

ALPINE CITY COUNCIL MEETING

March 12, 2024

Mayor Carla Merrill called the meeting to order at 6:00 pm.

I. CALL MEETING TO ORDER

A. Roll Call Mayor Carla Merrill

The following were present at the anchor location, which constituted a quorum: Brent Rummler, Jessica Smuin, Kelli Law, and Chrissy Hannemann. Jason Thelin was excused.

Staff: Shane Sorensen, Ryan Robinson, Chief Brian Gwilliam, and DeAnn Parry

Others: Robert Hanson, Cadie Burton, Jennifer Wadsworth, Wes Funk, Brad Belnap, Heidi Smith, and Will Jones

B. Prayer: By Jessica Smuin

C. Pledge: By Kelli Law

II. CONSENT CALENDAR

A. Approve minutes for February 27, 2024, City Council Meeting

B. Approval to Declare 2006 International 7400 Dump Truck, Sander, and Plow as Surplus Property

City Administrator Shane Sorensen explained that state law requires old equipment to be declared surplus before it can be sold. We will post the truck for bid for several weeks with a minimum required bid. We need to sell it to remove it from the Public Works yard. The new truck we have ordered should be ready in the fall.

Motion: Jessica Smuin moved to approve the Consent Calendar as proposed. Brent Rummler seconded the motion. There were 4 yes votes, 0 no votes, and 1 excused, as recorded below.

| <u>Yes</u> | <u>No</u> | <u>Excused</u> |
|-------------------|-----------|----------------|
| Brent Rummler | | Jason Thelin |
| Jessica Smuin | | |
| Kelli Law | | |
| Chrissy Hannemann | | |

III. PUBLIC COMMENT

Cadie Burton

450 S Alpine Highway

Cadie Burton attended the meeting representing Dennis Smith and the Alpine Arts Center, which has been in Alpine for 30 years. Dennis Smith is a sculptor, painter, poet, and is nationally and internationally renowned. The Carlisle home has been featured in some of his paintings. The Alpine Arts Center is interested in the restoration of the Carlisle home to preserve Alpine's history. They want to create a historic landmark with a bronze sculpture garden by the Carlisle home and the Alpine Children's Library. This will inspire generations of children. They are working with the board and donors who are committed to seeing this project through. History will prove this project worthy of our time.

Robert Hanson

644 Bishop Lane, American Fork

Robert Hanson came to discuss the project and its vision. The Carlisle home is not just a building, it is a historical property, a beacon of collective history, and a testament to the spirit of Alpine. This is an investment in the minds and hearts of our youngest citizens. We can blend the strength of the past with the potential of the future. The project is not just about books, but also fostering a sense of community, curiosity, and a commitment to lifelong learning. Children today have increased challenges, and the library will

provide a respite from the digital world and screen addictions. Robert has more than 35 years' experience in fund raising, teaching, and consulting for non-profit organizations. He has confidence that this project is not only a possibility but a reality. The council's support for this initiative matters. It demonstrates their commitment to the educational and cultural development of Alpine. We should all do what we can to come together, to combine our strengths, resources, and passion, to turn this into a reality for the sake of the children. He encouraged the council to engage in this noble cause.

IV. REPORTS AND PRESENTATIONS

A. Financial Report - February

City Administrator Shane Sorensen explained that the red numbers show lags in sales tax revenue. He will work with Chrissy Hannemann to make charts to show our financial situation. We have some projects currently underway, like the Grove Drive project, and others that will begin in the spring.

Brent Rummeler asked about the source of Rents and Concessions.

Shane Sorensen will report back to the council on the revenue sources.

V. ACTION/ DISCUSSION ITEMS

A. Ordinance 2024-07: Amendment to Shooting Galleries

Alpine City received multiple applications over the past year for shooting galleries in residential zones. They are listed as conditional use in all but the Business Commercial Zone. The City Council acts as the designated land use authority. The proposed changes will amend the code to address several concerns that have been raised in reviewing previous applications. Staff looked at other city's standards, and range designers for local commercial shooting ranges were consulted regarding industry standards for details such as wall thickness. The ordinance changes deal primarily with the following:

- Name change from shooting gallery to shooting range.
- Additional clarification that the range must have a minimum of 10" from the ceiling of the shooting range to the ground level.
- Range must have internal baffling installed so ammunition discharged will be completely within the range.
- Hours of operation are required (7am to 10pm), unless the noise levels are below the 40 decibel requirement, then no hours of operation are necessary.
- The Lone Peak Chief of Police is required to approve the site plan.
- A 12' setback is required from the property line.
- The minimum lot size is one-half acre or 20,000 square feet.

