

Amended 06/27/2024 at 11:54 a.m.

NO FORMAL ACTIONS ARE TAKEN IN A WORK SESSION

5:30 P.M. - WORK MEETING - MULTI-PURPOSE ROOM
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CALL TO ORDER

COUNCIL BUSINESS

1. Calendar

- Jul 04 - Independence Day Observed (Civic Center Closed - Thursday)
- Jul 09 - Work Study Meeting 5:30 p.m.
- Jul 16 - Work Study Meeting 5:30 p.m., Regular Meeting 7:00 p.m.
- Jul 24 - Pioneer Day Observed (Civic Center Closed - Wednesday)

2. **REVIEW OF THE 7:00 P.M. REGULAR MEETING AGENDA ITEMS**

- a) Invocation - Councilmember Wright
- b) Pledge of Allegiance - Councilmember Smith
- c) Consent Agenda
 - 1. Approval of minutes for the work meeting held on June 11, 2024, and the work meeting and regular meeting held on June 18, 2024
 - 2. Approval of the Mayor's appointment of Emily Bastian to the PAR Board

3. **WORK MEETING DISCUSSIONS/PRESENTATIONS**

- a) Discussion regarding the 620 South Canyon Road Intersection - Brad Stapley, Public Works Director
- b) ~~Shooting Range - John Penrod, Assistant City Administrator/City Attorney (Removed)~~
- c) Discussion regarding an update to Springville City Code Title 3 Chapter 7 Animal Control - Chief Haight, Public Safety Director
- d) Art City Days Debrief - Stacey Child, Parks and Recreation Director

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

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.

1. Approval of minutes for the work meeting held on June 11, 2024, and the work meeting and regular meeting held on June 18, 2024
2. Approval of the Mayor's appointment of Emily Bastian to the PAR Board

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.

MINUTES OF THE WORK/STUDY MEETING OF THE SPRINGVILLE CITY COUNCIL HELD ON
TUESDAY, JUNE 11, 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: Mike Snelson

Jake Smith

Mindi Wright

Excused: Craig Jensen, and Logan Millsap

City Staff in Attendance: City Administrator Troy Fitzgerald, Assistant City Administrator/City Attorney John Penrod, Deputy Recorder Jennifer Grigg, Administration Director Patrick Monney, Community Development Director Josh Yost, Director of Engineering and Internal Services Scott Sensanbaugher, Library Supervisor Brittanie Turner, Museum Director Emily Larsen, Parks and Recreation Director Stacey Child, Power Director Jason Miller, Public Safety Director Lance Haight, and Public Works Director Brad Stapley.

CALL TO ORDER

Mayor Packard welcomed everyone and called the meeting to order at 5:36 p.m.

COUNCIL BUSINESS

1. Calendar

- 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.
- Jul 04 - Independence Day Observed (Civic Center Closed - Thursday)

2. DISCUSSIONS/PRESENTATIONS

a) Utility Board Update - Cl. Jensen/Cl. Millsap

Mayor Packard excused Councilmember Jensen and Millsap and asked for feedback on Art City Days. Director Haight reported response time was not affected by the carnival being set up on Center Street. Mayor Packard complimented Director Child on Art City Days. Director Haight reported the Fireman's Breakfast was successful. Councilmember Smith asked about the fire truck that failed during the parade. Director Haight said a starter cable failed.

b) Internal Services

Director Sensanbaugher started his presentation by explaining his department serves internal customers and maintains facilities. Currently, the facilities maintenance contract is out to bid. Councilmember Snelson asked about repairs. Director Sensanbaugher explained some repairs are in-house and others are contracted out. Councilmember Wright asked about facility staff. Director Sensanbaugher explained the positions. He continued by explaining his department also handles some capital projects. As a new director, he has identified areas that need improvement including documentation and asset management. Mayor Packard asked about acquired buildings. Director Sensanbaugher said more assets need more staff and each building acquired will need to be evaluated to plan for those needs before making budget requests. He will break down assets as granularly as he needs to—details like the number of doors and windows.

40 He reviewed his oversight of the Central Shop. This includes ensuring that all city vehicles are
scheduled, repair work is done, and delivered back, downtime for the city department is minimized and
42 the shop is running as efficiently as possible with the billed time. Councilmember Wright asked about
tracking downtime. Director Sensanbaugher said he is not sure how accurate the tracking is right now.

44 He moved on to Internal Technologies (IT) stating it is a priority to keep the network/system
dependable and secure. An IT staffer will make a future presentation. Councilmember Snelson asked
46 about the IT department being part of a division of Engineering and Internal Services. Director Monney
explained IT, Central Shop and Facilities were under Administration, Power, and Parks and Recreation
48 respectively before the creation of this new department. Director Sensanbaugher explained the website,
IT Help tickets and met-updates. Councilmember Snelson noted the email was down and Director
50 Sensanbaugher said the county links were repaired. He moved on to explain working with Economic
Development to improve the website. Mayor Packard asked how to make the website user-friendly.
52 Director Sensanbaugher said metrics help him analyze the success of the website and he plans a survey
to get feedback on the website and customer service. Mayor Packard asked Councilmember Wright for
54 her input. She said the department seems like it is stretched in too many directions. Director Monney
reported more statistics. Director Sensanbaugher moved on to explaining his department will do better at
56 training and software implementation.

