



SMITHFIELD CITY COUNCIL MINUTES March 11, 2026

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

Opening remarks by John Engler

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

City Staff: Justin Lewis (City Manager), Dana Lazcanotegui (City Recorder), Brian Boudrero (Planning Manager), Travis Allen (Police Chief), Jeremy Hunt (Fire Chief), Clay Bodily (Public Works Director)

Visitors: James Marshall, Lucy Harris, Michael Nicholls, Dave Forrester, Quinn Dance (J-U-B Engineers), Wade Lindley, Jeff Barnes, Mickell Hecker, Dixee Neugebauer, Courtney Smith, Carson Lake, Caralee Stokes

Approval of the City Council meeting minutes from February 11 & 25, 2026

*****Motion made by Councilmember Orme to approve the meeting minutes from the February 11th and February 25th, 2026 city council meetings. Councilmember Engler seconded the motion. The motion was approved 5-0.*****

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

No Vote: None

Mayor Rudie addressed the resident's sidewalk concerns around Sunrise Elementary, especially with the recently announced school boundary changes and lack of bus service from behind Lee's Marketplace to the school. Sidewalks are something the City Council will be reviewing during the upcoming budget process; however, it is important for the public to understand that installing a sidewalk is not always as easy as pouring concrete. In many areas the City does not own the current right-of-way which may require land acquisition. Projects may also have to involve tree removal, impacts to existing landscaping and properties, and possibly utility relocation. The City hears the concerns and understands why this issue matters. This issue will be reviewed as part of the budgeting process and the council will evaluate what options are feasible moving forward.

Youth Council Report

Brook Evans and Mady Smith, representing the Youth Council, reported that March 6th was their last board meeting for the year. They have finished filling thousands of Easter eggs for the event that will be on Saturday, April 4, 2026 on the east side of Sky View High School. They are recruiting for next year's board. Recently they took a trip to Salt Lake City to tour the Utah Capitol to see how the legislative process works; it was a great experience. March 13th – 15th they will attend a leadership conference at Utah State University and will also help with the Easter Egg Hunt the morning of Saturday, April 4th. There will be no meetings or events held over spring break and the closing social will be held on Tuesday, May 5th.

Public Comment on items not on the agenda

Michael Nicholls lives on Smithfield Canyon Road and reported that last Tuesday, March 3rd, he observed a flame in the sky and, after using binoculars, he realized it was a flaming lantern balloon. The following day he found five lantern balloons that had landed in different areas and brought one as an example to show the City Council. Mr. Nicholls expressed concern about the potential fire hazard, particularly living on the hillside where vegetation is very dry this year. He asked the City Council to consider adopting rules to address this type of situation in order to help prevent a possible forest fire.

Mickell Hecker, who lives in the Stone Haven Townhomes, said she attended a previous meeting to discuss sidewalk concerns and wanted to provide an update. She explained that the previous evening several neighbors met with the bus manager, Sunrise Elementary school principal, an administrator, and the school resource officer to discuss bussing for Sunrise Elementary School. She stated that it appears unlikely that a bus will be provided. She added that there is currently no safe walking route for children traveling from the 600 South area to Sunrise Elementary and asked the Council for assistance in obtaining either a bus or a safe walking route for the children.

Discussion and possible vote on the request by Rigo Chaparro for approval of the Final Plat for the Birch Creek Business Park, Phase 2, a (2) lot/unit subdivision located at 475 West 600 South. Zoned GC (General Commercial).

Mr. Boudrero, representing the applicants, explained that Jesse Vega and Rigo Chaparro are requesting approval of a final plat for the second phase of a commercial

subdivision on the property located at 475 West 600 South. The first phase final plat was approved by the City Council in December 2024 and recorded in August 2025. They have submitted a final plat and final plat application for Phase 2. All the necessary requirements, as per the Smithfield City municipal code, have been met. Additional documents related to this request were sent to members for their review in their council packets prior to the meeting. They would like to begin construction at the end of April/first part of May, if approved. The Planning Commission reviewed the project and recommended approval.

