

## ALPINE CITY COUNCIL MEETING

September 23, 2025

Mayor Carla Merrill called the meeting to order at 6:01 pm.

### I. CALL MEETING TO ORDER

- A. Roll Call** Mayor Carla Merrill  
The following were present at the anchor location, which constituted a quorum: Chrissy Hannemann, Kelli Law, and Brent Rummler. Jessica Smuin attended by Zoom. Jason Thelin was excused.  
Staff: Shane Sorensen, Ryan Robinson, Fire Chief Jake Beck, Steve Doxey, DeAnn Parry  
Others: Brent Bateman, Aaron Oldham, Chad Jones, Bryan Irving, Sheryl Dame, Andrew Young, Sarah Blackwell, John Zackrison, Dorothy Zackrison, Andy Spencer, Lisa Marion, Will Jones, Roger Bennett
- B. Prayer** Chrissy Hannemann
- C. Pledge** Kelli Law

### II. CONSENT CALENDAR

- A. Approval of Minutes for the August 26 City Council Meeting**
- B. Resolution R2025-18: Consolidated Fee Schedule, Fees for Inspection and Re-Inspection**
- C. Final Payment, HA5 Sealcoat Project – Holbrook Asphalt: \$157,882.64**
- D. Final Payment, Trip Hazard Removal Project – Precision Concrete Cutting: \$39,087.97**
- E. Award Moyle Park Paving Contract, Eckles Paving: \$33,768.68**
- F. Change Order for the Fairview Circle Storm Drain Project to Include the Installation of Storm Drain in Canterbury Lane – Sunset Mountain Machinery: \$175,504.25**
- G. Ordinance 2025-18: Amendments to Alpine Development Code 3.02, 3.03, 3.04, 3.05, 3.06, and 3.07 Allowing Schools as Permitted Uses in Each Zone, as Required by Utah State Code § 10-91-305**
- H. Ordinance 2025-20: Appeal Authority Amendments - Clarifying that Fees Must be Paid Before an Application is Considered Submitted**
- I. Ordinance 2025-21: Amendment to Alpine Development Code 3.01.060 – Site Plan Requirements for Building Permits**
- J. Approval of Payment for Moyle Park Curb and Gutter – Concrete Solutions & Innovation: \$23,940**

Chrissy Hannemann asked about the process for the concrete cutting (Item D), and the plans for Matisse Lane.

Shane Sorensen explained that the cutting company provides the city with a list of locations that are too severe to fix with a cut (more than 2" of lift). The city then has the sidewalks in those areas replaced as soon as possible. The work on Matisse Lane will be brought to the council for approval because it is more extensive than typical repairs.

Kelli Law asked if the appeals fee payment requirement for Ordinance 2025-20 will change the 10-day appeal window.

Ryan Robinson clarified that 10 days is the minimum in State code and is common in many cities. The fee payment requirement does not affect the 10-day window.

Chrissy Hannemann asked if there was a disadvantage to extending the window.

Attorney Steve Doxey said that the time limit helps the matter be resolved more quickly and allows the petitioner to exhaust administrative remedies if the decision will go to court.

Brent Rummler asked how residents would know about the appeal period.

Ryan Robinson explained that the appeal information is usually included in the letter about the decision which is sent out by staff. Typically, a resident will call the city if they would like to appeal.

**Motion:** Chrissy Hannemann moved to approve the Consent Calendar as proposed. Brent Rummmler seconded the motion. There were 4 yes votes, 0 no votes, and 1 excused, as recorded below. The motion passed.

**Yes**

Chrissy Hannemann  
Kelli Law  
Jessica Smuin  
Brent Rummmler

**No**

**Excused**

Jason Thelin

### III. PUBLIC COMMENT

**Bryan Irving** – Matterhorn Drive, Alpine

*Bryan said he is interested in the water situation. The water plan was approved four years ago and still has not been funded. He would like to know why and where we are today.*

Mayor Carla Merrill explained that Public Comment is not designed as a Q&A session, and Bryan may meet with staff or City Council members for further information

*Bryan continued his comment, saying that it is annoying for residents to receive robocalls asking them to reduce water use when the city has a water delivery problem, not an availability issue. The city voted on the solution four years ago, but because of the delay in implementation the cost of \$1.5M has increased to over \$4M, and interest rates are higher. Bryan feels it is unacceptable to be in this situation without a solution or follow-through. He suggested that the city may not be charging enough in user fees for water if we cannot upgrade or do what is needed to provide water to residents. He also thanked Chrissy Hannemann for the Citizen's Budget and noted that it appears the city is losing money on garbage collection because user fees generate about \$730,000, while our expenses are \$758,000.*