The Planning Commission reviewed this item during their February 20th meeting. The discussion focused on the reasoning for including the Chief of Police as part of the review process, how to enforce noise complaints, and that future owners of homes with a shooting range need to know the standards. The following motion was made:

MOTION: Planning Commission member John MacKay moved to recommend approval of Ordinance 2024-07 amending section 3.23.060 of the Alpine Development Code regarding shooting range standards. Susan Whittenburg seconded the motion. There were 5 Ayes and 0 Nays. The motion passed.

ALPINE CITY CODE

- Alpine Development Code 3.23.060
- Alpine Municipal Code 9.17

GENERAL PLAN: N/A

PUBLIC NOTICE: The requirements found in the City and State Code for a public hearing have been met. A public hearing has taken place as part of the review process by the Planning Commission.

STAFF RECOMMENDATION: Because this is a legislative decision the standards for approval or denial are that the proposed code amendment should be compatible with the standards found in the General Plan as well as current city code and policies. A decision by the City Council for approval or denial should be made based on those criteria.

The council members had several questions:

Noise Levels - City Planner Ryan Robinson said that we do not anticipate many noise complaints. Shooting ranges are designed for noise reduction, with 10” thick walls, a required 12 feet from the property line, and a minimum of an additional 12 feet to the next home. If we receive a complaint, we can measure the noise from the property line.

Concerns have arisen when neighbors see a range under construction, but we have not received complaints after a range has been in use.

Number of shooting ranges – The city approved two ranges last year, but there are rumors of additional ranges that already exist in homes.

Safety and Storage – Police Chief Brian Gwilliam explained that legislation has been proposed repeatedly regarding safe storage of firearms and ammunition. It regularly fails because of guaranteed Second Amendment rights.

Motion: Brent Rummler moved to approve the Ordinance 2024-07 amending section 3.23.060 of the Alpine Development Code and section 9.17 of the Municipal Code regarding shooting gallery standards with the following condition: the lot size will be changed from one-half acre to 20,000 square feet or greater. The motion was seconded by Chrissy Hannemann. There were 4 yes votes, 0 no votes, and 1 excused, as recorded below.

| | | |
|-------------------|------------------|-----------------------|
| <u>Yes</u> | <u>No</u> | <u>Excused</u> |
| Brent Rummler | | Jason Thelin |
| Jessica Smuin | | |
| Kelli Law | | |
| Chrissy Hannemann | | |

A. Ordinance 2024-08: Amendments to Zoning/Subdivision Definitions

Ryan Robinson explained that to make the Development Code more efficient and avoid confusion, city staff recommend combining the definition sections of Chapter 3.01.110 Zoning and Chapter 4.03 Subdivision into one chapter. This amendment will move all definitions in these chapters to 3.01.110 and add language to 4.03 to say the definitions are found in the other chapter. Also, the term Accessory Apartment is being changed to Accessory Dwelling Unit to mirror the State Code language.

The Planning Commission held a public hearing regarding this proposed change and made the following motion:

MOTION: Planning Commission member Michelle Schirmer moved to recommend approval of Ordinance 2024-08 consolidating definitions into chapter 3.01.110 and updating definitions to match state code. Susan Whittenburg seconded the motion. There were 5 Ayes and 0 Nays. The motion passed.

ALPINE CITY CODE

- DCA 3.01.110 Definitions
- DCA 4.03 Definitions

GENERAL PLAN: N/A

PUBLIC NOTICE: The requirements for a public hearing as outlined in the City and State Code have been met. A public hearing was held as part of the review of this item by the Planning Commission.

STAFF RECOMMENDATION: Because this is a legislative decision the standards for approval or denial are that the proposed code amendment should be compatible with the standards found in the General Plan as well as current city code and policies. A decision by the City Council for approval or denial should be made based on those criteria.

