

NO FORMAL ACTIONS ARE TAKEN IN A WORK SESSION

5:30 P.M. - WORK MEETING - MULTI-PURPOSE ROOM

CALL TO ORDER

COUNCIL BUSINESS

1. Calendar

- Dec 25 - Christmas Holiday Observed (Thursday, Civic Center Closed)
- Jan 01 - New Year's Holiday Observed (Thursday, Civic Center Closed)
- Jan 06 - Swearing in of Mayor and Council Members 6:30 p.m.
- Jan 06 - Regular Meeting 7:00 p.m.

2. REVIEW OF THE 7:00 P.M. REGULAR COUNCIL MEETING AGENDA ITEMS

- a) Invocation - Councilmember Millsap
- b) Pledge of Allegiance - Councilmember Jensen
- c) Consent Agenda
- 3. Approval of the minutes for the November 18, 2025, work meeting, election canvass, and regular meeting.
- 4. Approval of adopting the Springville City FY 2025 Financial Statements and Independent Auditor's Report - Bruce Riddle, Assistant City

3. WORK MEETING DISCUSSIONS/PRESENTATIONS

- a) Legislative Briefing from David Stewart
- b) Presentation of the Springville City Audit Report - Bruce Riddle, Assistant City Administrator/Finance Director
- c) Memory Wall Discussion - Stacey Child, Parks and Recreation Director
- d) Historical Society Discussion - Patrick Monney, Director of Administration
- e) Property Holdings Update - Scott Sensenbaugher - Internal Services Director
- f) Museum Campus Update - Emily Larsen, Museum of Art Director

MAYOR, COUNCIL, AND ADMINISTRATIVE REPORTS

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.

7:00 P.M. COUNCIL MEETING - CITY COUNCIL ROOM

CALL TO OR
INVOCATION
PLEDGE
APPROVAL OF THE MEETING'S AGENDA
MAYOR'S COMMENTS

CEREMONIAL AGENDA

1. Recognition of outgoing Councilmember Craig Jensen
2. Mayor Awards - Jessica Maxwell, Community Health and Wellness Resource Coordinator

PUBLIC COMMENT - Audience members may bring any item, not on the agenda, to the Mayor and Council's attention. Please complete and submit a "Request to Speak" form. Comments will be limited to two or three minutes, at the mayor's discretion. State Law prohibits the Council from acting on items that do not appear on the agenda.

CONSENT AGENDA - The Consent Agenda consists of items previously discussed or that are administrative actions where no additional discussion is needed. When approved, the recommendations in the staff reports become the action of the Council. The agenda provides an opportunity for public comment. If, after the public comment, the Council removes an item from the consent agenda for discussion, the item will keep its agenda number. It will be added to the regular agenda for discussion unless otherwise specified by the Council.

3. Approval of the minutes for the November 18, 2025, work meeting, election canvass, and regular meeting.
4. Approval of adopting the Springville City FY 2025 Financial Statements and Independent Auditor's Report - Bruce Riddle, Assistant City Administrator/Finance Director

PRESENTATIONS

5. Traffic Violations and Nuisance Code - High School Interns
6. Discussion regarding an amendment to City Code regarding chickens - Lance Haight, Public Safety Director

REGULAR AGENDA

7. Consideration of a Resolution approving the acceptance of property for a recreational trail north of the current SUVPS Station along Dry Creek and approval of an access easement to SUVPS from the City - Stacey Child, Parks and Recreation Director
8. Consideration of a Resolution approving an irrigation easement on city property near the new Springville High School - John Penrod, Assistant City Administrator/City Attorney

MAYOR, COUNCIL, AND ADMINISTRATIVE REPORTS

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.

CERTIFICATE OF POSTING - THIS AGENDA IS SUBJECT TO CHANGE WITH A MINIMUM OF 24-HOURS NOTICE - POSTED 12/12/2025

In compliance with the Americans with Disabilities Act, the city will make reasonable accommodations to ensure accessibility to this meeting. If you need special assistance to participate in this meeting, please get in touch with the City Recorder at (801) 489-2700 at least three business days prior to the meeting.

Meetings of the Springville City Council may be conducted by electronic means pursuant to Utah Code Annotated Section 52-4-207. In such circumstances, contact will be established and maintained by telephone or other electronic means, and the meeting will be conducted pursuant to Springville City Municipal Code 2-4-102(4) regarding electronic meetings.

s/s - Kim Crane, MMC, City Recorder



MINUTES
Springville City Council Work/Study Meeting - November 18, 2025

MINUTES OF THE WORK/STUDY MEETING OF THE SPRINGVILLE CITY COUNCIL HELD ON
TUESDAY, NOVEMBER 18, 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 Excused
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, 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, Engineer Tana Uyema, Facilities Superintendent Gavin Whiting, and City Engineer Chris Wilson

CALL TO ORDER - Mayor Packard welcomed everyone and called the Work/Study meeting to order at 5:30 p.m.

COUNCIL BUSINESS

1. Calendar

- Nov 27-28 - Thanksgiving Holiday Observed, City Offices Closed (Thursday and Friday)
- Dec 02 - Work Study Meeting 5:30, Regular Meeting 7:00 p.m.

Mayor Packard asked if there was any discussion about the upcoming calendar.

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

- a) Invocation - Councilmember Snelson
 - b) Pledge of Allegiance - Councilmember Smith
 - c) Consent Agenda
2. Approval of the minutes for the November 04, 2025, work and regular meetings.
 3. Approval of a Resolution and renewal of the Juro software agreement - Scott Sensanbaugher, Internal Services Director

Mayor Packard asked if there was any discussion on the consent agenda. There was none.

3. WORK MEETING DISCUSSIONS/PRESENTATIONS

a) Shooting Range Update - Scott Sensanbaugher, Internal Services Director

Scott Sensanbaugher reported on the lead contamination issue in the Senior Center basement, which contains a former shooting range. He explained that Utah Trust, the City's insurer, had expressed concerns about inadequate barriers and hazardous exposure to lead and noise. The Trust recommended that any refurbishment follow NIOSH standards, noting that OSHA, EPA, and HUD guidelines were unclear for this situation. He stated that the Trust referenced a standard of 200 micrograms per square foot.