**Will Jones** – Elk Court, Alpine (Alpine Irrigation Company)

*Will reported that the farmers quit watering their fields on September 1, and those with alfalfa pastures are required to stop by September 15. He said Shane Sorensen and Greg Kmetzsch do a masterful job with the water systems, and Will and Greg talk every week to coordinate water needs. Will received a call saying one of his own fields was being watered past the deadline. This was due to a worker being unfamiliar with the mechanics of the shutoff. When Will drove the short distance to take care of the problem he saw 22 residential homes watering on Monday morning. No residents are allowed to water from Sunday night to Monday morning. Will feels that enforcement should happen, and he is requesting help and support from the City Council.*

### IV. REPORTS & PRESENTATIONS

#### A. Financial Report

Shane Sorensen reported that revenue was \$163,000 for the month. There is a large amount of money currently in the project funds, but at the next few meetings we will make some big payments for street and parks projects. Our public works guys are doing a lot of overtime for the paving projects. Moyle Park looks great, and the new landscaping will make it look even better.

Our audit went well but has not yet been presented to the Finance Committee. That report will likely be on the agenda for the October 28 council meeting.

Kelli Law asked about Enbridge Gas cutting down trees in Burgess Park

Shane Sorensen explained that our agreement with the gas company allows them to remove trees that encroach, but he is not sure why they did not cut them down initially. The gas company apologized for needing to remove the trees.

Chrissy Hannemann said that Heidi Smith did a great job cleaning up the Citizen's Budget insert for the *Newsline* and appreciates the staff for providing information. She encouraged residents to view the full report which is available online

Mayor Carla Merrill said that because Fire Chief Jake Beck has prior commitments, we will begin with the approval of the concept plan for the fire station remodel (previously Item B).

## V. ACTION/DISCUSSION ITEMS

### A. Consideration for Approval of the Alpine Fire Station No. 202 Conceptual Plan – Babcock Design

Shane Sorensen thanked Chad Jones with Navigate for attending, and Preston Reading with Navigate (on Zoom), and Chad Littlewood with Babcock Design (on Zoom) for being available tonight. Staff have been working with the team to move the fire station project forward. After meeting with the team and considering feedback from past City Council discussions, Chad Littlewood made modifications to the plan to change the orientation of the building and the driveway. The concept plan that was included in the packet has also had a few small updates from Chief Brian Patten for room layout, but the footprint is the same.

With a previous update to our code, city properties and schools were moved into the Public Facilities Zone, and the Gateway Historic Guidelines will apply.

Staff are requesting feedback from the City Council on the following items:

- Opinions on the orientation of the building, floor plan, driveway alignment, and parking area.
- The adequacy of parking for the community center.
- Aesthetics of the building and how it ties into the look and design of City Hall.
- The Gateway Historic Guidelines that should be applied to the building.

Because the City Hall block is considered open space and the new addition will be a material change, a public hearing will be held at a future Planning Commission meeting, and they will make a recommendation to the City Council. The council will then consider the project at one of their future meetings. A super majority vote of the City Council in favor of the project will be required to move it forward. Staff are preparing a schedule for the required process.

#### STAFF RECOMMENDATION:

Review and consider approval of the conceptual plan for the Alpine Fire Station No. 202 Project.

Shane Sorensen said that if the council members have suggestions for this concept plan, staff would like to receive them tonight. The RFP has been released, and we are pleased with the interest level of contractors. We did a walk-through with the general contractors on Monday and will have another one scheduled on Thursday. Proposals are due on October 2, and we plan to award the project at the October 28<sup>th</sup> City Council meeting.

Chad Littlewood (Babcock Design) explained that the west area in the existing building will be remodeled into a community center, the apparatus bay will stay where it is but will have larger doors for bigger equipment, and the new construction will be on the east side. This will be handled in a phased approach so the fire station can continue to function during construction.

The council, staff, and the consultants discussed the following:

- Restrooms – An assembly space requires more restrooms than a business or a store, and this space will likely require four. The current restrooms are outdated, so new plumbing and fixtures need to be installed. The south end of the building will best facilitate the plumbing updates.
- Entrances – The north doors could be more difficult for visitors to access because they are not near parking. A west vestibule is proposed, which would allow a drop-off area if a north driveway were added. The south entrance will facilitate deliveries of food to the warming kitchen.
- Partition – A partition in the large room is proposed. It likely will not be utilized often but would provide versatility for different functions. Occupancy will be determined by a mechanical/plumbing engineer who will refer to the International Building Code.

- Prime Time Luncheons – There are currently three luncheons held each year. Even with the possibility of adding more activities, we do not anticipate more than one large gathering per month. The Mountainland Association of Governments (MAG), who helps sponsor these lunches, has some specific requirements, which will be included in the plan.
- Tables and chairs – The current plans show 18 tables with 8 seats each, but a few of these tables will need to be removed to allow for a serving area. Storage for the furniture should be easily accessible.
- Parking – The initial estimate is that 48 parking stalls will be needed. There are currently 10-11 stalls in the existing lot to the west, with the possibility of adding a few more by the south entrance. One option is to talk with representatives from the church to the north to receive permission for occasional overflow parking for luncheons, although crossing the street could be dangerous for our senior citizens.

