

## PROVIDENCE CITY COUNCIL MEETING MINTUES

Wednesday August 19th, 2025, 6:00 PM

Providence City Office Building, 164 North Gateway Drive, Providence UT

To view the video recording of the meeting please visit our YouTube channel found [HERE](#).

**HR. MIN. SEC.** above agenda items are timestamps of the YouTube recording.

### Opening Ceremony:

Call to Order: Mayor Alder

Roll Call of City Council Members: Council Members Kunz, Kirk, Sealy, Speth & Campbell.

Staff in Attendance: City Manager Ryan Snow, Community Development Director Skarlet Bankhead and City Recorder Ty Cameron.

Pledge of Allegiance: Council Member Campbell

Opening Remarks/Prayer: Council Member Sealy

**Council Reports:** Items presented by the City Council Members will be presented as informational only; no formal action will be taken.

Council reports were presented as informational items only; no formal action was taken.

- **Council Member Kunz** reported that the month had been relatively quiet in terms of correspondence. He provided an update on the ongoing collaboration with JustServe, noting that projects were being added to the JustServe website and to a related service platform, with the goal of tracking volunteer hours during two upcoming days of service, with a target of 250 hours across those two days. He also reported on mosquito abatement, noting that West Nile virus had been detected in the valley. He explained that while horse vaccinations are available, they must be administered in early spring to be effective, and that no human vaccine or cure currently exists. Council Member Kunz noted that he had met with City Manager Ryan Snow on several occasions to stay current on city matters. He concluded by sharing that he had participated in the Sauerkraut Days celebration, including throwing the ceremonial opening pitch at the baseball game and attending the drone show, which he described as a strong example of community engagement.
- **Council Member Kirk** reported that August marked the beginning of a new Youth Council year, with nearly 50 youth members involved. She and Council Member Sealy had taken the group to Bear Lake at the beginning of the month for a kickoff and team-building event. Council Member Kirk expressed an intention to place the Youth Council swearing-in ceremony on the September 16th agenda. She reported that the Youth Council had participated in the Mendon City celebration, hosting a Navajo taco dinner fundraiser that generated enough money to fund two water wells in Uganda. She noted that the event had become a significant part of the Mendon celebration and that community response had been enthusiastic. The Youth Council was also active throughout Sauerkraut Days, with members present at nearly every event including the fun run, pickleball, bingo, and craft tables. Council Member Kirk also addressed a public comment received by email regarding the South Cache Valley Recreation Center, clarifying that the Council has been actively and substantially engaged in discussions around that project. She noted that at the most recent public meeting, three council members had attended, with one having to leave to avoid exceeding the permissible number of council members at that type of meeting. She emphasized that the

item receives significant attention and that council members have dedicated files of correspondence on the subject.

- **Council Member Sealy** thanked the Council for excusing her absence in July. She echoed Council Member Kirk's remarks regarding the Youth Council Bear Lake trip and Sauerkraut Days, and expressed appreciation for the volunteers, committee members, and businesses that made the celebration possible and accessible for families. She noted that the Legislative Policy Committee (LPC) would resume the following Monday and that activity would increase as the January–February legislative session approached. She also reported attending the Cache County Council of Governments (COG) public hearings alongside City Manager Snow and other council members, where they presented Providence City's perspective on grant funding for critical infrastructure, including safety and transportation improvements.
- **Council Member Speth** reported that he and City Manager Snow had attended the Bear River Regional Hazardous Mitigation Plan (RHMP) draft review via Zoom on August 5th. He explained that the RHMP is a regional plan coordinated across Box Elder, Cache, and Rich Counties, identifying policies and actions to reduce risk from natural hazards such as avalanches, dam failures, drought, floods, geological hazards, severe weather, and wildfires. He noted that the public comment period deadline was that same day, August 19th, and that the draft was available on the Providence City website along with a form for public submissions. He encouraged residents to review the document. Council Member Speth also highlighted a resource from the Utah Insurance Commission available at [insurance.utah.gov](https://insurance.utah.gov), covering wildfire evacuation preparation and insurance claim assistance, and expressed a desire to have that link posted on the city website and included in the city newsletter. He referenced newly printed emergency preparedness brochures available for pickup at the city office and encouraged all residents to obtain one. He echoed the remarks about attendance at the COG public hearing, noting that while the outcome was uncertain, the city's concerns and interests had been formally expressed. He closed by thanking all those who organized and executed Sauerkraut Days.
- **Council Member Campbell** reflected on his participation in the city parade, noting the positive community atmosphere, particularly among children. On Saturday of the celebration, he operated an America 250 booth, distributing hundreds of pocket-sized copies of the Constitution and Declaration of Independence, cookies, and collecting new sign-ups for the Providence Pipeline community communication system. He reported that many residents expressed enthusiasm for signing up on the spot. Council Member Campbell then provided an update on the upcoming Days of Service, noting that events were scheduled for the morning of September 12th and were listed on JustServe. Planned activities included tree planting at various locations and cleanup of park strip areas and tree trimming along Main Street and Center Street.
- Council Member Kirk added that three Youth Council members had written and received a grant to fund a community project planned for September 11th at Providence Elementary, beginning at 5:30 PM, and encouraged broad community participation.
- **Mayor Alder** thanked all those who participated in Sauerkraut Days and acknowledged that the celebration is intentionally designed to foster connection among Providence residents rather than to attract

