

ALPINE CITY COUNCIL AGENDA

June 24, 2025

I. CALL MEETING TO ORDER**A. Roll Call**

Mayor Carla Merrill

The following were present at the anchor location, which constituted a quorum: Brent Rummmler, Jessica Smuin, Kelli Law, Chrissy Hannemann, and Jason Thelin.

Staff: Shane Sorensen, Ryan Robinson, James Dunkelberger, Chief Brian Patten, and DeAnn Parry

Others: Gary Laney, Carla Laney, Codruta Boggs, Wes Funk, Will Jones, Colby Carrera

B. Prayer

Jessica Smuin

C. Pledge

Kelli Law

II. CONSENT CALENDAR**A. Approval of Minutes for the June 10th City Council Meeting****B. Award Burgess Park Pavilion Project, Smith Steelworks: \$60,210****C. Award HA5 Seal Coat Project, Holbrook Asphalt: \$101,644.68****D. Ordinance 2025-12: Approval for the Vacation of Public Utility Easements – Bennett Farms Plat B Lots 2 and 3 and Willow Canyon Phase 1B Lot 21****E. Ordinance 2025-13: Approval for the Vacation of Public Utility Easements – Cherrypoint Estates Plat A Lots 9 and 10 and a Portion of Alpine Estates Plat A Lot 28**

Motion: Chrissy Hannemann moved to approve the Consent Calendar as proposed. Brent Rummmler seconded the motion. There were 5 yes votes and 0 no votes, as recorded below. The motion passed unanimously.

Yes**No****Excused**

Jason Thelin

Chrissy Hannemann

Kelli Law

Jessica Smuin

Brent Rummmler

III. PUBLIC COMMENT***Gary Laney (Ridge Drive, Alpine)***

Gary said he is concerned about non-compliance for setbacks at 715 E. Ridge Crest Court, which is behind his home. On December 4, 2024, he noticed the neighbors were constructing a pool, with a slide being built adjacent to his fence with a 13-inch setback. He talked with to Don Quigley, Code Compliance Officer, who said there was no slide included on the pool plan. Don said that the city would reference the ordinance for shed setbacks and would make the neighbors comply. Gary said that he never heard back from Don, and the city did not hold the neighbors to those standards. Six months later they still have not received any support from the city, but council member Kelli Law has visited the property and seen the construction. Gary said that if there is a problem with construction, the city should issue a stop order. He asked the council to slow this project down.

Carla Laney (Ridge Drive, Alpine)

Carla said she was told that she had to determine which codes were being violated. The only code she could identify was that accessory buildings require a 15-foot setback from the rear property line and 12 feet from a side property line.

Codruta Boggs (Ridge Drive, Alpine)

Codruta said she came to discuss compliance violations by her neighbors at 715 E. Ridge Crest Court. The Development Code is designed to protect properties, and she emailed Ryan Robinson about her concerns several months ago. Codruta said the neighbors have an accessory building with a 7-8 foot setback to her property line, which creates safety and privacy concerns. There is also an accessory pool building that is in

violation of the rear setback. The pool slide also creates issues, as users will be above her fence, and the family will have the impact of the noise that comes with parties and a lack of privacy. She would like the city to take action to bring the pool structures into compliance.

Mayor Carla Merrill said that if council members have questions about this situation they should speak with Planner Ryan Robinson or Code Compliance Officer, Don Quigley.

Motion: Jessica Smuin moved to go into a closed meeting regarding the professional character, conduct, or competence of personnel in the Conference Room at City Hall, and that at the end of that meeting the public City Council meeting would continue. Jason Thelin seconded the motion. There were 5 yes votes and 0 no votes, as recorded below. The motion passed unanimously.

<u>Yes</u>	<u>No</u>	<u>Excused</u>
Jason Thelin		
Chrissy Hannemann		
Kelli Law		
Jessica Smuin		
Brent Rummmler		

The public meeting was paused at 6:16 pm.

Following the closed meeting, the public City Council meeting continued at 7:18 pm.

