



## PROVO MUNICIPAL COUNCIL

### Work Meeting

2:30 PM, Tuesday, July 22, 2025

Provo Peaks Conference Room (Room 110)

Hybrid meeting: 445 W. Center Street, Provo, UT 84601 or

<https://www.youtube.com/provocitycouncil>

The in-person meeting will be held in the **Council Chambers**. The meeting will be available to the public for live broadcast and on-demand viewing on YouTube and Facebook at: [youtube.com/provocitycouncil](https://www.youtube.com/provocitycouncil) and [facebook.com/provocouncil](https://www.facebook.com/provocouncil). If one platform is unavailable, please try the other. If you do not have access to the Internet, you can join via telephone following the instructions below.

**To listen to the meeting by phone: July 22 Work Meeting: Dial 346-248-7799. Enter Meeting ID 873 5155 1479 and press #. When asked for a participant ID, press #.**

### Agenda

#### Roll Call

#### Approval of Minutes

July 8, 2025 Work Meeting

#### Business

- 1 An ordinance amending the consolidated fee schedule to add a congressional expedite passport postage fee. (25-079)
- 2 A presentation regarding enhancements to Provo311 Customer Service Access (25-077)
- 3 An Update Regarding Re-Imagining Code Enforcement (25-053)
- 4 A discussion regarding an update on parking regulations on Slate Canyon Drive implemented in June 2024. (25-078)
- 5 An ordinance updating Provo City Code regarding application of an urban farming policy for culinary water rates. (25-080)

#### Adjournment

If you have a comment regarding items on the agenda, please contact Councilors at [council@provo.gov](mailto:council@provo.gov) or using their contact information listed at: [provo.gov/434/City-Council](http://provo.gov/434/City-Council)

Materials and Agenda: [agendas.provo.org](http://agendas.provo.org)

Council meetings are broadcast live and available later on demand at [youtube.com/ProvoCityCouncil](https://youtube.com/ProvoCityCouncil)

To send comments to the Council or weigh in on current issues, visit [OpenCityHall.provo.org](http://OpenCityHall.provo.org).

The next Work Meeting will be held on Tuesday, August 5, 2025. The meeting will be held in the Council Chambers, 445 W. Center Street, Provo, UT 84601 with an online broadcast. Work Meetings generally begin between 12 and 4 PM. Council Meetings begin at 5:30 PM. The start time for additional meetings may vary. All meeting start times are noticed at least 24 hours prior to the meeting.

#### **Notice of Compliance with the Americans with Disabilities Act (ADA)**

In compliance with the ADA, individuals needing special accommodations (including auxiliary communicative aids and services) during this meeting are invited to notify the Provo Council Office at 445 W. Center, Provo, Utah 84601, phone: (801) 852-6120 or email [kmartins@provo.gov](mailto:kmartins@provo.gov) at least three working days prior to the meeting. Council meetings are broadcast live and available for on demand viewing at [youtube.com/ProvoCityCouncil](https://youtube.com/ProvoCityCouncil).

#### **Notice of Telephonic Communications**

One or more Council members may participate by telephone or Internet communication in this meeting. Telephone or Internet communications will be amplified as needed so all Council members and others attending the meeting will be able to hear the person(s) participating electronically as well as those participating in person. The meeting will be conducted using the same procedures applicable to regular Municipal Council meetings.

#### **Notice of Compliance with Public Noticing Regulations**

This meeting was noticed in compliance with Utah Code 52-4-207(4), which supersedes some requirements listed in Utah Code 52-4-202 and Provo City Code 14.02.010. Agendas and minutes are accessible through the Provo City website at [agendas.provo.org](http://agendas.provo.org). Council meeting agendas are available through the Utah Public Meeting Notice website at [utah.gov/pmn](http://utah.gov/pmn), which also offers email subscriptions to notices.

*Please note: These minutes have been prepared with a timestamp linking the agenda items to the video discussion.*



## **PROVO MUNICIPAL COUNCIL**

### **Work Meeting Minutes**

3:00 PM | July 8, 2025

Provo Peak Room

Hybrid meeting: 445 W. Center Street, Provo, UT 84601 or

<https://www.youtube.com/provocitycouncil>

### **Agenda**

#### **Roll Call**

Council Chair Gary Garrett, conducting  
Council Vice-Chair Rachel Whipple  
Councilor Katrice MacKay  
Councilor Craig Christensen (Remote)  
Councilor George Handley  
Councilor Becky Bogdin  
Councilor Travis Hoban (Excused)

#### **Approval of Minutes**

June 3, 2025 Council Meeting  
June 17, 2025 Work Meeting

Approved by unanimous consent.

#### **Business**

**Item 1: A Resolution to Submit an Opinion Question to the Residents of Provo City in the November 4, 2025 Election Regarding Authorization to Impose a Local Option Sales Tax as Described in Utah Code Section 59-12-1402 (25-076) [0:07:30](#)**

Director Doug Robbins, Parks and Recreation, presented information regarding the renewal of the Recreation, Arts, and Parks (RAP) tax, which has been in effect since 2015. He explained that the RAP tax is a local option sales tax set at one-tenth of one percent, equating to one penny per ten dollars spent within Provo. Currently, this tax generates approximately \$2 million annually.

Robbins cited results from a 2021 public opinion survey, which indicated that 53% of respondents supported renewing the RAP tax, 19% might support it, 20% were unsure, and 9%

opposed it. He stated that the Parks and Recreation Board strongly recommended placing the renewal question on the upcoming November ballot.

He reviewed the necessary steps to include the question on the ballot, which include notifying county and state election officials by designated deadlines. To meet the requirement to notify the state by August 21, 2025, Council approval is needed in the near term.

Robbins, joined by Project Manager John Bunderson, highlighted several projects made possible through RAP tax funding over the past decade, such as improvements to playgrounds, expansions and upgrades of trail systems, enhancements to sports fields, and support for local arts initiatives. They emphasized that the RAP tax has enabled the city to leverage grant funding and extend its capital improvement capacity.

Councilor Bogdin expressed enthusiasm for the benefits of the RAP tax, emphasizing the importance for the public to also be aware of the work being done.

Councilor Garrett asked for clarification on the RAP tax allocation table, noting that some cells appeared blank for recent fiscal years. He questioned whether those blanks indicated a lack of application or funding. Bunderson explained that a blank cell typically indicates that no application was submitted by that applicant during that year. Garrett further asked whether most arts programs that applied received funding. Director Robbins responded that very few applicants received zero funding, though he acknowledged that the chart in question may not capture all such cases. He emphasized that selections and notifications are made after review.

Councilor Whipple requested more insight into how RAP tax revenue contributes to overall project funding. She expressed concern about the proportional allocation of RAP tax revenue, specifically in relation to arts funding versus recreation and park projects. Robbins explained that although grant availability varies, the RAP tax is often used as foundational seed funding to attract external grants, thereby expanding the city's investment capabilities.

Councilor Handley raised questions about the future of Slate Canyon and the Timpanogos wetlands. He asked whether the RAP tax could support development at these sites and whether such funding would accelerate projects currently facing infrastructure and planning delays. Robbins responded that development of Slate Canyon would likely require a mix of RAP tax funds, development impact fees, and other sources, due to the scale and cost of improvements. Handley noted increased public interest and asked if messaging about the RAP tax should include potential benefits for these projects. Bunderson and Robbins clarified that while such projects are not yet scheduled in the city's five-year Capital Improvement Plan, RAP tax revenue could potentially expedite them once prerequisite infrastructure work is completed.