outside visitors. She noted that a scheduling conflict with River Heights' fun run had reduced attendance at Providence's fun run this year, but that River Heights had agreed to return to its previous date going forward. Mayor Alder reported that she had been absent during the celebration due to a previously committed Chamber of Commerce board trip, returning the night before the council meeting. She announced that during her absence, she was confirmed via a Senate committee to serve as a board of trustees member for Bridgerland Technical College and expressed enthusiasm for the role given her background in technical education.

### **Approval of the Minutes:**

- **Item No. 1 Approval of the Minutes:** The Providence City Council will consider for approval the minutes of July 15th, 2026. [\(MINUTES\)](#)

- The Council considered approval of the minutes from the July 15th, 2026, meeting.

**Motion to approve the minutes of July 15th, 2026, was made by Council Member Brent Speth and seconded by Council Member Scot Campbell.**

**Vote:**

**Yea- Council Members Kunz, Kirk, Speth & Campbell.**

**Nay-**

**Abstained- Council Member Sealy**

**Motion passes, minutes approved.**

### **Presentations/Public Hearings:**

**YouTube recording started here.**

- **Item No. 2 Just Serve Award Presentation.**

- Council Member Kunz introduced JustServe representatives Kent and Denise Haddock, who oversee JustServe operations for the Logan and surrounding Cache Valley area, along with their team leaders Jaren and Julie Taylor. Council Member Kunz recalled that the Council had signed a proclamation to become an official JustServe City at the June meeting, and that the designation formalized the city's existing commitment to promoting volunteerism and leveraging the JustServe platform for community service projects. He spoke positively about the level of community engagement the program had generated, with residents proactively reaching out to volunteer for projects.
- Kent & Denise Haddock expressed appreciation for Providence City joining the JustServe network, emphasizing that volunteerism empowers individuals, organizations, cities, and communities. Denise Haddock congratulated the Mayor and Council, noting that Providence was now officially joining Logan, Smithfield, Hyrum, and Nibley as JustServe Cities in Cache Valley. She noted that as JustServe Cities, these communities are recognized through the National League of Cities and will receive recognition in Salt Lake City. She presented the official JustServe City award to Mayor Alder and distributed commemorative coins to each council member, noting that the coins were issued in collaboration with America 250, with one side bearing the JustServe motto — the heart of the world is service — and the reverse

commemorating the America 250 commitment. Kent Haddock noted that Logan City had also been signed up as a JustServe City the previous day. A group photograph was taken with the Mayor, Council, and JustServe representatives.