Councilmember Orme asked whether concerns about water pressure had been addressed. Mr. Boudrero responded that the issue had been resolved prior to the project beginning by completing the rezoning process and installing approximately a half-mile waterline pipe extension. He noted that the extension will also benefit four to five additional lots, and that there are no water issues related to the project.

Councilmember Olsen added that he was serving on the Planning Commission when the matter was previously discussed and that he does not have any questions or concerns.

Councilmember Engler stated that residents on the west side of town are interested in preserving as much agricultural land as possible, but they recognize that the area in question was likely to develop commercially. In representing their perspective, he said they would be supportive of the proposal.

*****Motion made by Councilmember Staker to approve the request by Rigo Chaparro for approval of the Final Plat for the Birch Creek Business Park, Phase 2, a (2) lot/unit subdivision located at 475 West 600 South. Zoned GC (General Commercial). Councilmember Olsen seconded the motion. The motion was approved 5-0.*****

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

Discussion and possible vote on Resolution 2026-02, a Resolution appointing Jay Downs as the Smithfield City Trustee on the Cache Mosquito Abatement Board of Trustees.

The City Council reviewed Resolution 2026-02 appointing Jay D. Downs to serve as a Trustee of the Cache Mosquito Abatement District (CMAD) for a four (4) year term beginning March 11, 2026.

*****Motion made by Councilmember Engler to adopt Resolution 2026-02, a Resolution appointing Jay Downs as the Smithfield City Trustee on the Cache Mosquito Abatement Board of Trustees. Councilmember Orme seconded the motion. The motion was approved 5-0.*****

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

No Vote: None

Discussion and possible vote on Resolution 2026-03, a Resolution to inform the State of Utah Water Quality Board of actions taken concerning the Municipal Wastewater Planning Program (MWPP) Report for 2026.

The MWPP (Municipal Wastewater Planning Program) report was sent out in the city council packets for review prior to the meeting.

The City Council acknowledges to the State of Utah Water Quality Board that they have received and reviewed the included Municipal Wastewater Planning Program report for 2026 and have implemented all appropriate actions necessary to maintain the collection system requirements contained in the Utah Pollution Discharge Elimination System (UPDES) Permit. Mr. Bodily explained that the report is submitted each year and requires City Council approval. He noted that the City has an emergency plan in place and has met all applicable requirements. Maintenance expenses are covered through utility bill payments, while impact fees are used to fund future expansion.

Councilmember Staker asked what a sinking fund is. Mr. Bodily explained that it is a dedicated financial reserve and can be applied toward improvements, upsizing infrastructure, or other large-scale expenses.

Councilmember Olsen asked whether there are any rules or regulations for areas within the City that are not tied into the City's sewer system, such as locations with lift stations. Mr. Bodily responded that all lift stations are required to meet state regulations.

Councilmember Engler commented that it appears the City is doing well. Mr. Bodily expressed appreciation for the City Council's support in ensuring there is adequate capital and equipment, so operations continue to run smoothly.

*****Motion made by Councilmember Orme to adopt Resolution 2026-03, a Resolution to inform the State of Utah Water Quality Board of actions taken concerning the Municipal Wastewater Planning Program (MWPP) Report for**

2026. Councilmember Staker seconded the motion. The motion was approved 5-0.***

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

No Vote: None

Public Hearing for the purpose of discussing the 2025 General Plan Update

6:27 p.m. Public Hearing Opened

There were not any comments or questions.

6:28 p.m. Public Hearing Closed

Discussion on cemetery plot availability

Mr. Lewis reported that the City cemetery currently has fewer than 140 plots available for purchase, most of which are single plots. He reviewed previous discussions about expanding the cemetery to the east, which would add approximately 3,048 regular burial plots and 1,350 cremation plots. The estimated cost for this expansion is approximately \$1,068,082 with a projected return on investment of about a century. Another option discussed was developing an undeveloped middle section near the tree line, which could provide approximately 602 additional plots. Mr. Lewis noted that with an average of two burials per week, this section could sell out quickly without any restrictions being put in place. He added that burials are expected to increase as the population grows.

