provo City Code should be amended as described herein and (ii) the proposed amendment reasonably furthers the health, safety and general welfare of the citizens of Provo City.

NOW, THEREFORE, be it ordained by the Municipal Council of Provo City, Utah, as follows:

PART I:

Provo City Code Chapter 15.20 (Development Landscaping Requirements) is hereby amended as set forth in Exhibit A.

PART II:

A. If a provision of this ordinance conflicts with a provision of a previously adopted ordinance, this ordinance shall prevail.
B. This ordinance and its various sections, clauses and paragraphs are hereby declared to be severable. If any part, sentence, clause or phrase is adjudged to be unconstitutional or invalid, the remainder of the ordinance shall not be affected thereby.
C. The Municipal Council hereby directs that the official copy of the Provo City Code be updated to reflect the provisions enacted by this ordinance.
D. This ordinance shall take effect immediately after it has been posted or published in accordance with Utah Code 10-3-711, presented to the Mayor in accordance with Utah Code 10-3b-204, and recorded in accordance with Utah Code 10-3-713.

END OF ORDINANCE.

Exhibit A

Chapter 15.20 Development Landscaping Requirements

. . .

15.20.060 Design Standards.

…

(6) Xeric landscaping and water wise landscaping is encouraged in all yards if the landscaping plan for yards adjacent to a street meets the following criteria:

(a) Living vegetation including turf grass, shrubs, perennials, ornamental grasses or artificial turf grass shall cover a minimum of ~~thirty-five~~ forty percent (~~35~~40%) of the unbuilt surface area within three (3) years of planting. Tree canopy and weeds may not count toward this percentage;

(b) The remaining unbuilt area not covered by living vegetation or artificial turf grass shall be covered by bark or wood mulch, decorative rock, hardscape or any combination of these materials. Living plants should be ~~dispersed~~ grouped aesthetically throughout the yard;

(c) Living plants in the parkway area shall not be included in the minimum coverage requirement. Landscaping requirements for parkways shall be followed as defined in Section 15.20.120, Provo City Code.

(d) Artificial turf grass may be used in landscaping so long as it meets the following requirements:

(i) Artificial turf grass in yards adjacent to a street must have a blade length between two (2) inches and three (3) inches, have a natural green color, and be water permeable;

(ii) Artificial turf grass must be installed on top of a minimum of three (3) inches of sand, rocks, gravel, or similar product for drainage. Rocks, gravel or similar products shall range in size from three-eighths (3/8) inch to three-fourths (3/4) inch;

(iii) Artificial turf grass used for landscaping may not include rubber infill in a yard adjacent to a public street;

(iv) Outdoor green carpet shall not be used in landscaping;

(v) Upon request, specifications for installed artificial turf grass shall be provided to the Development Services Department.

. . .

15.20.090 Parking Lot Landscaping.

(1) All parking lots designed for six (6) or more parking spaces shall provide landscaping in accordance with the provisions of this Section. Parking lots designed for five (5) or fewer parking spaces shall not be required to provide landscaping other than yard area landscaping and landscaped buffer requirements as specified in other sections of this Chapter.

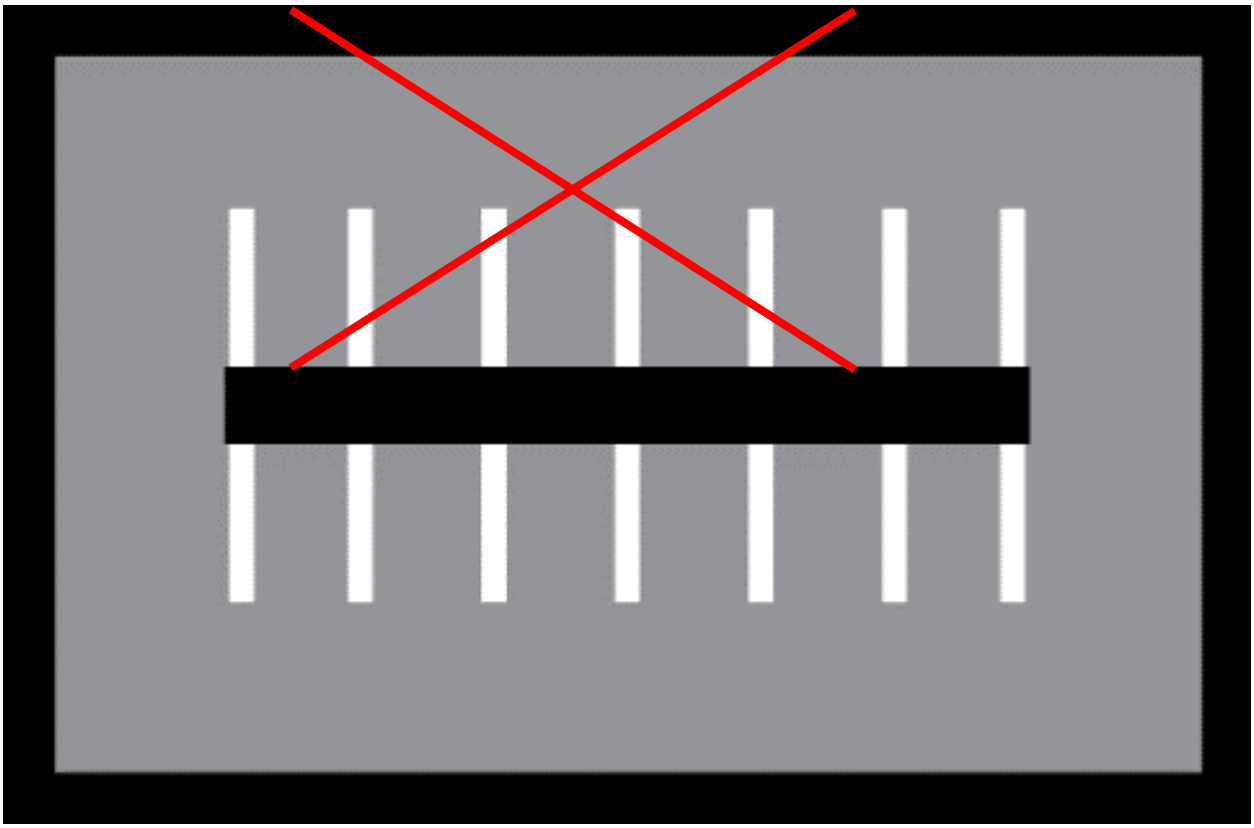
(2) Parking areas shall be landscaped at a rate of at least forty (40) square feet of landscaping per off-street parking stall. Landscaping areas located along the perimeter of a parking lot (beyond the curb or edge of pavement of the parking lot, up to a depth of ten (10) feet) may be included toward satisfying this requirement. Deciduous trees shall be planted within said parking area landscaping in a manner such that, at maturity of said trees, at least fifty percent (50%) of the paved surface area of the parking area will be shaded when the sun is directly overhead during the summer solstice.

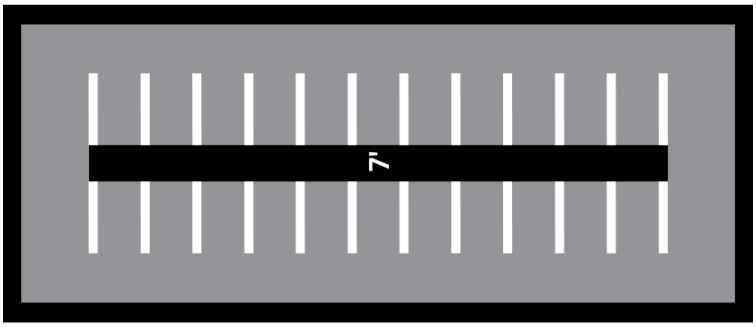
(3) Landscaped areas shall be improved in conformance with the following requirements:

(a) Interior landscape design shall meet one (1) of the following options and must be designed to provide fifty percent (50%) tree canopy coverage within twenty (20) years of planting:

(i) Landscaped strips perpendicular to the parking spaces with a minimum width of ~~five~~ seven (~~5~~7) feet shall be required in front of or between rows of parking spaces, except when using vegetated drainage swales the minimum width shall be eight (8) feet; or

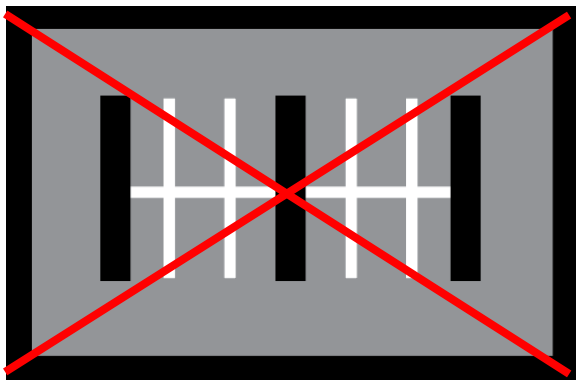
Figure 1. Landscaped Strips

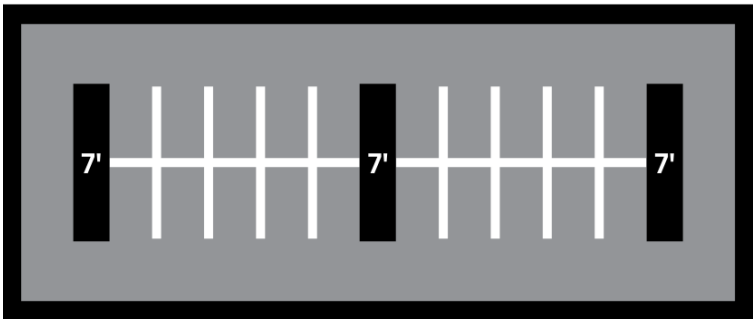




(ii) Landscaped islands with a minimum width of seven (7) feet parallel to the parking spaces at a spacing of every ~~three~~ five (~~3~~5) stalls shall be required.~~; or~~

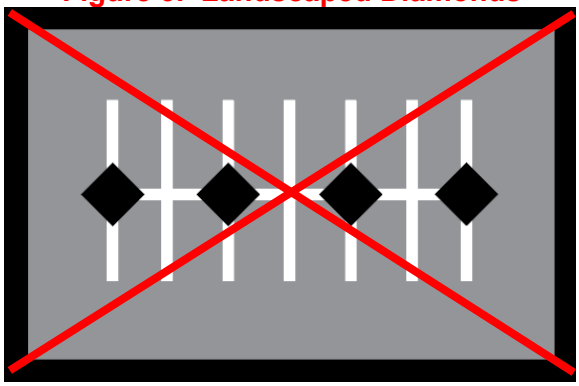
Figure 2. Landscaped Islands





~~(iii) Landscaped diamonds, a minimum of five (5) feet by five (5) feet, shall be required at the intersection where the corner of four (4) parking spaces meet when neither landscaped strips nor islands are feasible.~~

~~Figure 3. Landscaped Diamonds~~



(b) Two (2) feet of a parking space may have a clear overhang and count toward the required length of the parking space.

(c) Landscaped areas shall be sloped concavely to allow storm water infiltration.

(4) The plants used to improve the landscape areas defined above shall conform to the following:

(a) Primary plant materials used in the interior parking lot landscaping shall be deciduous shade trees.

(i) Ornamental trees, shrubbery, hedges, and other plants may be used to supplement the shade tree plantings in perimeter planting areas, but shall not be the only plants used in such landscaping.

(ii) Only tree species identified in the City of Provo Tree Selection Guide in the Class II list ~~the following shade tree species~~ shall be planted in parking lot landscaping~~: Streetkeeper Honeylocust, Shademaster Honeylocust, English Hawthorne, Golden Raintree, Flowering Chokecherry, Green Vase Zelkova, Musashino Zelkova, Lacebark Elm, Littleleaf Linden, Common Hackberry, European Beech, Tricolor Beech, Silver Linden, Mountain Ash, and Pioneer, Frontier, Accolade, Homestead, and Patriot Elm hybrids~~ unless otherwise approved by the City Forester.

(b) Drought-tolerant species of turf are encouraged.

(c) Sub-surface irrigation is encouraged.

(~~b~~d) One (1) shade tree shall be provided for every four (4) parking spaces; and

(i) When low impact development infiltration is infeasible (according to the Storm Drainage System Design and Management Manual, Chapter 11), the area of LID designs with underdrains or impermeable liners may be credited towards the required numbers of trees at the rate of two hundred (200) square feet of LID area equal to one (1) tree; up to fifty percent (50%) of the number of required trees.

(~~c~~e) Interior parking lot landscaping area shall be planted with ground cover at a density that will achieve ~~thirty-five~~ forty percent (~~35~~40%) cover within two (2) years.

(5) Six (6) inch by six (6) inch minimum poured concrete curb controls with drainage inlets or parking stops shall be installed around all required landscaping within the interior of parking lots for the protection of the landscaping.

15.20.100 Required Perimeter Parking Lot Landscape Improvements.

(1) Perimeter parking lot landscaped strips and islands must have a minimum width of seven (7) feet. The landscape requirements identified in Table 15-20-1, Required Perimeter Parking Lot Landscape Improvements (see (f) below), provide for the enhancement of parking lots by recognizing two (2) distinct conditions. The first is where parking lots are located in front and side street areas, and a uniform scheme of landscaping is required to protect the aesthetics along public streets. The second condition is where parking lots are located within rear and interior side yards, and minimum requirements for beautification of both residential and nonresidential uses are the City's goal.

(a) The intent of this Section is to require a higher level of landscaping for residential uses (principally multifamily uses) than for nonresidential uses.

(b) The improvements established in Table 15-20-1 shall be required only for parking lots with six (6) or more stalls and where the lot is located within a required yard or within twenty (20) feet of a lot line. For reduction of impacts between dissimilar uses, see Sections 14.34.300 and 15.20.110, Provo City Code.

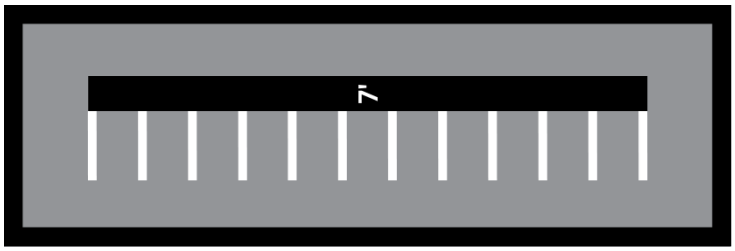
(c) Where both parking lot landscaping and landscape buffers are required, the more restrictive shall apply.

(d) In no case shall parking be allowed in a required front or street side yard setback.

(e) Landscaped strips shall meet one (1) of the following options:

(i) Landscaped strips perpendicular to the parking spaces with a minimum width of seven (7) feet, except when using vegetated drainage swales the minimum width shall be eight (8) feet;

Figure 3. Landscaped Strips



(ii) Landscaped islands with a minimum width of seven (7) feet parallel to the parking spaces at a spacing of every five (5) stalls.

Figure 4. Landscaped Islands



(f)

Table ~~Table~~ 15-20-1. Required Perimeter Parking Lot Landscape Improvements

Required Landscaping	**Front Yards and Side Yards Abutting a Street**	
Shade Trees	1 tree per 50 feet of yard length, measured to the nearest whole number (in addition to required parkway trees).	
Shrubs	1 shrub per 3 feet, on center along 100% of the yard length. Shrubs with mature height not more than 3 feet unless lower shrub height is specifically required in this Chapter for front yard areas.	
Ground Cover	Landscape area outside of shrub masses shall be established in turf or other ground cover.	
Required Landscaping	**Rear and Interior Yards**	
	Residential Use (including institutional residential uses)	**Nonresidential Use**
Shade Trees	1 tree per 30 feet of yard length, measured to the nearest whole number.	1 tree per 50 feet of yard length, measured to the nearest whole number.
Shrubs	1 shrub per 3 feet, on center along 100% of the yard length. Shrubs shall have a mature height not less than 3 feet.	1 shrub per 6 feet, on center along 100% of the yard length. Shrubs shall have a mature height not less than 3 feet.
Ground Cover	Landscape area outside of shrub masses shall be established in turf or other ground cover.	Landscape area outside of shrub masses shall be established in turf or other ground cover.

. . .

15.20.120 Parkways.

The intent of this Section is to maintain the appearance of parkways, protect the public by prohibiting the use of materials that may cause harm or injury to pedestrians or vehicles, provide for safe and convenient access across parkways, expand landscape flexibility while not unreasonably inhibiting access for repair and maintenance of public utilities, encourage water conservation and generally improve environmental conditions along the City streets. All parkways shall be landscaped in conformance with the provisions of this Section.

(1) Parkway Landscaping.

(a) Parkways less than four (4) feet in width shall be landscaped with materials including bark, decorative stone, brick pavers, concrete pavers, permeable pavers, poured concrete or vegetative ground cover. ~~If poured concrete is used, a decorative pattern shall be used.~~

(b) Parkways four (4) feet or more in width shall be landscaped. Living vegetation including ~~T~~turf grass, vegetative materials ~~(not exceeding twenty-four (24) inches in height at maturity)~~ , or artificial turf grass shall cover a minimum of forty percent (40%) of the unbuilt surface area within three (3) years of planting. Tree canopy and weeds may not count toward this percentage. Vegetative materials (excluding trees) shall not exceed twenty-four (24) inches in height at maturity. ~~as well as o~~Other materials including brick pavers, permeable pavers, or decorative stone may be used. Stone or rock smaller than one (1) inch in diameter presents a hazard to vehicular and pedestrian traffic and poses a clogging risk to City storm drains and shall not be allowed in parkway strips. ~~When non-vegetative materials are used, they are not to exceed sixty percent (60%) of the parkway surface area.~~ Thorn bearing plant species, asphalt or poured concrete shall not be permitted.

...

DEVELOPMENT SERVICES

Planning Commission Hearing Staff Report
Hearing Date: April 26, 2023

***ITEM #3** Provo City Development Services requests Ordinance Text Amendments to Chapter 15.20, landscaping requirements. Citywide Application. Hannah Salzl (801) 852-6423 hsalzl@provo.org PLOTA20230079

Applicant: Development Services

Staff Coordinator: Hannah Salzl

ALTERNATIVE ACTIONS

1. **Continue** to a future date to obtain additional information or to further consider information presented. *The next available meeting date is May 10, 2023 at 6:00 P.M.*

2. **Recommend Denial** of the requested Ordinance Text Amendment. *This action would not be consistent with the recommendations of the Staff Report. The Planning Commission should state new findings.*

Relevant History: Recent discussions about water use and further urban canopy expansion led to a review of landscaping codes to clarify language and standardize requirements among yards, parkstrips, and parking lots. These proposed amendments were developed in collaboration with the Power, Public Works, and Parks Departments.

Neighborhood Issues: There has not yet been a neighborhood meeting on this item and staff has not received any feedback on the request at the time of this report.

Summary of Key Issues:

- Subsection 15.20.060(6)(a) currently requires a minimum of 35% vegetative coverage in yards, not including trees and weeds. 15.20.120(1)(b) currently limits non-vegetative coverage to 60% in parkstrips wider than four feet.
- Subsections 15.20.090(3)(a)(i-iii) and 15.20.100 require that landscaped strips and diamonds in parking lots be at least five feet wide, despite the City's requirement for seven-foot-wide parkstrips to allow for bigger trees.
- Staff has found that the requirements for perimeter parking lot landscaping in 15.20.100 is ambiguous and could benefit from clear graphics and tables.

Staff Recommendation: That the Planning Commission recommend approval of the proposed text amendments to the Provo City Council.

OVERVIEW

Parkstrips are currently limited to 60% nonvegetative coverage while xeric landscaping in front yards requires a minimum of 35% vegetative coverage (not including trees and weeds). By amending the requirements for both parkstrips and yards to a minimum of 40% vegetative coverage (not including trees), the City can standardize language while slightly increasing the amount of vegetation required for xeric landscaping. Staff recommend that the minimum vegetative coverage requirement for interior landscaping strips in a parking lot be increased from 35% to 40% to remain consistent.

Provo City has worked to expand the city's urban tree canopy over the last several decades. As part of this effort, the City expanded park strip widths from four to seven feet. The seven-foot parkstrips have allowed for larger trees with wider canopies. This has increased shade, which reduces the amount of water needed for plants under the canopy and also reduces ambient temperatures by mitigating the urban heat island effect.

However, perimeter and interior landscaping strips in parking lots still have a minimum width of five feet in 15.20.090(3)(a)(i-iii) and 15.20.090(1)(a). By widening the landscaping strips to parkstrip widths to allow for bigger trees, we should see similar benefits. To offset the larger strips, staff recommend requiring five stall widths between landscaped islands rather than three (15.20.090(3)(ii).

Staff also propose prohibiting diamond landscaping areas for two reasons. First, a seven-by-seven-foot diamond renders the surrounding stalls unusable. Second, the diamonds make snow removal challenging and can damage plows.

Other minor clarifications include:

- Adding permeable pavers to the list of permitted materials in parkstrips narrower than four feet in 15.20.120(1)(a),
- Removing the requirement that poured concrete in parkstrips narrower than four feet must use a decorative pattern in 15.20.120(1)(a),
- Changing the list of permitted trees in parking lot interior landscaping to instead reference the list of Class II trees in the City of Provo Tree Selection Guide,
- Encouraging subsurface irrigation and drought-tolerant species of turf in parking lot landscaping,
- Adding graphics to 15.20.100 to clarify perimeter parking lot landscape requirements, and
- Moving Table 15-20-1 from the end of the chapter to the section where it is referenced (15.20.100).

FINDINGS OF FACT

1. General Plan goal Transportation 4.c. calls for the City to “Increase the urban tree canopy and consider looking at the size of parkstrips to accommodate larger trees.”
2. General Plan goal Resource Management 1.g. calls for the City to “Increase the urban tree canopy.”
3. The General Plan reads, “To avoid becoming a concrete and asphalt-paved community, the city should continue to require developments to meet landscaping standards. Best practices for incorporating water-wise landscape or xeric landscaping design should be used where possible” (pg 27).
4. Best practices for xeric landscaping encourage vegetative coverage.
5. Permeable pavers in parkstrips narrower than four feet reduce water use in the parkstrip while maintaining stormwater permeability.
6. The proposed text amendments include standardizations and clarification that will make the sections easier to understand and apply.
7. Larger trees absorb more stormwater runoff, provide more shade, and capture more air pollution than smaller-stature trees.
8. The proposed text amendments do not remove the requirement that parking lots with more than six stalls have 50% tree canopy coverage within 20 years of planting.
9. Diamond-shaped landscape strips in parking lots are difficult to navigate with snow plows.

STAFF ANALYSIS

Staff support the City’s goal to increase vegetative coverage generally and urban tree canopy coverage specifically.

Provo City Code Section 14.02.020(2) sets forth the following guidelines for consideration of ordinance text amendments.

Before recommending an amendment to this Title, the Planning Commission shall determine whether such amendment is in the interest of the public, and is consistent with the goals and policies of the Provo City General Plan. The following guidelines shall be used to determine consistency with the General Plan:

(a) Public purpose for the amendment in question.

Staff response: The amendment would support the City’s goals to increase tree canopy coverage, encourage the growth or larger trees, and create beautiful and varied landscapes. It also standardizes requirements and language to make the landscaping code more consistent and easier to understand.

(b) Confirmation that the public purpose is best served by the amendment in question.

Staff response: Staff believes that the proposed amendments serve the public, who will benefit from larger shade trees in parking lots and more consistent landscaping codes.

(c) Compatibility of the proposed amendment with General Plan policies, goals, and objectives.

Staff response: The proposed amendments are consistent with General Plan policies, goals, and objectives as listed in Findings of Fact 1-3.

(d) Consistency of the proposed amendment with the General Plan's "timing and sequencing" provisions on changes of use, insofar as they are articulated.

Staff response: There are no timing and sequencing issues related to this proposal.

(e) Potential of the proposed amendment to hinder or obstruct attainment of the General Plan's articulated policies.

Staff response: This proposal does not hinder or obstruct attainment of the General Plan's articulated policies.

(f) Adverse impacts on adjacent land owners.

Staff response: Staff do not foresee any adverse impacts from the xeric landscaping and parkstrip amendments. Depending on tree layout, larger trees in parking lots' perimeter landscaping could drop more leaves onto neighboring properties.

(g) Verification of correctness in the original zoning or General Plan for the area in question.

Staff response: This proposal does not affect the zoning of any areas. It addresses landscaping standards citywide.

(h) In cases where a conflict arises between the General Plan Map and General Plan Policies, precedence shall be given to the Plan Policies.

Staff response: There is not a conflict.

CONCLUSIONS

The proposed amendments have been developed in collaboration with the Power, Public Works, and Parks Departments in order to increase vegetative and tree canopy coverage, encourage larger shade, trees in parking lots, and standardize and clarify code requirements for landscaping. Staff recommend approval of the amendments.

ATTACHMENTS

1. Proposed Language 15.20.060 (Design Standards)
2. Proposed Language 15.20.120 (Parkways)
3. Proposed Language 15.20.090 (Parking Lot Landscaping)
4. Proposed Language 15.20.100 (Required Perimeter Parking Lot Landscape Improvements)

Attachment 1 – Proposed Language 15.20.060 (Design Standards)

15.20.060 Design Standards.

…

(6) Xeric landscaping and water wise landscaping is encouraged in all yards if the landscaping plan for yards adjacent to a street meets the following criteria:

(a) Living vegetation including turf grass, shrubs, perennials, ornamental grasses or artificial turf grass shall cover a minimum of ~~thirty five~~ forty percent (~~35~~40%) of the unbuilt surface area within three (3) years of planting. Tree canopy and weeds may not count toward this percentage;

(b) The remaining unbuilt area not covered by living vegetation or artificial turf grass shall be covered by bark or wood mulch, decorative rock, hardscape or any combination of these materials. Living plants should be ~~dispersed~~ grouped aesthetically throughout the yard;

(c) Living plants in the parkway area shall not be included in the minimum coverage requirement. Landscaping requirements for parkways shall be followed as defined in Section 15.20.120, Provo City Code.

(d) Artificial turf grass may be used in landscaping so long as it meets the following requirements:

(i) Artificial turf grass in yards adjacent to a street must have a blade length between two (2) inches and three (3) inches, have a natural green color, and be water permeable;

(ii) Artificial turf grass must be installed on top of a minimum of three (3) inches of sand, rocks, gravel, or similar product for drainage. Rocks, gravel or similar products shall range in size from three-eighths (3/8) inch to three-fourths (3/4) inch;

(iii) Artificial turf grass used for landscaping may not include rubber infill in a yard adjacent to a public street;

(iv) Outdoor green carpet shall not be used in landscaping;

(v) Upon request, specifications for installed artificial turf grass shall be provided to the Development Services Department.

Attachment 2 – Proposed Language 15.20.120 (Parkways)

15.20.120 Parkways.

The intent of this Section is to maintain the appearance of parkways, protect the public by prohibiting the use of materials that may cause harm or injury to pedestrians or vehicles, provide for safe and convenient access across parkways, expand landscape flexibility while not unreasonably inhibiting access for repair and maintenance of public utilities, encourage water conservation and generally improve environmental conditions along the City streets. All parkways shall be landscaped in conformance with the provisions of this Section.

(1) Parkway Landscaping.

(a) Parkways less than four (4) feet in width shall be landscaped with materials including bark, decorative stone, brick pavers, concrete pavers, permeable pavers, poured concrete or vegetative ground cover. ~~If poured concrete is used, a decorative pattern shall be used.~~

(b) Parkways four (4) feet or more in width shall be landscaped. Living vegetation including ~~T~~turf grass, vegetative materials ~~(not exceeding twenty-four (24) inches in height at maturity)~~ or artificial turf grass shall cover a minimum of forty percent (40%) of the unbuilt surface area within three (3) years of planting. Tree canopy and weeds may not count toward this percentage. Vegetative materials (excluding trees) shall not exceed twenty-four (24) inches in height at maturity. ~~as well as o~~Other materials including brick pavers, permeable pavers, or decorative stone may be used. Stone or rock smaller than one (1) inch in diameter presents a hazard to vehicular and pedestrian traffic and poses a clogging risk to City storm drains and shall not be allowed in parkway strips. ~~When non-vegetative materials are used, they are not to exceed sixty percent (60%) of the parkway surface area.~~ Thorn bearing plant species, asphalt or poured concrete shall not be permitted.

…

Attachment 3 – Proposed Language 15.20.090 (Parking Lot Landscaping)

15.20.090 Parking Lot Landscaping.

(1) All parking lots designed for six (6) or more parking spaces shall provide landscaping in accordance with the provisions of this Section. Parking lots designed for five (5) or fewer parking spaces shall not be required to provide landscaping other than yard area landscaping and landscaped buffer requirements as specified in other sections of this Chapter.

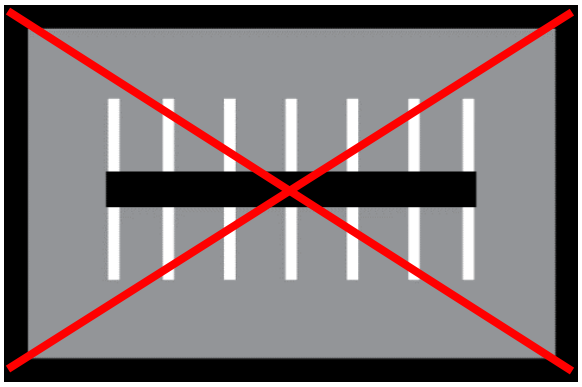
(2) Parking areas shall be landscaped at a rate of at least forty (40) square feet of landscaping per off-street parking stall. Landscaping areas located along the perimeter of a parking lot (beyond the curb or edge of pavement of the parking lot, up to a depth of ten (10) feet) may be included toward satisfying this requirement. Deciduous trees shall be planted within said parking area landscaping in a manner such that, at maturity of said trees, at least fifty percent (50%) of the paved surface area of the parking area will be shaded when the sun is directly overhead during the summer solstice.

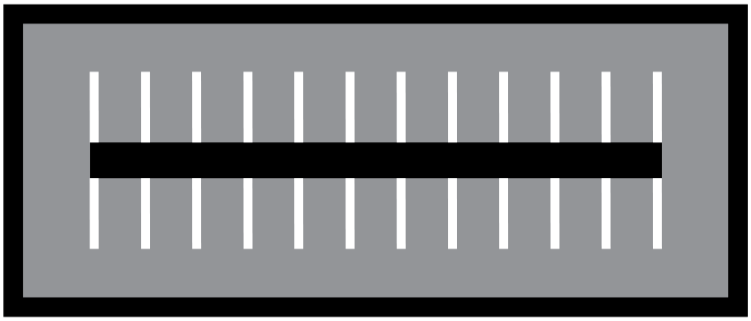
(3) Landscaped areas shall be improved in conformance with the following requirements:

(a) Interior landscape design shall meet one (1) of the following options and must be designed to provide fifty percent (50%) tree canopy coverage within twenty (20) years of planting:

(i) Landscaped strips perpendicular to the parking spaces with a minimum width of ~~five~~ seven (~~5~~7) feet shall be required in front of or between rows of parking spaces, except when using vegetated drainage swales the minimum width shall be eight (8) feet;

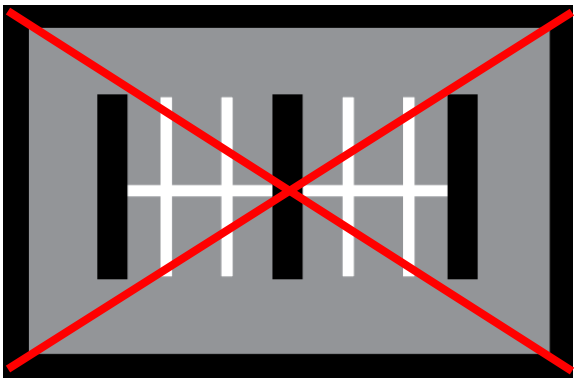
Figure 1. Landscaped Strips

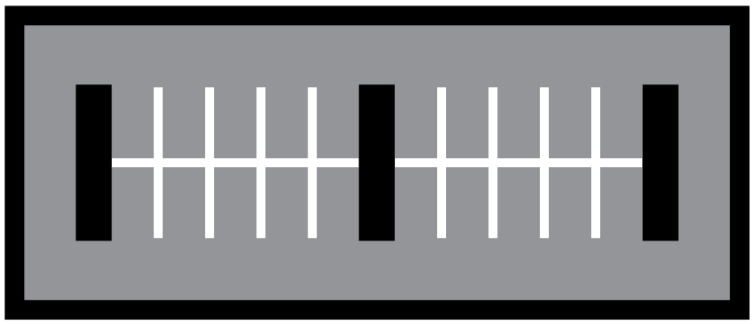




(ii) Landscaped islands with a minimum width of seven (7) feet parallel to the parking spaces at a spacing of every ~~three~~ five (~~3~~5) stalls shall be required.~~; or~~

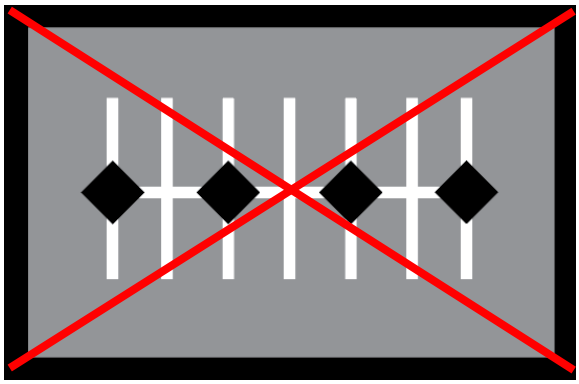
Figure 2. Landscaped Islands





~~(iii) Landscaped diamonds, a minimum of five (5) feet by five (5) feet, shall be required at the intersection where the corner of four (4) parking spaces meet when neither landscaped strips nor islands are feasible.~~

~~**Figure 3. Landscaped Diamonds**~~



(b) Two (2) feet of a parking space may have a clear overhang and count toward the required length of the parking space.

(c) Landscaped areas shall be sloped concavely to allow storm water infiltration.

(4) The plants used to improve the landscape areas defined above shall conform to the following:

(a) Primary plant materials used in the interior parking lot landscaping shall be deciduous shade trees.

(i) Ornamental trees, shrubbery, hedges, and other plants may be used to supplement the shade tree plantings in perimeter planting areas, but shall not be the only plants used in such landscaping.

(ii) Only tree species identified in the City of Provo Tree Selection Guide in the Class II list ~~the following shade tree species~~ shall be planted in parking lot landscaping~~: Streetkeeper Honeylocust, Shademaster Honeylocust, English Hawthorne, Golden Raintree, Flowering Chokecherry, Green Vase Zelkova, Musashino Zelkova, Lacebark Elm, Littleleaf Linden, Common Hackberry, European Beech, Tricolor Beech, Silver Linden, Mountain Ash, and Pioneer, Frontier, Accolade, Homestead, and Patriot Elm hybrids~~ unless otherwise approved by the City Forester.

(iii) Drought-tolerant species of turf are encouraged.

(iv) Sub-surface irrigation is encouraged.

(b) One (1) shade tree shall be provided for every four (4) parking spaces; and

(i) When low impact development infiltration is infeasible (according to the Storm Drainage System Design and Management Manual, Chapter 11),

the area of LID designs with underdrains or impermeable liners may be credited towards the required numbers of trees at the rate of two hundred (200) square feet of LID area equal to one (1) tree; up to fifty percent (50%) of the number of required trees.

(c) Interior parking lot landscaping area shall be planted with ground cover at a density that will achieve ~~thirty five~~ forty percent (~~35~~40%) cover within two (2) years.

(5) Six (6) inch by six (6) inch minimum poured concrete curb controls with drainage inlets or parking stops shall be installed around all required landscaping within the interior of parking lots for the protection of the landscaping.

Attachment 4 – Proposed Language 15.20.100 (Required Perimeter Parking Lot Landscape Improvements)

15.20.100 Required Perimeter Parking Lot Landscape Improvements.

(1) Perimeter parking lot landscaped strips and islands must have a minimum width of seven (7) feet. The landscape requirements identified in Table 15-20-1, Required Perimeter Parking Lot Landscape Improvements (see (f) below), provide for the enhancement of parking lots by recognizing two (2) distinct conditions. The first is where parking lots are located in front and side street areas, and a uniform scheme of landscaping is required to protect the aesthetics along public streets. The second condition is where parking lots are located within rear and interior side yards, and minimum requirements for beautification of both residential and nonresidential uses are the City's goal.

(a) The intent of this Section is to require a higher level of landscaping for residential uses (principally multifamily uses) than for nonresidential uses.

(b) The improvements established in Table 15-20-1 shall be required only for parking lots with six (6) or more stalls and where the lot is located within a required yard or within twenty (20) feet of a lot line. For reduction of impacts between dissimilar uses, see Sections 14.34.300 and 15.20.110, Provo City Code.

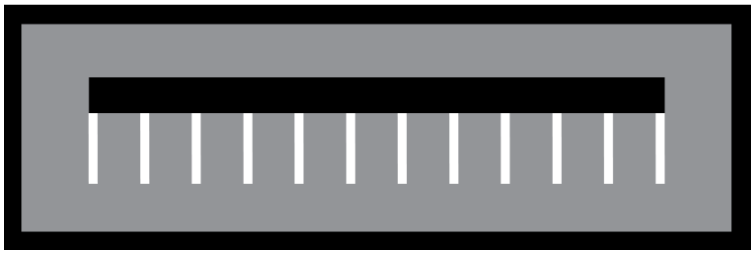
(c) Where both parking lot landscaping and landscape buffers are required, the more restrictive shall apply.

(d) In no case shall parking be allowed in a required front or street side yard setback.

(e) Landscaped strips shall meet one (1) of the following options:

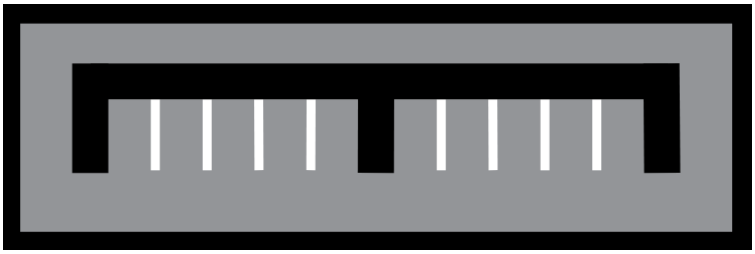
(i) Landscaped strips perpendicular to the parking spaces with a minimum width of seven (7) feet, except when using vegetated drainage swales the minimum width shall be eight (8) feet;

Figure 3. Landscaped Strips



(ii) Landscaped islands with a minimum width of seven (7) feet parallel to the parking spaces at a spacing of every five (5) stalls.

Figure 4. Landscaped Islands



(f)

Table ~~Table~~ 15-20-1. Required Perimeter Parking Lot Landscape Improvements

Required Landscaping	**Front Yards and Side Yards Abutting a Street**	
Shade Trees	1 tree per 50 feet of yard length, measured to the nearest whole number (in addition to required parkway trees).	
Shrubs	1 shrub per 3 feet, on center along 100% of the yard length. Shrubs with mature height not more than 3 feet unless lower shrub height is specifically required in this Chapter for front yard areas.	
Ground Cover	Landscape area outside of shrub masses shall be established in turf or other ground cover.	
Required Landscaping	**Rear and Interior Yards**	
	Residential Use (including institutional residential uses)	**Nonresidential Use**
Shade Trees	1 tree per 30 feet of yard length, measured to the nearest whole number.	1 tree per 50 feet of yard length, measured to the nearest whole number.
Shrubs	1 shrub per 3 feet, on center along 100% of the yard length. Shrubs shall have a mature height not less than 3 feet.	1 shrub per 6 feet, on center along 100% of the yard length. Shrubs shall have a mature height not less than 3 feet.
Ground Cover	Landscape area outside of shrub masses shall be established in turf or other ground cover.	Landscape area outside of shrub masses shall be established in turf or other ground cover.

*ITEM 3

Provo City Development Services requests Ordinance Text Amendments to Chapter 15.20, landscaping requirements.

Citywide Application

PLOTA20230079

Objectives

- Standardize requirements and language
- Encourage more vegetative coverage in yards and parkstrips with xeric landscaping
- Encourage larger shade trees in parking lots
- General cleanup

Proposed Updates (part 1)

	CURRENT	PROPOSED
Min. Vegetative Coverage (Xeric Landscaped Yards)	35%	40%
Min. Vegetative Coverage (Parkstrips)	60% max non-vegetative coverage	40%
Permitted Landscaping Materials in Parkstrips <4’	Vegetation, bark, decorative stone, brick pavers, concrete pavers, poured concrete with decorative pattern	Add permeable pavers; remove requirement for decorative pattern on poured concrete
Permitted Landscaping Materials in Parkstrips ≥4’	Vegetation, brick pavers, decorative stones ≥1”	Add permeable pavers

Note: trees and weeds do not count toward min. vegetative coverage

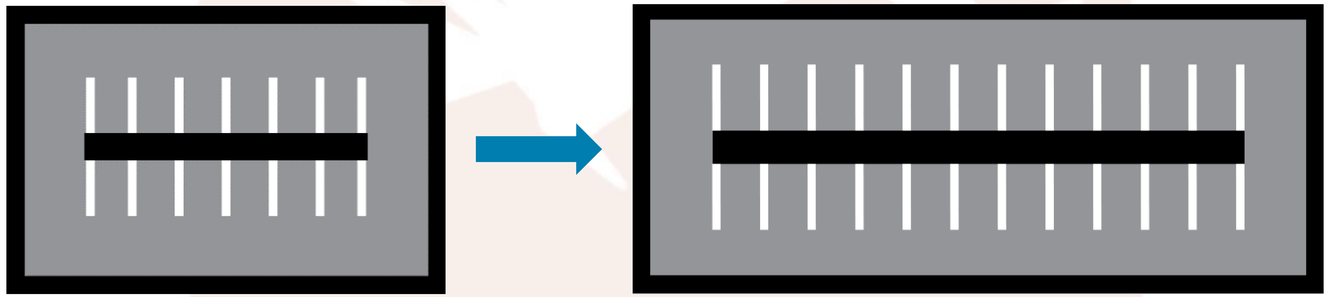
Proposed Updates (part 2)

	CURRENT	PROPOSED
Min. Vegetative Coverage (Parking Lots)	35%	40%
Parking Lot Landscaped Strips (Interior and Perimeter)	5’ wide	7’ wide
Parking Lot Landscaped Islands (Interior and Perimeter)	Every 3 stalls	Every 5 stalls
Interior Parking Lot Landscaped Diamonds	Permitted, 5’x5’	Not permitted
Interior Parking Lot Tree List	Listed by name	References City of Provo Tree Selection Guide
Other Interior Parking Lot Landscaping		Encourage drought tolerant turf species and sub-surface irrigation
Other Perimeter Parking Lot Landscaping		Add diagrams of layouts, move table from end of chapter

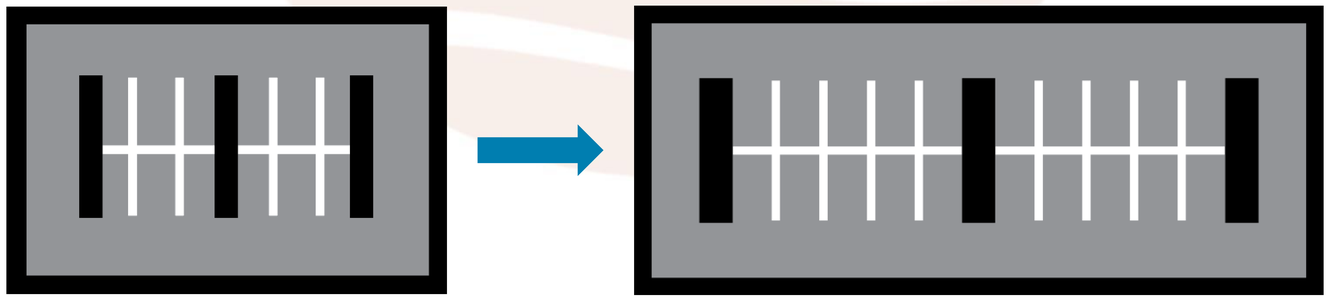
Note: applies to parking lots with six or more spaces

Diagrams – Interior Parking Lots

Landscaped Strips

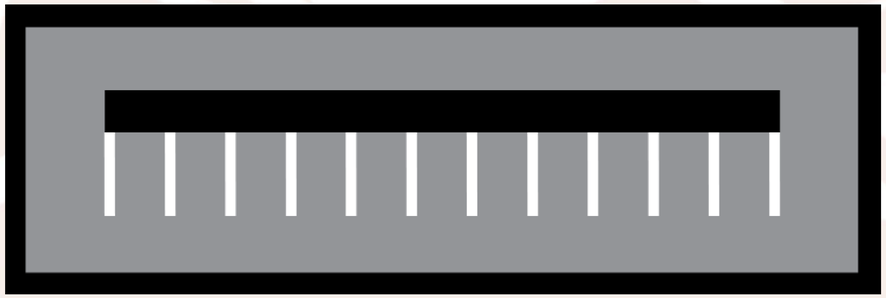


Landscaped Islands

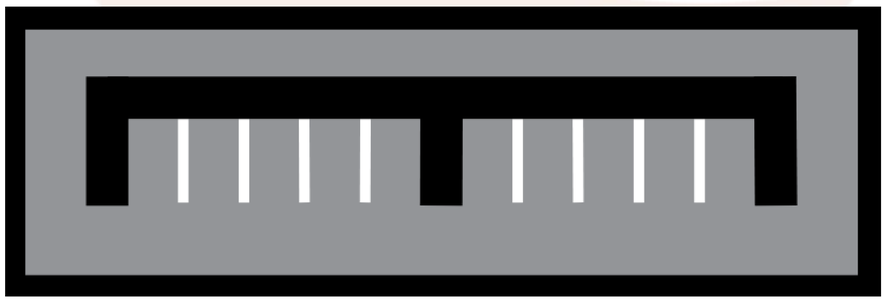


Diagrams – Perimeter Parking Lots

Landscaped Strips



Landscaped Islands



Provo City Planning Commission

Report of Action

April 26, 2023

*Item 3 Provo City Development Services requests Ordinance text Amendments to Chapter 15.20, landscaping requirements. Hannah Salzl (801) 852-6423 hsalzl@provo.org PLOTA20230079

The following action was taken by the Planning Commission on the above described item at its regular meeting of April 26, 2023:

RECOMMENDED APPROVAL

On a vote of 5:0, the Planning Commission recommended that the Municipal Council approve the above noted application.

Motion By: Robert Knudsen
Second By: Raleen Wahlin
Votes in Favor of Motion: Robert Knudsen, Raleen Wahlin, Lisa Jensen, Melissa Kendall, Daniel Gonzales
Lisa Jensen was present as Chair.

- Includes facts of the case, analysis, conclusions, and recommendations outlined in the Staff Report, with any changes noted; Planning Commission determination is generally consistent with the Staff analysis and determination.

TEXT AMENDMENT
The text of the proposed amendments is attached as Exhibits A-D.

STAFF PRESENTATION
The Staff Report to the Planning Commission provides details of the facts of the case and the Staff's analysis, conclusions, and recommendations.

NEIGHBORHOOD MEETING DATE
- City-wide application; all Neighborhood Chairs received notification.

NEIGHBORHOOD AND PUBLIC COMMENT
- This item was City-wide or affected multiple neighborhoods.
- No members of the public chose to address the Planning Commission.

PLANNING COMMISSION DISCUSSION
Key points discussed by the Planning Commission included the following:
- Dan Gonzales asked when the new standards would take effect. Projects that already have had their plans approved and received their building permits would not be affected.
- Lisa Jensen asked about how the amendments would apply to residents redoing their yards. The landscaping code does apply. However, the proposed amendments that apply to residential properties are minor and should not cause any additional burden to residents. Furthermore, because residents do not need a permit for most landscaping, their plans are not reviewed by Staff. Enforcement Staff use the codes when someone calls in a complaint about landscaping, and they can also use the codes as educational opportunities.
- Robert Knudsen supported no longer permitting diamond landscaping islands in parking lots due to the complications and additional expenses for snow removal.
- Lisa Jensen recommended adding a label to the parking lot landscaped strips in the diagrams to note that they are seven feet wide.
- Lisa Jensen recommended relabeling 15.20.090(4)(a)(iii-iv) to 15.20.090(4)(b-c) for clearer structure.

- Lisa Jensen had a question about whether 15.20.090(5), which requires six inch by six inch minimum poured concrete curb controls around all required interior landscaping, negates the City's stormwater retention goals. David Day explained that the curb could be level with the asphalt to allow water to flow into the landscaping or raised to direct the flow to another location. Whether level or raised, the concrete is necessary to hold the edge of the asphalt.

Lisa Jensen

Planning Commission Chair

Bill Peperone

Director of Development Services

See Key Land Use Policies of the Provo City General Plan, applicable Titles of the Provo City Code, and the Staff Report to the Planning Commission for further detailed information. The Staff Report is a part of the record of the decision of this item. Where findings of the Planning Commission differ from findings of Staff, those will be noted in this Report of Action.

Legislative items are noted with an asterisk (*) and require legislative action by the Municipal Council following a public hearing; the Planning Commission provides an advisory recommendation to the Municipal Council following a public hearing.

Administrative decisions of the Planning Commission (items not marked with an asterisk) **may be appealed** by submitting an application/notice of appeal, with the required application and noticing fees to the Development Services, 445 W Center Street, Provo, Utah, **within fourteen (14) calendar days of the Planning Commission's decision** (Provo City office hours are Monday through Thursday, 7:00 a.m. to 6:00 p.m.).

BUILDING PERMITS MUST BE OBTAINED BEFORE CONSTRUCTION BEGINS

EXHIBIT A

15.20.060 Design Standards.

…

(6) Xeric landscaping and water wise landscaping is encouraged in all yards if the landscaping plan for yards adjacent to a street meets the following criteria:

(a) Living vegetation including turf grass, shrubs, perennials, ornamental grasses or artificial turf grass shall cover a minimum of ~~thirty-five~~ forty percent (~~35~~40%) of the unbuilt surface area within three (3) years of planting. Tree canopy and weeds may not count toward this percentage;

(b) The remaining unbuilt area not covered by living vegetation or artificial turf grass shall be covered by bark or wood mulch, decorative rock, hardscape or any combination of these materials. Living plants should be ~~dispersed~~ grouped aesthetically throughout the yard;

(c) Living plants in the parkway area shall not be included in the minimum coverage requirement. Landscaping requirements for parkways shall be followed as defined in Section 15.20.120, Provo City Code.

(d) Artificial turf grass may be used in landscaping so long as it meets the following requirements:

(i) Artificial turf grass in yards adjacent to a street must have a blade length between two (2) inches and three (3) inches, have a natural green color, and be water permeable;

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(iii) Artificial turf grass used for landscaping may not include rubber infill in a yard adjacent to a public street;

(iv) Outdoor green carpet shall not be used in landscaping;

(v) Upon request, specifications for installed artificial turf grass shall be provided to the Development Services Department.

EXHIBIT B

15.20.120 Parkways.

The intent of this Section is to maintain the appearance of parkways, protect the public by prohibiting the use of materials that may cause harm or injury to pedestrians or vehicles, provide for safe and convenient access across parkways, expand landscape flexibility while not unreasonably inhibiting access for repair and maintenance of public utilities, encourage water conservation and generally improve environmental conditions along the City streets. All parkways shall be landscaped in conformance with the provisions of this Section.

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…

EXHIBIT C

15.20.090 Parking Lot Landscaping.

(1) All parking lots designed for six (6) or more parking spaces shall provide landscaping in accordance with the provisions of this Section. Parking lots designed for five (5) or fewer parking spaces shall not be required to provide landscaping other than yard area landscaping and landscaped buffer requirements as specified in other sections of this Chapter.

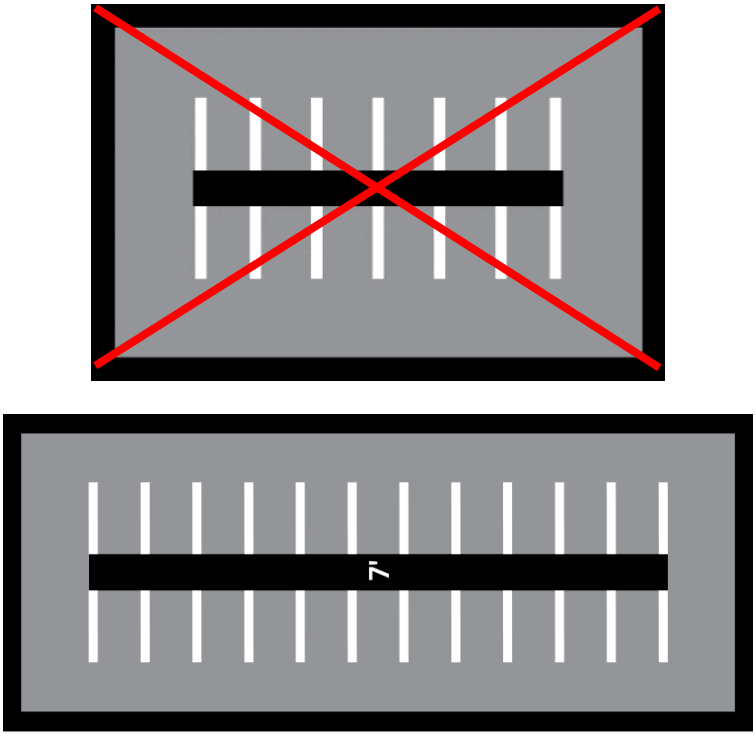
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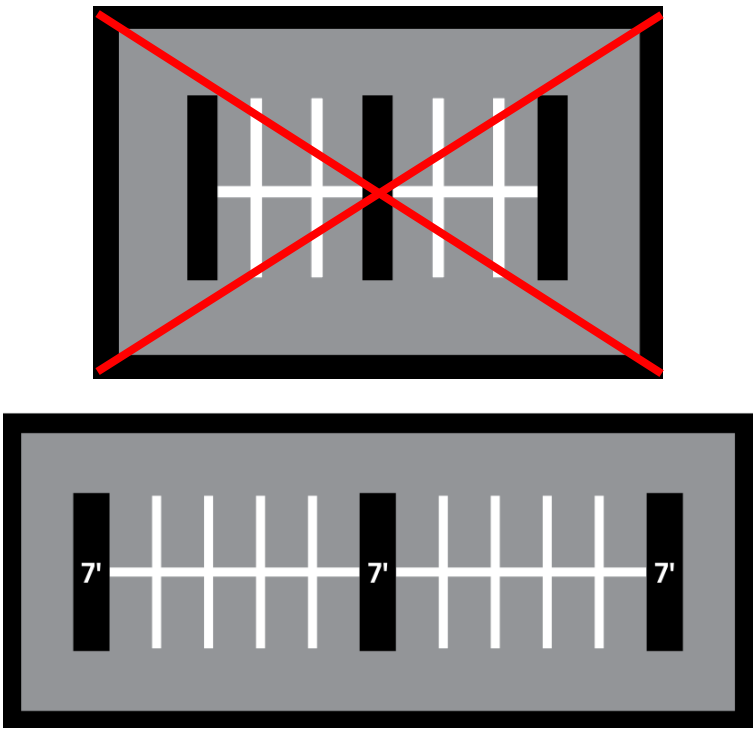
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Figure 1. Landscaped Strips



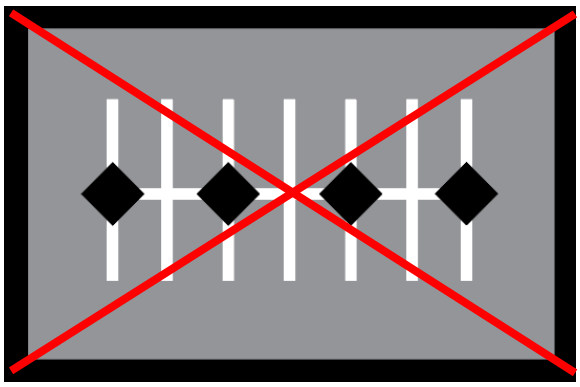
(ii) Landscaped islands with a minimum width of seven (7) feet parallel to the parking spaces at a spacing of every ~~three~~ five (~~3~~5) stalls shall be required.~~; or~~

Figure 2. Landscaped Islands



~~(iii) Landscaped diamonds, a minimum of five (5) feet by five (5) feet, shall be required at the intersection where the corner of four (4) parking spaces meet when neither landscaped strips nor islands are feasible.~~

~~**Figure 3. Landscaped Diamonds**~~



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EXHIBIT D

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(b) The improvements established in Table 15-20-1 shall be required only for parking lots with six (6) or more stalls and where the lot is located within a required yard or within twenty (20) feet of a lot line. For reduction of impacts between dissimilar uses, see Sections 14.34.300 and 15.20.110, Provo City Code.

