

MINUTES OF THE WORK/STUDY MEETING OF THE SPRINGVILLE CITY COUNCIL HELD ON TUESDAY, DECEMBER 10, 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, Deputy Recorder Jennifer Grigg, Administration Director Patrick Monney, Community Development Director Josh Yost, Engineering and Internal Services Director Scott Sensanbaugher, Library Director Dan Mickelson, Community Health and Wellness Coordinator Jessica Maxwell, Museum of Art Director Emily Larsen, Parks and Recreation Director Stacey Child, Power Director Jason Miller, Public Safety Director Lance Haight, Public Works Director Brad Stapley, and Treasurer Heather Penni.

CALL TO ORDER

Mayor Packard welcomed everyone and called the meeting to order at 5:33 p.m.

COUNCIL BUSINESS

1. Calendar

- Dec 12 - City Employee Holiday Reception 11:30 a.m. - 1:30 p.m.
- Dec 17 - Work Study Meeting 5:30 p.m., Regular Meeting 7:00 p.m.
- Dec 25 - Christmas Holiday Observed (City Civic Center Closed - Wednesday)
- Jan 01 - New Year's Holiday Observed (City Civic Center Closed - Wednesday)

Director Monney corrected the time for the December 12, 2024, City Employee Holiday Reception to 2:00 p.m. - 4:00 p.m. The City Council canceled the December 17, 2024, City Council meeting by consensus. The first City Council meeting for 2025 will be on January 7, 2025, and the Budget Retreat will be on January 14, 2025, at 3:00 p.m.

2. DISCUSSIONS/PRESENTATIONS

a. Community Board

Mayor Packard said the Community Board is very actively working on the general plan and met two weeks ago with the public and the contractor, Houseal Lavigne, at Spring Canyon Middle School. This week's Community Board meeting is canceled. The next meeting is January 09, 2025.

b. Library

Community Health and Wellness Coordinator Jessica Maxwell introduced herself and said Springville wants happy people in our community. She demonstrated that previous national drug prevention programs over the decades did not have clear instructions or vision. Current prevention science identifies risk and protective factors and a social development strategy. The 2024 Sharp Survey shows Springville is higher than the state in each category of risk. Current Springville initiatives are the Mayor Youth Awards and Drug Take Back Days. Upcoming initiatives are Parenting Classes, Teen Resources, One Kind Act- Kindness Week, Suicide Prevention Training, and a Suicide Post-vention Plan. Councilmember Snelson asked about legislation. CTC is Communities the Care, a county program that Springville historically participated in. She described the Covert Under Age Buyers (CUAB) and said that certain businesses are not allowed to be built within a certain distance from schools and by state legislation, vaping flavors will be illegal to sell starting January 1, 2025.

Councilmember Millsap asked about statistics in suburban, rural, and neighboring cities. Coordinator Maxwell said all that data is available on the Sharp Survey online. Chief Haight said this uptick in Springville risk statistics is definitely concerning and drug prevention starts in middle school. Vape is easily concealable and today's marijuana is far more potent than in the 70s. SHS has a full-time substance abuse coordinator to help kids kick the habit and keep it out of the schools. Nicotine is as hard to kick as hard drugs. Current legislation prevents criminal actions against kids.

Coordinator Maxwell described NOVA (nutrition, opportunity, values)—a prevention program implemented in the fifth grade. Administrator Fitzgerald said the Sharp Survey data is concerning. In the past, Springville was generally below the state and national average and this is a huge move in the wrong direction in a relatively short amount of time. Coordinator Maxwell noted this is the first year the Sharp Survey is an opt-in survey with parent permission required. Mayor Packard acknowledged that could skew comparisons to past years.

Coordinator Maxwell said her first Mayor Youth Award, Community Leader Dinner, and Drug Take Back Day went well and described applying for a grant for parenting classes, and teen resources. Other possible future initiatives include One Kind Act-Kindness Week, suicide prevention training, and a suicide post-vention plan when a suicide occurs. It takes, schools, law enforcement, youth, parents, families, healthcare, media, and city departments working together. She is also proposing a peer mentor group, family connection events, an adulting 101 class, a teen mental health group, and a parent's empowered campaign.

Mayor Packard added that he and Councilmember Snelson grew up when Springville High School struggled at the beginning of the drug culture and citizens just want drugs completely out of the city because it is so terrible for our kids. Drugs will destroy them and they will become nonfunctioning adults. He expressed his support for Community Health and Wellness Coordinator Jessica Maxwell and Chief Haight who added that fentanyl is in some of the schools in Salt Lake County and is deadly and cheap.

c. Public Safety

Chief Haight reported the Fire Department had three structure fires this month and showed a funny post about a loose pig that made international news. He started a discussion on increasing parking ticket fines to match other jurisdictions in Utah County. The current fines are:

Parking Violation	\$30
Disabled Parking Violation	\$100
Red Curb Violation	\$55
School Bus Zone Violation	\$110
Late Payment Fee = 25% of the original fine	

Springville City recently hired a parking violation collection agency for the first time. The State Legislature limits late fees. In 2023 Springville City issued 878 parking citations and only collected about 50% of the citations. About six years ago Springville City changed parking citations to an administrative violation, not a criminal violation. Councilmember Wright clarified the city would collect more citations while the collection agency charges 35%. Chief Haight explained cost recovery for parking citations is not currently listed in the fee schedule and showed comparative charges in other cities.

