

THE STATE OF UTAH
COUNTY OF SEVIER
CITY OF RICHFIELD

At the City Council
In and For Said City
July 22, 2025

Minutes of the Richfield City Council meeting held on Tuesday, July 22, 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.

1. **OPENING REMARKS** - Elaine Street

2. **PLEDGE OF ALLEGIANCE** led by Tanner Thompson

3. **ROLL CALL** Roll Call.

4. **Present:** Bryan Burrows (Not voting), Brayden Gardner, Kip Hansen, Elaine Street, Tanner Thompson, Michele Jolley (Not voting), Rob Jenson (Not voting).

Excused: Kendrick Thomas. Also, Police Chief Trent Lloyd, Public Works Director Keith Mogan, Airport Manager Adam Robinson, Deputy Clerk David Anderson, Heidi Stringham, Stacy McIff, Ilene Steck and Tyson Hansen.

5. **APPOINTMENTS** – Consider reappointing Lacy Echeverria to the Library Board. **Motion:** Appoint Lacy Echeverria to the Library Board, **Action:** Approve, **Moved by** Elaine Street, **Seconded by** Kip Hansen.

Vote: Motion carried by unanimous roll call vote (**summary:** Yes = 4).

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

Excused: Kendrick Thomas.

6. **MINUTES APPROVED** - Consider a motion to approve the minutes of the meeting held on July 8, 2025. **Motion:** , **Action:** Approve, **Moved by** Kip Hansen, **Seconded by** Tanner Thompson.

Vote: Motion carried by unanimous roll call vote (**summary:** Yes = 4).

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

Excused: Kendrick Thomas.

7. **BUSINESS**

a. Consider approving an Interlocal Agreement with Sevier County for Building Inspection Services.

Councilmember Gardner said under section 2.2, he would like to see something that triggers collaboration between City staff and the county to avoid potential issues outside of the structure. Find a way to put the City in front of it before it's too far along.

He also would like it to say that either party can terminate the agreement.

Also, section 5.2 should read that the agreement may be terminated by either party.

Mayor Burrows said on 2.2, he understands the sentiment, but to his understanding, the county will not enforce the City's land use ordinances. Part of this is because they have several communities they do inspections for, all with different standards.

Councilmember Gardner asked if there is a step City staff can take to make sure things are not missed. How does the City handle the one-offs? It's very clear the county doesn't inspect anything outside the building code, but is there a process to where when they get a

1 building permit, the county reaches out to the City to make sure there are not issues with
2 required improvements.

3 Councilmember Hansen said perhaps there is an opportunity for the City to go through the
4 checklist prior to issuance of a certificate of occupancy. That way if there was an issue that
5 were to arise, it could be addressed prior to the final inspection.

6 If the city were to put in an additional provision, it should be in this agreement, Gardner
7 said.

8 Deputy Clerk Anderson said the County has made it clear they have no interest inspecting
9 anything outside of two feet of the actual structure. The ordinance is designed primarily for
10 subdivisions – not the one-off buildings. When it's in a subdivision that's completed, it's
11 very simple to sign off on it and allow them to get a building permit. However, the one offs
12 on the properties that are not in completed subdivisions do result in complications. It
13 comes down to communication.

14 Councilmember Gardner said there are a handful of projects where the City has been
15 reactive, so if there is some provision that allows things to be caught earlier it would be
16 helpful. Perhaps some way to force that communication. He asked if the City issues the
17 building permit, or if Jason Mackelprang [Sevier County Building Department] handles the
18 building permit. It is Jason who issues the permit.

19 City Administrator Jolley said the City has to sign off on the zoning prior to a permit being
20 issued.

21 Deputy Clerk Anderson said adding a few lines to the zoning permit is something that is
22 being explored, especially when it comes to the improvement waver ordinance passed
23 earlier this month. It could be something similar to what is done with the sidewalk
24 replacement program, where there is a pre-inspection and a post inspection of
25 improvements by the public works.

26 Councilmember Gardner said he brings it up now because if it's something the City is asking
27 the building department to communicate with staff about, it should be in the agreement.
28 City Administrator Jolley said it may be beneficial to have something that requires a
29 notification of when the final inspection is scheduled, so that the City can make sure the
30 improvements are in at that point before the final inspection is conduction.