Mr. Lewis asked the Council for guidance and presented a few options, including limiting plot purchases until the time of death with two plots allowed for married couples, restricting plot sales to residents only, and/or increasing non-resident fees. Currently, non-residents pay higher burial fees, but the difference does not appear to deter purchases. He noted that the cemetery does not generate a profit and requires significant resources from the General Fund to maintain.

Councilmember Orme asked about the history of cemetery fees and whether comparisons had been made with other cemeteries. Mr. Lewis said non-resident fees were updated within the past few years and that Smithfield's fees are generally in the middle range compared to other cities. He added that non-resident fees could likely be increased.

Councilmember Engler asked about regional best practices. Mr. Lewis explained that practices vary widely depending on available land. For example, other nearby communities have significantly more land available for expansion, while Smithfield has limited space.

Councilmember Engler asked how long the cemetery would last if the middle section were opened. Mr. Lewis said that if plot purchases were limited until the time of death, the section could potentially last a couple of decades; otherwise, it could sell out within a couple of years.

Councilmember Olsen asked whether there are restrictions on how much the City could charge non-residents. Mr. Lewis responded that the Council has the authority to approve the cemetery fee schedule.

Councilmembers discussed potential options such as plot stacking, creating dedicated cremation areas, and increasing fees to help cover maintenance costs. Mr. Lewis noted that cremations have increased in recent years due to lower costs.

Council discussion generally supported opening the undeveloped middle section of the cemetery while also reviewing fee structures and policies regarding resident and non-resident purchases. The Council expressed interest in establishing a cremation-only section, potentially creating tiered fee rates and consideration for stacking ability.

Mr. Lewis suggested opening smaller portions of the middle section initially, such as opening Section D1 for burials and Section D2 for cremations, and evaluating how the policies work before opening additional areas.

Mayor Rudie asked whether existing available plots would follow the same rules as newly opened sections. Council discussion indicated that all available plots should likely fall under the same guidelines.

Councilmembers discussed possible fee adjustments, including a modest increase to resident plot fees and a larger increase for non-resident fees. Councilmember Orme suggested \$700, currently \$650, for residents and \$2,000, currently \$1,600, for non-residents. Staff was asked to compare Smithfield's rates with other cemeteries in the valley before finalizing any changes and gather more information about stacking.

Mr. Lewis stated that fee adjustments do not require a public hearing; however, Councilmember Olsen expressed interest in receiving public input before making a final decision.

Mr. Lewis will return next month with proposed policy and fee changes for Council review. He knows this is an emotional issue and is one the City does not take lightly. He thanked the Council for their input. The staff will gather information for continued discussion at the next city council meeting.

City Manager Report

Mr. Lewis reported:

- ✓ 3-million-gallon water tank project is underway with an anticipated substantial completion date of November 2026.
- ✓ 1000 South storm water project Phase 1, from approximately the highway to railroad tracks, is out to bid and should be done before the end of the fiscal year.
- ✓ The spring waterline project will be out to bid soon, most likely in April.
- ✓ First budget meeting will be on Wednesday, March 25th with department heads in attendance to review and discuss their department.
- ✓ Planning Commission meeting will be held on Wednesday, March 18th.
- ✓ Birch Creek Golf Course opened on Friday, February 27th, which is the earliest opening ever. The previous earliest opening was March 16th.

Council Member & Mayor Reports

Todd Orme

- ✓ Tree Committee is preparing for the annual Arbor Day poster contest.
- ✓ Historic Society – the painting has been finished in grand room at Douglass Mercantile Building. The floors are now being done now. An application for RAPZ Tax funding has been submitted.

Jenn Staker

- ✓ Arts Council is getting ready for the upcoming chalk art festival which will be held during Health Days. Sign-ups will begin in a couple of weeks. There will be different age levels/categories. They are encouraging a patriotic theme this year. It has grown so much in the last couple of years.
- ✓ Summer Concerts will be held June 19th and June 27th this year.
- ✓ Storybook Festival is being planned for December.
- ✓ Health Days Pageant was a huge success with 17 girls being involved. It was a wonderful evening. The Royalty will be introduced to the City Council next month. She thanked everyone on the committee for their time and effort.

