

THE STATE OF UTAH COUNTY OF SEVIER
CITY OF RICHFIELD

At the City Council In and For Said City
June 24, 2025

Minutes of the Richfield City Council meeting held on Tuesday, June 24, 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.

- 12 1. CALL TO ORDER
- 13 2. OPENING REMARKS
- 14 3. PLEDGE OF ALLEGIANCE
- 15 4. ROLL CALL
- 16 5. MINUTES APPROVED
- 17 6. BUSINESS
 - 18 a. Senior Center budget adjustment
 - 19 b. Adopt Ordinance 2025-3 amending the
 - 20 Richfield City Zoning Ordinance
 - 21 c. Open and amend the 2024-25 budget,
 - 22 adopt Resolution 2025-3, accepting the 2025-
 - 23 26 budget.
- 24 d. Approve Resolution 2025-4 certified tax
- 25 rate 2025-26.
- 26 e. Municipal Building Authority.
- 27 f. Reconvene
- 28 g. Consider adopting Ordinance 2025-4,
- 29 accepting updated General Plan.
- 30 7. OTHER BUSINESS
- 31 8. EXECUTIVE SESSION
- 32 a. Discuss individual to serve on the Library
- 33 Board.
- 34 9. ADJOURNMENT

1. CALL TO ORDER

2. **OPENING REMARKS** - Kendrick Thomas

3. **PLEDGE OF ALLEGIANCE** led by Elaine Street

4. **ROLL CALL Roll Call. Present:** Bryan Burrows (Not voting), Brayden Gardner, Kip Hansen, Elaine Street, Kendrick Thomas, Tanner Thompson, Michele Jolley (Not voting), Rob Jenson (Not voting). Also, Kylee Boyter, Terry Christensen, Carson DeMille, Keith Mogan and David Anderson.

5. **MINUTES APPROVED** - Consider a motion to approve the minutes of the meeting held on June 10, 2025. Councilmember Hansen had one correction. **Motion:** With the noted correction, approve the minutes of the June 10, 2025, meeting, **Action:** Approve, **Moved by** Kip Hansen, **Seconded by** Brayden Gardner. **Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 5).

Yes: Brayden Gardner, Elaine Street, Kendrick Thomas, Kip Hansen, Tanner Thompson.

6. BUSINESS

a. Consider increasing the budget for the Senior Center remodel to include the removal of asbestos, flooring, and painting of the main hall for an additional \$7,333.59 above the \$368,000 that was budgeted for the project. (Original award \$254,220.53, addendum for additional \$121,113.06.)

Councilmember Thompson asked why the addendum was needed. Mayor Burrows said during the walkthrough of the facility with the seniors, it was realized the project didn't include the main hall of the building, which needed to have flooring replaced, walls painted and asbestos removed. He said he thought the initial bid did include those items, but it didn't. He asked the contractors to provide a price to add those items.

1 Councilmember Hansen said it is essentially a change order. Mayor Burrows said the
2 addendum is something the council doesn't have to accept.

3 During the walkthrough someone brought up the floor that is coming up and other issues
4 in the hall, which is what led to this addendum, City Administrator Jolley said. She said the
5 original bid of \$254,220.53 was well below what was budgeted, which is \$368,000, so there
6 is money available for the project. The City would essentially only be adding \$7,333 to the
7 budget for the project.

8 Councilmember Gardner said he doesn't have a problem proceeding with the project, but
9 he thought it was part of what was originally bid. He said in the future it may be
10 advantageous to take a more careful look before proceeding.

11 Councilmember Gardner said with the additions, perhaps some grant money could have
12 been secured for a larger project. It's a bit confusing to have the changes added.

13 Administrator Jolley said this is a project that has gone on for four years, which has caused
14 some confusion, and it wasn't known that these items were not included. It has been
15 confusing to get done.

16 Mayor Burrows said the City has pursued grant money for the project. There are also other
17 maintenance items that will need to be addressed in the future.

18 Councilmember Hansen said the additional asbestos abatement is a needed item for the
19 project.

20 **Motion:** Approve the addendum for the Senior Center renovation project for an additional
21 \$121,113.06, **Action:** Approve, **Moved by** Elaine Street, **Seconded by** Kip Hansen.

22 **Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 5).

23 **Yes:** Brayden Gardner, Elaine Street, Kendrick Thomas, Kip Hansen, Tanner Thompson.

25 b. Consider adopting Ordinance 2025-3 amending the Richfield City Zoning Ordinance,
26 Title 17, with various text amendments to increase consistency and compliance with
27 current State requirements, address clarity and correctness issues as they concern site plan
28 reviews. Councilmember Thomas asked if the Land Use Hearing Officer is someone who is
29 hired by the city as a third party. It is.