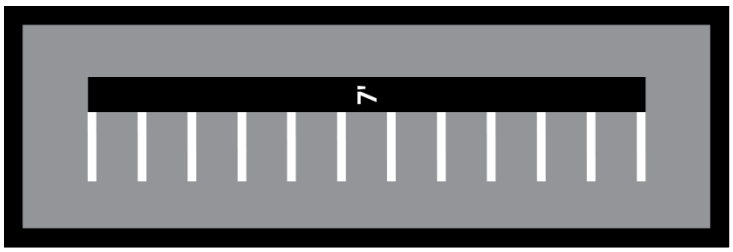
(c) Where both parking lot landscaping and landscape buffers are required, the more restrictive shall apply.

(d) In no case shall parking be allowed in a required front or street side yard setback.

(e) Landscaped strips shall meet one (1) of the following options:

(i) Landscaped strips perpendicular to the parking spaces with a minimum width of seven (7) feet, except when using vegetated drainage swales the minimum width shall be eight (8) feet;

Figure 3. Landscaped Strips



(ii) Landscaped islands with a minimum width of seven (7) feet parallel to the parking spaces at a spacing of every five (5) stalls.

Figure 4. Landscaped Islands



(f)

Table ~~Table~~ 15-20-1. Required Perimeter Parking Lot Landscape Improvements

Required Landscaping	**Front Yards and Side Yards Abutting a Street**	
Shade Trees	1 tree per 50 feet of yard length, measured to the nearest whole number (in addition to required parkway trees).	
Shrubs	1 shrub per 3 feet, on center along 100% of the yard length. Shrubs with mature height not more than 3 feet unless lower shrub height is specifically required in this Chapter for front yard areas.	
Ground Cover	Landscape area outside of shrub masses shall be established in turf or other ground cover.	
Required Landscaping	**Rear and Interior Yards**	
	Residential Use (including institutional residential uses)	**Nonresidential Use**
Shade Trees	1 tree per 30 feet of yard length, measured to the nearest whole number.	1 tree per 50 feet of yard length, measured to the nearest whole number.
Shrubs	1 shrub per 3 feet, on center along 100% of the yard length. Shrubs shall have a mature height not less than 3 feet.	1 shrub per 6 feet, on center along 100% of the yard length. Shrubs shall have a mature height not less than 3 feet.
Ground Cover	Landscape area outside of shrub masses shall be established in turf or other ground cover.	Landscape area outside of shrub masses shall be established in turf or other ground cover.

PROVO MUNICIPAL COUNCIL STAFF REPORT

Submitter: NLA
Department: Development Services
Requested Meeting Date: 05-16-2023

SUBJECT: An ordinance to amend the General Plan Appendix S: Downtown Master Plan to update the document policies, graphics, and data. (PLGPA20220362)

RECOMMENDATION: To be heard at the May 16, 2023 Work & Council Meeting. Please see supporting documents.

BACKGROUND: The Downtown Master Plan (Plan) encompasses most of the Downtown Neighborhood and edges of seven adjacent neighborhoods including: Dixon, Timp, North Park, Joaquin, Franklin, Franklin South, and East Bay. The portions of the Downtown Neighborhood that are not addressed in the subject Plan are included in the Maeser, Joaquin and Franklin Neighborhood Plans. Future or amended plans developed by the City—specifically the Transportation Master Plan, the Bicycle Master Plan, the Parks and Recreation Master Plan, and any station area plan that overlap the downtown area—should reflect the policies of this document.

FISCAL IMPACT:

PRESENTER'S NAME: Javin Weaver (801)852-6413 jweaver@provo.org

REQUESTED DURATION OF PRESENTATION: 10 minutes

COMPATIBILITY WITH GENERAL PLAN POLICIES, GOALS, AND OBJECTIVES:

CITYVIEW OR ISSUE FILE NUMBER: PLGPA20220362

ORDINANCE 2023-XX.

AN ORDINANCE TO AMEND THE GENERAL PLAN APPENDIX S: DOWNTOWN MASTER PLAN TO UPDATE THE DOCUMENT POLICIES, GRAPHICS AND DATA. (PLGPA20220362)

WHEREAS, it is proposed to amend the General Plan Appendix S: Downtown Master Plan to update the document policies, graphics and data; and

WHEREAS, the Provo City Downtown Master Plan is an area specific, comprehensive, long-range statement of goals and related policies to guide future growth and development of the Provo City downtown and serves as a guide to establish policies and procedures for growth, development, conservation, and location of various land use activities within the downtown; and

WHEREAS, the purpose of the amendment is to update the document policies, graphics and data in General Plan Appendix S: Downtown Master Plan; and

WHEREAS, on April 26, 2023, the Planning Commission held a duly noticed public meeting to consider the proposed amendment of the Provo City General Plan Appendix S: Downtown Master Plan and after such meeting the Planning Commission recommended approval to the Municipal Council by a vote of 5:0; and

WHEREAS, on May 16, 2023, the Municipal Council met to ascertain the facts regarding this matter and receive public comment, which facts and comments are found in the public record of the Council's consideration; and

WHEREAS, all persons for and against the proposed General Plan amendment were given an opportunity to be heard; and

WHEREAS, after considering the Planning Commission's recommendation, and facts and comments presented to the Municipal Council, the Council finds (i) the General Plan should be amended as proposed, and (ii) the proposed amendment reasonably furthers the health, safety, and general welfare of the citizens of Provo City.

NOW THEREFORE, be it ordained by the Municipal Council of Provo City, Utah, as follows:

PART I:

The updated Provo City General Plan Appendix S: Downtown Master Plan is adopted, consisting of the documents shown in Exhibits A, B, C, and D.

PART II:

A. If a provision of this ordinance conflicts with a provision of a previously adopted ordinance, this ordinance shall prevail.

B. This ordinance and its various sections, clauses and paragraphs are hereby declared to be severable. If any part, sentence, clause or phrase is adjudged to be unconstitutional or invalid, the remainder of the ordinance shall not be affected thereby.

C. The Municipal Council hereby directs that the official copy of the Provo City General Plan be updated to reflect the provisions enacted by this ordinance.

D. This ordinance shall take effect immediately after it has been posted or published in accordance with Utah Code 10-3-711, presented to the Mayor in accordance with Utah Code 10-3b-204, and recorded in accordance with Utah Code 10-3-713.

END OF ORDINANCE.

Exhibit A

https://www.provo.org/home/showpublisheddocument/22128/638193011467887699

Exhibit B

https://www.provo.org/home/showpublisheddocument/22388/638193132209651335

Exhibit C

Appendix A: Evaluation of Past Goals

Key

C.C.	City Council
D.S.	Development Services
Econ. Dev.	Economic Development
P.W.	Public Works
Admin	Administration
Parks	Parks and Recreation

Downtown Master Plan Goals, 2015	Status
General	
Adopt Downtown Master Plan (C.C.)	Complete
Land Use	
Update the General Plan (D.S.)	Complete
Amend Zoning Map (D.S.)	Complete
Add Downtown Plan to PPA Review (D.S.)	Complete
Urban Design	
Improve Existing Gathering Spaces (P.W., D.S.)	Ongoing
Amend Regulations for New Development (D.S.)	Complete
Coordinate New Public Spaces w/ Development (D.S.)	Ongoing
Identify Property for Acquisition (Redevelopment)	Ongoing
Implement New Signage Program (P.W., D.S.)	In Progress
Adopt Ordinance for Public Vending (D.S., Econ. Dev.)	No, Planned
Program Activities for Downtown (Admin, Econ. Dev., D.P.I.)	Ongoing
Employ Unique Design Elements to Identify Districts (D.S.)	No, No Longer Planned
Develop New Connections Through Downtown (P.W., D.S.)	No, No Longer Planned
Parks and Public Space	
Adopt Complete Streets into Transportation Plan (P.W., D.S.)	No, No Longer Planned

Enhance Existing Pedestrian Corridors (P.W.)	Ongoing
Implement Street Tree Planting Program (Urban Forester)	No, No Longer Planned
Increase and Improve Street Landscaping (Parks, D.S.)	Ongoing
Transportation and Circulation	
Install Traffic Calming Devices at Key Gateways (P.W.)	Ongoing
Program Public Art Program (Econ. Dev., D.P.I.)	Ongoing
Implement Bicycle Master Plan (Engineering)	Ongoing
Historic Resources	
Update Provo Downtown Historic District National Register Nomination (D.S.)	No, Planned
Realign Downtown Historic District Boundary (D.S.)	No, Planned
Develop Consistent System of Physical Identification of Historic Properties (D.S.)	No, Planned
Revise and Adopt Improved Design Guidelines (D.S)	Complete

Exhibit D

Appendix B: Public Outreach

As far as staff can determine, no one participated in more than one engagement event. All participants were Provo residents or members of the business and arts communities except 79 non-residents who took the survey during the pop-up event at the Provo Farmers Market and provided useful insight into Downtown Provo as a visitor or tourist destination.

Timeline

July 30, 2021 - first two open houses (virtual); first two survey rounds
February 16, 2022 - DPI listening session
May 24, 2022 - third open house (in person) ; third survey opens; first mapping exercise
June 4, 2022 - Farmers Market pop-up booth; second mapping exercise
June 18, 2022 - third survey closes
August 17, 2022 - DPI survey

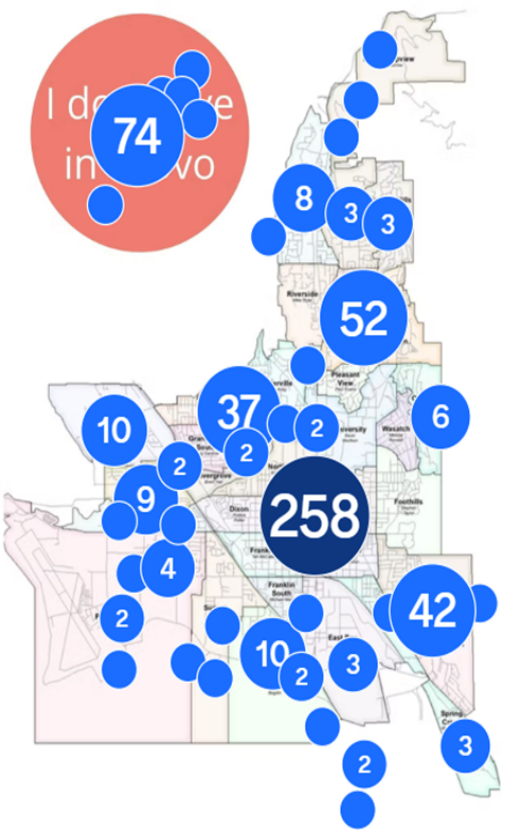
Public Engagement Efforts May 2021-August 2022

- 619 public survey participants
- 4 rounds of surveys with different groups
- 3 open houses
- 2 meetings with Downtown Provo, Inc.
- 1 pop-up booth at the Provo Farmers Market

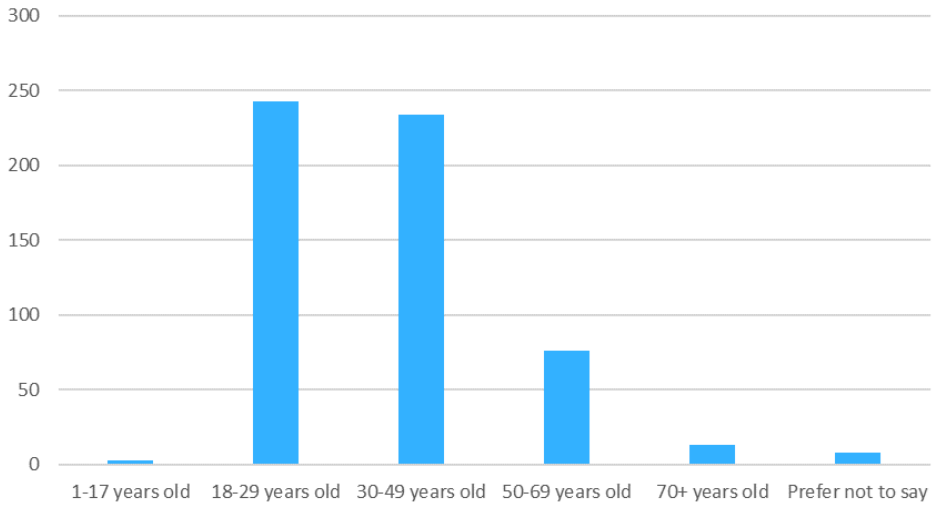


Public Surveys Compiled Responses

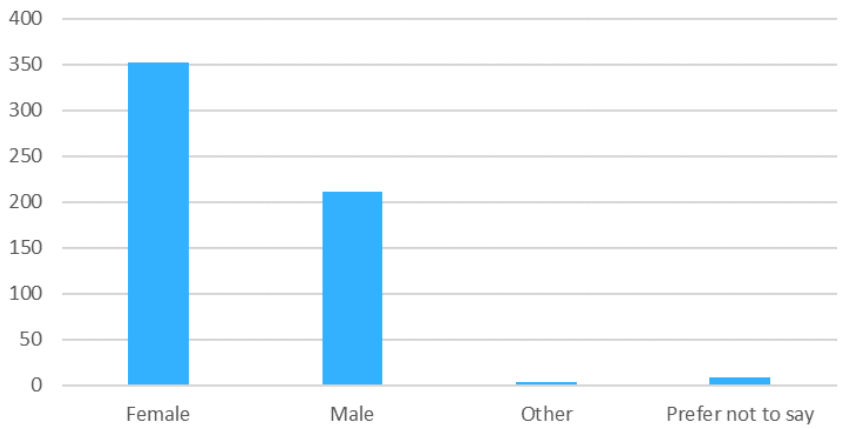
Question 1. Where do you live?



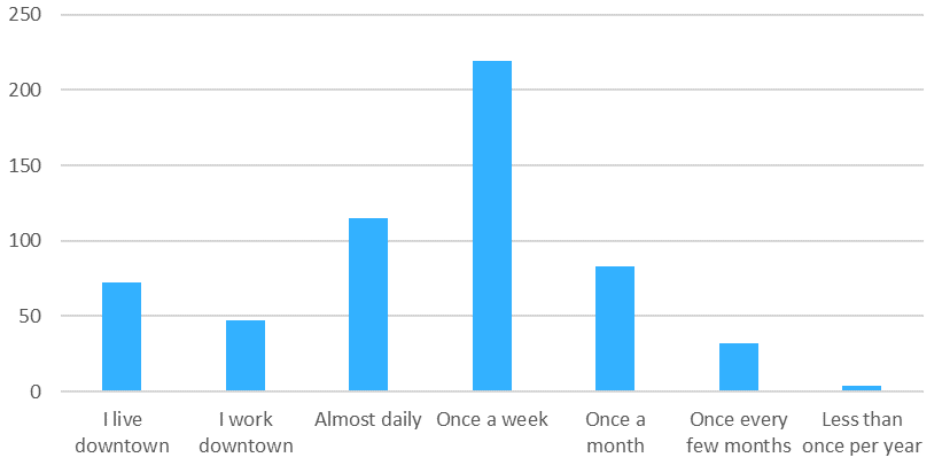
Question 2. How old are you?



Question 3: With what gender do you identify?



Question 4: How often do you come downtown?

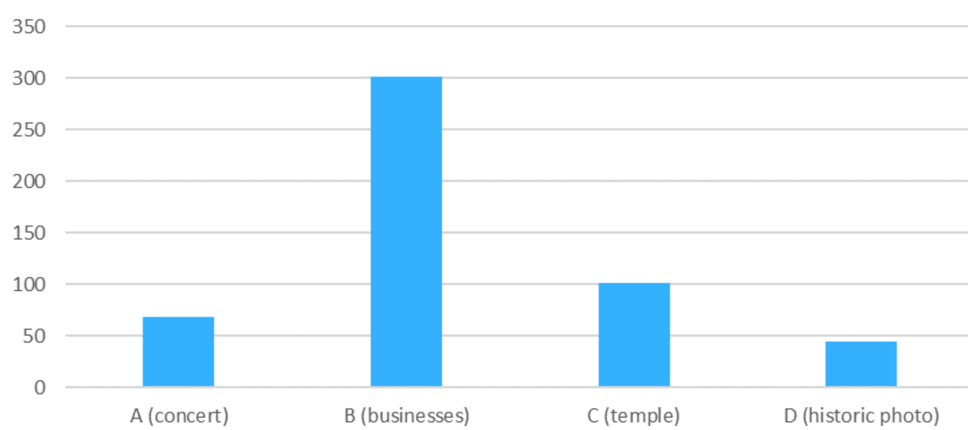


Question 5: What words come to mind when you think of downtown Provo?

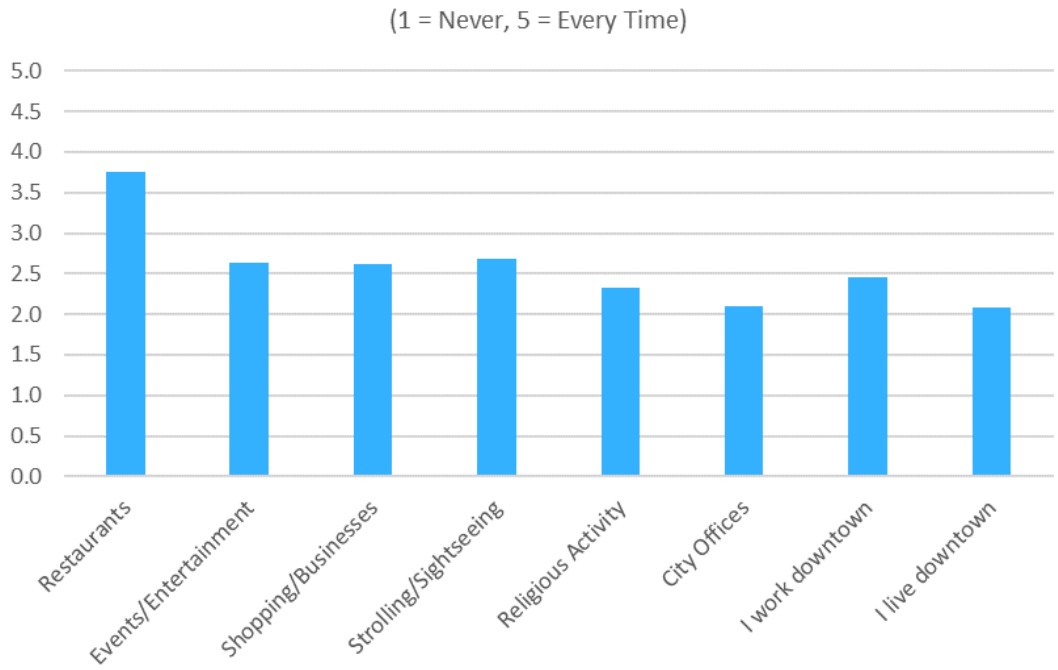


Question 6: If you were sending a postcard from downtown to a friend, which one would you send?





Question 7: Where do you go when you come downtown? (1 = Never, 5 = Every Time)



Question 8: In one or two words, what are your favorite changes to downtown in the last 10 years? (each participant may submit up to three responses)



Question 9: What does downtown lack? What's something that you want to be there, but it isn't there yet? (open response, unlimited number of answers)

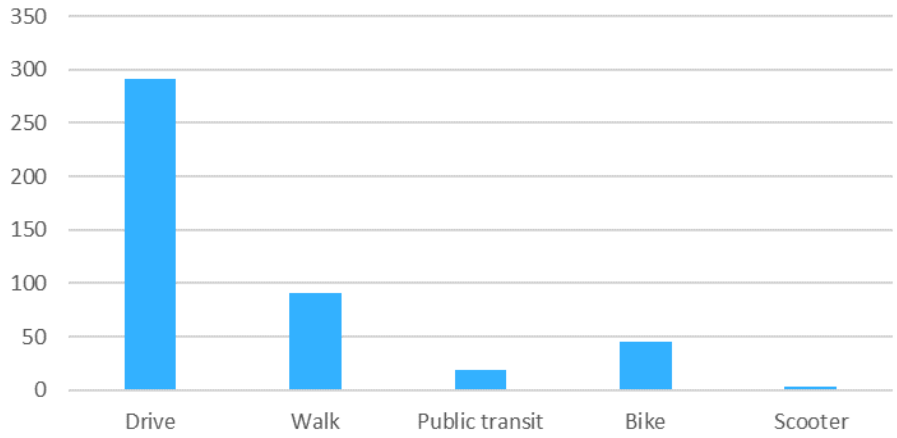
Suggestions include: Antiques, Artisanal Goods (cheeses, etc.), Baby Store, Book Store, Craft Store, Furniture Store, Toy Store, Variety of Clothing Stores, Zero Waste Refill Store, Arcade, Pottery Studio, Theater, Nightlife, Calmer Traffic, Daytime Activities for Children

Question 10: What do you like least about downtown? (each participant may submit up to three responses)

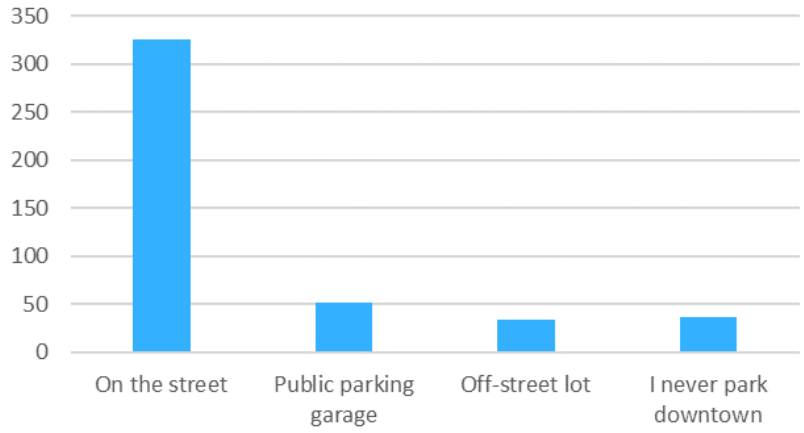


Question 11: Is there anything happening downtown that worries you? (open response, unlimited number of answers)

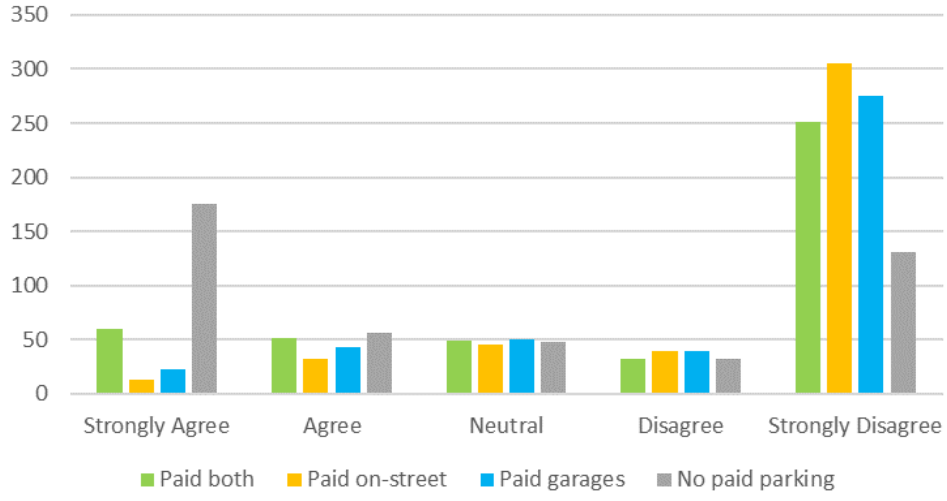
Question 12: When you come downtown, how do you usually get there?



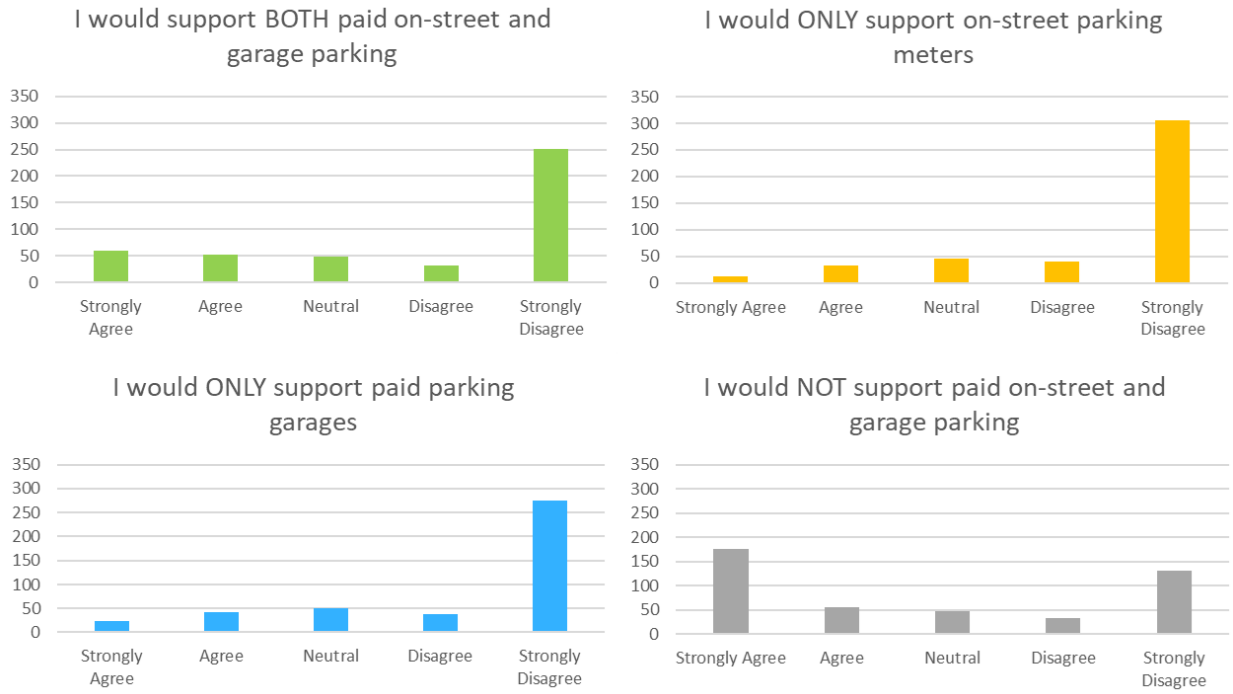
Question 13: If you drive to downtown, where do you usually park?



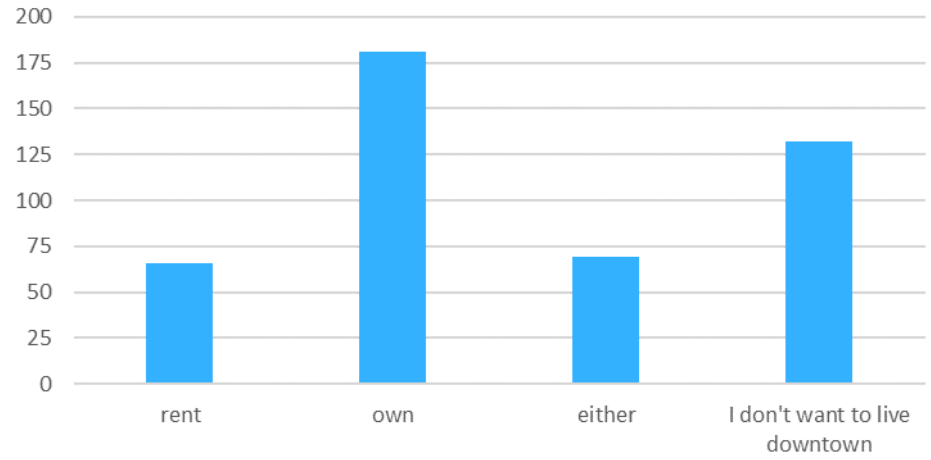
Question 14: How strongly do you agree with these statements about paid parking?



more detailed breakdown of responses to question 14

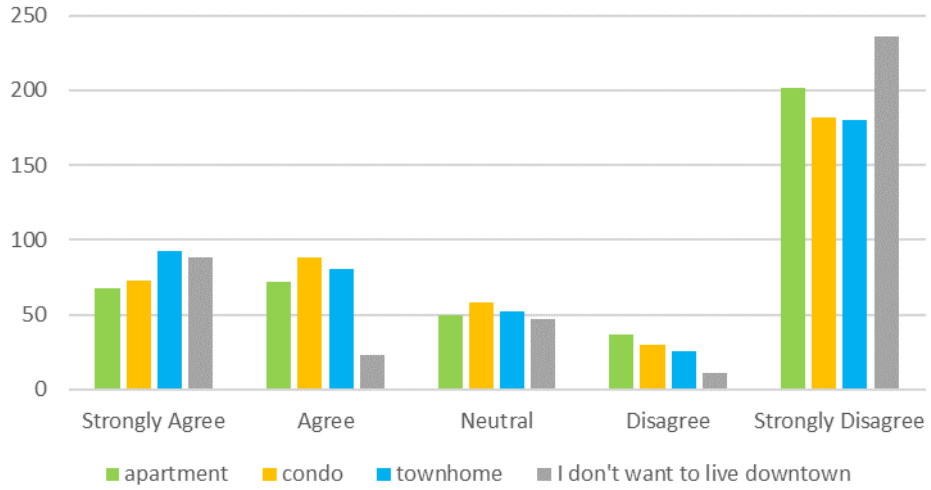


Question 15: If you would like to live downtown, would you prefer to rent or own?

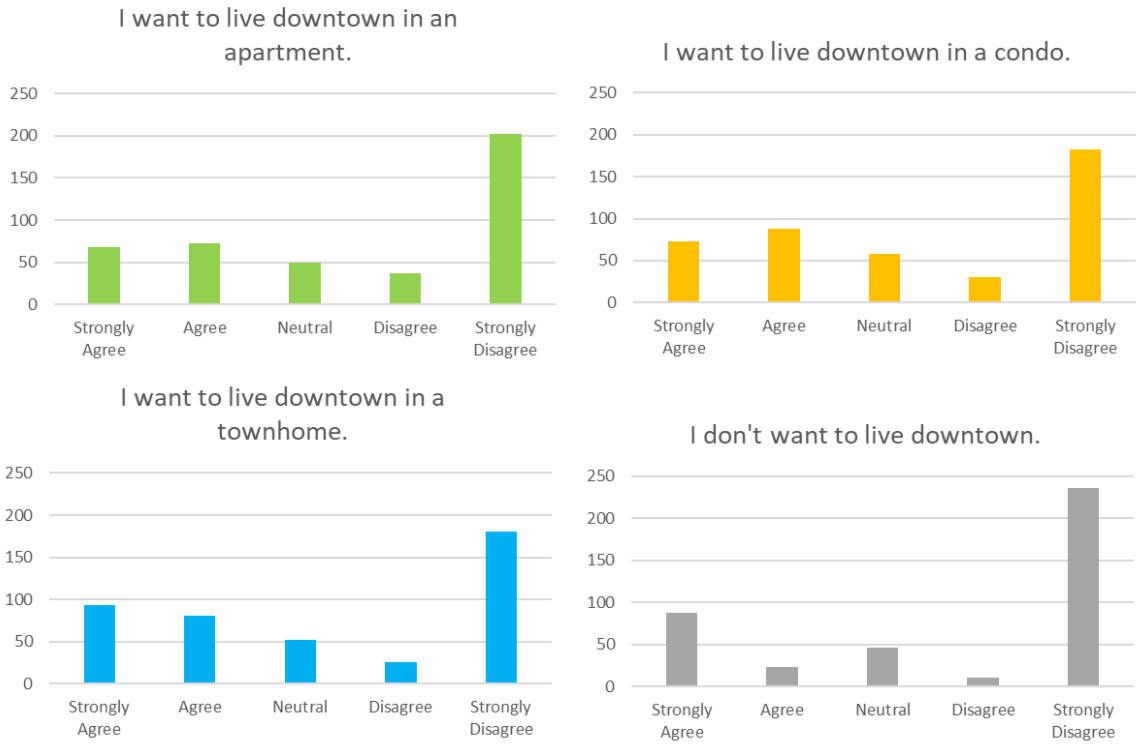


Question 16: If you would like to live downtown, what type of housing would you prefer?

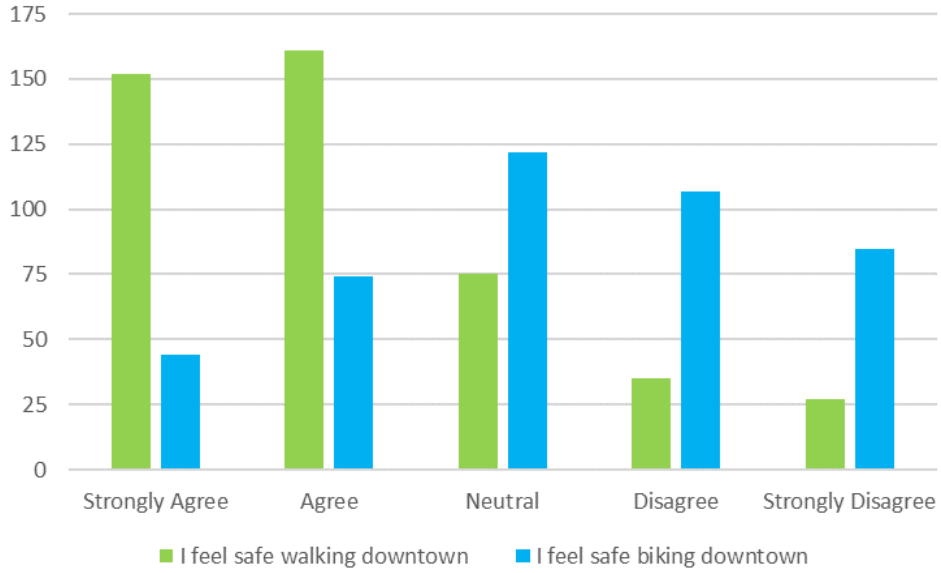
Staff neglected to ask about the single-family detached homes. No members brought up detached homes during any conversations, which perhaps shows the degree to which downtown is perceived as only medium- and high-density urban development. Future surveys should address this oversight.



more detailed breakdown of responses to question 14



Question 17: How strongly do you agree with these statements?



Question 18: If you do not feel safe walking and biking downtown, what would help you feel more safe? (open response, unlimited number of answers)

Suggestions include: Raised Crosswalks, Lit Crosswalks, Longer Crossing Times

Below is a summary of the public feedback that was written onto the maps provided at the Farmer's Market and the open house. Many of the responses were either duplicates or similar in nature so staff grouped the similar comments together. However, this represents every comment that was documented during this part of the public engagement. Note - enlarge this graphic.

East	South Temple	Downtown Central	Downtown North	Gateway	Outside area
Reduce parking at Front Runner Station	More cool stuff here	turning is hard	parking structrure	More events at Pioneer Pa	Own area at the mall
better scheduling fomr UVX to Center St station	Dense housing	get rid of the parking in the center of the street	safe crosswalks at 100 W and 200 W by Smiths	15 MPH	drive in theater
	New business	groccery store	events at the library	First impression is run dow	groccery store
	200 W RR bridge	walkable street only	repalce smiths with a bigger store	abandonded gas station	more baseball fields and batting cages
	100 W bike boulevard	add outdoor heaters	safe crosswalks at 100 W and 200 W by Smiths	high density housing	more roundabouts
	protected bike lanes	stellar night scene	revive old stripmnall facades	preserve cool building	fewer roundabout or at leaST NO landscaping
	stop light at 500 S 200 W	trampoline for sidewalk		at a memorial to native am	clear out the old vacant buildings
	200 W RR bridge	Why can't I turn NB out of Brassa's		entrayway signage	better bike lanes with bollards
	Univ Ave RR bridge	biking is dangerous		clean up the area	reflectors on street lanes
	more aparments with resturants below	more trees		shade at the splash pad	groccery store
	Park at 300 S Univ	buss routes on 500 W		better spash pad	more houses
		Interactions park			4-way stop sign atn 300 S 700 W/800 W and 200 S 700/800W
		public transit free on center street			new divergent interchange at I-15 Center St
		pedestrain street only			Pocket park
		turn left at Univ Ave/Center			What's happening at Dixon
		Food truck			buffered bike lnanes S. University towards Lakeview Pkwy
		obvious left turn for safety at 400 W 100 N			concrete jungle at the mall
		bike lane			Target
		pedestrain street only			ferris wheel
		a small park somewhere			fix Unive RR bridgbe
		Food market european store			pocket park
		Is there a service program to plant and maintain trees along center			solar pannels at the mall
		one way eastbound			revitalize like UP
		one travel lane each way, one bike lane each way, shoulder parking			outdoor stage
		Welcome sign at Univ/Center should be improved			merry-go-round
		cheesecake factory			infill at EB Shopping Center
		pedestrain street only			housing at PTC
		move liquor store to East Bay			
		upgraede tommy's burger			
		pocket park			
		townhomes			
		shade for tables at Liberty Ctr			
		food truck park			
		bike lanes			
		dead space at Harmon's auto			
		1 lane each direction on center and 1 for bikes/scooters			
		children museum			
		outdoor stage			
		townhomes			
		Outdoor concert venue			
		dead space Nu Skin parking lot and brassas			
		1 travel lane in each direction and 1 for bikes/scooters			
		infill spaces			

DEVELOPMENT SERVICES

Planning Commission Hearing Staff Report
Hearing Date: April 26, 2023

***ITEM # 2** Provo Development Services requests to amend the Downtown Master Plan (General Plan Appendix S). Citywide Application. Javin Weaver (801)852-6413 jweaver@provo.org PLGPA20220362

Applicant: Javin Weaver

Staff Coordinator: Javin Weaver

Parcel ID#: City Wide

Related Applications:
PLGPA20220048, PLGPA20190008, 14-0002GPA, and 15-0004GPA

ALTERNATIVE ACTIONS

1. **Continue** to a future date to obtain additional information or to further consider information presented. *The next available meeting date is May 10, 2023, 5:00 P.M.*

2. **Deny** the requested recommendation. *This action would not be consistent with the recommendations of the Staff Report. The Planning Commission should state new findings.*

Current Legal Use: The Downtown area is a mixture of apartments, condominiums, retail, government facilities, professional office, and other similar uses.

Relevant History: The Downtown Master Plan was adopted on February 17, 2015, and revised on February 19, 2019.

Neighborhood Issues: No neighborhood issues have been brought to staff's attention. This item was heard at a District meeting on February 23, 2023, and there were no comments.

Summary of Key Issues:

1. Update to reflect the goals of the 2023 General Plan.
2. Reaffirm the goals and direction of the Downtown Master Plan.

Staff Recommendation: Staff recommends that the Planning Commission recommend to the Municipal Council approval of the requested General Plan Amendment.

OVERVIEW

The Downtown Master Plan (Plan) encompasses most of the Downtown Neighborhood and edges of seven adjacent neighborhoods including: Dixon, Timp, North Park, Joaquin, Franklin, Franklin South, and East Bay. The portions of the Downtown Neighborhood that are not addressed in the subject Plan are included in the Maeser, Joaquin and Franklin Neighborhood Plans. Future or amended plans developed by the City—specifically the Transportation Master Plan, the Bicycle Master Plan, the Parks and Recreation Master Plan, and any station area plan that overlap the downtown area—should reflect the policies of this document.

Since the adoption of the Downtown Master Plan, there has been a significant increase of development in the downtown area. Some of the notable changes include a population increase from 3,654 to 6,607 and an increase in housing units from 1,193 to 2073 units. Currently, there are several soon-to-be-built multi-family housing projects in the planning stages in the downtown area. Several parcels have been redeveloped, and infill development continues to occur. There have been many additions to Downtown since 2015, including the new City Hall, the 300 South Plaza, the Fourth District Judicial Court, Freedom Commons office and parking structure.

Since the adoption of the 2023 General Plan, revisions within this document reflect the goals located in the General Plan. That is one of the two primary purposes of the application. The second purpose was to verify if we are still moving in the right direction since 2015. Overwhelmingly the answer to this is yes, and the people have spoken saying they are very happy with Downtown Provo, even with all the growth.

The Downtown Master Plan was originally adopted on February 17, 2015. When staff was assigned to revise this plan, we did not see the need to form a steering committee since the plan was adopted just a relatively few years earlier. The type of development occurring is what people generally expect to see in a downtown area. If staff was wrong in moving forward in this direction, then it would be brought to our attention when the public outreach occurred.

During public outreach for the plan update, staff met with Quinn Peterson (Downtown Provo Inc. or DPI) to discuss the pros and cons of Downtown and future collaboration between DPI and staff. Also, with the Provo Police Department COP (Community-Oriented Policing) Division to discuss current and perceived issues related to public safety.

The revised plan has been made available to the following:

- The District 5 chair
- Each planning commissioner

- On Open City Hall
- All Development Services social media platforms
- At www.provo.org

Public input has shaped the document significantly.

FINDINGS OF FACT

1. The Downtown Master Plan was adopted on February 17, 2015, and amended on February 19, 2019.
2. Public outreach included:
    a. A luncheon with DPI on February 16, 2022
    b. An open house at the Recreation Center on May 24, 2022
    c. A booth staffed by Development Services Department at the Farmer's Market on June 4, 2022 (see attachment 3)
    d. A presentation at the District 5 meeting on February 19, 2023 (see attachment 2)
3. A survey was conducted at the above events, and administered through the city website and other social media platforms. A total of 596 people responded (see attachment 3).
4. The General Plan offers the following relative policies, goals, or objectives:
    a. "Future planning in Provo should encourage higher density along transit lines, in the downtown area, and at intersections of major roadways" (pg. 25). Higher density is also encouraged for Mixed-use developments (pg. 19)
    b. "Integrating utilization of the multi-modal transportation center" (pg. 57)
    c. "The city should work to provide and improve infrastructure for automobile traffic citywide" (58)
    d. Completing and improving sidewalk and bicycle gaps, which creates "a safe, robust system of local and regional transportation alternatives including rail, bus, biking, and walking options" which will "encourage walkability" to "Downtown" (pg. 63)
    e. "Strike a balanced approach to land uses next to Downtown" (pg. 23)
    f. "Strengthen fire service in downtown to accommodate increasing density" (pg.69)

ANALYSIS

Section 14.02.020(1) of the Provo City Code states the following regarding amendments to the Planning and Zoning Title and to the General Plan:

> *"Amendments shall not be made . . . except to promote more fully the objectives and purposes of this Title and the Provo City General Plan or to correct manifest errors."*

Additionally, guidelines for consideration of an amendment are set forth in Section 14.02.020(2) of the Code and are listed below. Staff analysis is provided after the individual guidelines in **bold**.

(a) Public purpose for the amendment in question.

The public purpose is to update the Downtown Plan and provide a clear vision for this area of Provo. The Plan update is also proposed to increase economic viability, enhance the desirable qualities of the neighborhood, and to reflect the 2023 Plan.

(b) Confirmation that the public purpose is best served by the amendment in question.

The public purpose is served by the proposed general plan amendment as it will continue to foster development that is consistent with the area.

(c) Compatibility of the proposed amendment with General Plan policies, goals, and objectives.

The proposed amended standards meet the General Plan policies as stated in the Findings of Fact of this staff report.

(d) Consistency of the proposed amendment with the General Plan's "timing and sequencing" provisions on changes of use, insofar as they are articulated.

The proposed general plan amendment should not negatively affect the "timing and sequencing" of any General Plan provision.

(e) Potential of the proposed amendment to hinder or obstruct attainment of the General Plan's articulated policies.

It seems unlikely that the proposed general plan amendment would hinder or obstruct attainment of the articulated policies because it is fulfilling the goals from the General Plan.

(f) Adverse impacts on adjacent landowners.

The document, as proposed, does not impact adjacent landowners; however, development utilizing these policies may have adverse impacts as construction occurs.

(g) Verification of correctness in the original zoning or General Plan for

the area in question. **The General Plan maps and zoning maps that are included in this document have been updated to reflect the correct land use designations.**

(h)

In cases where a conflict arises between the General Plan Map and General Plan Policies, precedence shall be given to the Plan Policies.

No such conflict is anticipated as a result of the proposed general plan amendment.

CONCLUSION

While not every issue could be addressed in a means favorable to everyone providing input, staff believes the plan provides the best alternatives and recommendations regarding the future development of the heart of Provo.

STAFF RECOMMENDED MOTION

Recommend that the Municipal Council approve the proposed amendment to the Downtown Master Plan as Appendix S of the General Plan

***Note – Downtown Master Plan at large includes the following documents:

1. Downtown Master Plan (revised – attachment 1)
2. UTA Station Area Plan (no changes proposed, and not included in this report)
3. Appendices to the Downtown Master Plan (new – attachment 3)

ATTACHMENTS

1. The Downtown Master Plan
2. District 5 Neighborhood Meeting Notes
3. Appendices to the Downtown Master Plan

ATTACHMENT 1. The Downtown Master Plan

The Downtown Master Plan is viewable at:
https://www.provo.org/departments/development/planning/neighborhood-plans

***Note – formatting changes to this will occur between the publication of this staff report and planning commission hearing date.

ATTACHMENT 2. District 5 Neighborhood Meeting Notes

District 5 Neighborhood Meeting, February 23, 2023

33 residents came in person, and 23 attended on Zoom.

Rachel Breen, Provo's Community Relations Coordinator opened the meeting with a short explanation of the new Neighborhood program, and then asked the Executive Board members to each introduce themselves.

Javin Weaver presented the Downtown Master Plan. It's boundaries as currently updates include the freeway to 200 East, and the Provo Mall to the library as a TOD (Transit Oriented Development) zone. Comments on the plan will be accessible on Open City Hall soon.

ATTACHMENT 3. Appendices to the Downtown Master Plan

Appendices to the Downtown Master Plan

Appendix A: Evaluation of Past Goals

Key

C.C.	City Council
D.S.	Development Services
Econ. Dev.	Economic Development
P.W.	Public Works
Admin	Administration
Parks	Parks and Recreation

Downtown Master Plan Goals, 2015	Status
General	
Adopt Downtown Master Plan (C.C.)	Complete
Land Use	
Update the General Plan (D.S.)	Complete
Amend Zoning Map (D.S.)	Complete
Add Downtown Plan to PPA Review (D.S.)	Complete
Urban Design	
Improve Existing Gathering Spaces (P.W., D.S.)	Ongoing
Amend Regulations for New Development (D.S.)	Complete

Coordinate New Public Spaces w/ Development (D.S.)	Ongoing
Identify Property for Acquisition (Redevelopment)	Ongoing
Implement New Signage Program (P.W., D.S.)	In Progress
Adopt Ordinance for Public Vending (D.S., Econ. Dev.)	No, Planned
Program Activities for Downtown (Admin, Econ. Dev., D.P.I.)	Ongoing
Employ Unique Design Elements to Identify Districts (D.S.)	No, No Longer Planned
Develop New Connections Through Downtown (P.W., D.S.)	No, No Longer Planned
Parks and Public Space	
Adopt Complete Streets into Transportation Plan (P.W., D.S.)	No, No Longer Planned
Enhance Existing Pedestrian Corridors (P.W.)	Ongoing
Implement Street Tree Planting Program (Urban Forester)	No, No Longer Planned
Increase and Improve Street Landscaping (Parks, D.S.)	Ongoing
Transportation and Circulation	
Install Traffic Calming Devices at Key Gateways (P.W.)	Ongoing
Program Public Art Program (Econ. Dev., D.P.I.)	Ongoing

Implement Bicycle Master Plan (Engineering)	Ongoing
Historic Resources	
Update Provo Downtown Historic District National Register Nomination (D.S.)	No, Planned
Realign Downtown Historic District Boundary (D.S.)	No, Planned
Develop Consistent System of Physical Identification of Historic Properties (D.S.)	No, Planned
Revise and Adopt Improved Design Guidelines (D.S)	Complete

Appendix B: Center Street Intent Statement and Center Street Project Evaluation Criteria

Center Street Policy Intent Statement

The Municipal Council of Provo City reaffirms our support of the designation of Center Street as a Pedestrian Mall and our support for the Downtown Pedestrian Statement released by Downtown Provo Incorporated in January of 2019.

Our vision for Center Street, between 500 West and 200 East, is:

- Center Street is a pleasant, comfortable, and safe place for people to gather, to eat, to stroll, to recreate, and to spend time. Consumers want to spend time here, and businesses want to locate here. The entire public right-of-way, from building face to building face, including sidewalks and street, contributes to this atmosphere.
- Center Street is safe for pedestrians. It not only is objectively safe, but it feels safe for pedestrians.
- Center Street is a destination, not a thoroughfare. Center Street prioritizes pedestrians and walkability. Center Street accommodates multiple modes of transportation, including wheelchairs, strollers, scooters, bicycles, personal vehicles, and walking, but all other forms of transportation yield to pedestrians.
- The street design treats vehicles as guests in the pedestrian space, rather than treating pedestrians as guests in the vehicle space.

- High-capacity mass transit is conveniently located near Center Street, but is not placed on Center Street, between University Avenue and 500 West.
- High-volume traffic is routed around Historic Center Street as conveniently and efficiently as possible.

Timing and implementation:

- Going forward, every decision in every project that impacts Center Street should be made with an eye toward achieving the vision.
- The Center Street infrastructure should not be overhauled in one large project.
- Small, targeted, proactive projects may be appropriate to address the most pressing safety concerns or that have the greatest impact on the feel of Center Street, moving it from a thoroughfare to a walkable destination.

The Provo Municipal Council intends to enact legislation aligned with this vision.

Center Street Project Evaluation Criteria

The Provo City Municipal Council tasked the Transportation and Mobility Advisory Committee (TMAC) with considering all suggestions given for the improvement of Center Street and devising a method of evaluation for each suggestion. TMAC created the following list as rating criteria with associated weight percentages based on their importance to the Center Street Policy Intent Statement:

Objective	Weight
1. Prioritizes **pedestrian safety and comfort** while supporting multiple modes of transportation.	35%
2. Maintains and supports **convenient access to businesses and services**.	30%
3. Contributes to the aesthetics of the destination and enhances the **Downtown experience**.	25%
4. Uses interim design strategies to demonstrate potential outcomes and incorporates **phased design**.	10%

Each suggested Center Street improvement was then rated between 2 and -2, with 2 being the most likely to enhance Center Street according to the Policy Statement and -2 being the least

likely. A score of zero was given if the item was deemed neutral to the enhancement of Center Street. As all the suggestions were scored and weighted, they were then sorted in order of scores.

It should be noted that the rank and score of the proposed project does not necessarily indicate the chronology of when they should be implemented. TMAC does not necessarily recommend ALL of these projects, but they felt each merited evaluation.

TMAC recommends that the next step would be for City staff to organize these projects into a logical phasing plan and report back to the Council.

TMAC recommends that the Council consider the prioritized list of suggested improvements to Center Street as a guide for future enhancement projects and work collaboratively with the Administration to add these items to the CIP budget as appropriate, understanding that some items may be cost prohibitive but provide worthwhile benefit in the long-term vision.

	Improvement	Pedestrian safety and comfort	Convenient access to businesses and services	Enhances the Down- town experience	Phased design	Total Score	Cost	Timing	Description
1	Install entry arch	1.5	1	2	0	133	$$	1 - 5 years	We imagine this would be installed to create a physical entrance into the downtown.
2	Install raised crosswalks at mid-block crossings and 500 W	2	0	2	1	130	$$$$	5+ years	Mid-block crossings are priority for this improvement, 500 W crosswalk is mentioned to specifically slow cars headed east into downtown.
3	Raise intersections at 100 W, 300 W, and 400 W	2	0	2	0.5	125	$$$$	5+ years	These are raised intersection tables (the shopping center outside Cinemark University Mall Orem has one). Intended to slow drivers and increase pedestrian comfort but with better design and in a less abrupt way than speed bumps.
4	Realign Center St to 100 N at 500 w and back to Center at 200 E	2	1	1	0	125	$$$$$ +	5+ years	Major realignments at the end of downtown so cars flow smoothly from Center St to 100 N without making a turn. Extreme cost, highly effective, extremely impactful to other businesses.
5	Improve lighting at mid-block	2	0	2	0	120	$$	1 - 5 years	Decorative lamp posts and lighting at mid-block crossing locations.

	crosswalks								
6	Construct median walkway for center-parking access to crosswalks	2	0	1.5	1	118	$$$$	5+ years	The current median sidewalk is disrupted often by trees, planters, etc. People usually just make it work but often have to walk into the street. It is also impossible for strollers or wheelchairs to use this. This improvement would make a more comfortable walkway. We believe it would be an effective improvement, but all agree (engineering, TMAC, planning) that implementing this would be very difficult without losing a lot of trees and some parking.
7	Install protected left turns along detour route (i.e., 500 W/100 N and 200 E/Center)	2	1	0	1	110	$$	1 - 5 years	This makes it easier to use 100 N as an alternate without major reconstruction.
8	Block traffic from entering and exiting Center St from 100 W and 400 W extending median along middle and create plaza area	2	-1	2	2	110	$$$	5+ years	100 W and 400 W blocks on the north side of Center St would be blocked and become a dead-end/cul-de-sac street. The end of each street would be built up with a pedestrian plaza/gathering space. This provides seating and gathering areas for dining and events. Both of these streets are already blocked on the south side so traffic impact is minimal. If combined with the raised intersection table this would be even more effective. The old city center redevelopment near 400 W provides a partnering opportunity to get this done.
9	Install parklets, sidewalk widenings with planters in existing parking spots.	1	0	2	2	105	$$	1 - 5 years	Widen small sidewalk areas and remove some parking, add planters to create more pedestrian gathering/dining spaces. DPI also suggested that some existing planters could be removed to accomplish this without losing parking.

