

The following are the approved minutes of the Centerfield City Council meeting held October 15, 2025 in the Centerfield City Hall. Those in attendance; Mayor Travis Leatherwood, Ryan Stewart, Jon Hansen, Jonah Christensen, and Bart Hammond. Absent Brittney Fisher.

Other employees in attendance: Stewart Jensen & Lacey Belnap

Meeting is being conducted by Mayor Travis Leatherwood

Meeting opened at 7:00 PM.

1- Roll Call

2- Pledge of Allegiance - Councilman Stewart

3- Invocation - Councilman Hansen

Minutes of October 1, 2025

Councilman Christensen moved to approve the minutes from October 1, 2025. Seconded by Councilman Hammond. Carries 4-0.

Kinsey Hansen- Gunnison Valley High School- Santa Fun Run Donation

Kinsey Hansen is in attendance to see if the city would be willing to donate \$50 to be a sponsor for the Santa Fun run.

Councilman Hansen made a motion to donate \$50 to be a sponsor for the Santa Fun Run. Seconded by Councilman Stewart. Carries 4-0.

White's Sanitation- Contract Renewal

Max White is in attendance to request a contract renewal. The current contract expires December 31, 2025. White's Sanitation appreciates the support they receive from the city. Asking for a small price increase to offset the cost of fuel and inflation. The base rate was previously \$10.50, White's need to raise it to \$13.

Councilman Christensen made a motion to renew the contract with White's Sanitation with the increase of the base rate going up by \$2.50 per household on the first can. Seconded by Councilman Stewart. Carries 4-0.

Ryan Smith- Tree Lighting Activity

Ryan Smith is in attendance to give a report and ask for guidance. The date was decided on Friday, December 5 for the tree lighting activity. The night will start with tree lighting at 6 PM with Santa Claus at 7 PM. Ryan asked for additional funding for more lights, stuff for ornaments, Santa, hot chocolate and cookies. The budget is roughly \$650.

Councilman Stewart made a motion to approve up to \$650 for the Christmas Tree Lighting Activity for December 5, 2025. Seconded by Councilman Hansen. Carries 4-0.

PUBLIC HEARING- RAP Tax Reauthorization

This public hearing is being held to discuss the upcoming RAP tax proposition on the November ballot and to inform the public about the city's current RAP tax standing.

Mayor Leatherwood provided background information regarding the RAP (Recreation, Arts, and Parks) Tax. The RAP tax was originally approved by voters in 2012 and remained in effect for ten years. The tax requires reauthorization by voters to continue beyond that period.

City staff were contacted by the Utah State Tax Commission in 2023 for guidance on how to properly reauthorize the tax and followed the instructions provided to the best of their understanding. However, it was recently discovered that the reauthorization process was not completed correctly according to state requirements.

Despite the procedural error, the Utah State Tax Commission did not notify the City directly of any noncompliance. Neighboring cities of Gunnison and Mayfield, who participate in the same program, did receive such notices in July of 2025.

City Recorder Lacey Belnap made several attempts to contact the Tax Commission to clarify the situation. After multiple unsuccessful attempts, contact was made, and staff were informed that the City's process "sounded correct." The City continued as directed at that time.

As a result, RAP tax funds were collected from 2023 to the present that technically should not have been under state law. However, all funds were used solely for their intended purpose, to support recreation programs and facilities, and no funds were used outside of those bounds.

Residents were informed that, under state law, they may request a refund of RAP tax collected in error through the Utah State Tax Commission. Refunds require proof of purchase receipts from 2023 onward, with the refund amount equating to approximately one cent per \$10 spent.

The Mayor emphasized that the RAP tax provides significant benefit to the community, funding recreation and youth programs that help keep participation costs low. It was also noted that an estimated 60% of RAP tax revenue comes from non-residents who make purchases while traveling through the area.

Councilman Christensen made a motion to open a public hearing for the rap tax reauthorization. Seconded by Councilman Stewart. Carries 4-0. Time is 7:36 PM Yay- Councilman Christensen, Councilman Stewart, Councilman Hansen & Councilman Hammond.

Cade Penny, resident of Richfield, expressed support for reauthorizing the RAP tax. He shared that he had heard presentations from nearby cities and noted the positive impact and benefits of

the tax on youth and recreation programs. He encouraged the City to move forward with reauthorization.

The Mayor and Council thanked Mr. Penny for his comments and agreed that the tax has been highly beneficial to local youth programs, helping keep participation costs low.

Councilman Christensen made a motion to close the public hearing for the rap tax reauthorization. Seconded by Councilman Stewart. Carries 4-0. Yay- Councilman Christensen, Councilman Stewart, Councilman Hansen & Councilman Hammond. Time is 7:39 PM.

