PROVO MUNICIPAL COUNCIL

Work Meeting

1:00 PM, Tuesday, March 24, 2026
Provo Peaks Conference Room (Room 110)
445 W. Center Street, Provo, UT 84601 or
https://www.youtube.com/provocitycouncil

The in-person meeting will be held in the **Council Chambers**. The meeting will be available to the public for live broadcast and on-demand viewing on YouTube and Facebook at: youtube.com/provocitycouncil and facebook.com/provocouncil. If one platform is unavailable, please try the other. If you do not have access to the Internet, you can join via telephone following the instructions below.

To listen to the meeting by phone: March 24 Work Meeting: Dial 346-248-7799. Enter Meeting ID 818 0228 5355 and press #. When asked for a participant ID, press #.

Agenda

Roll Call

Approval of Minutes

March 10, 2026 Work Meeting

Business

1 A presentation regarding the proposed redevelopment of the Provo Towne Centre site into a mixed-use, transit-oriented district (26-023)

2 A presentation regarding the FY2027 Budget: Administrative Services (26-001)

3 A presentation regarding the FY2027 Budget: Public Works (26-001)

4 A presentation regarding the FY2027 Budget: Development Services (26-001)

5 A resolution approving the appropriation of $96,547 to pay for three new firefighters and their equipment between May and June for the fiscal year ending June 30, 2026 (26-024)

6 A resolution to place a 1.92 acre parcel of ground located at approximately 1051 E Birch Lane on the surplus property list. (26-012)

Closed Meeting

The Municipal Council or the Governing Board of the Redevelopment Agency will consider a motion to close the meeting for the purposes of holding a strategy session to discuss pending or reasonably imminent litigation, and/or to discuss the purchase, sale, exchange, or lease of real property, and/or the character, professional competence, or physical or mental health of an individual in conformance with 52-4-204 and 52-4-205 et. seq., Utah Code.

Adjournment

If you have a comment regarding items on the agenda, please contact Councilors at council@provo.gov or using their contact information listed at: provo.gov/434/City-Council.

Materials and Agenda: agendas.provo.org
Council meetings are broadcast live and available later on demand at youtube.com/ProvoCityCouncil.

The next Work Meeting will be held on Tuesday, April 14, 2026. The meeting will be held in the Council Chambers, 445 W. Center Street, Provo, UT 84601 with an online broadcast. Work Meetings generally begin betweSen 12 and 4 PM. Council Meetings begin at 5:30 PM. The start time for additional meetings may vary. All meeting start times are noticed at least 24 hours prior to the meeting.

Notice of Compliance with the Americans with Disabilities Act (ADA)

In compliance with the ADA, individuals needing special accommodations (including auxiliary communicative aids and services) during this meeting are invited to notify the Provo Council Office at 445 W. Center, Provo, Utah 84601, phone: (801) 852-6120 or email kmartins@provo.gov at least three working days prior to the meeting. Council meetings are broadcast live and available for on demand viewing at youtube.com/ProvoCityCouncil.

Notice of Telephonic Communications

One or more Council members may participate by telephone or Internet communication in this meeting. Telephone or Internet communications will be amplified as needed so all Council members and others attending the meeting will be able to hear the person(s) participating electronically as well as those participating in person. The meeting will be conducted using the same procedures applicable to regular Municipal Council meetings.

Notice of Compliance with Public Noticing Regulations

This meeting was noticed in compliance with Utah Code 52-4-207(4), which supersedes some requirements listed in Utah Code 52-4-202 and Provo City Code 14.02.010. Agendas and minutes are accessible through the Provo City website at agendas.provo.org. Council meeting agendas are available through the Utah Public Meeting Notice website at utah.gov/pmn, which also offers email subscriptions to notices.

Please note: These minutes have been prepared with a timestamp linking the agenda items to the video discussion.

PROVO MUNICIPAL COUNCIL

Work Meeting Minutes

11:00 AM | March 10, 2026
Provo Peak Room
Hybrid meeting: 445 W. Center Street, Provo, UT 84601 or
https://www.youtube.com/provocitycouncil

Agenda

Roll Call

Council Chair Katrice MacKay, conducting
Council Vice-Chair Craig Christensen (Excused)
Councilor Greg Garrett
Councilor Jeff Whitlock
Councilor Becky Bogdin
Councilor Travis Hoban
Councilor Rachel Whipple
Mayor Marsha Judkins

Approval of Minutes

- February 10, 2026 Work Meeting

Approved by unanimous consent.

Closed Meeting

Brian Jones, Provo City Attorney, presented the rationale for holding a closed session during the March 10, 2026 Work Meeting. He explained that there were four qualifying topics for the closed meeting:

1. discussions related to real property,
2. pending or imminent litigation,
3. deployment of security devices and/or personnel, and the
4. character or professional competence of an individual.

Councilor Whipple Moved to Close the meeting.
Councilor Bogdin seconded.
The motion passed: 5-0 (Councilors Hoban and Christensen excused)

Business

1. A presentation regarding Flock Safety license plate readers (26-018)

Police Chief Troy Beebe introduced the presentation team, which included Captain Robert Patrick and Captain Brian Taylor. Captain Patrick served as the department's manager and auditor for the automated license plate reader (ALPR) system.

Lily Ho, Flock Safety's public affairs manager covering western states, presented via remote connection. She explained that Flock Safety began in 2017 when founder and CEO Garrett Langley created license plate reader technology to address crime in his neighborhood. Ho noted that 70 percent of crimes involve a vehicle, making their technology effective for various crime types.

Ho described the Flock cameras as fixed devices mounted on municipal poles 12 to 14 feet high, facing public roadways. The cameras capture time and place information for vehicle rears, including license plates, state information, and make/model details. The system includes a "vehicle fingerprint" feature that captures vehicle characteristics for cases where only partial license plate information is available.

Regarding privacy and security, Ho emphasized that all data is stored on AWS GovCloud servers with end-to-end encryption and various certifications including FBI CJIS, SOC 2, NDAA, and FERPA. She stated that customers maintain full control over their data, including retention periods and sharing permissions, and that Flock does not sell or share data with others.

Ho addressed constitutional concerns, noting that approximately 60 case laws have consistently upheld license plate readers as constitutional since license plates are government documentation meant to be viewed publicly. The clusters of cameras do not constitute tracking of personal habits or locations.

Captain Taylor explained the AI search feature's benefits, sharing an example of a serial suspect case where the system helped identify a specific white truck with a stainless steel toolbox from victim descriptions. This allowed police to focus on one vehicle rather than making numerous investigative stops on similar vehicles.

Captain Patrick demonstrated the transparency portal on the Provo City website, showing that within the last 30 days, officers had conducted 84 searches, each requiring a case number and reason. The department conducts monthly audits to ensure proper usage according to Provo City policy.

Chief Beebe presented several case examples where the system proved valuable:

- A hit-and-run fatality at 500 West and Center Street was solved by 11:00 AM after a 4:27 AM incident using grocery store footage and ALPR data to identify a white van
- A sexual assault case involving an officer impersonator from Utah County was solved using the system to identify the suspect vehicle following the victim

- Multiple vehicle theft cases were resolved using ALPR alerts
- A kidnapping case involving a stolen vehicle where the passenger wanted out was solved using the system

Chief Beebe made an emotional appeal to the Council, asking them to consider which family member they would not want protected if the system were removed. He emphasized that this is about serving real victims, not government surveillance.

Councilor Whitlock asked about data protection policies and processes. Captain Patrick explained the multi-factor authentication requirements and various encryption protocols used by Flock. He described the National Lookup Program, which allows participating agencies to search license plate data nationwide while maintaining audit trails. The system has a 30-day retention policy, after which data is automatically expunged.

Councilor Whitlock also asked about the nature of captured data. Captain Patrick compared it to trail cameras, explaining that the system takes photographs when vehicles pass by, attaching metadata including camera location, date, and time before encrypting and sending to cloud storage.

Councilor Bogdin mentioned that the city's cybersecurity team leader wanted independent verification of Flock's security patches and updates. Captain Patrick confirmed that Flock uses third-party auditors and would provide that information for verification.

2. A presentation regarding the FY2027 Budget: Police (26-001)

Captain Taylor, representing Police Chief Beebe, presented the police department's budget priorities for FY2027. He emphasized that the department's mission requires maximizing resources and focusing where needed to work with citizens, improve quality of life, and stop crime.

The department requested two main items: body worn camera and in-car camera systems, and personal protective equipment.

Captain Taylor explained that the current contract with Axon Corporation for body worn cameras expires at the end of June 2027. The department previously had an in-car camera system that was outdated when they moved to the current building, and installing it would have required antiquated equipment in the new facility. They discovered that body worn cameras and in-car cameras serve different purposes and both are needed.

Body worn cameras capture events from an officer's perspective, protecting officers and the city from false claims while supporting criminal investigations and capturing victim statements in chaotic situations. In-car cameras provide an objective third-party view, particularly valuable for DUI investigations and field sobriety tests, and can capture driving behavior during traffic stops.

The preliminary quote from one corporation for both systems showed a $107,000 increase for a new five-year contract. An active request for proposals was published on the state purchasing network with bids due April 2nd.

For personal protective equipment, Captain Taylor requested $89,400 for ballistic inserts, explaining that the department had 90 expired rifle-rated flexible panels. The request would equip 60 officers this year, focusing on patrol division first, with the remainder covered over the next two years through normal armor budget. The new products are thinner, lighter, more flexible, and last 10 years instead of 5, but are more expensive than older systems.

Chair MacKay asked whether these requests would be in the budget or require appropriation. Captain Taylor confirmed the camera system would be a budget increase while the armor would be an appropriation.

Councilor Whipple asked about scheduling for armor replacements. Captain Taylor confirmed they maintain a replacement schedule and are trying to distribute purchases so they don't all come due simultaneously. He explained they're replacing 12 standard vest systems on a scheduled five-year cycle and expect to buy 10 more for new hires.

Heather Perkins, Manager of the Provo City 911 Center, presented on the 911 Metro Communications component of the police budget. The 911 center is a consolidated dispatch center providing services for three police departments (Provo, Orem, Lindon) and two fire departments (Provo, Orem), under a cooperative agreement. The center handles a high call volume, including 227,747 phone calls last year, with specialized radio channels for various departments. Funding is derived roughly 34% from state 911 surcharge taxes, with the remainder split between Provo and Orem cities based on population and call volume. Perkins requested an addition of two full-time staff positions to enable a secondary fire response radio channel during peak hours, improving dispatch capacity for fire incidents that rapidly generate heavy radio traffic. The cost of these positions (~$186,000) is shared proportionally by participating cities. The presentation emphasized improved service capabilities, operational challenges, and cooperation between municipalities served by the center.

3. A presentation regarding the FY2027 Budget: Mayor's Office (26-001)

Chief Administrative Officer Scott Henderson presented the Mayor's Office budget, noting it includes the same staffing as the previous year and represents continued efforts to operate lean and efficiently. The department had previously reduced staff by eliminating an assistant CAO position, part-time staff, and marketing/social media positions while reassigning duties.

Henderson reported one change: converting one office assistant position to an analyst position to better match the staff member's actual work, accomplished on a revenue-neutral basis by repositioning existing staff according to skills and departmental needs. The budget includes media services under new Communications Director Barb Smith.

The budget covers intergovernmental relationships including memberships in League of Cities and Towns, Mountain Land Association of Governments, Utah Valley Chamber of Commerce, and District Court Fee Program. Henderson noted they don't yet know if there will be fee increases but are prepared to absorb them or find other opportunities if needed.

Councilor Bogdin asked about MAG fees appearing in both the Mayor's Office budget and CIP. Henderson explained that the Mayor's Office covers organizational membership while CIP likely shows MAG as a funding source. Henderson said that he hoped that these intergovernmental organizations don't hold to the same budget standards as the cities they represent, often increasing fees when member cities maintain status quo budgets.

Early accomplishments include community outreach improvements, refining Provology to create more experience-based learning with better educational flow and implementing office hours where the Mayor meets with citizens every Thursday. Henderson compared this to professor office hours, providing consistent contact opportunities that are more efficient than extended conversations throughout the day.

The department has no unfunded needs, no supplemental or appropriation requests for 2027, and no major changes to fees and charges. Henderson reported the 2026 budget was approximately $2.1 million, with three-quarters being staffing costs and approximately $250,000 for intergovernmental organization memberships.

4. A presentation regarding the FY 2027 Capital Improvement Plan Report (26-019)

Budget Analyst Andrea Wright provided the introduction, explaining the CIP is divided into funded projects and partially funded/unfunded projects. She noted that departments would present in order: Airport, Energy, Library, Parks & Recreation, and Public Works.

Airport

Airport Director Brian Torgersen explained that many airport projects are attached to grants and FAA funding, so projects aren't shown as funded until grants are approved and signed. This prevents premature budget authority while allowing expense budget additions later when funding is secured.

For the partially and unfunded projects, Torgersen detailed the status:

- Preventative runway maintenance and runway lighting projects have FAA grants that will be issued shortly, with projects beginning within the next month
- Phase 2 terminal expansion is ongoing under construction with received FAA, county, and state funding
- Phase 3 and 4 design is in progress, funded through county tax dollars, with bids opening April 18th for subcontractors
- Solar removal equipment building is under construction, partially funded by FAA grants and an interfund loan from the energy department
- Tower equipment is aspirational, awaiting potential FAA grant award
- Future projects like reconstructing and expanding north apron depend on grant awards

The $3 million airport facility improvement item in funded projects serves as a repository for surplus revenue to cover local match requirements for FAA grants. As the FAA reduces acceptance of land purchases for matches on competitive grants, the airport needs cash available for approximately 10 percent local matches on larger projects.

Councilor Whitlock asked about the funding mechanism. Torgersen explained that surplus revenue above budget automatically flows into CIP, building over time to pay local matches without requiring individual Council appropriations.

Energy

Councilor Bogdin, serving on the energy board, explained that the department had been saving for years to fund current projects. Interim Director Tad Smallcomb noted they save for large projects that can't be funded in any single budget year.

The major budget item of $35 million for transmission construction represents years of set-aside funds for projects like the Gillespie substation and Draper substation changes. After these projects complete, the budget will drop significantly and build back up for future large projects, avoiding cramming multiple major projects into single years.

Library

Library Services Director Carla Gordon presented the library's CIP, focusing on elevator replacements. The library has elevators that are 25 years old, with parts no longer manufactured and increasing repair difficulties. They're replacing elevators strategically: first, one where people regularly get stuck, and second, the academy building elevator that provides the only access to the attic and ballroom spaces.

The elevator in the academy building replacement must be scheduled a year in advance because replacement takes 4-6 weeks, during which they must stop renting the ballroom and attic spaces. Other elevators are being phased over future years as they're not currently problematic.

Ms. Gordon also explained the boiler replacement, noting the 25-year-old system requires significant maintenance and could fail catastrophically in winter. While the payback period is 9-18 years based purely on energy savings, the replacement provides reliability and eliminates maintenance issues.

Councilor Whitlock asked about emergency replacement risks. Ms. Gordon confirmed this risk exists for elevators not yet scheduled for replacement, though they're prioritizing based on current condition and necessity.

Parks & Recreation

Parks & Recreation Director Doug Robins and Project Manager John Bunderson presented their CIP items. Bunderson announced two significant grant awards: $750,000 from the state office of outdoor recreation for Fort Utah Hills Park, and $805,000 from the Land and Water Conservation Fund (40% of their $2 million request) for restroom and playground replacements.

The grants create challenges because partial funding throws off overall project planning. The Fort Utah Hills Park parking expansion alone needs approximately $1.2 million initially with potential additional $800,000 for full build-out, but they're missing funding for this critical component. Parking problems on Geneva Road create safety concerns and resident complaints.

For the Memorial Park restroom project, the department decided against comprehensive studies in favor of directly installing a needed restroom, with project managers fine-tuning cost estimates. Community feedback will be gathered during the process, with potential future master planning when funding becomes available.

Robins explained that this approach represents "meet expectations" endeavors rather than pursuing unfunded comprehensive projects that might not match available resources.

Councilor Whitlock asked about the master plan update. Robins explained they're moving to more consistent annual impact fee analysis, which requires updated level of service analysis from the master plan. This creates better sequencing where master plan updates inform impact fee facility plans, with both scheduled for next fiscal year and annual updates thereafter.

Regarding upper Bicentennial Park, Robins noted they moved the project one year to allow proper public feedback and neighborhood design committee processes, followed by seeking outside funding sources before construction begins.

Mayor Judkins recognized that this was Robins' last meeting, with his final day the following Thursday, and thanked him for his service.

Public Works

Public Works Director Gordon Haight presented various division budgets.

For roads, most items were similar to previous years with overlays moving through the system. The 2026 street overlay was removed because it represents current year funding, while 2031 street overlay was added.

For engineering projects, Haight confirmed that MAG fees appearing here make sense because the department receives funding from MAG and uses it to pay annual fees, providing clear approval and understanding of the payment process.

For school sidewalks, specific project details weren't listed in the CIP but were provided in a separate capital project list update emailed to Council.

Councilor Bogdin asked about West Side Sewer. Public Works Business Manager Jimmy McKnight explained this covers the trunk line on Lakeview Parkway from 620 North to the Northwest Loop Station, broken into two phases: the first getting to just south of the high school for about $4 million, and the second completing the route to the Northwest substation for $5 million.

The project addresses the area where they haven't finished full-width Lakeview Parkway due to the missing sewer trunk line. After installation, they'll consider timing for completing the five-lane road, though this may wait until capacity demands require it.

Stormwater

Public Works Division Director Shane Winters explained that Franklin area improvements represent a shift in approach based on updated master plan analysis. Instead of flowing stormwater south across the railroad with large detention basins in parks and school areas, they're now planning to flow west with a linear detention basin along already-owned railroad property. This approach is less expensive and can be completed more quickly.

For the Quail Orchard Park infrastructure, Mr. Winters explained that the northeast area remains problematic as everything flows to Canyon Road, which is at capacity. New development and annexation in the northeast area moved this project up in priority. The solution involves pushing stormwater down Foothill to the river instead of south, utilizing previously installed large pipes.

For Buckley Draw, the $250,000 covers bringing flow underneath Slate Canyon Road into the park temporarily through a pipe system, with coordination with park development plans for permanent routing through the park to the stormwater system.

The $60 million levy project in unfunded items represents a far-future solution for FEMA compliance issues causing some homes to require flood insurance due to uncertified levies. Haight noted they're aggressively seeking grants for this project, as it won't be city-funded if pursued. There are homeowners along the river who would prefer to pay flood insurance rather than remove vegetation through levy reconstruction.

5. A resolution amending the 2026 Provo standard drawing details and 2026 Provo City public works department development design standards due to changes in the minimum street width requirements (26-020)

Public Works Director Haight presented three options for street width standards, noting extensive previous discussion. The Council had previously discussed Option 2, which keeps 24-foot sections for infill and hillside properties under 400 feet with fire marshal approval, though "infill" needed better definition.

Option 3, which Public Works staff recommends, adds fire marshal approval to the design process while maintaining flexibility for different subdivision types. Haight argued this provides developers flexibility to serve different markets and helps residents find neighborhoods they'll enjoy, rather than enforcing cookie-cutter development patterns.

Development Services Director Bill Peperone noted that in hillside environments, narrower roads can substantially minimize environmental impact compared to wider roads requiring more extreme cuts and fills.

Councilor Bogdin questioned whether 24-foot roads might permit development further up hillsides. Haight and Peperone clarified that development boundaries are set by property ownership, service areas, and 30 percent slope requirements regardless of road width. Narrower roads simply reduce cuts and fills for reaching developable areas that would be developed anyway.

Councilor Whitlock asked about staff's preference for Option 3. Haight explained this provides maximum flexibility for subdivision design while maintaining fire marshal oversight, allowing accommodation of different housing types and buyer preferences.

Councilor Hoban expressed concern about enforcement viability for parking restrictions on narrow streets, noting the challenge of patrolling numerous streets to ensure one-side parking compliance and citing examples where other cities abandoned enforcement.

Councilor Whipple confirmed that staff didn't believe the 24-foot width had been abused in implementation.

City Attorney Jones noted that an ordinance draft with all three options was prepared, allowing Council to delete unwanted options through motion.

6. An ordinance amending the zone map classification of real property, generally located at 1507 S 180 E, from the planned industrial commercial (PIC) zone to the planned industrial commercial data center overlay (PICDC) zone (PLRZ20250622)

City Planner Dustin Wright presented the data center overlay zone application for property currently zoned planned industrial commercial. The applicant originally considered on-site power generation but moved away from that approach, now planning to use Provo City grid power and proffering this limitation in a development agreement.

The applicant also proffered a closed-loop water system to address water usage concerns typical of data centers. Planning Commission raised concerns about potential sludge discharge when the closed-loop system requires periodic water changes. Mr. Wright noted the applicant would use a third party for this service rather than discharging into the city system, and this provision could be added to the development agreement.

Mr. Wright provided a quick overview of the project and site plan, noting the shift away from on-site power generation as a key change through the process.

7. A presentation regarding the FY2027 Budget: Fire (26-001)

Fire Chief Jeremy Headman presented the fire department's budget, highlighting several accomplishments and requests.

Department accomplishments included the WUI (Wildland Urban Interface) program cleaning 281 cubic yards of debris throughout the city, and successful fire suppression along the Bonneville Shoreline Trail where clearing work helped stop two fires this year. The fire prevention office conducted numerous business inspections, investigated 57 fires, and tested 80 percent of hydrants. The department acquired two new engines and a new FAA-funded airport rescue firefighting truck and ambulance.

The department is conducting a heavy rescue school starting in late March, teaching technical rescue skills including confined space, trench rescue, and high angle rescue to a county-wide team of about 30 participants with seven from Provo.

Eight firefighters were sent to paramedic school using successful budget appropriations from the previous year. The department deploys wildland teams throughout the country for 14-day assignments, which helps prepare local firefighters for Wasatch Front wildland fires.

For budget requests, Mr. Headman noted that nine firefighters hired with the SAFER grant will see that grant expire in March, with roughly $600,000-650,000 remaining to reapply for funding through fiscal year 2027 and potentially into fiscal year 2028.

The department requested hiring three new firefighters to reduce overtime costs by the equivalent amount. These positions would provide depth on each shift to handle paramedic school time off and sick leave without requiring overtime backfill.

For equipment, the department requested $36,000 for one-time PPE purchases for new employees, $9,000 for iSimulate cardiac training software, $115,000 for five ventilators to replace 15-year-old units difficult to service, and $4,800 for new airway bags to ensure consistency across all stations.

For training, they requested $11,000 total: $8,000 for two Connex storage containers for training props at Station 3, and $3,000 for training mannequins.

The department generates revenue through EMS standbys for BYU events, marathons, and other city events, plus deployment billing. Current fiscal year revenue totals $293,000, though they've billed closer to $500,000. This revenue funds the WUI program along with covering deployment costs including overtime for 14-day assignments plus travel time.

Mr. Headman emphasized the department's strong employee retention due to competitive pay, merit steps, COLA raises, and positive culture that attracts experienced firefighters from other departments.

Councilor Whitlock asked about deployment revenue and costs. Headman confirmed the $293,000 was lower than the previous year and represents typical revenue levels, with associated overtime costs for extended deployment periods.

8. A presentation regarding the FY2027 Budget: Human Resources (26-001)

Human Resources Director Daniel Softley reported that the department is making do with its current budget without unfunded needs, supplemental requests, or budget constraints. While third-party vendor costs for services like drug testing and background checks periodically increase, the department offsets these through efficiency improvements.