He explained Engineering and GIS involve planning and completing capital projects like repaving
58 a city parking lot. His department is also conducting an environmental analysis, easement survey, parade
map, and fire hydrant map which are part of the GIS and data management responsibilities. He explained
60 success in his department shows in the right measures, like matching the budget and gauging customer
service. The coming survey will establish a baseline on satisfaction levels. His department is creating a
62 Capital Projects Plan including timeline charts and plans to communicate better with each department. A
Facilities Management Plan as well as a Space Needs Analysis including updated policies are additional
64 upcoming deliverables.

He has hired a facilities superintendent, a GIS administrator, and hopefully a new engineer this
66 week. GIS capabilities have been improved as well as IT services. He is drafting new policies and his
main idea is establishing a service mentality within his department. He will be presenting quarterly
68 quantitative reports with goals and metrics on each area in the future to keep staff and elected officials
up to date on capital projects. He concluded by asking the City Council and Mayor what else they needed.
70 Mayor Packard said the City Council will feel free to contact him in the future.

c) Public Works

72 Director Stapley said Sunrise Ridge is the biggest Cul-de-Sac in Springville meaning it is an entire
neighborhood with only one road in and out. Councilmember Wright said she used to live there and her
74 neighbors use the Mapleton roads to exit the neighborhood to Highway 89. Director Stapley agreed and
said those Mapleton roads benefit Springville residents. He plans to collect baseline data on the Mapleton
76 roadway connections. If traffic increases Springville will create traffic calming devices. He asked the City
Council if they had suggestions. Councilmember Snelson asked about feedback from residents. Director
78 Stapley said a traffic count will collect the baseline data as well as a survey of phone calls concerning the
traffic in the neighborhood. Administrator Fitzgerald said some proposed improvements involve possibly
80 removing houses. When the subdivision went in and Mapleton built a city park, they agreed to include a
street through the park. Mayor Packard asked about railroad crossings to connect to the neighborhood.
82 Director Stapley said the crossings are there and with the consolidation, there will be only one set of
tracks to bridge or cross at grade. Administrator Fitzgerald said there are existing crossings but some
84 railroad crossings might be abandoned because they are within the county, not either municipality's city
limits. Councilmember Wright asked when the baseline traffic count starts. Director Stapley said staff will
86 collect data on different roads next week and concluded his presentation.

d) **Power**

Director Miller started the update on the Caterpillar GenSets upgrade by explaining the power markets spiked last week up to about \$100 per megawatt between the hours of 7:00 p.m. and midnight. The enterprise engines were activated for just that day possibly because of the heat dome in the South. A leak in the water manifold was discovered in one of the legacy engines which can produce between four and five megawatts per hour. All five Caterpillar GenSets will be online by June 28th giving the Whitehead Power Plant 20-megawatt per hour (MWH) capability. Purchasing power from the market prices have normalized down to the \$40-\$50 per megawatt range. The completion of this Caterpillar GenSets upgrade project will be within budget and staff will not be recommending issuing any additional bonds.

He reported that the Power Department also has the responsibility to provide backup power to the Wastewater Facility in case of an emergency. To fulfill this responsibility while the engines were shut down for this project, a generator was rented for a month until project completion.

He moved on to personnel developments by reporting that three of our six staff line workers have resigned because surrounding entities like Payson, Salem, and SESD (South Utah Valley Electric Service District) are hiring at higher hourly rates. With the legacy policy, former line workers were treated like union workers—all being paid the same. Now line workers' compensation will conform with the current merit-based pay policy.

He continued by reporting that a new consultant is completing an impact fee study using a different methodology. Mayor Packard posited that hundreds and thousands of dollars have been lost while the city waits for the completion of impact fee studies. Councilmember Snelson asked about the change in methodology. Director Miller explained the change in the study does not include a service level change just a change in what is included in the calculation and he anticipates commercial impact fees to change more than residential. The new impact fees will capture the new expense of payments toward a bond issued by SUVPS (Southern Utah Valley Power Systems) for capital projects upgrading their transmission system. The cost of generation has historically been paid through rates, including the CAT project and there is no projected change in that. The master plan and impact fee study will be completed in July.

He reported the target cost for producing power is \$70 MWH, based on UAMPS (Utah Associated Municipal Power Systems) reporting. Springville's cost for producing power is averaging below that at \$68 MWH. Councilmember Snelson referred to the 2022 spike when the fuel factor charge was adopted. Administrator Fitzgerald explained the difference between natural gas fuel prices to run generators and the cost of producing power. Director Miller explained Springville is an 18% participant at the Nebo Power Plant which provides 24 MWH and being so dependent on one source is a bit of a risk. He would like to discuss alternative sources of power to reduce that risk.

Director Miller said UAMPS has 50 members and is under-resourced and he plans to develop and present a strategy for marketing sizable output from our Whitehead plant. He explained that sometimes there is a glut of solar available during the day and it is sold at a negative price. Mayor Packard asked how to protect the city when the power system is overused and resources are low in 25 years. Director Miller said projections for growth in use in our city have not been as rapid as projections from the past. Mayor Packard asked about the whole market. Director Miller agreed the national grid is overloaded, under-sourced, and burdened by restrictions and taxes. Mayor Packard asked if buying more Caterpillar GenSets would protect the city in the future. Director Miller said two legacy engines already need to be replaced to take advantage of new technology. Councilmember Snelson asked how much the CAT engines produce. Director Miller answered 2.1MWH per hour, but we are limited by permitting, and space.

