

ALPINE CITY COUNCIL MEETING

May 12, 2026

I. Work Session

The budget work session was held in the Conference Room at City Hall. Mayor Carla Merrill called the meeting to order at 4:08 pm.

In attendance were Mayor Carla Merrill, and council members Brent Rummmler, Sarah Blackwell, Andrew Young, Chrissy Hannemann, and Jessica Smuin.

Staff: Shane Sorensen, Caden Lyon, DeAnn Parry


Others: Kent Parry

Budget Discussion

Shane Sorensen said he met with four of the five council members today regarding the budget. By law the city is required to adopt a tentative budget at the first regular meeting in May. This is not the final budget but will be a starting point.

Fund Balance Analysis

Fund Balance Analysis



| | Funds | | | | | | |
|---|-------------|----------------|----------------------|----------------|------------------------|----------------|--------------|
| | PARC | Class C Roads | Capital Improvements | Water | Pressurized Irrigation | Sewer | Storm Drain |
| Balance as of 4/30/26 | \$ 145,648 | \$ 1,114,286 | \$ 8,176,250 | \$ 3,809,208 | \$ 1,692,545 | \$ 3,195,153 | \$ 708,681 |
| Burgess Park Pickleball Court Lighting Upgrades | \$ (21,000) | | | | | | |
| Three Falls Land Slide Mitigation Project | | | \$ (500,000) | | | | |
| Moyle Park Landscaping | | | \$ (50,000) | | | | |
| 300 North Well Improvements | | | | | \$ (140,597) | | |
| Busch Well Improvements | | | | | \$ (81,528) | | |
| Sewer Buy-In for New Homes | | | | | | | |
| Parks Master Plan Update | | | | | | | |
| Estimated Balance End FY2026 | \$ 124,648 | \$ 1,114,286 | \$ 7,626,250 | \$ 3,809,208 | \$ 1,470,420 | \$ 3,195,153 | \$ 708,681 |
| Projected Revenue FY2027 | \$ 150,000 | \$ 845,000 | | \$ 1,110,700 | \$ 1,251,000 | \$ 1,525,000 | \$ 262,000 |
| FY2027 Proposed Projects | \$ (50,000) | \$ (1,100,000) | \$ (4,175,000) | \$ (1,413,375) | \$ (1,390,479) | \$ (1,698,725) | \$ (328,850) |
| Projected Fund Balance End of FY2027 | \$ 224,648 | \$ 859,286 | \$ 3,451,250 | \$ 3,506,533 | \$ 1,330,941 | \$ 3,021,428 | \$ 641,831 |

| | Impact Fees | | | | | |
|---|--------------|--------------|-------------|-------------|--------------|--------------|
| | Park | Water | Sewer | Storm Drain | Streets | PI |
| Balance as of 4/30/26 | \$ 463,622 | \$ 843,780 | \$ 167,608 | \$ 228,199 | \$ 171,414 | \$ 585,718 |
| Burgess Park Pickleball Court Lighting Upgrades | | | | | | |
| Three Falls Land Slide Mitigation Project | | | | | | |
| Moyle Park Landscaping | | | | | | |
| 300 North Well Improvements | | | | | | |
| Busch Well Improvements | | | | | | |
| Sewer Buy-In for New Homes | | | \$ (7,000) | | | |
| Parks Master Plan Update | \$ (65,000) | | | | | |
| Estimated Balance End FY2026 | \$ 398,622 | \$ 843,780 | \$ 160,608 | \$ 228,199 | \$ 171,414 | \$ 585,718 |
| Projected Revenue FY2027 | \$ 140,000 | \$ 145,000 | \$ 21,000 | \$ 36,000 | \$ 65,000 | \$ 171,500 |
| FY2027 Proposed Projects | \$ (285,000) | \$ (145,000) | \$ (21,000) | \$ (50,000) | \$ (170,000) | \$ (171,500) |
| Projected Fund Balance End of FY2027 | \$ 253,622 | \$ 843,780 | \$ 160,608 | \$ 214,199 | \$ 66,414 | \$ 585,718 |

Shane explained various fund details:

- The General Fund (GF), including wages and office expenses, is not part of this analysis, but projected revenue has been included. Alpine’s annual revenue is about \$8M.
- Engineering may start on the Three Falls landslide mitigation, but on-site work will not begin until the next budget year. Funds are already allocated in the Capital Improvements Fund (CIF).
- A new fund has been created so that subdivision and infrastructure bonds are not part of the CIF (45). Fund 46 will now hold the bonds. This money is not available for city projects.

Brent Rummmler wondered who would receive the interest from these bonds. We will need to ask Dave Sanderson, our Finance Director.

- The Moyle Park landscaping project will be completed in this budget year.
- If the Ridge Dr/Canyon Crest roundabout moves forward, the council may choose to allocate funds over two budget years, including FY2028.
- The GF balance is limited to 35 percent of our total revenue for the current fiscal year. Towards the end of the budget season Dave Sanderson and Shane will determine how much to transfer to the CIF, to be in compliance with state law. Total revenues will be estimated for this transfer.
- The Rainy Day Fund is a nickname for the General Fund 35 percent. The city has only dipped into this once for a lawsuit settlement, which saved the residents from paying increased property taxes.
- The fire station has \$1M currently allocated in the CIF. We will likely only spend \$500,000 this year on engineering, and the remainder will be earmarked for the project.
- Undeveloped property owned by the city does not count against the 35 percent limit for the GF. Real estate is like having a savings account.

Revenue

The council discussed potential sources of revenue:

- Other cities have an economic development team, but Alpine's residents do not want lots of business or commercial entities.
- Residents commenting on the Main Street Plan have not been in favor of even low-impact commercial endeavors. One-level senior living is also not viable.
- The city could buy property and rent it, but having limited staff could make that challenging.
- The cost of land in Alpine is so high that it often will not work for commercial endeavors.
- Lindon City has about the same population as Alpine, but they have many businesses and car dealerships that generate sales tax revenue. Our previous City Council did not permit even a small (5 car) dealership in Alpine.
- If we have fewer commercial businesses, we need higher property taxes. We cannot have low commercial and low property tax.
- Highland City will be increasing property taxes to help pay for their library and their user fee may go up.

Enterprise (Utility) Funds

Enterprise fund balances are for planned projects and unexpected issues that arise. These funds need to be self-sufficient, so rates must be raised if they are not generating enough revenue. The city typically changes utility rates in January, but they can be adjusted whenever necessary. A rate study is always completed before a change in rates.

A good fund balance also helps us get a better rate on bonds. When we have a significant fund balance it shows stability.

The council discussed:

- Upsizing our culinary water tank is estimated to cost \$5.9M. A grant application has been submitted, with the maximum grant being \$3M.
- Water Projects: Two vital water projects will need a bond (around \$9M), the Heritage Hills Well and the booster pump on 400 West. Water and PI rates will likely need to be increased. A water rate study is in progress, and the numbers are being updated for increased construction costs. Staff hope to have this information for the council soon.
- High elevation water users (non-PI): When the PI rates were originally set, the city calculated the additional costs of pumping and maintenance for the homes using culinary water for landscaping. The previous council did not think they were paying enough for their outdoor water.
- High elevation users did not have to pay the PI original connection fee, but they are required to install a backflow prevention unit (RPZ).
- Establishing billing tiers with a significant jump in rates can encourage water conservation.

Council Projects

Shane explained that projects over \$15,000 must come to the City Council for approval. The process for prioritizing council projects can be adjusted and improved, and it would be good to prioritize projects earlier in the year, possibly at the January budget retreat. For many projects the money comes from various funds, so

it makes it harder to prioritize using simple budget numbers. Shane mentioned that some council members still need to submit their priority ranking matrix.

Projects and priorities were discussed:

- We can save money by combining the MAG Canyon Crest Road project with the roundabout and Peterson Park improvements, but we may need to wait for the best timing. Mountainville Academy (MVA) traffic interventions may also need to be factored in.
- When the Parks Master Plan is complete, we could put money aside for Peterson Park improvements.
- Prioritizing would be simpler if all the projects were paid from the CIF. However, some projects use money from several funds (like streets, water, sewer, etc.), so it is more complicated to calculate the funding.
- It was suggested that the council divide the projects into categories (like parks, civic and historical, traffic calming, etc.) and then identify priorities within each one.
- The city bought the property on 100 South mainly to address MVA traffic issues. Engineers have said that re-routing MVA traffic would likely cause the Ridge Drive/Canyon Crest intersection to fail. If we sell the 100 South property, we could use the funds to mitigate the re-routed traffic.

Opinions on the Ridge/Canyon Crest Roundabout

Mayor Carla Merrill asked the council members for their opinions on the roundabout, even if we do not get a MAG grant to help with the project. We will not find out about a grant award until August or September.

Andrew Young said he would like to use the money from the sale of the 100 S. property for a roundabout, because even without the grant, this project is urgent. All the traffic studies said we need a roundabout there to facilitate traffic.