Overall, there was general support among the Council for proceeding with placing the renewal question on the ballot, with the aim of sustaining community development through ongoing investment in public amenities.

**Item 2: A Presentation Regarding the Provo Auxiliary Communications Team (PACT) (25-074) [0:41:39](#)**

Chris Blinzinger, Emergency Management Coordinator, and Gavin Grow, member of the Provo Auxiliary Communications Team (PACT), presented an overview of the organization and its role in supporting emergency communications in the city. PACT is a volunteer group composed of licensed amateur radio operators who provide backup communications during emergencies when conventional systems may fail.

Grow described the training and licensing process required for amateur radio operation and emphasized the reliability of radio communication in emergency scenarios. He noted that PACT currently includes approximately 40 members and is actively recruiting additional volunteers, with the goal of ensuring geographic coverage across all five of Provo's districts. During emergencies, these operators would assist by relaying real-time information to the city's Emergency Operations Center.

Blinzinger highlighted that PACT has already participated in public events such as the Freedom Festival parade and was actively involved in a recent statewide earthquake simulation. He emphasized the importance of regular preparedness and reported that the team conducts weekly communication practice nets.

Council members asked questions regarding neighborhood-level coverage, the distribution of current volunteers, and ongoing recruitment efforts. There was interest in obtaining a map showing where current PACT members are located within the city to identify potential gaps in emergency communication readiness.

**Item 3: An Ordinance Amending the Zone Map Classification of Real Property, Generally Located at 1200 North Independence Avenue, from the Manufacturing Park (MP) Zone to the Low Density Residential (LDR) Zone. Grandview South Neighborhood. (PLRZ20250072) [0:56:33](#)**

Aaron Ardmore, Planning Supervisor, presented a proposal to rezone property located at 1200 North Independence Avenue from the Manufacturing Park (MP) Zone to the Low Density Residential (LDR) Zone. The proposed rezoning would facilitate the development of six new townhomes.

Ardmore reported that the Planning Commission had reviewed the request and recommended approval without conditions. He added that the developer is the same individual who previously completed a townhome project immediately to the south of the subject property.

During the discussion, Council members inquired about road infrastructure related to the project. Ardmore clarified that the developer would be responsible for improving the road up to the boundary of their property, while the remainder of the road beyond that point would remain unimproved at this time.

**Item 4: An Ordinance Amending the General Plan Appendix B to Include New Moderate Income Housing Strategies (PLGPA20250197) [0:59:40](#)**

Melissa McNalley, Community Grant Administrator, presented proposed amendments to Appendix B of the General Plan to incorporate updated moderate income housing strategies. These updates are intended to maintain the City's compliance with state housing requirements and preserve eligibility for various state funding opportunities.

McNalley outlined several strategies proposed for inclusion: establishing a partnership with a community land trust, implementing a mortgage assistance program targeted at City employees, and designating a housing and transit reinvestment zone. She noted that these strategies align with ongoing initiatives already underway within the City, making their formal inclusion in the plan a strategic and low-barrier method to meet state benchmarks.

McNalley explained that maintaining at least five active housing strategies enables the City to remain eligible for certain state-level funding programs, while adopting six or more strategies provides the City with priority consideration.

Council members expressed appreciation for McNalley's efforts and had no further questions.

**Item 5: A Presentation Regarding a Public Hearing for the Issuance of Wastewater Revenue Bonds for State of Utah Loan (25-075) [1:04:28](#)**

Jimmy McKnight, Public Works Administration Division Director, presented details regarding an upcoming public hearing on July 22, 2025, required for the issuance of wastewater revenue bonds. The hearing is a necessary step in securing a \$4.5 million loan from the State of Utah to fund sewer treatment plant upgrades.

McKnight clarified that although the City had previously received authorization to issue up to \$37 million in revenue bonds, state regulations mandate a separate hearing for the specific portion of funding provided by the State. He added that public notice of the hearing would be mailed to residents in advance.

Council members asked clarifying questions concerning the intent of the hearing and confirmed that no formal Council action was required during the hearing, which would be limited to receiving public comment.

**Item 6: A Presentation Regarding the Dog Park Master Plan and Its Implementation Strategy (25-015) [1:08:57](#)**

James Cornaby, Parks Superintendent, and Robert Donigan, Associate Landscape Architect from Blue Line Design, presented a detailed overview of the Provo Dog Park Master Plan. They described the extensive public engagement process that guided the plan's development, including multiple open houses and a statistically valid community survey.

## Proposed Dog Park Locations:

- **Small Dog Park at RAH Property**
  - *Size:* 0.66 acre
  - *Location:* Near 820 North, chosen for its accessibility and minimal development needs due to existing infrastructure
- **Bicentennial Park Expansion**
  - *Size:* 3.3 acres
  - *Description:* Expansion of the existing dog park to improve capacity and accessibility
- **Provo River Delta Park**
  - *Size:* 2.3 acres
  - *Features:* Located near the Provo River Delta to serve nearby residents and take advantage of natural trails and amenities
- **Natural Area at Rock Canyon Park**
  - *Size:* 1.96 acres
  - *Characteristics:* A naturalistic park that complements Rock Canyon's terrain and offers off-leash recreational space
- **Large Regional Park South of Lakeview Parkway**
  - *Size:* 14.65 acres
  - *Design:* Envisioned as a flagship park, offering regional appeal and a full range of amenities

## Amenities and Design Considerations:

Each location would include features such as double-gated entries, seating, water fountains, and pet waste stations. The larger parks are designed to accommodate distinct areas for different dog sizes and potential agility training equipment.

## Council Discussion and Concerns:

Council members discussed the proposed locations, raised questions regarding neighborhood impact, and evaluated potential implementation strategies. Key discussion points included:

- Balancing neighborhood integration with the need for accessible, off-leash areas
- Funding limitations and prioritization of development
- Weighing the value of a high-profile regional park versus more immediately accessible smaller parks

Some Council members expressed support for prioritizing the large regional park for its long-term benefits and broad reach. Others advocated for initial development of smaller parks that could serve more residents in the near term.

## Council Requests and Direction:

The Council requested more detailed information on projected costs and development timelines for each proposed site to assist in future prioritization and funding strategies. While opinions varied on implementation sequencing, there was consensus on the importance of expanding the City's inventory of off-leash dog parks.

## Adjournment



# PROVO MUNICIPAL COUNCIL WORK SESSION STAFF REPORT



**Submitter:** AERCANBRACK  
**Presenter:** Britny Densley, Call Center Manager  
**Department:** Customer Service  
**Requested Meeting Date:** 07-22-2025  
**Requested Presentation Duration:** 5 Minutes  
**CityView or Issue File Number:** 25-079

**SUBJECT:** 4      An ordinance amending the consolidated fee schedule to add a congressional expedite passport postage fee. (25-079)

**RECOMMENDATION:** Approve ordinance as drafted.

**BACKGROUND:** Provo City was recently selected by the Western Passport Agency as one of only two locations in Utah authorized to accept Congressional Expedite Passport applications. This designation allows Provo City to assist individuals who have received a congressional letter authorizing urgent travel within 6 to 14 days.

As part of this expedited process, Provo City is required to Priority Express ship the completed applications to the Passport Agency. The agency has requested that this postage cost be passed on to applicants.

Provo City is proposing an amendment to the current fee schedule to include a \$27.50 postage fee for Congressional Expedite Passport submissions.