As an internal service fund, Human Resources focuses on maximum efficiency since revenue collection opportunities are limited. Softley highlighted several efficiency strategies, including regularly bidding service renewals. A workers' compensation renewal saved $160,000 last year by switching vendors based on competitive bidding.

Benefits renewal rates are beating national trends, with the Millman Index showing 6.1 percent increases nationally while Provo's renewal is trending below that level, reflecting employees' smart medical decisions. This performance contrasts positively with other agencies experiencing above-index increases.

A decreasing line item helps the budget: employees hired before 1987 who carried medical insurance coverage until age 65 for themselves and spouses are aging out of the program as time passes since 1987.

The department signed with an AI vendor for Workday support, allowing staff to input configuration questions and receive education on solutions, significantly reducing traditional support staff needs.

Key performance indicators show full-time turnover trending downward, along with turnover for other employment. The department reduced days from position closure to selection by six days and continues conducting executive recruitments in-house, saving $20,000-25,000 per search compared to consultant costs.

In fiscal year 2026, the department completed the annual grade study, implemented 2.5 percent COLA, and provided annual merit raises. They changed workers' compensation carriers (saving money), reconfigured health insurance to self-funded plans (saving $80,000 in dental), achieved 0 percent increase on stop loss premium (avoiding potential $250,000 in additional costs), and enhanced 401k benefits for non-social security participants in public safety.

The wellness program secured an additional $20,000 in credits from negotiations, allowing expansion of the summer wellness program that doubled participation.

Mr. Softley praised the payroll staff for stellar performance, noting accurate and efficient processing and successful URS audits. The department renewed their Workday contract for three years at less than current costs through configuration changes and implemented AI to reduce tech support costs.

Councilor Whitlock thanked Mr. Softley for finding smart efficiencies as a good example for the organization.

9. A presentation Regarding the FY2027 Budget: Legal (25-001)

City Attorney Brian Jones presented the legal department budget, praising his team for creating a fantastic work atmosphere. The department is divided into three divisions and serves as an internal service department supporting the rest of the city.

The department participates in every major city initiative, working on documents, agreements, and partnerships. Recent accomplishments included a major trial victory in a case that lasted 16 years and success in claims recovery where they file claims against others for city property damage.

Budget-wise, the department is primarily personnel-focused. Mr. Jones showed a 30-year budget graph adjusted for inflation, demonstrating efforts to do more with less. Personnel levels have remained mainly flat except when taking on additional duties.

Mr. Jones raised concerns about AI technology's impact on the legal system. While the department uses AI for legal research efficiency, requiring vetting of results and editing of documents, opposing parties increasingly use AI without similar oversight. This creates dramatically increased workloads as pro se litigants now file hundreds of pages of AI-generated documents that appear credible until researched.

Mr. Jones cited one case with over 100 filings by an unrepresented party in three months, compared to typical 3-4 filings. Criminal appeals have increased six times over previous numbers. The problem affects day-to-day business beyond litigation, as responses to legal answers now generate AI analyses requiring additional research and response.

This nationwide problem affects courts, with every Utah County city attorney reporting similar experiences. Mr. Jones anticipates courts will eventually need to limit filing types to maintain efficiency, though this could reduce rather than increase legal system access despite initial appearances.

Councilor Whitlock asked about AI solutions. Mr. Jones noted they can process AI arguments faster using AI tools, but maintain ethical responsibilities for accurate work while opponents don't face similar constraints. The department uses AI to help but cannot rely on it exclusively.

Mr. Jones expressed concern that after two years of saying AI reduces staffing needs, the trend now suggests potential increased personnel requirements.

10. A presentation regarding the FY2027 Budget: Customer Service (26-001)

Customer Service Director Amanda Ercanbrack presented with Business Analyst Laramie Gonzales. The department is well-aligned with no unmet needs, underfunding, or supplemental requests needed.

Department goals remain consistent with previous years, focusing on maintaining service levels for residents and callers. They've modified community involvement from volunteer work like trail adoption and Food and Care Coalition to acting as a conduit helping people access services like 2-1-1 and other community resources, inspired by the Mayor's vision.

Accomplishments include software upgrades (hopefully unnoticed, indicating smooth implementation), two new certified business licensing officers, and department recognition.

Mr. Gonzales detailed the budget structure across five divisions: administration, billing, IT, call center, and business licensing. The main challenge involves third-party maintenance and software contracts experiencing 6-8 percent annual increases. Through consolidation and reallocation, they absorbed these increases while maintaining net zero operational budget increase.

The budget breakdown shows billing and IT consuming two-thirds ($800,000) of the $1.2 million operating budget, primarily for maintenance contracts including utility bill printing and digital archiving services performed outside customer service. Total customer service budget including chargebacks and personnel approaches $4.3 million.

The department hasn't requested supplementals for several years, focusing on sustainability by working within available resources and finding internal efficiencies for improvements.

Councilor Whipple asked about budget shifting from IT to administration. Mr. Gonzales explained that a new executive office assistant from another city brought different approaches to expense categorization. They consolidated divided training expenses into single line items and combined maintenance contracts that were unnecessarily split across divisions, moving from cost accounting principles toward standard government philosophy while maintaining efficiency.

11. A presentation regarding the FY2027 Budget: Council Office (26-001)

Council Executive Director Justin Harrison presented the proposed FY2027 council office budget, noting it should be the easiest presentation. The budget breakdown shows 82 percent personnel, 15 percent operating, and 3 percent chargebacks to internal service departments.

The proposed budget contains no new supplemental requests, with operating budget remaining relatively flat and implementing permanent cuts from the previous year's budget. Chargebacks also remained flat.

Personnel budget increases reflect anticipated 2.5 percent performance-based merit increases budgeted citywide for positive employee performance reviews. The budget also reflects compensation adjustments from updated job descriptions creating better position alignment, implemented last year.

The elected official compensation commission, which meets every four years, implemented compensation changes for mayor and council in the first pay period of January. Since this only affected half of the current fiscal year, the coming fiscal year shows the full implementation effect.

Legislative accomplishments spanned housing, infrastructure, and redevelopment policy areas. The Council adopted the $319 million FY2026 budget, advanced impact fees, made Title 14 changes through rezones and ongoing zoning rewrite, and strengthened health and safety housing standards.

Looking toward FY2027, the council office is coordinating budget priorities including housing data collection for comprehensive housing stock audits, economic development study RFP assistance, and multi-department external business process review coordination with code enforcement and customer service.

The budget aligns with council goals, with the office focused on bringing council priorities to fruition without proposing supplemental requests for new programs or staffing expansion while continuing to provide required services and research.

12. An ordinance enacting anti-idling restrictions for certain commercial trucks (26-021)

Council Policy Analyst Tanner Taguchi presented the ordinance sponsored by Councilor Bogdin and seconded by Councilor Whipple, designed to address negative effects from increasing heavy commercial trucks parking in commercial spaces.

The ordinance would restrict heavy diesel trucks from idling, applying only to public roads, public property, and private property open to the general public. It includes common-sense exceptions for necessary vehicle idling and applies specifically to combination unit trucks (tractor-trailers) over certain gross vehicle weight ratings.

Mr. Taguchi observed limited commercial truck presence in East Bay commercial areas and other city locations, though not reaching truck stop levels. The main concern involves interface areas between residential and commercial zones where trucks park, with potential for increased problems as development expands.

Benefits include simplifying noise ordinance enforcement (which currently requires decibel measurements) and addressing localized pollution and odors not covered by noise ordinances.

Patrol division leaders expressed willingness to enforce the ordinance, though they would rely primarily on resident complaints rather than active patrol due to high daytime call volumes. State requirements mandate that enforcement be primarily educational with one warning before citations.

Taguchi contacted eight other Utah municipalities with anti-idling ordinances, finding that none provided records of actual fine enforcement, though the ordinances provide tools for addressing nuisance situations when complaints arise.

Enforcement focuses on warnings and education rather than fine revenue generation, with officers typically waiting adequate time before making contact rather than timing violations precisely.

Councilor Whipple confirmed the ordinance's narrow scope, applying only to the largest commercial trucks and not affecting recreational vehicles, school pickup situations, or similar activities.

Councilor Whitlock asked about the one-minute time limit versus alternatives. Taguchi noted that among eight municipalities studied, three used one-minute limits while five used two-minute limits. He expressed no preference between the options since enforcement typically responds to complaints rather than timed observations.

Councilor Bogdin explained the rationale, noting East Bay's evolution into a truck parking center with Walmart advertising availability to truckers. She chose narrow focus on the specific problem area rather than city-wide vehicle restrictions, with potential for future expansion if human waste and other issues develop.

Councilor Bogdin moved to bring the ordinance to the March 24, 2026 Council meeting. Councilor Hoban seconded. The motion passed: 6-0 (Councilor Christensen excused)

13. An ordinance requiring payment of civil fines to renew a rental dwelling license (26-022)

Council Policy Analyst Taguchi presented the ordinance sponsored by Council Chair MacKay and Vice Chair Christensen, adding failure to pay outstanding fines as grounds for rental dwelling license denial, revocation, or suspension.

Current code allows staff to take license action for code violations but not for unpaid fines. The ordinance creates this single additional ground while clarifying that violations themselves constitute grounds for license action.

Mr. Taguchi illustrated the limited scope: property owners who resolve violations without fines face no license risk under current or proposed code. Owners who fail to correct violations and accrue fines currently risk license action for the violation itself. The change adds risk for owners who accrue fines through uncorrected violations but then don't pay those fines even after violation correction.

Benefits include incentivizing prompt fine payment to avoid large outstanding balances and strengthening the city's position in appeals by having both violation and unpaid fine grounds for license decisions.

Councilor Bogdin supported the ordinance but asked about rental companies with multiple properties and violations. Mr. Taguchi noted that LLCs with multiple properties on the same license would see all properties affected by denial or revocation, but companies using separate legal entities for different properties could avoid this consequence.

Code Enforcement Administrator Scott Johnson confirmed that unpaid fines refer to situations where property owners have no payment arrangement with the city, not those making agreedupon payment plans. The city works with property owners who cannot pay large amounts upfront by establishing payment agreements.

Councilor Bogdin moved to bring the ordinance to the March 24, 2026 Council meeting. Councilor MacKay seconded. The motion passed: 6-0 (Councilor Christensen excused)

Closed Meeting

Adjournment

Provo Town Center

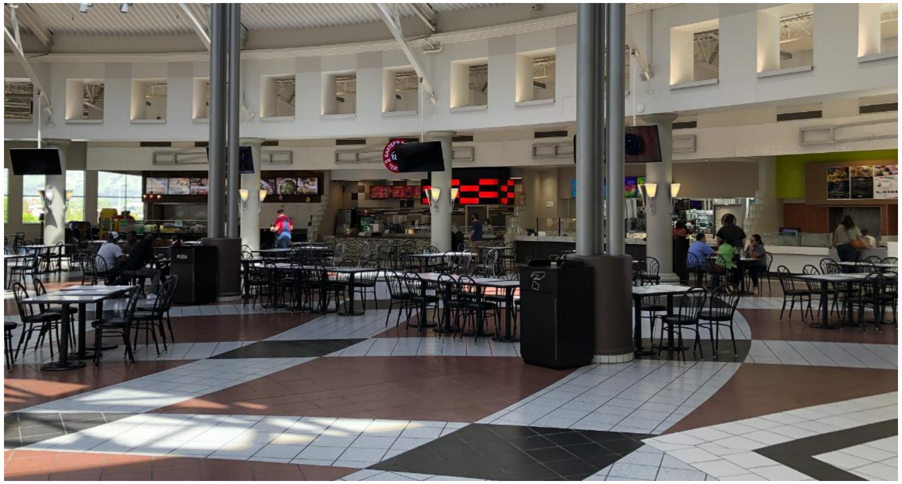
Council Work Session March 24th, 2026

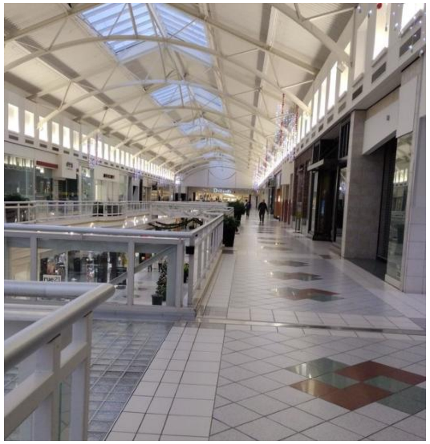
Provo Town Center Redevelopment Team

PEG

BRIXTON CAPITAL

Provo Town Center Existing





Provo Town Center Existing

Strategic Alignment to Market Realities

THE DAILY UNIVERSE

Home Campus Metro Sports In-Depth Search

METRO

Provo Towne Centre's decline: How Generation Z is shaping the future of malls

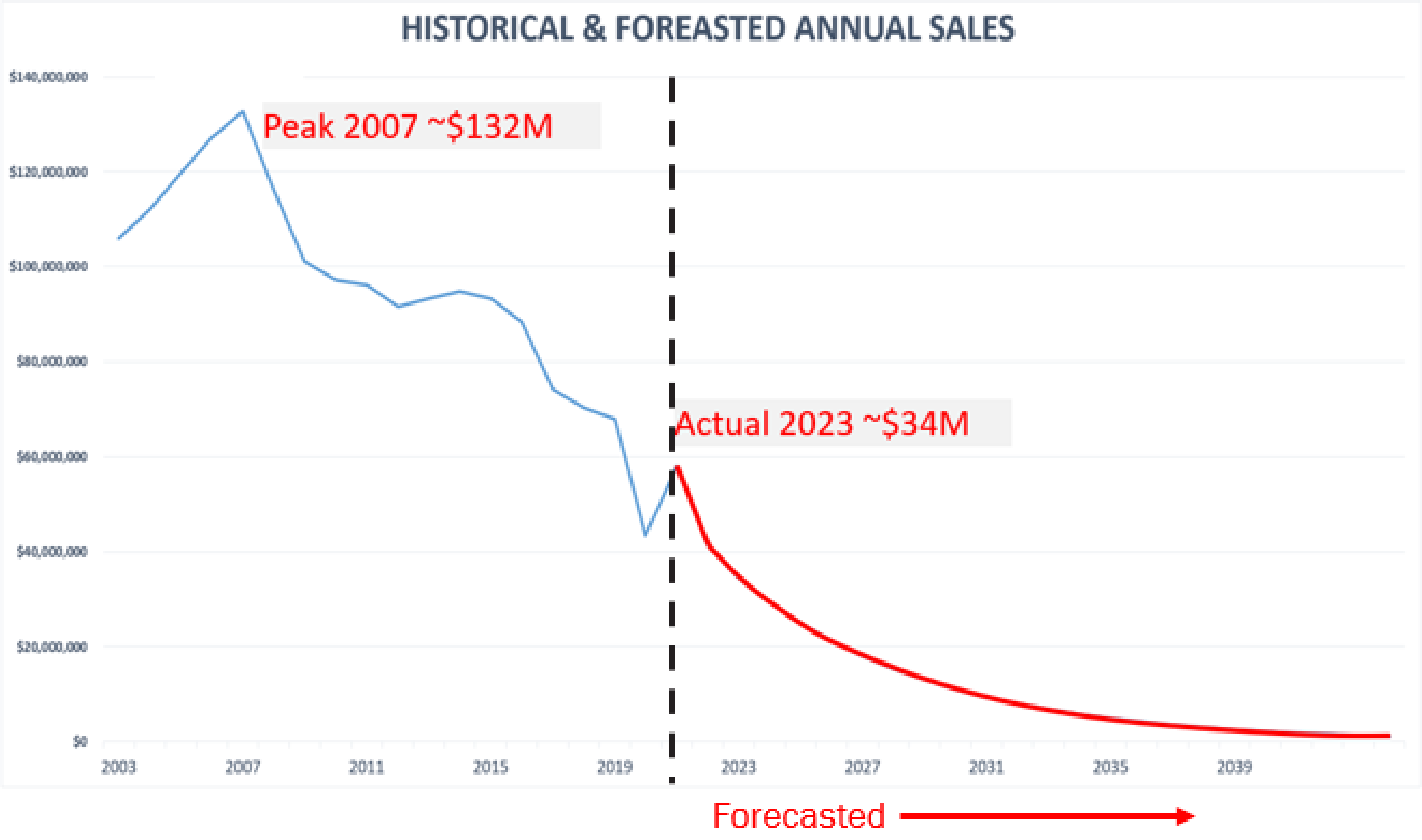
By Elsa Bray, October 17, 2024

The Provo Towne Centre mall faces challenges as shopping trends shift. The mall's changes reflect broader shifts in consumer behavior and mall culture. (Elsa Bray)

Malls' New Success Strategy: Attracting Gen Zers Hungry for Social Contact

January 8, 2025 at 7:51 AM EST By Nicole Silberstein

Provo Town Center



Provo Town Center Existing

Mall Impediment to Development

Outdated Reciprocal Easement Agreements (REAs):

- Restricts changes in use, building footprint, or conversion

Anchor Tenant Rights:

- Perpetual easements - access, parking, and operating (“continuous "first-class shopping center,” etc.).

Multiple Ownership Parcels:

- Fragmented fee ownership among, anchors, complicates consent and coordination.

Cross-parking & Access Easements:

- Modifying drive aisles trigger amendment requirements

Existing Mall Tenants:

- Existing terms and obligations

Mall Impediment to Development – Tenant Site Control

Provo Town Center

Provo Town Center

Provo Town Center Target

Provo Town Center Target

Before & After

Provo Town Center

Provo Town Center

Provo Town Center

Two Levels – Lower Level

Provo Town Center

Two Levels - Upper Level

Provo Town Center

Retail Program

CURRENT SF		
MALL	~400K SF	
SEARS	~124K SF	
JCP	~151K SF	
CINEMARK	~781K SF	
DILLARDS	~205K SF	
CURRENT SF		~964K SF
REDEVELOPMENT		
EXISTING ANCHORS	~365K SF	
LARGE FORMAT RETAIL	~110K SF	
RETAIL + FOOD & BEVERAGE	~42K SF	
COMMERCIAL SPACE	~98K SF	
OFFICE / CO-WORK	~19K SF	
POST REDEVELOPMENT SF		~635K SF