31 Councilmember Hansen said the upside of it is that the current system seems to be
32 working well in most instances. It is in the City's best interest to continue to work with the
33 county building inspector.

34 Mayor Burrows said there was a meeting hosted with the county building inspector and the
35 municipalities that utilize his office. There is a lot of frustration among municipalities, but
36 for the most part those are being addressed. The ones who seemed to have the most
37 frustrations were the ones that didn't provide sewer. The ones who don't require very
38 much when it comes to improvements are the ones that are seeing more stuff slip through.
39 Councilmember Hansen said a lot of the frustrations are being generated by the
40 Legislature.

41 Deputy Clerk Anderson said he spent some time with the City's contracted planner and
42 engineer putting together a document to guide the City on the one-off lots. Part of that
43 guide leans on the builders to be proactive in reaching out to the City as improvements are
44 installed to make sure they are up to spec. Having the building inspector let the City know
45 when a project is closing in on a final inspection would help solve the problems that have
46 been run into.

47 Councilmember Hansen said it's also a courtesy to let the City know so that it can track
48 projects and know when things like hooking up a meter are appropriate. There are some
49 positive things that could come out of it as well.

1 Councilmember Gardner said he likes the final inspection idea, but also would like to see
2 some initial communication as well.

3 The issues discussed tonight could be handled through discourse rather than formalizing it
4 in a legal document, Councilmember Hansen said. The City doesn't have an adversarial
5 relationship with the county and could informally deal with it.

6 **Motion:** Approve an Interlocal Agreement with Sevier County for Building Inspection
7 Services as amended with the change to 5.2 noting that either party can terminate the
8 agreement, **Action:** Approve, **Moved by** Kip Hansen, **Seconded by** Brayden Gardner.

9 **Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 4).

10 **Yes:** Brayden Gardner, Elaine Street, Kip Hansen, Tanner Thompson.

11 **Excused:** Kendrick Thomas.

12
13 b. Irene Steck to discuss property maintenance program. Irene stated that the house
14 she has a complaint with is commonly known as the Waybrant property. She said she has
15 had nothing but problems and the weeds behind her fence were taller than her and as dry
16 as can be. She called David Anderson at the city, as well as Elaine Street to look at the
17 situation. She felt that this is a fire hazard because of the fireworks. She stated that there
18 has been some action there and they cut down the trees on the power lines and they
19 mowed the front. She said there was nothing done in the back. She feels that there has to
20 be more the City can do.

21 Mayor Burrows asked about the process.

22 Deputy Clerk Anderson said the City received the complaint. He inspected the property,
23 and wrote a formal notification letter explaining what needed to be done. He also called
24 the property owners and told them a letter was coming and what had to be done. He said
25 there was action the very next day – there was someone cleaning up the yard. He passed
26 out photos of the backyard. Anderson said the property owners have done a lot of work
27 already. Is it 100 percent? No, but that's never going to happen when it comes the
28 property maintenance. He feels in this case they are at approximately 78 percent at this
29 point, which is good considering many of these properties go 30 days, then 60 days. There
30 are properties that are worked on for years in the county, which is not uncommon. This
31 was within 24 hours.

32 Steck stated that is wasn't the action that it needed to be.

33 Councilmember Street said there are still weeds along the back that she worries could
34 present a problem with the 24th of July holiday and fireworks.

35 Deputy Clerk Anderson said that's the 22 percent that's not been done at this point. He can
36 push the property owners more on it, but property maintenance doesn't happen
37 overnight. That is from the City's code. Every training that is hosted for local governments,
38 Anderson said he tries to attend the property maintenance/zoning enforcement portions
39 of it. The code that is cited as the example of how to do it is Sevier County's, which was
40 lifted largely from Richfield City. He said he can continue to push. There are properties in
41 town that Anderson said he doesn't know what to do with because it's not just weeds – it's
42 junk and construction material being stockpiled in a front yard. Do you hire an abatement
43 company to remove that and risk being accused to taking someone's personal property?
44 Councilmember Hansen said there are two prongs to this – aesthetics and safety.
45 Aesthetics is approached in everyone's own personal way, while safety is a stronger club to
46 use. But the aesthetics is the one that causes the most heartburn for City officials.

47 In this case the property owners have been proactive and responsive to the City's request,
48 according to Anderson.

49 Councilmember Street said she is worried about the fireworks due to the height of the

1 dried out grass near the fence.

