



Orem Public Works Advisory Commission Meeting Minutes

7 am Tuesday, January 20, 2026

1450 W 550 N

Orem, Utah, 84057

CONDUCTING: Chris Tschirki, Jim Michaelis, Mike Whimpey

ATTENDING:

Commission Members: Jim Michaelis (Chair), Tod Hadley (Vice-Chair), Robert Moore, Mike Whimpey, Gary Morley, Joe Gordan, Brent Tobler (Online)

City Council Rep.: Crystal Muhlestein

Public Works Assist Dir: Reed Price

Traffic Operations Manager: Taylor Forbush

Streets Manager: Bill Peterson

Storm Water Manager: Rick Sabey

Parks Manager: Jim Orr

Public Works/PWAC Admin. Assist.: April Nielson

Public Works Dir: Chris Tschirki

Public Works Assist. Dir.: Tyler Peay

GIS Manager: Cody Steggell

Fleet Services Manager: Thayne Carter

Water Manager: Quinn Fenton

Water Reclamation Manager: Ryan Johnson

ABSENT/EXCUSED: None

1. Welcome and Introductions

<https://youtu.be/0m3PJ9uiUL0?t=348>

2. Consider Approval of October 21, 2025 Meeting Minutes

Motion for Approval by Tod Hadley

Seconded by Mike Whimpey

Aye – 5 - Jim Michaelis, Tod, Hadley, Mike Whimpey, Gary Morley, Brent Tobler; Nay - 0

Approval of minutes passed unanimously

<https://youtu.be/0m3PJ9uiUL0?t=492>

3. Election of Chairman and Vice-Chairman

Jim Michaelis asked for a motion for a new chair and vice-chair for the commission.

Jim Michaelis nominated Mick Whimpey as Chair, Tod Hadly seconded the nomination.

Aye – 5 - Jim Michaelis, Tod, Hadley, Mike Whimpey, Gary Morley, Brent Tobler; Nay – 0

Mike Whimpey elected as Chair.

Mike Whimpey asked for a nomination for a vice-chair.

Mike Whimpey nominated Gary Morley as Vice-Chair, Jim Michaelis seconded the nomination.

Aye – 5 - Jim Michaelis, Tod, Hadley, Mike Whimpey, Gary Morley, Brent Tobler; Nay – 0

Gary Morley elected as Vice-Chair.

Robert Moore entered the meeting at 7:08.

<https://youtu.be/0m3PJ9uiUL0?t=531>

4. Commission Handbook Review

Chris Tschirki led a review of the city's comprehensive handbook for commissions. The role of the Public Works Advisory Commission (PWAC) is to support the city by creating a vision and providing feedback on utilities, parks, fleet, GIS, and other divisions. The City Council has adopted key areas of

focus for 2026, which the PWAC is involved in, including building a skilled workforce, fostering a balanced business environment, ensuring dependable infrastructure, and supporting engaged neighborhoods. The PWAC is called to influence public policy, review guiding documents, master planning efforts, and rate studies. All formal recommendations made by the PWAC must be formally adopted by the Mayor and City Council.

Joe Gordan entered the meeting at 7:17.

<https://youtu.be/0m3PJ9uiUL0?t=705>

5. Open and Public Meetings Act (OPMA)

Reed Price presented a video review on the Open and Public Meetings Act was presented to ensure transparency in the city's actions, though many items like public hearings or emergency meetings are unlikely for the PWAC. Video can be seen on YouTube at [Open and Public Meetings Act 2023](https://youtu.be/0m3PJ9uiUL0?t=1731)

<https://youtu.be/0m3PJ9uiUL0?t=1731>

6. Ethics & Conflict of Interest Training

Tyler Peay led a review of the ethics and conflict of interest training, focusing on the municipal officers and employees ethics act and city code 268B. Robert Moore noted that the city code was stricter than state law. The code requires public servants to disclose a conflict and disqualify themselves from deliberating, deciding, and voting if an official duty involves their or a relative's direct financial or personal interest, with an individualized material effect distinguishable from the public generally. The training covered prohibitions on using office for personal economic gain, securing special privileges, or accepting substantial gifts intended to improperly influence public duties.