He suggested diversifying outside of UAMPS and adding more efficient sources than wind and solar to the mix. Mayor Packard said he would like to see a plan to protect our city's future. Director Miller said there are many options like buying more power from the market or hedging our future with capital

134 projects. Administrator Fitzgerald warned that technology could obsolete us like a future cheap battery solution and we could lose our market to private power companies.

136 Finally, Director Miller reported that 3600 AMI meters were changed out in the last quarter bringing
138 the total up to 10,000 with 4,000 more to go. Councilmember Snelson clarified that these meters can be
140 read from the Whitehead Power plant remotely without any driving by. Director Miller said these updated
meters also added the capability of automatic disconnects and other functionality to integrate with the city
software. This project was originally designed to be a 10-year build-out but will be completed by 2028.
Administrator Fitzgerald's frequent flyers received new meters early so truck rolls are down 85%.

142 **e) Impact Fee Discussion - Troy Fitzgerald**

Administrator Fitzgerald said some of the delay in updating impact fees is on his desk. Change is
144 part of Springville growing up and the methodology changed because the Power Department hired a new
consultant. Previously he told the directors in a staff meeting that impact fee policy cannot change until
146 he is convinced that superintendents know, understand, are conversant in, and prepared to implement
the plans that are being brought forward. He agreed with the mayor that impact fee dollars are being lost
148 and the total collected varies over the years based on the type and quantity of development. He showed
a chart of the impact fees collected and the cost recovery percentage. Councilmember Snelson asked
150 about activating pressurized irrigation infrastructure on the east side. Administrator Fitzgerald answered
even though some of that infrastructure is in place, activating it is not in the current master plan.

152 He reported these impact fee policy drafts are ready and calendared for public hearings and he is
here asking the City Council for guidance before they are presented for a vote. Councilmember Snelson
154 suggested lowering the level of service would create a kickback and he believes our level of service is
correct. Councilmember Wright asked for the details of the impact fee plan presentations. Administrator
156 Fitzgerald said each director will present with lots of details and appendices including 100-150 pages of
material in a work session. Usually after a week delay in regular session, there will be comments and the
158 Home Builders Association uniformly shows up with questions. Before the vote, staff will inform the City
Council of the maximum allowable impact fee as well as staff recommendations on cost recovery. The
160 City Council will decide if they are inclined to keep costs low because of the housing shortage. He cited
power generation as a specific example—stating that 25 years ago, generation was not included in the
162 impact fee. Director Miller just presented the cost of adding an engine to the generation capacity which
is significant and if included in impact fees, those would go up significantly. Currently, that cost has been
164 covered by power rates, not impact fees. Should generation be included in the impact fee is a question
that is also valid for stormwater, public safety, and parks. Lowering the percentage of recovery by keeping
166 impact fees low means those costs come from the general fund.

Councilmember Wright asked what the state allows. Administrator Fitzgerald said the equation
168 is— the total cost of new growth divided by new growth which equals 100% of the maximum allowable
fees. Mayor Packard added there is no legislated maximum or minimum impact fee but the calculation is
170 the maximum allowed. Councilmember Wright asked where the data on costs comes from. Administrator
Fitzgerald said consultants collect that data and project ten years out. Councilmember Snelson asked
172 about private enterprise and competition. Administrator Fitzgerald said Rocky Mountain Power charges
a connection fee, not an impact fee. Attorney Penrod added extra high impact fees can lead to lawsuits
174 and it is best to stay within the mix. Administrator Fitzgerald said a year ago Legislative President Adams
called and complained that Springville impact fees were too high. Mayor Packard commented that Mr.
176 Adams wrote the law.

Councilmember Wright asked and Administrator Fitzgerald clarified that there was an 80% drop
178 in new home starts across the county between FY22 and FY23 because of inflation and rising interest
rates and there was also a growth slowdown at the end of Fiscal Year 2024. Mayor Packard said he
180 agrees with Councilmember Snelson that our level of service is correct, impact fees should be 100% but

be aware of the competition, and if there is a disparity have a plan to implement 100% impact fees over a year or two. Councilmember Snelson quoted Councilmember Jensen's comments about Springville wanting to embrace slow growth means Springville does not need to worry about the competition. Mayor Packard and Councilmember Wright reiterated the possibility of lawsuits like Attorney Penrod mentioned.

Mayor Packard asked for other thoughts and Councilmember Smith asked if there was a staff recommendation. Administrator Fitzgerald said there is concern with overemphasizing the level of service and staff is definitely risk averse when estimating future costs. Guessing what the costs will be in five or six years puts the city at risk. For instance, it is not a good thing if the city collects \$2 million in impact fees but the promised infrastructure costs \$5 million in the future. He said he likes the way Mayor Packard stated that Springville should be aware of what the competition is charging and it is a good gauge for why our impact fees are what they are. He concluded by stating it is painful, but 100% of the maximum allowable impact fees make sense because existing citizens have already paid their dues to live here-growth should not increase their taxes.

