



MINUTES
Springville City Council Work/Study Meeting - May 07, 2024

MINUTES OF THE WORK/STUDY MEETING OF THE SPRINGVILLE CITY COUNCIL HELD ON TUESDAY, MAY 07, 2024 AT 5:30 P.M. AT THE CIVIC CENTER, 110 SOUTH MAIN STREET, SPRINGVILLE, UTAH.

Presiding and Conducting: Mayor Matt Packard

Elected Officials in Attendance: 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, Administrative Services Director Patrick Monney, Internal Services Director Scott Sensenbaugher, Library Director Dan Mickelson, Museum of Art Director Emily Larsen, Parks and Recreation Director Stacey Child, Public Works Director Brad Stapley, and Public Safety Director Lance Haight.

CALL TO ORDER - Mayor Packard welcomed everyone and called the Work/Study meeting to order at 5:31 p.m.

COUNCIL BUSINESS

1. Calendar

- May 11 - Bike with the Mayor 10:00 a.m.
- May 14 - Work Study Meeting 5:30 p.m.
- May 18 - Spring Salon 100 Art Ball - 6:00 - 9:30 p.m.
- May 21 - Work Study Meeting 5:30 p.m., Regular Meeting 7:00 p.m.
- May 27 - Memorial Day Observed (City Civic Center Closed-Monday)

2. **DISCUSSION ON THIS EVENING'S REGULAR MEETING AGENDA ITEMS**

- a) Invocation - Councilmember Millsap
- b) Pledge of Allegiance - Councilmember Jensen
- c) Consent Agenda

- 3. Approval of the minutes for the April 02, 2024 work meeting and regular meeting, approval of the April 09, 2024 work meeting, and approval of the April 16, 2024 work meeting and regular meeting.
- 4. Approval of the Mayor's reappointments of Cason Acor, David Cook, Deborah Hall, and Todd Fischio to the Community Board and the reappoints of Cindy Sweat and Jim Brooks to the PAR Board

Mayor Packard asked if there was any discussion on the consent agenda. It was noted the Utility Board appointments will be coming for the May 21, 2024 meeting.

3. DISCUSSIONS/PRESENTATIONS

a) Springville City Zoning Code Discussion - Josh Yost, Community Development Director

Josh provided an overall update on the city code, highlighting development standards, sign standards, zoning codes, subdivision standards, and objective design standards. He noted that the core structure of the code was outdated and mentioned the addition of various overlays since 2019, such as the Materials Processing and Storage Overlay, Main Street South Gateway, Traditional Neighborhood Development Overlay, and the Lakeside Landing Special District Overlay. Josh emphasized that the staff currently lacks all the necessary tools to implement the envisioned rules and standards.

Public engagement has been positive, but he cautioned against potential burnout due to excessive engagement. The focus is on making clear decisions and maintaining transparent communication with the public. Development pressure is increasing, and it is crucial to have the necessary tools to manage it effectively.

The recommended project cost is approximately \$175,000, with a request to transfer funds from reserves. Josh explained that with these funds, they can achieve the council and community's vision.

Councilmember Snelson inquired if the project could be handled in-house. Josh responded that they lacked the necessary technology and staff resources. Troy added that the time required for in-house completion would likely exceed \$100,000 in costs.

Josh outlined the process moving forward, indicating that the council, boards, and commissions would all be involved. He estimated that the timeframe for completion would likely be around eighteen months.

Councilmember Millsap expressed that the timing for updating zoning was perfect, a sentiment echoed by Councilmembers Smith and Wright.

Josh mentioned that they would incorporate expenses into the final budget for adoption in June.

Mayor Packard said for the record a good budget director would be able to find the funds in the budget.

b) Main Street Plan Discussion - Josh Yost, Community Development Director, and Brad Stapley, Public Works Director

Josh presented on the Main Street core project and the implementation of the downtown reframing plan. He noted that with regards to the Allens Block, nearly all public improvements have been replaced throughout the block, and road projects have been completed. However, it does not fully align with all concepts outlined in the Reframing Downtown Plan.

