



## SMITHFIELD CITY COUNCIL MINUTES March 25, 2026

The Smithfield City Council met in a regularly scheduled meeting at 96 South Main Street, Smithfield, Utah, on Wednesday, March 25, 2026, at 6:00 p.m. Mayor Aaron Rudie was in the chair.

Opening remarks by Chris Olsen, prayer by Caralee Stokes and an inspirational thought by Lisa Schmuhl

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

**City Staff:** Justin Lewis (City Manager), Dana Lazcanotegui (City Recorder), Brett Daniels (Recreation Director), Travis Allen (Police Chief), Jeremy Hunt (Fire Chief), Clay Bodily (City Engineer), Shawn Bliss (Library Director), Karen Bowling (Assistant Library Director), Eric Kleven (Golf Professional), Zach Smyer (Golf Superintendent), Josh Wright (Public Works Director)

**Visitors:** Shae Hansen, Dave Forrester, Lisa Schmuhl, Caralee Stokes, Debbie Zilles

\*Note: The meeting was streamed online and is accessible via YouTube.

### Approval of the City Council meeting minutes from March 11, 2026 meeting.

**\*\*\*Motion made by Councilmember Olsen to approve the meeting minutes from the March 11, 2026 meeting. Councilmember Staker seconded the motion. The motion was approved 5-0.\*\*\***

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

**No Vote: None**

### Initial discussion and presentation of the Fiscal Year 2027 Budget which is the period of July 1, 2026 through June 30, 2027.

Mr. Lewis said each department head would give a brief presentation on their department. The budget will be worked on over the next several months, with a vote to adopt at the June city council meeting. Everything being presented is subject to change at the Council's discretion.

## RECREATION

Brett Daniels thanked Mr. Lewis for all his hard work and for trusting the budget heads to determine the needs for their areas.

Mr. Daniels reported that current-year revenues are trending positively and are expected to result in another strong year. He noted that the Recreation Center

continues to experience high usage, with projected revenues anticipated to increase by approximately \$35,000. He explained that combo passes have declined due to the discontinuation of gold passes, which previously included access to the swimming pool. The Rec Center is working to move away from pool access, as it is managed by the Cache County School District.

Mr. Daniels stated that youth sports participation continues to increase overall. He noted that Junior Bobcat Basketball participation is slightly down this year, likely due to a competing statewide program introduced by the Utah Jazz. He added that participation in programs such as dance, wrestling, pickleball, and various miscellaneous offerings including summer camps, cooking and crafting classes, and tennis lessons continue to grow. In response to a question from Mayor Rudie regarding emerging sports such as soccer, lacrosse, and flag football, Mr. Daniels stated that these programs are popular; however, field availability remains a limiting factor for expansion.

Mr. Daniels reported that there are no significant increases in expenses, with most modest increases tied directly to revenue-generating programs. Overall, he anticipates approximately a 6% increase in expenses and at least a 5% increase in revenues, noting that the budget is prepared conservatively.

Mr. Daniels stated that several anticipated capital and facility needs are expected in the coming years. He noted that the Recreation Center is increasingly affected by expanded school use and that the City may need to consider developing a new facility in the future. He added that other facilities, including the Civic Center and Youth Center, are heavily utilized and will require significant improvements long term. Additionally, he stated that there is an ongoing need for expanded outdoor facilities, including additional fields for softball, baseball, lacrosse, and soccer, to accommodate continued growth.

Councilmember Engler asked whether there are demands that cannot currently be met due to staffing or facility limitations. Mr. Daniels responded that the City has been able to meet demand thus far, but capacity limits are being approached as participation continues to increase.

Councilmember Orme asked about the payments the City made to the school district for use of the Recreation Center. Mr. Daniels explained that there is a separate budget managed by the school district, with the City contributing 35% to cover Recreation Center related expenses. Councilmember Olsen asked what portion of the facility is covered by that contribution. Mr. Daniels clarified that none of the City's contribution applies to the swimming pool, and that City funds are associated with the Recreation Center portion constructed approximately 25 years ago. He added that the City has access to areas such as the old gym, dance room, and weight room for programming when available.

Councilmember Olsen asked whether relocating or constructing a new facility would have negative impacts on the programs offered. Mr. Daniels stated that he believes a new facility would be beneficial, noting that scheduling conflicts with school use

currently limit availability and access to certain areas. He added that as school enrollment increases, these challenges are expected to intensify.

Councilmember Downs asked about anticipated major capital improvements in the coming years. Mr. Daniels stated that repairs are needed at the Senior Center, including exterior log work estimated at approximately \$55,000. The bid is several years old. He also noted that repairs to the exterior stone façade of the Youth Center will be completed in the spring, along with repainting of portions of the building. He emphasized that, despite its age, the Youth Center remains a critical facility for basketball programming. He added that the Civic Center is heavily used but currently requires fewer improvements, and that the Recreation Center remains in good condition.