## **Resolutions/Ordinances:**

### **5 MIN 40 SEC.**

- **Item No. 3 Resolution 08-2026 Appointment of Crystal Howe to the Planning Commission:** The Providence City Council will review, discuss and may move forward with approving a resolution that appoints Crystal Howe to the Providence City Planning Commission. [\(RES. 08-2026\)](#)

- Mayor Alder introduced Crystal Howe, noting that candidates had gone through an interview process involving herself, City Manager Snow, Community Development Director Skarlet Bankhead, and Planning Commission Chair Julie Martin, and that the Council had previously received Howe's resume for review.
- Crystal Howe addressed the Council, sharing her background and motivation for seeking to serve. She described growing up in a family with deep roots in civic service, including a grandfather who served as a Utah state senator with a focus on roads and infrastructure, and a brother who has been involved in Utah government as a lobbyist. She noted that she has lived in Providence for 25 years and raised her family there. Professionally, she has worked as a registered nurse at Logan Regional Hospital for over 30 years. She also described her extensive volunteer experience, including leading the effort to establish boys' volleyball as a recognized high school sport in Cache Valley, serving on the board that pursued approval from the Utah High School Activities Association, and coaching for approximately six years before the sport was officially sanctioned. She expressed a strong desire to continue contributing to the community she loves through service on the Planning Commission.
- Council Member Campbell commended her for volunteering rather than being recruited. Council Member Speth expressed appreciation for her years of service in the medical field.

**Motion to approve Resolution 08-2026, appointing Crystal Howe to the Providence City Planning Commission, was made by Council Member Sealy and seconded by Council Member Carrie Kirk.**

**Vote:**

**Yea- Council Members Kunz, Kirk, Sealy, Speth & Campbell.**

**Nay-**

**Abstained-**

**Motion passes, resolution approved. Crystal Howe is appointed to the Planning Commission**

### **12 MIN. 00 SEC.**

- **Item No. 4 Resolution 09-2026 Appointment of Justin McMurdie to the Planning Commission:** The Providence City Council will review, discuss and may move forward with approving a resolution that appoints Justin McMurdie to the Providence City Planning Commission. [\(RES. 09-2026\)](#)

- Mayor Alder introduced Justin McMurdie, noting that the Council had received his resume in advance. Justin addressed the Council briefly, explaining that he grew up in Millville and had moved away for school and work, spending approximately a decade in Utah County before returning to Cache Valley approximately two years prior. He described Cache Valley and Providence as home and expressed his desire to raise his family there. Professionally, he works as a software engineer with over a decade of experience and has spoken at international conferences in that capacity.
- Council Member Sealy expressed particular appreciation for McMurdie's engagement, noting she had worked with him in the context of the library site, found him thorough in researching issues, and had received a prompt and substantive response when she reached out to him earlier that day. She expressed confidence that both he and Crystal would serve the Planning Commission well.
- Mayor Alder noted that McMurdie had originally come to the city's attention through his comments at a prior meeting, at which point she had informed him of the open position and encouraged him to apply.

**Motion to approve Resolution 09-2026, appointing Justin McMurdie to the Providence City Planning Commission, was made by Council Member Kirk and seconded by Council Member Sealy.**

**Vote:**

**Yea- Council Members Kunz, Kirk, Sealy, Speth & Campbell.**

**Nay-**

**Abstained-**

**Motion passes, resolution approved. Justin McMurdie is appointed to the Planning Commission**

## **16 MIN. 25 SEC.**

- **Item No. 5 Ordinance. 12-2026 Alder Farms Development Rezone:** The City Council will review, discuss and may take action on an ordinance regarding a request to rezone parcels 02-090-0008, 02-090-0009 & 03-002-0016, located in the areas of 890 and 850 W 300 S and 515 S 850 W here in Providence. Applicants seek to rezone parcels from Life Cycle Residential (LCR) to Mixed Use (MXD). Planning Commission held a public hearing on August 12<sup>th</sup> and recommended that the City Council approve the rezone. [\(ANALYSIS\)](#) & [\(ORDIN. 12-2026\)](#)

- Mayor Alder recused herself from this item due to her connection to the parcels in question and stepped away from the dais. Mayor Pro Tem Council Member Kirk presided over the item.
- Community Development Director Skarlet Bankhead provided a staff presentation on the rezone request. She identified the three parcels involved — parcel numbers 02-090-0008, 02-090-0009, and 03-002-0016 — located on the south side of 300 South, on the east side of the Blacksmith Fork River, and on the west side of Highway 165. She noted that one of the three parcels is a very small triangle in comparison to the others.
- Director Bankhead explained the key differences between the current Life Cycle Residential (LCR) zoning and the proposed Mixed Use (MXD) zoning. Under LCR, the permitted uses include a range of residential types — single-family homes, duplexes, fourplexes, multi-family, townhomes, and condominiums — as well as home-based businesses, but not commercial businesses. The required density in LCR is a minimum of 4 units per net acre and a maximum of

12 units per net acre, with examples including Country Garden Drive at approximately 4 units per acre and Creekside Townhomes at approximately 12 units per acre.

