

THE STATE OF UTAH  
COUNTY OF SEVIER  
CITY OF RICHFIELD

At the City Council  
In and For Said City  
June 10, 2025

Minutes of the Richfield City Council meeting held on Tuesday, June 10, 2025, at 7:00 p.m. in the Council Chambers of the Richfield City office building located at 75 East Center, Richfield, Utah. Mayor Bryan L. Burrows presiding.

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|---|--|
| 1. CALL TO ORDER  | a. New Horizons request.                                       |
| 2. OPENING REMARKS  | b. General Plan Public Hearing.                                |
| 3. PLEDGE OF ALLEGIANCE by invitation   | c. Planning Commission Report.                                 |
| 4. ROLL CALL  | d. Title 17 of the Land Use Code Modifications Public Hearing. |
| 5. SWEARING IN – Youth City Council   | e. Tentative 2025-26 budget Public Hearing.                    |
| 6. MINUTES APPROVED - Consider a motion to approve the minutes of the special meeting held on May 27, 2025, and the regular meeting held on May 27, 2025. | f. Recess to convene a Municipal Building Authority Meeting.   |
| 7. EXPENDITURES APPROVED –  | g. Reconvene.  |
| 8. BUSINESS   | h. Port Project Area Incentives.                               |
|   | 9. OTHER BUSINESS  |
|   | 10. ADJOURNMENT  |

1. Call to Order
2. OPENING REMARKS – Rob Jenson
3. PLEDGE OF ALLEGIANCE Mayor
4. ROLL CALL **Roll Call.**

**Present:** Bryan Burrows (Not voting), Brayden Gardner, Kip Hansen, Elaine Street, Tanner Thompson, Michele Jolley (Not voting), Rob Jenson (Not voting).

**Excused:** Kendrick Thomas.

Also, Elizabeth Steele, Isaac Steele, Kianna Byers, Michele Byers, Payton Rose Parsons, Debbie Mayo, Kylee Boyter, Maggie Telford, Russ Brightwell, Ellie Fillmore, Kaiya Reed, Leela Walser, Lincoln Harrison, Aleah Jorgensen, Brooke Roundy, Luke Harrison, Andy Bailey, Brianna Bailey, Francis Turner, Mark Dean, Josh Peterson, Trent Lloyd, Keith Mogan and David Anderson.

5. SWEARING IN OF YOUTH CITY COUNCIL Deputy Clerk Anderson administered the oath of office to the members of youth city council..

- 1 6. MINUTES **Motion:** Approve the minutes of the May 27, 2025, and May 13, 2025  
2 meetings, **Action:** Approve the minutes of the May 27, 2025, and May 13, 2025,  
3 meetings, **Moved by** Kip Hansen, **Seconded by** Elaine Street.

4 **Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 4).

5 **Yes:** Brayden Gardner, Elaine Street, Kip Hansen, Tanner Thompson.

6 **Excused:** Kendrick Thomas.  
7

- 8 7. EXPENDITURES **Motion:** Approve the warrants and cash disbursements for May of  
9 2025, **Action:** Approve, **Moved by** Brayden Gardner, **Seconded by** Kip Hansen.

10 **Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 4).

11 **Yes:** Brayden Gardner, Elaine Street, Kip Hansen, Tanner Thompson.

12 **Excused:** Kendrick Thomas.  
13

- 13 8. Business –

- 14 a. Debbie Mayo, representing New Horizons Crisis Center, gave a report on  
15 how the organization has utilized some \$170,000 in Richfield mitigation funds  
16 were used. This money was used to pay for a case manager as well as a  
17 night and weekend advocate. She anticipates turning some of the money  
18 back, but not a significant amount. During the past year, NHCC has  
19 sheltered 59 homeless individuals in the shelter, and 52 domestic violence  
20 victims. Those include individuals from neighboring counties. Most of the  
21 homeless that have been sheltered have been people who were in  
22 Richfield at the time. The year prior they sheltered 38 homeless individuals  
23 and 142 domestic violence victims. The majority of those are from Sevier  
24 County, or were left in Sevier County. This year funding was cut by  
25 approximately \$30,000 from the previous year. Hotel funding will come from  
26 other sources. The shelter is focusing on victim services this year. There is a  
27 \$200,000 cut in federal funding faced by the shelter this year. The majority of  
28 the people who are sheltered are from Sevier County. Most of the homeless  
29 sheltered are also from Sevier County.

