



MINUTES
Springville City Council Work/Study Meeting - December 16, 2025

MINUTES OF THE WORK/STUDY MEETING OF THE SPRINGVILLE CITY COUNCIL HELD ON TUESDAY, DECEMBER 16, 2025, AT 5:30 P.M. AT THE CIVIC CENTER, 110 SOUTH MAIN STREET, SPRINGVILLE, UTAH.

Presiding and Conducting: Mayor Matt Packard

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

City Staff in Attendance: City Administrator Troy Fitzgerald, Assistant City Administrator/City Attorney, John Penrod, Assistant City Administrator/Finance Director Bruce Riddle, City Recorder Kim Crane, Community Development Director Josh Yost, Director of Administration Patrick Monney, Library Director Dan Mickelson, Museum of Art Director Emily Larsen, Parks and Recreation Director Stacey Child, Power Public Safety Director Lance Haight, Public Works Director Brad Stapley, City Treasurer Heather Penni, Finance Controller Holly Wilkinson, IT Systems Manager Niko Ruivivar, Power Generation Superintendent Mike Pool, and Canyon Parks/Sexton Paul Defa.

CALL TO ORDER - Mayor Packard welcomed everyone and called the Work/Study meeting to order at 5:34 p.m.

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.

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 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

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

3. WORK MEETING DISCUSSIONS/PRESENTATIONS

a) Legislative Briefing from David Stewart

Dave Stewart presented and gave an overview of the upcoming legislative session. He reported that there were proposals under consideration that could result in budget cuts. He stated that Transportation Utility Fee (TUF) legislation was expected to be introduced and that property tax proposals were generating discussion. He noted that affordable housing legislation would likely be reworked during the session and that homelessness-related legislation was anticipated. He also advised that the state was considering a possible water connection fee.

b) Presentation of the Springville City Audit Report - Bruce Riddle, Assistant City Administrator/Finance Director

Bruce introduced auditor Aaron Hickson with HBME.

Aaron Hickson reported on the recent Springville City audit. He stated that the audit results were positive and commended the Finance and Treasury staff for their experience and for providing the requested information in a timely manner.

c) Memory Wall Discussion - Stacey Child, Parks and Recreation Director

Stacey introduced the Wall of Honor Committee, including Lee Taylor and Craig. She provided information on the American Legion's vision for a Memorial Wall at both Evergreen Cemetery and Springville Historic Cemetery and indicated they would like to create a memorandum of understanding. She noted that the committee sought assistance with maintaining the grounds and explained that the American Legion would handle donations and had an online system for the public to view the wall and suggest names to be added.

Councilmember Snelson stated that the project needed to move forward.

Patrick said the city could assist by including information about the Memorial Wall in the city newsletter.

d) Historical Society Discussion - Patrick Monney, Director of Administration

Patrick discussed a service level adjustment for Springville historical preservation and proposed creating a memorandum of understanding (MOU) to formalize it.

Councilmember Smith asked who would serve as the city's historical contact. Patrick responded that Kathy Hansen would work with the Historical Society.

Councilmember Snelson inquired about digitizing records and ensuring they had searchable capabilities.

Councilmember Wright noted that cataloging and digitizing could typically be done simultaneously.

Josh reported that the state historical group recommended securing records, removing them from the floor, and then prioritizing where to begin preservation efforts.

e) Property Holdings Update - Scott Sensanbaugher - Internal Services Director

Director Sensanbaugher and I.T. Systems Manager Nico Ruivivar explained that the policy required an annual report. He stated that the report would clarify current ownership and maintenance assignments, discuss future land needs, resolve discrepancies across various property lists, and produce one authoritative list. He presented a GIS map showing current and potential future property holdings and asked the council for feedback on what they would like included in the annual report.

Councilmember Smith asked for details on the types of properties, specifically whether they were long-term holdings or remnant parcels.

Mayor Packard commented that, over time, it would be beneficial to clean up titles and boundaries.

Troy noted that staff were aware of the issues and were addressing them on a case-by-case basis, acknowledging that the process could be time-consuming and costly.

- f) **Museum Campus Update - Emily Larsen, Museum of Art Director**
Item postponed

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 Wright moved to adjourn the work meeting at 6:49 p.m. Councilmember Millsap seconded the motion. Vote Yes: Councilmember Jensen, Councilmember Millsap, 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, December 16, 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, December 16, 2025.

DATE APPROVED: January 06, 2026



Kim Crane
City Recorder