Chris Olsen

- ✓ Helped Youth Council fill Easter eggs and had the opportunity to go to the state capital tour with them.
- ✓ The Senior Citizens needs a new clock; Mr. Lewis will take care of that. The Food Pantry does a great job and everyone is appreciative of their efforts and the new freezer. They also would like to see the carpet replaced with tile if possible

John Engler

- ✓ Smithfield Chamber of Commerce is getting ready for the Easter Egg Hunt which will be held on Saturday, April 4th at 9:00 a.m. at the Sky View High School east field. He thanked the Youth Council for helping prepare all the eggs for the event.
- ✓ Trails Committee plans for the extension of the Bonneville Shoreline Trail moving north are moving ahead. The North Logan/Hyde Park section should be completed this summer, with the Smithfield section anticipated completion next summer.

Jay Downs

- ✓ Cache Mosquito Abatement team is teaming with USU regarding the use of drones. Now is the time to vaccinate horses.
- ✓ No Cache County Fire meetings recently, the next meeting is on Thursday, March 26th.

Mayor Rudie

- ✓ Highlighted of the America250 Art Show. The event was well-received with strong community participation.
- ✓ Have received concerns about the signal light at 600 South Main, particularly about how the east-west turn light cycles. This is owned and operated by UDOT (Utah Department of Transportation), and the City has reached out to them regarding their concerns.
- ✓ A left turn signal light has been installed on 100 North and will be operational in about two weeks. It has been designed to meter traffic flow.
- ✓ Three RAPZ Tax funding applications have been submitted which include safety netting for the Birch Creek Golf Course, Youth Theater presentation 2027, and continued renovation of the Douglass Mercantile building.
- ✓ Park restrooms will remain closed until there is consistently warm temperature with no freezing.
- ✓ New businesses coming include Jiffy Lube at 1100 South Main and a Taco Bell in the same area.

- ✓ Staff/volunteers preparing for Health Day activities.
- ✓ America250 is planning activities for Cinco de Mayo, which is Tuesday, May 5th during Health Days week.

*** The meeting adjourned at 7:29 p.m. ***

SMITHFIELD CITY CORPORATION

Aaron Rudie, Mayor

ATTEST:

Dana Lazcanotegui, City Recorder



SMITHFIELD CITY CORPORATION
96 South Main
Smithfield, UT 84335

AGENDA

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

Welcome/pledge of allegiance and thought/prayer by John Engler

1. Approval of the city council meeting minutes from February 11, 2026, and approval of the city council meeting minutes from February 25, 2026.
2. Public comment on items not on the agenda.
3. Discussion and possible vote on the request by Rigo Chaparro for approval of the Final Plat for the Birch Creek Business Park, Phase 2, a (2) lot/unit subdivision located at 475 West 600 South. Zoned GC (General Commercial).
4. Discussion and possible vote on Resolution 2026-02, a Resolution appointing Jay Downs as the Smithfield City Trustee on the Cache Mosquito Abatement Board of Trustees.
5. Discussion and possible vote on Resolution 2026-03, a Resolution to inform the State of Utah Water Quality Board of actions taken concerning the Municipal Wastewater Planning Program (MWPP) Report for 2026.
6. Public Hearing for the purpose of discussing the 2025 General Plan Update
7. Discussion on cemetery plot availability.
8. City Manager Report
9. Council Member and Mayor Reports

Adjournment

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

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

The meeting will be streamed at the following link: [YouTube Channel](#)
or <https://www.youtube.com/@smithfieldutah/streams>

*****Note: Public input will be accepted on all agenda items. We ask that you keep your comments concise to ensure everyone has an opportunity to speak. You can also share comments that will reach the mayor and city council members by emailing info@smithfieldutah.gov*****