10	Events process improvements (more events Downtown)	1	1	1	1	100	$	1 Year	This idea was added at the request of DPI, and TMAC supports it. The theory is that an effective way to increase pedestrian activity downtown is to have more events so more people are comfortable going downtown and especially finding parking. The permit and approval process right now can be onerous. Engineering suggested a set of standard traffic control plans would be a great place to start making improvements to that process.
11	Install high-visibility crosswalks	2	0	1	0	95	$	1 - 5 years	This includes paint markings that are intended to make crosswalks more visible so drivers are more likely to notice them and slow down for crossing pedestrians.
12	Convert all angle parking to parallel for more dining/pedestrian/ recreation space.	2	-1.5	2	2	95	$$$$	5+ years	Parallel parking allows for wider sidewalks and more dining/gathering/walking space. This is great for safety but probably removes more parking than downtown businesses are currently comfortable with. Could be implemented in the future.
13	Install pedestrian mall signage	1	1	1	0	90	$$	1 Year	Signs that indicate to drivers and pedestrians that this is a pedestrian mall. This is as much about education as anything else. Pedestrians may feel more welcome and drivers may realize that they are guests in the area.
14	Install flashing "15 MPH AHEAD" signs at 600 W and 200 E	2	0	0	1	80	$$	1 Year	These face outward (away from Center St) facing approaching drivers as they enter the downtown area.
15	Remove median parking to construct a median plaza/linear park for dining, recreation, etc.	2	-2	2	2	80	$$$$	5+ years	This would remove all median parking for dining and green space. DPI feels like this is too much parking to remove at this point. In addition these spaces would be very difficult for businesses to service and maintain if people were ordering and then dining out here. Possible improvement in the longer-term future.

16	Change the surface material on Center St.	1.33	0	1	0.5	77	$$$$	5+ years	Change surface material from asphalt to brick pavers or something similar. This contributes to the design aesthetic and is a visual reminder that this is not a typical road.
17	Install rumble strips just after 500 W and 200 E	1.5	0	0	2	73	$$	1 - 5 years	A rumble strip across lanes that increases driver awareness, when placed next to speed limit or other signs these can increase compliance.
18	Remove all parking for more dining/pedestrian/ recreation space	2	-2	1	2	55	$$$$	5+ years	Very effective but downtown is still too reliant on vehicle traffic to do this right now, possible longer-term improvement.
19	Completely close Center Street to vehicular traffic	2	-2	1	2	55	$$$$	5+ years	Right now DPI and TMAC don't see this as viable, most pedestrian malls that close to traffic open back up eventually. This could be a very long-term plan but probably is not viable.
20	Install a signal at 400 W and/or 100 W	1.33	0	0	0	47	$$$$	1 - 5 years	TMAC and DPI prefer other options at these intersections. Installing signals still shows that cars are priority and pedestrians are guests, which is opposite of our desired outcome.
21	Create Leading Pedestrian Interval (LPI) at intersections on Center St	1	0	0	1	45	$	1 Year	Simple signal timing adjustment that increases safety for pedestrians. Allows them to begin crossing while all lights are red, making it more likely that drivers will see them in the intersection.
22	Install "SLOW" and "15 MPH" paint markings on street	1	0	0	1	45	$	1 Year	Paint markings only, intended to increase driver awareness of the speed limit and increase compliance.
23	Install Rectangular Rapid Flashing Beacons (RRFB) at mid-block	2	0	-1	0	45	$$	1 - 5 years	These would be effective but suggest that pedestrians are guests, not priority. Also flashing lights all over downtown would not be visually appealing.

	crossings								
24	Install "hawk" pedestrian signal at 400 W	2	0	-1	0	45	$$$	1 - 5 years	Similar to other signal measures, this would be effective but establishes cars as the priority, pedestrians should be our priority because it is a pedestrian mall.
25	Paint bike "sharrows" in the outside lanes	0	0	1	1	35	$	1 Year	Paint in lanes that designate it as a shared bicycle lane. Bikes are already required/expected to use the lane, this could increase driver awareness of and caution around bikes.
26	Block traffic from entering Center St from 100 W and 400 W extending median along middle, Right in/Right out only	0	0	0.5	1	23	$$$	5+ years	This would close the median at 100 W and 400 W, making them right-in, right-out only intersections. This would only be minimally effective and would possibly increase speeds by removing some intersection friction.
27	Remove one lane of traffic each direction	2	-2	0	1	20	$$$$	5+ years	May be viable long-term but not considered a good option right now. This effectively turns Center St into a parking lot with almost zero accomodation for actual travel.
28	Install variable message signs to warn drivers of upcoming slow speeds	0	0	0	1	10	$$	1 - 5 years	Signs facing outward alerting drivers of the reduced speed entering downtown.
29	Switch out parking signs and posts with standard	Done/In Progress				0	$		The new signs still look nice but will be easier for public works to maintain
30	Adjust signal timing to optimize 100 N, discourage Center St.	Done/In Progress				0	$		This is in progress with UDOT and will incentivize use of 100 N. We believe some kind of public notice when this is implemented would be valuable to help educate drivers.
31	Install pedestrian crossing signs at all mid-	Done/In Progress				0	$		Seen as a simple and low-cost improvement to make drivers more aware of crosswalks.

	block crossings								
32	Replace speed limit sign westbound at 300 W	Done/In Progress				0	$		Sign had been knocked down or removed.
33	Reduce the speed limit on University Ave and 500 W	0	0	0	0	0	$	5+ years	Not considered effective without other speed reducing measures, also not believed to have significant impact on Center Street experience.
34	Create a parking-protected bike lane by converting angle parking to parallel.	0	-2	2	0	-10	$$$	1 - 5 years	This could look amazing but creates lots of other challenges. Eliminates a lot of parking and pedestrians would have to cross this often, creating new bike/ped conflicts that could make pedestrians feel unsafe.
35	Install chicanes	0	-2	0	0	-60	$$$$	5+ years	This would be a complete realignment of Center St to make it more curved than straight. We think this would completely alter the design "feel" of the street, be extremely expensive, and have uncertain outcomes.
36	Install "3-D" crosswalks (not recommended by FHWA)	-2	0	0	0	-70	$$	1 - 5 years	Not proven to improve safety and probably too much of a gimmick to be considered for permanent use. Great for short-term demonstrations.

Appendix C: Public Engagement

Public Engagement

As far as staff can determine, no one participated in more than one engagement event. All participants were Provo residents or members of the business and arts communities except 79 non-residents who took the survey during the pop-up event at the Provo Farmers Market and provided useful insight into Downtown Provo as a visitor or tourist destination.

July 30, 2021 - first two open houses (virtual); first two survey rounds

February 16, 2022 - DPI listening session

May 24, 2022 - third open house (in person); third survey opens; first mapping exercise

June 4, 2022 - Farmers Market pop-up booth; second mapping exercise

June 18, 2022 - third survey closes

August 17, 2022 - DPI survey

Public Engagement Efforts May 2021-August 2022

- 619 public survey participants
- 4 rounds of surveys with different groups
- 3 open houses
- 2 meetings with Downtown Provo, Inc.
- 1 pop-up booth at the Provo Farmers Market

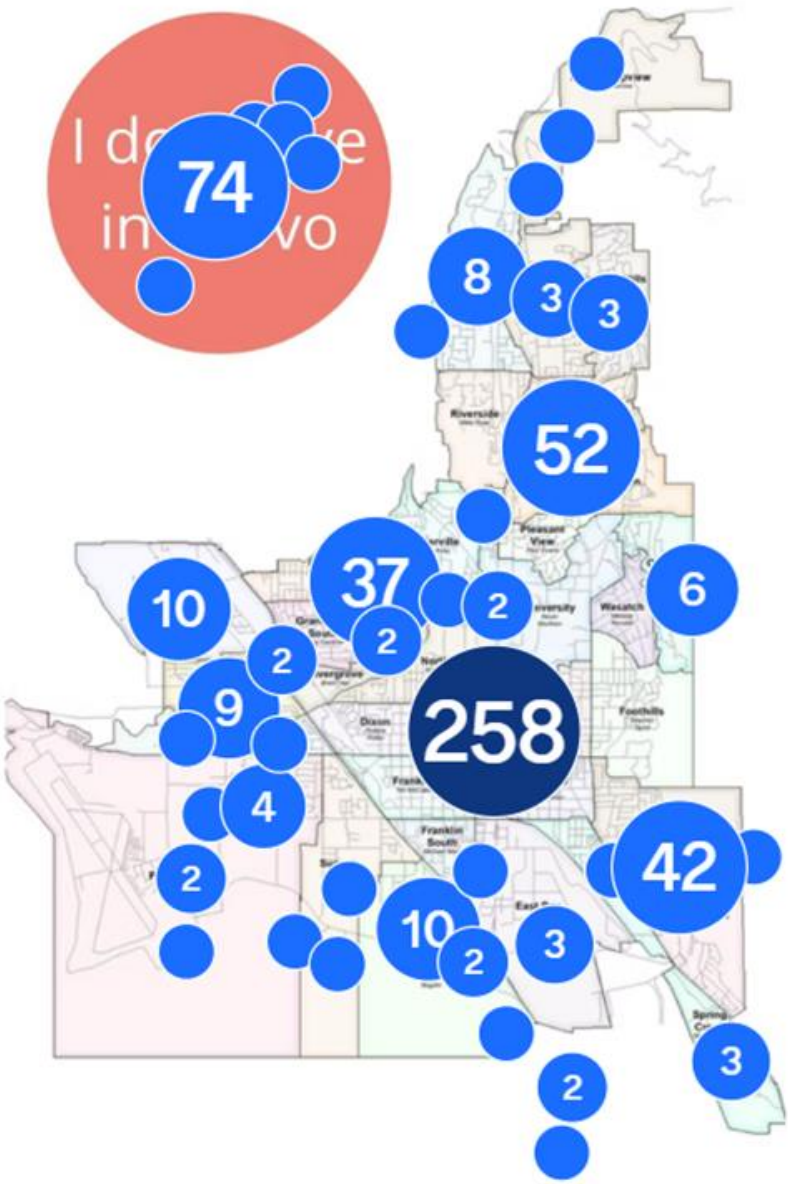




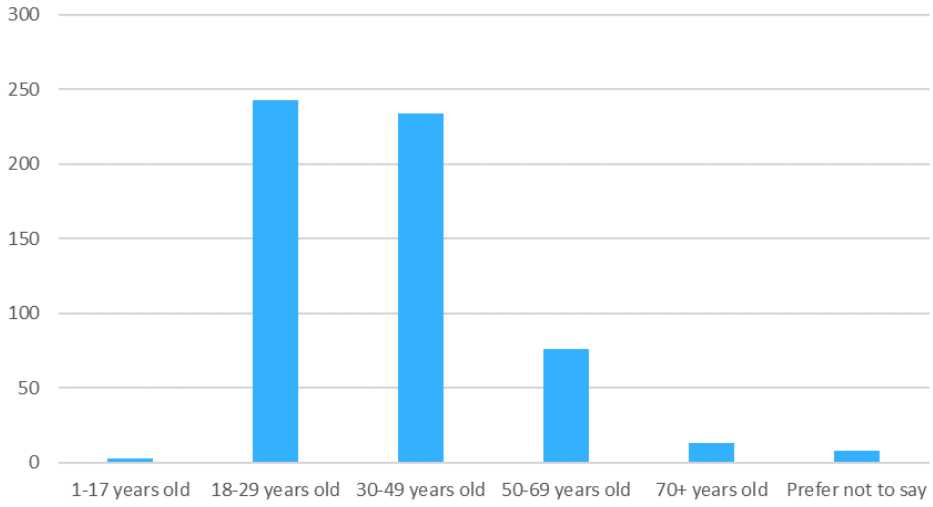


Public Surveys Compiled Responses

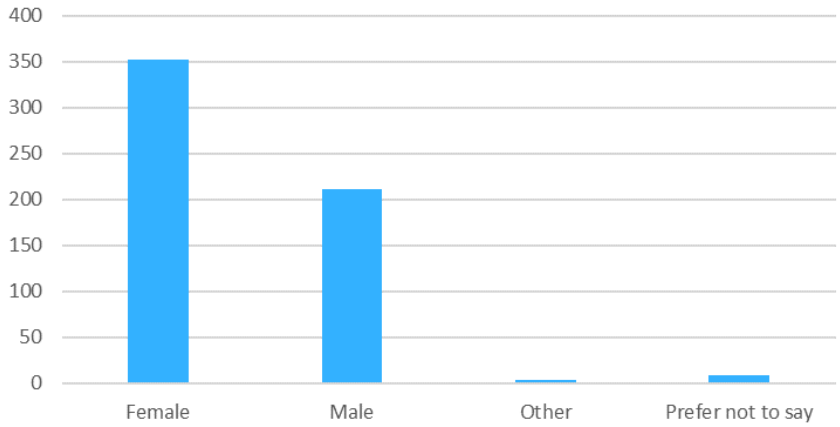
Question 1. Where do you live?



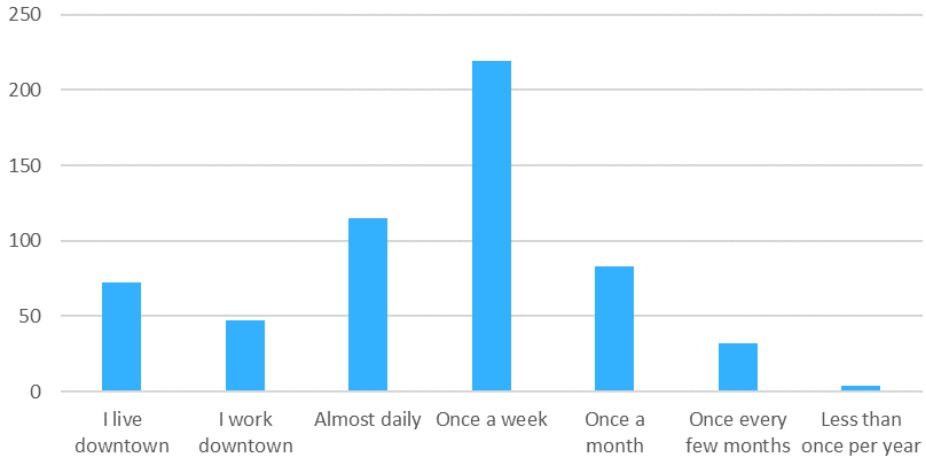
Question 2. How old are you?



Question 3: With what gender do you identify?



Question 4: How often do you come downtown?

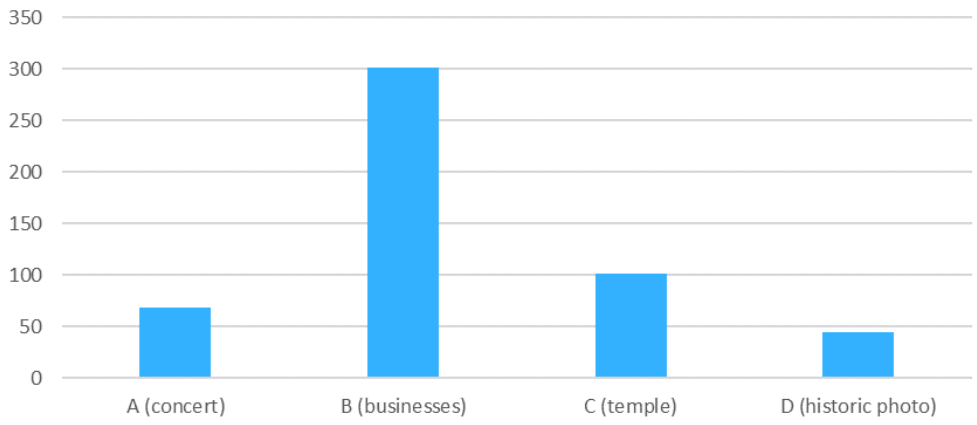


Question 5: What words come to mind when you think of downtown Provo?

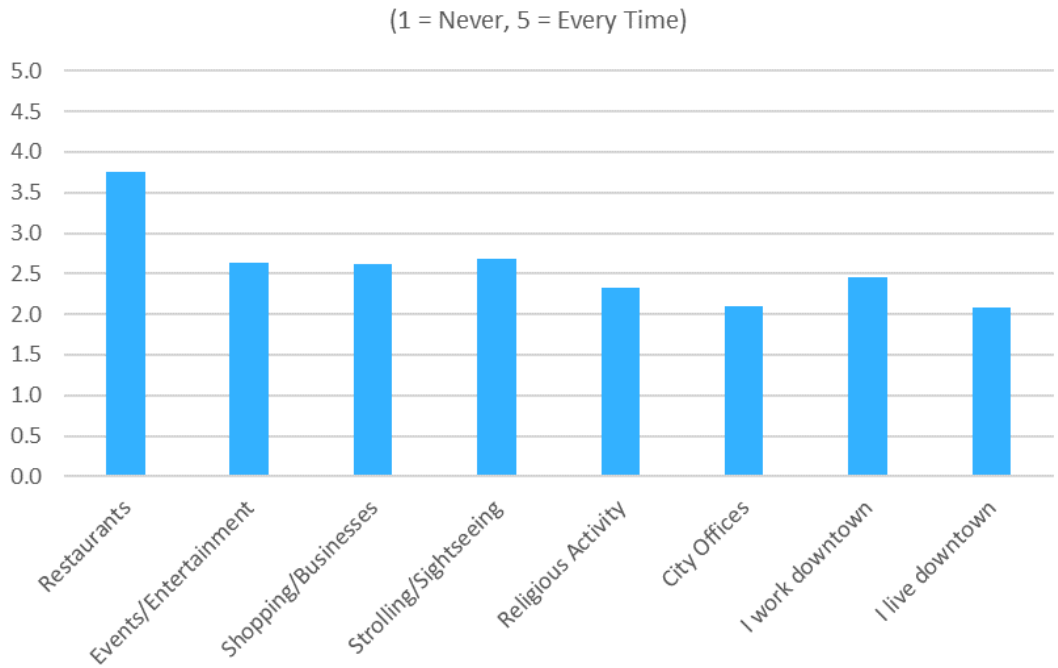


Question 6: If you were sending a postcard from downtown to a friend, which one would you send?





Question 7: Where do you go when you come downtown? (1 = Never, 5 = Every Time)



Question 8: In one or two words, what are your favorite changes to downtown in the last 10 years? (each participant may submit up to three responses)



Question 9: What does downtown lack? What's something that you want to be there, but it isn't there yet? (open response, unlimited number of answers)

* Suggestions include: Antiques, Artisanal Goods (cheeses, etc.), Baby Store, Books, Craft, Furniture, Toy Store, Variety of Clothing, Zero Waste Refill Store

** Suggestions include: Arcade, Pottery Studio, Theater (10)

Other popular suggestions: Nightlife (22), Calmer Traffic (21), Daytime Activities for Children (19)

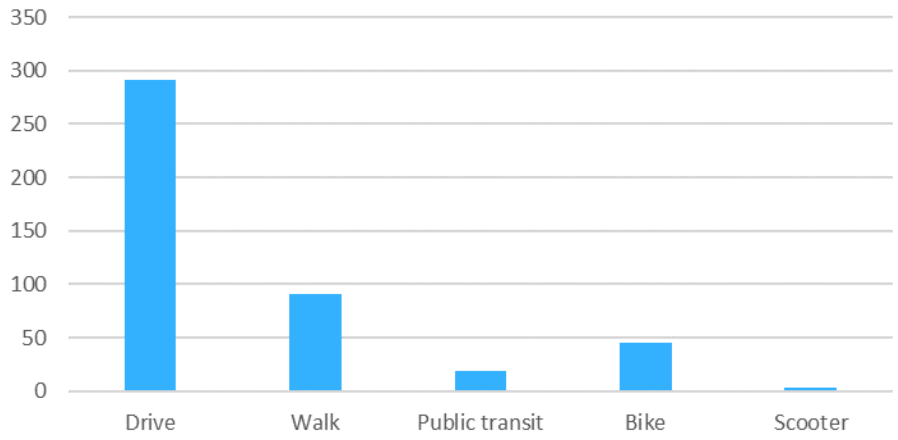
Question 10: What do you like least about downtown? (each participant may submit up to three responses)



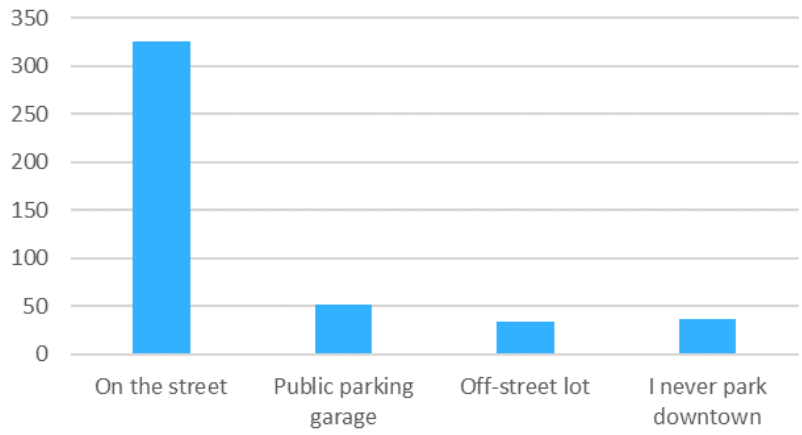
Question 11: Is there anything happening downtown that worries you? (open response, unlimited number of answers)

10 MOST COMMON RESPONSES	
Homeless People	75
Losing Historic Aesthetic	27
Speeding	24
Vacant Buildings/High Turnover	23
Congestion/Traffic Flow	21
Drugs/Crime	17
Pedestrian Safety	17
Not Enough Parking	14
Gentrification/Businesses Priced Out	12
Too Much Growth	10

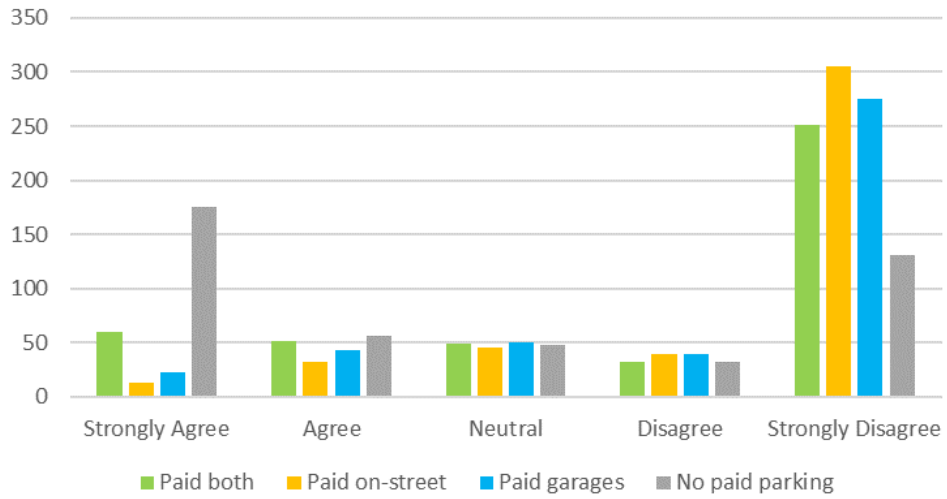
Question 12: When you come downtown, how do you usually get there?



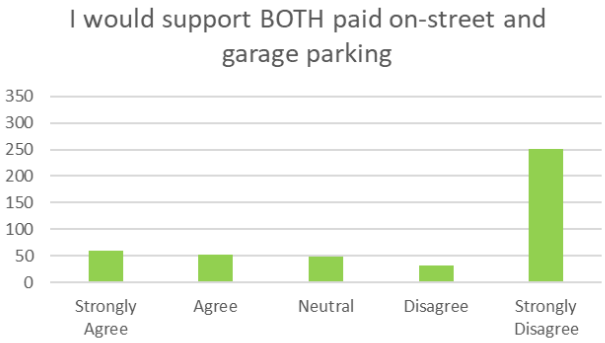
Question 13: If you drive to downtown, where do you usually park?

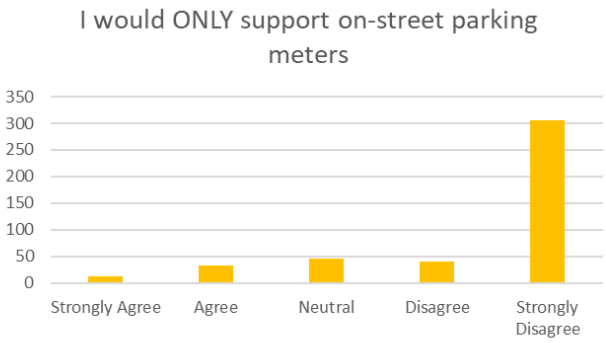


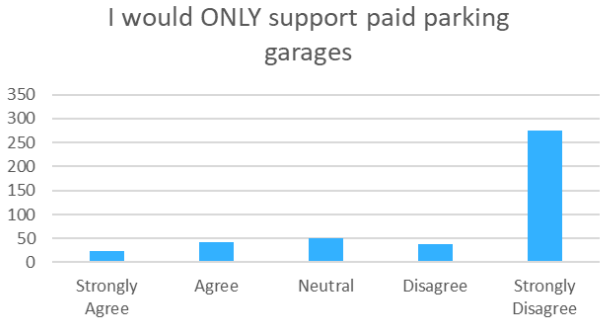
Question 14: How strongly do you agree with these statements about paid parking?

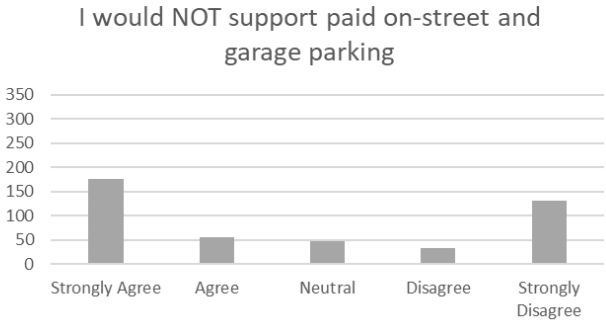


more detailed breakdown of responses to question 14

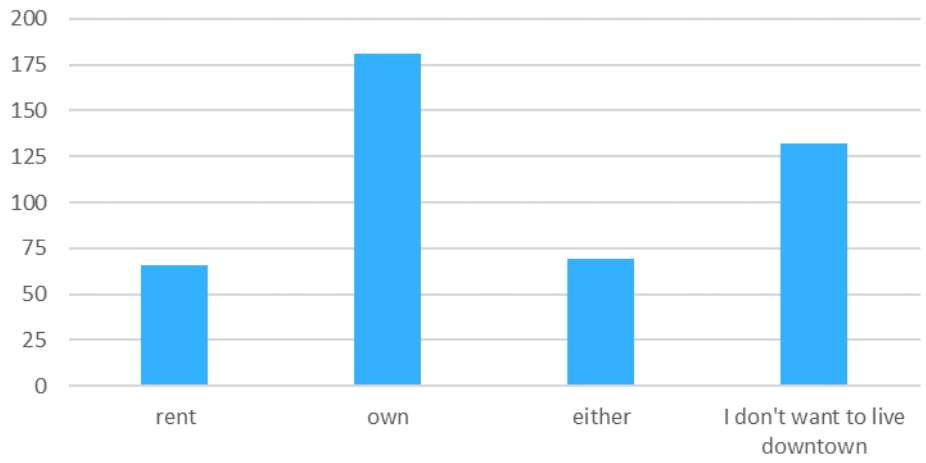






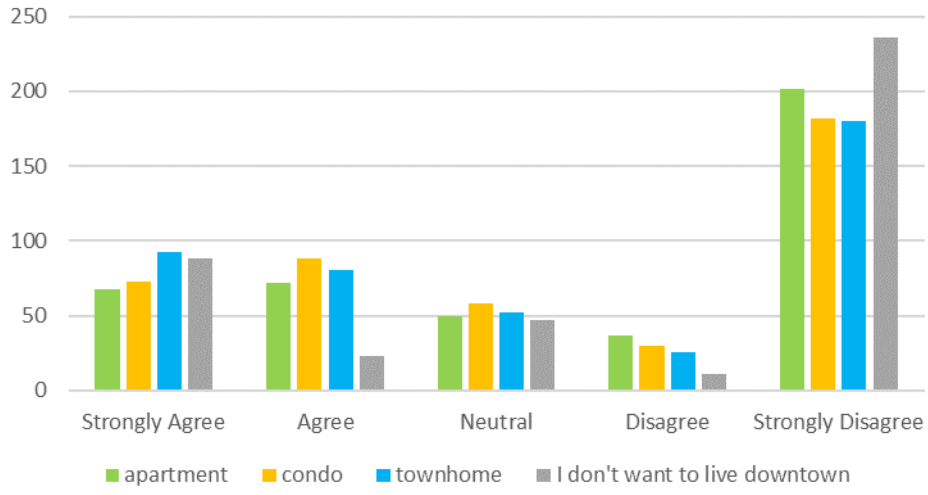


Question 15: If you would like to live downtown, would you prefer to rent or own?

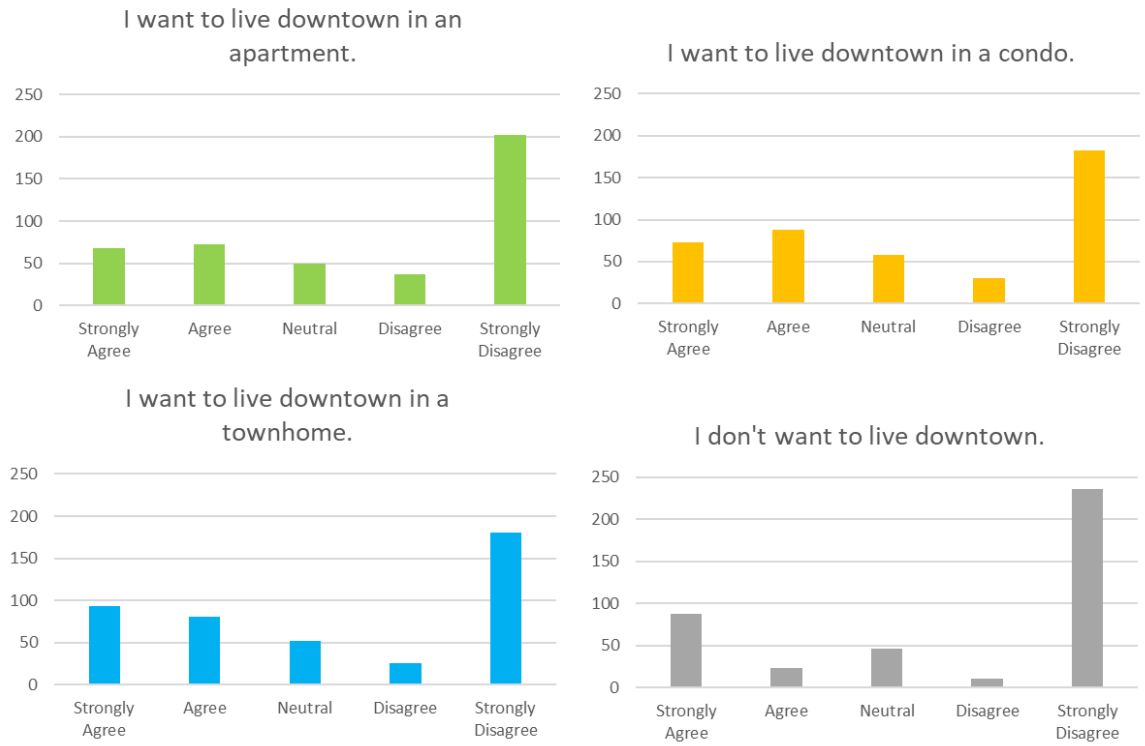


Question 16: If you would like to live downtown, what type of housing would you prefer?

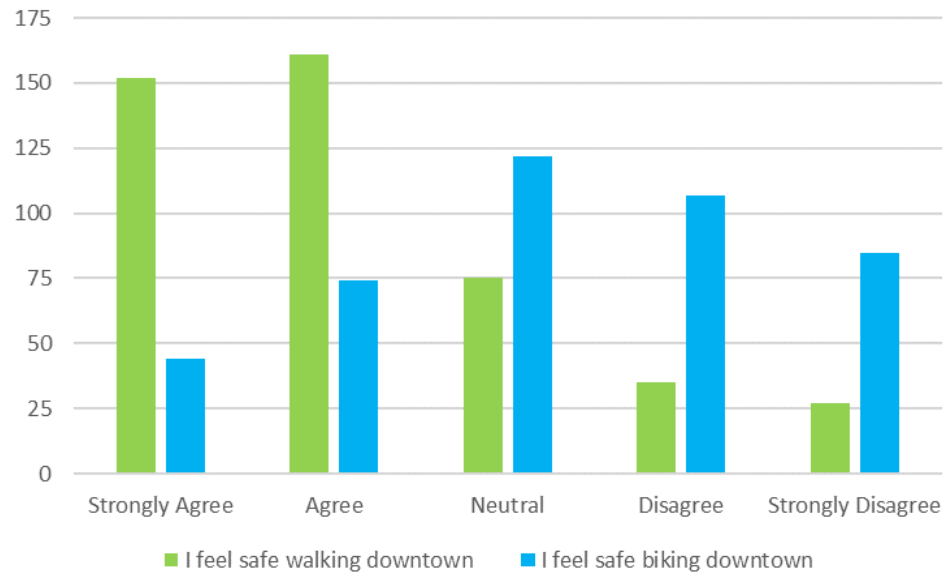
Staff neglected to ask about the single-family detached homes. No members brought up detached homes during any conversations, which perhaps shows the degree to which downtown is perceived as only medium- and high- density urban development. Future surveys should address this oversight.



more detailed breakdown of responses to question 16



Question 17: How strongly do you agree with these statements?



Question 18: If you do not feel safe walking and biking downtown, what would help you feel more safe? (open response, unlimited number of answers)

* Suggestions include: Raised, Lit, Longer Crossing Times

Below is a summary of the public feedback that was written onto the maps provided at the Farmer's Market and the open house. Many of the responses were either duplicates or similar in nature so staff grouped the similar comments together. However, this represents every comment that was documented during this part of the public engagement. Note - enlarge this graphic.

1000	South Temple	Downtown Central	Downtown North	Gateway	Outside area
Reduce parking at Front Runner Station	More cool stuff here	turning is hard	parking structrure	More events at Pioneer Pa	Own area at the mall
better scheduling fomr UVX to Center St station	Dense housing	get rid of the parking in the center of the street	safe crosswalks at 100 W and 200 W by Smiths	15 MPH	drive in theater
	New business	groccery store	events at the library	First impression is run dow	groccery store
	200 W RR bridge	walkable street only	repalce smiths with a bigger store	abandonded gas station	more baseball fields and batting cages
	100 W bike boulevard	add outdoor heaters	safe crosswalks at 100 W and 200 W by Smiths	high density housing	more roundabouts
	protected bike lanes	stellar night scene	revive old stripmnall facades	preserve cool building	fewer roundabout or at leaST NO landscaping
	stop light at 500 S 200 W	trampoline for sidewalk		at a memorial to native am	clear out the old vacant buildings
	200 W RR bridge	Why can't I turn NB out of Brassa's		entrayway signage	better bike lanes with bollards
	Univ Ave RR bridge	biking is dangerous		clean up the area	reflectors on street lanes
	more aparments with resturants below	more trees		shade at the splash pad	groccery store
	Park at 300 S Univ	buss routes on 500 W		better spash pad	more houses
		Interactions park			4-way stop sign atn 300 S 700 W/800 W and 200 S 700/800W
		public transit free on center street			new divergent interchange at I-15 Center St
		pedestrain street only			Pocket park
		turn left at Univ Ave/Center			What's happening at Dixon
		Food truck			buffered bike lnanes S. University towards Lakeview Pkwy
		obvious left turn for safety at 400 W 100 N			concrete jungle at the mall
		bike lane			Target
		pedestrain street only			ferris wheel
		a small park somewhere			fix Unive RR bridgbe
		Food market european store			pocket park
		Is there a service program to plant and maintain trees along center			solar pannels at the mall
		one way eastbound			revitalize like UP
		one travel lane each way, one bike lane each way, shoulder parking			outdoor stage
		Welcome sign at Univ/Center should be improved			merry-go-round
		cheesecake factory			infill at EB Shopping Center
		pedestrain street only			housing at PTC
		move liquor store to East Bay			
		upgraede tommy's burger			
		pocket park			
		townhomes			
		shade for tables at Liberty Ctr			
		food truck park			
		bike lanes			
		dead space at Harmon's auto			
		1 lane each direction on center and 1 for bikes/scooters			
		children museum			
		outdoor stage			
		townhomes			
		Outdoor concert venue			
		dead space Nu Skin parking lot and brassas			
		1 travel lane in each direction and 1 for bikes/scooters			
		infill spaces			

*ITEM 2

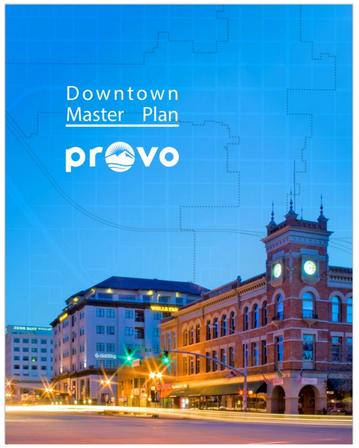
Provo City Development Services requests to amend the Downtown Master Plan (General Plan Appendix S). Continued from the April 12, 2023 agenda.

Citywide Application

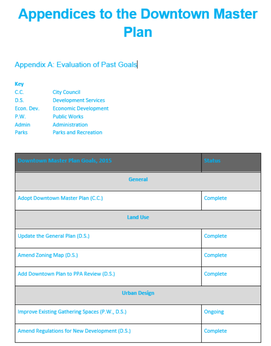
PLGPA20220362

General Plan Appendix S:

- Downtown Master Plan - 2015 → 2023
- UTA Station Area Plan: Provo Station - 2019
- Appendices to the Downtown Master Plan - 2023
  - Appendix A: Evaluation of Past Goals
  - Appendix B: Center Street Intent Statement and Center Street Project Evaluation Criteria
  - Appendix C: Public Outreach






Appendices to the Downtown Master Plan

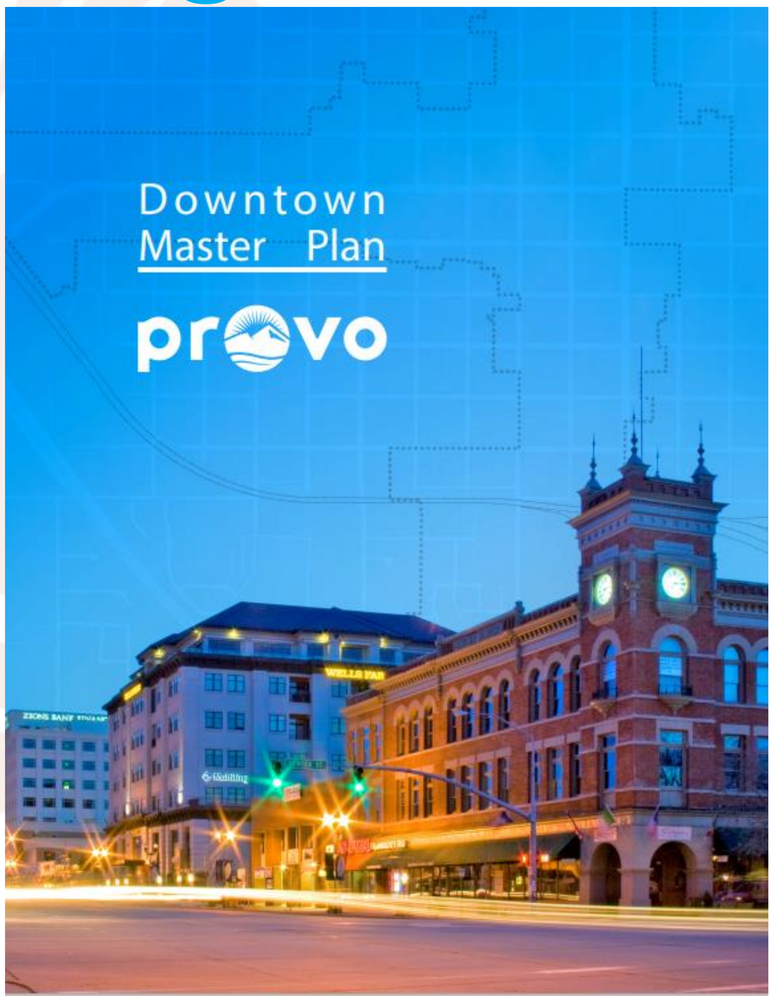
Appendix A: Evaluation of Past Goals

Key
C.C. City Council
D.S. Development Services
Econ. Dev. Economic Development
P.W. Public Works
Admin. Administration
Parks Parks and Recreation

Downtown Master Plan Goals, 2015	Status
General	
Adopt Downtown Master Plan (C.C.)	Complete
Land Use	
Update the General Plan (D.S.)	Complete
Amend Zoning Map (D.S.)	Complete
Add Downtown Plan to PPA Review (D.S.)	Complete
Urban Design	
Improve Existing Gathering Spaces (P.W., D.S.)	Ongoing
Amend Regulations for New Development (D.S.)	Complete

Why are we doing this?

- Growth has happened
- General Plan update



New Development (since 2015)

- City Hall
- UVX
- District Court
- 200 City View
- Liberty Center
- Mill Race
- 400 Element

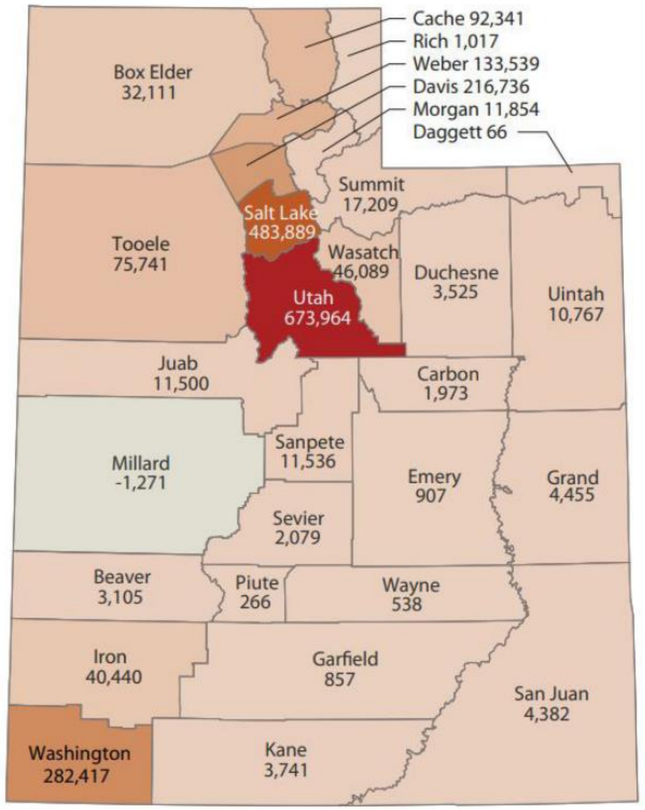


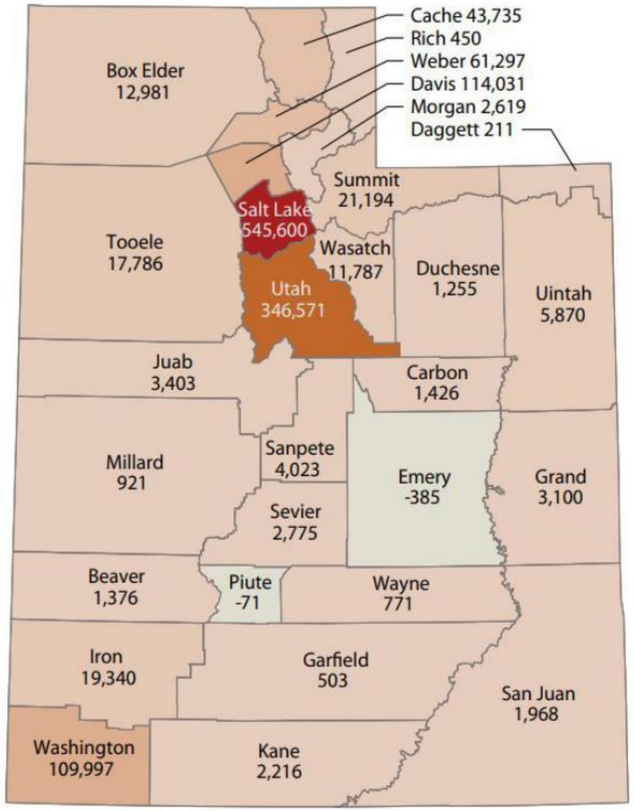
Utah Population and Employment Projections 2020-2060

Utah County

Population

664,258 → 1,338,222





Utah County

Employment

383,452 → 721,028

Downtown Provo Statistics

- Population

  3,654 → 6,608

- Housing units

  1193 → 2073



Downtown District Housing Statistics

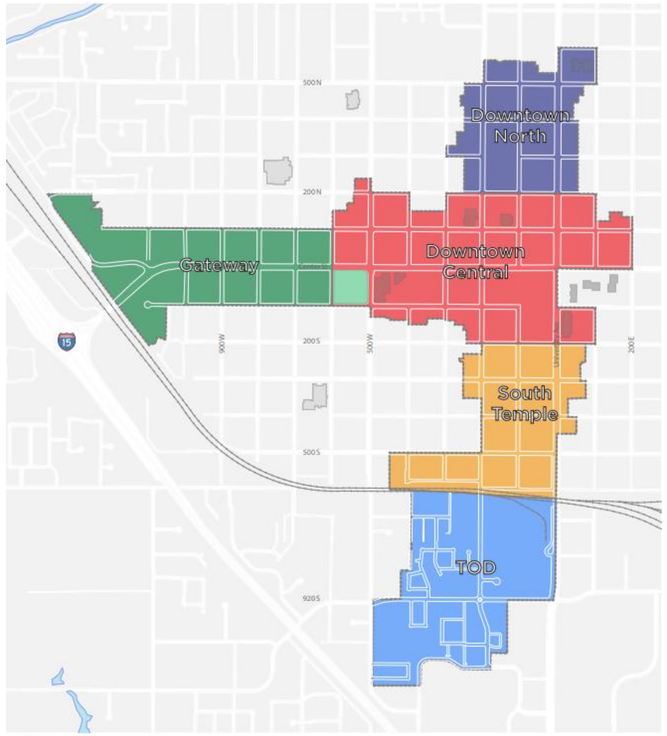


Figure 1.1 - Downtown Master Plan (Downtown area) boundaries and sub-districts.

	Total	Gateway	Downtown North	Downtown Central	South Temple	TOD
Residential Units - 2015	1193	249	229	195	120	400
Residential Units - 2023	2073	207	294	247	903	422
Change between years	**42%**	**-20%**	**22%**	**21%**	**87%**	**5%**
Total Population - 2015	3,654	812	603	445	326	1,468
Total Population - 2023	6,608	660	937	787	2,878	1,345
Table: CP04 - Comparative Housing Characteristics						
Souce: US Census; 2021 ACS 1-Year Estimates Comparison Profiles						

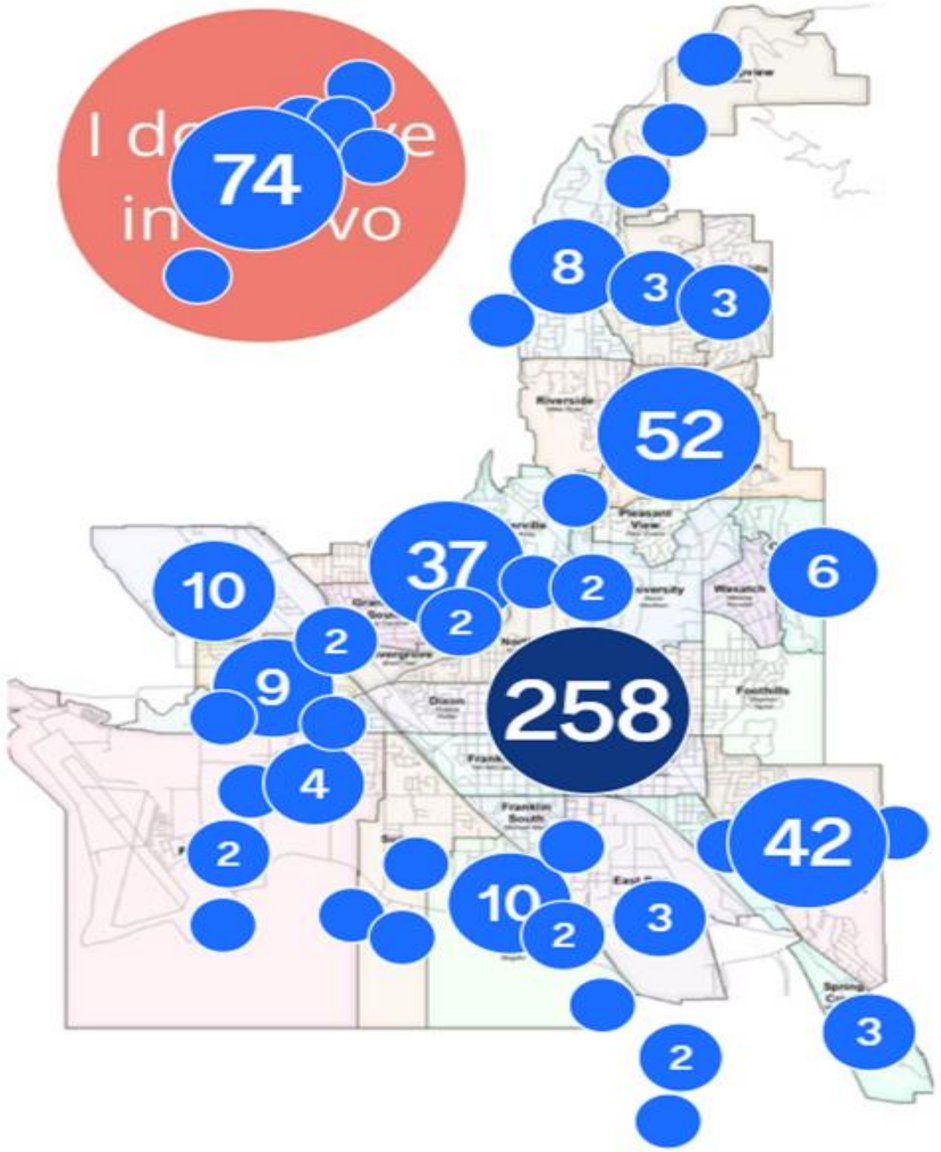
What have we done?

- Open houses – rec center and farmer's market
  - Like the direction
  - No need for change
  - We're doing great
- Online Survey
  - 596 respondents
- PC Study Session 1/25/2023
- District Meeting 2/23/2023



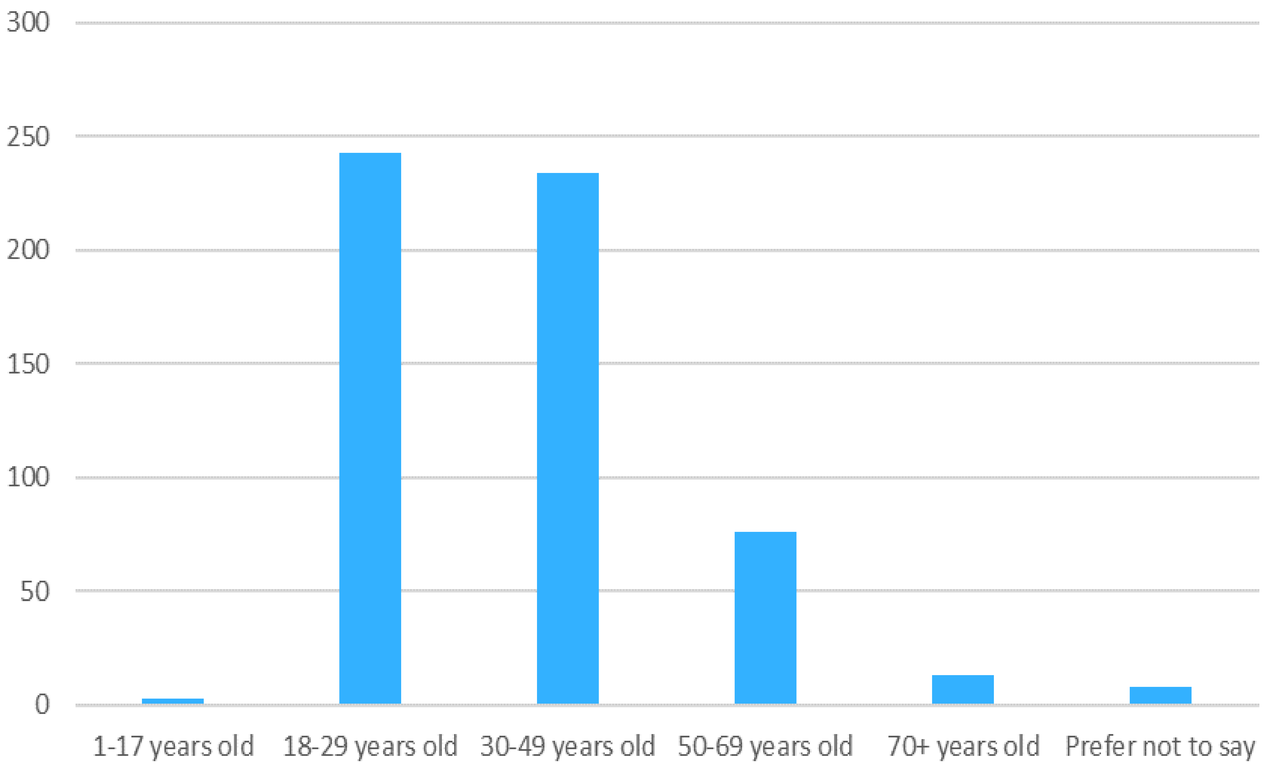
Survey Results

Q1: Where do you live?