Administrator Fitzgerald described a scenario where staff knocks on the doors of each existing house in Springville and asks for \$200 to build a new house in the west fields for a new resident. If a neighbor refuses to pay, then that homeowner owes \$300—which will not go over very well. He said the governor, developers, and home builders will complain but our first obligation is to protect existing residents of Springville. He continued to postulate that from a policy standpoint, these costs could be moved to rates and fees instead of impact fees which are charged upfront. He said that Attorney Penrod suggested that special districts would be created and builders would be charged impact fees for their area where infill projects already have infrastructure. Administrator Fitzgerald concluded his presentation by stating that at this time, he recommends charging 100% of the maximum allowable fee to avoid kicking the can down the line to future councils. By the same token, he suggested staff should feel pressured to be efficient in the utilization of these dollars. Councilmember Wright clarified the calculation of these impact fees does not include revenue collected by PAR tax.

MAYOR, COUNCIL, AND ADMINISTRATIVE REPORTS

Director Miller and Mayor Packard asked for input on naming the new substation on the west side of town on Center Street.

ADJOURNMENT

Motion: Councilmember Snelson moved to adjourn the meeting at 6:59 p.m. Councilmember Wright seconded the motion. Voting Yes: Councilmember Mike Snelson, Councilmember Jake Smith, Councilmember Mindi Wright. The motion Passed Unanimously; 3-0.

CLOSED SESSION, IF NEEDED - TO BE ANNOUNCED IN MOTION

The Springville City Council may temporarily recess the work/study meeting and convene in a closed session to discuss the character, professional competence, or physical or mental health of an individual, pending or reasonably imminent litigation, and the purchase, exchange, or lease of real property, as provided by UCA 52-4-205.

There was none.

This document constitutes the official minutes for the Springville City Council Work/Study Meeting held on Tuesday, June 11, 2024. I, Jennifer Grigg, do hereby certify that I am the duly appointed, qualified, and acting Deputy Recorder for Springville City, of Utah County, State of Utah. I do hereby certify that the foregoing minutes represent a true and accurate, and complete record of this meeting held on Tuesday, June 11, 2024.

DATE APPROVED: _____

Jennifer Grigg
Deputy Recorder





MINUTES
Springville City Council Work/Study Meeting - June 18, 2024

MINUTES OF THE WORK/STUDY MEETING OF THE SPRINGVILLE CITY COUNCIL HELD ON
TUESDAY, JUNE 18, 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 Excused
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 Sensenbaur, 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 5:35 p.m.

COUNCIL BUSINESS

1. Calendar

- Jul 02 - Work Study Meeting 5:30 p.m., Regular Meeting 7:00 p.m.
- Jul 04 - Independence Day Observed (Civic Center Closed - Thursday)
- Jul 09 - Work Study Meeting 5:30 p.m.

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

- a) Invocation - Councilmember Snelson
- b) Pledge of Allegiance - Councilmember Millsap
- c) Consent Agenda
 3. Approval of minutes for the May 14, 2024 work meeting and the June 04, 2024 work and regular meetings.
 4. Approval of a Resolution and Audit Services Agreement with HBME, LLC - Bruce Riddle, Assistant City Administrator/Finance Director

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

42 **3. DISCUSSIONS/PRESENTATIONS**

44 **a) Consultant David Stewart**

46 Dave Stewart from Legislative Executive Consulting provided an update on legislative activities. Stewart, who works with Springville City as a lobbyist and represents other local governments and counties, explained their role in addressing unique tax circumstances and facilitating railroad crossings. They are currently collaborating with legislators to support city-related issues.

48 Councilmember Wright inquired about the focus of the upcoming legislative session. Stewart responded that active transportation might be a key area of focus, with opportunities depending on the budget and the state of the economy.

52 **b) Parks and Recreation Master Plan IFA and IFFP Discussion - Stacey Child, Parks and Recreation Director**

54 Stacey reported on the upcoming amendment to the parks and recreation master plan. The amendment will focus on aligning the active transportation plan with the arts master plan, reviewing the level of service, and adjusting amenities. Maps will be updated to reflect new parks, and there will be a thorough examination of gaps and new growth. The plan includes adding new parks and adjusting acreage as needed. Stacey indicated that they would return to the council for further discussion and input.

60 Councilmember Jensen expressed a desire to see an arena included in the 2030 plan. Councilmember Snelson asked if the plan was being handled in-house, to which Stacey confirmed that it was, noting that the plan is two years old and requires adjustments. Mayor Packard suggested that the plan should be reviewed every two years.

64 **c) Art Loop Plans - Emily Larsen, Museum of Art Director**

66 Emily provided an update on the Art Loop project, which aims to create a walking path that connects civic assets and art, including the museum, library, and civic center. The project will incorporate active transportation and reframe the downtown area. Emily introduced Jake McIntire, who is collaborating on the Art Loop and Arts Master Plan. Jake elaborated on the concept of independent loops within the art loop project.

70 Emily also discussed future projects and their implementation. Troy mentioned that funds from the capital improvements budget are allocated for arts in the city, and their use is at the council's discretion. The discussion included incorporating art at the bike park, with ideas ranging from landscaping to monuments reflecting the heritage of the land.

72 Councilmember Jensen requested information on requirements for incorporating art in new developments. Troy explained that several corporate partners have voluntarily included art, and the city has some requirements. Councilmember Jensen suggested the idea of sponsored art throughout the city.