If the Arnold home were removed, that space could provide an estimated 30 stalls. With the existing 10 stalls we are still short of the goal. Chief Beck said the firefighters only require about eight stalls by their building, so there could be some unused stalls available there.

- The Arnold home – This home has had additions and updates, so it does not fit well into a historical preservation category. However, it is a logical place for additional parking. The history of the home could be preserved by having an area in the community center that displays the bricks, a historical plaque, old photos, etc. Bricks from the Carlisle Home could also be incorporated. Lehi City successfully showcased materials from their historic Broadbent Building in their new construction. The landscape architect for the sculpture garden could possibly use some of these materials as well.
- Green space – A landscaped buffer between Main Street and a parking lot is already required in city code, and trees could be added. Additional landscaping on the south of the building could provide a visual connection with the sculpture garden.
- Driveway – The driveway was shown on previous plans as exiting to the south, but the Fire Chiefs have approved the east exit driveway on the new plans. Andy Spencer, a neighbor, prefers to see the driveway exit to the south. His email was forwarded to the council members.

Mayor Carla Merrill asked council members to email their feedback to Shane, as he will meet regularly with the consultants. The mayor also offered to begin conversations with the church representatives about potential overflow parking.

Shane Sorensen commented that this was a helpful discussion, and staff will bring updated plans to the council for approval. He is very pleased with the team on this project. They have great experience and valuable input.

**Motion:** Kelli Law moved to approve the concept plan for the Alpine Fire Station No. 202 Project as proposed, with the condition that the city will consider the situation and the possibility of replacing the older home on the west corner with additional parking. The council will also be involved in approving plan changes and building aesthetics. Brent Rummler seconded the motion. There were 4 yes votes, 0 no votes, and 1 excused, as recorded below. The motion passed.

**Yes**

Chrissy Hannemann  
Kelli Law  
Jessica Smuin  
Brent Rummler

**No**

**Excused**

Jason Thelin

**B. Ordinance 2025-22: Consideration for Approval of the Fitzgerald Annexation**

Ryan Robinson said that Ken Fitzgerald, the owner of parcels 11:052:0015, 11:049:0008, and 11:052:0040 has submitted an annexation petition to be incorporated into Alpine City. The combined size of the parcels is 19.86 acres. A total of 20.06 acres will be included in this development, with 0.20 acres already within city limits.

The applicant is requesting a zoning designation of CR-40,000, which matches the surrounding areas in the city as a base zone, with a PRD overlay zoning designation as well. The PRD overlay requires a minimum lot size of 20,000 square feet along with a 25 percent open space requirement.

A submitted concept plan shows 12 lots, with the smallest area being 37,384 square feet. The proposed layout includes 5.47 acres of open space along the east portion of the development, and rerouted trails along the west (Canal), central (Flank), and eastern (Corkscrew) parts of the development. The intent is to develop this property into a residential subdivision. The development to the north will also need to be developed to connect and provide ingress and egress for both properties (connecting Bald Mountain Drive and High Mountain Road). The northern development is already within city limits and an agreement for the location of the road for both developments was included in the packet.

During their December 28<sup>th</sup>, 2024, meeting the City Council voted to accept the annexation petition for further study and to send it to the Planning Commission for review. A pre-annexation agreement was also approved by the City Council as drafted by the City Attorney. This agreement is meant to create terms for both parties (city and applicant) as part of the review process. It spells out such items as the need and location for trails, road connections, expected zoning designations, and site plan proposals. By adopting this agreement, the city is not obligated to then approve the annexation after a recommendation from the Planning Commission and review by the City Council. The pre-annexation agreement was included in the packet for informational purposes only. Amending the pre-annexation agreement would require a separate agenda item.

The Planning Commission reviewed this item during their March 4<sup>th</sup> meeting. It was decided that the pre-annexation agreement covered any recommendations that the Planning Commission would have made. They also discussed requiring some kind of preventative berm for wildfire purposes, as has been required for other subdivisions in the Wildland Urban Interface zone. If this property were to be annexed, prevention measures can be discussed during the subdivision review process and reviewed by the Lone Peak Fire Department. The Planning Commission made a unanimous motion to recommend acceptance of the annexation petition of these parcels.

The City Council held a public hearing during their March 25<sup>th</sup>, 2025, meeting. Due to the absence of a full body of the council, the application was tabled. Staff have ensured that water concerns are addressed along with legal questions that have arisen since that time.

On June 10<sup>th</sup> the application was again reviewed by the City Council and the council voted to table the application again. The city was in the process of receiving updated fee schedules from Horrocks Engineering for related projects that would impact a potential annexation fee. The City Attorney's firm also had a conflict of interest, so staff reached out to a neighboring community's attorney, who originally agreed to help, but also had to back out due to a conflict of interest. Eric Johnson, who also represents multiple cities throughout the state, was able to provide legal opinions on the process and the pre-annexation agreement. It is his opinion that everything has been followed procedurally and that minor edits have been proposed for the pre-annexation agreement.