Mayor Rudie reiterated the need for additional field space to support growing sports programs. Councilmember Olsen commented that senior citizens have expressed appreciation for recent interior improvements at the Senior Center. Councilmember Downs expressed appreciation to staff for effectively managing the wide range of programs and facilities.

### **BIRCH CREEK GOLF COURSE**

Eric Kleven, Head Golf Professional, expressed appreciation for the continued support and trust placed in him and his team. He noted that it is humbling to manage a highly utilized public golf course. He reported that the course recently completed its longest season on record, operating with full tee times through December 23, 2025, and reopening on February 27, 2026. He stated that operations are performing well and that coordination between his team and Zach Smyer's staff has been effective.

Revenues continue to increase, with the course already up approximately 5,000 rounds from the previous year, resulting in over \$100,000 in additional revenue. He noted that favorable weather has contributed to increased activity. The driving range is projected to see a 25% increase in sales. Year-to-date, since July 1st, 9,432 buckets have been sold, compared to 6,614 during the same period last year, representing an approximate 50% increase. He added that range mats are rotated weekly at a 25-degree angle and are replaced every few years to maintain quality.

Mr. Kleven presented a request to purchase nine new golf carts at a total cost of \$62,163. He reported that cart rentals have increased to 23,748, up from 20,000 the previous year. The current fleet consists of 76 carts, and the additional carts would assist with rotation and maintenance. He noted that although the oldest carts are approximately seven years old, they are in constant daily use. He explained that gas-powered carts are used because of the course's hilly terrain. Upon acquisition of new carts, older units are either auctioned or repurposed for turf operations.

Mr. Kleven also presented a request to implement a golf cart GPS technology system called Tagmarshal, which would serve as an optimization platform to enhance player experience, improve operational efficiency, and generate additional revenue through

increased utilization and advertising opportunities. The system includes iPads mounted in each golf cart, providing real-time course visibility for both players and staff, as well as geo-fencing capabilities.

Councilmember Engler asked whether the cart fleet size should be increased further. Mr. Kleven responded that current storage capacity limits the fleet, noting that the facility can hold up to 125 carts; however, the space is also used for equipment storage by the turf staff. He added that the course regularly hosts tournaments that require approximately 72 carts, and the current fleet size is sufficient to meet that demand.

Mr. Kleven explained that, to offset the cost of the Tagmarshal system, staff is proposing a change to the fee schedule which will be considered under the next agenda item to a “per rider, per hole” cart fee structure, consistent with Logan River Golf Course's fee structure. If approved, the change would take effect July 1, 2026. He stated that the Tagmarshal system would be leased at approximately \$3,000 per month. He noted that increased cart fee revenue would cover the program's costs. He further stated that Tagmarshal is utilized by 53 of the top 100 golf courses nationwide and is currently in use at nearby courses, including Logan River and the Preston Golf & Country Club. Based on his experience using the system, he expressed strong support and noted that it could help maintain tee-time intervals of eight minutes, with potential for further efficiency gains. He added that the lease includes IT support, maintenance, and training, and he does not anticipate any significant disadvantages to implementation.

Councilmember Staker asked whether IT Support costs would change in the budget. Mr. Kleven stated that support for the iPads would be included through the Tagmarshal system, while existing IT services would continue through AllTech. Mr. Lewis noted that any additional IT considerations would be incorporated if the proposal is approved.

Mr. Kleven stated that a \$1.00 increase in cart fees, based on approximately 23,000 annual uses, would generate an estimated \$23,000 in additional revenue. Mayor Rudie asked about the cost of replacing damaged iPads. Mr. Kleven stated that while exact costs are unknown, he anticipates that increased revenues would offset such expenses. Mr. Orem noted that he has used the system and agreed that it enhances the user experience.

Zach Smyer, Golf Course Superintendent, stated that the Tagmarshal system would provide operational benefits, including geo-fencing capabilities to prevent carts from getting too close to greens without the need for physical barriers. He added that the system would also allow staff to monitor cart locations across the course in real time.

Mr. Smyer presented several major equipment requests, including a new bed knife grinder for \$33,918, which would replace the current manually operated unit with an automatic system to improve efficiency and assist with aerification cleanup. He also presented a request for a Harper Hawk self-contained sweeper for \$73,423 to assist with course maintenance, particularly debris removal such as leaves and branches.

A RAPZ Tax application has been submitted for a safety netting project to separate the north side of the driving range from the south side of Hole 1, with an estimated cost of \$302,620. He noted that approximately 80 range balls were observed beyond the proposed netting area during a recent count which was just for one day. If the application is approved, the project would be prioritized in the upcoming fiscal year. If not approved or if funding is insufficient, staff would instead prioritize additional improvements to cart paths.

