



**PAYSON CITY
CITY COUNCIL RETREAT**
Monday, January 12th and Tuesday, January 13th, 2026
SpringHill Suites, 122 Green Springs Dr., Washington, UT 84780

CONDUCTING William R. Wright, Mayor

ELECTED OFFICIALS Brian Hulet, Anne Moss, Bob Provstgaard, Ryan Rowley, Lacee Smith, William R. Wright

STAFF PRESENT David Tuckett, City Manager
Cathy Jensen, Finance Director
Amalie Ottley, City Recorder
Brandon Dalley, City Attorney
Brad Bishop, Police Chief
Robert Mills, Assistant City Manager
Travis Jockumsen, Public Works Director/City Engineer
Scott Spencer, Fire Chief
Tracy Zobell, Parks & Golf Director
Karl Teemant, Community Services Director
Shawn Black, Power Director
Jill Spencer, Development Services Director
Bree Hathaway, Executive Secretary
Melanie Marsh, Human Resources

Monday, January 12, 2026 – Discussions began at 8:00 a.m.

8:00-8:30: Finance Department: Cathy Jensen

- Cathy presented a departmental flow chart for the city and explained the budget and budget process.
- Members of staff discussed with council members the letters that cities must submit to the State of Utah and Utah County each year to notice the possibility of a tax increase and request a hearing date. The letter does not obligate the city to increase taxes in any way. The letter only serves to save the date for a public hearing regarding a tax increase should the city decide to go through the property tax increase process in the budget year.
- Cathy reported on current bond schedules and the bonding process. She reported that the sewer plant engineer has indicated that an addition \$11 million will be required of the city to complete the sewer upgrade project. Staff and council discussed recommended next steps.
- Cathy reported on Payson City's utility rates in comparison to other cities. Staff and council discussed the difficulty that comes with raising rates and/or impact fees.

8:30-9:00: Legal Department: Brandon Dalley

- Brandon introduced who's who on the Payson City legal team and their responsibilities.
- Brandon described the duties that fall under civil and municipal law as well as criminal prosecution.
- Brandon reported that criminal prosecution is handled by the city at the Payson City Justice Court and the Spanish Fork District Court. Felonies committed in Payson are prosecuted by Utah County attorneys.
- Brandon reported the caseload and trends for both 2024 and 2025.
- Brandon discussed key risks that his department faces.
- Lastly, Brandon reported on department goals for 2026 and moving forward.
- City council members and staff discussed the importance of succession planning for all departments.

9:00-9:30: Parks & Golf: Tracy Zobell

- Tracy reported on the Payson City cemetery and maintenance. He reported that there were 125 burials in 2025.
- Tracy reported that the city removed 5 trees in the cemetery and planted 26 trees.
- Tracy discussed a 5-year plan for expansion of the cemetery.
- Tracy reported on the Parks & Trails and general maintenance.
- Tracy discussed events that are held for the trails and possible expansions.
- Tracy discussed the grant received for the completion of the Spring Lake Boat Dock.
- Staff and city council members discussed the upcoming PARC Tax renewal in 2026.
- Tracy discussed the removal of willow trees at Memorial Park and the update to the pavilion and bathrooms.
- Councilmember Smith expressed her interest in helping to seek and write grants for city parks.
- Tracy reported on golf revenues.
- Council and staff members discussed specialized pricing for the golf course at certain times of the year as well as the possibility of new golf carts.
- Tracy reported on the progress of the short course.
- Tracy discussed the 5-year plan for the golf course emphasizing phase 2 remodel of the reception center, phase 3 of the shop and store update, an update to the irrigation system, future pavilions, autonomous lawn mowers, and implementation of AI.

9:30-10:00: Recreation Department: Karl Teeman

- Karl introduced the library team.
- Karl reported on accomplishments in the library this past year.
- Karl reported on events that were added by the library last year that included a poetry contest, Festival of Wreaths and Noon Years Eve.
- Karl reported on upcoming goals for the library.
- Council and staff members discussed the completion of the library's feasibility study and future options for the library.
- Karl reported on the recreation department's accomplishments, youth and adult sports programming, and events and other programs.