The Trails Committee was also able to review and make a recommendation regarding the trail proposals. Their recommendation was included in the packet.

**REVIEW STANDARDS**

Chapter 5 of the Alpine Development Code provides criteria for the city to review when considering annexations. Below are the standards in place and the feedback for review:

1. Whether or not it is in the interest of the city to annex additional land at that time. This determination should be made by the City Council, following a detailed review of the proposed annexation and a recommendation of the Planning Commission. The recommendation of the Planning Commission was to accept the proposed annexation based on a review of land use criteria.
2. The capability of Alpine City to supply adequate municipal services to the area proposed for annexation, such as public streets, water, sewer, police and fire protection, including what necessary improvements will be a requirement of the petitioners/owners of the property. No services are currently being provided by the city as this is raw ground. Any public street would be constructed by the applicant (extending Bald Mountain Drive and High Mountain Drive). In addition, offsite water improvements will be required, some of which will need to be extended through Lambert Park. Preliminary recommendations for the required culinary and pressurized irrigation system improvements were outlined in a memo prepared by Horrocks Engineers dated January 19, 2024. The memo and exhibits were included in the packet. These improvements were recommended based on a concept plan that was provided by the owner. The sewer main located in High Mountain Drive will need to be extended through the Patterson property in order to serve the Fitzgerald property.
3. Whether or not Water Rights will be required of all property annexed into Alpine City. If the property has a current water system, the City Council may require the dedication of that system and the water rights with any necessary improvements being made to the system by the owners of the water system as a condition of annexation. Water rights will need to be provided as part of this annexation petition. Because there is no water system within this property, dedication of a water system is not applicable. Water rights need to be submitted concurrently with annexation approval.
4. Whether or not the proposed annexation is consistent with the City's General Plan. This property is in the very eastern part of the city and is surrounded by CR-40,000 zoning. Lots directly to the west are at least 40,000 square feet in size, while parcels to the south are part of an existing PRD and have lots approximately 24,000 square feet in size. If annexed into Alpine City, the lots will be required to meet frontage and setback requirements as development occurs. The lot size is consistent with the standards found in the PRD zoning requirements with a CR-40,000 overlay zone.
5. What conditions, if any, should be attached to proposed annexations in order to provide adequate services, protect health or safety, or are necessary for proper implementation of the General Plan such as dedications for parks, trails, open space, roads, or other public facilities. Conditions agreed upon in the pre-annexation agreement will be a requirement of the proposed annexation. An annexation fee is also being proposed as part of the annexation review (see next section). Any additional conditions should be added as part of the review process.
6. Whether as a condition or requirement of annexation, an annexation fee will be negotiated between the city and the petitioners. This fee may be separate and distinct from, and in addition to, any development impact fee assessed pursuant to the terms of the city's impact fee ordinance. The purpose of these fees shall be to reimburse the city for any extraordinary impacts on the city and infrastructure which may be created by the annexation. Fees are legislative in nature, and the City Council shall determine annexation fees and other related matters. Any fees attached to this annexation petition would need to include an amendment to the pre-annexation agreement. A memo prepared by Shane Sorensen, according to a study recently completed with Horrocks Engineering regarding proposed infrastructure fees was included in the packet.

CITY CODE:

Alpine Development Code Chapter 5 Annexations

**NOTICING:**

A public hearing is required to be held by the City Council, which occurred during their meeting on March 25<sup>th</sup>, 2025.

**STAFF RECOMMENDATION:**

Because this is a legislative decision, approval or denial should be based on consistency with the General Plan, city code, and adopted policies. Staff recommends the following conditions be completed at the time of annexation:

- Payment of any annexation fee set by the council.
- Execution of the road agreement with the northern property owner, signed and submitted to the city. (This agreement has already been signed.)
- Dedication of the required water shares.
- Recordation of trail easements with the County.

The council and staff discussed the following:

- Required water shares – The applicant has already arranged for the purchase of shares from the property owner to the north.
- Restriction of landscaped areas – The possibility of restricting the percentage of a lot that may be landscaped was discussed. A restriction was implemented previously in Three Falls, and the Central Utah Project (CUP) requires cities to adopt landscaping requirements if they participate in programs like Flip the Strip. Though these types of restrictions are difficult to enforce, the city may want to require landscape plans in the future.
- Existing deficiencies - Impact fees help cover the cost of new growth, but we also need to collect funds to address existing deficiencies. Because we have a current deficiency, we must address it before adding new homes. When the council discussed future annexations in June it was suggested that half of the existing deficiency be divided among all lots to be annexed in the future (estimated at 73 lots).
- Calculations – After a discussion, the math was corrected so the suggested annexation fee is \$52,860 per lot. If this petition to annex 12 lots is approved, there are approximately 61 lots that could be annexed on the borders of Alpine in the future. The annexation fee for future petitions will likely be similar. The council will consider each annexation proposal individually.

