



SMITHFIELD CITY COUNCIL MINUTES February 11, 2026

The Smithfield City Council met in a regularly scheduled meeting at 96 South Main Street, Smithfield, Utah on Wednesday, February 11, 2026, at 6:00 p.m. Mayor Aaron Rudie was in the chair.

Opening remarks by Mayor Rudie

Council Members in Attendance: Jay Downs, John Engler, Chris Olsen, Todd Orme, Jenn Staker

City Staff: Justin Lewis (City Manager), Dana Lazcanotegui (City Recorder), Travis Allen (Police Chief), Jeremy Hunt (Fire Chief), Brian Boudrero (Planning Manager), Clay Bodily (City Engineer), Brett Daniels (Rec Center Director), Karen Bowling (Assistant Library Director), Shawn Bliss (Library Director)

Visitors: James Marshall, Brian Carver, Quinn Dance, Lee Helms, Dave Forrester, Lizette Villegas, Robert Knowlton, Brent Sorenson, Zackary Parker, Carden Lewis, Dawson Staker, Spencer Tietjen, E. Thain, Wendy El-Bakri, Dallas Sawyer, Jennie Orme, Lisa Schmuhl, Kayley Crane, Lyle Coleman, Mickell Hecker, Matthew James Lefrandt, Dawson Staker, Caralee Stokes, Samuel Prescott, Debbie Zilles

Approval of the City Council meeting minutes from January 14, 2026

*****Motion made by Councilmember Staker to approve the meeting minutes from the January 14, 2026 meeting with the change of the word “fund” to “find” on the last line of page 6. Councilmember Engler seconded the motion. The motion was approved 5-0.*****

Yes Vote: Engler, Downs, Olsen, Orme, Staker

No Vote: None

Youth Council Report

Jace Tueller and Emily Hansen of the Youth Council reported that they assisted with the triathlon last month. They will also be helping with the America250 Art Show on February 21st and the Easter egg event in March. The executive committee will be going on a field trip to the Utah State Capitol, where they will have the opportunity to meet with local legislators during the legislative session.

Public Comment on items not on the agenda.

Lizette Villegas has been considering the idea of “small town feel” since it was discussed last month. She went to a training course about the SHARP (Student Health and Risk Prevention) Survey which includes participants who are 6th-12th graders. Sixth graders are struggling with bullying, drugs and alcohol. The most prevalent places for bullying take place on the bus and in the bathroom. She would like to find a way for adults to model healthy behaviors for children and find ways to lead, by example in creating a safe and healthy community.

Lisa Schmuhl, chairperson of the America250 event, reported that many community members are currently involved and expressed a desire to see even more residents participate. She announced that an Art Show will be held on Saturday, February 21st from 5:30–7:30 p.m. at the Youth Center. Information about the program is available on Facebook, Instagram, and the event’s website. She noted that celebrations will be held each month and expressed hope that these events will help bring the community together. She invited residents to contact her with ideas and for additional information.

Kaley Crane, who lives in the Stone Haven Big Sky neighborhood, addressed the Council regarding recent boundary changes by the Cache County School District for the local elementary schools. She explained that children in her area will now attend Sunrise Elementary School and are within the designated walk zone; however, there are no sidewalks along key portions of the route. The change affects at least 50 children. The most direct route requires travel along 600 South, through the roundabout, through the Sky View High School parking lot, and to 450 East, with additional concerns due to the lack of sidewalks on 300 East and 300 South, which are busy streets. Ms. Crane expressed serious concerns about student safety and asked the Council to consider adding sidewalks along the route the children walk to school.

Mathew James Lafrandt, a recent resident of Smithfield, shared that he has a career in technology and software as an art-tech designer. He offered his services to the City if assistance is needed or if there are concerns regarding AI software. He also expressed a willingness to help small businesses and assist at local events as needed.

