

NO FORMAL ACTIONS IS TAKEN IN A WORK SESSION

**5:30 P.M. - WORK MEETING - MULTI-PURPOSE ROOM**

**CALL TO ORDER**

**COUNCIL BUSINESS**

1. Calendar
  - Apr 09 - Work Study Meeting 5:30 p.m.
  - Apr 16 - Work Study Meeting 5:30 p.m., Regular Meeting 7:00 p.m.
  - Apr 17-19 ULCT Mid-Year Conference - St. George
  - Apr 26 - Arbor Day
2. **REVIEW OF THE 7:00 P.M. REGULAR MEETING AGENDA ITEMS**
  - a) Invocation - Councilmember Snelson
  - b) Pledge of Allegiance - Councilmember Millsap
  - c) Consent Agenda
    2. Approval of the minutes for the March 19, 2024 work meeting and regular meeting
    3. Approval of the Mayor's appointment of David Cuque to the Library Board, Tyler Patching to the Planning Commission, Kelly Jensen, and Natalie Hollingshead to the Community Board, the reappointment of Ralph Calder to the Planning Commission and appointment of Joe Marvin to the PAR Board.
3. **WORK MEETING DISCUSSIONS/PRESENTATIONS**
  - a) Historic Preservation Policy Discussion - Josh Yost, Community Development Director
  - b) Discussion of service levels and funding of general fund departments - Troy Fitzgerald, City Administrator

**MAYOR, COUNCIL, AND ADMINISTRATIVE REPORTS**

**ADJOURNMENT**

**CLOSED SESSION, IF NEEDED - TO BE ANNOUNCED IN MOTION**

The Springville City Council may temporarily recess the meeting and convene in a closed session as provided by UCA 52-4-205.

**7:00 P.M. REGULAR COUNCIL MEETING - CITY COUNCIL ROOM**

**CALL TO ORDER**

**INVOCATION**

**PLEDGE**

**APPROVAL OF THE MEETING'S AGENDA**

**MAYOR'S COMMENTS**

1. Swearing in of Officer Lorenzo Bernal - Chief Lance Haight

**PUBLIC COMMENT** - Audience members may bring any item, not on the agenda to the Mayor and Council's attention. Please complete and submit a "Request to Speak" form. Comments will be limited to two or three minutes, at the discretion of the mayor. State Law prohibits the Council from acting on items that do not appear on the agenda.

**CONSENT AGENDA** - The Consent Agenda consists of items previously discussed or that are administrative actions where no additional discussion is needed. When approved, the recommendations in the staff reports become the action of the Council. The agenda provides an opportunity for public comment. If after the public comment, the Council removes an item from the consent agenda for discussion, the item will keep its agenda number. It will be added to the regular agenda for discussion unless placed otherwise by the Council.

2. Approval of the minutes for the March 19, 2024 work meeting and regular meeting
3. Approval of the Mayor's appointment of David Cuque to the Library Board, Tyler Patching to the Planning Commission, Kelly Jensen, and Natalie Hollingshead to the Community Board, the reappointment of Ralph Calder to the Planning Commission and appointment of Joe Marvin to the PAR Board.

**REGULAR AGENDA**

**MAYOR, COUNCIL, AND ADMINISTRATIVE REPORTS**

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

The Springville City Council may temporarily recess the meeting and convene in a closed session as provided by UCA 52-4-205.

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CERTIFICATE OF POSTING - THIS AGENDA IS SUBJECT TO CHANGE WITH A MINIMUM OF 24-HOURS NOTICE - POSTED 03/28/2024  
In compliance with the Americans with Disabilities Act, the city will make reasonable accommodations to ensure accessibility to this meeting. If you need special assistance to participate in this meeting, please contact the City Recorder at (801) 489-2700 at least three business days prior to the meeting.  
Meetings of the Springville City Council may be conducted by electronic means pursuant to Utah Code Annotated Section 52-4-207. In such circumstances, contact will be established and maintained by telephone or other electronic means and the meeting will be conducted pursuant to Springville City Municipal Code 2-4-102(4) regarding electronic meetings.  
s/s - Kim Crane, MMC, City Recorder