Mayor Carla Merrill said that the city has more latitude with annexations. If the petitioner were going to develop anywhere else, they would need to build their own water and sewer systems. However, we will provide those services for them, and this is what we have calculated the cost to be.

- Location of the new well - Because the proposed well is located in the high zone, it will help those neighborhoods the most. The middle zone will also benefit.
- Benefit to the city - John Schiess from Horrocks reported that the projects with the biggest impact for the city would be the booster pumps on 400 West and the installation of the Healey Well.

The CUP line size upgrade will also help, but that will take longer to install. This upgrade will be part of the Canyon Crest Road improvements and will be completed in phases to spread out the cost.

A question was asked about the Grove Tank upsize and the new well, and whether those projects were already approved by the council.

Shane Sorensen explained that the water studies were adopted by the council, so the projects listed in the Culinary and PI Master Plans were approved, and the city is collecting those impact fees as permitted. These fees provide funds when specific projects are approved in a budget year. The master plans, rate studies, user rates, and impact fees are all connected.

Chrissy Hannemann commented that there will be a class offered by the Utah League of Cities and Towns on October 1 to help council members understand rate studies.

Ryan Robinson said that this annexation, if approved, will then go through the subdivision review process. The State changed the statute so subdivision reviews are handled by staff for every city, so the subdivision will not come back to the City Council for review.

Ryan also mentioned that the Planning Commission recommendation was to leave the middle trail (Flank) as a dirt surface for horses. The pre-annexation agreement required asphalt. This should be addressed in the motion.

Will Jones, Trails Committee, was invited to the microphone.

Will said that the Trails Committee initially discussed the Flank trail as being paved with asphalt, with a concrete edge on the homeowner's side and curb and gutter by the street. Within a week of that meeting, a committee member fell off her horse on an asphalt surface, and another individual also fell on asphalt. Will still did not want a dirt trail where weeds would grow. However, everyone on the committee, excluding Will, voted for a dirt surface.

Commenting on options, Shane Sorensen said that the city stopped building gravel trails years ago because they do not work well.

Mayor Merrill said that the new trail to be constructed on Canyon Crest Road with the MAG grant will be asphalt.

**Motion:** Brent Rummler moved to approve Ordinance 2025-22 approving the petition to annex parcels 11:085:0015, 11:052:0040 and 11:049:0008 with the conditions that at the time of annexation the city will receive: 1) payment of the annexation fees, \$52,860 per lot, as set by council, 2) the dedication of the required water shares, and 3) the recordation of trail easements with the County. The center trail (Flank) will be paved with asphalt as stated in the pre-annexation agreement. Kelli Law seconded the motion. There were 3 yes votes, 1 no vote, and 1 excused, as recorded below. The motion passed.

**Yes**

Chrissy Hannemann  
Kelli Law  
Brent Rummler

**No**

Jessica Smuin

**Excused**

Jason Thelin

**C. Ordinance 2025-19: Amendment to Alpine Development Code 3.01.110 Adding a Definition for a Front Yard on a Corner Lot**

Ryan Robinson explained that city staff are proposing additional language in the Development Code to define what constitutes a front yard on a corner lot. Recently, residential dwelling plans submitted for corner lots have attempted to designate side yards as front yards to take advantage of lesser setback requirements. Staff believe the current definition does not adequately address a front yard on a corner lot. The proposed definition will provide clarity in determining what should be considered a front yard versus a side yard on a corner lot.

The Planning Commission reviewed this item and held a public hearing during its September 16, 2025, meeting. After evaluating several corner lots throughout the city and discussing the implications for both commercial and residential properties, the commission unanimously recommended approval of the proposed code change.

To clarify, businesses are only permitted in the Business Commercial (B-C) Zone, except for home occupations, which must remain primarily residential, or when otherwise permitted through a Conditional Use Permit (CUP). In the B-C Zone the minimum front yard setback on a corner lot is 18 feet.

For lots occupied by offices or commercial structures, there is no minimum lot area or width requirement, provided that the site can adequately accommodate the structure, landscaped areas, minimum setbacks, required off-street parking, loading and unloading, and vehicular ingress and egress.

**CITY CODE REFERENCE:**

- Alpine Development Code 3.01.110

**NOTICING**

A public hearing was noticed in compliance with State and city code requirements and was held on September 16, 2025, during the Planning Commission review.

**STAFF RECOMMENDATION**

Because this is a legislative decision, the standards for approval or denial are that the proposed application should be compatible with the standards found in the General Plan, as well as the current city code and policies. A decision for approval or denial should be based on those criteria.

The council discussed the problems that could be created for emergency response if the home faces a street that is different than the recorded address. This could also affect mail and package delivery.

Jessica Smuin said she thinks the homeowner should be able to decide how to orient their home.

Kelli Law was concerned that this code change could create other problems in the future.