Sensanbaugher reviewed work conducted between April and August 2024, during which staff coordinated with contractors on possible retrofits to the range. In August, the focus shifted to environmental cleanup. He reported that contractors had been unable to give firm cost estimates, with possible cleanup costs reaching into the hundreds of thousands of dollars. An RFP resulted in no responses, and contractors contacted directly cited uncertainty and the need for additional testing.

He stated that a consultant reviewed upstairs testing results, confirming the upstairs area was safe based on assessments by risk management and insurance. The downstairs, however, was highly contaminated. Cleanup estimates for the basement were approaching \$1 million. Sensanbaugher recommended replacing the upstairs HVAC system to eliminate any risk of contamination and noted that the current budget allowed staff to cover and limit access to the basement to facilities personnel only. He added that staff had submitted a pre-application for a Community Development Block Grant, though the funding would not cover the full cost.

Councilmember Smith asked whether the ducts could be cleaned instead of replaced. Sensanbaugher responded that the HVAC system was due for replacement, and doing so would remove any remaining chance of contamination.

Sensanbaugher stated that staff had proposed pursuing a Community Development Block Grant and had already submitted a pre-application. He noted that the grant would not cover the full cost of cleanup.

Councilmember Snelson stated that it appeared the City could not proceed with any use of the basement without first cleaning it.

Councilmember Jensen asked whether the basement needed to be cleaned if it remained inaccessible.

Councilmember Wright asked whether the City could be certain there was no risk to individuals upstairs. Sensanbaugher responded that multiple areas upstairs had been tested and confirmed safe, and that sealing the HVAC would further reduce risk.

Mayor Packard opened the item for public comment.

A member of the public, Robert, commented that seniors had long been exposed to lead from older infrastructure and described his own history of being tested for lead. He expressed concern that, without a functioning range, youth programs would lack a place to shoot, noting that he was not aware of an alternative range in Utah County. He referenced prior use of the Garth Killpack range and explained that the community had traded that space with Springville Police to allow use of the Senior Center facility.

Councilmember Wright stated that the City would ultimately be responsible for cleaning the basement and reiterated concern for those who occupied the upstairs area.

Councilmember Jensen suggested sealing the basement and following the recommendations provided by the insurance representatives. He noted the importance of the range to the community, particularly for Hunter Safety training, and stated that the City should consider either replacing the facility or finding a way to lessen the impact of its loss.

Councilmember Snelson stated that the basement needed to be cleaned and that the City must explore funding options for cleanup and determine whether the space could continue to function as a

range. He suggested a potential partnership structure similar to the Art Museum's relationship with the Art Association, in which the City owns the property but collaborates with community members or shooting-range users to support operations and funding. He emphasized the need to continue discussing options for maintaining a shooting-range amenity either at the Senior Center or elsewhere in the community.

Councilmember Smith stated that he would hate to see the shooting range discontinued. He emphasized the need for more youth programs and noted that if this were the only facility of its kind in Utah County, the community would need a replacement sooner rather than later.

Mayor Packard stated that the City should look for grant opportunities to support the cleanup effort. He asked the council to consider whether a youth shooting program should be incorporated if the facility were cleaned and restored.

Councilmember Snelson stated that the community could be a valuable resource for developing funding ideas.

Councilmember Smith added that the City would need program data, including how many youth had participated in the shooting program, to help explain the program's value to the community.

Mayor Packard invited individuals to attend the 7:00 p.m. meeting if they wished to offer additional public comment.

b) 1600 South Betterment Discussion - Chris Wilson, City Engineer

City Engineer Chris Wilson reported on the criteria for the 1600 South corridor, noting that a form-based code would be developed later and that no specific standards had been established yet. He stated that preliminary guidance suggested elements such as trees, benches, trash cans, landscaping, and lighting.

Wilson reviewed the planned widening of SR-51, with completion anticipated by December 31, 2026. He explained that betterment utilities had been identified in the master plan and that a moratorium would be placed on cutting into the asphalt once the project was finished. Staff was working to complete needed preparations ahead of the moratorium and had requested that UDOT refrain from installing concrete in the medians to allow for future landscaping.

Wilson stated that the agreement with UDOT indicated that the City's funding would not be due until July 2026. He reported that staff had reviewed potential betterments and evaluated options for landscaping versus art elements. Stacey noted that maintaining trees in the median would be difficult, and staff were researching a range of landscaping options that balanced art and plant materials. Future discussion would be held on which park strips the City would be responsible for maintaining.

Wilson added that discussions were underway regarding street lighting, decorative elements, and associated costs. Troy explained that UDOT typically coordinates with landowners during these types of projects.

Mayor Packard asked staff to return with lighting recommendations, including cost estimates.

MAYOR, COUNCIL, AND ADMINISTRATIVE REPORTS

Mayor Packard asked if there was any further discussion.

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 6:48 p.m. Councilmember Wright seconded the motion. Vote Yes: Councilmember Jensen, Councilmember Millsap EXCUSED, Councilmember Smith, Councilmember Snelson, and Councilmember Wright. The motion **Passed Unanimously, 4-0 with 1 absent**

This document constitutes the official minutes for the Springville City Council Work/Study Meeting held on Tuesday, November 18, 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, November 18, 2025.

DATE APPROVED: _____

Kim Crane
City Recorder



MINUTES
Springville City Board of Canvassers - November 18, 2025

MINUTES OF THE REGULAR MEETING OF THE SPRINGVILLE CITY BOARD OF CANVASSERS
HELD ON TUESDAY, NOVEMBER 18, 2025, AT 6:45 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 Excused
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, 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, and Public Works Director Brad Stapley

CALL TO ORDER

Mayor Packard called the meeting to order at 6:49 p.m.