IV. ACTION/ DISCUSSION ITEMS

A. Public Hearing – Ordinance 2025-14: Compensation Increases for Executive Municipal Officers

Shane Sorensen explained that in 2024 the Legislature passed SB 91, which amended Utah Code Section 10-3-818 regarding compensation increases for executive municipal officers. The amendment included a provision that before a final budget is adopted, the city is required to hold a public hearing outlining any compensation increase and publish a notice at least seven days before the date of the public hearing which includes the time, place, and purpose of the public hearing. The amendment went into effect May 1, 2024.

Ordinance 2025-14 outlines compensation increases for the City Administrator/Public Works Director and the Assistant City Administrator/City Planner. The budgeted increases include merit and market components, as well as a one-time 0.81 percent bonus (paid through quarterly installments) for URS Tier II employees to offset the additional cost of URS retirement contributions for this fiscal year. The total percentage increase for executive municipal officers can be found in the exhibit attached to the ordinance. The URS contribution for both Tier I and II employees decreased by 1 percent for this fiscal year.

STAFF RECOMMENDATION:

Hold a public hearing and accept Ordinance 2025-14 approving compensation increases for executive municipal officers.

Public Hearing

Mayor Carla Merrill opened the public hearing at 7:18 pm.

With no members of the public in attendance, the mayor closed the public hearing at 7:19 pm.

Motion: Jason Thelin moved to approve Ordinance 2025-14 Compensation Increases for Executive Municipal Officers. Chrissy Hannemann seconded the motion. There were 5 yes votes and 0 no votes, as recorded below. The motion passed unanimously.

<u>Yes</u>	<u>No</u>	<u>Excused</u>
Jason Thelin		
Chrissy Hannemann		
Kelli Law		
Jessica Smuin		
Brent Rummmler		

B. Public Hearing – Ordinance 2025-15: Approval of FY2026 Final Budget

Shane Sorensen said that the packet sent out last week contained the proposed Final Budget for FY2026. He also emailed council members a spreadsheet today that summarized the changes made from the Tentative Budget to the Final Budget. Upcoming projects and purchases have been discussed over the past several months in council meetings. Some highlights include the following:

- Staff anticipate that homes will continue to be built at a slow pace. In the current fiscal year there were 27 new homes started.
- The City Council recently approved the certified tax rate that will provide an additional \$45,259 in property tax revenue for new growth. Our anticipated revenue is \$2.7M, and the new budget has been adjusted for this amount.
- Sales tax has flattened, and we anticipate about \$2.1M in revenue for FY2026. PARC Tax funds are available for several projects, and there is money in this fiscal year for new lighting on the tennis and pickleball courts.
- The city received grant funds for several projects and anticipates obtaining additional grant money in the near future.
- The new budget includes funds for a 4 percent merit increase for employees, and market adjustments for some positions. Total wages and benefits are calculated at \$2,368,361.
- Medical and dental insurance rates will increase 7.4 and 5 percent, respectively.
- Retirement costs for Tier 1 and Tier 2 will decrease by 1 percent.
- Capital improvement projects proposed for the new budget are detailed in a spreadsheet with their related funds.
- Equipment expenses include the purchase of a new pickup and a 10-wheel dump truck, along with two annual equipment lease payments.
- The fire station addition and remodel will cost around \$5M and will continue into FY2027. The new budget includes \$3M for the station with a recommendation to bond for the remaining \$2M. The City Council will make the final decision about funding for this project and the bond amount.
- We are currently fully staffed with great new employees who are learning their positions. We are happy with them and the progress that is being made. Heidi Smith has moved to a full-time position now.
- A new solid waste contract with Ace Disposal was completed in FY2025. It involves a 2.4 percent increase for FY2026, and can rates will need to be adjusted to cover that amount. This rate increase will be brought to the council for approval soon. The revenue and expenses for solid waste disposal have been adjusted in the Final Budget.
- The Lone Peak Public Service District approved a final budget that was different from their tentative budget. Alpine and Highland City's allocations went up, and we are in ongoing discussions about the funding formulas and the interlocal agreement. The public safety budget increased by \$211,067 over the previous year for fire and police.
- The new budget includes significant funding for the continued maintenance of city streets and sidewalks.
- The purchase of the Carlton property is included in this budget, and closing is planned for early July. This shop will provide additional garage space for the Public Works and Parks departments.
- Improvements are planned for Lambert and Moyle Parks.

