



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

MINUTES OF THE WORK/STUDY MEETING OF THE SPRINGVILLE CITY COUNCIL HELD ON TUESDAY, NOVEMBER 19, 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 Safety Director Lance Haight, Public Works Director Brad Stapley, Jeff Anderson Assistant Public Works Director Jake Nostrom, Water Reclamation and Storm Water Superintendent Terrance Harris, Wastewater Treatment Plant Manager Thad Monsen, Water Superintendent Tyson Bartlett, and Streets Superintendent Jason Riding.

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

COUNCIL BUSINESS

1. Calendar

- 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 if there was any discussion regarding the calendar. Thursday at 1:30 p.m. at the civic center MAG has a roadshow. Suggested any departments using MAG funding to attend.

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

- a) Invocation - Councilmember Snelson
- b) Pledge of Allegiance - Councilmember Millsap
- c) Consent Agenda
 2. Approval of minutes for the November 05, 2024 Work and Regular Meetings
 3. Approval of Mayor Packard's appointment of Don Olsen to the Board of Adjustment

4. Approval of an Ordinance amending Springville City Code Title 3 Public Safety, Chapter 7 Animal Code, Sections 101(21)(I), 114, and 304(1), and repealing Section 304(2) - Lance Haight, Public Safety Director

Mayor Packard inquired if there was any discussion regarding the consent agenda. There was none.

3. WORK MEETING DISCUSSIONS/PRESENTATIONS

a) **Presentation and Discussion of each Master Plan, including the IFFP-Impact Fee Facilities Plan and IFA-Impact Fee Analysis for - Brad Stapley, Public Works Director**

- Transportation
- Drinking Water
- Pressurized Irrigation Water
- Storm Water
- Sewer Collections
- Water Reclamation Facility

Director Stapley presented the Master Plan, the Impact Fee Facilities Plan (IFFP), and the Impact Fee Analysis (IFA) to the Mayor and Council for consideration. He provided an overview of the levels of service, upcoming capital projects, and projects eligible for impact fees.

Councilmember Smith raised concerns about Plat A being affected by a 100-year storm. Brad responded, explaining that areas without curb and gutter could be impacted, and elaborated on how various impervious surfaces might influence stormwater drainage. He further discussed how lot sizes affect the ratio of impact fees charged compared to Equivalent Residential Connections (ERC) used in the past. Brad also noted that the Wastewater Treatment and Collection Master Plan is scheduled for an update in the near future.

Eileen from the Home Builders Association (HBA) emphasized the importance of proportionality in impact fees based on lot size. She pointed out that undeveloped land is costly to develop due to the additional improvements needed for core infrastructure and to provide the required level of service to new developments.

Brad introduced the public works leadership team responsible for contributing to the plans and expressed his gratitude for their efforts. Mayor Packard acknowledged the time and effort put into helping the council understand the planning and development process.

b) **Discussion regarding a possible Transportation Utility Fee - Brad Stapley, Public Works Director**

Jeff provided a report on the Transportation Utility Fee (TUF), addressing the challenges posed by aging road infrastructure and rising maintenance costs. He explained that the staff was exploring alternative funding mechanisms and reviewed various funding sources. Mayor Packard noted that Utah County and Summit County might be the only counties in the state using the 5th fifth sales tax for transportation funding.

Jeff presented data on average growth over the past decade and the rising costs of roadway inflation. He outlined the uses of Class B and C road funds and described several funding options, including maintaining the current approach, implementing property taxes, bonding, or adopting a TUF. He explained that a TUF functions like a utility fee for services such as water or sewer and is sometimes referred to as a street maintenance fee, road use fee, or street utility fee.

Jeff highlighted the advantages of a TUF, including equity, transparency, and sustainability. He elaborated that municipalities estimate trip generation based on land use rather than metering

transportation system use, often relying on the Institute of Transportation Engineers (ITE) Trip Generation Manual. Most TUF ordinances reference the ITE Manual.

Jeff also discussed recent court cases involving TUF and provided an overview of the Utah Supreme Court's ruling. The court determined that a TUF is a fee rather than a tax, affirmed cities' authority to impose such fees, and remanded the case to trial courts to assess the reasonableness of TUF implementations. Finally, Jeff outlined the process for studying, adopting, and implementing a TUF.

Mayor Packard inquired whether active transportation and regular transportation could be combined in planning. Troy clarified that active transportation and recreation trails have their own plans but are integrated into the Transportation Master Plan.

Jeff explained that a TUF is set to expire every ten years, requiring the city to restart the process by conducting a new study to reimpose it. He emphasized that TUF funds must remain in a separate account and cannot be commingled with other transportation funding sources. He outlined the next steps, which include issuing an RFP in December for a consultant to prepare a study. The process will involve public participation, a review of alternative funding options, public meetings, and eventual adoption.

Troy stressed the importance of determining the desired level of service and standards for road quality, noting that even small improvements in road quality can lead to significant differences over time.

Councilmember Wright asked whether the TUF would appear as a flat fee on utility bills. Jeff explained that it would be a flat fee for single-family residences, but for commercial properties, the fee would vary based on categories and the number of trips generated.

Troy added that previous councils had opted not to increase fees while aiming to maintain acceptable service levels. He noted that storm flows from the mountains were not included in the current plan. These flows were studied ten years ago, and addressing them was estimated to quadruple costs due to the significant expenses of managing major storm flows entering the city.

Councilmember Millsap inquired about the timeframe for adoption. Jeff stated that it could occur later next year.

Mayor Packard asked the council if they wanted staff to proceed with hiring a consultant and moving forward with the process. Councilmember Wright expressed support. Councilmember Jensen indicated he was at a "6.8," citing the many moving parts he would need to review. Mayor Packard suggested that engaging a consultant would help determine whether it was worth pursuing further.

Councilmember Millsap expressed interest in seeing if the consultant's analysis could provide beneficial insights. Councilmember Snelson wanted to review the consultant's recommendations. Councilmember Smith questioned what value the consultant could provide for the money spent, given that other cities had undertaken similar efforts. Jeff explained that the consultant would analyze trip generation data and propose fees for both residential and commercial uses. Councilmember Snelson added that the consultant's work would offer an external perspective on potential actions.

MAYOR, COUNCIL, AND ADMINISTRATIVE REPORTS

Mayor Packard asked if there was further discussion.

Jeff Anderson briefed the council on a proposed budget reallocation related to the Water Reclamation Facility Master Plan. He outlined identified capital projects, including the primary clarifier rehabilitation, tertiary filtration upgrades, and the standby generator. Jeff noted that the sand filter rehabilitation was underfunded and would be delayed for several years. He proposed reallocating funds from the sand filter rehabilitation to partially fund backup power generation for the Water Reclamation Facility, supplemented by a contribution from the Power Department. This adjustment would eliminate the need to rely on the Whitehead Power Plant for a black start in the event of a power outage. The reallocation would also allow the continuation of the primary clarifier rehabilitation project.

Jeff further introduced a third project involving a lift station pumping bypass. This project would provide the ability to deploy a standalone pump to maintain operations in the event of a power loss at a lift station, ensuring the wet well could be drawn down.

Troy clarified that this reallocation was an administrative process but was brought before the council to inform them of the changes.

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 Smith moved to adjourn the work meeting at 6:57 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**

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

DATE APPROVED: December 03, 2024



Kim Crane
City Recorder