Future needs:

Rough mower - \$118,215. The current one is a 2013 and has almost 7,600 hours on it. The mowers are used weekly.

Fairway mower - \$94,000. The current oldest unit is from 2009.

Capital Improvement projects not funded:

The replacement of the entire golf course irrigation system at an estimated cost of \$5,000,000. The original system was installed in the 1960's. The old part of the course still has that original system which is a steel main line. The newer part of the course was installed in 1978. Both sections are old and outdated. The system covers 60-65% of the course; the rest is watered by dragging hoses around every day. There is someone who runs early morning irrigation three times a week. There are approximately 750 sprinkler heads; the new system would have approximately 1,900 heads, which would be much more efficient with water. Last year, there were 33 irrigation breaks; this week, there have been four. Last week, 12 valves had to be shut off to replace two heads. It takes more time and money to keep this old system running. The new system would last for decades.

New/additional maintenance shop: \$400,000. Room for all the equipment and carts to be stored and also safety to use a hoist for repairs rather than ramps which are currently utilized.

Sand pit roof cover: \$30,000 - \$35,000

Councilmember Engler asked how the current irrigation system compares to other courses in Utah. Mr. Smyer has worked at four other courses, and Birch Creek is the worst. The Logan Country Club updated its system in 2019. He would argue that the one we have is one of the oldest in the state.

Mr. Lewis explained that a city's general fund typically subsidizes courses, but the Birch Creek Golf Course has had a balanced budget for several years. The City is always seeking grants to help fund its operations. The amount of water saved by a better system would be substantial.

Mr. Smyer has been asked often if small sections can be improved at a time. He thinks that it will be much too difficult to do and take more time than it would be worth. The most likely phasing option is eight holes and then ten holes. One of the difficult issues is connecting the current main line to a new system.

Councilmember Olsen asked what time of year this irrigation replacement would have to be installed. Mr. Smyer said it would be weather-dependent, but likely fall for the main lines and, if possible, for the laterals. He answered for Councilmember Staker that if they complete the entire course, it could take five months, but the course usage can be adjusted during that time. He confirmed for Councilmember Orme that all the water is secondary, not culinary.

## FIRE DEPARTMENT

Fire Chief Jeremy Hunt explained that this year's budget is flat and not much different from last year. The department has historically done well with wildland funds. Last year, they collected \$304,000 in revenue. This year, the team has already been to Texas and anticipates another good year. With that revenue, they are currently remounting two ambulances at approximately \$90,000 each, compared to the current \$350,000-\$400,000 cost for a new ambulance. Purchased a new paging system and have completed many fire station improvements. New turnout racks, fitness equipment, and two new ventilators for patient care have been purchased. A Critical Care Paramedic (CCP) program is being developed; a few ultrasounds and increased training are being implemented to support it. All of these items were funded with wildland funds.

Chief Hunt stated that, due to effective use of wildland funds and grant opportunities, no major equipment purchases are being proposed for the current budget year. He reported that an additional grant was recently awarded to assist with the replacement of wildland shelters. He also noted a promising grant opportunity through Rural EMS, which will allocate approximately ten million dollars annually to the state for distribution based on need.

Chief Hunt stated there are some big needs on the horizon. The community is growing, and it is getting close to the point where not everything cannot be handled from one fire station. A rough cost estimate for building a new two-bay fire station designed for a five-person crew in Utah, based on recent project data and typical construction metrics: Typical per-square-foot cost (commercial/public safety building) in Utah is around \$265-\$313 per square foot, including design and contingencies. A modest two-bay station with living quarters, day room, gear storage, offices, and support spaces is commonly 8,000 to 12,000 square feet, depending on the layout. Using these ranges: 8,000 square foot building: \$2,100,000 – \$2,500,000 or a 12,000 square foot building: \$3,200,000 – \$3,800,000

In Fiscal Year 2026, \$33,000 was allocated for the purchase of personal protective equipment (PPE) turnouts. These funds covered nine (9) new sets of turnouts, along with gloves, boots, and hoods. The remaining turnouts still need to be replaced, over the next several years, with an estimated total cost of \$132,184.

The ladder truck is a 2001 Pierce Quantum 105-foot aerial that is due for replacement. The estimated cost to purchase a new replacement unit is \$2,200,000, and the delivery time is three years. An alternative is refurbishing the existing apparatus. A company based in Las Vegas, Nevada, can complete a full refurbishment at an estimated cost of

\$880,000. The refurbishment process would include a complete teardown of the frame, rebuilding and replacing components as needed, new paint, and updated lighting throughout. The refurbishment would bring the truck back into compliance with NFPA (National Fire Protection Association) standards. Estimated delivery is twelve months. Another option is to purchase a used ladder truck; the price range for an NFPA-compliant ladder truck is estimated at 1,000,000-2,000,000. According to NFPA standards, now consolidated under NFPA 1900, front-line ladder trucks should be replaced after 15 years, with a move to reserve status until they reach 25 years, at which point they should be retired.

