

NO FORMAL ACTIONS ARE TAKEN IN A WORK SESSION

<b>5:30 P.M. - WORK MEETING - MULTI-PURPOSE ROOM</b>
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**CALL TO ORDER**

**COUNCIL BUSINESS**

1. Calendar
  - Jul 24 - Pioneer Day Observed (City Offices Closed - Thursday)
  - Aug 05 - Work/Study Meeting 5:30 p.m., Regular Meeting 7:00 p.m.
  - Aug 19 - Work/Study Meeting 5:30 p.m., Regular Meeting 7:00 p.m.
2. **REVIEW OF THE 7:00 P.M. REGULAR COUNCIL MEETING AGENDA ITEMS**
  - a) Invocation - Councilmember Millsap
  - b) Pledge of Allegiance - Councilmember Jensen
  - c) Consent Agenda
    2. Approval of the minutes for the July 01, 2027, work and regular meetings.
3. **WORK MEETING DISCUSSIONS/PRESENTATIONS**
  - a) City Flag Discussion - Leslie Gleaves, Public Art Coordinator
  - b) Community Reinvestment Areas - Carla Wiese, Planner II
  - c) Presentation on the final Springville City Emergency Plan - Lance Haight, Public Safety Director

**MAYOR, COUNCIL, AND ADMINISTRATIVE REPORTS**

**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.

**AMENDED ON JULY 14, 2025, AT 3:26 P.M.**

<b>7:00 P.M. COUNCIL MEETING - CITY COUNCIL ROOM</b>
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**CALL TO ORDER**

**INVOCATION**

**PLEDGE**

**APPROVAL OF THE MEETING'S AGENDA**

**MAYOR'S COMMENTS**

**CEREMONIAL**

1. Presentation from Utah Recreation and Parks Association (URPA) for the URPA Innovation of the Year Award and The Outstanding Facility of the Year Award to Springville Parks and Recreation Department - Stacey Child, Parks and Recreation Director

**PUBLIC COMMENT** - Audience members may bring any item, not on the agenda, to the Mayor and Council's attention. Please complete and submit a "Request to Speak" form. Comments will be limited to two or three minutes, at the mayor's discretion. State Law prohibits the Council from acting on items that do not appear on the agenda.

**CONSENT AGENDA** - The Consent Agenda consists of items previously discussed or that are administrative actions where no additional discussion is needed. When approved, the recommendations in the staff reports become the action of the Council. The agenda provides an opportunity for public comment. If, after the public comment, the Council removes an item from the consent agenda for discussion, the item will keep its agenda number. It will be added to the regular agenda for discussion unless otherwise specified by the Council.

2. Approval of the minutes for the July 01, 2027, work and regular meetings
3. Approval of a Resolution authorizing the Mayor to sign all necessary documents to close on a portion of the Suntana Property at approximately 1600 South 1750 West in Springville City with the Sunpro Corporation - John Penrod, Assistant City Administrator/City Attorney

**REGULAR AGENDA**

4. Consideration of an Ordinance amending Springville City Code Title 10, updating references to adopted building codes - Josh Yost, Community Development Director
5. Consideration of a Memorandum of Understanding between the Nebo School District and Springville City regarding reimbursements associated with the New Springville High School and surrounding park properties - John Penrod, Assistant City Administrator/City Attorney

## **MAYOR, COUNCIL, AND ADMINISTRATIVE REPORTS**

### **ADJOURNMENT - CLOSED SESSION, IF NEEDED - TO BE ANNOUNCED IN MOTION**

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CERTIFICATE OF POSTING - THIS AGENDA IS SUBJECT TO CHANGE WITH A MINIMUM OF 24-HOURS NOTICE - POSTED 07/11/2025

In compliance with the Americans with Disabilities Act, the city will make reasonable accommodations to ensure accessibility to this meeting. If you need special assistance to participate in this meeting, please contact the City Recorder at (801) 489-2700 at least three business days prior to the meeting.

Meetings of the Springville City Council may be conducted by electronic means pursuant to Utah Code Annotated Section 52-4-207. In such circumstances, contact will be established and maintained by telephone or other electronic means, and the meeting will be conducted pursuant to Springville City Municipal Code 2-4-102(4) regarding electronic meetings.

s/s - Kim Crane, MMC, City Recorder



**MINUTES**  
**Springville City Council Work/Study Meeting - July 01, 2025**

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MINUTES OF THE WORK/STUDY MEETING OF THE SPRINGVILLE CITY COUNCIL HELD ON  
TUESDAY, JULY 01, 2025, 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, Director of Administration Patrick Monney, Internal Services Director Scott Sensenbaugher, Library Director Dan Mickelson, Museum of Art Director Emily Larsen, Parks and Recreation Director Stacey Child, Power Director Jason Miller, and Public Works Director Brad Stapley. Fire Chief Hank Clinton, Lieutenant Jeremy Leonard.

**CALL TO ORDER** - Mayor Packard welcomed everyone and called the Work/Study meeting to order at 5:30 p.m.

**COUNCIL BUSINESS**

**1. Calendar**

- Jul 04 - Independence Day Observed (City Offices Closed - Friday)
- Jul 15 - Work Meeting 5:30 p.m., Regular Meeting 7:00 p.m.
- Jul 24 - Pioneer Day Observed (City Offices Closed - Thursday)

Mayor Packard asked if there was any discussion about the upcoming calendar. There was none.