- In the Mixed-Use zone, the same residential types remain permitted, but the commercial component is added. She cited the Providence City Center development — which includes Next Meters and townhomes adjacent to Macy's on Gateway Drive — as an example of a horizontal mixed-use development where commercial and residential components exist in separate areas within the same development. Maximum density in MXD is 25 units per net acre for horizontal configurations and up to 33 units per net acre for vertical configurations, in which residential and commercial uses are stacked within the same building. She noted that actual developed densities often fall short of the maximum due to topography and design constraints.
- Director Bankhead also discussed live-work units as a potential design option in the MXD zone, referencing the townhomes along Gateway Drive that were originally planned as live-work units but were converted to standard residential units due to financing challenges related to commercial loan requirements. She noted that financing conditions may have since evolved. She confirmed that sales tax revenue, including point-of-sale tax from businesses, would be a benefit of the MXD designation.
- City Manager Snow displayed a map of the three parcels for the Council's reference.
- Council Member Sealy raised a question about whether the multi-family design standards — including requirements for open space and playground areas — would apply within the MXD zone. Director Bankhead responded that the commercial elements would follow commercial design code and the residential elements would follow multi-family design code, and that while open space and playground requirements would generally apply to horizontal mixed-use development, there could be some flexibility in their placement for vertical mixed-use configurations, with those details to be worked out through the development review process.
- Council Member Sealy then raised a procedural question regarding whether the item should be tabled given that no representative of the applicant was present. She noted that consistent procedure was particularly important given that the parcels are associated with the Mayor. Director Bankhead acknowledged that while there is no explicit rule in Robert's Rules of Order requiring an applicant's representative to be present, the Council does have precedent for continuing items when no representative is available. City Manager Snow noted that the public hearing had already been held before the Planning Commission with a representative present, and that no negative public comment had been received either at the hearing or by email. He characterized the decision as discretionary and declined to make a specific recommendation.
- Council Member Kirk asked whether any council member had questions that could only be answered by the applicant's representative; none were identified. Council Member Kunz indicated he was undecided but acknowledged that questions could arise. Council Member Sealy reiterated her preference for procedural consistency across all applicants. Council Member Kirk agreed and moved to continue the item until a representative could be present.

**Motion to continue Item No. 5, Ordinance 12-2026, to a future meeting at which an applicant representative will be present, was made by Council Member Kirk and seconded by Council Member Sealy.**

**Vote:**

**Yea- Council Members Kunz, Kirk, Sealy & Campbell.**

**Nay- Council Member Speth**

**Abstained-**



**Motion passes, item continued.**

- Mayor Alder returned to her seat following the conclusion of this item.

**46 MIN 45 SEC.**

**Public Comments:** Citizens may express their views to the City Council on issues within the City's jurisdiction. The City Council accepts comments: by email providencecityutah@gmail.com, and by text 435-752-9441.

- Rachel Neilson, a Providence resident, addressed the Council. She noted that her family has roots in Providence spanning five to six generations and expressed deep attachment to the community's traditions and institutions. She raised concern about the potential for the South Cache Valley Recreation Center to be developed without adequate input or participation from Providence City and its residents. She described reaching out to Chad Wright of Nibley City for details on the project and expressed concern upon learning that plans were already in development with an architecture firm. She highlighted the value of accessible recreational programming — particularly swimming lessons — for families on the south end of the valley, as well as the potential integration of senior center programming and library services into a community center concept. She asked whether a workshop could be placed on a future agenda to allow for more focused discussion, potentially including a presentation by Chad Wright.
- Council Member Kirk reiterated her earlier remarks that the Council has been actively engaged with the recreation center process — attending public meetings, receiving emails, reviewing slides, and participating in the community survey — and that this involvement was not publicly visible but was substantial. Council Member Campbell, who has recently been assigned to serve as the council's point of contact on the matter, offered to connect with Neilson directly to share information and address her questions. He confirmed that he would request to be added to the notification list for future meetings.
- Mayor Alder encouraged Rachel to connect with Council Member Campbell and noted that the Council would seek more consistent information flow now that a formal council liaison had been designated.