**FISCAL IMPACT:** None

**COMPATIBILITY WITH GENERAL PLAN POLICIES, GOALS, AND OBJECTIVES:**  
Collecting this fee will ensure that the City fully recovers the cost of administering the passport program, rather than subsidizing it.



ORDINANCE <<Document Number>>

AN ORDINANCE AMENDING THE CONSOLIDATED FEE SCHEDULE TO  
ADD A CONGRESSIONAL EXPEDITE PASSPORT POSTAGE FEE. (25-079)

RECITALS:

It is proposed that Provo City's Consolidated Fee Schedule be amended to include a fee for expedited passport postage related to Congressional Expedite Passport submissions;

Provo City Customer Service has served as a passport acceptance facility since 2018, providing residents with convenient access to passport services;

The City was recently selected by the Western Passport Agency as one of only two locations in Utah authorized to accept Congressional Expedite Passport Applications. This designation allows us to assist individuals who have received a congressional letter authorizing urgent travel (within 6–14 days);

As part of this expedited process, the City is required to Priority Express ship the completed application to the Passport Agency. The agency has requested that we pass this postage cost on to the applicant;

It is proposed the current fee schedule be amended to include a \$27.50 postage fee for Congressional Expedite Passport submissions;

On July 22, 2025, the Municipal Council met to ascertain the facts regarding this matter and receive public comment, which facts and comments are found in the public record of the Council's consideration; and

After considering the facts presented to the Municipal Council, the Council finds that (i) the proposed action should be approved, and (ii) such action furthers the health, safety, and general welfare of the citizens of Provo City.

THEREFORE, the Provo Municipal Council ordains as follows:

PART I:

The Provo City Consolidated Fee Schedule is amended as shown in Exhibit A.

PART II:

- 41
- 42 A. If a provision of this ordinance conflicts with a provision of a previously adopted
- 43 ordinance, this ordinance prevails.
- 44
- 45 B. This ordinance and its various sections, clauses, and paragraphs are severable. If any part,
- 46 sentence, clause, or phrase is adjudged to be unconstitutional or invalid, the remainder of
- 47 the ordinance is not affected by that determination.
- 48
- 49 C. This ordinance takes effect immediately after it has been posted or published in accordance
- 50 with Utah Code Section 10-3-711, presented to the Mayor in accordance with Utah Code
- 51 Section 10-3b-204, and recorded in accordance with Utah Code Section 10-3-713.
- 52
- 53 D. The Municipal Council directs that the official copy of Provo City Code be updated to
- 54 reflect the provisions enacted by this ordinance.

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## Provo City Consolidated Fee Schedule

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### ADMINISTRATIVE

#### Blueprints

|              |        |
|--------------|--------|
| 8 1/2" x 11" | \$0.75 |
|--------------|--------|

|           |        |
|-----------|--------|
| 12" x 18" | \$2.00 |
|-----------|--------|

|           |        |
|-----------|--------|
| 15" x 30" | \$3.00 |
|-----------|--------|

|           |        |
|-----------|--------|
| 30" x 30" | \$5.00 |
|-----------|--------|

|                  |        |
|------------------|--------|
| 400 Scale Aerial | \$5.00 |
|------------------|--------|

|                |        |
|----------------|--------|
| Notary Service | \$2.00 |
|----------------|--------|

#### Records and GRAMA Requests

|   |                                 |
|---|---------------------------------|
| Employee time to respond to a records request | The full fee allowed by statute |
|---|---------------------------------|

|                |         |
|----------------|---------|
| Computer media | \$20.00 |
|----------------|---------|

|                 |           |
|-----------------|-----------|
| Bicycle License | No charge |
|-----------------|-----------|

|                     |         |
|---------------------|---------|
| Dispatch recordings | \$20.00 |
|---------------------|---------|

|             |         |
|-------------|---------|
| Fire report | \$15.00 |
|-------------|---------|

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|                            |  |
|----------------------------|--|
| Photocopy, standard        | \$0.10 per page  |
| Photocopy, special         | Cost   |
| Photos (per CD of photos)  | \$20.00  |
| Photos (per printed photo) | \$5.00   |
| Police Clearances          | \$10.00  |
| Insurance Letters          | \$10.00  |
| Subpoenas                  | Costs as per statute   |
| Traffic accident reports   | \$10.00  |
| Videos (cost per video)    | \$25.00 minimum<br>due at time of<br>request (credited<br>against final fee) |
| Fire and Police records    | \$15.00 minimum<br>due at time of<br>request (credited<br>against final fee) |
| Returned Check Fee         | \$20.00  |
| Passport Application       | \$35.00  |
| Expedite Passport Fee      | \$27.50  |

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|                |         |
|----------------|---------|
| Passport Photo | \$15.00 |
|----------------|---------|

|                |         |
|----------------|---------|
| Fingerprinting | \$15.00 |
|----------------|---------|

|                           |      |
|---------------------------|------|
| Late Fee on Utility Bills | 1.5% |
|---------------------------|------|

|   |      |
|---|------|
| Late Fee on<br>Miscellaneous<br>Accounts Receivable<br>(Customer Service) | 1.5% |
|---|------|

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**PROVO MUNICIPAL COUNCIL  
WORK SESSION  
STAFF REPORT**



**Submitter:** AERCANBRACK  
**Presenter:** Amanda Ercanbrack, Laramie Gonzales, and Britny Densley  
**Department:** Customer Service  
**Requested Meeting Date:** 01-01-2018  
**Requested Presentation Duration:** 25  
**CityView or Issue File Number:** 25-077

**SUBJECT:** 1 A presentation regarding enhancements to Provo311 Customer Service Access (25-077)

**RECOMMENDATION:** Presentation only.

**BACKGROUND:** Provo311 has recently introduced several new ways for residents to connect with our Customer Service team. These include the launch of the 'Ask Provo311' Facebook group, the 'Ask Ava' chatbot, and a new tool for service requests and issue reporting called SeeClickFix.

**FISCAL IMPACT:** n/a

**COMPATIBILITY WITH GENERAL PLAN POLICIES, GOALS, AND OBJECTIVES:**  
n/a



# Enhancements to Provo 311 Customer Service Access

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# New Ways to Communicate with 311