McKell Hecker agrees with Ms. Crane’s concerns about children’s safety walking to Sunrise Elementary. She holds a leadership position within her church, and she knows how many children will be affected by this boundary change. Parents are very concerned and some may not be able to drive their children to/from school.

Lizette Villegas said sidewalks might take a while to be installed and suggested having some police officers in the area to help. There are some who park at Summit Elementary and might be able to go over and assist.

Discussion and possible vote on Resolution 2026-01, a Resolution amending the Prevailing Fee Schedule of the City

Brett Daniels explained that most of the proposed changes are small, incremental costs. Rec Center passes and/or Rec Center rentals are not increasing. The request is for the Prevailing Fee Schedule to be adopted, setting forth the fees to be charged from February 12, 2026 until a future update by the city council.

	<u>Current</u>	<u>Proposed</u>
<u>Youth Hockey</u>		
1st – 3rd Grades		\$40.00 (New)
4th – 7th Grades		\$45.00 (New)
Reversible Jersey	\$13.00	\$15.00
Prep League Basketball Team	\$350.00	\$425.00
Comp League Basketball	\$400.00	\$425.00
Dodgeball Camp	\$15.00	\$20.00
Adult Basketball League	\$400.00	\$425.00
Adult Volleyball	\$295.00	\$325.00
Adult Softball	\$425.00	\$450.00
Two-Pitch Fall Softball	\$325.00	\$350.00
<u>Health Days Fun Run</u>		
5K & 10K Pre-Register w/shirt	\$23.00	\$24.00
5K & 10K Post-Register w/shirt	\$28.00	\$29.00
1-Mile Pre-Register	\$23.00	\$24.00
Family Pre-Register	\$75.00	\$80.00
<u>Turkey Trot</u>		
5K & 10K Pre-Register w/shirt	\$24.00	\$25.00
5K & 10K Post-Register w/shirt	\$29.00	\$30.00
1-Mile Pre-Register	\$19.00	\$20.00
1-Mile Post-Register	\$24.00	\$25.00
Family Pre-Register	\$80.00	\$85.00
<u>Indoor Triathlon</u>		

Pre-Registration – Relay Team		\$70.00 (New)
Post-Registration – Relay Team		\$75.00 (New)
<u>Health Days Booth Rental</u>		
Small Booth – 12x12 no electrical	\$35.00	\$40.00
Large Booth – 12x24 w/electricity	\$ 50.00	\$60.00
Large Booth – Amusement Ride	\$75.00	\$85.00
Single Use Booth/Food Truck (Daily)		\$50.00 (New)
Teen Night Activities		\$10.00-12.00 (New)
Holiday Kids Camps		\$15.00 (New)
Holiday Lego Camp		\$45.00 (New)
Young Artist Camp		\$30.00 (New)
Lego Legends Camp		\$45.00 (New)
Science Camp		\$50.00 (New)

Mr. Daniels confirmed for Councilmember Olsen that the relay costs are for the entire group not per participant.

Councilmember Engler asked whether Mr. Daniels was comfortable with the balance between revenue and costs. Mr. Daniels said the programs continue to increase each year, though there may be more competition this year due to new fields being built in the south end of the county.

Councilmember Engler asked about capacity. Mr. Daniels said soccer and softball are running well. Outdoor programs remain busy. During basketball season they are running seven gyms in the area, which are close to reaching capacity. The department is grateful to have what is available to use.

Councilmember Olsen said there are many great programs running. He appreciates Mr. Daniels work and ability to keep costs low but competitive.

Councilmember Downs asked if the costs being proposed are competitive compared with other areas in the valley. Mr. Daniels said they are. Smithfield runs some programs other cities do not. The costs for general youth leagues remain low so that more children can participate, competitive leagues cost a little more.