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

- a) Invocation - Councilmember Wright
- b) Pledge of Allegiance - Councilmember Smith
- c) Consent Agenda
  1. Approval of minutes for the June 17, 2025, work meeting and regular meeting
  2. Approval of a Resolution authorizing the Mayor to sign a sponsorship agreement between Utah County and Springville City for the Arts Park Amphitheater and Enhancements - Stacey Child, Parks and Recreation Director

Mayor Packard asked if there was any discussion on the consent agenda. There was none.

42  
43 **3. WORK MEETING DISCUSSIONS/PRESENTATIONS**

44 **a) Utah Main Street Tier I Update - Josh Yost, Community Development Director**

45 Director Josh Yost reported on the goals for the Reframing Downtown Plan, which would focus  
46 on enhancing character, promoting art, and supporting food-related initiatives. He announced that the  
47 City had submitted an application to the Utah Main Street (UMS) Program and had been accepted into  
48 the Tier 1 level. To further introduce the program, he invited Faith Bitz, the Utah Main Street Communities  
and Events Specialist, to speak.

49 Faith Bitz provided an overview of the Utah Main Street Program, noting that it includes  
50 communities of varying sizes, from several hundred residents to large cities. She stated that the program  
51 aims to revitalize community centers by telling their stories and supporting economic development.  
52 Currently, 22 communities are participating in the program. Faith described the three tiers of participation  
53 available through UMS and outlined various available grants, including those associated with the National  
54 Parks Service. She highlighted the program's benefits, which include training, access to development  
55 resources, funding opportunities, and support for business owners, property owners, and residents.

56 Faith also explained that, once the program is implemented locally, a board would be formed  
57 comprising citizens, business owners, and other stakeholders. This board would eventually lead an  
58 independent organization, similar to a chamber of commerce, but with a focus specifically on the  
59 downtown area.

60 Councilmember Millsap asked if there was a timeline for launching the program. Josh Yost  
61 responded that it was part of the overall planning framework and anticipated having the program  
62 operational within a year.

63 The City Council, by consensus, agreed to move forward with a Memorandum of Understanding  
64 (MOU) and to continue discussions on the matter.  
65

66 **b) Festival Street Update - Emily Larsen, Museum of Art Director**

67 Director Emily Larsen provided an update on the Festival Street project. She reported that micro  
68 surfacing on 200 South would be completed soon and noted that reaching consensus on striping plans  
69 at this stage could allow the City to complete the work now and reduce costs. She reviewed the proposed  
70 street elements, including semi-permanent art installations and aesthetic features that could be adjusted  
71 over time if needed.

72 Mayor Packard asked whether the programming for the street would be seasonal or year-round.  
73 Emily responded that while some elements would remain in place throughout the year, seasonal  
74 programming options were being considered, including activities in spring, summer, and fall, with a Santa-  
75 themed celebration during the winter months.

76 Mayor Packard allowed for public comment.

77 Darwin Vincent, a nearby resident, expressed concerns about parking during senior center lunch  
78 events and potential issues with a narrower roadway.

79 Emily responded that parking availability would not be reduced and that designated parking would  
80 remain accessible when programming was not taking place.

81 Councilmember Millsap raised questions about bike traffic and safety. Director Josh Yost stated  
82 that a demonstration of potential layouts was being considered and that multiple design solutions were  
83 possible.  
84

85 Director Child emphasized the importance of maintaining clear access to and from the Senior  
86 Center parking area.

The City Council reached a consensus to proceed with the proposed striping. Councilmember Smith requested further discussion regarding the relocation of the moose and cowboy statues before any final decisions are made.

Update on Public Art - Robot and Dog Sculpture:

Director Larsen reported that the current recommendation for placement is at the corner north of Community Park, near 2937 N 950 West. The location remains close to the power plant but offers improved public accessibility.

c) **Art City Days Recap - Stacey Child, Parks and Recreation Director**

Director Stacey Child reported on this year's Art City Days, stating that the event included over 38 individual activities. She noted that they are considering changes to the "Meet the Mayor and the Council" event format.

Councilmember Snelson suggested holding the event during the Balloon Fest.

Councilmember Smith shared that the most public feedback he received was related to the rodeo, with suggestions to extend it to two nights and to consider using a different carnival provider.

Stacey also reported that overall expenses for the event were less than the revenue generated, not including city personnel hours.

**MAYOR, COUNCIL, AND ADMINISTRATIVE REPORTS**

Mayor Packard asked if there was any further discussion.

Director Brad Stapley reported the Utah Department of Transportation (UDOT) will be working on a new traffic signal at 600 South Main as early as next week. The 620 South Canyon Road construction will soon start. He explained that the configuration will be replacing water and sewer lines along Canyon Road during the construction.

**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.*

**Motion: Councilmember Smith moved** to adjourn the work meeting at 6:58 p.m. **Councilmember Millsap seconded** the motion. **Vote 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, July 01, 2025. I, Kim Crane, do hereby certify that I am the duly appointed, qualified, and acting City Recorder for Springville City, 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, July 01, 2025.*

DATE APPROVED: \_\_\_\_\_

\_\_\_\_\_  
Kim Crane  
City Recorder

MINUTES OF THE REGULAR MEETING OF THE SPRINGVILLE CITY COUNCIL HELD ON TUESDAY,  
JULY 01, 2025, AT 7:00 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, Director of Administration Patrick Monney, Internal Services Director Scott Sensenbaugher, Library Director Dan Mickelson, Museum of Art Director Emily Larsen, Parks and Recreation Director Stacey Child, Power Director Jason Miller, Public Works Director Brad Stapley, and Lieutenant Jeremy Leonard

#### CALL TO ORDER

Mayor Packard called the meeting to order at 7:03 p.m.

