CITY COUNCIL WORK SESSION MEETING
Tuesday, June 16nd, 2026, at 5:30 p.m.
Council Chambers at City Hall and Online

MINUTES

Mayor Olson called the meeting to order at 5:30 p.m.

ROLL CALL
Councilors present included Art Adcock, Travis Keel, Lynn Mecham, Jeff Siddoway and Brian Del Rosario

Others present included City Manager Norm Beagley, Assistant City Manager Jason Bond, City Recorder Stephanie Christensen, City Legal Counsel Brett Rich, Finance Director Shannon Hoffman, City Engineer Jon Lundell, Digital Content Specialist Molly Warnick and Community Services Director Kami Ellsworth

PLEDGE OF ALLEGIANCE
Mayor Olson led the Pledge of Allegiance.

INVOCATION/INSPIRATIONAL THOUGHT
Councilor Lynn Mecham offered an invocation

DISCUSSION ITEMS
1.Discussion Regarding Deferral Agreements
Assistant City Manager Jason Bond presented a discussion on how the City strategically approaches the timing of infrastructure improvements, particularly in the core area of town. The presentation was prompted by concerns that arose from recent deferral agreements and was developed in consultation with City Engineer John Lundell and Legal Counsel Brett Rich.

Assistant City Manager Bond provided background, noting that the city began requiring infrastructure improvements with new subdivisions approximately around 2010–2012. He referenced the townhomes near Centennial Park as the last project completed before such requirements were in place. He outlined three options for addressing subdivision infrastructure improvements:

Option 1: Deferral Agreements *(Current Approach)*
A deferral agreement postpones, but does not eliminate, the obligation to construct infrastructure improvements. The agreement is voluntary, signed by the City and property owner, recorded, and legally binding. The cost of improvements at the time of execution (not at signing) is what applies.

Pros:

- Fair value of money in the future, if costs rise between signing and execution, the property owner bears the increased cost
- Less expensive for development and redevelopment in the near term
- Intent to construct the system uniformly when the City is ready to build core area infrastructure

Cons:

- Many property owners perceive the agreement as a waiver rather than a deferred obligation
- Property owners often do not understand what the improvements will cost in the future, making financial planning difficult
- Current deferral agreement templates include a 10-year sunset clause, after which the obligation disappears entirely if not executed
- Future political challenges, when the City calls in these agreements, some property owners may be unable to pay, may dispute the agreement, or may have passed away, leaving heirs with an unexpected financial encumbrance

Option 2: Assessment in Lieu of Construction
Rather than constructing improvements or deferring them, property owners pay the current estimated cost of improvements upfront, with the City holding the funds until construction is feasible.

Pros:

- Money is secured upfront with no sunset
- Clear cost expectation for the property owner at the time of subdivision
- Potential for uniform system construction when pooled funds are used together

Cons:

- Inflation risk, money collected today may not cover the actual cost of construction in the future
- May discourage development and redevelopment
- Legal uncertainty regarding whether funds must be spent on the specific frontage of the paying subdivision or can be pooled for a more logical system build-out

Option 3: Require Construction of Improvements Upfront
Requires the developer or property owner to actually construct the required infrastructure improvements as a condition of subdivision approval.

Pros:

- Clear upfront expectation, construction is a requirement, not a future obligation
- Infrastructure is actually built and in place
- Fewer future disputes, legal debates, or political challenges

Cons:

- Incremental, piecemeal construction creates disconnected infrastructure
- Segments built years apart will age differently and require maintenance at different times

Assistant City Manager Bond's Recommendation: Recommended that the City move away from deferral agreements and begin requiring construction of infrastructure improvements with new subdivisions in the core area, noting that the City's master plan now provides sufficient design guidance to move forward. He also recommended proactively executing existing deferral agreements, starting with the oldest ones before they sunset, at a pace of approximately two to three agreements per year over the next 5–10 years.

Council Discussion: Mayor Olson noted that a prior estimate placed the cost to fully build out core area infrastructure at just under $200 million. The Mayor and Council agreed to revisit the topic in approximately one to two months, after the storm water master plan process has begun, to allow for more informed decision-making. No formal action was taken.

2. Continued Discussion on Recreation Buildings Uses and Schedules

City Manager Norm Beagley and Community Services Director Kami Ellsworth addressed the Mayor and Council.

Community Services Director Kami Ellsworth presented an updated schedule for the recreation buildings, developed in response to concerns raised at the previous Council meeting. Community Services Director Ellsworth worked with fitness instructors, contractors, and staff to revise programming and space allocation.

Key updates included:

- The majority of programming has been moved from the old recreation building to the new recreation building
- Most fitness classes previously held at City Hall have been relocated to the new building, with the exception of senior fitness classes, which will remain at City Hall on Tuesdays and Thursdays
- A handful of fitness classes remain in the old building due to scheduling conflicts and space incompatibility
- Significant morning and evening time has been freed up in the old building for potential open community workout hours
- A dual-use layout was proposed, arranging fitness equipment in an L-shape along the east and north walls of the old building, leaving the center open for instructed fitness classes
- Proposed equipment includes cardio machines, a squat and pull-up rig, weight training equipment, and circuit training equipment, zoned by type
- Instructed classes such as a Workout of the Day, weight training, and circuit training are planned with an on-site certified instructor

The primary obstacle identified was staffing, as the facility cannot be open from 5:00 a.m. to 10:00 p.m. daily without adequate certified staff. Community Services Director Ellsworth noted that before equipment can be purchased, the City must first complete the new building, including flooring, mats, fans, and a center divider. She will then work with equipment representative Eric Anderson and Fitness Coordinator Lindsay Scott to finalize an equipment list and purchasing plan.