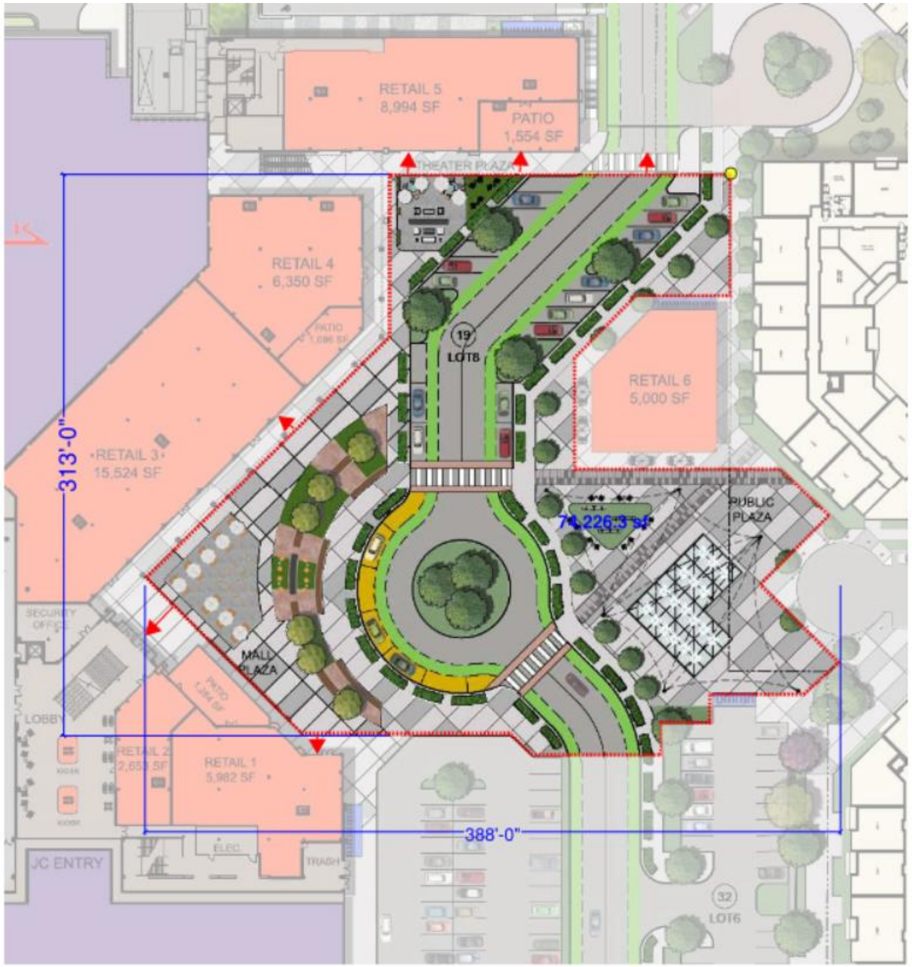


Provo Town Center

Central Plaza – 1.7 Acres – Event Capable

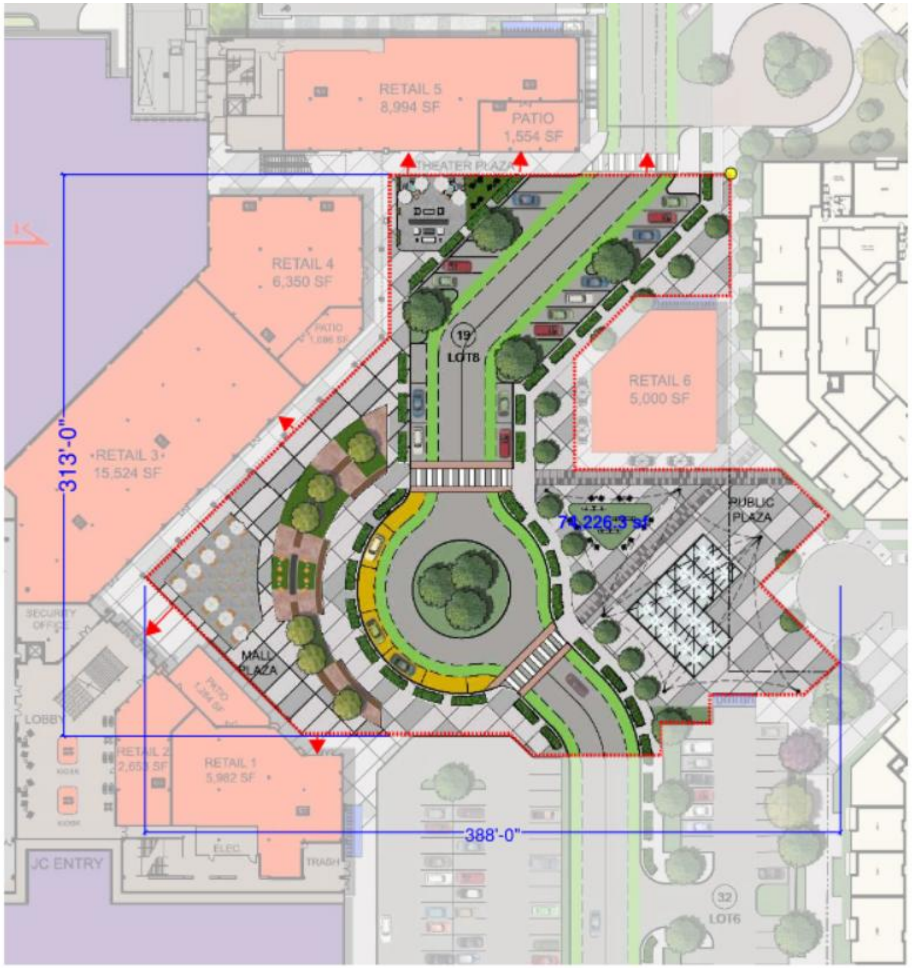
Provo Town Center

Flexible Community Space



Provo Town Center

Flexible Community Space



Provo Town Center

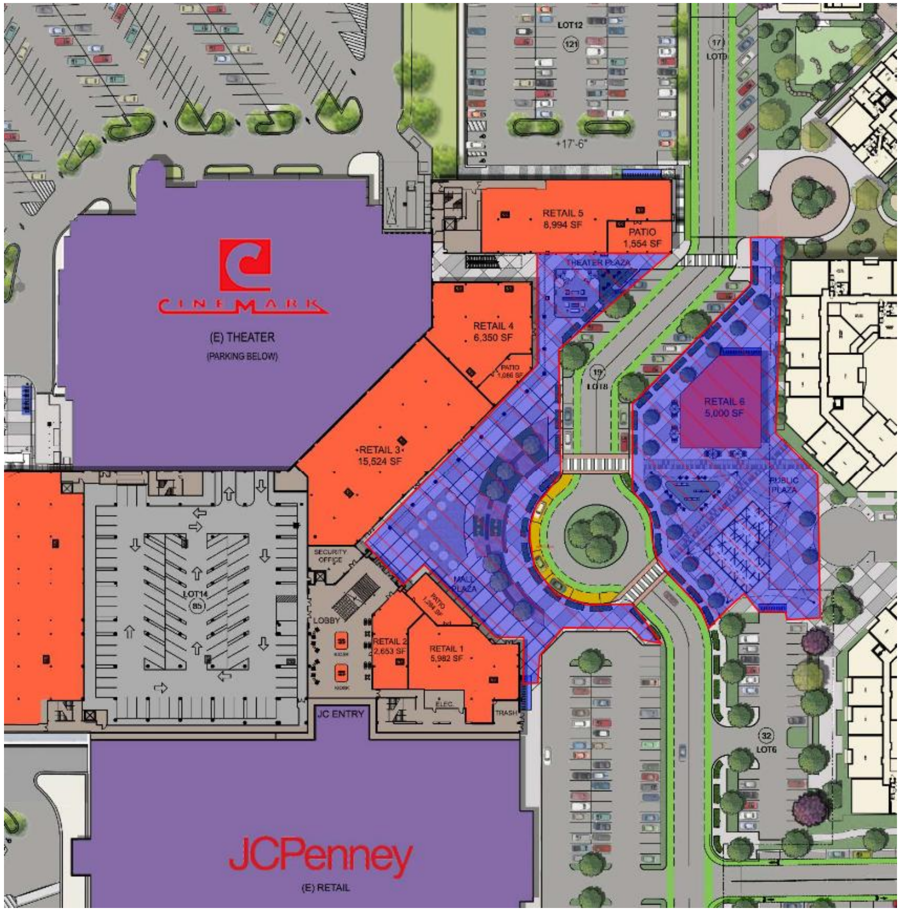
Comparative Plaza Space

Provo Amenity Space 95K SF

Orem Amenity Space 70K SF

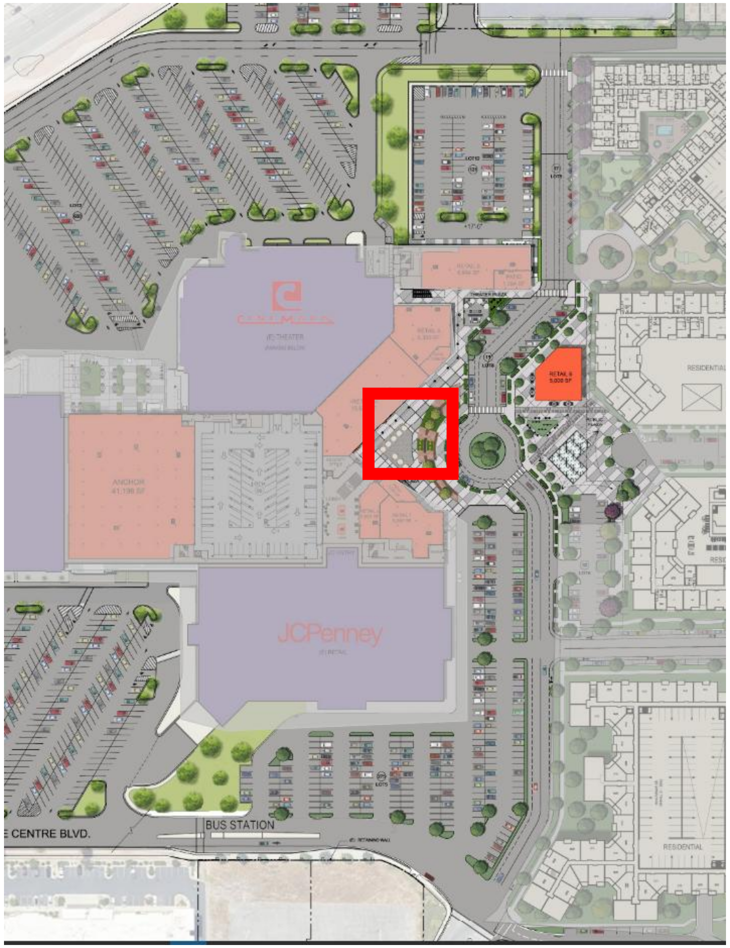
Provo Town Center

Central Plaza -1.5 Acres - Everyday Amenities



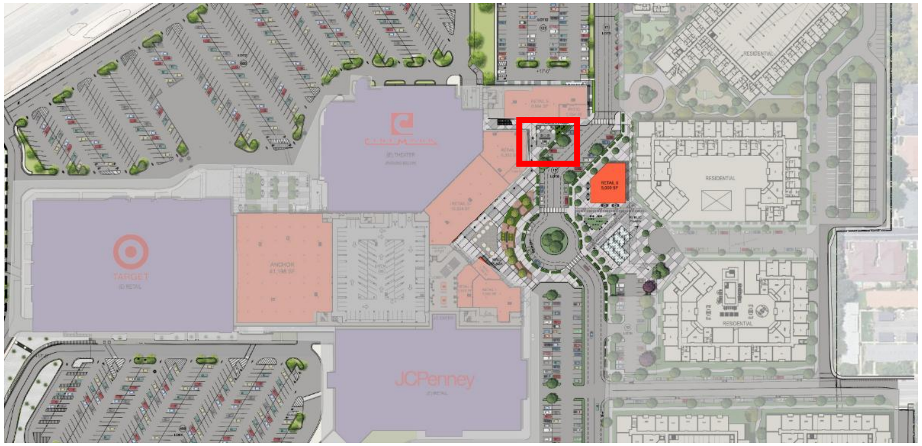
Provo Town Center

Main Plaza- Larger Gathering Area



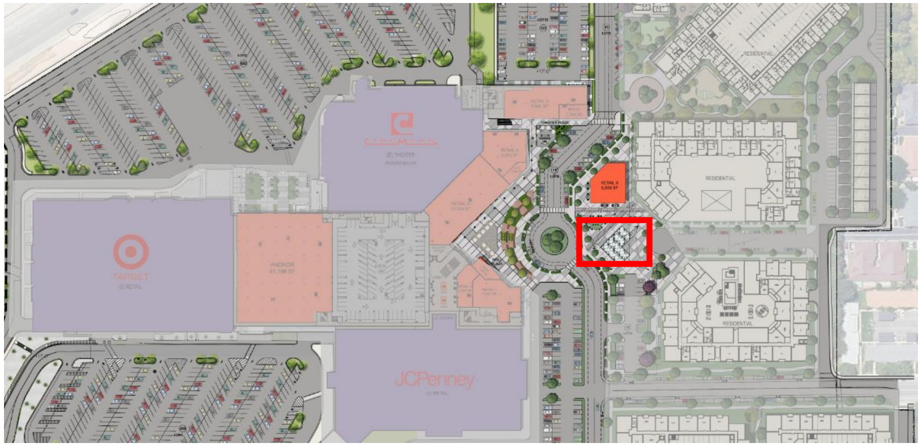
Provo Town Center

Theatre Plaza - Small Gathering Area



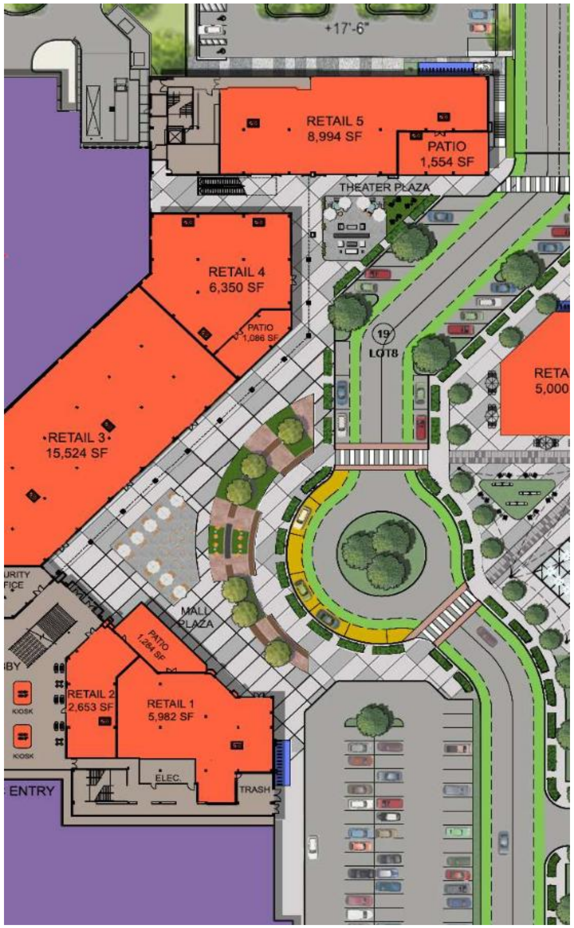
Provo Town Center

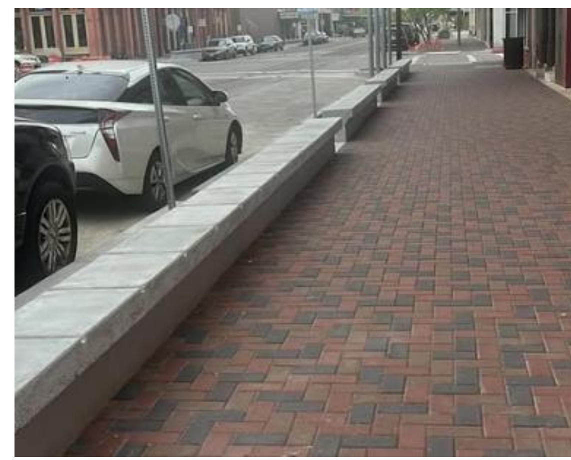
Amenity Plaza - Family Gathering Area



Provo Town Center

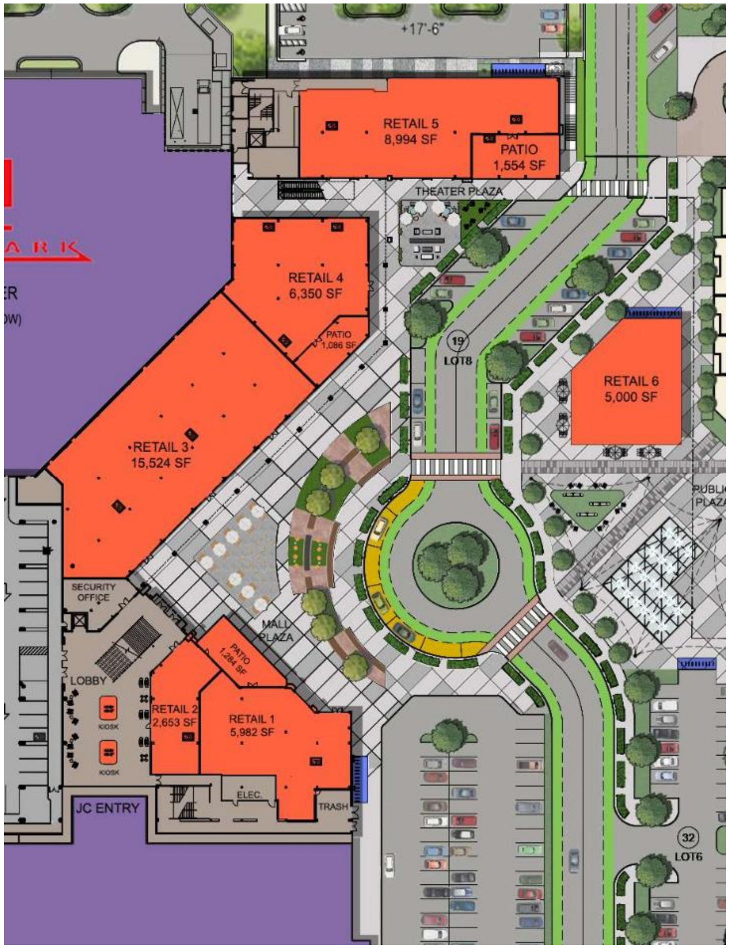
Hardscape Separation

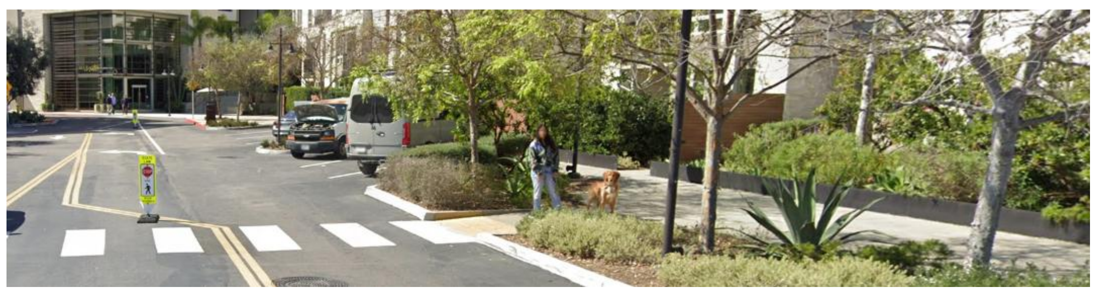




Provo Town Center

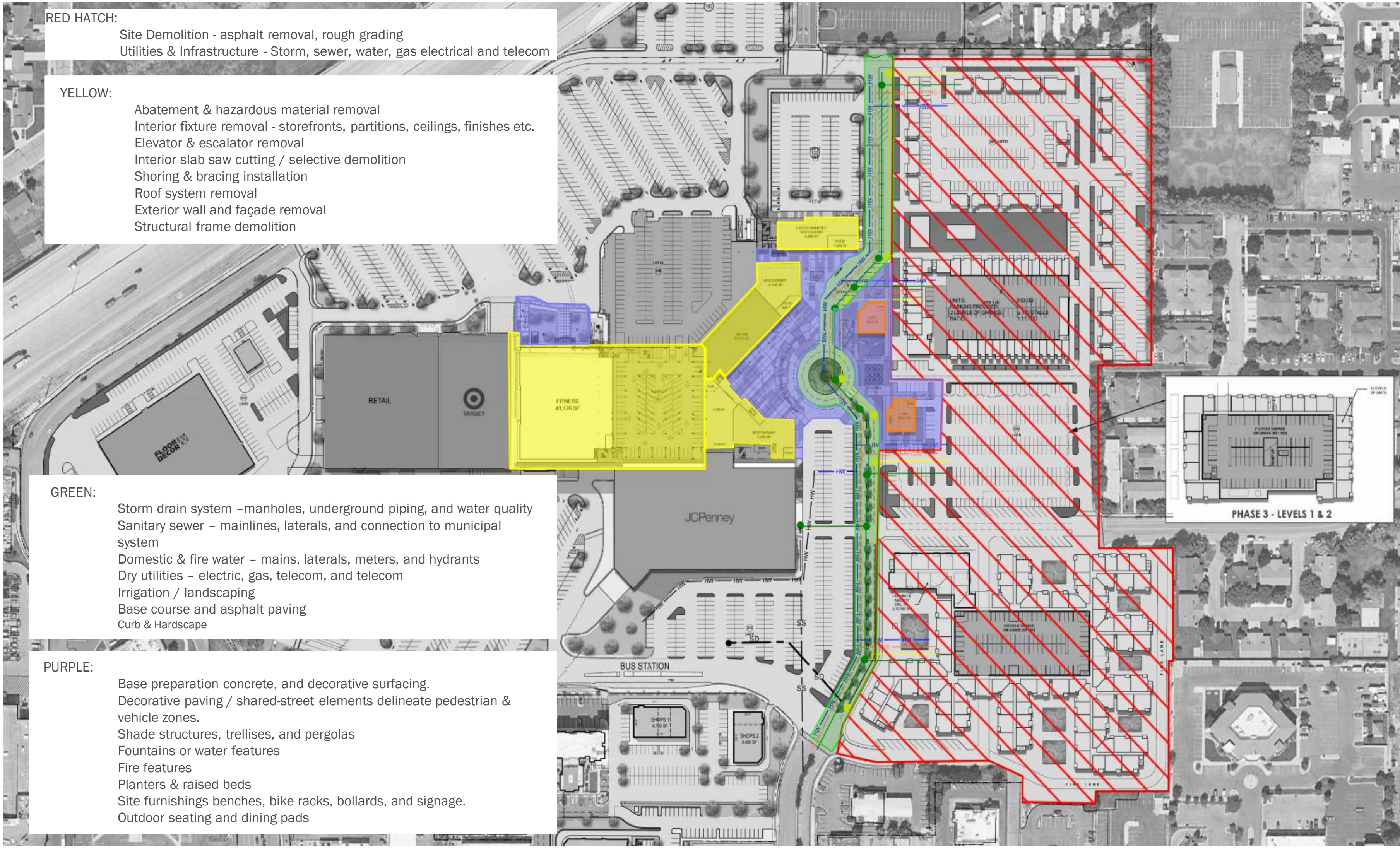
Landscape Separation





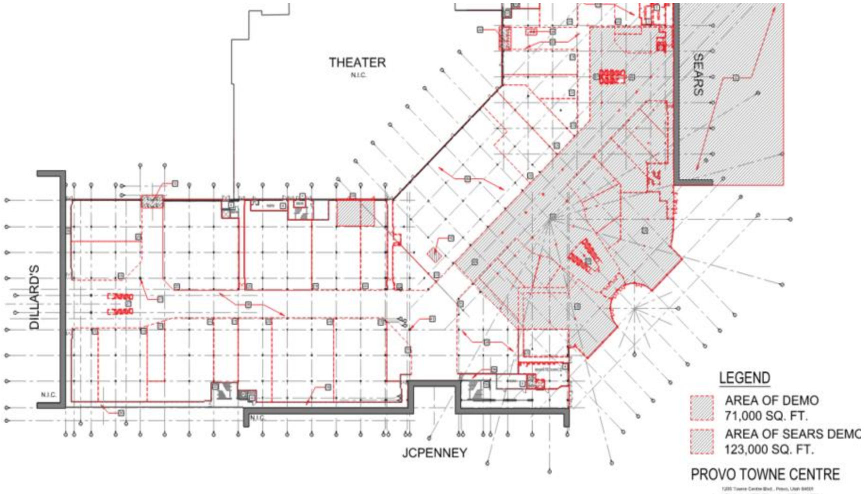
Provo Town Center

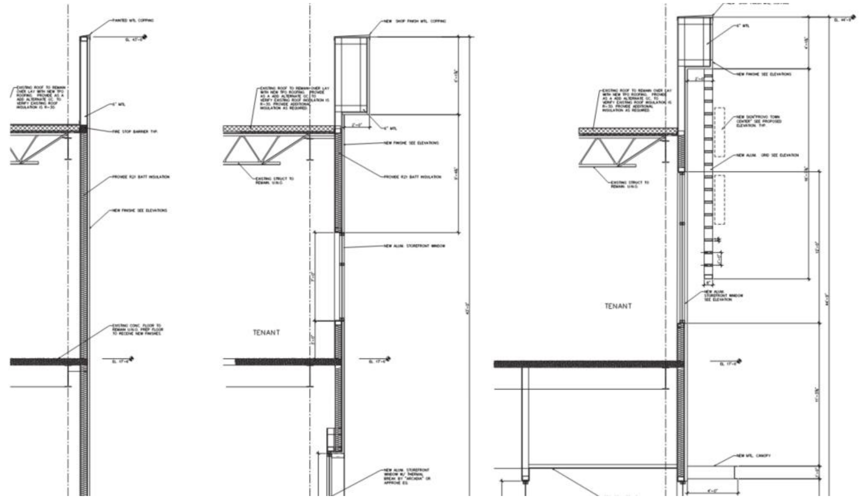
Extraordinary Development Cost

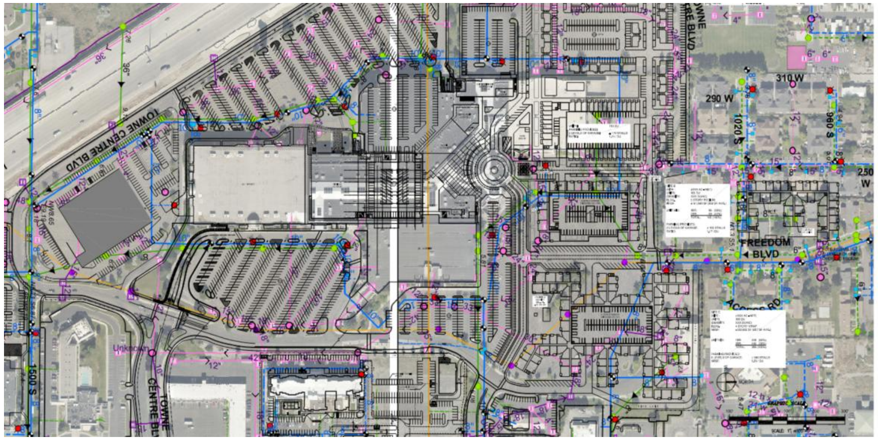


Provo Town Center

Development Cost Analysis







Provo Town Center

HTRZ Overview

- Allows city to propose an HTRZ within 1/3 mile of a Front-Runner station
- Enables a portion of incremental tax revenue growth to be captured over a period of time to support costs of development
- Requires mixed use housing development with at least 50 housing units/acre and 10% affordable
- 80% of tax increment revenues for a maximum of 25 years
- Requires city to adopt zoning for development before sending proposal to Governor's Office of Economic Opportunity