#### INVOCATION AND PLEDGE

Councilmember Wright offered the invocation, and Councilmember Smith led the Pledge of Allegiance.

#### APPROVAL OF THE MEETING'S AGENDA

**Motion:** Councilmember Snelson moved to approve this evening's agenda as written. Councilmember Smith seconded the motion. **Voting Yes:** Councilmember Jensen, Councilmember Millsap, Councilmember Smith, Councilmember Snelson, and Councilmember Wright. The motion **Passed Unanimously, 5-0.**

#### MAYORS COMMENTS

Mayor Packard welcomed the Council, staff, and those in attendance.

#### PUBLIC COMMENT

Mayor Packard introduced the Public Comment section of the agenda and inquired if there were any written requests to speak. There was none.

#### CONSENT AGENDA

1. Approval of the minutes for the June 17, 2025, work meeting and regular meeting.

2. Approval of a Resolution authorizing the Mayor to sign a sponsorship agreement between Utah County and Springville City for the Arts Park Amphitheater and Enhancements - Stacey Child, Parks and Recreation Director

**Motion: Councilmember Jensen moved to approve the consent agenda as written. Councilmember Snelson seconded the motion. Voting Yes:** Councilmember Jensen, Councilmember Millsap, Councilmember Smith, Councilmember Snelson, and Councilmember Wright. The motion **Passed Unanimously, 5-0. Resolution #2025-23 adopted**

## REGULAR AGENDA

3. **Consideration of a Resolution and an interlocal agreement with Utah County regarding homeless warming shelters - Jeremy Leonard, Lieutenant**

Lieutenant Jeremy Leonard reported Utah County has a winter response plan that includes three warming centers with a capacity of up to 75 people a night. These centers are operated by Community Action Services and Food Bank, whose focus is to connect homeless persons with resources. Community Action Services also provides hotel vouchers when circumstances permit, such as a family seeking shelter. The warming centers are supported and staffed by volunteers.

He explained Utah County has asked every city to voluntarily contribute \$100.00 for every 1000 citizens into a fund to help support the homeless warming centers. The Funds will be used to train volunteers, to provide necessities to homeless persons, and to pay utility and maintenance costs for the warming centers. The warming centers are supported and staffed by volunteers. Springville's contribution would be \$3,500.00.

The warming shelters are set to be open from October 15 to April 20, depending on the weather. Lieutenant Leonard expressed that the shelters do help with keeping the homeless from sleeping in vestibules of buildings and businesses. Provo may need assistance from other cities due to crime in the area of the shelters, as it has stretched their department at times.

Mayor Packard expressed that last year they received more individuals in the different shelters, and now have opened up the Ironton Hill/Utah County Center. They are looking at doing bag checks on all bags for drugs and safety.

**Motion: Councilmember Millsap moved to approve Resolution #2025-24 and an Interlocal Cooperative Agreement between Springville City and Utah County regarding funding for aid and relief for the homeless. Councilmember Wright seconded the motion. Roll Call Vote Yes:** Councilmember Jensen, Councilmember Millsap, Councilmember Smith, Councilmember Snelson, and Councilmember Wright. The motion **Passed Unanimously, 5-0, Resolution #2025-24 Adopted.**

4. **Consideration of an Ordinance amending the Springville City Zoning Map to apply the Senior Housing Overlay Zone to Parcel #23:031:0089 located at approximately 300 South 950 West - Josh Yost, Community Development Director**

Director Josh Yost explained the senior independent living definition and reported that the Council recently approved the amendment to Title 11 to establish the Senior Housing overlay zone (SHOZ) and to codify the corresponding development guidelines. Like all overlay zones, the city's zoning map needs to be amended to show the application of the overlay to the particular parcels.

**Motion: Councilmember Wright moved to approve Ordinance #15-2025 to amend the Springville City Zoning Map to apply the Senior Housing Overlay to Parcel 230310089 located at approximately 300 South 950 West. Councilmember Jensen seconded the motion. Roll Call Vote Yes:** Councilmember

Jensen, Councilmember Millsap, Councilmember Smith, Councilmember Snelson, and Councilmember Wright. The motion **Passed Unanimously, 5-0, Ordinance #15-2025 Adopted.**

## **MAYOR, COUNCIL, AND ADMINISTRATIVE REPORTS**

Mayor Packard asked for any further discussion.

## **CLOSED SESSION, AND ADJOURNMENT IF NEEDED - TO BE ANNOUNCED IN MOTION**

*The Springville City Council may adjourn the regular meeting and convene into a closed session as provided by UCA 52-4-205.*

## **ADJOURNMENT**

**Motion:** Councilmember Snelson moved to adjourn the meeting at 7:19 p.m. and go into a closed meeting for property, litigation, and the character, professional competence of an individual. **Councilmember Wright 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 Regular Meeting held on Tuesday, July 01, 2025.*

*I, Kim Crane, do hereby certify that I am the duly appointed, qualified, and acting City Recorder for Springville City, 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, July 01, 2025.*

DATE APPROVED: \_\_\_\_\_

\_\_\_\_\_  
Kim Crane  
City Recorder

RESOLUTION #2025-\_\_\_\_

A RESOLUTION TO AUTHORIZE THE MAYOR TO SIGN ALL NECESSARY DOCUMENTS TO SELL TO SUNPRO AND CLOSE ON A PORTION OF THE SUNTANA PROPERTY LOCATED AT APPROXIMATELY 1600 SOUTH 1750 WEST IN SPRINGVILLE CITY.