Kelli Law asked about the cleanup of city open spaces and if it were still in the budget.

Shane Sorensen said that there was some work done during the fall and winter along Heritage Hills and 300 North, but because of staffing shortages we were not able to complete more work. Money for this is still in the budget.

Brent Rummler asked about the next steps for the fire station.

Shane Sorensen said that we need to get an RFP advertised and get a Construction Manager/General Contractor (CM/GC) on board so they can work with the architect. The next step is to present the concept plan to the council. Once the desired modifications are made and the plan is approved by the council, we can go full speed ahead. Shane anticipates the RFP will be sent out in the next couple of weeks. Engineer Jason Judd will be working closely with this project as well

Chrissy Hannemann asked about the accounting for the fire station project, as it will cross budget years.

Shane Sorensen said that money is currently in the Capital Improvement Fund, and we will earmark it for the fire station. It will be its own line item in the new budget for ease of tracking.

Brent Rummler asked for a summary of anticipated safety improvements to the intersection of Canyon Crest Road and Ridge Drive in connection with the MAG grant.

Shane said that he and Jason Judd met six weeks ago with Chris Trusty, City Engineer at Highland, to discuss finding a consultant designer for the project. The recommendation is that we issue an RFP, including a separate section for Alpine's proposed safety improvements.

The consultants will likely have suggestions, including multiple concepts for the intersection and the associated costs. The city will pay 6.7 percent in grant matching for the large MAG project, with any safety upgrades being funded by the city.

Because these funds come from the County, we need to create a memo of understanding (MOU) with them. The project will not actually be funded until 2026, but if the MOU is in place we can get started on the design process. We anticipate working on the design through the fall and winter to be ready for construction next spring (2026). The city will need to pay for the project up front and then submit documentation to MAG for reimbursement.

Public Hearing

Mayor Carla Merrill opened the public hearing at 7:35 pm.

With no members of the public in attendance, the mayor closed the public hearing at 7:36 pm.

Jason Thelin asked for an update on the PARC Tax, and Chrissy Hannemann asked about the Burgess Park pavilion.

Shane Sorensen said that there is money in the PARC Tax fund which will pay for most of the pavilion. Previously the council considered moving the Burgess Park volleyball court and pavilion but decided against it, which will save the city money.

The city receives about \$100,00 from PARC Taxes per year. The funds are transferred monthly, but it is on the same cycle as sales tax, which has a two-month delay. Our current available balance is \$128,507. PARC Tax revenue will help pay for the new pavilion, concrete work, and sprinkler upgrades. Shane is working with Heidi Simth to have permanent PARC Tax signs with the city logo installed at completed projects. This will help residents know how they benefit from PARC Tax dollars.

Chrissy Hannemann asked about park benches, drinking fountains, and the Lambert parking lot expansion that was discussed previously.

Shane Sorensen said we should be able to complete all of these projects. Benches and trash cans are already ordered, and we are considering locations for the drinking fountains. Fountains at Three Falls and the Lambert Park lower lot will be relatively easy to install. Because concrete fountains are very expensive, we are looking at stainless steel models.

Jessica Smuin said she likes the idea of installing PARC Tax signs, so the projects are visible to the community.

Brent Rummler asked for clarification that all the items in the budget spreadsheet would be included, particularly the Lambert Park turnaround and the pickleball courts.

Jason Thelin said the motion would include the cul-de-sac funding and all other items listed in the spreadsheet.

Motion: Jason Thelin moved to approve Ordinance 2025-15 adopting the FY2026 Final Budget that includes all the items on the spreadsheet. Jessica Smuin seconded the motion. There were 5 yes votes and 0 no votes, as recorded below. The motion passed unanimously.