Jessica Smuin said that the Ridge/Canyon Crest roundabout is critical, not only for school traffic mitigation but for helping traffic move in and out of our city. It would be great to get a MAG grant, but we can still move ahead and not delay. The roundabout will also improve Alpine's access from SR-92.

Sarah Blackwell said it would be good to wait and see if we get grant funding, but she supports the roundabout even without a grant.

Brent Rummeler is in support of the roundabout even without a MAG grant.

Chrissy Hannemann said that we are spending half of our fund balance this year on capital projects, so she is hesitant to spend more of that money. She is not sure the roundabout is a priority because it does not disperse traffic in a different way, relieve wait times, relieve congestion, or help with future growth. She does not support the roundabout without a MAG/TAC grant.

Mayor Merrill explained that if we get a MAG grant, the actual funding is five years out. We would pay for the project and then MAG would pay us back in five years. If you start a project before receiving a grant you cannot apply grant funds to that endeavor. If we do not receive a MAG grant this year, it is unlikely that we will receive one in the next few years because of the huge traffic needs in the valley. Construction work on the previously awarded trail grant will not begin until the spring of 2027.

Ranch Drive Connector Road

Chrissy Hanneman said her highest priority is building the bridge from Ranch Drive to the Alpine Highway. This will reduce travel times, move traffic away from Main Street, reduce congestion (specifically on W. Canyon Crest), and facilitate future growth in the north part of the city. She would like to keep funds in the CIF for the Ranch Drive Bridge and a roundabout on Alpine Highway. Even though we are not ready to build yet, we should be planning and saving for this road.

Brent Rummeler said that he agrees that the Ranch connector road is a priority, but it will be many years in the future. This will only happen when the land is developed and the city can have the developer pay a portion of the construction.

Jessica Smuin said she thinks we can plan for this by spreading other project costs over several years and using part of the Rainy Day Fund. She believes we will have a developer to help with part of the costs.

Mayor Carla Merrill clarified that the Ranch connector road is already on our Master Plan. If developers want to sell one-acre lots, they will not have to complete extra projects. We can only require them to build new infrastructure if they request a use that is not currently permitted, like higher density. In that case we could ask for a bridge. A church or temple is already allowed on this land, so the church would not be required to build anything extra.

Concluding Information

Shane Sorenson commented on funding. In some years we have transferred a fairly large amount from our GF to the CIF. In 2021 we had a tax increase, which generated more than we needed for public safety and city projects. This meant we did not need a tax increase for the last few years, even with increases in the public safety budgets. Although we have a pretty large budget increase this year, we can do it because we have saved the money. Now that gap is narrowing and it will not cover the public safety increase for next year.

Mayor Carla Merrill said we need to be careful about our spending. The increase in public safety is around \$400,000. We cannot do all the projects, but we might be able to use the interest from some accounts. She suggested holding another meeting about projects.

Because we must adopt a tentative budget tonight, Shane suggested including all of the proposed projects in the approval, knowing that we will need to identify priorities before the final budget is adopted. Some project costs can be split over two years to reduce the immediate impact.

Chrissy Hannemann reminded the council that the Finance Committee will meet on May 28 at 8:00 am. Official notices will be posted so that all council members may attend.

The work session concluded at 5:52 pm. The council then moved into the regular City Council meeting.

Following the budget work session, Mayor Carla Merrill called the regular City Council meeting to order at 6:01 pm.

II. CALL MEETING TO ORDER

A. Roll Call

Mayor Carla Merrill

The following were present at the anchor location, which constituted a quorum: Brent Rummmler, Jessica Smuin, Sarah Blackwell, Chrissy Hannemann, and Andrew Young.

Staff: Shane Sorensen, Caden Lyon, Steve Doxey, Chief Brian Gwilliam, Chief Brian Patten, Heidi Smith, and DeAnn Parry

Others: David Spencer, Phil Williams, David Mortensen, April Cooper, Catherine Johnston, Linda Black, Rick Black, Isaac Paxman, Tom Watkins, Chad Jones, David Witbeck, Kori Witbeck, Chad Littlewood, Gary Cooper

B. Prayer

Brent Rummmler

C. Pledge

Jessica Smuin

III. CONSENT CALENDAR

A. Approval of Minutes of the April 28th City Council Meeting

B. Resolution R2026-18: Creation of the Alpine Youth Council Parent Citizen Advisory Committee

C. Resolution R2026-19: Appointments to the Alpine Youth Council Parent Citizen Advisory Committee

D. Ordinance 2026-11: Restrictions on the Use of Fireworks and Fires in Certain Areas of Alpine

E. Proposal for Crack Sealing City Streets - Morgan Pavement: \$65,800

Item B - Shane Sorensen explained that parents have already been serving on the AYC committee. This action is to formalize the appointments and terms.

Item D - The only change to the firework restrictions from last year is to ban open fires (and fire pit use) on city property (like at Lambert and Moyle Parks), because of the drought conditions.

Item E - Crack sealing helps preserve our streets as it keeps water from damaging road surfaces. It can be completed during this budget year.

Motion: Jessica Smuin moved to approve the Consent Calendar with the additions to the minutes submitted by Chrissy Hannemann. Brent Rummmler seconded the motion. There were 5 yes votes and 0 no votes, as recorded below. The motion passed unanimously.

| <u>Yes</u> | <u>No</u> | <u>Excused</u> |
|-------------------|-----------|----------------|
| Brent Rummmler | | |
| Jessica Smuin | | |
| Sarah Blackwell | | |
| Chrissy Hannemann | | |
| Andrew Young | | |

IV. PUBLIC COMMENT

David Spencer – Orem

David said he is running for County Commission Seat B. He served for 12 years on the Orem City Council and during that time a County Commissioner never came to ask about their needs. He wants to visit every city to talk with the mayor, the council, and the citizens to see how the county can help them. David feels that the county is currently fragmented and not on the same page. Once we are united, we can go to the legislature to request money for Utah County. David expressed his support for our fire and police departments and thanked them for putting their lives on the line for us every day.

Linda Black – East Mountain Drive, Alpine

Linda wanted to apologize for her comments about the fence ordinance at the City Council meeting two weeks ago. She referred to a situation in her neighborhood and doing so in a public forum was inappropriate and unfair. She learned that she did not have a full understanding of the ordinance and city processes, and she apologized for the confusion and disruption. After the previous meeting Linda spoke with the mayor and Don Quigley in Code Compliance, and she appreciated the time they took to explain everything. She respects that the City Council is already working to review and update the fence ordinance, a task which must be balanced with budget and staffing issues. She will use appropriate channels and appropriate timing in the future. She wanted to apologize directly to her neighbor because she made assumptions and spoke in a way that came across as personal and accusatory. That was wrong, and she is truly sorry for the hurt and stress her words may have caused and for putting a private neighborhood matter into a public setting. It was not her intent to damage the relationship, and she values the relationship over a fence disagreement. She will do her part to restore trust and peace between their homes.

Rick Black – East Mountain Drive, Alpine

Rick also spoke in City Council two weeks ago about Alpine's community values, the rural feel, and the beautiful mountains and open space, but failed to acknowledge that the most important reason we live here is the people. Rick said he portrayed his neighbor, Marty White, as something he is not, and caused unnecessary hurt and embarrassment to Marty and his family. Rick wanted to publicly apologize to Marty, his family, and the council for his unfair portrayal of Marty's character. We all have different opinions, likes, and tastes. Marty reached out, like a good neighbor, and they were able to resolve their differences. Marty is Rick's good friend and neighbor and if Rick were in a jam, Marty would not hesitate to leap over his beautiful 8-foot concrete fence and come to his aid.

Isaac Paxman – Provo

Isaac knows Mayor Merrill and Heidi Smith from our staff. He spent eight years as the Provo Deputy Mayor and is running for the same seat as Mr. Spencer on the County Commission. Seven generations of his family have lived in Utah Valley. Isaac is an attorney, has worked for the U.S. Department of Justice, and now has his own firm. This is Isaac's first run for office, and he respects the council members and the work they do. He agrees that we need to unite to do more for the county, and he has the credentials and connections to hit the ground running. Isaac worked with the legislature to get funding for the Provo Airport. He has managed

departments for the airport, parks and recreation, and the library, and he knows how to find visionary projects and get things going. Isaac quoted an endorsement from Mayor Carla Merrill, "Over the last eight years, Isaac Paxman has become a trusted public servant and an asset to our entire region. I join the chorus of local elected officials who are supporting him for Utah County Commissioner Seat B, because we have seen him in action and feel strongly that he is just the type of person we need in county leadership."

V. REPORTS & PRESENTATIONS

A. Financial Report

Shane Sorensen said that the Financial Report and the Red/Green report were provided in the packet. There are a few items we will address at the end of the budget year, but nothing major. Projects are still moving forward, and revenues are where we anticipated. We have received almost 100 percent of our property tax collections. Our main focus now is on next year's budget while this fiscal year concludes.

Chrissy Hannemann asked Shane to explain the new Fund 46 so it would be included in the minutes.