WHEREAS, on December 13, 2025, Springville City entered into a Purchase and Sale Agreement (the "Agreement") with the Sunpro Corporation ("Sunpro") wherein Springville City agreed to sell to Sunpro approximately 28.86 acres of property located near 1750 West 1600 South, which property is historically known as the Suntana property (the "Property"); and

WHEREAS, as part of the Purchase and Sale Agreement, the parties are ready to close on the Property; and

WHEREAS, on July 15, 2025, the City Council held a properly noticed public meeting to consider approving this Resolution to allow the Mayor to sign all necessary documents to close on the Property with Sunpro.

NOW, THEREFORE, BE IT RESOLVED BY THE SPRINGVILLE CITY COUNCIL:

**SECTION 1.** **Agreement Approve.** The Mayor is authorized to execute all documents necessary to close on the Property with Sunpro pursuant to the Agreement.

**SECTION 2.** This resolution shall become effective immediately upon passage.

PASSED AND APPROVED this \_\_\_\_ day of July, 2025.

\_\_\_\_\_  
Matt Packard, Mayor

Attest:

\_\_\_\_\_  
Kim Crane, City Recorder



## STAFF REPORT

**DATE:** July 10, 2025

**TO:** Honorable Mayor and City Council

**FROM:** Jed Neilsen, Building Inspector II

**SUBJECT:** Springville Community Development requests amendments to Springville Code Title 10 to update references to adopted building codes.

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**Recommended Motion:** Move to approve Ordinance \_\_\_\_\_ amending Springville Code Title 10 Building and Construction

**Executive Summary:** This change is to eliminate the multiple location within Title 10 “Building and Construction” referencing specific year code cycles that were once used by Springville City and the State of Utah but have since become outdated by newer code cycles.

The purposed Ordinance will update the language within Title 10 to reflect the latest adopted Building Codes with State Amendments by the Utah legislation. This change will no longer reflect the year of code cycle being used but be worded as such, that Springville City will adopt the building code as adopted by the State of Utah.

This change is to provided clarity to building permit applicants, architects, realtors and to the citizens within our city to which building code cycle will regulate construction within our city. The language change also helps to eliminate regular changes to Title 10 to update specific wording on which exact code cycle year is being used.

**Discussion:** Listed are the specific location in which wording changes:

- 10-1-101(1) International Building Code and International Residential Code
- 10-1-106 International Mechanical Code
- 10-2-101 International Plumbing Code
- 10-2A-101 International Fuel Gas Code
- 10-2A-201 International Energy Conservation Code
- 10-3-101 National Electrical Code

**Alternatives:** Move to deny Ordinance \_\_\_\_\_.

**ORDINANCE #\_\_\_-2025**

**AN ORDINANCE AMENDING SPRINGVILLE CITY CODE TITLE 10, BUILDING AND CONSTRUCTION.**

Be it ordained by the City Council of Springville, Utah:

**WHEREAS**, the Springville City Code enumerates regulations governing construction within Springville City and also adopts by reference building codes adopted by the State of Utah, in fulfillment of the City's duty to protect the health, safety, and general welfare of its residents; and

**WHEREAS**, Springville City may, from time to time, examine the specific provisions of the Code and amend such provisions; and

**WHEREAS**, Springville City is continually seeking to simplify and increase the ease of maintenance of the city code, and to improve processes; and

**WHEREAS**, the Community Development Department identified revisions to Title 10 to simplify the code.

**NOW, THEREFORE, BE IT ORDAINED** by the City Council of Springville, Utah:

**SECTION 1: SECTION AMENDED.** Title 10 of Springville City Code is hereby amended to read as shown in Exhibit A

**SECTION 2: EFFECTIVE DATE.** This Ordinance shall take effect upon publication or posting as required by law.

**PASSED, ADOPTED AND ORDERED POSTED** by the City Council of Springville, Utah, this 15th day of July, 2025.

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Matt Packard, Mayor

ATTEST:

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City Recorder

## CHAPTER 1 BUILDING CODE

### Sections:

- 10-1-101 International Building Code Adopted.**
- 10-1-102 Fees.**
- 10-1-103 Plans and Specifications.**
- 10-1-104 Irrigation Ditches.**
- 10-1-105 Base Floor Elevation for All Areas West of 400 West Street Which Includes the Westfields Overlay Zone.**
- 10-1-106 International Mechanical Code Adopted.**

### **10-1-101 International Building Code Adopted.**

(1) The International Building Code, as adopted by the State of Utah 2006 Edition, and the International Residential Code, 2006 Edition as adopted by the State of Utah, including all State Statutes, amendments and regulations, as published by the International Code Council, are hereby adopted as the City Building Code. The same is adopted, with such modifications as set forth in this Title, as if fully set forth herein. Appendix AE of the International Residential Code is adopted. No other appendices of the International Building Code are adopted. The City Recorder shall maintain at least one (1) copy of said Building Code and Residential Code in his or her office for use and inspection by the public as required by State law. Except as provided by subsection (2) of this section, it shall be unlawful to erect, construct, enlarge, alter, repair, move, demolish, occupy or use any building or structure in the City in violation of, or without complying with, such Code.

