



MINUTES
Springville City Council Work/Study Meeting - July 15, 2025

MINUTES OF THE WORK/STUDY MEETING OF THE SPRINGVILLE CITY COUNCIL HELD ON TUESDAY, JULY 15, 2025, AT 5:30 P.M. AT THE CIVIC CENTER, 110 SOUTH MAIN STREET, SPRINGVILLE, UTAH.

Presiding and Conducting: Mayor Matt Packard

Elected Officials in Attendance: Craig Jensen
Logan Millsap
Jake Smith
Mike Snelson
Mindi Wright

City Staff in Attendance: City Administrator Troy Fitzgerald, Assistant City Administrator/City Attorney John Penrod, Assistant City Administrator/Finance Director Bruce Riddle, City Recorder Kim Crane, Community Development Director Josh Yost, Director of Administration Patrick Monney, Internal Services Director Scott Sensenbaur, Library Director Dan Mickelson, Museum of Art Director Emily Larsen, Parks and Recreation Director Stacey Child, Power Director Jason Miller, Public Safety Director Lance Haight, Public Works Director Brad Stapley, Emergency Management Coordinator JoAnna Larsen, and Public Art Coordinator Leslie Gleaves.

CALL TO ORDER - Mayor Packard welcomed everyone and called the Work/Study meeting to order at 5:33 p.m.

COUNCIL BUSINESS

1. Calendar

- Jul 24 - Pioneer Day Observed (City Offices Closed - Thursday)
- Aug 05 - Work/Study Meeting 5:30 p.m., Regular Meeting 7:00 p.m.
- Aug 19 - Work/Study Meeting 5:30 p.m., Regular Meeting 7:00 p.m.

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

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

- a) Invocation - Councilmember Millsap
- b) Pledge of Allegiance - Councilmember Jensen
- c) Consent Agenda
 2. Approval of the minutes for the July 01, 2025, work and regular meetings.
 3. Approval of a Resolution authorizing the Mayor to sign all necessary documents to close on a portion of the Suntana Property at approximately 1600 South 1750 West in Springville City with the Sunpro Corporation - John Penrod, Assistant City Administrator/City Attorney

Mayor Packard requested that item #3 on the consent agenda be moved to the regular agenda for short discussion.

3. WORK MEETING DISCUSSIONS/PRESENTATIONS

a) City Flag Discussion - Leslie Gleaves, Public Art Coordinator

Leslie Gleaves reviewed the current status of the City Flag Project and where it had previously been left off. She noted that there was no clear consensus between the City Council and the Community Board regarding a final design. She explained that eight flag designs, those receiving the most positive community comments and engagement, had been edited using established design guidelines. Leslie summarized the community feedback, indicating that references to Hobble Creek and art were the most favored elements. Symbolic but not dominant mountains and imagery representing community flow or interconnection were also preferred. Feedback indicated a desire to avoid symbols such as wagon wheels, stars, religious or political imagery, and the inclusion of text or complex graphics. She also reviewed the options recommended by both the Council and the Community Board. Leslie suggested the Council select two to five refined options to present for a public vote. She noted that the project timeline could be extended, allowing it to progress gradually over the next two to three years, or be paused and resumed later.

Councilmember Snelson recommended choosing a design that would be simple to reproduce, using three or four colors.

Director Emily Larsen stated that while the original goal was to unveil a new flag by Art City Days, the current timeline and limited staff capacity made completion by fall unlikely.

Councilmember Smith expressed support for incorporating references to history and art.

Councilmember Wright stated that she liked the concept of including a paintbrush in the design.

The Council discussed design elements and color choices. They identified five design options to be revised and brought back for further review.

b) Community Reinvestment Areas - Carla Wiese, Planner II

Carla Wiese reported on Community Reinvestment Areas (CRA) and proposed tools and strategies to support economic development. She noted that internal discussions had taken place and that it was now an appropriate time to bring the topic to the City Council for consideration. Carla explained the concept of tax increment financing (TIF), which involves establishing a defined project area and requiring a property owner agreement, as well as participation from other tax entities such as the School District and the County. She clarified that tax increment revenue could be used outside of the project area but must align with the City's general plan.