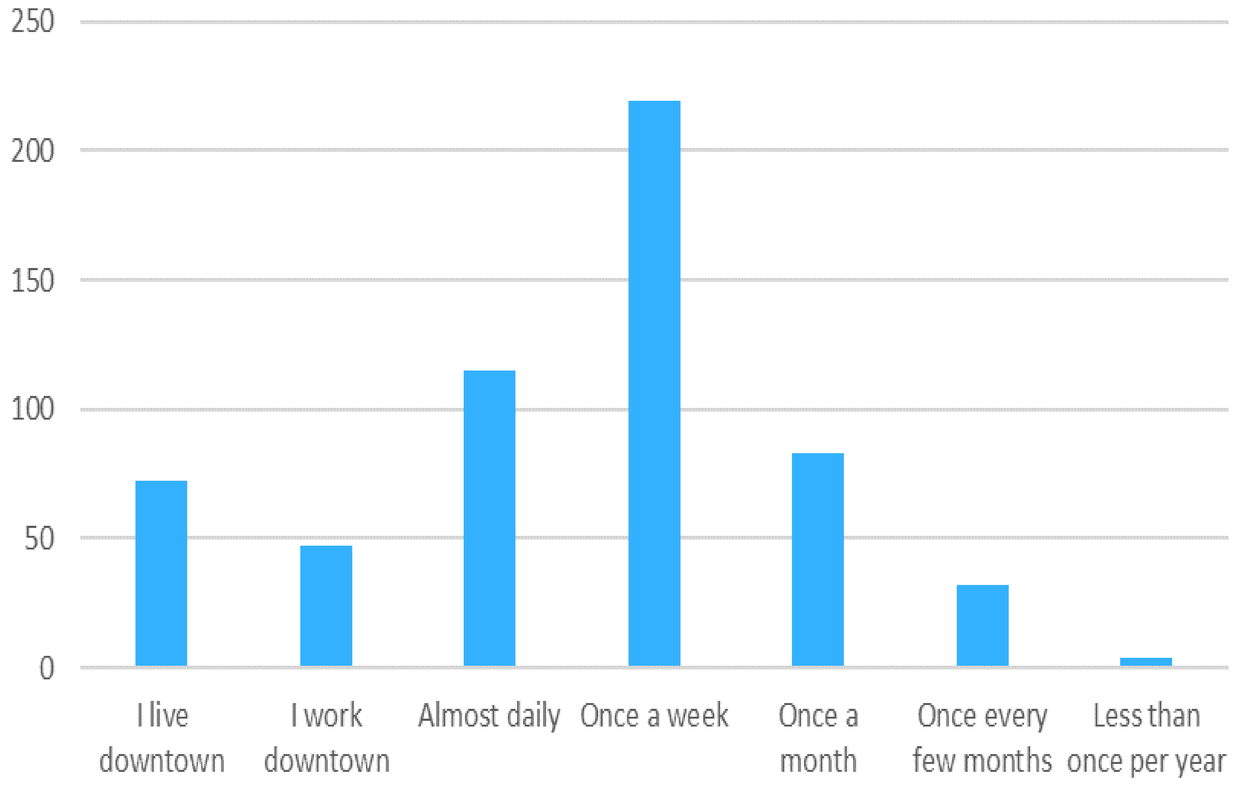


Survey Results

Q2: How old are you?

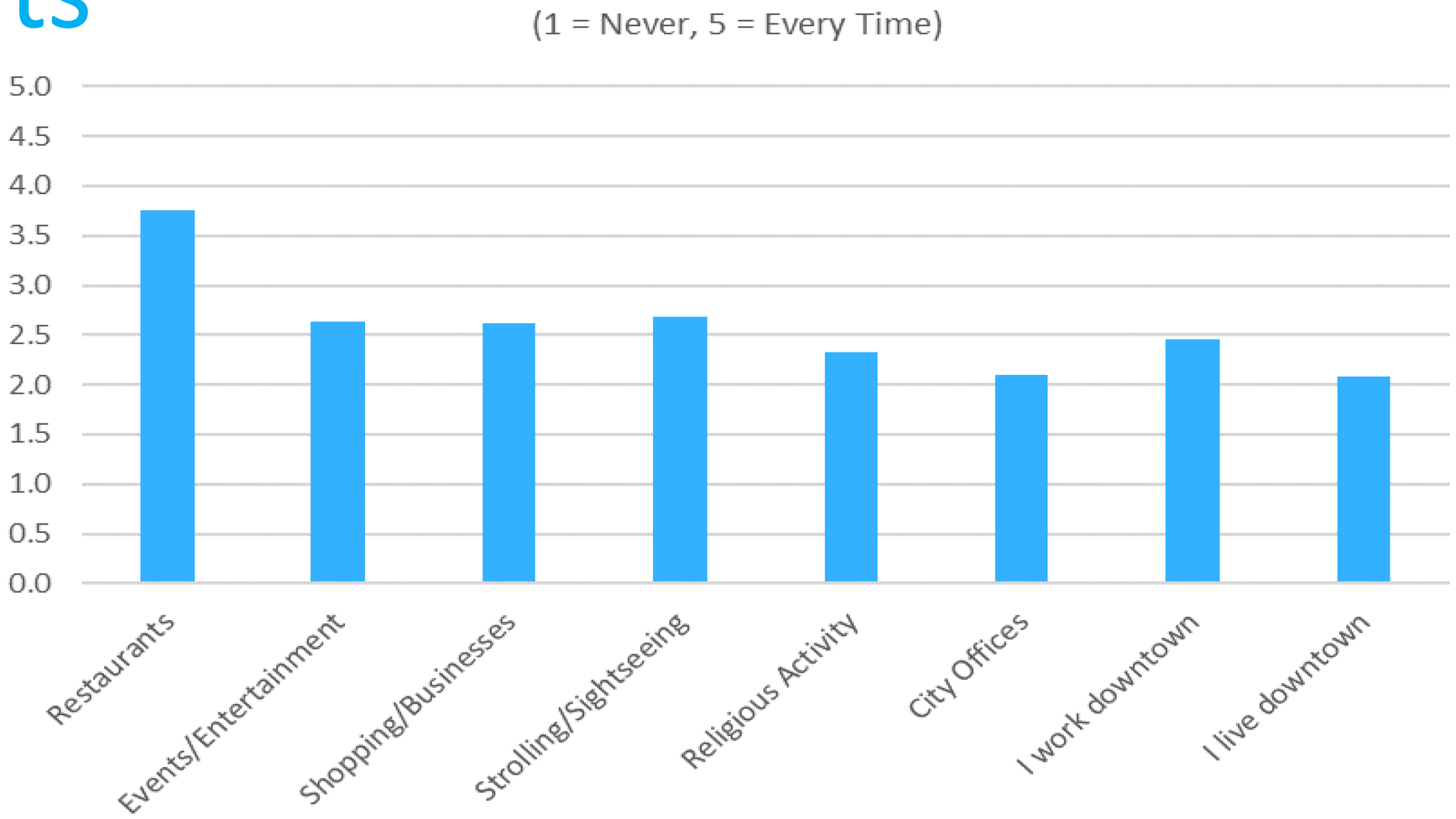


Q4: How often do you come downtown?



Survey Results

- Q7: Where do you go when you come downtown?



Survey Results

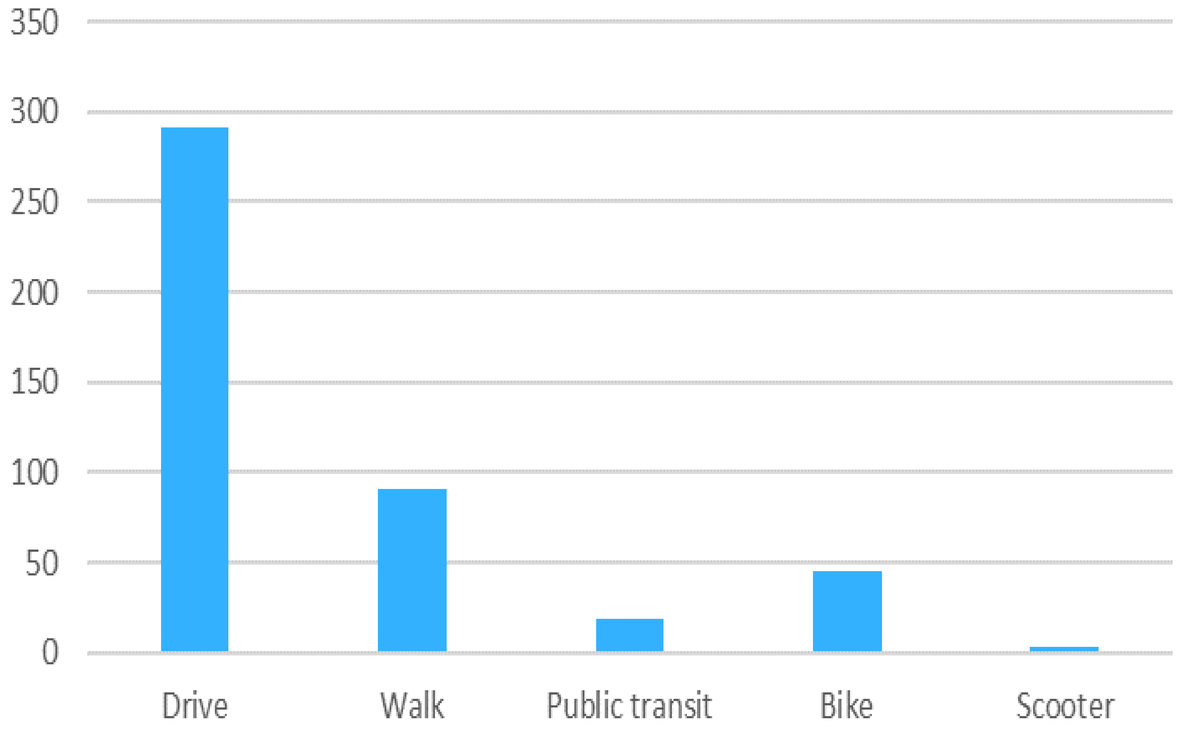
Q9: What does downtown lack? What's something that you want to be there, but isn't there yet? (OPENED ENDED)

* Suggestions include: Antiques, Artisanal Goods (cheeses, etc.), Baby Store, Books, Craft, Furniture, Toy Store, Variety of Clothing, Zero Waste Refill Store

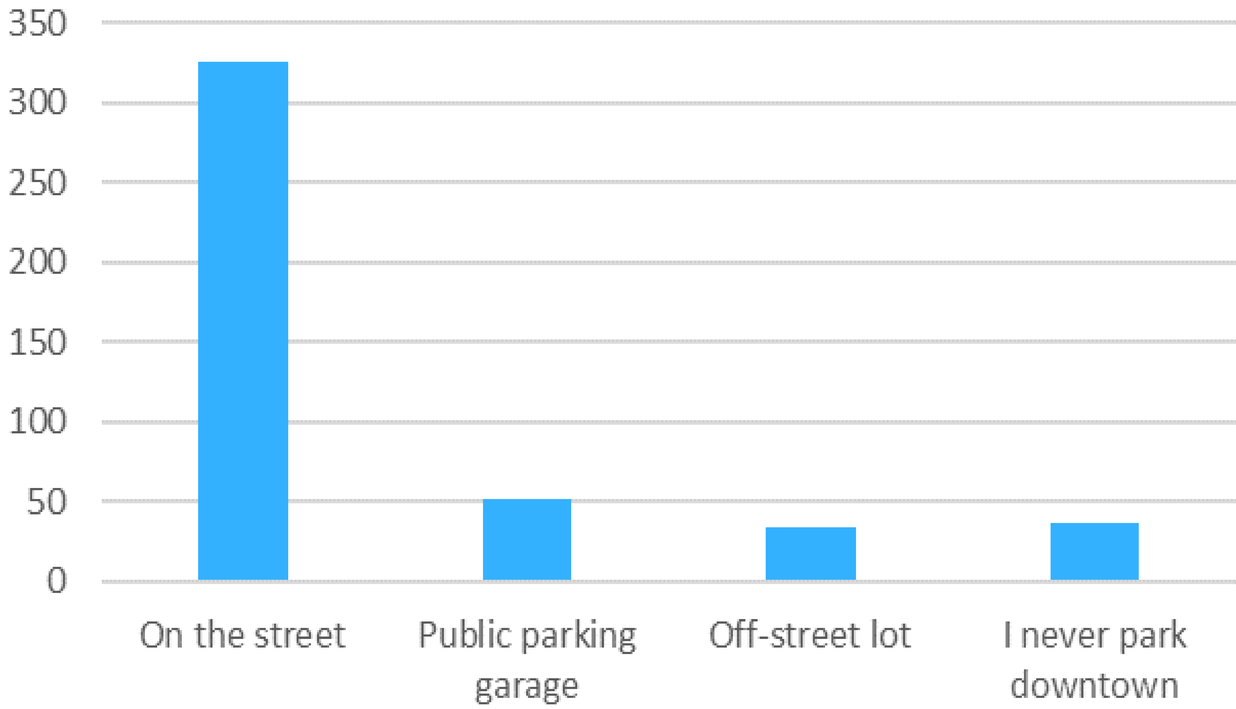
** Suggestions include: Arcade, Pottery Studio, Theater

Survey Results

Q12: When you come downtown, how do you usually get there?

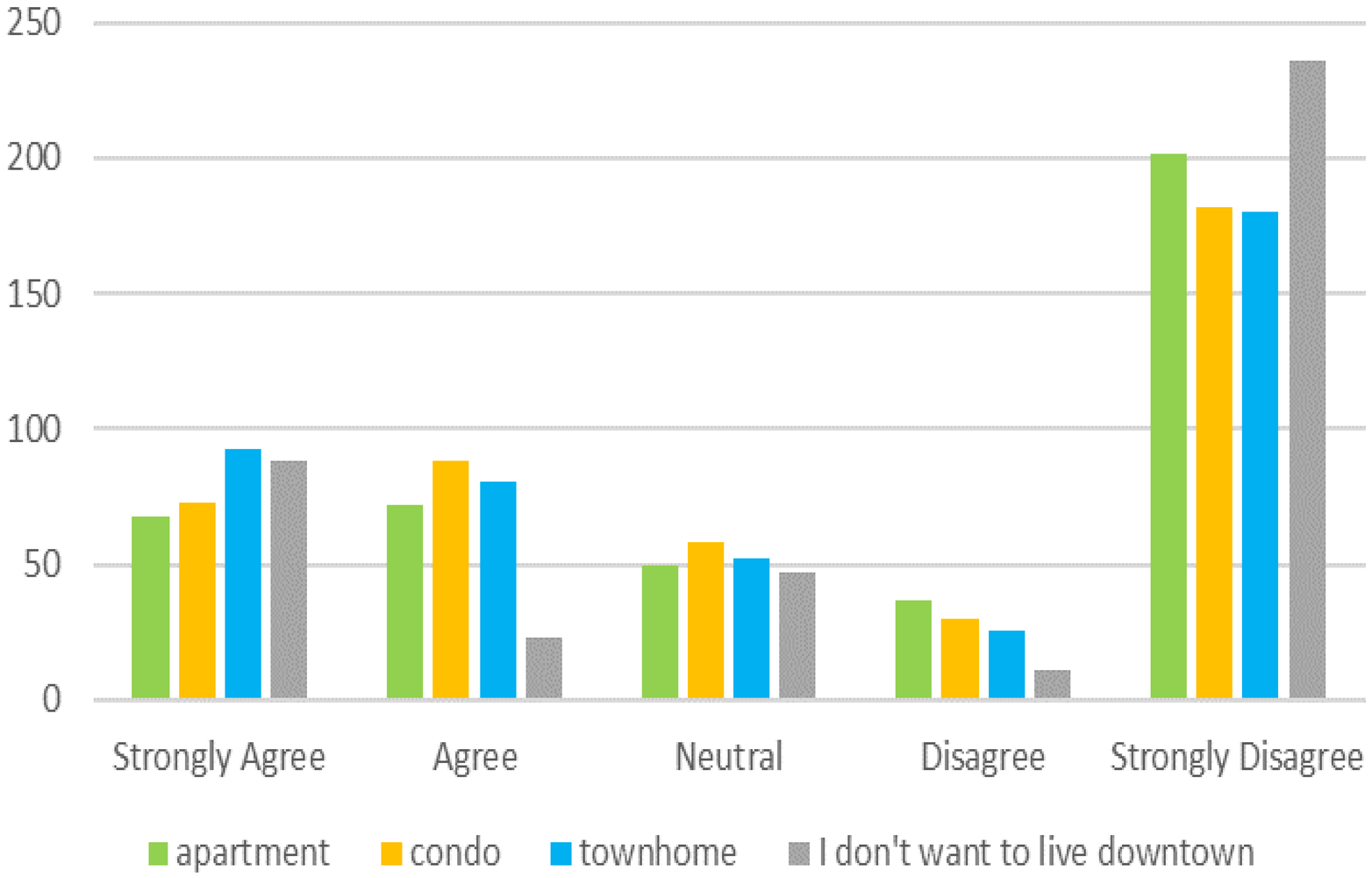


Q13: If you drive to downtown, where do you usually park?



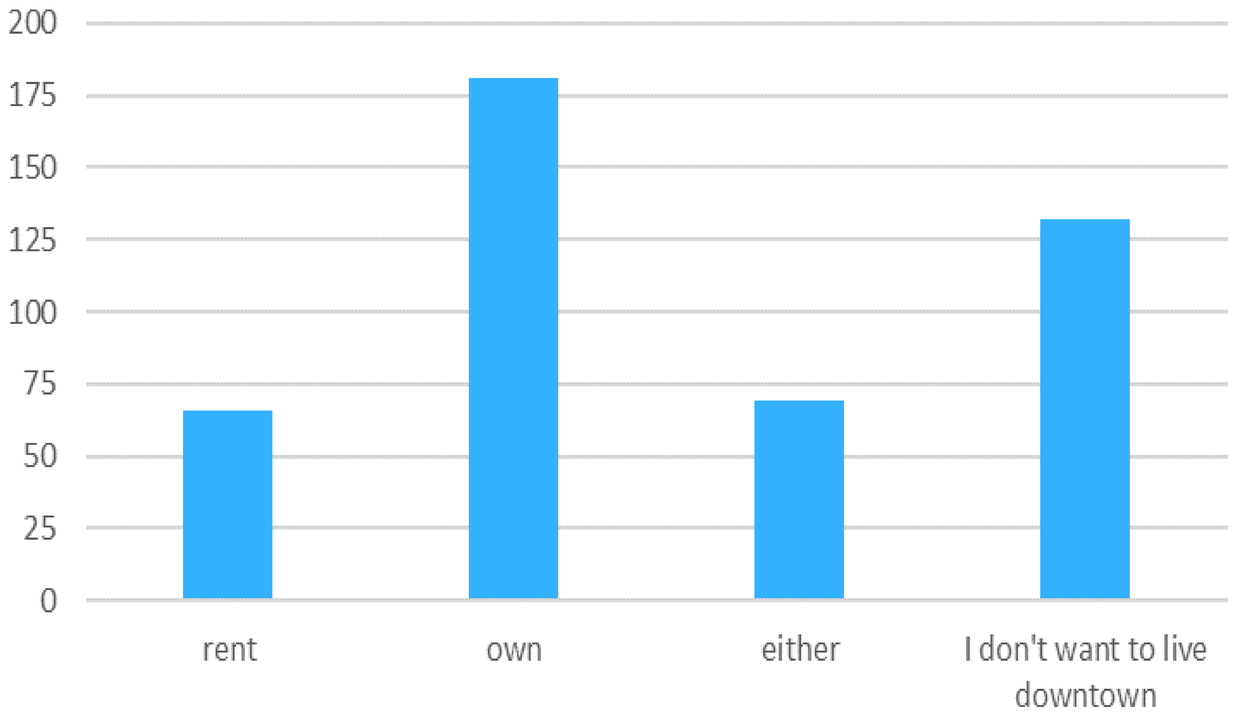
Survey Results

Q16: If you would like to live downtown, what type of housing would you prefer?

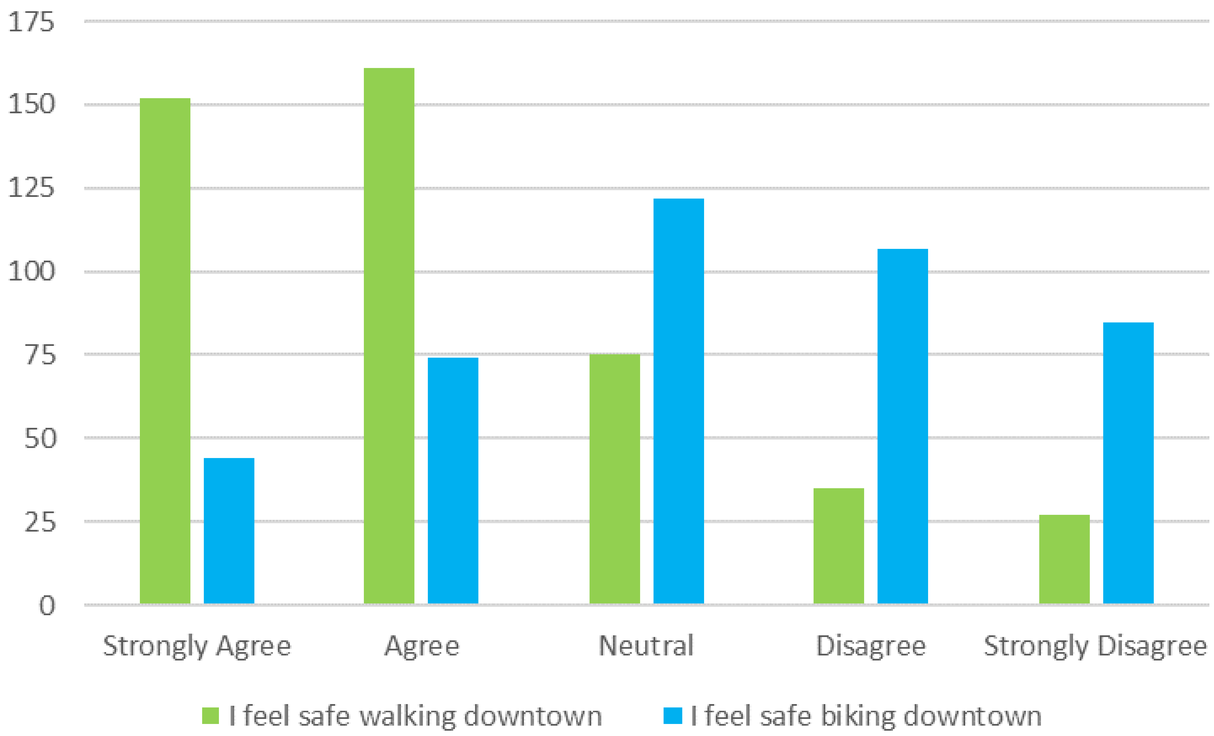


Survey Results

Q15: If you would like to love downtown, would you prefer to rent or own?



Q17: How strongly do you agree with these statements?



Survey Results

Q5: What words come to mind when you think of downtown Provo?



Survey Results

Q8: In one or two words, what are your favorite changes to downtown in the last 10 years?



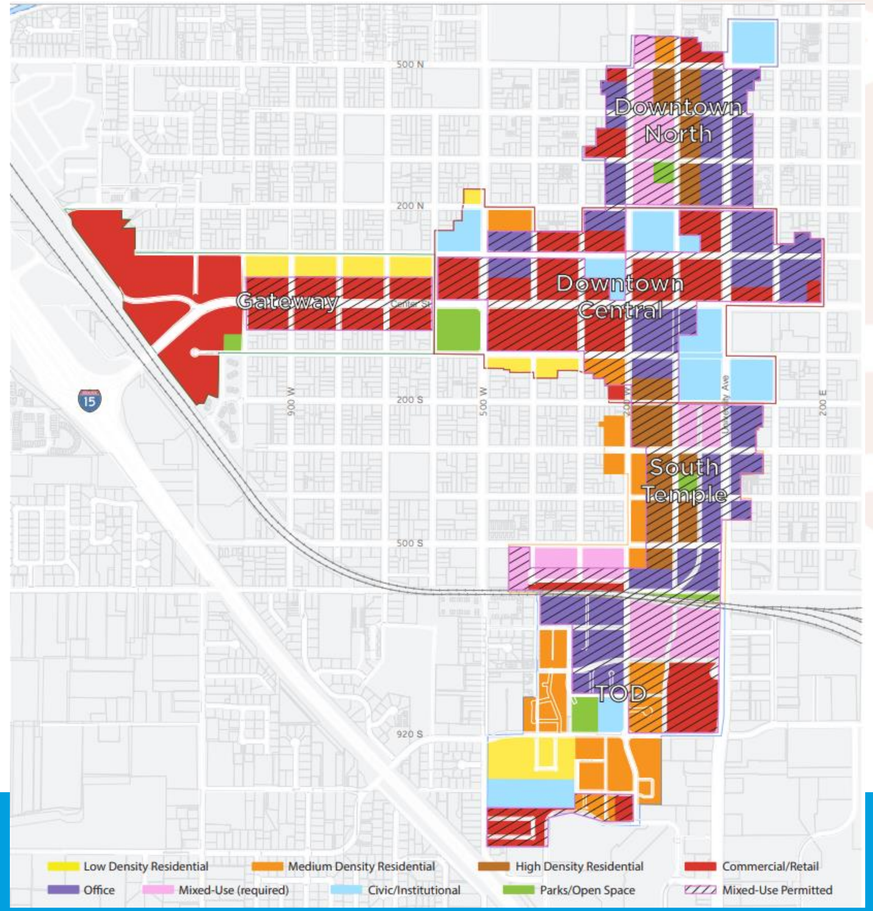
Survey Results

Q10: What do you like least about downtown?



Changes - Maps, Graphics and Reaffirm/Update Goals

2015 Future Land Use Zoning 2023



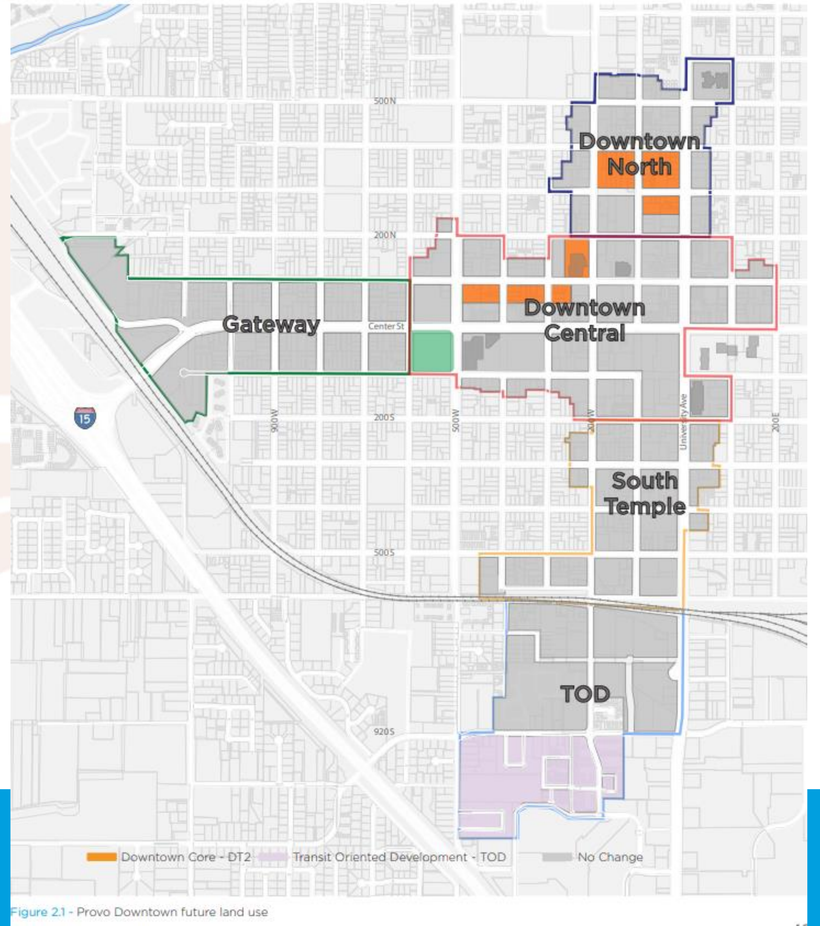
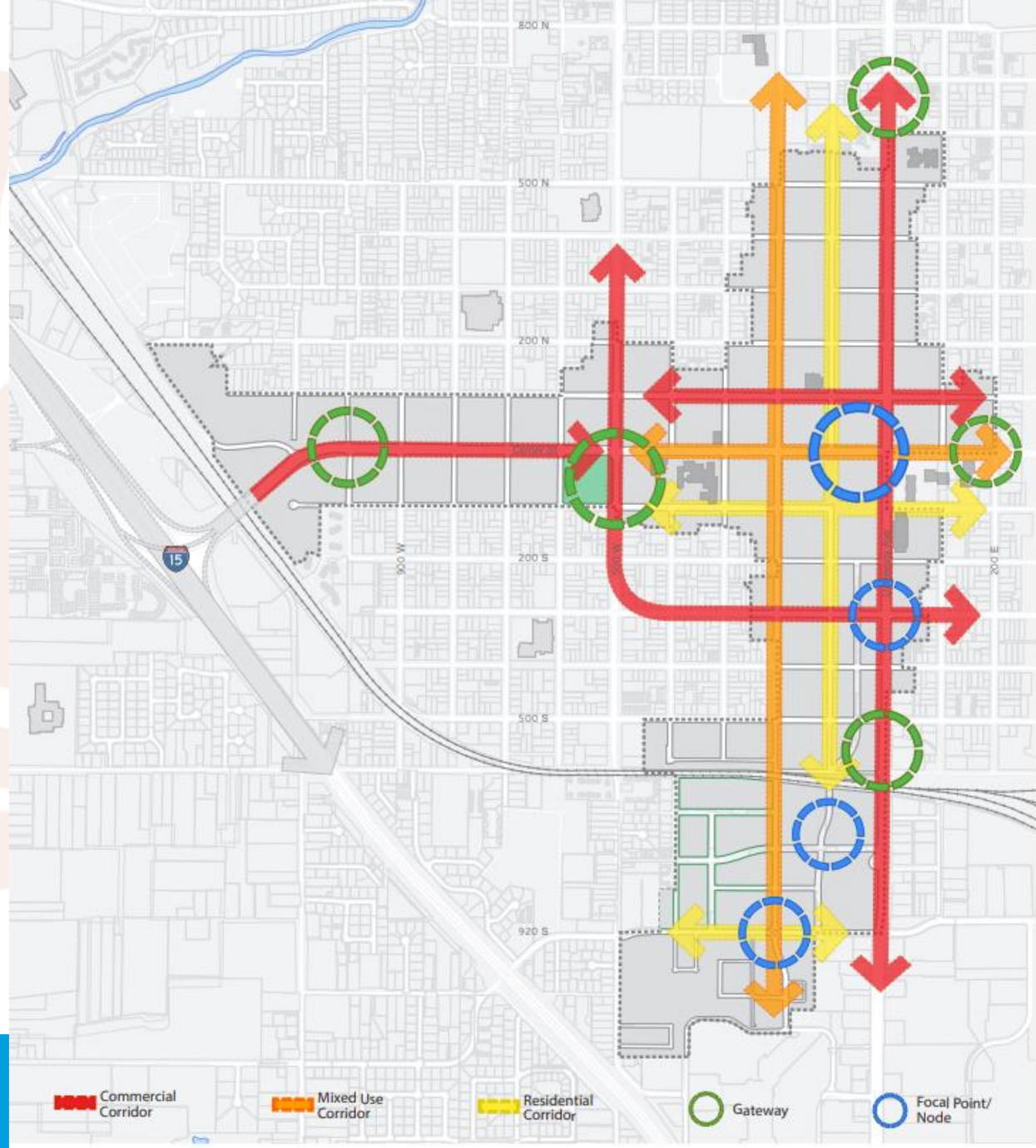


Figure 2.1 - Provo Downtown future land use

Key Corridors Map

- Gateway Standards
  - "Gateway District Design Corridor"



Now What?

- PC 4/26/2023
- Changes to the document could include:
  - cover photo
  - TOD → Transit District
  - 100 South Simulation graphic
  - any changes you present today
- CC Tentatively 5/16/2023

Questions?

- Javin Weaver 801.852.6413 jweaver@provo.org
- Jantsen Teuscher 801.852.6405 jteuscher@provo.org

Provo City Planning Commission

Report of Action

April 26, 2023

*Item 2	Provo City Development Services requests to amend the Downtown Master Plan (General Plan Appendix S). Citywide Application. Javin Weaver (801)852-6413 jweaver@provo.org PLGPA20220362

The following action was taken by the Planning Commission on the above described item at its regular meeting of April 26, 2023:

RECOMMENDED APPROVAL

On a vote of 5:0, the Planning Commission recommended that the Municipal Council approve the above noted application.

Motion By: Dan Gonzales
Second By: Robert Knudsen
Votes in Favor of Motion: Robert Knudsen, Raleen Wahlin, Lisa Jensen, Dan Gonzales, and Melissa Kendall
Lisa Jensen was present as Chair.

- Includes facts of the case, analysis, conclusions and recommendations outlined in the Staff Report, with any changes noted; Planning Commission determination is generally consistent with the Staff analysis and determination.

TEXT AMENDMENT
The text of the proposed amendment is attached as Exhibit A.

STAFF PRESENTATION
The Staff Report to the Planning Commission provides details of the facts of the case and the Staff's analysis, conclusions, and recommendations.

- Staff explained the outcome of what was discussed at the Planning Commission Study Session (Jan 25, 2023). This included discussions about the future land use map (Figure 3.1) and the key corridors and intersections map (Figure 6.5).
- Staff explained public outreach that occurred, reported on survey results of the public outreach, and informed the commission of statistical changes since the enactment of the plan in 2015.
- Staff informed the Planning Commission that the District Chair (over the Downtown Neighborhood) had received a copy of the plan, and that it has been posted on Open City Hall. Also, all Planning Commissioners were invited to provide input before the hearing.
- Staff verbalized the changes to the document between publication of the staff report and the hearing. The changes primarily consisted of cosmetic adjustments, feedback from the Parks and Recreation Department, and any feedback received from any Planning Commissioner prior to the hearing.

CITY DEPARTMENTAL ISSUES

- The Coordinator Review Committee (CRC) has reviewed the application and given their approval.

NEIGHBORHOOD MEETING DATE

- City-wide application; all Neighborhood Chairs received notification.
- A District meeting was held on February 23, 2023.

NEIGHBORHOOD AND PUBLIC COMMENT

- No district chair or public were present at the hearing.

APPLICANT RESPONSE

Key points addressed in the applicant's presentation to the Planning Commission included the following:

- Staff said that the cover photo would be updated based on the feedback received.

PLANNING COMMISSION DISCUSSION

Key points discussed by the Planning Commission included the following:

- Lisa Jensen requested that photos reflect businesses that are currently in Downtown.
- Lisa Jensen praised the growth of the Downtown and that this plan has been a great guiding document.

Lisa Jensen

Planning Commission Chair

Bill Peperone

Director of Development Services

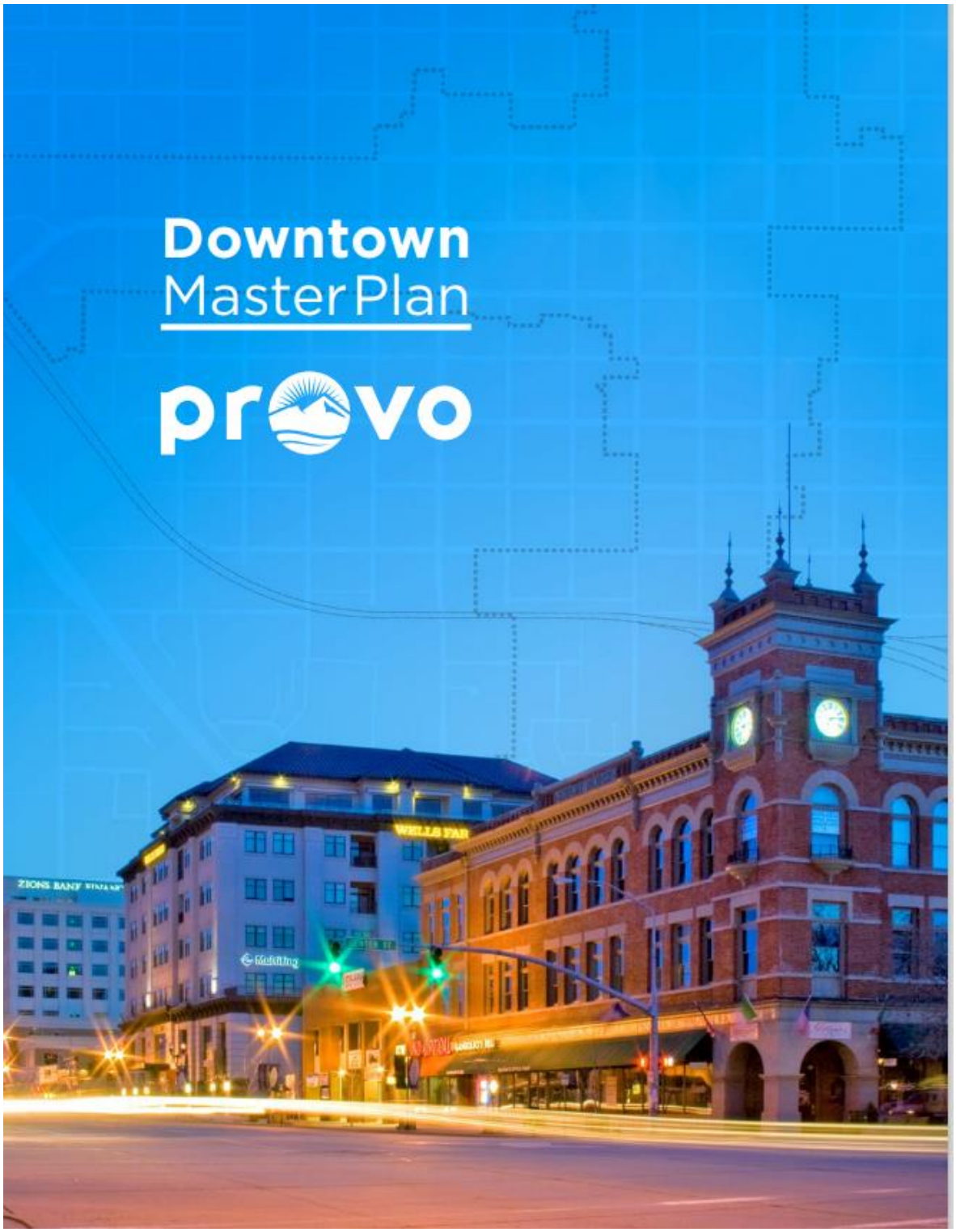
See Key Land Use Policies of the Provo City General Plan, applicable Titles of the Provo City Code, and the Staff Report to the Planning Commission for further detailed information. The Staff Report is a part of the record of the decision of this item. Where the findings of the Planning Commission differ from findings of Staff, those will be noted in this Report of Action.

Legislative items are noted with an asterisk (*) and require legislative action by the Municipal Council following a public hearing; the Planning Commission provides an advisory recommendation to the Municipal Council following a public hearing.

Administrative decisions of the Planning Commission (items not marked with an asterisk) **may be appealed** by submitting an application/notice of appeal, with the required application and noticing fees to the Development Services, 445 W Center Street, Provo, Utah, **within fourteen (14) calendar days of the Planning Commission's decision** (Provo City office hours are Monday through Thursday, 7:00 a.m. to 6:00 p.m.).

BUILDING PERMITS MUST BE OBTAINED BEFORE CONSTRUCTION BEGINS

Exhibit A



Downtown Master Plan

Enacted Feburary 17, 2015
Amended May, INSERT DATE, 2023

Produced 2021-2023
Provo Development Services
Director - Bill Peperone
Asst. Director - Keith Morey
Long-Range Planning Supervisor - Brandon Larsen

Staff
Javin Weaver
Jantsen Teuscher
Hannah Salzl
Dustin Wright

Cover photo of University Ave.
March, 2010 by Joseph Sharpe

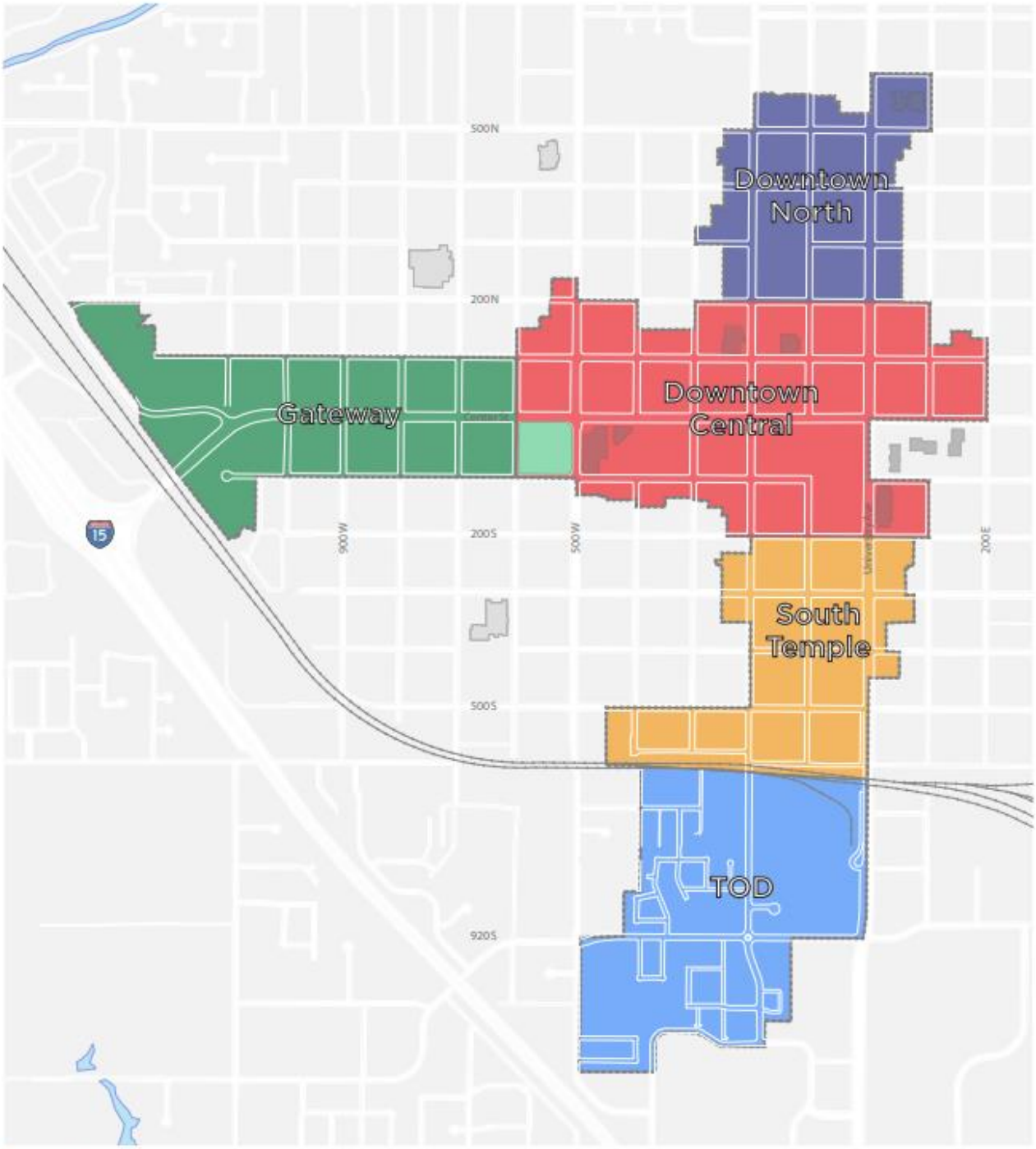


Figure 1.1 - Downtown Master Plan (Downtown area) boundaries and sub-districts.

TABLE OF CONTENTS

01	INTRODUCTION	2
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05	PARKS AND PUBLIC SPACE	26
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08	IMPLEMENTATION STRATEGIES	46

01 INTRODUCTION

The Downtown Master Plan is a strategic vision for the future of Downtown Provo. The original Downtown Master Plan was enacted in February 2015 and was one of the most successful plans Provo City has enacted. In the eight years since its adoption, the population has gone from 3,654 to 6,608, the City Center and the Fourth Judicial District Courthouse have moved locations and each have a new building, the Downtown Streetscape Standards have been adopted, Center Street and University Avenue have been beautified, and e-scooters, e-bicycles and the UVX transit line have made access more convenient than ever. This update to the Downtown Master Plan is an opportunity for Provo to celebrate its successes, take stock of opportunities for further improvements, and envision what we want for the future.

This plan is adopted as a supplement to the Provo City General Plan which reinforces and extends the goals and policies of the General Plan. The goals presented in this document are visionary and not legally binding. The plan entrusts policy makers and city leaders to use this plan to help Downtown continue to develop as a cultural, civic, and commercial center for all of Utah County. To find out what City department oversees any goal presented in this plan, see the Implementation Strategies section.

A. BOUNDARIES

The Downtown Master Plan applies to the areas shown in Figure 1.1. For purposes of clarification, the phrase "Downtown area" refers to the area as shown in Figure 1.1. This boundary roughly coincides with the boundaries of the current downtown zoning districts and reflects the current and planned extent of downtown commercial development within Provo. This area is the cultural, civic, and commercial center of Provo City and Utah County. Within its boundaries are classic historic buildings, cultural institutions, key shopping and dining destinations, large office buildings, parks, a variety of residential properties, and Utah County's only convention center. Downtown also includes the Provo City Center Temple of The Church of Jesus Christ of Latter-day Saints and the Nu Skin corporate office campus. Downtown Provo stands out among Utah's central business districts as a distinctive place where our community's history and future meet.

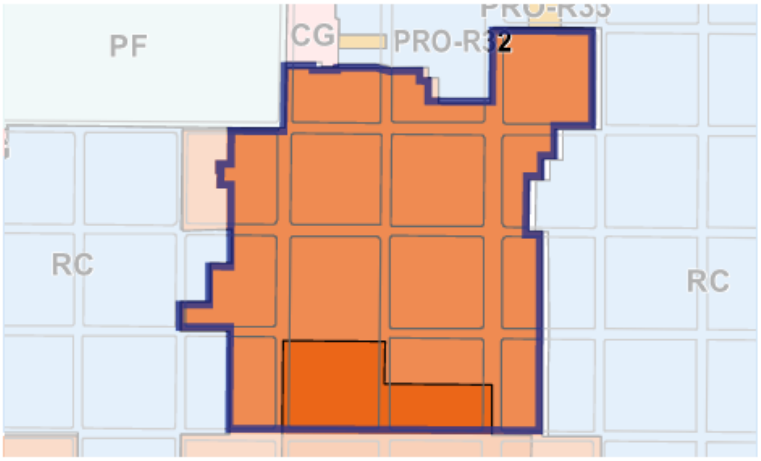


Figure 1.2 - Historic Utah County Courthouse



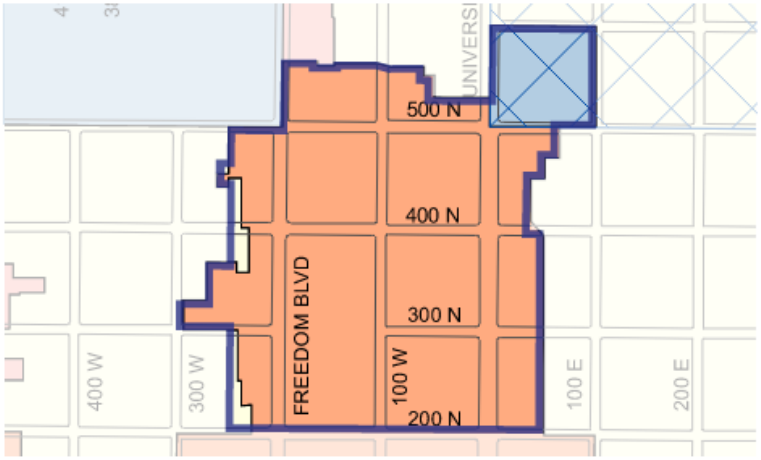
Retail
Office
Mixed Use
Government / Institutional
One-Family Residential
2-4 Unit Residential
Apartment
Vacant

Figure 2.3
Existing land use of Downtown North as of April 2023



Downtown 1
Downtown 2

Figure 2.4
Existing zoning of Downtown North as of April 2023



Public Facilities
Residential
Downtown

Figure 2.5
General Plan designations of Downtown North as of April 2023

DOWNTOWN CENTRAL DISTRICT:

The Downtown Central District is the heart of Provo City. This district includes the Provo City Hall, the Utah State and County Offices, the Covey Center, the Provo City Center Temple, and the Utah County Convention Center. In addition to these key civic and cultural sites, this district also houses the Wells Fargo, Nu Skin, Zions Bank, and Fourth District Court House towers. Downtown Central includes parts of the Dixon, Timp, Downtown, Franklin, and Joaquin Neighborhoods.

The Downtown Central District is a unique portion of Downtown due to its combination of historic storefronts, tree-lined streets, and extraordinary variety of land uses as seen in Figure 2.8. Center Street is the main corridor of Downtown and the historic center of Provo City. It is home to some of Utah's most historic buildings, dating back to the late 1800's. The Downtown Central District also comprises a variety of housing types, including the Huntington Apartments on 200 South, and Liberty Center and 63 East both on Center Street, which holds most of the housing units for the district.

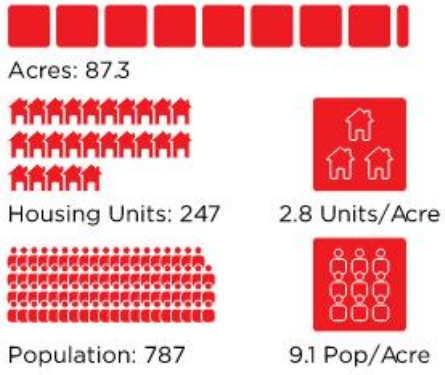


Figure 2.6
2023 Downtown Central demographics

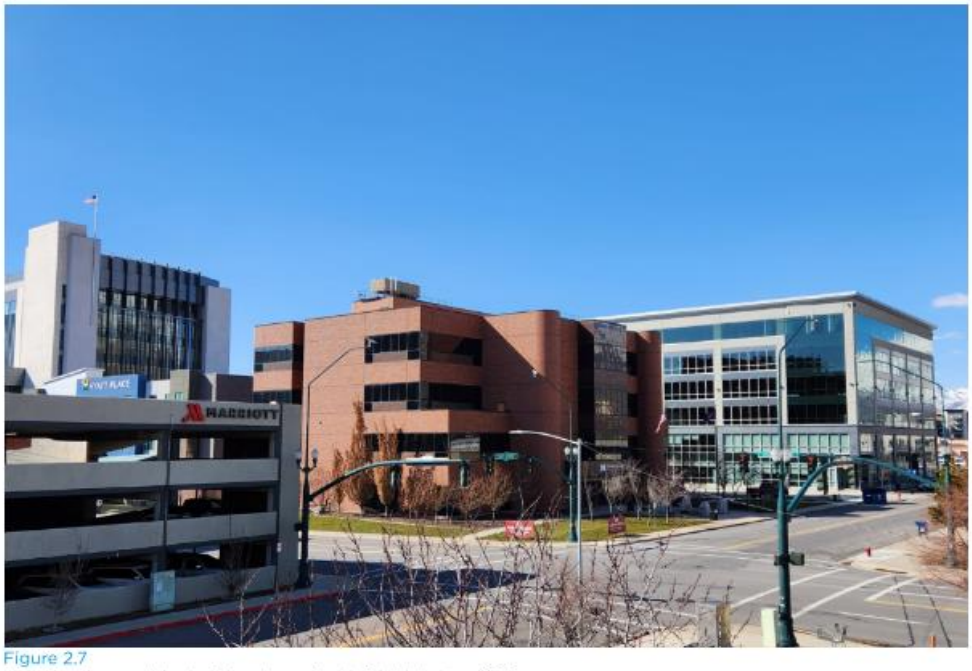
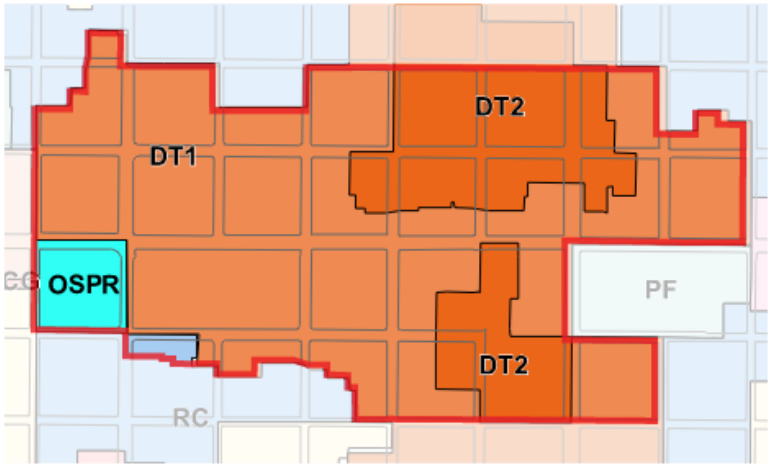


Figure 2.7
New development in the Downtown North District since 2015



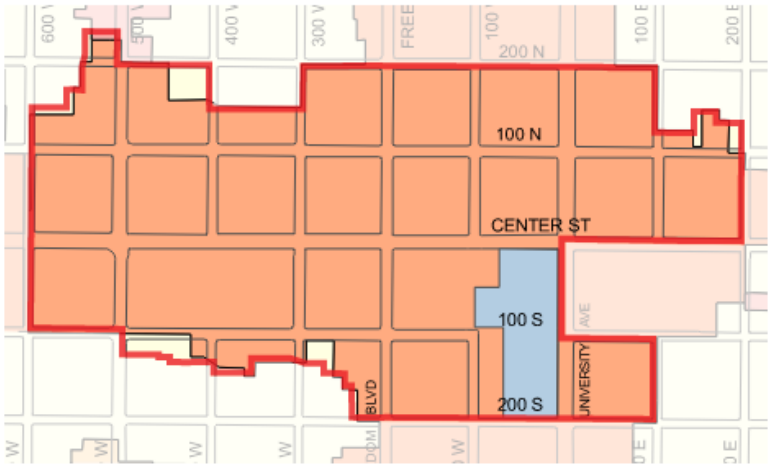
Retail
Office
Mixed Use
Government / Institutional
One-Family Residential
2-4 Unit Residential
Apartment
Vacant

Figure 2.8
Existing land use of Downtown Central as of April 2023



Downtown 1
Downtown 2
Open Space, Preservation and Recreation
Residential Conservation

Figure 2.9
Existing zoning of Downtown Central as of April 2023



Public Facilities
Residential
Downtown

Figure 2.10
General Plan designations of Downtown Central as of April 2023

GATEWAY DISTRICT:

The Gateway District is the front door to Downtown Provo. As a transitional area, this district provides a buffer from Interstate 15 to the center of the city. This district includes portions of the Dixon and Franklin Neighborhoods and is predominantly residential in nature with a few commercial uses along Center Street, as shown in Figure 2.13.

It is still anticipated that land uses will shift over time from single-family residential and industrial to multi-family residential and commercial. This shift will help to create a buffer between the traffic coming to and from the highway interchange and the residential neighborhoods to the north and south. This is starting to change with one new mixed-use development under construction; although, the disparity between existing development and the vision for this area of downtown is a significant challenge. However, this area has the potential to become an interesting and attractive entrance into Downtown Provo. Specific standards will be explored further in the upcoming Gateways Standards.