(2) A “manufactured home” means a transportable factory built housing unit constructed on or after June 15, 1976, according to the National Manufactured Housing Construction and Safety Standards Act of 1974, in one (1) or more sections, which, in the traveling mode, is eight (8) feet or more in width and forty (40) body feet or more in length, or when erected on site is four hundred (400) or more square feet in area, and which is built on a permanent chassis and designed to be used as a dwelling unit with or without a permanent foundation when connected to required utilities, and includes the plumbing, heating, air-conditioning, and electric systems. A manufactured home need not comply with the International Building Code and International Residential Code adopted by subsection (1) of this section if the manufactured home meets the following requirements:

- (a) The manufactured home is identifiable by the manufacturer's data plate bearing the date the unit was manufactured and a U.S. Department of Housing and Urban Development label is attached to the exterior of the home certifying the home was manufactured to federal standards.
- (b) The manufactured home is installed in accordance with the accompanying manufacturer's instructions for installation of the manufactured home and in accordance with "The Standard for Manufactured Home Installations" adopted and published by the National Conference of States on Building Codes and Standards.
- (c) The manufactured home is installed by a factory-built housing set-up contractor licensed by the Utah Division of Occupational and Professional Licensing.
- (d) All additions to the structure, including, but not limited to, basements, foundations, garages, carports, patios, and decks, shall comply with the International Building Code and International Residential Code.

#### **10-1-102 Fees.**

The City Council may from time to time by resolution fix the amount of permit and inspection fees. All such fee schedules shall be made a matter of public record, filed with the City Recorder and be available for inspection by any person during normal business hours. All fees so adopted by the City Council shall take precedence over any fees stated in the International Building Code and the International Residential Code.

#### **10-1-103 Plans and Specifications.**

With each application for a building permit, and when required by the Building Inspector for enforcement of any provision of the Building Code, two (2) sets of plans and specifications shall be submitted. The Building Inspector may require plans and specifications to be prepared and designed by an engineer or architect licensed by the State of Utah; but in every case where application for a building permit is made for a building containing four (4) or more single-family dwelling units, or which is two (2) or more stories in height exclusive of basement, or for any building which will be used by the public, the Building Inspector shall require, and the applicant shall furnish with each application for a building permit, two (2) sets of plans and specifications for such building, which plans shall be certified to by an architect licensed by the State of Utah. Such certificate shall state that such building has

been designed to conform to all provisions of this Title as well as all zoning requirements and the fire code then in effect in the City. The plans and specifications shall contain such information and be drawn and prepared in such manner as required by the Building Code. When authorized by the Building Inspector, plans and specifications need not be submitted for small and unimportant work and such other types of buildings or construction as designated in the Building Code.

**10-1-104 Irrigation Ditches.**

No building permit shall be issued for any property which is crossed by or fronted by an irrigation ditch, unless the plans and specifications for the construction to be accomplished thereon provide for the covering of such irrigation ditch, and the plans and specifications for covering the ditch have been approved by the irrigation company or other person or persons owning the easement for the irrigation ditch.

**10-1-105 Base Floor Elevation for All Areas West of 400 West Street Which Includes the Westfields Overlay Zone.**

(1) (a) For areas within the Westfields Overlay Zone and all other areas west of 400 West Street, or where the alignment of 400 West Street would occur as determined by the City Engineer or designee if no street exists, the base floor elevation, whether for slab on grade construction or the crawl space floor, shall be no lower than the top back of curb elevation.

(b) Exception: Where a street has been significantly elevated to provide gravity flow drainage for sewer and/or storm system into City mains, the base floor elevation may be located lower than top back of curb if approved by the Chief Building Official based on the following criteria:

(i) The base floor elevation must remain above the finished grade of the lot and above the grade of the surrounding land area;

(ii) The garage floor must be above top back of curb and the driveway maintain a negative slope from the garage to the gutter. The finished grade will slope away from the house in accordance with 2021 IRC 401.3;

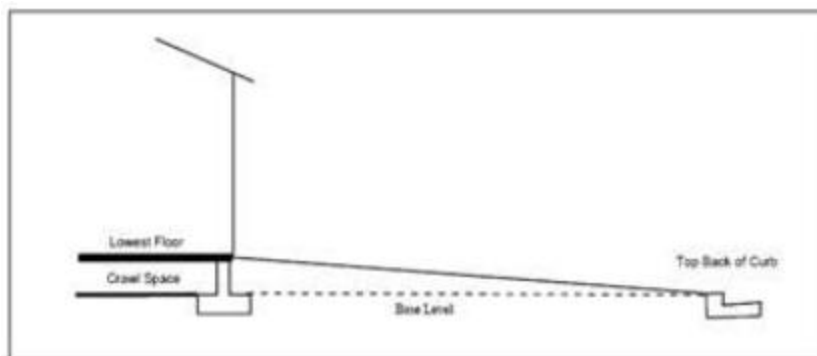
(iii) May not be located in a floodplain; and

(iv) Survey may be required to determine elevation compliance is met.