2 Anderson said there is a home two houses away from him that has weeds that are literally
3 over six feet tall. The house was lost in a bankruptcy, so who owns it? Who will be
4 accountable at this point to remove the weeds? Will the mortgage company be willing to
5 do it? What is the City supposed to do? Property maintenance is a tricky thing to deal with.
6 You may not like the way someone wants their property to look, but they have the right to
7 have it the way they want it to be. The City is threading a needle of balancing property
8 rights and making sure that people are not infringing on other's property rights.

9 Mayor Burrows said had the City strictly followed the process, nothing would have
10 happened on the property until winter.

11
12 c. Planning Commission Report. Deputy Clerk Anderson gave the planning commission
13 report. There was only one item – a proposed warehouse facility. It is in the very rough
14 stages and there are some concerns about the soil there so the developer wanted to seal
15 off the whole property with concrete and have the drainage go into the canal. The planning
16 commission was worried that that might not be legal. They wanted to have the City check
17 and see what can be done legally. City Engineer Micklane Farmer met with them on site the
18 day after planning commission and indicated that there is a way to do what they are
19 proposing, it just has to be engineered in a way that the water isn't discharging into the
20 canal at a higher rate that it currently is. The concern is they don't want to put a detention
21 pond on the site that could result in the water pushing the possible containments further
22 into the soil and the aquifer. They don't want to spend \$12 million trying to clear the soil.
23 They didn't have a fully developed site plan at this point as they wanted to make sure they
24 can do what they wanted to do prior to spend a lot of money.

25 Mayor Burrows said the developer in this case has spent a lot of money trying to clean up
26 an eyesore and has been EPA-ed and regulated right to death.

27 Deputy Clerk Anderson said he's trying to do it in a way that doesn't trigger the
28 environmental regulatory things, while still being environmentally responsible.

29
30 d. Review and discuss the pool project. Mayor Burrows said he wanted to give the
31 council an update on where the project is at this point. The most recent bid came back
32 \$15.6 million. The City can cut some frills and get it to \$14.4 million and is trying to get it to
33 \$14 million, which would give the City a \$500,000 contingency. The Mayor asked the
34 council for its approval in moving forward with the project. He said the City doesn't want
35 just a cement pond.

36 Councilmember Thompson said the consensus is to keep the amenities that would be fun
37 for the kids and the patrons, perhaps cut back on the costs of some of the other items –
38 make sure that it is still a fun experience. The goal is to cut back in meaningful ways
39 without harming what the new facility would offer the public.

40 Councilmember Hansen said one of his concerns is the operation and maintenance. He said
41 it's still important to make sure the pool is built with quality components so that it doesn't
42 become an operational problem down the road. The City needs to be very careful not to
43 do too much on the cheap.

44 Mayor Burrows said currently the City is looking at ways to accomplish the same things, but
45 using different options.

46 Councilmember Thompson said the company the City hired may not have done the best
47 job at getting local contractors to secure the best prices.

48 Mayor Burrows said one thing that was not understood is some local contractors are
49 smaller in scale – the same person doing the bids at home at night is also running the

1 equipment during the day. Some may have been intimidated by the process or even the
2 scope.

3 Councilmember Thompson said there may be a way to help local contractors with the
4 bidding process so the City can secure the best price.

5 Councilmember Hansen said the harsh reality is that perhaps some features should be
6 considered for modification or be removed.

7 Councilmember Thompson said a lot of the amenities are not a huge expense, but are of
8 massive benefit to children going to the pool.

9 Mayor Burrows said he feels the City can likely get it down to \$14 million, which would be
10 achievable with the current funding. The City public works has done some trenching work
11 in the area and found no water, where it was a problem in the past, which is encouraging.
12 The City has been proactive to do everything it can do to make it work.

13 City Administrator Jolley said there is another meeting with the contractor tomorrow.
14 There were some discrepancies in the bid, so addressing those could help.

15 Mayor Burrows said a local electrician was able to save a lot of money on this project. They
16 were unable to bid on it due to other projects they were committed to, so they helped
17 another local electrician put a bid together. That says a lot about the local businesses
18 supporting each other, and it's appreciated they would go to the effort to help the City.

19 Councilmember Hansen said the unknowns are the biggest issue when it comes to
20 contingency.

21 While the contingency would be smaller than other projects, there are things that work in
22 the pool's favor. One of which is the sprung structure, which is a cut and dry expense.