Shane said that the Capital Improvements Fund (CIF-45) previously included subdivision bonds received from developers and infrastructure bonds paid by residents who were building a home. This made it confusing to identify which funds were available for city improvement projects. In the last month such bonds have been moved to Fund 46 so council members will have a clearer view of the CIF status. Shane will also work to have designations added to line items in the CIF (like the fire station) so council members will know which funds have already been allocated.

VI. DISCUSSION ITEMS

A. Request for Approval of Funds to Determine Property Ownership Near Alpine Highway

Shane Sorensen said that Andrew Young and Jessica Smuin requested this item for discussion concerning a lane between several properties where the ownership is uncertain. This request is for council to spend money to research the ownership of the property.

Andrew Young said that this area came up during the budget planning for next year. Residents have asked that the city improve this spot near the entrance to Alpine. Andrew was told that Alpine does not own it, but he has seen some surveys that indicate otherwise. Nearby residents believe that Alpine has a utility easement there. He wants to find a win-win solution so the city can take action to improve the lane and the entrance to our city.

This is a dangerous lane because vehicles use it to drive back and forth from Allegheny Way to the Alpine Highway. Residents do not want cars driving through there, as they would like it to revert to a walking path. Andrew spoke to a county surveyor and a mapper, and they do not know who owns the four narrow parcels. Katherine Johnston has information from U.S. Title that it would take at least \$1,000 and maybe more, to do the research. Andrew does not want to spend a lot of money on this but is looking for approval for \$2,000-\$5,000 to begin the process to determine ownership. Sarah Blackwell suggested that we get multiple bids for a title search. Andrew would like this area to be part of a beautiful entrance to Alpine.

Brent Rummler thanked Andrew Young, Jessica Smuin, and the neighbors who brought this up. He appreciates the homeowners on S. Canyon Crest Road and the Alpine Highway who have improved their lots and made them beautiful. This makes our city entrances nicer too. It would be a good idea for the city to do our part if we have ownership. Brent supports funding the research. If the city has ownership, that would be awesome. If it is just an easement, then our use is limited. If the neighbors have ownership, they may be willing to give the city an easement.

Attorney Steve Doxey said that the question is whether the city owns the lane outright, and this will require funds to determine. If the city does have a prescriptive easement, it would be one that was acquired by use over more than 20 years. If the easement issue goes to court, the ruling would be based on the use made by the city on that property. It would allow us to continue to use it for sewer maintenance, but not to improve it as a walking trail.

Jessica Smuin said she supports funding the research to find out if the city owns the parcels and what we can do to improve the area.

Mayor Carla Merrill said it would be best to find out where the county stands. If they cannot determine ownership, then we could do the title search.

Andrew Young said he would follow up with the county.

Steve Doxey recommended that the city get a written statement from the county

Sarah Blackwell said she would like to know the county's position. She supports this effort, as it aligns with our Master Plan and the goals of the city. She is in favor of allocating funds for the title search.

David Mortensen, a surveyor with Civil Science in Lehi, was invited to the microphone.

David said it is common to have boundaries that are not clear. By deed it might be a gap, but on the ground, there is no gap. This might require some historical research. Title companies do this all the time, and David estimated that a survey could cost \$3,500-\$3,800.

Chrissy Hannemann said she is in favor of the research if it seems likely that the city has ownership. She wondered if people are using the lane because their interior parcels are landlocked.

Shane Sorensen explained that the situation has changed over the years. One survey shows the Alpine Commons PRD subdivision (Braddock Lane) and the park (Rachel McTeer) with an access lane to Alpine Hwy. A survey from five or six years ago shows that the city may have a right-of-way there. Shane has been hesitant to assume city ownership because he believes the lane was just the access for a hayfield and not city property.

April Cooper, a nearby property owner, was invited to the microphone.

April said that Metro Water owns a diagonal section of land through this area. In a 1993 survey the lane was marked as an access lane. If the current lane were blocked off it would landlock April's property unless Willard Spykes granted her access through his property. Metro Water said she cannot have formal entry to her lot from Allegheny Way, so Alpine Highway is her only access. There are a lot more issues than just whether the city owns the lane. This area involves Metro Water, Lehi Irrigation, the Coopers, Willard Spykes, and the Williams. It is important to April that she can have access to her property and that her land is not devalued.

Shane Sorensen explained that Alpine City has a 20+ year easement there for a sewer line, but he cannot find any documents showing a recorded easement. Shane explained the markings on an old plat and said it was before the development of the Braddock Lane subdivision. He thinks it is unlikely that the city owns any of the land, so if the city is going to spend money on a title search or survey, he wants the council to make that decision.

Phil Williams, a nearby homeowner, was invited to the microphone.

Phil said he owns the property south of the lane, and the city has a sewer easement against his fence. Lehi irrigation also has an easement and there are two rights-of-way. When the Braddock subdivision was built, Leland Johnson sent Phil the plat to see if he wanted to dispute the development. Phil agreed that they could go ahead and build. Leland said he would leave the lane as a walking path and it was that way for many years.

Jessica Smuin said the result may not be what we want if the land belongs to the neighbors. Another option would be if the neighbors would grant the city an easement for a walking trail.

Andrew Young said that the residents have been working together. Everyone wants a win-win situation here.

Mayor Merrill suggested we work with the county to get their opinion. After that, the issue can come back to the council to determine next steps.

Gary Cooper, nearby property owner, was invited to the microphone.

Gary said he thinks Metro Water will have to participate in the discussions. The Williams do not want vehicle traffic on the lane, and the city would like a walking path. Gary suggested that the path could be redirected from the park on a northwest angle toward the Welcome to Alpine sign. We do not want to encourage kids to walk along the highway, so this would be safer for pedestrians. Metro Water would have to agree to allow the path along their easement, and we could close the lane to vehicles. Gary thinks this is a better and safer solution.

B. Public Hearing: Boundary Adjustment with Draper City

Caden Lyon said that at the March 10, 2026, City Council meeting a resolution was presented to hold a public hearing for the consideration of a proposed boundary adjustment with Draper City that would amend the Alpine and Draper municipal boundaries. That resolution was adopted by the council, and a public hearing was set to be held after the 60-day waiting period, which is required between the adoption of the resolution and the public hearing, per Utah Code 10-2-903.

The original application for this boundary adjustment proposal was submitted by David Mortensen, a surveyor with Civil Science, on behalf of three property owners. The following is a summary of the request taken from an email sent by Mr. Mortensen:

- **Project Overview**
 - *Project name: Alpine and Draper Municipal Boundary Adjustment*
 - *Property location: (address and/or parcel numbers) parcels 11:008:0003, 66:579:0003, 66:579:0004, and 11:008:0012*
 - *Brief description of the property: Parcels are vacant*
 - *High-level description of the boundary issue: There is an ambiguity between the deeded parcels and the city line. The city line overlaps parcels: 11:008:0003, 66:579:0003, and 66:579:0004 as monumented on the ground.*
 - *Clear statement of what is being requested (resolution of intent to modify the boundary): We are working to make the city line match the deeded boundary lines.*
- **Rationale for Boundary Modification**
 - *Alignment of municipal services: We are proposing a Municipal Boundary Adjustment per Utah Code Title 10, Chapter 2, Part 9 Municipal Boundary Adjustments (Utah Code Part 10-2-9).*
 - *Access and connectivity considerations: No access is planned to be needed between the parcel in Draper and the parcels in Alpine.*
 - *Infrastructure efficiency: This is not applicable as we are not affecting any roadways. The lots in Alpine are utilizing the built roadway for access to the two parcels.*
 - *Consistency with long-term planning goals: This proposal should not affect any long-term planning.*

Draper City approved a resolution in their February 3, 2026, City Council meeting acknowledging its intent to adjust the municipal boundary with Alpine City, and then subsequently adopted an ordinance to adjust the municipal boundary on April 7, 2026. If the Alpine City Council intends to pursue the proposed boundary adjustment, the ordinance can be created and included as an action item at a future City Council meeting.

If the boundary adjustment is eventually approved, a plat amendment may be required to adjust the strips of property into the lots in the Summit Pointe Plat A subdivision.

The following documents were included in the packet:

- Vicinity Map
- Map showing the Alpine-Draper boundary adjustment
- The completed Municipal Boundary Line Adjustment form
- Alpine and Draper Municipal Boundary Line Plat (this plat would be recorded as the final step in the boundary adjustment process)
- Utah State Code 10-2-9 Municipal Boundary Adjustments
- Email from David Witbeck (Alpine property owner)

STAFF RECOMMENDATION:

Staff recommend that the council review the proposed boundary adjustment and, if supportive, direct staff to schedule an action item on a future agenda for consideration of an ordinance approving the boundary adjustment.

Public Hearing

Mayor Carla Merrill opened the public hearing at 6:55 pm.

Tom Watkins – Summit Way, Alpine - Tom said that development in this area has been a hot topic for 15 years and lots of money has been spent on the issues. The neighbors are against any amendments to the plat, but as long as no adjustment is made to the four lots, the neighbors are okay with the boundary adjustment with Draper City.

