



PROVO MUNICIPAL COUNCIL

Work Meeting

12:00 PM, Tuesday, February 13, 2024

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](https://www.youtube.com/provocitycouncil) and [facebook.com/provocouncil](https://www.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 listen to the meeting by phone: February 13 Work Meeting: Dial 346-248-7799. Enter Meeting ID 858 0301 7621 and press #. When asked for a participant ID, press #.

Agenda

Roll Call

Business

1. A discussion regarding budget preparations and priorities FY2024-2025 (24-015)
2. A discussion refining Council budget priorities for FY2025 (24-015)

Adjournment

Closed Meeting

The Municipal Council or the Governing Board of the Redevelopment Agency will consider a motion to close the meeting for the purposes of holding a strategy session to discuss pending or reasonably imminent litigation, and/or to discuss the purchase, sale, exchange, or lease of real property, and/or the character, professional competence, or physical or mental health of an individual in conformance with 52-4-204 and 52-4-205 et. seq., Utah Code.

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

Council meetings are broadcast live and available later on demand at [youtube.com/ProvoCityCouncil](https://www.youtube.com/ProvoCityCouncil)

To send comments to the Council or weigh in on current issues, visit OpenCityHall.provo.org.

The next Work Meeting will be held on Tuesday, February 20, 2024. 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 rcaron@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: KNEVES
Department: Mayor Office
Requested Meeting Date: 02-13-2024

SUBJECT: A discussion regarding budget preparations and priorities FY2024-2025 (24-015)

RECOMMENDATION: Presentation only.

BACKGROUND: During the [January 16, 2024 Council Budget Priorities Work Meeting](#), the Council discussed preliminary budget priorities. The Council Office reached out to the Mayor's Office and requested a presentation to discuss and give feedback on the preliminary priorities the Council discussed on January 16 and to discuss any priorities the administration has for this upcoming fiscal year.

The preliminary budget priorities the Council discussed as listed below:

1. Owner Occupancy
 - a. Balance of home types throughout the city
 - i. Missing Middle Housing
 - ii. Starter Homes
 - b. Zoning Update
 - c. Land Trust
2. Active Transportation and Street Safety
 - a. Sidewalks
 - b. Traffic Calming/Pedestrian Safety
 - c. Utility Transportation Fee Study
 - d. Carterville Trail
3. Code/Parking Enforcement
 - a. What is needed to do their job better?
 - i. Attorney to just handle enforcement cases?
 - b. Parking Permit areas

FISCAL IMPACT:

PRESENTER'S NAME: Scott Henderson, Chief Administrative Officer

REQUESTED DURATION OF PRESENTATION: 10 minutes

COMPATIBILITY WITH GENERAL PLAN POLICIES, GOALS, AND OBJECTIVES:

CITYVIEW OR ISSUE FILE NUMBER: 24-015

Budget Preparation and Priorities

Fiscal Year 2024-2025

The 2024-2025 Budget Climate Discussion

- ▶ John Borget, Administrative Services
- ▶ Unfunded Initiatives Horizon

Council Budget Priorities

1. Owner Occupancy
 - a. Balance of home types throughout the city
 - i. Missing Middle Housing
 - ii. Starter Homes
 - b. Zoning Update
 - c. Land Trust
2. Active Transportation and Street Safety
 - a. Sidewalks
 - b. Traffic Calming/Pedestrian Safety
 - c. Utility Transportation Fee Study
 - d. Carterville Pedestrian Connection
3. Code/Parking Enforcement
 - a. What is needed to do their job better?
 - i. Attorney to just handle enforcement cases?
 - b. Parking Permit areas

Administrative Added Priorities

- ▶ Employee Talent Retention
 - ▶ Three-legged approach
- ▶ Continued efficient delivery of valued Provo City services, projects, and programs
 - ▶ Everyday priority of citizens
- ▶ Focus on Council Approved Priorities
 - ▶ Every Department's targeted focus

Combined For Discussion . . .