*****Motion made by Councilmember Orme to adopt Resolution 2026-01, a Resolution amending the Prevailing Fee Schedule of the City as presented. Councilmember Olsen seconded the motion. Motion was approved 5-0.**

Yes Vote: Engler, Downs, Olsen, Orme, Staker
No Vote: None

Discussion of the General Plan Update

Brian Carver and Quinn Dance of J-U-B Engineers were present to receive comments and answer questions. Mr. Carver stated that the recent comments from Councilmember Olsen have been received and will be incorporated into the plan. He added that they would like guidance from the City Council on how to proceed. He also noted that the document has been reviewed, approval recommended and forwarded by the Planning Commission to the council for consideration.

Councilmember Orme asked about the accuracy of the population estimates. Mr. Carver explained that the Kem C. Gardner Institute has historically provided very accurate data at the county level, though projections for smaller counties can vary. He stated that he is confident in the 10–15-year projections, noting that many variables can affect growth, including job growth and overall economic conditions. He added that the numbers are adjusted every five years to account for significant changes. While not a perfect science, he said the information is very useful for planning purposes and is based on a sound model used by the Gardner Institute.

Councilmember Engler asked Mr. Lewis how important population projections are for planning purposes. Mr. Lewis responded that Smithfield focuses more on how development and growth are occurring, such as annexations, new subdivisions, and new churches and/or temples. He noted that the housing gap between Hyde Park and Smithfield is decreasing. He added that other important items to plan for include rezones, roads, and water issues.

Councilmember Downs confirmed that the General Plan is a living document and can be amended at any time after adoption. Mr. Lewis agreed and explained that the expectation is that it will be continually reviewed and will change as needed. The zoning map is subject to change almost monthly with approved rezones. The Water Conservation Plan and Moderate-Income Housing Plan are components that are constantly changing and being updated to meet current needs and State of Utah requirements. The plan is meant to serve as a guide as the City grows and changes. The staff would like to move it forward to replace the 2017 version.

Mr. Carver does not want anyone to think the plan automatically becomes obsolete the minute it is adopted. It is a policy document and lists goals and objectives that should serve as guiding principles in decisions that are made. The policies can be

changed/updated/amended any time the goal is met or outside events change the need. Continual process, communication and reevaluation of the Plan is the most important part.

Mr. Carver assured Councilmember Olsen that his changes and recommendations have been received and will be incorporated, including typos, changing appendices and page numbering. Land Use Goal #6 from the Growth and Land Use section will be moved under the Parks & Recreation section. A hyperlink to the Transportation Master Plan will be added to allow for complete and correct information and no duplication, current links will be repaired and received survey information will be added to the final section of the plan. A traffic circulation map can be added, as it is state-mandated to be in the General Plan.

Mr. Carver reminded the Council that the Transportation Master Plan is a standalone document and will not be fully added to the General Plan. A link to the plan will be included in the General Plan.

Councilmember Orme asked Mr. Lewis about a parcel of land that was labeled A-10 but was not 10 acres in size. Mr. Lewis explained that any property annexed into the city comes into the city as A-10 (Agricultural 10-Acre) by default, after which it can be rezoned.

J-U-B Engineers will make corrections to the plan and send out to the Council for review, with the hopes of having a public hearing during next month's council meeting with a tentative vote on the plan in April.

Discussion and possible vote on Ordinance 2026-01, an Ordinance establishing a time and place for holding regular meetings during calendar year 2026.

TIME AND PLACE OF REGULAR COUNCIL MEETING.

The City Council shall conduct a regular meeting to be held on the Wednesdays listed below of each month during 2026 at the City Office Building, located at 96 South Main, Smithfield, Utah. Meetings will begin at 6:00 P.M.; unless otherwise posted.

January 14th, February 11th, March 11th, March 25th, April 8th, May 13th, June 10th, July 8th, August 12th, August 26th, September 9th, October 14th, November 4th, December 9th

TIME AND PLACE OF PLANNING COMMISSION MEETING.