Governor's Office of Economic Opportunity

1) Requires that a percentage of housing units in the development are affordable

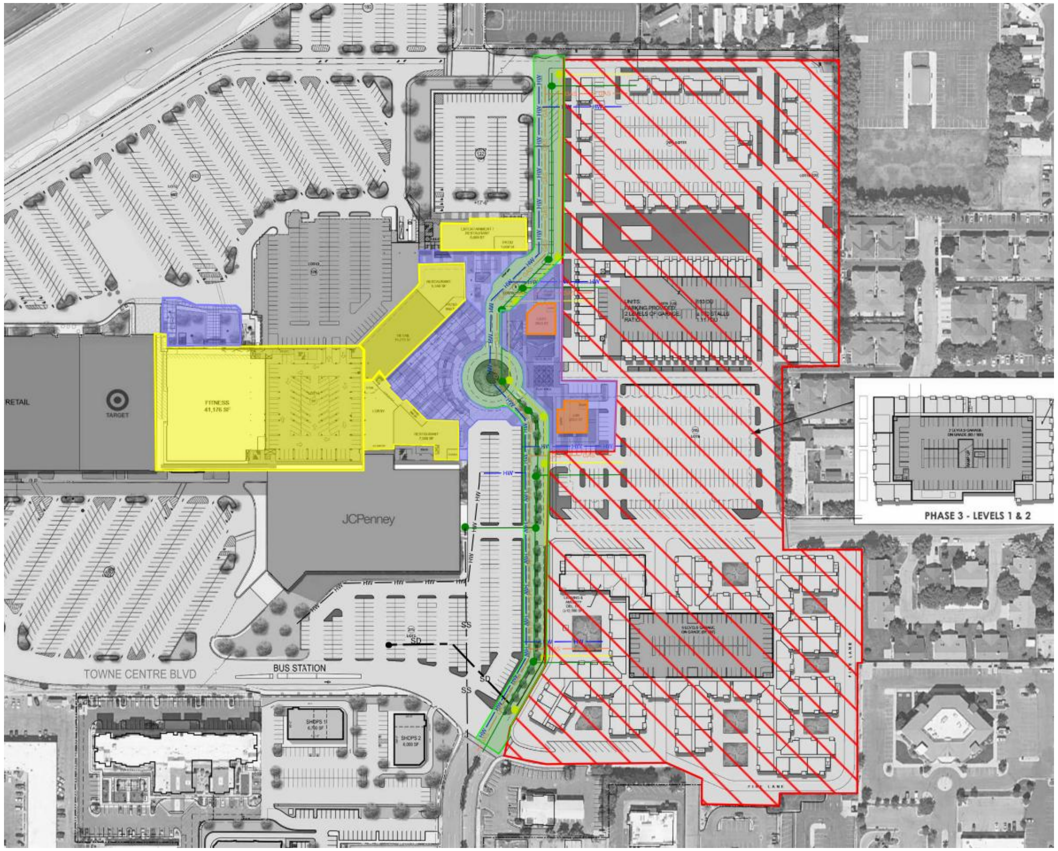
2) Must promote certain transit-oriented community objectives

3) Limits the tax increment capture by radius, total acres, and number of years

4) Requires that zoning must be in place before approval

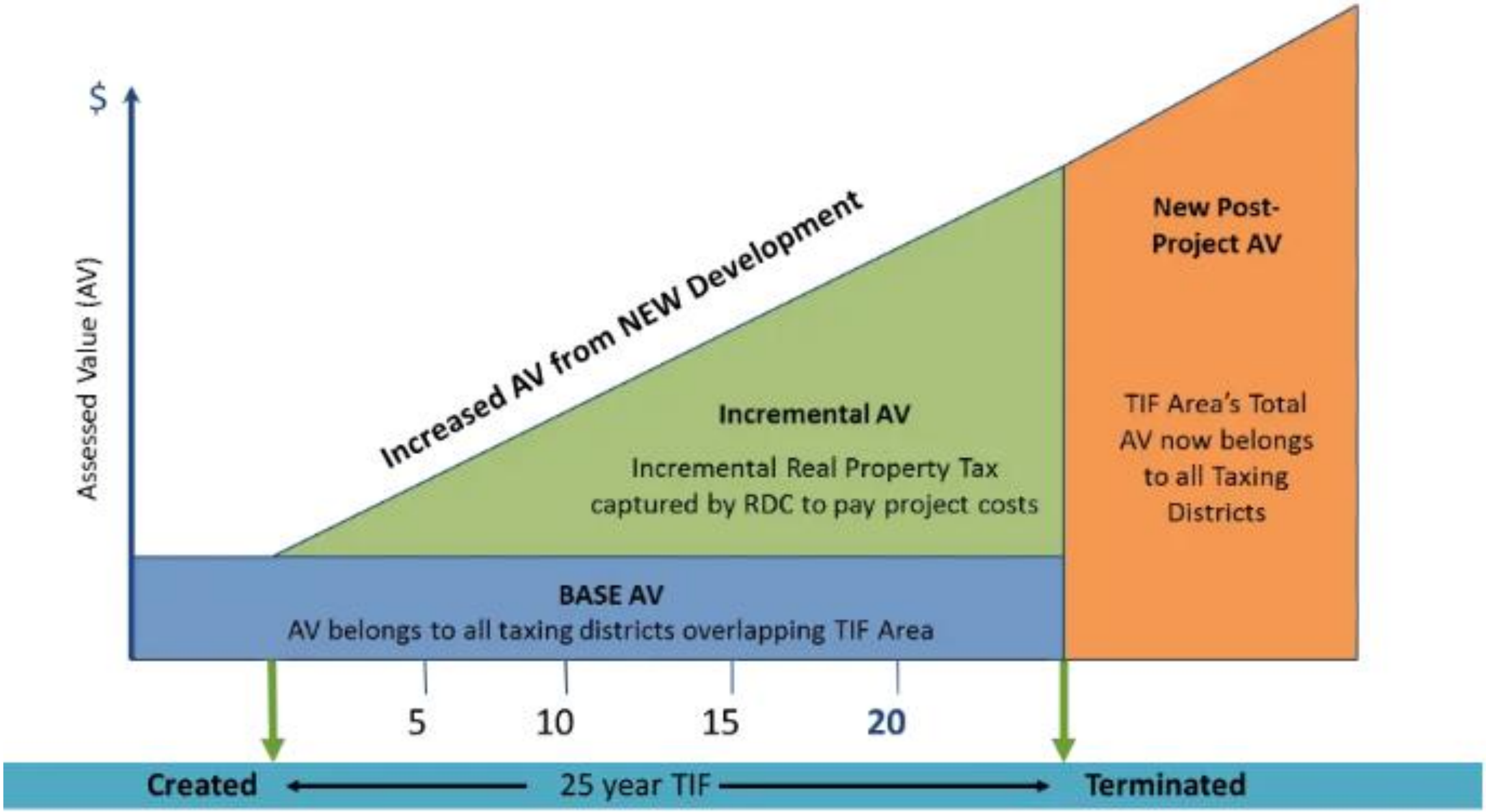
Provo Town Center

HTRZ Use of Tax Increment



- Income-targeted housing costs
- Structured parking within the HTRZ
- Enhanced development costs
- Horizontal construction costs
- Vertical construction costs
- Land purchase costs
- Pay costs of bonds issued by municipality
- Costs to administer HTRZ

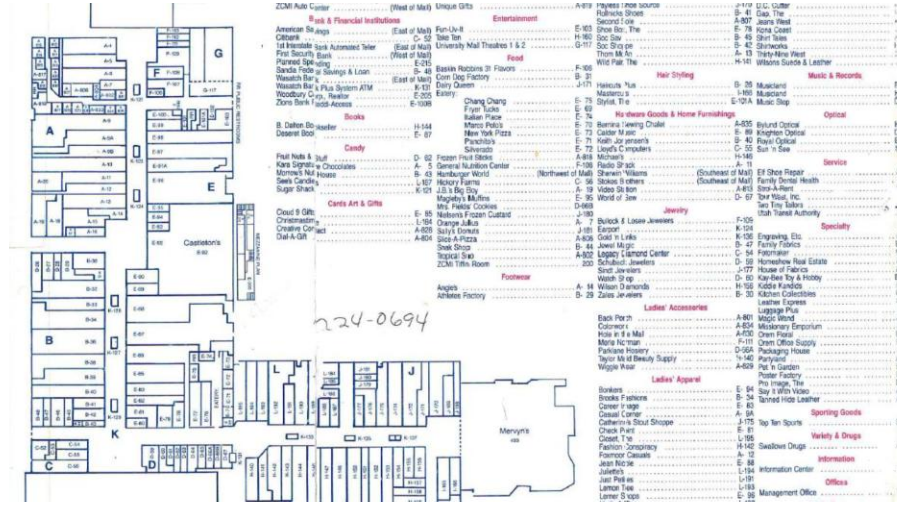
The Tax Increment



Provo Town Center

The Orem Experience
University Mall to University Place

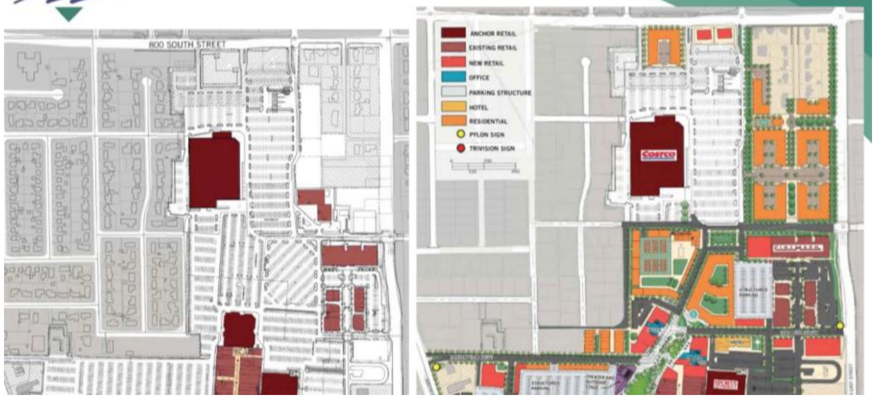
BRIXTON



Provo Town Center

The University Mall Ask

Before & After Site Plan



University Place CDA

Utah County Commission

November 25, 2014

Project Highlights

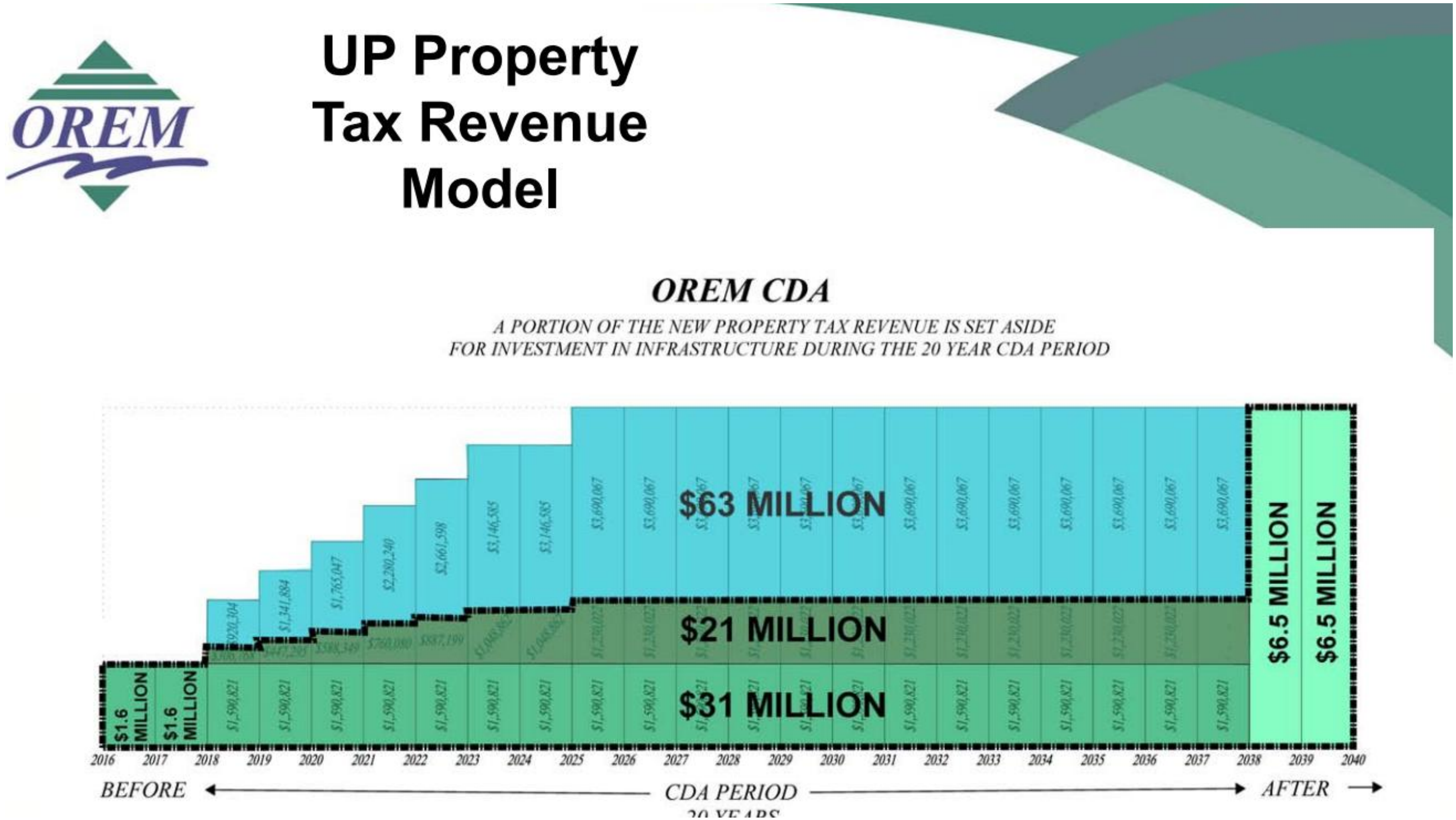
- 700,000 square feet (sf) of new Class A Office*
- 70,000 sf new Hotel
- 400,000 sf new retail (less 175,000 sf of existing retail to be demolished)
- 1,250,000 sf new multifamily residential
- 10 year build-out

Redevelopment is costly. A project is difficult to "pencil" when costs for demolition of existing buildings and existing site infrastructure, major infrastructure improvements, and utility relocations are required.

- Tax Increment Financing (TIF) is required to level the playing field between redevelopment and greenfield development.
- The CDA allows taxing agencies to partner with Woodbury to create a project that would not be feasible without public participation.
- TIF helps lease rates to compete with other parts of the county.

Provo Town Center

The University Mall Projection



Provo Town Center

The University Place Reception

University Place preparing for its largest cultural festival of the year

By **Press Release** // Sept 3, 2024

SHARE

Orem, UT — University Place is expecting over 10,000 attendees at this year's Utah Brazilian Festival, happening on September 7th in The Orchard. This is the 20th annual Utah Brazilian Festival, and the sixth year it's been at University Place.

"The Utah Brazilian festival is more than a party, it is a day of celebration of culture and community," said Matilde Wosnjuk, Viva Brazil Cultural Center. "Festivals make cities better places to live, and we are so happy for all the support that the city of Orem and the University Place gives us."

Warby Parker, The Cheesecake Factory & more announced at University Place

By **Press Release** // Aug 1, 2024

SHARE

Orem, UT — University Place, a 120-acre mixed-use development, welcomes hundreds of new residences now available as the second phase of The Devon at University Place, and the announcement of several new eateries and shops at University Place.

BOBBY FLAY'S "BOBBY'S BURGERS" SET TO IGNITE CULINARY SCENE IN OREM WITH FIRST UTAH LOCATION AT UNIVERSITY PLACE

By Kai Stewart — Published on August 29, 2024

University Place aims to become Orem's town square

By Carley Porter, September 30, 2016

NEWS

Upscale department store opens new Orem location

by: Vivian Chow
Posted: Mar 16, 2022 / 12:44 PM MDT
Updated: Mar 16, 2022 / 12:44 PM MDT

Home / News / Local News / Latest Trader Joe's opens for business at Orem's University Place

Latest Trader Joe's opens for business at Orem's University Place

By Genelle Pugmire daily Herald - | Jul 27, 2018

University Place on its way to completing promises as retail hub of Orem

By Genelle Pugmire - | Oct 18, 2021

MOUNTAIN STATES | MOUNTAIN STATES CONSTRUCTION PROJECTS | FEATURES | BEST PROJECTS | 2016

Office/Retail/Mixed-Use Award of Merit - University Place Office Building

Provo Town Center

The University Place Reception

2013 Base Value - $129M

2025 Assessed Value - $500M

Governor's Office of Economic Opportunity

Redevelopment Agency Orem City Redevelopment Agency	RDA Project Area University Place CDA
Yearly Audit 2025 - University Place	Current Year 2025
	Status Live
Total Developed Acreage 128.68	Total Undeveloped Acreage 128.68
% Residential Development 9.64%	Total Housing Units Authorized 914

Significant Project Area Development

There is 100,000 sq. ft. of Class A office space located on the top floor of a 5-story parking structure that was completed in 2022 and is ready for tenant improvements. The 612,255 sq. ft. interior remodel of The Cheesecake Factory opened on July 2, 2024. 235 new apartment units were completed at The Devon II Apartments in November 2024. A 16,425 sq. ft. Marriott Hotel was completed in February 2024. This hotel includes 140 rooms, a bistro bar, a 24/7 fitness center, an indoor pool and whirlpool spa, 1,480 sq. ft. of dividable meeting space, and an outdoor patio with lounge, seating, and fire pit. The Dreamwalk Park completed its 40,000 sq. ft. remodel in December of 2024.

Comments

For quick reference, a breakdown of the residential units in the area is as follows:

- 912 completed apartment units (Aston - 478 units, Devon I - 129 units, Devon II - 235 units, Exton - 70 units)
- 2 single family homes

Marginal Value

Base Year 2013	Current Assessed Value $500,404,361.00
Base Taxable Value $129,187,998.00	Total % Change in Marginal Value 387.35%
Prior Years Assessed Value $438,015,815.00	Yearly % Change in Marginal Value 14.24%

Growth Description

- 612,255 sq. ft. interior remodel of The Cheesecake Factory was completed in July 2024
- 235 new aparment units were completed at The Devon II Apartments in November 2024
- A 16,425 sq. ft. Marriott Hotel was completed in February 2024
- The Dreamwalk Park completed a 40,000 sq. ft. remodel in December of 2024

Council Actions

***ITEM 3**	PEG Development requests Ordinance Text Amendments to Provo City Code 14.23 (ITOD Zone) in association with a proposed mixed-use redevelopment project in a proposed ITOD (Interim Transit Oriented Development) Zone. Citywide Application. Aaron Ardmore (801) 852-6404 aardmore@provo.gov PLOTA20250243

***ITEM 4**	Brixton Capital requests a General Plan Map Amendment from the Commercial (C) designation to the Transit Oriented Development (TOD) designation for 23 acres of land located at 1095 S 500 W and 1200 S Towne Centre Boulevard. Franklin South and East Bay Neighborhoods. Aaron Ardmore (801) 852-6404 aardmore@provo.gov PLGPA20250235

***ITEM 5**	Brixton Capital requests a Zone Map Amendment from the RM (Manufactured Home Park) and SC3 (Regional Shopping Center) Zones to the ITOD (Interim Transit Oriented Development) Zone for 23 acres of land located at 1095 S 500 W and 1200 S Towne Centre Boulevard. Franklin South and East Bay Neighborhoods. Aaron Ardmore (801) 852-6404 aardmore@provo.gov PLRZ20250236

ITEM 6	Brixton Capital requests Concept Plan approval for a mixed-use redevelopment project over 23 acres of land in a proposed ITOD (Interim Transit Oriented Development) Zone, located at 1095 S 500 W and 1200 S Towne Centre Boulevard. Franklin South and East Bay Neighborhoods. Aaron Ardmore (801) 852-6404 aardmore@provo.gov PLCP20250237

Provo Town Center

PROVO MUNICIPAL COUNCIL
WORK SESSION
STAFF REPORT

Submitter:	MISANDERS
Presenter:	Robert Schmit, Development Director for PEG Companies & Justin Long, Project Executive for Brixton
Department:	Council
Meeting Date:	3/24/2026
Requested Duration (Minutes):	60 minutes
CityView or Issue File Number:	26-023

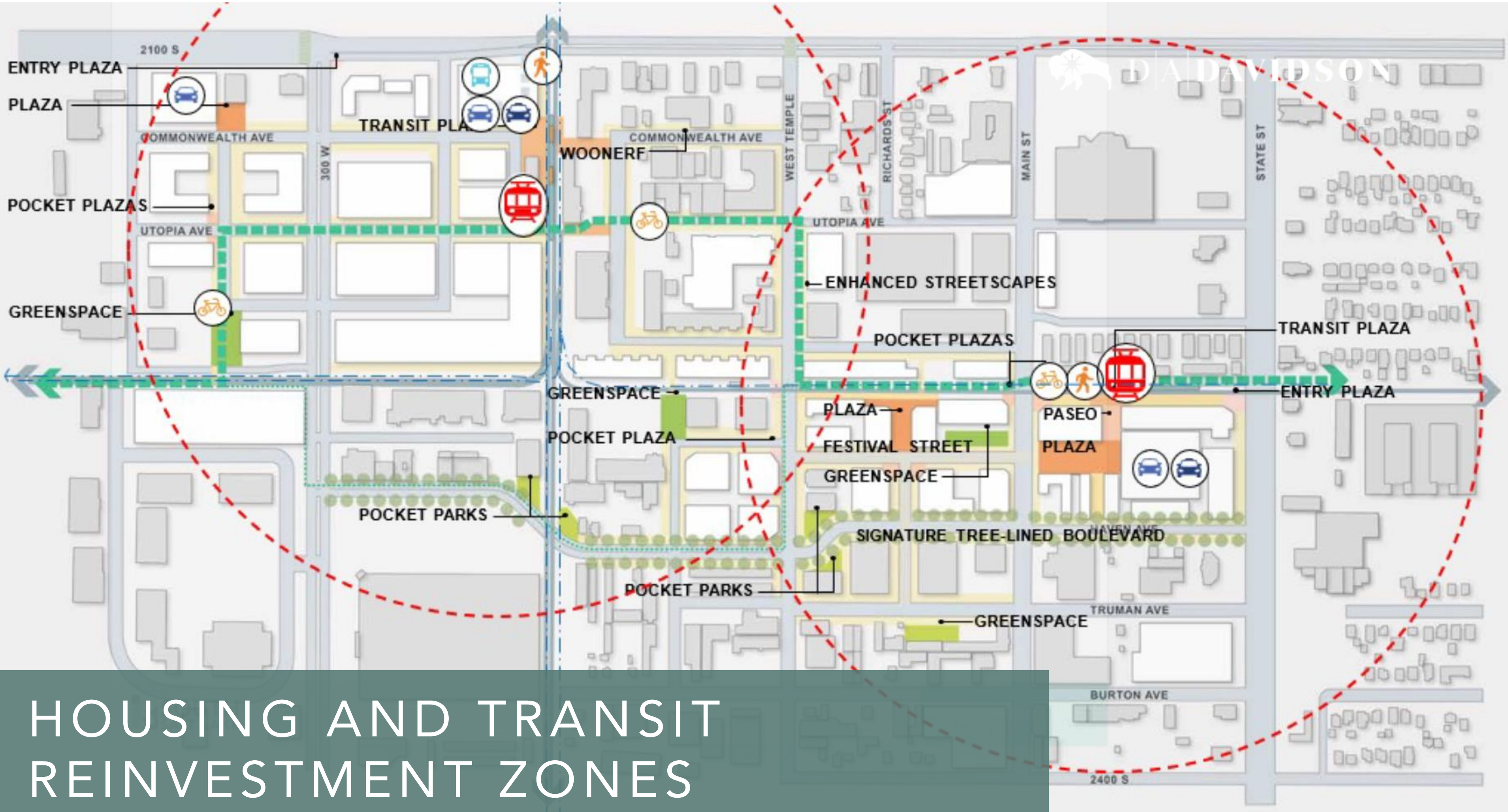
SUBJECT: 1 A presentation regarding the proposed redevelopment of the Provo Towne Centre site into a mixed-use, transit-oriented district (26-023)

RECOMMENDATION: 1. Ordinance Text Amendment to Provo City Code 14.23 to establish an Interim Transit-Oriented Development (ITOD) zone tied to the project.
2. General Plan Map Amendment to change the land use designation from Commercial (C) to Transit-Oriented Development (TOD) for approximately 23 acres of the site.
3. Zone Map Amendment to rezone the property from RM (Manufactured Home Park) and SC3 (Regional Shopping Center) to ITOD.
4. Concept Plan Approval for the proposed mixed-use redevelopment project within the ITOD zone.