80 **MAYOR, COUNCIL, AND ADMINISTRATIVE REPORTS**

82 There were no reports.

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

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

88 **ADJOURN**

90 **Motion: Councilmember Snelson moved to adjourn the work meeting at 6:38 p.m. Councilmember Jensen**
92 **seconded the motion. Voting Yes Councilmember Jensen:** Councilmember Jensen, Councilmember
Millsap, Councilmember Smith ABSENT, Councilmember Snelson, and Councilmember Wright. The
motion **Passed Unanimously; 4-0 with 1 Absent.**

94
96
98 *This document constitutes the official minutes for the Springville City Council Work/Study Meeting held on Tuesday, June 18, 2024.*
I, Kim Crane, do hereby certify that I am the duly appointed, qualified, and acting City Recorder for Springville City, of Utah County,
100 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 18, 2024.

102
104 DATE APPROVED: _____

Kim Crane
City Recorder

MINUTES OF THE REGULAR MEETING OF THE SPRINGVILLE CITY COUNCIL HELD ON TUESDAY, JUNE 18, 2024, AT 7:00 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 Excused
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 Sensanbaugher, Library Director Dan Mickelson, Museum of Art Director Emily Larsen, Parks and Recreation Director Stacey Child, Power Director Jason Miller, Public Works Director Brad Stapley, and Public Safety Director Lance Haight.

CALL TO ORDER

Mayor Packard called the meeting to order at 7:00 p.m.

INVOCATION AND PLEDGE

Councilmember Snelson offered the invocation, and Councilmember Millsap 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 ABSENT, Councilmember Snelson, and Councilmember Wright. The motion **Passed Unanimously; 4-0 with 1 absent.**

MAYORS COMMENTS

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

CEREMONIAL

1. **Recognition of outgoing PAR Board Members; Jeremy Barker, Sydney Condie, Kate Henderson, Kimberly Stinson, and Lee Taylor - Emily Larsen, Museum Director**

Emily and Stacey recognized and thanked the outgoing PAR Board members for their service and contributions. Councilmember Snelson commented that the PAR Board was created two years ago under Mayor Packard's direction, consisting of seventeen board members. Snelson praised the members for

their exceptional contributions to the establishment and operation of the board, as well as their diligent vetting of funds used from the PAR Tax. Snelson expressed pride in the board and appreciated the outgoing members' time and efforts.

2. Recognition of Kim Christensen, Library as one of the top eight librarians across the country to be recognized by the Wimpy Kid Group and ABRAMS Publishers - Dan Mickelson, Library Director

Dan recognized Kim Christensen for being selected as one of eight librarians nationwide for her outstanding work with teens and youth in the community. Kim was chosen to meet Jeff Kinney, the famous author of the "Diary of a Wimpy Kid" books. She was awarded an all-expense-paid trip to Boston to meet the author and received books and resources for the Springville Library.

CERT Rehab Team Recognition - Chief Haight, Public Safety Director

Chief Haight, Chief Clinton, and Emergency Coordinator Joanna Larsen recognized the CERT Rehab Team for their valuable assistance to firefighters during incidents. Chief Haight introduced the team and explained their role in providing water, food, and necessary supplies to incident sites using their trailer. Recently, the team utilized their training to assist with an incident. The following members were recognized for their efforts: Denise Thompson, Dimitri Okhrimenko, Donna Ferguson, Gavin Grow, Jim (Eugene) Bollinder, Karen Ellingson, Karrie Beardall, Kurt Beardall, Katherine Hereth, Kelly Johnson, Kent Gibson, Kristina (Marie) Mendenhall, Mike Sawyer, Richard Cook, Steven Boyd, Trevor Sperry, Ammon Thompson, Angie Hendrickson, Dale Harrison, and David Witte. Additionally, Mike Sawyer received a "Dedicated Service Award" for his significant contributions to the team.

PUBLIC COMMENT

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

Greg Mertin from American Fork, who was unable to attend the meeting, provided a written comment that the mayor read aloud. Greg mentioned that his children have used the Senior Center rifle range and found it to be a great resource. He expressed interest in having more children use the range again, highlighting its safe environment for learning firearm use. He suggested that with proper upgrades, improvements, and volunteer hours, the range would be perfect for youth to learn valuable lessons. He clarified that the range is not intended to address larger issues.

Mayor Packard then asked John Penrod for an update on the range. John reported that the Facilities Department has investigated the costs of bringing the range up to date and considered other options. He stated that more information would be provided at a future work session. Mayor Packard suggested that the meeting be advertised so people interested in the topic could attend. John confirmed that they have been working with those who run the range and will ensure their presence at the meeting.

CONSENT AGENDA

3. Approval of minutes for the May 14, 2024 work meeting and the June 04, 2024 work and regular meetings.
4. Approval of a Resolution and Audit Services Agreement with HBME, LLC - Bruce Riddle, Assistant City Administrator/Finance Director

Motion: Councilmember Jensen moved to approve the consent agenda as written. Councilmember Millsap seconded the motion. Voting Yes: Councilmember Jensen, Councilmember Millsap, Councilmember Smith ABSENT, Councilmember Snelson, and Councilmember Wright. The motion Passed Unanimously; 4-0 with 1 absent. Resolution #2024-11 adopted

90 **REGULAR AGENDA**

91 **5. Consideration of a Resolution to approve a deferral agreement with JD Evans - John Penrod,**
92 **Assistant City Administrator/City Attorney**

93 John reported that JDE Spanish Fork owns real property located at 2135 South State Street in
94 Springville, Utah is working on compliance as a construction storage yard. There is not a building on the
95 property and they are not looking to build for years. The proposed agreement would require JDE to install
96 or pay for the required public improvements (which include, sewer, pressurized irrigation, and an upsized
97 water line) when one of the following occurs: 1. The City gives notice to install the improvements; 2.
98 abutting properties install the improvements; 3. a special improvement district is set up to install the
improvements; or 4. JDE develops more of its property.