David Witbeck – Landowner - said that in 2023 they found their dream lot in Alpine on the border of Draper City. After months of due diligence, they closed on the lot in August of 2024. The survey stakes showed the lot boundaries along with Draper City's line. After they closed, they learned that the actual boundary was about 20 feet to the east. David Mortensen looked into it and found that the recorded boundary needed to be adjusted. Mr. Witbeck does not want a plat amendment. He would just like to have the property that he purchased.

With no further comments, the mayor closed the public hearing at 6:59 pm.

Brent Rummeler said if approval of the municipal boundary adjustment will not require an amended plat he is in support.

Jessica Smuin clarified with David Mortensen that this boundary adjustment is unrelated to and will not trigger a plat amendment.

David Mortensen said this adjustment has nothing to do with a plat amendment. It simply moves the recorded boundary where it was intended to be. The surveyor who created the plat put the monuments in the ground. The intent was that there would be no gap. In David's opinion, Lots 3 and 4 own the extra land.

Sarah Blackwell said she is in favor of the boundary adjustment and asked if the adjustment would change the parcel lines. She is in favor if it does not require a plat amendment.

David Mortensen said because pins are in the ground, this shows the intent of the plat. Alpine City had already approved it. Because of a weird city boundary from 1855, the county mapper said the line had to be adjusted east and made them erase the numbers and write in a new boundary. The property owners can choose to initiate a boundary establishment that is recorded with the county surveyor.

Attorney Steve Doxey commented on the terminology. With a boundary adjustment we are typically just talking about an adjustment between lots and parcels. This is municipal boundary adjustment. It would move the city boundary to the west about 20 feet, in a sloping triangle shape.

David Mortensen explained that the lines are not an exact triangle because they were originally established by people walking with chains to measure. The map represents what is on the ground. The boundary adjustment area cuts into the Hartvigsen property and is a little wider on the south by Lot 4.

Chrissy Hannemann said she asked an outside party, who agreed with what has been explained tonight. She is in favor of the boundary adjustment.

Andrew Young asked if the council approves this adjustment and they do not ever want a plat amendment, would that have to be specified in the motion?

Steve Doxey said a plat amendment is a different issue, and a motion probably could not be binding in that fashion.

The council, staff, surveyor, and landowners briefly discussed the following:

- The possibility of a small buffer between Alpine's boundary and Draper City was mentioned previously.
- The public utility easement (PUE) does not contain any utilities and should be moved to the far west edge of the boundary.
- A formal PUE recorded document will be needed.
- Draper City already passed the boundary adjustment, so they are not planning to build a road here.

Mayor Carla Merrill asked staff to bring this issue back on a future agenda as an action item.

VII. ACTION ITEMS

A. Site Plan Approval – Alpine Fire Station Addition/Community Center Site Plan

Caden Lyon explained that the Alpine Fire Station sits at 50 East 100 North in the same block as Alpine's City Hall and the park. The station requires updating to meet current needs. The design modernizes and expands operational capacity and converts the existing structure into a functioning community center that supports civic gatherings, events, and public activities.

Key architectural elements include:

- Fire station addition - A new addition will be constructed to meet current operations demands and improve circulation and function for fire personnel.
- Community center conversion - The existing station building will be fully remodeled and repurposed as a community center, reinforcing its role within the civic core of Alpine.
- Preservation of existing apparatus bay - The existing apparatus bay will remain as part of the final building configuration.

These improvements create an integrated municipal campus that enhances public service delivery and supports community engagement.

A central consideration in the design is the project's proximity to Alpine's historic downtown area. The design team has intentionally approached the remodel and addition with sensitivity toward the existing architectural rhythm, massing, and material character of the surrounding civic buildings.

The project addresses historic context in the following ways:

- Blending existing and new architectural forms - The station addition mirrors the proportions and simple rooflines found in the existing station and adjacent civic structures, ensuring that the new elements feel compatible with established forms.
- Material cohesion and respect for context – The project retains stucco as the primary exterior material, reflecting the current building and many structures within the downtown area while introducing brick and wood-like accents to elevate the architecture without detracting from its historic surroundings.

- Unified civic presence – By updating the existing structure and integrating both the remodeled areas and the new addition, the overall project maintains a cohesive civic identity that aligns with Alpine’s tradition of modest, durable, and visually harmonious public architecture.

This approach allows the fire station and community center to feel updated and functional while still honoring the heritage and scale of the historic town center.

Use of Materials

The exterior material palette reinforces this commitment to contextual sensitivity and architectural cohesion:

- Stucco (primary material) – The main building will continue to use stucco as its dominant exterior material. Existing stucco surfaces will be refinished to a like-new condition, while the new addition will receive a matching stucco treatment for seamless continuity.
- Faux wood panel accents – Strategically placed faux wood paneling introduces warmth and natural texture, enhancing visual appeal while complementing the traditional materials found near downtown.
- Brick veneer wainscot – A brick veneer wainscot grounds the building architecturally and visually links the structure to other nearby civic and historic buildings that utilize masonry accents.

Finish Grade Line

The finish grade for the project site will remain largely unchanged. Modification will be minimal and limited primarily to areas supporting the reconfigured vehicle circulation patterns. The primary grading adjustment accommodates the revised access route for returning apparatus, which will now enter the site from the east, as shown in the site plans. This ensures safer maneuvering and operational efficiency without altering the overall site character.

Landscaping

Landscaping design for the project will be completed through a separate city-led effort. Alpine City plans to engage a landscape designer to create a comprehensive site design, including the development of a sculpture garden between the new community center and City Hall. Through this coordinated landscape effort, planting selections, pedestrian pathways, and amenity areas associated with the fire station and community center will be integrated into a unified civic landscape. The project team will collaborate with the city to ensure that the fire station’s landscaping complements the historic downtown setting and supports the overall campus vision.

Conclusion

The proposed Alpine Fire Station #202 improvements balance modern functionality with thoughtful respect for Alpine’s historic civic core. The remodel, addition, and landscape coordination create a cohesive municipal campus that enhances public safety operations and community life. Material selection, architectural form, and site considerations all work toward a design that is contextually sensitive, visually harmonious, and aligned with the city’s long-term civic goals.

The application went to the Planning Commission on May 5th, 2026, for their review as the recommending body for the City Council. After an in-depth analysis of the plans, the Planning Commission moved to send a positive recommendation to the City Council based on the following motion:

Planning Commission member Greg Butterfield moved to recommend approval of the proposed site plan for the construction of the Alpine Fire Station Addition/Remodel with the following conditions:

1. It is consistent with the Small Area Plan in regard to exteriors.
2. No faux wood.
3. Use as much brick as possible.
4. A landscape plan will be provided before landscaping is installed.
5. An exception to the setbacks for parking is based on the four criteria in the ordinance.
6. Use dark aluminum siding on the windows, door frames, and the big garage doors with the same color and material to ensure consistency throughout the building.

John MacKay seconded the motion. The motion passed unanimously.

GENERAL PLAN REFERENCE

- N/A

CITY CODE REFERENCE:

- Alpine Development Code 3.07
- Alpine Development Code 3.11
- Alpine Development Code 4.07
- Alpine Development Code 4.08
- Alpine Development Code 4.10

PUBLIC NOTICE:

This item does not require a public hearing but was posted as an agenda item on the Planning Commission and City Council agendas.

STAFF RECOMMENDATION:

Staff recommend that the City Council consider approving the construction of the Alpine Fire Station Addition/Remodel, subject to the condition of a landscape plan being provided before landscaping is installed and with consideration of the conditions of approval set forth by the Planning Commission.

Brent Rummeler said he is glad that we are finally at this point and can improve the living quarters for our fire personnel. He listened to the Planning Commission meeting, and it was clear that they could have or should have been involved earlier in the process on the design of the building. The City Council was able to look at options and state their preferences previously. Brent is concerned that the changes the Planning Commission recommended, such as allowing only red brick, are based on a document that has not yet been approved. He does not want to discount the Planning Commission at all, but it is unfortunate that they were not privy to this earlier. He has heard that council members have ideas for changes, but he hopes they do not delay the project or cause significant cost increases.

Jessica Smuin had several photos to show the council. She highlighted the need for consistency with the Gateway Historic design, the Small Area Plan, and Planning Commission recommendations of using as much brick as possible. She suggested that small adjustments to the exterior of the fire station could better connect it to City Hall without slowing the project down. She thought that removing the cladding and adding brick might be an equal expense. She would like to make a couple of design adjustments to lock in the historical elements of the building.

Mayor Carla Merrill said the council worked on the exterior design of this building months ago and gave input on which elevations were preferred. At this point we have demolished the home on the corner and are getting ready for a groundbreaking in a couple of weeks. She was surprised to hear that council members were suggesting changes to the station exterior.

Jessica Smuin clarified that she thinks of it like adding jewelry. She does not want to slow the project down.

Mayor Merrill said a lot of the material choices are based on cost. The mayor's understanding was that with direction from council and the design team, this is the design that was moving forward. The bidding process has already begun.