REGULAR AGENDA

1. **Consideration of a Resolution approving and certifying the Board of Canvassers Official Report of the November 04, 2025, Municipal General Election for Springville City, Utah - Kim Crane, City Recorder**

Recorder Crane reported on the official canvass for the November 04, 2025, Municipal General Election. According to the results, candidates duly elected by the residents of Springville City to serve as Mayor with a term of four years from 2026 to 2030 was for Matt Packard, and for two City Council seats with terms of four years from 2026 to 2030 was for Michael Snelson and Karen Ellingson.

Motion: Councilmember Wright moved to approve Resolution #2025-38 approving and certifying the Board of Canvassers Official Report of the November 04, 2025, Municipal General Election for Springville City, Utah. Councilmember Jensen seconded the motion. Roll Call Vote: Voting Yes: Councilmember Jensen, Councilmember Millsap EXCUSED, Councilmember Smith, Councilmember Snelson, and Councilmember Wright. The motion Passed unanimously, 4-0 with 1 absent. Resolution #2025-38 Approved

ADJOURNMENT

Motion: Councilmember Snelson moved to adjourn the meeting at 6:55 p.m. Councilmember Jensen seconded the motion. Voting Yes: Councilmember Jensen, Councilmember Millsap EXCUSED, Councilmember Smith, Councilmember Snelson, and Councilmember Wright. The motion Passed Unanimously, 4-0 with 1 absent.

This document constitutes the official minutes for the Springville City Council Regular Meeting held on Tuesday, November 18, 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, November 18, 2025.

DATE APPROVED: _____

Kim Crane
City Recorder

MINUTES OF THE REGULAR MEETING OF THE SPRINGVILLE CITY COUNCIL HELD ON TUESDAY,
NOVEMBER 18, 2025, AT 7:00 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 Excused
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, 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, and Public Works Director Brad Stapley

CALL TO ORDER

Mayor Packard called the meeting to order at 7:01 p.m.

INVOCATION AND PLEDGE

Councilmember Snelson offered the invocation, and Councilmember Smith led the Pledge of Allegiance.

APPROVAL OF THE MEETING'S AGENDA

Motion: Councilmember Snelson moved to approve the agenda as written. **Councilmember Wright seconded** the motion. **Voting Yes:** Councilmember Jensen, Councilmember Millsap EXCUSED, Councilmember Smith, Councilmember Snelson, and Councilmember Wright. The motion **Passed Unanimously, 4-0 with 1 absent.**

MAYORS COMMENTS

Mayor Packard welcomed the Council, staff, and those in attendance.

CEREMONIAL AGENDA

1. Recognition of the Springville High School Cross-Country Team State Championship

Attorney John Penrod introduced and congratulated the Springville High School Girls 2025 State Championship Cross Country Team. He recognized this as Springville's 6th championship over the last eight years. He awarded the team the Art City Spirit Award, explaining that it represents talent, dedication, and influence, and was inspired by Springville Artist John Hafen's Mountain Stream painting and the works of Cyrus Dallin.

John presented coach Valerie Bodily. She introduced the team. Anna Kent, Mya Boyer, Chloe Boyer, Maryanna Taylor, Sienna Francom, Hope Cooper, Ella Young, Lena Love, and Adrian Stonier.

2. CERT Graduate Recognition - Lance Haight, Public Safety Director

Chief Haight presented the graduates of the recent CERT (Community Emergency Response Team) program.

Micah Richards, Rod Hjelm, Jordyn Hjelm, Chad Barraclough, Kevin Anthony, Daniel Bowers, and Kristie Bowers. A special recognition was given to Martin Palmer, who has been involved with CERT for over twenty years and recertified during this last session.

PUBLIC COMMENT

Mayor Packard introduced the Public Comment section of the agenda and inquired if there were any written requests to speak.

Shane Nielson introduced himself as the shooting coach for the Springville Jr. Rifle Club for 10 years. Where they have achieved state championships. He wanted to express the sadness of having the shooting range at the senior building being closed. He expressed that there have been national champions, Olympic champions, and those who have earned scholarships for college participating at the facility. He suggested an option of portable targets for air rifles with canvas backing. The facility would need 14 lanes. He wrote an article out of frustration with the city for not knowing what was going on. Over hundreds of thousands of kids and adults have used the facility.

Josh Sensinger stated he was not a resident and has been involved with the outdoor and indoor range. His children have participated in the program. He questioned the numbers for lead acceptability, whether it is continuous occupancy, limited time, or weighted time average. He has experience in running a range and proper exposure levels.

Kempton Nord stated he has been involved with shooting for about 5 years and participated in the Jr. Olympics in 2024. Because of losing access to the range, the numbers have decreased and affected participation. Colleges are actively recruiting skilled shooters. Bring back a place where youth can safely train and compete.

Connie Hansen expressed that the kids have worked so hard. Olympic gold medalists have trained at the Springville facility and for the Jr. Olympics. Many special things are happening, and she is hopeful a solution will be found.

Mayor Packard expressed that maybe something can happen simultaneously. He asked Parks and Recreation Director Stacey Child to help formulate a conversation with those at the meeting to look at possible locations.

Lincoln Hubbard reported on the Spanish Fork Hospital with Intermountain Health. He highlighted the 2024 numbers of emergency visits and births, recognizing it as a high-performance facility. Recent accomplishments with new software. Community involvement with the Chamber of Commerce. He stated the Emergency Room is running 45% above capacity they will be breaking ground for an expansion early next year.

CONSENT AGENDA

3. Approval of the minutes for the November 04, 2025, work and regular meetings.

4. Approval of a Resolution and renewal of the Juro software agreement - Scott Sensanbaugher, Internal Services Director

Mayor Packard asked for a discussion or a motion on the consent agenda.

90 **Motion: Councilmember Jensen moved to approve the consent as written. Councilmember Wright**
91 **seconded** the motion. **Roll Call Vote: Voting Yes:** Councilmember Jensen, Councilmember Millsap
92 EXCUSED, Councilmember Smith, Councilmember Snelson, and Councilmember Wright. The motion
93 **Passed Unanimously, 4-0 with 1 absent. Resolution #2025-37 adopted.**

94 PUBLIC HEARING AGENDA

96 5. Public Hearing for consideration of a Resolution and amendment to the Springville City FY2025- 97 2026 Budget - Bruce Riddle, Assistant City Administrator/Finance Director

98 Assistant City Administrator/Finance Director Bruce Riddle reported that during the course of the
99 FY 2026 budget year, a number of unexpected revenues and expenses have emerged. This amendment
100 resolves those issues and allows the affected departments to proceed with resolving the issues that have
101 come to light since the beginning of the budget year.