Engine 41 is a 2001 Pierce commercial chassis engine. Commercial chassis engines are typically not refurbished. The estimated replacement cost is \$1,134,000. Delivery time can be three (3) years. According to NFPA 1901 and 1900 standards, frontline fire engines should be removed from first-line service after 15 years and completely retired or moved to reserve status after 25 years. While not strictly mandatory, these guidelines are considered industry best practices for safety and maintenance, often prompting refurbishment evaluations around the 15-year mark.

Brush Truck Replacement - Historically, brush trucks were replaced after two years of service; however, this practice was discontinued under a previous administration. Currently, staff are working to return to a similar replacement cycle. As a result, there is a need to begin replacing the brush trucks at an estimated cost of \$72,000 per unit, minus trade-in value.

Command Vehicle - We have a 2011 command vehicle that is due for replacement. The estimated cost for a new vehicle is \$53,495; however, the final purchase price would be reduced by applicable state incentives. The current vehicle has minimal trade-in value.

Councilmember Downs said it was important to note that other communities that benefit from the service should share the financial responsibility. Chief Hunt agreed and said those contracts can be negotiated appropriately.

Councilmember Orme asked how much money would be needed to put down on a new truck if it takes a few years to receive it. Chief Hunt said it depends, but most companies require partial payment to lock in the price regardless of the delivery date. Prices continue to increase annually.

Councilmember Orme asked about compliance with NFPA. Chief Hunt explained that it is a guideline because truck usage and location vary. The ladder truck gets tested annually, and all certifications have been met, but it is aging.

Chief Hunt answered for Councilmember Orme that fuel prices are initial estimates and will likely change before the budget is adopted due to currently rising fuel costs.

Councilmember Staker asked what we would use any funding received from the Rural EMS grant for. Chief Hunts said those funds could be used toward a new ambulance, new load systems in the remaining ambulances, cardiac monitors, ventilators, LUCAS Chest Compression systems, or enhanced communication services.

Councilmember Engler asked whether the priority is building(s) or apparatus for providing service. Although it is all important, Chief Hunt said the building is the biggest need to achieve quicker response times.

Councilmember Olsen asked where the ideal location for a new station would be. Chief Hunt will finalize a report to share with the Council. He will use the data on areas with the highest call volumes and consider response times. The area is divided into four quadrants; he would likely think it would be in the southeast side of the city.

Councilmember Olsen asked whether it might be advisable to set aside funds each year to replace brush trucks. Chief Hunt said that has been done in the past to cover the cost difference between the purchase price and trade-in value. Prices continue to rise substantially, so those gaps will likely grow as well.

## LIBRARY

Shawn Bliss, Library Director, stated their modest budget this year remains flat. They would like to increase some personnel wages to retain trained staff and remain competitive. Dues/Subscriptions have increased, partly based on the recalculation of the statewide consortium. All libraries must contribute to the shared cost of available items. Smithfield opted to go to 100% of its contribution, \$6,800, for materials that everyone can use and supplement that from the electronic media budget. Online materials, there is a monopoly on the platform by OverDrive, which keeps costs increasing. The other part of Dues/Subscriptions is the cost for Koha, an open-source, web-based integrated library system (ILS) to manage collections, which is helping with migration. Training will be scheduled by next week.

Asking for an increase in programs. In Fiscal Year 2022, there were 4,400 people involved in the programs. Last year, there were over 9,000 participants.

Travel/Training will need to be increased, for a specific allowance to attend the annual ULI Conference.

Other requests are for furnishings costs for working on one more quadrant of carpet replacement, Phase 3 and a minor equipment request to replace the current copy machine which is heavily used. The Collections budget will need to increase each year because books cost more to purchase. At the most recent Library Board meeting, the need for additional meeting space was discussed. As demand continues to grow for community groups seeking space to gather, the library is increasingly serving as a central hub for community engagement and events.

Councilmember Downs asked what line item 10-4580-796 "Loan Agent Fee" is for. Mr. Lewis stated it is Zions Public Finance fee to administer the bonds/manage the loan so that that line item will be found in a few other places as well where the city has bonds/loans.

Councilmember Engler commented on the noticeable increase in patron usage and asked about current capacity and future needs. Mr. Bliss responded that capacity needs are largely dependent on continued population growth. He noted that children's programming is currently at full capacity, with some participants being turned away due to high demand. At the same time, there is still some opportunity for growth in teen and adult programming. He added that additional storage space is an ongoing need. Mr. Bliss also highlighted improvements in promotional outreach efforts and stated that staff remain mindful of growth and continue to seek creative solutions to meet demand. Councilmember Engler stated that increased usage is indicative of the value the library provides to the community.

