

PROVIDENCE CITY COUNCIL MEETING MINUTES

Wednesday July 16th, 2025, 6:00 PM

Providence City Office Building, 164 North Gateway Drive, Providence UT

To view the video recording of the meeting please visit our YouTube channel found [HERE](#).

HR. MIN. SEC. above agenda items are the time stamps of the YouTube recording.

Opening Ceremony:

Call to Order: Carrie Kirk (Mayor Pro-Tem)

Roll Call of City Council Members: Council Members Kunz, Kirk, Sealy & Speth.

Council Members Not Present: Mayor Kathleen Alder & Council Member Nebeker

Staff in attendance: City Manager Ryan Snow, Community Development Director Skarlet Bankhead and City Recorder Ty Cameron.

Pledge of Allegiance: Council Member Kirk

Opening Remarks/Prayer: Council Member Kunz

4 MIN. 20 SEC.

Council Reports: Items presented by the City Council Members will be presented as informational only; no formal action will be taken.

Council Member Kunz:

- Council Member Kunz reported on his participation in the RFP tree bid award meeting with Council Member Speth and city staff Ryan, Skarlett, and Rob.
- He also mentioned meeting with Ryan on separate occasions to discuss the agenda and other matters.
- Council Member Kunz noted a postponed painting project for Zollinger Park through Just Serve and upcoming projects at Braegger Park, including staining benches and painting basketball court lines at Cattle Corral Park currently scheduled for August 8th.
- He briefly mentioned mosquito abatement, stating that West Nile virus had been found in the valley, but didn't have specific data on the number of traps affected.

Council Member Speth:

- Council Member Speth confirmed his participation in the tree assessment meeting and discussions with Ryan about agenda items.
- He mentioned visiting sites related to the agenda and listening to planning and zoning discussions on agenda items, particularly the rezone.

Council Member Sealy:

- Council Member Sealy reported attending a county library meeting and meeting with fiber vendors to discuss various matters.
- She also mentioned talking to some residents about various issues in the city.

Council Member Kirk:

- Council Member Kirk reported on preparations for the new youth council, stating that applications were now closed and 45 youth were excited to begin in August.
- She mentioned recently returning from a camping trip with a group of 30 girls at White Pine.

Approval of the Minutes:

8 MIN. 45 SEC.

- **Item No. 1 Approval of the Minutes:** The Providence City Council will consider for approval the minutes of June 18th, 2025. **(MINUTES)**

- Council Member Kirk called for the approval of the minutes of June 18th, 2025.
- No comments or corrections were made.

Motion to approve the minutes of June 18th, 2025.- Council Member Sealy. 2nd- Council Member Speth.

Vote:

Yea- Council Members Kunz, Kirk, Sealy & Speth.

Nay-

Abstained-

Absent- Mayor Kathleen Alder & Council Member Nebeker

Motion passes, minutes approved.

Public Comments: Citizens may express their views to the City Council on issues within the City's jurisdiction. The City Council accepts comments: by email providencecityutah@gmail.com, and by text 435-752-9441.

- Council Member Kirk opened the floor of public comment.
- Linda Chappell, a resident living near Meadow Ridge Park, thanked the council for fixing the water issue on the east side of the park. She expressed concern about eight horizontal lines across the pathway that needed filling before they crumble and become a hazard. Mrs. Chappell described how children on scooters, skateboards, and roller skates have difficulty navigating these areas and urged the council to address this issue to prevent potential accidents and lawsuits.
- Council Member Kirk assured Mrs. Chappell that the city staff works hard to maintain the parks and that they would ensure the issue is addressed.
- No further comments were made. Council Member Kirk closed the public comment portion of the meeting.

Resolutions/Ordinances:

12 MIN 45 SEC.

- **Item No. 2 Ordinance 05-2025 Timber Brook Rezone:** The Providence City Council will review, discuss and may take action on an ordinance that rezones parcel 02-096-0048, located in the general area

of 314 W 100 S Providence Ut, from AGR. to R-1-6. Planning Commission held a public hearing on July 9th and recommended that the City Council reject the rezone as requested. [\(ORDIN. 05-2025\)](#) & [\(ANAYLSIS\)](#) & [\(APPLICANT PRESENTATION\)](#)