Motion: Chrissy Hannemann moved to approve Ordinance 2024-08 consolidating definitions into chapter 3.01.110 and updating definitions to match state code. Jessica Smuin seconded the motion. There were 4 yes votes, 0 no votes, and 1 excused, as recorded below.

| <u>Yes</u> | <u>No</u> | <u>Excused</u> |
|-------------------|-----------|----------------|
| Brent Rummler | | Jason Thelin |
| Jessica Smuin | | |
| Kelli Law | | |
| Chrissy Hannemann | | |

B. Resolution R2024-07: A Resolution of the Alpine City Council Supporting Submittal of the FY2024 Land and Water Conservation Fund Grant Application to Secure Grant Funding to Assist in the Burgess Park Baseball Field Revitalization and Restoration

Shane Sorensen report that at the February 27, 2024, City Council meeting, representatives from the Lone Peak Baseball organization presented a proposed master plan for improving the baseball fields at Burgess Park. Shortly after the meeting it was realized that there was a grant opportunity available that, if awarded, could provide significant funding for the improvements. Council member Jessica Smuin worked with representatives of Lone Peak Baseball to prepare and submit the grant application by the deadline. The application included the restoration of baseball Fields 1-3 on the east side of the park. These fields were constructed in 1998 and have not seen significant improvements since then.

Lone Peak Baseball representatives were at the meeting to present the details of the plan. Due to the application deadline, the grant application was already submitted. The City received permission to provide the required resolution of support after the City Council meeting. In the event the council chooses not to support the grant application, the application can be withdrawn. A copy of the grant application was included.

STAFF RECOMMENDATION: Review the grant application and associated costs to determine if the council is in favor of Resolution R2024-07 supporting submittal of the FY2024 Land and Water Conservation Fund grant application for restoration of the Burgess Park baseball Fields 1-3, including a contribution of \$89,000 cash and some in-kind work.

Shane Sorensen explained that this grant requires a 50/50 match from the city. Of the city's portion, only half can be from donations. This means that the city would need to provide approximately \$89,000 in cash. We still need clarification from the grant facilitator about in-kind work and how it is treated. The city receives approximately \$5,000 per year from the Utah County Recreation grant. Those funds have accumulated, and we have around \$25,000 available for a project. There is a potential to use some PARC tax funds as well. Shane commented that we have completed other recreation projects in the city, such as over \$100,000 on a single trails project. This is similar in cost to those other projects.

There will be changes to the project as it progresses, such as sprinkler adjustments and repairs, determining the optimum location of batting cages, etc.

There are special considerations for Field 4, which is outside the grant scope. It needs to be upgraded and ready before the season opener on April 9. Because we cannot begin work on the areas included in the grant before the award date on May 1, Field 4 is a separate project.

Motion: Kelli Law moved to approve Resolution R2024-07 supporting submittal of the FY2024 Land and Water Conservation Fund grant application for restoration of the Burgess Park baseball Fields 1-3, including a contribution not to exceed \$89,000 cash from the City and other in-kind work; with \$140,000 in matching funds from the Lone

Peak Baseball 501(c)(3). Jessica Smuin seconded the motion. There were 4 yes votes, 0 no votes, and 1 excused, as recorded below.

| | | |
|-------------------|------------------|-----------------------|
| <u>Yes</u> | <u>No</u> | <u>Excused</u> |
| Brent Rummmler | | Jason Thelin |
| Jessica Smuin | | |
| Kelli Law | | |
| Chrissy Hannemann | | |

C. Funding Proposal for Burgess Park Baseball Field 4 Improvements

Shane Sorensen explained that at the February 27, 2024, City Council meeting, representatives from the Lone Peak Baseball organization presented a proposed master plan for improving the baseball fields at Burgess Park. While a grant is being considered for the improvement of Fields 1-3, Lone Peak Baseball has secured donations for the improvement of Field 4. The proposal is outlined in the packet, and includes installing outfield fences, concrete foundations for the backstop, and improved backstop fencing.

Donations in the amount of \$42,000 have been secured from a private donor. In return, Lone Peak Baseball is requesting that naming rights to Field 4 be given to the donor for 20 years. Lone Peak Baseball is asking the city to contribute \$25,000 toward the project. Funding from the City would come from the Capital Improvement Fund or from PARC tax revenue. Lone Peak Baseball would like to get started on this project immediately so the field will be ready for the start of the season in April.

STAFF RECOMMENDATION: Review the funding proposal from Lone Peak Baseball for Field 4 improvements and consider committing \$25,000 towards the project. Also, determine if the city is willing to grant the request to give the donor naming rights to the field for 20 years in recognition of their \$42,000 donation for improvements.

Council members expressed some concern about how the outfield fences would limit access to park visitors. Lone Peak Baseball representative Brian Voeller explained that there will be openings to allow pedestrians to walk through the fence, with staggered posts to discourage bicycles and motorized vehicles. Visitors could use the grassy areas when no games are being held. There will also be a larger locked gate for park maintenance crews.