**Motion:** Chrissy Hannemann moved to move to approve the proposed amendment to Alpine Development Code §3.01.110 defining the front yard on corner lots, finding that it is consistent with the General Plan, city code, and city policies. Brent Rummler seconded the motion. There were initially 2 yes votes, 2 no votes, and 1 excused. Mayor Carla Merrill cast the tie-breaking yes vote, and the motion passed.

**Yes**

Chrissy Hannemann  
Brent Rummler  
Mayor Carla Merrill

**No**

Kelli Law  
Jessica Smuin

**Excused**

Jason Thelin

**D. Resolution R2025-22: Creation of the Fire Station Citizen Advisory Committee**

Shane Sorensen said that the team for the Alpine Fire Station No. 202 Addition/Remodel Project has been assembled and is moving forward. The RFP has been issued and is receiving attention from a large group of contractors. The due date for proposals is October 2, 2025. Staff anticipate reviewing the proposals and presenting a recommendation for award to the City Council at the October 28<sup>th</sup> meeting.

Navigate, the consultant hired by the city to assist with the bidding, design, and construction process, has recommended that the city form an advisory committee to guide the project and address critical issues early in the process. The advisory committee would include a member of the City Council as well as some key Alpine residents. The committee would provide recommendations and input on the project to the City Council.

The council discussed the following:

- **Members** – The proposed committee is composed of stakeholders: Don Watkins (donating \$250,000 to the Community Center), James Brown (architect), Andy Spencer (neighbor, Main Street Committee member, and civil engineer), and Shane Sorensen from the staff. Chrissy Hannemann was proposed because she gave the most feedback. Other council members are welcome to attend but must inform the City Recorder so the required notice can be posted.
- **Purpose** – The committee was suggested because of the high cost of this project. City staff are very busy and we have people with great expertise in our community.

- Structure - City code does not include provisions for task forces or steering/ad hoc committees. An advisory committee can be dissolved when it is no longer needed.
- Decisions – The committee cannot make decisions themselves but will bring design suggestions and iterations of the plans to the City Council for approval.

**Motion:** Chrissy Hannemann moved to approve Resolution R2025-22 establishing the Alpine Fire Station Citizen Advisory Committee. Brent Rummmler seconded the motion. There were 3 yes votes, 1 no vote, and 1 excused, as recorded below. The motion passed.

<u><b>Yes</b></u>	<u><b>No</b></u>	<u><b>Excused</b></u>
Chrissy Hannemann	Kelli Law	Jason Thelin
Brent Rummmler		
Jessica Smuin		

**E. Resolution R2025-23: Appointment of Members to the Fire Station Citizen Advisory Committee**

Shane Sorensen explained that Resolution R2025-23 appointing members to the Alpine Fire Station Citizen Advisory Committee is subject to the resolution creating the committee first being approved. The following names have been proposed for appointment to the committee:

- Chrissy Hannemann (City Council)
- Don Watkins (Donor and former mayor)
- James Brown (Resident and architect with The Church of Jesus Christ of Latter-day Saints)
- Andy Spencer (Resident and civil engineer)
- Shane Sorensen (Staff)

The board is set up like other committees with respect to terms. The normal term for a member is three years, with the terms being staggered so there is continuity on the board. The initial terms will be one member through the end of 2026, two members with two-year terms, and two members with full three-year terms.

**Motion:** Chrissy Hannemann moved to approve Resolution R2025-23 appointing members Chrissy Hannemann, Don Watkins, James Brown, Andy Spencer, and Shane Sorensen to the Alpine Fire Station Citizen Advisory Committee as proposed. Brent Rummmler seconded the motion. There were 3 yes votes, 1 no vote, and 1 excused, as recorded below. The motion passed.

<u><b>Yes</b></u>	<u><b>No</b></u>	<u><b>Excused</b></u>
Chrissy Hannemann	Kelli Law	Jason Thelin
Brent Rummmler		
Jessica Smuin		

**F. Resolution R2025-24: Creation of the Mountainville Academy Traffic Citizens Advisory Committee**

Shane Sorensen said this item was added to the amended agenda yesterday. It has been proposed that we have a committee to deal with the traffic issues associated with Mountainville Academy (MVA), which has been a topic of discussion for many years. The city hired a traffic engineer several years ago to look at options. The result was a list of potential mitigation measures, none of which appeared to be a good solution.

Recently, MVA submitted a traffic study from Hales Engineering as part of their request to have a new building approved. The city hired consultants Fehr & Peers (a transportation planning and engineering firm), to review that study and provide feedback. Staff met with them last week and were very impressed. Fehr & Peers liked the staff proposal to install a temporary median with posts to study traffic response and the effect on the adjacent neighborhoods. There are a couple of product options that could be used for the median test. Staff will forward the review to the council soon, and the Main Street study is still progressing.

It is proposed that an MVA Traffic Citizen Advisory Committee be created to involve residents and stakeholders to explore possible solutions to the traffic problem on Main Street related to the school.