30 Councilmember Thompson asked about NHCC's goals and if they have a  
31 strategic plan. Debbie indicated the agency has a 5-year strategic plan. They  
32 work with five counties on different programs, such as Code Blue, which provides  
33 shelter when the weather is cold. NHCC has expanded quite a bit, adding  
34 outreach offices in neighboring counties. The goal is just to keep going in the  
35 face of funding cuts.

36 Mayor Burrows said with the cuts, it sounds like the priority will be those who are  
37 domestic violence victims. Debbie said there is a room with day beds in for up to  
38 four homeless women, and another that has room for two homeless men. In the  
39 case that all the spaces were taken, the priority would go to victims of domestic  
40 violence. She said the agency has spent nearly \$50,000 in hotels for homeless.  
41 She said the number of hotel nights available likely won't make it until the end of

1 the year. Sometimes there is a difficulty where there are people who are not  
2 allowed in hotels, and there is a limited number of hotels that will work with  
3 NHCC. In the past year the agency has received a homeless prevention and  
4 rapid rehousing grant. There will continue to be some of that funding available  
5 fore homeless people, but victims will be prioritized.

6 Councilmember Hansen asked the nature of the arrangement NHCC has with  
7 local hotels, and if the rates they are charged are subject to the normal market  
8 fluctuations. They are. Also NCHH is tax exempt, which helps a little when it  
9 comes to hotel bills.

10 Brooke Roundy, also representing NHCC, said the agency needs donations, and  
11 essentially anything someone uses in their home is something that can be used  
12 by the shelter. Cash, diapers and clothes are all among the types of donations  
13 NHCC uses on a regular basis.

14 Shelter nights have gone down slightly, but the number of people who have  
15 been sheltered has increased. The agency also works with the transient bishop.

16 **Motion:** Approve the continued pass through grant funding for New Horizons  
17 Crisis Center, **Action:** Approve, **Moved by** Kip Hansen, **Seconded by** Elaine Street.

18 **Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 4).

19 **Yes:** Brayden Gardner, Elaine Street, Kip Hansen, Tanner Thompson.

20 **Excused:** Kendrick Thomas.

- 21 b. **Public hearing to receive comments for updates to the general plan.** Mayor  
22 Burrows opened the hearing at 7:23 pm. Mark Dean, Richfield resident, also  
23 commented at the planning commission meeting on the general plan. He  
24 lives in one of the areas proposed to be changed from a low density to  
25 medium density residential. He does not feel that it is desirable for multi-  
26 family to be included in single family areas. It increases traffic and parking  
27 issues. He would request that the city include in its general plan the rational  
28 for changing single family to medium and medium to high density. He thinks  
29 it should be put in to a model why each block is changed and why others  
30 are not. There should be a rational for why densities are changed. He thinks  
31 it should be included in the general plan so that it is not arbitrary. Mayor  
32 Burrows stated parking has been addressed in those developments which is  
33 different than it used to be. Developers are required to provide off-street  
34 parking. Mr. Dean stated that there still seems to be parking on the street  
35 and it could kind of turn into a concrete jungle. He feels that it affects his  
36 property negatively so he wanted to comment on that. Mayor Burrows  
37 closed the hearing at 7:29 p.m.

- 38 c. Public hearing on text amendments to Title 17 of the Richfield Municipal  
39 Code aim at increasing consistency, and compliance with current state  
40 requirements, and addressing clarity and correctness issues related to plane  
41 reviews. Mayor Burrows opened the hearing at 7:30 pm. Kendal Welch,

1 contracted planner for the City, appearing via video conferencing said  
2 there is a gap in the ordinance and it is was lacking as well as compliance  
3 with state code.