100 Councilmember Snelson confirmed that sewer services were not currently being used and
inquired about future use. John responded that sewer services would need to be brought to the property
102 when they decided to utilize them. Councilmember Snelson then asked about the provision of secondary
water. John explained that they would need to connect some water for landscaping purposes. The city
104 can give them 90 days' notice to install necessary or special improvements.

Councilmember Millsap asked how the city ensures improvements are made if funding is
106 unavailable. John explained that if a property in the area initiated improvements triggering the agreement,
establishing a special improvement district could be an option, allowing payments over time. He noted
108 that any property improvements would need to consider these costs.

Mayor Packard confirmed this was not a zone change. John confirmed it was not a zone change.

110 **Motion: Councilmember Jensen moved to approve Resolution #2024-12 and an agreement with JDE**
111 **Spanish Fork, LLC that will require improvements to be installed at a later date with revisions to the**
112 **agreement as discussed in this meeting and approved by the City Attorney Councilmember Wright**
113 **seconded the motion. Roll Call Vote; Voting Yes:** Councilmember Jensen, Councilmember Millsap,
114 Councilmember Smith ABSENT, Councilmember Snelson, and Councilmember Wright. The motion
115 **Passed Unanimously; 4-0 with 1 absent. Resolution #2024-12 Adopted**

118 **6. Consideration of a Resolution adopting a preliminary and final development checklist for**
119 **subdivisions and commence a pending Ordinance regarding the same - Carla Wiese, Planner**

120 Carla reported residential preliminary and final application requirements were included in the text
of the Title 14 Subdivision Regulations. To simplify the code Community Development staff chose to keep
122 the application requirements lists as separate documents and to refer to them within the code and provide
links to adopted standards and specifications for each department for ease of access.

124 As part of the changes required by the state, it was determined that rather than listing the required
application items in the code, a reference would be made in the code to the checklist and application
126 which would detail the information required from the developer for an application to be considered
complete and for a thorough review by the various city departments. This change in the code provided
128 an opportunity to review and update the list of items that each department required or should require. The
pending legislation resolution will provide city departments time to finalize application requirements and
130 update standards and specifications while still providing developers with information on what will be
needed for the application process.

132 **Motion: Councilmember Millsap moved to approve Resolution #2024-13 to formally initiate proceedings**
133 **to review and amend Springville City's residential and commercial subdivision regulations and application**
134 **process to include preliminary and final plan application checklist. Councilmember Snelson seconded**
135 **the motion. Roll Call Vote; Voting Yes:** Councilmember Jensen, Councilmember Millsap, Councilmember

Smith ABSENT, Councilmember Snelson, and Councilmember Wright. The motion **Passed Unanimously; 4-0 with 1 absent. Resolution #2024-13 Adopted**

7. **Consideration of a Resolution and Agreement with UDOT for a no-cost Utility Relocation - Brad Stapley**

Chris reported Springville City is working with UDOT to widen the City's existing 1600 South roadway from Interstate 15 to State Route 51. This Project will require the relocation, adjustment, or protection of existing City above ground and underground facilities, defined as "Third-Party Work." UDOT will be responsible to design and construct the "Third-Party Work" at UDOT's cost.

Motion: Councilmember Wright moved to approve Resolution #2024-14 entering into a Third-Party Relocation Agreement with the Utah Department of Transportation (UDOT) for the relocating, adjusting, or protecting of existing utilities along the 1600 South corridor as part of the UDOT 1600 South Phase 2 Widening Project. **Councilmember Millsap** the motion. **Roll Call Vote; Voting Yes:** Councilmember Jensen, Councilmember Millsap, Councilmember Smith ABSENT, Councilmember Snelson, and Councilmember Wright. The motion **Passed Unanimously; 4-0 with 1 absent. Resolution #2024-14 Adopted**

PUBLIC HEARING AGENDA

8. **Public Hearing for consideration of a Resolution and Budget Amendment to the Fiscal Year 2023/2024 Springville City Budget - Bruce Riddle, Assistant City Administrator/Finance Director**

Troy reported unexpected revenues and expenses have emerged since the beginning of the budget year and to address the variations from the original budget, the Council will need to act by amending the budget. The budget amendment would appropriate funds from grants and operating revenues for activities not budgeted in the original FY 2024 budget. These amendments will affect the General Fund and Special Revenue Fund.

Mayor Packard opened the public hearing. No comment was received.

Motion: Councilmember Snelson moved to close the public hearing. Councilmember Wright seconded the motion. Voting Yes: Councilmember Jensen, Councilmember Millsap, Councilmember Smith ABSENT, Councilmember Snelson, and Councilmember Wright. The motion **Passed unanimously, 4-0 with 1 absent.**

Motion: Councilmember Snelson moved to approve Resolution #2024-15 to open and amend the General Fund and Special Revenue Fund budgets for operating and capital expenses applying to the Fiscal Year ending June 30, 2024, as outlined in Exhibit A **Councilmember Millsap seconded the motion. Roll Call Vote; Voting Yes:** Councilmember Jensen, Councilmember Millsap, Councilmember Smith ABSENT, Councilmember Snelson, and Councilmember Wright. The motion **Passed Unanimously; 4-0 with 1 absent. Resolution #2024-15 Approved**

9. **Public Hearing for consideration of an Ordinance and approval of setting compensation for Springville City Officers and Employees for Fiscal Year 2024-2025 - Patrick Monney, Administrative Services Director**

Patrick reported the ordinance sets compensation for elected officials and employees of the City as required by State law and City ordinance. The specific amounts are contemplated in the budget that

184 has been balanced, adopted as tentative, and considered for final adoption in a public hearing at the
186 same time as consideration of this ordinance.

