



MINUTES
Springville City Council Work/Study Meeting - June 04, 2024

MINUTES OF THE WORK/STUDY MEETING OF THE SPRINGVILLE CITY COUNCIL HELD ON TUESDAY, JUNE 04, 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, Public Safety Director Lance Haight.

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

COUNCIL BUSINESS

1. Calendar

- Jun 11 - Work Study Meeting 5:30 p.m.
- Jun 18 - Work Study Meeting 5:30 p.m., Regular Meeting 7:00 p.m.
- Jul 02 - Work Study Meeting 5:30 p.m., Regular Meeting 7:00 p.m.
- July 04 - Independence Day Observed (Civic Center Closed - Thursday)

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

- a) Invocation - Councilmember Jensen
- b) Pledge of Allegiance - Councilmember Wright
- c) Consent Agenda
 2. Approval of minutes for the May 21, 2024 work meeting and regular meeting
 3. Approval of the fireworks ban for the wildland interface and high-risk areas - Fire Chief Clinton

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

3. DISCUSSIONS/PRESENTATIONS

a) Discussion Regarding Impact Fees - Troy Fitzgerald, City Administrator

Troy reported on the topic of impact fees during the city council meeting. Troy asked the council if the service level was correct, whether to take more risk on future costs or to fully fund these costs. It was noted that construction inflation had risen by 40%.

Troy explained that an impact fee is an attempt to calculate the costs of adding a home or business to the city's systems, with the City determining the service level. Troy inquired whether development should cover 100% of their impact to join the community and how this decision would balance with the current housing shortage and the desire for new businesses and homes.

Troy noted that, by law, existing deficiencies cannot be paid for by impact fees and highlighted that some infrastructure falls under this category. It was explained that the Council will adopt the level of service with input from staff and consultants and that the chosen level of service will drive the cost to citizens.

Troy asked the council, as the master plans are completed should the staff reconsider service levels. The staff will present master plans and impact fees over the next few months.

Councilmember Millsap expressed that while a high level of service is great, there are also maintenance and replacement costs.

Troy inquired if the projects were being completed at the planned cost. Troy explained that once the plan is finalized, there would be a maximum limit that cannot be exceeded, but justification for changes could be made before finalization. He asked the council if they wanted to see more information on other cities. Councilmember Snelson stated that it was important to see where we are compared to other cities.

Troy discussed the concept of fully funding impact fees, noting that the impact fee process could return the maximum allowable fee. It was mentioned that currently adopted fees could be underfunded if set lower than necessary.

The council expressed an interest in seeing service level ideas, with an idea of the maximum.

Mayor Packard expressed a desire for an annual review and suggested conducting a true-up with other cities to compare the maximum and minimum fees.

Councilmember Wright would like to see historical data on collections.

Councilmember Smith requested a list of the existing impact fees along with their corresponding percentages.

Councilmember Snelson requested to see the reasoning behind why the city is not collecting 100% of the impact fees.

Troy stated he would come back in a work session with more information.

b) Communication Policy - Brad Stapley, Public Works Director

Brad presented the Communication Outreach Policy, which establishes how the city communicates with the public and the manner in which this is done. The policy ensures that notifications are given to property owners, citizens, and businesses, allowing them to anticipate, plan for, and respond to activities that are not part of the normal day-to-day processes or routine.

Councilmember Snelson remarked that people want to understand the "why" behind disruptions and suggested that this should be explained in the notices.

Mayor Packard suggested using door hangers more frequently for communication, noting that not all citizens use or see social media.

Councilmember Millsap emphasized the importance of being mindful and accepting feedback from the public.

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.

ADJOURN

Motion: Councilmember Snelson moved to adjourn the work meeting at 6:59 p.m. **Councilmember Millsap seconded** the motion. **Voting Yes Councilmember Jensen:** 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, June 04, 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, June 04, 2024.

DATE APPROVED: 06/18/2024



Kim Crane
City Recorder