Carla identified potential CRA project areas, including the North Main Street Gateway, downtown Main Street, and the South Main Gateway. Based on the development outlook for the Main Street corridor, staff recommended establishing a CRA. She stated that if the Council supported this recommendation, a resolution would be required to initiate a feasibility study for the proposed area.

City Administrator Troy Fitzgerald emphasized that development was approaching and that it would be beneficial for the City to take a proactive approach. He said the criteria for the CRA would need to be defined.

Carla advised that public education on the CRA would be important, emphasizing that it does not impose new taxes but instead utilizes property taxes already being collected. She also mentioned that recent changes in state law had reduced available incentives.

Mayor Packard asked whether a smaller CRA area would be preferable to a larger one. Carla responded that both approaches had potential advantages.

Councilmember Wright inquired about the anticipated benefits of a CRA. Carla responded that the potential to generate sufficient tax increment would need to be evaluated. She then asked if the Council was prepared to proceed with the statutory requirements.

Councilmember Jensen expressed support for the CRA if it could help stimulate development along Main Street.

Councilmembers Wright and Snelson both indicated a preference for limiting the CRA to a smaller area.

Carla noted that a consultant would assist in conducting the study and that the area under consideration could range from 1400 North to 800 South, which would help define a formal plan area.

Councilmember Smith voiced his support for moving forward with the feasibility study.

c) Presentation on the final Springville City Emergency Plan - Lance Haight, Public Safety Director

Chief Haight, along with JoAnna Larsen, presented a review of the City's Emergency Operations Plan. They explained that the plan serves as a framework for responding to emergencies, coordinating resources, saving lives, protecting property, and maintaining public confidence in local government. The plan applies to all city departments and emphasizes a response that is reasonable and prudent. Chief Haight noted that the plan aligns with NIMS (National Incident Management System) compliance requirements and includes a forward-looking approach that goes beyond managing the emergency itself to preparing for future incidents.

They highlighted that the plan incorporates best practices recognized nationally and shared a recent example of its application during Art City Days, where a modified version was used for briefings. The experience proved beneficial, and they are considering expanding its use in future events. Chief Haight stated he would email the plan to the council and bring it back at a later meeting for formal adoption.

Councilmember Smith asked whether community churches would be included in the planning efforts. Chief Haight responded that coordination with community leaders would be part of the process. City Administrator Troy Fitzgerald added details regarding the coordination efforts.

Chief Haight and Administrator Fitzgerald also planned to contact a regional representative to review the Everbridge emergency notification system as part of ongoing preparedness efforts.

Mayor Packard emphasized the importance of fully understanding how the various components of emergency planning and response work together.

MAYOR, COUNCIL, AND ADMINISTRATIVE REPORTS

Mayor Packard asked if there was any further discussion. There was none.

ADJOURNMENT CLOSED SESSION IF NEEDED - TO BE ANNOUNCED IN MOTION

The Springville City Council may temporarily recess the meeting and convene in a closed session as provided by UCA 52-4-205.

Motion: Councilmember Snelson moved to adjourn the work meeting at 7:00 p.m. **Councilmember Smith seconded** the motion. **Vote Yes:** Councilmember Jensen, Councilmember Millsap, Councilmember Smith, Councilmember Snelson, and Councilmember Wright. The motion **Passed Unanimously, 5-0**

*This document constitutes the official minutes for the Springville City Council Work/Study Meeting held on Tuesday, July 15, 2025
I, Kim Crane, do hereby certify that I am the duly appointed, qualified, and acting City Recorder for Springville City, Utah County, State
of Utah. I do hereby certify that the foregoing minutes represent a true, accurate, and complete record of this meeting held on Tuesday, July 15,
2025.*

DATE APPROVED: August 05, 2025



Kim Crane
City Recorder