The council discussed the following:

Brent Rummler asked how this discussion could impact MVA's timeline for their new building.

Ryan Robinson said that part of the motion made by the Planning Commission was that they wanted MVA to submit solutions for the traffic problems. The PC also wanted to study the review by Fehr & Peers and the Main Street traffic plan. We have not received any additional submissions from MVA.

Chrissy Hannemann said that in working with Dan Jimenez (MVA's Alpine Liaison), and the Board of Trustees, she realized that there are several factors completely within the control of MVA that are impacting traffic, like staging and school start and end times. If the city installs a median, that will have a big impact on the traffic situation as well. We need to coordinate our efforts because changes need to be made, and we need to share information. Many of the MVA parents are not Alpine residents, so we have to rely on the school to communicate with them. We also need enforcement to make new solutions successful. Stakeholders, residents, and experts can come together to brainstorm solutions, which can then be brought to the City Council. Chrissy said she plans to move forward with this group even if the council does not vote to sponsor it.

Kelli Law said that by establishing this committee it seems like we are abdicating City Council responsibility.

Brent Rummler commented that last year he met with the school board, staff, and City Council members to discuss traffic and other issues with the city purchase of the 100 South property. The MVA board at that time considered the traffic to be the city's problem. The new board may be more amenable to working together, and Brent wondered if we could just meet without it being an official committee.

Shane Sorensen said that the first step in solving a problem is to admit that the problem exists. In past discussions with the school they did not think they had a problem and said that the traffic is just a result of growth. From the city's perspective, the lack of congestion in the summer months would suggest otherwise. Residents are complaining about the traffic on Main Street all the time. Perhaps we could start by meeting with the school to look at the traffic study and the engineering review.

Mayor Carla Merrill said that conversations are good, and some things have changed since the last meetings were held with MVA. There is new discovery that will be discussed in the closed meeting, and this could facilitate a more open dialogue. We have found that MVA is out of compliance with their bulk and massing, and she believes that the study may compel MVA to create a secondary egress. We still do not have all the information though.

The mayor understands that Chrissy Hannemann wants to get the dialogue started immediately, and agreed that having Jason Judd, City Engineer, involved in the discussions was important. Creating good relationships makes it easier to work together. The mayor also said that the school administration has communicated with the parents about traffic issues, but parents have chosen not to follow the recommendations. In general, people do what they want to do unless they are compelled. We need to find the optimal way to guide parents, so we get the best results.

Jessica Smuin said she originally liked the idea of a task force because it would help people work together for solutions and not be a group formally endorsed by the city in a resolution.

Chrissy Hannemann said that is what she originally wanted to do: to have residents, MVA administration, and someone from the police force and staff involved in the discussions. However, she learned that we do not have a provision for a task force in our code.

Mayor Carla Merrill said that if staff are involved, it implies that the group is supported by the city. Why would we not want a committee to work on this?

Chrissy said we need support from the staff and the police department, but all stakeholders should be equally weighted, because they control different aspects. A city-approved committee would put the city in charge.

Brent Rummler said he is not opposed to getting together to seek solutions. Last year we had a meeting without it being a committee. Staff were there, and we talked about ordinances, requirements, and the adjacent properties, but nothing came to fruition after two months of labor. Now there is a new board at MVA, and they want to build a STEM building, so they are more motivated to work with the city. Brent suggested we could try having meetings first without forming a committee.

Chrissy Hannemann said she is okay if we do not form an official committee.

Kelli Law said that as a council member, Chrissy represents the citizens of Alpine, who pay for staff and the public safety personnel, so she could ask them to join in the discussions.

Chrissy Hannemann said that she does not want it to seem like the city is spearheading the effort, but she and Dan Jimenez do not have the expertise to deal with all of the issues themselves. Chrissy did not intend for this to become such a big deal

Kelli Law said that we have a process that involves the Planning Commission, the City Council, public safety personnel, and city staff. This is one of the top long-term issues in the city, so we need to address it. Cooperation with the school is great, but he does not want to see a member of the school board driving the decisions. We have tried dealing with the school for a long time and have not found a solution, so we must find ways to mitigate the traffic for our citizens

Chrissy Hannemann watched the Planning Commission meeting where they spoke about the proposed new MVA building. The PC was direct in stating that until some effort is made on the parking issues it is not appropriate to ask for exceptions. Because MVA wants a new building, there is a change in their motivation. Now both parties want something.

Kelli Law (who is finishing his term on the City Council in December), encouraged all current and future council members to say no to any exceptions for MVA. The traffic problem needs to be addressed first.

Brent Rummler said we need to receive the information from the engineers, understand the bulk and massing requirements, as well as the parking issues, and then meet with MVA to discuss the goals of both parties. Brent would like to participate in this effort.