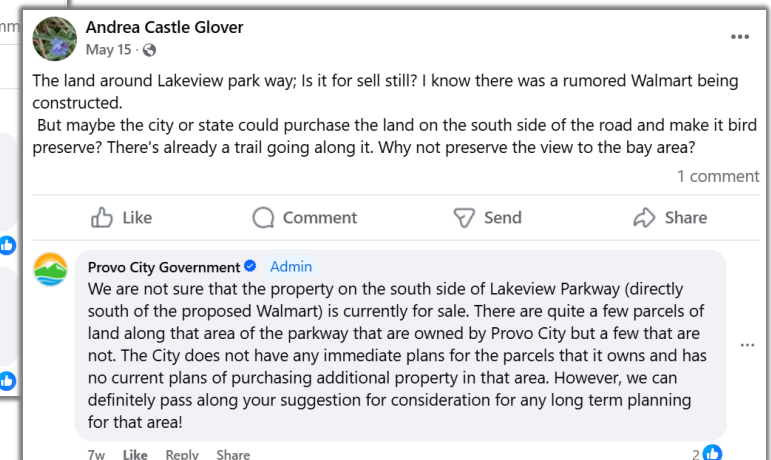
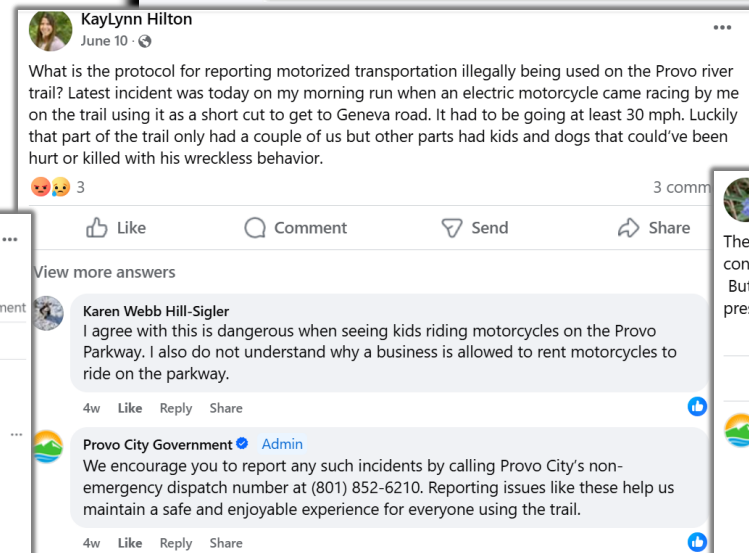
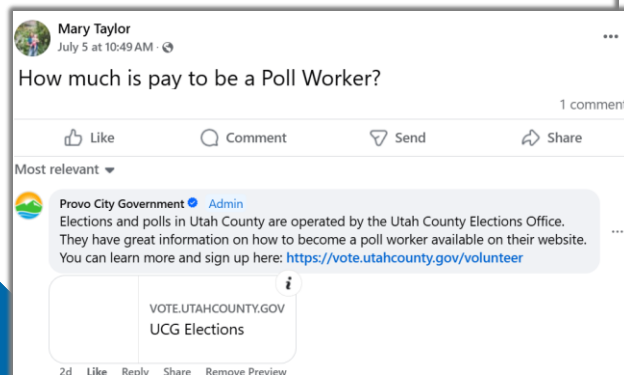
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- Social Media / Facebook Page
- New Website
- Report a Concern / Issue



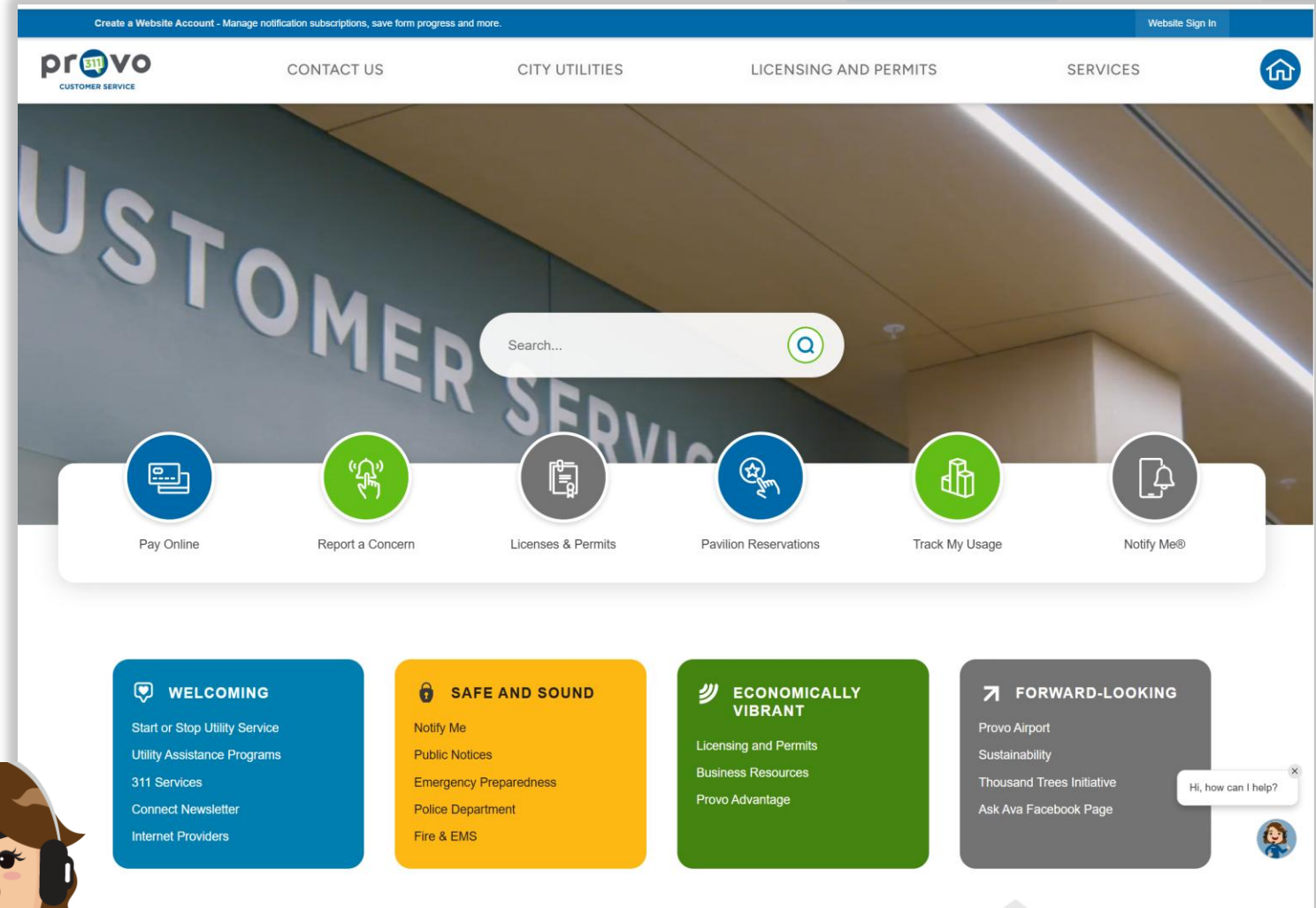
# Social Media

- Facebook Group
  - Ask Provo 311



# New Website

- Customer Service department header page
- Chat
  - Meet Ava
- Report a Concern
  - See Click Fix



# Report a Concern / Issue

- See Click Fix

- Mobile app
- On-line
- Call 311

- [Report An Issue | Provo, UT](#)

- Demo


Create a Website Account - Manage notification subscriptions, save form progress and more. Website Sign In

**provo**  
CUSTOMER SERVICE

CONTACT US CITY UTILITIES LICENSING AND PERMITS SERVICES

Home > Live > 311 Customer Service > Services > Report An Issue

## Report An Issue



### Help Keep Provo Beautiful

If you spot any issues while you're out and about, we want to hear from you! Whether it's in person, over the phone, or through our user-friendly self-service portal, reporting matters.

#### Instructions on Reporting an Issue:

1. Select a service request **category** from the menu choices below that best match your issue
2. Type in the address/location of the service request or drag the map marker to the location of your issue
3. Click **Confirm** location
4. Attach an image, if possible, and click 'next step'
5. Add a detailed description then click 'confirm details'
6. Choose to submit as yourself, hide your identity, or submit as a guest
7. **Submit** your request

\*To check if your issue is already being addressed, visit the [Open Requests Map](#) to view all active requests.