The Planning Commission shall conduct its regular meeting on the third (3rd) Wednesday of each month during 2026 at the City Office Building, located at 96 South Main, Smithfield, Utah. The meeting shall begin at 6:00 P.M.; unless otherwise posted.

*****Motion made by Councilmember Engler to adopt Ordinance 2026-01, an Ordinance establishing a time and place for holding regular meetings during calendar year 2026. Councilmember Downs seconded the motion. Motion approved 5-0.*****

Yes Vote: Engler, Downs, Olsen, Orme, Staker
No Vote: None

Public Hearing for the purpose of discussing Ordinance 2026-02, an Ordinance amending the Smithfield City Municipal Code Title 2 “Administration and Personnel”, Chapter 2.56 “Access to Public Records”, Sections 2.56.030 “Request for Access”, 2.56.040 “Appeals” and 2.56.060 “Forms”.

This is a housekeeping Ordinance on submitting GRAMA requests. Currently, a form has to be submitted. A new option would allow the submittal of an online fillable form. Email addresses and the website would be updated to the .gov ending. An email address for submitting requests to the police department would be added.

7:14 p.m. Public Hearing Opened

There were not any comments or questions.

7:15 p.m. Public Hearing Closed

Discussion and possible vote on Ordinance 2026-02.

The Council thanked Ms. Lazcanotegui for all her work getting this updated.

*****Motion made by Councilmember Olsen to adopt Ordinance 2026-02, an Ordinance amending the Smithfield City Municipal Code Title 2 “Administration and Personnel”, Chapter 2.56 “Access to Public Records”, Sections 2.56.030 “Request for Access”, 2.56.040 “Appeals”, and 2.56.060 “Forms”. Councilmember Staker seconded the motion. Motion approved 5-0.*****

Yes Vote: Engler, Downs, Olsen, Orme, Staker
No Vote: None

City Manager Report

- ✓ Mr. Bodily, the City Engineer, is working with Spindler Construction and J-U-B Engineers. The new 3-million-gallon water tank project is slated to begin the first week of March with an anticipated completion date in November 2026.
- ✓ Phase 1 of storm water project and Phase 1 of the spring line project will be put out for bid in March. The dates will be staggered.
- ✓ The Senior Center remodel turned out very nice, new tables, chairs, flooring and LED lighting. The ceiling tiles are in the process of being replaced.
- ✓ City Offices will be closed on Monday, February 16th in observance of President's Day.
- ✓ Wednesday, February 25th at 6:00 p.m. there will be a combined training with the Planning Commission and City Council with Seth Tait from Olsen & Hoggan, the City's legal counsel.
- ✓ The department heads will present their proposed budgets for Fiscal Year 2027 at the Wednesday, March 25th city council meeting.
- ✓ Sidewalk Plan, as mentioned earlier, the City is aware of several sections throughout the City in need of sidewalk installation or repair. There have been some potential tree issues that have held up some sidewalk installations and replacement projects. There will be continued discussion on this topic as part of the new budget.

Council Member and Mayor Reports

Todd Orme

- Tree Committee is meeting on Tuesday, February 17th and is working on final changes for the city code. The Library is working with the Tree Committee on a project which is very much appreciated.
- Historical Society is continuing to make good progress at the Douglass Mercantile Building. The upper crown is being caulked, and the paint color has been determined. The painter is ready to finish their portion of the project.

Jenn Staker

- Arts Council will meet next month to discuss the summer concert series. All of the concerts will be held in June before summer gets too busy.
- Health Days Pageant is on Saturday, March 7th at 7:00 p.m. in the Sky View High School auditorium. There are 25 applicants so it may have to be a 2-day event. The “empowered woman” and “America250” themes will be incorporated. Veterans will be the escorts, and they are hoping to find a veteran or active-duty military person to come speak during the workshop. If anyone has an idea, please send her the information.