**MINUTES**  
**Springville City Council Work/Study Meeting - March 19, 2024**

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2 Prior to the work meeting the Mayor and Council toured the new SUVSWD Dry Creek Transfer Station at  
3 518 West 3450 North, Spanish Fork, Utah

4 MINUTES OF THE WORK/STUDY MEETING OF THE SPRINGVILLE CITY COUNCIL HELD ON  
5 TUESDAY, MARCH 19, 2024 AT 5:30 P.M. AT THE CIVIC CENTER, 110 SOUTH MAIN STREET,  
6 SPRINGVILLE, UTAH.

8 **Presiding and Conducting:** Mayor Matt Packard

10 **Elected Officials in Attendance:** Craig Jensen  
11 Logan Millsap  
12 Jake Smith  
13 Mike Snelson  
14 Mindi Wright

16 **City Staff in Attendance:** City Administrator Troy Fitzgerald, Assistant City Administrator/City Attorney  
17 John Penrod, Assistant City Administrator/Finance Director Bruce Riddle, City Recorder Kim Crane,  
18 Community Development Director Josh Yost, Director of Administrative Services Patrick Monney, Internal  
19 Services Director Scott Sensanbaugher, Library Director Dan Mickelson, Museum of Art Director Emily  
20 Larsen, Parks and Recreation Director Stacey Child, Power Director Jason Miller, Assistant Public Works  
21 Director Jake Nostrom, and Public Safety Director Lance Haight.

22 **CALL TO ORDER** - Mayor Packard welcomed everyone and called the Work/Study meeting to order at  
23 5:33 p.m.

26 **COUNCIL BUSINESS**

- 27 1. Calendar
- 28 • Apr 02 - Work Study Meeting 5:30 p.m., Regular Meeting 7:00 p.m.
  - 29 • Apr 09 - Work Study Meeting 5:30 p.m.
  - 30 • Apr 16 - Work Study Meeting 5:30 p.m., Regular Meeting 7:00 p.m.
- 32 2. **DISCUSSION ON THIS EVENING'S REGULAR MEETING AGENDA ITEMS**
- 33 a) Invocation - Councilmember Jensen
  - 34 b) Pledge of Allegiance - Councilmember Wright
  - 35 c) Consent Agenda
  - 36 2. Approval of the minutes for the February 13, 2024 work meeting and the March 05, 2024  
37 work meeting and regular meeting
  - 38 3. Approval of a Resolution appointing Jason Miller, Power Director as the Springville City  
39 representative to Utah Associated Municipal Power Systems (UAMPS) - Bruce Riddle,  
40 Assistant City Administrator/Finance Director

42 4. Approval of the Mayor's appointments of Liz Crandall and Maria Chichia to the PAR Board.  
For the reappointment of Patrice Bolen, Polly Dunn, Adam Provance, and Shane Lamb to  
44 the PAR Board. For the appointment of Hunter Huffman and Eric Graves to the Planning  
Commission

46 Mayor Packard asked if there was any discussion on the consent agenda. There was none.

### 48 3. DISCUSSIONS/PRESENTATIONS

#### 50 a) Presentation by Ginette Bott President/CEO of the Utah Food Bank

50 Mayor Packard introduced Ginette Bott from the Utah Food Bank. Ginette has been in her current  
position for 15 years and was previously with Fidelity Investments, and has been involved with the food  
52 bank for over 30 years. She provided insights into the various organizations that the food bank supplies  
and distributes food to. Ginette reported that around 15 million meals were provided last year in Utah,  
54 and the need is steadily increasing. She highlighted the concerning statistic that over 100,000 individuals  
statewide are uncertain about their next meal.

56 Recognizing the geographic challenges in certain areas of Utah, Ginette Bott emphasized the  
need for expansion without incurring debt. Through active fundraising efforts, they successfully raised  
58 over \$42 million. Ginette highlighted the presence of a commercial kitchen and explained the operations  
of the Kids' Café, which provides meals to after-school programs, serving around 350,000 dinners.  
60 Additionally, she outlined the senior program tailored to those requiring extra assistance.