- Ryan Snow, the city manager, provided a brief overview of the application process and mentioned that the Planning Commission had recommended rejecting the R-1-6 application at their previous meeting.
- Jayden Smith, representing Dallin Tolman and Timber brook Homes, presented their case for the R-1-6 zone application. He argued that the R-1-6 zone would be the best transition between existing apartments and townhomes and the R-1-10 zone in the area. Mr. Smith emphasized that the general plan had always included R-1-6 zoning in this area. He expressed concerns about potential pressure from the state for affordable housing and argued that their proposal for 10,000 square foot lots within the R-1-6 zone was a good compromise.
- Several residents provided public comments:
 - Doug Snow expressed support for the development but requested consideration of a cul-de-sac instead of a through street to create separation between different zones.
 - Mark Thompson, who had donated land for the nearby park, supported the zoning change, arguing it fit the area and provided a good transition between different housing densities.
 - Crystal Howe raised concerns about discrepancies between the master plan shown on the city website and the information presented by city staff regarding R-1-6 zoning in the area.
 - Eric John, representing the current landowners, emphasized the impact on the landowners if the zoning change is not approved and urged the council to consider their perspective.
 - Diana Price advocated for R-1-8 zoning to accommodate a cul-de-sac and suggested creating a bike trail to connect Meadowridge Park with other areas.
- Council members discussed various aspects of the application, including:
 - Concerns about parking issues with 60-foot frontages in R-1-6 lots
 - The potential for future subdivision of adjacent lots
 - The affordability of homes in the proposed development
 - The possibility of modifying the application to R-1-8 or R-1-10 zoning
- Council members continued their discussion about the proposed zoning, considering factors such as lot sizes, frontage requirements, and potential impacts on the neighborhood. They also discussed the possibility of tabling the item to allow for further consideration and potential amendments to the application.
- After extensive discussion, the council decided to table the item to allow for further consideration and potential modifications to the application and for the actual applicant to be present

Motion to table the item.- Council Member Sealy. 2nd- Council Member Kunz

Vote:

Yea- Council Members Kunz, Kirk, Sealy & Speth.

Nay-

Abstained-

Absent- Mayor Kathleen Alder & Council Member Nebeker

Motion passes, item tabled.

Agreements, Contracts, Bid Awards:

1 HR. 4 MIN. 30 SEC.

- **Item No. 3 RFP Tree Inventory Bid Award:** The Providence City Council will review, discuss and may take action on a bid award for arborist services for city tree inventory and management plan. [\(RFP\)](#) & [\(RFP Q&A\)](#) PROPOSALS: [\(DRG\)](#) [\(GOODFELLERS\)](#) [\(PLANIT GEO\)](#) [\(ARBORPRO\)](#) [\(EOCENE\)](#)

- Ryan Snow explained that the city applied for a grant with the forestry department to fund a tree inventory of city-owned trees in park strips, parks, and rights-of-way. He described it as a master plan for trees that would help identify where trees should be added, thinned, or reduced, and how to manage them throughout their lifecycle.
- Mr. Snow noted that a committee of council members and staff reviewed five proposals and recommended awarding the contract to Arbor Pro. He explained that this inventory would help the city apply for additional grants and potentially qualify Providence as a "Tree City."
- Council Member Speth, who participated in the review process, stated that Arbor Pro stood out as providing the best value and assessment of the number of trees.

Motion to accept Arborpro's bid to be the tree inventory group.- Council Member Speth. 2nd- Council Member Kunz.

Vote:

Yea- Council Members Kunz, Kirk, Sealy & Speth.

Nay-

Abstained-

Absent- Mayor Kathleen Alder & Council Member Nebeker

Motion passes, Arborpro award bid for Tree Inventory project.

1 HR. 8 MIN. 30 SEC.

- **Item No. 4 Library Lease Agreement:** The Providence City Council will review, discuss and may take action on a lease agreement between the City and the County regarding the Library building at 15 N Main Street here in Providence UT. [\(AGREEMENT\)](#)

- Ryan Snow explained that the previous agreement with the county was complicated and outdated. The new agreement simplifies responsibilities, with the city owning the building and providing water, sewer, garbage, and fiber communication, while the county takes care of the interior maintenance.
- Council Member Sealy, who serves on the library board, expressed support for the new agreement, stating it provides more clarity and saves money for the city. She mentioned that the agreement had unanimous support from the administration, county council, and library board.