Approximate Costs to Issue Citations

Field personnel issuing citation: .25 hours x \$35.59 = \$8.90

Personnel processing citation: .25 hours x \$33.77 = \$8.44

Councilmember Wright confirmed the fees have not been raised in six years. Chief Haight said staff should weigh the backlash and keep citation fines reasonable while remaining a deterrent. Councilmember Snelson asked if citizens knew the fees. Chief Haight said they will next time. Not many citations are dismissed. The City Council agreed to raise the fees. Mayor Packard asked the City Council to review the fees annually. Administrator Fitzgerald said it will be assigned a cost recovery rate and included in the fee schedule in the next budget.

Chief Haight moved on to a current parking dilemma on 300 South with no curb and gutter. Some warnings were issued for angle parking. The residents complained and claim to have been parking that way for 40 years. The warnings were issued because somebody called and complained. Mayor Packard said it is up to the City Council. Residents can organize and get the City Council to change the ordinances. Director Stapley said parking on the extra wide streets is straight into the curb.

Councilmember Jensen said enforcement should be consistent. Councilmember Wright said street parking should take into consideration the width of your street. Councilmember Millsap said there needs to be a more holistic parking plan. Councilmember Smith reiterated that enforcement happens when a resident calls and complains. Councilmember Wright said 300 South is crumbling and full of potholes so it is already too narrow to drive on. Administration Fitzgerald said staff will work on the code. Councilmember Jensen said certain festival streets could have angle parking. Councilmember Snelson said some roads are too narrow for parallel parking so parking should be enforced by road zones.

d. Finance

Heather Penni introduced herself and said she was honored to serve as Springville City Treasurer. She said that this is her once-a-year update on the city's investments. She started by explaining that all the money in reserve, contingency, and holding for (one, two, three, four, and five-year) capital projects is invested to try to increase our interest income. Springville City started this in 2021 when the Treasury Department was tasked with updating the investment policy. In 2021, all of our funds were Public Treasurer's Investment Fund (PTIF). It's run by the Utah State Treasurer's office, and lots of cities use it. In 2022, under the State Money Management Act, Springville hired FHA, an investment advisor, through a request for proposals, (RFP). They changed their name to Meeder in 2023.

She continued by saying that 2023, and 2024 threw some curveballs as interest rates jumped from about 0% to 5% within a year a jump not seen in decades. Investing at the beginning of 2023, before interest rates went through the roof was a poor time to enter the market. Today, Springville City is focused on balancing capital projects and money needs with money that can be invested and keep that interest income high to hedge off the year that hit us before 2023, when we saw those zero 1% 2% interest rates. Springville City uses two vehicles for investing—PTIF and Meeder which are similar. They're governed by the same rules, but one is considered safety, and the other liquidity. PTIF has high liquidity because they invest in very short-term investments—lots of corporate paper, commercial bonds, and very short-term quick-turning money. PTIF's interest rate is reflective of what is actually happening right now.



PTIF (Public Treasurer's Investment Fund)

- Available to state and local government entities as a short-term cash investment vehicle.
- Managed by the Utah State Treasurer's Office.
- PTIF invests primarily in investment-grade corporate notes, top-tier commercial paper, and money market mutual funds.
- High liquidity.
- Competitive Rates.
- Invests only in securities authorized in the Utah Money Management Act.

Meeder Investment Group (formally FHN Financial Advisors)

- Approved for state and local government use by Utah Treasurer's Office.
- Managed by the Springville Treasurer in partnership with Meeder advisors.
- PTIF invests primarily in US treasuries/agencies, negotiable CDs, investment-grade corporate notes, top-tier commercial paper, and money market mutual funds with
- Moderate liquidity.
- Competitive Rates.
- Invests only in securities authorized in the Utah Money Management Act.

Meeder (governed under the same rules as PTIF) gives us moderate liquidity—instead of being able to pull our funds immediately, Meeder takes our investments out to five years. Treasurer Penni complimented directors, who have managed their budgets carefully. As the Water, Power, and Wastewater Departments get ready for capital projects, they will draw down on those funds. Some years they build those funds up to achieve a large project, and then as the projects are completed, our investable funds will go back down.