**Motion:** Brent Rummler moved to deny Resolution R2025-24 establishing a Mountainville Academy Traffic Citizens Advisory Committee because the city does not yet have all the information related to the proposed STEM building and its effects, and ideally the city would meet with the school board directly instead of forming a committee. Kelli Law seconded the motion. There were 4 yes votes, 0 no votes, and 1 excused, as recorded below. The motion passed unanimously.

**Yes**

Chrissy Hannemann  
Kelli Law  
Brent Rummler  
Jessica Smuin

**No**

**Excused**

Jason Thelin

**G. Resolution R2025-25: Appointment of Members to the Mountainville Academy Traffic Citizens Advisory Committee**

Resolution R2025-25 appointing members to the Alpine Fire Station Citizen Advisory Committee is subject to the resolution creating the committee first being approved. The following have been proposed for appointment to the board:

- Carla Merrill (Mayor)
- Chrissy Hannemann (City Council)
- Dan Jimenez (MVA board member)
- Janese Vance (MVA principal)
- Kari Barney (Resident)
- Kent Hanson (Resident)
- Tawny Bybee (Resident)
- Jason Judd (Staff)

The board is set up like other committees with respect to terms. The normal term for a member is three years, with the terms being staggered so there is continuity on the board. The initial terms will be two members serving through the end of 2026, two members with two-year terms, and three members with full three-year terms.

**Motion:** Kelli Law moved to deny Resolution R2025-25 appointing members to the Mountainville Academy Traffic Citizens Advisory Committee because the committee was not approved in this meeting. Chrissy Hannemann seconded the motion. There were 4 yes votes, 0 no votes, and 1 excused, as recorded below. The motion passed unanimously.

**Yes**

Chrissy Hannemann  
Kelli Law  
Brent Rummler  
Jessica Smuin

**No**

**Excused**

Jason Thelin

**VI. STAFF REPORTS**

Ryan Robinson said he has received the draft of the Main Street Master Plan and asked the committee members to let him know when they would like to meet next week. They will go over the plan and prepare suggestions to bring to the City Council.

Ryan reported that the Mountainland Association of Governments is offering a Technical Advisory Grant (TAG) which is designed specifically for planning and zoning. The initial application is due on Friday, and we need to submit an idea for our proposed project. Ryan suggested updates to the city codes, many of which are dated 2019 or earlier. We would like to incorporate best practices and compliance with State codes.

Shane Sorensen gave a project update and said we will begin seeking bids for the Canyon Crest Road P.I. project soon. The paving project has gone well and should be completed tomorrow. Our public works staff have worked long hours to finish it. The sealcoat project is complete, and the Fairview Circle storm drain is 95 percent finished.

Kelli Law commented that 600 North (Hog Hollow) was resurfaced recently, and the contractor dumped metal manhole rings by the city's well building.

Shane explained that the company was planning to throw the rings away, but the city can use them in the future. The public works staff will store them.

Drinking fountain installation, the roundabout sign, and the Burgess pavilion are close to completion. Park benches should arrive soon. Shane asked council members to submit suggestions for bench locations to him by Thursday, September 25.

Shane also asked which council members would be available for a mid-day meeting on October 15 (during fall break). Bids need to be awarded to keep our projects moving forward. Chrissy Hannemann, Brent Rummler and Kelli Law said they would be available.

Shane said he has received questions about the process to cancel a City Council meeting. He researched the matter, and we do not have an ordinance regarding this and there is nothing required in the State code. Some cities have established their own provisions. If council members would like to propose a policy, they can let him know.

## **VII. COUNCIL COMMUNICATION**

Kelli Law expressed his sorrow at the recent assassination in Utah and the response of some citizens who celebrated the tragedy. He feels that society has adopted the philosophy that to be compassionate for one group you must hate another, which is never the right approach.

Chrissy Hannemann said the kick-off gathering at Lone Peak High School for the Day of Service was very meaningful. This event is a great way to take a tragedy that happened in our country and turn it into a positive experience. Chrissy helped trim suckers on the trees at Peterson Park and said it was great to see so many children and teens involved. She expressed gratitude to our first responders and those who organized and supported the event.

Chrissy also mentioned the Utah League of Cities & Towns conference. There will be a water study class available, as well as one dealing with Accessory Dwelling Units (ADUs) and the potential changes in state law. She encouraged council members to attend.

**Motion:** Chrissy Hannemann moved to end the public meeting and go into a closed meeting in the Conference Room at City Hall to discuss litigation and property acquisition and disposition, and that at the end of the closed meeting the City Council meeting would be adjourned. Kelly Law seconded the motion. There were 4 yes votes, 0 no votes, and 1 excused, as recorded below. The motion passed unanimously.

### **Yes**

Chrissy Hannemann  
Kelli Law  
Brent Rummler  
Jessica Smuin

### **No**

### **Excused**

Jason Thelin

The public meeting ended at 8:40 pm.

## **VIII. CLOSED MEETING:** Discuss litigation, property acquisition, or the professional character, conduct, or competence of personnel

The closed meeting began at 8:47 pm and adjourned at 9:50 pm.