Councilmember Olsen asked which programs are most popular. Mr. Bliss said children's programming mainly story time. There have been stable numbers in the elementary book clubs. Most of the other programs are steadily increasing.

## **POLICE DEPARTMENT**

Chief Travis Allen said the department is currently trying to equip all the patrol vehicles with a pair of stop sticks/spikes and the tasers need begin being rotated.

Half of the vehicle fleet is owned; the other half is leased. There are seven pickup trucks currently under lease. Six of the leases expire on September 1, 2027, and the seventh expires on January 1, 2028. Planning needs to be made to pay off these leases and keep the trucks or purchase new trucks at that time. There is also a need to replace the 2019 Dodge Durango SUV (Sport Utility Vehicle) with a lighting package for approximately \$56,000, which would replace the existing investigator SUV. He and Mr. Lewis are working on a vehicle rotation schedule.

There is one open position for a Lieutenant after Gary Bunce retired in 2024 which has not been filled. There is a real need for strong leadership within the department. Chief Allen would also like to keep wages competitive to ensure staff are adequately trained and retained.

Councilmember Downs asked about the cost of the spike strips. Chief Allen said they are \$488 each, and he would like to purchase eight of them giving the department a total of nine. Tasers are \$2,500 and the replacement program would include three per year.

Councilmember Staker noted that the police station is now paid off.

Councilmember Orme said wages are never easy, but it is necessary to make clear that the City does not want to remain the "training center" for other agencies. Chief Allen said they have a great crew right now, and he does not want to lose any of them. It is costly to outfit new officers approximately \$3,000 for vests, uniforms, duty gear, and training.

Chief Allen explained to Councilmember Orme that a mid-year increase was made with the Spillman software. Motorola bought out Spillman, so a new contract has been signed, it is subscription-based, which increased costs by 25%. This line-item amount also covers Lexipol, which is the department policy software.

Councilmember Engler asked about the professional services line item. Chief Allen said that it is for attorney fees and should always be at least \$3,000.

Councilmember Staker asked about mental health services. Chief Allen said the City has Blomquist Hale Consulting Group, and there are also services through the County Attorney's office. The amount is included in the benefit line item in the budget.

Mayor Rudie asked for thoughts on staggering vehicles. Chief Allen said they want to set up a rotation program for the purchase and sale of three vehicles per year. Councilmember Downs said it is important to try to keep them under warranty. Chief Allen said that is the goal, and most vehicles have a 36-month/36,000-mile warranty with some having 50,000- or 100,000-mile warranties. Extended warranties can be purchased if a five-year rotation would work better. He said one of the concerns with police vehicles is the amount of time the engines idle.

Mayor Rudie asked about the status of department weapons. Chief Allen said that it is in good shape. Handgun replacements were done three years ago, and they try to rotate those every 8-10 years. Rifles were replaced last year. Shotguns are fairly new because they are used as a less lethal option. Mayor Rudie asked if there is a need for secondary weapons. Chief Allen said everyone is encouraged to carry a secondary tool, such as an ASP Baton.

Councilmember Olsen asked, aside from wages, what the most important challenge is for the department. Chief Allen said growing with the City is important. There are currently 14 full-time officers who respond to over 4,000 calls for service annually. He would also like to implement specialized assignments/training such as a K-9 unit, SROs, or SWAT. Motorbikes also serve not only as a good public relations tool but also help with quick response times on patrol.

## **PUBLIC WORKS**

Josh Wright, Public Works Director, outlined some current projects this budget year:

Waterline upsize from 1 ½-inch to 8-inch on 400 West from 400 North to 100 South - \$175,000

Waterline upsize from 5-inch to 8-inch on 200 West from 100 North to Center Street - \$175,000

Asphalt driveway at the new booster station on 400 North 300 East - \$16,000.

Some equipment needs for this budget year include:

Parks Department:

Replacement of the asphalt trail on 400 West to the softball field's tower at Forrester Acres - \$11,500.

Top Dresser Widespin 1550 - \$25,000. The public works department currently does not own this type of equipment.

Pull behind aerator - \$20,500. Goes hand in hand with the top dresser to help level the soil and rebuild soil condition.

Cemetery (New Budget Year request):

Grasshopper lawnmower - \$22,000. This will be extremely helpful because there is always a mower that is out for repair at any given time.

Cemetery (long term equipment needs to consider but not requested for funding):

Stand-on fertilizer spreader. The current machine is over 10 years old and has engine issues—estimated cost: \$24,000.

Pull behind blower. The current machine is over ten years old and has mechanical issues. Estimated cost: \$12,000

Class "C" Road Funds

Tow behind blower - \$12,000. Currently, backpack blowers are inefficient and do not accomplish the tasks required in several departments, and they are used daily.

Grader blade for Bobcat skid steer - \$11,000.