Brian Voeller further explained that a larger backstop will extend further down the foul line and will protect cars and visitors. The fencing has been upgraded to black-coated chain link, which typically adds 20 percent to the cost. Because of Brian’s work connections, he was able to save \$19,000 on the upgraded fencing.

The council also discussed the need for a written policy for future donations and naming rights. It was suggested that we look at how other cities approach naming rights.

Motion: Jessica Smuin moved to approve the funding proposal from Lone Peak Baseball for the improvement of Field 4 at Burgess Park; to provide \$25,000 from the City for the project; and to give naming rights of Field 4 to the donor of \$42,000 for 20 years, subject to City Council approval of the proposed name. Kelli Law seconded the motion. There were 4 yes votes, 0 no votes, and 1 excused, as recorded below.

| | | |
|-------------------|------------------|-----------------------|
| <u>Yes</u> | <u>No</u> | <u>Excused</u> |
| Brent Rummmler | | Jason Thelin |
| Jessica Smuin | | |
| Kelli Law | | |
| Chrissy Hannemann | | |

D. Commitment for Smooth Canyon Trail Rehabilitation Grant

Ryan Robinson reported that Smooth Canyon Park is in the southeast portion of Alpine City and is used for a variety of activities. A trail extends around the perimeter of the park and is used by local walkers,

joggers, and bikers. Most of the trail requires repair and is too narrow for this type of use. The city will be upgrading the trail with an 8-foot-wide asphalt path. The path will also be raised several inches to protect it from water and potential tree root damage. The goal of this project is to upgrade the portions of the trail system around the park to meet current city standards.

The Utah Division of Natural Resources offers the Utah Outdoor Recreation Grant to help entities fund their trail projects. This grant program offers up to \$150,000 in grant monies per project. There is a 50 percent funding match requirement. This project is estimated to cost \$250,000. If awarded, the 50 percent match requirement may cost the city up to \$125,000.

Staff recommends the council discuss the project and give direction regarding the pursuit of the grant application. The deadline for submission is March 15, Friday of this week.

Mayor Carla Merrill explained that we are considering this grant because Smooth Canyon was originally constructed as the north half of the park. The four southern acres were intended to be added later. Since that time our ordinances have changed regarding open space, so the other half will not be added. The south property will likely be developed into a neighborhood at a future date.

The council discussed the potential purchase of an easement on the southeast corner to allow residents to enter without traveling around to the High Bench Road entrance. There is a well-used path worn into the dirt at that location now.

Mayor Carla Merrill wanted to know if a connection to the Smooth Canyon Park trail was on the trails master plan.

Motion: Chrissy Hannemann moved to approve the pursuit of the Utah Outdoor Grant for the Smooth Canyon Park Trail Project, which may cost the city up to \$125,000. Brent Rummler seconded the motion. There were 4 yes votes, 0 no votes, and 1 excused, as recorded below.

| | | |
|-------------------|------------------|-----------------------|
| <u>Yes</u> | <u>No</u> | <u>Excused</u> |
| Brent Rummler | | Jason Thelin |
| Jessica Smuin | | |
| Kelli Law | | |
| Chrissy Hannemann | | |

F. Commitment for Main Street Area Planning Grant

Alpine City has been awarded a grant from the Mountainland Association of Governments (MAG) to hire a consulting firm to create a small area plan consisting of Main Street and the three main entrances to the city. This study would help identify and create design standards as well as conduct market studies to identify business needs within the city. The amount awarded was \$100,000 with a required match from the city of \$7,500. The amount would be \$107,500 for the total project. Staff at MAG will also assist the city during the duration of this project. Examples of similar projects are the Salem City Area Plan, the Lindon City Area Plan, and the Brian Head Town Area Plan.

Ryan Robinson explained that the Planning Director at MAG recommended adding Alpine access roads to the study. MAG has a pool of qualified consultants who can help us create an RFP. We will form a steering committee to look at design standards, economic development, a possible Main Street Focus Zone, and to conduct public outreach. The turnaround is expected to be 6-12 months.

Several council members expressed interest in serving on the steering committee.