Jessica Smuin said that in the construction process you can get a revisionary bid, especially for exterior materials. The Planning Commission said that this design is not really aligned with our Gateway Historic guidelines. Brick feels more historic, but we do not have black roofs and black window trim on the block. Small design adjustments will align it with our town square.

Chrissy Hannemann commented that we cannot give our contractor a moving target. We gave them our current guidelines and that is what they were asked to follow. What was the purpose of bringing the

design to the Planning Commission in the first place? Why was it so late in the process that we asked them to evaluate the design based on the Main Street guidelines?

Caden Lyon said the Planning Commission was required to review it based on the current historic downtown design standards.

Shane Sorensen said that the design is now finalized to a point where it could be submitted. There are also two commercial buildings currently in this process, the Five-12 expansion and a small building on 200 North. They are going through this same process and will go to Planning Commission. To follow our own process, we sent the site plan to the Planning Commission and now it has come to City Council.

Chrissy Hannemann commented that we are in the middle of revising the Main Street guidelines, but we cannot give our contractor a moving target. We told them to use the current Main Street guidelines. She wondered why there is a disconnect between our current guidelines (which the fire station was designed to meet), and the Planning Commission's desires for updated guidelines.

Brent Rummler said that he thought the Planning Commission based their recommendations on their proposed amendments to the draft of the Main Street Plan, which has not been adopted by the council. Brent thinks that the design of the fire station meets our current standards of wood, masonry, brick, and stone. Stucco is not included but is already in place on the city square.

Heidi Smith added that the Planning Commission carefully reviewed the Main Street Plan in four meetings. They felt strongly about specific design and materials guidelines and felt uncomfortable recommending something to the City Council that did not align with their proposed updates. That is why they did not evaluate based on the current standards.

Brent Rummer commented that the Planning Commission was concerned about allowing the city to build the station one way and then changing the guidelines with the new plan. The City Council is the decision maker on the Master Plan and our design standards, and the council will have to decide if the plan will only allow red brick.

Jessica Smuin said this is also our historic square, so council members need to look at our history on this unique square and make sure the buildings have a relationship to each other. We see them both at the same time.

Chrissy Hannemann said that she can see that the Planning Commission was considering future guidelines, but it would be good practice to use the current, unamended guidelines for the Small Area Plan.

Shane Sorensen said this is why he brought up the other two site plans currently under review. We have to review them against what is on the books right now.

Chrissy Hannemann said it is not fair for us as a client to move the target and tell the designers to use the current guidelines but to also consider unadopted guidelines. Until we have cleaned everything up and voted on the ordinances, we cannot make decisions based on those guidelines.

Jessica Smuin said we can make decisions based on the guiding documents today. Planning Commission is the review committee for the Gateway Historic District and makes recommendations to City Council who can then move the process forward. We are not stuck at all because we have a process in place.

Mayor Carla Merrill said the Planning Commission suggestions were made erroneously based on guidelines that are not yet implemented. By state law, if a proposal comes in (unless there is a moratorium), we have to go by our current and existing ordinances. We cannot evaluate a proposal that was designed for our current ordinances and then say that because we are going to change them in a couple of months the applicant has to do it differently.

Jessica Smuin said that we have a process in place. The Planning Commission has made the recommendations and moved it to City Council. Now we are moving forward. That is our process. It is not erroneous; it is very clear. It is what we have followed for 15 years.

Mayor Carla Merrill said that it is erroneous in that their suggestions were not based on our current guidelines, which is their responsibility. We may like the suggestions, but by law they have to go by the current guidelines at this time. If we were a few months down the road, we might have a different set of guidelines. The mayor did not think anyone was against the suggestions, but they cannot be made based on something that does not exist.

Jessica Smuin said the council has the legislative ability to make those decisions with our legislative power.

Mayor Carla Merrill said her understanding was that the plans were final and the bidding process had begun. She wondered how exterior materials changes would affect the cost.

Chad Littlewood (Babcock Design) and Chad Jones (Navigate) were invited to the microphone.

Chad Jones (Navigate) said that Babcock Design has finished the plans and they are now out for bid. They are planning to bring the Guaranteed Maximum Price (GMP) to the council at the June 9 meeting. He does not like to make changes, but before construction starts and the GMP is locked in is the best time to make adjustments, as it will be cheaper now rather than later. He wants the city to end up with the building they want. We will need to pay for design changes, and the materials costs will depend on what the council selects. The EFIS (stucco appearance) will be cheaper than brick or faux wood.

Sarah Blackwell said she listened to the Planning Commission meeting and looked at the cohesiveness between the buildings. The proposed fire station is a rustic mountain contemporary design next to City Hall, and we are also considering a gazebo with arched stained-glass windows. She would like the plan to be more cohesive on our historic block. Sarah thought the cost per square foot could decrease for materials because there would be more stucco, no faux wood, and a little more brick. She loves color of the brick and likes the details that mirror City Hall. She asked if we could keep some of the current stucco on the fire station.

Chad Littlewood said his goal is to serve the client, Alpine City. They have spent lots of time with the City Council, the Fire Chief, Shane Sorensen, and the design team to come to an agreement on where we are today. The city hired a professional architect to give a professional opinion. Their priority was to design a new building using the existing facility and to also bring new character and life to this block within the historic downtown guidelines. The current guidelines talk about wood, brick, and EFIS. They are keeping a lot of the existing EFIS, which looks like stucco, and have added wainscot. The quoins and headers over the windows on City Hall are a dated look. While we want to have cohesiveness between the station and City Hall, it was not their intention to match City Hall.

Sarah Blackwell said she did not see the cohesiveness between City Hall and the fire station.

Chad Littlewood clarified that he designed the fire station to be cohesive with the old and new sections of the station within the guidelines of the Historic District, not to match City Hall.

Sarah Blackwell said there are a few small changes that would make the station more cohesive with the city building, such as matching the roof color. She suggested that EFIS would be cheaper than the faux wood and look nicer. Sarah did some drawings that she sent to Shane to be considered.

Chad Littlewood said the design committee got here by clear steps. If they need to go back and make changes it will take some time. They are currently bidding and working to get the permit so that is

why we are at the site plan approval step. They knew that the City Council wanted to be involved so they were included in the process. Now they are submitting documents for budgeting purposes.

Mayor Carla Merrill said that because the drawings are complete, any changes will require an additional cost. The time for design input was months ago when the renderings were first presented.

Sarah Blackwell responded that this building will be around for many years, so we need to get it right.

Jessica Smuin said there will be a little design cost, but changing the faux wood to brick and adding more stucco will save money on materials. The faux wood paneling at \$65 sq ft is the most expensive accent piece. By removing that we will save money to change some of the design elements.

Chad Littlewood said that in working with the whole design group and with the historic downtown guidelines, they agreed that they wanted wood accents. In evaluating the design documents, the team found that they were over budget. They reduced the wood significantly but did not remove all of it. It seems like we are now making different iterations of past decisions.

Chrissy Hannemann commented that an important element of cohesive design is rooflines. Currently the two buildings have the same angles. The arched window above the apparatus bay is similar to the arches over the windows at City Hall, as are the divided light elements of the windows. The tan roof feels more like wood shingles. The open gable facing the street is a historic look and Chrissy likes the wood accents there. Tall windows rather than wide ones are also historic. She thinks that the team has done a great job with sensitivity to downtown character, blending existing and new architectural forms, material cohesion, and respect for context with a unified civic presence. She feels like they nailed it the first time and it is not fair to speculate on where the council will end up with the new guidelines. She is comfortable with what the design team has done aesthetically.

Andrew Young said he has always been focused on the funding for this project. He appreciates our firemen but is concerned about the cost. He has been the solo “no” vote on this project because the Fire, Police and the ILA agreement costs have increased.

This is a 50-year decision, so we want to get it right. He does not know why this plan is before the council if we are just supposed to approve it without any changes. This is a final review and now is the time to make the changes before there are shovels in the ground. The suggested changes are cosmetic and not structural. He is not sure how we move forward with this as the Planning Commission has also recommended several changes.

Andrew mentioned a previous suggestion he made to protect mountain views and was told that the council could not dictate the style of homes. He wondered about the council dictating the style of homes on Main Street.

Mayor Carla Merrill clarified that the city has no say at all on residential homes, and a private property owner can build their home outside of the historical guidelines. The design requirements are only for commercial buildings.

Andrew Young said he appreciated Jessica Smuin’s attention to detail on unifying and cohesion, and he thinks we will get a better result. Art and architecture are both timeless.

Mayor Carla Merrill said that we hired an architect to come up with something tasteful. The fire station was very dated with an early 1990s look, and the architect has done very good job of integrating the existing structure and working within our budget. The mayor confirmed that the bays were built in the 1900s also. We cannot really plan for 100 years ahead. In the last 30 years there have been many changes in OSHA rules and the like, but we are building something sound. The mayor questioned why we hired an architect if we were going to draw something instead. There would be unlimited options if we did not have the existing buildings to work with. As Chrissy Hannemann pointed out, the architect took the pieces that are here and incorporated historical elements and natural materials. Again, the exterior of the building was the first thing the council considered previously.