The Council expressed general approval of the direction and confirmed the plan was on the right track. Councilor Brian Del Rosario asked about the dual-use layout and expressed support for the L-shaped equipment arrangement, noting it provides good visibility and safety. Councilor Del Rosario acknowledged that comments made at the previous meeting were not fair to staff and expressed appreciation for the creativity and effort shown by Community Services Director Ellsworth and City Manager Beagley in developing the revised plan.

No formal action was taken.

3. Upcoming Agenda Items

City Manager Norm Beagley previewed the following items on the regular session agenda:

- **Bills** — The bills are notably large this cycle due to a payment for a new fire truck. Staff recently traveled to Appleton, Wisconsin to inspect and train on the vehicle. The fire truck is expected to arrive in Salt Lake City within the next few weeks.
- **Architectural Review Committee Appointment** — BreAnna Nixon, currently a member of the Planning Commission, is being recommended for appointment to the ARC. Kylie Lance will become the alternate.
- **Public Forum: Safe Routes to School, Santaquin Elementary** — A representative from Santaquin Elementary will present proposals for safe routes to school. Chief Rodney Hurst and Public Works Director Jason Callaway will also be present. City Manager Beagley clarified that safe routes to school are designated by the school district, not the City.
- **Resolution: Municipal Wastewater Planning Program** — An annual resolution confirming the City's compliance with the Municipal Wastewater Planning Program requirements.
- **Resolution: Fee Schedule Update** — An annual Cost of Living Adjustment to utility rates and other city fees. City Manager Beagley noted that recycling tipping fees have increased $15 per ton since the tentative budget was adopted. The recent solid waste and recycling contract is approximately 8 cents more per can with Waste Management, which was still the lowest bid.
- **Certified Tax Rate** — The state-assigned certified tax rate has decreased by 0.00001. If adopted, this would eliminate the need for the Truth and Taxation process. A separate public hearing on June 30th is still required for the current fiscal year budget closeout.
- **Final Budget** — Finance Director Shannon Hoffman was asked to walk through all changes from the tentative budget to the final budget.
- **URS Service Agreement** — Updates the City's contract with URS to add Roth 457 and Roth 401K options and a voluntary investment option for part-time employees. The agreement also confirms the City's allowance for employee rollovers and loans repaid via payroll deduction.
- **URS Employer Pickup** — The (URS) Tier 2 Defined Benefit (pension) plan for public safety saw a rate increase. Per past practice and the Mayor's direction, the City will pick up the full increased amount, which is already budgeted.
- **Ordinance: Landscaping Requirements Amendment** — Brings the City into compliance with State Legislation, which no longer allows the City to withhold a certificate of occupancy until landscaping is installed. Councilor Brian Del Rosario expressed concern about the practical impact on neighborhoods. Staff acknowledged the challenge and noted that nuisance regulations may offer some limited enforcement avenue. The ordinance must be adopted to conform to State Code.
- **Ordinance: Zoning Map Amendment, Highway 198** — An applicant-initiated proposal to rezone a property from Residential Agriculture (RA) to Residential Commercial (RC) to operate a home-based daycare. The Planning Commission gave a unanimous recommendation of denial, suggesting the applicant pursue a home occupation under the existing RA zone. Staff generally agreed with the Planning Commission's recommendation.
- **RAP Tax Funding** — Discussion and possible action on funding recommendations from the RAP Tax Committee.
- **Library FF&E Award** — A partial FF&E award for bookshelves, security gates, RFID readers, office furniture, and seating and reading area furniture. The original total FF&E estimate was approximately $475,000; this is the first phase.
- **Final Budgets: CDRA, LBA, and SSD** — No changes from the tentative budgets for these three entities.

Finance Director Shannon Hoffman then walked through all line item changes from the tentative to the final budget, highlighted in yellow, including:

- Removal of the proposed property tax increase, offset by an increase in the current year certified property tax

- Reduction in benefit costs due to successful healthcare renegotiation, eliminating a projected 9.2% increase
- Various trending adjustments to revenues and expenditures across all funds
- Addition of $100,000 in the Capital Roads Fund for MAG professional services through consultant Dave Stewart, which has yielded approximately $4 million for a water tank, nearly $2 million for water meters, and approximately $5 million in EA studies, among other results
- Addition of $25,000 from fund balance in the Capital Projects Fund for security cameras and access control across city facilities
- A $14,000 grant added to the Library Fund
- Three formula and rounding errors identified in the tentative budget to be corrected upon final adoption

No formal action was taken during the work session.

4. Other Business

Nothing to report at this time.

ADJOURNMENT

Councilor Lynn Mecham made a motion to adjourn the City Council Work Session. Councilor Brian Del Rosario seconded the motion.

Councilor Art Adcock	Yes
Councilor Brian Del Rosario	Yes
Councilor Travis Keel	Yes
Councilor Lynn Mecham	Yes
Councilor Jeff Siddoway	Yes

The motion passed.

The City Council Work Session Meeting adjourned 7:05 p.m.

ATTEST:

Daniel M. Olson, Mayor

Stephanie Christensen, City Recorder