102 Mayor Packard opened the public hearing.

103 **Motion: Councilmember Snelson moved to close the public hearing. Councilmember Wright**
104 **seconded** the motion. **Voting Yes:** Councilmember Jensen, Councilmember Millsap EXCUSED,
105 Councilmember Smith, Councilmember Snelson, and Councilmember Wright. The motion **Passed**
106 **Unanimously, 4-0, with 1 absent.**

107 **Motion: Councilmember Snelson moved to approve Resolution #2025-39, to open and amend the**
108 **General Fund, Streets Fund, Capital Improvement Fund, Special Revenue Fund, Electric Fund, and Golf**
109 **Fund budgets for operating and capital expenses applying to the Fiscal Year ending June 30, 2026, as**
110 **outlined in Exhibit A. Councilmember Smith seconded** the motion. **Roll Call Vote Yes:** Councilmember
111 Jensen, Councilmember Millsap EXCUSED, Councilmember Smith, Councilmember Snelson, and
112 Councilmember Wright. The motion **Passed Unanimously, 4-0 with 1 excused. Resolution #2025-39**
113 **Adopted**

114 REGULAR AGENDA

116 6. Consideration of approving Resolution and a Betterment Agreement for 1600 South - Chris 117 Wilson, City Engineer

118 City Engineer Chris Wilson reported that the UDOT widening of 1600 South from Interstate 15 to
119 State Route 51 will provide all new roadway improvements. With the completion of this project, UDOT
120 will have a “no roadway cut” moratorium for underground work for several years, which will limit the ability
121 for future City or Developer-driven utility work.

122 The City has a master planned PI pipeline that is needed to service the area’s growth.
123 Additionally, there are several developers showing interest in projects with the completion of UDOT’s
124 project. This drives additional utility stubs at intersections to serve future development along the roadway.

125 Other betterments are tied to the City’s desired look and feel of the 1600 S corridor
126 based on adopted plans such as the General Plan and Dry Creek Community Plan. These betterments
127 include street lighting, conduits, and water services to medians. The agreement proposes to remove
128 concrete from areas of center medians and credit that cost to the City for future betterments. These
129 betterments would be completed by the City after UDOT’s project is completed by the end of 2026.

130 **Motion: Councilmember Jensen moved to approve Resolution #2025-40, entering into a Local**
131 **Agency Cost Estimate Betterment Agreement with the Utah Department of Transportation for the**
132 **construction of underground utilities and other betterments within the 1600 South corridor as part of the**



UDOT 1600 South Phase 3 Widening Project. **Councilmember Wright seconded** the motion. Roll Call
Vote Yes: Councilmember Jensen, Councilmember Millsap EXCUSED, Councilmember Smith,
Councilmember Snelson, and Councilmember Wright. The motion **Passed Unanimously, 4-0 with 1
excused. Resolution #2025-40 Adopted**

MAYOR, COUNCIL, AND ADMINISTRATIVE REPORTS

Mayor Packard asked for any further discussion. There was none.

CLOSED SESSION, AND ADJOURNMENT IF NEEDED - TO BE ANNOUNCED IN MOTION

*The Springville City Council may adjourn the regular meeting and convene into a closed session as
provided by UCA 52-4-205.*

ADJOURNMENT

Motion: Councilmember Snelson moved to adjourn the meeting at 7:52 p.m. and go into a closed
meeting to discuss property. **Councilmember Smith seconded** the motion. **Voting Yes:** Councilmember
Jensen, Councilmember Millsap EXCUSED, Councilmember Smith, Councilmember Snelson, and
Councilmember Wright. **The motion Passed Unanimously, 4-0 with 1 excused.**

*This document constitutes the official minutes for the Springville City Council Regular Meeting held on Tuesday,
November 18, 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, November 18, 2025.*

DATE APPROVED: _____
Kim Crane
City Recorder



STAFF REPORT

DATE: December 10, 2025

TO: Honorable Mayor and City Council

FROM: Bruce Riddle, Finance Director

SUBJECT: FY 2025 FINANCIAL STATEMENTS AND AUDIT REPORT

RECOMMENDED MOTION

The Finance Department recommends approving a motion to (1) accept the Springville City FY 2025 Financial Statements and Independent Auditor's Report as presented; (2) authorize the City Recorder to advertise and make available for public inspection the Springville City FY 2025 Financial Statements and Independent Auditor's Report; and (3) authorize the Finance Director to submit the Springville City FY 2025 Financial Statements and Independent Auditor's Report to the State Auditor as required by law.

SUMMARY OF ISSUES/FOCUS OF ACTION

Utah State Code, Title 51, Chapter 2a requires an independent audit of all cities to be performed within 180 days after the close of each fiscal period. Additionally, the independent audit reports are required to be made available for public inspection and are to be filed with the State Auditor.

BACKGROUND

The documents included with this staff report represent two distinct publications. First are the City's comprehensive annual financial statements. These statements reflect the financial activity and accounting entries made by the City during the year including year-end closing entries.

The City contracts with HBME to produce the City's financial statements in an acceptable form based on Governmental Accounting Standards Board (GASB) guidelines using accounting information provided by City staff. This function requires expertise that City staff does not currently have. HBME also produces the Independent Audit Report, which is HBME's opinion on the financial statements along with a Management Letter, which includes comments and findings regarding state compliance and internal controls.

DISCUSSION

The Financial Statements, Independent Auditor's Report, and Management Letter have been provided as attachments to this report. The Management's Discussion and Analysis section of the report provides a narrative overview of the financial activities of the City during FY 2025.

The audit resulted in no findings of internal control deficiencies or findings of non-compliance with State requirements.

ALTERNATIVES

The Council can make comments and suggestions to the report and may chose not to accept it; however, the City is required to prepare acceptable financial statements and submit an independent auditor's report to the State Auditor by December 31, 2025.

