

MINUTES OF THE WORK/STUDY MEETING OF THE SPRINGVILLE CITY COUNCIL HELD ON TUESDAY, NOVEMBER 12, 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: Jake Smith
Mike Snelson
Mindi Wright

Excused: Craig Jensen
Logan Millsap

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, Deputy Recorder Jennifer Grigg, Community Development Director Josh Yost, Engineering and Internal Services Director Scott Sensanbaugher, Library Director Dan Mickelson, Museum of Art Director Emily Larsen, Parks and Recreation Director Stacey Child, Parks and Recreation Assistant Director Tyler Wilkins, 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 5:32 p.m.

CEREMONIAL

Mayor Packard thanked Director Haight and Director Larsen for the ceremony honoring Veterans and the 100th anniversary of the WWI Victory Memorial Fountain and the introduction of the Public Safety Challenge Coin.

COUNCIL BUSINESS

1. Calendar

- Nov 19 - Work Study Meeting 5:30 p.m., Regular Meeting 7:00 p.m.
- Nov 20 - Springville City General Plan Community Visioning Open House 6:00-8:00 p.m., at Spring Canyon Middle School, 599 West 700 South, Springville
- Nov 28-29 - Thanksgiving Holiday Observed (City Offices Closed - Thursday and Friday)
- Dec 03 - Work Study Meeting 5:30 p.m., Regular Meeting 7:00 p.m.

Mayor Packard asked Director Yost to explain the Visioning Open House. Director Yost said attendees will bring their real vision of the city and learn about tools for the new general plan. Mayor Packard clarified the consultants will be conducting the meeting at Spring Canyon Middle School.

2. DISCUSSIONS/PRESENTATIONS

a. P.A.R. Board Update - Cl. Snelson/Cl. Wright

Councilmember Snelson said applications for P.A.R. Grants went online in October and are due December 15, 2024. The board will meet in November but not December. Councilmember Wright said grant review will start in January with applicants presenting for three minutes. Councilmember Snelson said the board is operating well—the members are attending and assignments are fulfilled.

b. Legal

Attorney Penrod started his presentation by asking what is an appeal authority. Councilmember Snelson explained an ex-employee can appeal their termination. Attorney Penrod said it is a group gathered together by ordinance with the purpose of *due process*. Councilmember Snelson said appeals could go to a court trial. Attorney Penrod said *land use* can also be adjudicated by an appeal authority as an exhaustion of administrative remedies before a court trial. He listed the possible scenarios for an appeal authority and proposed consolidating these processes.

He said Utah is an *at-will* state which means *at-will* employees have a right to their jobs. Mayor Packard asked about the atmosphere presented to employees by the city and if there is a policy of *due process*. Attorney Penrod listed the process that is applied to *at-will* employees and the courtesy allowed to other employees like directors, probationary employees, and part-time employees. Councilmember Smith asked about litigation risk. Attorney Penrod explained *at-will*, evaluations, and the internal grievance procedure. Councilmember Smith asked about the grievance board and how members are chosen. Attorney Penrod answered the Employee Association recommends employees and the mayor appoints councilmembers. Councilmember Smith asked about the Employee Association. Attorney Penrod said it has acted as a quasi-union, reviewing raises, and discipline in the past but now it plans the Christmas party and sends gifts to member employees. Administrator Fitzgerald said the association has been diminished and may not continue. Councilmember Snelson added as an elected official, it is hard for a councilmember to remain impartial in the appeal process. Attorney Penrod said the process is handled more like a court trial. He showed what other local cities are doing and some that have switched to an independent contractor acting as the hearing officer. Mayor Packard compared it to an arbitrator.

Attorney Penrod said the Board of Adjustment is also an appeal authority. Councilmember Snelson said because most people lack a law background, he would recommend an independent contractor for any appeal authority. Councilmember Wright asked why is this being discussed right now. Attorney Penrod said he anticipates an increase in employee appeals. Councilmember Wright said she prefers having employees as peers on the appeals board. Councilmember Smith asked for a hybrid of those two ideas. Attorney Penrod said the city hired an outside attorney to help the appeals board this time. Councilmember Smith asked if an appeals board is required by state law. Councilmember Wright wondered if the independent contractor must be an attorney. Attorney Penrod said not necessarily and he appreciated this feedback from the Council. Councilmember Smith clarified Attorney Penrod is recommending the independent contractor over a board with employees because it is an awkward position for a councilmember and employees. He said it is up to the Council. Mayor Packard said neither sounded better. Administrator Fitzgerald said there have been at least two ex-employees that have appealed in the past and this discussion is to prepare for more. Attorney Penrod asked about other appeal authorities. Councilmember Snelson reiterated his suggestion to get an independent contractor for other appeal boards as well. Councilmember Wright said there should be more than one independent contractor determining appeals in general. Councilmember Smith said he needs more information.