188 Councilmember Snelson asked about council compensation and how it is calculated. Patrick, we
188 look at the average with other cities. Troy said the resolution said the salary would be increased upon
190 other city employees' salaries. Mayor Packard asked if the mayor or council does not want a salary and
190 how does that work. Troy explained the options.

192 Mayor Packard opened the public hearing.

194 Marsha Harris, a Springville resident; had questions about truth and taxation and the utility increase.
196 Concerned about the rise in utilities. Across the board is a smaller raise this year and over the next three
196 years will go up 30%, she said the power rate went up 11% last year and is not increasing this year.
198 Residential, secondary, and commercial water went up 9.75% last year, and 10% the year before this
198 year going up 3.5%. She has secondary and culinary water and the increases are a lot. Would like to hear
200 the council's opinions on the increases. Doesn't want to hear inflation because we are all dealing with it.
200 Truth and taxation is very confusing.

202 **Motion: Councilmember Millsap moved to close the public hearing. Councilmember Wright seconded the**
204 **motion. Voting Yes:** Councilmember Jensen, Councilmember Millsap, Councilmember Smith ABSENT,
204 Councilmember Snelson, and Councilmember Wright. The motion **Passed unanimously, 4-0 with 1**
206 **absent.**

208 **Motion: Councilmember Snelson moved to approve Ordinance #07-2024 that sets compensation for**
208 Springville City officers and employees for the fiscal year ending June 30, 2025 **Councilmember Jensen**
210 **seconded the motion. Roll Call Vote; Voting Yes:** Councilmember Jensen, Councilmember Millsap
210 Councilmember Smith ABSENT, Councilmember Snelson, and Councilmember Wright. **The motion**
212 **Passed Unanimously; 4-0 with 1 absent. Ordinance #07-2024 Approved**

214 **10. Public Hearing for consideration of a Resolution approving a compensation increase for**
214 **Springville City executive municipal officers for FY 2024-2025 - Patrick Monney, Administrative**
216 **Services Director**

216 Patrick reported during the 2024 Utah State legislative session, Utah Code 10-3-818, was
218 amended to include a separate public hearing to publish the executive municipal officers' compensation
218 increase for each annual budget (10-3-818 (2)). This process provides the transparency state law requires
220 while allowing the process to be as efficient as possible. He explained 0% not to exceed 7% for executive
220 officers, is contemplated in the budget.

222 Mayor Packard opened the public hearing. No comment was received.

224 **Motion: Councilmember Jensen moved to close the public hearing. Councilmember Millsap seconded**
226 **the motion. Voting Yes** Councilmember Jensen, Councilmember Millsap, Councilmember Smith
226 ABSENT, Councilmember Snelson, and Councilmember Wright. **The motion Passed Unanimously; 4-0**
228 **with 1 absent.**

230 **Motion: Councilmember Jensen moved to approve Resolution #2024-16 that outlines executive municipal**
230 **officers' compensation increases for Springville City officers and employees for the fiscal year ending**

June 30, 2025. Councilmember Snelson seconded the motion. Roll Call Vote; Voting Yes: Councilmember Jensen, Councilmember Millsap, Councilmember Smith ABSENT, Councilmember Snelson, and Councilmember Wright. The motion Passed Unanimously; 4-0 with 1 absent. Resolution #2024-16 Approved

11. Public Hearing for consideration of adopting the Enterprise Fund Transfers for Fiscal Year 2024/2025 - Bruce Riddle, Assistant City Administrator/Finance Director

Troy reported approximately \$7.8 million of the General Fund's \$40,000,000 in revenues comes from transfers from the City's enterprise funds (utilities and golf). Approximately 46% of those transfers are administrative fees allocated to the enterprise funds for services they receive from the General Fund (e.g. legal, H.R., utility billing, etc.). These allocations are calculated by the Finance Department and are deemed to be a reasonable cost of providing the services. The remainder of the transfers is effectively dividend payments to the citizen-owners of the utilities that would otherwise go to investors if the utilities were privately held. These transfers are used for general governmental purposes and help keep property tax rates low. State law requires transparency in reporting the transfers and also requires a public hearing.

Mayor Packard opened the public hearing. No comment was received.

Motion: Councilmember Millsap moved to close the public hearing. Councilmember Jensen seconded the motion. Voting Yes Councilmember Jensen, Councilmember Millsap, Councilmember Smith ABSENT, Councilmember Snelson, and Councilmember Wright. **The motion Passed Unanimously; 4-0 with 1 absent.** The motion Passed unanimously, 5-0

No further action was required.

12. Public Hearing to consider a Resolution and adoption of the Springville City Tentative FY 2024-2025 Budget, until such date and time that the City holds a Truth in Taxation public hearing and adopts the Final FY 2024-2025 Budget - Bruce Riddle, Assistant City Administrator/Finance Director

Troy reported that consistent with state law, the Council is required to adopt a final budget by June 22 of each year for the upcoming fiscal year unless the city plans to hold a Truth in Taxation hearing due to plans to increase property tax revenue beyond the certified rate established by the County. This year, such a hearing is necessary as the budget includes a proposed property tax increase of 4.0%. Additionally, there are inflationary fee increases for each of the utility funds except for power, along with modest wage increases.