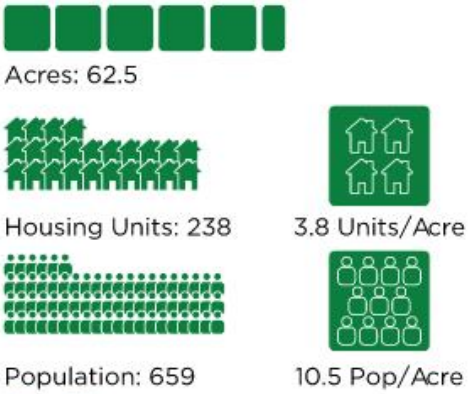


Figure 2.11
2023 Downtown Gateway demographics

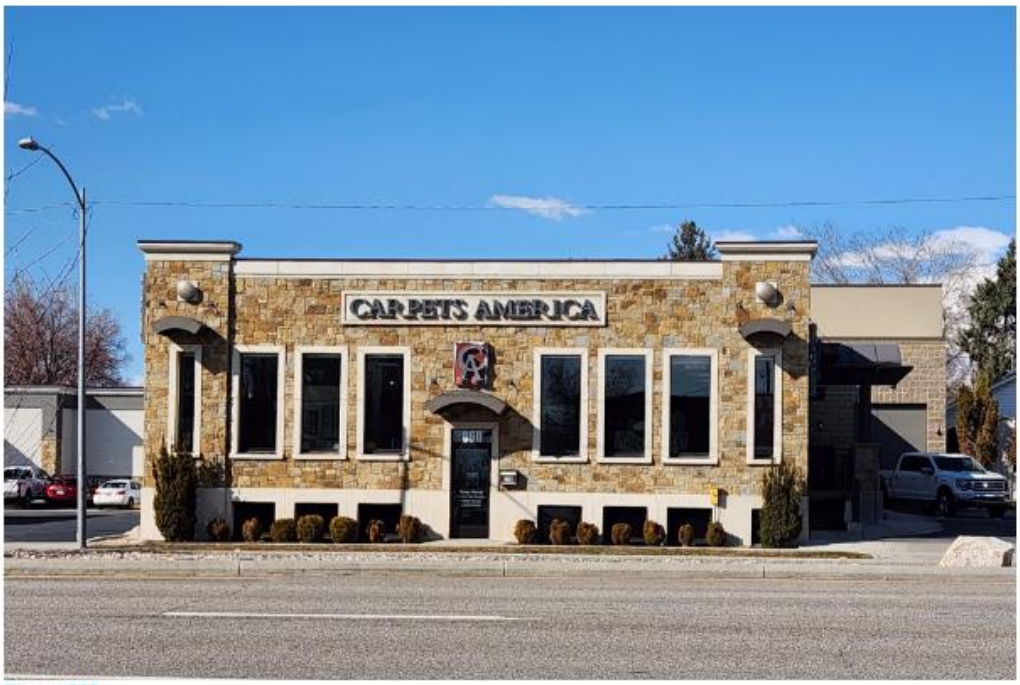
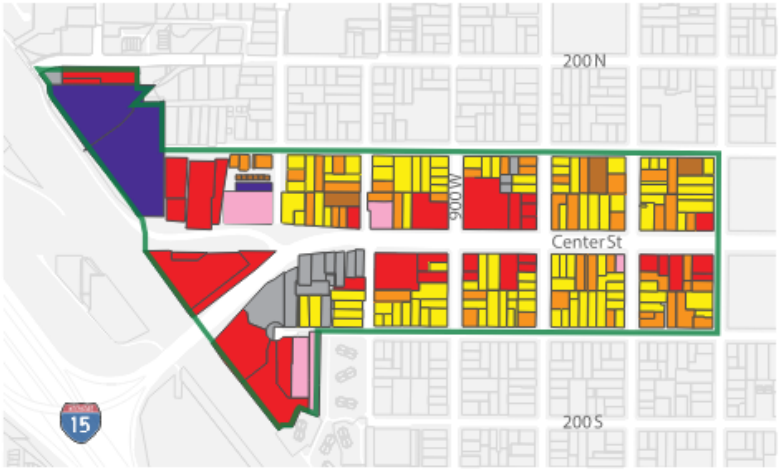
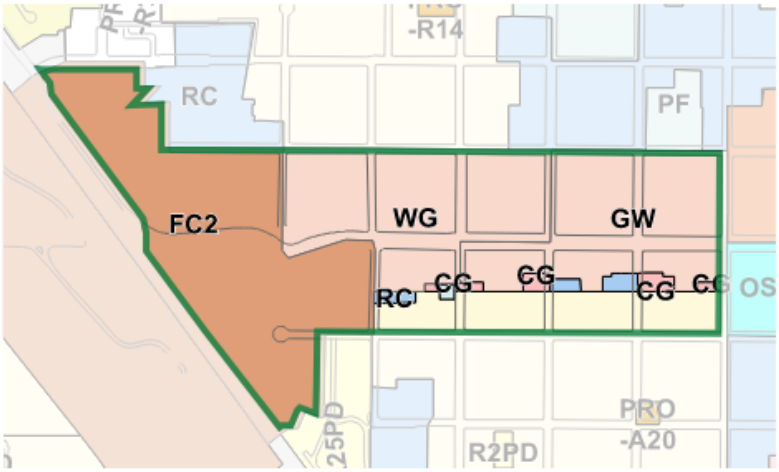


Figure 2.12
Commercial use in the Gateway District



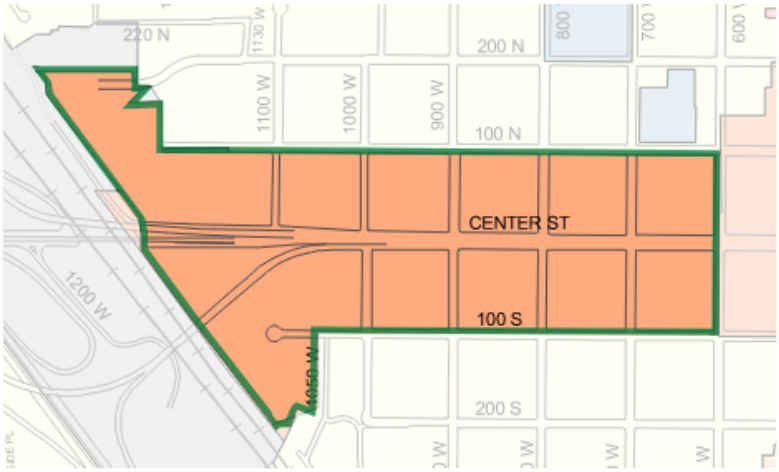
Retail
Industrial
Mixed Use
One-Family Residential
2-4 Unit Residential
Apartment
Vacant

Figure 2.13
Existing land use of the Gateway District as of April 2023



Freeway Commercial 2
West Gateway
Gateway
General Commercial
Residential 1.6A
Residential Conservation

Figure 2.14
Existing zoning of the Gateway District as of April 2023



Downtown

Figure 2.15
General Plan designations of the Gateway District as of April 2023

SOUTH TEMPLE DISTRICT:

The South Temple District is zoned for General Downtown (DT1) or Interim Transit Oriented Development (ITOD). Most of the district is in the Downtown neighborhood with western segments extending into the Franklin Neighborhood.

The South Temple District is distinctive in its land uses compared to the other Downtown districts, in that it primarily consists of commercial and multi-family housing (Figure 2.18). The area has much seen much development with Mill Race, 400 Element, and other projects are currently under City review. The completion of the pedestrian bridge over the train tracks on 100 West will provide access for Downtown residents to the Provo Central FrontRunner Station (FrontRunner). Another aspect that separates this district from the other four is the lack of single-family residences, with most housing being a mix of older and newer apartment projects. The district also houses a number of older motels and large areas of surface parking lots. All of these factors make the South Temple District ripe for development.

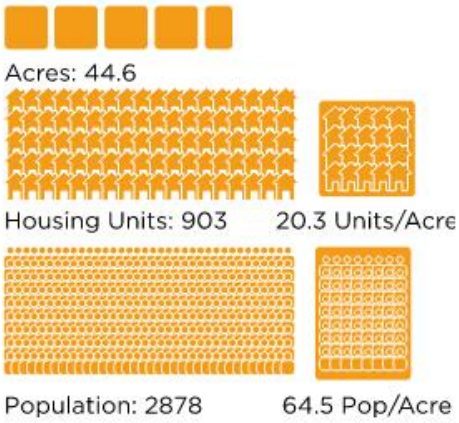


Figure 2.16
2023 South Temple demographics



Figure 2.17
Provo City Center Temple in the South Temple District



Figure 2.18
Existing land use of South Temple District as of April 2023

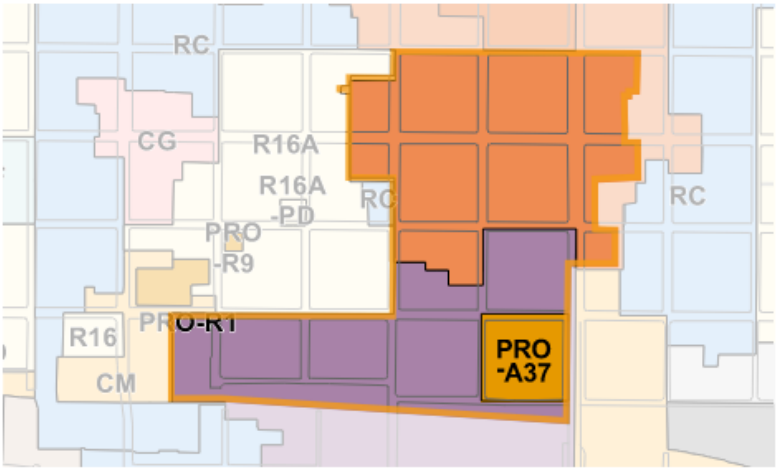


Figure 2.19
Existing zoning of South Temple District as of April 2023

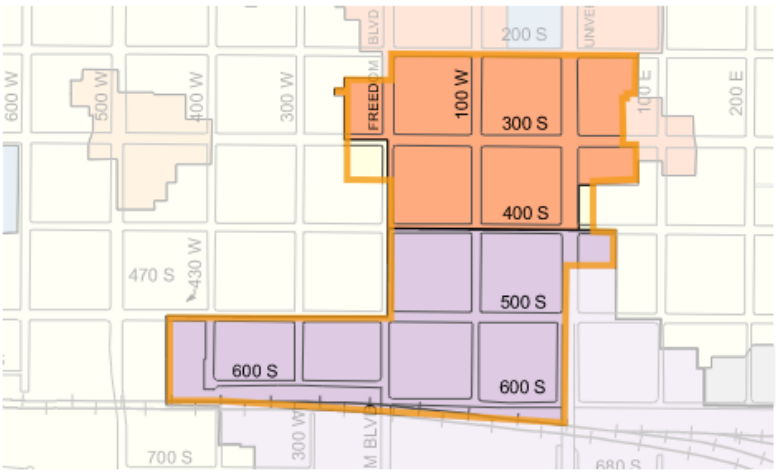


Figure 2.20
General Plan designations of South Temple District as of April 2023

TRANSIT DISTRICT:

The Transit District runs from the railroad tracks south to the entrance of Provo Towne Centre Mall, and lies in the East Bay and Franklin South Neighborhoods. This district includes the greatest variety of zones with five different residential zones (RC, R1, R2PD, RM, MDR) and the Interim Transit Oriented Development Zone (ITOD) within the district boundaries.

Currently, the Transit District is defined by manufactured home parks and multi-family housing developments. Commercial uses and single-family residences are very limited in the district (Figure 2.23). Large tracts of vacant or under-utilized land, including the UTA FrontRunner station and parking lot, provide opportunities for development.

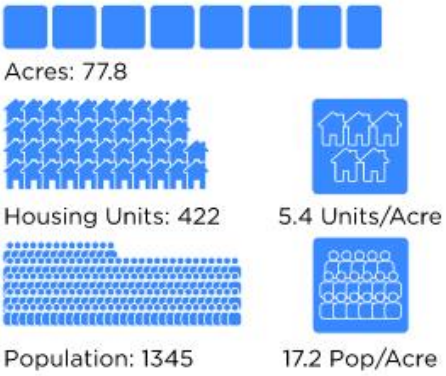


Figure 2.21
2023 Transit District demographics

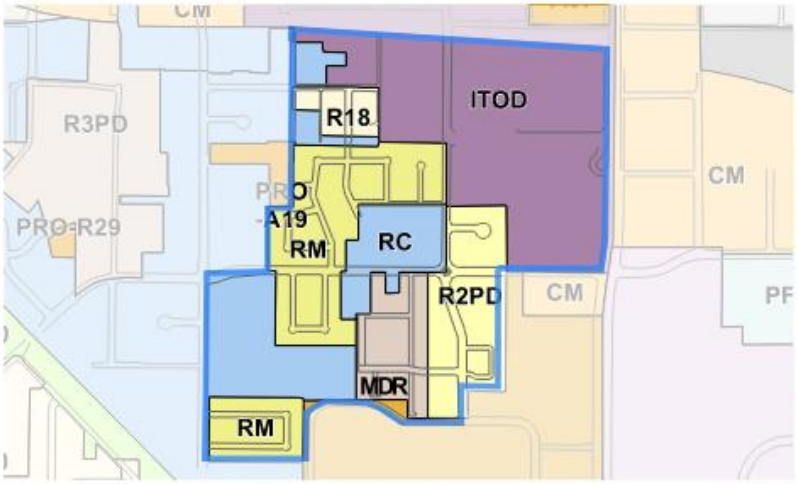


Figure 2.22
Provo Central FrontRunner Station in the Transit District
Source - J. Dalrymple



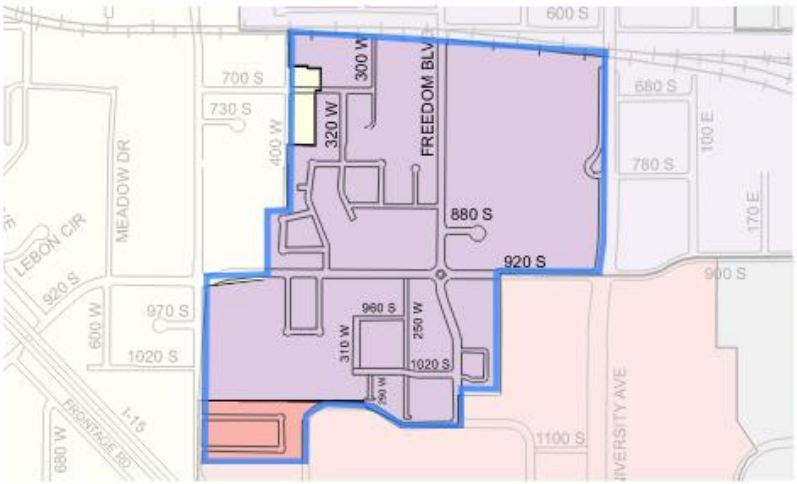
- Retail
- Office
- Government / Institutional
- One-Family Residential
- 2-4 Unit Residential
- Apartment
- Vacant

Figure 2.23
Existing land use of the Transit District as of April 2023



- ITOD
- MDR
- Residential 2-PD
- Residential RM
- Residential 1.8
- Residential Conservation

Figure 2.24
Existing zoning of the Transit District as of April 2023



- Transit-Oriented
- Residential
- Commercial

Figure 2.25
General Plan designations of the Transit District as of April 2023

C. REDEVELOPMENT POTENTIAL

There are nearly 36 acres of land under public ownership within Downtown, with about 19 acres slated for redevelopment.

These redevelopment plans include:

- Creating more residential units downtown
- Providing more parks and open space downtown
- Creating an outdoor space for art and entertainment
- Enacting a Project Redevelopment Area for the Gateway District

In addition to these areas under public control, there are a number of opportunities found in land that is either vacant, undervalued, or both (Figure 2.28). These parcels are not being used to their full growth potential allowed under the zone. These parcels also present attractive prospects for private development, even more so where they are contiguous.

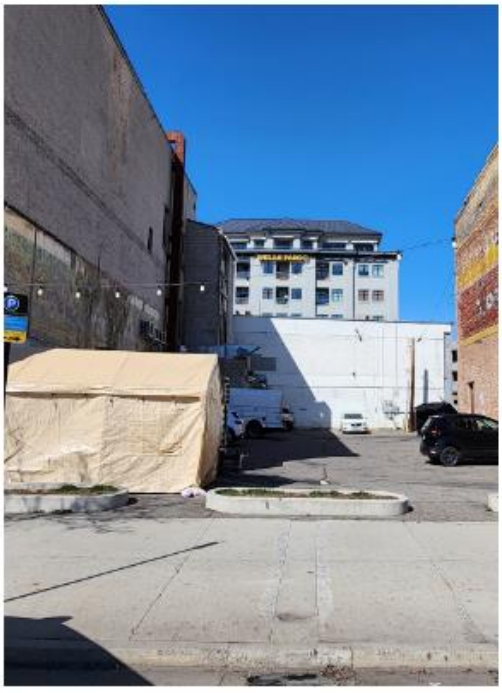


Figure 2.26 - A currently vacant Redevelopment Agency owned property on Center Street in the Downtown Central District



Figure 2.27 - A previously vacant Redevelopment Agency property in the Downtown Central District in 2015 that has since been redeveloped

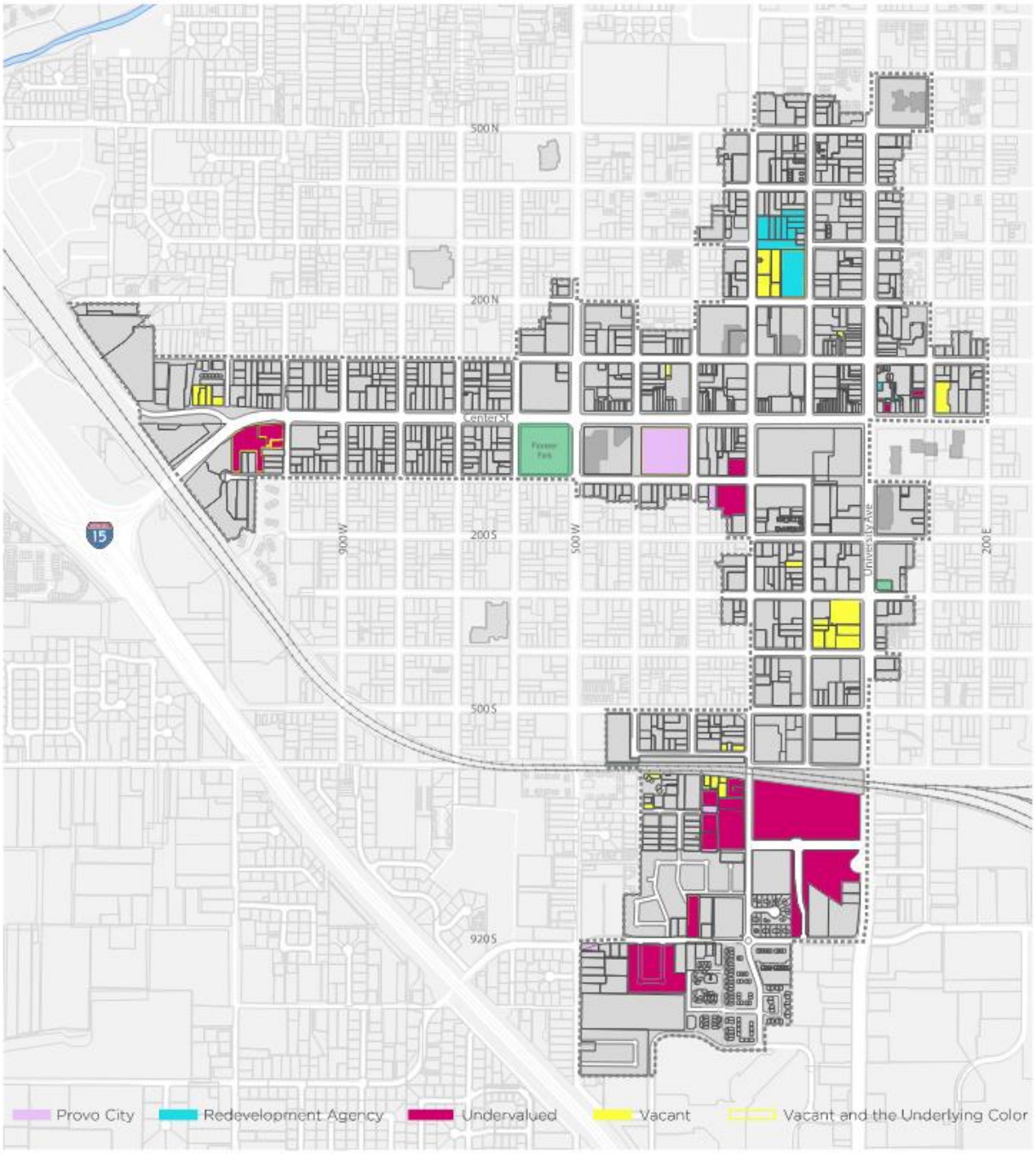


Figure 2.28 - Publicly and privately owned land with high redevelopment potential

D. SUMMARY OF EXISTING GOALS AND POLICIES

Other plans have dived more deeply into specific topics and areas with Downtown and contain useful visions, plans, and goals. The Downtown Master Plan supports and reaffirms these plans.

The list of plans is current as of May 2023 and does not include plans adopted after this date.

- Joaquin Neighborhood Plan (2014)
- Franklin Neighborhood Plan (2017)
- Strategic Parking Management Plan (2017)
- Maeser Neighborhood Plan (2018)
- Timp Neighborhood Plan (2018)
- Transportation Master Plan (2020)
- Parks and Recreation Master Plan (2021)
- General Plan (2023)

GENERAL PLAN

The current Provo City General Plan calls for planning efforts in the Downtown area to include:

- "Future planning in Provo should encourage higher density along transit lines, in the downtown area, and at intersections of major roadways" (pg. 25), and "mixed-use development" (pg. 19)
- "Integrating utlization of the multi-modal transportation center" (pg. 57)
- "The city should work to provide and improve infrastructure for automobile traffic citywide" (58)
- Completing and improving sidewalk and bicycle gaps which creates "a safe, robust system of local and regional transportation alternatives including rail, bus, biking, and walking options" which will "encourage walkability" to "Downtown" (pg. 63)
- "Strike a balanced approach to land uses next to Downtown" (pg. 23)
- "Strengthen fire service in downtown to accommodate increasing density" (pg. 69)

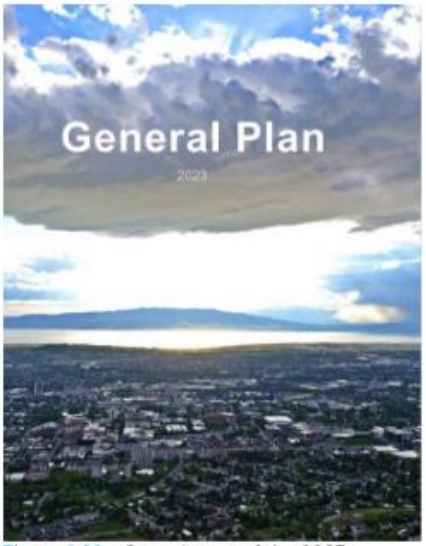


Figure 2.29 - Cover image of the 2023 General Plan



Figure 2.30 - Public outreach at the Farmer's Market on June 4, 2022



Figure 2.31 - Public outreach at the Downtown Master Plan open house on May 24, 2022

03 FUTURE LAND USE

The Downtown area is one of the more diverse and dense areas in Provo. It is the cultural, commercial, civic, historic, and transit hub of the city, as well as being home to 6,608 residents and counting. The previous chapter discussed the current land use. This chapter will focus on future and use plans by district with a description of each district present in the area.

A. FUTURE LAND USE

The future land use map for the Downtown districts (Figure 3.1) was created by examining existing land uses, current and projected needs, and redevelopment potential. These projections were then combined with the neighborhood goals and the vision for the Downtown districts as a whole.

This map is meant to guide future land use zoning designation. Much of this map is "No Change" because most of the area is already designated as the appropriate Downtown zone for future growth. However, the areas identified as "DT2" or "TOD" on Figure 3.1 would aid future growth in their respective districts.

A balance of land use types throughout the districts is recommended to provide a greater diversity of employment opportunities and to provide additional sources of tax revenue to the city. While a perfect balance is rarely possible, larger parcels containing single uses should generally be avoided.

It is important to have a wide range of commercial land uses in an ever-changing area of the city where demand for growth seems inevitable. Additionally, it is important to keep businesses in Provo and to remain as an attractive location for new businesses to relocate in. It is recommended that the city should take a deep dive analysis of the Downtown ordinances to maximize growth potential. This can be achieved by eliminating barriers to allow for economic growth for businesses, food and drink establishments, housing, and retail while ensuring best planning practices are executed.

DOWNTOWN NORTH

The future plans for the Downtown North District consist primarily of of medium-density, commercial and office lots along Freedom Boulevard and University Avenue. With the district's proximity to Brigham Young University, the residential focus will be on housing projects along 100 West supported by nearby neighborhood services. The priority property in this district is a vacant block south of Smiths and north of the new Freedom Commons between 200 and 300 North, and Freedom Boulevard and 100 West partially owned by the City and a private entity. The 100 West corridor has the potential to be a great pedestrian corridor into the downtown core.

DOWNTOWN CENTRAL

The greatest amount of future growth for the city is occurring in this district. Current codes allow the area to be built 100 to 180 feet in height with medium and high-density commercial, office, and residential uses. As the blocks develop and new uses enter this district, it will further develop this area as the business, entertainment, and recreation destination for the Provo and for Utah County.

GATEWAY

The west end of this district will be built out with regional commercial uses that transition eastward to local shopping and services. To protect the pioneer neighborhoods around this new development, there will be a low-density residential buffer on the north edge of the district. This will be complemented by

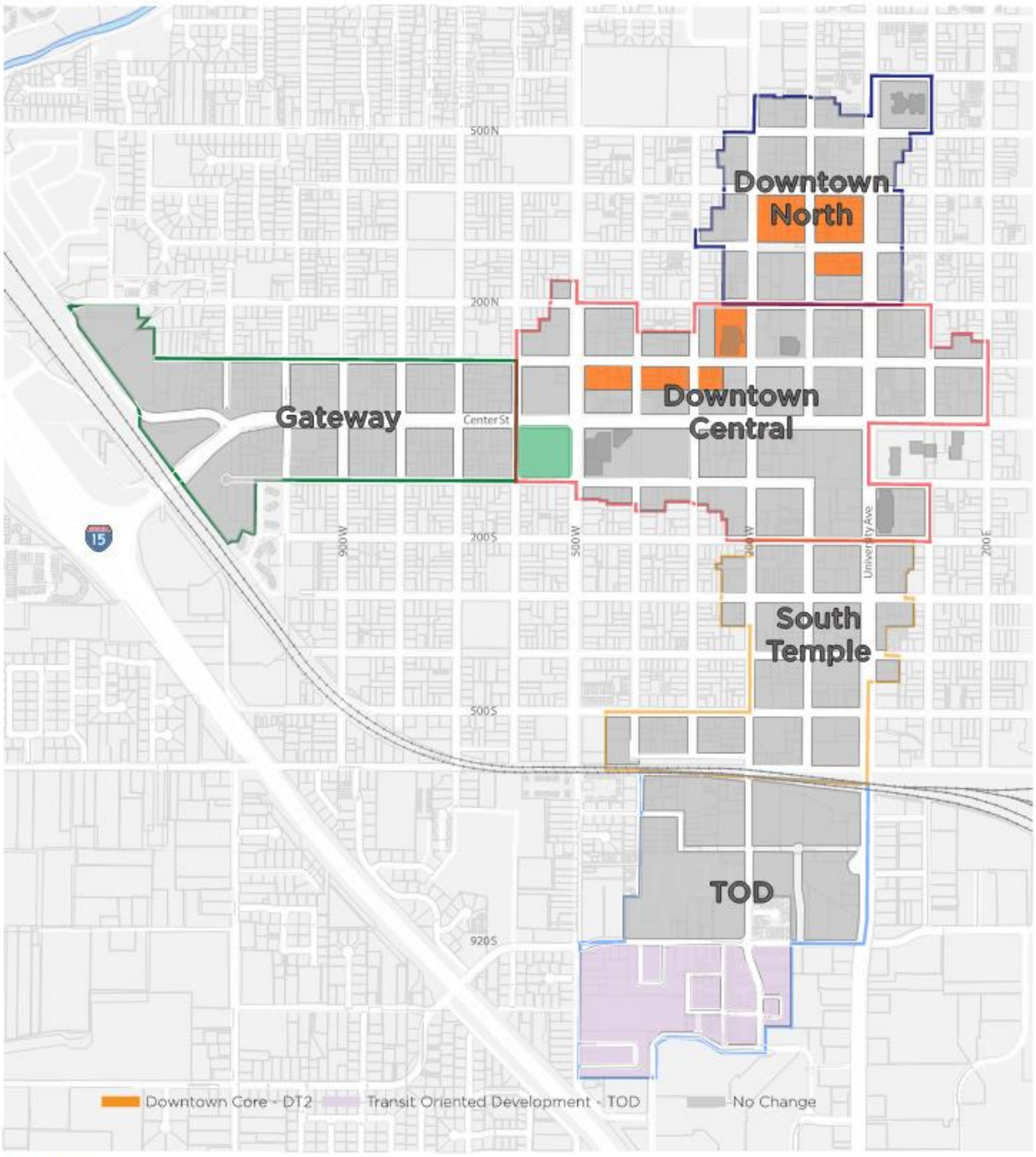


Figure 3.1 - Provo Downtown future land use

transitional neighborhood services and amenities on the cross-streets. Center Street will provide buildings oriented to the road and create an inviting corridor into Downtown.

SOUTH TEMPLE

The concept for the future of this district complements the development of the Provo City Center Temple and the UVX and FrontRunner stations with more upscale housing along 100 West. New medium and high-density residential areas will meet the increased demand for near-downtown housing. The district will also continue to hold a variety of government and office buildings along University Avenue and connect downtown to the FrontRunner station. Improved pedestrian corridors in this area, such as 100 West, will further enhance this disrict as a primary choice for active transportation which should take priority.



Figure 3.2
Example of a new professional office use develpoment

TRANSIT DISTRICT

The FrontRunner station has encouraged some surrounding development, but the area still has great redevelopment potential including new office and residential buildings. With projections for more housing demand in the area, plans include more medium-density residential projects and mixed-used development. The Utah Transit Authority's (UTA) Station Area Plan – Provo Station provides for the UTA owned property, however it is recommended a plan be developed for the East Bay Neighborhood to facilitate the anticipated growth of the areas. The Interim Transit Oriented Development Zone (ITOD) should be amended to become the Transit Oriented Development (TOD) Zone which will address current needs and best practices for this district. The upcoming state-required Station Area Plans might recommend a different general plan designation and zoning code for this area. The General Plan and Downtown Master Plan documents should be updated as needed.

B. GOALS AND OBJECTIVES

1. Amend the Zoning map to expand the DT2 Zone
2. Update the ITOD Zone to the become the TOD Zone
3. Coordinate the surrounding future neighborhood and area plans (Dixon, East Bay Franklin South, and Station Area Plans) align with the future land use map
4. Create the East Bay Neighborhood plan
5. Adopt the Gateways Standards (citywide impact)
6. Analyze and upgrade the Downtown ordinance
7. Amend the Transitional Development Standards to prioritze the Downtown zones



Figure 3.3
Example of
Low density residential



Figure 3.4
Example of
Medium density residential



Figure 3.5
Example of
Mixed-use residential

04 URBAN DESIGN

This chapter will discuss signs, aesthetics, building design, outdoor dining and retail.

A. SIGN ORDINANCE

CURRENT REGULATIONS

The current landscape for signs throughout the Downtown districts allows for some flexibility when compared to other parts of the city. The idea is to provide the public easier identification of the services available to them in these areas.



Wall signs are allowed on any business fronting a public street and are limited to one sign only on the first or second floor. Signs are limited to two square feet for every linear foot of the building's facade. Signs are allowed to project out from the building 18 inches and be internally or externally lit.

Projecting signs or **blade signs** are allowed one per building facade. Blade signs are allowed for those with building entrances directly onto the street and are limited to nine square feet. These signs are only to be lit externally and be architecturally compatible with the building facade.

Parking entry signs or **pole signs** may be used on any surface parking lot entry. The pole sign is restricted to one per public entry and may not be larger than nine square feet or taller than 12 feet.

Awning signs located on canopies or marquees over the first floor are allowed as long as the signage is located on the vertical valence of the awning and is no larger than 12 inches in height. Awnings are allowed to extend six feet from the property line, as long as 10 feet of pedestrian clearance is maintained.

Window signs are restricted to no more than 25% coverage inside any window that faces a public street.

Monument signs are allowed in the landscaped yard of any property within the Gateway or General Downtown zones and are limited to one 50 square foot sign, with 10 more square feet allowed per additional tenant.

Electronic signs are not permitted within the Downtown Historic District. It is encouraged that electronic signs also be restricted in other areas of Downtown.

Sign permits are required for any sign.

FUTURE SIGN REGULATIONS

Any future sign regulations should respect the character of the area. In the historic districts, signs should be minimal and not distract from the ambiance of the streetscape. In portions of the Transit District that have a more modern aesthetic, other signs might be appropriate. Future staff and policymakers should consider the character and aesthetic of the surrounding area when evaluating signs in the Downtown districts.



Figure 4.1
All photos on this page are of signs permitted in Downtown

B. AESTHETICS

All aesthetic updates within the area of the Downtown Streetscape Standards should follow these policies:

STREET FURNITURE

Downtown, especially along Center Street and University Avenue, has had extensive updates over the last several years. The Downtown districts should continue to add and improve upon current furniture based on a design palette.

STREET ART

Public art pieces complement an area, making it more lively and interesting. The mural project has been a great success and should be continued. The City and partnering groups should be aware of opportunities for future art pieces and areas for future art installations. The City, if able, should pay collaborating artists as appropriate. This will help create a sense of place for the Downtown districts.

LANDSCAPING

The use of more water-wise landscaping downtown can help bring more greenery to the area while conserving city resources. Future landscaping and any renovations should incorporate street drainage and drip irrigation systems that use gray water in addition to any other water-wise measures feasible for the specific area.

To create canopies, trees should be spaced at a distance equal to the mature crown width. Trees along the sides of the street should be placed toward the curb, typically in individual planters, and should be tall enough at maturity so that the canopy is above shop windows and awnings. Trees should be suited to the semi-arid climate and selected according to the advice of the City Forester.

LIGHTING

A well-lit Downtown will invite people and provide a sense of security for a growing nightlife in Provo. Focusing attention on efficiency of light, while still respecting style of the fixtures, is a priority. Lighting will need to include pedestrian-scale lights to truly improve the Downtown districts.











Figure 4.2
All photos on this page are examples of urban design elements

C. BUILDING DESIGN

DESIGN STANDARDS

Provo currently has a set of design standards for Downtown development. Though some below have been altered to allow more variety, these standards provide a good framework from which to begin when establishing a standard for building design.

- **Building entry.** One primary entrance door shall be provided for every 50 feet of building frontage.
- **Clear glass.** Each structure along a primary street shall have a minimum of 40% transparent glass or 30% along secondary streets for commercial uses, and 20% for residential uses, all on the main floor.
- **Facade coverage.** Windows and doors above the first story should cover between 25%-75% of the building wall area.
- **Balconies.** Residential buildings must have balconies on 50% of all residential units. Balconies may be inset or projecting.
- **Materials.** Building wall materials should be complementary to surrounding structures and not consist of vinyl, plywood, or stone.
- **Windows.** All windows and doors above the first floor shall be square or vertical in proportion.
- **Roofs.** If a pitched roof is used, it shall be symmetrically sloped, and no less than 5:12.
- **Mechanical equipment.** All necessary mechanical equipment should be placed behind the primary structure, when feasible, or be screened with similar building materials.
- **Building height.** It is only encouraged that the tallest part of a structure be placed at block corners.

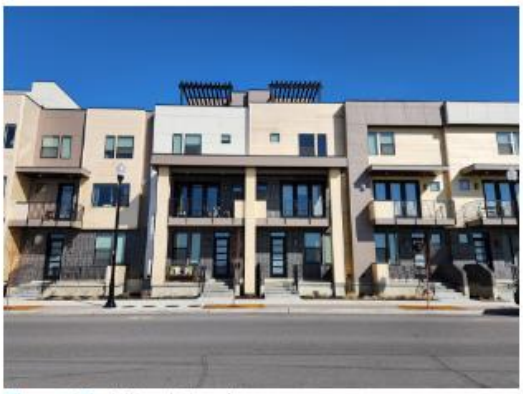


Figure 4.3 - I-Street Townhomes



Figure 4.4- Fourth District Court House



Figure 4.5 - 400 Element Apartments

All photos on this page are examples of structures in Downtown that meet the Downtown Design Standards

D. OUTDOOR DINING AND RETAIL

Increased outdoor dining in the Downtown area will create a more social atmosphere where people congregate, bringing more people Downtown to eat and shop at nearby businesses, resulting in economic growth for the area. Some recommended changes are:

- Curb extensions, also known as "bulb-outs," such as those on Center Street and 100 West, will be located at each intersection and mid-block crossing. This design plays an important role for safety, aesthetics, helps to calm traffic, buffer parking, and shorten walking distances across roadways.
- Creating large corner bulb-outs, such as those on Center Street, at cross-streets will provide more room for outdoor dining, retail and will create great public gathering spaces. This design enhancement should also be able to provide more on-street parking on the streets that cross Center Street.
- Planter boxes have been placed within the curb extensions to provide additional needed landscape elements to the corridor. Planter boxes enhance the look of Downtown and serve as safety barriers between the road and sidewalks.

Currently, Center Street is one of the few streets with planter boxes. The current layout of planter boxes needs to be altered to enhance the area and provide more public spaces. Reducing the amount of space that planter boxes consume on sidewalk will create space for outdoor dining. Creating benches as part of the planter boxes will also serve the public when dining is not using the space. Downtown can be improved by adding this element. The addition of pergolas and parklets should be considered when developing outdoor dining spaces.

The City has initiated a Wayfinding project to aid in the revitalization of Downtown by connecting visitors to City amenities and regional destinations, promoting the pedestrianization of Center Street, encouraging the use of parking garages, and promoting more resident and visitor engagement with Downtown. As of May 2023, approximately 60% of the project has been completed. The City should plan to fund and finish its planned wayfinding program by the end of 2024.

E. GOALS AND OBJECTIVES

1. Complete Wayfinding signage program
2. Continue to amend regulations for new development as the area continues to evolve
    a. Explore how to phase largescale development
3. Create a public art program
4. Update the flag display area at Center Street and University Avenue
5. Amend the Downtown Streetscape Standards to create a standard for outdoor dining areas and parklets
6. Create a guiding document that addressses the location of future amenities, lighting, and safety on Center Street if reconfigured
7. Adopt a public vending ordinance
8. Program activities for Downtown
9. Continue to identify properties for acquisition



Figure 4.6
Example of an outdoor dining area

05 PARKS AND PUBLIC SPACE

Parks and public spaces add to the beauty of the built environment by providing open spaces, gathering places, and recreational opportunities for people to enjoy. Open spaces play an important role in helping any area thrive at the community level and maintain a strong social fabric. Using a variety of these spaces can define and strengthen a true sense of place for Downtown Provo.

Due to the increase in "dog friendly" residential units in the Downtown area, the indirect issue of animal waste in downtown parks, park strips and green spaces has become ever increasing. It is recommended that the City analyzes the impacts of this change and mitigates where appropriate. Also, with the growing demand for outdoor dining, it is recommended that the City create a set of standards that will describe how these areas will be designed, managed and maintained. These standards should be incorporated into the Downtown Streetscape Standards.

A. GATHERING PLACES

The Downtown area needs more places where people can and want to gather in each district. Existing gathering places should be identified and improved. New spaces should be established where such areas do not currently exist (Figure 5.4). Outdoor spaces that provide a sense of enclosure with the surrounding buildings form a gathering place where people tend to congregate and linger. Streets, civic spaces, and sidewalks should be planned with the blank spaces in mind to create outdoor living room. A gathering place is defined as any place where people are able to congregate, and may include any or all of the following elements.





Figure 5.1
Examples of public gathering places

Angled parking creates an easy and safe way to access businesses along city streets. This type of parking invites the driver to visit Downtown due to easy access and works as a buffer between pedestrians and travel lanes.

Public plazas are not only gathering places, but focal points for an area. Creating public plazas Downtown will invite more pedestrians to spend time in the area and fuel local businesses. With 100 West closed between Center Street and 100 South, design of this intersection could allow for an inviting public space and still allow for efficient traffic movements.

Food vendors in a public area attract more people to use that space.

Seating will generally attract more people to congregate in an area. Having options of where to sit is just as important as the actual seating design. Additional seating areas should be placed around plaza locations.

Kiosks are a great amenity for gathering places and should be placed in key locations where utilization is maximized. The installation of information kiosks to aid visitors is planned within the Downtown area as part of the Wayfinding Signage program, although, funding will be required to accomplish this.

B. POCKET PARKS

There should be a good variety of parks throughout the Downtown districts. Pocket parks fit well in the built environment. Several downtown locations have vacant lots that have sat for years. Redevelopment of these underdeveloped areas as parks will add value to nearby properties and to the rest of the street, mend the urban fabric, and give people an area to relax Downtown. Providing a variety of pocket parks can serve different interests.

PASSIVE POCKET PARKS

These are the most common types of small downtown parks. These parks can serve as picnic areas, social squares, or nature and art exhibits with options to be open all hours or secured at night. Temporary test parks should be used to determine park locations and types.

Pocket parks may include the following features:

- **Grade change.** Pocket parks between buildings can be raised above the sidewalk to enhance safety and draw the attention of passers-by.
- **Furniture.** Every pocket park should have benches, tables, and chairs. Other things to consider are garbage cans, lighting, public art, and points of interest.
- **Landscaping.** Depending on the style of the park, an addition of trees, flowers, or vegetated walls can be incorporated. Landscaping helps control temperature in the park and creates a buffer from neighboring building walls.

ACTIVE POCKET PARKS

These parks provide small spots for recreational activities. Below are some types of active pocket parks that can be included Downtown.





Figure 5.2
Examples of public pocket parks and plazas

- **Playground.** Playgrounds create a destination for those with children who live, work, or visit Downtown. They can help keep people in the area longer, helping businesses thrive. Pocket playgrounds should be well lit and highly visible.
- **Sport courts.** Whether it is basketball, handball, racquetball, or tennis, a sports court will provide a recreational aspect in the Downtown area. These areas should be separated from the sidewalk with fencing.
- **Outdoor activities.** A park with outdoor games can be more passive or active, depending on how people choose to use the space. Providing chess tables, cafes, community gardens, or free wi-fi will serve many purposes for many people.

C. PEDESTRIAN CONNECTIONS

Incorporating pedestrian connections in the Downtown Master Plan addresses some of the goals in the General Plan (pg. 61) to have complete streets and ensure pedestrian friendly options. Pedestrian connections include a continuous clear path connecting different parts of the City, including but not limited to sidewalks, walkways, and pedestrian bridges. Providing these connections is essential in creating a vibrant and inviting Downtown.

Incorporating different surfaces and amenities along these pedestrian connections will enhance the experience for those who travel by foot and will beautify the area.

Enhanced pedestrian connections are proposed along 600 South, 100 South, Center Street, 100 West, Freedom Boulevard, and 500 West. As of May 2023, the only enhanced pedestrian corridors exist on 100 West between 100 South and 600 South and Center Street between 500 West and 100 East. These pedestrian ways should connect with the existing Provo River Trail and other pedestrian routes to create a working pedestrian connection network through Downtown Provo.

Maintenance of these areas is placed on the adjacent property owner except for on Center Street between 500 West to 100 East where the Parks and Recreation Department maintains the Center Street (pedestrian) Mall. Maintenance includes but not limited to, emptying out trash receptacles, keeping refuse away and plowing when snow covered.





Figure 5.3 Examples of pedestrian connections

D. GOALS AND OBJECTIVES

1. Improve existing pedestrian corridors
2. Improve existing gathering spaces
3. Continue to maintain street trees per city standards
4. Create new outdoor gathering spaces
5. Increase and improve street landscaping per Downtown Maintenance Standards

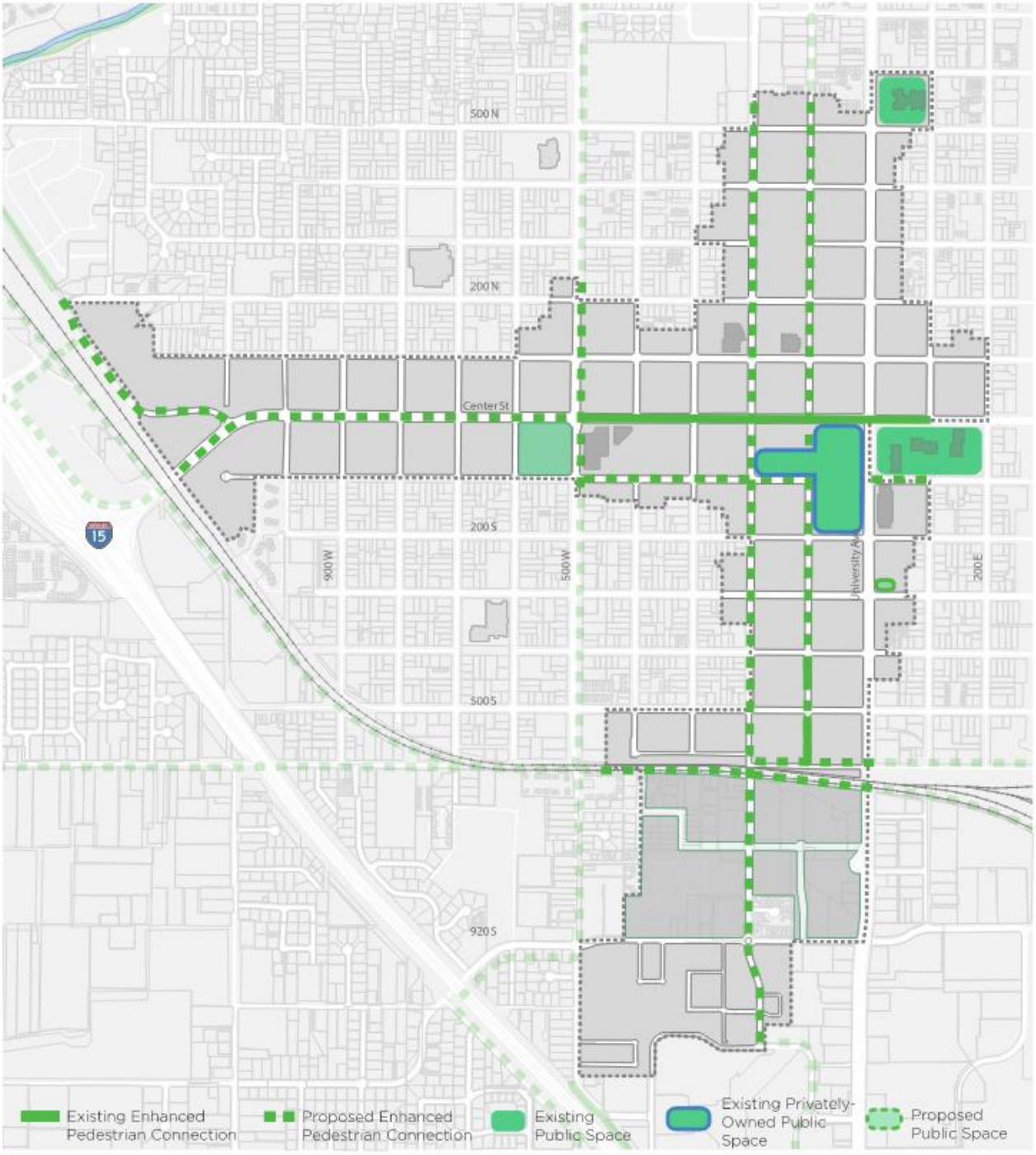


Figure 5.4 - Locations of enhanced pedestrian connections and public spaces

06 TRANSPORTATION

The Kem C. Gardner Policy Institute projects that Utah County's total population will more than double by 2060 at a 1.74% annual increase and that employment in Utah County will grow at an annual 1.65% rate. Figure 6.1 and Figure 6.2 display a breakdown of population and employment growth from 2022 and 2060 for Provo and Orem. The projected regional population and employment growth will have an impact on travel demand in Provo. The growth in Provo's Downtown will create challenges to move people and goods more efficiently, along with opportunities for improving the quality of life.

An increased urban housing and employment density Downtown will support various non-vehicular modes of transportation like public transit, walking, and bicycling. This plan promotes opportunities for Complete Streets (multi-modal streets) and various modes of transportation by addressing key locations within the Downtown area for future transit, pedestrian ways, and bicycle lanes as part of a varied and robust transportation network.

This section contains goals and objectives that can be implemented to accommodate the future transportation needs of the Downtown area while enhancing the livability of the Downtown streetscape.

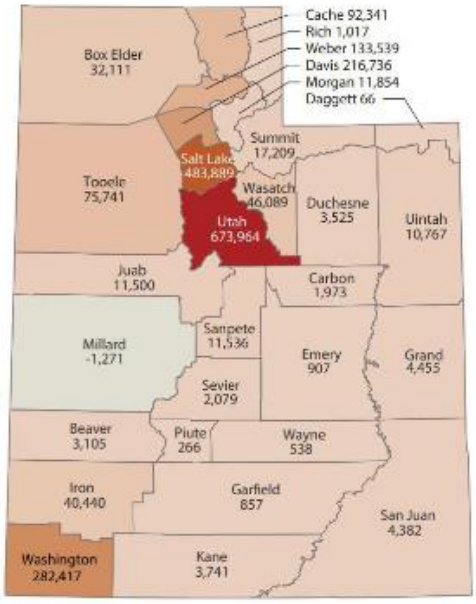


Figure 6.1
Projected County Population Change, 2020-2060
Source - Kem C. Gardner Policy Institute Long Term Planning Projections

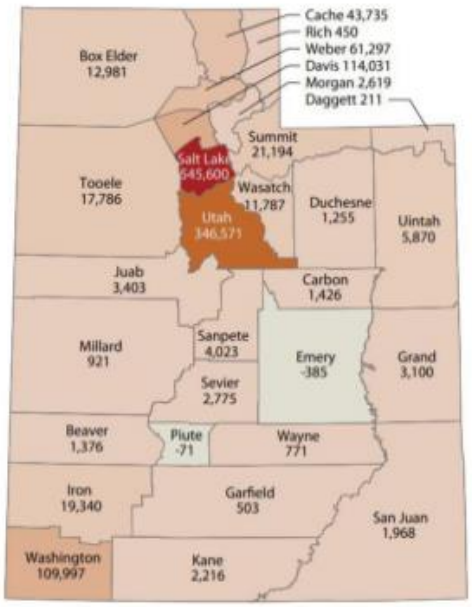


Figure 6.2
Projected Job Growth by County, 2020 to 2060
Source - Kem C. Gardner Policy Institute Long Term Planning Projections

A. STREETSCAPE PLAN

Increased demand on the transportation system, due to population growth and downtown revitalization, will create opportunities to improve Provo's streetscape. Establishing new public spaces within the districts and connecting the spaces through good street design, will enhance travel Downtown.

Some downtown streets accommodate pedestrian use well, although there is room for improvement on some streets. Prioritizing pedestrian, bicyclist, and transit use will reduce vehicular congestion and create streets that are more functional and livelier. Key streets should be re-designed and re-conceptualized as places where people will feel more comfortable and safe.



Figure 6.3
Example of Places that include Streetscape Elements

Promoting walkability will help reduce the number of vehicle trips and parking demand, and provide healthier travel alternatives for the community. The transformation from a regular sidewalk into a great public amenity can be as simple as widening some sidewalks, increasing landscaping, providing street furniture, or promoting outdoor dining options. This section will provide strategies to achieve these goals.

COMPLETE STREETS

Complete streets are built to accommodate and promote walking, bicycling, and better access to public transit options, all of which are goals of the General Plan (pg. 96). Equal prioritization should be given to walking, bicycling, and transit in future street design, as appropriate for the area and the street. More streets within the Downtown area could support these additional modes.

Examples of Complete Streets

- Center Street from I-15 to 500 West is an important vehicular connection into historic downtown, the hospital and medical complex north of downtown, and other parts of Provo.
- 500 West and 300 South are part of the planned expansion of BRT in Utah Transit Authority's Central Corridor Plan.
- 300 North and 300 West through the Downtown area are planned to be developed as neighborhood bikeways. 200 East on the edge of this area is a neighborhood bikeway.

STREETS FOR NEIGHBORHOODS

Streets should be designed to provide community use within the public right-of-way where feasible while minimizing the impact of thru-traffic. Community use could include gathering, recreation, and local commercial uses. The streets should reflect and reinforce the identifiable sense of place for each Downtown District. Neighborhood streets should prioritize pedestrians, bicyclists, and safety.

SAFETY AND MAINTENANCE

Safety and maintenance should be emphasized for all users. The City can improve safety by providing adequate lighting and visibility, as well as buffering from automobiles. Existing street amenities should be well maintained, and future improvements should have a maintenance plan to ensure proper upkeep. In September 2022, Provo adopted the Vision Zero Statement with the goal to reduce fatal and serious accidents by 50% by 2040 and eventually eliminate all traffic fatalities. The Safety Action Plan identifies three streets (500 West, 200 West, and University Avenue) as well as one intersection (300 South and University Avenue) as areas especially in need of safety improvements. The Downtown Master Plan echoes and supports the goals in the Safety Action Plan.

KEY CORRIDORS, GATEWAYS AND FOCAL POINTS/NODES

As Downtown continues to expand and redevelop, these features, identified in Figure 6.5, will help outline the type of growth Provo desires to see in these areas. Current locations should be enhanced to create a better visual and functional space, while new locations should be established to enhance the image of community within the Downtown Districts.

The key corridors are areas targeted for specific types of growth that will provide Downtown residents, visitors, and businesses with the transportation, structure, and environment needed to maintain a high quality of life while accommodating additional density and traffic. The Commercial Corridor will house a multitude of different types of businesses. The Residential Corridor will help alleviate the need for more affordable housing through additional apartments, condos, and townhomes. The Mixed-Use Corridor will not only blend residential, commercial, and entertainment spaces, but also serve as a buffer between the commercial and residential corridors. While these identified corridors are not limited to the proposed development types, these areas have been identified as the most compatible to the future land use of those areas.