Storm Water:

A street sweeper for \$409,000 would be in addition to the current sweeper in the fleet. The current sweeper is experiencing significant mechanical issues, but it will be kept as a backup, as there is little to no trade-in value. The current one is undersized, and parts are very difficult to find for repair. The City needs something reliable, especially as the city continues to grow and more roads and storm drain system is added.

Sewer:

John Deere Tractor - \$28,000. The current tractor is a 1995 with 4,263 hours. Significant recent repairs include the hydraulic pump and clutch. Hydraulic hoses have been replaced, and the rams have been rebuilt. The park brake does not work, the detachable loader has problems, and the bucket needs repair. The trade-in value is estimated at \$5,000-\$6,500. Recent repairs totaled approximately \$11,000 to try and keep it running. The current one is wearing out and is undersized for the needs. The old loader would not be able to interchange with the new one.

Half-ton pickup truck - \$30,000. The new truck would replace a 2016 Chevy 2500 with 84,000 miles. The price includes a \$25,000 trade-in credit. The 2016 is a diesel, but the goal is to move away from diesel powered pickup trucks.

Half-ton pickup truck - \$46,000. The new truck would replace a 2016 Dodge Ram 1500 with 101,000 miles. The price includes a \$9,000 trade-in credit.

### Water Fund:

Toro Workman - \$42,000. The current machine is a 1998 with 2,541 hours. The machine has a gear selector and transmission problems, and the engine randomly backfires. There is also a delay between when the key is turned off and when the vehicle actually turns off.

### Streets Department:

Mini-x - \$51,600. This excavator would replace a 2016 mini-x with 1,350 hours. The price includes a \$38,000 trade-in credit. This is a vital piece of equipment, especially at the cemetery. The cemetery is always busy with 2-3 burials per week. Mayor Rudie asked if this would facilitate stacked burials. Mr. Lewis said this issue will be discussed more at next month's meeting, but after some research, stacking would not be an option due to the soil at the cemetery and having the surrounding walls collapse. The plots are so tight a trench box cannot be installed for burial purposes.

John Deere Backhoe - \$75,500. This backhoe would replace a 2021 John Deere backhoe. The price includes a \$65,000 trade-in credit. This is used daily for many different jobs. Three backhoes are being used daily for sidewalk repairs.

Video camera truck - \$265,000. The public works department does not have a camera truck and currently subcontracts this service, which captures approximately 1/5 of the City each year. The City would no longer have to contract for this service. Most cities have their own, and this would save the cost of hiring a company to come in and do the camera work, which can cost \$30,000-\$50,000 per year.

Councilmember Engler asked whether staffing levels are sufficient to meet current demands. Mr. Wright responded that seasonal hiring is underway and that wages appear generally competitive. He noted that, with continued growth and aging infrastructure, staffing and resource needs may need to be reevaluated in the coming years.

Councilmember Orme asked whether the City realized any cost savings due to the mild winter. Mr. Wright confirmed that the City achieved notable savings in snow removal operations, including reduced plowing costs, less equipment wear and tear, and an ample supply of salt for the next season.

Councilmember Engler asked how he was doing with the buildings. Mr. Wright said they are currently bursting at the seams. The hope and need is for future construction of a nine-bay storage facility at the public works facility location. Currently, major equipment is sitting outside because there is not enough space or storage to keep it inside. The estimated cost is \$400,000. Currently, \$600,000 worth of machinery is under tarps because there is nowhere to store it. A larger building would also help with in-house repairs. Storage containers have been brought in this year as a creative solution for some items such as the storing of garbage cans.

Long term for the Parks Department a John Deere sprayer is needed. The current equipment is a 1992 model with 1,612 hours. The current equipment takes two

employees to operate. The foamer is starting to fail. The pump is failing, resulting in inconsistent chemical use—estimated cost: \$62,000. This item is not under consideration for the new budget.

Mr. Wright noted that the staff is taking full advantage of the good weather and making significant progress on sidewalk repairs.

Councilmember Olsen asked what the normal residential water pressure should be at a home. He has had a few residents near the cemetery with questions. Mr. Wright said there was an issue by the cemetery that has been resolved, so there should not be any problems. Mr. Bodily said fire code requires 40 psi static; according to state regulations, ideal residential pressure is generally 40-80 psi, with pressure-reducing valves required if it exceeds 80 psi. The lowest low pressure, consistently 45 psi, is at the top of Summit Drive. Mr. Bodily will send a map to the Council outlining the different zones. The building code requires that residential pressure-reducing valves (PRVs) be installed. Mr. Wright said there are periodic issues with PRVs. The new station will have pressure alarms that will notify staff if any issues need to be managed.