Ethan Hallows- Building Permit- Shop

Ethan Hallows is in attendance to get a building permit for a shop in the back of his property located at 15 North 270 East. Setbacks are 15' on the side 20' on the back of the property line..

Councilman Christensen made a motion to approve a building permit for Ethan Hallows for a shop at 15 North 270 East. Seconded by Councilman Hammond. Carries 4-0.

Gordon Andersen- Building Permit- House

Gordon Andersen is in attendance for a building permit for a house at 170 north 100 west. Irrigation certificate has been turned in to the city. Previously built the same house in Gunnison City, everything passed well with Gunnison and Sanpete County.

Councilman Christensen made a motion to approve a building permit for a house at 170 north 100 west for Gordon Andersen. Seconded by Councilman Stewart. Carries 4-0.

Courtney Lund- Building Permit- Car Wash

Courtney Lund is in attendance for a building permit for a car wash to be located at 590 North Main. Looking at building a two bay automatic option for a soft touch or touchless wash. Enter on 600 north main and either exit on main street or exit back on the east for vacuums in the back. Plans on also having a dog wash. Currently Courtney owns a rental house there and plans to tear it down to do the car wash.

P&Z had a discussion about either holding a letter of credit or holding the irrigation shares until a xeriscape ordinance is passed.

Councilman Christensen made a motion to grant Courtney Lund a variance to release Courtney from turning in a share of irrigation water. Motion dies for lack of a second.

Councilman Hammond commented that the city has set a precedence and would like to see a letter of credit.

Councilman Hansen made a motion to grant Courtney Lund a building permit for a carwash at 590 North Main with a signed contract drawn up by the city attorney Kevin Daniels, allowing Centerfield City to hold 2 shares of irrigation water. Seconded by Councilman Stewart. Carries 4-0.

Kevin will draw up a contract agreement with the city and Courtney Lund.

Cade Penney- R6 Updates

Cade Penney from R6 is in attendance to discuss a few things. Cade mentioned that Mayor Leatherwood and Jonah attended a CDBG (Community Development Block Grant) workshop the previous day. Cade noted that he had also emailed City Recorder Lacey Belnap regarding the Low- to Moderate-Income (LMI) survey and how that process works. Cade emphasized the importance of transparency about the program and shared the following updates: Due to the current federal government shutdown, projects awarded last year have not yet been contracted or funded. As a result, any new CDBG applications submitted now will likely experience a 15–18 month timeline from application closure (in January) to funding. Cade advised that if the City is pursuing a project requiring immediate funding, the CDBG program may not be the right fit at this time. Despite the delay, the program remains valuable for long-term planning and infrastructure improvements.

Cade also informed the Council of other potential funding options:

TPA Planning Grant. The TPA program (open through the end of the year) offers funding for planning projects, such as stormwater or drainage system studies.

Cade suggested working with an engineering firm (such as Sunrise Engineering or Jones & DeMille) to prepare and submit an application.

The grant typically requires only a small local match, particularly for projects under \$50,000.

Contact persons mentioned: Devin or Garrett at Jones & DeMille Engineering. Cade offered to assist or collaborate with engineering partners as needed.

Weatherization Program- The Six County Association of Governments (AOG) currently administers a Weatherization Assistance Program to help qualifying residents improve home energy efficiency. Residents in need can contact Kimberly at Six County AOG, who will connect them to the Program Manager, Kurt Dowley. Cade encouraged sharing this information with residents who may benefit from the program.

Jennifer Willson- Development Agreement discussion

City Attorney Kevin Daniels presented the draft Utility and Annexation Agreement between Feisty LLC (Willson property) and Centerfield City. He recommended beginning the review with the main points of the proposed agreement to confirm council direction before finalizing the document for attorney review.

Kevin explained that the agreement outlines conditions for utility connection, annexation timing, water dedication, and related infrastructure responsibilities.

1. Connection to City Culinary Water and Sewer

Feisty LLC requested permission to connect six (6) one-acre buildable lots to the city's culinary water and sewer systems. Kevin clarified that these lots are located on the north side of 200 North, within the Willson property. The council discussed the alignment of utilities and potential tie-in points, confirming there were no objections to connecting six lots once requirements are met. Council Consensus: Approved the concept of allowing six one-acre lots to connect to city utilities, subject to compliance with all city standards and ordinances.

2. Water Shares and Dedication

Kevin reviewed that the Willsons will deed 6.11 acre-feet of water to the city as part of the agreement and will cooperate with any state paperwork needed for Division of Water Rights approval. Council Consensus: Accepted; consistent with city policy requiring water dedication for new connections.

3. City Supervision and Inspection of Utility Connections

The agreement specifies that the city will supervise and approve the utility connections prior to backfilling and activation. A councilmember asked for clarification on "supervise," and Kevin confirmed this means city inspection before lines are buried. The council requested that this clarification be explicitly stated in the agreement. Council Consensus: Include clear language requiring city inspection and approval prior to covering or activating connections.