Gateways are areas that have a strong identity that provides a visual statement about the character of Downtown. These gateways should be located along major corridors at or near the border of the defined Downtown area and should establish a sense of arrival. For example, the foundation outside City Hall is a clear landmark that you have entered Downtown. Focal points can be areas within the city where people and paths cross and converge. These points often have a physical element such as a plaza area. Enhancing these areas can be a catalyst for redevelopment in the surrounding properties. Art installations may be suited at these locations in the public right-of-way.



Figure 6.4
Photo simulation of the development of an intersection node at 300 South University Avenue, looking south-east

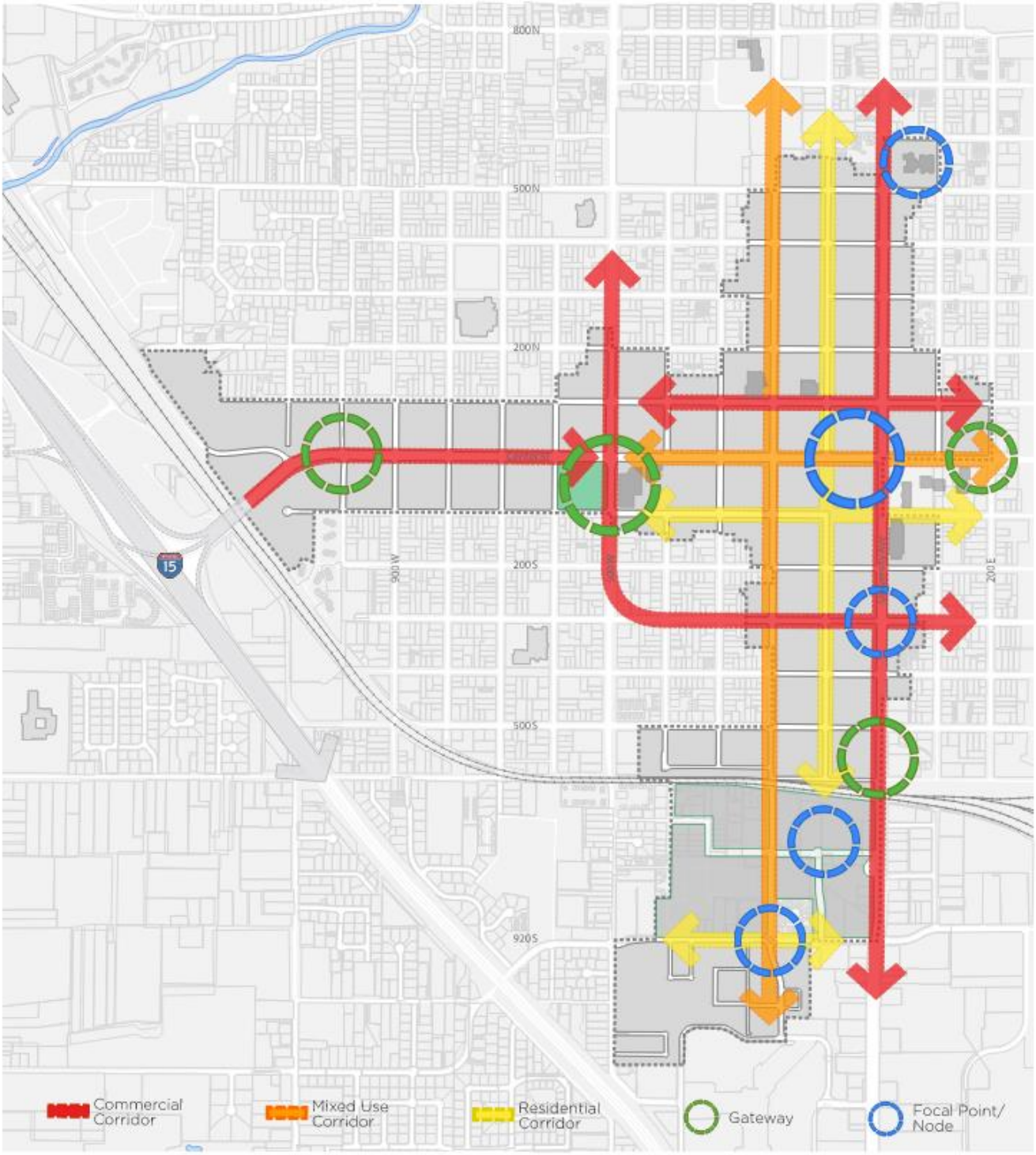


Figure 6.5 - Key corridors and intersections

B. STREET DESIGNS

100 NORTH

Downtown is not always the destination for drivers. Some pass through to a different destination. These drivers will be better served by avoiding slower speeds on Center Street when going to or coming from Interstate 15. By utilizing 100 North as the east and west minor-arterial, vehicles will be able to travel at a more appropriate speed and avoid a section of road that was not designed as a collector. Diverting traffic off Center Street will also help in the efforts in calming traffic and keeping the street pedestrian-friendly while still allowing drivers to reach downtown services.

100 WEST

The closure of 100 West between Center Street and 100 South, while disrupting the street grid and isolating the area to the south from the energy of Center Street, has created a unique opportunity for the remainder of 100 West. The street runs for eight blocks to the north of Center and for five blocks to the south. As a result 100 West's utility as a vehicular corridor is decreased and the right-of-way can be reconfigured to prioritize pedestrians and bicyclists. This design priority also positions the corridor as a prime location for mixed-use residential development.

This area (Figure 6.6) will be characterized by extensive landscaping combined with unique materials and street furnishings with the east side designed as a wide pedestrian promenade while including bike lanes and back-in angled parking. The corridor will accommodate activity areas in sidewalk bulb-outs at mid-block crossings and intersections. A pedestrian actuated crossing signal at 300 South will be essential to ensuring continuity across what is essentially a large urban highway. 100 West will connect planned open spaces and will have a southern terminus at the pedestrian bridge to FrontRunner. The design of 100 West between 100 South and 200 South will be altered due to the underground ramp in the roadway.

North of Center Street, the corridor should receive special consideration. The block between Center Street and 100 North is unique and should be reserved as a highly designed gathering space that prioritizes active use while maintaining vehicular circulation and access to the adjacent parking facilities. North of 100 North, Provo City is a participant in the development of the west side of the corridor from approximately 150 North to 350 North and should directly engage in the design and construction of this section of the corridor as redevelopment occurs.

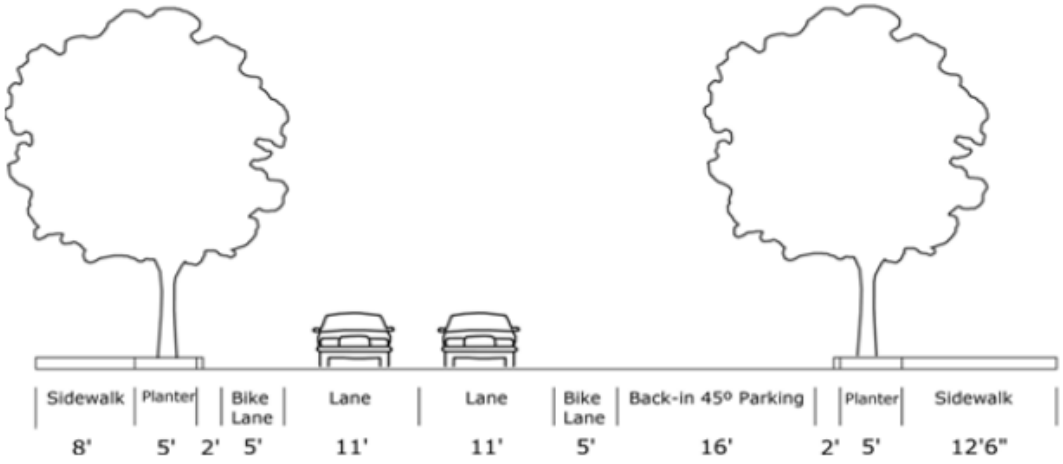




Figure 6.6 - 100 West south of Center Street illustrative and schematic street sections (facing north)

UNIVERSITY AVENUE

University Avenue hosts the Utah Valley Express (UVX) bus rapid transit (BRT) line that runs through four of the five Downtown districts. Due to this project, the streetscape has been reconstructed providing an enhanced corridor. UVX is a system utilized by pedestrians so ongoing updates to University Avenue should prioritize pedestrian safety and accessibility. Corner bulb-outs, pedestrian crossing signals, protected pedestrian crossing refuges and enhancement of the park strip tree canopy will all contribute to this.

Widening of travel lanes, insertion of protected right turn lanes, and the removal of park strip landscaping and trees should be avoided. Retention of on-street parking should be considered block by block, evaluating impact to streetscape and the context of the adjacent land use. It would be counterproductive to spend millions of dollars to build a world-class transit facility while simultaneously diminishing the pedestrian character of the street. A pedestrian-focused (Figure 6.7) configuration will result in a vastly more livable and pedestrian friendly University Avenue.

Land use along University Avenue should be intensified to capture the benefits that UVX brings. Many sections along University Avenue would be ideal for new office space and other transit-oriented development.

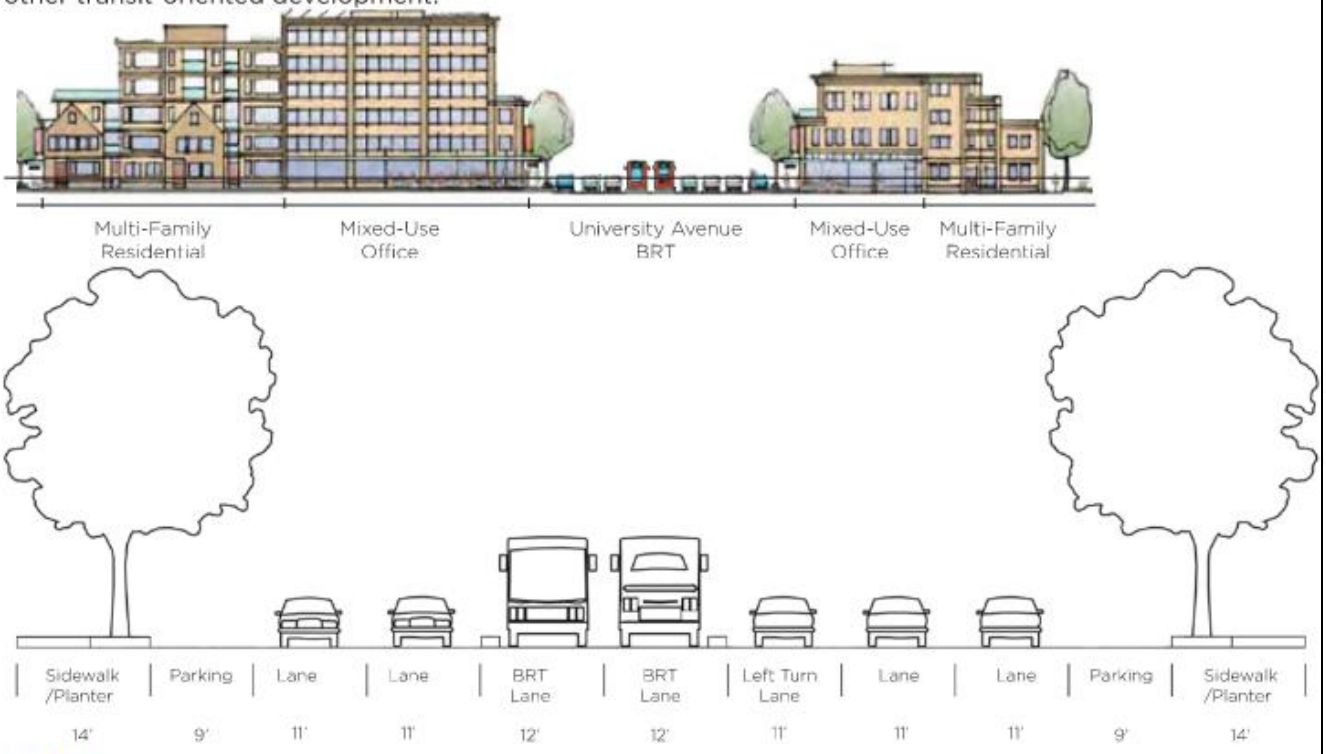


Figure 6.7 - University Avenue illustrative and schematic street sections (facing north)

100 SOUTH

An excellent design opportunity exists with the closure of 100 South between 100 West and University Avenue to provide a more pedestrian-oriented and pleasant street (Figure 6.8). Reducing the street to one traffic lane in each direction by eliminating the center lane and removing the north parking lane will create space for a linear park or promenade that spans from 100 West to 500 West and potentially beyond.

Shifting the lanes of vehicular traffic to the south side of the corridor would provide a ample width for the creation of the pedestrian promenade on the north side of the corridor (Figure 6.8). The promenade will contain an intermittent stream water feature fed by irrigation water and street runoff. Seat walls, multiple rows of trees creating an alley, benches and movable seating all along a corridor marked by special paving, raised pedestrian crossings, and enhanced street furnishings will provide a great urban amenity. Locating the promenade on the north side of the corridor allows for the residential and mixed uses fronting the street to be tied together from the City Center Temple and Nu Skin at 100 West all the way to Pioneer Park, connecting two anchoring open spaces and reducing the number of streets pedestrians have to cross.

This corridor expands the urban character of downtown, reinforces the green axis of Center Street to the north and provides enhanced connectivity to Center Street through improved cross streets and mid-block walkways.



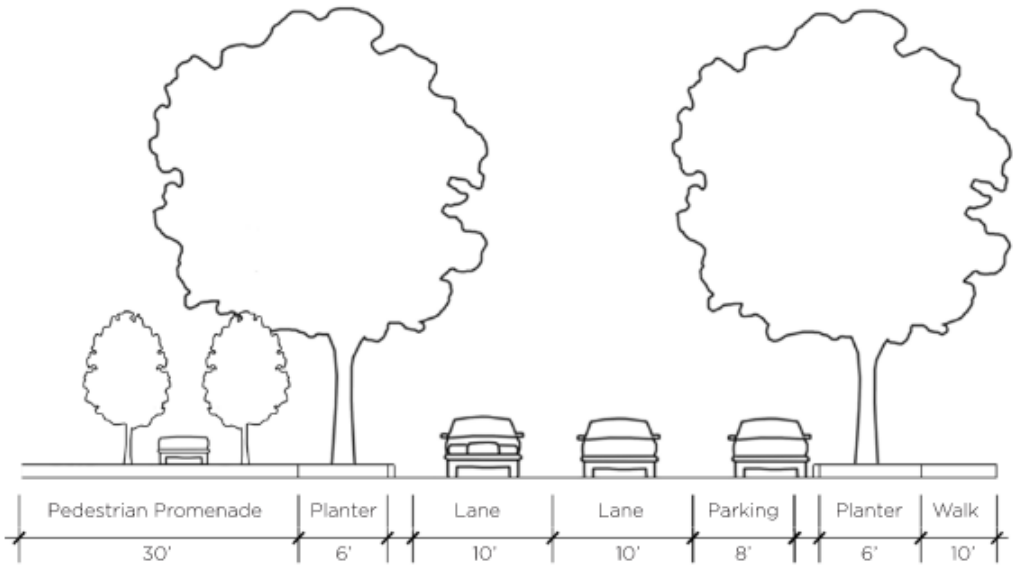


Figure 6.8 - 100 South illustrative and schematic street sections (facing east)



Current condition



After street reconstruction



After future development

Figure 6.9 - Photo-simulation of 100 South development looking East from 500 West

C. PEDESTRIAN WAYS

Making streets more pedestrian friendly is a common theme in the other plans and studies that have been completed in the City.

With the street closures on 100 South and 100 West, there is much less thru-traffic, making these streets function as excellent multi-modal pedestrian ways and residential corridors. Freedom Boulevard should also receive traffic calming measures and an increase in pedestrian focus, accompanied by enhanced landscaping whether done publicly or through a private-public partnership to transform Freedom Boulevard from a wide, unattractive vehicle thoroughfare into a beautiful corridor leading from FrontRunner station into the heart of Downtown and beyond. 100 West is a great pedestrian way as it connects between 600 South to 500 North since the public can pass through the Nu Skin atrium during business hours per the sale of 100 West from the City to Nu Skin.

Enhanced design and consistent maintenance could benefit each of the corridors. Examples of enhanced design that would work especially well Downtown include:

- Water features using storm water collection runoff could run the length of the street next to the sidewalks and into landscaped beds.
- Raised crossings on the cross-streets will help improve safety by slowing automobile traffic and giving priority to pedestrians and bicyclists.
- Shared bike lanes on pedestrian ways and minor streets create ample room for a bicyclist to ride where they feel comfortable.





Figure 6.10
Examples of bike lanes

D. BICYCLE LANES

CURRENT BIKE LANES

As of 2023, bike lanes in the Downtown exist on the following:

North-South corridors:

- Fredom Boulevard between 300 South to Towne Centre Boulevard
- University Avenue from the mouth of Provo Canyon - 300 South
- 500 West
- 900 West between 600 South - Center St
- Indendence Avenue

East-West corridors:

- 500 North between 600 West - 700 East
- 100 South between 100 East - 500 West excluding the Provo City Center Temple
- 300 South between 100 West - 700 East
- 600 South between 200 West to State St

Additionally, Neighborhood Bikeways exist on 200 East and 300 West corridors.

FUTURE PLANS

The Active Transportation chapter of the Transportation Master Plan identifies bicycle lanes running all the way through Downtown on Freedom Boulevard and most of University Avenue. Other future plans include bicycle facilities that create a circle downtown on 200 North, 700 West, 200 South, 400 South. The plan also proposes a side path on 300 South and a buffered bike lane on 600 South.

E. FUTURE TRANSPORTATION AND TRANSIT

During implementation of this plan, it will be important to continue long-range planning efforts, and be mindful of potential future mobility corridors. Some effort has been taken to look beyond the scope of this plan and consider other transportation needs. Through this exercise, additional transit routes and connections have been identified.

It is important to be mindful of access to transit. A quarter-mile radius analysis should occur around each UVX station and half-mile radius around FrontRunner. An analysis of these areas will occur with the upcoming Station Area Plans.

Provo's transit-oriented development surrounding the FrontRunner station will function best if people are able to access it by all modes of transportation. Walkability will be a key component of the design. Rail crossings need to allow all modes of transportation to cross safely and efficiently. Connectivity to surrounding neighborhoods is also important



Figure 6.11
FrontRunner concept plan diagram at a 20-year buildout

in making the site more walkable. Planned development around FrontRunner (Figure 6.11) is a good example of transit-oriented site. There is close proximity to transit, retail, and office uses, which are important elements of any transit-oriented site. The completion of the surrounding street network with connections between 200 and 500 West from 600 to 920 South will increase the area easily accessible to transit, thus increasing the development potential of underused land and benefiting transit users and nearby residents.

G. PARKING

As of 2023, the Downtown core has over 12,000 parking spaces with over half available for public use (Figure 6.12). The means that vehicular parking downtown is sufficient for current needs, although completing the Wayfinding Signage program would help drivers to locate underutilized parking structures that offer ample public parking. As new projects are built, they should supply sufficient parking for related increased demand, recognizing that mixed-use downtown neighborhoods require fewer parking spaces thanks to reduced car dependency and shared parking. Parking permit programs or some type of on-street parking management should be considered to protect adjacent neighborhoods from parking spillover from downtown uses. Paid on-street parking should be utilized as a tool for on-street parking management where the demand is high.

The most walkable parts of cities are where the blocks are the smallest. Opportunities should be found to develop parking lots with linear buildings on the perimeter so the block could be divided in two by a street if a parking garage replaces the surface parking over time (such as between Freedom Commons office and MTEC-Provo Campus). The entrance to a parking lot usually signals the end of a walkable experience or a significant dampening of the pleasure of walking experience. Urban design best practices put parking lots in the middle of the block with liner buildings shielding the pedestrians from vehicles. At the least, the first floor of structured parking should be retail or office.

To be successful, shops require that storefronts come right up to the sidewalk and that on-street parking be easily accessible. All other parking must be in the rear of the building for the shopping district to also be attractive to pedestrians. Shops with rear parking should use pedestrian passages to funnel people to the front of the store, instead of turning to competing front and rear shopfronts.

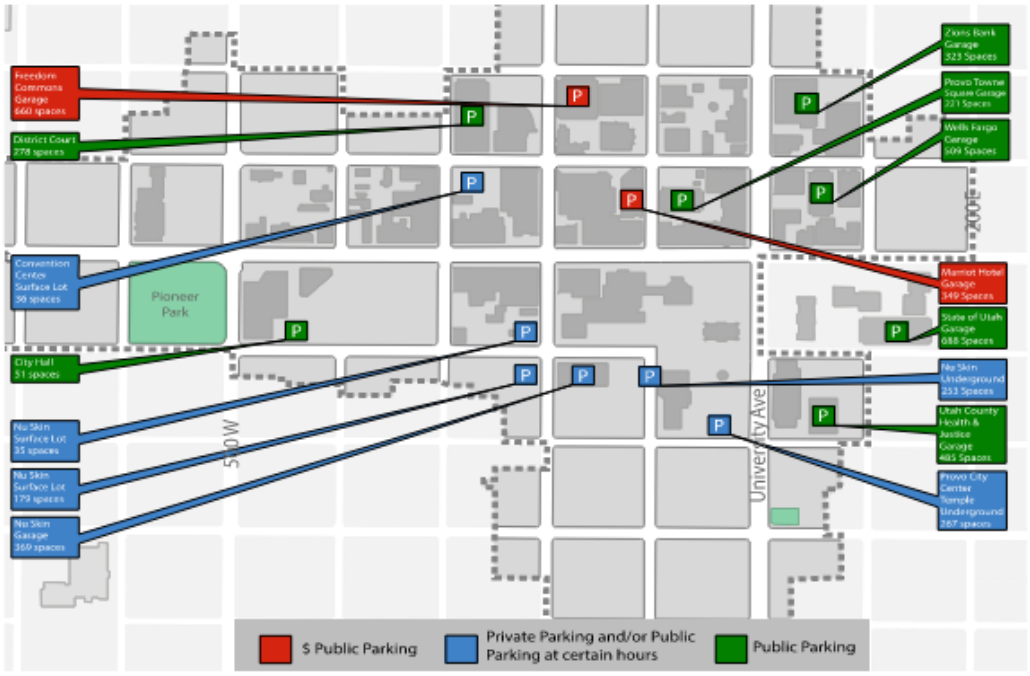


Figure 6.12 - Downtown parking as of April 2023

H. GOALS AND OBJECTIVES

1. Conduct a transportation/traffic study to analyze the impacts of reducing Center Street to one lane in each direction
    a. Perform public outreach with the results of the study
    b. Seek public input regarding the results and impacts
2. Install traffic calming devices (e.g., concrete corner bulb-outs, speed tables) at key Intersections
3. Implement the Active Transportation chapter of the Transportation Master Plan
4. Uphold the Center Street intent statement and use the associated evaluation criteria when considering options Downtown
5. Achieve the goals in the Safety Action Plan for all areas in Downtown (500 West, 200 West, University Avenue, and the intersection of 300 South and University Avenue)
6. Improve network connectivity to provide safe passage and amenities for all users
    a. Emphasize pedestrian improvements on commercial and transit streets
    b. Connect open spaces with pedestrian corridors and streets
    c. Create a multi-use promenade on 100 South
    d. Expand the bicycle network and adopt a phasing schedule to implement bicycle lanes
    e. Integrate bikeway installation with routine maintenance
    f. Support the transit network
    g. Implement neighborhood and district-wide street tree planting programs
    h. Increase and improve landscaping along streets
7. Enhance neighborhood streets
    a. Utilize traffic calming devices at gateways and key entrances
    b. Discourage automobile traffic in protected residential areas
    c. Encourage socially engaging and dynamic sidewalks
    d. Incorporate public art into core neighborhood streets
    e. Reconfigure excess right of way for community use and pedestrian amenities
8. Foster safety and increase maintenance on public streets
    a. Shorten and improve pedestrian crossings
    b. Identify locations for traffic calming
    c. Utilize pedestrian scale street lighting where appropriate
    d. Develop a maintenance plan for street amenities and improvements
    e. Recognize safety and maintenance as an ongoing priority
    f. Prioritize these capital improvement projects and integrate street enhancements into routine maintenance

07 HISTORIC PRESERVATION

A majority of Provo's historic commercial and civic buildings are located within the boundaries of the Downtown area. These resources include civic landmarks such as the former Utah Stake (Provo) Tabernacle, Utah County Courthouse, and Provo Library at Academy Square, as well as commercial buildings including the Knight Block, Taylor Brothers Building, and the Startup Candy Company Factory. Many historic homes are also found in the downtown neighborhood.

Downtown Provo's historic resources are not limited to individual buildings or sites. The basic spatial character of the Downtown area is a result of choices made over 150 years ago when the city was surveyed and the first plat drawn. Today, downtown streets, blocks, parcels, and open spaces all have their root in those first surveys and plats. These elements then are all defining features of Downtown's historic character.

Provo is unique among early Mormon settlements in that its layout is derived from the prototypical "Plat of Zion." Its blocks measure only 400 feet square instead of the typical 660 feet square. These smaller blocks enhance the urban nature of Provo's downtown and are a key feature of the city's historic character.

The pioneer plats also dedicated some of these blocks to civic or quasi-public uses. These blocks include Pioneer Park, the former Utah Stake Tabernacle, and the historic Utah County Courthouse.

A. PAST EFFORTS

Provo City has long demonstrated high regard for its historic resources. An initial survey of historic resources was conducted in 1980 in cooperation with the Utah State Historical Society.

Since then, multiple surveys and studies have been conducted, resulting in the adoption of The Provo City Landmarks Preservation ordinance, a local landmarks register, three National Register Historic Districts, and one local historic district.

The Provo Downtown Historic District is the single local historic district adopted by the City. This district comprises properties fronting both sides of Center Street from 100 East to 300 West, as well as properties fronting University Avenue from approximately 55 North to 100 South Street.

This boundary is contiguous with the boundary of the Downtown Provo Historic District listed on the National Register of Historic Places in 1980. The boundary was drawn narrowly to include only adjacent historic structures and excludes contiguous but non-contributing buildings and property. This plan does not recommend any changes to the boundary at this time, but it does recommend the boundary be reevaluated in the near future as to its merits and contributions to the historic downtown.

A number of properties within the Downtown area have been individually listed on the Provo Landmarks Register and the National Register of Historic Places (Figure 7.1). These properties and those designated within the Downtown Historic District constitute all the properties within the Downtown Neighborhood that have been recognized for their historic significance.

Title 16 of the Provo City Code establishes the Provo Landmarks Commission and ordinance for the nomination of individual properties and districts to the Provo Landmarks Register. This title also provides protection for listed properties in the form of permits for exterior alterations and demolition restrictions.

The title adopts some specific guidelines for new construction within historic districts and applies the Secretary of the Interior's Standards for the Rehabilitation of Historic Buildings as guidelines for the treatment of historic buildings.

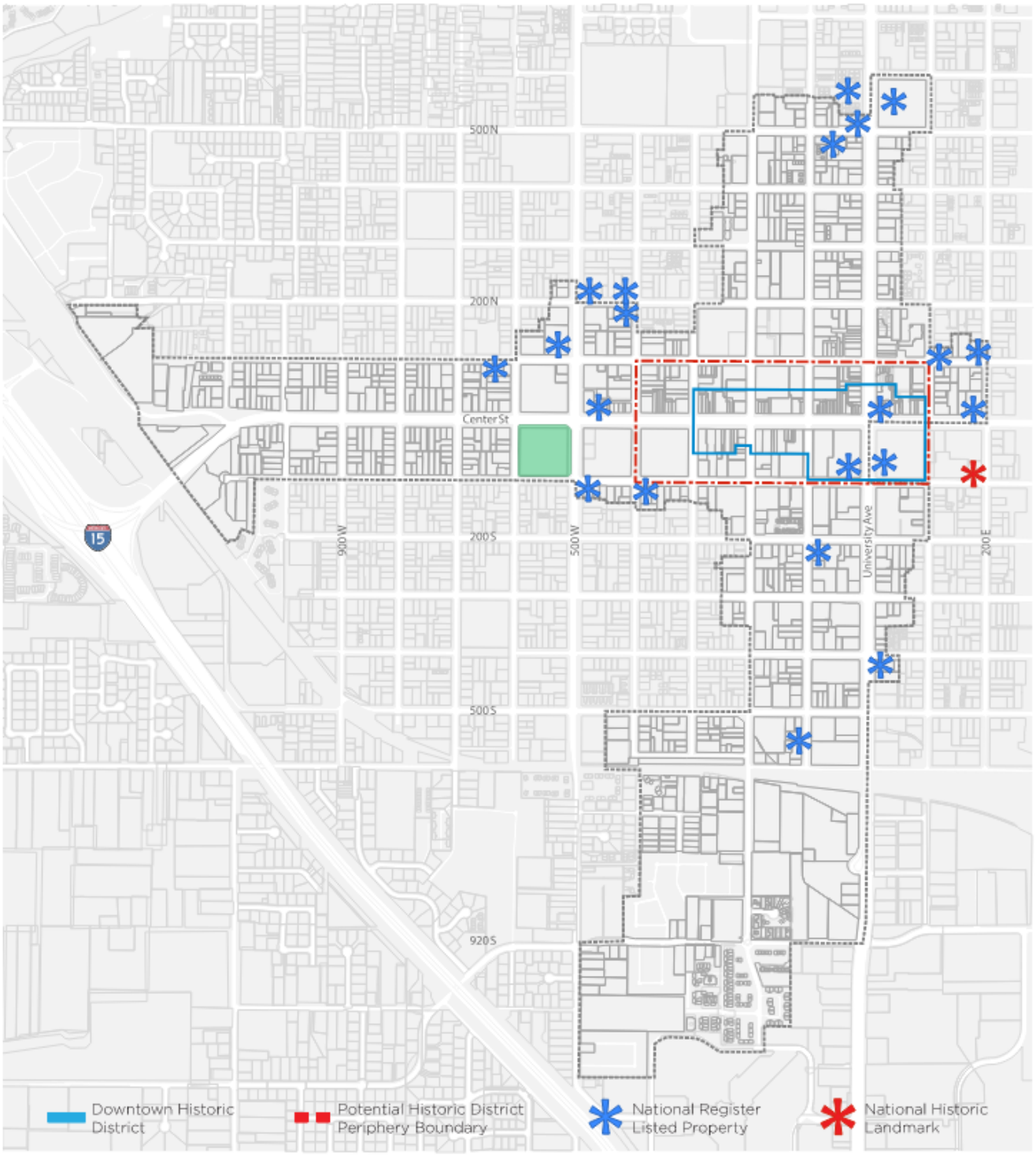


Figure 7.1 - Historic preservation within the Downtown area

B. AREAS FOR IMPROVEMENT

While past efforts have done much to document and assess historic resources within the Downtown, much more needs to be done. The narrowly drawn boundaries of the Downtown Historic District, and less than comprehensive individual register listings, have left a number of significant historic resources unrecognized and unprotected.

The narrowly drawn boundaries of the Downtown Historic District exclude significant historic properties and prevent the application of the district's design guidelines and review processes to immediately adjacent development. This deficiency compromises the spatial and visual integrity of the historic district. Although a property adjoining a historic building within the district may not itself be historic, the development of such a property affects the historic building. The margins of the district need to be expanded to protect the edges of the district from incompatible development and to establish the area as a true district instead of a strictly construed collection of specific historic properties.

Currently, the boundaries of the Downtown Historic District are codified in the resolution that established the district and are based on the boundaries of the National Register of Historic Places Provo Downtown Historic District. These boundaries are not easily available to the public and are not clearly represented on any existing map. In addition, records of specific designation of each property within the district are incomplete and unsubstantiated. Both of these deficiencies need to be corrected, an updated listing of property designations, and district boundaries need to be maintained and made easily available to the public.



Figure 7.2 - No date on the photo of Downtown Provo



Figure 7.3 - Downtown Provo 1949, LIFE Magazine

C. GOALS AND OBJECTIVES

1. Update Provo Downtown Historic District National Register Nomination
2. Reevaluate the Downtown Historic District Boundary
3. Develop a consistent system of physical identification of historic properties



Figure 7.4 - Location 290 W Center Street, No date on each photo

08 IMPLEMENTATION STRATEGEIES

A. RESOURCES

PROCESS

This document is a guide for future development for a specific area. It should be added to regulatory checklists to ensure plans incorporate the ideas in this document and help achieve the vision laid out within its pages. Funding for the plans in this document can be achieved through the following means.

Capital Improvement Plan (CIP)
It is intended that a proposed series of improvements be included in the city's Five-year Capital Improvement Plan during future budget meetings in order to allocate funding for specific projects within the Downtown districts. This plan helps the City to know what funding is needed in the future and will ensure a budget for proposed changes in the Downtown Master Plan.

INCENTIVES

In addition to City budgets, creating an impact-free zone or implementing tax break plans to encourage development within the Downtown districts can help fulfill the plans in this document.

Impact Fee Reduction Zone dismisses some costs associated with developing and may persuade developers to create the projects that the City wants to see Downtown.

Tax Increment Financing is another way to reduce costs by subsidizing desired projects. This can be done by offsetting initial development costs.

B. AVAILIBILITY

To ensure that the Downtown Master Plan continues to be a guiding document in City planning, it is important to make it widely available and visible to City administrators and the public. This will be an addendum to the General Plan and will be available on the City website and City staff will be readily available to help explain its contents to City and Neighborhood officials, the development community, and the general public.

C. APPENDICES

The following appendices are available to the public via a GRAMA request or in person at Provo City - Development Services Department.

A. Evaluation of Past Goals
B. Center Street Intent Statement and Center Street Project Evaluation Criteria
C. Public Outreach

D. IMPLEMENTATION SCHEDULE

Goals that require construction should be completed as quickly as possible in order to minimize negative impacts on businesses.

Downtown Master Plan Goals	Phase 1		Phase 2		Phase 3	
	Priority 1	Priority 2	Priority 1	Priority 2	Priority 1	Priority 2
General						
Adopt the updated Downtown Master Plan and add it as an Appendix to the General Plan (D.S., C.C.)	■					
Develop a financing plan for Center St. improvements (P.W., A.D., C.C.)		■				
Revise the Capital Improvements Plan (D.S., P.W., A.D.)			■			
Future Land Use						
Amend the zoning map to expand DT2 Zone (D.S., C.C.)		■				
Update the ITOD Zone to become the TOD Zone (D.S., C.C.)		■	■			
Coordinate that surrounding future neighborhood and area plans (Dixon, Franklin South, and Station Area Plans) align with the future land use map (D.S., C.C.)	■	■	■	■	■	■
Adopt the East Bay Neighborhood Plan (D.S., C.C.)					■	■
Adopt the Gateways Standards (citywide impact) (D.S., C.C.)		■				
Analyze and upgrade the Downtown ordinance (D.S., C.C.)	■	■	■	■	■	■
Amend the Transitional Fevelopment Standards to priotize the Downtown Zones (D.S.)		■				
Urban Design						
Complete Wayfinding Signage program (D.S., P.W.)		■		■		■
Continue to amend regulations for new development as the area continues to evolve (D.S.)			■			
Create a public art program (E.D., D.P.I, C.C., P.&R.)				■		
Update the flag display area on Center St. (P.W., P.&R.)			■			
Amend the Downtown Streetscape Standards to create a standard for outdoor dining and parklets. (D.S, P.W., P.&R.)			■			
Create a guiding document that addresses the location of future amenities, lighting, and safety on Center Street is reconfigured (D.S., P.W., Parks, D.P.I.)	■					
Adopt ordinance for public vending (D.S., E.D., C.C.)				■		
Program activities for Downtown (A.D., E.D., D.P.I., P.&R.)			■			
Continue to identify properties for acquisition (R.)				■		
Parks and Public Space						
Improve existing pedestrian corridors (P.W.)			■			
Improve existing gathering spaces (P.W., Parks, D.S.)				■		
Continue to maintain street trees per city standards (E., P.&R.)						■
Create new outdoor gathering spaces (P.W., P.&R., D.S.)	■	■	■	■	■	■
Increase and improve street landscaping per Downtown Maintenance Standards for Center Street only (P.&R., D.S.)						■
Transportation						
Conduct a transportation/traffic study to analyze the impacts of reducing Center Street to one lane in each direction (P.W.)						■
Install traffic calming devices (e.g., concrete corner bulb-outs, speed tables) at key intersections (P.W.)			■		■	
Implement the Active Transportation chapter of the Transportation Master Plan (P.W.)	■	■	■	■	■	■
Uphold the Center Street intent statement and use the associated evaluation criteria when considering options Downtown (P.W., D.S., P.&R., D.P.I.)				■		
Achieve the goals in the Safety Action Plan for all areas in Downtown (500 West, 200 West, University Avenue, and the intersection of 300 South and University Avenue) (P.W.)	■	■	■	■	■	■
Improve network connectivity to provide safe passage and amenities for all users (P.W.)	■	■	■	■	■	■
Enhance neighborhood streets (E., P.W.)		■		■		■
Foster safety and increase maintenance on public streets (P.W.)	■		■		■	■
Historic Preservation						
Update Provo Downtown Historic District National Register nomination (D.S.)		■				
Reevaluate the Downtown Historic District boundary (D.S.)			■			
Develop a consistent system of physical identification of Historic Properties (D.S.)			■			

Key = Administration (A.D.), City Council (C.C.), Development Services (D.S.), Downtown Provo Inc. (D.P.I.), Economic Development (E.D.), Energy (E.), Parks and Recreation (P.&R.), Public Works (P.W.), and Redevelopment (R.)

EXIBIT B

Appendices to the Downtown Master Plan

Appendix A: Evaluation of Past Goals

Key

C.C.	City Council
D.S.	Development Services
Econ. Dev.	Economic Development
P.W.	Public Works
Admin	Administration
Parks	Parks and Recreation

Downtown Master Plan Goals, 2015	Status
General	
Adopt Downtown Master Plan (C.C.)	Complete
Land Use	
Update the General Plan (D.S.)	Complete
Amend Zoning Map (D.S.)	Complete

Add Downtown Plan to PPA Review (D.S.)	Complete
Urban Design	
Improve Existing Gathering Spaces (P.W., D.S.)	Ongoing
Amend Regulations for New Development (D.S.)	Complete
Coordinate New Public Spaces w/ Development (D.S.)	Ongoing
Identify Property for Acquisition (Redevelopment)	Ongoing
Implement New Signage Program (P.W., D.S.)	In Progress
Adopt Ordinance for Public Vending (D.S., Econ. Dev.)	No, Planned
Program Activities for Downtown (Admin, Econ. Dev., D.P.I.)	Ongoing
Employ Unique Design Elements to Identify Districts (D.S.)	No, No Longer Planned
Develop New Connections Through Downtown (P.W., D.S.)	No, No Longer Planned
Parks and Public Space	
Adopt Complete Streets into Transportation Plan (P.W., D.S.)	No, No Longer Planned
Enhance Existing Pedestrian Corridors (P.W.)	Ongoing
Implement Street Tree Planting Program (Urban Forester)	No, No Longer Planned
Increase and Improve Street Landscaping (Parks, D.S.)	Ongoing
Transportation and Circulation	

Install Traffic Calming Devices at Key Gateways (P.W.)	Ongoing
Program Public Art Program (Econ. Dev., D.P.I.)	Ongoing
Implement Bicycle Master Plan (Engineering)	Ongoing
Historic Resources	
Update Provo Downtown Historic District National Register Nomination (D.S.)	No, Planned
Realign Downtown Historic District Boundary (D.S.)	No, Planned
Develop Consistent System of Physical Identification of Historic Properties (D.S.)	No, Planned
Revise and Adopt Improved Design Guidelines (D.S)	Complete

Appendix B: Center Street Intent Statement and Center Street Project Evaluation Criteria

Center Street Policy Intent Statement

The Municipal Council of Provo City reaffirms our support of the designation of Center Street as a Pedestrian Mall and our support for the Downtown Pedestrian Statement released by Downtown Provo Incorporated in January of 2019.

Our vision for Center Street, between 500 West and 200 East, is:

- Center Street is a pleasant, comfortable, and safe place for people to gather, to eat, to stroll, to recreate, and to spend time. Consumers want to spend time here, and businesses want to locate here. The entire public right-of-way, from building face to building face, including sidewalks and street, contributes to this atmosphere.
- Center Street is safe for pedestrians. It not only is objectively safe, but it feels safe for pedestrians.
- Center Street is a destination, not a thoroughfare. Center Street prioritizes pedestrians and walkability. Center Street accommodates multiple modes of transportation, including wheelchairs, strollers, scooters, bicycles, personal vehicles, and walking, but all other forms of transportation yield to pedestrians.
- The street design treats vehicles as guests in the pedestrian space, rather than treating pedestrians as guests in the vehicle space.
- High-capacity mass transit is conveniently located near Center Street, but is not placed on Center Street, between University Avenue and 500 West.
- High-volume traffic is routed around Historic Center Street as conveniently and efficiently as possible.

Timing and implementation:

- Going forward, every decision in every project that impacts Center Street should be made with an eye toward achieving the vision.
- The Center Street infrastructure should not be overhauled in one large project.
- Small, targeted, proactive projects may be appropriate to address the most pressing safety concerns or that have the greatest impact on the feel of Center Street, moving it from a thoroughfare to a walkable destination.

The Provo Municipal Council intends to enact legislation aligned with this vision.

Center Street Project Evaluation Criteria

The Provo City Municipal Council tasked the Transportation and Mobility Advisory Committee (TMAC) with considering all suggestions given for the improvement of Center Street and devising a method of evaluation for each suggestion. TMAC created the following list as rating criteria with associated weight percentages based on their importance to the Center Street Policy Intent Statement:

Objective	Weight
1. Prioritizes **pedestrian safety and comfort** while supporting multiple modes of transportation.	35%
2. Maintains and supports **convenient access to businesses and services**.	30%
3. Contributes to the aesthetics of the destination and enhances the **Downtown experience**.	25%
4. Uses interim design strategies to demonstrate potential outcomes and incorporates **phased design**.	10%

Each suggested Center Street improvement was then rated between 2 and -2, with 2 being the most likely to enhance Center Street according to the Policy Statement and -2 being the least likely. A score of zero was given if the item was deemed neutral to the enhancement of Center Street. As all the suggestions were scored and weighted, they were then sorted in order of scores.

It should be noted that the rank and score of the proposed project does not necessarily indicate the chronology of when they should be implemented. TMAC does not necessarily recommend ALL of these projects, but they felt each merited evaluation.

TMAC recommends that the next step would be for City staff to organize these projects into a logical phasing plan and report back to the Council.

TMAC recommends that the Council consider the prioritized list of suggested improvements to Center Street as a guide for future enhancement projects and work collaboratively with the Administration to add these items to the CIP budget as appropriate, understanding that some items may be cost prohibitive but provide worthwhile benefit in the long-term vision.

	Improvement	Pedestrian safety and comfort	Convenient access to businesses and services	Enhances the Down-town experience	Phased design	Total Score	Cost	Timing	Description
1	Install entry arch	1.5	1	2	0	133	$$	1 - 5 years	We imagine this would be installed to create a physical entrance into the downtown.
2	Install raised crosswalks at mid-block crossings and 500 W	2	0	2	1	130	$$$$	5+ years	Mid-block crossings are priority for this improvement, 500 W crosswalk is mentioned to specifically slow cars headed east into downtown.
3	Raise intersections at 100 W, 300 W, and 400 W	2	0	2	0.5	125	$$$$	5+ years	These are raised intersection tables (the shopping center outside Cinemark University Mall Orem has one). Intended to slow drivers and increase pedestrian comfort but with better design and in a less abrupt way than speed bumps.
4	Realign Center St to 100 N at 500 w and back to Center at 200 E	2	1	1	0	125	$$$$$ +	5+ years	Major realignments at the end of downtown so cars flow smoothly from Center St to 100 N without making a turn. Extreme cost, highly effective, extremely impactful to other businesses.
5	Improve lighting at	2	0	2	0	120	$$	1 - 5 years	Decorative lamp posts and lighting at mid-block crossing locations.

	mid-block crosswalks								
6	Construct median walkway for center-parking access to crosswalks	2	0	1.5	1	118	$$$$	5+ years	The current median sidewalk is disrupted often by trees, planters, etc. People usually just make it work but often have to walk into the street. It is also impossible for strollers or wheelchairs to use this. This improvement would make a more comfortable walkway. We believe it would be an effective improvement, but all agree (engineering, TMAC, planning) that implementing this would be very difficult without losing a lot of trees and some parking.
7	Install protected left turns along detour route (i.e., 500 W/100 N and 200 E/Center)	2	1	0	1	110	$$	1 - 5 years	This makes it easier to use 100 N as an alternate without major reconstruction.
8	Block traffic from entering and exiting Center St from 100 W and 400 W extending median along middle and create plaza area	2	-1	2	2	110	$$$	5+ years	100 W and 400 W blocks on the north side of Center St would be blocked and become a dead-end/cul-de-sac street. The end of each street would be built up with a pedestrian plaza/gathering space. This provides seating and gathering areas for dining and events. Both of these streets are already blocked on the south side so traffic impact is minimal. If combined with the raised intersection table this would be even more effective. The old city center redevelopment near 400 W provides a partnering opportunity to get this done.

9	Install parklets, sidewalk widenings with planters in existing parking spots.	1	0	2	2	105	$$	1 - 5 years	Widen small sidewalk areas and remove some parking, add planters to create more pedestrian gathering/dining spaces. DPI also suggested that some existing planters could be removed to accomplish this without losing parking.
10	Events process improvements (more events Downtown)	1	1	1	1	100	$	1 Year	This idea was added at the request of DPI, and TMAC supports it. The theory is that an effective way to increase pedestrian activity downtown is to have more events so more people are comfortable going downtown and especially finding parking. The permit and approval process right now can be onerous. Engineering suggested a set of standard traffic control plans would be a great place to start making improvements to that process.
11	Install high-visibility crosswalks	2	0	1	0	95	$	1 - 5 years	This includes paint markings that are intended to make crosswalks more visible so drivers are more likely to notice them and slow down for crossing pedestrians.
12	Convert all angle parking to parallel for more dining/pedestrian/ recreation space.	2	-1.5	2	2	95	$$$$	5+ years	Parallel parking allows for wider sidewalks and more dining/gathering/walking space. This is great for safety but probably removes more paking than downtown businesses are currently comfortable with. Could be implemented in the future.
13	Install pedestrian mall signage	1	1	1	0	90	$$	1 Year	Signs that indicate to drivers and pedestrians that this is a pedestrian mall. This is as much about education as anything else. Pedestrians may feel more welcome and drivers may realize that they are guests in the area.

14	Install flashing "15 MPH AHEAD" signs at 600 W and 200 E	2	0	0	1	80	$$	1 Year	These face outward (away from Center St) facing approaching drivers as they enter the downtown area.
15	Remove median parking to construct a median plaza/linear park for dining, recreation, etc.	2	-2	2	2	80	$$$$	5+ years	This would remove all median parking for dining and green space. DPI feels like this is too much parking to remove at this point. In addition these spaces would be very difficult for businesses to service and maintain if people were ordering and then dining out here. Possible improvement in the longer-term future.
16	Change the surface material on Center St.	1.33	0	1	0.5	77	$$$$	5+ years	Change surface material from asphalt to brick pavers or something similar. This contributes to the design aesthetic and is a visual reminder that this is not a typical road.
17	Install rumble strips just after 500 W and 200 E	1.5	0	0	2	73	$$	1 - 5 years	A rumble strip across lanes that increases driver awareness, when placed next to speed limit or other signs these can increase compliance.
18	Remove all parking for more dining/pedestrian/ recreation space	2	-2	1	2	55	$$$$	5+ years	Very effective but downtown is still too reliant on vehicle traffic to do this right now, possible longer-term improvement.
19	Completely close Center Street to vehicular traffic	2	-2	1	2	55	$$$$	5+ years	Right now DPI and TMAC don't see this as viable, most pedestrian malls that close to traffic open back up eventually. This could be a very long-term plan but probably is not viable.

20	Install a signal at 400 W and/or 100 W	1.33	0	0	0	47	$$$$	1 - 5 years	TMAC and DPI prefer other options at these intersections. Installing signals still shows that cars are priority and pedestrians are guests, which is opposite of our desired outcome.
21	Create Leading Pedestrian Interval (LPI) at intersections on Center St	1	0	0	1	45	$	1 Year	Simple signal timing adjustment that increases safety for pedestrians. Allows them to begin crossing while all lights are red, making it more likely that drivers will see them in the intersection.
22	Install "SLOW" and "15 MPH" paint markings on street	1	0	0	1	45	$	1 Year	Paint markings only, intended to increase driver awareness of the speed limit and increase compliance.
23	Install Rectangular Rapid Flashing Beacons (RRFB) at mid-block crossings	2	0	-1	0	45	$$	1 - 5 years	These would be effective but suggest that pedestrians are guests, not priority. Also flashing lights all over downtown would not be visually appealing.
24	Install "hawk" pedestrian signal at 400 W	2	0	-1	0	45	$$$	1 - 5 years	Similar to other signal measures, this would be effective but establishes cars as the priority, pedestrians should be our priority because it is a pedestrian mall.
25	Paint bike "sharrows" in the outside lanes	0	0	1	1	35	$	1 Year	Paint in lanes that designate it as a shared bicycle lane. Bikes are already required/expected to use the lane, this could increase driver awareness of and caution around bikes.

26	Block traffic from entering Center St from 100 W and 400 W extending median along middle, Right in/Right out only	0	0	0.5	1	23	$$$	5+ years	This would close the median at 100 W and 400 W, making them right-in, right-out only intersections. This would only be minimally effective and would possibly increase speeds by removing some intersection friction.
27	Remove one lane of traffic each direction	2	-2	0	1	20	$$$$	5+ years	May be viable long-term but not considered a good option right now. This effectively turns Center St into a parking lot with almost zero accomodation for actual travel.
28	Install variable message signs to warn drivers of upcoming slow speeds	0	0	0	1	10	$$	1 - 5 years	Signs facing outward alerting drivers of the reduced speed entering downtown.
29	Switch out parking signs and posts with standard	Done/In Progress				0	$		The new signs still look nice but will be easier for public works to maintain
30	Adjust signal timing to optimize 100 N, discourage Center St.	Done/In Progress				0	$		This is in progress with UDOT and will incentivize use of 100 N. We believe some kind of public notice when this is implemented would be valuable to help educate drivers.
31	Install pedestrian crossing signs at all mid-block crossings	Done/In Progress				0	$		Seen as a simple and low-cost improvement to make drivers more aware of crosswalks.

32	Replace speed limit sign westbound at 300 W	Done/In Progress				0	$		Sign had been knocked down or removed.
33	Reduce the speed limit on University Ave and 500 W	0	0	0	0	0	$	5+ years	Not considered effective without other speed reducing measures, also not believed to have significant impact on Center Street experience.
34	Create a parking-protected bike lane by converting angle parking to parallel.	0	-2	2	0	-10	$$$	1 - 5 years	This could look amazing but creates lots of other challenges. Eliminates a lot of parking and pedestrians would have to cross this often, creating new bike/ped conflicts that could make pedestrians feel unsafe.
35	Install chicanes	0	-2	0	0	-60	$$$$	5+ years	This would be a complete realignment of Center St to make it more curved than straight. We think this would completely alter the design "feel" of the street, be extremely expensive, and have uncertain outcomes.
36	Install "3-D" crosswalks (not recommended by FHWA)	-2	0	0	0	-70	$$	1 - 5 years	Not proven to improve safety and probably too much of a gimmick to be considered for permanent use. Great for short-term demonstrations.

Appendix C: Public Engagement

Public Engagement

As far as staff can determine, no one participated in more than one engagement event. All participants were Provo residents or members of the business and arts communities except 79 non-residents who took the survey during the pop-up event at the Provo Farmers Market and provided useful insight into Downtown Provo as a visitor or tourist destination.

[Timeline graphic]

July 30, 2021 - first two open houses (virtual); first two survey rounds

February 16, 2022 - DPI listening session

May 24, 2022 - third open house (in person) ; third survey opens; first mapping exercise

June 4, 2022 - Farmers Market pop-up booth; second mapping exercise

June 18, 2022 - third survey closes

August 17, 2022 - DPI survey

[Infographic]

Public Engagement Efforts May 2021-August 2022

- 619 public survey participants
- 4 rounds of surveys with different groups
- 3 open houses
- 2 meetings with Downtown Provo, Inc.
- 1 pop-up booth at the Provo Farmers Market

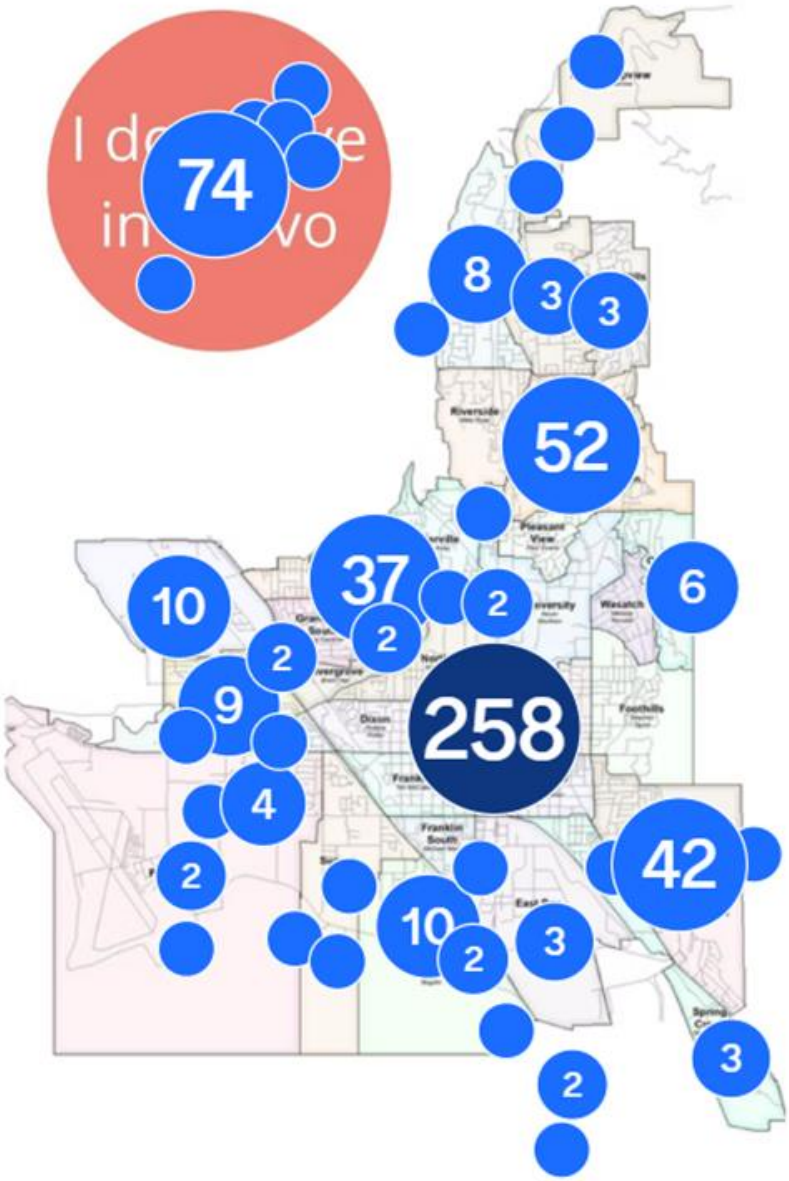




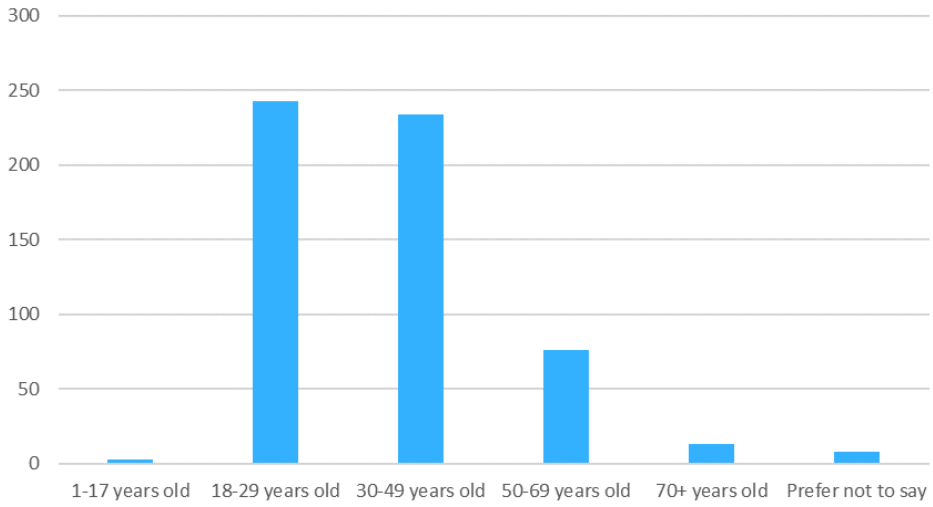


Public Surveys Compiled Responses

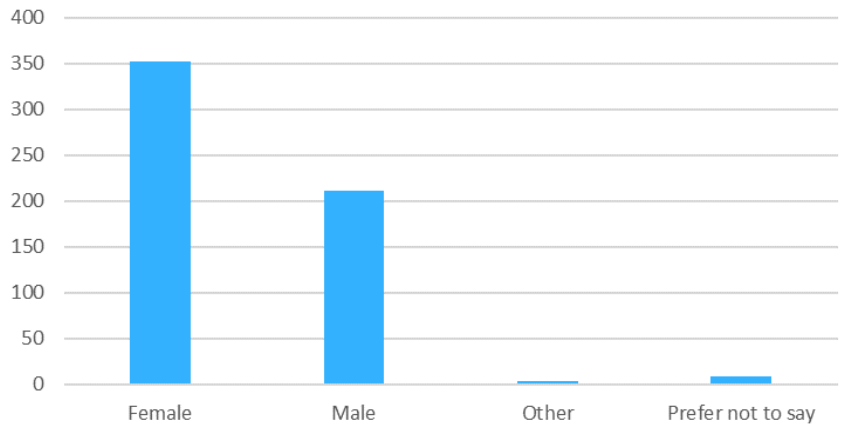
Question 1. Where do you live?