4 Councilmember Hansen said he saw that a lot of the changes were made to the  
5 verbiage, making it more correct. Deputy Clerk Anderson the implementation of  
6 this will also include an application packet aimed at streamlining the process  
7 when it comes to commercial developments in Richfield City. With no more  
8 comments, Mayor Burrows closed the hearing at 7:34 p.m.  
9

10 d. Public hearing on the proposed budget for the 2025-26 fiscal year. Mayor  
11 Burrows opened the hearing at 7:34 p.m. Hearing no comments, he closed  
12 the hearing at 7:35 p.m.  
13

14 e. Recess and reconvene in a Richfield Municipal Building Authority meeting.  
15 **Motion:** Recess and reconvene in as the Richfield Municipal Building  
16 Authority, **Action:** Adjourn, **Moved by** Tanner Thompson, **Seconded by**  
17 Brayden Gardner. **Vote:** Motion carried by unanimous roll call vote  
18 (**summary:** Yes = 4). **Yes:** Brayden Gardner, Elaine Street, Kip Hansen, Tanner  
19 Thompson. **Excused:** Kendrick Thomas.  
20

21 f. Reconvene  
22

23 g. Incentives for Utah Inland Port Project. Jenna Draper, representing the Utah  
24 Inland Port, asked the council about what it wants to do as far as incentives  
25 for a business looking to locate in Richfield. The company in question would  
26 bring approximately 100 jobs initially with it and has requested between a  
27 15 and 20 percent tax incentive. It will be up to Richfield City to see what it  
28 wants to do. These incentives can last up to 25 years. Typically, if they last  
29 just five years it doesn't amount to very much dollar wise. It is up to the City  
30 Council to decide what it wants to offer.

31 Councilmember Thompson asked about the nature of the incentive, if it would  
32 be on the total property or just what is brought onto it. Draper said it would only  
33 be the improvements and increases in value, not what is currently built. The  
34 business would be required to meet certain criteria over the course of the  
35 incentive period. This means if they commit to providing a certain number of jobs  
36 over a defined period, the inland port would make sure they are on track to do  
37 so as a condition of the incentive.

38 The remainder of the amount of increased tax revenue would go to the port  
39 authority for reinvestment in other projects in Richfield to spur further activity.

40 Councilmember Hansen said he would like to start with a 20 percent incentive  
41 for the first five years to help spur improvements and relocation, and then 15

1 percent for the remainder of the incentive period. It may give them incentive to  
2 develop quickly.

3 Draper said if for any reason they decide to discontinue their business in the  
4 area, the incentive would be removed. This helps them stay invested for the next  
5 20-25 years in the area.

6 Councilmember Gardner declared a conflict due to his involvement with the  
7 land sale.

8 Councilmember Hansen said perhaps 6 calendar years would be better, as it  
9 would give them a year to ramp up and then five more years to fully take  
10 advantage of the 20 percent incentive, then slide it down to a 15 percent  
11 incentive for the balance of the incentive period.

12 Councilmember Thompson asked about what would be included in the  
13 incentive since the building is already constructed. It would primarily be the  
14 equipment – most of which will likely be new as the price of moving older  
15 equipment wouldn't be worth it.

16 Mayor Burrows asked if the council would have a chance to meet with the  
17 company face to face to go over this.

18 Draper said they could, but they need an answer on the incentive so they can  
19 complete the due diligence period.

20 Councilmember Hansen said he likes the idea of the sliding scale, doing six years  
21 at 20 percent and 15 years at 15 percent, as it makes it appear that the city has  
22 put some thought into it and wants them to come. Councilmember Thompson  
23 said he likes how Hansen has it framed.

24 Councilmember Gardner said it is a new business that will bring more revenue to  
25 the City that it is not currently getting, so the incentive is helpful.