4. Payment of Impact Fees

Impact fees will be paid at the time of vertical building permits (when home construction begins). Kevin explained that "vertical" means the point at which the structure begins above ground level. The council supported this timing for fee collection. Council Consensus: Approved. Impact fees are to be collected when vertical building permits are issued.

5. Annexation Conditions and Timing

Kevin outlined that annexation into the city will occur only after all required infrastructure has been installed, inspected, and approved. The mayor emphasized that the city should not assume responsibility for incomplete improvements. A councilmember asked who maintains the infrastructure during construction. Kevin confirmed that the developer will maintain all

improvements until accepted by the city. Council Consensus: Annexation to occur only after city inspection and completion of improvements. Developer responsible for maintenance until final acceptance.

6. Costs and Fees

Kevin clarified that Feisty LLC will bear all costs associated with engineering, inspection, connection, and administration related to the development. Council Consensus: Developer responsible for all costs related to construction, inspection, and administrative processing.

7. Legal Review and Next Steps

Kevin stated that after incorporating all revisions discussed tonight, the updated draft will be sent to City Attorney Kevin Daniels for legal review.

Mayor's Direction: Include all discussed revisions in the updated agreement. Ensure the document references applicable city ordinances governing water and sewer connections. Prepare signature lines for both the city and Feisty LLC. Council Consensus: Attorney review required prior to council consideration and approval at a future meeting.

Summary of Agreed Terms

1. Six one-acre lots approved for utility connection, pending compliance.
2. 6.11 acre-feet of water to be deeded to the city prior to connection.
3. City inspection required before backfill and activation of utilities.
4. Impact fees due at the time of vertical building permits.
5. Developer responsible for construction and maintenance until city acceptance.
6. Annexation to occur only after infrastructure completion and city approval.
7. Standard city easements and perpetual maintenance access to be included.
8. Developer bears all infrastructure, inspection, and administrative costs.

Mayor's Closing Remarks:

The mayor thanked Kevin and staff for their diligence in reviewing the agreement and reiterated the city's commitment to ensuring that all annexations and developments proceed with proper infrastructure, fairness to residents, and adherence to city standards.

- Willsons would like permission to connect to the City's culinary water and sewer for 6 buildable 1 acre lots- 2 lots on 200 north and will
- Willsons would deed to City 6.111 acre feet of water and cooperate with City on paperwork needed by the State of Utah to receive the appropriate approvals City needs from the State.
- Willsons may stub into the services once water is deeded to the City. Centerfield City to supervise and approve the connection of utilities. (inspect)
- Willsons would pay impact fees at the time vertical building permits are pulled and construction begins. (not paying impact fee until going vertical because utilities won't be used until then)
- Willsons (its successors and assigns) agree to work with City in good faith to annex into the City.
- Willsons shall ensure that 2 shares of irrigation water are attached to each buildable lot (12 shares in total), either by deeding water to each lot or filing a deed restriction.
- Each lot will have a minimum of 8 ft utility easements on all sides. City shall be permitted to use these easements if needed to pass water and sewer through Willson's property. Any language City requires will be included in these setback easements.

On the actual agreement Kevin suggested taking of the annexation agreement section in the title. Annexation will be mentioned later on

Kevin will have the agreement sent out by October 21 for the Willson's and the city to agree upon.

Kevin Daniels- Updates & Contract Renewal

Kevin has been dealing with a lot of dog issues. Kirk Hansen court date is set for November 18. Talked about doing an irrigation board, and an irrigation ordinance, one vote per share, etc.

Councilman Stewart made a motion to renew the contract with city attorney Kevin Daniels at the same rate as previous. Seconded by Councilman Hansen. Carries 4-0.

Gunnison Valley Fire Department Report- Chief Jed Hansen

Chief Hansen was not in attendance.

Mai Stitt- Utility Account Proposal

Mai Stitt was not in attendance

Unfinished Business/Report of Council Members

Jon Hansen-

Councilman Hansen commented on getting a work meeting scheduled with the P&Z board to discuss the xeriscape ordinance. Looking at October 30 at 5:30 PM.

Jonah Christensen-

Councilman Christensen commented the readers are available to put on the irrigation meters and can start collecting data.

Ryan Stewart-

Councilman Stewart commented the bathrooms at the park look really good.

Councilman Hansen made a motion to adjourn the meeting. Seconded by Councilman Christensen. Carries 4-0. Meeting adjourned at 9:40 PM.

Lacey Belnap Lacey Belnap, City Recorder
Travis Leatherwood Travis Leatherwood, Mayor
November 12, 2025 Approval Date