Troy explained that large projects, whether planned or completed, can cause fluctuations in the general fund budget. Core services, particularly with the Police, are fully funded, and city personnel have increased by 2.8 FTE (full-time equivalent). The budget includes a 5.24% property tax increase, which translates to approximately \$9.65 per year for the average Springville home. As property values rise, property taxes decrease, while utility rates increase, ranging from 0% to 3.5%.

Troy noted that in a regular budget adoption, the certified tax rate is included. However, last year, during the Truth in Taxation hearing, the certified tax rate was adopted later. He mentioned that the county encouraged the city to include the anticipated certified tax rate in the budget adoption process.

Councilmember Snelson stated there are budget meetings prior to the budget approval that are public meetings and he would encourage public attendance and comment.

Mayor Packard opened the public hearing.

278

280 Cooper Clark, a Springville resident, expressed concerns about the budget not including new fire
apparatus. He noted that on Art City Days, engine 43 broke down. According to NFPA (National Fire
Protection Association) standards, fire apparatus needs replacement every fifteen years for front-line
apparatus and every twenty-five years for reserve apparatus. Clark highlighted that engine 41 is due for
replacement in three years, with the current price of a fire engine being \$1.2 million. He mentioned that
engines 42 and 43 are out of date, with engine 43 having been ordered in 1999. Additionally, ambulance
41 experienced a breakdown while transporting a patient. Truck 41, bought in 1990, is out of service and
outdated, with no replacement planned. Clark stated that all engines would be outdated within three
years, and brush trucks 41 and 42 are outdated for front-line service. He added that the heavy rescue
unit and two utility trucks do not meet NFPA standards. Clark inquired if there is a budget plan to update
the fire apparatus equipment, noting that staffing and pay issues are separate discussions.

290 Troy explained that funds are transferred into a vehicle and equipment replacement fund, and the
fire department has equipment scheduled for replacement. He noted that the fire department is fully
responsible for managing this process and receives the necessary funding. Fire Chief Clinton added that
all apparatus currently meets NFPA standards. Troy mentioned that for the past twelve years, the city
has maintained equipment effectively, with the city council fully supporting the allocation of funds needed
to replace critical equipment. He acknowledged a significant slowdown in equipment delivery, sometimes
taking up to two years.

Mayor Packard requested that staff meet with Mr. Cooper to address his questions.

298 Amy Brockbank, a Springville resident, commented on the transparency of the city budget,
emphasizing the need for more public comment opportunities. She mentioned that the budget is very
confusing and difficult for citizens to understand, describing it as "smoke and mirrors." Brockbank noted
that Spanish Fork's budget document is much easier to comprehend. She also shared that her home
insurance rates increased because Springville does not have a ladder truck.

Mayor Packard responded by acknowledging her comments and expressing a desire to improve
transparency. He suggested the city do more podcasts as a way to disseminate information and engage
the public.

306 Marsha Conover, a Springville resident, commented on the utility rate increases in recent years,
expressing difficulty in understanding the justification for these increases, particularly attributing them to
inflation. She highlighted the additional costs burdening residents and urged the city to find ways to avoid
raising taxes.

310 Councilmember Wright asked if the increase was noted on the utility bill. Troy, expressed it was
not on the bill, it is difficult to include everything on the utility bill.

312 **Motion: Councilmember Snelson moved to close the public hearing. Councilmember Millsap seconded**
the motion. **Voting Yes** Councilmember Jensen, Councilmember Millsap, Councilmember Smith
ABSENT, Councilmember Snelson, and Councilmember Wright. **The motion Passed unanimously, 4-0**
with 1 absent.

318 **Motion: Councilmember Jensen moved to approve Resolution #2024-17 for Springville City Corporation**
to operate under a tentative budget in the amount of \$117,413,845 for expenditures and transfers in the
fiscal year beginning July 1, 2024, until a final budget can be adopted following a Truth in Taxation hearing
on August 20, 2024. **Councilmember Snelson seconded the motion. Roll Call Vote; Voting Yes:**
Councilmember Jensen, Councilmember Millsap Councilmember Smith ABSENT, Councilmember
Snelson, and Councilmember Wright. **The motion Passed unanimously, 4-0 with 1 absent Resolution**
324 **#2024-17 Approved**

326 **MAYOR, COUNCIL, AND ADMINISTRATIVE REPORTS**

Mayor Packard asked for any further comment. There were none.

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

330 *The Springville City Council may adjourn the regular meeting and convene into a closed session as provided by UCA 52-4-205.*

332 **ADJOURNMENT**

334 **Motion: Councilmember Snelson moved** to adjourn the regular meeting at 8:53 p.m. **Councilmember Jensen seconded** the motion. **Voting Yes:** Councilmember Jensen, Councilmember Millsap, Councilmember Smith ABSENT, Councilmember Snelson, and Councilmember Wright. **The motion Passed unanimously, 4-0 with 1 absent**

342 *This document constitutes the official minutes for the Springville City Council Regular Meeting held on Tuesday, June 18, 2024.*

344 *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 18, 2024.*

348 DATE APPROVED: _____

350 _____
Kim Crane
City Recorder