### Provo, UT

Select a Request Category

**General**

- Animal Control
- Garbage
- Graffiti

**provo**  
CUSTOMER SERVICE

### Contact Us

#### Provo 311

**Physical Address** [View Map](#)  
445 W Center Street  
Provo, UT 84601

#### Directions

#### Phone

311 (Inside Provo City Limits)  
(801) 852-6000 (Outside Provo City Limits)



#### Hours

Monday - Friday  
8:00 AM - 6:00 PM


#### Social Media

[Ask Provo 311 Facebook Group](#)

#### Download Mobile App



Hi, how can I help?

A close-up, profile view of a woman with dark hair pulled back, wearing a black headset with a microphone. She is looking slightly to the left. In the background, a computer monitor is visible, displaying a webpage with a blue header and some text. The woman is wearing a red top and a black necklace with a small pendant.

**we'll take care of it for you.**

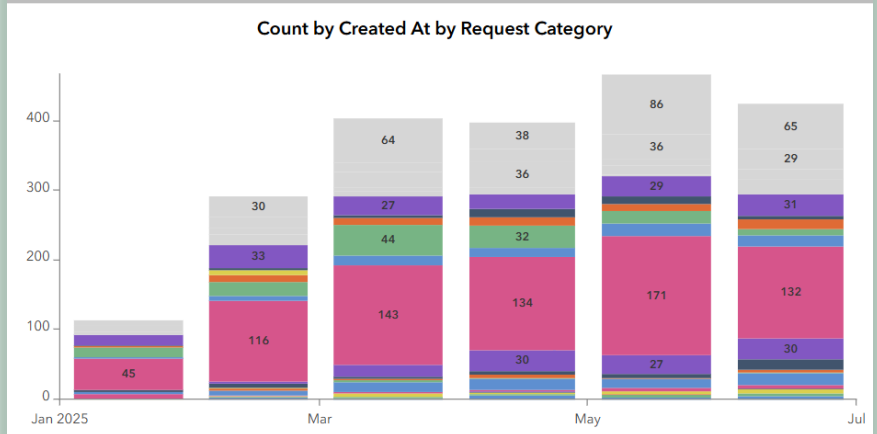
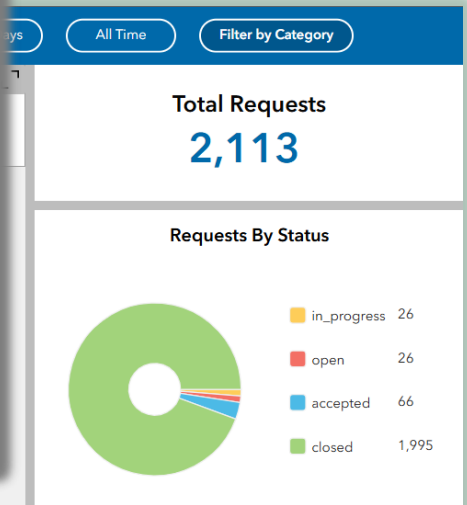
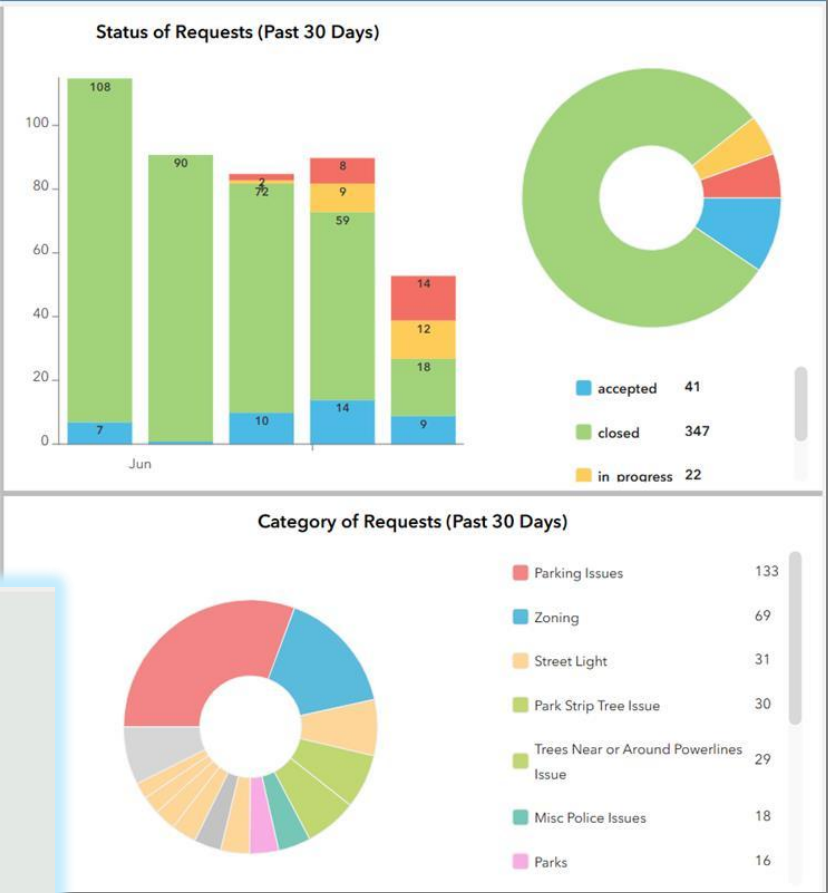
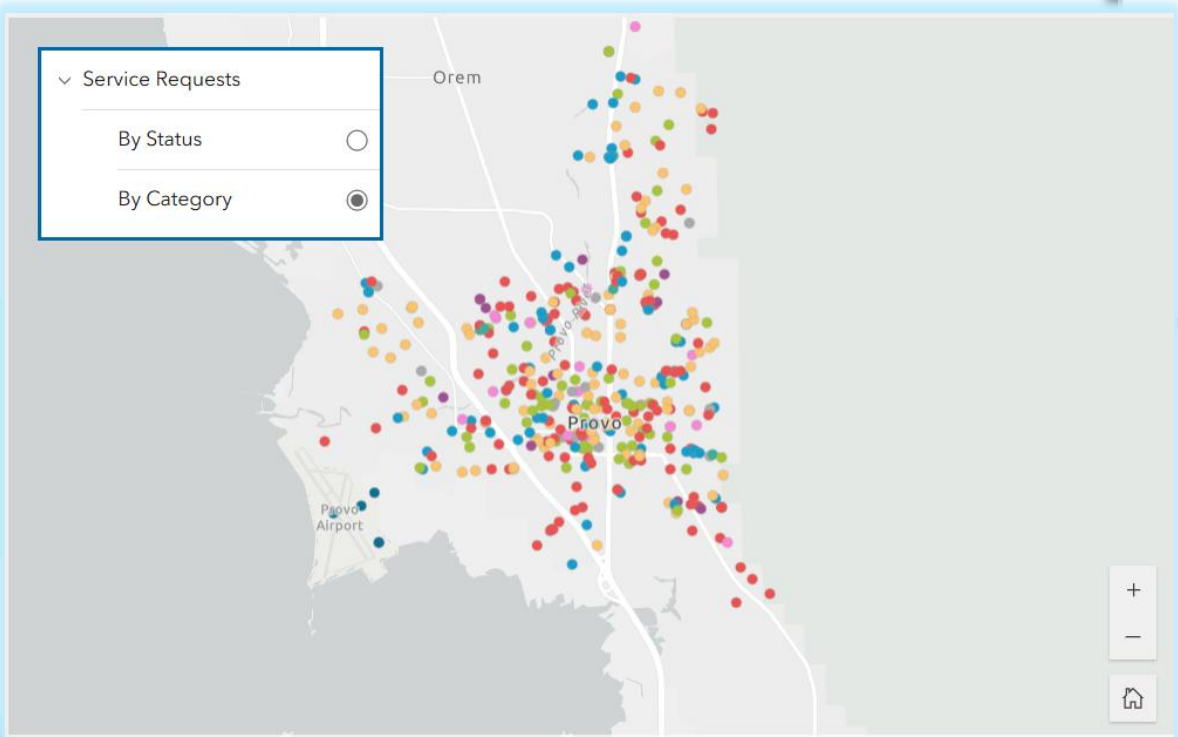