<https://youtu.be/0m3PJ9uiUL0?t=2402>

7. Adopt Meeting Calendar

The committee reviewed and discussed the proposed meeting calendar, noting a potential conflict for the March 17th date, March 10th was proposed as an alternate date. A motion was made and approved to adopt the calendar with the exception of the March 17th date, which allows for rescheduling with proper notice.

Motion made by Gary Morley

Seconded by Jim Michaelis

Aye – 5 - Jim Michaelis, Tod, Hadley, Mike Whimpey, Gary Morley, Brent Tobler, Robert Moore, Joe Gordon; Nay - 0

Motion passed unanimously

<https://youtu.be/0m3PJ9uiUL0?t=3200>

8. Review Proposed Impact Fee Options

Chris Tschirki presented a brief summary of the impact fee analysis performed by Lewis Roberts and Birmingham, which will go before the City Council the following Tuesday. The impact fees are for new development to ensure they pay their fair share and prevent existing residents from subsidizing new growth. The proposed fees, which cover utilities, police, fire, parks, and transportation, are being updated and analyzed against maximum allowable rates. Option two for the city service area proposed a total impact fee of \$26,488, which is slightly above the average being charged by comparable communities. Chris Tschirki presented alternative options for impact fees, including the third option recommended by Fred Philpot to adopt a fee at 75%. Chris Tschirki suggested that fees for enterprise funds, such as sewer and storm water, could potentially absorb a lower value than recommended because those funds have existing funding mechanisms. Chris Tschirki explained that impact fees are tied to the city's master plan and capital facility plans and can only be used for identified projects to ensure that new development pays its proportionate share to maintain the adopted level of service. The commission

discussed the impact of fees on affordable housing, noting that the city is "at least 90% built" residentially, so impact fees affect only a small percentage of new development. Chris Tschirki highlighted that other cities are also studying and adjusting their impact fees. Tod Hadley, potentially referring to the preference for a competitive fee structure, expressed a desire for impact fees to remain lower than others in the region, recalling how Orem previously gained businesses by being competitive. Chris Tschirki attributed Orem's higher impact fees compared to a city like Lindon to having a higher level of service and more amenities, such as a library and more parks. Chris Tschirki confirmed that the CARE tax, adopted by the council and citizens, provides an additional funding source for parks and recreation and cultural arts, collected as a sales tax component. Chris Tschirki noted that Parks and Recreation and the Library have implemented self-funding measures by changing their fee structures to lessen the burden on taxpayers and shift it more toward users.

Robert Moore motioned to support the City Council in the implantation of reasonable impact fees.
Seconded by Jim Michaelis

Aye – 5 - Jim Michaelis, Tod, Hadley, Mike Whimpey, Gary Morley, Brent Tobler, Robert Moore, Joe Gordon; Nay - 0
Motion passed unanimously

<https://youtu.be/0m3PJ9uiUL0?t=3367>

9. Other Business

Chris Tschirki extended an offer for future tours or visits to water resources, new parks, or the water reuse facility, which is set for a ribbon cutting in February.

Chris Tschirki provided updates on water infrastructure, including the new water tank connected to a booster station to pump water into the central zone. They mentioned issues with the routing material at the site, which needs to be removed and replaced, incurring additional costs. Chris Tschirki agreed to work with their communications team, including Reed Price and Pete Wolfley, to improve messaging through the website and potentially on-site signage to address public concern regarding the excavation.

<https://youtu.be/0m3PJ9uiUL0?t=5298>

10. Adjourn

Motion to adjourn by Tod Hadley

Seconded by Robert Moore.

Meeting adjourned

<https://youtu.be/0m3PJ9uiUL0?t=5539>

Full video recording can be found at: <https://www.youtube.com/watch?v=0m3PJ9uiUL0>

Minutes were approved Tuesday, March 10, 2026.