MEMO: Peg Companies and Brixton Capital are proposing to redevelop the Provo Towne Centre property into a mixed-use district that retains key anchors while introducing new retail, restaurants, office space, housing, and public gathering areas designed to support year-round activity. The plan reconfigures the existing mall layout to create a walkable environment centered around a large public plaza and smaller gathering spaces that can host community events and everyday use. Implementing this vision will require targeted demolition, infrastructure upgrades, and site improvements to address constraints created by the current mall structure and easement agreements. The project is designed to support transit-oriented development near the FrontRunner station while increasing economic activity and long-term property value in the area. To help offset redevelopment and infrastructure costs, we are proposing the use of a Housing and Transit Reinvestment Zone (HTRZ) that captures a portion of future tax increment to support project improvements and affordable housing requirements.

FISCAL IMPACT: No direct fiscal impact is identified at this time; however, the proposal contemplates the potential use of a Housing and Transit Reinvestment Zone (HTRZ), which would allow a portion of future tax increment generated by redevelopment of the Provo Towne Centre site to be used to support project-related infrastructure and development costs.

GOALS: Mall redevelopment.



HOUSING AND TRANSIT REINVESTMENT ZONES

Prepared for Provo City Council

D.A. DAVIDSON & CO.
DEVELOPMENT FINANCE GROUP

Sam Hartman and Sam Elder

Senior Vice President, Special District Group
D.A. Davidson & Co.
+1 928 607-9774
shartman@dadco.com

A HOUSING AND TRANSIT REINVESTMENT INVESTMENT ZONE (HTRZ) CAPTURES TAX INCREMENT, MUCH LIKE A CRA

HTRZs (Utah Code 63N-3-6) are an economic development tool created by the State of Utah to incentivize transit-oriented development (TOD) to help mitigate the housing affordability crisis and to better utilize transit infrastructure and investment. Its central objectives are referenced in Utah Code 63N-3-603(1):

- Promote greater utilization of public transit
- Increase availability of housing, including affordable housing and fulfillment of moderate-income housing plans
- Improve efficiencies in parking and transportation, including walkability near public transit
- Overcome development impediments and market conditions that render a development cost prohibitive absent the proposal and incentives
- Conserve water resources through efficient land use
- Improve air quality by reducing fuel consumption and motor vehicle trips
- Encourage transformative mixed-use development and investment in transportation and public transit infrastructure in strategic areas
- Strategic land use and municipal planning in major transit investment corridors
- Increase access to employment, educational opportunities and child care

CHARACTERISTICS AND REQUIREMENTS

An HTRZ is a designated area of land within a 0.25 to 0.5 mile radius of a commuter rail, light rail or bus rapid transit station where local taxing entities (e.g., City, County, School District) are required to share up to 80% of the property tax increment generated by a TOD project for up to 25 years to enable transit oriented growth and redevelopment to occur.

	Commuter Rail	Light Rail & BRT	BRT Only
% affordable housing requirement on developable acres	12%*	12%*	12%*
Residential % of developable land	51%	51%	51%
# of DUs per acre	>=50	>=50	39-49
Mixed-use development required	Yes	Yes	Yes
Reasonable % of DUs > 1 bedroom required	Yes	Yes	Yes
Radius from station	<=1/3 mile**	<=1/4**mile***	<=1/4 mile
Maximum acres (non-contiguous)	125	100	100
Maximum #of HTRZs	None	Light Rail – 8 per County BRT – 3 in Salt Lake County	
Property tax increment capture	80%, 25 yrs max per parcel, 45-yr period	80%, 15 yrs max per parcel, 30-yr period	80%****, 15 yrs max per parcel, 30-yr period
Sales tax increment capture	15% to TTIF	15% to TTIF	15% to TTIF

*No housing requirement if municipality or public transit county meets the HUD requirements of <60% AMI

** For a city of the 1st class, in a county of the 1st class, with commuter or light rail station located in an opportunity zone, radius can extend to 1/2 mile

***Radius extends to 1/2-mile in a master-planned development of >500 acres

****60% if density per acre is between 39-49 units

D|A|DAVIDSON

PROCESS

- A municipality that desires to create an HTRZ must prepare a detailed and extensive proposal to be submitted to the Governor's Office of Economic Opportunity (GOEO). The municipality usually works with the landowners/developers to prepare and submit the application.
- GOEO then contracts with a third party (e.g., Zions Public Finance) to conduct a gap analysis to verify the minimum amount of public funding needed to achieve the HTRZ objectives
- Once the results of the analysis are received by GOEO, the applicant can amend and resubmit the HTRZ proposal
- GOEO then forms an HTRZ selection committee comprised of representatives from the following:
  - GOEO (committee chair)
  - Each municipality that is party to the proposed HTRZ
  - UDOT (designated by exec. director of UDOT)
  - Public transit district that serves the proposed HTRZ
  - Office of the State Treasurer (designated by the State Treasurer)
  - Designee by the President of the Utah Senate
  - Designee by the Speaker of the Utah House of Representatives
  - Tax Commission (designated by the Exec. Director of Tax Commission)
  - Each County affected by the HTRZ
  - School District affected by the HTRZ
  - Largest participating local taxing entity after the school district, city, and county
- Committee chair convenes a public meeting to consider creation of HTRZ in which petitioning City presents the HTRZ proposal
- Committee votes to approve the HTRZ; within 30 days the HTRZ is recorded with the County Recorder
- The HTRZ is ultimately governed by the Municipality's Redevelopment Agency

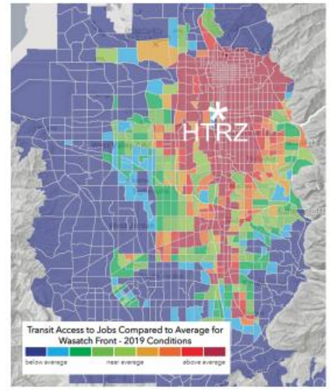
PROPOSAL SAMPLE: SOUTH SALT LAKE HTRZ

Downtown SSL: The Place to **LIVE**

- Planning is underway for over 5,000 units averaging over 100 units per acre, providing density to support a lively, thriving neighborhood.
- Our design standards require high-grade materials and finishes that will help us transform this area of outdated industrial buildings into an attractive and inviting community.
- We encourage every developer to develop podium housing products to help create density and encourage ground-floor uses that support a walkable community built to a human scale that will endure over time.

Downtown SSL: The Place to **WORK**

Transit allows HRTZ residents a 15-minute commute to jobs anywhere in the Valley



- The Downtown SSL HTRZ is bringing much-needed housing to where plentiful jobs are already located.
- Significant investments in the regional transit and highway systems provide convenient access for Downtown SSL employers and residents.
  - **Employees** have greater choice about where to work – within walking distance, or anywhere in the Valley just a short transit ride away.
  - **Employers** can tap a wider pool of potential workers. Employees can reach Downtown SSL by transit from most areas in 15-30 minutes.
- With TRAX light rail and S-Line streetcar stations within the HTRZ, Downtown SSL will have the highest level of transit access to jobs (dark red on WFRC map).

Downtown SSL: The Place to **MOVE**

The HRTZ area will serve as a hub of connectivity for the broader region

Downtown SSL Public Improvements

Select public enhancements in or adjacent to the Downtown SSL HTRZ, directly benefiting the HTRZ, include:

- Sidewalks with benches, bike racks, and streetlights
- Park strips and trees lining the streets
- Approximately 6 acres of parks
- High-comfort bike routes
- Improvements to Parley's Trail and S-Line Greenway
- Public Art
- Wayfinding, signage, and gateways
- Transit access upgrades
- Roadway improvements

APPENDIX C: Property Tax Budget – Financing Schedule

	Payment Year	2026	2027	2028	2029	2030	2031	2032	2033
INCREMENTAL PROPERTY TAX ANALYSIS:	Tax Year	2025	2026	2027	2028	2029	2030	2031	2032
Cumulative Taxable Value	Year	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8
Residential		272,909,879	734,074,205	734,074,205	998,468,477	998,468,477	998,468,477	998,468,477	998,468,477
Office		51,751,721	51,751,721	51,751,721	83,574,560	83,574,560	83,574,560	83,574,560	83,574,560
Hotel		19,889,132	19,889,132	19,889,132	19,889,132	19,889,132	19,889,132	19,889,132	19,889,132
To be Planned Development		-	-	-	35,416,458	70,832,916	106,249,374	141,665,832	177,082,290
Current Property Value		193,190,009	193,190,009	193,190,009	193,190,009	193,190,009	193,190,009	193,190,009	193,190,009
(Less 2022 Building Valuations)		(86,766,281)	(86,766,281)	(86,766,281)	(86,766,281)	(86,766,281)	(86,766,281)	(86,766,281)	(86,766,281)
(Less Base Year Value)		(193,190,009)	(193,190,009)	(193,190,009)	(193,190,009)	(193,190,009)	(193,190,009)	(193,190,009)	(193,190,009)
TOTAL INCREMENTAL VALUE:		**257,784,451**	**718,948,777**	**718,948,777**	**1,050,582,346**	**1,085,998,804**	**1,121,415,262**	**1,156,831,720**	**1,192,248,178**
CDA PROJECT AREA BUDGET	Payment Year	2026	2027	2028	2029	2030	2031	2032	2033
Sources of Funds:	Tax Year	2025	2026	2027	2028	2029	2030	2031	2032
INCREMENTAL TAX RATE & ANALYSIS	2022								
Salt Lake County	0.001459	376,108	1,048,946	1,048,946	1,532,800	1,584,472	1,636,145	1,687,817	1,739,490
Salt Lake County Library	0.000386	99,505	277,514	277,514	405,525	419,196	432,866	446,537	460,208
Granite School District	0.006311	1,626,878	4,537,286	4,537,286	6,630,225	6,853,738	7,077,252	7,300,765	7,524,278
South Salt Lake City	0.002565	661,217	1,844,104	1,844,104	2,694,744	2,785,587	2,876,430	2,967,273	3,058,117
South Salt Lake Valley Mosquito Abatement District	0.000009	2,320	6,471	6,471	9,455	9,774	10,093	10,411	10,730
Central Utah Water Conservancy District	0.000400	103,114	287,580	287,580	420,233	434,400	448,566	462,733	476,899
Totals:	0.011130	2,869,141	8,001,900	8,001,900	11,692,982	12,087,167	12,481,352	12,875,537	13,269,722
Property Tax Increment for Budget									
Salt Lake County		300,886	839,157	839,157	1,226,240	1,267,578	1,308,916	1,350,254	1,391,592
Salt Lake County Library		79,604	222,011	222,011	324,420	335,356	346,293	357,230	368,166
Granite School District		1,301,502	3,629,829	3,629,829	5,304,180	5,482,991	5,661,801	5,840,612	6,019,423
South Salt Lake City		528,974	1,475,283	1,475,283	2,155,795	2,228,470	2,301,144	2,373,819	2,446,493
South Salt Lake Valley Mosquito Abatement District		1,856	5,176	5,176	7,564	7,819	8,074	8,329	8,584
Central Utah Water Conservancy District		82,491	230,064	230,064	336,186	347,520	358,853	370,186	381,519
Total Property Tax Increment for Budget:		**2,295,313**	**6,401,520**	**6,401,520**	**9,354,385**	**9,669,733**	**9,985,081**	**10,300,430**	**10,615,778**
Uses of Tax Increment Funds		2026	2027	2028	2029	2030	2031	2032	2033
HTRZ Allowable Costs		2,295,313	6,401,520	6,401,520	9,354,385	9,669,733	9,985,081	10,300,430	10,615,778
Total:		**2,295,313**	**6,401,520**	**6,401,520**	**9,354,385**	**9,669,733**	**9,985,081**	**10,300,430**	**10,615,778**

PROPOSAL SAMPLE: SOUTH JORDAN

The Proposed HTRZ AREA PLAN is the best opportunity to create affordable housing in the fastest-growing quadrant of Salt Lake County.

Housing and Transit Reinvestment Zone (HTRZ) Application

SOUTH JORDAN
UTAH

DEVELOPMENT WITH AND WITHOUT HTRZ FUNDING

The HTRZ Area Plan doubles the number of residential units and creates affordable housing.

Absent the HTRZ funds, current economic constraints prevent higher-density development and make impossible the affordable housing offerings near a public transportation hub. The first column in the table below, **"Market Business Plan,"** represents the investment and development intensity **absent HTRZ approval**. The middle column, **"Proposed HTRZ Area Plan,"** represents the projected investment and development intensity **with HTRZ approval**.

With HTRZ approval, the projected **residential density is double** and **commercial uses** are more than **triple** that of the Market Business Plan, resulting in $1.59 billion more in incremental investment.

	Market Business Plan	Proposed HTRZ Area Plan	Increase Over Market Plan	% Inc Over Market Plan
Development Program				
Multifamily Units	2,225	4,462	2,237	101%
of which Affordable	-	*500*	*500*	*NA*
Townhome Units	262	262	-	0%
Total Residential Units	**2,487**	**4,724**	**2,237**	**90%**
Office Square Feet	465,000	1,499,400	1,034,400	222%
Retail Square Feet	69,000	286,000	217,000	314%
Hotel Keys	-	289	289	*NA*
Development Investment				
Multifamily	$615,168,000	$1,611,348,000	$996,180,000	162%
Townhome	119,852,000	131,838,000	11,986,000	10%
Office	143,313,000	595,262,000	451,949,000	315%
Retail	18,630,000	77,220,000	58,590,000	314%
Hotel	-	70,612,000	70,612,000	*NA*
Total	**896,963,000**	**2,486,280,000**	**1,589,317,000**	177%

See Section II: Market Analysis for details.

THE CITY'S HTRZ AREA PLAN MEETS OBJECTIVES AND REQUIREMENTS

A. PROMOTES GREATER UTILIZATION OF PUBLIC TRANSIT

The planned Downtown Daybreak development has a **four-pronged strategy** for promoting and generating increased transit ridership within the Southwest Quadrant of Salt Lake County, which includes South Jordan, Copperton, Herriman, Riverton, and parts of West Jordan. **The total population of this area will exceed 500,000 residents in the next 25 years.** The land around these stations has been preserved to deliver residential densities, job opportunities and commercial experiences.

1) Central Station Area Specific Design

Central Station, the City's proposed HTRZ baseline station located near the intersection of Lake Avenue and Grandville Avenue, connects North/South transit access to an existing East/West multi-purpose trail and protected cycle track system that extends over two miles in each direction. This trail network is the functioning backbone of the First Mile Last Mile transit program.

(Continued on next page)

PROJECTED $512MM GAP FOR THE HTRZ AREA PLAN

The following tables summarize the incremental development costs associated with the development of higher-density residential and office projects and summarizes the tax increment needed to "buy down" the costs to meet investment criteria.

Shortfalls between the amount of increment generated by the HTRZ Area Plan and the stated need are anticipated to be covered by the long-term rent growth driven by the combined investments of the Developer and HTRZ funds.

		in 2022 $'s	
Gap Driven By Increased Construction Costs Associated With:		**Per Unit**	**Total**
Type V Residential Construction with Structured Parking ("Wrap") - 2,150 Units	$	59,760	$ 128,484,000
Type IIIA Residential Construction with Structured Parking - 2,000 Units	$	111,400	$ 222,800,000
Class A Office with Structured Parking - 1,367,400 square feet	$	88.80	$ 121,425,120
Total Gap Driven by Increased Construction Costs			**$ 472,709,120**
Gap Driven by Affordable Housing at 500 units	**$**	**79,500**	**$ 39,750,000**
Total Gap			**$512,459,120**

See Section IV: Pro Forma for details.

PROPOSAL REQUIREMENTS (1 OF 2)

- Demonstrates that the proposed HTRZ meets objectives described within the bill (outlined on the initial page of this white paper)
- Explains how the municipality or public transit county will achieve the requirement that at least 12 percent of the housing units are affordable
- Defines the specific transportation infrastructure needs, if any, and proposed improvements
- Includes the following maps of the proposed HTRZ:
    - Boundary and radius from a public transit hub
    - Housing density
    - Existing zoning and proposed zoning changes
- Identifies any development impediments that prevent the development from being a market-rate investment and proposed strategies for addressing each one
- Describes the proposed development plan, including plans for
    - At least 12 percent affordable housing
    - Ensuring that at least 51 percent of the developable area includes housing, with densities of at least 50 units per acre for commuter rail stations and 39 units per acre for light rail stations
    - Mixed-use development
    - Mix of dwelling units to ensure a reasonable percentage of the dwelling units have more than one bedroom

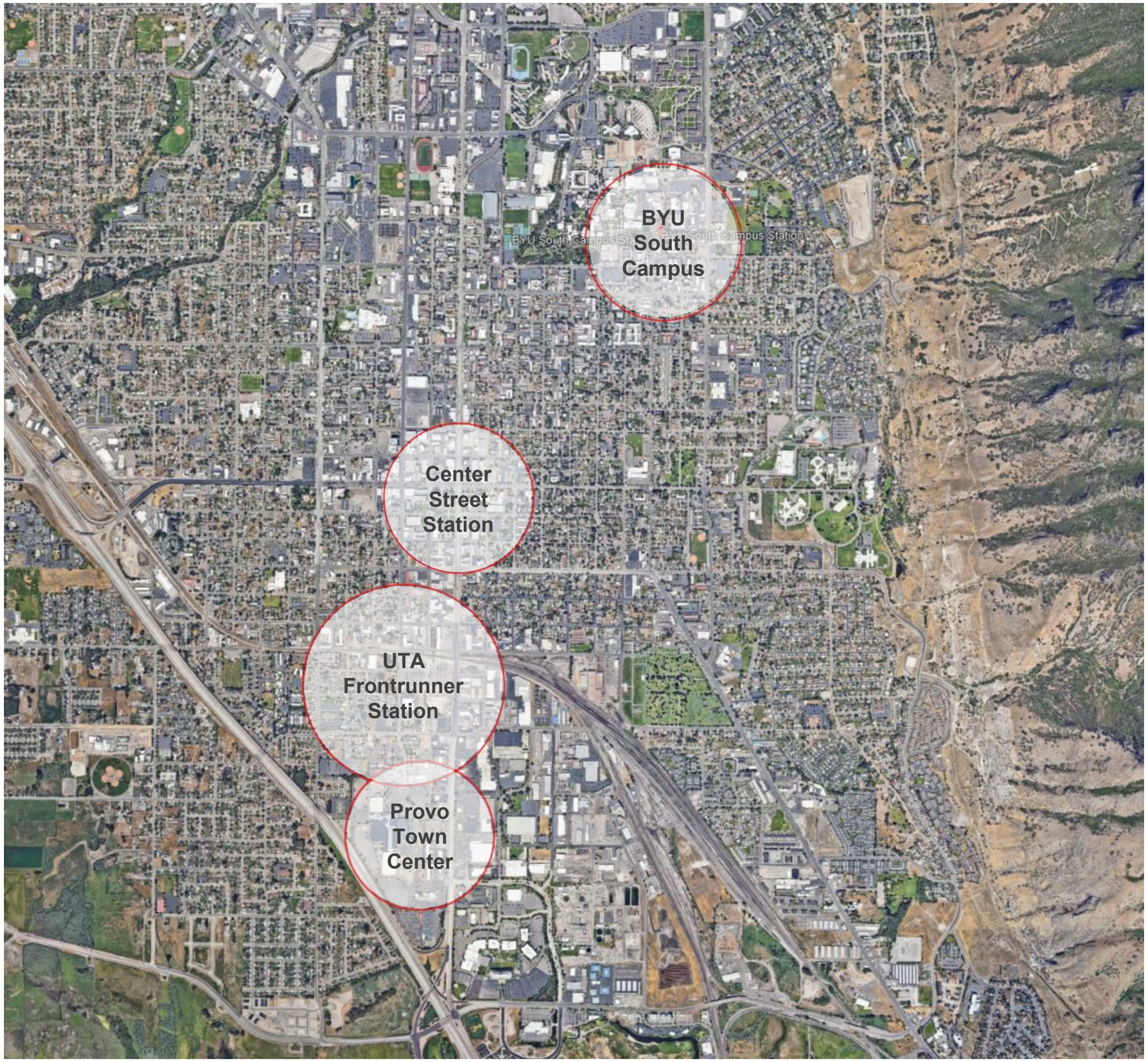
PROPOSAL REQUIREMENTS (2 OF 2)

- Establishes a base year and collection period to calculate the tax increment generated within the HTRZ
- Establishes a sales and use tax base year to calculate the sales and use tax increment generated within the HTRZ
- Describes the projected maximum revenues generated and the amount of tax increment capture from each taxing entity and proposed expenditures of revenue derived from the HTRZ
- An analysis of other applicable or eligible incentives, grants or sources of revenue that can be used to reduce the finance gap
- Evaluates possible benefits to active and public transportation availability and impacts on air quality
- Proposes a finance schedule to align expected revenue with financing costs and payments
- Provides a pro-forma for the planning development including the differential between surface parked multi-family development and enhanced development that satisfies all HTRZ requirements
- Evaluate possible impacts of a proposed housing and transit reinvestment zone on parking within the city and HTRZ

2025 LEGISLATIVE SESSION – PROPOSED AMENDMENTS

- Amends the median gross income for a certain percentage of proposed dwelling units within the HTRZ to the county median gross income for households of the same size;
- Clarifies that the collection of a tax increment for a HTRZ project may be triggered no more than three times per project;
- Modifies requirement that a proposal for a HTRZ includes a mix of dwelling units with at least 25% of the dwelling units having more than one bedroom;
- Amends the date by which a tax increment collection notice is sent to certain entities to no later than December 31 of the year before the tax increment is to take place;
- Requires the base year to be updated in certain circumstances regarding existing community reinvestment projects;

PROVO MAP



The UTA Frontrunner Station and other BRT Stations throughout Provo are potential opportunities for use of HTRZ

FY2027

Administrative Services

Administrative Services Divisions

- City Recorder
- Cybersecurity
- Facilities
- Finance
- Information Systems
- Justice Court

provo
WELCOME HOME

Administrative Services

- **Unfunded/underfunded needs:** Addressed in FY27 supplemental requests
- **Fee changes:** None
- **FY 2026 Appropriations:** None
- **Requests that will increase ongoing operation expense:** Addressed in FY27 supplemental requests
- **Current budget constraints:** None
- **Council Budget Priorities:** Will provide support

provo
WELCOME HOME

FY27 Supplemental Requests

- **Cybersecurity**
  - Contractual Increases - $20,200
  - Analyst - $163,716

- **Information Systems**
  - Contractual Increases - $18,960
  - Website and digital services platform - $124,000
  - Central disk & storage infrastructure - $410,000

- **Justice Court**
  - Contractual Increases - $17,908

provo
WELCOME HOME

Key Accomplishments – City Recorder

- Earned the **Certified Municipal Clerk (CMC)** and **Utah Certified Clerk (UCC) designations,** demonstrating expertise in municipal records management and governance
- Implemented **improvements to document management and workflow systems**, increasing operational efficiency
- Developed and distributed **24 employee newsletters** during 2025
- Elected to positions with the **Central Utah Recorder's Association** and the **Utah Municipal Clerks Association**

provo
WELCOME HOME

Key Accomplishments – Cybersecurity

- Provided **incident response services** to areas throughout the organization
- Performed **risk and advisory support** for multiple application and system reviews, delivering actionable security recommendations to business and IT stakeholders
- Supported **66 technology projects** that improved security
- Updated **strategies** to ensure long-term cyber resilience

provo
WELCOME HOME

Key Accomplishments – Facilities

- Completed an **emergency sewer line replacement** at Fire Station 3 and restored service
- Made significant **upgrades in ServiceNow** so customers can better track their work orders
- Remodel of the **Station 26 kitchen**
- Supported the **new construction at the airport**
- Reconditioned sections of **stucco at Peaks Arena**
- Started **5-year elevator replacement** plan at the library

provo
WELCOME HOME

Key Accomplishments – Finance

- Received the **GFOA Distinguished Budget Award** for the Provo City 2026 Annual Budget
- Completed the **FY 2025 Annual Comprehensive Financial (ACFR)** & **Popular Annual Financial Reports** and received **GFOA awards** for prior- year reports
- Obtained a **clean audit opinion** on the FY 2025 ACFR and FY 2025 Single Audit
- Issued **Wastewater Revenue Bonds**
- Completed **Cayenta software upgrade**

provo
WELCOME HOME

Key Accomplishments – Info. Systems

- Received the **2025 Utah Information Technology Excellence Award** for leading the creation of the Utah Local Government IT Mutual Aid Agreement
- Received the **2025 Visionary Digital Inclusion Trailblazer Award**
- Launched the **ArcGIS Open Data Hub** to strengthen transparency and public access to information
- Supported **66 technology projects** that strengthened daily operations and increased efficiency
- Launched a redesigned **Provo.gov website and mobile experience** to improve resident service and accessibility

provo
WELCOME HOME

Key Accomplishments – Justice Court

- Completed 88% of **traffic cases** within 90 days
- Completed 89% of **criminal cases** within 180 days
- Completed 98% of **small claims cases** within 270 days

WELCOME HOME

Q&A

PROVO MUNICIPAL COUNCIL
WORK SESSION
STAFF REPORT

Submitter: KZARBOCK
Presenter: Dan Follett, Director of Administrative Services
Department: Finance
Meeting Date: 3/24/2026
Requested Duration (Minutes): 15 minutes
CityView or Issue File Number: 26-001

SUBJECT: 2 A presentation regarding the FY2027 Budget: Administrative Services (26-001)

ADMINISTRATIVE RECOMMENDATION: Presentation Only

ADMINISTRATIVE MEMO: See Attached

FISCAL IMPACT: Budget impacts are addressed in the memo and slides

Administrative Services

FY2027 Department Budget Presentation

March 24, 2026

Administrative Services provides support functions for the rest of the City and is composed of six divisions: City Recorder, Cybersecurity, Facilities, Finance, Information Systems, and Justice Court. This report is a compilation of each division's responses to the prompts provided by the City Council.