FISCAL IMPACT

None.





STAFF REPORT

DATE: December 12, 2025

TO: Honorable Mayor and City Council

FROM: Stacey Child, Director of Parks & Recreation

SUBJECT: CONSIDERATION OF A RESOLUTION APPROVING THE ACQUISITION OF PROPERTY FOR A RECREATIONAL TRAIL NORTH OF THE CURRENT SUVPS STATION ALONG DRY CREEK

Recommended Motion: Motion to receive property via a Quit Claim from South Utah Valley Power Systems (SUVPS) for the purpose of creating a recreational trail connecting Kelvin Grove Park and the Dry Creek Trail, and to approve the execution of an access and maintenance easement to SUVPS.

Executive Summary: The Parks & Recreation Department aims to connect the existing Dry Creek Trail with Kelvin Grove Park by acquiring 1.82 acres of additional property along Dry Creek from SUVPS. SUVPS will deed this property to Springville at no cost in return for Springville executing an access and maintenance easement to SUVPS to allow SUVPS to access the north side of their Dry Creek Substation.

Focus of Action: The focus of action is to consider if acquiring this property for the purpose of creating a trail is in the best interests of Springville City.

Background: The Parks & Recreation department has been approached by neighbors of the Dry Creek Trail to make improvements to the trail and the adjacent city-owned property. One of the issues with the trail is that it currently has no destination. The Parks & Recreation staff observed that the nearby Kelvin Grove Park could be an easy destination for the trail if property along Dry Creek, north of the SUVPS station, could be acquired. SUVPS was contacted with the idea and subsequently agreed to quit-claim the property to the city with an easement to maintain the fence along the north side of the station.

See figures 1 and 2 for details of the property location relative to the existing park and trail.

Alternatives: The City Council could choose not to acquire the property.

Fiscal Impact: No immediate impact, but a future cost to construct and maintain the trail.

Attachments: Resolution

Figure 1: Property under consideration for acquisition by quit claim

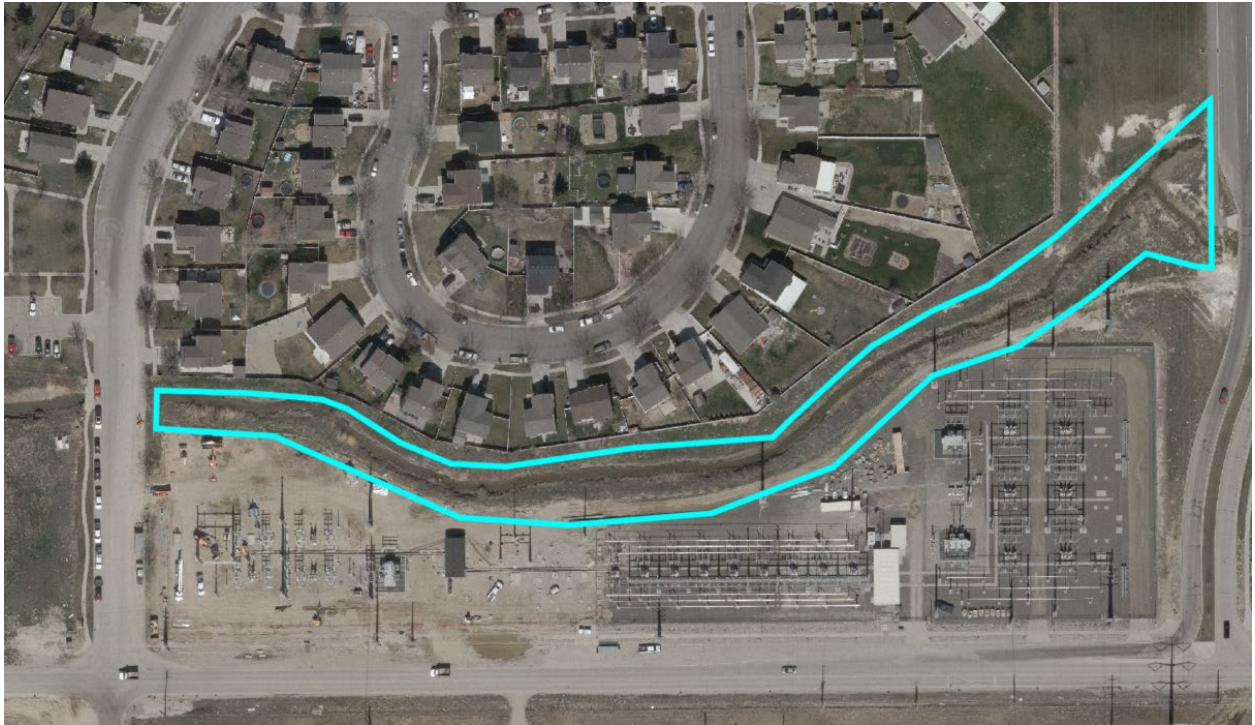
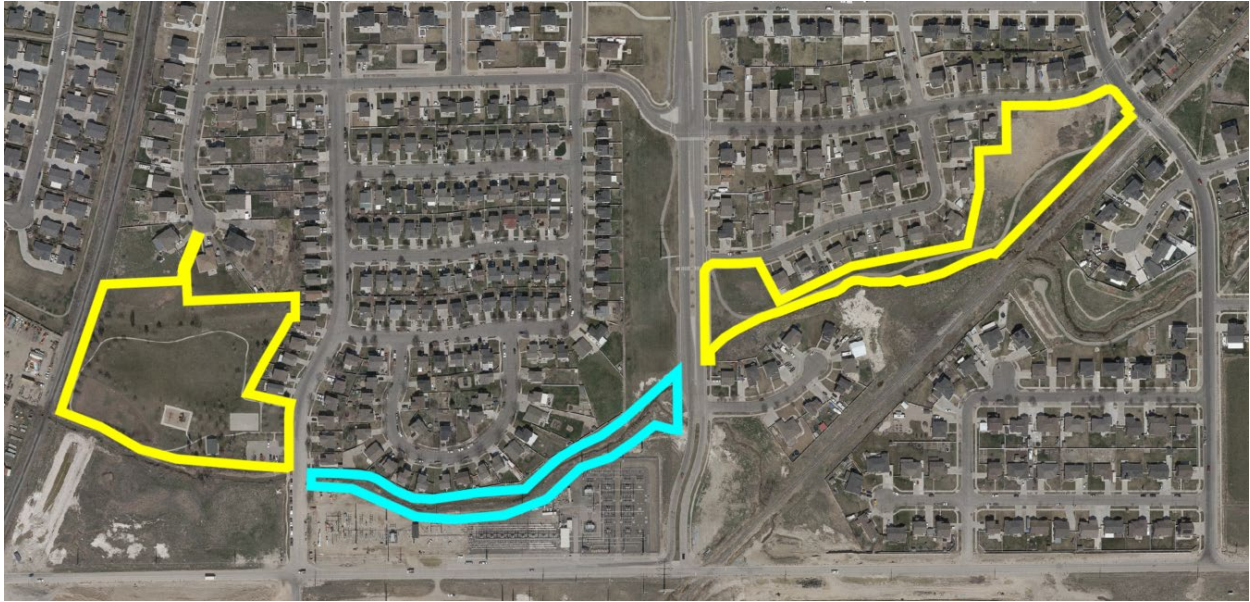