30 Councilmember Gardner asked if it has been decided who the LUHO would be? The City
31 has used someone from Sunrise Engineering in the past. It's very rare to use them, as the
32 LUHO process has only been utilized twice.

33 Councilmember Thomas also asked about the bonding in Section I, where it says the
34 guarantee should be in a form acceptable to the city at 110 percent of the estimate costs.
35 Deputy Clerk Anderson said in the past the City has used surety bonds and escrow
36 accounts, both have benefits and drawbacks. The surety bond does add some expense, but
37 it allows for developers not to have the entire amount upfront. The escrow account
38 requires the money to be upfront, but it can be drawn on as improvements are completed
39 from an interest-bearing account.

40 Mayor Burrows said anything tied to the escrow account could be drawn from it.

41 Councilmember Thomas asked about the traffic study requirement and how it's being
42 referenced back to the transportation master plan.

43 Deputy Clerk Anderson said there was a conflict between the code and the transportation
44 master plan and this would make it consistent between the two. It would be required for
45 developments with 25 or more units. The conflict in the code was that the requirement
46 was 50 or more units.

47 Councilmember Thomas said he likes the land use authority chart included in the code.
48 Deputy Clerk Anderson said it will also allow for the City to implement a new application
49 packet, which will walk developers through the entire process for commercial

1 developments.

2 **Motion:** Adopt ordinance 2025-3 amending the Richfield City Zoning Ordinance, Title 17,
3 with various text amendments to increase consistency and compliance with current State
4 requirements, address clarity and correctness issues as they concern site plan reviews,

5 **Action:** Approve, **Moved by** Tanner Thompson, **Seconded by** Kendrick Thomas.

6 **Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 5).

7 **Yes:** Brayden Gardner, Elaine Street, Kendrick Thomas, Kip Hansen, Tanner Thompson.

8
9 c. Consider opening and amending the 2024-25 budget for all funds, and adopting
10 Resolution 2025-3, to accept the fiscal year 2025-26 budget for all funds. **Motion:** Open
11 and amend the 2024-25 budget for all funds, and adopt Resolution 2025-3, to accept the
12 fiscal year 2025-26 budget for all funds, **Action:** Approve, **Moved by** Kendrick Thomas,
13 **Seconded by** Elaine Street.

14 **Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 5).

15 **Yes:** Brayden Gardner, Elaine Street, Kendrick Thomas, Kip Hansen, Tanner Thompson.

16
17 d. Consider approving Resolution 2025-4 accepting the certified tax rate for fiscal year
18 2025-26. **Motion:** Approve Resolution 2025-4 accepting the certified tax rate for fiscal year
19 2025-26, **Action:** Approve, **Moved by** Tanner Thompson, **Seconded by** Brayden Gardner.

20 **Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 5).

21 **Yes:** Brayden Gardner, Elaine Street, Kendrick Thomas, Kip Hansen, Tanner Thompson.

22
23 e. Recess to convene a Municipal Building Authority meeting. **Motion:** Adjourn and
24 convene as the Municipal Building Authority, **Action:** Adjourn, **Moved by** Kip Hansen,
25 **Seconded by** Kendrick Thomas. **Vote:** Motion carried by unanimous roll call vote
26 (**summary:** Yes = 5).

27 **Yes:** Brayden Gardner, Elaine Street, Kendrick Thomas, Kip Hansen, Tanner Thompson.

28
29 f. Reconvene

30
31 g. Consider adopting Ordinance 2025-4, accepting the updated General Plan, and
32 discuss amending the General Plan to allow SITLA to use a proposed overlay zone, which
33 would allow for a higher density than is currently shown.

34
35 Councilmember Hansen said he is not in favor of the proposed overlay. He feels there is not
36 a missing middle in the zoning the City has. It appears to be open to broad interpretation.
37 Richfield City should not be the poster child for the state on how this won't work. He said
38 his answer is a solid no. It's a no-zone.

39
40 Councilmember Gardner agreed with Hansen's comments. He said he does not feel that
41 Richfield City is in a position to manage this or entertain the overlay zone concept. Factors
42 like management, enforcement and zoning make it too unwieldy for the City to control.
43 Councilmember Thompson said he agrees with the sentiments expressed and asked what
44 the next step is for SITLA if the City rejects this.

45 Mayor Burrows said it may not matter. They may get this implemented and not do
46 anything anyway. Councilmember Hansen said the goal for SITLA is to put a package
47 together to market to a developer. He said SITLA's goal is to raise as much money as
48 possible through the trust lands, which isn't necessarily in Richfield City's best interest. This
is a project that would be marketed to a developer, not a project SITLA itself would

1 manage.

2 Councilmember Thomas asked what the property in question is currently zoned. It is zoned
3 as RR-1, which is what it came in as under the annexation.