74
8
3
3
52
37
2
2
10
2
6
9
258
4
42
2
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2
3
3
2

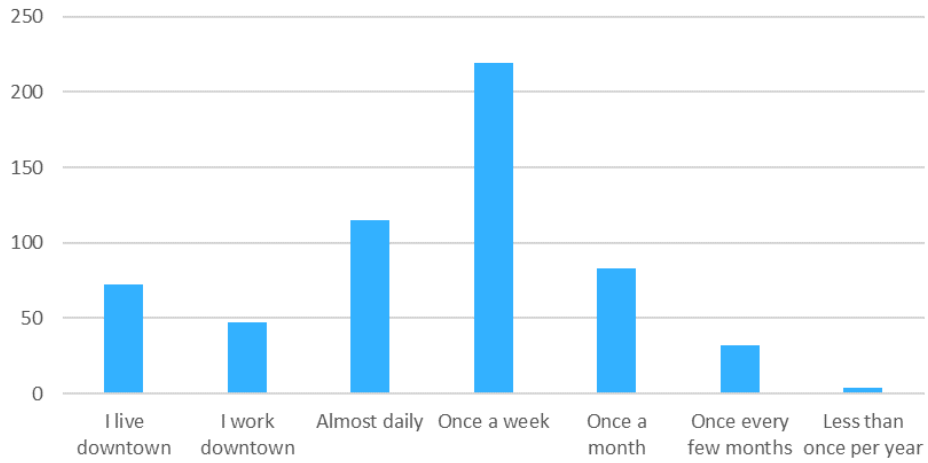
Question 2. How old are you?



Question 3: With what gender do you identify?



Question 4: How often do you come downtown?

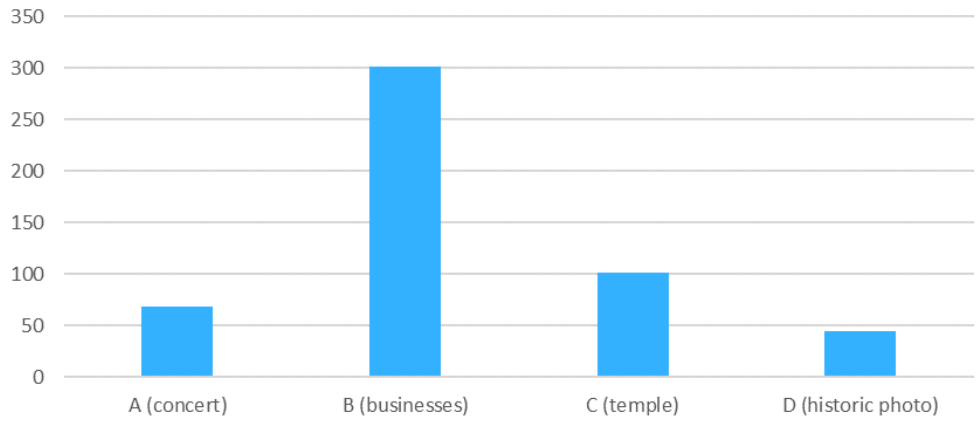


Question 5: What words come to mind when you think of downtown Provo?

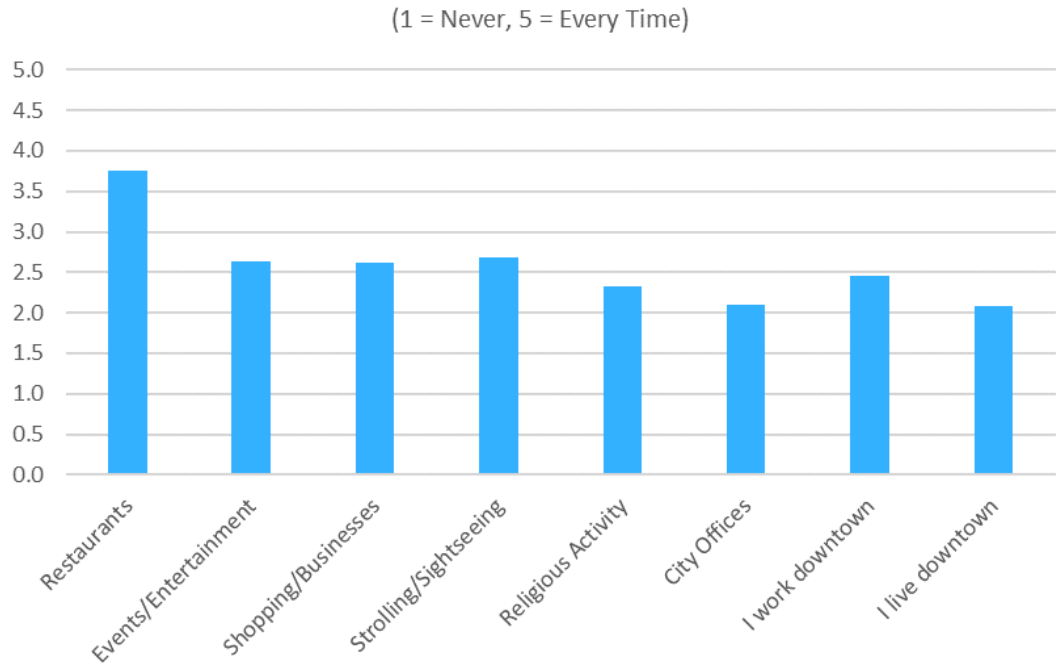


Question 6: If you were sending a postcard from downtown to a friend, which one would you send?





Question 7: Where do you go when you come downtown? (1 = Never, 5 = Every Time)



Question 8: In one or two words, what are your favorite changes to downtown in the last 10 years? (each participant may submit up to three responses)



Question 9: What does downtown lack? What's something that you want to be there, but it isn't there yet? (open response, unlimited number of answers)

* Suggestions include: Antiques, Artisanal Goods (cheeses, etc.), Baby Store, Books, Craft, Furniture, Toy Store, Variety of Clothing, Zero Waste Refill Store

** Suggestions include: Arcade, Pottery Studio, Theater (10)

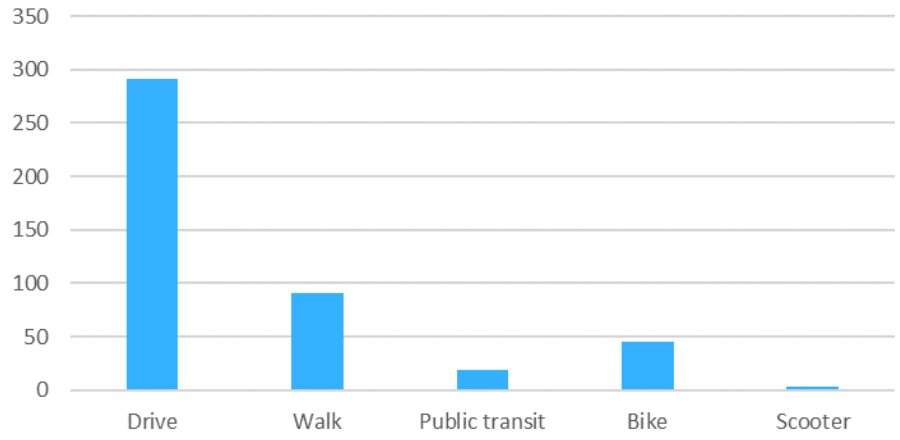
Other popular suggestions: Nightlife (22), Calmer Traffic (21), Daytime Activities for Children (19)

Question 10: What do you like least about downtown? (each participant may submit up to three responses)

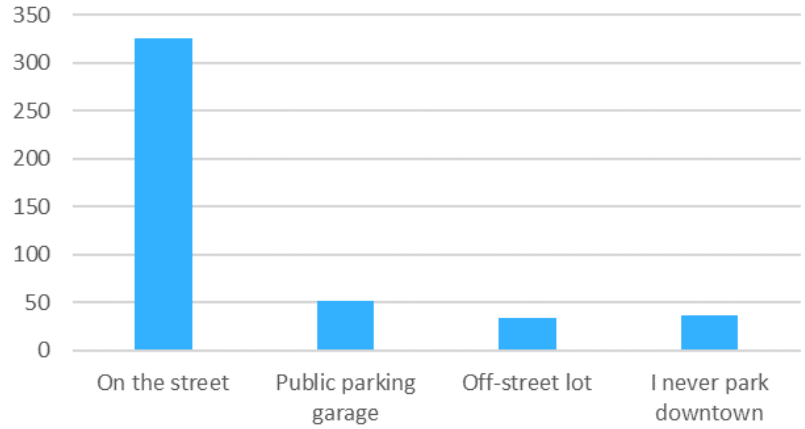


Question 11: Is there anything happening downtown that worries you? (open response, unlimited number of answers)

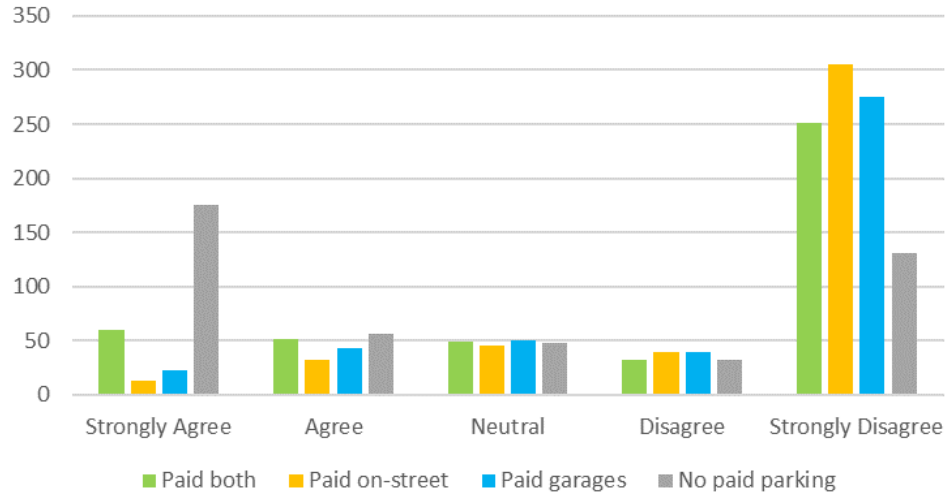
Question 12: When you come downtown, how do you usually get there?



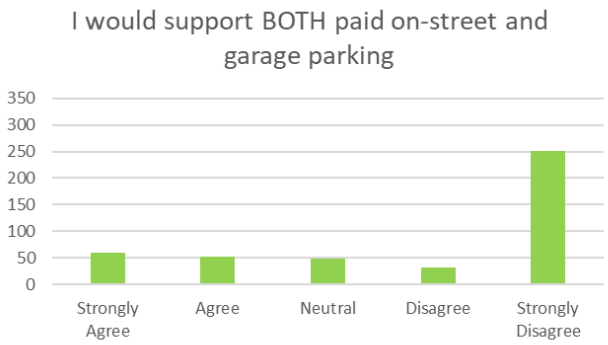
Question 13: If you drive to downtown, where do you usually park?

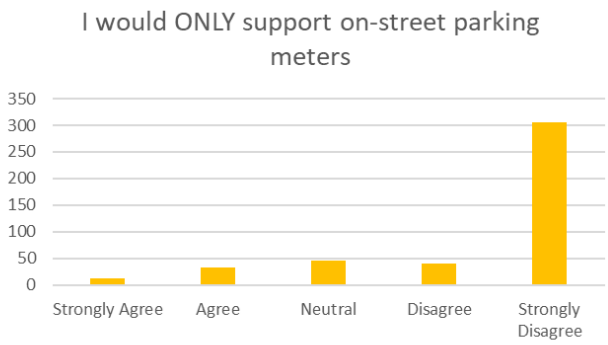


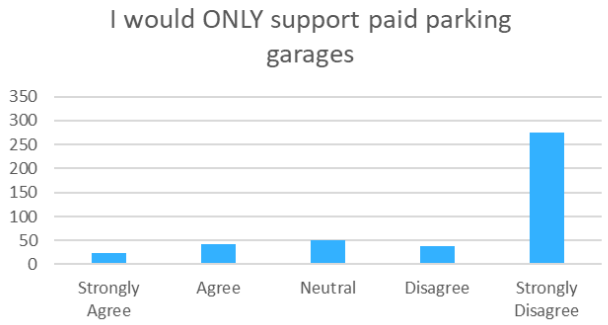
Question 14: How strongly do you agree with these statements about paid parking?

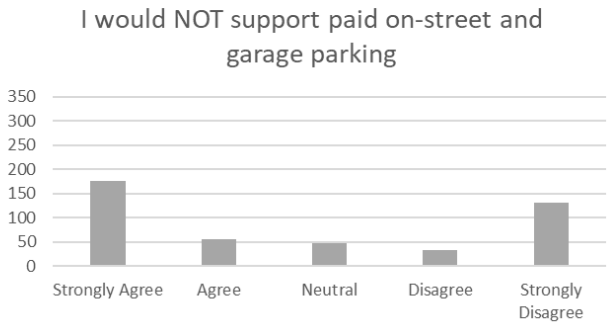


more detailed breakdown of responses to question 14

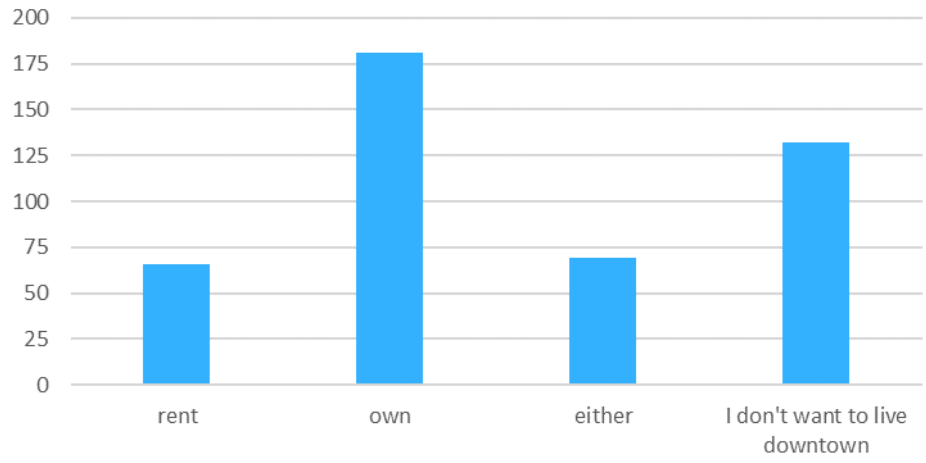






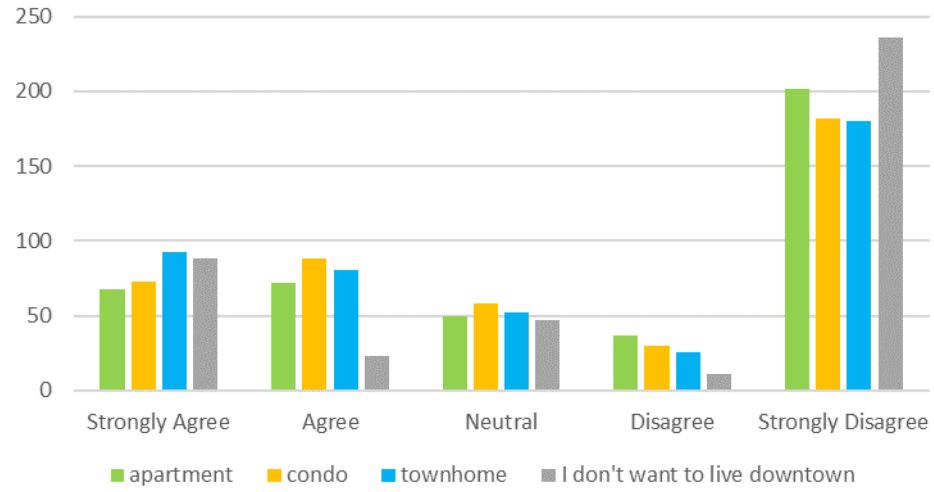


Question 15: If you would like to live downtown, would you prefer to rent or own?

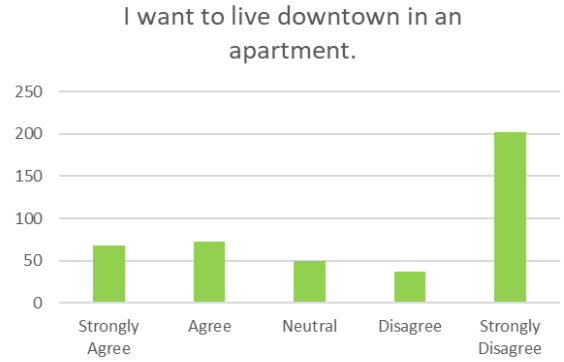

200
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rent
own
either
I don't want to live downtown

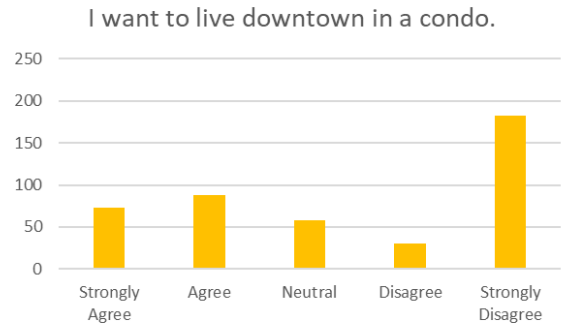
Question 16: If you would like to live downtown, what type of housing would you prefer?

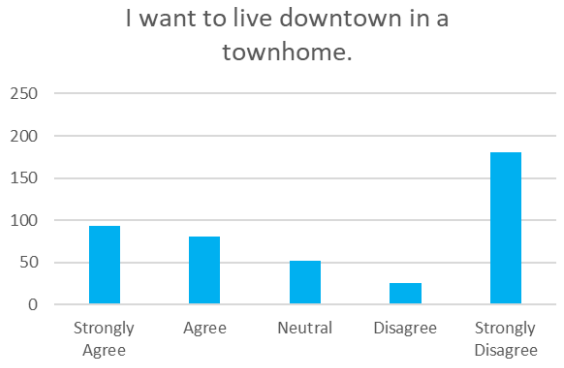
Staff neglected to ask about the single-family detached homes. No members brought up detached homes during any conversations, which perhaps shows the degree to which downtown is perceived as only medium- and high- density urban development. Future surveys should address this oversight.

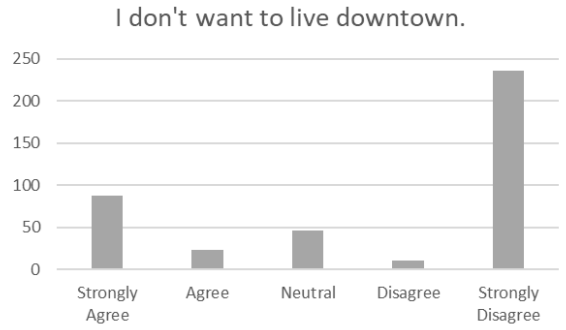


more detailed breakdown of responses to question 14

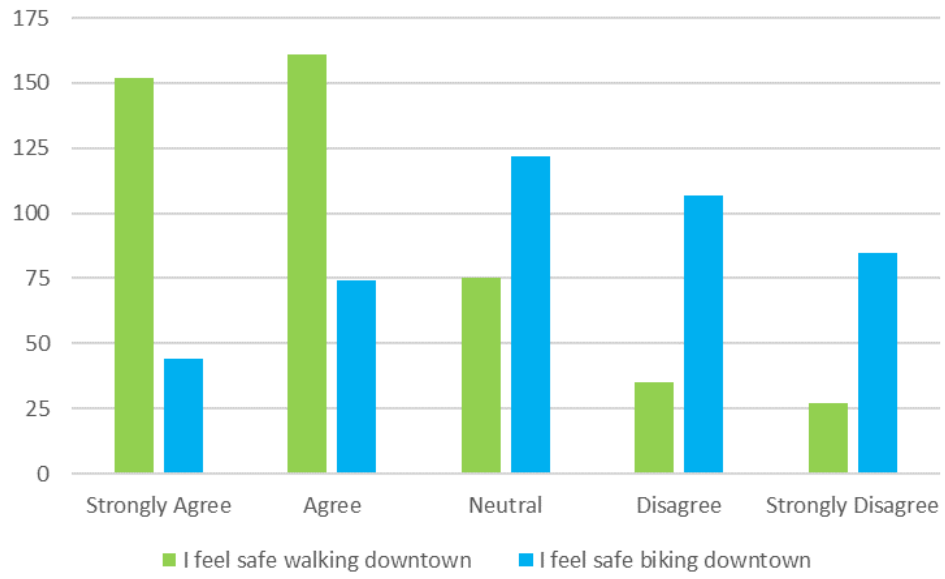








Question 17: How strongly do you agree with these statements?



Question 18: If you do not feel safe walking and biking downtown, what would help you feel more safe? (open response, unlimited number of answers)

* Suggestions include: Raised, Lit, Longer Crossing Times

Below is a summary of the public feedback that was written onto the maps provided at the Farmer's Market and the open house. Many of the responses were either duplicates or similar in nature so staff grouped the similar comments together. However, this represents every comment that was documented during this part of the public engagement. Note - enlarge this graphic.

TOD	South Temple	Downtown Central	Downtown North	Gateway	Outside area
Reduce parking at Front Runner Station	More cool stuff here	turning is hard	parking structrure	More events at Pioneer Par	Own area at the mall
better scheduling fomr UVX to Center St station	Dense housing	get rid of the parking in the center of the street	safe crosswalks at 100 W and 200 W by Smiths	15 MPH	drive in theater
	New business	groccery store	events at the library	First impression is run dow	groccery store
	200 W RR bridge	walkable street only	repaice smiths with a bigger store	abandonded gas station	more baseball fields and batting cages
	100 W bike boulevard	add outdoor heaters	safe crosswalks at 100 W and 200 W by Smiths	high density housing	more roundabouts
	protected bike lanes	stellar night scene	revive old stripmnall facades	preserve cool building	fewer roundabout or at leaST NO landscaping
	stop light at 500 S 200 W	trampoline for sidewalk		at a memorial to native am	clear out the old vacant buildings
	200 W RR bridge	Why can't I turn NB out of Brassa's		entrayway signage	better bike lanes with bollards
	Univ Ave RR bridge	biking is dangerous		clean up the area	reflectors on street lanes
	more aparments with resturants below	more trees		shade at the splash pad	groccery store
	Park at 300 S Univ	buss routes on 500 W		better spash pad	more houses
		Interactions park			4-way stop sign atn 300 S 700 W/800 W and 200 S 700/800W
		public transit free on center street			new divergent interchange at I-15 Center St
		pedestrain street only			Pocket park
		turn left at Univ Ave/Center			What's happening at Dixon
		Food truck			buffered bike lnanes S. University towards Lakeview Pkwy
		obvious left turn for safety at 400 W 100 N			concrete jungle at the mall
		bike lane			Target
		pedestrain street only			ferris wheel
		a small park somewhere			fix Unive RR bridgbe
		Food market european store			pocket park
		Is there a service program to plant and maintain trees along center			solar pannels at the mall
		one way eastbound			revitalize like UP
		one travel lane each way, one bike lane each way, shoulder parking			outdoor stage
		Welcome sign at Univ/Center should be improved			merry-go-round
		cheesecake factory			infill at EB Shopping Center
		pedestrain street only			housing at PTC
		move liquor store to East Bay			
		upgraede tommy's burger			
		pocket park			
		townhomes			
		shade for tables at Liberty Ctr			
		food truck park			
		bike lanes			
		dead space at Harmon's auto			
		1 lane each direction on center and 1 for bikes/scooters			
		children museum			
		outdoor stage			
		townhomes			
		Outdoor concert venue			
		dead space Nu Skin parking lot and brassas			
		1 travel lane in each direction and 1 for bikes/scooters			
		infill spaces			

provo

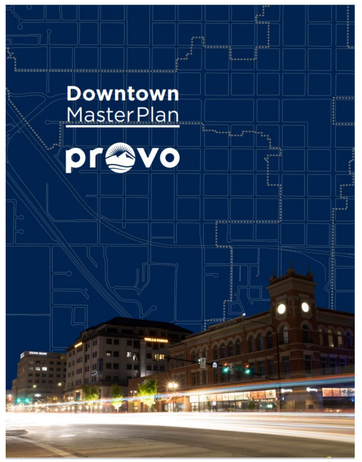
WELCOME HOME

CITY COUNCIL

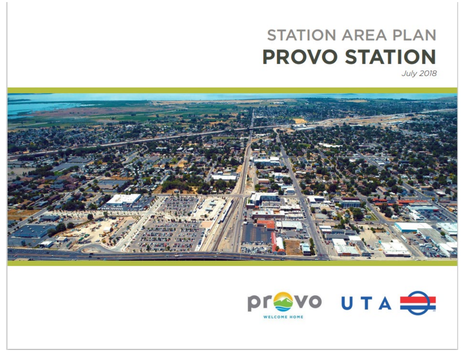
Item 5 – Downtown Master Plan

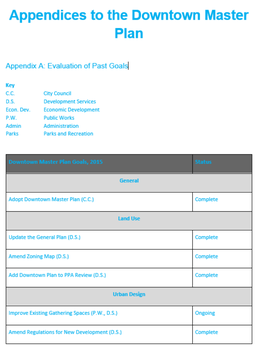
May 16, 2023

General Plan Appendix S:



- Downtown Master Plan - 2015 → 2023
- UTA Station Area Plan-Provo Station - 2019
- Appendices to the Downtown Master Plan
  - Appendix A: Evaluation of Past Goals
  - Appendix BC: Public Outreach
  - Note* Appendix B: Center Street Intent Statement and Center Street Project Evaluation Criteria




Appendices to the Downtown Master Plan

Appendix A: Evaluation of Past Goals

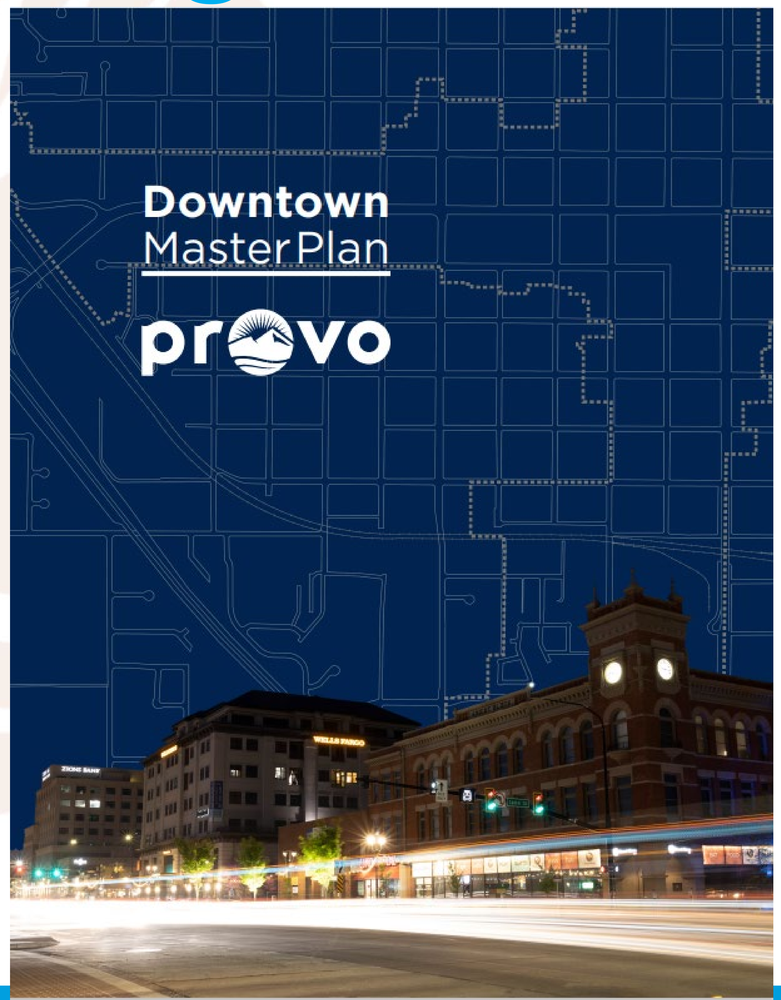
Key

C.C.	City Council
D.S.	Development Services
Econ. Dev.	Economic Development
P.W.	Public Works
Admin	Administration
Parks	Parks and Recreation

Downtown Master Plan Goals (2015)	Status
General	
Adopt Downtown Master Plan (C.C.)	Complete
Land Use	
Update the General Plan (D.S.)	Complete
Amend Zoning Map (D.S.)	Complete
Add Downtown Plan to PPA Review (D.S.)	Complete
Urban Design	
Improve Existing Gathering Spaces (P.W., D.S.)	Ongoing
Amend Regulations for New Development (D.S.)	Complete

Why are we doing this?

- Growth has happened
- General Plan update



New Development (since 2015)

- City Hall
- UVX
- District Court
- 200 City View
- Liberty Center
- Mill Race
- 400 Element

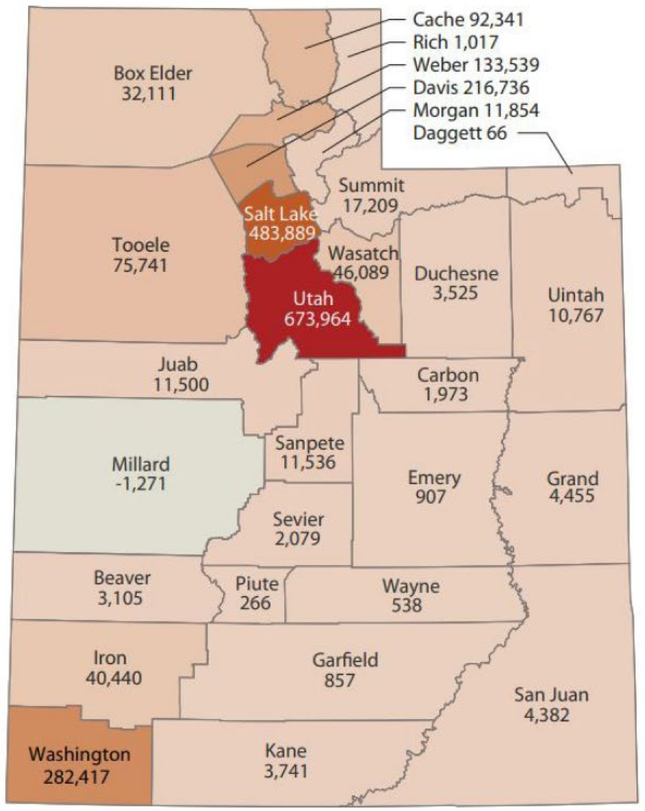


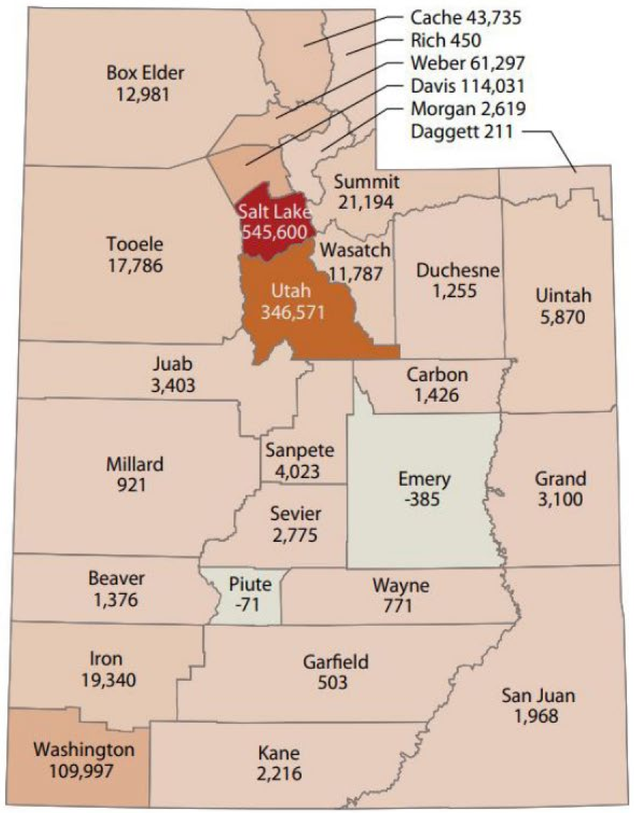
Utah Population and Employment Projections 2020-2060

Utah County

Population

664,258 → 1,338,222





Utah County

Employment

383,452 → 721,028

Downtown Provo Statistics

- Population

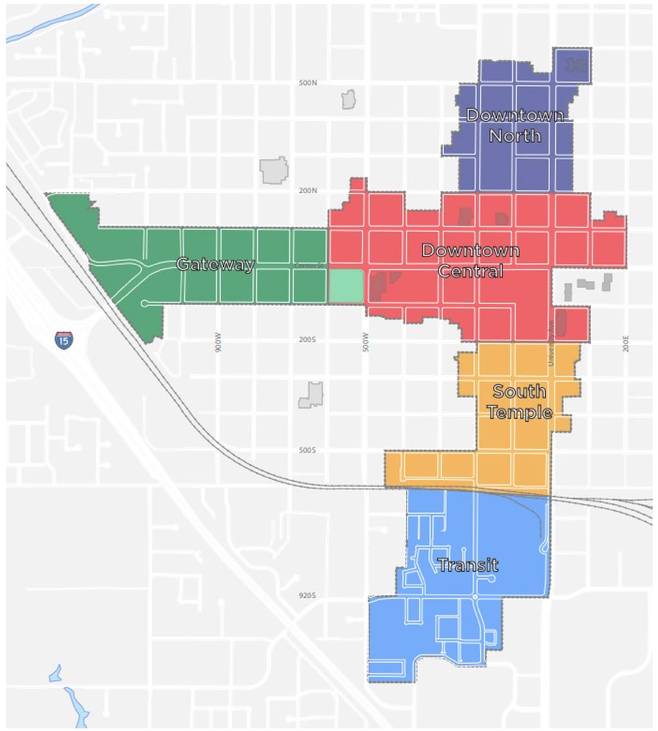
  3,654 → 6,608

- Housing units

  1,193 → 2,073



Downtown District Housing Statistics



	Total	Gateway	Downtown North	Downtown Central	South Temple	Transit
Residential Units - 2015	1193	249	229	195	120	400
Residential Units - 2023	2073	207	294	247	903	422
Change between years	**42%**	**-20%**	**22%**	**21%**	**87%**	**5%**
Total Population - 2015	3,654	812	603	445	326	1,468
Total Population - 2023	6,608	660	937	787	2,878	1,345
Change between years	45%	-23%	36%	43%	89%	-9%

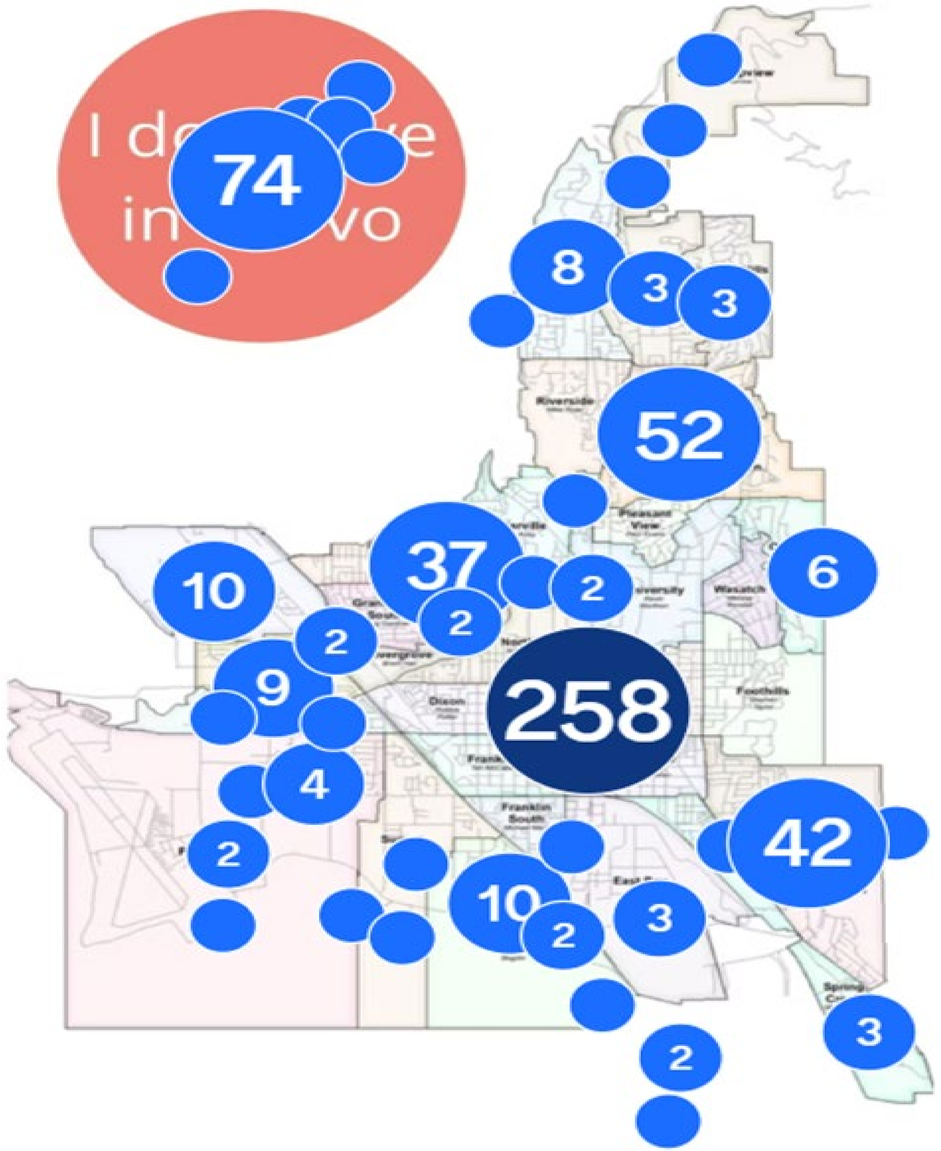
What have we done?

- Open houses – rec center and farmer's market
  - Like the direction
  - No need for change
  - We're doing great
- Online Survey
  - 500+ respondents
- PC Study Session 1/25/2023
- District meeting 2/23/2023
- PC Hearing 4/26/2023



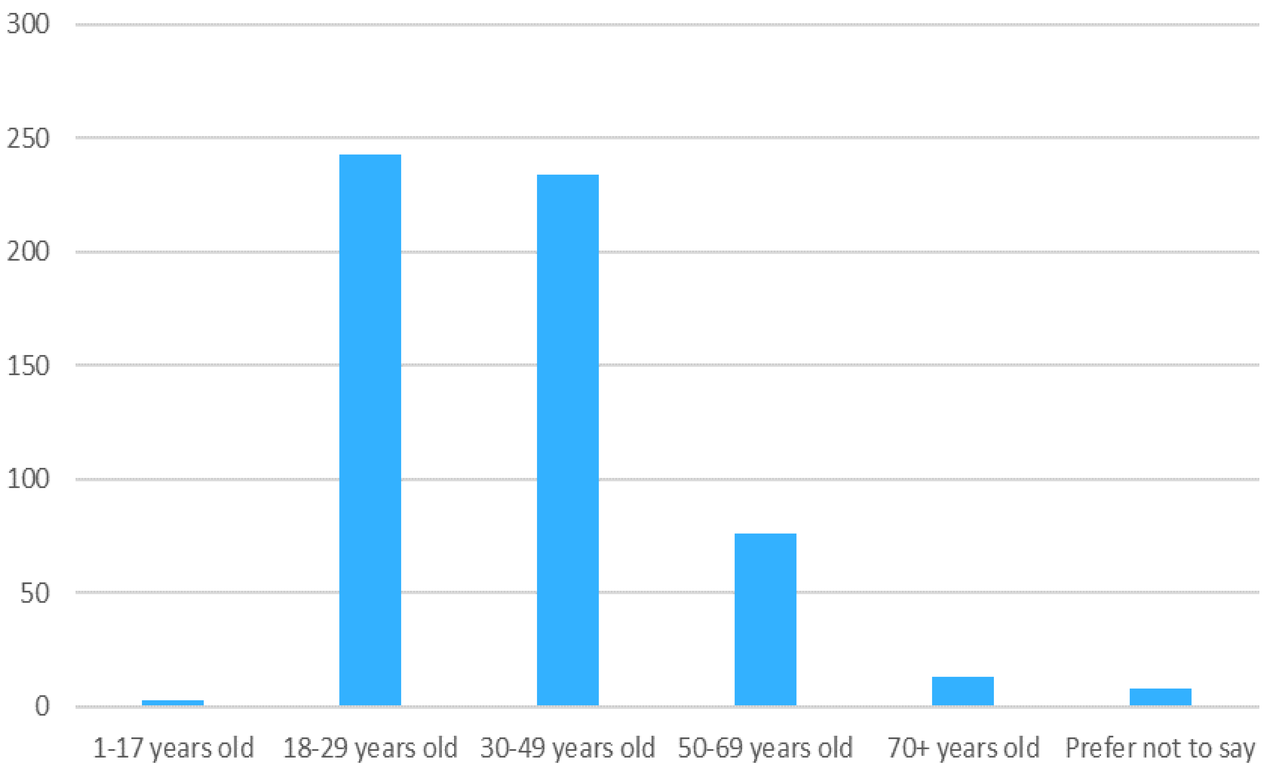
Survey Results

Q1: Where do you live?

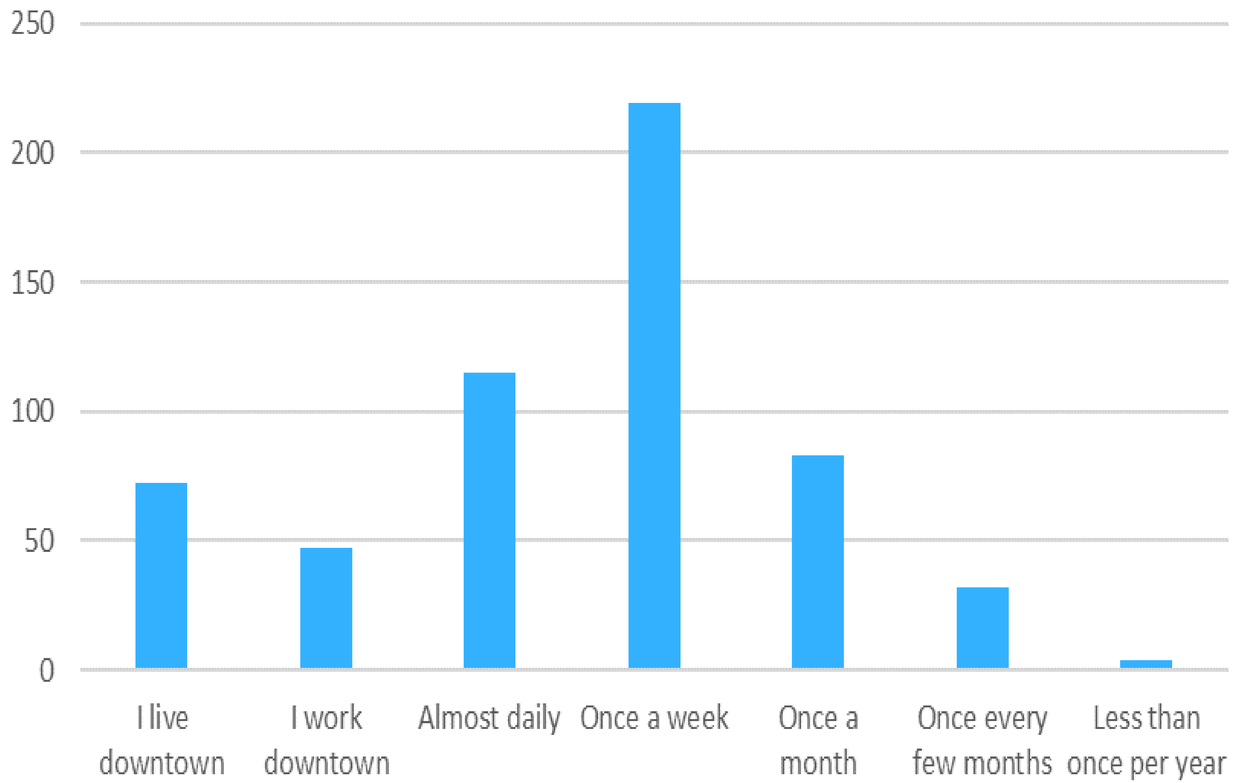


Survey Results

Q2: How old are you?

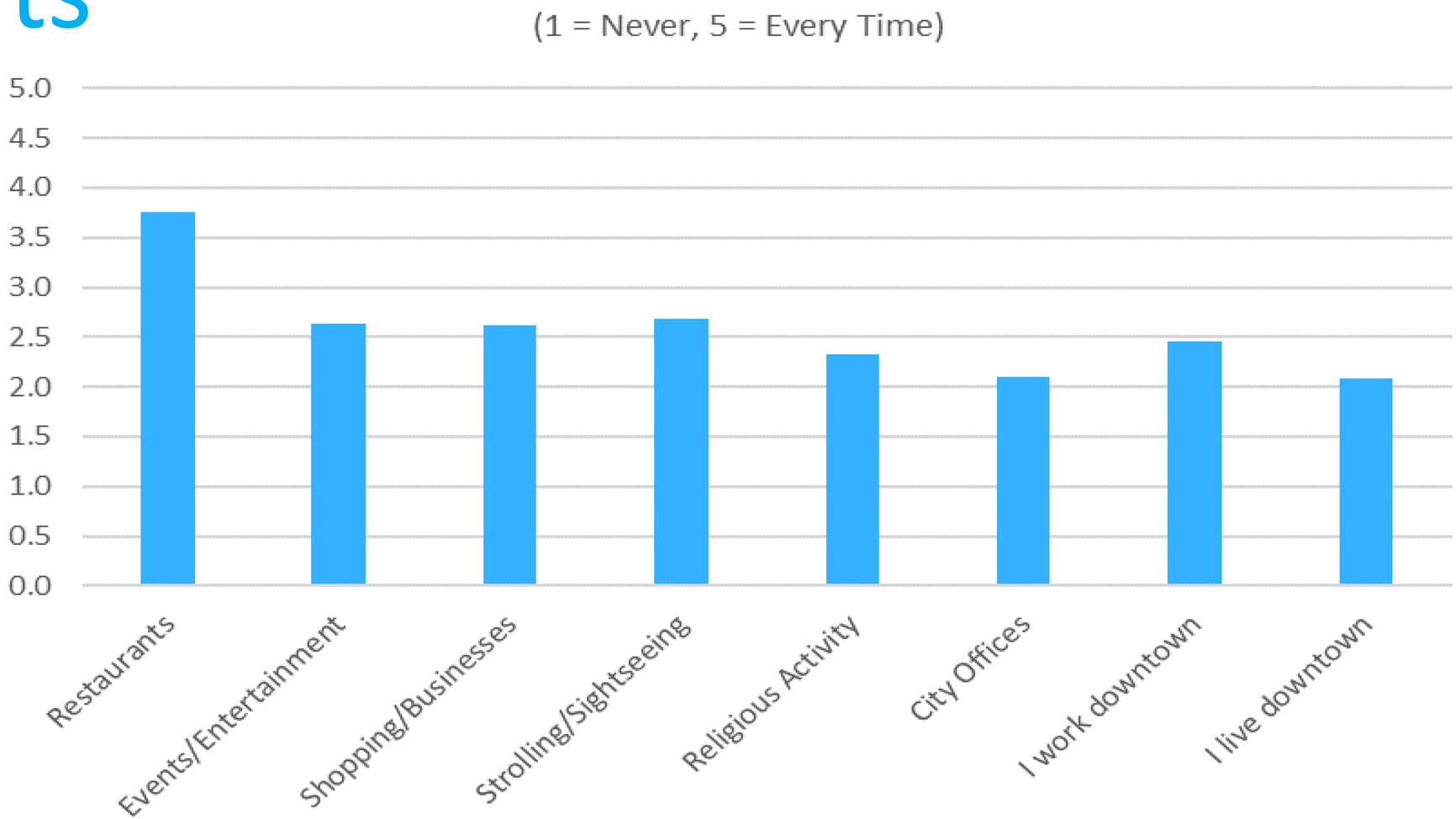


Q4: How often do you come downtown?



Survey Results

- Q7: Where do you go when you come downtown?



Survey Results

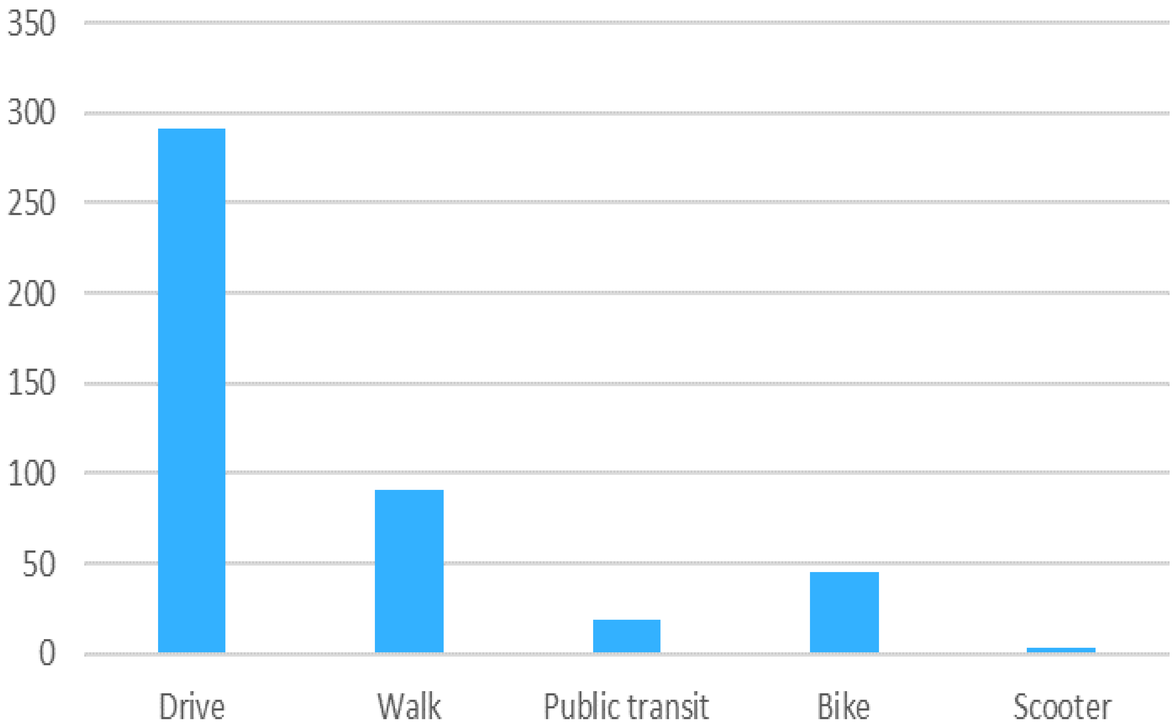
Q9: What does downtown lack? What's something that you want to be there, but isn't there yet? (OPENED ENDED)

* Suggestions include: Antiques, Artisanal Goods (cheeses, etc.), Baby Store, Books, Craft, Furniture, Toy Store, Variety of Clothing, Zero Waste Refill Store

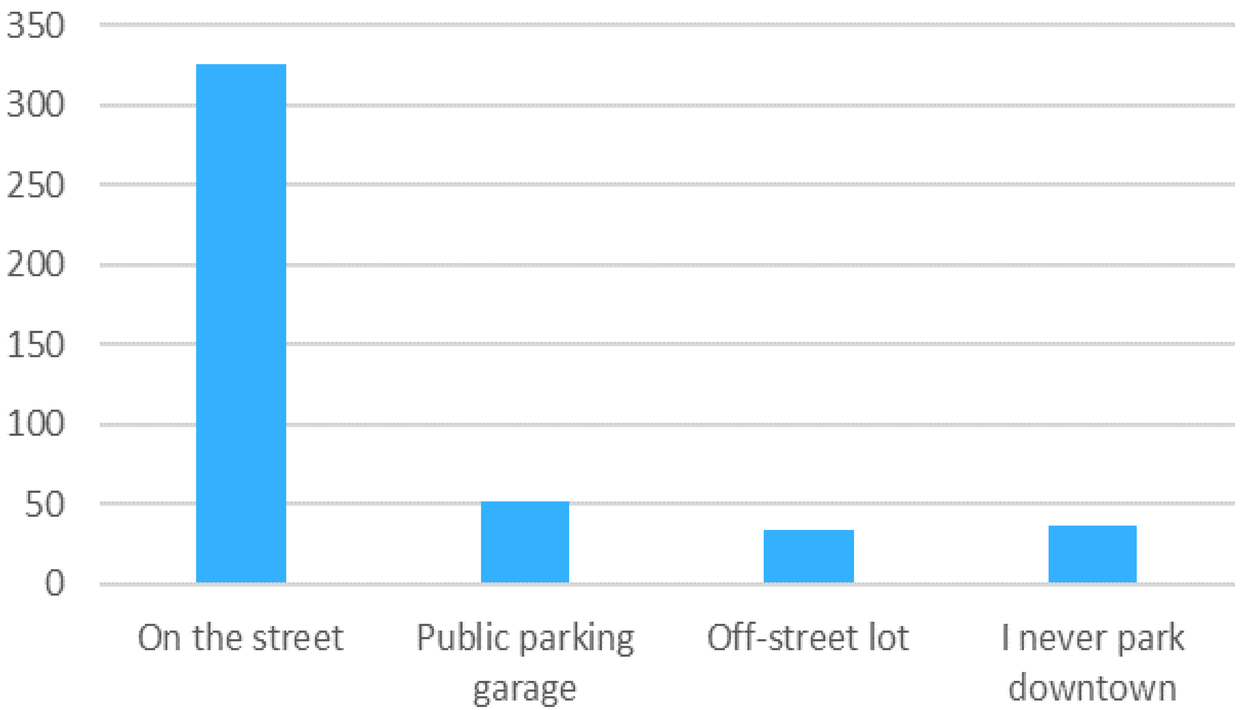
** Suggestions include: Arcade, Pottery Studio, Theater

Survey Results

Q12: When you come downtown, how do you usually get there?