# Benefits

- Increased transparency
- Easy to use for both citizens and employees
- Up to date and modern appearance
- All accessible from the website
- Backend reporting



# Reporting and Stats







# Questions?

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**PROVO MUNICIPAL COUNCIL  
WORK SESSION  
STAFF REPORT**



**Submitter:** SNJOHNSON  
**Presenter:** Scott Johnson, Zoning Administrator  
**Department:** Development Services  
**Requested Meeting Date:** 07-22-2025  
**Requested Presentation Duration:** 10 Minutes  
**CityView or Issue File Number:** 25-053

**SUBJECT:** 2 An Update Regarding Re-Imagining Code Enforcement (25-053)

**RECOMMENDATION:** Information Only

**BACKGROUND:** This is to fulfill an ongoing request from the Council to provide updates on efforts to re-imagine code enforcement.

**FISCAL IMPACT:** None

**COMPATIBILITY WITH GENERAL PLAN POLICIES, GOALS, AND OBJECTIVES:**  
Information Only.

# RE-IMAGINE CODE ENFORCEMENT UPDATE



July 2025

Scott Johnson

Zoning Administrator



# RE-IMAGINE CODE ENFORCEMENT

- County/City Records Review and Compare – RDL & ADU Enforcement –
- Letters to Owners



# RE-IMAGINE CODE ENFORCEMENT

- RFP – Long-Term Rental Data Gathering Software
- Body Cameras



# RE-IMAGINE CODE ENFORCEMENT

- Public Education
  - Neighborhood Meetings – CE Processes
  - Digital Media Outreach (PIO)





# PROVO MUNICIPAL COUNCIL WORK SESSION STAFF REPORT



**Submitter:** MDAYLEY  
**Presenter:** Melia Dayley, Council Policy Analyst  
**Department:** Recorder  
**Requested Meeting Date:** 07-22-2025  
**Requested Presentation Duration:** 25 minutes  
**CityView or Issue File Number:** 25-078

**SUBJECT:** 3      A discussion regarding an update on parking regulations on Slate Canyon Drive implemented in June 2024. (25-078)

**RECOMMENDATION:** Discussion seeking Council motion for further action.

**BACKGROUND:** In June 2024, the city implemented a parking regulation on a portion of Slate Canyon Drive and tangential streets. The regulation prohibited on-street parking from midnight to 6 AM every day.

This discussion will review the parking and traffic divisions' review of the regulation after a year of implementation and seek Council motion on further action, if any.

**FISCAL IMPACT:** N/A

**COMPATIBILITY WITH GENERAL PLAN POLICIES, GOALS, AND OBJECTIVES:**  
TBD



# **Slate Canyon Drive Parking**

**One Year Review**

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**Council Staff**

**July 22, 2025**

# Goals of Slate Canyon Drive Parking Management

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Reduce parking congestion along Slate Canyon Drive

Improve overall safety on the road including improving sightlines for residents when backing out of driveways

Regulate overoccupancy in rental units through parking restrictions



# Parking Division

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## Key Findings:

### Use of Disability Placards

- An increase in the use of disability placards has been noticed. Parking Enforcement is actively reviewing and verifying that placards are legitimately issued to residents along Slate Canyon Drive.

### Reduction in Citizen Complaints

- Reported complaints have dropped significantly—from 26 prior to the program to just 4 since implementation, indicating improved community satisfaction.

## Recommendation:

The current parking management program is effectively meeting its intended goals. As the area undergoes further development this program can be reevaluated. Continued monitoring is recommended.



# Traffic Division

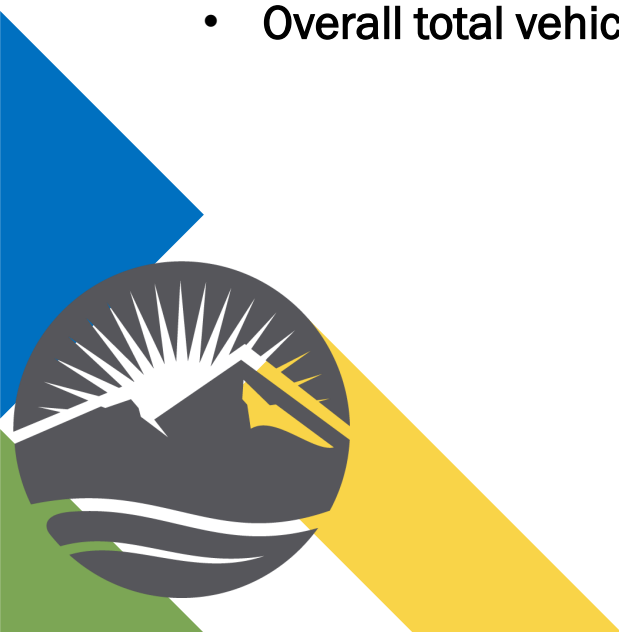
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- 5 crashes reported in three years
- Posted speed limit is 25 mph
- Overall average speed 33 mph
- Overall 85% speed 41 mph
- Overall total vehicles were 6,892, which averages 92 vehicles per hour or 2,208 vehicles daily

## Recommendation/Possible Solutions:

Provide speed information to the Provo City Police Department for traffic enforcement

Perform another traffic study next year for accurate comparison of speed and volume



## Memorandum

To: Council Staff

From: Sandy Bussio Parking Program Manager

Date: June 2, 2025

Subject: Parking Management Program on Slate Canyon Drive Update

### **Overview:**

In June 2024, an overnight parking restriction (12:00 AM – 6:00 AM) along Slate Canyon Drive was implemented in response to ongoing concerns from residents regarding congestion, safety, and over-occupancy.

### **Enforcement Activity:**

- Total "Failure to Obey Posted Signs" citations (June 1, 2024 – May 31, 2025):
  - 293 citations
  - 70 warnings
- Breakdown by period:
  - *June–December 2024*: 215 citations, 60 warnings
  - *January–May 2025*: 78 citations, 10 warnings

### **Key Findings:**

- Use of Disability Placards:

An increase in the use of disability placards has been noticed. Parking Enforcement is actively reviewing and verifying that placards are legitimately issued to residents along Slate Canyon Drive.
- Reduction in Citizen Complaints:

Reported complaints have dropped significantly—from 26 prior to the program to just 4 since implementation, indicating improved community satisfaction.

### **Recommendation:**

The current parking management program is effectively meeting its intended goals. As the area undergoes further development this program can be reevaluated. Continued monitoring is recommended.