**35 MIN. 15 SEC.**

**Staff Reports:** Items presented by Providence City Manager and/or Staff will be presented as information only.

- City Manager Ryan Snow delivered the staff report, covering the following areas:
- **City Celebration:** Mr. Snow praised the Sauerkraut Days committee for an excellent event. He attended the parade on Friday evening and noted that city staff had four to five trucks in the parade, including a new street sweeper and other new vehicles. He reported that a pedestrian-activated crosswalk light was put into use at the fun run finish line and at the conclusion of the parade, marking successful early deployment of that infrastructure improvement.
- **Transportation and Safety Improvements:** Mr. Snow reported that a stop sign has been installed at 1st West and 1st North to improve safe routes to school, with crosswalks to follow. A new pedestrian-activated light was expected to be installed in front of Spring Creek Elementary by end of week, following several years of planning. An additional pedestrian-activated light is planned for Fuhrman Drive, contingent on completing sidewalk connectivity work. County approval was also recently received — after approximately four years of requests — for improvements along a key road corridor, which was described as a significant accomplishment.
- **Sidewalk/Road Projects:** Chip seal work had been completed and painting was underway. The preconstruction meeting for the 1st East sidewalk project was scheduled for the following Monday, with construction to begin shortly thereafter. The 2nd East sidewalk project was expected to begin approximately one week later. Sidewalk work was also completed on 5th South, where the road width is

being expanded on the east side to safely connect to the trail. A sidewalk connection on 3rd South linking the commercial area near Tyres to Main Street had also been completed.

- **Grant Applications:** Mr. Snow summarized the city's grant application activity over the previous nine months, which included applications to COG totaling approximately \$9.1 million for the 3rd East, 300 South, and 2nd West projects; a letter of intent for approximately \$2.9 million from CMPO for 3rd East; approximately \$5 million in TAP funding; approximately \$2.5 million through UDOT's sidewalk program; \$2 million through the Land and Water Conservation Fund; \$2 million through the Outdoor Recreation Fund; a BOR grant for \$400,000 for the water pump house; and a \$60,000 tree maintenance project grant. He noted that the total amount applied for over the nine-month period exceeded \$23 million, and emphasized the city's philosophy that no grant is received without an application.
- **Financial Position:** Mr. Snow reported that, based on current projections, the city's cash reserves by the end of November would be higher than at any point during his tenure, despite the volume of capital improvements being made.
- **Fiber Network:** Mr. Snow announced that the city's fiber internet network would reach its 2,000th customer that week, representing approximately 75 percent of the total expected serviceable addresses in the city. He noted that this take rate was strong evidence that the service was both needed and successful.
- **Water Conservation:** Mr. Snow reported that since January, the city's water system improvements — including identification of leaks and work with high water users — had resulted in conservation of nearly 100 million gallons of water.
- **Sewer:** The 12th South sewer project continued to progress, and design work on the 1st East sewer corridor from 2nd South to 3rd South was approaching the 90 percent completion mark.
- **Fire District:** Mr. Snow reported extensive ongoing activity related to fire services, noting that he participates in two to three fire-related meetings per week. Topics include a feasibility study, board discussions, and a potential partnership with Midway City around a Providence fire station. He indicated that significant progress was being made and that additional public meetings and discussions were forthcoming.

**Motion to adjourn was made by Council Member Sealy and seconded by Council Member Kirk.**

**Vote:**

**Yea- Council Members Kunz, Kirk, Sealy, Speth & Campbell.**

**Nay-**

**Abstained-**

**Motion passes, meeting adjourned.**

**Next City Council meeting will be held on 16<sup>th</sup> of September.**

**Minutes approved by vote of council on \_\_\_\_ day of \_\_\_\_\_ 2026.**

**I swear these minutes are true and correct to the best of my knowledge.**

\_\_\_\_\_  
**Ty Cameron, City Recorder**