62 The establishment in Springville was noted to serve over ten counties in the southern part of the  
state, thus allowing the Salt Lake location to cater to the northern regions. Ginette urged the community  
to be aware of their presence and to volunteer, mentioning that youth groups and families typically work  
64 90-minute shifts. She encouraged people to identify areas in the community where assistance may be  
needed. For further information, Ginette directed individuals to visit [UtahFoodBank.org](http://UtahFoodBank.org).

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#### 68 b) Public Art Update - Emily Larsen, Museum of Art Director

68 Emily reported that the momentum of public art within the city is increasing rapidly. The city has  
invested a significant amount of money, approximately \$300,000, in public art through capital  
70 improvement and operations. She expressed the importance of keeping the mayor and council informed  
and ensuring they are aligned with the city's goals.

72 Emily emphasized their objective to transform Springville into a true "Art City," rather than just a  
city with an art museum. She posed the question of how to integrate art into all major planning processes,  
74 seeking to infuse art into various aspects of the city's development and initiatives.

76 Emily further elaborated on the integration of the Art Loop Project with the recommendations of  
the Reframing Downtown Plan. She mentioned two specific Requests for Proposals (RFPs) that are  
currently underway.

78 The first RFP pertains to the design of custom manhole covers, with a submission deadline of  
April 15, 2024. These covers are intended for installation in the Art Loop by September 2024.

80 The second project involves designing a fence along Hobble Creek. The deadline for submissions  
for this project is also April 15, 2024, with installation slated for September 2024.

82 Additionally, Emily noted that Westfields Central will be unveiling a public art piece in June 2024,  
contributing to the city's growing public art landscape.

84 A contract has been awarded for the Al Curtis statue, with an estimated completion date set for  
the Fall of 2024. Additionally, materials donated by the Power Department from decommissioned parts  
86 will be utilized in the construction of a robot statue, which will be situated facing west towards the railroad  
Amtrak line. The anticipated completion for the robot statue is either the Fall of 2024 or the Spring of  
88 2025.

90 Looking ahead, Emily mentioned that the Arts Master Plan will identify priorities and guide  
91 planning for subsequent fiscal years. For Fiscal Year 2026, projects will focus on the High School  
92 roundabouts, followed by Allen’s Block in FY2027, and Lakeside Landing, North Main Street, and the  
Frontrunner Station in FY2028.

94 Emily provided an overview of the prioritized projects for Fiscal Year 2025. These include the  
95 ongoing implementation of the Art Loop, installation of gateway signage and markers, application of vinyl  
96 covers for electric switch boxes, activation of art along the Dry Creek Trail, and the creation of murals at  
various locations such as Gingers Café, Upper Bike Park, the CRC, and the railroad bridge.

98 Councilmember Snelson extended congratulations to Emily for her dedicated work and for  
maintaining the momentum of the projects.

100 c) **Legislative update presentation - Troy Fitzgerald, City Administrator**

Troy provided an update on the recent legislative session.

102

**MAYOR PACKARD, COUNCIL, AND ADMINISTRATIVE REPORTS**

104

Mayor Packard asked if there was any further discussion. There was none.

106 **ADJOURNMENT CLOSED SESSION IF NEEDED - TO BE ANNOUNCED IN MOTION**

108

*The Springville City Council may temporarily recess the meeting and convene in a closed session as provided by UCA 52-4-205.*

110 **ADJOURN**

112

**Motion: Councilmember Jensen moved to adjourn the work meeting at 6:58 p.m. Councilmember Snelson seconded the motion. Voting Yes:** Councilmember Jensen, Councilmember Millsap, Councilmember Smith, Councilmember Snelson, and Councilmember Wright. The motion **Passed Unanimously; 5-0**

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*This document constitutes the official minutes for the Springville City Council Work/Study Meeting held on Tuesday, March 19, 2024.*