Jessica Smuin said this is part of the process of considering and designing the historic town square. At the first meetings we did not have a proposal for Tom Holdman's beautiful masterpiece that will be at the heart of the square. Council members need to understand the full scope of what is going on with these decisions. We are proposing that there are some adjustments in the design that will improve the cohesiveness of the whole project. We hire professionals to get us to the point where we can look at the whole scope and make adjustments.

Chad Littlewood asked about the masterpiece Jessica had mentioned.

Jessica Smuin said it is an incredible stained-glass gazebo.

Mayor Merrill commented that the gazebo has not been approved by the Planning Commission but will need to go through the process because it is a material change to public property.

Chad Jones said that referencing the guidelines Chrissy Hannemann talked about, he thinks they have been met. If guidelines say a building can have wood, brick, or stucco, and then the city says you cannot have any wood, he would protest. This is probably not a discussion about whether the design meets the guidelines. Respectfully, the Planning Commission recommendations seem to be more of a personal opinion rather than a requirement. But at this point, this is the city's building for the next 50 years, so if they want to change it, now is the time.

A somewhat chaotic discussion ensued where the following points were brought up:

- Changing the first station roof color should be simple.
- If wood areas are changed to brick, structural backing must be added to support the weight. Cost will depend on the amount of brick added.
- The EFIS (stucco texture) will match the current fire station color.
- A gable was suggested instead of the shed roof over the community center vestibule.
- White window trim was preferred over the dark trim suggested by the Planning Commission.
- Design elements matching City Hall were also proposed.

Chrissy Hannemann questioned if we want to match a building that was constructed 100 years ago. The fire station design is a blend of existing and new architectural forms, which moves us forward.

Mayor Carla Merrill commented that when she went to the Utah League of Cities and Towns conference, she went on a tour of the new City Hall in St. George. It was in their historic town center, but they wanted it to be representative of when it was built, so it is a very modern building. Because we have strong ties to our history, the designers have kept some of those historic elements and incorporated some more modern things that are appropriate to when we are building. The mayor sees a good combination of homage to history and forward-looking modern design. The designers did what they were asked to do to in combining the elements.

Andrew Young said that the design team did a very good job, we are just looking for something else.

Chrissy Hannemann commented that the majority of City Hall has a historic design, but the new entrance is more modern. Both styles work well together.

Motion: Jessica Smuin moved to recommend approval of the construction of the Alpine Fire Station Addition/Remodel based on following conditions: the vestibule into the community center will have a gabled roof, the faux wood cladding will be removed, brick will replace the cladding on the bump-out for the fire station and extend to the patio along the kitchen, the new roof will be as close as possible to the current color, a design plan will show added key stones and accents over the windows so the council can determine whether to include them or not, the soffit, fascia, door, and window framing will be white to be cohesive with City Hall, the cost of design changes will not exceed the line item materials budgets that were presented tonight, as recommended by the Planning Commission a landscape plan will be provided before installation, and an exception to the setbacks for parking will be allowed based on the four criteria in the ordinance.

Andrew Young asked the City Attorney if the changes stated in the motion would start the process over again and require the design to go back to the Planning Commission.

Steve Doxey said that the council has the authority to accept the Planning Commission recommendations in full, reject them, send them back to the commission, or the council can make modifications. The planning Commission's task was to verify compliance with the design guidelines that currently exist.

Chad Littlewood said the only way to move forward on the current schedule is to approve the design as-is, knowing that changes would be made post-bid, which would create change orders to the Guaranteed Maximum Price (GMP). Change orders are in the realm of normalcy. While bidding is a competitive market, once you award a bid there is no motivation for the vendor to give you a competitive price on change orders. The permitting process and the bidding process are two separate things. Currently the bidding is scheduled to close on May 28. At that point, the GMP will be established and presented for approval. The best approach fiscally is to make any changes pre-bid.

Chad Jones agreed that the only way to stay on schedule is to keep the May 28th bid deadline and then submit change orders.

Andrew Young said he thinks we are putting the cart before the horse and things are out of order.

Shane Sorensen explained that we had three, four, or five architectural reviews and the council wanted a more historic look. The design team came back with gables, and it felt like that was accepted. The same process was followed with building materials. It does not seem like the cart is before the horse because it has already been brought to City Council for votes. In many cities they would not take this step. Staff took the step because they wanted to make sure the council was fully involved and on board with what was happening.

Jessica Smuin reiterated that she does not want to slow the process down. We can move forward and have a change order on brick, if that is decided. She does not think it will cost more than the wood cladding at \$65 sq ft.

Mayor Carla Merrill said she feels like we have taken all the character out of the building and it is disappointing after this lengthy process. We are spending a lot of money on this building she would like it to stand out so people will take pride in it. In trying to make the station cohesive with City Hall, we are spending a lot of money on a building that will look mediocre.

Jessica Smuin suggested that we look at a new elevation in two weeks. She wants the motion to allow the project to still move forward, and we can submit change orders as needed. If the council does not like the new plan, we can revert back to this one.

Mayor Carla Merrill asked Chad Littlewood if he could estimate the additional cost for the design changes.

Chad Littlewood said depending on the complexity of the changes there could be additional costs. He commented on Jessica Smuin's reference to the landscaping plan. The difference with the building design is that bids are currently in process. There is not a landscaping plan for which to seek bids currently. The best way to not delay the permitting or construction schedules is to move forward with change orders. The council could also move to table the site plan for approval and delay the bid date.

Jessica Smuin said that with the way our city runs, the best thing is to move forward with a motion and goals in mind and then bring it back for final approval in two weeks.

During the discussion, numerous adjustments and additions were suggested for Jessica Smuin's motion.

Sarah Blackwell seconded the motion and all the adjustments and additions.

Mayor Carla Merrill said she would entertain a substitute motion to table the approval until we get the new renderings of the proposed changes. She explained that two motions may be put before the council at a time.

Motion: Chrissy Hannemann moved to table this item for two weeks so the council can see the suggested changes implemented in the renderings. There were 4 yes votes and 1 no vote, as recorded below. The motion passed.

| | | |
|-------------------|------------------|-----------------------|
| <u>Yes</u> | <u>No</u> | <u>Excused</u> |
| Brent Rummler | Jessica Smuin | |
| Sarah Blackwell | | |
| Chrissy Hannemann | | |
| Andrew Young | | |

B. Resolution R2026-20: Adopt the FY2027 Tentative Budget

Shane Sorensen explained that by law, tonight is when the council has to adopt a tentative budget. This is not the final budget. We have about six weeks until the second meeting in June when the council will approve the final budget. That budget will also require a public hearing. As per Utah Code, Alpine City has prepared a tentative budget for FY2027, which begins July 1, 2026, and ends June 30, 2027.

Following are some budget highlights:

General Fund Priorities - Revenue Projections

Property Tax

- Trend: The city’s property tax rate continues to go down with increased property values, with the only increase in property tax revenue being attributed to new growth (new homes).

| Property Tax | | | | |
|---------------------|-------------------------------|-----------------|-------------------------|-------------------------|
| Year | Final Budgeted Revenue | Tax Rate | Revenue Increase | Revenue Increase |
| 2020 | \$ 1,753,297 | 0.001424 | | |
| | | | \$ 64,593 | 3.68% |
| 2021 | \$ 1,817,890 | 0.001306 | | |
| | | | \$ 731,984 | 40.27% |
| 2022 | \$ 2,549,874 | 0.001306 | | |
| | | | \$ 52,234 | 2.05% |
| 2023 | \$ 2,602,108 | 0.001281 | | |
| | | | \$ 57,434 | 2.21% |
| 2024 | \$ 2,659,542 | 0.001277 | | |
| | | | \$ 45,259 | 1.70% |
| 2025 | \$ 2,704,801 | 0.001201 | | |

- Property tax rates have declined by 15.7 percent from 2020 to 2025.
- Revenue increase for new growth: Estimated at ~\$45,000 added property tax revenue (32 new homes in 2025 provided an additional ~\$45,000 in property tax revenue).
- No property tax increase is proposed in this budget. (There was a property tax increase in 2022.)

Sales Tax

- Trend: Currently +5.35 percent YOY, with four additional monthly allocations coming.
- Revenue Projection: For FY2026, budgeted revenue was \$2.1M. Actual revenue for FY2025 was \$2.22M. For the FY2027 tentative budget we have estimated \$2.15M, which is a \$50,000 increase over budgeted revenue from the previous year.

PARC Tax (restricted for parks, trails, etc.)