Motion to accept the Library Lease Agreement with the Cache County for the library building located at 15 N Main Street.- Council Member Sealy. 2nd- Council Member Speth.

Vote:

Yea- Council Members Kunz, Kirk, Sealy & Speth.

Nay-

Abstained-

Absent- Mayor Kathleen Alder & Council Member Nebeker

Motion passes. Lease agreement approved.

1 HR. 11 MIN. 45 SEC.

- **Item No. 5 UDOT Blacksmith Fork Trail Agreement:** The Providence City Council will review, discuss and may take action on an agreement between the City and UDOT regarding the Blacksmith Fork Trail. **(AGREEMENT)**

- Ryan Snow presented the agreement for the Blacksmith Fork Trail, which will follow the west side of the Blacksmith Fork River. He explained that UDOT would pay for the entire construction cost, while Providence would be responsible for maintaining the section from 1700 South to where it meets the highway, including a portion in Millville.
- Mr. Snow outlined the maintenance responsibilities for each city and mentioned that Millville had decided not to participate at this time. He noted that Providence would maintain snow removal and keep the trail operational year-round.
- Nate Worthen commented on the agreement which was clarified by Ryan Snow the City Manager.
- Council members discussed the specifics of the trail's location, maintenance responsibilities, and potential benefits to the community.
- Council member Sealy commented on restrictions based on the open space bond from the county.

Motion to approve the UDOT Blacksmith Fork Trail Agreement.-Council Member Speth. 2nd-Council Member Sealy.

Vote:

Yea- Council Members Kunz, Kirk, Sealy & Speth.

Nay-

Abstained-

Absent- Mayor Kathleen Alder & Council Member Nebeker

Motion passes. Agreement approved.

Plans and Other Business:

1 HR. 21 MIN. 35 SEC.

- **Item No. 6 Municipal Wastewater Planning Program Annual Report:** The Providence City Council will review, discuss, and may take action on the 2025-year end Municipal Wastewater Planning Program Report. **(REPORT)**

- Ryan Snow presented the annual Municipal Wastewater Planning Program report to the council. He noted that the report had been distributed to council members prior to the meeting.

- Council Members briefly discussed the importance of the sewer system and its development over time in Providence. They acknowledged the value of having this infrastructure in place and the foresight of previous administrations in implementing it.

Motion to approve the Municipal Wastewater Planning Program Annual Report.- Council Member Sealy. 2nd- Council Member Kunz.

Vote:

Yea- Council Members Kunz, Kirk, Sealy & Speth.

Nay-

Abstained-

Absent- Mayor Kathleen Alder & Council Member Nebeker

Motion passes. Report approved.

1 HR. 23 MIN. 20 SEC.

- **Item No. 7 Appointment of new Historic Preservation Commission member:** The Providence City Council will review, discuss and may take action on appointing Brendan Lee as a new member of the Historic Preservation Commission.

- Brendan Lee introduced himself to the council as the proposed new member of the Historic Preservation Commission. He explained that he lives on 100 South, has been a Providence resident for about three years, and works at USU as a historian and academic advisor. Lee expressed his passion for local history and his desire to give back to the community.
- The Council asks Mr. Lee a few questions about himself and expressed appreciation for Mr. Lee's willingness to serve and his qualifications as a historian, which met the specific needs of the commission

Motion to appoint Brendan Lee to the Historic Preservation Commission. – Council Member Speth. 2nd- Council Member Sealy.

Vote:

Yea- Council Members Kunz, Kirk, Sealy & Speth.

Nay-

Abstained-

Absent- Mayor Kathleen Alder & Council Member Nebeker

Motion passes. Brendan Lee is appointed to the HPC.

1 HR. 26 MIN. 05 SEC.

- **Item No. 8 August City Council Meeting New Date:** Due to the need to approve the City's 2025 Primary Election Canvass report (Primary Election Results) from Cache County the City Council will review, discuss and may take action on moving the regularly scheduled City Council meeting set for August 20th to August 19th.

- The Council members discussed the need to move the August City Council meeting to August 19th, 2025, to accommodate the acceptance of the city's 2025 Primary Election Canvass report from Cache County.

- They briefly considered moving the meeting to Monday but decided against it due to potential delays in receiving election results.

Motion to approve item 8 moving the city council meeting in August from the 20th to the 19th. – Council Member Kunz. 2nd- Council Member Sealy.