4 City Administrator Jolley said when they first approached the City, it was with the intent to
5 change the zoning to RM-11. At the time the City was contemplating placing some
6 restrictions on the scope of RM-11 zones similar to what is in place for RM-24 zones. At this
7 point SITLA could ask for a rezone to RM-11.

8 Councilmember Gardner said SITLA could ask for any of the residential zones, or a
9 combination of them to achieve the same goals.

10 Councilmember Hansen said they could sell it under the zone it came in as and then let the
11 next property owner plead their case as to what it should be zoned as. There are a lot of
12 scenarios.

13 Councilmember Thomas said the bottom line is SITLA will not be the ones developing it, it
14 will fall to another developer.

15 Councilmember Hansen said SITLA sold two large parcels in St. George where there has
16 been a lot of development and they didn't need to change the community's laws to sell
17 that. It's not needed to sell this either.

18 Councilmember Thomas asked for some clarification on the agenda item. He said the
19 agenda item has adopting the general plan as an option, but also includes the SITLA
20 discussion.

21 Deputy Clerk Anderson said SITLA has drafted an ordinance to establish the proposed
22 overlay zone. City staff had the contracted City planner, Kendal Welch, evaluate the
23 ordinance. Her opinion was that the general plan needs to reflect the higher density of the
24 SITLA proposal. That could be done upfront before the general plan is adopted by moving
25 back into the public hearing phase, or it could be done by amending the new general plan
26 after it is adopted. Her suggestion was in the interest of transparency to move back into
27 the public hearing phase and integrate the SITLA proposal upfront before adopting the
28 general plan if the City wants to move forward with the missing middle concept.

29 Councilmember Thomas asked what the Planning Commission's recommendation is for the
30 SITLA proposal.

31 Deputy Clerk Anderson said during their last meeting they recommended moving forward
32 with it, but that was prior to the issue with the general plan coming up. As far as the
33 concept goes, they were ready to move it forward to the Council. The Commission
34 members were impressed by the amount of work put into it because there was
35 considerable time and effort invested. Anderson said he shares the same concerns as the
36 council – how would the city police it, how would it be enforced, how does the next party
37 down the road manipulate it?

38 Councilmember Hansen said the if the SITLA proposal is a non-issue, the general plan could
39 be adopted as is.

40 Councilmember Thomas said he agrees and that Richfield is not yet to the point it needs
41 something like the SITLA proposal.

42 Mayor Burrows asked if everyone is on board with the proposed general plan. One issue is
43 the enhancement of critical infrastructure for resiliency and redundancy. The City doesn't
44 have the funds available for that at this point nor likely will it in the future.

45 Michael Hansen, Rural Community Consultants, who wrote the plan, appeared via Zoom to
46 discuss questions.

47 Mayor Burrows said he saw a lot of goals in the plan, which are great, but he worries about
48 the practicality of pursuing them due to budget constraints.

49 Michael said when an ordinance is adopted, it is the law of the land, while a general plan is

1 intended to be an advisory document. This gives ideas on when and where initiatives can
2 be adopted, but none of them are strictly binding. For instance, if a piece of property
3 comes up for a rezone, the general plan should be consulted to see what the community
4 intent for that land was going to be. It helps determine if a proposed rezone fulfills the
5 community vision. This also holds true for some of the goals. If someone wants to pursue
6 a grant, but the item the grant funds isn't in the general plan, it could be more of an uphill
7 battle.

8 It can also be referenced when people ask why the City is undertaking one project over
9 another. The plan uses terms like, "as resources become available," and "when it's
10 feasible," rather than setting hard dates. Priorities change and shift for the City, and the
11 plan can be modified for that reason.

12 Mayor Burrows asked if the City's infrastructure for water, sewer and transportation were
13 considered as the plan was developed?

14 Michael said the infrastructure was a factor in the authoring of the plan. The planning
15 commission didn't make a lot of changes to the existing plan, it just made a few to keep
16 Richfield's vision similar to what it was prior. It's an advisory document and a living
17 document that can be opened up and changed – it is not painting Richfield into a corner.
18 Developers will hold the city to it, and if it says the city wants something, it could be used
19 as leverage by them. With that in mind, the plan was written in a way to not bind the City.
20 Mayor Burrows said he just wants to make sure the infrastructure matches what the plan
21 calls for. For instance, the area where SITLA made its proposal, that would require a lot of
22 additional sewer infrastructure in an area where it would be running essentially flat.

23 **Motion:** Adopt Ordinance 2025-4, accepting the updated General Plan as it is currently
24 written, **Action:** Approve, **Moved by** Kendrick Thomas, **Seconded by** Kip Hansen. **Vote:**
25 Motion carried by unanimous roll call vote (**summary:** Yes = 5).