## **ADMINISTRATIVE/MISCELLANEOUS**

Mr. Lewis provided the following budget highlights:

- The overall proposed budget includes a 5.50% wage increase; 3.50% will be provided to each employee as a cost-of-living wage adjustment (COLA). Each department head will allocate the remaining 2.00% as a merit increase where applicable.
- The proposed budget does not include any changes to the employee health insurance coverage. The premium for the new fiscal year is being reviewed with the broker and will be finalized before the new budget is adopted. The city health insurance plan is from July 1st through June 30th. The Benefit Expense line item in each fund will need to be adjusted before the budget is finalized to account for any change in health insurance premium cost.
- No new full-time employee positions, in addition to the current number in each department, are being requested in the new budget. Some positions are currently unfilled across different departments.
- If equipment is not kept up to date, a mechanic will need to be hired. Master mechanics/technicians are hard to find, and most make \$35-\$40 per hour for light duty vehicles and \$40-\$45 per hour for heavy duty vehicles. For example, if a mini-x goes down, a diagnosis is a minimum of \$800 at a local repair facility in Logan. All the equipment presented tonight will be purchased, not leased or have a loan.
- There is a building problem. The buildings are aging, and historically, money has not been spent on them. The historic cabin roof is coming off, and the Senior Center also needs a new roof as well as the deteriorating logs repaired.
- For those not aware, the city has to pay utilities on each building it owns as mandated by the state auditor a few years ago.

- As the fiscal year wraps up, we hope revenues remain strong. He pointed out that Fiscal Year 2026 is the starting budget, not the amended one in the budget sheets which are being reviewed.
- The property tax revenue amount will change. The County does not have that information available yet.
- Sales tax is strong but volatile. Franchise taxes are things like Comcast and Google Fiber. Energy Tax is Rocky Mountain Power and Enbridge, formerly Questar Gas and Dominion Energy. The Fee in Lieu Tax includes things such as vehicles and trailers, not property tax. RAPZ Tax is zero until the end of May to see whether any applications are approved and funded. Mass Transit Tax is a pass-through tax. Local Road tax is a dedicated tax that can only be used for certain items, such as roads and signage. Class "C" Road Funds are for roads and drainage. The Rural Transportation Investment Fund (RTIF) is also dedicated to roads. Central Dispatch is a pass-through fee for 991 service.
- Benefits include health, dental, and vision insurance; retirement through URS (Utah Retirement System); workers' comp; short- and long-term disability; and mental health services. Mr. Lewis is concerned about the cost of health insurance. This continues to increase every year. Insurance runs from July-June, so the renewal process is just beginning.
- Interest revenue is good for the City and is doing well across all funds. This will change in the next fiscal year because cash is funding the new water tank and a stormwater project.
- An audit finding last year was that the Unreserved Fund Balance in the General Fund was too high, so a transfer was made to the General Capital Improvement Fund. Interest revenue in the General Fund will go down, but the interest in the General Capital Improvement Fund will go up.
- Youth Council has a small increase.
- Court fees are for the prosecutor.
- Bank Fees are the credit and debit card fees that increase every year as cards are used more frequently all the time.
- The Storybook Festival will have its own line item this year with a requested amount of \$5,000.
- There will be no election fees this year as it is the off year for a municipal election.
- The General Plan is anticipated to be completed and adopted in the next couple of months.
- Planning has a \$25,000 proposal for the USU Vision Plan which will involve the City Council, USU, and the planning commission over the next school year.
- Fuel amounts may change as recently there has been a significant increase in the cost per gallon.

- Major equipment is equipment that is \$5,000 or more.
- Minor equipment is any supply costing \$5,000 or less.
- Police Department wages have decreased because several officers with more years and higher wages have left. New officers are not paid as much, but they will work their way up the longer they are on the job and the more experience they gain.
- The Rural Transportation Investment Fund (RTIF) shows a decrease to \$280,000 from last year due to 400 West and 800 West bridge projects.
- Public Safety has a \$5,000 increase in supplies because the City applies for a safety supplies grant every year. There is no guarantee it will be received, but it covers items such as safety glasses, earplugs, vests, etc. which must be purchased with or without the grant funding.
- The potential RAPZ projects for the youth theatre, Douglass Mercantile building renovation project and golf course safety netting project have not been added because that grant has not been awarded yet.
- The Children's Theater will increase if the RAPZ award is granted.
- Youth Center Building Maintenance of \$8,000 and Historical Society Building Maintenance of \$2,000 is not much.
- One of the goals for this year is to raise some of the library wages from the \$12.80-\$14.80 per hour range to \$15.00 per hour.
- No proposed utility rate increases are proposed for any fund.
- The Birch Creek Golf Course is in the General Fund, and there have been some comments that the General Fund is somehow subsidizing the course, which is incorrect. If the Tagmarshal system discussed earlier is approved, it will be added to the budget and go into effect on July 1, 2026.
- Impact fees are not budgeted upfront; they are added to the budget as they are received.
- The General Capital Improvement Fund (GCIF) includes the proposed police department SUV, mini-x, backhoe, top dresser, aerator, and cemetery lawnmower which were discussed in earlier presentations.
- The culinary water spring line project cost will not be added until the bid is received and accepted.
- Professional Services – the engineering costs are always included in the project costs.
- Depreciation Expense applies to all the enterprise funds but not the General Fund.