# **Slate Canyon Drive Traffic Study**

By Vern Keeslar, AICP, Traffic Manager  
July 16, 2025





# Area Map



- The Functional Classification of Slate Canyon Drive is a Collector street



# Crash Data

- January 1, 2022 through December 31, 2024.
- 5 crashes reported (2 in 2022, 2 in 2023, and 1 in 2024).
- Crash Severity
  - 3 no injury, property damage only, 1 possible injury, and 1 suspected minor injury.
- Crash Information
  - 2 roadway departure
  - 1 driving under influence
  - 1 intersection related
  - 1 pedestrian related
- Roadway Surface, Weather, and Light Condition
  - 4 dry surface and 1 snow surface
  - 3 clear, 1 cloudy, and 1 snowing
  - 3 daylight and 2 dark



## Crash Location Map





# Definitions

- The average speed is the summation of the spot-measured speeds at a specific location of vehicles divided by the number of vehicles observed
- The 85<sup>th</sup> percentile speed is the speed at or below which 85 percent of all vehicles are observed to travel under free-flowing conditions past a monitored point
- The volume is the number of vehicles that pass the monitoring point
- The directional distribution is the percentage of total two-way traffic that occurs by direction measured for hourly, daily, or season variation



## Monitoring Location





# Speed Results

- Dates included July 8, 9, 10, and 11, 2025 (Tuesday through Friday)
- 75 hours total
- Posted speed limit is 25 mph
- Northbound average speed 36 mph, 85% speed 42 mph
- Southbound average speed 27 mph, 85% speed 38 mph
- Overall average speed 33 mph
- Overall 85% speed 41 mph
- Northbound highest speed recorded was in the 61-65 mph category (2)
- Southbound highest speed recorded was in the 46-50 mph category (192)

# Volume Results

- Dates included July 8, 9, 10, and 11, 2025 (Tuesday through Friday)
- 75 hours total
- Northbound total vehicles 3,363, which averages 45 vehicles per hour or 1,080 daily
- Southbound total vehicles 3,529, which averages 48 vehicles per hour or 1,152 daily
- The daily directional distribution is 49% northbound 51% southbound
- Overall total vehicles were 6,892, which averages 92 vehicles per hour or 2,208 vehicles daily

# Summary

- 5 crashes reported in three years
- Posted speed limit is 25 mph
- Overall average speed 33 mph
- Overall 85% speed 41 mph
- Overall total vehicles were 6,892, which averages 92 vehicles per hour or 2,208 vehicles daily



# Possible Solutions

- Provide speed information to the Provo City Police Department for traffic enforcement.
- Perform another traffic study next year for accurate comparison of speed and volume.

# THANK YOU!

Vern Keeslar, AICP, Traffic Manager

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# PROVO MUNICIPAL COUNCIL WORK SESSION STAFF REPORT



**Submitter:** JMCKNIGHT  
**Presenter:** Barry Prettyman, Water Resources Engineer  
**Department:** Public Works  
**Requested Meeting Date:** 07-22-2025  
**Requested Presentation Duration:** 30 minutes  
**CityView or Issue File Number:** 25-080

**SUBJECT:** 5      An ordinance updating Provo City Code regarding application of an urban farming policy for culinary water rates. (25-080)

**RECOMMENDATION:** Public Works requests Council approve the ordinance code change to allow the Water Resources director to give a credit according to the Provo City Urban Farming Water Policy.

**BACKGROUND:** 2025 Utah State House Bill 274 requires that water providers consider urban farming in their rate setting process. Public Works has created a draft urban farming policy that would give a credit to water customers who apply and meet the requirements of the policy.

**FISCAL IMPACT:** The fiscal impact will depend on the amount of customers who meet the qualifications of the policy.

**COMPATIBILITY WITH GENERAL PLAN POLICIES, GOALS, AND OBJECTIVES:**  
This creates a new policy that will meet the requirements of 2025 Utah State House Bill 274.

# URBAN FARMING POLICY

July 22, 2025



## Policy Highlights

### Requirements

- Garden must be actively used growing marketable plants such as fruits, vegetables, and herbs
- Property must have a garden meeting either 25% of the total parcel area or 5,000 square feet
- Garden must be used at least 4 continuous months during irrigation season
- User must reach tier 3 during irrigation season
- Meet Provo City backflow standards
- High efficiency irrigation means (drip, high efficiency nozzles)

### Restrictions

- Only residential accounts
- Not allowed in agricultural zoning
- Non-transferable

## Proposed Policy

### Application

Customer submits application to Water Resources providing details including parcel, garden layout, and account number

Water Resources reviews and verifies application

### Credit

Customer Services applies a \$120 credit if the qualified customer meets all requirements in December

Approximately 69,000 gallons for  $\frac{3}{4}$ " meter

## Comparing Rates

| Old Fees                                  | Tier 1<br>(<100k gallons)   | Tier 2<br>(>100k gallons)   |
|---|-----------------------------|-----------------------------|
| Residential Winter<br>(November to April) | \$1.17<br>per 1,000 gallons | \$1.28<br>per 1,000 gallons |
| Residential Summer<br>(May to October)    | \$1.93<br>per 1,000 gallons | \$2.14<br>per 1,000 gallons |

| New Fees (3/4" Meter)       | Tier 1<br>(0-10k gallons)   | Tier 2<br>(10-55k gallons)  | Tier 3<br>(>55k gallons)    |
|-----------------------------|-----------------------------|-----------------------------|-----------------------------|
| Residential<br>(Year Round) | \$1.37<br>per 1,000 gallons | \$2.09<br>per 1,000 gallons | \$2.81<br>per 1,000 gallons |

## Example 1

Lot Size: 0.29 Acre/12,600 sq. ft.  
¾-inch Meter

Garden Area: 3,286 sq. ft.  
26% of total property area

\*Current Annual Bill: \$776.13  
\*New Bill Starting 9/1/25: \$821.75  
\*New Bill w/ \$120 Credit: \$701.75

\*Estimated - does not reflect actual bill





## Example 2

Lot Size: 0.29 Acre/12,600 sq. ft.  
1-inch Meter

Garden Area: 5,000 sq. ft.  
Meets min. garden area of 5,000 sq. ft.