c. Parks and Recreation

Assistant Director Wilkins explained the playground replacement plan from the 2022 Parks Master Plan and the standards for parks. Councilmember Snelson asked how the replacement costs were



calculated. Assistant Director Wilkins said vendors provided cost, then inflation of 5% and an interest rate of 1.5% was added. Councilmember Smith asked about the replacement standard. Assistant Director Wilkins said playground equipment has a 15 to 20-year lifespan. Attorney Penrod clarified replacement will be *like for like*. Mayor Packard asked how the age of the equipment is tied to projected replacement. Assistant Director Wilkins said the equipment is prioritized by age and usage. Director Child said the replacement Spring Creek playground equipment was purchased at a really good discount because another city rejected its colors. Assistant Director Wilkins listed other amenities and said all of the drinking fountains are finally working. He showed a new standard in benches and tables that are sturdier and easier to clean. Councilmember Wright asked about fitness equipment. Assistant Director Wilkins showed an example of commercial-grade fitness equipment and added ADA access. Rules are updated and signs are replaced as playground equipment is replaced. Assistant Director Wilkins said basketball courts are not used as much and showed an updated court combined with pickleball. The neighbors are thrilled. Councilmember Wright clarified the pickleball court at Spring Creek Park is not lit. Director Child added the court requires a personal pickleball net. Mayor Packard asked completion of the walkway around Memorial Park. Assistant Director Wilkins said people love the Al Curtis statue and signage is coming.

Before Director Larsen started her presentation, Administrator Fitzgerald explained a meeting with the Lakeside Landing developers who are asking the City to fund their sewer projects through bonding or a PID (Public Infrastructure District). He told the developer no because the direction from previous councils is developers pay for infrastructure as the development progresses and pay it off before people occupy their homes. Director Riddle said the current city policy is no PIDs for residential development. Administrator Fitzgerald confirmed that the Council agrees that infrastructure funding is the risk of the developer and is paid before occupancy so that residents are not further taxed after the developer leaves. Councilmember Snelson said he might consider a PID but certainly not bonding and the PID must be paid off before occupancy. Councilmember Smith asked about why other cities use PIDs. Administrator Fitzgerald said other cities are willing to risk debt to incentivize development. Councilmember Wright clarified Springville does not have other PIDs. Mayor Packard said past councils have wrestled with this question for two or three years. Administrator Fitzgerald said PIDs are new in Utah and have gone poorly in other states. Mayor Packard asked for a work session on PIDs.

d. Art Museum

Director Larsen listed current challenges at the museum and how they align with the adopted Arts Master Plan and the museum's proposed strategic plan. Facilities continue to be a challenge with lack of office space, storage, and leaks continuing. Staff is working to increase marketing and communication while maintaining and growing revenue to provide engaging, relevant arts experiences, programs and by increasing public art to truly make Springville the *Art City*. The museum's strategic plan will drill down on more specific challenges. An RFP (Request for Proposals) is drafted to get a feasibility/design plan by summer/fall 2025 to improve long-term preservation and possibly acquire the Cherry Creek Elementary Gym. ROI on marketing has increased and staff is working on a larger marketing/communications strategic plan and an *Art City* directory/website. She showed attendance increased 37% in 2023 and so far, 13% on top of that in 2024. She and Jacquelyn Sokol are working to increase endowment and legacy giving to fund sustainability and capital projects coming in the next 5 to 10 years. She concluded the presentation by saying these are the challenges staff is focusing on and where we will be allocating our resources as we develop. She believes the Art Association, POPS, Public Art, and the Museum should have the same mission statement and work together. Some resources will be re-evaluated. Mayor Packard asked about the museum's relationship with the state legislature and suggested tapping a long-term relationship with Congressman Burgess Owens' office. Director Larsen agreed and stated that is part of our strategic plan to ask for appropriation from private donors, at the state and county level for some capital projects. Attorney Penrod complimented Director Larsen and said she is doing a great job

with revenue steadily increasing. Director Larsen complimented previous Director Dr. Rita Wright and said the Council, Association Board, and her team are so supportive—instead of always convincing officials of the value of the museum she can dedicate time to moving ahead with the momentum. Councilmember Wright asked to see what projects will be implemented in the FY26 budget. Mayor Packard said we want master plans implemented and to see evidence of implementation in the numbers.

MAYOR, COUNCIL, AND ADMINISTRATIVE REPORTS

There was none.

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.

ADJOURNMENT

Motion: Councilmember Wright moved to adjourn the meeting at 6:52 p.m. **Councilmember Smith seconded** the motion. **Voting Yes:** Councilmember Smith, Councilmember Snelson, and Councilmember Wright. The motion **Passed Unanimously; 3-0**

This document constitutes the official minutes for the Springville City Council Work/Study Meeting held on Tuesday, November 12, 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 accurate, and complete record of this meeting held on Tuesday, November 12, 2024.

DATE APPROVED: December 03, 2024

Jennifer Grigg
Deputy Recorder