1. Owner Occupancy
 - a. Balance of home types throughout the city
 - i. Missing Middle Housing
 - ii. Starter Homes
 - b. Zoning Update
 - c. Land Trust
 2. Active Transportation and Street Safety
 - a. Sidewalks
 - b. Traffic Calming/Pedestrian Safety
 - c. Utility Transportation Fee Study
 - d. Carterville Pedestrian Connection
 3. Code/Parking Enforcement
 - a. What is needed to do their job better?
 - i. Attorney to just handle enforcement cases?
 - b. Parking Permit areas
- ▶ Employee Talent Retention
 - ▶ Efficient delivery of current and valued Provo City services/projects/programs
 - ▶ Delivering Council approved priorities

Sidewalk and Transportation Project Priority Discussion

- ▶ Gordan Haight, Engineering Division Director

Code and Parking Enforcement Discussion

- ▶ Bill Peperone, Development Services Director

PROVO MUNICIPAL COUNCIL STAFF REPORT



Submitter: MISANDERS
Department: Council
Requested Meeting Date: 02-13-2024

SUBJECT: A discussion refining Council Priorities for Fiscal Year 2025 (24-015)

RECOMMENDATION: Discussion. Council Staff is seeking a formal motion to officially adopt a list of Council Priorities to be transmitted to the Mayor's Office.

BACKGROUND: During the [January 16, 2024 Council Budget Priorities Work Meeting](#), the Council discussed preliminary budget priorities. The Council will receive feedback from the Mayor's Office on their preliminary priorities prior to this item.

The preliminary budget priorities the Council discussed as listed below (priorities struck out in red indicate a priority that is primarily legislative in nature.) Legislative priorities will be worked on throughout the year. If the Council wishes to adopt legislative priorities, Council Staff recommends working with leadership or submitting an issue tracker request. This would likely require additional stand-alone Work Meetings outside our regular schedule.

1. Owner Occupancy
 - a. ~~Balance of home types throughout the city~~
 - i. ~~Missing Middle Housing~~
 - ii. ~~Starter Homes~~
 - b. Zoning Update (Development Services has recently released an RFP for a zoning update.)
 - c. ~~Land Trust~~

Owner occupancy can be influenced mainly through zoning laws which in themselves are legislative acts. The only budget related preliminary priority is the allocation of funds for a Zoning Update consultant. The creation of a land trust would be legislative through the Council's approval of the sale of City property.

2. Active Transportation and Street Safety
 - a. Sidewalks
 - b. Traffic Calming/Pedestrian Safety
 - c. Utility Transportation Fee Study (This will most likely be required of the State based on current legislation being contemplated regarding Transportation Utility Fees (TUF) which currently include a requirement to conduct a new study every 10 years.)
 - d. Carterville Trail

While raising the Utility Transportation Fee is a legislative act, to do that, a study must be performed which should be built into the budget. The Council should decide what traffic calming/pedestrian safety means. Council staff's understanding is that this would indicate an acceleration of projects on the [Safety Action Plan](#).

3. Code/Parking Enforcement
 - a. What is needed to do their job better?
 - i. Attorney to just handle enforcement cases?
 - b. **Parking Permit areas** (Parking permit areas are legislative actions. The ability to patrol said parking permit areas would likely require an increase in parking enforcement staff.)

FISCAL IMPACT:

PRESENTER'S NAME: Justin Harrison, Council Executive Director

REQUESTED DURATION OF PRESENTATION: 90 minutes

COMPATIBILITY WITH GENERAL PLAN POLICIES, GOALS, AND OBJECTIVES:

CITYVIEW OR ISSUE FILE NUMBER: 24-015

FY25 Preliminary Budget Priorities

1. Owner Occupancy
 - a. Balance of home types throughout the city
 - i. Missing Middle Housing
 - ii. Starter Homes
 - b. Zoning Update
 - c. Land Trust
2. Active Transportation and Street Safety
 - a. Sidewalks
 - b. Traffic Calming/Pedestrian Safety
 - c. Utility Transportation Fee Study
 - d. Carterville Trail
3. Code/Parking Enforcement
 - a. What is needed to do their job better?
 - i. Attorney to just handle enforcement cases?
 - b. Parking Permit areas