Staff will collaborate with UDOT for various enhancements, including bulb-outs, raised and protected bike lanes, raised planters, coordinated furnishings, and lighting, with a proposal for special paving. This plan differs from the initial proposal by the developer.

There are design risks involved, such as the possibility that UDOT may not approve some or all of the raised protected bike lanes and that the bulb-outs and intersection conditions could change. Brad stated that UDOT may see Main Street differently, they see it as an in and out road and have the final say.

Josh provided a high-level review of the design, indicating that the costs could amount to approximately \$650,000, with an additional \$20,000 for engineering. Councilmember Wright inquired if the project was solely for the Allen's Block, to which Josh confirmed that it indeed focused on the four-block facings.

Brad expressed concern about the potential challenge of turning off 400 South into the development, particularly regarding narrowness, and anticipated difficulties with UDOT.



Mayor Packard confirmed that a traffic study would be conducted for the corner. However, Josh clarified that one was not initially required in the process, and they were currently relying on the UDOT permitting process. Mayor Packard questioned why a traffic study wasn't mandated earlier. Josh explained that at the beginning of the process, the development engineer didn't request one, as the Institute of Transportation Engineers Trip Generation book suggested there would be less P.M. peak traffic and trip generation traffic compared to a grocery store. Mayor Packard expressed his dissatisfaction, stating that he and the council were informed a traffic study would be conducted. He emphasized the importance of ensuring the development aligns harmoniously with a traffic study and emphasized the need to advocate for it with UDOT. Mayor Packard specifically voiced concerns about the area between 400 South and Walgreens.

Troy highlighted that the development aimed to reduce traffic and access points, emphasizing the need to prioritize safety. Josh and Brad indicated they would collaborate with UDOT to explore the possibility of installing an island to prevent cross-traffic. Mayor Packard suggested considering the incorporation of the Active Transportation plan into the project's design.

Councilmember Wright recommended that funding for the project should come from selling property in the future rather than utilizing reserves.

Councilmember Millsap inquired about the plans to ensure that bike lanes are connected down Main Street. Josh explained that coordination with UDOT would be necessary, and additional funding would be required to implement this. Troy added that such a project would be expensive, and it's essential to ensure it aligns with the desired aesthetic. He then asked the council if they were interested in having staff finalize project costs for design development before budget approval. Council by consensus agreed to move forward with the design and see if it fits with UDOT.

MAYOR PACKARD, COUNCIL, AND ADMINISTRATIVE REPORTS

Mayor Packard asked if there was any further discussion.

Troy reported that there are different funds outside of the budget managed by the city council for the MBA and RDA, and the council will receive further details in the regular meeting.

He also mentioned that the state discussed House Bill 491 concerning privacy rules and requirements. Compliance with this bill will require significant effort, including training and the development of a privacy plan to meet various requirements. The state is recommending hiring a full-time privacy officer, which would require budget allocation not currently assigned. More information will be provided in the coming year.

John informed the council that he had learned a news story may be aired the following night regarding a former employee. He advised that the matter could not be discussed further at that time.

Stacey reported that Art City Days was approaching, which would include the event "Meet the Mayor Catch the Council." Councilmember Snelson suggested that the event needed to be advertised more widely to ensure broader public awareness. The council collectively agreed to utilize golf carts in the parade.

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.

ADJOURN

Motion: Councilmember Jensen moved to adjourn the work meeting at 6:40 p.m. **Councilmember Millsap seconded** the motion. **Voting Yes:** Councilmember Jensen, Councilmember Millsap, Councilmember Smith, Councilmember Snelson, and Councilmember Wright. The motion **Passed Unanimously; 5-0**

This document constitutes the official minutes for the Springville City Council Work/Study Meeting held on Tuesday, May 07, 2024.

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, May 07, 2024.

DATE APPROVED: May 21, 2024



Kim Crane
City Recorder