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*I, Kim Crane, do hereby certify that I am the duly appointed, qualified, and acting City Recorder for Springville City, of Utah County, State of Utah. I do hereby certify that the foregoing minutes represent a true, accurate, and complete record of this meeting held on Tuesday, March 19, 2024.*

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DATE APPROVED: \_\_\_\_\_

\_\_\_\_\_

126

*Kim Crane  
City Recorder*

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MINUTES OF THE REGULAR MEETING OF THE SPRINGVILLE CITY COUNCIL HELD ON TUESDAY, MARCH 19, 2024, AT 6:30 P.M. AT THE CIVIC CENTER, 110 SOUTH MAIN STREET, SPRINGVILLE, UTAH.

**Presiding and Conducting:** Mayor Matt Packard

**Elected Officials in Attendance:** Craig Jensen  
Logan Millsap  
Jake Smith  
Mike Snelson  
Mindi Wright

**City Staff in Attendance:** City Administrator Troy Fitzgerald, Assistant City Administrator/City Attorney John Penrod, Assistant City Administrator/Finance Director Bruce Riddle, City Recorder Kim Crane, Community Development Director Josh Yost, Director of Administrative Services Patrick Monney, Internal Services Director Scott Sensenbaugher, Library Director Dan Mickelson, Museum of Art Director Emily Larsen, Parks and Recreation Director Stacey Child, Power Director Jason Miller, Assistant Public Works Director Jake Nostrom, and Public Safety Director Lance Haight.

#### CALL TO ORDER

Mayor Packard called the meeting to order at 7:01 p.m.

#### INVOCATION AND PLEDGE

Councilmember Jensen offered the invocation, and Councilmember Wright led the Pledge of Allegiance.

#### APPROVAL OF THE MEETING'S AGENDA

**Motion:** Councilmember Snelson moved to approve this evening's agenda as written. **Councilmember Millsap seconded** the motion. **Voting Yes:** Councilmember Jensen, Councilmember Millsap, Councilmember Smith, Councilmember Snelson, and Councilmember Wright. The motion **Passed Unanimously; 5-0.**

#### MAYORS COMMENTS

Mayor Packard welcomed the Council, staff, and those in attendance.

#### CEREMONIAL

1. **Recognition of Soren Simons and his Eagle Scout project providing comfort kits for officers and/or firefighters to give to children in need - Chief Lance Haight, Public Safety Director**

Chief Haight introduced Soren and asked him to explain his Eagle Scout project. Soren explained his Eagle service project of creating childcare kits to be carried in patrol cars for children in crisis. Each

42 kit has a snack, coloring book, crayons, stuffed animal, and blanket. Through donations, he was able to  
43 create 65 kits for the Springville police department and fire department.

44 Chief Height then introduced Carl Spencer who is currently serving as a chaplain within the police  
45 department and helps with the department and community. Chief Haight expressed Chaplain Spencer  
46 has been a needed asset to the department and community and appreciates all of his hard work.

#### 48 PUBLIC COMMENT

49 Mayor Packard introduced the Public Comment section of the agenda and inquired if there were  
50 any written requests to speak.

51 Michael Dyal stated when he was reading the campaign statements last fall, he was very pleased  
52 with the comments about the beauty and peace of their neighborhoods. His family lives south of  
53 Evergreen Cemetery and has enjoyed their neighborhood and is concerned it will not be peaceful  
54 anymore. Over 500 homes are being built next to them in Mapleton and they are building roads connecting  
55 into his Springville subdivision along Goodnight Drive and Santa Fe. There is one road from Highway 89  
56 that connects with the subdivision in Spanish Fork. He expressed we need to stop subsidizing growth in  
57 Mapleton. They will receive tax dollars to create the roads they need and not have them come through  
58 their neighborhood. He suggested getting big blocks of concrete and blocking the roads coming into the  
59 Springville neighborhood. Troy encouraged him to call on Public Works Director Brad Stapley. The city  
60 has been in discussions with Mapleton and is working on a solution. There have been concrete blocks at  
61 the intersections and staff will check to see that they are in place.