Figure 2: Location of the subject property with regard to the existing park and trail.



RESOLUTION #2025-__

A RESOLUTION APPROVING THE ACCEPTANCE OF PROPERTY AT NO COST VIA A QUIT CLAIM DEED FROM SOUTHERN UTAH VALLEY POWER SYSTEMS FOR A RECREATION TRAIL NORTH OF THE CURRENT SUVPS STATION ALONG DRY CREEK AND APPROVING AN EASEMENT TO SUVPS TO ACCESS SUVPS PROPERTY.

WHEREAS, Springville City is interested in creating a trail to connect the Dry Creek Trail to Kelvin Grove Park; and

WHEREAS, the property located to the north of the SUVPS Power Station will provide a safe and efficient connection; and

WHEREAS, Southern Utah Valley Power Systems (SUVPS) is willing to quit-claim the property free of charge to Springville City, as long as the City will issue an access easement to SUVPS to allow them to access the north side of their Dry Creek Substation; and

WHEREAS, the Springville City Council finds that the acquisition of the Property for the purpose of creating a recreational trail connecting Kelvin Grove Park and the Dry Creek Trail via a Quit-Claim Deed from South Utah Valley Power Systems in return for an access easement to SUVPS is in the best interests of the City.

NOW, THEREFORE, BE IT RESOLVED BY THE SPRINGVILLE CITY COUNCIL:

SECTION 1. Approval. Springville City is authorized to accept the Quit Claim Deed for the Utah County Parcels #26:040-0073 and #37:205:0004, and the Mayor is authorized to execute the Access and Maintenance Easement between the City and SUVPS. Both documents are attached as Exhibit A.

SECTION 2. Effective Date. This resolution shall become effective immediately upon passage.

PASSED AND APPROVED this 16th day of December, 2025

Matt Packard, Mayor

Attest:

Kim Crane, City Recorder

Exhibit A
(Quit Claim Deed and Access and Maintenance Easement)

Return to:
Springville City
110 South Main Street
Springville, UT 84663

Utah County Parcel(s):
26:040:0073
37:205:0004

QUIT CLAIM DEED

SOUTHERN UTAH VALLEY POWER SYSTEMS, a Utah interlocal entity (“**Grantor**”) for good and valuable consideration, hereby quitclaims to SPRINGVILLE CITY, a Utah municipality (“**Grantee**”), portions of Utah County Parcel Nos. 26:040-0073 and 37:205:0004 described as:

COMMENCING AT THE SOUTHWEST CORNER OF SECTION 5, TOWNSHIP 8 SOUTH, RANGE 3 EAST, SECTION 5, TOWNSHIP 8 SOUTH, RANGE 3 EAST, SLBM, A FOUND BRASS CAP, THENCE NORTH 00° 00' 13" EAST 66.00 FEET TO A POINT WHICH, A FOUND BRASS CAP, THENCE NORTH 00° 00' 13" EAST 66.00 FEET TO A POINT WHICH LIES ON THE EASTERLY RIGHT-OF-WAY OF WALLACE DRIVE THENCE NORTH 00°00'00" EAST, ALONG SAID RIGHT-OF-WAY, 209.80 FEET TO THE TRUE POINT OF BEGINNING; THENCE NORTH 00°00'00" EAST, ALONG SAID RIGHT-OF-WAY, 51.71 FEET; THENCE SOUTH 88°29'54" EAST 104.77 FEET; THENCE SOUTH 84°05'12" EAST 62.51 FEET; THENCE SOUTH 69°30'55" EAST 27.03 FEET; THENCE SOUTH 57°31'22" EAST 62.98 FEET; THENCE SOUTH 67°22'54" EAST 55.25 FEET; THENCE SOUTH 86°55'06" EAST 55.52 FEET; THENCE NORTH 81°41'39" EAST 129.83 FEET; THENCE NORTH 85°37'37" EAST 141.13 FEET; THENCE NORTH 45°11'04" EAST 60.41 FEET; THENCE NORTH 49°17'18" EAST 75.98 FEET; THENCE NORTH 59°47'54" EAST 76.37 FEET; THENCE NORTH 66°07'59" EAST 75.67 FEET; THENCE NORTH 50°43'39" EAST 109.69 FEET; THENCE NORTH 47°47'56" EAST 180.10 FEET; THENCE SOUTH 00°37'13" EAST 199.71 FEET; THENCE SOUTH 89°22'47" WEST 25.26 FEET; THENCE NORTH 61°52'49" WEST 72.86 FEET; THENCE SOUTH 43°45'39" WEST 87.91 FEET; THENCE SOUTH 63°54'58" WEST 63.19 FEET; THENCE SOUTH 71°35'24" WEST 97.04 FEET; THENCE SOUTH 46°49'08" WEST 135.98 FEET; THENCE SOUTH 69°51'23" WEST 129.59 FEET; THENCE SOUTH 86°22'11" WEST 93.35 FEET; THENCE SOUTH 89°33'48" WEST 168.15 FEET; THENCE NORTH 69°49'33" WEST 165.19 FEET; THENCE NORTH 82°10'29" WEST 142.11 FEET TO THE POINT OF BEGINNING. AREA = 79,085 SQUARE FEET OR 1.82 ACRES

A depiction of the tract is attached hereto as **Exhibit A**.