(2) To the extent allowed by flood protection measures, underground garages with internal

traffic circulation and slab on grade elevations used in conjunction with commercial and multiple-family structures may be depressed below top back of curb, provided the site and adjacent locations have met all the following conditions:

- (a) The entire site surface design allows for discharge of all storm and irrigation waters to an approved drainage system;
- (b) Approved drainage system establishes an emergency overflow protection elevation;
- (c) Garage floor and/or slab on grade elevations shall be a minimum of twelve inches (12") above emergency overflow protection elevation;
- (d) Depth of any on-site parking surface flood potential shall not exceed twelve inches (12") of depth;
- (e) Emergency overflow protection path shall discharge to a public street or other approved location;
- (f) Base elevations shall comply with City floodplain ordinances with relation to elevations set forth by FEMA floodplain maps; and
- (g) All recommendations from licensed geotechnical professionals are satisfied for site conditions.



- (3) (a) For commercial buildings, base floor elevations may be located below back of curb as long as the following criteria are met:
- (i) The portion of the structure below back of curb that does not meet the criteria under subsection (2) of this Section shall not be used for habitable spaces, as defined by the International Building Code;

- (ii) The structure must be located on the same site as a land drain and above the elevation of a land drain that is part of the Springville Drainage District's infrastructure system;
  - (iii) A foundation drain shall be installed around the entire foundation of the structure with a sump pump that pumps water into the land drain or by connection that allows discharge by gravitational means;
  - (iv) Prior to constructing the structure, the owner of the structure shall provide written documentation to the City that the Springville Drainage District has approved discharging directly into the Springville Drainage District's infrastructure;
  - (v) The foundation of the structure shall be located not less than four feet (4') above the groundwater as determined by a valid geotechnical report; and
  - (vi) The owner of the property shall sign a release and indemnification document approved by the City that will bind future land owners and be recorded against the property.
- (b) Alternative to subsections (3)(a)(ii) through (3)(a)(v) of this Section: If an approved moisture-proof membrane system which fully encapsulates the below-grade portions of the building is installed such that there can be no below-grade infiltration of water into the structure, then the drainage requirements may be waived. A water infiltration test must be successfully performed and approved prior to any backfilling. Developer shall still be required to meet subsections (3)(a)(i) and (3)(a)(vi) of this Section.

#### **10-1-106 International Mechanical Code Adopted.**

The International Mechanical Code, 2006 Edition, as adopted by the State of Utah including all State Statutes, amendments and regulations, as published by the International Code Council, is hereby adopted as the City Mechanical Code. The same is adopted with such modifications as set forth in this Title as if fully set forth herein. No appendices of the International Mechanical Code are adopted. The City Recorder shall maintain at least one (1) copy of said Mechanical Code in his office for use and inspection by the public as required by State law.

## **CHAPTER 2 PLUMBING CODE**

#### **10-2-101 International Plumbing Code Adopted.**

The International Plumbing Code as adopted by the State of Utah, including all State

Statutes, amendments and regulations, as published by the International Code Council, ~~2006 Edition~~, is hereby adopted as the City Plumbing Code. The same is adopted, with the modifications set forth in this Title, as if fully set forth herein. No appendices of the International Plumbing Code are adopted. The City Recorder shall maintain at least one copy of said Plumbing Code in his office for use and inspection by the public, as required by state law. It shall be unlawful to install, alter or repair any plumbing in the City in violation of or without complying with such Plumbing Code.

## **CHAPTER 2A FUEL GAS AND ENERGY CONSERVATION CODES**

Sections:

**10-2A-101    International Fuel Gas Code Adopted.**

**10-2A-201    International Energy Conservation Code.**

### **10-2A-101 International Fuel Gas Code Adopted.**

The International Fuel Gas Code as adopted by the State of Utah including all State Statutes, amendments and regulations, as published by the International Code Council, ~~2006 Edition~~, is hereby adopted as the City Fuel Gas Code. The same is adopted, with the modifications set forth in this Title, as if fully set forth herein. No appendices of the International Fuel Gas Code are adopted. The City Recorder shall maintain at least one copy of said Fuel Gas Code in his or her office for use and inspection by the public, as required by state law. It shall be unlawful to install, alter or repair any gas piping in the City in violation of or without complying with such Fuel Gas Code.

### **10-2A-201 International Energy Conservation Code.**

The International Energy Conservation Code as adopted by the State of Utah, including all State Statutes, amendments and regulations, as published by the International Code Council, ~~2006 Edition~~, is hereby adopted as the City Energy Conservation Code. The same is adopted, with the modifications set forth in this Title, as if fully set forth herein. No appendices of the International Energy Conservation Code are adopted. The City Recorder shall maintain at least one copy of said Energy Conservation Code in his or her office for use and inspection by the public, as required by state law. It shall be unlawful to install, alter or repair any energy conservation materials in the City in violation of or without complying with such Energy Conservation Code.

## **CHAPTER 3 ELECTRICAL CODE**

Sections:

- 10-3-101 National Electrical Code Adopted.**
- 10-3-102 Permit Required.**
- 10-3-103 Fees.**
- 10-3-104 Installation Standards and Specifications.**
- 10-3-105 Inspection.**
- 10-3-106 Disconnection.**
- 10-3-107 Liability of City.**

### **10-3-101 National Electrical Code Adopted.**

The National Electrical Code, ~~2005 Edition~~, as adopted by the State of Utah including all State Statutes, amendments and regulations, as published by the National Fire Protection Association is hereby adopted as the City Electrical Code. The same is adopted, with the modifications set forth in this Title, as if fully set forth herein. The City Recorder shall maintain at least one copy of said Electrical Code in his office for use and inspection by the public as required by state law. It shall be unlawful to install, alter, repair or do any electrical work in the City in violation of, or without complying with, the provisions of said Electrical Code and other provisions of this Chapter.