23 Councilmember Hansen stated that the water level issue in the area was likely solved with
24 the well project. He said it was a win-win and maybe one of the best public works projects
25 to ever happen in the county.

26 Mayor Burrows said there was a 14-foot deep sump installed as part of the spring project.
27 This helped recapture 1,000 gallons a minute that was being lost.

28 Public Works Director Keith Mogan said the well project captured a lot more water and
29 likely solved a lot of the concerns with water in the soil in the area.

30 Mayor Burrows said Financial Director Jenson has all the numbers, if the council members
31 have specific questions they can talk with him about it.

32
33 e. Consider adopting Ordinance 2025-5, amending the Richfield City Zoning Ordinance,
34 Title 17.13.240 Required Streets, Curb, Gutter, Sidewalks, and Trails, and Title 17.02.010
35 Land Use Authorities. The City is proposing various text amendments to Title 17 concerning
36 a modified standard for required development standards for improvements.

37 Public Works Director Mogan said he went through the standards and had a few items the
38 engineers were able to address.

39 Councilmember Gardner asked about the storm drains that allow for polyethylene and if
40 that was standard. Mogan said it was. Also, in section 2.f211, line item 6, it says,
41 "Streetlights shall be located at each intersection and from there every 200-250
42 feet, located in the utility easement and at the nearest property line between lots
43 as close as possible to 200 feet, but not less than 250 feet, on alternating sides
44 of the street." Gardner asked if it should instead say "but not more than 250 feet." He said
45 it should be looked at to make sure it's correct. He said that as the City moves forward with
46 developments, it may consider using drainage areas as small parks. One challenge to that is
47 the manpower needed to maintenance of the small parks.

48 **Motion:** Adopt Ordinance 2025-5, amending the Richfield City Zoning Ordinance, Title
49 17.13.240 Required Streets, Curb, Gutter, Sidewalks, and Trails, and Title 17.02.010 Land

1 Use Authorities, **Action:** Approve, **Moved by** Tanner Thompson, **Seconded by** Kip Hansen.
2 **Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 4).
3 **Yes:** Brayden Gardner, Elaine Street, Kip Hansen, Tanner Thompson.
4 **Excused:** Kendrick Thomas.
5

6 f. Discuss a proposal to create a golf committee.

7 Mayor Burrows said the Golf Course Manager/Pro Todd Mullen has taken a job outside of
8 the golf industry. With Mullen's moving on, there has been a request to create an advisory
9 board for the golf course. It would be an advisory board for helping define projects for the
10 golf course, finding funding sources and helping to keep the golf course moving in a
11 positive direction.

12 Councilmember Hansen asked what the process is for hiring a new golf professional. The
13 City is working through the process right now and has reached out to some people in the
14 industry, according to Mayor Burrows. It will be hard to find another Todd. It's hard for
15 Richfield as it can't pay what other golf courses pay, such as the ones in St. George where
16 golf is a year-long business. The City has looked at the package Todd had as part of his
17 compensation at the Golf Course. He had the proshop, some of the concessions and some
18 green fees, lessons and tournament fees. The City would like to continue that type of
19 package for whoever the new person is – it would provide some ownership and incentive.
20 Mayor Burrows asked for the council's support with the creation of a golf committee.

21 Councilmember Hansen said Todd has been a great asset to the course. Todd has done a
22 good job for Richfield City and deserves special recognition for his efforts.

23 Councilmember Thompson said the only way to keep the culture and quality up is to have a
24 committee that holds the new pro and employees accountable.

25 Councilmember Hansen said it is a prudent ideal, but his concern is that the new golf pro is
26 a department head and should be treated accordingly. He said the committee should be
27 advisory and not be an entity that runs the pro. It could very easily become a monster if it's
28 allowed to supersede the pro's management of the course.

29 City Administrator Jolley said there would have to be some parameters set for what the
30 committee does.

31 Councilmember Thompson said it could create a monster, but it could also create
32 disillusion among board members if they don't feel their opinions are valued.

33 The City has several people in the community who will donate large amounts of money,
34 time and knowledge to the golf course if they see its something that's helping make the
35 course better, according to Burrows. There have been significant donations, but they won't
36 do that if they don't see some kind of tangible results for their donation. Burrows' hope is
37 to give those who want to donate a voice in how donations are used. There has been talk
38 of a sprinkler head program or a new filter system that could benefit from donations.