<u>Yes</u>	<u>No</u>	<u>Excused</u>
Jason Thelin		
Chrissy Hannemann		
Kelli Law		
Jessica Smuin		
Brent Rummler		

C. Public Hearing – Ordinance 2025-16: Approval for FY2025 Budget Amendment

Shane Sorensen explained that the following items are included in the proposed budget adjustment for FY2024-25:

- General Fund: Adjustments are being made due to increased costs. In the courts, victim reparation assessments have gone up over \$10,000, and solid waste removal needed an additional \$50,000. Staff will bring the adjusted trash and recycle rates back to the council soon. Rate increases will help us make up the balance.
- General Fund to Capital Improvement Fund Transfer: Funds are being transferred to the Capital Improvement Fund to have a balance below the 35 percent State limit. Most of these funds were not spent due to project delays.
- Class C Road Funds: Increases of about \$16,000 were needed due to project costs.
- Capital Improvement Fund: Increase due to the purchase of Carlton property, where the closing was delayed for 1031 issues. Finance Director Dave Sanderson says that if we cannot close in this fiscal year, it will still be okay.
- Water Fund: Increase needed due to the purchase of the Carlton property. The purchase of this property will be split among various funds.
- Sewer Fund: An additional \$10,200 is needed for insurance
 - Increase due to the purchase of the Carlton property
 - Increase due to the new TSSD contract requiring \$219,500. New revenue will offset this.
 - Increase for lobby services of \$25,000.
- PI Fund: Increase due to the purchase of the Carlton property.
- Storm Drain Fund: Increase due to the purchase of the Carlton property.

Details for each of the above items were included in the supporting info in the packet.

Public Hearing

Mayor Carla Merrill opened the public hearing at 7:51 pm.

With no members of the public in attendance, the mayor closed the public hearing at 7:51 pm.

Chrissy Hannemann asked Brent Rummler to explain the reason for the large increase in TSSD fees.

Brent Rummler, Alpine's board member with the TSSD, said that the majority of the increases are to meet EPA mandates for phosphorus mitigation. The costs are significant and are being passed on to all TSSD members.

Motion: Brent Rummler moved to accept Ordinance 2025-16 Approval for the FY2025-26 Budget Amendment as proposed. Jason Thelin seconded the motion. There were 5 yes votes and 0 no votes, as recorded below. The motion passed unanimously.

Yes

Jason Thelin
Chrissy Hannemann
Kelli Law
Jessica Smuin
Brent Rummler

No

Excused

VI. STAFF REPORTS

Chief Brian Patten said that he received an email from the State via the Utah County Fire Marshall's Office, and Utah is already a month ahead on the threat level for wildfire. Present conditions are like we usually see around the first of August. Moisture levels are low, and fuel sources are very dry. It is important to be super careful. The best thing we can do is self-police to make sure our neighborhoods stay safe.

Chief Patten also reported that our wildland fire crews will be home from California in a few days. We will keep them here in Utah through the 4th of July, and then let them return until just before the 24th holiday.

The council discussed ways to inform the residents about the extreme fire danger, including social media posts and text messages. They also commented on the excellent fire prevention open house that was held at City Hall. There are informative pamphlets available for anyone who is interested.

Ryan Robinson mentioned that the Sculpture Garden Committee felt that they had to pause their efforts until the fire station was more completely planned. He asked the council for guidance to pass on to the committee.

Brent Rummler said the last plans the council reviewed looked like the garden would not encroach on the fire station. He is okay with the committee moving ahead with that understanding.

Jessica Smuin said she would like to see a plan sooner than later. A public hearing with the Planning Commission is required, followed by a recommendation so that the plan is ready to come to the City Council.

Ryan Robinson commented that the Planning Commission has recommended approval of the sculpture garden if it does not interfere with the fire station plan.

Chrissy Hannemann said that if the committee could look at the footprint of the fire station within 30-60 days, it would help them with planning. The committee would like to design landscape screening based on where the fire station addition will be located

Ryan said slides were presented at Planning Commission that showed the division of the areas on Main Street Square. He will meet with Bob Hanson tomorrow to discuss the next steps.

Kelli Law said he would like to see an appraisal on the property that the city would donate for the sculpture garden. Ryan said he can get those numbers.

Ryan Robinson also said that if council members have any questions about the pool structure issue that was discussed during Public Comment, please reach out to him. There are additional details and history that are relevant.

The council agreed on the need for a specific ordinance regarding pool structures to be created.