Subject to existing rights, easements, and other encumbrances of record.

Dated this ____ day of _____ 20__.

**SOUTHERN UTAH VALLEY POWER
SYSTEMS**

By: _____
Kelly Peterson, Board Chair

STATE OF UTAH)
 §
COUNTY OF)

On this ____ day of _____ 20__, before me, _____ a notary public, personally appeared Kelly Peterson, who duly acknowledged to me that he is the Board Chair of Southern Utah Valley Power Systems, proved on the basis of satisfactory evidence to be the person whose name is subscribed to this instrument, and acknowledged he executed the same on behalf of said entity.

WITNESS my hand and official seal.

(Notary Signature)

(seal)

Acceptance by Grantee:

SPRINGVILLE CITY

Name:

Title:

STATE OF UTAH)

§

COUNTY OF)

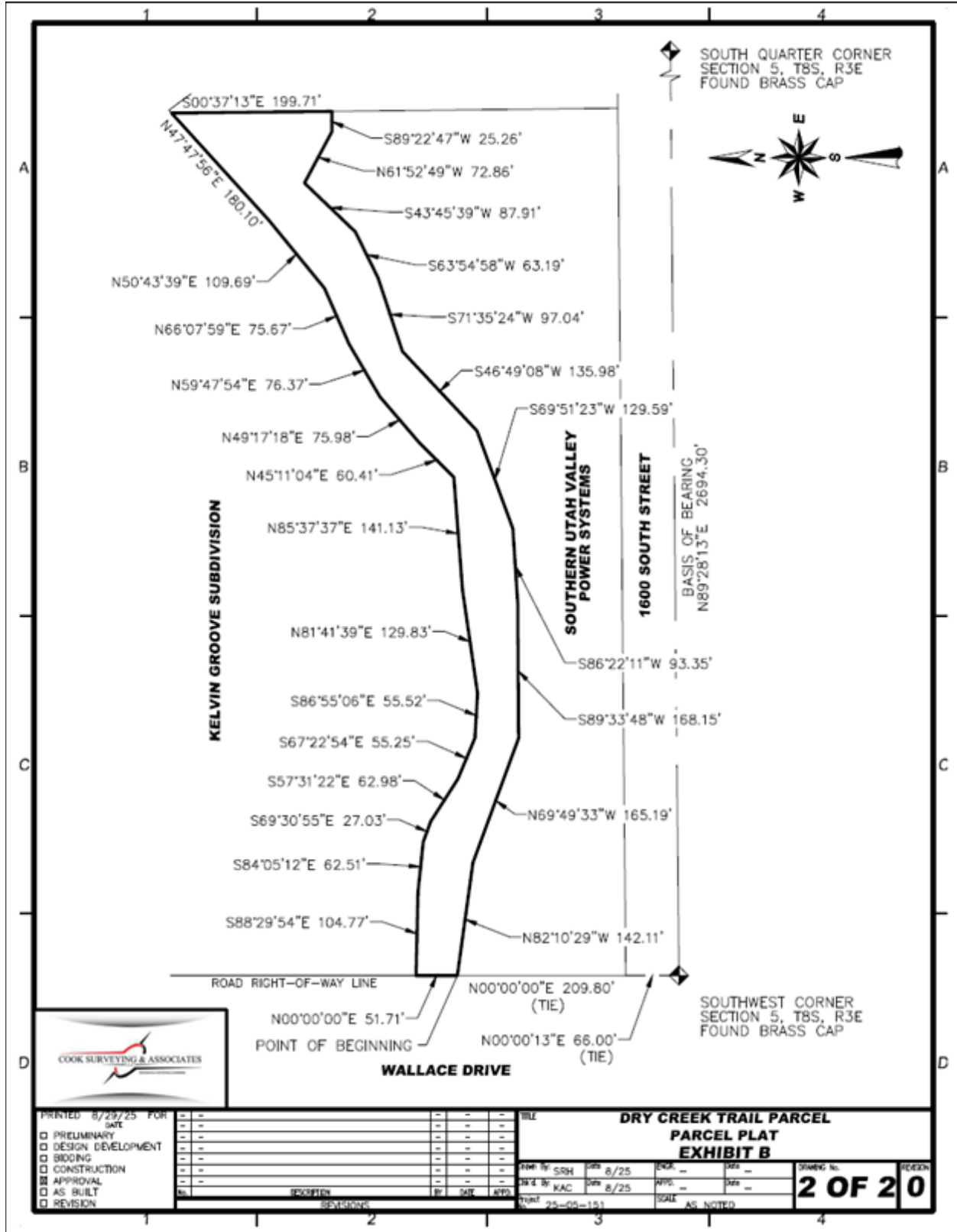
On this ____ day of _____, 20____, before me, _____ a notary public, personally appeared _____, who duly acknowledged to me that he is the _____ of Springville City, proved on the basis of satisfactory evidence to be the person whose name is subscribed to this instrument, and acknowledged he executed the same on behalf of said entity.

WITNESS my hand and official seal.

(Notary Signature)

(seal)

EXHIBIT A



Return to:
Southern Utah Valley Power Systems
1055 North 460 West
Salem City, UT 84653

Utah County Parcel(s):
26:040:0073

ACCESS AND MAINTENANCE EASEMENT

WHEREAS, SPRINGVILLE CITY, a Utah municipality (“**Grantor**”), owns certain real property located in Utah County, State of Utah, which is more particularly described and/or depicted in the attached **Exhibit A** (“**Grantor’s Property**”); and

WHEREAS, SOUTHERN UTAH VALLEY POWER SYSTEMS (“**Grantee**”), a Utah interlocal entity, owns property adjacent to Grantor’s Property on which SUVPS operates an electrical substation and related facilities, as shown on **Exhibit B**, attached hereto (“**Grantee’s Property**”); and

WHEREAS, Grantor desires to grant an easement to set forth the terms and conditions by which Grantee may access Grantor’s Property for purposes of maintenance and other activities relating to Grantee’s Property.