26 **Motion:** Upon issuance of a certificate of occupancy, the company will get a 20  
27 percent tax incentive for six full years of a 20 percent incentive, and a  
28 subsequent 15 years at 15 percent for a total of 21 years, **Action:** Approve,

29 **Moved by** Kip Hansen, **Seconded by** Tanner Thompson. **Vote:** Motion carried by  
30 unanimous roll call vote (**summary:** Yes = 4). **Yes:** Elaine Street, Kip Hansen,  
31 Tanner Thompson. **Excused:** Kendrick Thomas. **Abstain:** Brayden Gardner

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35 9. OTHER BUSINESS Councilmember Thompson asked about a possible change to  
36 the City's ordinance to extend pickleball hours by half an hour at the new park.  
37 One resident who lives across the street has to go to work at 3 a.m., so extending  
38 the hours may not be good for him.  
39 Councilmember Hansen said the downtown planter boxes look very good and  
40 are enhancing the City's appearance. He said whoever is taking care of them is  
41 doing a good job.

1 Councilmember Street said there are nine candidates running for Miss Richfield  
2 this year.

3 City Administrator Jolley said the city is facing a lot of vandalism. Graffiti has  
4 been put on rocks, playground equipment and the skate park – sometimes  
5 multiple times. In another incident, vandals have intentionally clogged toilets  
6 and made a mess with toilet paper in one of the park's restrooms. The police are  
7 working on it, and Recreation Director Brady Edwards has put up trail cameras to  
8 try and capture images of the suspects.

9 Councilmember Gardner asked if there were some type of reward program  
10 where if people turn in information leading to the conviction of vandals, they get  
11 a cash reward.

12 Deputy Clerk Anderson informed the council that Brandon Anderson resigned  
13 from the Planning Commission. An application has been placed on the City  
14 website, and it will be promoted on the City's Facebook page.

15  
16 Planning Commission Chairman Josh Peterson gave a report on the June 4  
17 meeting of the Planning Commission. A short-term rental was approved 470 East  
18 950 North, which the commission approved.

19 The Commission discussed the pros and cons of rolled back vs. high back curb.  
20 Safety and possible parking abuses led the Commission to recommend the high  
21 back remain the standard, with the rolled curb to only be used in certain  
22 situations where it makes sense due to proximity of driveways.

23 The Commission also discussed the proposal to add an option for an overlay  
24 zone in conjunction with SITLA. Peterson said the Planning Commission has  
25 decided to move forward with the proposal and have a public hearing.

26 Additional information about demographics and local real estate prices was  
27 provided as part of the discussion. One of the concerns is how the use of an  
28 overlay may be used in the future and if future developers would be held to the  
29 same high standard as SITLA has proposed. Peterson said the Commission feels  
30 developers will be held to the high standard as part of the master planning  
31 process triggered by the overlay.

32 Mayor Burrows asked if the Planning Commission had approved the SITLA  
33 proposal. Peterson said it has decided to move it forward, but no final approval  
34 was given.

35 Also, the public hearing may be pushed off a month as the SITLA proposed  
36 ordinance was provided to the City's contracted planner. It is being reworked  
37 and revised to make sure that it is legal, consistent with current code and  
38 protective of the City's interest, Deputy Clerk Anderson said.

39 Mayor Burrows asked if the proposal would still have the City owning alleyways.  
40 SITLA was told on no uncertain terms that the City would not own alleyways, but

1 part of the review being done with the planner is to set a standard for alleyways  
2 that has to be followed, regardless of ownership.

3 There are also many areas in town where people are pushing rubbish on the  
4 streets, including dilapidated vehicles and trailers.

5 10. MEETING ADJOURNED. **Motion:** Adjourn the meeting, **Action:** Adjourn,  
6 Moved by Tanner Thompson, Seconded by Elaine Street.

7 **Vote:** Motion carried by unanimous roll call vote (summary: Yes = 4).

8 **Yes:** Brayden Gardner, Elaine Street, Kip Hansen, Tanner Thompson.

9 **Excused:** Kendrick Thomas.

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13 PASSED and APPROVED this \* day of \* 2025.

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16 \_\_\_\_\_  
17 Recorder