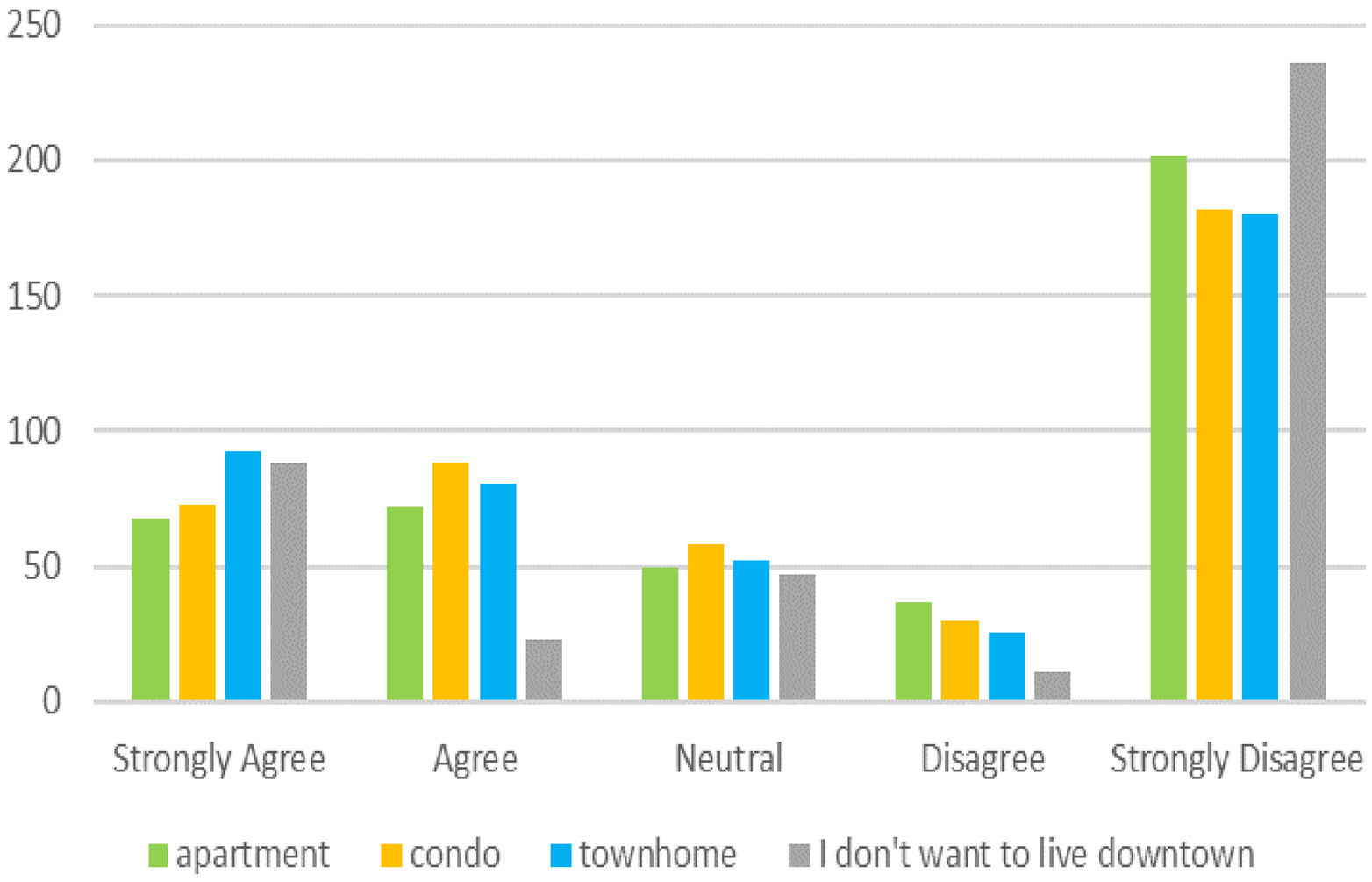


Q13: If you drive to downtown, where do you usually park?



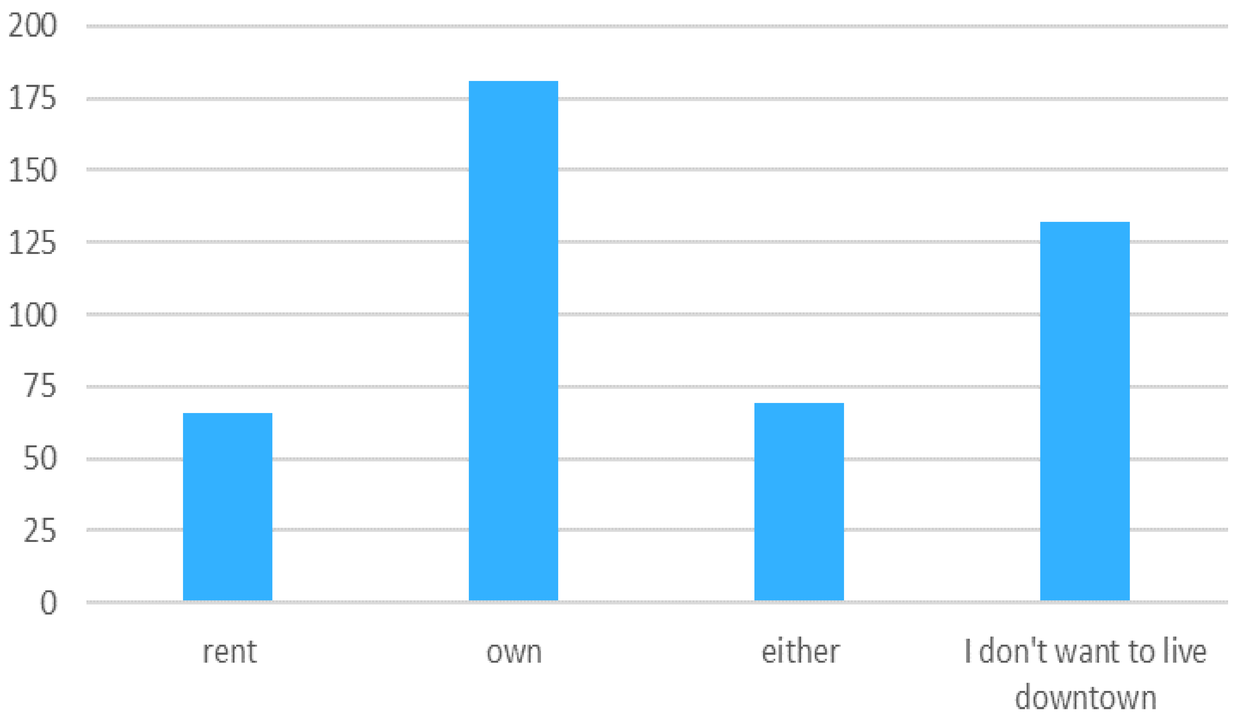
Survey Results

Q16: If you would like to live downtown, what type of housing would you prefer?

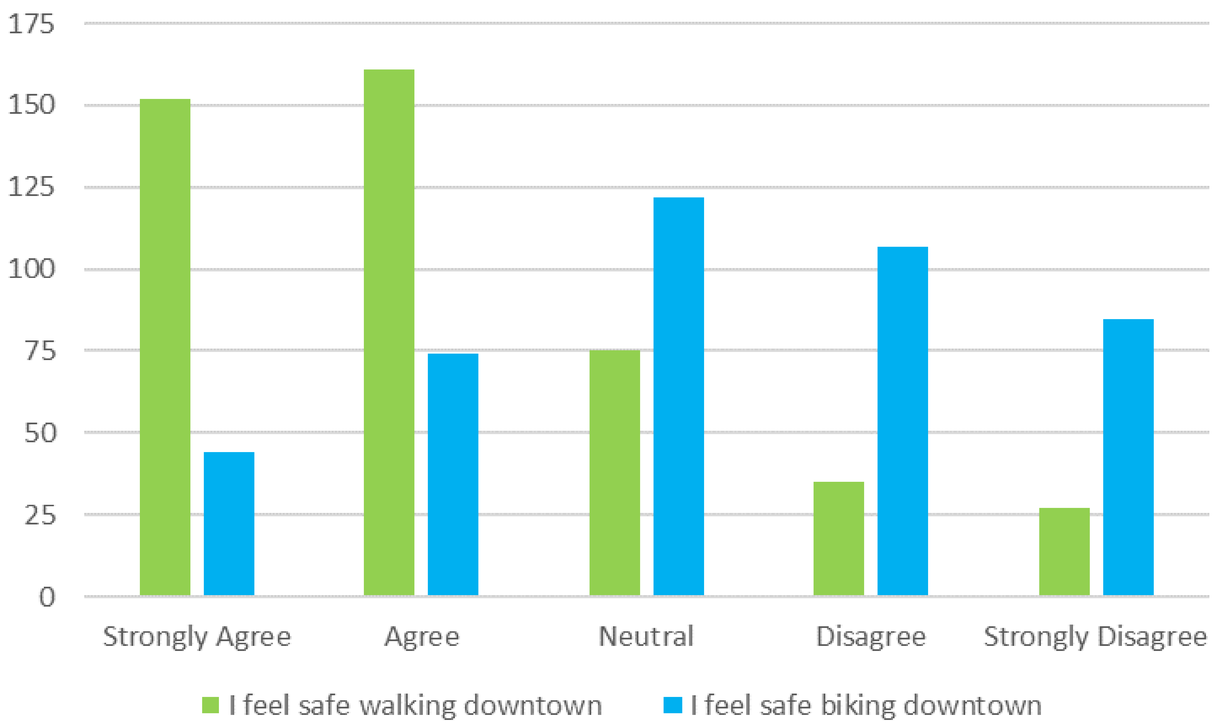


Survey Results

Q15: If you would like to live downtown, would you prefer to rent or own?



Q17: How strongly do you agree with these statements?



Survey Results

Q5: What words come to mind when you think of downtown Provo?



Survey Results

Q8: In one or two words, what are your favorite changes to downtown in the last 10 years?



Survey Results

Q10: What do you like least about downtown?



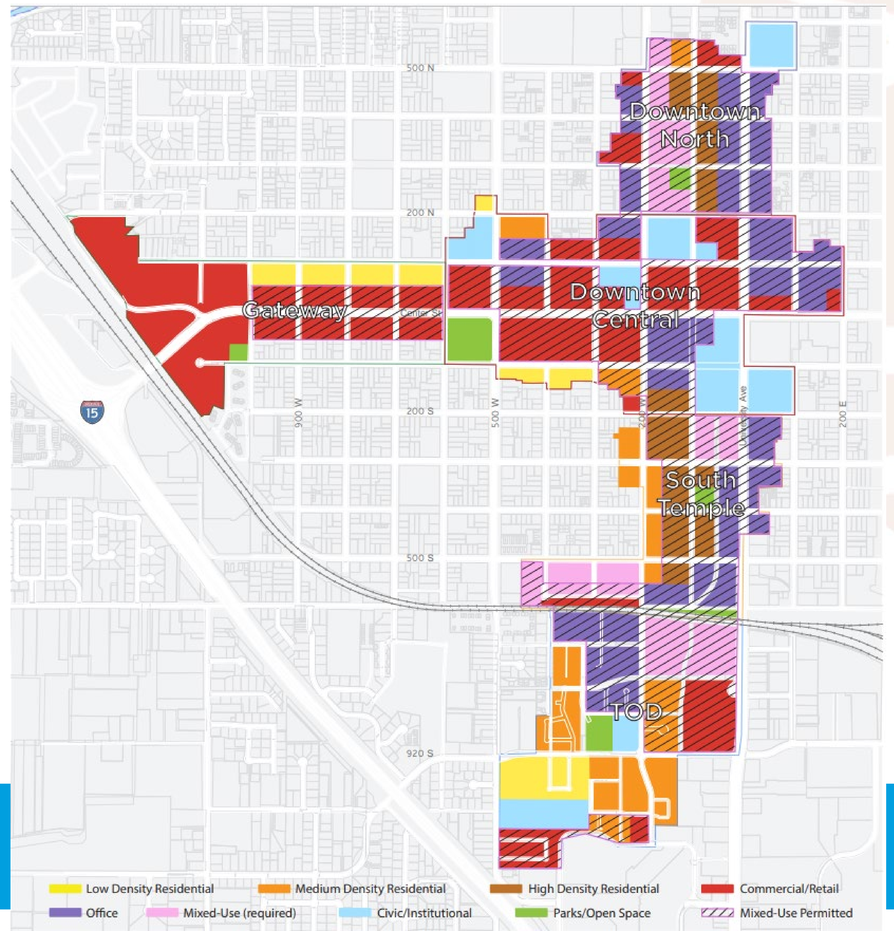
Franklin Neighborhood Plan - Future Land Use Map

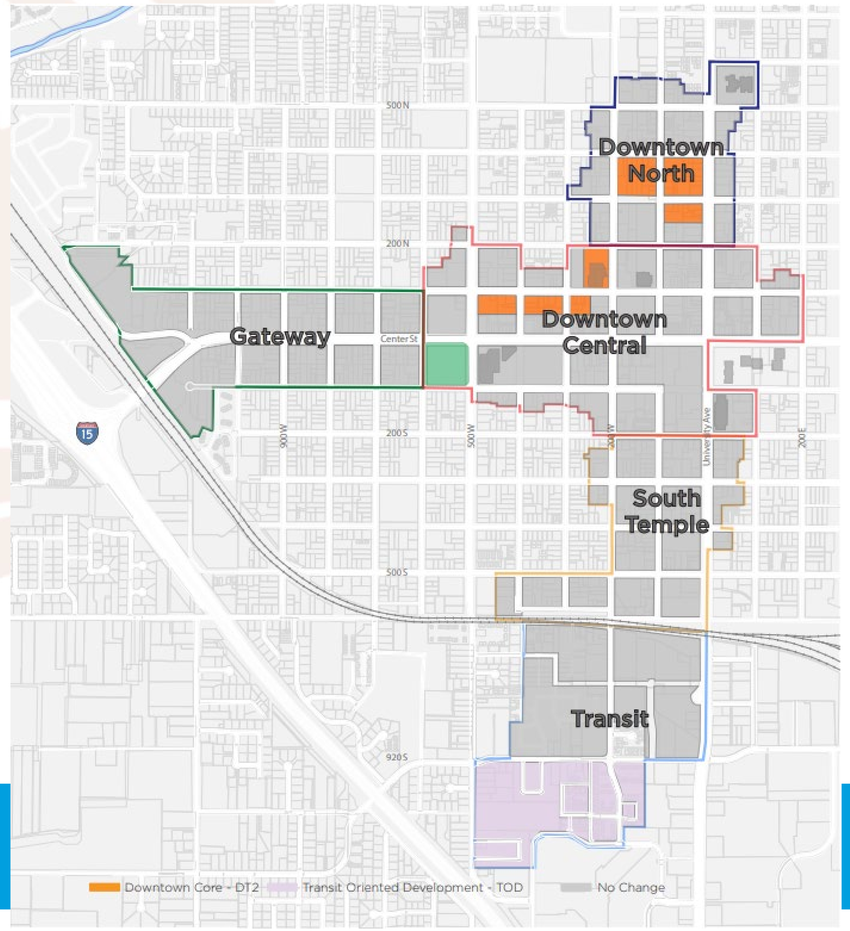
Figure 3.3 - Proposed changes in zoning and land use



Changes - Maps, Graphics and Reaffirm/Update Goals

2015 Future Land Use Zoning 2023





Questions?

- Javin Weaver 801.852.6413 jweaver@provo.org
- Jantsen Teuscher 801.852.6405 jteuscher@provo.org

ORDINANCE 2023.

AN ORDINANCE AMENDING PROVO CITY CODE REGARDING LOCATION OF BOATS, RECREATIONAL VEHILCES, AND TRAILERS, SECTION 14.34.060. CITYWIDE APPLICATION. (PLOTA20230034)

WHEREAS, it is proposed that Provo City Code Section 14.34.060 be amended; and

WHEREAS, on April 12th, 2023, the Planning Commission held a duly noticed public hearing to consider the proposed amendment, and after such meeting, the Planning Commission continued by a vote of 6-0; and

WHEREAS, on May 16, 2023, the Municipal Council met to ascertain the facts regarding this matter and receive public comment, which facts and comments are found in the public record of the Council's consideration; and

WHEREAS, after considering the Planning Commission's recommendation and facts and comments presented to the Municipal Council, the Council finds (i) Provo City Code should be amended as described herein and (ii) the proposed amendment reasonably furthers the health, safety, and general welfare of the citizens of Provo City.

NOW, THEREFORE, be it ordained by the Municipal Council of Provo City, Utah, as follows:

PART I:

Provo City Code Section 14.34.060 is hereby amended as set forth in Exhibit A.

PART II:

A. If a provision of this ordinance conflicts with a provision of a previously adopted ordinance, this ordinance shall prevail.

B. This ordinance and its various sections, clauses and paragraphs are hereby declared to be severable. If any part, sentence, clause, or phrase is adjudged to be unconstitutional or invalid, the remainder of the ordinance shall not be affected thereby.

C. The Municipal Council hereby directs that the official copy of the Provo City Code be updated to reflect the provisions enacted by this ordinance.

D. This ordinance shall take effect immediately after it has been posted or published in accordance with Utah Code 10-3-711, presented to the Mayor in accordance with Utah Code 10-3b-204, and recorded in accordance with Utah Code 10-3-713.

END OF ORDINANCE.

Exhibit A

14.34.060 ~~Location of~~ Boats, Recreational Vehicles, and ~~Boat~~ Trailers~~, and Travel Trailers~~.

(1) In any zone, boats, recreational vehicles, ~~boat~~ or trailers~~, or travel trailers,~~ may not be placed, kept, or maintained within ~~the front yard areas of any residential (R) zones, except that such boats or trailers may be located anywhere on the lot, except in a~~ the clear vision area ~~zone~~ of a corner lot as defined in Section 14.34.100, Provo City Code ~~for a temporary period not to exceed twenty-four (24) hours for loading and unloading purposes, or for temporary storage not to exceed seven (7) days, provided the item if such facility is owned or rented by a bona fide guest of the occupants of the premises~~. In any residential (R) zone, boats, recreational vehicles, or trailers may be kept within any yard provided each:

(a) Is parked on a legal parking area such as a driveway or other paved surface; and

(b) Does not encroach into any public right-of-way.

(2) A recreational vehicle may be occupied on a temporary basis while located on a lot in any residential (R) zone provided that:

(a) The recreational vehicle must be parked off the street and in compliance with subsection (1) above;

(b) Occupancy of the recreational vehicle must be limited to not more than seven (7) consecutive days and not more than a total of thirty (30) days in any calendar year; and

(c) Discharge of any sewage (black water) waste must be done properly by accessing a dump station so as to not pose environmental harm or create unsanitary conditions.

14.06.020 Definitions

…

"Block Face" means all property fronting upon one (1) side of a street between intersecting and intercepting streets, or between the street and the railroad right-of-way, waterway, terminus of a dead end street, city boundary, public park, or other natural boundary. An intercepting street shall determine only the boundary of the block face of the side of the street which it intercepts.

"Boats" means every type of watercraft, other than a seaplane on the water, used or capable of being used as a means of transportation on water.

…

"Building-Main" means the principal building on a lot or building site designed or used to accommodate the primary use to which the premises are devoted. Where a

permissible use involves more than one (1) structure designed or used for the primary purpose, as in the case of apartment groups, each such permitted building on one (1) lot as defined by this Title shall be construed as constituting a main building.

"Camping van" means a van designed, used, and maintained primarily to provide a mobile dwelling, sleeping place, or facilities for human habitation or for camping.

…

"Public" means that which is under the ownership of the United States Government, Utah State, or any subdivision thereof, Utah County, or Provo City (or any departments or agencies thereof).

"Recreational vehicle" means a vehicular unit other than a mobile home, primarily designed as a temporary dwelling for travel, recreational, or vacation use, that is either self-propelled or pulled by another vehicle.

(a) Recreational vehicle includes:
(i) a travel trailer;

(ii) a camping trailer;
(iii) a motor home;

(iv) a fifth wheel trailer; and

(v) a camping van.

"Trailer" means a vehicle without motive power designed for carrying persons or property and for being drawn by a motor vehicle and constructed so that no part of its weight rests upon the towing vehicle.

"Travel trailers" ~~and **"recreational vehicles"** means a motorized or non-motorized vehicle which is designed or used for temporary human habitation and for travel or recreational purposes, which does not at any time exceed eight (8) feet in width and forty (40) feet in length and which may be moved upon a public highway without a special permit or chauffeur's license, or both, without violating provisions of the Vehicle Code.~~ means a portable vehicle without motive power, designed as a temporary dwelling for travel, recreational, or vacation use that does not require a special highway movement permit when drawn by a self-propelled motor vehicle.

DEVELOPMENT SERVICES

Planning Commission Hearing Staff Report
Hearing Date: April 12, 2023

***ITEM # 2** Provo City Development Services requests Text Amendments to Section 14.34.060 (Location of Boats, Boat Trailers, and Travel Trailers).

Applicant: Development Services

Staff Coordinator: Abinadi Borja

Property Owner: Citywide Application

Relevant History: The Development Services Department desires to revise Section 14.34.060 of the Municipal Code to clarify the text and include other types of trailers. This will allow for an easier understanding of requirements within this section of code, as well as a more equitable enforcement on trailers throughout the city. It is also requested that a list of definitions be added to section 14.06.020 Definitions.

Neighborhood Issues: Staff attended District 2, 3, and 5 meetings. District 2 had no comment. District 3 had one comment on the restriction of the proposed amendment to RVs and trailers and where they can park in Residential Zones. District 5 asked for clarification of the proposed text amendment.

Staff Recommendation: Staff recommends that the Planning Commission forward a positive recommendation to the Municipal Council to amend Sections 14.34.060 and 14.06.020, as proposed.

ALTERNATIVE ACTIONS

1. **Approve** the requested appeal. *This action would be consistent with the recommendations of the Staff Report.*

2. **Continue** to a future date to obtain additional information or to further consider information presented. *The next available meeting date is April 26th, 2023, at 5:00 P.M.*

3. **Deny** the requested variance. *This action would not be consistent with the recommendations of the Staff Report. The Board of Adjustment should state new findings.*

OVERVIEW

Section 14.34.060 of the Provo City Code currently regulates the location of boats, boat trailers and travel trailers in residential zones of Provo City. Development Services Department wishes to amend the text of this section to clarify the wording as well as include Trailers, along with a definition of Trailers in section 14.06.020. It is believed that this will allow for a more equitable enforcement of trailers in general throughout Provo City Residential Zones.

FINDINGS OF FACT

1. Provo City Code 14.34.060 currently regulates the location of boats, boat trailers, and travel trailers in Residential Zones.
2. Provo City Code does not regulate the location of all other types of trailers in Residential Zones.
3. Provo City Code specifically defines “Travel Trailers” as “a motorized or non-motorized vehicle which is designed or used for temporary human habitation and for travel or recreational purposes, which does not at any time exceed eight (8) feet in width and forty (40) feet in length and which may be moved upon a public highway without a special permit or chauffeur’s license, or both, without violating provisions of the Vehicle Code.” This definition will change to meet state statue.
4. Provo City Code does not specifically define “Trailers.”

APPLICABLE ZONING CODES

14.34.060 Location of Boats, Boat Trailers, and Travel Trailers

14.06.020 Definitions

ANALYSIS

Section 14.34.060 of Provo City Code currently states:

> *“Boats, boat trailers, or travel trailers may not be placed, kept, or maintained within the front yard areas of any residential [R] zones, except that such boats or trailer may be located anywhere on the lot., except in a clear vision zone of a corner lot as defined in Section 14.34.100, Provo City Code for a temporary period not to exceed twenty-four (24) hours for loading and unloading purposes, or for temporary storage not to exceed seven (7) days if such facility is owned by a bona fide gust of the occupants of the premises.”*

This section of code is currently used by Code Compliance Officers to enforce on property owners for having boats, boat trailers, and travel trailers parked in front yard areas of residential zones, When a property owner is enforced on for violation this section of code, a copy of this section is sent along with a Notice of Violation to the property owner. As written currently, this section can lend to confusion and misunderstanding as to what is and what is not allowed.

As Officers are enforcing on properties, they generally look along the street to verify if additional properties are also in violation of the same section of code. They often find that, while some

properties have trailers that fit this section of code and are enforceable violations of code (see Attachment 3), other nearby properties have trailers (see Attachment 5) that do not fit the definitions of any trailer mentioned in section 14.34.060.

At times Officer have found one trailer that is enforceable and another tailer which is not enforceable located on the same lot and in similar locations (see Attachment 4). Including the various proposed definitions to Section 14.34.060 (see Attachment 2) would allow for a more equitable enforcement of various trailers parked in front yard areas of Residential Zones.

City Staff has found properties where camp trailers are being used and/or rented as a separate dwelling unit. In addition, some of these trailers have discharged their waste onto the property, and not into the appropriate discharge location (see Attachment 2 & 3).

CONCLUSIONS

Based on the Findings of Fact and Analysis, staff recommends the Planning Commission forward a positive recommendation of the proposed text amendment to Municipal Council.

ATTACHMENTS

1. Current Text from Section 14.34.060.
2. Proposed Text Amendment for Sections 14.34.060 & 14.06.020.
3. Examples of trailers that are in violation of current text of Section 14.34.060.
4. Examples of properties that have one trailer enforceable, and another trailer not enforceable of current text.
5. Examples of trailers not enforceable under current text but would be with new text amendment.

ATTACHMENT 1 – CURRENT TEXT SECTION 14.34.060

14.34.060 Location of Boats, Boat Trailers, and Travel Trailers.

Boats, boat trailers, or travel trailers may not be placed, kept, or maintained within the front yard areas of any residential (R) zones, except that such boats or trailers may be located anywhere on the lot, except in a clear vision zone of a corner lot as defined in Section 14.34.100, Provo City Code for a temporary period not to exceed twenty-four (24) hours for loading and unloading purposes, or for temporary storage not to exceed seven (7) days if such facility is owned by a bona fide guest of the occupants of the premises.

The Provo City Code is current through Ordinance 2023-01, passed January 17, 2023.

Disclaimer: The city recorder has the official version of the Provo City Code. Users should contact the city recorder for ordinances passed subsequent to the ordinance cited above.

City Website: www.provo.org
City Telephone: (801) 852-6000
Code Publishing Company, A General Code Company

ATTACHMENT 2 – PROPOSED TEXT AMENDMENT FOR SECTIONS 14.34.060 & 14.06.020

14.34.060 ~~Location of~~ Boats, Recreational Vehicles, and ~~Boat~~ Trailers~~, and Travel Trailers~~.

(1) Boats, recreational vehicles, ~~boat~~ or trailers~~, or travel trailers,~~ may not be placed, kept, or maintained within the front yard areas of any residential (R) zones, ~~except that such boats or trailers may be located anywhere on the~~ lot~~, except~~ in a clear vision area ~~zone~~ of a corner lot as defined in Section 14.34.100, Provo City Code or in a street side yard of a corner lot. However, such items may be allowed in these locations for:

(a) a temporary period not to exceed twenty-four (24) hours for loading and unloading purposes, or

(b) for temporary storage not to exceed seven (7) days, provided the item ~~if such facility~~ is owned or rented by a bona fide guest of the occupants of the premises.

(2) Travel trailers and other recreational vehicles may be occupied on a temporary basis on a lot in a single-family residential (R) zone for traveling guests or visitors subject to the following:

(a) The trailer or recreational vehicle must be parked off the street, and not within the front yard areas;

(b) The occupancy must be limited to not more than seven (7) consecutive days and not more than a total of thirty (30) days in any calendar year; and

(c) Discharge of any sewage (black water) waste must be done properly by accessing a dump station so as to not pose environmental harm or create unsanitary conditions.

14.06.020 Definitions

…

"Block Face" means all property fronting upon one (1) side of a street between intersecting and intercepting streets, or between the street and the railroad right-of-way, waterway, terminus of a dead end street, city boundary, public park, or other natural boundary. An intercepting street shall determine only the boundary of the block face of the side of the street which it intercepts.

"Boats" means every type of watercraft, other than a seaplane on the water, used or capable of being used as a means of transportation on water.

…

"Building-Main" means the principal building on a lot or building site designed or used to accommodate the primary use to which the premises are devoted. Where a permissible use involves more than one (1) structure designed or used for the primary purpose, as in the case of apartment groups, each such permitted building on one (1) lot as defined by this Title shall be construed as constituting a main building.

"Camping van" means a van designed, used, and maintained primarily to provide a mobile dwelling, sleeping place, or facilities for human habitation or for camping.

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…

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ATTACHMENT 3 – EXAMPLES OF TRAILERS THAT ARE IN VIOLATION OF CURRENT TEXT OF SECTION 14.34.060








MAXUM





ATTACHMENT 4 – EXAMPLES OF PROPERTIES THAT HAVE ONE TRAILER ENFORCEABLE, AND ANOTHER TRAILER NOT ENFORCEABLE OF CURRENT TEXT





ATTACHMENT 5 – EXAMPLES OF TRAILERS NOT ENFORCEABLE UNDER CURRENT TEXT, BUT WOULD BE WITH THE NEW TEXT AMENDMENT







Provo City Planning Commission

Report of Action

April 12, 2023

* ITEM #2	Provo City Development Services requests Text Amendments to Section 14.34.060 (Location of Boats, Boat Trailers, and Travel Trailers). Citywide Application. Abinadi Borja (801) 852-6421 aborja@provo.org PLOTA20230034

The following action was taken by the Planning Commission on the above-described item at its regular meeting of April 12, 2023:

CONTINUED

On a vote of 6:0, the Planning Commission continued the item to the next Planning Commission date, which is May 10th, 2023.

Motion By: Daniel Gonzales
Second By: Jeff Whitlock
Votes in Favor of Motion: Jeff Whitlock, Melissa Kendall, Lisa Jensen, Daniel Gonzales Robert Knudsen, Andrew South
Lisa Jensen was present as Chair.

- Includes facts of the case, analysis, conclusions, and recommendations outlined in the Staff Report, with any changes noted; Planning Commission determination is generally consistent with the Staff analysis and determination.

TEXT AMENDMENT
The text of the proposed amendment is attached as Exhibit A.

STAFF PRESENTATION
The Staff Report to the Planning Commission provides details of the facts of the case and the Staff's analysis, conclusions, and recommendations.

CITY DEPARTMENTAL ISSUES
- The Coordinator Review Committee (CRC) has reviewed the application and given their approval.

DISTRICT MEETING DATE
- Multiple district meetings were held on March 9th, 16th, and 30th, 2023.
- The District Chair determined that a neighborhood meeting would not be required for District 1 and 4.
- City-wide application: all District Chairs received notification.

NEIGHBORHOOD AND PUBLIC COMMENT
- The District Chair Representative (District 3) was present/addressed the Planning Commission during the public hearing.
- This item was City-wide or affected multiple neighborhoods.
- Neighbors or other interested parties were present or addressed the Planning Commission.

CONCERNS RAISED BY PUBLIC
Any comments received prior to completion of the Staff Report are addressed in the Staff Report to the Planning Commission. Key issues raised in written comments received subsequent to the Staff Report or public comment during the public hearing included the following:

- Karen Saluone – Addressed a stat that was given to her concerning the percentage of cases that address this section of code. She addressed that there is more harm creating a space or storing it outside of an owner's property compared to parking it on the driveway. She asked to recommend denial and repeal part 1 of section 14.34.060.
- Jonathan Saluone – He mentioned driving on the road he commutes to work would affect 12 properties. Most people who would be affected are the working class. You are only hurting the citizens by enforcing this. This is not being enforced in the neighborhood he lives in. His recommendation is to repeal.
- Art Phillips – He mentioned he has multiple trailers. He received 2 tickets for his trailers. Lisa Jensen asked what type of tickets he received. He said parking tickets for parking on the street. He owns everything he has. He doesn't understand the proposed section of code.
- Becky Bogdin – There are many people in Lakewood neighborhood that would like to park their trailers on their driveways.
- Eldin Johnston – Hope this statute is fully repealed. He understood how some of the statute came to be. There needs to be some leniency on this.

APPLICANT RESPONSE

Key points addressed in the applicant's presentation to the Planning Commission included the following:

- Equality of enforcing all trailers.
- Address occupancy in trailers on private property.
- Add several definitions of trailers to section 14.06.020.

PLANNING COMMISSION DISCUSSION

Key points discussed by the Planning Commission included the following:

- Knudsen – Keep bringing up things about pads. Was there ever part of this ordinance mention about a pad?
- South – Does the space need to be improved at all as long as it refers to off-street?
- Kendall - What if there is no space on the property to put a pad or off-street parking space?
- Jensen – Worried about the outcry about this being enforced when it hasn't been in the past. Where are all the trailers going to go? She agrees it will hurt the small owners. Even without the text amendment, there are 12 violators on the street. Why can't we just enforce on-street parking and junk vehicles? She hasn't seen the current version of the law enforced.
- Gonzales – Some language we can agree on. 2(c). There's a situation in Orem that has a large parcel with multiple campers and use it as a homeless camp. There's some type of balance that needs to occur to enforce health and safety while also recognizing the needs of community members to park their trailers on their property.
- Whitlock – Agrees with a lot of what Jensen said. He agrees with all of 2, but there are problems with 1. It is not enforced.
- Kendall – Trailers on the street are a safety issue. We have laws on them and they need to be enforced. Agrees with almost all of 2 except for the front yard part.
- South – Agree with staff on consistency and almost all of 2, but why? What's the objective?
- Scott Johnson – We see violations of code enforced in the city and have difficulty enforcing some types of trailers on one property and not the others. The way the code is currently written isn't equal with all types of trailers. We want to make it equal with all types of trailers. Planning Commission can make a recommendation to City Council to allow trailers to be parked on driveways, staff and make that change.
- Jensen – Allowing trailers parked on the driveway addresses public concerns and addresses the commissioners concerns.
- South – How do we tackle the root of this part of the ordinance? Is there another way to get a pull on how this can affect others, not just directly affected by people with trailers?
- Jensen – If there was a wide knowledge of this, the language adaptation would not be a problem. Because there is so much ignorance that this is on the books, it will be a tough sell.
- Scott Johnson – The suggestion made does not include the street. It includes minor tweaks to the language to allow parking on the driveway.
- Jensen – Always a big-time advocate for parking the trailer properly. This has been discussed before with not great adoration. Let's move forward to continue this item.

FINDINGS / BASIS OF PLANNING COMMISSION DETERMINATION

The Planning Commission identified the following findings as the basis of this decision or recommendation:

- Allow parking on the driveway.
- Address the occupancy.

Lisa Jensen

Planning Commission Chair

Bill Peperone

Director of Development Services

See Key Land Use Policies of the Provo City General Plan, applicable Titles of the Provo City Code, and the Staff Report to the Planning Commission for further detailed information. The Staff Report is a part of the record of the decision of this item. Where findings of the Planning Commission differ from findings of Staff, those will be noted in this Report of Action.

Legislative items are noted with an asterisk (*) and require legislative action by the Municipal Council following a public hearing; the Planning Commission provides an advisory recommendation to the Municipal Council following a public hearing.

Administrative decisions of the Planning Commission (items not marked with an asterisk) **may be appealed** by submitting an application/notice of appeal, with the required application and noticing fees to the Development Services, 445 W Center Street, Provo, Utah, **within fourteen (14) calendar days of the Planning Commission's decision** (Provo City office hours are Monday through Thursday, 7:00 a.m. to 6:00 p.m.).

BUILDING PERMITS MUST BE OBTAINED BEFORE CONSTRUCTION BEGINS

EXHIBIT A

14.34.060 ~~Location of~~ Boats, Recreational Vehicles, ~~Boat~~ Trailers, and Travel Trailers.

(1) Boats, recreational vehicles, ~~may boat~~ trailers, or travel trailers, may not be placed, kept, or maintained within the front yard areas of any residential (R) zones, ~~except that such boats or trailers may be located anywhere on the lot, except~~ in a clear vision area ~~zone~~ of a corner lot as defined in Section 14.34.100, Provo City Code or in a street side yard of a corner lot. Items listed herein may be allowed in such locations for a temporary period not to exceed twenty-four (24) hours for loading and unloading purposes, or for temporary storage not to exceed seven (7) days, provided ~~if~~ such facility is owned or rented by a bona fide guest of the occupants of the premises.

(2) Travel trailers and other recreational vehicles may be occupied on a temporary basis on a lot in a single-family residential (R) zone for traveling guests or visitors subject to the following:

(a) The trailer or recreational vehicle shall be parked off the street.

(b) The occupancy is limited to not more than seven (7) consecutive days and not more than a total of thirty (30) days in any calendar year.

(c) Discharge of any sewage (black water) waste should be done properly by accessing a dump station as to not pose environmental harm or create unsanitary conditions.

14.06.020 Definitions

"Boats" means every type of watercraft, other than a seaplane on the water, used or capable of being used as a means of transportation on water.

….

"Recreational vehicle" means a vehicular unit other than a mobile home, primarily designed as a temporary dwelling for travel, recreational, or vacation use, that is either self-propelled or pulled by another vehicle.

(a) Recreational vehicle includes:

(i) a travel trailer;

(ii) a camping trailer;

(iii) a motor home;

(iv) a fifth wheel trailer; and

(v) a van.

….

"Trailer" means a vehicle without motive power designed for carrying persons or property and for being drawn by a motor vehicle and constructed so that no part of its weight rests upon the towing vehicle.

"Travel trailers" ~~and **"recreational vehicles"** means a motorized or non-motorized vehicle which is designed or used for temporary human habitation and for travel or recreational purposes, which does not at any time exceed eight (8) feet in width and forty (40) feet in length and which may be moved upon a public highway without a special permit or chauffeur's license, or both, without violating provisions of the Vehicle Code.~~ means a portable vehicle without motive power, designed as a temporary dwelling for travel, recreational, or vacation use that does not require a special highway movement permit when drawn by a self-propelled motor vehicle.

ITEM 2*

Provo City Development Services requests Text Amendments to Section 14.34.060 (Location of Boats, Boat Trailers, and Travel Trailers).

Citywide Application

PLOTA20230034

14.34.060 ~~Location of~~ Boats, Recreational Vehicles, and ~~Boat~~ Trailers~~, and Travel Trailers~~.

(1) Boats, recreational vehicles, ~~boat~~ or trailers~~, or travel trailers,~~ may not be placed, kept, or maintained within the front yard areas of any residential (R) zones, ~~except that such boats or trailers may be located anywhere on the lot, except~~ in a clear vision area ~~zone~~ of a corner lot as defined in Section 14.34.100, Provo City Code or in a street side yard of a corner lot. However, such items may be allowed in these locations for:

(a) a temporary period not to exceed twenty-four (24) hours for loading and unloading purposes, or

(b) for temporary storage not to exceed seven (7) days, provided the item ~~if such facility~~ is owned or rented by a bona fide guest of the occupants of the premises.

(2) Travel trailers and other recreational vehicles may be occupied on a temporary basis on a lot in a single-family residential (R) zone for traveling guests or visitors subject to the following:

(a) The trailer or recreational vehicle must be parked off the street, and not within the front yard areas;

(b) The occupancy must be limited to not more than seven (7) consecutive days and not more than a total of thirty (30) days in any calendar year; and

(c) Discharge of any sewage (black water) waste must be done properly by accessing a dump station so as to not pose environmental harm or create unsanitary conditions.

14.06.020 Definitions

...

"Block Face" means all property fronting upon one (1) side of a street between intersecting and intercepting streets, or between the street and the railroad right-of-way, waterway, terminus of a dead end street, city boundary, public park, or other natural boundary. An intercepting street shall determine only the boundary of the block face of the side of the street which it intercepts.

"Boats" means every type of watercraft, other than a seaplane on the water, used or capable of being used as a means of transportation on water.

...

"Building-Main" means the principal building on a lot or building site designed or used to accommodate the primary use to which the premises are devoted. Where a permissible use involves more than one (1) structure designed or used for the primary purpose, as in the case of apartment groups, each such permitted building on one (1) lot as defined by this Title shall be construed as constituting a main building.

"Camping van" means a van designed, used, and maintained primarily to provide a mobile dwelling, sleeping place, or facilities for human habitation or for camping.

...

"Public" means that which is under the ownership of the United States Government, Utah State, or any subdivision thereof, Utah County, or Provo City (or any departments or agencies thereof).

"Recreational vehicle" means a vehicular unit other than a mobile home, primarily designed as a temporary dwelling for travel, recreational, or vacation use, that is either self-propelled or pulled by another vehicle.

(a) Recreational vehicle includes:
(i) a travel trailer;

(ii) a camping trailer;
(iii) a motor home;

(iv) a fifth wheel trailer; and

(v) a camping van.

...

"Trailer" means a vehicle without motive power designed for carrying persons or property and for being drawn by a motor vehicle and constructed so that no part of its weight rests upon the towing vehicle.

"Travel trailer~~s~~" ~~and "recreational vehicles" means a motorized or non-motorized vehicle which is designed or used for temporary human habitation and for travel or recreational purposes, which does not at any time exceed eight (8) feet in width and forty (40) feet in length and which may be moved upon a public highway without a special permit or chauffeur's license, or both, without violating provisions of the Vehicle Code.~~ means a portable vehicle without motive power, designed as a temporary dwelling for travel, recreational, or vacation use that does not require a special highway movement permit when drawn by a self-propelled motor vehicle.

Examples of Trailers that are in violation of current text of section 14.34.060.







Examples of Trailers that are in violation of current text of section 14.34.060.







Examples of a property that has one trailer enforceable, and the other trailer not enforceable of current text.





Examples of Trailers not enforceable under current text but would be with new text amendment.







Matt Peterson | March 20, 2023
Trailer text amendment

Hi Abinadi,

I'm a neighborhood executive board member for district 3 and many of the folks in our area have questions about this agenda item for the work session:

Provo City Development Services requests Text Amendments to Section 14.34.060 (Location of Boats, Boat Trailers, and Travel Trailers). Citywide Impact. Abinadi Borja (801) 852-6421 aborja@provo.org PLOTA20230034

I understand that a few people have seen the proposed amendments but it has not otherwise been made publicly available. Rather than spend the time and gas to come down to transcribe it personally at the study session I'd like to request a copy of the text amendment as you intend to present it so that the neighborhood discussion can be informed by the actual proposal rather than speculation as I've already encountered conflicting information on it.

Regards,
Matt Peterson

Becky Bogdin | March 29, 2023
Trailer ordinance

Hi all

My concerns about the trailer ordinance are:

1. No reasons are being given other than public clamor for the ordinance change. Residents that I am hearing from are wanting/needing more than that. The best I can compare it to is if it is subject to lawsuit for council to base a zone change on public clamor the same sentiment is being felt here for the ordinance amendment. Some solid reasons for the change would be better received.

2. As I understand it travel trailers and boats are already subject to enforcement under the current ordinance. We are looking at utility trailers which are often used for work.

One example I will use is Kip. He is a friend of my dads and his mother in law is a former resident of the neighborhood. Kip lives in Highland and flips houses for a living. Last year he did the drug house across from me that COP and zoning got rid of. THANK YOU. Side of house parking is NOT an option and he had a trailer there for the entire summer hauling things in and taking things away.

Now they have moved his mother in law into senior living and he is doing the same for her home. Pictured is his trash trailer but he also has one of those enclosed models.


1668

3. 30 days in the calendar year. Residents I have spoke with think that is too little of time. They would like driveway parking allowed for loading/unloading purposes. I am sure for guests as well.

4. Corner lot parking. This would impact at least 6 people within that little area around my home. PICTs below.





5. Trailer living

With the area I am concerned by enforcing this we will be trading one problem for another. I already have shed dwellers, that imo is worse. When we look at different cultures and poverty levels, All of which I have here, I am sure this will NOT solve any issues. They will just do something else. I would prefer trailer living compared to shed living or even the shanty town that existed near Duncan aviation or the barn dwellers.

I don't feel comfortable handing over the shed dwellers address. They were renters in the neighborhood about 7 years ago and could NOT find housing so they lived in the hotel by maverick by the mall until someone from the neighborhood sold them their home. It is a really old small 3 bedroom home and they have 6 kids. One was married and living with them so they had their older kids live in the sheds behind the home. 2 kids have moved away but last I spoke with them about 3 years ago they still had children living in what they called the "cottages". Don't know how they heat those things. My guess is space heaters. But I don't know.

https://localtvkstu.wordpress.com/2018/11/12/crews-working-to-find-two-people-after-fire-at-farm-in-provo/

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Becky Bogdin

Robert Dey | March 27, 2023
proposed ordinance concerning trailer parking on private residential areas.

I usually don't get involved in city policy decisions but this proposed ordinance is not only an incredible overreach by city government but it is a direct attack on the working class and the poor in our city.

First we have entered a time of economic difficulty. Wages are not increasing as fast as inflation, home prices are out of control, rents have followed home prices etc. these things put an economic stranglehold on those who are just getting by. Many are small contractors who make their living doing various construction work. Almost all of these require a trailer or two to move their equipment to and from the job sites. Most of them cannot afford to have a dedicated shop and cannot afford to pay to park their equipment in a paid storage area. This ordinance will put many of them out of business.

Concerning the parking of recreational vehicles, boats, utility trailers, the city of provo has no business telling citizens what they can or cannot park on their privately owned property unless there is a demonstrated safety concern. When I look beyond the surface of this I can only see it as another attack on those citizens whom are in the lower socioeconomic class. If the city makes it illegal for citizens to park their privately owned vehicles on their property then code enforcers can ticket and fine them until they are in a financial position that causes them to lose their possessions and eventually their houses. Then of course its very easy to rezone the area to accommodate apartments or more expensive homes which benefits the more wealthy larger contractors who have ties to city officials. It also eliminates the smaller competitors by driving them out of the area. Whether it is intentional or not is of little consequence the results are the same.

Because of the way our political system is set up the working class citizens are rarely represented by any of their peers, instead they are misrepresented by those in the upper socioeconomic class.

This proposed ordinance will grind upon the faces of the poor and is a sad indication that our city government operates in a sounding chamber that only lets the elected officials hear the echoes of their own small group of citizens.

Robert Dey

Eldon Johnston | March 22, 2023
Proposed amendment for 14.34.060

Dear Provo City council and planning commission,

I am writing concerning proposed amendments to city code 14.34.060, regarding trailers, RV's, recreational vehicles and where they are stored on one's property. I'll keep it short and to the point. Until you pay my mortgage, and taxes on the property on which I reside, you have no say as to what is parked on my property and where it is parked. I didn't buy a house that is part of a HOA for a reason. Stop trying to turn Provo into a HOA. I do own a RV trailer, and it is parked on MY property, not my neighbors, not on the public street. It is on MY property. That's all I have to say. I don't see ANY justification for these proposed restrictions.

Eldon Johnston
Concerned member of Provo City

Brian Sheets | March 21, 2023
Re: 14.34.060 Boats, Recreational Vehicles, Trailers, and Travel Trailers

I do not yet own a boat, an RV, or a trailer of any kind, but I'm writing to voice my objection to the tightening of these laws regarding them. As one gentleman said on a community forum I follow, you're "turning Provo into a bloody HOA."

If the concern is over safety, such as clear views of or from a driveway or sidewalk, that ought to be enforced. If it's about aesthetics... tough cookies! Keep your danged opinions to yourself. You're not the ones paying our mortgage and property taxes, we are. We should be able to do what we want with our property, so long as it isn't a hazard to ourselves or our community.

If article (1)(b) is because the city is being stiffed on taxes by someone allowing friends or family a place to stay, then maybe something ought to be done about the housing market. For one, put limits on "house flippers." *Real families* with *real housing needs* keep getting undercut by these [mother] flippers who can drop cash, keep it vacant while they wrap it in $1K worth of bandaids, then sell it for an extra $100K.

Set policies and update laws that *help* the families. And stop it with these petty "Karen laws" that are just about controlling your neighbors.

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Brian Sheets

[redacted]

Brian Sheets | April 6, 2023
Re: 14.34.060 Boats, Recreational Vehicles, Trailers, and Travel Trailers

Thank you.

After having conversations with Katrice Mackay, I want to clarify that I am not opposed to further creating and enforcing policies regarding street or otherwise obstructive parking; this is strictly about property rights -- what I am allowed to keep on my own property, so long as it isn't a public hazard, such as sightline obstruction, improper waste disposal, etc. I merely wish for us to reserve our rights to keep / store boats, trailers, campers, RVs, etc on personal, private property.

Please let me know if you have any follow-up questions.

Karen & Jonathan Saluone | April 10, 2023
Planning Commission Item #2, April 12th

Hello Abinadi,

I am a resident who lives in the Fort Utah neighborhood of District 3. I have a question about the staff report that you have written for Item 2 on this week's Planning Commission Agenda. In the Findings of Fact number 3 you reference a state statute (there's a typo in that sentence, by the way) that is related to the proposed definition change. Can you explain more about what state statute you are referring to? Or are you trying to say that this new definition will more closely align with the State's definitions of trailer, travel trailer, etc.? I appreciate any clarification you can provide.

Thanks,
Karen Saluone

Karen & Jonathan Saluone | April 12, 2023
Re: Planning Commission Item #2, April 12th

Hi Abinadi,

Thanks for getting back to me with that information. I couldn't find 13-1-102 in the State Code, maybe that reference is missing a number? But it's okay, I this I understand now how this aligns more with the Utah Code.

Can you tell me how often your division enforces or issues Notices of Violation for this particular code section? And what percentage it is of all Notices of Violations issued? I would love to see data for the last 5 years or since the ordinance was enacted (which I haven't been able to find out). If you could break it out by neighborhood I would love that even more, but something simple like: "In 2022 we had 100 code cases and 10 of them were for 14.34.060" would do.

Thanks,
Karen Saluone

PLOTA20230034 - Citywide

April 27, 2023, 9:02 AM

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PLOTA20230034 - Citywide

What do you think of the proposed Ordinance Text Amendment to add clarifying language to Section 14.34.060 (Boats, Recreational Vehicles, Trailers, and Travel Trailers) for administrative approvals?

Summary Of Statements

As of April 27, 2023, 9:02 AM, this forum had:		Topic Start	Topic End
Attendees:	11	March 23, 2023, 3:19 PM	April 26, 2023, 11:59 PM
Statements:	2		
Minutes of Public Comment:	4		

PLOTA20230034 - Citywide

What do you think of the proposed Ordinance Text Amendment to add clarifying language to Section 14.34.060 (Boats, Recreational Vehicles, Trailers, and Travel Trailers) for administrative approvals?

Individual Statements

Name not shown
inside City Boundary
April 10, 2023, 10:39 AM

I feel like this amendment is adding more government overreach to an enacted ordinance that shouldn't even exist. I do not think that Provo City should be able to tell me where I can park a boat, trailer, or recreational vehicle on my own property - period. I already pay property taxes, as well as vehicle registration, I should be able to park where I want on my own property. Ordinances already exist to limit unregistered and inoperable vehicles from being parked in the driveway and elsewhere; and there are clear vision ordinances that limit where vehicles can be parked if it interferes with being able to see around corners. Why do we also need to be told where we can and cannot park a registered trailer on our own property? It isn't worth the time and effort to enforce this rule, and the truth is the only people who will be enforced upon are those with nitpicky neighbors, which speaks even more to this being an unnecessary ordinance. I would question how often the Code Compliance Division is even enforcing on this ordinance. If it is minimal, that should also tell you how unnecessary the existing ordinance is. I would hope that you deny this ordinance amendment and then seek to repeal Section 14.34.060 altogether.

Michael Mitchell
inside City Boundary
April 12, 2023, 8:54 PM

It is important to identify the purpose of this ordinance. To what extent is this ordinance designed to promote safety by prohibiting trailer and junk car storage on the street and/or overhanging a sidewalk? To what extent is this ordinance designed to "beautify" a neighborhood by hiding trailers from view? What aspects of these reasons are actually reasonable to require of a private property?
I would suggest that safety reasons should be the main focus of this ordinance, specifically applied to street parking, obstruction of sidewalks, and obstruction of clear vision areas. I believe that if the formerly specified safety hazards and any other environmental hazards are mitigated, homeowners should be permitted to use their private driveway as temporary storage (3-7 days depending) of all types of vehicles and trailers as they see fit. Because of this belief, I am against the proposed changes to the ordinance as well as any current aspects of the ordinance that do not directly pertain to safety.
I also request that there be a clarification as to what a "front yard area" includes. My interpretation of a front yard area does not include a driveway, which I perceive as a designated location for vehicle and trailer driving and storage. While this may be an incorrect interpretation, it does seem to be consionable.