- FY2026 budgeted revenue: \$100,000 (anticipated final revenue ~\$100,000)
- Revenue Projection: Hold flat at \$100,000
- Fund Balance as of 3/31/26: \$137,223

Class C Road Fund (restricted for roads)

- FY2026 budgeted revenue: \$525,000 (anticipated final revenue ~\$550,000)
- Revenue Projection: Hold flat at \$525,000
- Fund Balance as of 3/31/26: \$986,617 (includes Class C, mass transit, and public transit funds)

Mass Transit Tax

- FY2026 budgeted revenue: \$195,000 (anticipated final revenue ~\$200,000)
- Revenue Projection: Hold flat at \$195,000
- Fund Balance as of 3/31/26: \$986,617 (includes Class C, mass transit, and public transit funds)

Public Transit Tax (5th/5th Sales Tax, restricted for transportation projects)

- FY2026 budgeted revenue: \$80,000 (anticipated final revenue ~\$85,000)
- Revenue Projection: Hold flat at \$80,000
- Fund Balance as of 3/31/26: \$986,617 (includes Class C, mass transit, and public transit funds)

Lone Peak Public Safety District

- Based on tentative budget approval, the city will see a 14.4 percent increase (\$455,408) in public safety. The majority of this increase is due to the change in the funding formula for the fire department from last year.
- This increase does not reflect a reimbursement of \$140,390 that will be provided by the district to the city to account for a 50 percent step-in to the new formula in the first year. This results in an actual increase of \$315,018 for FY2027. The city will be responsible for the full amount in FY2028.

Wage Increases: An independent wage study is in progress. The draft budget shows a 5 percent increase in wages. We anticipate that the wage study will be completed by the end of May and will provide additional information to the council.

Staffing: The draft budget includes hiring an entry-level planner with a starting wage around \$56,000.

Ryan Robinson was our City Planner/Assistant City Administrator for three years and spent so much time working with planning and zoning that there was very little opportunity for him to learn city administration. We want Caden Lyon, our new Assistant City Administrator, to be able to learn from Shane about the budget and all the other administrative duties. Caden is very capable and will be able to do a lot of great work. This will also help the city be prepared for the future.

The new planner might be an intern who has almost finished their degree, and this position could handle fence permits, setback requirements, ordinances, and other zoning issues. Because we are a small town, Alpine residents expect to talk with a person when they come to City Hall. The new planner could work directly with them, and this would free up Caden's time to work on council requests and city administration tasks.

Jessica Smuin commented that we need redundancy for Shane in other areas too, like finance. There may be streamlining that could happen in the Building Department. A planning assistant may not be the best option.

Shane Sorensen said he has talked with other city managers and as a city grows, they need to reduce the number of hats they are wearing or narrow their responsibilities to be effective and train other staff.

Health Insurance

- Medical: +7.7 percent
- Dental: +3.9 percent

Garbage: Our contract includes an increase/decrease based on the CPI West Urban Index (2.7 percent increase for FY2027). A garbage fund analysis will be completed to determine if a rate increase is necessary.

Projects:

- Street Maintenance: Funding from streets (GF), Class C, mass transit, 5th/5th, and the Capital Improvements Fund (CIF)
- Fire Station/Community Room: The proposed funding scenario for the fire station/community center project is outlined in the table below (rounded numbers). The funding total will be adjusted once the city is provided with the guaranteed maximum price (GMP) from SIRQ. A calendar for the sales tax bond is also being prepared. Zions Public Finance estimates that a 20-year sales tax bond would have an annual payment of around \$150,000, which equates to about \$4.40 per home per month.

| Funding Source | Amount |
|------------------------------------|-------------|
| FY2026 – General Fund | \$1,000,000 |
| FY2026 – Capital Improvements Fund | \$2,000,000 |
| FY2027 – General Fund | \$500,000 |
| FY2027 – Sales Tax Bond | \$2,000,000 |
| FY2028 – General Fund | \$500,000 |
| Total | \$6,000,000 |

- Maintenance of city open spaces: \$20,000 included for FY2027. Last year Troy Hackett had his parks crew take care of many of the open space issues. We also added \$20,000 for tree trimming in the parks.
- Three Falls landslide mitigation – Because we have had extended dry weather this is not an urgent matter, but it still needs to be addressed.
- Parks: Priorities for PARC Tax funds – Install additional security cameras (pending the ability to get better internet service to parks). An IT consultant is working on a quote.

Proposed Projects from the City Council Retreat follow. Shane suggested including all the proposed projects in the tentative budget at this time, and then the council can decide over the next few weeks what they would like to fund.

| | | | | | |
|--|---------|---------------------------------------|--|--|--------------|
| Canyon Crest Rd./Ridge Dr. Roundabout | Brent | | | | \$ 1,000,000 |
| Installation of Raised Crosswalks | Brent | | | | \$ 100,000 |
| Ranch Drive Extension | Chrissy | Planning for project | | | |
| Sidewalk Improvements | Andrew | | | | \$ 25,000 |
| Beck's Hill Park Restoration | Andrew | Propose waiting for parks master plan | | | |
| Parking Lot at Peterson Park & Preservation/Gateway Transformation | Jessica | Propose waiting for parks master plan | | | |
| Racoon Plan | Andrew | | | | \$ 2,835 |
| Alpine Highway Easement Beautification | Andrew | Improvement on private property? | | | |
| Alpine History Preservation Projects | Andrew | | | | \$ 20,000 |
| Fire Prevention Projects | Andrew | | | | \$ 50,000 |
| Deer Crest Cir. Prevention Signs | Andrew | Included in overall signage project | | | \$ - |
| Traffic Calming | | | | | |
| Carlton Shop Improvements | Staff | | | | \$ 50,000 |
| Resurface Burgess Park Tennis Courts | Staff | | | | \$ 24,000 |
| Relic Hall Improvements | Staff | Wait for grant opportunity | | | \$ - |
| DUP Monument Improvements | Staff | Wait for grant opportunity | | | \$ - |

These and other projects will be brought forward with a matrix to allow the City Council to prioritize projects and funding.

- Streets
 - Canyon Crest Road Improvements: Due to funding issues with MAG, construction of this project will be postponed until 2027, which means the project will also go into FY2028. The project will be funded primarily by a MAG grant, with Alpine and Highland being responsible for ~7 percent matching funds.
 - Street maintenance - We anticipate ~\$1M
 - Other street projects
 - Improvement of Grove Drive from Alpine Boulevard going north
Lehi City needs to replace their water line before we repave the road, and to be fair we need to give them at least a year's notice. Rocky Mountain Power will need to bury their lines there also. The resident on the corner is amenable to working with the city on improvements. We can install curb and gutter on both sides, and a sidewalk on one side of the street.
 - Concrete replacements
 - Trip hazard removal
- Water
 - New Water Tank: We applied for a \$3M grant to construct a new water tank. More info is in the grant section below.
 - Replacement of galvanized water service lines
 - Work on implementing Capital Improvements/Master Plan projects
- Pressurized Irrigation
 - Proposal for ~\$9M bond to implement a capital improvement plan for a new well and booster pump station, which were the projects determined to be the most impactful. A 25-year bond would have a yearly payment of around \$610,000-\$633,000, which averages to about \$18.25 per household per month.
- Sewer
 - Contract for video inspection of sewer lines - The city gets some time with the TSSD video inspection truck each month. At the rate our sewer lines are being video inspected, it will take 20 years to get through the system. It would cost about \$15,000/year to contract enough video inspection (25,000 LF) to reduce the inspection frequency to 10 years. With jet truck time from TSSD, it takes about 5 years to clean the majority of the lines in our system.

- Sewer Line Replacement – Ranch Drive: There is a section of sewer line on Ranch Drive that has been recommended for replacement on the Sewer Capital Improvement Plan. This section of line has a “belly” or low spot, which can allow sediment to build up, leading to potential sewer backups.
- Storm Drain - No major improvements planned.
- Grants
 - Federal Grant – Applied for a grant through Senator Kennedy’s office for a new culinary water tank
 - MAG Grant – Update city codes
 - MAG Grant for roundabout (?)
 - Other grant applications are being considered
- Equipment
 - New 144” Toro lawnmower - \$69,000 (the sale of some surplus parks equipment will offset some of the expense). We currently have two 16’ wide Jacobsen lawnmowers and it is very difficult to get parts for them from overseas. The new mower is narrow and can fit between trees. It will be a good solution.
 - New parks department crew truck - ~\$60,000 (replacing a 20+ year old truck) This truck will carry four or five crew members for the summer mowing season.
- Budget Timeline

| | |
|----------------|--|
| 4/28/26 CC | Discuss major points of the budget |
| 4/29/26 | Provide council members with a draft of the budget and project ranking information |
| 4/29/26-5/1/26 | Shane out of the office |
| 5/4/26-5/12/26 | Meet individually with council members to discuss the tentative budget |
| 5/12/26 CC | Council accepts tentative budget |
| 6/9/26 CC | Approval of certified tax rate and compensation of municipal executive officers |
| 6/23/26 CC | Approval of final budget |

Brent Rummler said that four council members met with Shane this week, and Brent appreciated him answering their questions. Before this meeting began the council held a two-hour work session to discuss budget details. Because the council will have the opportunity for more discussions, he will defer his questions. He will be out of town from June 1-13 and will attend the June 9th City Council meeting by Zoom. Brent thanked Shane for all his work on the budget.