City Recorder

1. **Unfunded or underfunded needs (payroll and operating budgets) and proposals to fund them**

   None

2. **Services you wished to fund but could not, including supplemental requests in FY2025 and FY2026, and how you compensated for unmet needs. What unfunded requests were addressed through other means? How did funding limitations affect service delivery?**

   None

3. **Fees within your department which do not provide full cost recovery**

   GRAMA fees are charged in accordance with Utah Code 63G-2-203.

4. **Appropriations requested outside of the FY26 budget**

   None

5. **Requests that will increase ongoing operations and maintenance costs**

   Election costs continue to rise – we currently budget for half of an election's cost each year and carryover the balance from the off years. We do not anticipate needing increased budget for FY2027, but if election costs rise, additional budget may be needed in FY2028.

6. **Current budget constraints that prevent the execution of the city's long-term vision**

   None

7. **Performance Measures**

Priority	Goal	Performance Measure	Annual Totals			
			2025	2026		2027
			Actual	Current	Target	Target
Education	Maintain professional certification and training	Annual Records Officer Certification Maintained	Yes	Yes	Yes	Yes
Education	Provide oversight and guidance to Department Records Specialists	Percentage of Department Record Specialists maintaining GRAMA certification	55%	36%*	>75%	>75%
Responsible Government	Timely completion of Council Meeting Minutes	Average Number of Days to Finalize Council Meeting Minutes	68	21*	<40	<40
Responsible Government	Provide prompt responses to public records requests	Average Number of Days to Respond to GRAMA Requests	7	7*	<5	<5
Responsible Government	Conduct a fair and compliant Municipal Election	All election notices, candidate filings, and reporting deadlines completed in compliance with state law.	Yes	N/A	N/A	Yes
Responsible Government	Maintain accurate legislative records	Number of Ordinances and Resolutions Processed and Published	142	13*	*	*
Responsible Government	Establish and Maintain the City's first Data Privacy Program	Completion and Implementation of Citywide Data Privacy Plan	Yes	Yes	Yes	Yes

8. **Key accomplishments in FY2026**
   - **Earned the Certified Municipal Clerk (CMC) and Utah Certified Clerk (UCC) designations,** demonstrating expertise in municipal records management and governance
   - **Implemented improvements to document management and workflow systems,** streamlining records processing and increasing operational efficiency
   - **Developed and distributed 24 employee newsletters during 2025,** keeping City employees informed about organizational initiatives and departmental updates
   - **Elected Vice President of the Central Utah Recorder's Association,** providing regional leadership and collaboration among municipal recorders
   - **Elected as an Associate Director and Board Member of the Utah Municipal Clerks Association,** contributing to statewide initiatives that support professional training and best practices for municipal clerks

9. **Council Budget Priorities**
   - The Recorder's Office supports the Council's priorities by ensuring accurate documentation, transparency, and timely public access to City decisions, including those related to economic development, housing opportunities, and code enforcement.

Cybersecurity

1. **Unfunded or underfunded needs (payroll and operating budgets) and proposals to fund them**

   The following needs are on track to be funded in the FY2027 tentative budget:
   - **Contract renewals and inflationary escalations ($20,200 ongoing):** The City's cybersecurity Security Operations Center (SOC) monitoring service, firewall, security cameras, password management, and specialized monitoring have contractual increases that require additional budget. These services are part of the City's baseline security posture.

- **Cybersecurity Analyst ($158,000 ongoing):** The cybersecurity program is currently staffed by a single analyst, limiting coverage and sustainability as threats grow. Adding capacity improves coverage, reduces single-person dependency, and strengthens response readiness.

2. **Services you wished to fund but could not, including supplemental requests in FY2025 and FY2026, and how you compensated for unmet needs. What unfunded requests were addressed through other means? How did funding limitations affect service delivery?**
   None

3. **Fees within your department which do not provide full cost recovery**
   None

4. **Appropriations requested outside of the FY26 budget**
   None

5. **Requests that will increase ongoing operations and maintenance costs**
   See Cybersecurity #1

6. **Current budget constraints that prevent the execution of the city's long-term vision**
   None

7. **Performance Measures**

Priority	Goal	Performance Measure	Annual Totals			
			2025	2026		2027
			Actual	Current	Target	Target
Responsible Government	Provide Virtual Cybersecurity Awareness Training	Number of Trainings	4	3	4	4
	Provide Cybersecurity Training to all Employees	Number of Trainings	1	1	1	1
	Create/Update Security Policies/Procedures	Number of Created/Updated Security Policies/Procedures	4	2	4	4
	Perform Phishing Campaigns*	Number of Campaigns Performed	2	1	2	4

8. **Key accomplishments in FY2026**
   - Provided incident response services to areas throughout the organization
   - Performed risk and advisory support for multiple application and system reviews, delivering actionable security recommendations to business and IT stakeholders
   - Supported 66 technology projects that improved security
   - Updated strategies to ensure long-term cyber resilience

Daily Security Events
30,975,276

Monthly Security Events
944,745,918

9. **Council Budget Priorities**
    - The Cybersecurity division helps ensure that technological components of the Council's priorities are secure for external and internal users.

Facilities

1. **Unfunded or underfunded needs (payroll and operating budgets) and proposals to fund them**
    None

2. **Services you wished to fund but could not, including supplemental requests in FY2025 and FY2026, and how you compensated for unmet needs. What unfunded requests were addressed through other means? How did funding limitations affect service delivery?**
    None

3. **Fees within your department which do not provide full cost recovery**
    None

4. **Appropriations requested outside of the FY26 budget**
    None

5. **Requests that will increase ongoing operations and maintenance costs**
    None

6. **Current budget constraints that prevent the execution of the city's long-term vision**
    None

7. **Performance Measures**

Priority	Goal	Performance Measure	Annual Totals 2025 Target	2026 Target	2027 Target
Economic Development	Complete New Fire station #21	Percentage Completed	Complete	N/A	N/A
	Start Expansion of existing Airport Terminal Construction	Expected Completion by 2028	15%	33%	66%
Responsible Government	Record 80% Of Billable Hours To Department Work Orders	80% of Work Hours Billable to Various Departments	80%	84%	80%
Responsible Government	Record 80% Team Safety Completion	Percentage Completed			80%

8. **Key accomplishments in FY2026**
   - Partnered with Energy to improve lighting in the City Hall overflow lot
   - Completed an emergency sewer line replacement at Fire Station 3 and restored service
   - Made significant upgrades in ServiceNow so customers can better track their work orders
   - Remodel of the Station 26 Kitchen
   - Supported the new airport construction as it moves forward.
   - Reconditioned sections of stucco at Peaks Arena
   - Started 5-year elevator replacement plan at the library

9. **Council Budget Priorities**
   - **Economic Development:** Well-maintained buildings, reliable infrastructure, and strong public assets create confidence for businesses and investors.
   - **Home Ownership:** Safe parks, clean public spaces, and dependable utilities make neighborhoods desirable and protect property values.
   - **Code Enforcement:** Facilities models compliance internally and provides technical expertise and operational support for enforcing building and safety standards.

Finance

1. **Unfunded or underfunded needs (payroll and operating budgets) and proposals to fund them**

   None

2. **Services you wished to fund but could not, including supplemental requests in FY2025 and FY2026, and how you compensated for unmet needs. What unfunded requests were addressed through other means? How did funding limitations affect service delivery?**

   None

3. **Fees within your department which do not provide full cost recovery**

   None

4. **Appropriations requested outside of the FY26 budget**

   None

5. **Requests that will increase ongoing operations or maintenance costs**

   None

6. **Current budget constraints that prevent the execution of the City's long-term vision**

   None

7. **Performance Measures**

Priority	Goal	Performance Measure	Annual Totals			
			FY 2025	FY 2026		FY 2027
			Actuals	Current	Target	Target
Responsible Government	Promote Financial Stability and Transparency	Receive GFOA Annual Budget Certification for the Prior Year	Yes	Yes	Yes	Yes
		Receive GFOA Popular Annual Financial Report Certification for the Prior Year	Pending	Pending	Yes	Yes
		Annual Independent audit, unmodified opinion	Yes	Pending	Yes	Yes
		Receive GFOA Annual Comprehensive Financial Report Certification for the Prior Year	Pending	Pending	Yes	Yes
		Submit all transparency reports on or before the required deadlines	4/4	2/4	4/4	4/4
		Moodys GO Rating	Aa1	Aa1	Aa1	Aa1
		S&P Global GO Rating	AA+	AA+	AA+	AA+
		Complete Single Audit ensuring compliance with utilization of Federal funding, unmodified opinion	Yes	Pending	Yes	Yes

8. **Key accomplishments in FY2026**
   - Received the GFOA Distinguished Budget Award for the Provo City 2026 Annual Budget
   - Completed the FY 2025 Annual Comprehensive Financial (ACFR) & Popular Annual Financial Reports and received GFOA awards for prior- year reports
   - Obtained a clean audit opinion on the FY 2025 ACFR and FY 2025 Single Audit
   - Issued Wastewater Revenue Bonds
   - Completed Cayenta software upgrade
   - Submitted all state transparency reports on a timely basis
   - Managed all ARPA spending and reporting requirements ensuring compliance
   - Managed City-wide insurance coverage
   - Managed City debt issuances including all continuing disclosure requirements and rating agency reviews

9. **Council Budget Priorities**
   - Finance will provide treasury, procurement, budget, and accounting support for all Council budget priorities as needed.

Information Systems

1. **Unfunded or underfunded needs (payroll and operating budgets) and proposals to fund them**

   The following needs are on track to be funded in the FY2027 tentative budget:

   - **Contract renewals and inflationary escalations ($18,960 ongoing):** Essential contracts (licensing, support, and platforms) have contractual increases that require additional budget. Increasing funding for these contracts reduces the risk of service disruption and helps avoid last-minute procurement.

   - **Website and digital services platform ($124,000 ongoing):** Provo.gov and its supporting resident service platform (including 311 issue reporting, online forms and workflows, and accessibility tools) require ongoing licensing, hosting, and vendor support.

   - **Central disk and storage infrastructure replacement ($410,000 one-time):** The City's core storage platform is approaching end-of-support. Replacing before end-of-support reduces the risk of outages, data loss, and extended downtime that would directly impact service delivery across departments. This infrastructure supports multiple City systems, so end-of-support risk would have Citywide operational impacts.

2. **Services you wished to fund but could not, including supplemental requests in FY2025 and FY2026, and how you compensated for unmet needs. What unfunded requests were addressed through other means? How did funding limitations affect service delivery?**

   None - IS managed unmet needs through internal tradeoffs, including reprioritizing work toward the highest-risk systems, reallocating staff time, extending hours when necessary to address critical issues, and deferring lower-priority improvements.

3. **Fees within your department which do not provide full cost recovery**

   None

4. **Appropriations requested outside of the FY26 budget**

   None

5. **Requests that will increase ongoing operations and maintenance costs.**

   See Information Systems #1

6. **Current budget constraints that prevent the execution of the city's long-term vision**

   If supplemental requests are approved, Information Systems will be in acceptable position to continue helping with the execution of the city's long-term vision.

   - Funding for the website would help achieve all the Mayor's initiatives for the City.
   - Replacing central disk and storage infrastructure will ensure the reliability of core systems.

7. Performance Measures

Priorities	Goal	Performance Measure	Annual Totals			
			2025	2026		2027
			Actuals	Current	Target	Target
Responsible Government	Provide excellent customer service to City employees as measured by periodic employee surveys that review Quality, Delivery, Business Skill, Communication, Timeliness, Technical Skill, Courtesy, and Value. Employees respond on a 4-point scale in which one (1) means 'very dissatisfied,' two (2) means 'dissatisfied,' three (3) means 'satisfied,' and four (4) means 'very satisfied.'	Average score of all eight service indicators.	3.6	3.60	3.4	3.4
	Resolve customer reported technical issues quickly.	Average number of business days to resolve an issue and close a service ticket.	2.7	3.45	3	3
	Provide rapid purchasing and delivery of new productivity technology including computers, monitors, office suites, and printers.	Average number of calendar days to purchase and deliver.	18	45.6	30	30

8. Key accomplishments in FY2026

- Received the 2025 Utah Information Technology Excellence Award for leading the creation of the Utah Local Government IT Mutual Aid Agreement.
- Received 2025 Visionary Digital Inclusion Trailblazer Award
- Launched the ArcGIS Open Data Hub to strengthen transparency and public access to information
- Supported 66 technology projects that strengthened daily operations, improved security, and increased efficiency
- Launched a redesigned Provo.gov website and mobile experience to improve resident service and accessibility

9. **Council Budget Priorities**

   The Information Systems (IS) Division is well-positioned to support each of Council's priorities by strengthening the City's ability to use data and technology tools to deliver faster, more reliable service.

Justice Court

1. **Unfunded or underfunded needs (payroll and operating budgets) and proposals to fund them**

   The following needs are on track to be funded in the FY2027 tentative budget:

   - **Contract renewals and inflationary escalations ($17,908 ongoing):** Essential contracts (building lease and security) have contractual increases that require additional budget. Increasing funding for these contracts reduces the risk of service disruption.

2. **Services you wished to fund but could not, including supplemental requests in FY2025 and FY2026, and how you compensated for unmet needs. What unfunded requests were addressed through other means? How did funding limitations affect service delivery?**

   None

3. **Fees within your department which do not provide full cost recovery**

   Fines and fees are set by the Utah State Uniform Fine Schedule

   https://legacy.utcourts.gov/rules/appendices/Appendix_C/Uniform_Fine_Schedule.pdf

4. **Appropriations requested outside of the FY26 budget**

   None

5. **Requests that will increase ongoing operations and maintenance costs**

   None

6. **Current budget constraints that prevent the execution of the city's long-term vision**

   None

7. **Performance Measures**

Priority	Goal	Performance Measure	Annual Totals 2024 Actual	2025 Actual	2026 Current	2026 Target
Responsible Government	Time to Disposition 90 days - Traffic 95%	Monthly time to disposition report	91%	88%	88%	95%
	Time to Disposition 180 days- Criminal 95%	Monthly time to disposition report	85%	88%	89%	95%
	Time to Disposition 270 days- Small Claims 95%	Monthly time to disposition report	96%	97%	98%	95%

"Time to disposition" means period from filing date to when charges are disposed (dismissed/guilty/no contest/not guilty). The target number of days vary by category depending on the complexity of the case types.

8. Key accomplishments in FY2026

Judge Schreiner took the bench in February 2024; the transition has gone smoothly for everyone involved. He settled in quickly, demonstrating strong leadership and a thoughtful, fair, and compassionate approach to the cases presented. It has been a positive transition, and we look forward to seeing his continued success in this new role.

9. Council Budget Priorities

Justice Court supports any priorities that require action on Class B and Class C misdemeanors.

Public Works FY2027 Budget

3/24/2026

PUBLIC WORKS

Water Resources

- Water Fund - $20.6 million revenue
  - PW and Water Admin - $5.9M
  - Water Sources - $3.4M
  - Water Distribution – $2.1M
  - Water CIP - $7.9M
- Wastewater Fund - $28 million revenue
  - Wastewater Collections - $1.4M
  - Wastewater Reclamation - $12.3M
  - Wastewater CIP - $14.8M

Water Resources FY26 Supplemental Requests

- Wastewater Fund
  - Added $486,000 for additional impacts from 12 months of new treatment plant operations

Water Resources FY27 Supplemental Requests

- Water Fund
  - Drinking Water Plant Staff and Operating Budget - $1,400,000
  - Increase Distribution Overtime Budget - $15,000
- Wastewater Fund
  - Add 1 full-time Wastewater Collections Operator – $105,000
  - Increase Collections Overtime Budget - $10,000

Water Resources FY27 Fee Changes

Year	Recommended Rate Increase Alternatives			
		Option 1	Option 2/4	Option 3
2025	12.0%	**2.5%**	**5.0%**	**3.3%**
2026	8.0%	*6.5%*	*5.0%*	*6.0%*
2027	7.0%	*6.5%*	*5.0%*	*6.0%*
2028	6.0%	*8.0%*	*8.0%*	*8.0%*
2029	6.0%	*8.0%*	*8.0%*	*8.0%*
2030	6.0%	*7.0%*	*7.0%*	*7.0%*
2031	6.0%	*7.0%*	*7.0%*	*7.0%*
2032	6.0%	*4.0%*	*4.0%*	*4.0%*
2033	6.0%	*4.0%*	*4.0%*	*4.0%*

From June 3, 2025 Council Work Session Presentation

Water Resources FY27 Fee Changes

- Water Fund
  - 6% utility rate increase
- Wastewater Fund
  - Add Excess Solids Surcharge/Truck Clean-Out Charge - $100/occurrence
  - Add After-Hours Service Charge - $200/1,000 gallons

Water Resources FY26 Key Accomplishments

- Water Fund
  - Passed 60% completion of drinking water treatment plant
  - Nearing completion of large meter changeout for 217 outdated, potentially inaccurate meters (13 remaining).
  - Replaced 8” water line in Brentwood Circle
  - Replaced pressure reducing station on Foothill Drive
  - Replaced 2,000 feet of 8” water main on Imperial Drive
  - Replaced 1,800 feet of 8” water main with 12” on West Center
  - Replaced 600 feet of 8” water main on 500 East from 500 S. to 600 S.
  - Finished drilling 500 foot well on Columbia Lane

Water Resources FY26 Key Accomplishments

- Wastewater Fund
  - Construction of Reclamation Plant Phase 2 was completed, with start-up Fall 2025. Currently meeting State phosphorous limit requirements. Began construction of bioreactor 3, anticipated completion in March 2027.
  - 50% completed with electrical refeed project
  - Completed an asset management plan for reclamation plant as part of our State funding requirements. Implemented asset management software for Collections infrastructure.
  - Successfully updated lab and plant reporting software.
  - CIP lining of aged sewer lines ranging in size from 6” to 21” (4,300 feet)
  - 550 South—1,400 feet 8” sewer line replacement with 12” pipe
  - Upsized 1,900 feet of sewer pipe from 27” to 30” near Univ. Ave viaduct
  - Eliminated 2400 feet of force main on Center Street with 2400 new feet of 8” sewer line
  - Installed 890 feet of force main and eliminated State Park lift station
  - Installing 7 new manholes on dead-end lines throughout the City
  - Replaced 227 feet of failing pipe and added new manholes near Lion’s Park
  - Installing 1,500 feet of new 21” sewer pipe to eliminate Skipper Bay lift station
  - Lined 4 large deteriorating manholes
  - Updating sewer collection master plan

Public Services

- Streets Operating Budget $3.0M
- Stormwater Fund - $6.5 million revenue
  - Storm Operations – $2.8M
  - Storm CIP - $3.38M
- Sanitation Fund - $7.4 million revenue
  - Sanitation Operations - $7.3M
  - Sanitation CIP - $200K
- Vehicle Maintenance Fund - $5.2M
- Vehicle Replacement Fund - $9.8M

Public Services FY27 Supplemental Requests

- Streets
  - Add 2 full-time Streets Maintenance Workers to do concrete removal and trench patching paid for by existing funds currently budgeted for contractors to do this work - $200,000
- Stormwater
  - Increase Stormwater Part-Time Budget - $7,000
- Fleet Fund
  - Coordinating with Fire for EVT Supplemental
- Sanitation Fund
  - Add 1 full-time Scalehouse Attendant position at the compost yard – $91,000
  - Increase Sanitation Overtime Budget - $52,000

Public Services Fee Changes

- Sanitation Fund -
  - The $1 composting rooftop fee has been charged per residential account. There are HOA accounts that have one account with hundreds of cans that only pay $1 for the account. We are proposing the fee be charged per residence as described in the original ordinance rather than per account.