Motion: Brent Rummmler moved to approve the MAG grant amount for a small area plan with the city contributing \$7,500 toward the project. Kelli Law seconded the motion. There were 4 yes votes, 0 no votes, and 1 excused, as recorded below.

| <u>Yes</u> | <u>No</u> | <u>Excused</u> |
|-------------------|-----------|----------------|
| Brent Rummmler | | Jason Thelin |
| Jessica Smuin | | |
| Kelli Law | | |
| Chrissy Hannemann | | |

VI. STAFF REPORTS

Chief Brian Gwilliam had to leave the meeting early.

Chief Brian Patten was excused.

Ryan Robinson explained that if a business is located on Main Street, it is in the Gateway Historic Zone. We have Gateway Historic standards, and the Planning Commission acts as our historic committee. Sometimes proposals are passed along to the City Council. We have received questions about business fencing in this zone. Our current code references structures and setbacks. A fence is not a structure, so Ryan asked if the council would like to review fence proposals for businesses in the Gateway Historic District. He clarified that this standard would only apply to businesses. The Affordable Housing Act prohibits us from setting design standards for homes.

Council members discussed the importance of having design standards available to businesses before they begin the planning process. With an established set of standards, business owners could choose from approved designs for fencing and other considerations.

Shane Sorensen said that the city used to have a review committee for the Gateway Historic District. It included a historical architect, a Planning Commission member, a City Council member, a business owner, and a resident. The committee reviewed plans before sending recommendations to the Planning Commission. Shane was not sure why the committee was dissolved but thought that the cost of paying the architect to come to all the meetings may have been a factor.

Council members suggested that the review fee be passed along to the applicant. This would be the same process as for a residential building permit application, with a plan check fee included in the permit. As with residential plans, the applicant would pay for additional engineering to revise plans with redlines.

Ryan reported that we have received our first subdivision application under the new state standards. It was missing some information, so it was returned. When we receive a complete application, we will put it on the website and send it to council members for review.

At the last City Council meeting we discussed the Conditional Use Permit (CUP) process. It is administrative in nature, and we cannot impose standards at will. The CUP process can be confusing, so Ryan offered to answer questions and provide information to the council.

Attorney Steve Doxey was excused.

Shane Sorensen reported that staff have met every week for the last 3-4 weeks with FEMA, and estimates that we will receive \$15-\$20,000 for the project to clean out the debris basin in Box Elder. If FEMA adjusts the dates of flood event, we may receive more funds towards other mitigation we completed.

Shane reminded the council of the Lone Peak Public Safety District (LPPSD) board meeting. It has been postponed to next Wednesday, March 20.

VII. COUNCIL COMMUNICATION

Brent Rummler will be meeting with the LPPSD to discuss the FY 2025 budget. If council members have thoughts or input, they should contact Brent.

Jessica Smuin reported that the Prime Time Senior luncheon will be held on May 1st at noon at the Alpine Arts Center. Council members are invited to attend and help serve the meal.

Jessica also said that we are preparing for the Trucks and Tunes events this summer. If friends or family members would like to provide entertainment, please have them contact Heidi Smith.

Kelli Law had nothing to report.

Chrissy Hannemann said that Mayor Carla Merrill did a great job on her State of the City report at the American Fork Chamber of Commerce event.

Jason Thelin was excused.

Mayor Carla Merrill reported that the Alpine School District has hired an outside consultant to study possible district splits. They will present five options at meetings to be held this Thursday. Elected officials are invited to attend at 1:00pm or 4:00pm at the school district headquarters in American Fork. The public meeting will be held at 7:00pm that evening.

Mayor Merrill said that through new legislation the process for closing schools and splitting districts has been more clearly defined. Once the split study has been presented at the meetings, the timeline and the process will also be explained. There is some indication that Orem, Vineyard, and Lindon may create their own school district. Attending the meetings would help council members be educated on the issues, including the financial impacts and the depth of the study, so they can speak with the public.

Chrissy Hannemann said that a new law was passed that requires our city to vote on a school district split even if we are not in the new district. The public will be looking for information on how this will affect us, so we need to be educated.

Motion: Brent Rummler moved to adjourn the meeting. Jessica Smuin seconded the motion. There were 4 yes votes, 0 no votes, and 1 excused, as recorded below.

| <u>Yes</u> | <u>No</u> | <u>Excused</u> |
|-------------------|-----------|----------------|
| Brent Rummler | | Jason Thelin |
| Jessica Smuin | | |
| Kelli Law | | |
| Chrissy Hannemann | | |

The meeting was adjourned at 7:51 pm. No Executive Session was held.