Vote:

Yea- Council Members Kunz, Kirk, Sealy & Speth.

Nay-

Abstained-

Absent- Mayor Kathleen Alder & Council Member Nebeker

Motion passes. City council meeting for August moved to the 19th.

1 HR. 28 MIN. 10 SEC.

- **Item No. 9 Approval of the new Planning Commission Chair and Vice Chair:** The Providence City Council will review, discuss and may take action on approving Robert Henke as the new chair of the Planning Commission and Julie Martin as the new Vice Chair of the Planning Commission.

- Ryan Snow explained that the Planning Commission elects their Chair and Vice Chair, which then needs to be ratified by the City Council.

Motion to accept Robert Henke as the new Planning Commission Chair and Julie Martin as the Vice Chair. – Council Member Speth. 2nd- Council Member Kunz.

Vote:

Yea- Council Members Kunz, Kirk, Sealy & Speth.

Nay-

Abstained-

Absent- Mayor Kathleen Alder & Council Member Nebeker

Motion passes. Appointments accepted.

Study Items:

1 HR. 29 MIN. 50 SEC.

- **Item No. 10 Review and Deliberation – Lighting Regulations:** The Providence City Council will review Providence Code 10-15, which currently regulates lighting that blinks, flashes, moves, or varies in intensity or color, with specific application to commercial signage. The Council will discuss whether these regulations should be expanded to include residential lighting in response to the growing use of LED lighting on private homes. ([PC 10-15](#))

- Council Member Kirk introduced the topic, explaining that she had requested this item be added to the agenda due to complaints about lights creating nuisances in residential areas. She suggested considering expanding the existing commercial lighting regulations to include residential areas, particularly in response to the growing use of LED lighting on private homes.

- Several residents provided public comments:
 - Erica Low described issues with bright, flashing lights from neighboring homes affecting her view and quality of life.
 - William Mason, a resident who puts on elaborate light shows, argued against strict regulations and emphasized the community enjoyment his displays bring.
 - Eileen Bird supported some regulation, particularly for those with medical conditions like seizure disorders that can be triggered by flashing lights.
 - David Knight argued that the issue is emerging due to new lighting technologies and suggested seasonal restrictions on moving, flashing, and multicolored lights.
- The Council discussed various aspects of potential regulations, including:
 - The possibility of addressing the issue through the nuisance ordinance rather than zoning regulations
 - Challenges in quantifying and enforcing lighting regulations
 - The need for balance between individual property rights and community standards
 - Potential educational approaches to encourage neighborly consideration
- After extensive discussion, the council decided to:
 - Consider forming a subcommittee to review and potentially update the city's nuisance ordinances, including the possibility of addressing residential lighting.
 - Explore educational initiatives to raise awareness about lighting considerations and encourage neighbor-to-neighbor communication.
 - Gather more information about lighting regulations in other communities and their effectiveness.
- No formal action was taken on this item, but the council agreed to continue the discussion in future meetings.

2 HR. 32 MIN. 15 SEC.

Staff Reports: Items presented by Providence City Manager and/or Staff will be presented as information only.

- Ryan Snow provided several city and staff updates:
 - A water leak occurred on Sunday, which was successfully repaired by the city crew with assistance from Blacksmith Fork.
 - A fiber outage occurred due to a contractor cutting a line without calling for utility location services.
 - The new lift station is operational, with a few finishing touches still needed.
 - Progress is being made on the design for Grandview Park, and grant applications are being submitted for land purchase funding.
 - Improvements are underway at the pony field, and designs are ready for the Thompson field spring core system and trails.
 - A preliminary drawing for a COG application to improve 300 East from Center Street to 200 North was presented.
- Council members expressed appreciation for the staff's hard work, particularly in handling recent emergencies and ongoing projects
- Council Member Kirk noted that the calendar for Sauerkraut Days has been published, with various events planned.

Motion to adjourn meeting.- Council Member Sealy. 2nd- Council Member Kunz

Vote:

Yea- Council Members Kunz, Kirk, Sealy & Speth.

Nay-

Abstained-

Absent- Mayor Kathleen Alder & Council Member Nebeker

Motion passes. Meeting adjourned.

Next meeting is scheduled for TUESDAY August 19th.

Minutes approved by vote of Council on ____ day of _____ 2025.

I swear that these minutes are true and correct to the best of my knowledge.

Ty Cameron, City Recorder