26 **Yes:** Brayden Gardner, Elaine Street, Kendrick Thomas, Kip Hansen, Tanner Thompson.

27
28 7. **OTHER BUSINESS** Recreation Director Brady Edwards brought an update on the pool to the
29 council. As part of the CMGC process, the City was to receive cost estimates as the design moved
30 forward. The estimates were coming in at approximately \$2.5 million over what was initially
31 budgeted, so there was some discussion of cutting back some items. The City wasn't comfortable
32 making any decisions on cuts until there were some concrete numbers in place. After receiving
33 initial pricing from local contractors, the costs were lower than the earlier estimates. BHI was
34 provided with a full list of local contractors to contact, which has helped because the locals have a
35 lot lower prices than contractors out of St. George or the Wasatch Front.

36 Currently, the City is 100 percent complete on the design and the plans have been submitted to
37 the building department for review. The bids are due by July 10, with bid tabulation to be
38 completed by July 16. The bids will be presented to the council for review, and will in the council's
39 hands for approval on July 22. Given the size of the project and high level of community interest, it
40 has been suggested to have a ground-breaking ceremony on July 22 at 10 a.m. Contractors plan to
41 start construction on July 28. The design is 135 pages.

42 Councilmember Thompson said while there has been some discussion about which amenities are
43 included or not, he hasn't heard any negative comments about the project.

44 Edwards said he has been talking with people in the community. He said the one thing some
45 people have been concerned about is the restroom situation, but once it's explained, it really
46 makes sense to them. The privacy changing room concept helps parents with children of a
47 different gender.

48 Some people wanted the project to include an outdoor pool, but that could have essentially
49 doubled what is already a huge cost, Edwards said.

1 Councilmember Thompson asked about the savings that was achieved by getting bids from local
2 contractors.

3 Mayor Burrows offered the example of a bid from a Wasatch Front company on electrical work for
4 \$2 million. The local bid was \$600,000. He said there he has confidence in local contractors to
5 perform the tasks necessary. Also, putting the money into a local contractor means it will turn over
6 at least four times in the community.

7 Councilmember Hansen said using local bids also increases a sense of community ownership of the
8 project.

9 Edwards said if anyone has a concern or knows someone who has a concern, please invite them to
10 come to the recreation office to discuss it.

12 On another item Edwards mentioned a recent windstorm had caused some damage to the ball
13 field lights in the City. Two poles went out, and another was arcing during the games. A contractor
14 was working on the pole and it was a dangerous situation. All the right hand side of Field 3 is
15 shutdown and the breakers pulled. There are currently two portable light stations being rented to
16 get the City by as it hosts its own leagues as well as tournaments. It is time to put some funds into
17 the electrical components of the poles. It could be done in two or three phases. One company said
18 that for \$54,000, and repair the underground components to get at least half of the Rotary Park
19 going again. He has purchased 16 lights, but he will need more. They are approximately \$16,000 to
20 get them installed on the poles. Moore's Electric is about the only company locally with the
21 equipment to do the job. It would be \$280,000 total to do the light replacement, but Edwards
22 suggested doing it in phases with \$140,000 for the first phase and then moving on to a second
23 phase later.

24 City Recorder Jolley said the item is not on the agenda for approval tonight, so it would have to be
25 approved by the council on July 8 prior to moving forward.

27 Councilmember Thompson asked about water fountains on the parks that have recently been
28 purchased. He asked if one of those would be at the City Park on Independence Day. Edwards said
29 one of them is available now on the City Park near the playground. The other drinking fountains
30 are going to be placed at the pickleball courts and the pump track.

32 Public Works Director Keith Mogan said the project on 1300 South has been slowed down due to
33 an issue with a casing that is required for the sewer line that is being installed. When the sewer
34 was bored in, the boring company put it under a City water main, which is why it failed. So the
35 watermain had to be moved.

37 Councilmember Street said the Miss Richfield program is set to go.

39 Deputy Clerk Anderson said there have been three applications for planning commission turned in.

41 **8. EXECUTIVE SESSION Motion:** Move into the closed session, **Action:** Adjourn, **Moved by Kip**
42 **Hansen, Seconded by Tanner Thompson. Vote:** Motion carried by unanimous roll call vote
43 (**summary:** Yes = 5). **Yes:** Brayden Gardner, Elaine Street, Kendrick Thomas, Kip Hansen, Tanner
44 Thompson.

45 a. Discuss the character, professional competence, or physical or mental health of an
46 individual to serve on the Library Board.

47 **ADJOURNMENT Motion:** Adjourn, **Action:** Adjourn, **Moved by Tanner Thompson, Seconded by**
48 **Brayden Gardner.**

49 **Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 5).

1 **Yes: Brayden Gardner, Elaine Street, Kendrick Thomas, Kip Hansen, Tanner Thompson.**