Public Services FY26 Key Accomplishments

- Streets
  - Completed restriping and repainting of streets in the entire City.
  - Completed around 600-700 concrete and asphalt street repairs (potholes)
  - Installed new or replaced 2,100 street signs
  - Successfully snowplowed and maintained 650 lane miles of roads

Public Services FY26 Key Accomplishments

- Stormwater
  - Completion of the Franklin Park storm drain along 600 South and 1100 West
  - Installation of storm drains and roadway construction for the new section of Lakeview Parkway and 2000 North (Internal crews)
  - Carterville Neighborhood Stormwater Improvements (Phase 1)
  - 300 South – University Ave to 500 West Stormwater Improvements
  - South Airport Stormwater Pump Station and Stormwater water piping for Airport flood protection
  - Airport Stormwater Improvements and site grading for new SRE Building
  - Updating Stormwater master plan
  - FEMA Floodplain maps and code amendments adopted

Public Services FY26 Key Accomplishments

- Sanitation
  - Service approximately 23,500 garbage cans (Black Cans), 11,500 recycling cans (Blue Cans), and 7,700 green waste cans (Green Cans)
  - Composted approximately 15,000 Cubic Yards (6,000 tons) running at maximum capacity for equipment, personnel, and current site land size.
  - Provided community services for Spring/Fall cleanup, My Home Town, Leaf bag pickup, Parks and Commercial services for City departments, Christmas Tree pickup, and Freedom Festival assistance.
  - Have successfully reduced recycling contamination rate from 42% in 2021 to 25% and looking at further reduction with the completion of the new SUVSWD transfer station
  - Modifying recycling approach
  - Implemented 1 year buyback of sanitation trucks to reduce maintenance costs

Public Services FY26 Key Accomplishments

- Fleet
  - Services approximately 850 separate pieces of equipment from large fire trucks to small engine equipment
  - With 8 mechanics, annually completes approximately 900 to 1,000 service maintenance and repairs, 600-700 side road repairs or breakdowns, and addresses 1,900-2,000 driver concerns/requests
  - Annually manages, implements, and completes vehicle and equipment replacement plans

Fleet Replacement Recommendation

- FY27 proposed General Fund vehicle replacements:

Department	Cost
Engineering	$43,680
Fire	$2,982,000
Parks	$525,510
Police	$1,170,000
Streets	$888,200
Total	**$5,609,390**

Fleet Replacement Recommendation

- FY27 proposed General Fund vehicle replacements:
  Fire Engine
  Fire Hazmat Truck
  1 SUV
  5 1-ton pickups
  15 Police Patrol Vehicles
  2 10-wheel dump trucks
  3 trailers
  3 ride-on mowers
  1 UTV

Engineering

- Engineering Operating Budget - $2.5M

- FY26 Key Accomplishments –
  - Completed construction of Oak Cliff Drive and Oakmont Drive barrier safety project
  - Overlaid 4 miles of roadway, which included 3700 N, Canyon Road, 300 South, 800 N, and 700 N.
  - Installed 1 new signal on 400 E 500 N. 110 Pedestrian ramps were installed throughout the city.
  - Built and paved 1.08 miles of roadway on Lakeview Parkway and 2000 N, 1.38 miles of curb and gutter, and .85 miles of sidewalk.
  - Installed 2385 feet of new sidewalk and replaced 3950 feet of sidewalk.
  - 600 N 400 E Traffic Calming Project
  - Updated TUF Fee
  - Achieved Gold Bicycle Friendly Community Award
- FY27 Supplemental Request –
  - Add 1 full-time Engineering Technician FTE using existing funding

PROVO MUNICIPAL COUNCIL
WORK SESSION
STAFF REPORT

PROVO CITY COUNCIL

Submitter: JMCKNIGHT
Presenter: Jimmy McKnight, Public Works Administration Division Director
Department: Public Works
Meeting Date: 3/24/2026
Requested Duration (Minutes): 30 minutes minutes
CityView or Issue File Number: 26-001

SUBJECT: 3 A presentation regarding the FY2027 Budget: Public Works (26-001)

ADMINISTRATIVE RECOMMENDATION: N/A

ADMINISTRATIVE MEMO: This is the annual budget presentation for the Public Works budgets for FY27.

FISCAL IMPACT: N/A

Water Fund

Operating Budget	FY26 Budget
Revenues	18,654,000
Transfers from other funds	0
Total Rev & Transfers In	**20,654,000**
Personnel	4,028,254
Operating	3,383,743
Chargebacks	1,814,015
Other	2,153,255
Total Expenses	*11,378,997*
Transfers to other funds	2,285,500
Total Exp & Transfers out	**13,664,497**

Key Accomplishments in FY2026:

Passed 60% completion of drinking water treatment plant

Nearing completion of large meter changeout for 217 outdated, potentially inaccurate meters (13 remaining).

Replaced 8” water line in Brentwood Circle

Replaced pressure reducing station on Foothill Drive

Replaced 2,000 feet of 8” water main on Imperial Drive

Replaced 1,800 feet of 8” water main with 12” on West Center

Replaced 600 feet of 8” water main on 500 East from 500 S. to 600 S.

Finished drilling 500 foot well on Columbia Lane

Conservation program

FY27 Supplemental Requests:

Drinking Water Plant Staff and Operating Budget—$1,400,000

Increase Distribution Overtime Budget—$15,000

Fee Change Proposals:

6% utility rate increase

Priority	Goal	Performance Measure	Annual Totals			
			2024	2025		2026
			Actual	Current	Target	Target
Safe City	Provide Safe Water	Number of Bacteriological Samples Taken	1313	324	1330	1330
		Water Usage (Billion Gallons)	8.6	1.2	9	9

Wastewater Fund

Operating Budget	FY25 Budget
Revenues	26,777,000
Transfers from other funds	0
Total Rev & Transfers In	**26,777,000**
Personnel	5,218,335
Operating	3,193,574
Chargebacks	1,716,517
Other	3,559,081
Total Expenses	*13,687,507*
Transfers to other funds	3,250,000
Total Exp & Transfers out	**16,937,507**

Key Accomplishments in FY2026:

Construction of Reclamation Plant Phase 2 was completed, with start-up Fall 2025. Currently meeting State phosphorous limit requirements. Began construction of bioreactor 3, anticipated completion in March 2027. 50% completed with electrical refeed project

CIP lining of aged sewer lines ranging in size from 6” to 21” (4,300 feet), upsized 1,400 feet of sewer pipe from 8” to 12” on 550 S., upsized 1,900 feet of sewer pipe from 27” to 30” near Univ. Ave viaduct.

Eliminated 2400 feet of force main on Center Street with 2400 new feet of 8” sewer line. Installed 890 feet of force main and eliminated State Park lift station. Installing 7 new manholes on dead-end lines throughout the City

Replaced 227 feet of failing pipe and added new manholes near Lion’s Park, installing 1,500 feet of new 21” sewer pipe to eliminate Skipper Bay lift station, lined 4 large deteriorating manholes

FY26 Supplemental Request:

$486,000 for additional impacts from 12 months of new treatment plant operations

FY27 Supplemental Requests:

Add one full-time Wastewater Collections Operator—$105,000

Increase the Collections Overtime Budget— $10,000

Fee Change Proposal:

Add Excess Solids Surcharge/Truck Clean-Out Charge—$100/occurrence

Add After-Hours Service Charge—$200/1,000 gallons

Revising grease trap assistance program

Priority	Goal	Performance Measure	Annual Totals			
			2024	2025		2026
			Actual	Current	Target	Target
Safe City	Maintain Healthy Waterways	Gallons of Sewage Treated in Billions (Calendar Year)	4.4	1.0	4.0	4.0

Stormwater Fund

Operating Budget	FY25 Budget
Revenues	6,141,000
Transfers from other funds	0
Total Rev & Transfers In	**6,141,000**
Personnel	1,889,657
Operating	337,466
Chargebacks	577,059
Other	27,500
Total Expenses	*2,831,682*
Transfers to other funds	743,750
Total Exp & Transfers out	**3,575,432**

Key Accomplishments in FY2026:

Completion of the Franklin Storm Drain Improvement Project, which included a 54-inch pipe bore under the UTA and UPRR railroad tracks at 700 W, the installation of 3,500 feet of new stormwater pipe along 600 South and 1100 West, and the installation of a new concrete sidewalk along 1100 West to the Shoreline Middle School.

Installation of 5,500-ft of reinforced concrete stormwater piping within the Provo airport and along Lakeview Parkway from 1390 North to 2000 North.

Construction of Lakeview Parkway (1390 North to 2000 North) and 2000 North roadways by Provo Street and Stormwater crews

Completion of a Provo City online Illicit Discharge Detection and Elimination (IDDE) Utah State required annual training for all Public Works, Fire, Power, Police, and Parks Departments.

FY27 Supplemental Request:

Increase Stormwater Part-Time Budget—$7,000

Fee Change Proposals:

None

Priority	Goal	Performance Measure	Annual Totals			
			2024	2025		2026
			Actual	Current	Target	Target
Education	Provide Storm Water Pollution Training	Number Of Staff Who Completed the State-Mandated Training for Illicit Discharge Detection & Elimination (Idde)	334	0	350	350

Sanitation Fund

Operating Budget	FY25 Budget
Revenues	7,368,000
Transfers from other funds	0
Total Rev & Transfers In	**7,368,000**
Personnel	2,411,962
Operating	2,005,120
Chargebacks	2,748,996
Other	100,000
Total Expenses	*7,266,078*
Transfers to other funds	874,125
Total Exp & Transfers out	**8,140,203**

Key accomplishments:

Service approximately 2,142,236 residential containers. Each week we Serviced , 24043 garbage cans, 11353 recycling cans, and 7,938 green waste cans (March - November).

Composted approximately 10,000 tons of green waste material producing around 16,000 cubic yards of compost.

Provided community services for Spring/Fall cleanup, My Home Town, Leaf bag pickup, Parks and Commercial services for City departments, Christmas Tree pickup, and Freedom Festival assistance.

Have successfully reduced recycling contamination rate from 25% down to 20.3%, (end of 2024 - beginning of 2026).

Diverted approximately 12,700 tons of recyclable material from landfills, with a diversion rate of 35%.

FY27 Supplemental Request:

Add one full-time Scalehouse Attendant position at the Sanitation compost yard.—$91,000

Increase Sanitation Overtime Budget—$52,000

Fee Change Proposals:

The $1 composting rooftop fee has been charged per residential account. There are HOA accounts that have one account with hundreds of cans that only pay $1 for the account. We are proposing the fee be charged per residence as described in the original ordinance rather than per account.

Priority	Goal	Performance Measure	Annual Totals			
			2024	2025		2026
			Actual	Current	Target	Target
Healthy, Inviting Environment	Decrease Recycling Contamination	Number Of Household Recycling Audits Per Month	30	27	24	30

Streets Operating Budget

Operating Budget	FY25 Budget
Personnel	2,062,908
Operating	418,706
Chargebacks	552,498
Other	0
Total Expenses	*3,034,112*
Transfers to other funds	0
Total Exp & Transfers out	3,034,112

Key accomplishments in FY2026:

Completed restriping and repainting of the entire City streets.

Completed around 600-700 concrete and asphalt street repairs (potholes)

Installed new or replaced 2,100 street signs

Successfully snowplowed and maintained 650 lane miles of roads

Looking to implement brine solution in snow plowing/salting

FY27 Supplemental Request: Add 2 full-time Streets Maintenance Workers to do concrete removal and trench patching paid for by existing funds currently budgeted for contractors to do this work.—$200,000

Fee Change Proposals:

N/A

Priority	Goal	Performance Measure	Annual Totals			
			2023	2024		2025
			Actual	Current	Target	Target
Healthy, Inviting Environment	Replace Street Name Signs	Number of Street Name Signs replaced with new Provo Logo	211	99	70	N/A

Vehicle Maintenance Fund

Operating Budget	FY25 Budget
Revenues	5,236,218
Transfers from other funds	0
Total Rev & Transfers In	5,236,218
Personnel	1,407,578
Operating	3,604,455
Chargebacks	98,877
Other	81,631
Total Expenses	*5,186,541*
Transfers to other funds	0
Total Exp & Transfers out	5,186,541

Key accomplishments in FY2026—in the last 12 months Fleet has:

Performed 1,141 services

Responded to 732 breakdowns/unscheduled repairs

Addressed over 1,500 drivers concerns

FY27 Supplemental Request: Coordinating with Fire EVT supplemental

Fee Change Proposals:

N/A

Priority	Goal	Performance Measure	Annual Totals			
			2024	2025		2026
			Actual	Current	Target	Target
Responsible Government	Proactively seek out Sanitation maintenance and repair needs	Number of Sanitation vehicles inspected per month.	6	12	13	15

Vehicle Replacement Fund

Operating Budget	FY25 Budget
Revenues	8,488,196
Transfers from other funds	1,052,494
Total Rev & Transfers In	9,540,690
Capital	8,765,230
Non-Operating	1,052,494
Total Expenses	*9,817,724*
Transfers to other funds	0
Total Exp & Transfers out	9,817,724

Key accomplishments in FY2026:

Procuring $5 million in General Fund vehicle including 18 non-patrol police vehicles, 4 patrol police motorcycles, 1 fire engine, 3 medium duty trucks, 1 hybrid Ford Escape, 1 electric F150 Lightning, 6 trailers, 4 riding mowers, and 1 UTV.

FY27 Supplemental Request:

Fee Change Proposals:

Engineering Operating Budget

Operating Budget	FY25 Budget
Revenues	830,000
Transfers from other funds	0
Total Rev & Transfers In	830,000
Personnel	2,165,591
Operating	199,901
Chargebacks	102,194
Other	0
Total Expenses	*2,467,686*
Transfers to other funds	0
Total Exp & Transfers out	2,467,686

Key accomplishments in FY2026:

Overlaid 4 miles of roadway, which included 3700 N, Canyon Road, 300 South, 800 N, and 700 N.

Installed 1 new signal on 400 E 500 N. 110 Pedestrian ramps were installed throughout the city.

Built and paved 1.08 miles of roadway on Lakeview Parkway and 2000 N, 1.38 miles of curb and gutter, and .85 miles of sidewalk.

Installed 2385 feet of new sidewalk and replaced 3950 feet of sidewalk.

600 N 400 E Traffic Calming Project

Updated TUF Fee

Achieved Gold Bicycle Friendly Community Award

FY27 Supplemental Request:

Add 1 full-time Engineering Technician FTE using existing funding.

Fee Change Proposals:

Provo City - Supplemental Budget Request

Use this form to justify and request funding for:

- Initiating new positions, programs, projects, or activities
- Expanding the scope of existing positions, programs, projects, or activities
- Purchasing new equipment or software
- Reinstating positions, programs, projects, or activities

Division:	Water Sources	**Department:**	Public Works
Prepared By:	Jimmy McKnight	**Approved By:**	Gordon Haight
Proposal Title:	**Drinking Water Plant Staff and Operating Budget**	**Ranking :**	**1**

Type of Budget Expense	**Personnel**	**If personnel, complete pay info below. Total amount requested will be populated by Finance to factor in benefits.**			
Position Type	**Full-time**	**Pay Grade**		**Pay Step**	
Total Amount Requested:		$			1,400,000
Account(s) Requiring Budget:					510 2506.4001
Frequency (check one):	☐ One-time cost ☑ Recurring cost		**If recurring, but not indefinitely, specify number of years:**		

Funding Source for request (budget cut(s) or additional revenue provided by the department) :

Water utility rates

Proposal Description: Please explain what the proposal entails:

Add 3 positions July 1, 2026 (Supervisor 31-7, Operator IV 29-7, Sources Manager 38-7), 3 positions January 1, 2027 (2 Operator IV's 29-7, 1 Operator II 27-7), and 2 positions July 1, 2027 (Lab Technician 28-7, Operator II 27-7). Add $60,000 one-time for a vehicle and $725,000 ongoing for operating costs ($300K Power, $250K Chemical, $175,000 utilities)

Justification/Relation to the General Plan, master plans, or Council priorities:

These are the estimated costs for operating the drinking water plant in FY 2027. Construction is anticipated to reach substantial completion January 2027. We are proposing that 3 positions be funded beginning July 1 to learn how to run the plant while construction finishes and vendors are onsite installing and testing equipment. In January we would add three operators to work on start-up, dialing in processes, and beginning operation of plant. We are also proposing waiting until July 2027 to add the final two positions when the plant will be fully functional and needing to be at peak operation.

Are there additional annual costs and/or savings associated with the request, such as additional staffing or maintenance? If yes, fill out the amounts below.

Additional annual cost if any:	$	-
Additional annual savings if any:	$	-
Net Annual Savings/(Cost):	$	-

Provo City - Supplemental Budget Request

Use this form to justify and request funding for:

- Initiating new positions, programs, projects, or activities
- Expanding the scope of existing positions, programs, projects, or activities
- Purchasing new equipment or software
- Reinstating positions, programs, projects, or activities

Division:	Streets	**Department:**	Public Works
Prepared By:	Jimmy McKnight	**Approved By:**	Gordon Haight
Proposal Title:	**Maintenance Workers for budget efficiency**	**Ranking :**	**2**

Type of Budget Expense	**Personnel**	**If personnel, complete pay info below. Total amount requested will be populated by Finance to factor in benefits.**			
Position Type	**Full-time**	**Pay Grade**	25	**Pay Step**	**7**
Total Amount Requested:		$ 200,000			
Account(s) Requiring Budget:		110 1501.4001			
Frequency (check one):	☐ One-time cost ☑ Recurring cost		**If recurring, but not indefinitely, specify number of years:**		

Funding Source for request (budget cut(s) or additional revenue provided by the department) :

$100,000 annually budgeted for concrete removal for sidewalk replacement and road rehabilitation in the B&C Fund, $100,000 transferred from the Water Fund.

Proposal Description: Please explain what the proposal entails:

Public Works proposes doing concrete removal and trench patching with Streets employees instead of contractors. This would require hiring 2 full-time Streets Maintenance Workers (request assumes two grade 25 Worker III's at step 7, estimated $99,000 each). These would be paid for by existing funds currently budgeted for contractors to do this work.

Justification/Relation to the General Plan, master plans, or Council priorities:

Streets operating budget is covered by B&C revenue. Remainder of B&C revenue is transferred to B&C CIP fund for street and sidewalk improvements. $100,000 annually budgeted for concrete removal for sidewalk replacement and road rehabilitation in the B&C Fund would be moved to the Streets operating budget to accommodate Streets doing this work. An additional $100,000 would be transferred from Water Fund to B&C by reducing the Water CIP project that funds asphalt trench repairs on water lines that would start being done by Streets crews instead of outside vendors. This would allow for more cost-effective concrete removal and more timely asphalt trench patching, while also providing additional resources for snow plowing in the winter.

Are there additional annual costs and/or savings associated with the request, such as additional staffing or maintenance? If yes, fill out the amounts below.

Additional annual cost if any:	$ -
Additional annual savings if any:	$ -
Net Annual Savings/(Cost):	$ -

Provo City - Supplemental Budget Request					
Use this form to justify and request funding for: ● Initiating new positions, programs, projects, or activities ● Expanding the scope of existing positions, programs, projects, or activities ● Purchasing new equipment or software ● Reinstating positions, programs, projects, or activities					
Division:	Water Resources	**Department:**	Public Works		
Prepared By:	Jimmy McKnight	**Approved By:**	Gordon Haight		
Proposal Title:	**Add one Wastewater Collections maintenance worker**	**Ranking :**	**3**		
Type of Budget Expense	**Personnel**	**If personnel, complete pay info below. Total amount requested will be populated by Finance to factor in benefits.**			
Position Type	**Full-time**	**Pay Grade**	26	**Pay Step**	**7**
Total Amount Requested:		$	105,000		
Account(s) Requiring Budget:		520 2602.4001			
Frequency (check one):	☐ One-time cost ☑ Recurring cost	**If recurring, but not indefinitely, specify number of years:**			
Funding Source for request (budget cut(s) or additional revenue provided by the department) :					
Wastewater utility revenue.					
Proposal Description: Please explain what the proposal entails:					
Addition of one full-time Wastewater Collections Operator.					
Justification/Relation to the General Plan, master plans, or Council priorities:					
Water Resources has 7 full-time and 2 part-time Collections employees. The EPA through the State of Utah regulates our sewer collection system and recommends 14 full-time Collections staff for our population and system size. These employees are responsible for maintaining, cleaning, repairing, and doing video inspections of the sewer collections system. Our current staffing levels aren't sufficient to fulfill these requirements. We did a comparison with other cities and found that cities with similar populations and miles of sewer pipe have many more employees: Orem (10.5), St. George(20), West Jordan(16), Cottonwood Heights(18). These cities all have maintenance, inspection, and repair crews. Our current staffing limits us to maintenance and inspection only. An additional employee would be placed on a cleaning and maintenance crew, freeing up other staff to do proactive maintenance like pipe and manhole repairs.					
Are there additional annual costs and/or savings associated with the request, such as additional staffing or maintenance? If yes, fill out the amounts below.					
Additional annual cost if any:		$	-		
Additional annual savings if any:		$	-		
Net Annual Savings/(Cost):		$	-		

Provo City - Supplemental Budget Request

Use this form to justify and request funding for:

- Initiating new positions, programs, projects, or activities
- Expanding the scope of existing positions, programs, projects, or activities
- Purchasing new equipment or software
- Reinstating positions, programs, projects, or activities

Division:	Sanitation	**Department:**	Public Works		
Prepared By:	Jimmy McKnight	**Approved By:**	Gordon Haight		
Proposal Title:	**Add 1 Full-Time Compost Yard Employee**	**Ranking :**	4		
Type of Budget Expense		**If personnel, complete pay info below. Total amount requested will be populated by Finance to factor in benefits.**			
Position Type	**Full-time**	**Pay Grade**	23	**Pay Step**	**7**
Total Amount Requested:		$ 91,000			
Account(s) Requiring Budget:		570 2901.4001			
Frequency (check one):	☐ One-time cost ☑ Recurring cost		**If recurring, but not indefinitely, specify number of years:**		

Funding Source for request (budget cut(s) or additional revenue provided by the department) :

The $1 composting rooftop fee has been charged per residential account. There are HOA accounts that have one account with hundreds of cans that only pay $1 for the account. We are proposing the fee be charged per residence as described in the original ordinance rather than per account. We anticipate this change bringing in an additional $228K, which would provide the funding for this position.

Proposal Description: Please explain what the proposal entails:

Add one full-time Scalehouse Attendant position at the Sanitation compost yard.

Justification/Relation to the General Plan, master plans, or Council priorities:

The compost yard is currently open on Fridays and Saturdays from March to November. Adding a scalehouse attendant position would allow Sanitation to keep the compost yard open 5 days a week instead of 2 and allow it to be open year-round. Having the compost yard open 5 days a week might make it possible for us to move the glass recycling rolloff from the City Hall block to the compost yard. The compost yard currently accepts recycling when it is open, this would allow us to establish a full-time recycling center with expanded drop off days, allowing residents to drop off recycling year-round and Tuesday through Saturday.

Are there additional annual costs and/or savings associated with the request, such as additional staffing or maintenance? If yes, fill out the amounts below.

Additional annual cost if any:	$ -
Additional annual savings if any:	$ -
Net Annual Savings/(Cost):	$ -

Provo City - Supplemental Budget Request

Use this form to justify and request funding for:

- Initiating new positions, programs, projects, or activities
- Expanding the scope of existing positions, programs, projects, or activities
- Purchasing new equipment or software
- Reinstating positions, programs, projects, or activities

Division:	Public Works	**Department:**	Public Works
Prepared By:	Jimmy McKnight	**Approved By:**	Gordon Haight
Proposal Title:	**Rightsize Overtime and Part-time budgets in Public Works**	**Ranking :**	**5**

Type of Budget Expense	**Personnel**	**If personnel, complete pay info below. Total amount requested will be populated by Finance to factor in benefits.**			
Position Type					
Total Amount Requested:		$ 84,000			
Account(s) Requiring Budget:		See spreadsheet			
Frequency (check one):	☐ One-time cost ☑ Recurring cost		**If recurring, but not indefinitely, specify number of years:**		

Funding Source for request (budget cut(s) or additional revenue provided by the department) :

Respective utility rates

Proposal Description: Please explain what the proposal entails:

Increase the following overtime budgets: Wastewater Collections $10K, Water Distribution $15K, Sanitation $52K. Increase the Stormwater part-time budget by $7,000.