NOW, THEREFORE, for value received, Grantor hereby grants to Grantee, and its successors and assigns, a perpetual nonexclusive easement (“**Easement**”) over and across Grantor’s Property for the purpose of access, maintenance, and other activities as may be reasonably necessary for operation, maintenance, and improvement of Grantee’s Property.

The location of the Easement is described and/or shown on the attached **Exhibit B** (the “**Easement Area**”).

Grantor reserves the right to the use and enjoyment of Grantor’s Property, except for the rights granted to Grantee herein, provided that such use and enjoyment shall not unreasonably hinder, conflict, or interfere with the exercise of Grantee’s rights hereunder.

Grantee shall not install improvements or permanently store materials or equipment on Grantor’s Property without the prior written consent of Grantor. Grantee shall remediate any damage or impacts to Grantor’s Property resulting from the exercise of Grantee’s rights under this Easement.

The rights and obligations of the parties hereto shall be binding upon and shall benefit their respective heirs, successors, and assigns.

Grantee shall indemnify and hold harmless Grantor for any claim, damage, loss, or injury arising from Grantee’s use of the Easement. Grantee shall be strictly responsible for any damage to Grantor’s Property or Grantor’s facilities located thereon caused in whole or in part by Grantee.

Dated this _____ day of _____ 2025.

GRANTOR:

SPRINGVILLE CITY

By: _____

Name:

Title:

ACKNOWLEDGEMENT

STATE OF UTAH)

§

County of _____)

On this ____ day of _____, 2025, before me, the undersigned Notary Public in and for said State, personally appeared _____, proved on the basis of satisfactory evidence to be the person whose name is subscribed to this instrument and acknowledged to me that he is the _____ of Springville City and that he executed the same on behalf of said entity.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal, the day and year in this certificate first above written.

(Notary Signature)

(seal)

Grantor's Property

Page 8 of 10

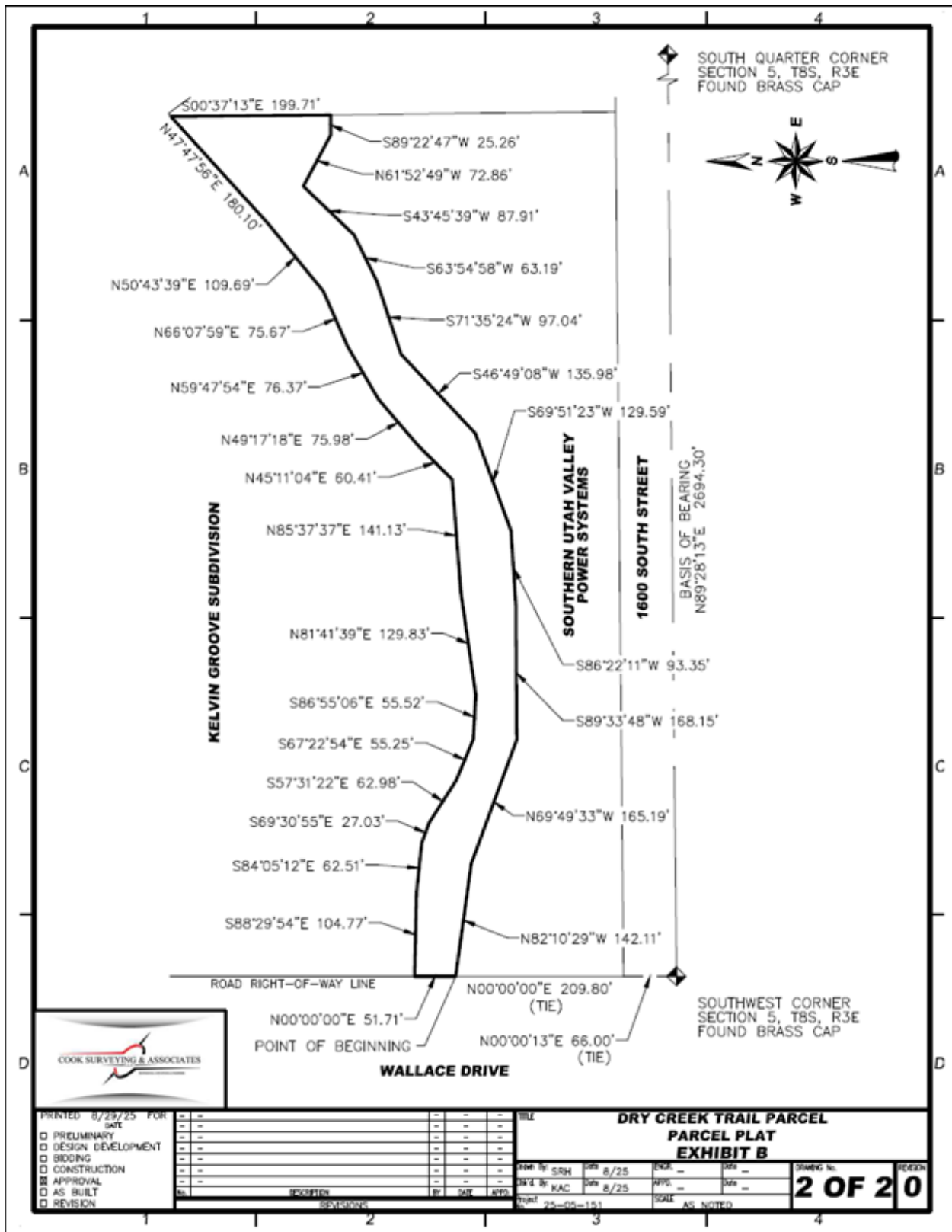


EXHIBIT B

Grantee's Property