The initial budget proposal is over \$23 million. The department heads have done a great job working with what they have and being frugal. The proposal will change over the next couple of months as some items are finalized or projects awarded.

Mr. Lewis does not like supporting leases; he would rather purchase vehicles and rotate them out to avoid interest and bonding/loans. In some cases, leases have not been able to be avoided but where possible he would like to pay cash as the items are purchased.

Mr. Bodily is working on Phase 1 of the stormwater project which is on 1000 S Main going westward. The bid opening is April 2<sup>nd</sup>, and the project is anticipated to be completed by June 30, 2026.

Sidewalks maintenance/repair/replacement started with \$50,000 at the start of the last fiscal year. This year, the proposal is for \$100,000. Mr. Lewis pointed out that this does not include the costs for any missing sidewalks for those walking to Sunrise Elementary from the area east of Lee's Marketplace. The City is waiting for the Cache County School District to make some final decisions. Mr. Engler asked what the costs for that section would be. Mr. Lewis said that from 250-455 East on the north side of the 600 South roadway would be approximately \$110,000 and would require a footbridge installation on the irrigation canal. The City does not own land on either side of the roadway so there would have to be discussions on that project. The cost estimate does not include land acquisition. The hope is the school district would deed the land to the city if the sidewalk is going to be installed. The "s-curve" on the north side of Sky View High School where the transition from 250 East to 300 East takes place requires many property owners to agree to sell some of their property for the installation of a sidewalk. The cost estimate without land acquisition is estimated at \$70,000. Another concern with this section would be the removal of decade old trees through this section of roadway. Further concern, no matter where sidewalk is installed is snow removal. Who would be in charge and ensure it is done?

Councilmember Engler has concerns about the building needs and believes discussions and considerations should begin soon. Although he appreciates and understands all the equipment needs, the buildings need to be adequately addressed as well. Mr. Lewis agreed that this is a big concern. Mayor Rudie asked if there were any priorities. Mr. Lewis said the roof on the historic cabin on 100 North 100 West needs to be a priority if the City will be keeping that building and utilize it. The Senior Center also has many needs such as the roof and deteriorating log walls. Another concern with repairs is the length of time it might be closed as the projects will not happen quickly. Public Works is in dire need of a bigger facility; there should not be millions of dollars' worth of equipment stored under tarps. Staff felt that equipment needs take priority this year, and the plan is to consider the building in the next fiscal year.

The new 3-million-gallon tank project is underway with anticipated completion in November 2026. Construction on the project began in March. This budgetary line item will be adjusted as the project progresses through the current fiscal year and into the new fiscal year.

Phase 1 of the waterline replacement project in Smithfield Canyon is expected to go out to bid in March. Phase 1 consists of the lower half of the project. Phase 2 is projected for Fiscal Year 2028 and will be the upper half of the project. The project will include

installing approximately 4.7 miles of 12-inch waterline. Once bid numbers are received, they will be incorporated into the budget.

Engineering is underway for a sewer line replacement project on 200 North from 200 West to 400 West. In 2024, the sewer line on 200 North from Main Street to 200 West was replaced. This would be the next phase in the project.

Mayor Rudie and the Council thanked all the department heads and employees for all their hard work.

**Discussion and possible vote on Resolution 2026-04, a Resolution amending the Prevailing Fee Schedule of the City.**

Mr. Lewis outlined the proposed changes for 18 Holes, per rider sharing cart, from \$36.00 to \$40.00, and for 9 Holes, per rider sharing cart, from \$18.00 to \$20.00.

Discussion on this issue was held earlier, and there were no concerns.

**\*\*\*Motion made by Councilmember Staker to approve Resolution 2026-04, a Resolution amending the Prevailing Fee Schedule of the City. Councilmember Orme seconded the motion. The motion was approved 5-0.\*\*\***

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

**No Vote: None**

\*\*\* The meeting adjourned at 9:10 p.m. \*\*\*

**SMITHFIELD CITY CORPORATION**

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Aaron Rudie, Mayor

**ATTEST:**

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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 25, 2026**. The meeting will begin at 6:00 PM.

Welcome/pledge of allegiance and thought/prayer by Chris Olsen

1. Approval of the city council meeting minutes from March 11, 2026.
2. Initial discussion and presentation of the Fiscal Year 2027 Budget which is the period of July 1, 2026, through June 30, 2027.
3. Discussion and possible vote on Resolution 2026-04, a Resolution amending the Prevailing Fee Schedule of the City.

Adjournment

This is a public meeting; however, public comments will not be accepted.

**\*\*\*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.