Assistant City Administrator/Finance Director Riddle explained a recent example in the Power Department. Treasurer Penni reiterated that the active department budgets are being managed very well. Another goal for this year is diversification and she showed January results with an average return on our investment of 5.2%. In December, our average return on investment went down with a significant drop in funds in PTIF because of capital improvement projects. Interest rates dropped a half a point but the Meeder (longer-term investments) average is going up. She reassured the council by stating that if interest rates drop, our longer-term investments (U.S. Treasury, agency bills), are going to hold a higher average because we bought them when the market was better.

Director Miller confirmed that PTIF investments are not bond funds but individual securities. Treasurer Penni showed potholes in maturity distribution intending to fill those potholes with money that matures for more even distribution so that when the market changes there is more even and consistent interest income. She showed the five silos of Meeder investments evenly distributed between short-term and long-term investments including treasuries, agencies, money market funds, corporate bonds, commercial paper, and negotiable CDs. Treasurer Penni asked the council what to focus on in 2025. Councilmember Jensen complimented Treasurer Penni and stated that since she was hired Springville is conscience, and competent with our investments. Mayor Packard said never buy a fund because you lose principle—own the bond.

e. Community Development

Director Yost started a discussion on accessory dwelling units by noting the level of protection we've seen here in Springville. He asked the council for some considerations regarding fees and pre-approved plans for accessory dwelling units (backyard cottages or granny flats.) ADUs are defined in our code, as another housing unit—attached or detached. Additionally, ADUs can be an addition, or converted existing space. In terms of permits since 2021, we've seen an upward trend in eight years including



several new homes being built by the home builders with accessory dwelling units. If somebody puts an ADU on an existing house, our general procedure has been based on the additional revenue on the meter. So, if somebody doesn't increase the size of their power service, there are no impact fees charged for water, sewer, stormwater, wastewater, or wastewater collection. Impact fees for ADUs would charge them the difference between a single-family dwelling and a multifamily dwelling.

He said he believes this is questionably defensible because it's not specifically articulated through the impact fee analysis. The planning staff would like to collaborate with the impact fee departments to specifically study the impacts of ADUs—like, trip generation, water usage, public safety calls, parks, and all those types of actual impacts and update our impact fee annually. It would be creating a specific assessment calculation for accessory dwelling units so that we have a defensible and, consistent way of applying impact fees to accessory dwelling units. We can use that data in our moderate-income housing report to the state as it's one of the adoptable strategies that we can cite as showing progress toward providing moderate-income housing.

Councilmember Smith asked how many guerilla ADUs are there. Councilmember Jensen suggested more than double the known number. Councilmember Wright said many new builds have basement entrances for ADUs. Director Yost agreed stating staff specifically evaluates the new build plans, and if it looks like an ADU, we tell them there is a legal process. Most builders go through the ADU process but, some of them deny the possibility of it becoming an ADU. Staff will continue to verify that that build stays in compliance. Councilmember Jensen suggested Springville should make it so that it's easier to come forward with guerilla ADUs. There's a pros and cons to the impact these homes have on city services so when you start talking fees, an owner is less of an impact now than he was when it was a single-family home with a large family.

Director Yost agreed and said the impact fees are a substantial barrier to people legalizing existing ADUs. He would like to be more rigorous in the next round of impact fee analysis. Councilmember Jensen said it would be cool if we could create a reason for people to report existing ADUs like a discount or reward. Councilmember Wright said everybody wants to be legal if it is an easy simplified procedure. Mayor Packard said this needs to be discussed to make this fairer and more reasonable for both sides—the intent here is not to raise money but to make it equitable for all people who are involved, clandestinely or legally. Councilmember Smith said the governor's calling for it and Springville can get credit for all of the ADUs in the Moderate-Income Housing Report. Councilmember Jensen said some people are gaming it and building duplexes that are not owner-occupied. As soon as we start letting investors build single-family houses with an ADU, they are just skirting the system. Mayor Packard said Springville is more up-to-date than the state. Councilmember Wright says she can relate because she wants to build a detached ADU. Mayor Packard said there would be a healthy discussion. Councilmember Jensen said the attitude is different from six, or seven years ago.

3. MAYOR, COUNCIL, AND ADMINISTRATIVE REPORTS

Director Stacey Child reported that Councilmember Wright facilitated a grant from the Utah Jazz for \$140,000 for a sports court on the corner of Memorial Park.

CLOSED SESSION, IF NEEDED - TO BE ANNOUNCED IN MOTION

The Springville City Council may temporarily recess the regular 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 Millsap moved to adjourn the meeting at 7:01 p.m. **Councilmember Smith seconded** the motion. **Voting Yes:** Councilmember Jensen Councilmember Millsap, Councilmember Snelson, Councilmember Smith, 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, December 10, 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, December 10, 2024.

DATE APPROVED: January 21, 2025

Jennifer Grigg
Deputy Recorder