Shane Sorensen reported that Greg Kmetzsch, Water Department Lead, told him today that because of the extra-hot summer our Pressurized Irrigation (PI) system is already strained. We need to enforce the 3-day a week watering limit and likely need to ask residents to cut back further. The city may also reduce watering at our parks.

Brent Rummmler commented on the low PI pressure in many neighborhoods and the difficulty of watering an entire yard during the time limits.

Shane said that all the pumps are running now.

Chrissy Hannemann suggested sending notification to residents about water issues and fire safety.

Mayor Carola Merrill recommended that we send an announcement about water now, followed by fire safety before the Fourth, then a second water conservation reminder, followed by an additional fire safety notice before July 24th.

Shane Sorensen reported that we had a weed cleanup effort in Lambert Park and cut down a lot of thistle and myrtle spurge.

The west side of Moyle Park has historically been watered with culinary but will be converted to PI as part of the improvements underway there. The city has installed a WeatherTrak system at Healey Park. Troy Hackett, Parks Lead, is also fixing the system that waters the floral planters on Main Street.

A couple of franchise agreements will be on the table soon. The Enbridge Gas agreement is expiring, and AT&T is purchasing Lumen, which is the former CenturyLink.

VII. COUNCIL COMMUNICATION

Brent Rummmler said that the public safety budget gets discussed a lot at this time of year, and thanked Chief Patten for all the work his department does and encouraged them to stay safe. Brent also thanked the city staff for their work.

Jessica Smuin showed some photos of natural looking wood benches. She said concrete can be made to look like stone and lasts well. Jessica does not like the look of metal benches. She also suggested that if benches are purchased in memory of an individual, the dedication information should be engraved on the back of the bench to preserve the aesthetic.

Chrissy Hannemann said she attended the Utah Transit Authority (UTA) and Utah Department of Transportation (UDOT) meetings as requested by the mayor. Successful public transit routes require frequency to be efficient. Senator John Curtis is trying to get federal funding for the Olympics here. The cooperation between the UTA and UDOT in Utah Valley is an example of a strong partnership and highly functional government. They are working on designs for a 2100 North interchange and flex lanes at Pioneer Crossing.

Chrissy also attended State training about sales tax so she could understand the trends that impact our city. She learned about how sales tax is processed when online purchases are made out of state. She may write a *Newline* article in the future to share this information. The Finance Committee's next goal is to produce a citizen's report based on the budget the council approved tonight.

Mayor Carla Merrill thanked Chief Patten and Chief Beck for holding the fire mitigation meeting at City Hall. There were many in attendance from Three Falls, the Cove, and the Hillside Circle area. Mike Swinsick from the Department of Natural Resources works with Wildland Urban Interface issues. He

helped us get grant money for the mitigation in Corner Canyon to Three Falls. If residents are concerned about the safety of their homes, they should first follow the suggestions in the mitigation pamphlets and then schedule the fire department to come and do an on-site assessment.

Mayor Merrill also said she is working with Police Chief Brian Gwilliam to have a surveillance trailer set up at the poppy gardens.

The mayor suggested that council members take turns giving a 10-minute training presentation on topics from the handbook and the roles of city council members so the group can better self-govern. This might be done during the first meeting of each month.

Mayor Merrill asked if the city requires solicitor's licenses.

DeAnn Parry said that solicitors are required to have a license to go door-to-door in Alpine. They can find the application on our website and obtain their BCI background check. Then they bring everything to City Hall where we copy their driver license, accept their \$25 fee, and issue the license within 24 hours.

The mayor said that because there has been some confusion in the past about State licensing and the need for additional city licensing, she would like staff to communicate with the police department about our requirements.

The council discussed details about the purchase of a portable speed trailer, the time limit on effectiveness in one location, sharing the trailer with Highland City, the logistics for relocating the trailer, and some budget constraints.

Motion: Jason Thelin moved to adjourn the meeting. Kelli Law seconded the motion. There were 5 yes votes and 0 no votes, as recorded below. The motion passed unanimously.

Yes

Jason Thelin
Chrissy Hannemann
Kelli Law
Jessica Smuin
Brent Rummler

No

Excused

The meeting was adjourned at 8:29 pm.