\*Current Annual Bill: \$2,066.83

\*New Bill Starting 9/1/25: \$2,321.73

\*New Bill w/ \$120 Credit: \$2,201.73

\*Estimated - does not reflect actual bill



## Example 3: Franklin Garden – 1040 W 100 S

Lot Size: 0.29 Acre/12,600 sq. ft.  
1-inch Meter

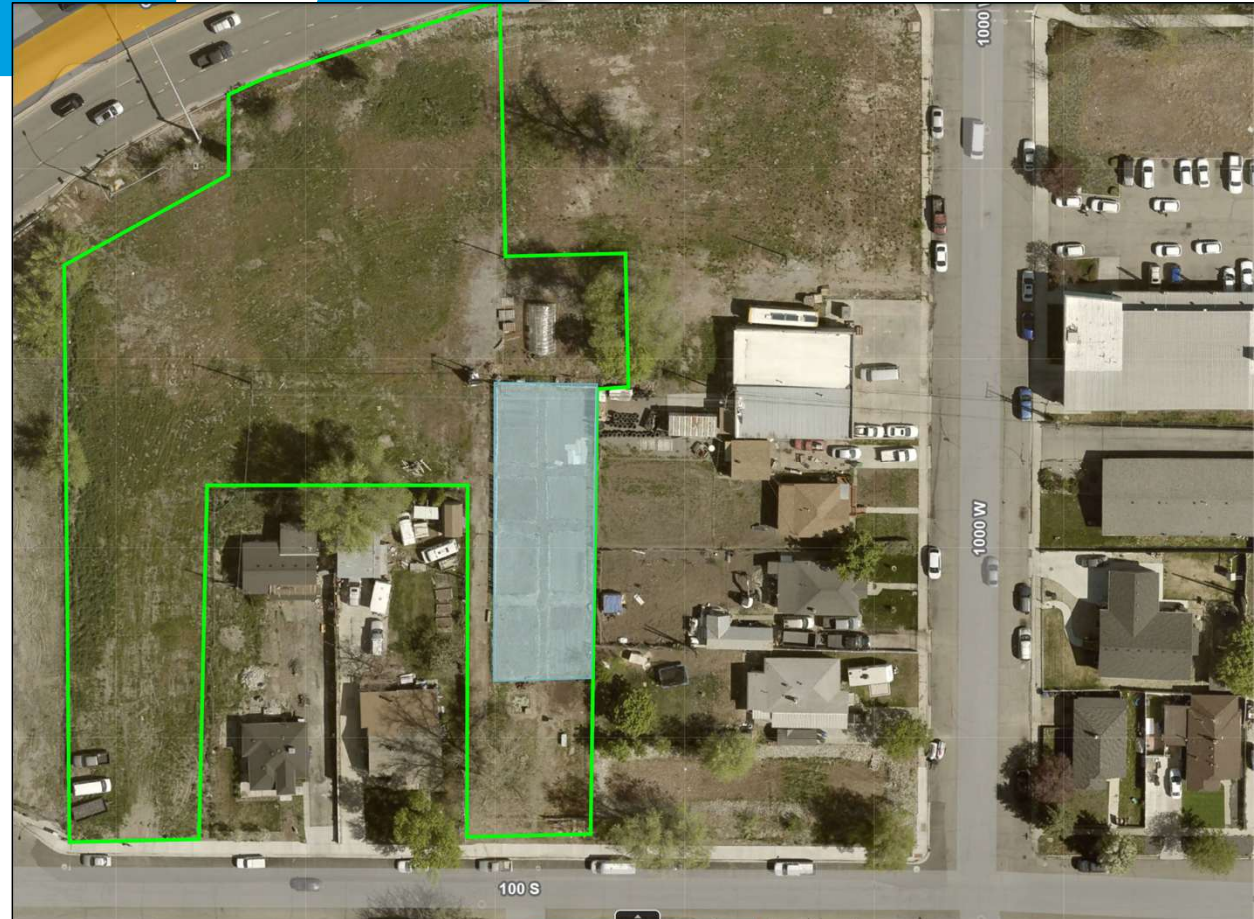
Garden Area: 8,300 sq. ft.  
Meets min. garden area of 5,000 sq. ft.  
Does not ever reach tier 3

\*Current Annual Bill: \$434.52

\*New Bill Starting 9/1/25: \$424.04

\*Estimated - does not reflect actual bill

We would propose that this doesn't get  
the credit because it never reaches tier 3.



## Exhibit A

Rates to become effective September 1, 2025.

Water Resources Director can ~~make exemptions for customers who participate in urban farming~~ apply a credit to water accounts who apply and meet the eligibility requirements of Provo City's Urban Farming Water Policy.

ORDINANCE &lt;&lt;Document Number&gt;&gt;

AN ORDINANCE UPDATING PROVO CITY CODE REGARDING  
APPLICATION OF AN URBAN FARMING POLICY FOR CULINARY  
WATER RATES. (25-080)

RECITALS:

It is proposed that the Consolidated Fee Schedule of the Provo City Code be updated to reference the Provo City Urban Farming Water Policy;

On August 5, 2025, the Municipal Council met to ascertain the facts regarding this matter and receive public comment, which facts and comments are found in the public record of the Council's consideration; and

After considering the facts presented to the Municipal Council, the Council finds that (i) the proposed action should be approved, and (ii) such action furthers the health, safety, and general welfare of the citizens of Provo City.

THEREFORE, the Provo Municipal Council ordains as follows:

## PART I:

Provo City Code Consolidated Fee schedule is amended as set forth in Exhibit A.

## PART II:

- A. If a provision of this ordinance conflicts with a provision of a previously adopted ordinance, this ordinance prevails.
- B. This ordinance and its various sections, clauses, and paragraphs are severable. If any part, sentence, clause, or phrase is adjudged to be unconstitutional or invalid, the remainder of the ordinance is not affected by that determination.
- C. This ordinance takes effect immediately after it has been posted or published in accordance with Utah Code Section 10-3-711, presented to the Mayor in accordance with Utah Code Section 10-3b-204, and recorded in accordance with Utah Code Section 10-3-713.
- D. The Municipal Council directs that the official copy of Provo City Code be updated to reflect the provisions enacted by this ordinance.

## **Provo City's Urban Farming Water Policy**

### **Objective:**

The purpose of this policy is to establish criteria for determining eligibility for a designation for properties engaging in urban farming, including the cultivation of neighborhood and community gardens and orchards. This policy aims to meet the requirements of Section 43-10-32.5 of Utah State Code which requires public water systems consider urban farming in setting water rates.

### **1. Eligibility Criteria:**

To qualify for the urban farming designation under this policy, the property must meet the following conditions:

#### **a. Minimum Percentage of Property Used for Urban Farming:**

- The property must designate at least **25% of its total land area** or at least 5,000 square feet for urban farming purposes. This area must be actively used for the cultivation of marketable plants, such as fruits, vegetables, herbs, or trees for fruit production.
- The use of the land for urban farming must be continuous throughout the irrigation season (minimum 4 months per year).

#### **b. Approved Use:**

- The land designated for farming must be used primarily for the cultivation of marketable crops, including:
  - Garden beds
  - Raised planters
  - Orchard or fruit trees
- Decorative or ornamental plants, turf grass, alfalfa, and non-marketable crops (such as purely decorative landscaping) do not count towards the qualifying area for the discount.
- If the property is zoned agricultural, the area does not qualify for the urban farming designation.

#### **c. Water Usage:**

- The user must show that they have water usage that exceeded their current tier 3 allotment during at least one of the months in irrigation season.
- Provo City Backflow Prevention standards shall be required.

- Must be irrigated with high efficiency means (i.e. drip system, high efficiency nozzles)

## **2. Urban Farming Water Credit:**

Only residential accounts can qualify for the urban farming designation. Water utility accounts that meet the eligibility requirements may receive a one-time credit of \$120 on their water bill in December.

## **3. Application Process:**

### **a. Application Submission:**

- Property owners must submit an application for the discount to the Director of Water Resources, providing details of the property layout, utility account number, and the portion of the land dedicated to urban farming.
- Applications must include a diagram of the property showing the urban farming area and the specific crops being grown.

### **b. Inspection and Verification:**

- The Water Resources Director may conduct inspections or request photographic evidence to verify that the urban farming area meets the criteria outlined in this policy.
- If necessary, a follow-up inspection will be scheduled to confirm that the urban farming area continues to meet the eligibility requirements throughout the growing season.

### **c. Annual Renewal:**

- The discount is granted on an annual basis. Property owners must renew their application each year by submitting updated information about their urban farming activities by March 1st, otherwise the urban farming designation will expire.
- Any changes to the size or scope of the urban farming area must be reported to the local authority.

## **4. Restrictions and Conditions:**

### **a. Non-transferability:**

- The water discount applies only to the account owner who submits the application and is not transferable to new owners.

**b. Land Use Change:**

- If the urban farming area is reduced below the required minimum percentage or if the land use changes to non-agricultural purposes (such as residential or commercial development), the urban farming designation will be eliminated.

**c. Illegal or Unlicensed Activity:**

- Properties using land for urban farming without the necessary permits or that are in violation of local zoning laws will be ineligible for the water discount.

**5. Effective Date:**

This policy will take effect on **September 1, 2025** and will apply to all applications received on or after this date.