- Karl reported on facility and program highlights, tournaments, current and future projects, and the future for the Wilson Elementary School building.
- Karl reported on the Payson City pool current and future projects.
- Council members and staff discussed the life expectancy of installing a bubble over the pool for winter swimming versus saving money for an indoor facility.
- Council members and staff also discussed ideas for staffing and future programming.
- Karl introduced Senior Citizen staffing and reported on meals, classes and programming and goals for the upcoming year.
- Council members and staff discussed meals and catering as MAG continues to reduce funding for senior meals each year.
- Karl stated that the overall 5-year goal for the senior programming is to increase overall attendance and public outreach, possibility implementing events with surrounding communities.
- Karl reported on the Peteetneet Museum and their annual events. He went over current and future projects that include a restroom remodel. Karl stated that future projects will be new flooring for the auditorium, new paint for rooms, resurfacing the stairs, and restoring the foundation stones.
- Karl reported on the Communities that Care program, also known as South County Cares.
- Karl stated that the Payson Youth Court and Payson Youth Council are both a part of the Community that Cares program. The program serves to promote the health and well-being of youth in the community and to provide resources for families.

10:00-10:30: HR Department: Melanie Marsh

- Melanie introduced her department and staff. She provided a year-round staffing overview.
- Melanie went over the city's objective to be an employer of choice for job seekers which includes an effective compensations system and philosophy.
- Melanie stated that job value is based on a combination of knowledge, responsibility, difficulty, and environment.
- Melanie stated the city regularly participates in market analysis and salary surveys.
- Council members and staff discussed compensation goals and retention

10:30-11:00: Fire Department: Scott Spencer

- Scott reported that his department's staff consists of full-time, part-time, and volunteer fire and medical staff.
- Scott reported that the county fire allotment to Payson is \$130,000 annually.
- Scott reported that he is working on a contract with Spring Lake for ambulance and fire services.
- Scott discussed response times and locations throughout the county.
- Scott reported on the progress of Station 92. He stated that the budget is \$11 million and the department is contracted with SIRQ construction.
- Scott reported that the department reported to over 2400 calls last year.
- Scott stated that new apparatuses are on order including a new engine, ambulance, and UTV.
- Scott discussed future plans for aerial support, a new brush truck, and new employees.

- Scott reported on the future needs of the fire department such as ambulance relicensing, medical control contracts, narcotics and medical calls, and a station that will hold fire and EMS in the same building.
- Council members discussed future fire stations for the city.

11:00-11:30: Development Services: Jill Spencer

- Jill introduced her staff. Development Services consists of planning, zoning, building, and business licensing.
- Jill stated that the General Plan is a long-term road map that combines market realities, anticipated growth, and community values. The purpose of the General Plan is to guide growth responsibly.
- Jill reported that the current population is estimated to be 28,000 people and projected to grow to 60,000 people by the year 2050.
- Jill reported that there are 5,000 entitled units that could be built in the city currently, which could bring an additional 20,000 people.
- Jill reported that her department's goal is to stay ahead of growth with the increased development. She discussed what staffing is required to stay ahead of that growth.
- Jill stated that goals for the year include better software, clear updated plans and processes, and updating the city code.
- Jill discussed the amount of building inspections and building permits that are processed by the department each year.
- Jill stated the importance of proper balance between private property rights, neighborhood and community impacts, cost of living and affordability, and compliance with state law when considering rewriting the code and updating the general plan.
- Council members and staff discussed state law requirements for building and development as well as transportation needs.
- Jill reported on notable planning projects in the city.
- Council members and staff discussed the Station Area plan and transit-oriented development. Jill emphasized why continuing momentum matters.

11:30-12:00: Police Department: Brad Bishop

- Brad introduced his staff.
- Brad reported that the department reported to 16,455 calls for service in 2025 adding that the average response time is 4 minutes and 27 seconds.
- Brad reported that the department gets 500-600 additional calls each year.
- Council members and staff discussed other police departments' use of drones and drone teams.
- Brad reported accomplishments in 2025 which included quadrupled drug enforcement, increased DUI enforcement, radio and technology upgrades, and upgrades to tactical equipment.
- Brad discussed police department goals for 2026 which increased traffic and trails enforcement, body and car camera replacements, drug enforcement, finding a new home, and replacement of a K9.
- Council members and staff discussed enforcement of e-bikes.



Dave held a discussion with council members and staff regarding equal pay and the utility program. The discussion included current issues and proposed solutions.

Tuesday, January 13, 2026 – Discussions began at 8:00 a.m.

8:00-8:30: Power Department: Shawn Black

- Shawn reported on the power department's areas of focus and fiscal year budget.
- Shawn went over Payson City's power load curves.
- Shawn reported on the progress of the power plant build and discussed with council members and staff Payson City's resources, demand and load growth – historic and projected.
- Shawn reported on the Fiscal Year 2027 which included power resource supply and stability, rate structures and revenues, transmission lines and substations, distribution, and personnel.
- Shawn reported on a study from 2023 and current deficiencies.
- Shawn discussed plans for future substations in order to complete a loop.