Shane said that last year we held a public hearing about compensation for municipal executive officers on the same night as the final budget. There was a request to do that earlier this year, so the hearing is planned for June 9th. There are still opportunities to meet and discuss the budget, and Shane would like to include Caden Lyon in those meetings.

Jessica Smuin said that the goal of hiring an assistant planner is to free up time for Shane and Caden to work together. She would also like the council to consider a part-time finance person. There are more options to offload some of Shane’s responsibilities.

Mayor Carla Merrill said that Caden is interested in city finances so it is great that he can receive training from Shane. She has lots of faith in Caden’s abilities. If we delegate the city planning responsibilities to a new hire, Caden can focus on the finances. If the load becomes too much, we can make a mid-year adjustment for a part-time or fractional finance director. She would like to start with the assistant planner and see how it goes.

Sarah Blackwell said she appreciates Caden's eagerness to learn city administration, and she also thinks a part-time finance person is good idea. She asked about our backhoe lease.

Shane Sorensen explained that we have had this backhoe for about 10 years. Because it is on an old program it only costs us \$6,500 per year. New leases are around \$17,500, so we have opted to keep it until it requires too many repairs. We are budgeting a higher number to plan for the future. We have also had the mini-ex for about 10 years and that lease has remained the same. We use both machines frequently.

Jessica Smuin said she would like to see an org chart and consider redundancy training for staff.

Chrissy Hannemann said she agrees with Jessica Smuin and would like to see a new org chart, including Public Works. She wondered if Caden Lyon also needs to learn the Public Works Director duties because Shane does it all. Chrissy would like an understanding of where we are going, even if we are not there today. As the mayor has said, maybe we do not have the funds for everything right now, but it is good to know our direction. Before Ryan Robinson's departure, we received a proposal from a Kerri Nakamura, a financial trainer with ULCT, who uses a different budgeting approach. She works closely with Dave Sanderson, and we may want to contract her services.

Chrissy said she appreciated Shane's time and effort to prepare the fund balance analysis and make it easy to follow. It is comforting that we have strong fund balances, and the council has to preserve that by balancing our wants and needs. We have fund balances because we have lived within our means. At the end of our work session tonight we talked about the projects that are not yet prioritized. The tentative budget does not have to be balanced at this time. Chrissy proposed that the motion include all the proposed projects, and that the council review them and determine priorities before the final budget is presented in June.

Andrew Young talked about his calculations for the \$9M bond for water projects. He would like to see the city come up with additional funds to reduce the bond amount.

Shane Sorensen reported that we anticipate having the water rate study completed within the month.

Motion: Brent Rummler moved to extend the meeting past the 9:00 pm deadline to finish the discussion on the tentative budget that must be approved under state law, to postpone the Main Street Plan review to another meeting, and to then move into a closed meeting to discuss property acquisition and disposition in the Conference Room at City Hall, after which the council will return to the regular meeting for staff reports and communication. Andrew Young seconded the motion. The motion passed unanimously.

Andrew Young commented on the payments and interest rates for the proposed bond for the fire station. He likes the idea of a project priority list and would like to have \$50,000 to spend on fire mitigation in the month of June. Mitigation cannot be done during July and August because it increases the risk of starting wildfires.

Shane Sorensen said that the mitigation request would need to be an action item on an agenda to be approved by the council.

He also said that Zions Public Finance will come to the June 9th City Council meeting to explain the bond details. John Schiess sent an email several weeks ago explaining water project priorities and identified the Heritage Hills well and the booster pump on 400 West as the most impactful. Shane will send the applicable pages from the Master Plan to council members. Shane clarified that the bonds are not approved as part of the budget but will be voted upon separately and will include public hearings.

Motion: Brent Rummler moved to adopt the tentative budget for FY2027. Sarah Blackwell seconded the motion. There were 5 yes votes and 0 no votes, as recorded below. The motion passed unanimously.

| <u>Yes</u> | <u>No</u> | <u>Excused</u> |
|-------------------|-----------|----------------|
| Brent Rummler | | |
| Jessica Smuin | | |
| Sarah Blackwell | | |
| Chrissy Hannemann | | |
| Andrew Young | | |

VIII. REVIEW - *Postponed*

A. Review of Main Street and Gateway Corridor Master Plan – Part 2

This review was postponed until a future meeting.

The public meeting was paused at 9:14 pm for the closed meeting to convene.

XI. CLOSED MEETING: Discuss property acquisition or disposition

The closed meeting began at 9:22 pm and ended at 9:57 pm.

The public meeting then resumed.

IX. STAFF REPORTS

Shane Sorensen said the groundbreaking at the fire station is scheduled for May 21 at 8:00 am. It took quite a bit of coordination to get the three donors there. Everyone is invited to attend.

Fertilizer was applied today in the parks so there will need to be some watering. We have about 125 acres of parks to maintain.

The demolition of the Olsen home is almost complete, and we are coordinating with the fire department. The tree stump will be removed, and our Public Works guys did a lot of painstaking work to save the bricks.

Shane reminded everyone of the Lone Peak Public Safety District Meeting tomorrow morning at 7:30 am.

X. COUNCIL COMMUNICATION

Mayor Carla Merrill thanked Chrissy Hannemann for helping with the Prime-Time luncheon for our senior residents.

Cameras were installed in the poppy garden on Monday. The Alpine Youth Council (AYC) members will go on Thursday to remove the covers and wax the benches. The poppies are starting to bloom, but we are worried about the long-term viability of the gardens. The center areas have only sparse growth.

The Parks Master Plan open house will be tomorrow evening from 6-7:30 pm at City Hall, and the city will send out an Everbridge announcement.

The mayor explained that many of the AYC leaders are leaving after this year. The new committee that was approved tonight will facilitate the process. There are 50 high school students in the group for next year and the leaders are interviewing parent volunteers.

Jessica Smuin presented a brief slide show about the poppies. In 2022 we had similar weather to this year, and we closed the gardens for an entire year to let the poppies recover. We may want to consider doing this again after this season. In the spring of 2023, we had an amazing group of volunteers who offered service

hours. They built a fence, and a resident constructed benches from pioneer era ash trees harvested from ` season.

Sarah Blackwell said the city held a great water education night on May 6. Taun Beddes spoke about grass, water conservation, and planting, and there were about 80 people in attendance. The water committee plans on hosting a monthly lecture or education night on water and other important issues. In June they plan to have Professor Ben Abbott from BYU speak on water source health.

Sarah and Heidi Smith interviewed many of the AYC applicants. There are 25 juniors and 25 seniors on AYC for next year. They have also formalized the policies and procedures for AYC to help keep things consistent. Sarah said that if council members have ideas for service projects, please let her know.

Chrissy Hannemann said she learned at the ULCT conference about a new law regarding ADUs that we will want to look at further. It was a good conference, and she appreciated the chance to learn so much. They anticipate that Utah County will look more like Salt Lake County in the next 50 years. The legislature wanted to deal with delays they thought were caused by cities being slow to approve housing, but they discovered that developers were choosing not to build right now because of economic reasons.

Natalie Gochmour, Director of the Kem C. Gardner Policy Institute and Associate Dean, David Eccles School of Business, University of Utah, said the best things we have are economic diversity, a high level of household prosperity with low poverty, upward mobility, a well-trained and educated workforce, a fast-growing population, and youthfulness and social cohesion. We struggle with housing affordability, energy, literacy, traffic, higher education graduation, behavioral health, and the Great Salt Lake. Chrissy would like to partner with our Alpine schools to focus on literacy, with writing contests and other activities to promote reading. Our third grade reading tests are lower than ever, and she will have more to say about literacy in the future.

Chrissy also attended a session on the Olympics, which was very exciting. There will be many opportunities for us to engage with visitors.

Mayor Carla Merrill added that she and Shane attended a meeting with all the Northern Utah County cities, moderated by Central Utah Water (CUP). The main message for us was that Alpine has been getting its entire allotment of CUP water, but that is not guaranteed for the future. The CUP water has been reliable, but it may not continue. We need to be prepared.

Shane Sorensen added that another message they received was to plan for growth.

Andrew Young said residents are allowed to store up to 2,500 gallons of water on their property and you can get a permit at waterrights.utah.gov. Andrew said he sent emails requesting repainting of the red curbs on Healey Blvd.

The mayor suggested asking the AYC for help to paint the curbs.

Andrew went to a wildfire session at the ULCT conference. Utah is number four in the country for wildfire risk. The Pine Valley Fire Department presented, and they experienced a huge fire last year. Residents' propane tanks blew up and they lost 13 homes. Alpine's situation is defensible. Andrew tries to get all new Eagle Scout project applicants to do fire mitigation. We need to do the mitigation in June to lower our fire risk. We need an evacuation plan published to the residents, and we need to remove brush 30 feet back from around houses.

Motion: Brent Rummler moved to adjourn the meeting. Chrissy Hannemann seconded the motion. The motion was approved unanimously.

The public meeting was adjourned at 10:31 pm.