39 Councilmember Thompson said the City is lucky to have patrons who are so invested in the
40 course. Once those patrons are gone, would this transcend their presence on the board. It
41 should be set up in a way in a way that if we don't have really talented golfers, it can still
42 work without their influence.

43 Councilmember Gardner said there are people who are excited to be part of it. He
44 suggested coming back with names to be on the board and some bylaws.

45 The best way to do it would be to make the members of the committee mayoral
46 appointments, similar to other boards and commissions the City has, according to
47 Councilmember Hansen.

48 Mayor Burrows stated that not every member has to be an avid golfer, but it's important
49 the majority of the members are. There also needs to be those with good business sense.

1 Fortunately, there are some who are both avid golfers and have good business sense who
2 have expressed interest on this board.

3 Councilmember Hansen said there are people in the community who act as vendors for the
4 course, perhaps that is a group that could be included on the advisory board. Now would
5 be the best time to establish the board.
6

7 **OTHER BUSINESS** Snow College President Stacey McIlff addressed the council. She said the
8 sidewalk project on the south end of the campus is completed. She said the
9 bicycle/pedestrian path extension is appreciated by the college. There will also be a
10 remodel of the primary entrance to the campus.

11 The majority of the students at the campus come from the six-county area. The college
12 also has competitive athletic teams with cross-country and wrestling.

13 The College is also preparing for a \$6 million refurbishment to the Washburn Building –
14 creating a more welcoming entrance to the Richfield Campus. That project is set to be
15 complete by fall of 2027. There is also work being done on student housing.
16

17 Police Chief Trent Lloyd said the county has a way to track the number of cellphone signals.
18 He said the signals indicated an increase in the number of people who came to Richfield for
19 the Fourth of July celebration – some 24,700 people were on Main Street and at the park.
20 This represented an increase of some 7 percent from the previous year.
21

22 Councilmember Thompson asked how the softball tournament went. Recreation Director
23 Brady Edwards said it went really well and that they had positive feedback for how the
24 experience they were provided. Bringing this D1 group was a goal of Edwards. It's a great
25 revenue stream. Raking and chalking the lines after each game is essential to provide a
26 quality playing experience.
27

28 The airport remains extra busy due to the fire.
29

30 Councilmember Gardner asked about the SITLA "R property" and if it had been finalized. It
31 has been. He also asked how the city determines the color of gravel. He said some
32 comments he's received is they would like to see gray more than red.
33

34 Mayor Burrows said the remnant party the City acquired from UDOT has to be used for a
35 public purpose. Recreation Director Edwards was asked to explain a concept he has
36 explored. He hired someone to do a concept drawing of a new baseball/softball complex
37 on the property on the west side of the freeway. There are three concepts that were
38 drafted.

39 Edwards stated that the technology of the balls and bats used has resulted in balls being hit
40 farther than before, which has resulted in the programs outgrowing the current facilities.
41 The conflicts between homeowners and the recreation department will continue to grow
42 unless something is changed. Balls are being hit onto the freeway, and into the cul de sac
43 to the north of the Rotary Park. This idea would also help develop the tournaments in the
44 area, which is a great revenue stream.

45 Mayor Burrows said he learned a long time ago if you don't have something ready to go
46 when a grant becomes available, you likely won't get it.

47 Councilmember Thompson said he was in contact with a person who would like to build a
48 destination baseball complex complete with amenities and the ability to host up to 200
49 teams. The question as asked if the City had land it would donate for something like that.

1 Edwards said that is a conversation worth having. He said Richfield is a destination City.

2
3 Mayor Burrows said he had an individual approach him about utilizing a piece of ground on
4 the south end of the airport fence. He would lease the property and do some work on it to
5 keep the weeds down so he could use it for parking equipment. Airport Manager Adam
6 Robinson said it wouldn't affect the airport function. Councilmembers Gardner and Hansen
7 said it doesn't appear to be an issue.
8
9

10
11 8. **ADJOURNMENT** Motion: Adjourn the meeting, **Action: Adjourn, Moved by Tanner**
12 **Thompson, Seconded by Brayden Gardner.**

13 9. **Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 4).

14 **Yes:** Brayden Gardner, Elaine Street, Kip Hansen, Tanner Thompson.

15 **Excused:** Kendrick Thomas.
16