### **10-3-102 Permit Required.**

No person shall install, maintain, alter, repair, extend or reconstruct any electrical work, electrical wiring, electrical devices, fixtures, appliances or equipment, either inside or outside of any building, and no alterations or additions shall be made in existing wiring, nor shall any wiring be installed or done for the placing of any lights, power, or heating devices, or any apparatus which generates, transmits, transforms or utilizes any electricity, nor shall any alterations be made in any wiring system after final inspection without first notifying the electrical inspector and securing a permit therefor, except minor repair work, such as repairing flush and snap switches, replacing fuses, changing lamp sockets and receptacles, taping bare joints and repairing drop cords, and all work done for or on the property of the City or a public utility company, and wiring for appliances and devices operating at less than 25 volts, for which work a permit shall not be required. Permits shall be issued to no one other than holders of electrical contractor's certificates or electrical maintenance certificates or their bona fide employees, and to individuals for work to be done on their own premises. The fee for work which has been started before issuance of the permit shall be doubled.

Each application for a permit must have attached thereto a sketch or blueprint showing in detail the proposed method of installing, wiring, and apparatus to be installed. In order to secure a permit, a written application shall be made to the Electrical Department on blanks provided for that purpose by said Department, and the applicant therefor shall pay in advance such fees as may be required.

### **10-3-103 Fees.**

The City Council shall from time to time by resolution fix the amount of permit and inspection fees relating to installing, altering, repairing and doing other electrical work within the City. All such fee schedules shall be made a matter of public record, filed with the City Recorder, and be available for inspection by any person during normal business hours.

### **10-3-104 Installation Standards and Specifications.**

(1) Except as otherwise herein provided, all electrical wiring installations or electrical fixtures, apparatus, or appliances for furnishing light, heat, power, telegraph, telephone, district messenger, and other electrical work introduced into or placed in or on any building or structure in the City, shall be in conformity with the Electrical Code adopted by Section 1 of this Chapter, and all fittings and materials used in such installations must be approved therein.

(2) Each flat or dwelling place in an apartment house, flat building, or building designed for two or more dwellings, shall be provided with an independent service, unless the cutouts or meters are grouped in a cabinet or closet opening into a public hallway, so as to be readily accessible at all times.

### **10-3-105 Inspection.**

An inspector appointed by the City shall inspect any and all work for which permits have been issued as soon as practicable after notice in writing that the work is ready for inspection. The work will not be considered ready for inspection and covering until all enclosed plumbing, steam heating, furnace work, and gas fittings are in place. Inspections shall, when necessary, be made two or more times during the progress of installation. It shall be the duty of said inspector to indicate inspection of any work by a tag or label attached to the service or switch wires and a certificate issued to the person holding the permit. Such tag or label shall state the date and whether first or final inspection has been made. It shall be unlawful for any person to cover or conceal any electrical work until such inspection tag has been placed. The inspector shall issue a certificate showing the result of such examination and cause any corrections in said work to be made if necessary.

**10-3-106 Disconnection.**

If the inspector shall find any part of any electric light or power wiring, appliances, apparatus, or fixtures, to have been installed without permit or installed not in accordance with the provisions of this Chapter, or to be dangerous to life or property, the inspector shall have the right and power to disconnect such defective work, fixtures, appliances, or apparatus, and place a seal upon the same, and shall at the same time give written notice of such disconnection to the owner or occupant of the building. After such disconnected wiring, fixtures, appliances, or apparatus has been put in condition required by this Chapter, the seal so placed shall be removed, but only upon order of the inspector. It shall be unlawful for any person to use any current in, through or by means of such disconnected wiring, appliances, apparatus, or fixtures, or to attach other wires for the supply of current to such disconnected wiring, fixtures, appliances, or apparatus, or to remove, break, or deface any seal so placed.

**10-3-107 Liability of City.**

Nothing in this Chapter shall be construed to relieve or lessen the responsibilities of any person owning, operating or installing any electrical wires, fixtures, appliances, apparatus, construction or equipment, for damages to anyone injured or damaged either in person or property by any defect therein. Nor shall the City or any agent thereof be held as assuming any liability by reason of the inspection authorized herein or the certificate of inspection issued by the City.



## STAFF REPORT

**DATE:** July 7, 2025

**TO:** Honorable Mayor and City Council

**FROM:** John Penrod, City Attorney

**SUBJECT:** CONSIDERATION OF A MEMORANDUM OF UNDERSTANDING WITH THE SCHOOL DISTRICT THAT ADDRESSES RED DEVIL DRIVE COSTS AND REVISIONS TO THE PARKS SURROUNDING THE NEW SHS CAMPUS.

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### RECOMMENDED MOTIONS

Motion to approve, and give the City Administrator the authority to sign, a Memorandum of Understanding between the Nebo School District and Springville City regarding reimbursements associated with the New SHS and surrounding park properties.

### EXECUTIVE SUMMARY

The new Springville High School is on track to be completed opened by the fall of 2026. The City and District entered into two joint resolutions regarding the construction of Red Devil Drive, which both parties are sharing equally in costs to construct, and surrounding City owned park properties. As part of the joint resolutions, the City and District's staffs were to work together to finalize any adjustments to the new SHS campus site, including park properties, from what is described in the joint resolutions. The main goal for this project was and is to develop the best new recreation area within and surrounding the new SHS campus for the City's residents.