Justification/Relation to the General Plan, master plans, or Council priorities:

The current Collections overtime budget is $20K, we are requesting it be increased to $30K. The FY24 actual was $23K, FY25 was $26K, FY26 through February is $21K.

The current Distribution overtime budget is $35K, we are requesting it be increased to $50K. The FY24 actual was $47K, FY25 was $96K, FY26 through February is $46K.

The current Sanitation overtime budget is $148K, we are requesting it be increased to $200K. The FY24 actual was $198K, FY25 was $219K, FY26 through February is $153K.

The current Stormwater part-time budget is $81,900 based on an hourly rate of $17.50. Current employees are being paid $19, requesting an increase to $88,900.

Are there additional annual costs and/or savings associated with the request, such as additional staffing or maintenance? If yes, fill out the amounts below.

Additional annual cost if any:	$ -
Additional annual savings if any:	$ -
Net Annual Savings/(Cost):	$ -

Provo City - Supplemental Budget Request

Use this form to justify and request funding for:

- Initiating new positions, programs, projects, or activities
- Expanding the scope of existing positions, programs, projects, or activities
- Purchasing new equipment or software
- Reinstating positions, programs, projects, or activities

Division:	Engineering	**Department:**	Public Works
Prepared By:	Jimmy McKnight	**Approved By:**	Gordon Haight
Proposal Title:	**Add one Engineering Tech FTE**	**Ranking :**	

Type of Budget Expense	**Personnel**	**If personnel, complete pay info below. Total amount requested will be populated by Finance to factor in benefits.**			
Position Type	**Full-time**	**Pay Grade**	26	**Pay Step**	**7**
Total Amount Requested:		$ -			
Account(s) Requiring Budget:		110 1601.4001			
Frequency (check one):	☐ One-time cost ☑ Recurring cost		**If recurring, but not indefinitely, specify number of years:**		

Funding Source for request (budget cut(s) or additional revenue provided by the department) :

The funding would be equal, we would just need an additional FTE approved by Council.

Proposal Description: Please explain what the proposal entails:

One Engineer IV would be converted to two Engineering Technician III's.

Justification/Relation to the General Plan, master plans, or Council priorities:

We feel like this is a more efficient use of Engineering funding based on some rebalancing of work duties within the department to be able to do additional survey work with the same financial resources.

Are there additional annual costs and/or savings associated with the request, such as additional staffing or maintenance? If yes, fill out the amounts below.

Additional annual cost if any:	$ -
Additional annual savings if any:	$ -
Net Annual Savings/(Cost):	$ -

Development Services

FY2027 Budget Presentation

Appropriations requested outside of the FY26 budget

Not applicable.
There was no mid-year appropriation request

Unfunded or underfunded needs (payroll and operating budgets) and proposals to fund them

Parking Enforcement	Two License Plate Readers (LPRs) totaling $85,000	Recover cost through increased parking fees and parking fines
Redevelopment – New Developments	$600,000	Repaid with lien on the property
Building Inspection	$17,000	Repaid through increased plan fees
	Additional Field Inspector Grade 27 Step 7	Paid with open Planner position

Services you wished to fund but could not and how you compensated for unmet needs?

I would like to fund a second Plans Examiner in the Building Division. The $17,000 for AI software is a step towards increasing efficiency in building plan approval because I do not have the means to fund another full-time position.

The additional field inspector is a bigger priority than another Plans Examiner.

Fees within the department that do not provide full cost recovery and recommended changes

Parking Permit Areas

- $100 per year is reducing a cost recovery deficit is not providing full cost recovery.

Zoning

- $20,000 for RDLs because inspections cannot be included in fees
- Collections from civil fines will make up this deficit

Requests that will increase ongoing operations and maintenance costs

Building Inspection

- $17,000
  - Repaid through increased plan fees
  - $17,000 is first yr cost for the software. If we like the program and want to continue with it, it would be a recurring cost

- Additional Field Inspector   Grade 27   Step 7
  - Paid with open Planner position
  - A new inspector would be on on-going cost, but the position is a lower grade than the Planner position that is being sacrificed.

Current budget constraints that prevent the execution of the city's long-term vision

Continued zoning blitzes could increase caseload to the point of needing an additional enforcement officer.

Current performance measures and how they align with department goals

	Projected	Achieved
Zoning Complaints Resolved	1,100	1,005
Public Meetings Held	44	29
Planning Applications Received	375	235
Building Permits Issued	1,400	1,111

Key accomplishments in FY2026

Zoning Enforcement
• 1307 cases resolved
• 78% compliance without NOV
• 287 Notices of Violation
• 75% resolved prior to charges filed
• Three neighborhood blitzes completed

Parking	
• Citations Issued	14,518
• Warnings Written	3,898
• Complaints Received	1,412
• Collected Revenue	$603,755
• Potential Revenue	$661,319

Key accomplishments in FY2026

Planning

- New planning applications 235
- Station Area Plans Adopted within mandated timeframe
- Adoption of the NE Neighborhood Plan
- Draft Title 14 under review in Legal

CDBG/HOME

- 18 Down payment assistance loans for first-time homebuyers
- 11 jobs created/retained and three businesses assisted through façade program
- 4 Provo households received emergency repair assistance
- 3 Provo households received egress window assistance

Key accomplishments in FY2026

Building

- Generated $2,153,872 in permit fees
- Performed over 5,000 inspections (approx. 139 per inspector per week)

My Hometown

Community Resource Center Classes Offered	30
CRC Patrons Served	1,735
Days of Service Project	51
Community Events	15
Community Events Attendees	4,759

RDA/Housing Budget Presentation

1. Unfunded or underfunded needs (payroll and operating budgets) and proposals to fund them. - N/A

2. Services you wished to fund but could not, including supplemental requests in FY2025 and FY2026, and how you compensated for the unmet needs. What unmet requests were met through other means? How did funding limitations affect service delivery? - N/A

3. Fees within your department: which do not provide for full cost recovery, and what changes do you recommend to achieve full cost recovery? - N/A

4. Appropriation requests outside of the FY26 budget. - N/A

5. Requests that will increase ongoing operations and maintenance costs. - N/A

6. Current budget constraints that prevent the execution of the city's long-term vision (referencing relevant master plans or the General Plan). - N/A

RDA/Housing Budget Presentation

7. Current performance measures and how they align with department goals. Our annual performance objectives are focused on creating housing opportunities around homeownership.

Over the past year we have updated our downpayment assistance programs to try to help more first-time homebuyers. These changes have been successful so far. Through the RDA we are working to establish more moderate-income workforce housing.

8. Key accomplishments in FY2026:

- 10 Down Payment Assistance loans to first time Homebuyers (Q1 2026)
- Established Lakeview Parkway CRA Project Area Plan adopted.
- Outline of Policy and Procedures for the RDA
- Outline of HTRZ at Provo Frontrunner Station

PROVO MUNICIPAL COUNCIL
WORK SESSION
STAFF REPORT

Submitter:	NLA
Presenter:	Bill Peperone, Development Services Director
Department:	Development Services
Meeting Date:	3/24/2026
Requested Duration (Minutes):	30 minutes minutes
CityView or Issue File Number:	26-001

SUBJECT: 4 A presentation regarding the FY2027 Budget: Development Services (26-001)

ADMINISTRATIVE RECOMMENDATION: To be heard at the March 24, 2026 Work and Council meeting

ADMINISTRATIVE MEMO: FY27 Budget Presentation for Development Services slides and memo attached.

FISCAL IMPACT: N/A

COUNCIL STAFF MEMO:

PROVO MUNICIPAL COUNCIL
WORK SESSION
STAFF REPORT

Submitter:	JEREMYH
Presenter:	Jeremy Headman, Fire Chief
Department:	Fire
Meeting Date:	3/24/2026
Requested Duration (Minutes):	15 minutes minutes
CityView or Issue File Number:	26-024

SUBJECT: 5 A resolution approving the appropriation of $96,547 to pay for three new firefighters and their equipment between May and June for the fiscal year ending June 30, 2026 (26-024)

ADMINISTRATIVE RECOMMENDATION: We are asking for an appropriation of $60,547 for three new firefighters in FY 26 from May to the end of June 2026 and $36,000 for the needed equipment. For a total appropritation of $96,547. The 3 new firefighters will be funded in FY 2027 with a reduction in the overtime budget.

ADMINISTRATIVE MEMO: We would like to hire 3 new firefighters starting in May 2026. This will add one additional firefighter per shift which will help us minimize overtime with regular staffing.

FISCAL IMPACT: Appropriation of $96,547

TIME SENSITIVITY: We need to do back ground checks, and be able to give the new employees 2 weeks notice before they start employment in May.

COUNCIL STAFF MEMO:

RESOLUTION <<Document Number>>

A RESOLUTION APPROVING THE APPROPRIATION OF $96,547 TO PAY FOR THREE NEW FIREFIGHTERS AND THEIR EQUIPMENT BETWEEN MAY AND JUNE FOR THE FISCAL YEAR ENDING JUNE 30, 2026. (26-_____)

<u>RECITALS:</u>

It is proposed that $96,547 be appropriated in the general fund to pay for three new firefighters and their equipment; and

The funding source for the appropriation is general fund balance;

On April XX, 2026, the Municipal Council met to consider the facts regarding this matter and receive public comment, which facts and comments are found in the public record of the Council's consideration; and

After considering the facts presented to the Municipal Council, the Council finds that (i) the proposed action should be approved as described herein, and (ii) such action furthers the health, safety, and general welfare of the citizens of Provo City.

THEREFORE, the Provo Municipal Council resolves as follows:

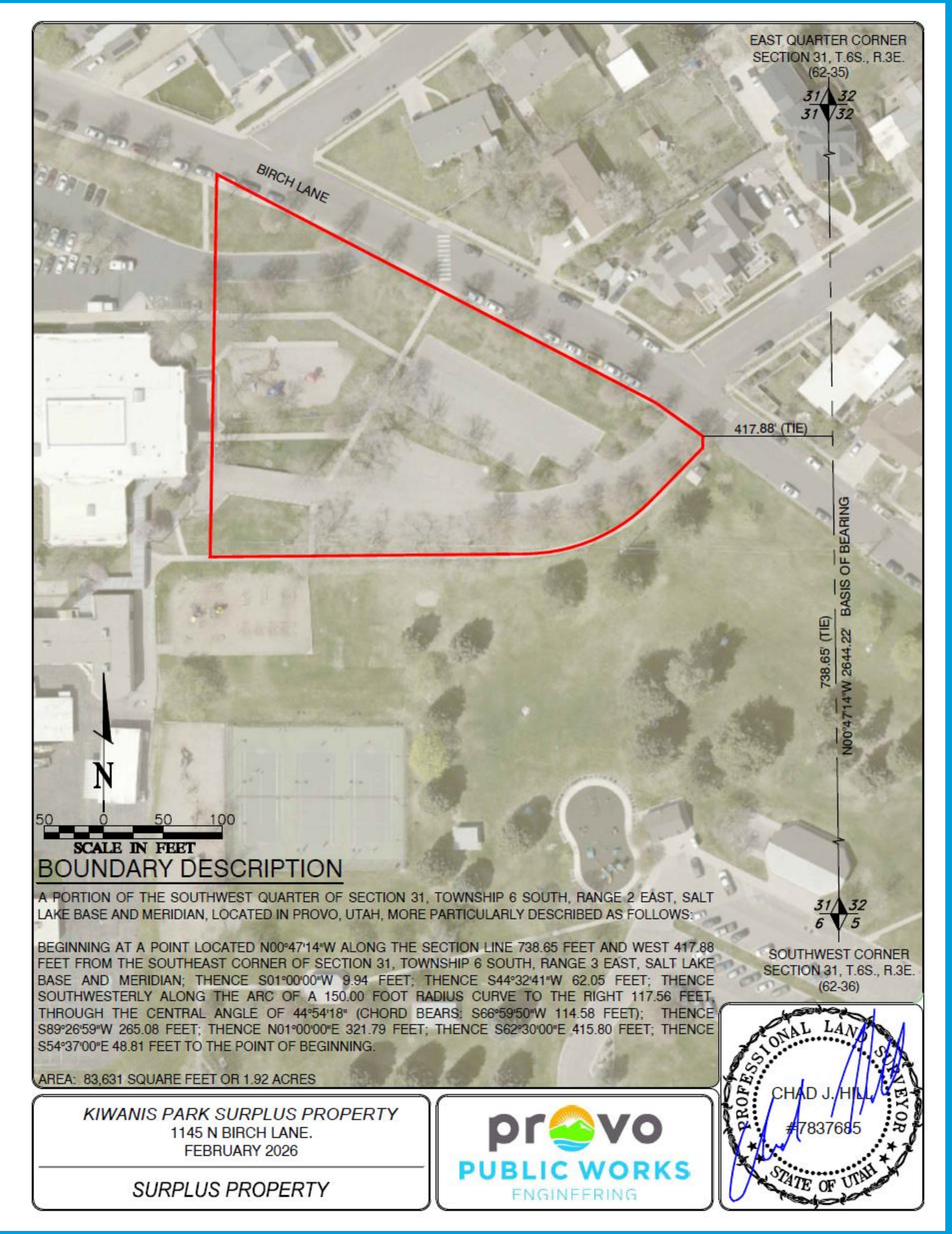
<u>PART I:</u>

An appropriation of $96,547 in the general fund for three new firefighters and their equipment is authorized.

<u>PART II:</u>

This resolution takes effect immediately.

Kiwanis Park
Surplus Property
1.92 Acres



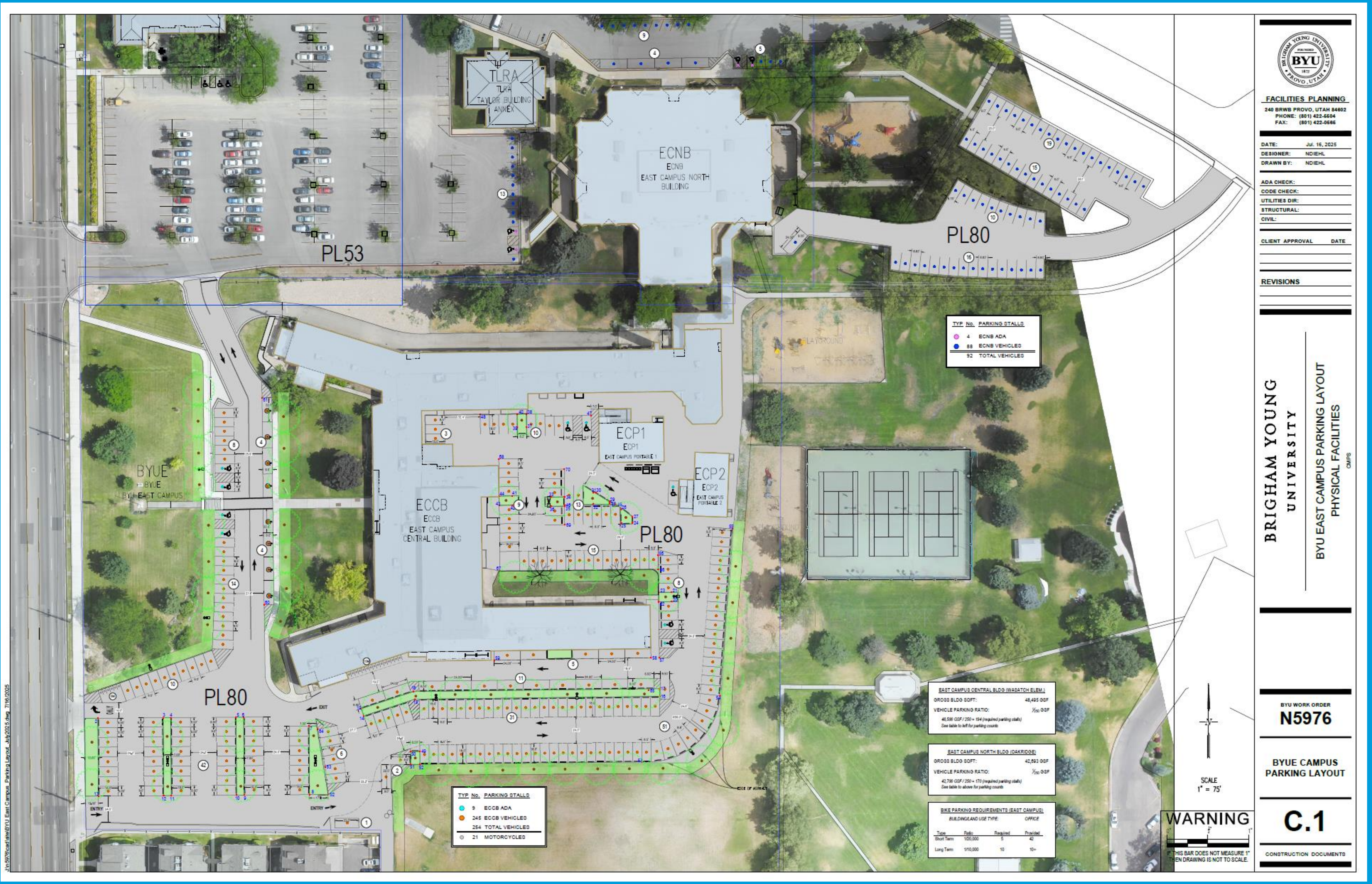
WELCOME HOME

The Details

- The parcel is the subject of a 1978 lease with the Provo School District for the construction of parking and a playground area for the Oakridge School.
- A departmental review indicated no concerns with the sale of the property.
- Property has not been used for park purposes for over 40 years.
- The sales price would be $1,371,550.

provo
WELCOME HOME

Kiwanis Park
Surplus Property
1.92 Acres



provo

WELCOME HOME

PROVO MUNICIPAL COUNCIL
WORK SESSION
STAFF REPORT

PROVO CITY COUNCIL

Submitter:	TARAR
Presenter:	Tara Riddle, Real Property Administrator
Department:	Development Services
Meeting Date:	3/24/2026
Requested Duration (Minutes):	15 Minutes minutes
CityView or Issue File Number:	26-012

SUBJECT: 6 A resolution to place a 1.92 acre parcel of ground located at approximately 1051 E Birch Lane on the surplus property list. (26-012)

ADMINISTRATIVE RECOMMENDATION: The administration recommends that this property be placed on the surplus property list and that the property be sold to Brigham Young University for the negotiated sales price. It is requested that the resolution for this action be approved.

ADMINISTRATIVE MEMO: In 1978, Provo City entered into a long-term lease agreement with the Provo School District for the subject property. The lease stipulated that it was to be used for public purposes in connection with a school (Oakridge School) for the disabled which would be run in partnership with BYU. The School District was responsible for constructing the playground, fencing, parking, etc.

Pursuant to the lease agreement, the parking was to be used jointly with the adjacent park; however, the parking lot has rarely, if ever, been used by park patrons.

The parcel has been used continuously for the last 40+ years for the school's parking, playground area, and other programming which has supported children with special needs.
BYU is now in the process of replacing the administration building (known as ASB) on campus.

As part of this effort, they are planning to use the old Wasatch Elementary School property as temporary office space for those being displaced during the ASB demolition and reconstruction, which is expected to be a three-year process.

To meet code and provide adequate parking, they have developed a new layout for an expanded parking lot around the Old Wasatch School, which includes utilizing the parking lot east of the Old Oakridge School (the subject property). They would like to own the property that they will be using for this expansion area. Their parking plan is shown in the PowerPoint presentation.

A departmental review was completed by all departments that would be impacted by the sale of this property and there were no concerns raised by any of the departments. The review by Parks and Recreation included the following comment: "This land has not been available for park use nor programmed for park use for several decades, so Parks & Recreation could support a surplus. Proceeds generated from the surplus of this property would be placed in the Parks & Recreation capital improvement fund for approved department capital projects."

Provo City and BYU both had appraisals completed as though the surplus parcel would include 1.96 acres of ground. After the survey was completed, we determined that the parcel actually contains 1.92 acres (83,631 sq. ft.). Provo's original appraisal was for $1,635,000 and BYU's was $1,070,000 which we agreed to a price of $1,400,000. Using the agreed price per sq. ft., the adjusted purchase price should be: $1,371,550 (rounded).

FISCAL IMPACT: Revenue of $1,371,550

COUNCIL STAFF MEMO:

RESOLUTION 2026 -

Approved as to form: __

A RESOLUTION TO PLACE A 1.92 ACRE PARCEL OF GROUND LOCATED AT APPROXIMATELY 1051 E BIRCH LANE ON THE SURPLUS PROPERTY LIST. (26-012)

RECITALS:

Provo City (the City) owns a 1.92 acre parcel of ground located at approximately 1051 E Birch Lane in Provo and identifies this property as a portion of Utah County Tax ID # 22-016-0031, which is further described in Exhibit A;

This property is currently being used as a parking lot and playground for the Oakridge School and is the subject of a 1978 lease agreement with the Provo School District;

The Mayor has recommended that this parcel be placed on the surplus property list and then sold to Brigham Young University for $1,371,550;

On March 24 and April 14, 2026, the Municipal Council met to consider the facts regarding this matter and receive public comment, which facts and comments are found in the public record of the Council's consideration; and

After considering the facts presented to the Municipal Council, the Council finds: (i) the real property described in Exhibit A should be added to the surplus property list for disposal; and (ii) such action reasonably furthers the health, safety and general welfare of the citizens of Provo City.

THEREFORE, the Provo Municipal Council resolves as follows:

PART I:

The real Property described in the attached Exhibit A is hereby placed on the Surplus Property list and the Mayor is authorized and directed to dispose of the property by selling the property subject to the conditions in Provo City Code 3.04.030.

PART II:

This resolution takes effect immediately.

END OF RESOLUTION.

EXHIBIT A

A PORTION OF THE SOUTHWEST QUARTER OF SECTION 31, TOWNSHIP 6 SOUTH, RANGE 2 EAST, SALT LAKE BASE AND MERIDIAN, LOCATED IN PROVO, UTAH, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT A POINT LOCATED N00°47'14"W ALONG THE SECTION LINE 738.65 FEET AND WEST 417.88 FEET FROM THE SOUTHEAST CORNER OF SECTION 31, TOWNSHIP 6 SOUTH, RANGE 3 EAST, SALT LAKE BASE AND MERIDIAN; THENCE S01°00'00"W 9.94 FEET; THENCE S44°32'41"W 62.05 FEET; THENCE SOUTHWESTERLY ALONG THE ARC OF A 150.00 FOOT RADIUS CURVE TO THE RIGHT 117.56 FEET, THROUGH THE CENTRAL ANGLE OF 44°54'18" (CHORD BEARS: S66°59'50"W 114.58 FEET); THENCE S89°26'59"W 265.08 FEET; THENCE N01°00'00"E 321.79 FEET; THENCE S62°30'00"E 415.80 FEET; THENCE S54°37'00"E 48.81 FEET TO THE POINT OF BEGINNING.

AREA: 83,631 SQUARE FEET OR 1.92 ACRES