John Engler

- Trails Committee, during the last “Three Things” publication, residents were asked for input and 33 emails, with great ideas, were received. One neighborhood is putting together an advisory group and will be doing surveys and gathering neighborhood comments about a future park in their area.
- Smithfield Chamber of Commerce had 30 businesses represented at the last meeting. They will be working with the Youth Council on the upcoming Easter Egg Hunt next month. They continue to be very active and busy.
- Library Board have a good partnership with the Arts Council. Director Shawn Bliss has been invited to speak at the Utah Library Association panel. The carpeting project is halfway completed for the entire building. The software migration is underway. A \$10,000 Carnegie grant has been received, and the board is considering how to best use the funds.

Chris Olsen

- Youth Council helped at the triathlon, it was a great turnout and he had fun helping. He will also go down to the tour of the Capital field trip with the youth council.

Jay Downs

- The Cache County Fire District Board of Trustees voted Mayor Rudie and Mayor Steve Miller of Hyrum City to serve on the Board.
- Two new police officers were sworn in on Monday. It is great to watch them start their careers.

The council took a short recess at 7:31 p.m.

The council meeting was reconvened at 7:38 p.m.

Closed Meeting to discuss the purchase, exchange or lease of real property. Utah Code Annotated 52-4-205 (1) (d)

*****Motion made by Councilmember Staker close the regular council meeting and open the closed meeting to discuss the purchase, exchange or lease of real property. Councilmember Downs seconded the motion. Motion approved 5-0.*****

Yes Vote: Engler, Downs, Olsen, Orme, Staker

No Vote: None

The closed meeting opened at 7:38 p.m.

Those in attendance: Mayor Rudie, Todd Orme, Jenn Staker, Chris Olsen, John Engler, Jay Downs, Dana Lazcanotegui, Clay Bodily, Brian Boudrero, and Justin Lewis

*****Motion made by Councilmember Engler to close the closed meeting and reopen the regular council meeting. Councilmember Staker seconded the motion. Motion approved 5-0.*****

Yes Vote: Engler, Downs, Olsen, Orme, Staker

No Vote: None

The closed meeting closed at 9:14 p.m.

*** The meeting adjourned at 9:14 p.m. ***

SMITHFIELD CITY CORPORATION

Aaron Rudie, Mayor

ATTEST:

Dana Lazcanotegui, City Recorder



SMITHFIELD CITY CORPORATION
96 South Main
Smithfield, UT 84335

AGENDA

Public Notice is given that the Smithfield City Council will meet in a regularly scheduled meeting at 96 South Main, Smithfield, Utah, on **Wednesday, February 11, 2026**. The meeting will begin at 6:00 PM.

Welcome/pledge of allegiance and thought/prayer by Mayor Rudie

1. Approval of the city council meeting minutes from January 14, 2026.
2. Public comment on items not on the agenda.
3. Discussion and possible vote on Resolution 2026-01, a Resolution amending the Prevailing Fee Schedule of the City.
4. Discussion on the General Plan update.
5. Discussion and possible vote on Ordinance 2026-01, an Ordinance establishing a time and place for holding regular meetings during calendar year 2026.
6. Public Hearing for the purpose of discussing Ordinance 2026-02, an Ordinance amending the Smithfield City Municipal Code Title 2 "Administration and Personnel", Chapter 2.56 "Access to Public Records", Sections 2.56.030 "Request for Access", 2.56.040 "Appeals" and 2.56.060 "Forms".
7. Discussion and possible vote on Ordinance 2026-02.
8. City Manager Report
9. Council Member and Mayor Reports
10. Closed Meeting to discuss the purchase, exchange or lease of real property. Utah Code Annotated 52-4-205 (1) (d).

Adjournment

*****Items on the agenda may be considered earlier than shown on the agenda.*****

In accordance with the Americans with Disabilities Act, individuals needing special accommodation for this meeting should contact the City Recorder at (435) 792-7997, at least three (3) days before the date of the meeting.