The total cost to the City for installing Red Devil Drive and park betterments above what is contained in the joint resolutions is \$4,072,055.00.

### BACKGROUND

The joint resolutions between the District and City required both entities to share equally in the costs of Red Devil Drive and outlined an agreement for property exchanges and improvements to be constructed by the District for City parks. The below describes what has happened with the Red Devil Park costs and revisions to City parks.

#### Red Devil Drive

The City's costs for Red Devil Drive are \$3,518,160.51. This amount includes \$1,974,050.37 for utilities in the road (water, sewer, storm drain, and power).

#### Park Revisions

With revisions new SHS campus site design, the park property surrounding the new campus and improvement have changed as well. Here are the changes that have happened through the planning and construction process:

- Reductions Made - Under the MOU, the City receives credits for the below revisions to the original agreement between the City and District.
  - Park property has been reduced by approximately 2.19 acres. Under the joint resolutions, the City was required to give up 10.68 acres and receive 17.3 acres. After the plans were completed, the City will receive 15.11 acres.
  - The parking lot improvements to be received for the parks is being reduced by approximately 2.1 acres.
  - A private entity has donated to build two additional tennis courts, removing the need for the City to have two tennis courts built.
  - The City will receive approximately 1.1 acres less of landscaping.
- Betterments Made - The following are betterments for which the City will be required to pay.
  - Six pickleball courts and an area for a pavilion.
  - Arts Park Plaza that will be located on the southwest end of the Arts Park.
  - New pond on the north end of the City's new park.
  - Approximately 2,500 new linear feet added to the trail system with lights.
  - Location for a street plaza.
  - Playfield lighting system for approximately 4.5 acres of flat playing fields.
  - Upgrades to the Arts Park Sewer System.

The above Betterments amount to approximately \$1.6 million, with the City receiving credits in the amount of approximately \$1.1 million.

### **FISCAL IMPACT**

The City will incur a \$4,072,055 fiscal impact in FY 2027.

Attachments:     Proposed MOU

**MEMORANDUM OF UNDERSTANDING**  
(Reimbursement for Public Improvements Associated  
With the New Springville High School)

This Memorandum of Understanding (the "MOU") is entered into this \_\_\_\_ day of July, 2025, between the NEBO SCHOOL DISTRICT (the "School District"), a political subdivision of the State of Utah, 350 South Main, Spanish Fork, Utah, 84660, and SPRINGVILLE CITY (the "City"), a political subdivision of the State of Utah, 110 South Main, Springville, Utah, 84663. The School District and the City are sometimes referred to in this MOU collectively as the "parties," or individually as a "party."

**BACKGROUND**

- A. In June 2022, the parties entered into a Second Joint Resolution concerning the parties' cooperation and respective responsibilities for the construction of the new Springville High School campus and surrounding City park properties. The new Springville High School campus and properties are collectively referred herein as the "New SHS Campus."
- B. As part of the Second Joint Resolution, the parties agreed, among other certain provisions and obligations, that the School District and City's staff would work together in finalizing property transactions and constructed improvements and make necessary adjustments between the parties regarding these matters.
- C. Furthermore, under the Second Joint Resolution, the School District and City agreed to share equally in the costs and expenses associated with designing and constructing Red Devil Drive.
- D. This MOU is to set forth the final amount the city owes the School District for its installation of all public improvements associated with the New SHS Campus.

**NOW, THEREFORE**, this MOU provides the mutual understandings of amounts owed by the city to the School District for public improvements associated with the New SHS:

- 1. **Resolution**. The parties acknowledge and agree that this MOU is to describe revisions to the construction of the new SHS Campus, including costs associated with Red Devil Drive and park betterments. Unless otherwise specifically revised in this MOU, the parties shall continue to follow the obligations and responsibilities outlined in the Second Joint Resolution.
- 2. **City Payment Amount**. The City shall pay the School District the amount of Four Million, Seventy-two Thousand, Fifty-five Dollars (\$4,072,055.00) (the "City Costs"), which amount represents half of the costs to construct Red Devil Drive and City park betterments within the New SHS Campus. The City shall pay the City Costs to the School District by July 30, 2026.
- 3. **Changes to City Park Improvements**. Through the process, revisions to the New SHS Campus site design, including City desired betterments, have required revisions to the park improvements listed in the Second Joint Resolution. Those revisions are as follows:
  - a. **Improvements Removed**:
    - i. North City Park Area: Reduction in parking Lot.

- ii. South City Park Area: Reduction in park property area, reduction in parking lot, removal of tennis courts, and reduction in landscaping.
  - b. Improvements Added: Arts Park Plaza, Arts Park sewer upgrade, new park playfield lighting, street plaza area, approximately 2,500 linear feet of trails, new pond excavation, pickleball court, and pavilion.
- 4. This MOU contains the entire understanding between the parties with respect to revisions to the New SHS Campus design, including amounts owed by the City to the School District as part of the new SHS Campus.

The individuals listed below have authorization to sign this MOU on behalf of the entities they represent.

**NEBO SCHOOL DISTRICT**

By: \_\_\_\_\_  
Rick Nielsen, Superintendent

**SPRINGVILLE CITY**

By: \_\_\_\_\_  
Troy Fitzgerald, City Administrator