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#### 63 CONSENT AGENDA

- 64 2. Approval of the minutes for the February 13, 2024 work meeting and the March 05, 2024 work  
65 meeting and regular meeting
- 66 3. Approval of a Resolution appointing Jason Miller, Power Director as the Springville City  
67 representative to Utah Associated Municipal Power Systems (UAMPS) - Bruce Riddle, Assistant  
68 City Administrator/Finance Director
- 69 4. Approval of the Mayor's appointments of Liz Crandall and Maria Chichia to the PAR Board. For  
70 the reappointment of Patrice Bolen, Polly Dunn, Adam Provance, and Shane Lamb to the PAR  
71 Board. For the appointment of Hunter Huffman and Eric Graves to the Planning Commission

72

73 **Motion: Councilmember Millsap moved to approve the consent agenda as written. Councilmember Jake**  
74 **seconded the motion. Roll Call Vote; Voting Yes:** Councilmember Jensen, Councilmember Millsap,  
75 Councilmember Smith, Councilmember Snelson, and Councilmember Wright. The motion **Passed**  
76 **Unanimously; 5-0. Resolution #2024-05 Approved**

#### 77 REGULAR AGENDA

- 78 5. **Consideration of a Resolution amending the Planning Fee Schedule - Josh Yost, Community**  
79 **Development Director**

80 Josh reported on the amendment to the fee schedule to add the design review fee. The Westfields  
81 Central New Neighborhood Plan and Development Agreement requires that all building plans be  
82 approved for architectural and site design before being submitted for a building permit. Community  
83 Development has contracted with a third-party design reviewer to assist in this process. He explained the  
84 proposed fee was to cover the cost of a third-party design review and staff time to administer the process  
85 is \$1,228 per plan. 16 plans have been reviewed so far, and staff projects a maximum of 25 plans  
86

88 will be submitted to complete the build-out of the neighborhood. There are 193 to 195 units possible in  
the neighborhood, resulting in a per-unit cost of \$159.06 - \$157.42 per dwelling unit. The recommended  
fee is \$160.

90 Councilmember Jensen asked for clarification on how the fee was applied. He agreed with the  
architectural requirements it would be beneficial to have an architect review the plans.

92  
94 **Motion: Councilmember Wright moved to approve Resolution #2024-06** amending the comprehensive  
fee schedule for the City of Springville, Utah to adjust fees for certain city services as outlined in Exhibit  
A. **Councilmember Millsap seconded the motion. Roll Call Vote; Voting Yes:** Councilmember Jensen,  
96 Councilmember Millsap, Councilmember Smith, Councilmember Snelson, and Councilmember Wright.  
The motion **Passed Unanimously; 5-0. Resolution #2024-06 Approved**

98  
100 **CLOSED SESSION, AND ADJOURNMENT IF NEEDED - TO BE ANNOUNCED IN MOTION**  
*The Springville City Council may adjourn the regular meeting and convene into a closed session as  
provided by UCA 52-4-205.*

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104 **ADJOURNMENT**  
**Motion: Councilmember Snelson moved to adjourn the regular meeting at 7:38 p.m. and go into a closed**  
session regarding property. **Councilmember Jensen seconded the motion. Voting Yes:** Councilmember  
106 Jensen, Councilmember Millsap, Councilmember Smith, Councilmember Snelson, and Councilmember  
Wright. The motion **Passed Unanimously; 5-0.**

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112 *This document constitutes the official minutes for the Springville City Council Regular Meeting held on Tuesday, March  
19, 2024.*  
114 *I, Kim Crane, do hereby certify that I am the duly appointed, qualified, and acting City Recorder for Springville City, of  
Utah County, State of Utah. I do hereby certify that the foregoing minutes represent a true, accurate, and complete record of this  
meeting held on Tuesday, March 19, 2024.*

116  
118 DATE APPROVED: \_\_\_\_\_  
120 \_\_\_\_\_  
Kim Crane  
City Recorder