8:30-9:00: Public Works Department: Travis Jockumsen

- Travis introduced his staff. The public works department consists of engineering, GIS, water, sewer, streets, storm drain, solid waste, and vehicle maintenance.
- Travis reported on the projects completed in 2025.
- Travis reported on new projects including the Redbridge well and other wells in the city.
- Travis reported on the progress of the sewer plant expansion.
- Council members and staff discussed the construction on Main Street and parking.
- Travis reported on the new website's walkthrough of the Master Plan.
- Travis discussed his 5-year plan with council members and staff.

9:00-9:30: Brian Hulet

- Brian discussed the ordinances in downtown and how to bring a mix of businesses to the area.
- Brian proposed a community redevelopment agency for the downtown area.
- Brian discussed the future of the library and where it might move to.
- Brian discussed The Huish building being an anchor for downtown.
- Brian discussed food trucks in the city and concerns regarding sales tax and competition with brick-and-mortar restaurants.
- Brian discussed impact fees and suggested that all impact fees be addressed annually.
- Brian discussed roads and infrastructure and encouraged work sessions to address needs in the city.
- Brian discussed the transportation utility fee and how to educate residents on the topic.
- Brian discussed survey results and the concerns of the community regarding cost of living. He encouraged staff members to take cost of living into consideration when looking at the budget.
- Brian discussed recreation trails programming and grants, especially for the Forebay area.
- Lastly, Brian discussed the economic development portion of the website.

9:30-10:00: Anne Moss

- Anne discussed with staff the consideration of architectural design and aesthetics with growth in the city.



- Anne discussed the importance of architectural design in new commercial and government buildings and keeping the small-town heritage feel.
- Anne discussed keeping West Mountain area residents involved in the General Plan process to preserve good relations with them.
- Anne discussed the need to bring a variety of businesses to the downtown area.
- Lastly, Anne discussed the need for a new police station.

10:00-10:30: Ryan Rowley

- Ryan discussed the survey results which showed a low interest in a new city center thus prioritizing the state of the current building.
- Ryan discussed breaks and discounts for residents and how to be creative in costs of programming.
- Ryan discussed expanding the senior citizen programs and outreach.
- Ryan discussed the practice of apartment buildings charging both HOA and parking fees which pushes residents to park on public streets. Council members and staff discussed possible ordinances and enforcement.
- Ryan discussed zoning for buildings on Main Street.
- Ryan discussed the culture in Payson City.
- Lastly, Ryan discussed training and empowering employees to do more projects in-house.

10:30-11:00: Lacee Smith

- Lacee discussed the utilization of assets and employees.
- Lacee stated that she wished to be more involved with the Economic Development Boards and/or committees.
- Lacee discussed indoor recreation programs for teens as well as mom and kid groups.
- Lacee proposed recreation programs that are not sport focused.
- Lacee discussed the corner pantry area and enforcement for dumping garbage.
- Lacee offered help with grant writing and searching for grants.
- Lastly, Lacee discussed with staff and council members animal enforcement and shelters in the area.

11:00-11:30: Bob Provstgaard

- Bob discussed moving the library and logistics.
- Bob discussed council assignments for the coming year.
- Bob discussed the need for a city dog park.
- Bob discussed with council members and staff the difficulty for residents to get tickets to the Salmon Supper. Bob proposed adding another date to the event.
- Bob discussed with council members and staff procedures regarding public hearing and the possibility of having more time after a public hearing to decide on a matter in order to make sure public comment is properly considered.
- Bob suggested that the city designate a formal spokesperson or public information officer to help educate residents on issues in the city. He encouraged more of a presence on social media.
- Bob discussed the General Plan and the need to involve all departments and areas of the city.



- Lastly, Bob discussed parking on Main Street and the newly implemented permit system.

11:30-12:00: Mayor William Wright

- Bill discussed the importance of trust between city council members and employees.
- Bill discussed the need to balance capitalizing employees for projects in-house and the possibility of overworking departments.
- Bill discussed the importance of planning and budgeting for the future.

12:00: Administration: Dave Tuckett and Robert Mills:

- Dave discussed council assignments for the coming year.
- Robert discussed the America250 celebrations that Payson plans to participate in.
- Robert discussed with council and staff members how to improve the retreat for next year.

The retreat adjourned just after 12:00 p.m. on Tuesday, January 12, 2026.

/s/ Amalie R. Ottley

Amalie R. Ottley, City Recorder